



City of Piney Point Village

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THE CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING MONDAY, SEPTEMBER 23, 2019

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, SEPTEMBER 23, 2019 AT 6:30 P.M. AT MEMORIAL DRIVE ELEMENTARY SCHOOL, 11202 SMITHDALE ROAD, HOUSTON, TEXAS, 77024 TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

DECLARATION OF QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL - *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter*

1. Discuss and take possible action on adoption of Ordinance 2019.09.23A regarding approval of the proposed 2020 Budget
2. Discuss and take possible action on adoption of Ordinance 2019.09.23B regarding approval of the proposed 2019 Tax Rate
3. Discuss and take possible action on the MVPD monthly report
4. Discuss and take possible action on the VFD monthly report
 - Take Possible Action on VFD Budget Amendment
5. Discuss and take possible action on Appointment of Representative and Alternate to HGAC's 2019 General Assembly
6. Discuss and take possible action on selection of Appraisal District Board Member
7. Discuss and take possible action on three Farnham Park Issues
8. Discuss and take possible action on traffic signal lights

9. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:
 - August 2019 Financials
10. Discuss and take possible action on renewal of Interlocal Agreement with Harris County for Library Services
11. Discuss and take possible action on the City Engineer's monthly report
12. Discuss and take possible action on awarding the Surrey Oaks Contract to RAC Industries
13. Discuss and take possible action on Amendment to HDR Surrey Oaks Construction Observation Contract
14. Discuss and take possible action on plan for coordination with Wilding Lane residents
15. Discuss and take possible action on the minutes of the August 26, 2019 Council meeting
16. Discuss and take possible action on any future agenda items, meeting dates, etc.
17. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), specifically regarding pending and potential litigation
18. Action outside of Executive Session, if any
19. Adjourn

CERTIFICATION

I certify that a copy of the September 23, 2019 agenda of items to be considered by the Piney Point Village City Council was posted in a place convenient to the general public in Compliance with Chapter 551, of the Texas Government Code on September 20, 2019.



Roger Nelson
City Administrator

In compliance with the Americans with Disabilities Act, the City of Piney Point Village will provide for 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 prior to the meeting. Please contact Karen Farris, City Secretary, at 713-782-0271. 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.

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: September 23, 2019

SUBJECT: Consideration of Ordinance 2019.09.23A Adopting the Operating Budget
for Fiscal Year 2020

Agenda Item 1

This agenda item calls for Council action on Ordinance 2019.09.23A, which adopts the Fiscal Year 2020 Operating Budget.

ORDINANCE NO. 2019.09.23A

**AN ORDINANCE OF THE CITY OF PINEY POINT
VILLAGE, TEXAS, APPROVING THE BUDGET AND
MAKING APPROPRIATIONS FOR SUPPORT OF THE
CITY GOVERNMENT BEGINNING JANUARY 1, 2020
AND ENDING DECEMBER 31, 2020**

WHEREAS, the Mayor has prepared and submitted to the City Council a budget estimate of the expenditures and revenues of all funds of the City for the fiscal year beginning January 1, 2020 and ending December 31, 2020, which has been considered and reviewed by the City Council and should be approved; and

WHEREAS, after due publication of notice as provided by law, a public hearing regarding the budget was held on September 23, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS;

1. That the budget prepared and submitted by the Mayor to the City Council for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is approved.
2. That the sum of \$5,641,796.00 is hereby appropriated out of the General Fund for payment of operating expenses and maintenance expenditures of the City of Piney Point Village, Texas, as set forth in detail in the budget.
3. That the sum of \$1,499,375.00 is hereby appropriated out of the Debt Service Fund for re-payment of debt of the City of Piney Point Village, Texas, as set forth in detail in the budget.

The above and foregoing Ordinance was duly introduced on the motion of Council Member _____, seconded by Council Member _____, and by a vote of ____ for and ____ against, was duly adopted and ordered filed this the 23rd day of September, 2019.

Mark Kobelan, Mayor


ATTEST:

Karen Farris, City Secretary

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: September 23, 2019

SUBJECT: Consideration of Adopting Ordinance 2019.09.23B Approving the
Proposed 2019 Tax Rate

Agenda Item 2

This agenda item calls for Council consideration of Ordinance 2019.09.23B, which adopts the City's property tax rate for 2019. The proposed 2019 tax rate is \$0.25514 per \$100 of valuation, which is the same tax rate the City has levied since 2007. The proposed Maintenance and Operations rate is \$0.20157 per \$100 of valuation and the proposed debt service rate is \$0.05357 per \$100 of valuation.

The City Council held public hearings regarding the proposed tax rate on Tuesday, September 16, 2019 and Thursday, September 19, 2019.

ORDINANCE NO. 2019.09.23B

AN ORDINANCE OF THE CITY OF PINEY POINT VILLAGE, TEXAS, PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF PINEY POINT VILLAGE, TEXAS FOR THE YEAR 2019; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; PROVIDING FOR SEVERABILITY; AND REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTANT OR IN CONFLICT HERewith.

WHEREAS, Section 26.05 of the Texas Property Tax Code provides that before the later of September 30th or the 60th day after the date the City receives the certified appraisal roll the City Council shall adopt a tax rate for the current tax year; and

WHEREAS, Section 26.05 of the Texas Property Tax Code further provides the where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the City's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures for the next year), each of such two components must be approved separately; and

WHEREAS, the proposed tax rate for the current tax year of the City of Piney Point Village, Texas, consists of two such components, a tax rate of \$0.05357 for debt service and tax rate of \$0.20157 to fund maintenance and operation expenditures; now, therefore

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PINEY POINT VILLAGE, STATE OF TEXAS:

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

Section 2. There is hereby levied for tax year 2019, to fund the City's fiscal year 2020 municipal budget, an ad valorem tax at the total rate of \$0.255140 on each One Hundred Dollars (\$100.00) of assessed valuation on all property, real, personal, and mixed, within the corporate limits of the City, upon which an ad valorem tax is authorized by law to be levied by the City of Piney Point Village, Texas. All such taxes shall be assessed and collected in current money of the United States of America.

Section 3. Of the total tax levied in Section 2 hereof, \$0.20157 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2020.

Section 4. Of the total tax levied in Section 2 hereof, \$0.05357 is levied for the purpose of paying the interest on bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City of Piney Point Village, Texas, including the various installments of principal due on the serial bonds, warrants, certificates of obligation,

or other lawfully authorized evidence of indebtedness issued by the City, as such installments shall respectively mature in the fiscal year 2020.

Section 5. All ad valorem taxes levied hereby, in the total amount of \$0.255140 on each One Hundred Dollars (\$100.00) of assessed valuation, as reflected by Sections 2, 3, and 4 hereof, shall be due and payable on or before January 31, 2020. All ad valorem taxes due the City of Piney Point Village, Texas, and not paid on or before January 31st following the year for which they were levied, shall bear penalty and interest as prescribed in the Texas Tax Code.

Section 6. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate the 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 7. All ordinances and part of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on the first and final reading this 23rd day of September, 2019.

Mark Kobelan, Mayor

ATTEST:

Karen Farris
City Secretary



MEMORIAL VILLAGES POLICE DEPARTMENT NOTICE OF REGULAR MEETING

Notice is hereby given of a Regular Meeting of the Board of Commissioners of the Memorial Villages Police Department, a combined police department of the Cities of Bunker Hill Village, Hunters Creek Village and Piney Point Village, Texas, to be held at 6:00 PM, on, September 9, 2019 in the

Memorial Villages Police Department
11981 Memorial Drive
Houston, Texas 77024

For the purpose of considering and, if deemed advisable by the Board of Commissioners, acting upon the following;

AGENDA

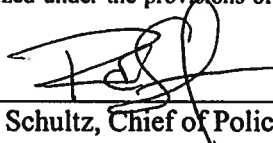
- a. Citizen Comments – At this time, any person may speak to the Police Commission. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, the Police Commission may only respond by giving a statement of specific factual information or by reciting existing policy. The Police Commission may not deliberate or vote on the matter, but it may be recessed for a future meeting.
- b. Approval of Minutes - Update, discussion and possible action.
 1. Approval of August 12, 2019 minutes as recorded.
- c. Financial Report - Update, discussion and possible action.
 1. FY19 Budget Review and Discussion.
- d. New Business - Discussion and possible action.
 1. Donation of monies and training certification for officers and equipment.
 2. I.T. System Back-up.
- e. Chief's updates - Overview of monthly reports and activities.

1. Calls/Incidents/House Watch Checks	4. Burglary Maps
2. Officer Time Committed Service	5. Recruiting/Hiring Metrics
3. Total Incidents	6. VFD Assist Response Times
- f. Executive Session - It is anticipated that all, or a portion of the discussion of the following items will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on this item until the Commission reconvenes in open session.
 1. Consultation with attorneys and consideration and possible action regarding settlement offer in Cause No. 2018-18387; *LaKeshia Kelly v. Memorial Villages Police Department.*
- g. Follow Up Items from previous meeting – Discussion and possible action on outstanding items.
 1. 457b Contribution Recommendation/Proposal to be submitted for discussion and or possible action.
 2. Status update on Audit RFP and discussion and possible action on the selection of an auditor

- h. Suggestions for future agenda items - Discussion of the agenda for the next Commission meeting and the meeting schedule.

Adjournment

The Police Commission may convene a public meeting and then recess into executive (closed) session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation; (1) consulting with the Commission's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Commission clearly conflicts with the general requirement that all meetings be open, § 551.071; (2) discussing the purchase, exchange, lease, or value of real property, § 551.072; (3) discussing a prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076. The Commission may announce that it will go into executive Session on any item listed on this agenda if the subject matter and circumstances are such that a discussion in executive (closed) session is authorized under the provisions of chapter 551 of the Texas Government Code.



Raymond Schultz, Chief of Police
Memorial Villages Police Department

POSTED: 9 / 4 /2019 @ 11981 Memorial Drive at 11 :45 a.m.
(date) (time)

City of Bunker Hill Village

Jay Smyre, Chairman
William Murphy, Commissioner
Robert Lord, Alt. Commissioner

City of Hunters Creek Village

Stephen Reichek, Commissioner
Brooke Hamilton, Commissioner
Sean Johnson, Alt. Commissioner

City of Piney Point Village

James Huguenard, Commissioner
Solace Southwick, Commissioner
John Ebeling, Alt. Commissioner

Chief of Police Raymond Schultz

Legal Counsel John Hightower

This facility is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for person who are deaf or hearing impaired, readers, or large print, are requested to contact Office Manager at 713-365-3701. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the Memorial Village Police Department website at www.mvptdtx.org.



MEMORIAL VILLAGES POLICE DEPARTMENT

Minutes of the Police Commission Meeting

August 12, 2019, 6:00 p.m.

A quorum was established, and Commissioner Smyre called the August 12, 2019 meeting to order at 6:00 p.m. at the Memorial Villages Police Department, 11981 Memorial Drive, Houston TX 77024.

In attendance were:

From the Commission:

City of Piney Point

Commissioner Huguenard

Commissioner Southwick

Alt. Commissioner Ebeling

City of Hunters Creek

Commissioner Hamilton

Commissioner Reichel

Alt. Commissioner Johnson

City of Bunker Hill

Commissioner Smyre

Commissioner Murphy

Absent:

Alt. Commissioner Lord

From Memorial Village PD

Chief of Police, Raymond Schultz

Finance Manager, Victoria Bowman

Office Manager, Maureen Loud

Guests

Legal Counsel

John Hightower

MINUTES

At 6:00 p.m. Commissioner Smyre called the meeting to order and stated that a quorum of the Commission was present and asked if there are any citizen comments.

Commissioner Smyre announced at 6:02p.m. that we would rearrange the agenda slightly and move immediately into the Executive Session to accommodate our lawyer who will be on the phone with us momentarily. This will be under the litigation exception Texas Governmental Code § 551.071. The Commission reconvened into General Session at 6:38p.m. and will go back into Executive Session at 6:39p.m. under the attorney privilege to discuss all three items; Financial Disclosures, Proposed Amendment to the Inter-local Agreement and Legal Issue raised about Dual Office Holding.

The Commission reconvened into General Session at 7:16p.m.

Commissioner Smyre commented that we would return to the top of the agenda.

a. Citizen Comments

None.

b. Approval of Minutes

Motion was made by Commissioner Hamilton and seconded by Commissioner Southwick to approve the July 8th Minutes as presented. The commission voted unanimously to approve the minutes as presented.

c. Financial Report

Mrs. Bowman presented the Financial Report stating we have completed 7 months of the fiscal year and have expended 53%. The budget to actual summary sheet has been updated to reflect the budget amendment. We have reallocated \$44K from the health insurance line item (130) to the equipment maintenance line item (700) for the purchase of the ALPR. Other item changes are the regular wages line item, which has been updated to include the additional vacancy and salary adjustment and the legal and professional line item which has been adjusted to reflect additional charges for audit fees as discussed previously. Also, legal fees which were higher than projected. The department is still on target to end the year operating within budget. Are there any questions?

Commissioner Smyre commented that he had one question which is a follow-up from last week. The recruiting costs... we are struggling with this and we are leaving almost \$3K on the table, how do we redeploy or use that money. Is there anything more that we can be doing to utilize this money? Chief Schultz responded that we have put together a new brochure which he handed out to the Commission. We have printed 300 promotional flyers and sent out to recruiting fairs, uniform stores and gun ranges as an advertisement. The Chiefs meet every 2 weeks in the area, and we have 2 vacancies, Hedwig also has 2 vacancies, Spring Valley too, so we are all in the same boat. Hedwig's last hires have all been brand new law enforcement officers who have just become certified and have no prior experience. Spring Branch ISD are having the same issues, they are hiring rookies. Spring Valley are closely examining the possibility of providing take-home cars to their folks. Just trying to figure ways to attract folks, we have looked at recruiting fairs, however, they generally only attract brand new commissioned officers. We have gone back through old applications to see if those applicants may now have the years of experience we are looking for and giving them a second look. It is very competitive right now.

Mrs. Bowman commented that she wanted to give a quick update on the status of the Audit RFP, the deadline for proposals is this Friday. She surveyed the area websites to see who other cities are using. City of Hedwig, Spring Valley, Hillshire, Hunters Creek, Bunker Hill and Sealy are using Belt Harris. City of Katy, Stafford, Missouri City, Sugar Land, Humble, Pearland and Fulshear are using Whitley Penn. Piney Point uses Brooke Watson & Company, Tomball uses BKD CPA's and City of Richmond uses Pattillo, Brown & Hill. She sent out to 8 companies and 3 have responded stating they will not submit proposals and so there are 5 left to hear back from. She just wanted to put it on the Commissions radar.

Commissioner Smyre stated we would move on to the next item on the agenda.

d. New Business

1. The Commission's role in recommending a formula for allocating the funding of the Department among the three participant cities.

The interlocal agreement was written in 1976 and when it was developed there were no specific percentages used other than a 1/3, 1/3, 1/3 in terms of the assessment that each city would be charged. It states in the interlocal agreement that we as a body are to develop new percentages or a new formula consistent with the usage of the police department by the various cities. That has never been done, we have been a 1/3, 1/3, 1/3 all of the years without any changes. It was brought to my attention and so we have put it on the agenda to get everyone's input. Chief has spent a lot of time putting together the Work Distribution information presented in the packet which shows the cities usage for the police resources as shown on page 51. We can go through all the numbers, but honestly it is very close to a 1/3, 1/3, 1/3.

The Commission further discussed that it has been addressed before and it has been approved before but haven't dug into the numbers to determine if there is a different way we should do this. A Commissioner recollects that in the past Hedwig Village used to be part of the cities and there was an issue over the percentages. Legal Counsel added, that originally the department included Hedwig Village, all four villages were part of the department. Hedwig is very different financially than these 3 cities due to the fact that it has a huge commercial area. He thinks Piney Point has zero, Hunters Creek has 5 businesses along the freeway, any way it broke up over disagreements of how it should be funded. Even though the provision is in the interlocal, as far as he knows, it has never been done. There were meetings where it was taken up as an agenda item for discussion, but every meeting that he attended where that had been discussed, the decision was No, that it works fine, 1/3, 1/3, 1/3. As far as he is aware, the cities have done nothing in the last 40 years to complain about the Commission not doing this or to make that recommendation.

Through further discussions the Commission agreed that they believe they have approved through the budget each year a 1/3, 1/3, 1/3. Commissioner Smyre commented that he is not recommending any changes unless someone has a different point of view and need to discuss it. It was brought to his attention and he thought we should layout the subject so we can all see, this isn't a bad chart to have so that we can see what percentages our cities do require of the police resources. Legal Counsel added, that the police commission agreement was amended several years ago to allow one of the cities to get extra services, he believes the only time it was used, was for some traffic enforcement on Memorial and Voss where they could pay for extra services. That way they could avoid any issues over allocations. If there is a need for any additional services, it can agree with the others to pay for the cost of doing that. Commissioner Smyre added, another thing to note is that at a minimum every shift has a police officer and car allocated to each village 24/7 and is equally divided.

Commissioner Johnson wanted to comment that we had just said that we couldn't amend the agreement as a Commission and nothing in the 2 pages..... he didn't read the agenda today but came across this when he was reading the agreement with regard to the other issue today. He believes it does not seem discretionary to him and thinks the Mayors should at least be made aware of it, to see if they agree that a 1/3, 1/3, 1/3 seems completely fair. Commissioner Smyre commented that this is something that they could put in their meeting packets for discussion with their cities, but based on the document, the Police Commission are tasked with developing a formula every 2 years and the formula is a 1/3, 1/3, 1/3 and is presented along with the budget.

457(b) Deferred Compensation plan for eligible employees – Chief Schultz stated we had talked about this in the budget after discussions with the 3 villages, it was asked to be taken out of the budget and brought back as a separate item. Victoria calculated what a 1% contribution to the

457(b) would cost, this would be \$29,492. He checked with the vendors that offer our employees this plan and they said it wouldn't be a problem for making a contribution on behalf of the employees. About two thirds of the employees already have their own accounts, the others will just have to open an account. Hedwig and the Fire Department already do this, we would like to see if we can. This will help with the retirement, to encourage employees to save money for retirement and to help with health care costs Post-Employment, Pre-Medicare eligibility and this is a way to try to do it.

The Commission asked if we are looking for a motion tonight? Chief Schultz stated that all the cities have received the refund and we would have to go back to them to request the funds and he can put together a proposal if the Commission agrees. Chief explained that later he will talk about, under his updates, that on September 20th we are having a departmentwide meeting that all the Commissioners are invited to and he will send out a formal invitation to Top Golf. This is being sponsored by the Police Foundation, where we will have a financial planner attending that is a friend of Sean's who will speak to the group and educate all of our employees and their spouses on 401k, Roth, 457b and how to plan for your TMRS. There is also a sponsored dinner.

After further discussions the Commission agreed their recommendation is that Chief will come back with his proposal and the Police Commission will vote on it at the next meeting and then take it to their city councils for consideration.

RAD Instructor Certification Pay – Chief Schultz commented that this has taken off and is very popular. It is very demanding on our instructors and is very time consuming. After getting beat up by many students, they realized it isn't something they particular enjoy doing. We have 4 folks who are active RAD Instructors and they go above and beyond every time we ask them to do classes. We are getting ready to do our next class which is RAD55, this is for residents aged 55 or older because of the demographics of the students it is actually done over 8 sessions instead of 3 which is even more demanding on the employees. We would like to be able to pay them an instructor certification pay for this. It would be \$25 a month, \$300 a year, total expenditure would be \$1,200. We have that money in the budget but would like the authority to create this designation as a special certification pay for those that make the commitment as a RAD Training Instructor. They will have to be certified and maintain this, in addition to maintaining excellent physical shape.

Motion was made by Commissioner Reichel and seconded by Commissioner Southwick to pay the Certified RAD Instructors \$300 a year as long as they keep their certification current and actively teach. The commission voted unanimously to approve the motion.

Active Shooter – Chief Schultz stated that there are 2 components to this, 1 as we had already planned prior to the events in El Paso and Dayton, Ohio to train everybody in the Active Shooter Response. We did this last week and we have a make-up session this week for 3 folks who were on vacation last week. We have been doing the training at Hunters Creek City Hall. Prior to this happening, last month we met with some residents who wanted to make a donation of equipment to the Department for an Active Shooter event, should one occur. Specifically, the family donated \$5,000 to the Foundation, earmarked for urban rifles. We have had this discussion before that the officers carry their own rifles, but they don't bring them every day. I believe at this point in time, especially with what is going on across this country, we should have a number of rifles available in the field that should we need to respond to an Active Shooter event we are prepared.

After having the training last week, we had an event at Memorial City Mall. I conducted the training myself and told the officers that if we have an event happen in this area, the number one location that we would respond to would be Memorial City Mall and within 72 hours, we were there. We were the first units arriving on the southside and eastside. Everybody else who responded, which were primarily Houston Constables Office and the Sheriff's Department responded and arrived on the westside and the northside. So, exactly what we thought would probably happen, did. The second most probably location that we would have to respond to this type of event would be Memorial Hermann Hospital. Unfortunately, I believe there will be something else, whether it is real or perceived like what happened this weekend at the mall has a pretty high likelihood of happening.

One of the tools to respond to an Active Shooter is rifles and this family has donated \$5,000. The cost of an urban rifle with the proper updates that we would use for environment in a large building is approximately \$1,000 apiece. I would like to up this to a total of 6, there is money in the budget to buy that 6th rifle. This would put one in each Sergeants vehicle and one rifle on each team. Officers would be interviewed, tested and selected to carry the department rifle, so there will always be 2 on the streets at any given time should we need to respond and use that tool. It would not be deployed unless it was absolutely necessary. This is one request, to be allowed to accept the donation from the resident that would pay for 5 and then supplement that with one additional. Besides the rifles we would also be putting a rifle case downstairs in the hallway, so the rifles that are not being used would be in the cabinet downstairs. That way if we have an event occur Monday-Friday the rest of the folks that are here and already certified could grab one of those if they needed to, to deploy to another location in the villages.

As part of the Active Shooter training, this part was 45 minutes and he wanted to talk about that and let the Commission listen to some video of how quickly these events can occur. In the training we talked about Columbine that happened in 1999. We talked about 95% of the time in the United States it is going to be a single actor on their own. Active Shooter events are going to continue to increase, through 2013 there has been over 220 Active Shooter Events in the United States this year. Texas has four of the top twelve Mass Casualty events involving Active Shooters, this is prior to El Paso. We know just based on the size, demographics of the community and the number of fire arms unfortunately Texas has and the fact that you've got one third of all the events in the country happening here makes this a trend we have to be prepared for.

When an event happens with an Active Shooter, it usually ends in one of two ways. Prior to Law Enforcement getting there; suicide of the suspect, after Law Enforcement gets there the highest propensity for it to end, is with the officer ending the active killing that's going on, if not it will end in suicide post officer arrival. The primary goal is to go in and stop the killing as soon as possible. Chief Schultz played the audio from the Dayton shooting which was 31 seconds of the 34 second event, 9 people killed. Luckily the officers were on scene and knew how to respond.

In the training we talk about 7 critical tasks, we talked about Active Shooter and what's important is every second as we heard in the Dayton Shooting, every second, every trigger pull could be someone losing their life. We must secure communications and we have to get there as quickly as possible. We have to deploy whatever we've got, if it's a handgun go with it, but obviously we would like to have better tools to go up against someone with. The job is to go to the shooting and stop it, after you stop it you go into rescue mode. We talk about all the pre-event stuff, we spend time with all the officers and explain the reason why we are doing the training, so we don't have

more events like this with victims. Then we send them through some actual scenarios, the ones we did at Hunters Creek were very unique in the fact that it is not just stand up and start going through this practice. We actually send them down to the Baptist Church in the parking lot and have them sit there for a couple of minutes and then dispatch them to City Hall. When they arrive at City Hall, they have no idea of what they are getting into. They don't know which door they can get in through, we've had some pretty interesting experiences with our folks by just adding that level of stress. We had a couple of role players going in City Hall and having blanks going off to simulate gunfire.

We have had a great response from our folks when the event at Memorial City Mall happened. Sergeant Sprinkle and his team of officers were the first ones there and tried to figure out exactly what went on and to try to limit the amount of panic and hysteria that happened. If you saw the freeway, it completely shut down, everyone just stopped because they saw all the police cars and firetrucks showing up at the mall. Then you had parents driving on shoulders with their 4-way flashers trying to get to the mall because the social media aspect went absolutely crazy. We sent out a V-Linc to try to help curtail this.

We have rifles that are our employees, other departments already have them and right now he would rather standardize them and have a good quality rifle, a number of them in the field. Hopefully it is a piece of equipment we never have to use but in today's times, unfortunately we would be remiss if we didn't have that available.

Commissioner Reichek asked what type of rifle we would get? Chief responded, it would be a custom made 223 AR15 and would be engraved with Memorial Villages Police Department indicating that they clearly belong to the department. They are a robust rifle, they have an open aim point optic so you can keep both eyes open to stay on target. Basically, you just point the red dot on the target and take a shot. These rifles would be locked in the trunk of the police car, the Commission authorized gunlocks two years ago so every vehicle already has a gunlock in it. The money is earmarked for the Association but would have to come to us because the firearms have to be purchased by the Police Department.

Motion was made by Commissioner Reichek and seconded by Commissioner Huguenard to accept the donation of \$5,000 for the purchase of 5 rifles and also approve that the Department purchase the sixth rifle through the Department funds. The commission voted unanimously to approve the motion.

Chief's updates

Chief Schultz presented his monthly report, July has been an extremely busy as a lot of folks were out of town. 15,971 house watches were conducted, but with this we have seen some of the lowest number of crimes reported with only 75 police reports. There were 743 traffic stops, these were down a little bit. 805 Citations and addressed 1400 violations. The response time averaged 3:20. We had 18 new V-Linc registrations.

We've had a lot more activity which you have seen on the daily reports with transients. We've had to throw some out that were trying to set up camps down in the bayou. We are going to have to talk to Piney Point and Hunters Creek folks about coming up with a new strategy. Specifically, maybe having to post notices on parts of the Bayou for "No Trespassing". There is

an area there that is not private property and in the flood area. So, we are trying to figure out a better tool to use against these folks. The property at San Felipe and the bayou, the owner goes in and secures it, but they go back and break back in and start setting up camps. We've had two events in the last week where transients have actually walked across the bayou because the water levels are so low. There was one in a vehicle probably committing an auto burglary this week. There is a small area that is a Deadman's space. Almost every day we are having more encounters.

The contract has been done for the body worn cameras and in-car videos. Regarding the two new cars we just got, we were able to cancel with the other vendor and can to get the brand-new Axon cameras in those cars under the new contract which saves us about \$14K in the Capital Purchase. Everything is scheduled to occur in January which is perfect timing as they are coming out with a new model of camera. Also moving forward with the ALPR cameras, they will have engineers here tomorrow and we will be walking through the sites to determine the best placement for those. ALPR's should start being installed in the first week in September.

Chief Schultz asked the Commissioners to put September 20th on their calendars and he will send out an invitation for the Departmentwide meeting as the Foundation would like to invite everyone. All the Commissioners and their spouse, they are supplying dinner and there will be a finance presentation and an opportunity to play golf. It is at Top Golf at I-10 and Highway 6. Commissioner Smyre commented that there is another date that he saw for the Skeet shooting, what date is that? Chief Schultz clarified it is November 1st.

Commissioner Smyre asked Legal Counsel if we need to go back into Executive Session? Legal Counsel responded, he doesn't believe we need to go back into Executive Session, but we do need to take action on a couple of items.

On the amendment, he would like to make the suggestion that we make the change that Sean recommended. Where it says Commissioners, it should say Board of Commissioners on the agreement. With that change the motion needed:

Motion was made by Commissioner Hamilton and seconded by Commissioner Murphy to recommend to the cities that they approve the proposed amendment to the provision in the inter-local agreement governing the approval requirements intra-budget transfers. The commission voted unanimously to approve the motion.

e. Executive Session

- a. Discussion and possible action related to Accounting Disclosures under the legal advice exception Texas Governmental Code § 551.071.

Legal Counsel stated that it is up to the Commission if they want to act on Commissioner Huguenard's suggestion related to the Financial Disclosure on the bottom of the Financials.

Motion was made by Commissioner Murphy and seconded by Commissioner Ebeling that the Department's monthly Financial Statements include the proposed disclaimer language recommended by Commissioner Huguenard. The commission voted unanimously to approve the motion.

f. Follow Up Items from previous meeting

Commissioner Smyre asked if there were any items that need to be put on the agenda for next month?

g. Suggestions for future agenda items

1. 457b Contribution Recommendation/Proposal to be submitted for Discussion and or possible action.

A Motion was made at 8:20p.m. by Commissioner Reichel and seconded by Commissioner Huguenard to adjourn the meeting. The Commission voted unanimously to approve the motion.

Approved and accepted on _____ 2019

By: _____
Jay Smyre, Chairman
Board of Commissioners
Memorial Villages Police Department



September 4, 2019

Submitted for your review is the FY19 Budget Performance Report and accompanying documents as of August 31, 2019. After eight months of operations the Department has received 75% of the appropriation and has expended 62%. At this point last year, the Department had expended 60%. There are no major changes to report. The Department is projected to end the year operating within appropriation.

General Fund

As a reminder the projection report was adjusted to reflect the budget amendment, which reallocated \$44,000 from the health insurance line item (130) to the equipment maintenance line item (700) for the ALPR program. The regular wages line item (100) was adjusted to account for the additional officer vacancy and salary adjustments. Legal/professional line item (720) was adjusted to account for the additional audit fees incurred due to the implementation of GASB75 and OPEB work related to the supplemental death benefit and to cover legal fees.

Vehicle Replacement

Invoices for upfitting Units 183 & 184 were presented for payment.

Capital

Banking fees for the month of August are the only additional charges since the last report.

Other items:

The Department received 3 responses to the audit RFP a synopsis is attached.

Memorial Villages Police Department

General Fund

For the eight months ended August 19

66.87%

65.38%

DESCRIPTION		AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>								
100	Regular Wages	3,377,767	2,043,079	1,334,688	60.49%	3,275,577	102,190	97.0%
110	Overtime	115,000	66,430	48,570	57.77%	101,599	13,401	88.3%
115	Court/Bailiff OT	21,600	3,863	17,747	17.84%	10,000	11,600	46.3%
120	Retirement	394,127	246,326	147,801	62%	373,437	20,690	94.8%
130	Health Insurance	557,775	332,498	225,277	59.61%	521,931	35,844	93.6%
140	Workers Compensation	60,000	43,478	16,522	72.46%	65,495	(5,495)	109.2%
150	Life/LTD	19,433	11,880	7,553	61.13%	18,191	1,242	93.6%
160	Medicare	50,712	30,304	20,408	59.76%	49,520	1,192	97.6%
	Personnel Services	4,596,414	2,777,848	1,818,566	60.4%	4,415,750	180,664	96.1%
200	Auto	25,200	15,353	9,847	60.9%	23,029	2,171	91.4%
210	General Liability	720	315	405	43.7%	472	248	65.6%
220	Public Official Bond	960	566	394	59.0%	849	111	88.5%
230	Professional Liability	25,200	12,457	12,743	49.4%	18,685	6,515	74.1%
240	Real & Personal Property	13,200	9,631	3,569	73.0%	14,446	(1,246)	109.4%
	Total Other Insurance	65,280	38,321	26,959	58.7%	57,481	7,799	88.1%
300	Gas & Oil	69,250	44,958	24,292	64.9%	67,487	1,813	97.4%
310	Maintenance	25,000	18,557	6,443	74.2%	25,000	0	100.0%
320	Tires	7,000	4,409	2,591	63.0%	4,500	2,500	64.3%
330	Damage Repair	10,000	818	9,183	8.2%	5,500	4,500	55.0%
	Maintenance & Misc.	111,250	68,741	42,509	61.8%	96,937	4,313	87.1%
400	General Maintenance	18,000	13,480	4,570	74.6%	17,803	197	98.9%
410	Janitorial Services	19,000	12,000	7,000	63.2%	18,000	1,000	94.7%
420	Jail	1,000	495	505	49.5%	742	258	74.2%
430	Building Furnishings	10,000	5,042	4,958	50.4%	10,000	-	100.0%
	Total Building	48,000	30,967	17,033	64.5%	46,545	1,455	97.0%
500	Computers	9,800	10,540	(740)	107.6%	10,540	(740)	107.6%
510	Postage/Postage Machine	1,300	332	968	25.6%	800	500	61.5%
520	Stationery/Expendables	18,000	8,300	9,700	46.1%	12,450	5,550	69.2%
530	Bank Finance Charges	700	221	479	31.6%	332	368	47.4%
540	Payroll	16,000	10,732	5,268	67.1%	16,000	0	100.0%
	Total Office	45,800	30,125	15,675	65.8%	40,122	5,678	87.6%
600	Telephone	34,090	22,516	11,574	66.0%	33,775	315	99.1%
310	Electric	23,000	10,636	12,364	46.2%	15,954	7,046	69.4%
620	Water/Sewer	5,000	3,245	1,755	64.9%	4,868	132	97.4%
630	Natural Gas	600	354	246	58.9%	530	70	88.4%
	Total Utilities	62,690	36,751	25,939	58.6%	55,127	7,563	87.9%
700	Equipment Maint Contracts	17,640	9,609	8,031	54.5%	17,640	0	100.0%
	Advanced License Plate Readers	44,000	44,000	0	100.0%	44,000	0	100.0%
710	SETCIC fees	3,600	3,072	528	85.3%	3,600	0	100.0%
720	Legal/Professional	48,071	43,353	4,718	90.2%	55,955	(7,884)	116.4%
730	IT Services	101,200	65,220	35,980	64.4%	97,879	3,321	96.7%
740	Software Maintenance Contracts	58,545	46,069	12,476	78.7%	58,000	545	99.1%
	Total Contract Services	273,056	211,324	61,732	77.4%	277,074	(4,018)	101.5%
800	Accreditation	1,200	0	1,200	0.0%	1,200	0	100.0%
810	Uniforms	30,000	14,688	15,312	49.0%	22,031	7,969	73.4%
820	Radio parts and labor	30,536	28,044	2,492	91.8%	30,536	0	100.0%
830	Firearms Training & Ammo	5,500	2,254	3,246	41.0%	5,000	500	90.9%
835	Tasers	11,000	9,656	1,344	87.8%	9,656	1,344	87.8%
840	Training & Prof Dues	44,000	26,121	17,879	59.4%	44,000	0	100.0%
850	Travel	7,000	3,313	3,687	47.3%	6,500	500	92.9%
860	Recruiting Costs	5,000	1,245	3,755	24.9%	1,867	3,133	37.3%
870	Criminal Investigations	3,500	1,084	2,416	31.0%	3,500	0	100.0%
880	Contingency	15,000	5,910	9,090	39.4%	5,910	9,090	39.4%
890	Small Equipment	2,500	1,376	1,124	55.0%	2,500	0	100.0%
	Total Office	155,236	93,690	61,546	60.4%	132,701	22,535	85.5%
	TOTAL GENERAL	5,357,726	3,287,768	2,069,958	61.4%	5,121,737	225,989	95.6%

Memorial Villages Police Department
Vehicle Replacement

For the eight months ended August 19

66.67%

Prior Year Cash Carryover	85,709.54		
FY19 Assessment collected to date	63,554.99	FY19 Assessment remaining	24,445.01
FY19 Interest earned to date	200.07		
FY19 Expenditures	(88,000.00)		
FY19 A/AP	4,368.00		
FY19 Veh replacement expenditures covered by carryover	(62,219.12)		
Cash Balance @ 08/31/19	3,613.48		

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
1000 Vehicle Replacement	80,000	79,483	517	99.35%	79,483	517	99.4%
AED'S	8,000	8,517	(517)	106.46%	8,517	(517)	106.5%
Total Vehicle Replacement	88,000	88,000	0	100.0%	88,000	0	100.0%
Vehicle Replacement costs covered by carryover		62,219					

Memorial Villages Police Department
Special Capital Assets

For the eight months ended August 19

66.67%

Prior Year Cash Carryover	83,450.87		
FY19 Assessment collected to date	-	FY19 Assessment remaining	0.00
FY19 Interest earned to date	241.86		
FY19 Expenditures	(100.27)		
Cash Balance @ 08/31/19	83,592.46		

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
2880 Capital Projects	0	100	(100)	0.0%	150	(150)	0.0%
Total Capital Items	0	100	(100)	0.0%	150	(150)	0.0%
Total Capital Outlay	88,000	88,100	(100)	100.1%	88,150	(150)	100%

Memorial Villages Police Department

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
GENERAL FUND	5,357,726	3,287,768	2,069,958	61%	5,121,737	225,989	96%
VEHICLE REPLACEMENT FUND	88,000	88,000	0	100%	88,000	0	100%
TOTAL BUDGET	5,445,726	3,375,768	2,069,958	62%	5,209,737	225,989	96%

MEMORIAL VILLAGES POLICE DEPARTMENT
PROJECTED CASH BALANCE
31-Aug-19

4-Sep-19

All Funds (MODIFIED CASH BASIS PROJECTIONS)

Cash collected for FY19 @ 08/31/19	\$	4,089,114
Estimated Expenditures (Aug 19)	\$	3,375,768
Estimated cash on hand @ 08/31/19 for FY19 activities	\$	713,346

Cash Balances@ 08/31/19:

Health Benefits		\$15,588
General		\$680,582
Vehicle Replacement		\$3,613
Dare Fund		\$18,756
Special Capital Assets		\$83,592
Actual cash balance @ 08/31/19 all accounts		\$802,132

All Funds (Modified Accrual Basis Projections)	2019 YTD Budget	2019 YTD Actual	2019 YTD Difference (Budget vs. Actual)	2019 Total Amended Budget
GENERAL FUND REVENUES	4,018,286	4,022,673	4,387	5,357,726
GENERAL FUND EXPENDITURES		3,287,768		
NET FY 19 REVENUES OVER EXPENDITURES		734,904		
VEHICLE REPLACEMENT REVENUES	65,999	66,200	200	88,000
VEHICLE REPLACEMENT EXPENDITURES		88,000		
VEHICLE REPLACEMENT COVERED BY CARRYOVER FUNDS		62,219		
NET FY 19 REVENUES OVER EXPENDITURES		(84,020)		
SPECIAL CAPITAL ASSETS REVENUES	0	242	242	0
CAPITAL EXPENDITURES		100		
NET FY 19 REVENUES OVER EXPENDITURES		142		
COMBINED REVENUES	4,084,285	4,089,114	4,587	5,445,726
COMBINED EXPENDITURES		3,375,869		
COMBINED FY 19 NET REVENUES / EXPENDITURES		713,246		
Formal reserves:				
	DARE			\$18,756
	VEHICLE REPLACEMENT			\$3,613
	SPECIAL CAPITAL ASSETS			\$83,592
	WORKING CAPITAL			\$60,000
	STATE TRAINING FUNDS			\$2,410
				\$168,372



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

Raymond Schultz
Chief of Police

September 9, 2019

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: August Monthly Report

During the month of August MVPD responded/handled a total of 11,936 calls/incidents. 9,977 House watch checks were conducted. 929 Traffic stops were initiated with 1012 citations being issued for 1764 violations. (Note: 32 Assists in Hedwig, 207 in Houston, 0 in Spring Valley and 1 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	4337/28831	3776/24539	1	351	4@2:28
Piney Point:	2665/20466	2094/16197	3	391	9@3:16
Hunters Creek:	4678/29014	4102/24458	11	270	10@4:37 23@3:46

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	194	Ord. Violations:	20	Speeding:	409
Accidents:	15	Info Reports:	58	Exp. Registration:	255
Assist Fire:	52	Suspicious Situations:	112	No Ins:	180
Assist EMS:	30	Welfare Checks:	4	No License	141
				Red Light:	19

This month the department generated a total of 100 police reports.

Crimes Against of Persons (2)

Family Assault	1
Terroristic Threat	1

Crimes Against Property (17)

Burglary of a Habitation	3	Forgery/Fraud/ID	5
Burglary of a Vehicle	5	Unauthorized use of a Vehicle	1
Theft – Felony	3		

Petty/Quality of Life Crimes/Events (81)

Poss. of a Controlled Sub/Para.	5	Public Intoxication	3
Warrants	39	DWI	1
Information Reports	4	Trespassing	1
Misc. Reports	28		

Arrest Summary: Individuals Arrested (33)

Warrants	19	DWI	1
Class 3 Arrests	13	Felony	0

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	2,777,848	4,596,414	60%
• Operating Expense:	509,920	761,312	67%
• Total M&O Expenditures:	3,287,768	5,357,726	61%
• Capital Expenses:	88,100	88,000	100%
• Net Expenses:	3,375,768	5,445,726	62%

Follow-up on Previous Month Items/Requests from Commission

- Proposed Amendment to Inter-local tabled at HC City Council

Personnel Changes/Issues/Updates

- Sergeant Owens had the plate removed from his shoulder and has returned to light duty.
- Officer Torres suffered from a medical episode and was rushed to a hospital. He has been released to light duty while receiving additional treatment.
- Commander Sission had a subsequent surgery on his foot and is back at his administrative assignment.

Major/Significant Events

- 8/15/19. A resident whose car had broke down in Houston had requested assistance from a tow truck. The driver of the tow truck had inappropriately touched her while taking her home. The contact may have been inadvertent however was reported by the victim.
- 8/17/19. A resident reported a burglary of his home on Gessner. Detectives started their investigation and located the stolen property at a pawn shop. The suspect was identified, and a warrant issued for his arrest.
- 8/28/19. A contractor reported items missing from a residence that she was remodeling.
- 8/29/19. A contractor reported the theft of tools from a construction site, possibly by other sub-contractors working at the same location.
- There were 2 burglaries from vehicles of contractors, one on the first and the other on the second of the month. Detectives were able to identify the suspect who committed the burglaries. An arrest warrant has been obtained for the suspect.

Status Update on any Major Projects

- All pre-equipment build work, for the BWC, In-car Video Systems and Evidence.com accounts has been completed.
- In-Car Video equipment has started arriving for installation into the new Dodge Durango vehicles.
- Flock Safety – additional site work was completed, and some installation pre-work has begun. Chief also met with Flock leadership team and discussed the future of ALPR technology and additional needs of LE personnel of the use and search capabilities of ALPR systems. Met with approximately 40 other agencies from across the country who are using public-private partnerships in their ALPR projects and discussed challenges, successes and failures.
- Staff attended meeting with District Attorney K. Ogg in reference to issues with the acceptance of charges, bond reform and LE reporting.

V-LINC new registrations in August: +33

BH – 1099/1250 (+8)

PP – 794/1160 (+3)

HC – 1048/1514 (+14)

Out of Area – 388 (+8)

2019 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	7:23:47	4:14:46	7:59:41	9:22:04	5:44:58	4:27:28	4:21:22	5:45:10					1	13
BIEHUNKO, JOHN	16:18:53	16:40:22	11:09:22	20:13:47	11:08:40	7:12:07	17:14:29	12:58:53					3	20
BOGGUS, LARRY	22:18:03	13:30:05	12:08:01	31:25:35	19:57:37	39:31:09	9:28:54	23:34:13					4	29
BRACHT, DANIEL	10:42:46	12:27:12	20:18:04	14:14:16	17:28:43	17:49:07	17:28:14	14:11:56					3	29
BURLESON, Jason	23:23:57	25:48:19	25:31:22	14:30:20	24:56:10	23:22:00	22:44:56	20:25:44					7	47
CANALES, RALPH EDWARD	14:08:38	12:22:02	7:14:25	20:10:09	11:55:53	11:23:43	14:52:02	9:10:04					2	22
CERNY, BLAIR C.	28:01:20	21:19:05	19:04:49	21:38:11	21:04:48	24:01:41	9:37:13	16:29:30					3	43
HARWOOD, NICHOLAS	21:17:49	26:19:29	22:46:50	25:39:17	21:57:40	17:30:54	34:46:43	24:23:48					8	69
HODGES, JEFFERY	28:58:07	29:30:52	23:20:38	21:40:12	23:57:07	24:43:29	5:15:35	n/a	n/a	n/a	n/a	n/a	n/a	n/a
JARVIS, RICHARD	20:17:57	22:15:48	27:55:03	24:04:41	20:59:12	19:26:40	24:11:07	23:14:25					4	59
JOLIVET, CHARLES	26:59:53	16:20:46	22:44:22	23:55:55	21:22:01	20:32:08	20:27:27	22:48:38					4	48
JONES, ERIC	1:35:06	2:00:27	1:27:02	0:17:00	0:41:15	0:00:00	0:00:00	3:33:04					0	0
KELSO JR, RONALD K	5:21:34	4:44:32	4:36:24	7:49:05	12:08:20	5:44:36	3:44:52	6:58:58					0	0
LERMA, FRANK	9:14:25	8:54:37	3:47:10	15:51:13	6:46:08	6:37:03	2:01:59	9:34:18					0	0
MCELVANY, ROBERT	11:24:25	13:18:13	21:05:00	16:07:00	13:05:49	18:59:05	11:46:41	12:26:37					3	22
MILLER, OSCAR	22:49:44	7:38:04	0:19:03	7:42:13	4:34:52	13:03:07	16:10:39	27:06:33					0	0
NASH, CHRISTOPHER	29:57:20	12:11:01	21:41:51	18:00:51	21:23:45	29:32:11	18:45:43	19:19:31					5	17
NOWLIN, DONALD L	22:44:26	27:45:53	32:20:14	33:50:45	45:32:32	25:07:12	47:55:37	27:34:25					9	139
OWENS, LANE	0:00:00	0:00:00	0:00:00	0:02:28	0:00:00	0:15:07	0:00:00	2:41:50					0	0
PAVLOCK, JAMES ADAM	18:07:09	30:09:12	25:27:52	22:07:20	25:21:12	23:43:56	10:41:56	18:40:58					8	77
RODRIGUEZ, CHRISTOPHER	10:04:37	6:53:45	5:05:15	9:02:09	16:25:44	0:00:00	5:18:57	9:45:45					0	0
SCHANMEIR, CHRISTIAN	21:33:06	25:10:53	32:27:52	16:06:17	30:42:35	26:40:20	26:50:23	22:25:11					8	101
SCHULTZ, RAYMOND	2:04:12	5:24:16	0:32:11	1:33:03	0:28:39	2:09:55	0:20:46	1:11:46					0	0
SILLIMAN, ERIC	16:12:54	22:00:20	17:16:51	17:51:39	20:08:56	12:55:41	13:26:37	7:18:43					3	30
SISSION, KYLE J	1:45:19	4:53:13	4:55:14	0:03:55	2:02:19	1:19:39	0:00:00	0:00:00					0	0
SPRINKLE, MICHAEL	8:34:13	4:42:12	8:50:07	6:47:47	2:40:20	7:37:06	8:16:40	10:23:06					1	11
TAYLOR, CRAIG	15:25:27	27:58:47	15:43:20	24:42:37	15:45:02	23:27:05	22:48:05	20:07:54					7	47
TORRES, PATRICK	7:27:32	21:00:59	23:40:21	27:11:25	19:26:54	18:06:18	8:36:05	12:02:01					1	6
TUGGLE, JAMES	25:30:16	21:21:00	24:42:05	26:58:59	17:50:26	27:49:53	18:50:09	20:57:25					3	73
VALDEZ, JUAN	25:09:18	22:07:57	22:22:01	28:55:46	20:53:20	20:36:40	16:13:09	21:11:10					3	8
WHITE, TERRY	35:00:07	27:05:02	31:19:21	34:45:37	31:04:56	30:11:18	18:46:56	30:28:29					10	102
													100	1012

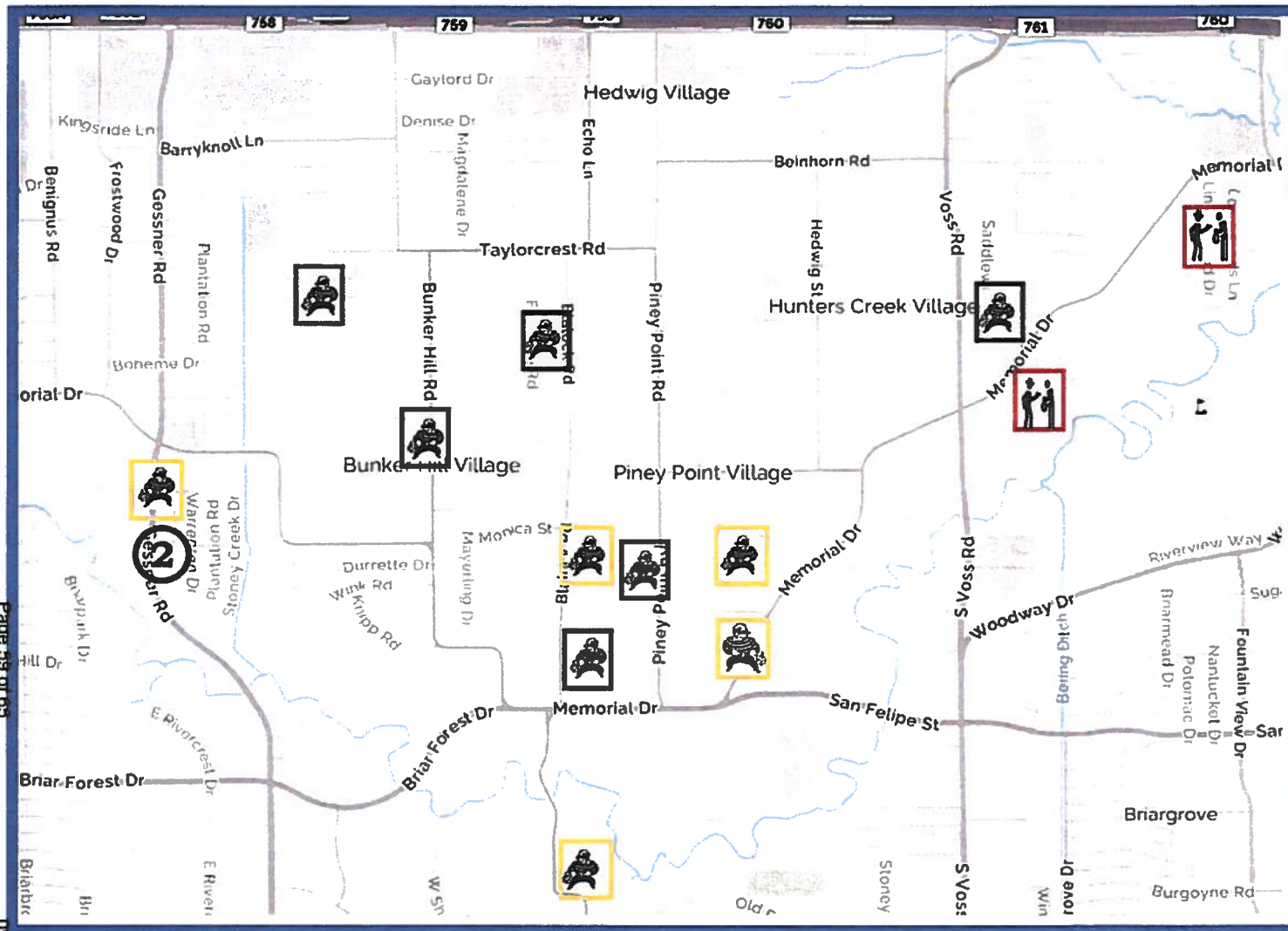
Dispatch Committed Time														Totals
911 Phone Calls	426	453	408	437	456	459	333							
3700 Phone Calls	2537	2499	2791	2676	2612	2567	2699							
DP General Phone Calls*	72:12:00	62:36:15	76:43:49	73:26:38	64:27:43	65:35:13	67:23:52							

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

2019 Total Incidents

2019	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	11	84	96	49	8523	6647	2719	2224	2163	1625	3428	2795
February	1	12	86	99	54	5833	4135	2105	1587	1553	1100	1961	1445
March	3	11	89	103	47	8754	6758	3057	2521	2147	1569	3284	2665
April	1	10	91	102	57	5923	4037	2310	1708	1491	1009	1860	1320
May	0	15	85	100	53	8315	6239	2726	2176	2514	1884	2788	2178
June	1	10	100	111	56	13315	11466	5158	4620	3483	2961	4427	3872
July	2	7	66	75	33	17668	15971	6419	5927	4450	3955	6588	6081
August	2	17	81	100	57	11936	9977	4337	3776	2665	2094	4678	4102
September													
October													
November													
December													
Total	11	93	682	786	406	80267	65230	28831	24539	20466	16197	29014	24458

2018 Totals	20	228	931	1179	429	106778	88215	38707	33288	28105	22956	37687	31823
Difference													
% Change													



2019 Burglary Map

Address	Alarm	POE
2 Brompton Ct	NS	Rear Window
231 Gessner	NS	Open House
15 Cheska Ln*	NS	Open Door
11614 Starwood	NS	Forced (Const)
339 Tynebridge	NS	Rear Window
210 Merrie Way	NS	Dog Door
18 Windemere	NS	Rear Window
329 Bunker Hill Rd	NS	Rear Door
606 Saddlewood	NS	UNK (Vacant)
242 Gessner	NS	UNLCK Door
219 Heritage Oaks	NS	UNK (Const)
11914 Broken Bough NS		Forced (Const)

2019 Robberies

Address	MO
601 Lindenwood*	BMV/Firearm
401 Ripplecreek	Jugging Strong Arm



Daytime Burglary



Nighttime Burglary



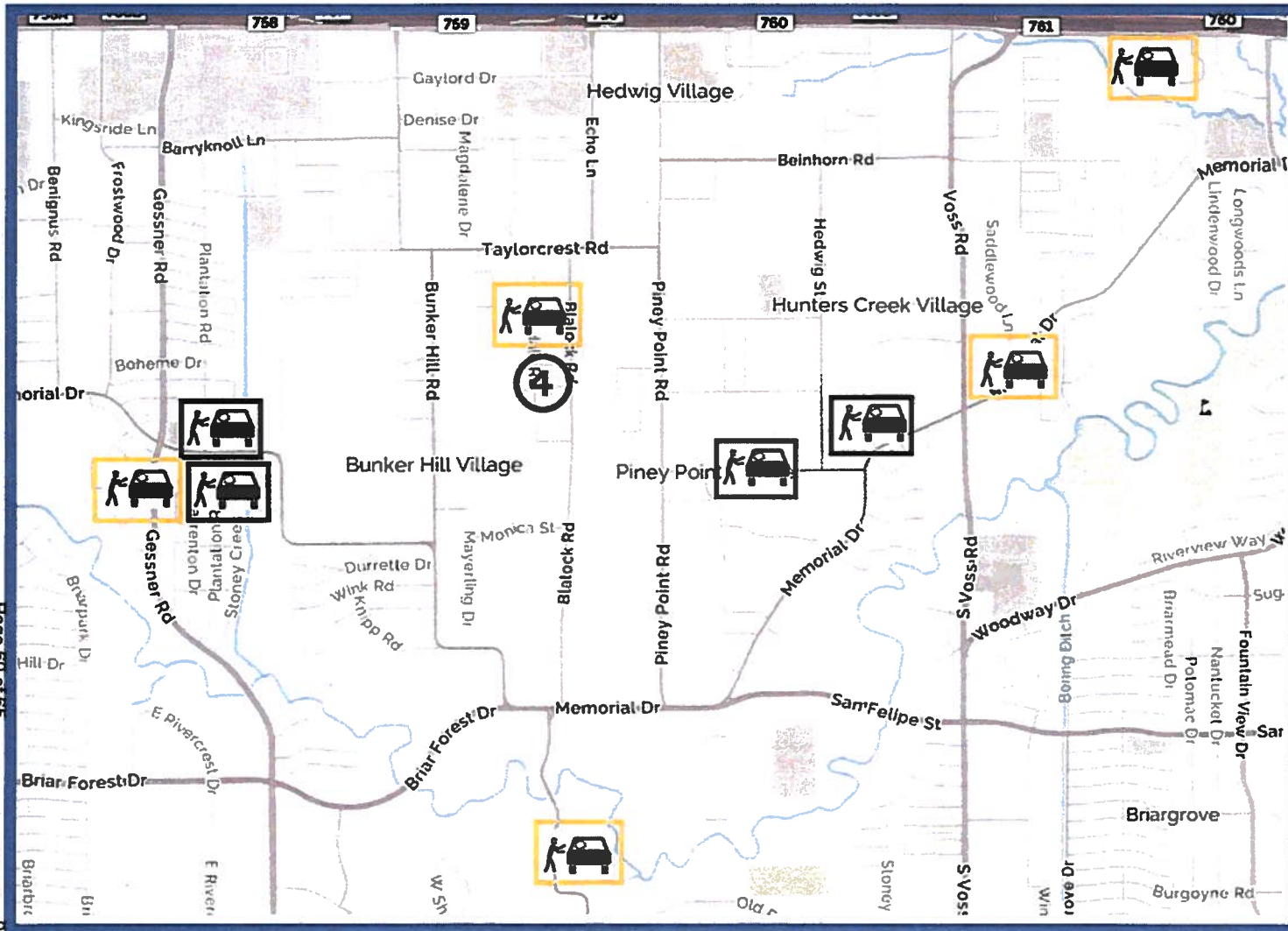
Robbery

* = Solved

9/01/19

2019 Auto Burglary Map

Address	POE
11140 Greenbay	Rear Door Glass
Memorial at Saddlewood	UNL Door
12134 Tara	UNL Door
238 Stoney Creek	UNL Door
1 Bauerle Ct	LDSCP Trailer
918 Boros	UNL Door
310 Gessner	Rear Door Glass
11614 Starwood	UNL Door
27 Windermere	UNL Door
11603 Windy Ln	LDSCP Trailer
11010 s Country Squire	UNL Door
1 Blalock Woods	UNL Door



	Daytime Burglary
	Nighttime Burglary

(2) (3)

9/01/19

2019 Recruiting and Hiring Metrics

Number of:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inquiries Phone/Internet	3	1	19	12	0	3	1	1				
Inquiries InPerson	1	0	1	0	0	0	0	0				
Applications Received	3	0	10	0	3	0	3	0				
Signed up to Test	0	0	7	1	0	0	0	0				
Showed up to Test	0	0	5	1	0	0	0	0				
Passed Test	0	0	5	1	0	0	0	0				
Completed PIQ	0	0	5	0	0	0	0	0				
Passed BG	0	0	In proc	In Proc	0	0	0	0				
Passed Chief's Selection	0	0	N/A	N/A	0	0	0	0				
Offered Employment	0	0	N/A	N/A	0	0	0	0				
Hired	0	0	N/A	N/A	0	0	0	0				

August 2019 VFD Assists

Calls received directly by MVPD via 911/3700

<u>Priority Events</u>	<u>Average Response Times</u>
------------------------	-------------------------------

Total – 6	3:27
-----------	------

Fire – 0	N/A
----------	-----

EMS – 6	3:27
---------	------

By Village

BH Fire – 0	N/A
-------------	-----

BH EMS – 1	1:06
------------	------

PP Fire – 0	N/A
-------------	-----

PP EMS – 2	2:55
------------	------

HC Fire -0	N/A
------------	-----

HC EMS -3	4:41
-----------	------

Combined VFD Events (Priority + Radio)

Total – 61	3:19
------------	------

Fire – 42	3:36
-----------	------

EMS – 19	3:34
----------	------

Radio Call Events

Total – 55	3:19
------------	------

Fire- 42	3:13
----------	------

EMS- 13	3:36
---------	------

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:

Ms. Kelly Johnson, City of Hedwig Village
Ms. Susan Blevins, City of Hilshire Village
Mr. Tom Fullen, City of Hunters Creek Village
Mr. Roger Nelson, City of Piney Point Village
Ms. Julie Robinson, City of Spring Valley

CC: Village Fire Department Commissioner and Alternates

From: Emily Morris

Date: September 11, 2019

Re: 2020 Budget Amendment

During a Special Board Meeting September 11, 2019, the Village Fire Department Board of Commissioners unanimously approved a \$1.5 million amendment increase to the 2020 Budget to be placed in Facility Fund 4. Additional information will be forwarded as soon as possible.

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

Thank you,

Emily Morris



The Villages Fire Station Renovation & Addition (Preliminary Budget)

Item #	Description	Units	Qty	Cost / S.F.	Total
Construction Costs					
01	Revise Fire Sprinkler System	SF	6,770	3	20,310
02	Parking (+ Sign Removal)	LS	1	5,000	5,000
03	Front Entrance	SF	220	240	52,800
04	Front Office / Filing Area	SF	1,130	150	169,500
05	Pop Out Addition (+ moving guy wire)	SF	1,637	300	491,100
06	Internal Renovation Mens Bunk Area	SF	525	150	78,750
07	Internal Renovation (Chief, 3 Segregated Bunks, Pantry)	SF	1,396	150	209,400
08	Kitchen Renovation	SF	400	250	100,000
09	Elevator and Stair	LS	1	125,000	125,000
10	EOC Addition	SF	562	300	168,600
11	New Exterior Grill Area	SF	190	75	14,250
12	Storage Platform in Second Building	LS	1	25,000	25,000
13	Repair Ceiling at Fire Bay (and Maintenance)	LS	1	15,000	15,000
14	Expansion for Turn-Down Equipment	LS	1	10,000	10,000
15	Painting Exterior of Building	SF	4,000	2	8,000
16	Louver @ Generator Room	LS	1	20,000	20,000
17	Storm & Sanitary Line Re-routing	LS	1	130,000	130,000
18	Owner's and Contractor's Contingency	LS	1	170,000	170,000
19	Allowance for Electrical Scope	LS	1	300,000	300,000
20	Allowance for Mechanical & Plumbing Scope	LS	1	300,000	300,000
21	Allowance for Miscellaneous Roof Patch	LS	1	25,000	25,000
22	Sub-Total Construction Costs				\$ 2,437,710
Development Costs					
23	FFE Allowance	LS	1	100,000	100,000
24	Temporary House - 7 Months	LS	1	100,000	100,000
25	Architectural Fees	LS	1	100,000	100,000
26	Moving Cost	LS	1	10,000	10,000
27	Material Testing	LS	1	10,000	10,000
28	Sub-Total Development Costs				\$ 320,000
29	Preliminary Total Project Costs With Construction & Development Costs				\$ 2,757,710

30 ~~UNFORSEEN SUB-SURFACE CONTINGENCY + GISD ISSUES~~ 242,290

SUB-TOTAL 2,000,000

31 ~~ESSENTIAL CABLE/NETWORK LINK. SYSTEM~~ 500,000

TOTAL 2,500,000



Village Fire Department
Village Fire Station Additions & Renovations
Design Development Budget Estimate - August 21, 2019

SUMMARY SHEET

I. Soft Costs:	Quantity	Unit	%	Total
Professional Services				
Project and Construction Manager Services (AGCM)			2.86%	\$114,325.83
Environmental Site Assessment	1	LS		\$0.00
Asbestos Testing	1	LS		\$2,000.00
Site Utility and Topographic Survey	1	LS		\$3,945.00
Architectural Fees	1	LS		\$262,500.00
Windstorm Certification	1	LS		\$4,000.00
Accessibility Review & Inspections	1	LS		\$2,500.00
Construction Material Testing	1	LS		\$7,000.00
Mech. System Test & Balancing	1	LS		\$12,000.00
Commissioning	1	LS		\$8,000.00
Contingency and Allowance Amounts				
Owner Project Contingency	1	LS		\$200,000.00
Permitting Allowance	1	LS		\$8,000.00
Temporary Owner Facilities Allowance	1	LS		\$150,000.00
Moving Allowance	1	LS		\$25,000.00
Cabling Allowance	1	LS		\$0.00
FFE Allowance	1	LS		\$80,000.00
Asbestos Abatement Allowance	1	LS		\$20,000.00
Other Costs				
Reimbursables/Printing/Couriering	1	LS		\$2,000.00
Electrical, Gas and Data Service Connections	1	LS		\$6,000.00
Project Acceleration	1	LS		\$0.00
Project Phasing	1	LS		\$0.00
Location Adjustment Factor	1	LS		\$0.00
Date Adjustment Factor	1	LS		\$0.00
Sales Tax	1	LS		\$0.00
Union Wages	1	LS		\$0.00
Davis-Bacon Wages	1	LS		\$0.00
Other Prevailing Wages	1	LS		\$0.00

II. Scope of Work:	Quantity	Unit	Cost per Unit	Total
A. Demolition / Site Preparation				
Demo of Existing Paving	6,500	SF	\$2.00	\$ 13,000.00
Demo of Exterior Walls	2,600	SF	\$4.50	\$ 11,700.00
Demo of Interior Spaces	10,800	SF	\$2.25	\$ 24,300.00
Demo of Radio Tower	1	LS	\$15,000.00	\$ 15,000.00
Demo of Exterior Parapet (at Building Tie-in)	1	LS	\$6,000.00	\$ 6,000.00
B. Earthwork & Foundations				
Drilled and pour Piers	22	EA	\$ 1,200.00	\$ 26,400.00
Excavation & removal from site of soils	105	CY	\$ 22.00	\$ 2,310.00
Select Fill, Average 2' Deep	540	CY	\$ 18.00	\$ 9,720.00
Vapor Barrier	4100	SF	\$ 0.75	\$ 3,075.00
Concrete Slab, 5" Thk.	560	SF	\$ 8.00	\$ 4,480.00
Concrete Slab, 8" Thk.	3550	SF	\$ 10.00	\$ 35,500.00
Concrete Grade Beams	70	CY	\$ 135.00	\$ 9,450.00
C. Superstructure / Building				
Structural Steel	4,100	SF	\$18.00	\$ 73,800.00
Structural Steel Erection	4,100	SF	\$8.00	\$ 32,800.00
Exterior Wall 6" Stud Framing / Sheathing / Insulation	70	LF	\$75.00	\$ 5,250.00
Exterior Wall 8" CMU	2,700	SF	\$16.50	\$ 44,550.00
Moisture Barrier at Exterior Wall	3,700	SF	\$1.25	\$ 4,625.00
Masonry Wainscot (Modular Brick)	950	SF	\$20.00	\$ 19,000.00
Insulated Metal Wall Panels	3,100	SF	\$17.75	\$ 55,025.00
2 Ply Modified Bit Roofing	4,100	SF	\$11.00	\$ 45,100.00
Metal Decking and Roof Insulation, 5" Polyiso	4,100	SF	\$6.00	\$ 24,600.00
Treated wood blocking at roof	532	LF	\$6.00	\$ 3,192.00
Overhead Doors, 13'-0" x 14'-0" Ht.	4	EA	\$12,500.00	\$ 50,000.00
Exterior Alum. Storefront Windows / Doors	250	SF	\$105.00	\$ 26,250.00
Individual Alum Exterior Windows	290	SF	\$95.00	\$ 27,550.00
Exterior Hollow Metal Doors, Frames, Hardware	12	EA	\$1,800.00	\$ 21,600.00
Treated wood blocking at doors/windows	190	LF	\$3.75	\$ 712.50
Exterior Canopies/Sunshade	650	SF	\$45.00	\$ 29,250.00
Mezzanine Stairs/Railing Modification	1	EA	\$8,500.00	\$ 8,500.00
Painting / Repair of Existing Exterior Plaster Soffits&Parapets	1,150	SF	\$4.50	\$ 5,175.00
D. Interior Construction / Modifications				
Inteior PLAM Doors, HM Frames, Hardware	30	EA	\$ 1,250.00	\$ 37,500.00
Interior Hollow Metal Doors, HM Frames, Hardware	7	EA	\$ 2,500.00	\$ 17,500.00
Interior Storefront Window/Door Systems	750	SF	\$ 55.00	\$ 41,250.00
Drwall Partitions - Rated walls	3100	SF	\$ 7.50	\$ 23,250.00
Drywall Partitions - Non rated walls	6900	SF	\$ 5.25	\$ 36,225.00
CMU Partitions - 6" CMU	1300	SF	\$ 11.00	\$ 14,300.00
CMU Partitions - 8" CMU	3300	SF	\$ 12.00	\$ 39,600.00
Frame and install drywall ceilings	800	SF	\$ 4.50	\$ 3,600.00
Tile Walls at in Restroom Showers (Full HT, 9' HT)	2400	SF	\$ 6.50	\$ 15,600.00
Ceramic Tile Walls at Shower (Full HT, 9' HT)	700	SF	\$ 9.50	\$ 6,650.00
Tile Backsplash at Kitchen Counters	120	SF	\$ 6.00	\$ 720.00
Industrial Polished Concrete	3800	SF	\$ 5.75	\$ 21,850.00
Sealed Concrete	950	SF	\$ 1.50	\$ 1,425.00
Ceramic Tile (Floor) - Restrooms	520	SF	\$ 6.50	\$ 3,380.00

Ceramic Tile (Floor) - Lobby, Day Room, Kitchen, etc.	1350	SF	\$ 9.00	\$ 12,150.00
Carpet Tile	3900	SF	\$ 5.25	\$ 20,475.00
LVT Tile	2000	SF	\$ 4.25	\$ 8,500.00
Walk Off Carpet Entry mats	250	SF	\$ 8.25	\$ 2,062.50
Paint Drywall / CMU Walls	14600	SF	\$ 1.75	\$ 25,550.00
Paint Drywall Ceilings	800	SF	\$ 2.25	\$ 1,800.00
Paint Exposed Structure	4500	SF	\$ 2.75	\$ 12,375.00
2x2 Lay in Ceiling Tile	9600	SF	\$ 3.00	\$ 28,800.00
Visual Display Surface	6	EA	\$ 950.00	\$ 5,700.00
TV Mounts	4	EA	\$ 250.00	\$ 1,000.00
Building & Room Signage (Interior and exterior)	1	LS	\$ 10,000.00	\$ 10,000.00
Waste Receptacle	8	EA	\$ 150.00	\$ 1,200.00
Paper Towel Dispenser	8	EA	\$ 105.00	\$ 840.00
Toilet Tissue Dispenser	8	EA	\$ 225.00	\$ 1,800.00
Mirrors	7	EA	\$ 2,000.00	\$ 14,000.00
Soap Dispenser	8	EA	\$ 45.00	\$ 360.00
Towel Bar	5	EA	\$ 65.00	\$ 325.00
Grab Bar, 36"	7	EA	\$ 75.00	\$ 525.00
Grab Bar, 42"	7	EA	\$ 175.00	\$ 1,225.00
L-Shape Grab Bar	2	EA	\$ 325.00	\$ 650.00
Folding Shower Seat	2	EA	\$ 125.00	\$ 250.00
Shower Curtain & Rod	5	EA	\$ 350.00	\$ 1,750.00
Mop Rack	1	EA	\$ 175.00	\$ 175.00
Fire Extinguishers with Bracket	6	EA	\$ 150.00	\$ 900.00
Gear Storage lockers	32	EA	\$ 650.00	\$ 20,800.00
E. Casework / Millwork				
Large Wardrobe / Locker Cabinets at Dorms	54	EA	\$ 500.00	\$ 27,000.00
Solid Surface Countertops	90	LF	\$ 40.00	\$ 3,600.00
Solid Surface Countertops at Bar/Kitchen	23	LF	\$ 55.00	\$ 1,265.00
Base Cabinets	98	LF	\$ 200.00	\$ 19,600.00
Upper Wall Cabinets	70	LF	\$ 150.00	\$ 10,500.00
F. Appliances / Equipment				
Existing Vent Hood - Allowance	1	LS	\$ 1,500.00	\$ 1,500.00
Existing Range - Allowance	1	LS	\$ 1,500.00	\$ 1,500.00
Dishwasher	2	EA	\$ 900.00	\$ 1,800.00
SCBA Fill Station - Existing / Relocate and Reinstall	1	LS	\$ 1,000.00	\$ 1,000.00
SCBA Air Compressor - Existing / Relocate and Reinstall	1	LS	\$ 1,000.00	\$ 1,000.00
Gear Extractor	1	LS	\$ 8,500.00	\$ 8,500.00
Drying Cabinet	1	LS	\$ 8,500.00	\$ 8,500.00
Washer	1	EA	\$ 1,000.00	\$ 1,000.00
Dryer	1	EA	\$ 1,000.00	\$ 1,000.00
G. Mechanical, Electrical & Plumbing Systems				
<i>Mechanical</i>				
Testing and adjusting	15550	SF	\$ 0.50	\$ 7,775.00
Apparatus Bay Intake and Exhaust System	4	EA	\$ 5,000.00	\$ 20,000.00
Big Ass Fans	2	EA	\$ 8,000.00	\$ 16,000.00
Multi Zone Heating / Venting /Air conditioning (incl	11700	SF	\$ 42.00	\$ 491,400.00
<i>Plumbing</i>				
Insulation	15550	SF	\$ 1.75	\$ 27,212.50
Piping	15550	SF	\$ 9.18	\$ 142,749.00
Fixtures				
Toilets	7	EA	\$ 2,600.00	\$ 18,200.00
Urinals	0	EA	\$ 1,250.00	\$ -
RR Sinks	7	EA	\$ 1,800.00	\$ 12,600.00
Shower Heads - Includes Chemical Shower	5	EA	\$ 500.00	\$ 2,500.00

Decon Shower	1	EA	\$ 2,500.00	\$ 2,500.00
Counter sinks	3	EA	\$ 500.00	\$ 1,500.00
Catering Kitchen Sink (Triple)	0	EA	\$ 3,000.00	\$ -
Kitchen Sinks (Double)	2	EA	\$ 2,000.00	\$ 4,000.00
Utility Sinks	3	EA	\$ 2,200.00	\$ 6,600.00
Mop Sink	2	EA	\$ 1,175.00	\$ 2,350.00
Floor Sink	2	EA	\$ 750.00	\$ 1,500.00
Electric Water Heater (1 - 30 Gal)	0	EA	\$ 10,000.00	\$ -
Gas Water Heater (200 Gal)	1	EA	\$ 16,000.00	\$ 16,000.00
Oil Sand Separator / Sample Well	1	EA	\$ 175,000.00	\$ 175,000.00
Grease Trap / Sample Well	1	EA	\$ 20,000.00	\$ 20,000.00
Floor Drains	18	EA	\$ 750.00	\$ 13,500.00
Roof Drain system	10	EA	\$ 1,500.00	\$ 15,000.00
Circulating Pump	2	EA	\$ 2,000.00	\$ 4,000.00
Thermal Expansion Absorbers	1	LS	\$ 1,000.00	\$ 1,000.00
Trap Primer	11	EA	\$ 100.00	\$ 1,100.00
Hose BIB	5	EA	\$ 500.00	\$ 2,500.00
Hose Reels	7	EA	\$ 400.00	\$ 2,800.00
Air Compressor	1	EA	\$ 6,000.00	\$ 6,000.00
Air Dryer	1	EA	\$ 3,000.00	\$ 3,000.00
Wall Hydrants	3	EA	\$ 500.00	\$ 1,500.00
Electrical				
Services Entrance & Switch gear upgrades	1	LS	\$ 145,000.00	\$ 145,000.00
Conduit & Wiring	15550	SF	\$ 4.50	\$ 69,975.00
Lightning Protection and Grounding	1	LS	\$ 30,000.00	\$ 30,000.00
Generator Service and Additional Ventilation	1	LS	\$ 35,000.00	\$ 35,000.00
Sound & Code Blue Wiring	15550	SF	\$ 1.68	\$ 26,124.00
Fire Alarm System	15550	SF	\$ 2.50	\$ 38,875.00
Security System (Existing Camera relocation)	1	LS	\$ 5,000.00	\$ 5,000.00
Security System (incl. Card reader access)	15550	SF	\$ 1.60	\$ 24,880.00
Security System (alarm intrusion)	15550	SF	\$ 3.00	\$ 46,650.00
Fixtures & Installation	15550	SF	\$ 16.00	\$ 248,800.00
Wire Devices & Trim Out	15550	SF	\$ 1.55	\$ 24,102.50
Ceiling Fans in Bays Areas	4	EA	\$ 1,500.00	\$ 6,000.00
Communications Cabling	15550	SF	\$ 2.55	\$ 39,652.50
Communications Equipment (Dispatch Relocation)	1	LS	\$ 25,000.00	\$ 25,000.00
Rerouting of Existing Exterior Electrical Conduits	1	LS	\$ 20,000.00	\$ 20,000.00
H. Life Safety Systems				
Wet Pipe Sprinkler System	15550	SF	\$ 4.75	\$ 73,862.50
Stand Pipe	15550	SF	\$ 2.00	\$ 31,100.00
I. Site Paving				
Fine Grade and Compact Subgrade	600	SY	\$ 8.00	\$ 4,800.00
Wheel stops at Parking	5	EA	\$ 95.00	\$ 475.00
Striping of Parking, ADA Spacing, Directional Arrows, ETC.	1	LS	\$ 3,000.00	\$ 3,000.00
Parking Signage	3	EA	\$ 300.00	\$ 900.00
Concrete Parking Lot and Drives (8" thick)	145	CY	\$ 125.00	\$ 18,125.00
Sidewalks	10	CY	\$ 125.00	\$ 1,250.00
Concrete Curbs	100	LF	\$ 10.00	\$ 1,000.00
J. Site Improvements				
Chain Link with Privacy slats	175	LF	\$ 18.00	\$ 3,150.00
Pedestrian Gates 3' x 7'	1	EA	\$ 500.00	\$ 500.00
Concrete Filled Steel Pipe Bollards	10	EA	\$ 250.00	\$ 2,500.00
K. Landscaping & Irrigation				
Sodding / Seeding	14700	SF	\$ 1.75	\$ 25,725.00

Landscape Beds	1	LS	\$ 5,000.00	\$ 5,000.00
Tree Removal	1	LS	\$ 5,500.00	\$ 5,500.00
Irrigation	1	LS	\$ 1,500.00	\$ 1,500.00
L. Site Utilities				
<i>Storm Drainage & Structures</i>				
Site Storm	5100	SF	\$ 4.25	\$ 21,675.00
Sub Total		Cost per SF	\$203.55	\$3,165,150.00
Design Contingency		10.00%		\$316,515.00
Adjustment for inflation from Jan.2019 to 2020		0.00%		\$0.00
Cost of Work Sub Total				\$3,481,665.00
Contrtactors Fees (General Conditions)			LS	\$275,000.00
Contrtactors Fees (Bonds & Insurance)			1.75%	\$65,741.64
Contrtactors Fees (Overhead & Profit)			LS	\$175,000.00
Total Construction Cost:				\$3,997,406.64
Total Project Cost:				\$4,904,677.47

Fire Station	Year	Area SF	Contract Award/Estimate	Cost/SF
Pearland Fire Station	2019	17,600	\$ 7,750,500	\$ 440.37
EMS Station 92	2018	7,370	\$ 3,100,000	\$ 420.62
EMS Station 94	2018	7,370	\$ 3,100,000	\$ 420.62
Eastex Fire Station 16	2017	19,140	\$ 7,390,000	\$ 386.10
Eastex Fire Station 36	2017	19,140	\$ 7,390,000	\$ 386.10
Village Fire Station (For Complete New Building)	2019	17,470	\$ 7,861,500	\$ 450.00

**VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
WEDNESDAY, SEPTEMBER 25, 2019, 6:00 P.M.
HEDWIG CITY HALL**

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **WEDNESDAY, September 25, 2019 6:00 P.M.**, at Hedwig City Hall, 955 Piney Point. Houston, Texas 77024

1. CALL TO ORDER

2. 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 so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

3A. Approval of Minutes – August 28, 2019 and September 11, 2019

3B. Approval of bills paid – August 2019

4. REPORTS

4A. Treasurer's Financial Reports – August 2019

4B. Fire Chief's Report -Events of August 2019; Monthly Performance; Record of Calls, and Response Times

4C. Building restoration subcommittee report and possible action

- a. Amos Byington / Michael Medwedeff AG/CM
- b. Scott Brady Joiner Architects

4D. Interlocal agreement subcommittee report and possible action

- 5. CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following:

None

- 6. CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:

None

- 7. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** – The Board will discuss and consider possible action on the following:

None

**VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
September 25, 2019
PAGE 2**

8. **CONSIDERATION OF AND ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:

8A. VFD to retain ambulance revenue

9. **CLOSED SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss following matters:

9A. Executive Session- Closed session in accordance with the Government Code Sec. 551.071. Consultation with Attorney; Closed Meeting.

A. GOVERNMENTAL BODY MAY NOT CONDUCT A PRIVATE CONSULTATION WITH ITS ATTORNEY EXCEPT:

- 1) When the Governmental body seeks the advice of its Attorney about:
 - (A) Pending or contemplated litigation; or
 - (B) A settlement offer/s
- 2) On a matter in which the duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter

9B. Bunker Hill – Interlocal

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

11. **FUTURE TOPICS**

12. **NEXT MEETING DATE**

October 23, 2019

14. **ADJOURNMENT**

I certify that the agenda for the 25th of September 2019, Regular Monthly Meeting was posted at the fire department this the 18th day of September 2019, at 9:00 a.m.


Emily Morris, Office Manager

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 or FAX (713) 468-5039 or morris@villagefire.org for further information.

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, AUGUST 28, 2019 AT 6:00 P.M.
HEDWIG CITY HALL
955 PINEY POINT, HOUSTON TEXAS 77024

Commissioner Nash called the meeting to order at 6:00 p.m. Roll was called, and a quorum was present.

1. CALL TO ORDER

Present and
Voting Were:

City of Piney Point Village
City of Spring Valley Village
City of Hunters Creek Village
City of Hilshire Village
City of Hedwig Village

Commissioner Zebulun Nash, Chair
Commissioner Allen Carpenter, Vice Chair
Commissioner Jay Carlton, Treasurer
Commissioner Robert Byrne, Secretary
Commissioner William Johnson, Member

Others
Present Were:

City of Piney Point Village
City of Hilshire Village
Village Fire Department
Village Fire Department
Randle Law Office LTD., L.L.P.

Alternate Henry Kollenberg
Alternate Ray Leiker
David Foster, Fire Chief
Emily Morris, Office Manager
Brandon Morris, Attorney

Absent
Were:

City of Spring Valley Village
City of Hunters Creek Village
City of Hedwig Village

Alternate Mayor Tom Ramsey
Alternate Frank Doyle
Alternate Harry Folloder

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, AUGUST 28, 2019
MINUTES – PAGE 2

2. COMMENTS FROM THE PUBLIC:

None

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 so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

3A. Approval of Minutes

Approval of Minutes – June 26, 2019 amended minutes, July 24, 2019 and July 31, 2019

3B. Approval of Bills Paid

Approval of Bills Paid – July 2019

Commissioner Nash asked for a motion to approve the consent agenda. Commissioner Carpenter moved; Commissioner Carlton seconded to approve the items as presented on the Consent Agenda.

Commissioners Byrne and Commissioner Johnson voted “Aye,” “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. Reports

4A. Treasurer's Financial Reports – July 2019

Commissioner Carlton stated we are 0.92% over budget. He explained this is due to necessary purchases made during the front end of the year that will spread out over the remainder of the year. This month we also saw an increase in maintenance expenses.

4B. Fire Chief's Report -Events of July 2019; Monthly Performance; Record of Calls; EMS Collections, Operational issues, Response Times

- One Vacancy in staffing, six applicants.
- Rescue 1 in shop for generator issue.
- Engine
- Ventilation work done in rear building. Electrical work done in bay around ice machine.
- Labor Day Touch A Truck event.
- Bunker Hill Safety Forum 9/5/19.
- Response times within standards.
- Warrant Served in Hunters Creek

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, AUGUST 28, 2019
MINUTES – PAGE 3

4C. Building restoration subcommittee report and possible action

- a. Amos Byington / Michael Medwedeff AG/CM – options
- b. Joiner Architects

- Met August 25, 2019 to discuss Dispatch relocation.
- Site survey completed
- Developed initial temporary facilities plan.
- Amos will be looking into offsite facilities for monthly rental.
- Proposed Admin Modifications- Commissioners okay with updates
- Discussed possibility of a 2020 Budget amendment to increase renovation budget to 5 million.

4D. Dispatch subcommittee report and possible action

None

4E. Interlocal agreement subcommittee report and possible action

Every city should have three Bunker Hill admittance documents; however, the Service Agreement document is under revision. The Fire Commission anticipates meeting prior to September 15th to finalize the Service Agreement. Once the revised Service Agreement is approved, the Commission will need the cities to approve the Bunker Hill admittance documents.

5. CONSIDERATION OF CONTRACTS/AGREEMENTS – The Board will discuss and consider possible action on the following:

5A. Audit Contract

The Fire Commission supports Chief Foster researching Auditors and talking with Belt Harris about future audits.

6. CONSIDERATION OF RESOLUTIONS – The Board will discuss and consider possible action on the following:

None

7. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS – The Board will discuss and consider possible action on the following:

None

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, AUGUST 28, 2019
MINUTES – PAGE 4

8. CONSIDERATION OF AND ACTION ON THE FOLLOWING - The Board will discuss and consider possible action on the following:

8A. Replacement Engine

Chief Foster recommended the purchase of a Spartan Firetruck for the replacement engine. Commissioner Carlton moved to approve the plan to purchase the Spartan Firetruck; Commissioner Byrne seconded.

Commissioners Johnson and Commissioner Carpenter voted "Aye," "Noes" none.

8B. Computer dispatch/records management software

Chief Foster recommended the Commission approve the selection of Pro Pheonix software for the new dispatch/records management software. Commissioner Johnson moved to approve purchase of Pro Pheonix software; Commissioner Carpenter seconded.

Commissioners Byrne and Commissioner Carlton voted "Aye," "Noes" none.

8C. Parental/maternity leave policy

Chief Foster proposed a parental leave policy to be put in place for the department. The Fire Commission decided to revisit the subject at a later meeting, so that the lawyers have time to research and revise the policy if necessary.

9. CLOSED SESSION - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss following matters:

Commissioner Nash asked for a motion for the Commission to retire in Executive session.

9A. Executive Session- Closed session in accordance with the Government Code Sec. 551.071. Consultation with Attorney; Closed Meeting

B. GOVERNMENTAL BODY MAY NOT CONDUCT A PRIVATE CONSULTATION WITH ITS ATTORNEY EXCEPT:

- 1) When the Governmental body seeks the advice of its Attorney about:
 - (A) Pending or contemplated litigation; or
 - (B) A settlement offer/s
- 2) On a matter in which the duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter

9B. Bunker Hill - Interlocal

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

No action was taken

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, AUGUST 28, 2019
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11. **FUTURE TOPICS:**

None

12. **NEXT MEETING DATE:**

September 11, 2019

13. **ADJOURNMENT**

Commissioner Nash moved to adjourn at 8:39 p.m., seconded by Commissioner Carpenter

Commissioners Carlton, Commissioner Byrne, and Commissioner Johnson voted "Aye," "Noes" none.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted

Commissioner Zeb Nash, Chair

Attest:

Commissioner Robert Byrne, Secretary

VILLAGE FIRE DEPARTMENT
SPRCIAL BOARD OF COMMISSIONERS MEETING
WEDNESDAY, SEPTEMBER 11, 2019, 11:30 A.M.
VILLAGE FIRE DEPARTMENT
901 CORBINDALE, HOUSTON TEXAS 77024

Commissioner Nash called the meeting to order at 11:30 a.m. Roll was called, and a quorum was present.

1. CALL TO ORDER

Present and
Voting Were:

City of Piney Point Village
City of Spring Valley Village
City of Hunters Creek Village
City of Hilshire Village
City of Hedwig Village

Commissioner Zebulun Nash, Chair
Commissioner Allen Carpenter, Vice Chair
Commissioner Jay Carlton, Treasurer
Commissioner Robert Byrne, Secretary
Commissioner William Johnson, Member

Others
Present Were:

City of Piney Point Village
City of Hilshire Village
Village Fire Department
Village Fire Department
Randle Law Office LTD., L.L.P.
City of Hedwig Village
City of Hunters Creek

Alternate Henry Kollenberg
Alternate Ray Leiker
David Foster, Fire Chief
Emily Morris, Office Manager
Grady Randle, Attorney
Mayor Brian Muecke
Mayor Jim Pappas

Absent
Were:

City of Spring Valley Village
City of Hunters Creek Village
City of Hedwig Village

Alternate Mayor Tom Ramsey
Alternate Frank Doyle
Alternate Harry Folloder

VILLAGE FIRE DEPARTMENT
SPECIAL BOARD OF COMMISSIONERS MEETING
WEDNESDAY, SEPTEMBER 11, 2019
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2. COMMENTS FROM THE PUBLIC:

None

3. Reports

3A. Building restoration subcommittee report and possible action

a. Temporary facilities

- Commissioner Carlton updated the Commission that the architects are moving forward with the design, but are slightly behind schedule
- The subcommittee is waiting to hear back about the cost of renting George's for a temporary facility
- The subcommittee will look into scheduling a time to tour George's before a decision is made
- Commissioner Carlton advised the Commission that the project managers have let him know that they have done more work than what was billed and requested an additional invoice to cover this work. Commissioner Carlton is in discussion with the project managers about this bill and will keep the Commission updated
- The subcommittee will provide documents detailing the adjusted budgets and plans to back up the increased renovation costs

3B. Interlocal agreement subcommittee report and possible action

Mayor Brian Muecke presented the revised Bunker Hill Service Agreement. He reported that changes had been made to sections 4.6 and 4.7 for clarity, and to make the phrasing agreeable to both parties. Commissioner Carpenter made a motion to approve the revised Service Agreement and that it be sent to the cities for approval; Commissioner Johnson seconded.

Commissioners Byrne and Commissioner Carlton voted "Aye," "Noes" none.

4. CONSIDERATION OF CONTRACTS/AGREEMENTS – The Board will discuss and consider possible action on the following:

4A. Audit contract

Chief Foster reported that he met with Robert Belt to discuss the issues that occurred during the last audit. He was satisfied with the changes Belt Harris will be making to ensure satisfactory audits in the future, and with the Commission's approval would like to stay with Belt Harris for the 2019 Audit. Commissioner Johnson moved to approve staying with Belt Harris for the 2019 Audit, seconded by Commissioner Carlton.

Commissioners Byrne and Commissioner Carpenter voted "Aye," "Noes" none.

VILLAGE FIRE DEPARTMENT
SPECIAL BOARD OF COMMISSIONERS MEETING
WEDNESDAY, SEPTEMBER 11, 2019
MINUTES – PAGE 3

5. CONSIDERATION OF AND ACTION ON THE FOLLOWING - The Board will discuss and consider possible action on the following:

5A. Amendment to the 2020 Budget for increased renovation budget

The renovation costs have increased to \$5 million due to the current market and necessary changes to the design plans. The Fire Commission agreed that this budget was reasonable, and an amendment should be sent to the cities to increase the 2020 Budget to accommodate these costs. Commissioner Carpenter made a motion to approve the 2020 Budget amendment be sent to the cities, which would increase the 2020 Budget by \$1.5 million in order to increase the renovation budget to \$5 million. Commissioner Byrne seconded this motion.

Commissioners Johnson and Commissioner Carlton voted "Aye," "Noes" none.

Commissioner Johnson requested documents showing breakdowns of the renovation plans and budgets be sent to the cities along with the 2020 Budget amendment.

5B. Purchase of Radio Consoles

Chief Foster reported that he had met with GHC 911 and Amos to adjust the dispatch relocation design and discuss the logistics of moving dispatch. During this meeting Chief Foster was made aware that the current dispatch consoles would be going out of service by 2021, and parts would no longer be available to fix the consoles after October 2019. Chief Foster recommended moving ahead with the purchase of two new dispatch consoles, totaling \$150,000, and requested approval to use the ambulance funds for this purchase. After discussing the costs associated with the upcoming dispatch relocation, the Fire Commission decided to table the discussion of console purchases for the 2021 Budget.

5C. Family Leave Policy

Chief Foster presented the revised family leave policy for approval. After discussing each guideline presented in this policy, the Commission decided to approve sections 710.001 through 710.007, and table 710.008 for later discussion. Commissioner Johnson moved to approve sections 710.001 through 710.007 of the family leave policy, seconded by Commissioner Carpenter.

Commissioners Byrne and Commissioner Carlton voted "Aye," "Noes" none.

6. CLOSED SESSION - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551, Texas Government Code, to discuss following matters:

6A. Executive Session- Closed session in accordance with the Government Code Sec. 551.071. Consultation with Attorney; Closed Meeting

B. GOVERNMENTAL BODY MAY NOT CONDUCT A PRIVATE CONSULTATION WITH ITS ATTORNEY EXCEPT:

VILLAGE FIRE DEPARTMENT
SPECIAL BOARD OF COMMISSIONERS MEETING
WEDNESDAY, SEPTEMBER 11, 2019
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6A. Continued...

- 1) When the Governmental body seeks the advice of its Attorney about:
 - (A) Pending or contemplated litigation; or
 - (B) A settlement offer/s
- 2) On a matter in which the duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter

6B. Bunker Hill - Interlocal

Commissioner Nash determined that the Commission did not need to enter a closed session.

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

None

8. **NEXT MEETING DATE:**

September 25, 2019

9. **ADJOURNMENT**

Commissioner Carpenter moved to adjourn at 1:35 p.m. seconded by Commissioner Carlton

Commissioner Nash, Commissioner Byrne, and Commissioner Johnson voted "Aye," "Noes" none.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted

Commissioner Zeb Nash, Chair

Attest:

Commissioner Robert Byrne, Secretary

VILLAGE FIRE DEPT. August BUDGETARY SUMMARY	BUDGET YEAR 2019	YEAR TO DATE 8/31/2019	% USED	% BUDGET	MONTHLY EXPENSES August	
CAPITAL:						
CONTINGENCY-PHYSICAL PLANT	35,000.00	10,650.25	30.43%	66.64%	5,660.87	New Copier
MISC. TOOLS, EQUIP., & HOSE	65,000.00	65,825.70	101.27%	66.64%	0.00	
PROTECTIVE GEAR	20,000.00	5,642.56	28.21%	66.64%	1,430.50	
RADIO PURCHASE		750.00				
TOTAL CAPITAL EXPENDITURES	120,000.00	82,868.51	69.06%	66.64%	7,091.37	
PERSONNEL EXPENDITURES:						
SALARIES	3,757,244.00	2,611,319.73	69.50%	66.64%	323,723.44	
SALARIES - OVERTIME	105,000.00	68,421.96	65.16%	66.64%	22,677.89	Dispatch/trainings
BONUS	6,000.00		0.00%	66.64%		
PROF. CERTIFICATION PAY	44,400.00	31,452.02	70.84%	66.64%	4,028.70	
COMPENSATED ABSENCE PAY	0.00		0.00%	66.64%		
FICA TAX	304,530.00	199,242.19	65.43%	66.64%	25,927.57	
DISABILITY INSURANCE	23,000.00	13,513.41	58.75%	66.64%	2,036.55	
EMPLOYEE RETIREMENT	322,123.00	170,295.12	52.87%	66.64%	22,062.47	
HOSPITALIZATION INSURANCE	609,770.00	413,034.01	67.74%	66.64%	48,829.21	
MEAL ALLOWANCES	31,978.00	20,880.00	65.29%	66.64%	2,610.00	
WORKMENS' COMP. INSURANCE	35,000.00	20,416.06	58.33%	66.64%	0.00	
TOTAL PERSONNEL EXPENDITURES	5,239,045.00	3,548,574.50	67.73%	66.64%	451,895.83	
OPERATIONAL EXPENDITURES:						
AMBULANCE MEDICAL SUPPLIES	50,000.00	34,940.91	69.88%	66.64%	7,382.24	EMS training supplies
BLDG. SUPPLIES & MAINTENANCE	47,000.00	46,523.67	98.99%	66.64%	1,709.31	
CHEMICALS	2,000.00	0.00	0.00%	66.64%	0.00	
CONTINGENCY	20,000.00	2,614.00	13.07%	66.64%	0.00	
DUES/SUBSCRIPTIONS/MANUALS	6,500.00	3,229.50	49.68%	66.64%	500.00	
FIRE PREVENTION/PUBLIC RELATIONS	12,000.00	5,656.45	47.14%	66.64%	317.90	
GAS & OIL	45,000.00	29,986.75	66.64%	66.64%	2,201.40	
INSURANCE - CASUALTY	42,000.00	28,662.25	68.24%	66.64%	3,517.33	
MAINTENANCE OF EQUIPMENT:	135,000.00	117,242.17	86.85%	66.64%	20,288.90	
MAINTENANCE OF EQUIPMENT OTHER:		-2,791.92			0.00	
CHIEF'S VEHICLE		6,122.13			29.88	
FIRE MARSHAL'S VEHICLE		1,241.75			0.00	
BATTALION 1		254.17			0.00	

PUMPER (ENGINE 1)		35,533.28			16,854.90
UTILITY VEHICLE		10.25			0.00
LADDER (LADDER 1)		14,058.65			17.16
AMBULANCE (MEDIC 1)		8,983.11			0.00
AMBULANCE (MEDIC 2)		1,283.96			0.00
AMBULANCE (MEDIC 3)					
MAINTENANCE - OTHER		38,043.66			3,386.96
MAINTENANCE - CONTRACTS		1,797.60			0.00
PUMPER (ENGINE 2)		12,705.53			0.00
MISCELLANEOUS EXPENDITURES:	7,200.00	3,372.89	46.85%	66.64%	446.81
SAFETY DEPOSIT BOX RENT					0.00
LICENSE/PERMITS		2,374.33			0.00
OTHER MISC. EXPENSES		998.56			446.81
LEGAL NOTICES/ADVERT.		0.00			0.00

VILLAGE FIRE DEPT. August BUDGETARY SUMMARY	BUDGET YEAR 2019	YEAR TO DATE 8/31/2019	% USED	% BUDGET	MONTHLY EXPENSES August
POSTAGE/PRINTING/STATIONERY:	107,000.00	29,849.71	27.90%	66.64%	2,617.00
BANK ANALYSIS CHARGES/SUPPLIES		89.15			0.00
OFFICE SUPPLIES		10,409.15			1,536.68
POSTAGE		475.47			127.13
PENALTIES		0.00			0.00
PRINTING		756.91			450.39
MAINT. CONTRACTS/EQUIP.		12,149.61			22.33
COFFEE BAR/REFRESHMENTS		3,294.91			204.61
POSTAGE METER RENTAL		250.00			0.00
OFFICE EQUIPMENT/COMPUTERS		189.20			0.00
OTHER		1,854.20			275.86
BANK SERVICES CHARGES		381.11			0.00
PROFESSIONAL SERVICES:	112,400.00	97,582.49	86.82%	66.64%	10,336.73
REVERSE ENTRIES FOR A.P.		(0.55)			0.00
ADJUSTMENT-DUPLICATE CHECKS		0.00			0.00
PROFESSIONAL SERVICES - OTHER		18,160.24			0.00
CPA		7,726.00			997.00
LEGAL		40,595.63			6,980.73
IT SERVICES		19,692.17			2,200.00
MEDICAL		11,409.00			159.00

PUBLIC UTILITIES	55,000.00	44,254.65	80.46%	66.64%	7,348.36
RENT	10.00	10.00	100.00%	66.64%	0.00
STATE CERTIFICATION FEES	6,000.00	2,075.99	34.60%	66.64%	87.17
TRAINING PROGRAMS	25,000.00	22,993.30	91.97%	66.64%	5,520.11
CPR TRAINING EXPENSE		1,854.88			360.00
CONVENTIONS		0.00			0.00
OTHER TRAINING EXP.		6,398.68			4,165.00
SEMINARS-OFF PREMISES		1,649.89			0.00
TRAINING EXAMS		4,440.08			995.11
TRAINING-ON PREMISES/training programs		5,891.68			0.00
OUT OF TOWN EXPENSES		2,758.09			0.00
UNIFORMS	25,000.00	7,541.64	30.17%	66.64%	197.21
TOTAL OPERATIONAL EXPENDITURES	697,110.00	476,536.37	68.36%	66.64%	62,470.47
GRAND TOTAL	\$6,056,155.00	\$4,107,979.38	67.83%	66.64%	\$521,457.67
0					
1.19 over budget					
CAPITAL REPLACEMENT FUND	160,000.00				
COMPENSATION ABSENCE RESERVE FUND	45,000.00				
FACILITY FUND	3,500,000.00				
TOTAL BUDGET FOR 2019	\$9,761,155.00	\$0.00			

Classes, rescue training

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: September 23, 2019

SUBJECT: Appointment of Representative and Alternate to HGAC's 2019 General Assembly

Agenda Item: 5

This agenda item calls for the City Council to consider appointing one Representative and one Alternate to the HGAC General Assembly. Piney Point's Representative for the 2019 General Assembly is Councilman Dodds and the Alternate is Councilman Bender.

**DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL
2020 GENERAL ASSEMBLY**

BE IT RESOLVED, by the Mayor and City Council of _____, Texas,
that _____ be, and is hereby designated as its Representative
to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2020.

FURTHER, that the Official Alternate authorized to serve as the voting representative should
the hereinabove named representative become ineligible, or should he/she resign, is
_____.

THAT the Executive Director of the Houston-Galveston Area Council be notified of the
designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this _____ day of _____, 2019.

APPROVED:

Mayor

ATTEST:

By: _____



RECEIVED SEP 12 2019

Houston-Galveston Area Council

Office of the Executive Director

PO Box 22777 • 3555 Timmons • Houston, Texas 77227-2777 • 713/627-3200

September 5, 2019

Hon. Mark Kobelan
Mayor
City of Piney Point Village
7676 Woodway Dr Ste 300
Houston, TX 77063

Dear Mayor Kobelan:

I am writing regarding the appointment of your city's representative to H-GAC's 2020 General Assembly.

H-GAC's Bylaws provide that each member General Law city is entitled to designate one representative and one alternate to the H-GAC General Assembly, which will meet in early 2020.

I am enclosing the appropriate form for your city's use in officially designating a representative and an alternate. The two designees must be elected official members of your city's governing body. Please return the completed form by fax to 713-993-2414 or email cynthia.jones@h-gac.com.

A dinner meeting of General Law city representatives is scheduled for the evening of Thursday, November 14. At that meeting, your 2019 General Law Cities' H-GAC Board of Directors representatives will report on this year's activities and look ahead to issues and progress in 2020.

We are sending a copy of these designation materials to your city secretary as well. We would appreciate receiving your city's designation form no later than October 25. If you have any questions during the designation process, please call Rick Guerrero at 713-993-4598.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chuck Wemple'.

Chuck Wemple

CW/cj


Enclosure
cc: City Secretary



MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: September 23, 2019

SUBJECT: Appointment to Harris County Appraisal District Board

Agenda Item: 6

This agenda item calls for the City Council to consider the appointment of a representative to the Harris County Appraisal District Board. The ballot for the position is included along with a letter from the City's current representative on the board, Mike Sullivan.

RECEIVED AUG 26 2019



**Harris County Appraisal
District
Interoffice Memorandum
OFFICE OF CHIEF APPRAISER**

TO: PRESIDING OFFICERS OF TAXING UNITS
SERVED BY THE HARRIS COUNTY APPRAISAL DISTRICT

FROM: ROLAND ALTINGER, CHIEF APPRAISER

SUBJECT: SELECTION OF APPRAISAL DISTRICT BOARD MEMBERS

DATE: AUGUST 21, 2019

Your taxing unit participates in selecting members of the Harris County appraisal District's board of directors. The board is composed of six members who serve two-year terms, all of which expire December 31, 2019. This memorandum describes the process of selecting directors for the two-year term that begins January 1, 2020.

Functions of the Board

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. This 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. There is no compensation for service on the appraisal district board of directors; however, directors are reimbursed for travel expenses if incurred. The board of directors typically meets once a month.

Participating Units

The current method of selecting directors was established by resolutions of the county, cities, and school districts participating in the appraisal district in 1981. The method of selection was modified in 1991 after the law was changed to provide a voting entitlement to conservation and reclamation districts and has been modified to provide a voting entitlement for junior college districts. Sec. 6.031, Tax Code, authorizes an appraisal district to vary both the size and the method of selecting its board members

The six members of the Harris County Appraisal District's board of directors are selected as follows:

- One member appointed by the Harris County Commissioners Court.
- One member appointed by the Houston City Council.
- One member appointed by the board of trustees of the Houston Independent School District.

- One member appointed by votes of the city councils of the cities other than Houston. Each city council casts a single vote. The candidate who receives the most votes is elected.
- One member appointed by vote of the boards of trustees of the school districts other than Houston Independent School District and by boards of directors of the junior colleges with territory in Harris County. Each school district board casts a single vote. The junior college districts collectively cast a single vote. The candidate who receives the most votes is elected.
- One member appointed by vote of the governing bodies of the conservation and reclamation districts that participate in the appraisal district. Each body casts a single vote. The candidate who receives the most votes is elected.

In the event the county appoints someone other than the county assessor-collector to the board, the county assessor-collector will serve ex officio in a non-voting capacity as a seventh member.

Board members whose terms expire December 31, 2019, are:

- Ann Harris Bennett, Tax Assessor-Collector, Ex-Officio Director
- Glenn E. Peters, representing conservation and reclamation districts
- Wanda Adams, representing Houston ISD
- Al Odom, representing City of Houston
- Jim Robinson, representing Harris County
- Mike Sullivan, representing cities & towns, except City of Houston
- Ben Pape, representing junior college districts and school districts other than Houston ISD

Eligibility Requirements

An individual must satisfy certain residency, employment, and conflict-of-interest requirements to be eligible to serve on the board of directors.

Residency: The candidate must be a resident of Harris County, and must have resided in the county 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, with one exception. An employee 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 would be *eligible* to serve on the board.

An individual is *ineligible* to serve on an appraisal district board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding five years.

Conflict-of-interest: A candidate may not serve if the candidate is related to a person who is in the business of appraising property or representing property owners for a fee in proceedings in the appraisal district. Relatives barred are those within the second degree by consanguinity (blood) or affinity (marriage). These persons include: spouse; children; brothers and sisters; parents; grandparents; and grandchildren. The spouse's relatives in the same degree are included.

A candidate who contracts with the appraisal district for any purpose, or who contracts with a taxing unit served by the district for a property tax related purpose, may not serve. The same rule applies to candidates who have a substantial interest in businesses contracting with the appraisal district (for any purpose) or with the taxing unit (for property tax purposes). A candidate has a substantial interest if the candidate or the candidate's spouse has combined ownership of at least ten percent (10%) of the voting stock or shares of the business. A candidate also has a substantial interest if the candidate or the candidate'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.

The appraisal district may not employ any person who is related to an appraisal district director within the second degree by affinity or by 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: Texas law makes a person ineligible to serve as an appraisal district director if he or she has delinquent property taxes owing to any taxing unit 60 days after the person knew or should have known of the delinquency.

Selection Procedures

The procedures for selecting members of the board of directors for the two-year term beginning January 1, 2020, are as follows:

For Cities and Towns Other Than the City of Houston

The cities and towns other than the City of Houston appoint one member by majority vote of their city council. The process for these cities and towns involves two steps: nomination and election.

Nomination

The city council of each city and town has the right to nominate a single candidate for the position. To nominate, the governing body must adopt a resolution nominating the candidate by formal action. The mayor, as presiding officer of the city council, must submit the nominee's name to the chief appraiser of the Harris County Appraisal District no later than **Tuesday, October 15, 2019**. The mayor must provide a certified copy of the resolution and may include a cover letter naming the nominee.

Election

Before Wednesday, **October 30, 2019**, the chief appraiser will prepare a ballot listing the nominees in alphabetical order. The chief appraiser will deliver a copy of the ballot to the mayor of each city or town.

Prior to December 15, 2019, each city council must cast its vote for one of the nominees, formally adopt a resolution naming the person for whom it votes and submit a certified copy to the chief appraiser. *Ballots received by the chief appraiser after December 15 may not be counted.*

Prior to December 20, 2019, the chief appraiser will count the votes, declare the results, and notify the winner, the nominees and the managers of each city and town. A tie vote will be resolved by a method of chance chosen by the chief appraiser.

For Junior Colleges and School Districts other than The Houston Independent School District

With the exception described below for junior college districts, exactly the same procedure described for cities and towns above applies to the selection of the member who represents junior college districts and school districts other than Houston ISD. The board of trustees of the school districts must nominate and elect following the deadlines and procedures described above. The four junior college districts with territory in Harris County may participate in the selection of the member who represents school districts other than Houston ISD and the junior colleges. However, the junior college districts collectively have the same voting authority as a single school district. See Sec. 6.031(b-1), Tax Code. The boards of trustees of junior college districts may each nominate a candidate following the deadlines and procedures described above. However, the four junior colleges collectively have a single vote in the election. Each board of trustees may cast a vote by resolution and file the resolution with the chief appraiser. The collective vote will be automatically cast for the candidate who receives the most votes from among the junior colleges. As an example, if one candidate receives three votes and another receives one vote, the junior colleges will be deemed to have collectively cast their vote for the candidate who received the three votes.

For Conservation and Reclamation Districts

The procedure and timetable for selecting the member who represents the conservation and reclamation districts are the same as that described above for small cities and school districts.

The conservation and reclamation districts that participate in the appraisal district may cast a single vote. The candidate who receives the most votes is elected.

**For Harris County, the City of Houston
And the Houston Independent School District**

By December 15, 2019, the governing body of each of these entities appoints a single person to represent it on the board. Each governing body must formally adopt a resolution naming the person who will serve as a board member and submit it to the chief appraiser at the address shown below:

Roland Altinger
Chief Appraiser
Harris County Appraisal District
13013 Northwest Freeway
P. O. Box 920975
Houston, Texas 77292-0975

To assist you in this process, I have enclosed a suggested form of resolution for the nomination of a candidate to the board of directors of the Harris County Appraisal District.

We invite your questions or comments on the board selection process. Please do not hesitate to call me at (713) 957-5670

Sincerely,



Roland Altinger, CAE, RPA, CTA
Chief Appraiser

Attachments

Cc: HCAD Board Members
Tax Assessors
Attorneys

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF _____ TEXAS, NOMINATING
A CANDIDATE FOR A POSITION ON THE BOARD
OF DIRECTORS OF THE HARRIS COUNTY
APPRAISAL DISTRICT**

WHEREAS, those cities and towns other than the City of Houston within the Harris County Appraisal District have the right and responsibility to elect one person to the board of directors of the Harris County Appraisal District for a term of office commencing on January 1, 2020, and extending through December 31, 2021; and

WHEREAS, this governing body desires to exercise its right to nominate a candidate for such position on said board of directors; now, therefore

BE IT RESOLVED BY THE CITY COUNCIL OF _____
_____:

Section 1. That the facts and recitations set forth in the preamble of this resolution be, and they are hereby, adopted, ratified, and confirmed.

Section 2. That _____ (name), _____
_____ (address, zip code) _____ (phone
number), be, and he or she is hereby, nominated as a candidate for that position on the board of directors of the Harris County Appraisal District to be filled by those cities and towns other than the City of Houston within the Harris County Appraisal District for a two-year term of office commencing on January 1, 2020.

Section 3. That the presiding officer of the governing body of this taxing unit be, and he or she is hereby, authorized and directed to deliver or cause to be delivered a certified copy of this resolution to the chief appraiser of the Harris County Appraisal District no later than October 15, 2019.

PASSED AND APPROVED this _____ day of _____, 2019.

Mayor

ATTEST:

City Secretary

RECEIVED AUG 30 2019

Mike Sullivan
Director, Harris County Appraisal District
4811 Shore Hills Dr.
Kingwood, TX 77345
(713) 898-6969 Mobile

August 24, 2019

The Honorable Mark Kobelan
Mayor, City of Piney Point Village
7676 Woodway, Suite 300
Houston, TX 77063-1629

Re: Harris County Appraisal District Board of Directors

Dear Mayor Kobelan:

It has been an honor to serve as your representative on the Harris County Appraisal District Board of Directors. Of the six Directors, I was elected to serve "cities and towns other than Houston", and I take that responsibility seriously. My term ends December 31, 2019, and I am writing to ask you and your city to pass a Resolution nominating me to another two-year term.

During my time on the HCAD Board, I have worked hard to ensure that your voice was heard, that budgets are kept in check, and to keep you posted with data, timelines, and maps. Going forward, I pledge to do the same, and to be accessible to you and your city council.

HCAD has mailed a packet to your city, and in it were details as to the nomination process, timelines, and a sample Resolution for you to use. However, I want to highlight that nominations (by Resolution) are due by October 15, 2019. If unable to locate the HCAD packet, please let me know, and I will have another sent to you.

I respectfully request that you and your city council nominate me for another two-year term on the HCAD Board of Directors. My previous service on the Board, as Harris County Tax Assessor-Collector, and in the private sector have given me broad experiences that translate to important and meaningful service on the Board.

Please contact me if you have any questions, or if I can answer any questions.

Yours truly,




Mike Sullivan
Director, Harris County Appraisal District

(Not printed at taxpayer expense)

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: September 23, 2019

SUBJECT: Farnham Park Issues

Agenda Item: 7

This agenda item calls for the City Council to consider three items Mr. Bobby Orr has asked to discuss with Council.

1. 20 and 21 Farnham Park Drive. As you can see from the pictures the connections for HVAC are on the front of the new addition and visible from the street. I don't know if this is allowed. If it is then then it shouldn't be. If it isn't then the electrical panels and connections for the HVAC equipment need to be relocated to a location that is not visible from the street. This issue is one of four I would like to discuss with the council.
2. 15, 17 and 18 Farnham Park Drive. All three houses flooded and all three are sitting empty. 15 is open and is attracting all sorts of varmints, mostly feral cats. These houses need to be torn down.
3. Privatizing Farnham Park Drive. The neighbors would like to discuss the possibility and feasibility of making Farnham Park Drive private. We would like to have better control of who comes into the neighborhood particularly in light of recent incidents.







MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: September 23, 2019

SUBJECT: Traffic Signal Alteration Requests

Agenda Item: 8

This agenda item calls for the City Council to consider three requests for signal alterations.

1. Consideration of installing a left turn permitted on flashing yellow light at the intersection of Blalock/Memorial/South Piney Point. This was a Council discussion item during the July 22nd meeting.
2. Consideration of replacing existing green right arrow with a full green light fixture at the intersection of San Felipe and Stillforest. This item was requested by a Stillforest resident in order to reduce the amount of turning into Stillforest.
3. Consideration of installing a left turn permitted on flashing yellow light at the intersection of Farnham Park and San Felipe. This item was requested by a Farnham Park resident that indicated that residents routinely wait to turn left when there are no vehicles travelling from the west on San Felipe.



SOUTHWEST SIGNAL SUPPLY, INC.

1107 Jackson Street, South Houston, TX 77587
Tel 713.946.7162 Fax 713.946.5806
swsignal@swsignal.net

QUOTATION

Name / Address

Piney Point
Accounts Payable
7676 Woodway
Suite 300
Houston, TX 77063

Date

8/26/2019

Quotation #

7868

Terms

Net 30

Project

Item	Description	Qty	U/M	Price	Total
	Location: Memorial @ San Felipe We Propose to remove EB Right Four Section Signal and install new Three Section signal with R Y ^G configuration - Mast arm mounted.				
SH0010	3-SECTION HARDWARE COMPLETE (2 ARMS W/CGB & CROSSBAR)	1	ea	160.00	160.00
SH2140	ASTRO BRACKET 12" SIGNAL AB-3026	1	ea	190.00	190.00
SH1120	THREE SECTION SIGNAL 12" NO LED/LAMPS	1	ea	330.00	330.00
LM1037	GREEN ARROW 12" LED	1	ea	90.00	90.00
LM1032	YELLOW 12" LED	1	ea	90.00	90.00
LM1031	RED 12" LED	1	ea	75.00	75.00
LA0100	BUCKET TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	4	hr	149.00	596.00
TERMS	PRICE GOOD FOR 90 DAYS - MUST HAVE PURCHASE ORDER BEFORE WE BEGIN WORK. PRICE DOES NOT INCLUDE POLICE OFFICERS FOR TRAFFIC CONTROL, SPECIAL BARRICADING(ATTENUATOR/CRASH TRUCK./ARROWBOARD), PERMITS, BONDING, LIQUIDATED DAMAGES/PENALTIES OR ANY DUES THAT MAY BE REQUIRED.				0.00

Thank you for an opportunity to work for you.

Total

\$1,531.00

Signature



SOUTHWEST SIGNAL SUPPLY, INC.

1107 Jackson Street, South Houston, TX 77587
Tel 713.946.7162 Fax 713.946.5806
swsignal@swsignal.net

QUOTATION

Name / Address

Piney Point
Accounts Payable
7676 Woodway
Suite 300
Houston, TX 77063

Date

8/26/2019

Quotation #

7869

Terms

Net 30

Project

Item	Description	Qty	U/M	Price	Total
	Location: Memorial @ Blalock Propose to remove existing four section signals and install new four section signals with LEDs for flashing yellow operations. Replace MMU and configure for flashing yellow operations in 30 year old cabinet assembly.				
SH1130	FOUR SECTION SIGNAL 12" NO LED/LAMPS	4	ea	440.00	1,760.00
SH0020	4-SECTION SPAN WIRE HARDWARE COMPLETE (2 ARMS W/CGB & CROSSBAR)	4	ea	170.00	680.00
SH2210	SPAN WIRE CLAMP - SADDLE	8	ea	35.00	280.00
LM1035	RED ARROW 12" LED	4	ea	90.00	360.00
LM1036	YELLOW ARROW 12" LED	8	ea	90.00	720.00
LM1037	GREEN ARROW 12" LED	4	ea	90.00	360.00
SN1500	SIGN 36" X36"	4	ea	180.00	720.00
LA0100	Two buckets and four men - installation of signals. BUCKET TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	16	hr	149.00	2,384.00
	SUBTOTAL - signal work				7,264.00
CM1600	MMU and cabinet work MALFUNCTION MAINTENANCE UNIT- MMU with vendor assistance	1	ea	1,885.00	1,885.00
LA0100	SERVICE TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	8	hr	149.00	1,192.00
	SUBTOTAL				3,077.00
TERMS	PRICE GOOD FOR 90 DAYS - MUST HAVE PURCHASE ORDER BEFORE WE BEGIN WORK. PRICE DOES NOT INCLUDE POLICE OFFICERS FOR TRAFFIC CONTROL, SPECIAL BARRICADING(ATTENUATOR/CRASH TRUCK./ARROWBOARD), PERMITS, BONDING, LIQUIDATED DAMAGES/PENALTIES OR ANY DUES THAT MAY BE REQUIRED.				0.00

Thank you for an opportunity to work for you.

Total

\$10,341.00

Signature



SOUTHWEST SIGNAL SUPPLY, INC.

1107 Jackson Street, South Houston, TX 77587
Tel 713.946.7162 Fax 713.946.5806
swsignal@swsignal.net

QUOTATION

Name / Address

Piney Point
Accounts Payable
7676 Woodway
Suite 300
Houston, TX 77063

Date

8/26/2019

Quotation #

7870

Terms

Net 30

Project

Item	Description	Qty	U/M	Price	Total
	Location: Memorial @ Bialock Propose to remove existing four section signals and install new four section signals with LEDs for flashing yellow operations. Remove existing 30 year old cabinet assembly and install new cabinet assembly.				
SH1130	FOUR SECTION SIGNAL 12" NO LED/LAMPS	4	ea	440.00	1,760.00
SH0020	4-SECTION SPAN WIRE HARDWARE COMPLETE (2 ARMS W/CGB & CROSSBAR)	4	ea	170.00	680.00
SH2210	SPAN WIRE CLAMP - SADDLE	8	ea	35.00	280.00
LM1035	RED ARROW 12" LED	4	ea	90.00	360.00
LM1036	YELLOW ARROW 12" LED	8	ea	90.00	720.00
LM1037	GREEN ARROW 12" LED	4	ea	90.00	360.00
SN1500	SIGN 36" X36"	4	ea	180.00	720.00
LA0100	Two buckets and four men - installation of signals. BUCKET TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	16	hr	149.00	2,384.00
	SUBTOTAL - signal work				7,264.00
CABINET	Remove and reinstall cabinet assembly 16 Position base mnt Cabinet w/Cobalt Controller, EDI MMU and all BIUs, FTRs, Load Switches and flasher. Included vendor support/assistance.	1		14,400.00	14,400.00
LA0100	SERVICE TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	8	hr	149.00	1,192.00
	SUBTOTAL				15,592.00
TERMS	PRICE GOOD FOR 90 DAYS - MUST HAVE PURCHASE ORDER BEFORE WE BEGIN WORK. PRICE DOES NOT INCLUDE POLICE OFFICERS FOR TRAFFIC CONTROL, SPECIAL BARRICADING(ATTENUATOR/CRASH TRUCK./ARROWBOARD), PERMITS, BONDING, LIQUIDATED DAMAGES/PENALTIES OR ANY DUES THAT MAY BE REQUIRED.				0.00

Thank you for an opportunity to work for you.

Total

\$22,856.00

Signature



SOUTHWEST SIGNAL SUPPLY, INC.

1107 Jackson Street, South Houston, TX 77587
Tel 713.946.7162 Fax 713.946.5806
swsignal@swsignal.net

QUOTATION

Name / Address

Piney Point
Accounts Payable
7676 Woodway
Suite 300
Houston, TX 77063

Date

9/19/2019

Quotation #

7878

Terms

Net 30

Project

Item	Description	Qty	U/M	Price	Total
	Location: San Felipe @ Farnham Park Propose to remove existing four section signals and install new four section signals with LEDs for flashing yellow operations. Replace MMU and configure for flashing yellow operations in 30 year old cabinet assembly.				
SH1130	FOUR SECTION SIGNAL 12" NO LED/LAMPS	2	ea	440.00	880.00
SH0020	4-SECTION HARDWARE COMPLETE	2	ea	170.00	340.00
LM1035	RED ARROW 12" LED	2	ea	90.00	180.00
LM1036	YELLOW ARROW 12" LED	4	ea	90.00	360.00
LM1037	GREEN ARROW 12" LED	2	ea	90.00	180.00
SN1500	SIGN 36" X36"	2	ea	180.00	360.00
	Two buckets and four men - installation of signals.				
LA0100	BUCKET TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	16	hr	149.00	2,384.00
	SUBTOTAL - signal work				4,684.00
	MMU and cabinet work				
CM1600	MALFUNCTION MAINTENANCE UNIT- MMU with vendor assistance	1	ea	1,885.00	1,885.00
LA0100	SERVICE TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	8	hr	149.00	1,192.00
	SUBTOTAL				3,077.00
TERMS	PRICE GOOD FOR 90 DAYS - MUST HAVE PURCHASE ORDER BEFORE WE BEGIN WORK. PRICE DOES NOT INCLUDE POLICE OFFICERS FOR TRAFFIC CONTROL, SPECIAL BARRICADING(ATTENUATOR/CRASH TRUCK./ARROWBOARD), PERMITS, BONDING, LIQUIDATED DAMAGES/PENALTIES OR ANY DUES THAT MAY BE REQUIRED.				0.00

Thank you for an opportunity to work for you.

Total

\$7,761.00

Signature



SOUTHWEST SIGNAL SUPPLY, INC.

1107 Jackson Street, South Houston, TX 77587
Tel 713.946.7162 Fax 713.946.5806
swsignal@swsignal.net

QUOTATION

Name / Address

Piney Point
Accounts Payable
7676 Woodway
Suite 300
Houston, TX 77063

Date

9/19/2019

Quotation #

7879

Terms

Net 30

Project

Item	Description	Qty	U/M	Price	Total
	Location: San Felipe @ Farnham Park Propose to remove existing four section signals and install new four section signals with LEDs for flashing yellow operations. Remove existing 30 year old cabinet assembly and install new cabinet assembly.				
SH1130	FOUR SECTION SIGNAL 12" NO LED/LAMPS	2	ea	440.00	880.00
SH0020	4-SECTION HARDWARE COMPLETE	2	ea	170.00	340.00
LM1035	RED ARROW 12" LED	2	ea	90.00	180.00
LM1036	YELLOW ARROW 12" LED	4	ea	90.00	360.00
LM1037	GREEN ARROW 12" LED	2	ea	90.00	180.00
SN1500	SIGN 36" X36"	2	ea	180.00	360.00
	Two buckets and four men - installation of signals.				
LA0100	BUCKET TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	16	hr	149.00	2,384.00
	SUBTOTAL - signal work				4,684.00
	Remove and reinstall cabinet assembly				
CABINET	16 Position base mnt Cabinet w/Cobalt Controller, EDI MMU and all BIUs, FTRs, Load Switches and flasher. Included vendor support/assistance.	1		14,400.00	14,400.00
	SERVICE TRUCK INCLUDING SIGNAL TECH & HELPER ST MON-FRI	8	hr	149.00	1,192.00
	SUBTOTAL				15,592.00
TERMS	PRICE GOOD FOR 90 DAYS - MUST HAVE PURCHASE ORDER BEFORE WE BEGIN WORK. PRICE DOES NOT INCLUDE POLICE OFFICERS FOR TRAFFIC CONTROL, SPECIAL BARRICADING(ATTENUATOR/CRASH TRUCK./ARROWBOARD), PERMITS, BONDING, LIQUIDATED DAMAGES/PENALTIES OR ANY DUES THAT MAY BE REQUIRED.				0.00

Thank you for an opportunity to work for you.

Total


\$20,276.00

Signature

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: September 23, 2019

SUBJECT: City Administrator's Report

Agenda Item: 9

- August 2019 Financials

BALANCE SHEET

AS OF: AUGUST 31ST, 2019

10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<u>ASSETS</u>		
=====		
10-1100	Claim on Cash	494,030.67
10-1101	Cash- GF Texpool	413,727.44
10-1105	Cash with Amegy	0.00
10-1108	Cash with Agent	877,487.77
10-1120	Cash-Texas Class	6,822,899.81
10-1200	Accounts Receivable	0.00
10-1201	Sales Tax Receivable	16,820.98
10-1202	FEMA Reimbursement Receivable	0.00
10-1203	Property Tax receivable-PY	159,705.80
10-1204	Property Tax Receivable-CY	2,903,198.72
10-1205	Other Receivables	81,728.99
10-1209	A/R Willet	2,813.36
10-1301	Accrued Interest	0.00
10-1400	Prepaid Expenses	0.00
10-1507	Due from Debt Service Fund	0.00
10-1508	Due from Capital Projects Fund	0.00
10-1509	Due from Non-Major Fund	0.00
10-1510	Due from Metro Fund	0.00
10-1550	Due from Other Governments	8,353.83
10-1802	Street and Drainage System	0.00
		<u>11,780,767.37</u>

TOTAL ASSETS

11,780,767.37

LIABILITIES

=====

10-2001	Accounts Payable	3,139.59
10-2002	Other Accrued Liabilities	0.00
10-2005	Misc Payables	0.00
10-2051	Payroll Tax Payable	0.00
10-2052	Employee Insurance Payable	(2,059.63)
10-2062	TMRS Payable	(79.59)
10-2101	Property Tax Overpayments	0.00
10-2102	MC-Child Safety Fees Due	(28.50)
10-2103	MC-Bonds Due	0.00
10-2104	Due To - MC Technology	0.36
10-2105	Due To-MC Security	0.00
10-2106	Due To-State Comptroller	75,970.27
10-2107	Due To OMNI Base	3,197.54
10-2108	RESTITUTION	(270.00)
10-2110	Bond Payable - FAST	4,373.05
10-2111	Other Accrued Liabilities	0.00
10-2130	Deferred Revenue-Property Tax	159,705.80
10-2131	Other Deferred Revenue	78,142.42
10-2302	Due to State-CJ Fee	293.61
10-2303	Due To-Debt Service Fund	0.00
10-2402	Permit Deposits	0.00
10-2403	Drainage Deposit Payable	0.00
10-2404	Gas Meter Deposit	95,485.00

BALANCE SHEET

AS OF: AUGUST 31ST, 2019

10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
10-2405	P&Z Deposit	0.00
10-2500	Accrued Wages	10,386.88
10-2501	Gordon Estate Bond	0.00
10-2601	Construction Retainage Payable	0.00
10-2701	Deferred Taxes	0.00
10-2702	Deferred Revenue-Alarm Fees	22,500.00
10-2703	Deferred Franchise Taxes	0.00
10-2704	Unearned Revenue-CY Prop Taxes	5,306,482.85
10-2801	General LT Debt-N/P	0.00
10-2802	GO Bonds Payable	0.00
	TOTAL LIABILITIES	<u>5,757,239.65</u>
EQUITY		
=====		
10-3000	Fund Balance	726,631.20
10-3003	Fund Balance	5,266,498.57
10-3900	Earnings	0.00
	TOTAL BEGINNING EQUITY	<u>5,993,129.77</u>
	TOTAL REVENUE	4,532,531.04
	TOTAL EXPENSES	<u>4,502,133.09</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	30,397.95
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>6,023,527.72</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	<u>11,780,767.37</u> =====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2019

10 -GENERAL FUND
FINANCIAL SUMMARY

66.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	5,235,455.00	54,956.67	3,948,675.02	75.42	1,286,779.98
PERMITS & INSPECTIONS	367,900.00	30,466.95	291,878.17	79.34	76,021.83
COURT	142,000.00	10,076.21	117,245.02	82.57	24,754.98
INVESTMENT INCOME	150,000.00	13,992.02	138,676.87	92.45	11,323.13
AGENCIES & ALARMS	33,000.00	150.00	55,405.05	167.89 (22,405.05)
FRANCHISE REVENUE	398,000.00	66,617.60	327,760.56	82.35	70,239.44
DONATIONS & IN LIEU	235,500.00	0.00	(347,109.65)	147.39-	582,609.65
TOTAL REVENUES	6,561,855.00	176,259.45	4,532,531.04	69.07	2,029,323.96
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>PUBLIC SERVICE</u>					
COMMUNITY	10,000.00	0.00	5,000.00	50.00	5,000.00
POLICE	1,815,242.00	151,271.20	1,258,740.40	69.34	556,501.60
MISCELLANEOUS	0.00	0.00	25,136.25	0.00 (25,136.25)
SANITATION COLLECTION	570,000.00	0.00	340,931.08	59.81	229,068.92
LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
STREET LIGHTING	12,000.00	1,010.82	9,824.06	81.87	2,175.94
FIRE	2,035,143.00	169,595.22	1,443,680.36	70.94	591,462.64
TOTAL PUBLIC SERVICE	4,443,885.00	321,877.24	3,083,312.15	69.38	1,360,572.85
<u>CONTRACT SERVICES</u>					
CONTRACT SERVICES	356,000.00	0.00	279,599.89	78.54	76,400.11
TOTAL CONTRACT SERVICES	356,000.00	0.00	279,599.89	78.54	76,400.11
<u>BUILDING</u>					
CONTRACT SERVICES	3,857.00	0.00	6,393.77	165.77 (2,536.77)
BUILDING SERVICES	149,500.00	0.00	134,064.33	89.68	15,435.67
ADMIN EXPENSE	4,193.00	0.00	975.33	23.26	3,217.67
OFFICE EXPENSE	3,157.00	0.00	125.97	3.99	3,031.03
WAGES & BENEFITS	128,307.00	0.00	0.00	0.00	128,307.00
INSURANCE	17,177.00	0.00	8,071.04	46.99	9,105.96
TOTAL BUILDING	306,191.00	0.00	149,630.44	48.87	156,560.56
<u>GENERAL GOVERNMENT</u>					
CONTRACT SERVICES	12,000.00	0.00	0.00	0.00	12,000.00
ADMIN EXPENSE	45,883.00	779.04	15,421.85	33.61	30,461.15
OFFICE EXPENSE	149,100.00	11,768.85	102,026.24	68.43	47,073.76
WAGES & BENEFITS	279,951.00	42,111.06	365,484.89	130.55 (85,533.89)
INSURANCE	29,116.00	0.00	26,189.88	89.95	2,926.12
TOTAL GENERAL GOVERNMENT	516,050.00	54,658.95	509,122.86	98.66	6,927.14

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2019

10 -GENERAL FUND
FINANCIAL SUMMARY

66.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
CONTRACT SERVICES	0.00	0.00	68.11	0.00 (68.11)
ADMIN EXPENSE	5,536.00	116.00	961.00	17.36	4,575.00
OFFICE EXPENSE	4,564.00	15.99	1,659.98	36.37	2,904.02
WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
INSURANCE	22,903.00 (340.00)	16,386.47	71.55	6,516.53
COURT OPERATIONS	37,200.00	581.18	65,751.69	176.75 (28,551.69)
TOTAL MUNICIPAL COURT	174,714.00	373.17	84,827.25	48.55	89,886.75
<u>PUBLIC WORKS MAINTENANCE</u>					
CONTRACT SERVICES	3,875.00	0.00	0.00	0.00	3,875.00
ADMIN EXPENSE	2,343.00	156.35	738.80	31.53	1,604.20
OFFICE EXPENSE	2,207.00	0.00	0.00	0.00	2,207.00
WAGES & BENEFITS	88,859.00	0.00	0.00	0.00	88,859.00
INSURANCE	18,612.00	0.00	11,549.52	62.05	7,062.48
PUBLIC WORKS OPERATIONS	313,500.00	0.00	186,078.61	59.36	127,421.39
TOTAL PUBLIC WORKS MAINTENANCE	429,396.00	156.35	198,366.93	46.20	231,029.07
<u>GOF CAPITAL OUTLAYS</u>					
OTHER EXPENSES	1,497,014.00	0.00	197,273.57	13.18	1,299,740.43
TOTAL GOF CAPITAL OUTLAYS	<u>1,497,014.00</u>	<u>0.00</u>	<u>197,273.57</u>	<u>13.18</u>	<u>1,299,740.43</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(1,161,395.00)	(200,806.26)	30,397.95	(1,191,792.95)	

10 -GENERAL FUND

66.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TAXES</u>					
10-4101 Property Tax Revenue	5,035,455.00	32,935.37	3,806,904.22	75.60	1,228,550.78
10-4150 Sales Tax	200,000.00	22,021.30	141,770.80	70.89	58,229.20
TOTAL TAXES	5,235,455.00	54,956.67	3,948,675.02	75.42	1,286,779.98
<u>PERMITS & INSPECTIONS</u>					
10-4203 Plat Reviews	3,400.00	0.00	150.00	4.41	3,250.00
10-4204 Code Enforcement Citations	1,000.00	0.00	0.00	0.00	1,000.00
10-4205 Contractor Registration	12,000.00	540.00	10,440.00	87.00	1,560.00
10-4206 Drainage Reviews	50,000.00	5,150.00	24,450.00	48.90	25,550.00
10-4207 Permits	300,000.00	24,776.95	255,838.17	85.28	44,161.83
10-4208 Board of Adjustment Fees	1,500.00	0.00	1,000.00	66.67	500.00
TOTAL PERMITS & INSPECTIONS	367,900.00	30,466.95	291,878.17	79.34	76,021.83
<u>COURT</u>					
10-4300 Court Fines	142,000.00	10,076.21	117,245.02	82.57	24,754.98
TOTAL COURT	142,000.00	10,076.21	117,245.02	82.57	24,754.98
<u>INVESTMENT INCOME</u>					
10-4400 Interest Income	150,000.00	13,992.02	138,676.87	92.45	11,323.13
TOTAL INVESTMENT INCOME	150,000.00	13,992.02	138,676.87	92.45	11,323.13
<u>AGENCIES & ALARMS</u>					
10-4501 Agencies	0.00	0.00	47,255.05	0.00 (47,255.05)
10-4507 Sec-False Alarm	0.00	0.00	0.00	0.00	0.00
10-4508 SEC-Registration	33,000.00	150.00	8,150.00	24.70	24,850.00
10-4520 FEMA - State Reimbursement	0.00	0.00	0.00	0.00	0.00
TOTAL AGENCIES & ALARMS	33,000.00	150.00	55,405.05	167.89 (22,405.05)
<u>FRANCHISE REVENUE</u>					
10-4602 Cable	72,000.00	19,908.23	95,884.97	133.17 (23,884.97)
10-4605 Power/Electric	272,000.00	71,647.35	234,085.14	86.06	37,914.86
10-4606 Franchise Fees-Gas	19,000.00 (26,251.13) (26,251.13)	138.16-	45,251.13
10-4607 Telephone	35,000.00	1,309.46	23,772.21	67.92	11,227.79
10-4608 Wireless Communication	0.00	3.69	269.37	0.00 (269.37)
TOTAL FRANCHISE REVENUE	398,000.00	66,617.60	327,760.56	82.35	70,239.44
<u>DONATIONS & IN LIEU</u>					
10-4702 Kinkaid School	34,000.00	0.00	0.00	0.00	34,000.00
10-4703 Metro Congested Mitigation	136,000.00	0.00	2.46	0.00	135,997.54
10-4704 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
10-4705 Ambulance	65,000.00	0.00	0.00	0.00	65,000.00
10-4706 Donation to Historical Preserv	0.00	0.00	0.00	0.00	0.00
10-4800 Miscellaneous Income	500.00	0.00	157,337.89	1,467.58 (156,837.89)
10-4850 Transfer In	0.00	0.00 (504,450.00)	0.00	504,450.00
10-4900 Prior Period Adjustments	0.00	0.00	0.00	0.00	0.00
10-4907 Unearned Revenue	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	235,500.00	0.00 (347,109.65)	147.39-	582,609.65

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2019

10 -GENERAL FUND

66.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	6,561,855.00	176,259.45	4,532,531.04	69.07	2,029,323.96

10 -GENERAL FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PUBLIC SERVICE</u> =====					
<u>COMMUNITY</u>					
10-510-5001 Community Celebrations	10,000.00	0.00	5,000.00	50.00	5,000.00
TOTAL COMMUNITY	10,000.00	0.00	5,000.00	50.00	5,000.00
<u>POLICE</u>					
10-510-5010 MEMORIAL VILLAGE POLICE DEPT	1,815,242.00	148,826.70	1,236,740.57	68.13	578,501.43
10-510-5011 MVPD - AUTO REPLACEMENT	0.00	2,444.50	21,999.83	0.00	(21,999.83)
TOTAL POLICE	1,815,242.00	151,271.20	1,258,740.40	69.34	556,501.60
<u>MISCELLANEOUS</u>					
10-510-5020 Miscellaneous	0.00	0.00	25,136.25	0.00	(25,136.25)
TOTAL MISCELLANEOUS	0.00	0.00	25,136.25	0.00	(25,136.25)
<u>SANITATION COLLECTION</u>					
10-510-5030 SANITATION COLLECTION	570,000.00	0.00	334,246.15	58.64	235,753.85
10-510-5031 SANITATION FUEL CHARGE	0.00	0.00	6,684.93	0.00	(6,684.93)
TOTAL SANITATION COLLECTION	570,000.00	0.00	340,931.08	59.81	229,068.92
<u>LIBRARY</u>					
10-510-5040 Spring Branch Library	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
<u>STREET LIGHTING</u>					
10-510-5050 Street Lighting	12,000.00	1,010.82	9,824.06	81.87	2,175.94
TOTAL STREET LIGHTING	12,000.00	1,010.82	9,824.06	81.87	2,175.94
<u>FIRE</u>					
10-510-5060 Villages Fire Department	2,035,143.00	169,595.22	1,443,680.36	70.94	591,462.64
10-510-5070 Contribution to Fire Dept	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE	2,035,143.00	169,595.22	1,443,680.36	70.94	591,462.64
TOTAL PUBLIC SERVICE	4,443,885.00	321,877.24	3,083,312.15	69.38	1,360,572.85
<u>CONTRACT SERVICES</u> =====					
<u>CONTRACT SERVICES</u>					
10-520-5102 Accounting/Audit	32,000.00	0.00	20,958.60	65.50	11,041.40
10-520-5103 Engineering	150,000.00	0.00	132,031.36	88.02	17,968.64
10-520-5104 Legal	90,000.00	0.00	54,195.42	60.22	35,804.58
10-520-5105 Tax Appraisal-HCAD	60,000.00	0.00	44,144.00	73.57	15,856.00
10-520-5107 Animal Control	2,000.00	0.00	690.57	34.53	1,309.43
10-520-5108 IT Hardware/Software & Support	0.00	0.00	17,449.94	0.00	(17,449.94)
10-520-5110 Mosquito Control	22,000.00	0.00	10,130.00	46.05	11,870.00
TOTAL CONTRACT SERVICES	356,000.00	0.00	279,599.89	78.54	76,400.11

10 -GENERAL FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL CONTRACT SERVICES	356,000.00	0.00	279,599.89	78.54	76,400.11
BUILDING =====					
CONTRACT SERVICES					
10-530-5108 Information Technology	3,857.00	0.00	6,393.77	165.77 (2,536.77)
TOTAL CONTRACT SERVICES	3,857.00	0.00	6,393.77	165.77 (2,536.77)
BUILDING SERVICES					
10-530-5152 Drainage Reviews	45,000.00	0.00	40,609.33	90.24	4,390.67
10-530-5153 Electrical Inspections	12,000.00	0.00	8,100.00	67.50	3,900.00
10-530-5154 Plat Reviews	500.00	0.00	0.00	0.00	500.00
10-530-5155 Plan Reviews	10,000.00	0.00	28,000.00	280.00 (18,000.00)
10-530-5156 Plumbing Inspections	18,000.00	0.00	10,080.00	56.00	7,920.00
10-530-5157 Structural Inspections	15,000.00	0.00	16,695.00	111.30 (1,695.00)
10-530-5158 Urban Forester	42,000.00	0.00	26,440.00	62.95	15,560.00
10-530-5160 Mechanical Inspections	7,000.00	0.00	4,140.00	59.14	2,860.00
TOTAL BUILDING SERVICES	149,500.00	0.00	134,064.33	89.68	15,435.67
ADMIN EXPENSE					
10-530-5204 Dues & Subscriptions	250.00	0.00	0.00	0.00	250.00
10-530-5206 Legal Notices	500.00	0.00	0.00	0.00	500.00
10-530-5207 Misc Supplies	1,800.00	0.00	975.33	54.19	824.67
10-530-5209 Office Equipment & Maintenance	1,643.00	0.00	0.00	0.00	1,643.00
TOTAL ADMIN EXPENSE	4,193.00	0.00	975.33	23.26	3,217.67
OFFICE EXPENSE					
10-530-5210 Postage	150.00	0.00	0.00	0.00	150.00
10-530-5211 Meeting Supplies	150.00	0.00	0.00	0.00	150.00
10-530-5213 Office Supplies	500.00	0.00	125.97	25.19	374.03
10-530-5214 Telecommunications	1,857.00	0.00	0.00	0.00	1,857.00
10-530-5215 Travel & Training	500.00	0.00	0.00	0.00	500.00
TOTAL OFFICE EXPENSE	3,157.00	0.00	125.97	3.99	3,031.03
WAGES & BENEFITS					
10-530-5301 Gross Wages	109,214.00	0.00	0.00	0.00	109,214.00
10-530-5311 Payroll Processing	643.00	0.00	0.00	0.00	643.00
10-530-5313 Fringe Benefits	18,450.00	0.00	0.00	0.00	18,450.00
TOTAL WAGES & BENEFITS	128,307.00	0.00	0.00	0.00	128,307.00
INSURANCE					
10-530-5353 Employee Insurance	17,177.00	0.00	8,071.04	46.99	9,105.96
TOTAL INSURANCE	17,177.00	0.00	8,071.04	46.99	9,105.96
TOTAL BUILDING	306,191.00	0.00	149,630.44	48.87	156,560.56

10 -GENERAL FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GENERAL GOVERNMENT</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-540-5108 Information Technology	12,000.00	0.00	0.00	0.00	12,000.00
TOTAL CONTRACT SERVICES	12,000.00	0.00	0.00	0.00	12,000.00
<u>ADMIN EXPENSE</u>					
10-540-5201 Administrative	0.00	0.00	0.00	0.00	0.00
10-540-5202 Auto Allowance/Mileage	13,583.00	600.00	4,800.00	35.34	8,783.00
10-540-5203 Bank Fees	1,800.00	153.04	1,044.01	58.00	755.99
10-540-5204 Dues & Subscriptions	3,500.00	0.00	1,289.00	36.83	2,211.00
10-540-5205 Elections	5,000.00	0.00	0.00	0.00	5,000.00
10-540-5206 Legal Notices	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5207 Miscellaneous	0.00	26.00	983.00	0.00	(983.00)
10-540-5208 Citizen Communication	10,000.00	0.00	2,500.00	25.00	7,500.00
10-540-5209 Office Equipment & Maintenance	10,000.00	0.00	4,805.84	48.06	5,194.16
TOTAL ADMIN EXPENSE	45,883.00	779.04	15,421.85	33.61	30,461.15
<u>OFFICE EXPENSE</u>					
10-540-5210 Postage	1,600.00	0.00	1,115.04	69.69	484.96
10-540-5211 Meeting Supplies	4,000.00	51.31	4,442.59	111.06	(442.59)
10-540-5212 Rent/Leasehold/Furniture	125,000.00	9,704.42	78,827.19	63.06	46,172.81
10-540-5213 Office Supplies	8,500.00	1,077.55	6,466.06	76.07	2,033.94
10-540-5214 Telecommunications	6,000.00	935.57	11,110.36	185.17	(5,110.36)
10-540-5215 Travel & Training	1,000.00	0.00	65.00	6.50	935.00
10-540-5216 Statutory Legal Notices	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL OFFICE EXPENSE	149,100.00	11,768.85	102,026.24	68.43	47,073.76
<u>WAGES & BENEFITS</u>					
10-540-5301 Gross Wages	230,426.00	33,452.76	267,615.32	116.14	(37,189.32)
10-540-5302 Overtime/Severance	0.00	2,585.82	17,035.30	0.00	(17,035.30)
10-540-5303 Temporary/Part-time Personnel	5,000.00	0.00	34,349.66	686.99	(29,349.66)
10-540-5304 Salary Adjustment(Bonus)	0.00	0.00	0.00	0.00	0.00
10-540-5306 Payroll Tax Expense	0.00	2,742.45	21,730.42	0.00	(21,730.42)
10-540-5310 TMRS(retirement)	0.00	3,144.79	23,094.88	0.00	(23,094.88)
10-540-5311 Payroll Processing	857.00	185.24	1,659.31	193.62	(802.31)
10-540-5312 TWC-Unemployment	0.00	0.00	0.00	0.00	0.00
10-540-5313 Fringe Benefits	43,668.00	0.00	0.00	0.00	43,668.00
TOTAL WAGES & BENEFITS	279,951.00	42,111.06	365,484.89	130.55	(85,533.89)
<u>INSURANCE</u>					
10-540-5353 Employee Insurance	24,816.00	0.00	23,491.44	94.66	1,324.56
10-540-5354 General Liability	3,800.00	0.00	615.44	16.20	3,184.56
10-540-5355 Bonds for City Staff	500.00	0.00	0.00	0.00	500.00
10-540-5356 Workman's Compensation	0.00	0.00	2,083.00	0.00	(2,083.00)
10-540-5357 Drainage Study	0.00	0.00	0.00	0.00	0.00
TOTAL INSURANCE	29,116.00	0.00	26,189.88	89.95	2,926.12
TOTAL GENERAL GOVERNMENT	516,050.00	54,658.95	509,122.86	98.66	6,927.14

10 -GENERAL FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-550-5108 Information Technology	0.00	0.00	68.11	0.00 (68.11)
TOTAL CONTRACT SERVICES	0.00	0.00	68.11	0.00 (68.11)
<u>ADMIN EXPENSE</u>					
10-550-5204 Dues & Subscriptions	250.00	116.00	266.00	106.40 (16.00)
10-550-5207 Misc Supplies	2,000.00	0.00	695.00	34.75	1,305.00
10-550-5209 Office Equipment & Maintenance	3,286.00	0.00	0.00	0.00	3,286.00
TOTAL ADMIN EXPENSE	5,536.00	116.00	961.00	17.36	4,575.00
<u>OFFICE EXPENSE</u>					
10-550-5210 Postage	100.00	0.00	0.00	0.00	100.00
10-550-5211 Meeting Supplies	0.00	14.99	14.99	0.00 (14.99)
10-550-5213 Office Supplies	500.00	1.00	1,369.99	274.00 (869.99)
10-550-5214 Telecommunications	3,714.00	0.00	0.00	0.00	3,714.00
10-550-5215 Travel & Training	250.00	0.00	275.00	110.00 (25.00)
TOTAL OFFICE EXPENSE	4,564.00	15.99	1,659.98	36.37	2,904.02
<u>WAGES & BENEFITS</u>					
10-550-5301 Gross Wages	92,014.00	0.00	0.00	0.00	92,014.00
10-550-5311 Payroll Processing	857.00	0.00	0.00	0.00	857.00
10-550-5313 Fringe Benefits	11,640.00	0.00	0.00	0.00	11,640.00
TOTAL WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
<u>INSURANCE</u>					
10-550-5353 Employee Insurance	22,903.00	(340.00)	16,386.47	71.55	6,516.53
TOTAL INSURANCE	22,903.00	(340.00)	16,386.47	71.55	6,516.53
<u>COURT OPERATIONS</u>					
10-550-5402 MC Facilities	0.00	0.00	0.00	0.00	0.00
10-550-5403 Credit Card Charges	5,000.00	581.18	3,606.83	72.14	1,393.17
10-550-5404 Judge/Prosecutor/Interpreter	22,000.00	0.00	13,250.00	60.23	8,750.00
10-550-5405 Jury Pay	0.00	0.00	0.00	0.00	0.00
10-550-5406 State Comptroller/OMNI/Linebar	10,000.00	0.00	48,338.17	483.38 (38,338.17)
10-550-5407 SETCIC	0.00	0.00	0.00	0.00	0.00
10-550-5408 Supplies/Miscellaneous	0.00	0.00	0.00	0.00	0.00
10-550-5409 Collection Agency	0.00	0.00	0.00	0.00	0.00
10-550-5410 OmniBase Services of Texas	200.00	0.00	556.69	278.35 (356.69)
TOTAL COURT OPERATIONS	37,200.00	581.18	65,751.69	176.75 (28,551.69)
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TOTAL MUNICIPAL COURT	174,714.00	373.17	84,827.25	48.55	89,886.75

10 -GENERAL FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PUBLIC WORKS MAINTENANCE</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-560-5108 Information Technology	3,875.00	0.00	0.00	0.00	3,875.00
TOTAL CONTRACT SERVICES	3,875.00	0.00	0.00	0.00	3,875.00
<u>ADMIN EXPENSE</u>					
10-560-5207 Misc Supplies	700.00	156.35	738.80	105.54 (38.80)
10-560-5209 Office Equipment & Maintenance	1,643.00	0.00	0.00	0.00	1,643.00
TOTAL ADMIN EXPENSE	2,343.00	156.35	738.80	31.53	1,604.20
<u>OFFICE EXPENSE</u>					
10-560-5213 Office Supplies	100.00	0.00	0.00	0.00	100.00
10-560-5214 Telecommunications	1,857.00	0.00	0.00	0.00	1,857.00
10-560-5215 Travel & Training	250.00	0.00	0.00	0.00	250.00
TOTAL OFFICE EXPENSE	2,207.00	0.00	0.00	0.00	2,207.00
<u>WAGES & BENEFITS</u>					
10-560-5301 Gross Wages	75,019.00	0.00	0.00	0.00	75,019.00
10-560-5311 Payroll Processing	643.00	0.00	0.00	0.00	643.00
10-560-5313 Fringe Benefits	13,197.00	0.00	0.00	0.00	13,197.00
TOTAL WAGES & BENEFITS	88,859.00	0.00	0.00	0.00	88,859.00
<u>INSURANCE</u>					
10-560-5353 Employee Insurance	18,612.00	0.00	11,549.52	62.05	7,062.48
TOTAL INSURANCE	18,612.00	0.00	11,549.52	62.05	7,062.48
<u>PUBLIC WORKS OPERATIONS</u>					
10-560-5500 Public Works Maintenance	0.00	0.00	6,105.55	0.00 (6,105.55)
10-560-5501 TCEQ & Harris CO Permits	1,000.00	0.00	2,056.25	205.63 (1,056.25)
10-560-5504 Landscaping Maintenance	15,000.00	0.00	32,347.51	215.65 (17,347.51)
10-560-5505 Gator Fuel	2,000.00	0.00	341.91	17.10	1,658.09
10-560-5506 Right of Way Mowing	80,000.00	0.00	58,209.00	72.76	21,791.00
10-560-5507 Road & Sign Repair	50,000.00	0.00	39,060.61	78.12	10,939.39
10-560-5508 ROW Water/Planting	4,500.00	0.00	762.06	16.93	3,737.94
10-560-5509 Tree Care/Removal	10,000.00	0.00	7,900.00	79.00	2,100.00
10-560-5510 Road/Drainage Maintenance	75,000.00	0.00	0.00	0.00	75,000.00
10-560-5515 Landscape Improvements	75,000.00	0.00	39,274.10	52.37	35,725.90
10-560-5516 Gator Maintenance	1,000.00	0.00	21.62	2.16	978.38
TOTAL PUBLIC WORKS OPERATIONS	313,500.00	0.00	186,078.61	59.36	127,421.39
<hr/>					
TOTAL PUBLIC WORKS MAINTENANCE	429,396.00	156.35	198,366.93	46.20	231,029.07

10 -GENERAL FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GOF CAPITAL OUTLAYS</u>					
=====					
<u>OTHER EXPENSES</u>					
10-570-5601 Capital Improvements	0.00	0.00	0.00	0.00	0.00
10-570-5602 Drainage Ditch Maintenance	0.00	0.00	14,600.00	0.00 (14,600.00)
10-570-5606 Road/Drainage Projects	0.00	0.00	44,914.85	0.00 (44,914.85)
10-570-5607 2014 Paving Project	0.00	0.00	0.00	0.00	0.00
10-570-5608 MDE Drainage	0.00	0.00	0.00	0.00	0.00
10-570-5609 Windermere Drainage	406,689.00	0.00	0.00	0.00	406,689.00
10-570-5610 Fire Station Remodel	0.00	0.00	0.00	0.00	0.00
10-570-5616 S. Piney Pt/Blalock Rd	0.00	0.00	0.00	0.00	0.00
10-570-5640 Surrey Oaks	1,090,325.00	0.00	71,154.97	6.53	1,019,170.03
10-570-5660 Smithdale Estates Bypass	0.00	0.00	0.00	0.00	0.00
10-570-5665 Woods Edge Erosion Project	0.00	0.00	0.00	0.00	0.00
10-570-5700 2015 Maintenance Project	0.00	0.00	0.00	0.00	0.00
10-570-5701 2019 Maintenance Projects	0.00	0.00	2,340.00	0.00 (2,340.00)
10-570-5705 Tynewood Ditch Washout Project	0.00	0.00	0.00	0.00	0.00
10-570-5800 Lanecrest Improvements Project	0.00	0.00	0.00	0.00	0.00
10-570-5805 Beinhorn Paving Project	0.00	0.00	31,288.75	0.00 (31,288.75)
10-570-5806 Drainage and Sidewalks	0.00	0.00	29,130.00	0.00 (29,130.00)
10-570-5808 Wilding Lane	0.00	0.00	3,845.00	0.00 (3,845.00)
TOTAL OTHER EXPENSES	1,497,014.00	0.00	197,273.57	13.18	1,299,740.43
<hr/>					
TOTAL GOF CAPITAL OUTLAYS	1,497,014.00	0.00	197,273.57	13.18	1,299,740.43
<hr/>					
TOTAL EXPENDITURES	7,723,250.00	377,065.71	4,502,133.09	58.29	3,221,116.91
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(1,161,395.00)	(200,806.26)	30,397.95		(1,191,792.95)

BALANCE SHEET

AS OF: AUGUST 31ST, 2019

20 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
20-1100	Claim on Cash	0.00	
20-1105	Cash - Amegy Bank	0.00	
20-1108	Cash with Agent	241,922.52	
20-1109	Texpool-DS	492,020.22	
20-1110	Texas Class-DS	121,673.66	
20-1200	Property Tax Receivable-PY	31,770.35	
20-1201	Property Tax Receivable-CY	803,411.89	
20-1300	Due to/From General Fund	0.00	
20-1301	Accrued Interest Receivable	0.00	
		<u>1,690,798.64</u>	
TOTAL ASSETS			1,690,798.64
			=====
LIABILITIES			
=====			
20-2001	Accounts Payable	0.00	
20-2002	Other Accrued Liabilities	0.00	
20-2130	Deferred Revenue-Property Tax	31,770.35	
20-2200	Deferred Property Tax Rec	0.00	
20-2300	Other Accrued Liabilities	0.00	
20-2701	Unearned Revenue-Property Tax	1,462,997.32	
	TOTAL LIABILITIES	<u>1,494,767.67</u>	
EQUITY			
=====			
20-3000	Fund Balance	139,317.24	
	TOTAL BEGINNING EQUITY	<u>139,317.24</u>	
TOTAL REVENUE		1,056,713.73	
TOTAL EXPENSES		<u>1,000,000.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		56,713.73	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>196,030.97</u>	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,690,798.64
			=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2019

20 -DEBT SERVICE
FINANCIAL SUMMARY

66.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	1,502,950.00	9,080.90	1,046,661.19	69.64	456,288.81
INVESTMENT INCOME	<u>3,900.00</u>	<u>1,135.74</u>	<u>10,052.54</u>	<u>257.76</u>	<u>(6,152.54)</u>
TOTAL REVENUES	<u>1,506,850.00</u>	<u>10,216.64</u>	<u>1,056,713.73</u>	<u>70.13</u>	<u>450,136.27</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	2,250.00	0.00	1,500.00	66.67	750.00
OTHER EXPENSES	1,502,950.00	0.00	1,502,950.00	100.00	0.00
TRANSFERS	0.00	0.00	(504,450.00)	0.00	504,450.00
TOTAL NON-DEPARTMENTAL	<u>1,505,200.00</u>	<u>0.00</u>	<u>1,000,000.00</u>	<u>66.44</u>	<u>505,200.00</u>
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,650.00	10,216.64	56,713.73	(55,063.73)

20 -DEBT SERVICE

66.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>TAXES</u>					
20-4101 Property Tax Revenue	1,502,950.00	9,080.90	1,046,661.19	69.64	456,288.81
TOTAL TAXES	<u>1,502,950.00</u>	<u>9,080.90</u>	<u>1,046,661.19</u>	<u>69.64</u>	<u>456,288.81</u>
<u>INVESTMENT INCOME</u>					
20-4400 Bank Interest	3,900.00	1,135.74	10,052.54	257.76 (6,152.54)
20-4410 Bond Premium	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INVESTMENT INCOME	<u>3,900.00</u>	<u>1,135.74</u>	<u>10,052.54</u>	<u>257.76 (</u>	<u>6,152.54)</u>
<hr/>					
TOTAL REVENUES	1,506,850.00	10,216.64	1,056,713.73	70.13	450,136.27
	=====	=====	=====	=====	=====

20 -DEBT SERVICE

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
ADMIN EXPENSE					
20-500-5204 Paying Agent Fees	2,250.00	0.00	1,500.00	66.67	750.00
TOTAL ADMIN EXPENSE	2,250.00	0.00	1,500.00	66.67	750.00
OTHER EXPENSES					
20-500-5820 Interest Expense-Bonds	217,950.00	0.00	118,475.00	54.36	99,475.00
20-500-5821 Bond Principal Payments	1,285,000.00	0.00	1,384,475.00	107.74 (99,475.00)
20-500-5822 Amortization of Bonds	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,502,950.00	0.00	1,502,950.00	100.00	0.00
TRANSFERS					
20-500-5902 Transfers Out	0.00	0.00	(504,450.00)	0.00	504,450.00
TOTAL TRANSFERS	0.00	0.00	(504,450.00)	0.00	504,450.00
<hr/>					
TOTAL NON-DEPARTMENTAL	1,505,200.00	0.00	1,000,000.00	66.44	505,200.00
<hr/>					
TOTAL EXPENDITURES	1,505,200.00	0.00	1,000,000.00	66.44	505,200.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,650.00	10,216.64	56,713.73	(55,063.73)

BALANCE SHEET

AS OF: AUGUST 31ST, 2019

30 -SPECIAL REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
30-1100	Claim on Cash	65,124.71	
30-1102	Donation	0.02	
30-1103	MC Security	0.36	
30-1104	MC Technology	0.05	
30-1106	Child Safety	22,891.46	
30-1200	Due To/From General Fund	0.00	
30-1301	Accrued Interest Receivable	0.00	
			<u>88,016.60</u>
TOTAL ASSETS			88,016.60
			=====
LIABILITIES			
=====			
30-2001	Accounts Payable	0.00	
30-2100	Grants Payable	0.00	
30-2200	Due To General Fund	0.00	
	TOTAL LIABILITIES		<u>0.00</u>
EQUITY			
=====			
30-3000	Fund Balance	34,566.58	
30-3001	Fund Balance-Child Safety	55,694.92	
30-3002	Fund Balance-MC Security	11,838.88	
30-3003	Fund Balance-MC Technology	3,081.69	
30-3010	Unrestricted Retained Earnings	0.00	
30-3300	Fund Balance-MC Security	0.00	
30-3400	Fund Balance- MC Technology	0.00	
30-3904	Earnings-MC Technology	0.00	
	TOTAL BEGINNING EQUITY	105,182.07	
TOTAL REVENUE			10,224.03
TOTAL EXPENSES			<u>27,389.50</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES			(17,165.47)
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>88,016.60</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			88,016.60
			=====

30 -SPECIAL REVENUE FUND
FINANCIAL SUMMARY

66.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	13,300.00	1,095.93	10,216.84	76.82	3,083.16
INVESTMENT INCOME	5.00	0.94	7.19	143.80 (2.19)
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	13,305.00	1,096.87	10,224.03	76.84	3,080.97
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
MISCELLANEOUS	(10,000.00)	0.00	0.00	0.00 (10,000.00)
TOTAL NON-DEPARTMENTAL	(10,000.00)	0.00	0.00	0.00 (10,000.00)
<u>QUALIFIED EXPENSES</u>					
COURT	(7,823.00)	0.00	27,389.50	350.12-(35,212.50)
TOTAL QUALIFIED EXPENSES	(7,823.00)	0.00	27,389.50	350.12-(35,212.50)
<u>ADMINISTRATION</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	31,128.00	1,096.87 (17,165.47)		48,293.47

30 -SPECIAL REVENUE FUND

66.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>COURT</u>					
30-4305 MC Security Revenue	4,000.00	312.47	3,047.55	76.19	952.45
30-4310 MC Technology Revenue	5,300.00	416.60	4,063.37	76.67	1,236.63
30-4315 Child Safety Revenues	4,000.00	366.86	3,105.92	77.65	894.08
TOTAL COURT	13,300.00	1,095.93	10,216.84	76.82	3,083.16
<u>INVESTMENT INCOME</u>					
30-4405 MC Security-Interest	0.00	0.00	0.00	0.00	0.00
30-4410 MC Technology-Interest	0.00	0.00	0.00	0.00	0.00
30-4415 Child Safety-Interest	5.00	0.94	7.19	143.80 (2.19)
30-4420 Donations-Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	5.00	0.94	7.19	143.80 (2.19)
<u>DONATIONS & IN LIEU</u>					
30-4720 Donations	0.00	0.00	0.00	0.00	0.00
30-4800 Other Income	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	13,305.00	1,096.87	10,224.03	76.84	3,080.97
	=====	=====	=====	=====	=====

30 -SPECIAL REVENUE FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-DEPARTMENTAL					
MISCELLANEOUS					
30-500-5029 Gen Govt Qualified Expenses	(10,000.00)	0.00	0.00	0.00	(10,000.00)
TOTAL MISCELLANEOUS	(10,000.00)	0.00	0.00	0.00	(10,000.00)
TOTAL NON-DEPARTMENTAL	(10,000.00)	0.00	0.00	0.00	(10,000.00)
QUALIFIED EXPENSES					
COURT					
30-510-5121 Child Safety	0.00	0.00	27,224.65	0.00	(27,224.65)
30-510-5122 MC Security	(123.00)	0.00	164.85	134.02-	(287.85)
30-510-5123 MC Technology	(7,700.00)	0.00	0.00	0.00	(7,700.00)
30-510-5129 Donation	0.00	0.00	0.00	0.00	0.00
TOTAL COURT	(7,823.00)	0.00	27,389.50	350.12-	(35,212.50)
TOTAL QUALIFIED EXPENSES	(7,823.00)	0.00	27,389.50	350.12-	(35,212.50)
ADMINISTRATION					
ADMIN EXPENSE					
30-520-5203 Bank Fees	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES					
30-520-5702 Other Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
TRANSFERS					
30-520-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	(17,823.00)	0.00	27,389.50	153.68-	(45,212.50)
REVENUES OVER/(UNDER) EXPENDITURES	31,128.00	1,096.87	(17,165.47)		48,293.47

BALANCE SHEET

AS OF: AUGUST 31ST, 2019

40 -CAPITAL PROJECTS FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
40-1100	Claim on Cash	326,917.46	
40-1101	Texpool	0.00	
40-1105	Cash - Amegy Checking	0.00	
40-1120	Texas Class	7,522.60	
40-1200	Accounts Receivable	0.00	
40-1220	A/R - General Fund	0.00	
40-1250	Due To Metro	0.00	
40-1300	Accrued Interest Receivable	0.00	
			<u>334,440.06</u>
			=====
TOTAL ASSETS			334,440.06
			=====
LIABILITIES			
=====			
40-2001	Accounts Payable	0.00	
40-2002	Other Accrued Liabilities	0.00	
40-2200	Deferred Revenue	293,595.54	
40-2300	Construction Retainage Payable	152,145.79	
40-2400	Accrued Liabilities	0.00	
	TOTAL LIABILITIES		<u>445,741.33</u>
EQUITY			
=====			
40-3000	Fund Balance	(0.12)	
	TOTAL BEGINNING EQUITY	(0.12)	
TOTAL REVENUE		125.39	
TOTAL EXPENSES		<u>111,426.54</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		(111,301.15)	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		(111,301.27)	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			334,440.06
			=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2019

40 -CAPITAL PROJECTS FUND
FINANCIAL SUMMARY

66.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INVESTMENT INCOME	0.00	14.55	125.39	0.00 (125.39)
DONATIONS & IN LIEU	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	14.55	125.39	0.00 (125.39)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	0.00	111,426.54	0.00 (111,426.54)
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>111,426.54</u>	<u>0.00</u> (<u>111,426.54</u>)
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	14.55 (111,301.15)		111,301.15

40 -CAPITAL PROJECTS FUND

66.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>INVESTMENT INCOME</u>					
40-4400 Interest Income	0.00	14.55	125.39	0.00 (125.39)
TOTAL INVESTMENT INCOME	0.00	14.55	125.39	0.00 (125.39)
<hr/>					
<u>DONATIONS & IN LIEU</u>					
40-4800 Other Income	0.00	0.00	0.00	0.00	0.00
40-4910 Debt Proceeds	0.00	0.00	0.00	0.00	0.00
40-4911 Bond Premium	0.00	0.00	0.00	0.00	0.00
40-4912 Issuance Cost	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	0.00	14.55	125.39	0.00 (125.39)
	=====	=====	=====	=====	=====

40 -CAPITAL PROJECTS FUND

66.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-DEPARTMENTAL					
=====					
ADMIN EXPENSE					
40-500-5203 Bank Fees	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES					
40-500-5601 Capital Outlay	0.00	0.00	0.00	0.00	0.00
40-500-5616 S. Piney Pt/Blalock Rd	0.00	0.00	22,422.55	0.00 (22,422.55)
40-500-5617 Smithdale/Claymore	0.00	0.00	0.00	0.00	0.00
40-500-5640 Batch 1 Projects	0.00	0.00	0.00	0.00	0.00
40-500-5641 Batch 1 - Preliminary	0.00	0.00	0.00	0.00	0.00
40-500-5655 Blalock/S. Piney Point	0.00	0.00	0.00	0.00	0.00
40-500-5660 Smithdale Estates Bypass	0.00	0.00	0.00	0.00	0.00
40-500-5670 N. Piney Point Road Project	0.00	0.00	89,003.99	0.00 (89,003.99)
40-500-5675 Lanecrest Drainage Improvement	0.00	0.00	0.00	0.00	0.00
40-500-5702 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0.00	0.00	111,426.54	0.00 (111,426.54)
TRANSFERS					
40-500-5901 Transfers In	0.00	0.00	0.00	0.00	0.00
40-500-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL					
	0.00	0.00	111,426.54	0.00 (111,426.54)
TOTAL EXPENDITURES					
	0.00	0.00	111,426.54	0.00 (111,426.54)
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	14.55 (111,301.15)		111,301.15

BALANCE SHEET

AS OF: AUGUST 31ST, 2019


99 -POOLED CASH FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
99-1101	Cash	956,480.77	
99-1510	DUE FROM GENERAL FUND	0.00	
99-1520	DUE FROM DEBT SERVICE	0.00	
99-1530	DUE FROM SPECIAL REVENUE	0.00	
99-1540	DUE FROM CAPITAL PROJECTS	0.00	
99-1550	DUE FROM METRO FUND	0.00	
99-1599	Due From Other Funds	<u>3,139.59</u>	
			<u>959,620.36</u>
TOTAL ASSETS			959,620.36
			=====
LIABILITIES			
=====			
99-2000	Accounts Payable	4,875.59	
99-2190	Due to Other Funds	<u>954,744.77</u>	
	TOTAL LIABILITIES		<u>959,620.36</u>
EQUITY			
=====			
99-3000	Fund Balance	<u>0.00</u>	
	TOTAL BEGINNING EQUITY	0.00	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>0.00</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			959,620.36
			=====

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: September 23, 2019

SUBJECT: Interlocal Agreement with Harris County – Library Donation

Agenda Item: 10

This agenda item calls for the City Council to consider renewing the interlocal agreement with Harris County for library services. Specifically, for the purchase of library materials, furnishings, equipment or shelving. The requested donation amount is \$1,500.

HARRIS COUNTY
PUBLIC LIBRARY
your pathway to knowledge

September 12, 2019

Mark Kobelan
Mayor
City of Piney Point Village
7676 Woodway, Suite 300
Houston, TX 77063

Attention: Karen Farris, City Secretary

Dear Mayor Kobelan:

Enclosed, please find an original agreement between Harris County and the City of Piney Point Village pertaining to the City's donation of \$1,500 to the Spring Branch Memorial Library for the purchase of library materials, furnishings, equipment, or shelving.

I respectfully request that when the City Council approves this agreement, please sign the originals, and send them back to me for placement on the agenda of Commissioners Court. I will return a copy of the fully executed agreement to you for your records.

Thank you so much for your interest in collaborating with Harris County to provide quality library services to your residents.

Please do not hesitate to call me if you have any questions.

Sincerely,



Edward Melton
Director

Cc: Jennifer Finch, Branch Manager, Spring Branch Memorial Library

**INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY AND
THE CITY OF PINEY POINT VILLAGE**

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

This Interlocal Agreement, entered into pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code Agreement is between Harris County, Texas ("County"), a body corporate and politic under the laws of the State of Texas, and the City of Piney Point Village, a municipal corporation under the laws of the State of Texas ("City").

RECITALS:

County desires to purchase, for the benefit of the residents of City and other County residents, certain library materials.

City desires to receive the benefit of the purchase of library materials and other items and deliver funds necessary for such purchases.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

TERMS:

I.

- A. Within ninety (90) days from the date of execution of this Agreement, City agrees to deliver to County the sum of One Thousand Five Hundred Dollars and No/100 (\$1,500.00) out of current fiscal funds. Payment shall be made payable to Harris County. County agrees to deposit the check in the Spring Branch Memorial Library Trust Account. City shall mail payment to:**

**Library Director
Harris County Public Library
5749 S Loop East
Houston, TX 77033**

- B. After receipt of the funds from City pursuant to this Agreement, County agrees to purchase library materials, furnishings, equipment and shelving, including but not limited to books, reference materials, and audiovisual materials for the benefit of residents of the City and other County residents. County agrees to purchase such items for use in the Spring Branch Memorial Library branch of the Harris County Library. County agrees that it will not use the funds for purposes other than as stated in this Agreement.**

- C. In the event the total actual cost of items purchased by County under this Agreement does not exceed the amount of One Thousand Five Hundred Dollars and No/100 (\$1,500.00), County may, in accordance with this Agreement, expend any money not expended for other purposes that benefit the Spring Branch Memorial Library.
- D. County shall be the owner of any items purchased under the terms of this Agreement. City understands and agrees that County has not appropriated any funds to cover County's obligations under this Agreement.

II.

County agrees to deliver to City within thirty (30) days after the anniversary of this Agreement an itemized list of items purchased under the terms of this Agreement, including the costs of the items. Except as provided in Section I.C., County agrees to reimburse to City any funds advanced to County not expended within one year after execution of this Agreement.

III.

In the event of default by City in any of the terms or provisions of this Agreement, the sole remedy of the County is termination of this Agreement. In the event of County's default in any of the terms or provisions of this Agreement, the sole remedy of City is termination of this Agreement, and, except as provided in Section I.C., County will return to City, within sixty (60) days of the termination date, all funds provided to County by City under this Agreement that have not been expended.

IV.

- A. City represents that it has sufficient funds available to meet its obligations under this Agreement.
- B. This Agreement does not obligate County to expend any County funds.

V.

All notices and communication permitted or required to be given under this Agreement will be mailed by certified mail, return receipt requested, postage prepaid, to the following addresses:

FOR COUNTY: Commissioners Court of Harris County
Harris County Administration Building
1001 Preston, 9th Floor
Houston, Texas 77002-1891
Attn: Clerk of Commissioners Court

With a copy to:

**Purchasing Department
Harris County Administration Building
1001 Preston, 6th Floor
Houston, Texas 77002-1891**

FOR CITY:

**City of Piney Point Village
7676 Woodway, Suite 300
Houston, Texas 77063-1523
Attention: Mayor**

Either Party may change its address by giving notice to the other Party in writing. Any notice mailed by registered or certified United States mail, return-receipt requested, shall be deemed given upon deposit in the United States mail.

VI.

This instrument contains the entire agreement between the Parties hereto relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning the Agreement shall be of no force or effect except a subsequent modification in writing signed by the Parties.

VII.

If any provision of this Agreement is construed to be illegal or invalid, this will not affect the legality or validity of any of the other provisions hereof. The illegal or invalid provisions will be deemed stricken to the same extent and effect as if never incorporated herein.

VIII.

Nothing in this Agreement may be 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 this Agreement, and the Parties expressly agree that the execution of this Agreement does not create any personal liability on the part of any officer, director, employee, or agent of County.

IX.

City expressly acknowledges that County is subject to the Texas Public Information Act, Chapter 552 of the Texas Government Code, and notwithstanding any provision in this Agreement to the contrary, County will make any information related to this Agreement or otherwise available to third parties in accordance with the Public Information Act.

X.

This Agreement is governed by the laws of the State of Texas. 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.

IN WITNESS WHEREOF, this instrument has been executed on behalf of Harris County by a duly authorized representative of Harris County, and by the City of Piney Point Village by a duly authorized representative of the City of Piney Point Village.

APPROVED AS TO FORM:

VINCE RYAN
County Attorney

HARRIS COUNTY

By: 
CHERELLE SIMS
Assistant County Attorney
16GEN0860

By: _____
LINA HIDALGO
County Judge

Date signed: _____

ATTEST:

CITY OF PINEY POINT VILLAGE

By: _____
KAREN FARRIS
City Secretary

By: _____
MARK KOBELAN
Mayor

Date signed: _____

Date signed: _____

Council Agenda Item Cover Memo

9/23/2019

Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on the Engineer's Report

SUMMARY/BACKGROUND (WHY): The City has requested that updates to current projects be summarized in an Engineer's Report. The Engineer's Report for this month includes updates to the Surrey Oaks Project, the Beinhorn Project, the Wilding Lane Project, the 2019 Maintenance Project, other various maintenance projects, and future projects.

STAFF RECOMMENDATION: _____

ESTIMATED COST: NA **FUNDING SOURCE:** Bond, City, and Metro Funds

CURRENT BUDGETED ITEM: YES ☐ NO ☐ **EMERGENCY REQUEST:** YES ☐ NO ☒

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



Engineer's Status Report

City of Piney Point Village

HDR Engineering, Inc.

City Council Meeting Date: September 23, 2019

1. Surrey Oaks Paving & Drainage Improvements

The city received six bids for the Surrey Oaks Project. The low bid was submit by RAC Industries, Inc. A Letter of Recommendation to award the construction contract to RAC Industries is included in a separate agenda item. Another agenda item has been included to amend the City's contract with HDR to reduce site observation services from full-time to half-time.

HDR and Ms. Appel tentatively scheduled a pre-construction meeting with the Contractor and residents for October 17th. HDR will solidify this meeting date as the Contractor gets under contract.

Right-of-entry forms have been prepared for residents at 11301 and 11302 (cul-de-sac) and will be sent to residents when the Contractor has been awarded the Contract. The cul-de-sac pavement extends to the limits of the right-of-way and the right-of-entry form is needed so that the Contractor can replace the driveway to tie back into the new pavement beyond the right-of-way.

2. Beinhorn Drainage & Sidewalk Improvements Project

The design of the Beinhorn project is nearly complete as the design and HDR is waiting for comments from the MVWA's review. As soon as comments have been received from the MVWA and incorporated into the plans, the plans will be advertised for bidding.

3. Wilding Lane Drainage & Paving Improvements Project

HDR has completed a draft of the Preliminary Engineering Report (PER) which was presented to Council last month. A meeting with residents on Wilding Lane was held last month on September 16th to present the findings in the PER. The general opinion of residents on the street is that the street should maintain the same "feel" and that residents want to be involved as much as possible in the design process. A separate agenda item has been included for discussion on an approach for resident coordination prior to moving forward with final design.

4. City of Houston – Windermere Project

The City of Houston (COH) reported that they have begun the condemnation process to resolve the issues with #17 Windermere. They reported that this process may take anywhere from 4-6 months. The COH has reestablished the fence, closing off the easement again. The COH did not cleanly grade and sod the easement as original reported by the City



to HDR. HDR has been in contact with the City by both email and phone requesting that they sod the easement.

5. 2019 Maintenance Project (#2 White Pillars & various Concrete Point Repairs)

HDR has completed the design and plan view drawings of the concrete point repairs on Memorial Point Lane, North Country Squire, and Heritage Oaks Lane. HDR met with the surveyor and resident at #4 Jeffers Court to ensure a manhole that was previously missing from the survey of #2 White Pillars Lane is included in the drawings. HDR is now in the process of finishing the design for the storm sewer at #2 White Pillars. HDR is continuing to coordinate with David Olson to prepare an easement agreement for the metes and bounds obtained from survey.

6. Illuminated Crosswalk Signage

The City of Bunker Hill has approved the 50/50 cost sharing of the \$17,110.00 for the illuminated crosswalk signage at Quail Hollow Lane and Blalock Road. HDR issued a notice to proceed to the Contractor for the sign installation and is still waiting on a schedule of work from the contractor.

7. North Piney Point Road Asphalt Overlay Repair

AAA Asphalt Paving completed the asphalt overlay repair at N. Piney Point Road and Greenbay Street on Friday, September 6th. The asphalt is installed in 2-1.5" lifts to improve the ride quality of the pavement. It appears the top layer of asphalt separated from the bottom layer and slid which caused the cracking. HDR also met with HTS geotechnical engineers on-site to observe and provide recommendations for repairs to additional locations on North Piney Point Road where it appears the same slip cracking has occurred on the asphalt overlay. HDR is waiting on the results of the analysis and recommendations from HTS.

The Mayor requested and approved an additional quote from AAA for \$5,000.00 to place asphalt in the area between the driveways of Ecclesia and St. Francis where there was rutting in the grass from trucks. AAA completed this work on the same day.

8. San Felipe Pot Holes

Council approved a quote from AAA Asphalt at the last Council meeting for the filling of pot holes on San Felipe between N. Piney Point Road and Kinkaid School Drive. These pot holes were filled on Friday, September 6th. HDR has submit a request for payment to the City for the invoice received from AAA Asphalt for the work.

9. Meadowick Bird Bath



The City received complaints of bird baths on Meadowick just east of Kinkaid School Drive. Meadowick is a concrete curb and gutter street and it appears there are dips in the gutter line causing the bird baths to form. HDR has scheduled a meeting with Uretek to obtain a quote to lift the pavement and relieve the bird baths. It is anticipated that the quote will be presented to Council at the next Council meeting.

10. Jamestown Resident Meeting

Council had previously request that HDR and Councilman Dodds meet with residents on Jamestown to discuss a potential ditch regrading project on the west half of Jamestown Road. The intent of the meeting is to obtain the residents opinions of a ditch regrading project with minimal impact to trees versus a potential storm sewer installation project with likely heavy impact to the trees.

11. Future Projects

At Council's request, HDR has identified multiple projects for the City to consider performing. HDR has also completed the Master Drainage Study Update and has held a workshop with the City to discuss the Study. The Study Update identifies solutions to drainage issues throughout the City. As a result of the workshop, the City has proceed with a design plans for Beinhorn Road and a preliminary engineering report for Wilding Lane. Homes on both streets have previously reported flooding and water frequently overwhelms the roadside ditches filling yards and overtopping the streets. Multiple cul-de-sac streets stemming off of the larger drainage projects the City has completed are good candidates for future drainage improvements projects as further outlined in the Master Drainage Study Update.

An additional drainage project is the replacement of the 96-inch CMP along S. Piney Point Road.

A list of potential streets for paving improvements includes the following:

- Memorial Drive from San Felipe to Greenbay (Asphalt)
 - Beginning to show signs of failure
 - Completed point repairs in 2015 and November 2017
 - Several other locations will need point repairs in future
 - Last repaved in 2005
 - Typical lifespan of asphalt road with that level of traffic is 12-15 years.
 - Opinion of Probable Construction Costs (OPCC) –
 - Asphalt Reclamation - \$746,740.00
 - Concrete Pavement - \$1,623,460.00
- Arrowwood Circle (Asphalt)
- S. Piney Point Road (Asphalt)
- Grecian Way (Asphalt)



- Lanecrest (Asphalt)
- Crack Sealing on Various Streets

9. Current Anticipated Piney Point Project Schedules:

The following is a summary of anticipated project schedules for projects in various phases throughout the City. Please be aware that the schedules are approximate and subject to the weather, utility company reviews, City and County reviews, and other unforeseen circumstances that may develop as each project progresses. HDR will submit an updated schedule with each engineer's report.

- **Surrey Oaks Paving & Drainage Improvements**
 - Anticipated Schedule –
 - Advertise for Bidding – August 2019
 - Bid Opening – September 12, 2019
 - Award Contract – September Special Meeting (mid-September)
 - Construction Notice to Proceed – October 2019
 - Construction Completion Date – May 2020
- **Beinhorn Drainage & Sidewalk Improvements Project**
 - Anticipated Schedule –
 - Advertise for Bidding – September
 - Bid Opening – October
 - Award Contract – October Council Meeting (?)
 - Construction Notice to Proceed – late November
 - Construction Completion Date – late May 2020
- **Wilding Lane Drainage & Paving Improvements Project**
 - Anticipated Schedule –
 - Proposal Approved – 4/22/2019
 - PER Completion – late August
 - PER Presentation to Council – 8/24/2019
 - Resident Meeting – mid-September
 - Final Design Authorization – October Council Meeting
 - Final Design Completion – February 2020
 - Authorization for Bidding – March 2020
 - Advertise for Bidding – April 2020
 - Bid Opening – May 2020
 - Award Contract – June 2020
 - Construction Notice to Proceed – July 2020
 - Construction Completion Date – April or May 2021
- **2019 Maintenance Project (#2 White Pillars & Various Concrete Point Repairs)**
 - Anticipated Schedule –
 - Proposal Approved – 6/24/2019
 - Final Design Completion – September 2019
 - Authorization for Bidding – October Council Meeting
 - Advertise for Bidding – November 2019
 - Bid Opening – December 2019



- Award Contract – December 2019
- Construction Notice to Proceed – January 2020
- Construction Completion Date – April 2020

Council Agenda Item Cover Memo

9/23/2019

Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on the acceptance of the low bid for the Surrey Oaks Paving and Drainage Improvements Project.

SUMMARY/BACKGROUND (WHY): The City received bids for the Surrey Oaks Paving and Drainage Improvements Project. Attached is a Letter of Recommendation for RAC Industries, LLC.

STAFF RECOMMENDATION: _____

ESTIMATED COST: \$1,367,471.40 **FUNDING SOURCE:** City Funds

CURRENT BUDGETED ITEM: YES ☐ NO ☐ **EMERGENCY REQUEST:** YES ☐ NO ☒

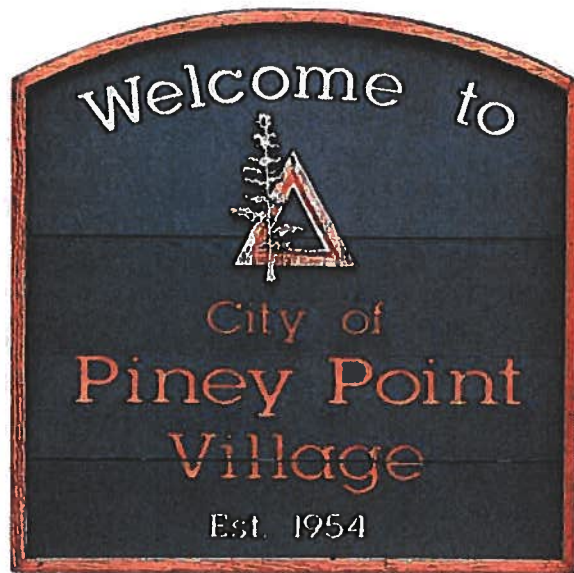
PREPARED BY: Joe Moore

ATTACHMENTS: Yes

LETTER OF RECOMMENDATION

FOR

Surrey Oaks Paving and Drainage Improvements Project



CITY OF PINEY POINT VILLAGE, TEXAS

SEPTEMBER 20, 2019

HDR Project No. 18-049



HDR ENGINEERING, INC.
4828 LOOP CENTRAL DRIVE, SUITE 800
HOUSTON, TEXAS 77081 (713) 622-9264

September 20, 2019

Mayor and City Council Members
City of Piney Point Village, Texas
7676 Woodway, Suite 300
Houston, Texas 77063

Re: Surrey Oaks Paving and Drainage Improvements Project
City of Piney Point Village, Texas
HDR Job No. 18-049

Dear Mayor and City Council Members:

On September 12, 2019 six (6) bids were received on the above referenced project.

1. Bid Tabulation Sheet – six (6) construction firms participated in the bidding process. Each bid was checked for mathematical errors and/or bid irregularities. Appropriate corrections to the errors were made and included in the attached bid tabulations. The errors did not affect the order of the bids. The bids for the total project are as follows:

Contractor	Total Bid
RAC Industries, LLC	\$1,367,471.40
Sendero Industries	\$1,526,771.60
The Truck & Contracting Company, Inc.	\$1,543,510.00
Conrad Construction Co., LTD	\$1,951,190.00
AAA Asphalt Paving, Inc.	\$2,089,455.00
FUSED Industries, LLC	\$2,226,206.00

2. References – RAC Industries, LLC provided a list of references on projects they previously performed as general contractors. Please see Section 2 of this report.
3. Telephone Conversations with References – Four (4) references were contacted by telephone and were asked to respond to a questionnaire. Generally, the references indicated that they were impressed with the work RAC Industries, LLC had performed and would use them again in the future. Please see Section 3 of this report.

RAC Industries, LLC is a company with experience in projects of this nature. For these reasons listed above, we recommend that the City of Piney Point Village award the Surrey Oaks Paving and Drainage Improvements Project for a total bid of One Million Three Hundred Sixty Seven Thousand Four Hundred Seventy One Dollars and Fourty Cents, (\$1,367,471.40) to RAC Industries, LLC.

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

Sincerely,

HDR Engineering, Inc.

A handwritten signature in blue ink, appearing to read 'J. Moore', with a long horizontal flourish extending to the right.

Joseph Moore, P.E., CFM
City Engineer

SECTION 1

				Low Bidder				The Truck & Contracting Company, Inc				AAA Asphalt Paving Inc		FUSED Industries, LLC	
				RAC Industries, LLC		Sendero Industries, LLC				Conrad Construction Co., LTD					
ITEM NO.	ITEM DESCRIPTION	QUAN	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
Paving Items															
1	Remove and replace 6" thick reinforced concrete driveway, including proof rolling, level up sand, and full depth saw cut, complete in place, the sum of:	S.Y.	855	\$ 136.80	\$ 116,964.00	\$ 85.00	\$ 72,875.00	\$ 159.00	\$ 135,945.00	\$ 85.00	\$ 72,875.00	\$ 250.00	\$ 213,750.00	\$ 200.00	\$ 171,000.00
2	Temporary driveways, complete in place, the sum of:	EA.	25	\$ 480.00	\$ 12,000.00	\$ 700.00	\$ 17,500.00	\$ 836.00	\$ 20,900.00	\$ 600.00	\$ 15,000.00	\$ 1,000.00	\$ 25,000.00	\$ 658.00	\$ 16,450.00
3	Temporary paving, complete in place, the sum of:	S.Y.	500	\$ 48.00	\$ 24,000.00	\$ 80.00	\$ 40,000.00	\$ 45.00	\$ 22,500.00	\$ 50.00	\$ 25,000.00	\$ 75.00	\$ 37,500.00	\$ 93.00	\$ 46,500.00
4	Remove and replace 4" thick reinforced concrete walkway, complete in place, the sum of:	S.F.	525	\$ 9.60	\$ 5,040.00	\$ 10.00	\$ 5,250.00	\$ 19.00	\$ 9,975.00	\$ 15.00	\$ 7,875.00	\$ 25.00	\$ 13,125.00	\$ 20.00	\$ 10,500.00
5	Remove and replace 6-inch reinforced concrete curb, complete in place, the sum of:	L.F.	45	\$ 18.60	\$ 837.00	\$ 30.00	\$ 1,350.00	\$ 68.00	\$ 3,060.00	\$ 40.00	\$ 1,800.00	\$ 22.00	\$ 990.00	\$ 8.00	\$ 360.00
6	Remove, salvage, and reinstall post mailbox, complete in place, the sum of:	EA.	21	\$ 210.00	\$ 4,410.00	\$ 600.00	\$ 12,600.00	\$ 188.00	\$ 3,948.00	\$ 250.00	\$ 5,250.00	\$ 500.00	\$ 10,500.00	\$ 1,143.00	\$ 24,003.00
7	Remove, store, and reset existing traffic sign, complete in place, the sum of:	EA.	1	\$ 300.00	\$ 300.00	\$ 1,330.00	\$ 1,330.00	\$ 106.00	\$ 106.00	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 2,447.00	\$ 2,447.00
8	Remove and dispose of existing concrete pavement and base material, complete in place, the sum of:	S.Y.	3,100	\$ 4.40	\$ 13,640.00	\$ 32.00	\$ 99,200.00	\$ 21.00	\$ 65,100.00	\$ 12.00	\$ 37,200.00	\$ 17.50	\$ 54,250.00	\$ 45.00	\$ 139,500.00
9	7.5" reinforced concrete pavement, complete in place, the sum of:	S.Y.	2,500	\$ 67.30	\$ 168,250.00	\$ 85.00	\$ 212,500.00	\$ 85.00	\$ 212,500.00	\$ 85.00	\$ 212,500.00	\$ 85.00	\$ 212,500.00	\$ 150.00	\$ 375,000.00
10	6" lime stabilized subgrade (7%), complete in place, the sum of:	S.Y.	3,100	\$ 4.20	\$ 13,020.00	\$ 4.00	\$ 12,400.00	\$ 10.00	\$ 31,000.00	\$ 10.00	\$ 31,000.00	\$ 15.00	\$ 46,500.00	\$ 35.00	\$ 108,500.00
11	Lime for treating pavement subgrade, complete in place, the sum of:	TON	62	\$ 222.00	\$ 13,764.00	\$ 265.00	\$ 16,430.00	\$ 313.00	\$ 19,406.00	\$ 250.00	\$ 15,500.00	\$ 225.00	\$ 13,950.00	\$ 215.00	\$ 13,330.00
12	Concrete paving header with undercut (Type I), complete in place, the sum of:	LF	110	\$ 16.80	\$ 1,848.00	\$ 40.00	\$ 4,400.00	\$ 20.00	\$ 2,200.00	\$ 15.00	\$ 1,650.00	\$ 50.00	\$ 5,500.00	\$ 100.00	\$ 11,000.00
13	Curb ramp with detectable warning pavers, in conformance with ADA requirements, complete in place, the sum of:	EA.	2	\$ 1,500.00	\$ 3,000.00	\$ 1,790.00	\$ 3,580.00	\$ 1,813.00	\$ 3,626.00	\$ 2,250.00	\$ 4,500.00	\$ 3,500.00	\$ 7,000.00	\$ 3,115.00	\$ 6,230.00
14	24" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	15	\$ 68.00	\$ 1,020.00	\$ 28.00	\$ 435.00	\$ 13.00	\$ 195.00	\$ 50.00	\$ 750.00	\$ 25.00	\$ 375.00	\$ 22.00	\$ 330.00
15	12" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	78	\$ 13.40	\$ 1,018.40	\$ 11.00	\$ 858.00	\$ 6.00	\$ 456.00	\$ 20.00	\$ 1,520.00	\$ 10.00	\$ 780.00	\$ 8.00	\$ 608.00
16	Traffic Control, complete in place, the sum of:	L.S.	1	\$ 14,760.00	\$ 14,760.00	\$ 8,500.00	\$ 8,500.00	\$ 73,634.00	\$ 73,634.00	\$ 330,000.00	\$ 330,000.00	\$ 75,000.00	\$ 75,000.00	\$ 25,000.00	\$ 25,000.00
17	SWP3 Plan, complete in place, the sum of:	L.S.	1	\$ 2,160.00	\$ 2,160.00	\$ 26,495.00	\$ 26,495.00	\$ 8,665.00	\$ 8,665.00	\$ 15,000.00	\$ 15,000.00	\$ 75,000.00	\$ 75,000.00	\$ 25,000.00	\$ 25,000.00
Total Paving Items:					\$ 396,031.40		\$ 472,981.00		\$ 613,216.00		\$ 778,720.00		\$ 792,200.00		\$ 976,758.00
Drainage Items:															
18	Remove and dispose of existing storm sewer, complete in place, the sum of:	L.F.	1,370	\$ 21.80	\$ 29,862.00	\$ 46.00	\$ 63,020.00	\$ 37.00	\$ 50,690.00	\$ 15.00	\$ 20,550.00	\$ 28.00	\$ 38,360.00	\$ 34.00	\$ 46,580.00
19	Abandon and grout-fill existing storm sewer and culverts, complete in place, the sum of:	C.Y.	33	\$ 240.00	\$ 7,920.00	\$ 210.00	\$ 6,930.00	\$ 138.00	\$ 4,554.00	\$ 300.00	\$ 9,900.00	\$ 225.00	\$ 7,425.00	\$ 952.00	\$ 31,416.00
20	Abandon existing storm sewer and culverts by removing top of pipe and backfilling the remaining pipe with soil from trench excavations (provided they are free of stones and lumps), complete in place, the sum of:	L.F.	130	\$ 21.60	\$ 2,808.00	\$ 50.00	\$ 6,500.00	\$ 19.00	\$ 2,470.00	\$ 50.00	\$ 6,500.00	\$ 50.00	\$ 6,500.00	\$ 58.00	\$ 7,540.00
21	Remove and dispose of existing storm sewer inlet/manhole, complete in place, the sum of:	EA.	43	\$ 540.00	\$ 23,220.00	\$ 75.00	\$ 3,225.00	\$ 622.00	\$ 26,746.00	\$ 500.00	\$ 21,500.00	\$ 1,500.00	\$ 64,500.00	\$ 1,167.00	\$ 50,181.00
22	Abandon existing storm sewer inlet/manhole, complete in place, the sum of:	EA.	7	\$ 420.00	\$ 2,940.00	\$ 600.00	\$ 4,200.00	\$ 468.00	\$ 3,262.00	\$ 1,200.00	\$ 8,400.00	\$ 1,500.00	\$ 10,500.00	\$ 1,543.00	\$ 10,801.00
23	8" PVC for yard drain connections, all depths, complete in place, the sum of:	L.F.	50	\$ 24.00	\$ 1,200.00	\$ 25.00	\$ 1,250.00	\$ 80.00	\$ 4,000.00	\$ 75.00	\$ 3,750.00	\$ 85.00	\$ 4,250.00	\$ 77.00	\$ 3,850.00
24	12" PVC for yard drain connections, all depths, complete in place, the sum of:	L.F.	250	\$ 141.60	\$ 35,400.00	\$ 177.00	\$ 44,250.00	\$ 197.00	\$ 49,250.00	\$ 75.00	\$ 18,750.00	\$ 175.00	\$ 43,750.00	\$ 84.00	\$ 23,500.00
25	Proposed connection to existing yard drain, complete in place, the sum of:	EA.	25	\$ 48.00	\$ 1,200.00	\$ 140.00	\$ 3,500.00	\$ 510.00	\$ 12,750.00	\$ 1,000.00	\$ 25,000.00	\$ 1,500.00	\$ 37,500.00	\$ 1,777.00	\$ 44,425.00
26	24" HDPE storm sewer all depths (open cut) including bedding and backfill, complete in place, the sum of:	L.F.	680	\$ 72.70	\$ 49,482.00	\$ 100.00	\$ 68,000.00	\$ 92.00	\$ 60,720.00	\$ 150.00	\$ 99,000.00	\$ 75.00	\$ 49,500.00	\$ 112.00	\$ 73,920.00
27	18" RCP storm sewer all depths (open cut), including bedding and backfill, complete in place, the sum of:	L.F.	50	\$ 87.40	\$ 4,370.00	\$ 110.00	\$ 5,500.00	\$ 134.00	\$ 6,700.00	\$ 175.00	\$ 8,750.00	\$ 115.00	\$ 5,750.00	\$ 151.00	\$ 7,550.00
28	24" RCP storm sewer all depths (open cut), including bedding and backfill, complete in place, the sum of:	L.F.	550	\$ 107.50	\$ 59,125.00	\$ 147.00	\$ 80,850.00	\$ 176.00	\$ 96,800.00	\$ 195.00	\$ 107,250.00	\$ 125.00	\$ 68,750.00	\$ 138.00	\$ 75,900.00
29	30" RCP storm sewer all depths (open cut), including bedding and backfill, complete in place, the sum of:	L.F.	800	\$ 200.70	\$ 160,560.00	\$ 220.00	\$ 176,000.00	\$ 240.00	\$ 192,000.00	\$ 240.00	\$ 192,000.00	\$ 175.00	\$ 140,000.00	\$ 173.00	\$ 138,400.00
30	Proposed Type A Inlet, including bedding and backfill, complete in place, the sum of:	EA.	22	\$ 3,536.30	\$ 77,798.60	\$ 3,150.00	\$ 69,300.00	\$ 2,797.00	\$ 61,534.00	\$ 3,450.00	\$ 75,900.00	\$ 3,500.00	\$ 77,000.00	\$ 2,632.00	\$ 57,904.00
31	Proposed 4'x4' box manhole w/ Type A Inlet top, including bedding and backfill, complete in place, the sum of:	EA.	13	\$ 7,256.90	\$ 94,339.70	\$ 3,755.00	\$ 48,815.00	\$ 3,346.00	\$ 43,498.00	\$ 5,700.00	\$ 74,100.00	\$ 6,500.00	\$ 84,500.00	\$ 3,767.00	\$ 48,971.00
32	Proposed 5'x5' box manhole w/ Type A Inlet top, including bedding and backfill, complete in place, the sum of:	EA.	1	\$ 10,177.70	\$ 10,177.70	\$ 5,255.00	\$ 5,255.00	\$ 5,302.00	\$ 5,302.00	\$ 8,400.00	\$ 8,400.00	\$ 13,500.00	\$ 13,500.00	\$ 5,317.00	\$ 5,317.00
33	5'x4' box manhole, including bedding and backfill, complete in place, the sum of:	EA.	9	\$ 7,432.10	\$ 66,888.90	\$ 4,820.00	\$ 43,380.00	\$ 4,202.00	\$ 37,818.00	\$ 6,000.00	\$ 54,000.00	\$ 8,500.00	\$ 76,500.00	\$ 4,624.00	\$ 41,816.00
34	5'x5' box manhole, including bedding and backfill, complete in place, the sum of:	EA.	1	\$ 8,617.70	\$ 8,617.70	\$ 4,975.00	\$ 4,975.00	\$ 4,346.00	\$ 4,346.00	\$ 7,000.00	\$ 7,000.00	\$ 13,500.00	\$ 13,500.00	\$ 5,700.00	\$ 5,700.00
35	Tie-in proposed storm sewer to existing RCB per detail, complete in place, the sum of:	EA.	1	\$ 30,323.40	\$ 30,323.40	\$ 7,150.00	\$ 7,150.00	\$ 813.00	\$ 813.00	\$ 17,500.00	\$ 17,500.00	\$ 1,750.00	\$ 1,750.00	\$ 16,352.00	\$ 16,352.00
36	Tie-in proposed storm sewer to existing storm sewer w/ concrete collar, complete in place, the sum of:	EA.	1	\$ 600.00	\$ 600.00	\$ 2,595.00	\$ 2,595.00	\$ 813.00	\$ 813.00	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 4,150.00	\$ 4,150.00
37	Trench safety for all storm sewers greater than 5' deep, complete in place, the sum of:	L.F.	2,060	\$ 1.00	\$ 2,060.00	\$ 0.01	\$ 20.60	\$ 1.00	\$ 2,060.00	\$ 5.00	\$ 10,300.00	\$ 10.00	\$ 20,600.00	\$ 1.00	\$ 2,060.00
Total Drainage Items:					\$ 667,123.00		\$ 642,716.60		\$ 666,126.00		\$ 772,050.00		\$ 767,135.00		\$ 696,133.00

Low Bidder																	
				RAC Industries, LLC		Sendero Industries, LLC		The Truck & Contracting Company, Inc		Conrad Construction Co., LTD		AAA Asphalt Paving Inc		FUSED Industries, LLC			
ITEM NO.	ITEM DESCRIPTION	QUAN	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT		
Tree Protection Items:																	
38	Remove tree 3"-11.99", complete in place, the sum of:	EA.	3	\$ 600.00	\$ 1,800.00	\$ 1,990.00	\$ 5,970.00	\$ 358.00	\$ 1,068.00	\$ 750.00	\$ 2,250.00	\$ 1,500.00	\$ 4,500.00	\$ 1,219.00	\$ 3,657.00		
39	Remove tree 12" - 29.99", complete in place, the sum of:	EA.	2	\$ 1,440.00	\$ 2,880.00	\$ 3,320.00	\$ 6,640.00	\$ 1,094.00	\$ 2,188.00	\$ 1,500.00	\$ 3,000.00	\$ 2,500.00	\$ 5,000.00	\$ 3,049.00	\$ 6,098.00		
40	Plant 2" tree with 15 gallon container, complete in place, the sum of:	EA.	2	\$ 240.00	\$ 480.00	\$ 400.00	\$ 800.00	\$ 313.00	\$ 626.00	\$ 750.00	\$ 1,500.00	\$ 750.00	\$ 1,500.00	\$ 1,220.00	\$ 2,440.00		
41	Plant 4" tree with 85 gallon container, complete in place, the sum of:	EA.	1	\$ 840.00	\$ 840.00	\$ 995.00	\$ 995.00	\$ 625.00	\$ 625.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,830.00	\$ 1,830.00		
42	Clearance prune, complete in place, the sum of:	EA.	32	\$ 180.00	\$ 5,760.00	\$ 930.00	\$ 29,760.00	\$ 319.00	\$ 10,208.00	\$ 300.00	\$ 9,600.00	\$ 150.00	\$ 4,800.00	\$ 408.00	\$ 13,056.00		
43	Tree protection fence, complete in place, the sum of:	L.F.	1,850	\$ 4.80	\$ 8,880.00	\$ 2.00	\$ 3,700.00	\$ 4.00	\$ 7,400.00	\$ 12.00	\$ 22,200.00	\$ 15.00	\$ 27,750.00	\$ 6.00	\$ 11,100.00		
44	Root pruning trench, complete in place, the sum of:	L.F.	1,110	\$ 16.80	\$ 18,648.00	\$ 7.00	\$ 7,770.00	\$ 14.00	\$ 15,540.00	\$ 12.00	\$ 13,320.00	\$ 15.00	\$ 16,650.00	\$ 13.00	\$ 14,430.00		
45	Zero curb cut back, complete in place, the sum of:	L.F.	160	\$ 10.20	\$ 1,632.00	\$ 4.00	\$ 640.00	\$ 14.00	\$ 2,240.00	\$ 25.00	\$ 4,000.00	\$ 50.00	\$ 8,000.00	\$ 26.00	\$ 4,160.00		
Total Tree Protection Items:					\$ 40,920.00		\$ 66,275.00		\$ 39,895.00		\$ 67,370.00		\$ 70,200.00		\$ 66,771.00		
Supplemental Items:																	
46	Extra cement Stabilized Sand, complete in place, the sum of:	C.Y.	20	\$ 42.20	\$ 844.00	\$ 37.00	\$ 740.00	\$ 25.00	\$ 500.00	\$ 50.00	\$ 1,000.00	\$ 68.00	\$ 1,360.00	\$ 44.00	\$ 880.00		
47	Adjust existing valve box, meter box, or cleanout to be flush with top of proposed pavement or finished grade, complete in place, the sum of:	EA.	6	\$ 100.00	\$ 600.00	\$ 180.00	\$ 1,080.00	\$ 625.00	\$ 3,750.00	\$ 500.00	\$ 3,000.00	\$ 750.00	\$ 4,500.00	\$ 685.00	\$ 4,110.00		
48	Install long side water service, complete in place, the sum of:	EA.	7	\$ 1,400.00	\$ 9,800.00	\$ 1,575.00	\$ 11,025.00	\$ 1,994.00	\$ 13,958.00	\$ 1,200.00	\$ 8,400.00	\$ 2,400.00	\$ 16,800.00	\$ 1,116.00	\$ 7,812.00		
49	Install short side water service, complete in place, the sum of:	EA.	7	\$ 920.00	\$ 6,440.00	\$ 630.00	\$ 4,410.00	\$ 818.00	\$ 5,726.00	\$ 800.00	\$ 5,600.00	\$ 2,000.00	\$ 14,000.00	\$ 1,050.00	\$ 7,350.00		
50	Additional footage for water service, complete in place, the sum of:	L.F.	50	\$ 10.00	\$ 500.00	\$ 16.00	\$ 800.00	\$ 38.00	\$ 1,900.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 171.00	\$ 8,550.00		
51	Additional footage for sewer service, complete in place, the sum of:	L.F.	50	\$ 10.00	\$ 500.00	\$ 22.00	\$ 1,100.00	\$ 38.00	\$ 1,900.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 234.00	\$ 11,700.00		
52	Piezometers, complete in place, the sum of:	EA.	2	\$ 100.00	\$ 200.00	\$ 6,635.00	\$ 13,270.00	\$ 125.00	\$ 250.00	\$ 100.00	\$ 200.00	\$ 350.00	\$ 700.00	\$ 813.00	\$ 1,626.00		
53	Bank sand, complete in place, the sum of:	C.Y.	20	\$ 14.00	\$ 280.00	\$ 22.00	\$ 440.00	\$ 25.00	\$ 500.00	\$ 40.00	\$ 800.00	\$ 35.00	\$ 700.00	\$ 25.00	\$ 500.00		
54	Well pointing for storm sewers, complete in place, the sum of:	L.F.	100	\$ 100.00	\$ 10,000.00	\$ 730.00	\$ 73,000.00	\$ 125.00	\$ 12,500.00	\$ 1.00	\$ 100.00	\$ 350.00	\$ 35,000.00	\$ 40.00	\$ 4,000.00		
55	Wet condition bedding, complete in place, the sum of:	L.F.	100	\$ 10.00	\$ 1,000.00	\$ 20.00	\$ 2,000.00	\$ 13.00	\$ 1,300.00	\$ 20.00	\$ 2,000.00	\$ 50.00	\$ 5,000.00	\$ 22.00	\$ 2,200.00		
56	Extra 1.5 Sacks of Cement Per Cubic Yard Added to 7.5" Concrete Pavement (Total of 7.0 Sacks/Cubic Yard), complete in place, the sum of:	S.Y.	160	\$ 36.00	\$ 5,760.00	\$ 35.00	\$ 5,600.00	\$ 4.00	\$ 640.00	\$ 10.00	\$ 1,600.00	\$ 25.00	\$ 4,000.00	\$ 14.00	\$ 2,240.00		
57	Install extra crushed concrete base material, complete in place, the sum of:	TON	40	\$ 42.00	\$ 1,680.00	\$ 44.00	\$ 1,760.00	\$ 31.00	\$ 1,240.00	\$ 75.00	\$ 3,000.00	\$ 50.00	\$ 2,000.00	\$ 29.00	\$ 1,160.00		
Total Supplemental Items:					\$ 37,604.00		\$ 115,225.00		\$ 44,164.00		\$ 30,700.00		\$ 69,060.00		\$ 62,128.00		
MVWA - Water and Sanitary Sewer Items:																	
58	Pipe bursting/crushing with 8-inch HDPE (SDR 19) for existing 8-inch diameter sewer pipe, including excavation and backfill for access pits, and post television inspections, complete in place, the sum of:	L.F.	900	\$ 102.00	\$ 91,800.00	\$ 94.00	\$ 84,600.00	\$ 46.00	\$ 41,400.00	\$ 85.00	\$ 76,500.00	\$ 150.00	\$ 135,000.00	\$ 125.00	\$ 112,500.00		
59	Clean 8" sanitary sewer, all depths, complete in place, the sum of:	L.F.	900	\$ 2.40	\$ 2,160.00	\$ 5.00	\$ 4,500.00	\$ 2.00	\$ 1,800.00	\$ 15.00	\$ 13,500.00	\$ 15.00	\$ 13,500.00	\$ 10.00	\$ 9,000.00		
60	Closed-Circuit Television Inspection of 8-inch Diameter Sewer Pipe, Including Inspection Reports (2), TV Logs, and DVD's (2), complete in place, the sum of:	L.F.	900	\$ 2.40	\$ 2,160.00	\$ 3.00	\$ 2,700.00	\$ 2.00	\$ 1,800.00	\$ 15.00	\$ 13,500.00	\$ 5.00	\$ 4,500.00	\$ 10.00	\$ 9,000.00		
61	Rehabilitate existing manhole by 1-inch cementitious liner, all depths, complete in place, the sum of:	V.F.	20	\$ 1,020.00	\$ 20,400.00	\$ 335.00	\$ 6,700.00	\$ 150.00	\$ 3,000.00	\$ 400.00	\$ 8,000.00	\$ 50.00	\$ 1,000.00	\$ 152.00	\$ 3,040.00		
62	Install long side sewer service, complete in place, the sum of:	EA.	11	\$ 1,440.00	\$ 15,840.00	\$ 2,025.00	\$ 22,275.00	\$ 1,500.00	\$ 16,500.00	\$ 1,750.00	\$ 19,250.00	\$ 3,500.00	\$ 38,500.00	\$ 686.00	\$ 7,546.00		
63	Install short side sewer service, complete in place, the sum of:	EA.	11	\$ 960.00	\$ 10,560.00	\$ 710.00	\$ 7,810.00	\$ 838.00	\$ 9,218.00	\$ 1,250.00	\$ 13,750.00	\$ 1,800.00	\$ 19,800.00	\$ 686.00	\$ 7,546.00		
64	Cut, plug, and abandon existing 6" water line, complete in place, the sum of:	EA.	2	\$ 756.00	\$ 1,512.00	\$ 230.00	\$ 460.00	\$ 1,219.00	\$ 2,438.00	\$ 2,250.00	\$ 4,500.00	\$ 1,000.00	\$ 2,000.00	\$ 934.00	\$ 1,868.00		
65	6" PVC C900 (DR18) water line by open-cut or augered construction, all depths, complete in place, the sum of:	L.F.	450	\$ 71.30	\$ 32,085.00	\$ 105.00	\$ 47,250.00	\$ 48.00	\$ 21,600.00	\$ 175.00	\$ 78,750.00	\$ 60.00	\$ 27,000.00	\$ 125.00	\$ 56,250.00		
66	12" x 6" tapping sleeve & valve, complete in place, the sum of:	EA.	1	\$ 3,840.00	\$ 3,840.00	\$ 5,275.00	\$ 5,275.00	\$ 7,750.00	\$ 7,750.00	\$ 5,000.00	\$ 5,000.00	\$ 8,500.00	\$ 8,500.00	\$ 4,967.00	\$ 4,967.00		
67	6" wet connection, complete in place, the sum of:	EA.	1	\$ 1,008.00	\$ 1,008.00	\$ 400.00	\$ 400.00	\$ 3,500.00	\$ 3,500.00	\$ 2,250.00	\$ 2,250.00	\$ 2,600.00	\$ 2,600.00	\$ 11,000.00	\$ 11,000.00		
68	Install blind flange on 6" valve and abandon existing valve, complete in place, the sum of:	EA.	1	\$ 180.00	\$ 180.00	\$ 195.00	\$ 195.00	\$ 1,063.00	\$ 1,063.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 815.00	\$ 815.00		
69	Install long side water service, complete in place, the sum of:	EA.	6	\$ 1,440.00	\$ 8,640.00	\$ 1,590.00	\$ 9,540.00	\$ 1,219.00	\$ 7,314.00	\$ 1,750.00	\$ 10,500.00	\$ 2,400.00	\$ 14,400.00	\$ 1,263.00	\$ 7,578.00		
70	Install short side water service, complete in place, the sum of:	EA.	5	\$ 960.00	\$ 4,800.00	\$ 625.00	\$ 3,125.00	\$ 781.00	\$ 3,905.00	\$ 1,250.00	\$ 6,250.00	\$ 2,000.00	\$ 10,000.00	\$ 1,021.00	\$ 5,105.00		
Total MVWA - Water and Sanitary Sewer Items:					\$ 194,985.00		\$ 194,830.00		\$ 121,288.00		\$ 253,750.00		\$ 277,800.00		\$ 236,216.00		

				Low Bidder				The Truck & Contracting Company, Inc		Conrad Construction Co., LTD		AAA Asphalt Paving Inc		FUSED Industries, LLC	
				RAC Industries, LLC		Sendero Industries, LLC									
ITEM NO.	ITEM DESCRIPTION	QUAN	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
MVWA - Supplemental Items:															
71	Extra Bank-Sand Bedding, complete in place, the sum of:	C.Y.	20	\$ 21.60	\$ 432.00	\$ 22.00	\$ 440.00	\$ 48.00	\$ 960.00	\$ 40.00	\$ 800.00	\$ 35.00	\$ 700.00	\$ 24.00	\$ 480.00
72	Extra Bank-Sand Backfill, complete in place, the sum of:	C.Y.	20	\$ 21.60	\$ 432.00	\$ 22.00	\$ 440.00	\$ 48.00	\$ 960.00	\$ 40.00	\$ 800.00	\$ 35.00	\$ 700.00	\$ 25.00	\$ 500.00
73	Extra Class "A" or Aggregate Bedding, complete in place, the sum of:	C.Y.	20	\$ 33.60	\$ 672.00	\$ 77.00	\$ 1,540.00	\$ 53.00	\$ 1,060.00	\$ 75.00	\$ 1,500.00	\$ 50.00	\$ 1,000.00	\$ 30.00	\$ 600.00
74	Extra Cement-Stabilized Sand Backfill, complete in place, the sum of:	C.Y.	20	\$ 42.20	\$ 844.00	\$ 37.00	\$ 740.00	\$ 61.00	\$ 1,220.00	\$ 50.00	\$ 1,000.00	\$ 68.00	\$ 1,360.00	\$ 45.00	\$ 900.00
75	Obstruction Removals within a 12-foot Section of Sewer, depths eight-feet or less in Paved Areas, Complete in place, the sum of:	EA.	4	\$ 780.00	\$ 3,120.00	\$ 535.00	\$ 2,140.00	\$ 3,000.00	\$ 12,000.00	\$ 2,500.00	\$ 10,000.00	\$ 5,000.00	\$ 20,000.00	\$ 1,143.00	\$ 4,572.00
76	Extension of 12-foot obstruction removals, all sewer sizes, all depths, dry or wet, paved or unpaved, complete in place, the sum of:	L.F.	50	\$ 33.60	\$ 1,680.00	\$ 240.00	\$ 12,000.00	\$ 125.00	\$ 6,250.00	\$ 100.00	\$ 5,000.00	\$ 600.00	\$ 30,000.00	\$ 138.00	\$ 6,900.00
77	Installation/Relocation of 4" and 6" Private Sanitary Service Lines (Schedule 40 PVC), complete in place, the sum of:	EA.	5	\$ 1,224.00	\$ 6,120.00	\$ 1,860.00	\$ 9,300.00	\$ 56.00	\$ 280.00	\$ 1,500.00	\$ 7,500.00	\$ 2,000.00	\$ 10,000.00	\$ 686.00	\$ 3,430.00
78	Replacement of manhole frame, complete in place, the sum of:	EA.	2	\$ 228.00	\$ 456.00	\$ 435.00	\$ 870.00	\$ 594.00	\$ 1,188.00	\$ 750.00	\$ 1,500.00	\$ 475.00	\$ 950.00	\$ 996.00	\$ 1,992.00
79	Replacement of manhole cover, complete in place, the sum of:	EA.	2	\$ 216.00	\$ 432.00	\$ 385.00	\$ 770.00	\$ 375.00	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 425.00	\$ 850.00	\$ 1,118.00	\$ 2,236.00
80	Installation of new short side shallow service connection, all sewer sizes, utilizing augured hole construction, complete in place, the sum of:	L.F.	100	\$ 9.60	\$ 960.00	\$ 30.00	\$ 3,000.00	\$ 106.00	\$ 10,600.00	\$ 50.00	\$ 5,000.00	\$ 60.00	\$ 6,000.00	\$ 686.00	\$ 68,600.00
81	Installation of new long side shallow service connection, all sewer sizes, utilizing augured hole construction, complete in place, the sum of:	L.F.	100	\$ 16.80	\$ 1,680.00	\$ 30.00	\$ 3,000.00	\$ 106.00	\$ 10,600.00	\$ 50.00	\$ 5,000.00	\$ 60.00	\$ 6,000.00	\$ 686.00	\$ 68,600.00
82	Clean, televise, and trace existing sanitary sewer service from main to existing R/O-W in Order to identify multiple services within one connection, as directed by Engineer, complete in place, the sum of:	EA.	5	\$ 1,728.00	\$ 8,640.00	\$ 240.00	\$ 1,200.00	\$ 1,063.00	\$ 5,315.00	\$ 1,750.00	\$ 8,750.00	\$ 1,000.00	\$ 5,000.00	\$ 991.00	\$ 4,955.00
83	Additional footage for sewer service, complete in place, the sum of:	L.F.	50	\$ 21.60	\$ 1,080.00	\$ 22.00	\$ 1,100.00	\$ 44.00	\$ 2,200.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 87.00	\$ 4,350.00
84	Additional footage for water service, complete in place, the sum of:	L.F.	50	\$ 9.60	\$ 480.00	\$ 16.00	\$ 800.00	\$ 25.00	\$ 1,250.00	\$ 50.00	\$ 2,500.00	\$ 40.00	\$ 2,000.00	\$ 686.00	\$ 34,300.00
85	Abandon existing 6" tap on 10" water line with full circle clamp, complete in place, the sum of:	EA.	1	\$ 900.00	\$ 900.00	\$ 775.00	\$ 775.00	\$ 2,000.00	\$ 2,000.00	\$ 2,250.00	\$ 2,250.00	\$ 1,000.00	\$ 1,000.00	\$ 686.00	\$ 686.00
86	Remove tree 12" - 29.99", complete in place, the sum of:	EA.	2	\$ 1,440.00	\$ 2,880.00	\$ 3,315.00	\$ 6,630.00	\$ 1,094.00	\$ 2,188.00	\$ 1,500.00	\$ 3,000.00	\$ 2,500.00	\$ 5,000.00	\$ 3,050.00	\$ 6,100.00
Total MVWA - Supplemental Items:					\$ 30,808.00		\$ 44,745.00		\$ 56,821.00		\$ 58,600.00		\$ 93,060.00		\$ 209,201.00
Total Paving Items:					\$ 396,031.40		\$ 472,981.00		\$ 613,216.00		\$ 778,720.00		\$ 792,200.00		\$ 976,764.00
Total Drainage Items:					\$ 667,123.00		\$ 642,715.60		\$ 684,126.00		\$ 772,050.00		\$ 767,135.00		\$ 898,153.60
Total Tree Protection Items:					\$ 40,820.00		\$ 56,275.00		\$ 39,895.00		\$ 67,370.00		\$ 70,200.00		\$ 56,771.00
Total Supplemental Items:					\$ 37,604.00		\$ 115,225.00		\$ 44,164.00		\$ 30,700.00		\$ 89,060.00		\$ 52,128.00
Total City Items:					\$ 1,141,678.40		\$ 1,287,196.60		\$ 1,363,461.00		\$ 1,638,840.00		\$ 1,718,595.00		\$ 1,760,790.00
Total MVWA - Water and Sanitary Sewer Items:					\$ 194,885.00		\$ 194,830.00		\$ 121,288.00		\$ 253,760.00		\$ 277,600.00		\$ 236,215.00
Total MVWA - Supplemental Items:					\$ 30,808.00		\$ 44,745.00		\$ 56,821.00		\$ 58,600.00		\$ 93,060.00		\$ 209,201.00
Total MVWA Items:					\$ 225,793.00		\$ 239,575.00		\$ 180,109.00		\$ 312,360.00		\$ 370,660.00		\$ 445,416.00
TOTAL BID AMOUNT:					\$ 1,367,471.40		\$ 1,526,771.60		\$ 1,545,670.00		\$ 1,951,190.00		\$ 2,089,455.00		\$ 2,226,206.00

Represents Error Corrected by Engineer

SECTION 2



RAC Industries, LLC
3207 Preston Ave.
Pasadena, TX 77505
713-534-1151

September 16, 2019

To Whom It May Concern:

RAC Industries, LLC was incorporated in July 2015 by Mr. Raul A. Chapa, President/Owner.

Prior to RAC Industries, Mr. Chapa was a partner with Metro City Construction, LP from 2005 – 2015.

Since it's founding RAC Industries has a track record of providing first class work with customer satisfaction. Please see attached list of previous and current projects that can be contacted.

RAC Industries, LLC has not defaulted on any contract and have not had any law suits filed against it.

The officers of the firm are as follows

Raul A. Chapa - President/Owner (35 years experience)
J Santos Lira – Secretary/Project Manager (13 years experience)
Robert N. Smither – Estimator (41 years experience)

RAC Industries, LLC fields of work included but not limited to,

Concrete Paving and sub grade work
Concrete Sidewalks & Driveways
Storm Sewer Construction
Underground Utilities, Water Lines/Sanitary Sewers
Concrete Structures

Regards,

J S Lira
Project Manager

Jobs No.	Project Name	Job No.	Owner	Engineers	Name	Phone #	TSellers@idseg.com	Total Bid	General Contractor	Status
101	Dickinson Outfall Repair Chantilly Bayou	1601-03	City of Dickinson	IDS Engineers	Travis Sellers	281-686-6918	TSellers@idseg.com	\$ 94,300.00	General Contractor	Closed
103	Woods Edge Outfall Repair & Bank Stabilization	15-012	City of Piney Point	HDR	John Peterson	409-682-3083	john.peterson@hdrinc.com	\$ 378,023.62	General Contractor	Closed
105	Crow Tract Utilities Stafford Groves Development	00146-0377-00	Fort Bend County WC&ID No. 2	Jones & Carter	Kyle Kaspar	713-306-4344	KKaspar@jonescarter.com	\$ 384,894.70	General Contractor	Closed
106	Tynewood Ditch Washout-City of Piney Point	16-005	City of Piney Point	HDR	John Peterson	409-682-3083	john.peterson@hdrinc.com	\$ 228,309.33	General Contractor	Closed
114	2017 On Call Paving & Drainage Improvements	CIP#D038/CIP#S093	City of Pasadena	City of Pasadena	Victor Rendón	713-475-7835	vrendon@ci.pasadena.tx.us	\$ 1,503,256.40	General Contractor	Closed
116	Deer Park Golf Course Drive	1612-013-01	City of Deer Park	CobbFendley	Stephen Byington	713-462-3242	sbyington@cobbhendley.com	\$ 207,639.95	General Contractor	Closed
118	Fairmont Parkway 12" Water Line	W030	City of Pasadena	Brooks & Sparks, Inc.	Robert A Hill	281-578-9595	robahill@brooklandsparks.com	\$ 833,738.00	General Contractor	Closed
123	Cedarbrook Court Paving Improvements	2017-04	City of Seabrook	CobbFendley	Kimberly Waddell	281-993-4952	KWaddell@cobbhendley.com	\$ 170,195.00	General Contractor	Closed
124	Road Reconstruction Along San Sebastian Lane from Point Lookout Drive to Upper Bay Road	17/0112	Harris County Precinct 2							
125	Repair of Erosion of Wastewater Treatment Plant	162172	Greenwood Utility District	Kavi Consulting, Inc	Vijaya K Rapulo	281-772-9643	rapulo.vijaya@gmail.com	\$ 827,017.43	General Contractor	Closed
126	West Airport Boulevard Left Turn at Spectrum Lane	101.004	East Fort Bend County Development Authority	A&S Engineers, Inc.	Jack R Flores	713-942-2700	Jones & Carter	\$ 239,726.00	General Contractor	Closed
127	Langham Creek Utility District Detention Basin Weir	00393-0204-00	Harris County	Jones & Carter	Jessica L. Dennis, P.E.	972-951-5720	jdennis@jonescarter.com	\$ 299,489.40	General Contractor	Closed
107	COH Park Row Phase II Utility, Paving, & Drainage	118-14	SER Construction	Jones & Carter	Stephen E. Swindell	713-703-3078	SSwindell@jonescarter.com	\$ 128,161.80	General Contractor	Closed
108	HCFCO Bryas Bayou	16/0104	SER Construction		Joseph Camp	713-463-5952		\$ 1,199,515.27	Sub-Contractor	Closed
128	Emergency Sanitary Sewer Repairs- Hurricane Harvey		City of Pasadena		Ramesh Pavaluri	713-473-7900	Ramesh@serconstruction.net	\$ 2,242,922.46	Sub-Contractor	Closed
129	Harris County Emergency Repairs-Burwell	P287799	Harris County					\$ 92,579.76	General Contractor	Closed
130	Ashmont Drive Reconstruction	IFB#18-041	City of Missouri City	Harris County	Julia Bonds	713-274-4427	julia.bond@hccid.org	\$ 57,540.00	General Contractor	Closed
131	Sidewalk Construction Ave. L & Ave. M	C-0785	City of Galveston	Kelly R. Kaluza & Associates	Larance Turner	281-341-0808	lturner@kellykaluza.com	\$ 1,451,087.20	General Contractor	Closed
132	Drainage Improvement & Ditch Regrading	17/0112	City of Morgan's City	GC Engineering, INC	Bharath Devineni	281-412-7008	bdevineni@gc-engineering.com	\$ 685,866.00	General Contractor	Closed
133	Sidewalk Improvements @ Various Locations	161-048-00	The Energy Corridor District/Harris County ID#4	KSA Engineers, INC.	Cole Caraway	281-494-3252	ccaraway@ksaeng.com	\$ 232,330.00	General Contractor	Closed
133B	Sidewalk Improvements @ Various Locations	EABPRJ88813503	The Energy Corridor District/Harris County ID#4	EHRA Engineering	Chau Bao	713-784-4500	cbao@ehraeng.com	\$ 236,435.00	General Contractor	Closed
134	Crabb River RD Water Line	03700.0802.01UTL	FBCMUD 116	EHRA Engineering	Chau Bao	713-784-4500	cbao@ehraeng.com	\$ 62,514.00	General Contractor	Closed
135	Texas City Force Main Pile Support	17-055	City of Texas City	Blackline Engineering	Jeff Martin	832-431-5959	jmartin@blackline-eng.com	\$ 55,705.70	General Contractor	Closed
136	6" Bored Sanitary Sewer		Nicholson Plumbing, LLC	ARKK Engineers	John Rudloff	713-400-2755	john.rudloff@arkkengineers.com	\$ 114,094.40	General Contractor	Closed
137	N. Eldridge Parkway Water Line and Force Main	92179	Chimney Hill Municipal Utility District	ARKK Engineers	Bryan Nicholson	713-962-0752		\$ 4,822.25	Sub-Contractor	Closed
138	HTX Gym Parking Lot		Anthony Rodriguez	A&S Engineers, INC	Jack Flores	713-942-2700	rf@as-engineers.com	\$ 169,972.38	General Contractor	Closed
139	Brookwood Court and LakePoint Forest Drive Improve	2018-307-1	City Of Seabrook			281-648-3323		\$ 34,750.00	General Contractor	Closed
140	Hurricane Harvey Emergency Repair	G103-38-01-X009	SER Construction	CobbFendley	Kimberly Waddell, P.E.	281-993-4952	KWaddell@cobbhendley.com	\$ 215,334.20	General Contractor	Closed
141	Spring Valley Village Sidewalk Improvements	170000241	Spring Valley Village	Ramesh Pavaluri	Ramesh Pavaluri	281-830-9504	Ramesh@serconstruction.net	\$ 55,570.00	Sub-Contractor	Closed
142	Lift Station		Harris County MUD No. 264	ARKK Engineers	Doug Bradford, P.E.	713-400-2755	doug.bradford@arkkengineers.com	\$ 40,826.00	General Contractor	Closed
143	Quest Civil Constructors-BraysBayou Channel Mod	D100-00-00-E010	Quest Civil Constructors, Inc	Inframark LLC	Don Self	281-375-5968	don.self@inframark.com	\$ 118,068.95	General Contractor	Closed
144	Staples Development		Bryan Street Properties, LLC		Jordan Heringer	406-672-4618	jfh@qvw.com	\$ 175,957.51	Sub-Contractor	Closed
145	Timber Lane Utility District	05200-836-1-OTH	Timber Lane Utility District		Jack Boteler	832-353-6314	jboteler@att.net	\$ 25,858.00	General Contractor	Closed
146	Woodland Land Dev Creekside Sanitary	1205-163-00	The Woodlands Land Development	Van De Wiele & Vogler, Inc	Mark S. Cervantes	713-782-0042	MCervantes@vandewiele-eng.com	\$ 77,951.10	General Contractor	Closed
147	Houston Ave & White Oak	14760-0002-00	Memorial Heights Redevelopment Authority		Antonio Paz	281-719-6158	AntonioPaz@howardhughes.com	\$ 48,848.00	General Contractor	Closed
149	Bellaire Utilities and Paving Bond 2016	18-009	City of Bellaire	Jones & Carter	Kristen Hennings	713-777-5338	KHennings@jonescarter.com	\$ 1,239,988.23	General Contractor	Open
150	Catamaran Pass	PO#64003	MUD156/Inframark LLC	ARKK Engineers	Bobby Vasek	832-326-7180	Bobby.Vasek@arkkengineers.com	\$ 3,544,695.50	General Contractor	Open
151	TxDOT Scholes Field	1812GLVSN	City of Galveston/TxDOT Aviation	Don Self	Don Self	281-375-5968	don.self@inframark.com	\$ 24,280.00	General Contractor	Closed
152	Underwood 12" Waterline Offset	PO# 57587	E&S Construction	Garver USA	Jason Frank	713-491-8333	JFrank@garverusa.com	\$ 3,733,500.69	General Contractor	Open
153	Wefer Street Paving & Drainage Improvements	CIP# S104	City of Pasadena	Randy Stockwell	Randy Stockwell	281-932-7988	rstockwell@msn.com	\$ 28,900.00	General Contractor	Closed
154	CLCWA Reclaimed WL	120-11958-000-400	Clear Lake Water Authority	Entech Civil Engineering, INC	Chris Orocco	281-945-0069	corocco@entechhou.com	\$ 2,208,875.30	General Contractor	Open
155	City of West University Kilmamok Ditch Repair	19-000142	City of West University	LAN, Inc	Kenrick B. Piercy	713-821-0411	KBPiercy@lan-inc.com	\$ 671,496.50	General Contractor	Open
156	Heritage Presbyterian	L170000125	Heritage Presbyterian Church	Patrick Walters	Patrick Walters	979-248-7010	pwalters@westutx.gov	\$ 28,650.00	General Contractor	Closed
157	City of Lake Jackson	17-01-1920	City of Lake Jackson	Landev	JC Kissinger		jcandnan@sbcglobal.net	\$ 55,154.90	General Contractor	Closed
158	Harris County Ped Bridge	H100-00-00-B004	Harris County Flood Control District	John D. Mercer&Associates	Athelsan Sanchez	979-415-2417	asanchez@lakejacksontx.gov	\$ 637,731.25	General Contractor	Open
159	Texas City ISD New Parking Lots	18-043	Texas City ISD	BGE, Inc		281-558-8700		\$ 846,696.00	General Contractor	Pending
160	FM1960&Farmingham Slope Paving	G103-24-03-X006	Harris County Flood Control District	ARKK Engineers	Madhu Kilambi	713-824-4308	madhu.kilambi@arkkengineers.com	\$ 2,067,757.50	General Contractor	Open
161	Genoa Red Bluff Water-Sanitary		E&S Construction	Burke Engineering, LLC	Caleb King	281-669-6604	ckking@leconinc.com	\$ 271,559.50	Sub-Contractor	Open
				H2B, INC	Mark O'rear	281-960-3474	morear@esconstruction.net	\$ 136,525.15	Sub-Contractor	Open

SECTION 3

REFERENCE: Kelly R. Kaluza & Associates
PROJECT: Ashmont Drive Reconstruction – City of Missouri City
TELEPHONE NO.: 281-341-0808
CONTACT: Llarance Turner, P.E.

QUESTIONS

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

ANSWER: Yes

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: 9

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: No

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

ANSWER: Yes, they even discovered a problem that was not known prior to the job and worked it out with the city to keep it moving to avoid any delays, project was completed on time.

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, they are included in a majority of bid notices

REFERENCE: Jones & Carter

PROJECT: Houston Ave & White Oak – Memorial Heights Redevelopment

TELEPHONE NO.: 713-777-5338

CONTACT: Kristen Hennings

QUESTIONS

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

ANSWER: 7

2. Were you satisfied with their performance?

ANSWER: Generally

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: Good with that, 8

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

ANSWER: Not necessarily a problem, they would take matters into their own hands without talk about it to the Engineer

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

ANSWER: No, there had to be a delay due to Centerpoint and RAC taking things into their own hands without notifying others pushed it back even more

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: Smaller job would be better suited for them

REFERENCE: Entech Civil Engineering, Inc.
PROJECT: Wafer Street Paving & Drainage Improvements
TELEPHONE NO.: 281-945-0069
CONTACT: Chris Orosco

QUESTIONS

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

ANSWER: So far so good, the job is still not completed

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: 8-9 so far

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

ANSWER: 7-8

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

ANSWER: No problems on their end that they

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

ANSWER: They are still on schedule, the project is ongoing.

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

ANSWER: 7-8

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

ANSWER: Yeah, they are alright

REFERENCE: ARKK Engineers
PROJECT: Bellaire Utilities and Paving Bond 2016
TELEPHONE NO.: 8323-326-7180
CONTACT: Bobby Vasek

QUESTIONS

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

ANSWER: 9

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:

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

ANSWER: 10, great with 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: Behind schedule, weather related and additional work out of scope added.

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

Council Agenda Item Cover Memo

9/23/2019
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on an amendment to the Surrey Oaks Paving and Drainage Improvements Project contract to change Construction Observation from Full-Time to Half-Time.

SUMMARY/BACKGROUND (WHY): HDR previously submit a proposal for professional engineering services for the Surrey Oaks Paving & Drainage Improvements Project which included a task for full-time construction site observation phase services. The City has since request that HDR provide half-time site observation phase services instead of full-time services. Attached is an amendment to HDR's contract revising the site observation services from full-time to half-time services.

STAFF RECOMMENDATION: _____

ESTIMATED COST: See Attached

FUNDING SOURCE: _____

CURRENT BUDGETED ITEM: YES ☐ NO ☐

EMERGENCY REQUEST: YES ☐ NO ☒

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



September 19, 2019

Mayor and City Council Members
City of Piney Point Village
7676 Woodway Drive, Suite 300
Houston, Texas 77063

Re: Amendment to Fee Proposal for Professional Engineering Services for Reduced
Scope of Work for Site Observation
Surrey Oaks Paving and Drainage Improvements Project
City of Piney Point Village
HDR Job No. 18-049
Amendment #2

HDR Engineering, Inc. (HDR) is pleased to submit this amendment to the fee proposal, which the City Council authorized on September 24, 2018, for the preliminary and final design phase services associated with paving and drainage improvements on Surrey Oaks Lane.

Council request that HDR provide half-time site observation services instead of full-time site observation services as provided in the above referenced proposal. This amendment addresses the reduced scope of work for site observation services.

Site Observation

Per Council's request, HDR will provide half-time site observation services for the estimated construction duration of seven (7) months for the project at an average of four (4) hours a day. The scope of services will be performed in accordance with the proposal for the Surrey Oaks Paving and Drainage Improvements Project approved on September 24, 2018.

Amended Fee Amount

The fee totals with this amendment is as follows for the City:

REDUCTION OF SITE OBSERVATION PHASE SERVICES:

	<u>Fee Reduction</u>
Site Observation Fees:	\$ (73,700.00)
TOTAL AMOUNTS	\$ (73,700.00)

Therefore, the total fee amendment is a decrease of **\$73,700.00**. The total contract, including this amendment, is now as follows:

Preliminary Design Phase (30% design) (lump sum)	\$ 27,000.00
Survey Services (Cost + 10%)	\$ 5,060.00
Geotechnical Services (Cost + 10%)	\$ 7,590.00
Urban Forestry Services (Cost + 10%)	\$ 5,500.00
30% Design Presentation (lump sum)	\$ 5,200.00
Final Design Phase (lump sum)	\$ 43,300.00
Traffic Control (lump sum)	\$ 2,725.00
Storm Water Pollution Prevention Plan (lump sum)	\$ 1,750.00
Bid Phase (lump sum)	\$ 5,550.00
Construction Administration (lump sum)	\$ 31,200.00
Full Time Site Observation (time & materials, not to exceed)	\$ 164,900.00
Material Testing (not to exceed)	\$ 21,000.00
Reimburseables	\$ 2,000.00
Amendment #1	\$ 31,100.00
<u>Amendment #2</u>	<u>\$ (73,700.00)</u>
TOTAL CONTRACT AMOUNT	\$ 280,175.00

HDR appreciates this opportunity to be of service to the City of Piney Point Village and looks forward to this project.

Sincerely

HDR Engineering, Inc.

Acceptance: City of Piney Point Village, Texas

David Weston
Vice President/Department Manager

By: _____

Date: _____

Council Agenda Item Cover Memo

**9/23/2019
Date of Meeting**

To: Mayor and City Council

Agenda Item:

**Discuss plan for coordination with residents on Wilding Lane for the Wilding Lane
Drainage and Paving Improvements Project.**

SUMMARY/BACKGROUND (WHY): HDR held a meeting with Wilding Lane residents regarding the PER for the Wilding Lane Drainage and Paving Improvements Project. Residents of Wilding Lane expressed their desire to be a part of the design process going forward. This agenda item is for discussion of a plan for coordination with residents on the project to obtain input from residents on the 30% design prior to moving forward with a final design.

STAFF RECOMMENDATION: _____

ESTIMATED COST: _____ **FUNDING SOURCE:** _____

CURRENT BUDGETED ITEM: YES __ NO __ **EMERGENCY REQUEST: YES ____ NO ☒**

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, AUGUST 26, 2019**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, AUGUST 26, 2019 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300 HOUSTON, TEXAS, 77063 TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Michael Herminghaus, Henry Kollenberg, Brian Thompson

ABSENT: Dale Dodds, Joe Bender

CITY STAFF: Roger Nelson, City Administrator; Karen Farris, City Secretary; Annette Arriaga, Director of Planning & Development; David Olson, City Attorney; Joe Moore, City Engineer

DECLARATION OF QUORUM AND CALL TO ORDER

Mayor Kobelan called the meeting to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL – *At this time, any person with city related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*

There were no citizens wishing to address council.

- 1. Discuss and take possible action on the MVPD monthly report to include: Discussion and possible action on proposed amendment to the Interlocal Agreement for the Memorial Villages Police Department related to intra-budget transfers of funds.**

Commander Eric Jones presented the monthly report. For the month of July, the City of Piney Point had a total of 4,450 calls, 3,955 House Watches, 4 traffic accidents, 322 citations; and the response time was 3 minutes and 56 seconds. The police department has 2 openings and is moving forward with contracts for body worn cameras and in-car video equipment.

Commissioner Huguenard announced one additional item that needed approval. The Board of Commissioners voted to recommend adoption of a proposed amendment to the MVPD Interlocal Agreement which revises the provision governing the approval requirements for intra-budget transfers. The existing agreement allows the Board of Commissioners the authority to approve intra-budget

transfers of \$10,000 or less without the approval of the three member cities. Under the proposed amendment, the authority is increased to an amount equal to 1% or less of the approved annual budget. A new requirement is added that any such transfer must be approved by a unanimous vote of the Board of Commissioners at a meeting at which all three cities are represented.

Council Member Kollenberg made a motion to approve the Interlocal Agreement Amendment and authorize the Mayor to sign. Council Member Herminghaus seconded the motion and it passed unanimously.

2. Discuss and take possible action on the VFD monthly report:

Chief Foster presented the monthly report. Year to date there have been 104 fire type calls, 83 EMS calls; 27 of the 83 EMS calls have been life threatening calls. For the response times the national standard has been 6 minutes 30 seconds. The Village Fire Department response time has been 3 minutes 39 seconds for the first unit on the scene. For Fire type calls, there have been 10 life threatening calls. The response times have all been below the national standard.

The Fire Department did not have a maternity policy in place. A policy has been created and will be on the next Commission Agenda. The Fire Department also will have on the agenda a request to approve the purchase of a replacement fire engine.

Discussion and possible action to approve Amendment #5 to the Village Fire Department Interlocal Agreement to authorize the Village Fire Department to enter into a fire protection and emergency services contract with the City of Bunker Hill Village.

There was discussion. Council Member Kollenberg made a motion to authorize the Mayor to sign Amendment #5 to the Village Fire Department Interlocal Agreement to authorize the Village Fire Department to enter into a fire protection and emergency services contract with the City of Bunker Hill Village. Council Member Thompson seconded the motion and it passed unanimously.

Discussion and possible action to approve a mutual release agreement with the cities of Bunker Hill Village, Hedwig Village, Hilshire Village, Piney Point Village, and Spring Valley Village concerning the release of certain potential claims associated with the dispute over the relationship of Bunker Hill Village to the Village Fire Department.

Council Member Kollenberg made a motion to approve and authorize the Mayor to sign when appropriate a mutual release agreement with the Cities of Bunker Hill Village, Hedwig Village, Hilshire Village, Piney Point Village, and Spring Valley concerning the release of certain potential claims associated with the dispute over the relationship of Bunker Hill Village to the Village Fire Department. Council Member Thompson seconded the motion and it passed unanimously.

2019 Budget Amendment

Council discussed the budget amendment. Council Member Kollenberg made a motion to approve VFD to retain \$130,829 surplus funds per the 2018 Audit. \$70,000 to be retained in the 2019 budget as an amendment to replace dispatch

software and approximately \$60,829 to be placed in the Facility Fund. Council Member Thompson seconded the motion and it passed unanimously.

2020 Proposed Budget Approval

Council Member Kollenberg made a motion to approve the proposed 2020 Budget. Council Member Herminghaus seconded the motion and it passed unanimously.

Council Member Kollenberg wished to reflect in the minutes that City Council has indicated their strong support for both the ongoing renovation and for the proposed resolution of the documented issue.

Discussion and possible action to consider consenting to the law firm of Olson & Olson, LLP, acting as intermediary for the cities of Bunker Hill Village, Hilshire Village, Hunters Creek Village, Piney Point Village, and Spring Valley Village in connection with the dispute over the relationship of Bunker Hill Village to the Village Fire Department.

The City Attorney explained that acting as intermediary allows Olson & Olson to review the documents and to provide thoughts and opinions. Olson & Olson will not engage in any negotiations. There was discussion regarding the use of the word "intermediary". It was understood that intermediary was a legal scrivener to advise on the use of words. The City Attorney explained that if Olson & Olson's role ever shifts to something other than legal advise on words, the City Attorney will advise the Mayor to rescind consent and no party will be able to participate in this agreement. Council Member Kollenberg made a motion to approve, with the condition that Olson & Olson acting as intermediary will advise on the use of words only, for the cities of Bunker Hill Village, Hilshire Village, Hunters Creek Village, Piney Point Village, and Spring Valley Village in connection with the dispute over the relationship of Bunker Hill Village to the Village Fire Department. Council Member Thompson seconded the motion and it passed unanimously.

3. Discuss and take possible action on a proposed property tax rate of 0.255140 per \$100, the proposed 2020 budget and setting the dates for the City's required tax rate hearings and tax rate vote

Council Member Herminghaus made a motion to approve the 2019 Proposed Property Tax Rate of \$0.25514 per \$100 of value. The rate has remained at this level since the 2013 tax year. Based on the estimate from Spring Branch ISD, the proposed rate will generate \$7,141,171 in revenues. Council Member Thompson seconded the motion. The roll call vote was as follows:

Council Member Thompson	-	Aye
Council Member Herminghaus	-	Aye
Council Member Kollenberg	-	Aye

The motion passed unanimously.

Council Member Herminghaus made a motion to approve the schedule of two public hearings for the tax rate and the budget. The first public hearing is September 16th at Ecclesia Church at 6:30 p.m. The second public hearing is September 19th at

5:30 p.m. at Ecclesia Church. Council Member Thompson seconded the motion and it passed unanimously.

Council Member Kollenberg made a motion to schedule the date and location for approval of the tax rate and the budget. These items will be a part of the September 23rd City Council Meeting to be held at 6:30 p.m. at Memorial Drive Elementary School. Council Member Thompson seconded the motion and it passed unanimously.

4. Discuss and take possible action on pothole at North Piney Point Road and Greenbay

There was discussion regarding repairs to potholes in various locations throughout the City of Piney Point Village. Council Member Kollenberg made a motion to approve the proposal from AAA Asphalt Paving for a total of \$15,975. Council Member Thompson seconded the motion and it passed unanimously.

5. Discuss and take possible action on Arbor Day event proposed for October 12, 2019.

The City Forester, Cary Moran was present to discuss setting Arbor Day for October 12, 2019. The estimated cost is \$650 for 50 five-gallon trees that will be given away at the event. There will be a \$50 fee for delivering the trees. Funds are available in the City's Budget under Community Celebrations. The event will be held at Ecclesia Church from 10 a.m. to Noon. Council Member Kollenberg made a motion to approve October 12, 2019 as Arbor Day, and to approve the budget for Arbor Day. Council Member Kollenberg also thanked Cary Moran for serving as the City Arborist. Council Member Thompson seconded the motion and it passed unanimously.

6. Discuss and take possible action on Signal Light requests

Council discussed considering:

- Installing a left turn permitted on flashing yellow light at the intersection of Blalock/Memorial/South Piney Point. This was a Council discussion item during the July 22nd meeting.
- Replacing existing green right arrow with a full green light fixture as the intersection of San Felipe and Stillforest. This item was requested by a Stillforest resident in order to reduce the amount of turning onto Stillforest.
- Installing a left turn permitted on flashing yellow light at the intersection of Farnham Park and San Felipe. This item was requested by a Farnham Park resident that indicated that residents routinely wait to turn left when there are no vehicles travelling from the west on San Felipe.

This item was tabled.

7. Mayor's Report

Mayor Kobelan reported that Kinkaid School planted Japanese Ewes along the fence as was required and it looks good.

8. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:

- July 2019 Financials

The City Administrator reported working on the budget and securing the actual amount of revenue received each year. There will be discussions with the auditor and the company that performs the monthly bank reconciliations vs. what SBISD is stating the amount of revenue received each year.

9. Discuss and take possible action on the City Engineer's monthly report

- **Surrey Oaks Paving & Drainage Improvements:** currently out for bid; bid opening is scheduled for September 12th, at 10:00 a.m. Submit for Council approval at the next Council Meeting. Construction starting in October.
- **Beinhorn Drainage & Sidewalk Improvements Project:** The design phase is nearly complete. The plans have been submitted to the Memorial Village Water Authority for review. This is a separate agenda item.
- **Wilding Lane Drainage & Paving Improvements Project:** The PER is being presented in a separate agenda item.
- **City of Houston – Windermere Project:** The City of Houston reported they have begun the condemnation process to resolve issues with #17 Windermere. The process may take 4-6 months. The City of Houston plans on asking the contractor to demobilize and remove their equipment from the site as well as reestablish an 8-foot tall wooden fence along the easement at #18 Windermere.
- **2019 Maintenance Project (#2 White Pillars & various concrete point repairs):** HDR has processed the survey data and drawn backgrounds in CADD.
- **Illuminated Crosswalk Signage:** Council approved the installation of the illuminated crosswalk signage at the previous Council meeting depending upon a 50/50 split in cost with the City of Bunker Hill Village. The City Engineer will contact the City of Bunker Hill Village regarding a timeline.
- **North Piney Point Road Asphalt Repair:** previously discussed regarding small pothole
- **Future Projects:** potential streets for paving improvements
- **Current Anticipated Piney Point Project Schedules**
 - Surrey Oaks Paving & Drainage Improvements:** Anticipated start date is October
 - Beinhorn Drainage & Sidewalk Improvements Project:** Anticipated start date is November
 - Wilding Lane Drainage & Paving Improvements Project:** Will be discussing tonight.
 - 2019 Maintenance Project (#2 White Pillars & Various Concrete Point Repairs):** Construction should begin in January.

Council moved Agenda Item #12 after Agenda Item #9

12. Discuss and take possible action on Wilding Lane Drainage and Paving Improvements PER Presentation

The City Engineer presented the Preliminary Engineering Report (PER) and has completed 30% design for the Wilding Lane Drainage and Paving Improvements Project. There was discussion. No action was taken.

10. Discuss and take possible action on request to advertise and bid Beinhorn Drainage and Sidewalk Improvements

HDR completed the design of the Beinhorn Drainage and Sidewalk Improvements Project and is requesting permission to advertise and bid the Contract Documents. Terrie Lenert of 11320 Bothwell Way was present to discuss trees, their roots and the growth of the roots and potential damage to the trees and roots from digging open trenches or ditches. Council Member Kollenberg made a motion to authorize to advertise and bid the Beinhorn Drainage and Sidewalk Improvements Project. Council Member Thompson seconded the motion and it passed unanimously.

11. Discuss and take possible action on authorizing Bidding Phase Services for Beinhorn Draining and Paving Improvements Project

Council Member Kollenberg made a motion to authorize the Bidding Phase Services for the Beinhorn Drainage and Paving Improvements Project. Council Member Herminghaus seconded the motion and it passed unanimously.

13. Discuss and take possible action on the minutes of the July 22, 2019 Council meeting.

Council Member Herminghaus made a motion to approve the minutes of the July 22, 2019 Council Meeting. Council Member Thompson seconded the motion and it passed unanimously.

14. Discuss and take possible action on any future agenda items, meeting dates, etc.

The City Engineer will provide dates for Wilding Lane and Surrey Oaks at a later date.

15. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), specifically regarding pending and potential litigation; and pursuant to Section 551.072 of the Texas Government Code

Executive Session was not needed.

16. Action outside of Executive Session, if any
N/A

17. Adjourn

Council Member Thompson made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 8:44 p.m.

PASSED AND APPROVED this 23rd day of September, 2019

Mark Kobelan
Mayor

Karen Farris
City Secretary