



City of Piney Point Village

7676 WOODWAY DR., SUITE 300
HOUSTON, TX 77063-1523

TELEPHONE (713) 782-0271
FAX (713) 782-0281

THE CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING MONDAY, AUGUST 24, 2020

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, AUGUST 24, 2020 AT 6:30 P.M. VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

THE AUGUST 24, 2020 6:30 P.M. MEETING WILL BE HELD VIRTUALLY THROUGH THE USE OF ZOOM. THE DIAL IN NUMBER IS: 884-841-6839

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 the MVPD monthly report
2. Discuss and take possible action on the VFD monthly report
3. Discuss and take possible action on Ecclesia Special Use Permit
4. Discuss and take possible action on 2021 Budget and Tax Rate
5. Discuss and take possible action on Temporary Certificates of Occupancy
6. Discuss and take possible action on establishing regulations for the size of front yards in general and on specific streets
7. Discuss and take possible action on establishing regulations for non-conforming buildings and structures
8. Discuss and take possible action on Supplementary District Regulations

9. Discuss and take possible action on the Mayor's monthly report.
10. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:
 - July 2020 Financials
 - AV Equipment Discussion
 - Pet Waste Station – Piney Point between Memorial and Taylorcrest
11. Discuss and take possible action on Authorization of Bid Phase Services for the Wilding Lane Project – only authorized through design phase
12. Discuss and take possible action on Ditch Regrading Quotes – Lacewood, Jamestown, Summerhill
13. Discuss and take possible action on authorization to advertise the 2020 Paving Improvement Projects
14. Discuss and take possible action on Authorization of Engineering Bid Phase Services for the 2020 Paving Improvements Project
15. Discuss and take possible action on the City Engineer's monthly report
16. Discuss and take possible action on the minutes of the July 27, 2020 Council meeting and August 3, 2020
17. Discuss and take possible action on any future agenda items, meeting dates, etc.
18. Adjourn

CERTIFICATION

I certify that a copy of the August 24, 2020 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 August 21, 2020.



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.



MEMORIAL VILLAGES POLICE DEPARTMENT

Minutes of the Police Commission Meeting

July 13th, 2020, 6:08 p.m.

A quorum was established, and Commissioner Hamilton called the July 13th, 2020 meeting to order at 6:08 p.m. via. Zoom Teleconference, the toll-free number used for the meeting was 1-346-248-7799.

In attendance were:

From the Commission:

City of Piney Point

Commissioner Huguenard

Commissioner Southwick

Alt. Commissioner Ebeling

City of Hunters Creek

Commissioner Hamilton

Commissioner Johnson

Alt. Commissioner Reichek

City of Bunker Hill

Commissioner Smyre

Commissioner Murphy

Alt. Commissioner Rosenbaum

Legal Counsel

John Hightower/ Keila Garcia

Ray Viada

Absent:

None

From Memorial Village PD

Chief of Police, Raymond Schultz

Finance Manager, Victoria Bowman

Office Manager, Maureen Loud

Guests

Henry Kollenberg

MINUTES

At 6:08 p.m. Commissioner Hamilton called the Zoom teleconference to order as allowed by the Governor's order to suspend certain portions of the open meetings act. This meeting is being recorded and will be available to the public in accordance with the Open Meetings Act upon written request. Our Zoom moderator is Keila Garcia of Olson and Olson.

Any members of the public who may wish to address the board during the meeting must wait until recognized by Commissioner Hamilton. All participants in the meeting should make efforts to minimize any background noise at their location. Meeting participants should identify themselves by stating their name when speaking. Commissioner Hamilton proceeded to call roll of all participants of the meeting and stated that we have a virtual quorum.

a. Citizen Comments

None.

b. Approval of Minutes

Motion was made by Commissioner Southwick and seconded by Commissioner Huguenard to approve the June 8, 2020 minutes as presented. The Commission voted unanimously to approve the minutes.

c. Financial Report

Mrs. Bowman reported that the department is halfway through the fiscal year and has received 7 months of the appropriation. Year to date expenditures total 47%, and the equipment and maintenance contract line item is over the appropriation because of the audit adjustment. Year to date expenditures related to COVID are \$37,930, of that \$31,000 is related to wages for 6 pay periods. The request for reimbursement for those expenditures will not occur until near the end of the pandemic. The department remains projected to end the year within budget.

Item 2 – Response to Audit Letter and Investment Policy

The Statement of Auditing Standards (SAS) Letter 115 received from the auditors contained 5 recommendations: 1) Journal entries 2) Capital Asset List 3) Public Funds Investment Act 4) New GASB Statement Lease Liabilities 5) Approved Vendor List. The Department recommends implementing each of them.

Motion was made by Commissioner Huguenard and seconded by Commissioner Smyre to adopt and implement the auditor's recommendations as set forth in the letter presented at tonight's meeting. The Commission voted unanimously to approve the motion.

Investment Policy – The Government Finance Officers Association of Texas Best Practices recommends that the investment policy be reviewed and updated annually. There are eight items to be considered and these are all now addressed in the draft policy presented this evening. Our Chief of Police is the Investment Officer. Our investments include; Money Market, Checking, Savings and CDs. The department currently has 5 interest bearing checking accounts only.

Motion was made by Commissioner Huguenard and seconded by Commissioner Johnson to adopt the investment policy presented at the meeting tonight. The Commission voted unanimously to approve the motion.

d. New Business

1. Vacation/Holiday Accruals Balances/Use/Carry-over/Options.

Chief Schultz raised a potential problem with employee vacation accruals resulting from the pandemic. Many employees are not taking their vacation time and others are in quarantine due to COVID-19 exposures. The department is limiting time off for available employees and rearranging schedules. Accruals now total 1167 hours. If we get below minimum staffing levels, we then have to go to MOU's and ask for assistance from Hedwig or Spring Valley. The Department policy requires employees to use their vacation time during a calendar year or lose it which seems unfair in these circumstances.

Motion was made by Commissioner Johnson and seconded by Commissioner Southwick to suspend the policy that dictates the holiday/vacation carryovers and allow staff to roll over the excess hours into 2021. The Commission voted unanimously to approve the motion.

Chief Schultz stated that there are currently 4 employees quarantined due to COVID; 3 sworn and 1 civilian, none of which have direct exposure as they came from another family member. 1 has exceeded the 80 hours leave recommendation from the Department of Labor.

Commission agreed to address this under the Executive Session due to some legal concerns.

e. Chief's Updates

Chief Schultz presented his monthly report. Calls picked back up in June we had 10,053 calls/incidents, 8,983 house watches, 68 traffic stops with 74 citations, resulting in 178 violations. There were 14 emergency response calls with an average response time of 2:49. We had 38 new V-LINC registrations during May.

There will be a special V-LINC going out tomorrow because today at 12:30 today, we crossed the one-million-dollar mark for recovered vehicles, we have recovered 54 vehicles (see pages 56-57 for details).

f. Follow Up Item from a Previous Meeting

1. 457b Contribution Recommendation/Proposal.

A 1% 457b contribution was in the budget last year and approved by the Police Commission. However, not all cities approved, and we were told to come back again this year. In the packet, pages 61-73 shows a draft policy of what this could look like. This would cost approximately \$30K for this year and would require a budget amendment if the board approves.

Motion was made by Commissioner Smyre and seconded by Commissioner Johnson to approve a budget amendment that provides for a 1% 457b contribution by the department for fiscal year 2020. The Commission voted unanimously to approve the motion.

At 7:21p.m. Commissioner Hamilton stated that they would move into Executive Session under Texas Governmental code §551.074.

g. Executive Session

1. Discussion and possible action regarding Chief's Annual Performance Evaluation and Compensation under personnel matters §551.074 – Discussion and possible action.
2. Administrative Position(s) Performance and Compensation Review under personnel matters Texas Governmental Code §551.074 – Discussion and possible action.
3. Consultation with the Commission's attorney on pending or contemplated litigation and on matters in which the duty of the attorney to the Commission under the Texas Disciplinary

Rules of Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Governmental Code.

The Commission reconvened into Public Session at 7:35p.m. Commissioner Hamilton stated that no action was taken during Executive Session.

Item 1. Motion was made by Commissioner Murphy and seconded by Commission Smyre to accept the adjustment related to compensation as discussed in Executive Session in regard to Chief Schultz salary. The Commission voted unanimously to approve the motion.

Item 2. Motion was made by Commissioner Murphy and seconded by Commissioner Smyre to accept Chief Schultz recommendation on compensation discussed during the Executive Session for the Administrative staff. The Commission voted unanimously to approve the motion.

Motion was made by Commissioner Ebeling to adjourn the meeting at 7:46p.m. The Commission voted unanimously to approve the motion.

Approved and accepted on _____ 2020

By:

Brooke Hamilton, Chairman
Board of Commissioners
Memorial Villages Police Department



Memorial Villages Police Department
11981 Memorial Drive
Houston, Texas 77024

Raymond Schultz
Chief of Police

August 5, 2020

Submitted for your review is the FY20 Budget Performance Report and accompanying documents as of July 31, 2020.

Maintenance & Operations

With seven months of the fiscal year completed, the Department has received 67% of the appropriation and has expended 55%. The General Fund YTD report has been adjusted to reflect the budget amendment, which reallocated \$33,000 from the health insurance line item (130) to fund employer contributions to 457b accounts for employees (125).

The regular wages line item (100) year end projection has been adjusted to reflect recent salary adjustments, as well as the vehicle maintenance line item (310) to reflect the year to date average repair costs.

The Department remains projected to end the year operating within appropriation.

Capital

The Department received a check in the amount of \$230.72 from Propertyroom.com for the sale of obsolete equipment and the funds were deposited into the Special Capital Assets Fund.

**Memorial Villages Police Department
General Fund**

For the seven months ended July 2020

58.33% 57.69%

DESCRIPTION		ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/20	Projected Saving / (Deficits)	% Forecasted
Expenditures								
100	Regular Wages	3,520,578	1,913,021	1,607,557	54.34%	3,545,802	(25,224)	101%
110	Overtime	120,000	43,261	76,739	36.05%	74,985	45,015	62%
115	Court/Bailiff OT	21,600	1,123	20,477	5.20%	1,947	19,653	9%
120	Retirement	432,315	245,373	186,942	57%	431,776	539	100%
125	457B - Employer Contribution	33,000		33,000	0%	33,000	0	100%
130	Health Insurance	546,228	327,639	218,589	59.98%	509,902	36,326	93%
140	Workers Compensation	66,712	37,375	29,337	56.02%	64,072	2,640	96%
150	Life/LTD	21,523	10,958	10,565	50.91%	18,971	2,552	88%
160	Medicare/SS	53,169	29,463	23,706	55.41%	52,530	639	98.8%
	Personnel Services	4,815,125	2,608,213	2,206,912	54.2%	4,732,983	82,142	98.3%
200	Auto	25,332	14,322	11,010	56.5%	24,552	780	97%
210	General Liability	720	215	505	29.9%	369	351	51%
220	Public Official Bond	960	495	465	51.5%	848	112	88%
230	Professional Liability	25,200	11,304	13,896	44.9%	19,379	5,821	77%
240	Real & Personal Property	15,840	7,557	8,283	47.7%	12,956	2,884	82%
	Total Other Insurance	68,052	33,894	34,158	49.8%	58,104	9,948	85.4%
300	Gas & Oil	70,500	31,379	39,121	44.5%	41,996	28,504	60%
310	Maintenance	27,500	20,035	7,465	72.9%	34,346	(6,846)	125%
320	Tires	7,000	3,443	3,557	49.2%	5,903	1,097	84%
330	Damage Repair	10,000	2,889	7,111	28.9%	4,953	5,047	50%
	Maintenance & Misc.	115,000	57,747	57,253	50.2%	87,197	27,803	75.8%
400	General Maintenance	28,400	13,298	15,102	46.8%	22,796	5,604	80%
410	Janitorial Services	21,000	10,500	10,500	50.0%	18,000	3,000	86%
420	Jail	1,000	299	701	29.9%	1,000	0	100%
430	Building Furnishings	17,800	2,383	15,417	13.4%	4,086	13,714	23%
	Total Building	68,200	26,480	41,720	38.8%	45,881	22,319	67.3%
500	Computers	10,000	6,822	3,178	68.2%	10,000	0	100%
510	Postage/Postage Machine	1,300	505	795	38.8%	866	434	67%
520	Stationery/Expendables	18,000	5,788	12,212	32.2%	9,922	8,078	55%
530	Bank Finance Charges	700	270	430	38.6%	464	236	66%
540	Payroll	17,400	10,191	7,209	58.6%	17,400	0	100%
	Total Office	47,400	23,577	23,823	49.7%	38,651	8,749	81.5%
600	Telephone	34,408	19,092	15,316	55.5%	33,455	953	97%
310	Electric	23,000	7,987	15,013	34.7%	13,691	9,309	60%
620	Water/Sewer	5,000	2,960	2,040	59.2%	4,500	500	90%
630	Natural Gas	600	257	343	42.9%	441	159	73%
	Total Utilities	63,008	30,295	32,713	48.1%	52,087	10,921	82.7%
700	Equipment Maint Contracts	129,100	132,130	(3,030)	102.3%	132,130	(3,030)	102%
710	SETCIC fees	3,600	3,009	591	83.6%	3,400	200	94%
720	Legal/Professional	60,400	43,397	17,003	71.8%	60,400	0	100%
730	IT Services	101,250	58,054	43,196	57.3%	100,418	832	99%
740	Software Maintenance Contracts	56,091	46,767	9,324	83.4%	56,091	0	100%
	Total Contract Services	350,441	283,356	67,085	80.9%	352,439	(1,998)	100.6%
800	Accreditation	1,200	0	1,200	0.0%	1,200	0	100%
810	Uniforms	32,000	14,979	17,021	46.8%	25,679	6,321	80%
820	Radio parts and labor	33,036	31,328	1,708	94.8%	33,036	0	100%
830	Firearms Training & Ammo	5,500	4,813	687	87.5%	5,500	0	100%
835	Tasers	11,000	10,122	878	92.0%	10,122	878	92%
840	Training & Prof Dues	54,000	18,032	35,968	33.4%	20,000	34,000	37%
850	Travel	7,000	67	6,933	1.0%	500	6,500	7%
860	Recruiting Costs	10,000	668	9,332	6.7%	1,145	8,855	11%
870	Criminal Investigations	3,500	2,503	997	71.5%	3,500	0	100%
880	Contingency	25,000	4,179	20,821	16.7%	4,179	20,821	17%
890	Small Equipment	2,500	580	1,920	23.2%	994	1,506	40%
	COVID 19		43,373	(43,373)		43,373	(43,373)	
	Total Office	184,736	130,645	54,091	70.7%	149,228	35,508	80.8%
	TOTAL GENERAL	5,711,962	3,194,206	2,517,756	55.9%	5,516,571	195,391	96.6%

**Memorial Villages Police Department
Vehicle Replacement**

For the seven months ended July 2020

58.33%

Prior Year Cash Carryover	26,581.50				
FY20 Sale of vehicles	-				
FY20 Assessment collected to date	92,004.00		FY20 Assessment remaining	45,996.00	
FY20 Interest earned to date	203.04				
FY20 Expenditures	(10,760.54)				
FY20 Due between Auto-General	-				
FY20 Veh replacement expenditures covered by carryover	-				
Cash Balance @ 07/31/20	108,028.00				

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/20	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
1000 Vehicle Replacement	138,000	10,761	127,239	7.80%	137,000	1,000	99.3%
Total Vehicle Replacement	138,000	10,761	127,239	7.8%	137,000	1,000	99.3%
Vehicle Replacement costs covered by carryover		0					

**Memorial Villages Police Department
Special Capital Assets**

For the seven months ended July 2020

58.33%

Prior Year Cash Carryover	83,668.24				
FY20 Assessment collected to date	-		FY20 Assessment remaining	0.00	
FY20 Interest earned to date	219.27				
FY20 Misc Income	230.72				
FY20 Expenditures	(87.62)				
Cash Balance @ 07/31/20	84,030.61				

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/20	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
2880 Capital Projects	0	88	(88)	0.0%	150	(150)	0.0%
Total Capital Items	0	88	(88)	0.0%	150	(150)	0.0%
Total Vehicle & Capital	138,000	10,848	127,152	7.9%	137,150	850	99%

Memorial Villages Police Department

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/20	Projected Saving / (Deficits)	% Forecasted
GENERAL FUND	5,711,962	3,194,206	2,517,756	56%	5,516,571	195,391	97%
TOTAL VEHICLE & CAPITAL	138,000	10,848	127,152	8%	137,150	850	99%
TOTAL BUDGET	5,849,962	3,205,054	2,644,908	55%	5,653,721	196,241	97%

**MEMORIAL VILLAGES POLICE DEPARTMENT
PROJECTED CASH BALANCE
31-Jul-20**

5-Aug-20

All Funds (MODIFIED CASH BASIS PROJECTIONS)

Cash collected for FY20 @ 07/31/20	\$	3,907,472
Estimated Expenditures (July 20)	\$	3,205,054
Estimated cash on hand @ 07/31/20 for FY20 activities	\$	702,418

Cash Balances@ 07/31/20:

Health Benefits	\$	23,010.10
General	\$	668,496.74
Vehicle Replacement	\$	108,028.00
Dare Fund	\$	16,409.68
Special Capital Assets	\$	84,030.61
Actual cash balance @ 07/31/20 all accounts	\$	899,975.13

All Funds (Modified Accrual Basis Projections)	2020 YTD Budget	2020 YTD Actual	2020 YTD Difference (Budget vs. Actual)	2020 Total Adopted Budget
GENERAL FUND REVENUES	3,807,981	3,814,815	6,834	5,711,962
GENERAL FUND EXPENDITURES		3,194,206		
NET FY 20 REVENUES OVER EXPENDITURES		620,610		
VEHICLE REPLACEMENT REVENUES	92,004	92,207	203	138,000
VEHICLE REPLACEMENT EXPENDITURES		10,761		
VEHICLE REPLACEMENT COVERED BY CARRYOVER FUNDS		0		
NET FY 20 REVENUES OVER EXPENDITURES		81,447		
SPECIAL CAPITAL ASSETS REVENUES	0	450	450	0
CAPITAL EXPENDITURES		88		
NET FY 20 REVENUES OVER EXPENDITURES		362		
COMBINED REVENUES	3,899,985	3,907,472	7,037	5,849,962
COMBINED EXPENDITURES		3,205,054		
COMBINED FY 20 NET REVENUES / EXPENDITURES		702,418		
Formal reserves:				
	DARE			\$16,410
	VEHICLE REPLACEMENT			\$108,028
	SPECIAL CAPITAL ASSETS			\$84,031
	WORKING CAPITAL			\$60,000
	STATE TRAINING FUNDS			\$2,406
				\$270,874



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

Raymond Schultz
Chief of Police

August 10, 2020

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: July Monthly Report

During the month of July MVPD responded/handled a total of 12,864 calls/incidents. 12,032 House watch checks were conducted. 25 traffic stops were initiated with 32 citations being issued for 64 violations. (Note: 10 Assists in Hedwig, 15 in Houston, 1 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	4858/20707	4635/18440	1	9	7@4:07
Piney Point:	3583/16141	3332/13844	1	12	5@2:41
Hunters Creek:	4362/20054	4052/17248	9	11	5@3:48 17@3:27

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	159	Ord. Violations:	27	Speeding:	9
Accidents:	11	Info Reports:	8	Exp. Registration:	6
ALPR Hits:	89	Suspicious Situations:	105	No Ins:	7
Assist Fire:	50	Welfare Checks:	13	Equipment	5
Assist EMS:	38			Red Light	3

This month the department generated a total of 76 police reports.

Crimes Against of Persons (1)

Assault - Domestic 1

Crimes Against Property (26)

Burglary of a Motor Vehicle	5	Misd Theft	6
Burglary of a Habitation	1	Credit Card Abuse	1
Fraud/ID	8	Unlawful Use of Motor Vehicle	5

Petty/Quality of Life Crimes/Events (49)

ALPR Hits (valid)	6	Misc. Reports	23
Poss. of a Controlled Sub/Para.	2	Recovered Stolen Vehicle	6
DWI	1	Accidents	11

Arrest Summary: Individuals Arrested (12)

Warrants	3	DWI	1
Class 3 Arrests	3	Felony	5

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	2,608,213	4,815,125	54.2%
• Operating Expense:	585,993	896,837	65.3%
• Total M&O Expenditures:	3,194,206	5,711,962	55.9%
• Capital Expenses:	10,848	138,000	7.9%
• Net Expenses:	3,205,054	5,849,962	55%

Follow-up on Previous Month Items/Requests from Commission

- Personnel and Finance committees met during the month to discuss 457b program and COVID-19 policies. A draft COVID policy prepared and forwarded to Olson and Olson for review. Interim policy put in place. Budget amendment prepared and forwarded to city councils for consideration.

Personnel Changes/Issues/Updates

- 4 personnel effected by COVID-19. 2 positive employees and 2 in the household. Officer Boggus returned to work 7/28. Officer Schanmier released and scheduled for return 8/5/20.
- Officer Cadena cleared for return to work 8/4/20.
- Officer left food items in the department utility pick-up truck that spoiled and caused damage to the interior. EPI initiated. LOR issued.
- Sergeant EPI in reference to second chargeable accident found to be sustained. Suspension issued.
- Tested and interviewed 3 well-qualified candidates for PO positions and have created an active eligibility list.

Major/Significant Events

- 7/1/20 Officer involved in deadly force incident at Memorial Hermann Hospital during a physical altercation as a prisoner attempted to escape custody. A multi-jurisdictional investigation conducted by HPD, HCDA's Office and MVPD. No injuries to MVPD personnel. Investigation is on-going.
- 7/28/20 suspects identified via latent fingerprints from burglary at 411 Hunterwood. 2 suspects identified and arrest warrants issued.
- Detectives have identified suspects who illegally entered Chapelwood and had a drinking party inside of the facility. During the party, church property was damaged. Suspects are going to be area youth. Additionally, it is believed that some of the suspects have also been involved in the rash of burglaries that have occurred nearby, as well as spray painting the church. This investigation is on-going.
- Received and investigated a complaint on an officer. The incident in question was captured on the officers BWC and clearly disproved the allegation. This officer had been a little skeptical of the BWC, however is now a strong believer.

Status Update on any Major Projects

- Riverbend NA and Windemere NA both have new ALPR systems that have been incorporated into the MVPD network. Mott Lane and Thamer are both currently considering adding systems as well.
- On 7/1/20 the rebuilt ICV server was put into service replacing the no longer supported Windows 2005 State Interface Server. The transition went without issue. Repurposing the former ICV Server saved the department several thousand dollars.

V-LINC new registrations in July: +33

BH – 1255 (+15)

PP – 883 (+1)

HC Page 1304 (+8)

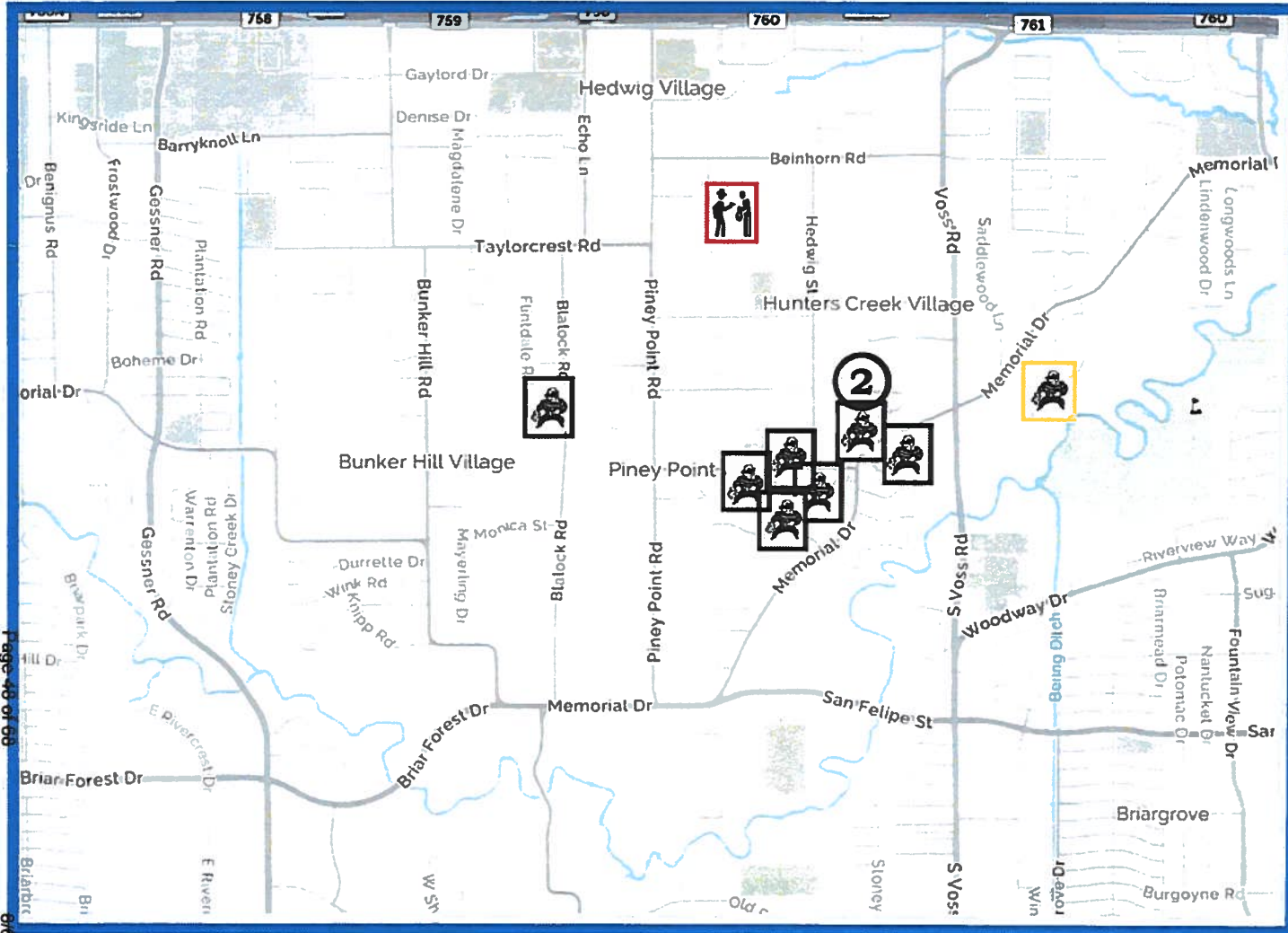
Out of Area – 443 (+9)

8/6/2020

2020 Total Incidents

2020	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	10	96	107	51	7824	6112	3248	2733	2166	1690	2117	1614
February	3	16	82	101	42	6182	4519	2148	1690	1578	1135	2201	1672
March	1	21	40	62	6	7095	6188	2767	2511	1635	1371	2607	2300
April	1	19	41	61	11	6390	5470	1897	1669	2067	1771	2356	2025
May	4	25	39	68	9	7354	6352	2187	1919	2208	1931	2912	2500
June	1	24	36	61	6	10053	8983	3602	3283	2904	2614	3499	3085
July	1	26	49	76	12	12864	12032	4858	4635	3583	3332	4362	4052
August													
September													
October													
November													
December													
Total	12	141	383	536	137	57762	49656	20707	18440	16141	13844	20054	17248

2019 Totals	19	159	1001	1179	580	113459	91672	40711	34541	28785	22638	40905	34223
Difference													
% Change													



2020 Burglary Map

Address	Alarm	POE
22 Willowron	N	Rear Door Force
11603 Mockingbird	N	Veh in Open Gar
11110 Green Bay	N	Rear Win open
209 Bryn Mawr	Y	Rear Door Force
11150 S Country	Y	Rear Door Force
11215 Montebello	Y	Front Door Force
4 Lacewood	N	Rear Door Force
11101 S Country Sq	N	Rear Door Force
411 Hunterwood	Y	Garage UNL

2020 Robberies

Address	MO
6 Smithdale Estates	Purse at Ft Door



Daytime Burglary



Nighttime Burglary



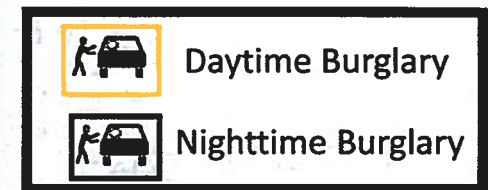
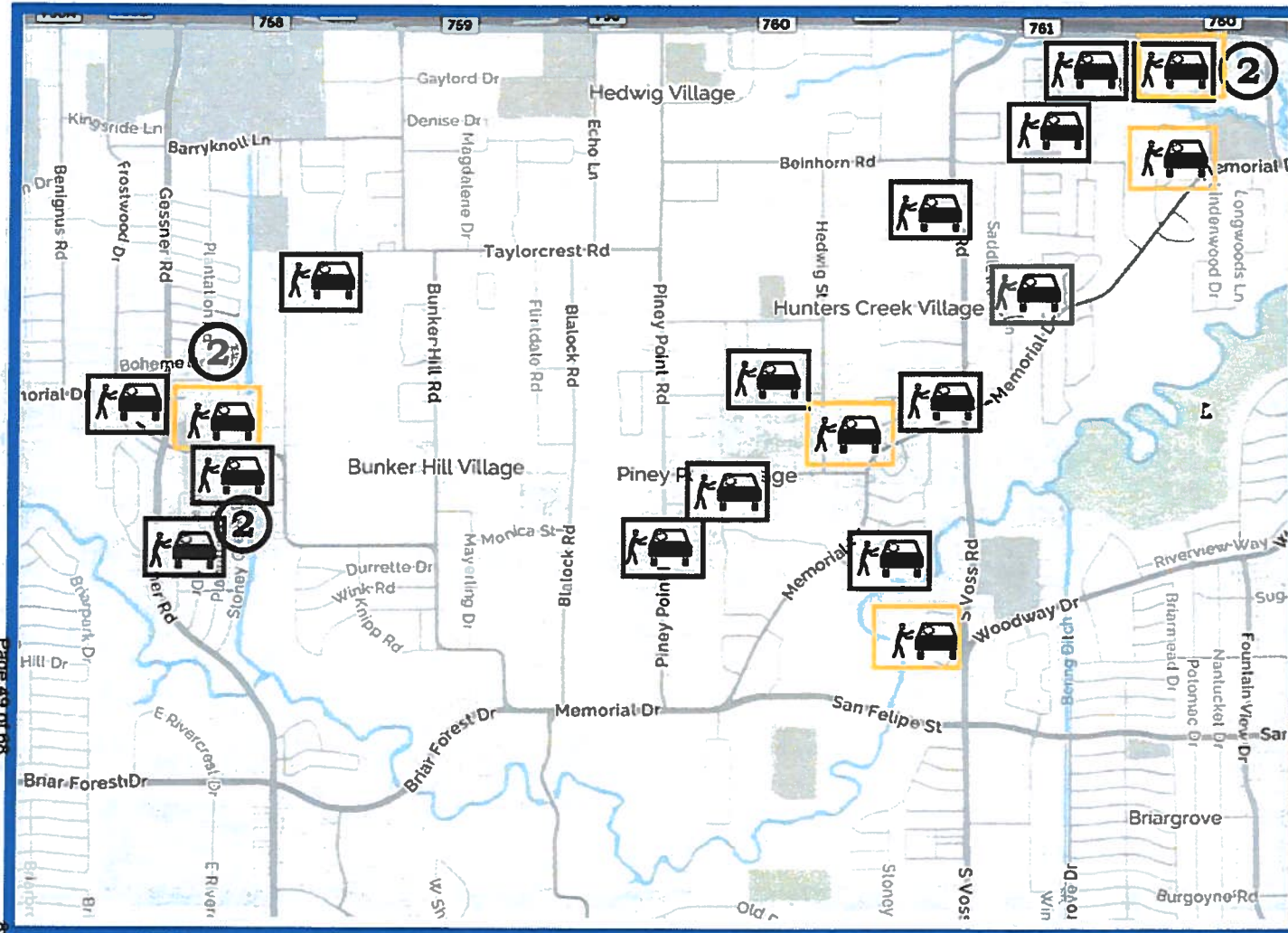
Robbery

8/1/20

2

2020 Auto Burglary Map

Address	POE
12210 Valley Star	Side Window
11910 Broken Bough	UNL Door
933 Hickory Hollow	UNL Door
12126 Tara	Side Window
12330 Tealwood North	UNL Door
8435 Katy FWY	UNL Door
906 Flint River	UNL Door
422 Piney Point	UNK Door
11230 Hermosa	UNK Door
11106 Wickway	UNK Door
206 Caruthers	UNK Door
8333 Katy	UNK Door
12122 Memorial	Side Window
203 Plantation	UNK Door
238 Plantation	UNK Door
518 Lanecrest	Side Window
711 Riverview Way	UNK Door
836 Country Lane	UNK TK Bed
11007 Landon Ln	UNK Door
10710 Bridlewood	UNK Door
615 Hunters Grove	UNK Door



8/1/20

ALPR Recoveries

Plate Recoveries

Num	Plate	Vehicle	Loc	Val	Links	Plate Recove	Date	Links
1	LKY5531	Kia Van	1	\$ 17,000.00	* Violent Car Jacking, 5 in custody	52385C6	2/9/2020	*
2	DWN8533	Chev Sub	8	\$ 6,000.00		LPL6079	7/21/2020	* son placed on vehicle
3	CKG0716	Lexus 460	1	\$ 24,000.00	* Suspects x2, ID Theft, Property from Burgs			
4	59412R8	Range Rove	V	\$ 60,000.00	* Vehicle bought with stolen ID			
5	LNF5778	Ford Exped	5	\$ 40,000.00	* ID Theft/ Austin 20+ victims			
6	MBX2543	Chev Impal	1	\$ 1,200.00	* Purchased from suspect in 19-17 ALPR Case			
7	LGC1533	Toy Camar	14	\$ 2,100.00	* Purchased on-line ref to HPD			
8	LYN1197	Hon CRV	2	\$ 2,000.00	Recovered by Victim on Gessner drove to PD			
9	KSP2109	Toy camry	10	\$ 8,000.00				
10	DRF5499	Toy camry	Trailer	\$ 6,500.00	* Runaway, Carjacking Suspect			
11	BNV7346	Toy P/U	2	\$ 11,000.00	* Suspects x2, Mail Theft with Mail Keys			
12	JKF7019	Chev Mali	8	\$ 2,000.00	*Stolen Veh out of Pearland, w Suspect			
13	47330A8	Merc Benz	10	\$ 52,000.00	* Purchased with Fake ID			
14	LJT7662	Chev Cruze	17	\$ 19,000.00	* Vehilce full of stolen ID's and Mail			
15	HKZ4316	Ford EC1	V	\$ 12,000.00	* Van had sus w/bolt cutters and Drugs			
16	MMS5222	Nis Alt	11	\$ 5,500.00	Hedwig took case			
17	LTL9962	Toy Avagr	8	\$ 4,500.00	* suspects in HPD ID Theft Ring			
18	N539442	Kia Sol	8	\$ 12,500.00	* Wanted Robbery Suspect LA			* Fraud/Crime Link
19	1BP7493	Nis Path	17	\$ 18,500.00	*ID theft Ring from Austin, Fake ID's Cc's			** Targeting Immigrants
20	63520D1	Scion TC	4	\$ 3,400.00				***Selling unreg veh's to immigrants
21	NBH4099	Kia Opt	V	\$ 22,000.00	* Armed Robb Suspects HPD			
22	HHZ7533	Toy Cam	7	\$ 14,000.00	*Missing Person			
23	CT9A5H	Dod Charge	9	\$ 16,500.00	* Embezzled out of LA			V=Mobile Unit on Voss
24	MMT3827	Jeep Chek	20	\$ 14,500.00	* Felony Warrants x2 BMW			
25	FYC2648	Dodge PU	25	\$ 18,500.00	* Identity Theft, Poss of Narcotics			Firearm in vehicle
26	T0388H	DodgeTOM	19	\$ 30,000.00				
27	LCR9410	Ford Exp	2	\$ 40,000.00	*ID, Mail, Mail Keys, Meth			
28	BHJ6450	Honda CRV	2	\$ 11,000.00	Juvenile			
29	HZM8530	Kia 4Dr	8	\$ 18,000.00	Pursuit 1 in-custody			
30	MGS6183	Jeep Chek	2	\$ 28,500.00	*2 In-Custody, Drugs, Fel Warrant			
31	BNZF91	Jeep Wrg	7	\$ 27,000.00	* Drugs, Fraud			
32	DV1PZW	Ford EXP	1	\$ 37,000.00	* Stolen ID and CC's Habitual Offender 13 prior's			
33	LYD6496	HYD Eln	22	\$ 19,000.00	* Lyft Driver Rental Car			
34	72948F5	Toy Cam	19	\$ 23,500.00	** Clucked Vehicle			
35	KGX8019	Lex R35	23	\$ 42,000.00	** Clucked Vehicle			
36	HMV0501	GMC Trav	14	\$ 32,000.00	* BMV suspects noone in Custody			
37	NDK8788	Chev PU	22	\$ 23,700.00	* DA No Charges			

Num	Plate	Vehicle	ALPR Recoveries		Val	Links	Plate Recoveries		
			Loc				Plate Recove	Date	Links
38	LJR0496	Honda Civ	24	\$	18,500.00				
39	73110Y9	Ford Tau	Station	\$	16,300.00				
40	MKN7371	Toy Cam	21	\$	14,500.00	* Serial UUMV/Fugitive			
41	NFH6659	Dog Chall	19	\$	40,000.00	* Fraudulent Rental			
2020 Value				\$	813,700.00				
2019 Value				\$	438,000.00				
<u>Program Total</u>				\$	1,251,700.00				

INVESTIGATIVE LEADS

1	LGC4007	Arrested	ALPR HIT 10-29 Elder Fraud	*
2	63047B4	Id'd	FTSI located via ALPR	
3	LJN4457	Missing Per	Used ALPR to ID veh that picked up Victim	
4	KAP2527	Armed Robbery	ALPR ID's Suspect	
5	68043P9	Theft	ALPR used to ID Veh	
6	MHR6945	Missing Person-Located		
7	MBW6126	Theft Suspect of Lawn Equipment		
8	FCR1051	Mail Thieves w/warrants	ALPR ID & located	
9	BXV0324	Jugger HPD Case on Hickory Ridge.	ALPR ID Suspect	
10	MVG4555	Theft by Amazon Driver	ALPR ID Vehicle - Arrest	
11	HDS4070	Armed Robbery Houston	Gun Recovered During Pursuit	
12	MHM4490	Thefts suspects	ALPR ID'd Vehicle. 2 cases	
13	79285C7	BMV Suspect	ALPR ID'd Vehicle	

2020 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		7:46:27	4:07:52	7:15:21	10:53:17	6:14:25	8:17:42	11:00:34						3	1
BIEHUNKO, JOHN		13:02:04	14:54:33	9:01:13	16:30:24	10:16:57	9:50:04	16:17:59						4	0
BOGGUS, LARRY		20:23:44	15:24:33	16:44:41	10:13:20	16:13:24	7:14:25	2:29:22						1	0
BRACHT, DANIEL		14:03:18	15:34:43	12:36:45	9:17:50	6:59:14	9:39:29	11:00:39						2	1
BURLESON, Jason		7:45:56	13:35:03	7:16:26	7:33:38	13:44:01	15:35:04	14:08:59						0	0
CADENA, VANESSA		20:57:17	17:39:42	18:40:55	16:47:33	19:28:19	14:46:17	2:46:18						1	0
CANALES, RALPH EDWARD		14:39:35	13:47:14	9:58:28	9:29:05	14:47:51	8:26:53	11:47:34						2	0
CERNY, BLAIR C.		4:49:50	19:25:49	11:58:56	17:43:42	18:09:37	16:07:02	25:25:00						7	0
HARWOOD, NICHOLAS		13:39:36	14:10:55	2:17:22	10:59:38	12:04:32	13:16:02	20:54:02						8	0
JARVIS, RICHARD		38:52:26	22:25:37	10:04:09	8:52:25	20:29:48	13:44:40	20:01:30						7	1
JOLIVET, CHARLES		17:12:39	18:35:09	6:19:11	6:59:44	16:10:15	10:16:14	12:10:54						2	0
JONES, ERIC	*	1:40:48	0:00:00	2:52:11	1:29:07	2:27:34	0:25:53	5:45:14						2	0
KELSO JR, RONALD K	*	2:44:33	6:12:45	0:24:12	16:20:06	8:23:13	7:12:12	3:06:19						0	0
LERMA, FRANK	*	5:38:37	15:52:34	1:54:02	9:32:00	3:47:07	2:53:57	0:00:00						0	0
MCELVANY, ROBERT		8:18:04	14:18:27	12:47:52	10:23:58	1:51:46	4:22:07	12:08:06						2	1
MILLER, OSCAR	*	2:42:40	2:51:20	8:34:23	13:29:32	10:14:55	15:13:35	17:19:27						1	0
NASH, CHRISTOPHER		28:31:10	15:29:03	19:13:08	18:20:54	18:53:26	24:06:02	7:47:27						3	0
NOWLIN, DONALD L		11:12:43	28:35:23	9:17:31	11:29:15	15:24:28	12:50:23	15:35:57						2	19
OWENS, LANE	*	0:14:42	1:30:29	0:00:00	0:00:00	1:08:53	0:00:00	0:15:57						2	0
PAVLOCK, JAMES ADAM		6:22:26	11:48:32	8:48:47	7:55:45	10:51:53	0:34:20	8:22:18						2	0
RODRIGUEZ, CHRISTOPHER	*	5:12:41	4:39:42	5:55:59	18:10:13	10:57:33	12:48:04	5:29:29						0	0
SCHANMEIR, CHRISTIAN		12:06:22	14:35:02	12:46:49	14:00:33	9:29:01	17:06:51	2:13:10						0	0
SCHULTZ, RAYMOND	*	1:23:48	0:44:16	0:20:02	4:02:00	2:32:10	1:55:46	4:52:32						0	0
SILLIMAN, ERIC		7:52:27	17:00:02	10:25:56	17:10:04	13:35:54	9:01:33	11:50:01						2	0
SISSION, KYLE J	*	0:00:00	0:00:00	1:23:31	0:43:24	0:41:47	0:23:28	2:12:40						0	0
SPRINKLE, MICHAEL		4:11:54	10:11:38	6:25:27	2:50:16	2:47:07	5:52:39	8:14:06						0	0
TAYLOR, CRAIG		15:47:28	18:58:41	20:05:55	10:23:31	9:10:29	10:17:09	7:09:53						4	1
TORRES, PATRICK	*	1:01:08	1:02:53	12:25:13	13:19:18	9:18:02	16:46:09	9:37:53						6	0
TUGGLE, JAMES		13:39:46	14:26:44	12:53:29	10:32:32	10:09:11	8:19:47	8:16:12						2	0
VALDEZ, JUAN		19:48:46	16:17:39	19:37:12	15:04:39	15:20:13	17:21:41	13:30:50						5	0
VASQUEZ, MONICA					15:45:17	22:35:41	22:11:45	14:38:40						1	5
WHITE, TERRY		16:06:36	28:42:38	14:37:43	14:27:56	16:39:05	13:03:26	15:18:40						5	3

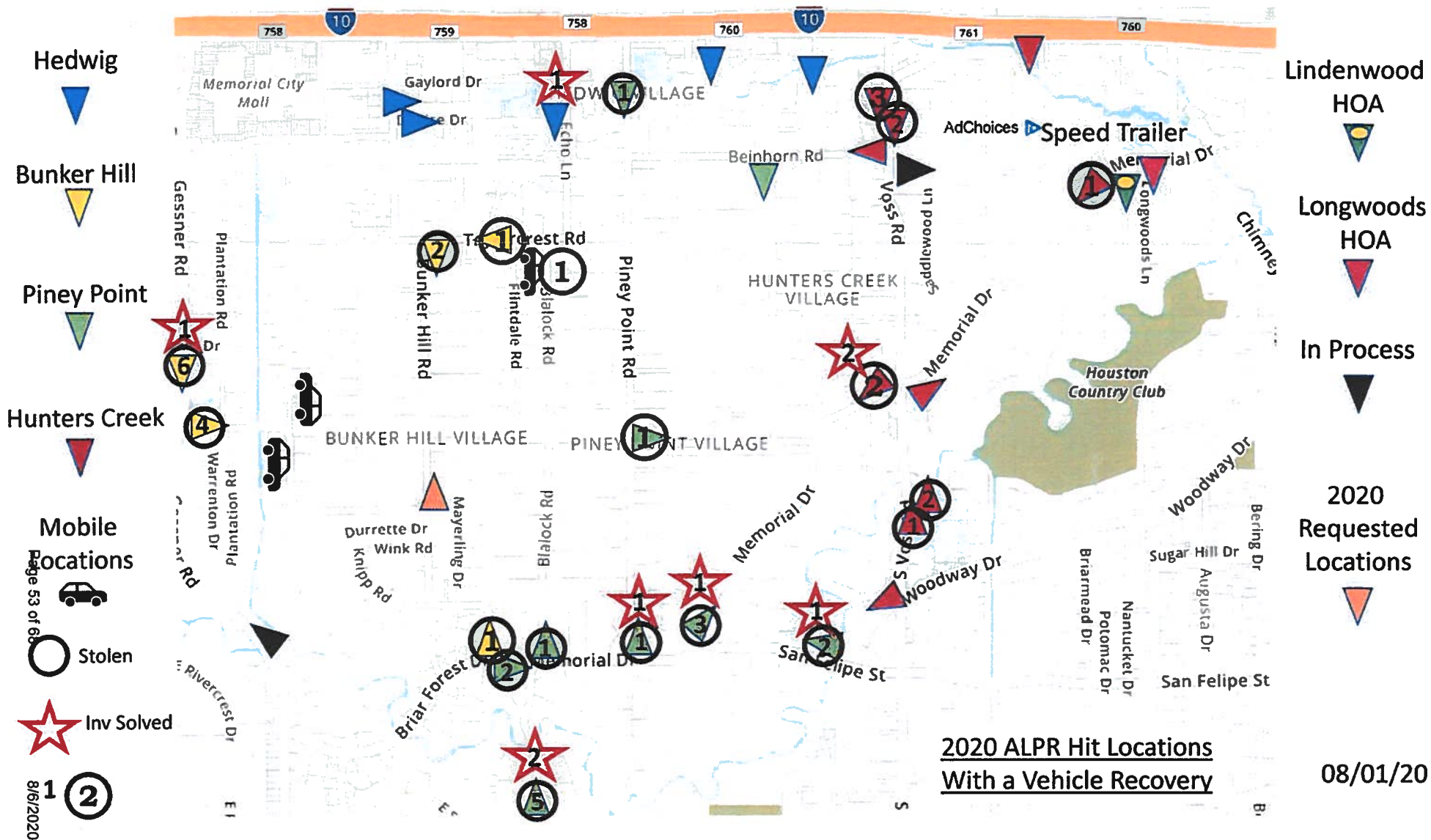
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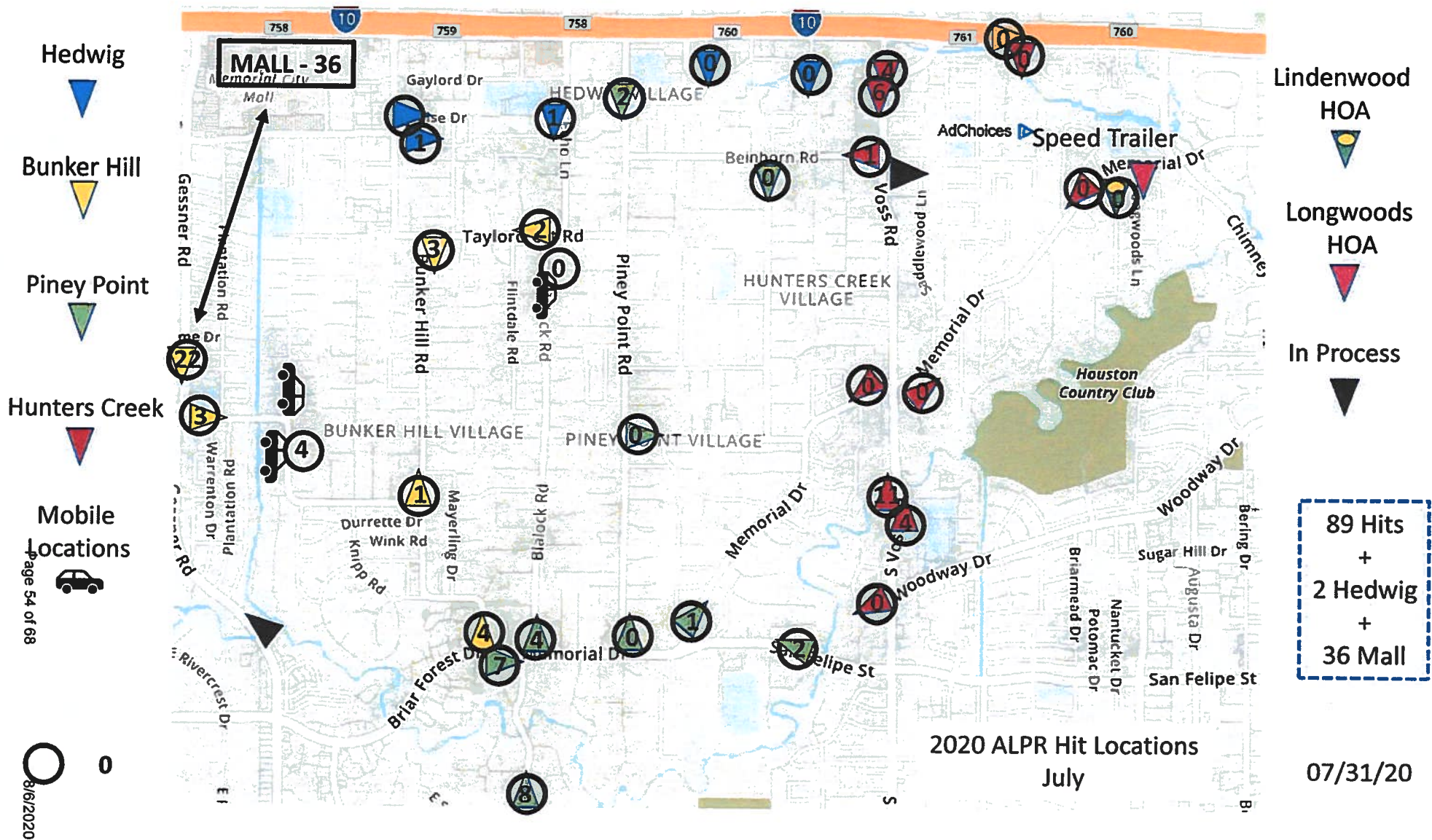
76

32

Dispatch Committed Time														Totals
911 Phone Calls		422	548	395	299	262	289							2215
3700 Phone Calls		2612	2306	2341	2395	2452	2528							14634
DP General Phone Calls*		62:09:26	63:05:30	40:09:43	40:19:19	44:50:50	60:56:59							

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





July 2020 VFD Assists

Calls received directly by MVPD via 911/3700

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

Total – 8	3:10
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Fire – 1	1:21
----------	------

EMS – 7	3:25
---------	------

By Village

BH Fire – 0	0
-------------	---

BH EMS – 3	4:00
------------	------

PP Fire – 1	1:21
-------------	------

PP EMS – 2	2:44
------------	------

HC Fire -0	0
------------	---

HC EMS -2	3:41
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Combined VFD Events (Priority + Radio)

Total – 52	4:06
------------	------

Fire – 36	4:01
-----------	------

EMS – 16	4:15
----------	------

Radio Call Events

Total – 44	4:18
------------	------

Fire- 35	4:07
----------	------

EMS- 9	4:58
--------	------

City Council Meeting
August 2020

1. Staffing

- a. Currently we have 1 firefighter/paramedic vacancy. We have tested 4 candidates and they take the agility test this weekend.

2. Trucks

- a. All trucks are currently operational.
- b. The new engine is due to arrive at the end of October. At that time, we will sell Engine 2.

3. Budget,

- a. As of the end of July we are 2.4% under budget.

4. Coronavirus


- a. We have had no covid calls during the last 3 weeks.
- b. The Department has had no personnel with the coronavirus since March. (The March infection happened while off duty).

5. Incidents through the end of July 2020.

- a. Total Number of fire type incidents: 791
- b. Number of EMS type Incidents: 492
- c. Number of life-threatening EMS incidents: 200,
 - i. EMS 1st response time: 3 minutes 30 seconds (Natl Standard is 6:30) (all cities),
 - ii. ALS response time: 5 minutes 21 seconds (Natl Standard is 10:30) (all cities)
- d. Number of life-threatening (LT) Fire incidents: 45, within.
 - i. Total response time for LT Fire: 4 minutes 44 seconds (Natl Standard is 6:50)

6. Fire Station construction began July 6th. Phase 2 (construction of the main building) is scheduled to begin at the end of October.

7. Computer Aided Dispatch software was been installed and is operational.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
 Bunker Hill Village Hedwig Village Hilshire Village Hunters Creek Village Piney Point Village Spring Valley Village Houston Totals	Total Number of Incidents 2020			Life Threatening (LT) EMS Incidents					Life Threatening (LT) Fire Incidents					
	Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90%	Natl. Stand 10:30 ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	% of 2020 Calls are:		Fire Alarms
												Fire	EMS	% of Fire Calls
	94	85	179	32	3:58	100%	6:19	100%	7	5:30	100%	53%	47%	43
	113	119	232	68	3:33	100%	3:33	100%	7	3:53	100%	49%	51%	47
	12	22	34	4	4:39	100%	6:11	100%	2	5:37	100%	35%	65%	5
	174	86	260	29	3:37	100%	5:39	100%	8	4:05	100%	67%	33%	60
	129	77	206	30	2:39	100%	5:25	100%	10	5:06	100%	63%	37%	66
	122	103	225	39	3:33	100%	3:33	100%	7	3:53	100%	54%	46%	32
	147	0	147											
	791	492	1283	200	3:30	100%	5:21	100%	45	4:44	100%	62%	38%	253
														40%

Notes: ALL Response Time categories include from the receipt of the call at the Primary Dispatch to arrival on location of the responding units.

Column 1: Reflects the cities listed within the chart.

Column 2: Reflects the year to date number of "fire" type calls within each jurisdiction. Includes: fires, vehicle collisions, gas leaks, rescues, tree in roadways, and others.

Column 3: Reflects the year to date number of "EMS" calls within each jurisdiction.

Column 4: Reflects the year to date, total number of all calls within each jurisdiction.

Column 5: Reflects the year to date, number of "life threatening EMS" calls within each jurisdiction. Includes: heart attacks, strokes, seizures, cardiac arrest, seizures and others.

Column 6, Row A: Reflects the "National Standard for total response time for life threatening EMS Calls of 6 minutes 30 seconds.

Column 6: Reflects the year to date, first responder's response times for each jurisdiction.

Column 7, Row A, Reflects the National Standard of the percentage of calls which the national standard should be met: 90%

Column 7: Reflects the year to date, percentage of calls which the national standard is met during life threatening EMS calls.

Column 8 Row A: Reflects the National Standard for total response time for life threatening EMS calls for arrival of Advanced Life Support Equipment and Personnel: 10 minutes 30 seconds.

Column 8: Reflects the year to date, Advanced Life Support equipment and personnel response time for life threatening calls within each jurisdiction.

Column 9 Row A, Reflects the National Standard of the percentage of calls which the ALS standard should be met: 90%

Column 9: Reflects the year to date, percentage of calls, which the national standards is met of ALS response for each jurisdiction.

Column 10: Reflects the year to date, number of life threatening "Fire Type" calls within each jurisdiction.

Column 11: Reflects the year to date, average total response time to fire type calls within each jurisdiction.

Column 12: Reflects the year to date, percentage of life threatening fire type calls which meet or exceed the National Standard.

Column 13: Reflects the year to date, percentage of calls which our "fire type" calls.

Column 14: Reflects the year to date, percentage of call which our "EMS" calls.

Column 15: Reflects the year to date number of Fire Alarms within each jurisdiction.

Column 16: Reflects the percentage of fire type calls which are fire alarms.

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: August 24, 2020

SUBJECT: Ecclesia Renovation – Special Use Permit of 2018

Agenda Item: 3

This agenda item is an update from Ecclesia regarding the church's plans for completing their Special Use Permit.

Dear Piney Point, City Council Members,

On behalf of Ecclesia, I would like to update you on the status of a project that was previously approved under a portion of a Special Use Permit in November of 2018.

The existing Fellowship Hall on Ecclesia's Campus is paused in the middle of a much needed renovation process. A Special Use Permit was approved in November of 2018, which included a scope of asbestos abatement, the removal of the drop ceiling, the removal of several interior partitions and new finish work.

It was intended for the approved scope of work to start at the beginning of 2019. However, over the course of that year Ecclesia had several changes to their staff that directly affected the timeline of this project. By the time Ecclesia was able to fill the necessary facilities and project related positions, it was close to Ecclesia's annual budgetary review and approval, in November, so the church decided to hold off on any further work at the Fellowship Hall until the beginning of 2020, following the approval of this and other facilities budgets for 2020.

The asbestos abatement did take place in July of 2019. And at the beginning of 2020 the drop ceiling was removed, and selective demo of several interior partitions took place. During the course of this work it was discovered that there were several leaks in the roof and extensive water damage to the existing drywall from past flooding events. The drywall throughout was removed at that point. As the scope of work that would be required to complete the renovation grew beyond the scope of the original SUP application, Ecclesia reached out to the City of Piney Point's Building Official.

This more or less coincided with the beginning of the Corona Pandemic at which point Ecclesia put all projects on a temporary hold to reassess the safety and priority of their commitments this year. I hope this helps to explain the delay to this project over the course of the last year and a half.

At this point Ecclesia would like to ask permission of the City of Piney Point, through the application of a Special Use Permit, to apply for a building permit that would allow us to complete the renovation of the Fellowship Hall. This SUP will include the remaining work left unfinished from the previous 2018 SUP as it pertains to the Fellowship Hall. The other projects requested in the 2018 SUP are currently on hold and will be requested in a separate SUP if and when they are ready to proceed in the future. This new SUP will also include the full extent of new work that will be required to finish renovations on the Fellowship Hall, modernizing the building enclosure, systems and finishes. The scope of this renovation work is limited to the interior with the following three exceptions, 1) replacement of the existing roofing in kind, 2) replacement of exterior lighting, 3) replacement of several of the existing HVAC condenser units.

The full scope of this work is detailed in the SUP package. These documents have already been submitted to the City Building Official for their review. Ecclesia is currently working with the Building Official on a schedule for SUP application over coming month. It is our intention to introduce this project to City Council at the August 24th meeting. Then if all works out, we will present this SUP application to Planning and Zoning, at a secondary meeting that is currently being arranged for the end of August or early September, due to the large quantity of current business.

Thank you, sincerely, for your time and consideration.

Peter Muessig, Architect

A handwritten signature in blue ink, appearing to read "Pet Muessig", is written over a horizontal line.

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: August 24, 2020

SUBJECT: Budget and Tax Rate for 2021


Agenda Item: 4

This agenda item is set to provide the City Council with the opportunity to determine the proposed dates and location for the Budget and Tax Rate hearings.

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: August 24, 2020

SUBJECT: Temporary Certificate of Occupancy

Agenda Item: 5

This agenda item is was approved by Council during the July meeting. This item has not been forwarded at this time as a typographical error was found and has been replaced.

ORDINANCE NO. _____

AN ORDINANCE AMENDING DIVISION 6 OF ARTICLE II OF CHAPTER 74 OF THE CODE OF ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, TEXAS, BY DELETING SECTION 74-176 IN ITS ENTIRETY AND ADDING A NEW SECTION 74-176, ESTABLISHING REGULATIONS FOR CERTIFICATES OF OCCUPANCY, TEMPORARY CERTIFICATES OF OCCUPANCY, AND RELATED FISCAL SECURITY; PROVIDING FOR OTHER MATTERS RELATED TO THE SUBJECT; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. That Section 74-176 be deleted in its entirety and a new Section 74-176 be added to Division 6 of Article II of Chapter 74 to provide as follows:

“Article II. – Administration

* * *

Division 6. – Certificate of Occupancy

Sec. 74-176 – Certificates of occupancy or completion, temporary certificates of occupancy and related fiscal security.

Before occupancy, use or change of use, a certificate of occupancy shall be required upon substantial completion for any of the following:

- (1) Occupancy and use of a building erected or structurally altered.
- (2) Change in use of an existing building to a use of a different classification.
- (3) Occupancy and use of vacant land.
- (4) Change in the use of land to a use of a different classification.
- (5) Any change in the use of a conforming use.

- (6) A person may file an application with the building official for the installation of gas meters before the issuance of a certificate of occupancy, provided that:
- a. The proposed use or temporary occupancy, if applicable, is not hazardous to life, health, or public safety; and
 - b. The applicant posts fiscal security with the building official equal to the estimated cost to perform the installation of the gas meter, but in no event shall exceed \$2,000. A qualified professional must provide the city building official with an estimate of the cost, and the building official's approval of the estimate is required. An applicant must post the security as a cash deposit.
- (7) A temporary certificate of occupancy may be obtained if the structure has been completed and the issuance of the final certificate of occupancy is solely dependent upon the successful completion of all exterior improvements, exterior inspections, and the building final, provided that:
- a. A preliminary final walk-through has been completed, and successful passage of such walk-through confirmed, by two of the three following City Officials: the Building Official, the City Administrator, or the Mayor; and
 - b. The occupancy of the building is not hazardous to life, health, or public safety; and
 - c. The structure has successfully passed all interior inspections, including completion of the interior final; and
 - d. The applicant posts fiscal security with the building official in the amount of \$25,000.00. An applicant must post the security as a cash deposit; and
 - e. The property owner and builder affirm, in writing, that the property will be able to receive a Certificate of Occupancy within 45 days of the issuance of the Temporary Certificate of Occupancy. Furthermore, the property owner and builder agree that for each day beyond the 45 day time period, the property owner will pay \$2,000 a day

from the fiscal security as liquidated damages for failure to comply with the terms of this Section; provided, however, the property owner and builder may appeal the amount of liquidated damages assessed under this subsection.

f. The applicant may request a maximum of two 30 day extensions if the applicant can establish that extraordinary circumstances exist that will reasonably prevent the property from being ready to receive a Certificate of Occupancy within the initial 45 day Temporary Certificate of Occupancy period or within any subsequently approved 30 day extension period, if applicable. Such request must be in writing and on a form approved by the City. The City Administrator shall consider any such request and approve or deny such request. The City Administrator's determination on any request for extension may be appealed to the City Council. A determination made by the City Council on any such appeal shall be final.

e.g. A property owner and builder have the burden to establish that extraordinary events have occurred that prevented the timely compliance with the 45 day Temporary Certificate of Occupancy period or any subsequent extension thereof. City Council has absolute discretion as it relates to any relief granted under this subsection. A determination made by the City Council on any such appeal shall be final.

- (8) The city shall return any remaining fiscal security, if any, to the applicant if the building official determines that the applicant has obtained a certificate of occupancy; provided, however, if the building official determines that an applicant has breached the obligations secured by the fiscal security, such fiscal security ~~shall not be returned to the applicant.~~

Section 2. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each

day of violation shall constitute a separate offense.

Section 3. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of 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 4. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this ____th day of _____, 2020.

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: August 24, 2020

SUBJECT: Ordinance Amending Article IV of Chapter 74 of the Code of Ordinances

Agenda Item: 6

This agenda item is calls for consideration of establishing regulations for the size of front yards in general and on specific streets.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ARTICLE IV OF CHAPTER 74 OF THE CODE OF ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, TEXAS, BY DELETING PARAGRAPH (1) OF SUBSECTION (c) OF SECTION 74-244 IN ITS ENTIRETY AND ADDING A NEW PARAGRAPH (1) OF SUBSECTION (c) OF SECTION 74-244, ESTABLISHING REGULATIONS FOR THE SIZE OF FRONT YARDS IN GENERAL AND ON SPECIFIC STREETS; PROVIDING FOR OTHER MATTERS RELATED TO THE SUBJECT; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City Council of the City of Piney Point Village recognizes that the majority of streets in the City are platted and improved with a fifty (50) foot setback, however, certain identified streets are platted and improved at a lesser setback; and

WHEREAS, the City Council desires to establish setbacks on those identified streets that reflect actual lot configuration and established building locations; now, therefore,

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

Section 1. That Paragraph (1) of Subsection (c) of Section 74-244 be deleted in its entirety and a new Paragraph (1) of Subsection (c) of Section 74-244 be added to provide as follows:

“Article IV. – DISTRICT REGULATIONS

* * *

Sec. 74-244 – Regulations.

* * *

(c) Area regulations; size of yards.

- (1) *Front yard.* There shall be a front yard having a depth of not less than 50 feet; provided, however, Jan Kelly Lane and Gingham Drive shall have a depth of not less than 40 feet, Merrie Way Lane shall have a depth of not less than 35 feet, and Surrey Oaks Lane and Dana Lane shall have a depth of not less than 25feet.”

Section 2. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 3. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of 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 4. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this ____th day of _____, 2020.

Mark Kobelan

Mayor

ATTEST:

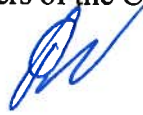
Karen Farris
City Secretary

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: August 24, 2020

SUBJECT: Ordinance Amending Article III of Chapter 74 of the Code of Ordinances

Agenda Item: 7

This agenda item is calls for consideration of establishing regulations for non-conforming buildings and structures.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ARTICLE III OF CHAPTER 74 OF THE CODE OF ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, TEXAS, BY DELETING SUBSECTION (a) OF SECTION 74-212 IN ITS ENTIRETY AND ADDING A NEW SUBSECTION (a) OF SECTION 74-212, ESTABLISHING REGULATIONS FOR THE CONTINUANCE OF NONCONFORMING BUILDINGS AND STRUCTURES; PROVIDING FOR OTHER MATTERS RELATED TO THE SUBJECT; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. That Subsection (a) of Section 74-212 be deleted in its entirety and a new Subsection (a) of Section 74-212 be added to provide as follows:

“Article III. – NONCONFORMITIES

* * *

Sec. 74-212 – Nonconforming buildings.

(a) Continuance of nonconforming buildings and structures. Subject to the limitations herein set forth, any nonconforming structure, lawfully existing, may be occupied and maintained in good repair, and may only be enlarged or extended into a required yard that creates the nonconformity in manner that that is equal to or less than the setback established by the nonconforming structure, Except as provided for in this section, a nonconforming building or structure may be extended into a required yard that did not create the nonconformity, as long as such

enlargement or extension complies with all the regulations and ordinances of the city.”

Section 2. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 3. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of 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 4. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this ____th day of _____, 2020.

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: August 24, 2020

SUBJECT: Ordinance Amending Article IV Chapter 74 of the Code of Ordinances

Agenda Item: 8

This agenda item is calls for consideration of establishing regulations for fences, side and rear yards adjacent to a street.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ARTICLE IV OF CHAPTER 74 OF THE CODE OF ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, TEXAS, BY DELETING PARAGRAPH (3) OF SUBSECTION (i) OF SECTION 74-245 IN ITS ENTIRETY AND ADDING A NEW PARAGRAPH (3) OF SUBSECTION (i) OF SECTION 74-245, ESTABLISHING REGULATIONS FOR FENCES, SIDE AND REAR YARD ADJACENT TO A STREET; PROVIDING FOR OTHER MATTERS RELATED TO THE SUBJECT; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. That Paragraph (3) of Subsection (i) of Section 74-245 be deleted in its entirety and a new Paragraph (3) of Subsection (i) of Section 74-245 be added to provide as follows:

“Article IV. – DISTRICT REGULATIONS

* * *

Sec. 74-245 – Supplementary district regulations.

* * *

- (i) *Fences and walls in required yards.* No fence or freestanding fence-type wall shall be permitted in any required yard except as specifically authorized below:

* * *

- (3) *Fences, side and rear yard adjacent to a street.* Fences may be constructed within a required side or rear yard adjacent to a street if such fence does not exceed ~~six~~ eight feet in height above the natural grade of the lot at the lot line adjacent to such fence, and the fence is either an 80 percent fence or a wooden fence with landscaping from a City approved landscaping plan and placed on the side of the fence adjacent to the

street. The property owner is responsible for maintaining the landscaping and removing/replacing the landscaping from the street and associated right-of-way if the City has to perform work in the right-of-way encumbered by such landscaping. Any fence constructed between the main building and an adjacent street, ~~but not within a required yard,~~ shall have the finished exterior side facing the adjacent street, and shall have no posts or rails visible from such adjacent street, irrespective of the distance from the fence and the adjacent lot line or street.”

Section 2. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 3. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of 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 4. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this ____th day of _____, 2020.

Mark Kobelan
Mayor

ATTEST:

Karen Farris
City Secretary

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: Members of the City Council

FROM: Mark Kobelan, Mayor

MEETING DATE: August 24, 2020

SUBJECT: Mayor's Report

Agenda Item: 9

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: August 24, 2020

SUBJECT: City Administrator's Report

Agenda Item: 10

- July 2020 Financials
- AV Equipment Discussion
- Pet Waste Station on Piney Point between Memorial and Taylorcrest

10 -GENERAL FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
10-1100	Claim on Cash	2,697,527.43	(708,157.43)	(420,002.74)	2,277,524.69
10-1101	Cash- GF Texpool	1,797,554.53	29,905.77	(1,612,800.70)	184,753.83
10-1105	Cash with Amegy	0.00	0.00	0.00	0.00
10-1108	Cash with Agent	1,005,648.00	0.00	0.00	1,005,648.00
10-1120	Cash-Texas Class	3,725,625.39	9,493.97	1,138,495.62	4,864,121.01
10-1200	Accounts Receivable	0.00	0.00	0.00	0.00
10-1201	Sales Tax Receivable	21,374.37	0.00	0.00	21,374.37
10-1202	FEMA Reimbursement Receivable	0.00	0.00	0.00	0.00
10-1203	Property Tax receivable-PY	162,995.18	0.00	0.00	162,995.18
10-1204	Property Tax Receivable-CY	3,205,830.36	0.00	0.00	3,205,830.36
10-1205	Other Receivables	26,827.96	0.00	0.00	26,827.96
10-1209	A/R Willet	2,813.36	0.00	0.00	2,813.36
10-1301	Accrued Interest	0.00	0.00	0.00	0.00
10-1400	Prepaid Expenses	0.00	0.00	0.00	0.00
10-1507	Due from Debt Service Fund	0.00	0.00	0.00	0.00
10-1508	Due from Capital Projects Fund	0.00	0.00	0.00	0.00
10-1509	Due from Non-Major Fund	0.00	0.00	0.00	0.00
10-1510	Due from Metro Fund	0.00	0.00	0.00	0.00
10-1550	Due from Other Governments	0.00	0.00	0.00	0.00
10-1802	Street and Drainage System	0.00	0.00	0.00	0.00
	TOTAL ASSETS	12,646,196.58	(668,757.69)	(894,307.82)	11,751,888.76
<u>LIABILITIES</u>					
10-2001	Accounts Payable	412,242.41	(502,964.59)	(358,994.25)	53,248.16
10-2002	Other Accrued Liabilities	0.00	0.00	0.00	0.00
10-2005	Misc Payables	0.00	0.00	0.00	0.00
10-2051	Payroll Tax Payable	0.00	0.00	0.00	0.00
10-2052	Employee Insurance Payable	(3,847.90)	(248.20)	(3,276.12)	(7,124.02)
10-2062	TMRS Payable	15.28	(1,305.34)	(2,700.33)	(2,685.05)
10-2101	Property Tax Overpayments	0.00	0.00	0.00	0.00
10-2102	MC-Child Safety Fees Due	(28.50)	0.00	0.00	(28.50)
10-2103	MC-Bonds Due	0.00	0.00	0.00	0.00
10-2104	Due To - MC Technology	0.36	0.00	0.00	0.36
10-2105	Due To-MC Security	0.00	0.00	0.00	0.00
10-2106	Due To-State Comptroller	0.00	(14,710.73)	10,841.31	10,841.31
10-2107	Due To OMNI Base	3,441.81	24.00	306.81	3,748.62
10-2108	RESTITUTION	(270.00)	0.00	0.00	(270.00)
10-2110	Bond Payable - FAST	4,386.05	0.00	2,887.00	7,273.05
10-2111	Other Accrued Liabilities	0.00	0.00	0.00	0.00
10-2130	Deferred Revenue-Property Tax	162,995.18	0.00	(1,736,104.87)	(1,573,109.69)
10-2131	Other Deferred Revenue	0.00	0.00	0.00	0.00
10-2302	Due to State-CJ Fee	315.34	0.41	12.93	328.27
10-2303	Due To-Debt Service Fund	0.00	0.00	0.00	0.00
10-2402	Permit Deposits	0.00	0.00	0.00	0.00
10-2403	Drainage Deposit Payable	0.00	0.00	0.00	0.00
10-2404	Gas Meter Deposit	155,485.00	0.00	0.00	155,485.00
10-2405	P&Z Deposit	0.00	0.00	0.00	0.00

CITY OF PINEY POINT VILLAGE
YEAR TO DATE BALANCE SHEET (UNAUDITED)
AS OF: JULY 31ST, 2020

10 -GENERAL FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
10-2500	Accrued Wages	14,499.15	0.00	0.00	14,499.15
10-2501	Gordon Estate Bond	0.00	0.00	0.00	0.00
10-2601	Construction Retainage Payable	0.00	0.00	0.00	0.00
10-2701	Deferred Taxes	0.00	0.00	0.00	0.00
10-2702	Deferred Revenue-Alarm Fees	22,500.00	0.00	0.00	22,500.00
10-2703	Deferred Franchise Taxes	0.00	0.00	0.00	0.00
10-2704	Unearned Revenue-CY Prop Taxes	5,598,421.05	0.00	0.00	5,598,421.05
10-2801	General LT Debt-N/P	0.00	0.00	0.00	0.00
10-2802	GO Bonds Payable	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	6,370,155.23	(519,204.45)	(2,087,027.52)	4,283,127.71
<u>FUND EQUITY</u>					
10-3000	Fund Balance	726,631.20	0.00	0.00	726,631.20
10-3003	Fund Balance	5,549,410.15	0.00	0.00	5,549,410.15
10-3900	Earnings	0.00	0.00	0.00	0.00
	TOTAL BEGINNING EQUITY	6,276,041.35	0.00	0.00	6,276,041.35
	TOTAL REVENUES	0.00	214,407.93	6,302,944.93	6,302,944.93
	TOTAL EXPENSES	0.00	363,961.17	5,110,225.23	5,110,225.23
	INCREASE/(DECREASE) IN FUND BAL.	0.00	(149,553.24)	1,192,719.70	1,192,719.70
	TOTAL LIABILITIES, EQUITY & FUND BAL.	12,646,196.58	(668,757.69)	(894,307.82)	11,751,888.76
		=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

10 -GENERAL FUND
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	5,839,546.00	51,017.97	5,662,356.05	96.97	177,189.95
PERMITS & INSPECTIONS	368,000.00	44,782.92	234,361.27	63.69	133,638.73
COURT	150,000.00	1,528.36	43,325.72	28.88	106,674.28
INVESTMENT INCOME	150,000.00	1,907.23	31,534.38	21.02	118,465.62
AGENCIES & ALARMS	30,000.00	100.00	28,248.44	94.16	1,751.56
FRANCHISE REVENUE	397,000.00	46,399.52	234,447.14	59.05	162,552.86
DONATIONS & IN LIEU	170,500.00	68,671.93	68,671.93	40.28	101,828.07
TOTAL REVENUES	7,105,046.00	214,407.93	6,302,944.93	88.71	802,101.07
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>PUBLIC SERVICE</u>					
COMMUNITY	10,000.00	0.00	6,000.00	60.00	4,000.00
POLICE	1,949,987.00	162,498.00	1,215,404.00	62.33	734,583.00
MISCELLANEOUS	0.00	0.00	1,800.00	0.00 (1,800.00)
SANITATION COLLECTION	570,000.00	0.00	292,819.64	51.37	277,180.36
LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
STREET LIGHTING	12,000.00	715.41	6,308.80	52.57	5,691.20
FIRE	1,520,349.00	140,445.73	1,053,342.97	69.28	467,006.03
TOTAL PUBLIC SERVICE	4,063,836.00	303,659.14	2,575,675.41	63.38	1,488,160.59
<u>CONTRACT SERVICES</u>					
CONTRACT SERVICES	438,000.00	174.39	211,146.83	48.21	226,853.17
TOTAL CONTRACT SERVICES	438,000.00	174.39	211,146.83	48.21	226,853.17
<u>BUILDING</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
BUILDING SERVICES	125,500.00	0.00	120,698.64	96.17	4,801.36
ADMIN EXPENSE	1,800.00	0.00	390.53	21.70	1,409.47
OFFICE EXPENSE	0.00	0.00	143.57	0.00 (143.57)
WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00	0.00	3,172.92	0.00 (3,172.92)
TOTAL BUILDING	127,300.00	0.00	124,405.66	97.73	2,894.34
<u>GENERAL GOVERNMENT</u>					
CONTRACT SERVICES	0.00	6,729.44	6,745.42	0.00 (6,745.42)
ADMIN EXPENSE	38,900.00	2,491.93	13,566.87	34.88	25,333.13
OFFICE EXPENSE	155,000.00	12,940.84	92,914.32	59.94	62,085.68
WAGES & BENEFITS	601,474.00	44,135.02	338,600.37	56.30	262,873.63
INSURANCE	87,508.00	0.00	12,130.40	13.86	75,377.60
TOTAL GENERAL GOVERNMENT	882,882.00	66,297.23	463,957.38	52.55	418,924.62

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

10 -GENERAL FUND
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>MUNICIPAL COURT</u>					
CONTRACT SERVICES	0.00	0.00	107.17	0.00 (107.17)
ADMIN EXPENSE	0.00	0.00	759.81	0.00 (759.81)
OFFICE EXPENSE	0.00	0.00	424.19	0.00 (424.19)
WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00 (234.11)	5,896.40	0.00 (5,896.40)
COURT OPERATIONS	28,550.00 (15,070.47)	8,027.31	28.12	20,522.69
TOTAL MUNICIPAL COURT	28,550.00 (15,304.58)	15,214.88	53.29	13,335.12
<u>PUBLIC WORKS MAINTENANCE</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
ADMIN EXPENSE	0.00	0.00	9,269.61	0.00 (9,269.61)
OFFICE EXPENSE	0.00	0.00	528.79	0.00 (528.79)
WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00	0.00	5,258.82	0.00 (5,258.82)
PUBLIC WORKS OPERATIONS	352,500.00	9,134.99	138,002.68	39.15	214,497.32
TOTAL PUBLIC WORKS MAINTENANCE	352,500.00	9,134.99	153,059.90	43.42	199,440.10
<u>GOF CAPITAL OUTLAYS</u>					
OTHER EXPENSES	3,213,722.00	0.00	1,566,765.17	48.75	1,646,956.83
TOTAL GOF CAPITAL OUTLAYS	<u>3,213,722.00</u>	<u>0.00</u>	<u>1,566,765.17</u>	<u>48.75</u>	<u>1,646,956.83</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(2,001,744.00)	(149,553.24)	1,192,719.70	(3,194,463.70)	

.0 -GENERAL FUND

58.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TAXES</u>					
10-4101 Property Tax Revenue	5,639,546.00	29,874.86	5,509,782.61	97.70	129,763.39
10-4150 Sales Tax	200,000.00	21,143.11	152,573.44	76.29	47,426.56
TOTAL TAXES	5,839,546.00	51,017.97	5,662,356.05	96.97	177,189.95
<u>PERMITS & INSPECTIONS</u>					
10-4203 Plat Reviews	3,500.00	0.00	4,000.00	114.29 (500.00)
10-4204 Code Enforcement Citations	1,000.00	0.00	0.00	0.00	1,000.00
10-4205 Contractor Registration	12,000.00	600.00	6,540.00	54.50	5,460.00
10-4206 Drainage Reviews	50,000.00	3,500.00	26,650.00	53.30	23,350.00
10-4207 Permits	300,000.00	40,182.92	196,421.27	65.47	103,578.73
10-4208 Board of Adjustment Fees	1,500.00	500.00	750.00	50.00	750.00
TOTAL PERMITS & INSPECTIONS	368,000.00	44,782.92	234,361.27	63.69	133,638.73
<u>COURT</u>					
10-4300 Court Fines	150,000.00	1,528.36	43,325.72	28.88	106,674.28
TOTAL COURT	150,000.00	1,528.36	43,325.72	28.88	106,674.28
<u>INVESTMENT INCOME</u>					
10-4400 Interest Income	150,000.00	1,907.23	31,534.38	21.02	118,465.62
TOTAL INVESTMENT INCOME	150,000.00	1,907.23	31,534.38	21.02	118,465.62
<u>AGENCIES & ALARMS</u>					
10-4501 Agencies	0.00	0.00	398.44	0.00 (398.44)
10-4507 Sec-False Alarm	0.00	0.00	0.00	0.00	0.00
10-4508 SEC-Registration	30,000.00	100.00	27,850.00	92.83	2,150.00
10-4520 FEMA - State Reimbursement	0.00	0.00	0.00	0.00	0.00
TOTAL AGENCIES & ALARMS	30,000.00	100.00	28,248.44	94.16	1,751.56
<u>FRANCHISE REVENUE</u>					
10-4602 Cable	75,000.00	0.00	38,735.27	51.65	36,264.73
10-4605 Power/Electric	272,000.00	45,397.70	183,987.61	67.64	88,012.39
10-4606 Franchise Fees-Gas	15,000.00	0.00	0.00	0.00	15,000.00
10-4607 Telephone	35,000.00	1,001.82	11,472.14	32.78	23,527.86
10-4608 Wireless Communication	0.00	0.00	252.12	0.00 (252.12)
TOTAL FRANCHISE REVENUE	397,000.00	46,399.52	234,447.14	59.05	162,552.86
<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	0.00	0.00	136,000.00
10-4704 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
10-4705 Ambulance	0.00	0.00	0.00	0.00	0.00
10-4706 Donation to Historical Preserv	0.00	0.00	0.00	0.00	0.00
10-4800 Miscellaneous Income	500.00	68,671.93	68,671.93	3,734.39 (68,171.93)
10-4850 Transfer In	0.00	0.00	0.00	0.00	0.00
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	170,500.00	68,671.93	68,671.93	40.28	101,828.07

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

0 -GENERAL FUND

	58.33% OF FISCAL YEAR				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	7,105,046.00	214,407.93	6,302,944.93	88.71	802,101.07
	=====	=====	=====	=====	=====

0 -GENERAL FUND

58.33% 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	6,000.00	60.00	4,000.00
TOTAL COMMUNITY	10,000.00	0.00	6,000.00	60.00	4,000.00
<u>POLICE</u>					
10-510-5010 MEMORIAL VILLAGE POLICE DEPT	1,949,987.00	158,665.00	1,184,736.00	60.76	765,251.00
10-510-5011 MVPD - AUTO REPLACEMENT	0.00	3,833.00	30,668.00	0.00	(30,668.00)
TOTAL POLICE	1,949,987.00	162,498.00	1,215,404.00	62.33	734,583.00
<u>MISCELLANEOUS</u>					
10-510-5020 Miscellaneous	0.00	0.00	1,800.00	0.00	(1,800.00)
TOTAL MISCELLANEOUS	0.00	0.00	1,800.00	0.00	(1,800.00)
<u>SANITATION COLLECTION</u>					
10-510-5030 SANITATION COLLECTION	570,000.00	0.00	287,089.70	50.37	282,910.30
10-510-5031 SANITATION FUEL CHARGE	0.00	0.00	5,729.94	0.00	(5,729.94)
TOTAL SANITATION COLLECTION	570,000.00	0.00	292,819.64	51.37	277,180.36
<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	715.41	6,308.80	52.57	5,691.20
TOTAL STREET LIGHTING	12,000.00	715.41	6,308.80	52.57	5,691.20
<u>FIRE</u>					
10-510-5060 Villages Fire Department	1,520,349.00	140,445.73	1,053,342.97	69.28	467,006.03
10-510-5070 Contribution to Fire Dept	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE	1,520,349.00	140,445.73	1,053,342.97	69.28	467,006.03
TOTAL PUBLIC SERVICE	4,063,836.00	303,659.14	2,575,675.41	63.38	1,488,160.59
<u>CONTRACT SERVICES</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-520-5102 Accounting/Audit	32,000.00	0.00	20,037.00	62.62	11,963.00
10-520-5103 Engineering	150,000.00	0.00	96,537.97	64.36	53,462.03
10-520-5104 Legal	90,000.00	0.00	24,620.00	27.36	65,380.00
10-520-5105 Tax Appraisal-HCAD	60,000.00	0.00	32,779.00	54.63	27,221.00
10-520-5107 Animal Control	44,000.00	0.00	1,359.53	3.09	42,640.47
10-520-5108 IT Hardware/Software & Support	40,000.00	174.39	27,483.33	68.71	12,516.67
10-520-5110 Mosquito Control	22,000.00	0.00	8,330.00	37.86	13,670.00
TOTAL CONTRACT SERVICES	438,000.00	174.39	211,146.83	48.21	226,853.17

0 -GENERAL FUND

58.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL CONTRACT SERVICES	438,000.00	174.39	211,146.83	48.21	226,853.17
BUILDING					
=====					
CONTRACT SERVICES					
10-530-5108 Information Technology	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
BUILDING SERVICES					
10-530-5152 Drainage Reviews	45,000.00	0.00	46,073.64	102.39 (1,073.64)
10-530-5153 Electrical Inspections	12,000.00	0.00	6,480.00	54.00	5,520.00
10-530-5154 Plat Reviews	500.00	0.00	0.00	0.00	500.00
10-530-5155 Plan Reviews	25,000.00	0.00	24,000.00	96.00	1,000.00
10-530-5156 Plumbing Inspections	18,000.00	0.00	6,165.00	34.25	11,835.00
10-530-5157 Structural Inspections	20,000.00	0.00	14,265.00	71.33	5,735.00
10-530-5158 Urban Forester	0.00	0.00	19,800.00	0.00 (19,800.00)
10-530-5160 Mechanical Inspections	5,000.00	0.00	3,915.00	78.30	1,085.00
TOTAL BUILDING SERVICES	125,500.00	0.00	120,698.64	96.17	4,801.36
ADMIN EXPENSE					
10-530-5204 Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
10-530-5206 Legal Notices	0.00	0.00	0.00	0.00	0.00
10-530-5207 Misc Supplies	1,800.00	0.00	390.53	21.70	1,409.47
10-530-5209 Office Equipment & Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	1,800.00	0.00	390.53	21.70	1,409.47
OFFICE EXPENSE					
10-530-5210 Postage	0.00	0.00	0.00	0.00	0.00
10-530-5211 Meeting Supplies	0.00	0.00	0.00	0.00	0.00
10-530-5213 Office Supplies	0.00	0.00	143.57	0.00 (143.57)
10-530-5214 Telecommunications	0.00	0.00	0.00	0.00	0.00
10-530-5215 Travel & Training	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE EXPENSE	0.00	0.00	143.57	0.00 (143.57)
AGES & BENEFITS					
10-530-5301 Gross Wages	0.00	0.00	0.00	0.00	0.00
10-530-5311 Payroll Processing	0.00	0.00	0.00	0.00	0.00
10-530-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE					
10-530-5353 Employee Insurance	0.00	0.00	3,172.92	0.00 (3,172.92)
TOTAL INSURANCE	0.00	0.00	3,172.92	0.00 (3,172.92)
TOTAL BUILDING	127,300.00	0.00	124,405.66	97.73	2,894.34

0 -GENERAL FUND

58.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
GENERAL GOVERNMENT					
=====					
CONTRACT SERVICES					
10-540-5108 Information Technology	0.00	6,729.44	6,745.42	0.00 (6,745.42)
TOTAL CONTRACT SERVICES	0.00	6,729.44	6,745.42	0.00 (6,745.42)
ADMIN EXPENSE					
10-540-5201 Administrative	0.00	0.00	0.00	0.00	0.00
10-540-5202 Auto Allowance/Mileage	13,000.00	0.00	4,250.00	32.69	8,750.00
10-540-5203 Bank Fees	1,900.00	288.02	1,569.03	82.58	330.97
10-540-5204 Dues & Subscriptions	4,000.00	1,030.00	2,055.00	51.38	1,945.00
10-540-5205 Elections	5,000.00	0.00	0.00	0.00	5,000.00
10-540-5206 Legal Notices	3,000.00	0.00	0.00	0.00	3,000.00
10-540-5207 Miscellaneous	0.00	43.29	1,536.27	0.00 (1,536.27)
10-540-5208 Citizen Communication	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5209 Office Equipment & Maintenance	10,000.00	1,130.62	4,156.57	41.57	5,843.43
TOTAL ADMIN EXPENSE	38,900.00	2,491.93	13,566.87	34.88	25,333.13
OFFICE EXPENSE					
10-540-5210 Postage	2,000.00	0.00	572.64	28.63	1,427.36
10-540-5211 Meeting Supplies	5,000.00	591.03	4,695.26	93.91	304.74
10-540-5212 Rent/Leasehold/Furniture	125,000.00	10,823.55	74,544.36	59.64	50,455.64
10-540-5213 Office Supplies	10,000.00	39.59	2,636.08	26.36	7,363.92
10-540-5214 Telecommunications	13,000.00	1,486.67	9,461.54	72.78	3,538.46
10-540-5215 Travel & Training	0.00	0.00	400.00	0.00 (400.00)
10-540-5216 Statutory Legal Notices	0.00	0.00	604.44	0.00 (604.44)
TOTAL OFFICE EXPENSE	155,000.00	12,940.84	92,914.32	59.94	62,085.68
WAGES & BENEFITS					
10-540-5301 Gross Wages	515,000.00	40,427.30	281,794.92	54.72	233,205.08
10-540-5302 Overtime/Severance	0.00	0.00	6,491.02	0.00 (6,491.02)
10-540-5303 Temporary/Part-time Personnel	5,000.00	0.00	6,607.44	132.15 (1,607.44)
10-540-5304 Salary Adjustment(Bonus)	3,000.00	0.00	0.00	0.00	3,000.00
10-540-5306 Payroll Tax Expense	30,000.00	0.00	15,935.63	53.12	14,064.37
10-540-5310 TMRS(retirement)	45,000.00	3,509.69	26,175.62	58.17	18,824.38
10-540-5311 Payroll Processing	1,474.00	198.03	1,595.74	108.26 (121.74)
10-540-5312 TWC-Unemployment	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	601,474.00	44,135.02	338,600.37	56.30	262,873.63
INSURANCE					
10-540-5353 Employee Insurance	83,508.00	0.00	12,696.40	15.20	70,811.60
10-540-5354 General Liability	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5355 Bonds for City Staff	0.00	0.00	0.00	0.00	0.00
10-540-5356 Workman's Compensation	2,000.00	0.00 (566.00)	28.30-	2,566.00
10-540-5357 Drainage Study	0.00	0.00	0.00	0.00	0.00
TOTAL INSURANCE	87,508.00	0.00	12,130.40	13.86	75,377.60
TOTAL GENERAL GOVERNMENT	882,882.00	66,297.23	463,957.38	52.55	418,924.62

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

0 -GENERAL FUND

58.33% 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	107.17	0.00 (107.17)
TOTAL CONTRACT SERVICES	0.00	0.00	107.17	0.00 (107.17)
<u>ADMIN EXPENSE</u>					
10-550-5204 Dues & Subscriptions	0.00	0.00	75.00	0.00 (75.00)
10-550-5207 Misc Supplies	0.00	0.00	684.81	0.00 (684.81)
10-550-5209 Office Equipment & Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	759.81	0.00 (759.81)
<u>OFFICE EXPENSE</u>					
10-550-5210 Postage	0.00	0.00	0.00	0.00	0.00
10-550-5211 Meeting Supplies	0.00	0.00	0.00	0.00	0.00
10-550-5213 Office Supplies	0.00	0.00	369.19	0.00 (369.19)
10-550-5214 Telecommunications	0.00	0.00	0.00	0.00	0.00
10-550-5215 Travel & Training	0.00	0.00	55.00	0.00 (55.00)
TOTAL OFFICE EXPENSE	0.00	0.00	424.19	0.00 (424.19)
<u>WAGES & BENEFITS</u>					
10-550-5301 Gross Wages	0.00	0.00	0.00	0.00	0.00
10-550-5311 Payroll Processing	0.00	0.00	0.00	0.00	0.00
10-550-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
<u>INSURANCE</u>					
10-550-5353 Employee Insurance	0.00 (234.11)	5,896.40	0.00 (5,896.40)
TOTAL INSURANCE	0.00 (234.11)	5,896.40	0.00 (5,896.40)
<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	568.34	2,886.80	57.74	2,113.20
10-550-5404 Judge/Prosecutor/Interpreter	22,000.00	0.00	6,525.00	29.66	15,475.00
10-550-5405 Jury Pay	0.00	0.00	0.00	0.00	0.00
10-550-5406 State Comptroller/OMNI/Linebar	0.00 (15,596.98)	0.00	0.00	0.00
10-550-5407 SETCIC	200.00	0.00	0.00	0.00	200.00
10-550-5408 Supplies/Miscellaneous	750.00	0.00	0.00	0.00	750.00
10-550-5409 Collection Agency	0.00	0.00	0.00	0.00	0.00
10-550-5410 OmniBase Services of Texas	600.00	0.00	132.00	22.00	468.00
10-550-5412	0.00	0.00	0.00	0.00	0.00
10-550-5413 Building Security Fund	0.00 (14.64) (530.77)	0.00	530.77
10-550-5414 Truancy Prevention	0.00 (14.94) (541.61)	0.00	541.61
10-550-5415 Local Municipal Tech Fund	0.00 (11.95) (433.28)	0.00	433.28
10-550-5416 Local Municipal Jury Fund	0.00 (0.30) (10.83)	0.00	10.83
10-550-5417 Time Payment Reimbursement Fee	0.00	0.00	0.00	0.00	0.00
TOTAL COURT OPERATIONS	28,550.00 (15,070.47)	8,027.31	28.12	20,522.69
TOTAL MUNICIPAL COURT	28,550.00 (15,304.58)	15,214.88	53.29	13,335.12

.0 -GENERAL FUND

58.33% 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	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
<u>ADMIN EXPENSE</u>					
10-560-5207 Misc Supplies	0.00	0.00	9,269.61	0.00 (9,269.61)
10-560-5209 Office Equipment & Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	9,269.61	0.00 (9,269.61)
<u>OFFICE EXPENSE</u>					
10-560-5213 Office Supplies	0.00	0.00	28.79	0.00 (28.79)
10-560-5214 Telecommunications	0.00	0.00	0.00	0.00	0.00
10-560-5215 Travel & Training	0.00	0.00	500.00	0.00 (500.00)
TOTAL OFFICE EXPENSE	0.00	0.00	528.79	0.00 (528.79)
<u>PAGES & BENEFITS</u>					
10-560-5301 Gross Wages	0.00	0.00	0.00	0.00	0.00
10-560-5311 Payroll Processing	0.00	0.00	0.00	0.00	0.00
10-560-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
<u>INSURANCE</u>					
10-560-5353 Employee Insurance	0.00	0.00	5,258.82	0.00 (5,258.82)
TOTAL INSURANCE	0.00	0.00	5,258.82	0.00 (5,258.82)
<u>PUBLIC WORKS OPERATIONS</u>					
10-560-5500 Public Works Maintenance	40,000.00	0.00	2,500.00	6.25	37,500.00
10-560-5501 TCEQ & Harris CO Permits	2,000.00	0.00	1,656.25	82.81	343.75
10-560-5504 Landscaping Maintenance	15,000.00	1,525.62	10,195.50	67.97	4,804.50
10-560-5505 Gator Fuel	2,000.00	36.37	344.06	17.20	1,655.94
10-560-5506 Right of Way Mowing	80,000.00	7,573.00	45,438.00	56.80	34,562.00
10-560-5507 Road & Sign Repair	50,000.00	0.00	9,129.78	18.26	40,870.22
10-560-5508 ROW Water/Planting	1,000.00	0.00	632.09	63.21	367.91
10-560-5509 Tree Care/Removal	12,500.00	0.00	5,890.00	47.12	6,610.00
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	62,217.00	82.96	12,783.00
10-560-5516 Gator Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL PUBLIC WORKS OPERATIONS	352,500.00	9,134.99	138,002.68	39.15	214,497.32
TOTAL PUBLIC WORKS MAINTENANCE	352,500.00	9,134.99	153,059.90	43.42	199,440.10

.0 -GENERAL FUND

58.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
OF CAPITAL OUTLAYS					
=====					
OTHER EXPENSES					
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	80.00	0.00 (80.00)
10-570-5606 Road/Drainage Projects	0.00	0.00	72,460.16	0.00 (72,460.16)
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	0.00	0.00	0.00	0.00	0.00
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	801,749.00	0.00	748,178.94	93.32	53,570.06
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	330,000.00	0.00	359,076.12	108.81 (29,076.12)
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	876,650.00	0.00	0.00	0.00	876,650.00
10-570-5806 Drainage and Sidewalks	0.00	0.00	328,978.95	0.00 (328,978.95)
10-570-5808 Wilding Lane	1,205,323.00	0.00	57,991.00	4.81	1,147,332.00
TOTAL OTHER EXPENSES	3,213,722.00	0.00	1,566,765.17	48.75	1,646,956.83
=====					
TOTAL GOF CAPITAL OUTLAYS	3,213,722.00	0.00	1,566,765.17	48.75	1,646,956.83
=====					
TOTAL EXPENDITURES	9,106,790.00	363,961.17	5,110,225.23	56.11	3,996,564.77
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(2,001,744.00)	(149,553.24)	1,192,719.70		(3,194,463.70)

CITY OF PINEY POINT VILLAGE
YEAR TO DATE BALANCE SHEET (UNAUDITED)
AS OF: JULY 31ST, 2020

20 -DEBT SERVICE

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
20-1100	Claim on Cash	(447,971.67)	(80,650.00)	(1,136,567.86)	(1,584,539.53)
20-1105	Cash - Amegy Bank	0.00	0.00	0.00	0.00
20-1108	Cash with Agent	267,769.99	0.00	0.00	267,769.99
20-1109	Texpool-DS	862,809.10	2,270.49	(745,834.09)	116,975.01
20-1110	Texas Class-DS	122,500.81	759.36	1,849,733.38	1,972,234.19
20-1200	Property Tax Receivable-PY	35,505.82	0.00	0.00	35,505.82
20-1201	Property Tax Receivable-CY	856,604.64	0.00	0.00	856,604.64
20-1300	Due to/From General Fund	0.00	0.00	0.00	0.00
20-1301	Accrued Interest Receivable	0.00	0.00	0.00	0.00
	TOTAL ASSETS	1,697,218.69	(77,620.15)	(32,668.57)	1,664,550.12
		=====	=====	=====	=====
<u>LIABILITIES</u>					
20-2001	Accounts Payable	1,500.00	(80,650.00)	(1,420,975.00)	(1,419,475.00)
20-2002	Other Accrued Liabilities	0.00	0.00	0.00	0.00
20-2130	Deferred Revenue-Property Tax	35,505.82	0.00	0.00	35,505.82
20-2200	Deferred Property Tax Rec	0.00	0.00	0.00	0.00
20-2300	Other Accrued Liabilities	0.00	0.00	0.00	0.00
20-2701	Unearned Revenue-Property Tax	1,487,128.77	0.00	0.00	1,487,128.77
	TOTAL LIABILITIES	1,524,134.59	(80,650.00)	(1,420,975.00)	103,159.59
<u>FUND EQUITY</u>					
20-3000	Fund Balance	173,084.10	0.00	0.00	173,084.10
	TOTAL BEGINNING EQUITY	173,084.10	0.00	0.00	173,084.10
	TOTAL REVENUES	0.00	3,029.85	1,468,956.43	1,468,956.43
	TOTAL EXPENSES	0.00	0.00	80,650.00	80,650.00
	INCREASE/(DECREASE) IN FUND BAL.	0.00	3,029.85	1,388,306.43	1,388,306.43
	TOTAL LIABILITIES, EQUITY & FUND BAL.	1,697,218.69	(77,620.15)	(32,668.57)	1,664,550.12
		=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

20 -DEBT SERVICE
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	1,501,625.00	2,249.25	1,459,442.88	97.19	42,182.12
INVESTMENT INCOME	10,000.00	780.60	9,513.55	95.14	486.45
TOTAL REVENUES	1,511,625.00	3,029.85	1,468,956.43	97.18	42,668.57
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	2,250.00	0.00	750.00	33.33	1,500.00
OTHER EXPENSES	1,499,375.00	0.00	79,900.00	5.33	1,419,475.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,501,625.00	0.00	80,650.00	5.37	1,420,975.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	10,000.00	3,029.85	1,388,306.43	(1,378,306.43)	

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

20 -DEBT SERVICE

58.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
TAXES					
20-4101 Property Tax Revenue	1,501,625.00	2,249.25	1,459,442.88	97.19	42,182.12
TOTAL TAXES	1,501,625.00	2,249.25	1,459,442.88	97.19	42,182.12
<hr/>					
INVESTMENT INCOME					
20-4400 Bank Interest	10,000.00	780.60	9,513.55	95.14	486.45
20-4410 Bond Premium	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	10,000.00	780.60	9,513.55	95.14	486.45
<hr/>					
TOTAL REVENUES	1,511,625.00	3,029.85	1,468,956.43	97.18	42,668.57
	=====	=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

20 -DEBT SERVICE

58.33% 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	750.00	33.33	1,500.00
TOTAL ADMIN EXPENSE	2,250.00	0.00	750.00	33.33	1,500.00
OTHER EXPENSES					
20-500-5820 Interest Expense-Bonds	179,375.00	0.00	79,900.00	44.54	99,475.00
20-500-5821 Bond Principal Payments	1,320,000.00	0.00	0.00	0.00	1,320,000.00
20-500-5822 Amortization of Bonds	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,499,375.00	0.00	79,900.00	5.33	1,419,475.00
TRANSFERS					
20-500-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	1,501,625.00	0.00	80,650.00	5.37	1,420,975.00
<hr/>					
TOTAL EXPENDITURES	1,501,625.00	0.00	80,650.00	5.37	1,420,975.00
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	10,000.00	3,029.85	1,388,306.43	(1,378,306.43)

CITY OF PINEY POINT VILLAGE
YEAR TO DATE BALANCE SHEET (UNAUDITED)
AS OF: JULY 31ST, 2020

30 -SPECIAL REVENUE FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
30-1100	Claim on Cash	64,179.36	60.15	65.19	64,244.55
30-1102	Donation	0.02	0.00	0.00	0.02
30-1103	MC Security	0.36	0.00	0.00	0.36
30-1104	MC Technology	0.05	0.00	0.00	0.05
30-1106	Child Safety	24,145.08	343.47	1,999.01	26,144.09
30-1200	Due To/From General Fund	0.00	0.00	0.00	0.00
30-1301	Accrued Interest Receivable	0.00	0.00	0.00	0.00
	TOTAL ASSETS	88,324.87	403.62	2,064.20	90,389.07
		=====	=====	=====	=====
<u>LIABILITIES</u>					
30-2001	Accounts Payable	0.00	0.00	0.00	0.00
30-2100	Grants Payable	0.00	0.00	0.00	0.00
30-2200	Due To General Fund	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	0.00	0.00	0.00	0.00
<u>FUND EQUITY</u>					
30-3000	Fund Balance	17,709.38	0.00	0.00	17,709.38
30-3001	Fund Balance-Child Safety	55,694.92	0.00	0.00	55,694.92
30-3002	Fund Balance-MC Security	11,838.88	0.00	0.00	11,838.88
30-3003	Fund Balance-MC Technology	3,081.69	0.00	0.00	3,081.69
30-3010	Unrestricted Retained Earnings	0.00	0.00	0.00	0.00
30-3300	Fund Balance-MC Security	0.00	0.00	0.00	0.00
30-3400	Fund Balance- MC Technology	0.00	0.00	0.00	0.00
30-3904	Earnings-MC Technology	0.00	0.00	0.00	0.00
	TOTAL BEGINNING EQUITY	88,324.87	0.00	0.00	88,324.87
	TOTAL REVENUES	0.00	403.62	3,703.87	3,703.87
	TOTAL EXPENSES	0.00	0.00	1,639.67	1,639.67
	INCREASE/(DECREASE) IN FUND BAL.	0.00	403.62	2,064.20	2,064.20
	TOTAL LIABILITIES, EQUITY & FUND BAL.	88,324.87	403.62	2,064.20	90,389.07
		=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

30 -SPECIAL REVENUE FUND
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

COURT	0.00	403.51	3,700.73	0.00 (3,700.73)
INVESTMENT INCOME	0.00	0.11	3.14	0.00 (3.14)
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	403.62	3,703.87	0.00 (3,703.87)
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARYNON-DEPARTMENTAL

MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00

QUALIFIED EXPENSES

COURT	0.00	0.00	1,639.67	0.00 (1,639.67)
TOTAL QUALIFIED EXPENSES	0.00	0.00	1,639.67	0.00 (1,639.67)

ADMINISTRATION

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	0.00	403.62	2,064.20	(2,064.20)
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CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

30 -SPECIAL REVENUE FUND

58.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>COURT</u>					
30-4305 MC Security Revenue	0.00	25.78	709.22	0.00 (709.22)
30-4310 MC Technology Revenue	0.00	34.37	945.64	0.00 (945.64)
30-4315 Child Safety Revenues	0.00	343.36	2,045.87	0.00 (2,045.87)
TOTAL COURT	0.00	403.51	3,700.73	0.00 (3,700.73)
<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	0.00	0.11	3.14	0.00 (3.14)
30-4420 Donations-Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	0.00	0.11	3.14	0.00 (3.14)
<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
<hr/>					
TOTAL REVENUES	0.00	403.62	3,703.87	0.00 (3,703.87)
	=====	=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

30 -SPECIAL REVENUE FUND

58.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL =====					
MISCELLANEOUS					
30-500-5029 Gen Govt Qualified Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00
QUALIFIED EXPENSES =====					
COURT					
30-510-5121 Child Safety	0.00	0.00	0.00	0.00	0.00
30-510-5122 MC Security	0.00	0.00	329.70	0.00 (329.70)
30-510-5123 MC Technology	0.00	0.00	1,309.97	0.00 (1,309.97)
30-510-5129 Donation	0.00	0.00	0.00	0.00	0.00
TOTAL COURT	0.00	0.00	1,639.67	0.00 (1,639.67)
<hr/>					
TOTAL QUALIFIED EXPENSES	0.00	0.00	1,639.67	0.00 (1,639.67)
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
<hr/>					
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	0.00	0.00	1,639.67	0.00 (1,639.67)
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	403.62	2,064.20	(2,064.20)

CITY OF PINEY POINT VILLAGE
YEAR TO DATE BALANCE SHEET (UNAUDITED)
AS OF: JULY 31ST, 2020

40 -CAPITAL PROJECTS FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
40-1100	Claim on Cash	323,417.46	6,467.01	(286,359.99)	37,057.47
40-1101	Texpool	0.00	0.00	0.00	0.00
40-1105	Cash - Amegy Checking	0.00	0.00	0.00	0.00
40-1120	Texas Class	7,573.74	(7,621.19)	(7,573.74)	0.00
40-1200	Accounts Receivable	0.00	0.00	0.00	0.00
40-1220	A/R - General Fund	0.00	0.00	0.00	0.00
40-1250	Due To Metro	0.00	0.00	0.00	0.00
40-1300	Accrued Interest Receivable	0.00	0.00	0.00	0.00
	TOTAL ASSETS	330,991.20	(1,154.18)	(293,933.73)	37,057.47
		=====	=====	=====	=====
<u>LIABILITIES</u>					
40-2001	Accounts Payable	0.00	(1,156.25)	0.00	0.00
40-2002	Other Accrued Liabilities	0.00	0.00	0.00	0.00
40-2200	Deferred Revenue	286,000.00	0.00	0.00	286,000.00
40-2300	Construction Retainage Payable	120,074.15	0.00	0.00	120,074.15
40-2400	Accrued Liabilities	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	406,074.15	(1,156.25)	0.00	406,074.15
<u>FUND EQUITY</u>					
40-3000	Fund Balance	(75,082.95)	0.00	0.00	(75,082.95)
	TOTAL BEGINNING EQUITY	(75,082.95)	0.00	0.00	(75,082.95)
	TOTAL REVENUES	0.00	2.07	49.52	49.52
	TOTAL EXPENSES	0.00	0.00	293,983.25	293,983.25
	INCREASE/(DECREASE) IN FUND BAL.	0.00	2.07	(293,933.73)	(293,933.73)
	TOTAL LIABILITIES, EQUITY & FUND BAL.	330,991.20	(1,154.18)	(293,933.73)	37,057.47
		=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

40 -CAPITAL PROJECTS FUND
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INVESTMENT INCOME	0.00	2.07	49.52	0.00 (49.52)
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	2.07	49.52	0.00 (49.52)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	0.00	293,983.25	0.00 (293,983.25)
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>293,983.25</u>	<u>0.00 (</u>	<u>293,983.25)</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	2.07 (293,933.73)		293,933.73

40 -CAPITAL PROJECTS FUND

58.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
INVESTMENT INCOME					
40-4400 Interest Income	0.00	2.07	49.52	0.00 (49.52)
TOTAL INVESTMENT INCOME	0.00	2.07	49.52	0.00 (49.52)
<hr/>					
DONATIONS & IN LIEU					
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	2.07	49.52	0.00 (49.52)
	=====	=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2020

40 -CAPITAL PROJECTS FUND

58.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
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	0.00	0.00	0.00
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	288,972.00	0.00 (288,972.00)
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	5,011.25	0.00 (5,011.25)
TOTAL OTHER EXPENSES	0.00	0.00	293,983.25	0.00 (293,983.25)
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
<hr/>					
TOTAL NON-DEPARTMENTAL	0.00	0.00	293,983.25	0.00 (293,983.25)
<hr/>					
TOTAL EXPENDITURES	0.00	0.00	293,983.25	0.00 (293,983.25)
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REVENUES OVER/ (UNDER) EXPENDITURES	0.00	2.07 (293,933.73)		293,933.73

CITY OF PINEY POINT VILLAGE
YEAR TO DATE BALANCE SHEET (UNAUDITED)
AS OF: JULY 31ST, 2020

99 - POOLED CASH FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
99-1101	Cash	2,707,560.51	(850,952.20)	(1,225,023.61)	1,482,536.90
99-1510	DUE FROM GENERAL FUND	0.00	0.00	0.00	0.00
99-1520	DUE FROM DEBT SERVICE	0.00	0.00	0.00	0.00
99-1530	DUE FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00
99-1540	DUE FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00
99-1550	DUE FROM METRO FUND	0.00	0.00	0.00	0.00
99-1599	Due From Other Funds	1,833,217.41	(584,770.84)	(1,779,969.25)	53,248.16
	TOTAL ASSETS	4,540,777.92	(1,435,723.04)	(3,004,992.86)	1,535,785.06
		=====	=====	=====	=====
<u>LIABILITIES</u>					
99-2000	Accounts Payable	1,834,953.41	(584,770.84)	(2,093,455.53)	(258,502.12)
99-2190	Due to Other Funds	2,705,824.51	(850,952.20)	(911,537.33)	1,794,287.18
	TOTAL LIABILITIES	4,540,777.92	(1,435,723.04)	(3,004,992.86)	1,535,785.06
<u>FUND EQUITY</u>					
99-3000	Fund Balance	0.00	0.00	0.00	0.00
	TOTAL BEGINNING EQUITY	0.00	0.00	0.00	0.00
	TOTAL REVENUES	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	0.00	0.00	0.00	0.00
	INCREASE/(DECREASE) IN FUND BAL. (WILL CLOSE TO FUND BAL.)	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES, EQUITY & FUND BAL.	4,540,777.92	(1,435,723.04)	(3,004,992.86)	1,535,785.06
		=====	=====	=====	=====

**City of Piney Point Village
Monthly Tax Office Report
July 31, 2020**

Prepared by: Tiffany D. Morawiec, Tax Assessor/Collector

A. Current Taxable Value \$ 2,777,607,262

B. Summary Status of Tax Levy and Current Receivable Balance:

	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Original Levy 0.25514	\$ 6,763,264.55	\$ -	\$ 6,763,264.55
Carryover Balance	-	198,501.01	198,501.01
Adjustments	321,419.35	(3,831.57)	317,587.78
Adjusted Levy	7,084,683.90	194,669.44	7,279,353.34
Less Collections Y-T-D	6,999,414.78	(4,939.42)	6,994,475.36
Receivable Balance	<u>\$ 85,269.12</u>	<u>\$ 199,608.86</u>	<u>\$ 284,877.98</u>

C. COLLECTION RECAP:

Current Month:	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Base Tax	\$ 63,130.73	\$ (141.98)	\$ 62,988.75
Penalty & Interest	3,759.20	-	3,759.20
Attorney Fees	4,400.82	-	4,400.82
Other Fees	-	-	-
Total Collections	<u>\$ 71,290.75</u>	<u>\$ (141.98)</u>	<u>\$ 71,148.77</u>

Year-To-Date:	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Base Tax:	\$ 6,999,414.78	\$ (4,939.51)	\$ 6,994,475.27
Penalty & Interest	33,342.10	(194.85)	33,147.25
Attorney Fees	4,400.82	(422.70)	3,978.12
Other Fees	694.12	-	694.12
Total Collections	<u>\$ 7,037,851.82</u>	<u>\$ (5,557.06)</u>	<u>\$ 7,032,294.76</u>

Percent of Adjusted Levy	<u>99.34%</u>	<u>99.26%</u>
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MONTHLY TAX OFFICE REPORT
Tax A/R Summary by Year
July 31, 2020

YEAR	BEGINNING BALANCE AS OF 12/31/2019	ADJUSTMENTS	COLLECTIONS	RECEIVABLE BALANCE AS OF 07/31/2020
2018	\$ 33,957.93	\$ (3,601.16)	\$ (4,719.99)	\$ 35,076.76
17	19,505.52	(688.48)	(219.43)	19,036.47
16	17,325.16	499.53	-	17,824.69
15	17,894.67	-	-	17,894.67
14	18,424.08	-	-	18,424.08
13	14,151.07	-	-	14,151.07
12	11,751.79	-	-	11,751.79
11	9,318.42	-	-	9,318.42
10	9,145.21	-	-	9,145.21
09	9,143.30	(1.38)	-	9,141.92
08	8,767.71	-	-	8,767.71
07	8,462.68	-	-	8,462.68
06	8,152.59	-	-	8,152.59
05	2,687.68	-	-	2,687.68
04	2,510.18	-	-	2,510.18
03	2,490.91	-	-	2,490.91
02	2,476.24	-	-	2,476.24
01	2,251.11	-	-	2,251.11
00	44.68	-	-	44.68
1999	40.08	(40.08)	-	-
	<u>\$ 198,501.01</u>	<u>\$ (3,831.57)</u>	<u>\$ (4,939.42)</u>	<u>\$ 199,608.86</u>

Karen Farris

From: Morawiec, Tiffany <Tiffany.Morawiec@springbranchisd.com>
Sent: Sunday, August 16, 2020 4:39 PM
To: Karen Farris; Roger Nelson
Cc: Mark Kobelan (mark@ppvcouncil.org)
Subject: Piney Point Monthly Report for July 2020
Attachments: Piney Point 0120.xlsx

Good afternoon,
My apologies on the delay of this! Next month you will have this monthly report much sooner.

Thank you,
Tiffany



Tiffany D. Morawiec | Tax Assessor/Collector
Financial Services | Tax Office
8880 Westview Rd., Houston, TX 77055
713-251-7968
www.springbranchisd.com

Please take a moment to click on the smile below and let me know how satisfied you are with my service today.



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Council Agenda Item Cover Memo

8/24/2020
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on authorization of Engineering Bid Phase Services for the Wilding Lane Drainage and Paving Improvements project.

SUMMARY/BACKGROUND (WHY): Council previously approved a portion of HDR's proposal for Professional Engineering Services for the Wilding Lane Drainage and Paving Improvements Project to provide final design phase, traffic control, and SWPPP. Council requested that HDR present the proposal for the same project for the Professional Engineering Services to provide bid phase services associated with the advertisement, bidding, bid evaluation and letter of recommendation tasks for the project. The proposal is attached for reference – *for clarification, this is the same proposal (scope and fees) presented and approved by Council, HDR is only seeking approval of the bid phase services.*

STAFF RECOMMENDATION: _____

ESTIMATED COST: See attached **FUNDING SOURCE:** City Funds

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



April 17, 2019

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

Re: Proposal for Professional Engineering Services
Design, Bid, and Construction Phase Services for
the Wilding Lane Drainage and Paving Improvements Project
City of Piney Point Village

HDR Engineering, Inc. (HDR) is pleased to submit this proposal for the design, bid phase, construction management, and full-time construction phase services for the above referenced project. General overview, project understanding, scope of services, and a fee schedule are included herein.

GENERAL OVERVIEW

This proposal provides a description of the engineering services required for the drainage and paving improvements for Wilding Lane in the City of Piney Point Village. The improvements generally consist of the installation of a storm sewer system to replace the existing road side ditch and driveway culvert system and replacement of the asphalt pavement. The following is our understanding of the project:

PROJECT UNDERSTANDING:

The existing drainage system on Wilding Lane consists of open ditches with driveway culverts on both sides of the road. The existing driveway culverts are not set at elevations to provide for adequate slope on the ditch line and are not sized to adequately convey runoff produced from a City of Houston 2-year rain event. It has been reported that significant ponding and sheet flow occurs across properties on Wilding Lane during heavy rain events due to insufficient drainage.

During the construction of the Hedwig Roadway Improvement Project, a 54-inch pipe was stubbed out into Wilding Lane to provide a storm sewer outfall future drainage improvements on Wilding Lane. The proposed drainage improvements consist of the installation of a storm sewer trunk main below the south side of Wilding Lane from the Hedwig Road system stub out to the west end of Wilding Lane. The trunk main will range in size from 54-inch to 36-inch with 24-inch storm sewer and inlets serving as the collection system conveying runoff produced along the right-of-way into the trunk main.

The project will also include the full depth replacement of the asphalt pavement which will be removed for installation of the storm sewer system.

The City obtained survey of Wilding Lane in 2018 to identify insufficiencies in the street's drainage system in anticipation of a future drainage improvements project. This survey data will be utilized for this project.

The engineer's opinion of probable construction costs for the above described project is \$1,141,135.00.

SCOPE OF SERVICES

The following Scope of Services is outlined for the design, bid, and construction phase services.

I. DESIGN PHASE SERVICES

A. Basic Preliminary Engineering Services

- Hold a "kick-off" meeting with City staff to finalize the requirements for the project.
- Review available historical information (record drawings, reports/studies, GIS data, etc.)
- Research and gather information on private utilities (i.e. gas, electrical, telephone, pipelines, etc.) along the project alignment.
- Perform site visit to verify survey and identify any other information that would impact design and construction.
- Coordinate with the geotechnical engineer for a geotechnical investigation and report.
- Examine geotechnical information to determine potential soil conditions, ground water conditions, and potential impact on construction methodology and construction costs.
- Prepare drainage area maps based on previously identified drainage areas for Wilding Lane.
- Prepare hydraulic calculations for the plan set.
- Prepare 30% plan drawings (plan view only) for the proposed storm sewer and pavement improvements.

- Prepare the engineer's opinion of probable construction costs based on the 30% design plans.
- Coordinate with the Memorial Villages Water Authority on proposed improvements in the project area and identify possible conflicts with the proposed improvements.
- Prepare a Preliminary Engineering Report documenting the project considerations setting forth the Engineer's recommendations on to include the following items:
 - Hydraulic calculations and proposed pipe sizes
 - Typical roadway cross-sections
 - Schematic layout of the storm sewer system and inlet locations
 - Geotechnical investigation findings and recommendations
 - Preliminary tree findings report
- Conduct a meeting with the City to discuss the contents of the preliminary engineering report and review comments by the City.

B. Basic Final Design Services

- Perform design phase services based on recommendations from the 30% design plans and approved by Council.
- Prepare plan cover sheet, general notes, survey control, project layout, 90% plan/profile drawings, and detail sheets.
- Prepare contract documents and specifications.
- Develop typical cross-sections, street grade lines, and street elevations.
- Coordinate with the Memorial Villages Water Authority (M.V.W.A.) during the design process and provide draft documents for review and comment. Incorporate appropriate comments with the final bid documents.
- Submit 90% plans to private utility companies for review and incorporate utility company markups in the final bid documents.
- Assist the City in obtaining and/or securing approvals required public and private utilities affected by this project. This assistance will involve the usual and expected coordination for the approval process. When the process involves work beyond the expected, such as; special submittals, additional designs, appearances at special meetings, coordination of utility/pipeline

excavation efforts, permitting applications, etc., such work falls under the Additional Services portion of this proposal. All permit fees will be the responsibility of the City of Piney Point Village.

- Prepare an engineer's opinion of probable construction costs to reflect the 90% design.
- Provide a set of 90% plans and specifications to the City for their review and comment.
- Prepare contract documents including plans, specifications, and bidding documents associated with the design and the project addressing City comments from the 90% review for bidding.
- Provide a set of Contract Documents to the City.
- A presentation of the design plans or public meeting with residents is not included in the basic final design services and is considered a special service. If the City determines that a public meeting is warranted, HDR will perform such services under the existing on-going contract with the City

C. Special Services

1. Geotechnical Services

- Utilize a subconsultant geotechnical firm to perform the geotechnical investigation and provide recommendations
- Conduct four (4) soil borings, each to a depth of 15-feet to evaluate the subsurface conditions and provide a geotechnical investigation of the project area.
- Provide an engineering report describing soil stratigraphy, groundwater conditions, storm sewer bedding and backfill, trench safety, subgrade treatment and asphalt pavement design requirements.

2. Urban Forestry Services

- HDR will obtain services from an urban forester to evaluate tree protection measures needed during the preliminary engineering, final design and construction phase.

3. Traffic Control Plan

- Prepare traffic control plans and construction sequencing plan for the project area.

4. Storm Water Pollution Protection Plan

- Due to the proposed work to be performed in this project, a storm water pollution protection plan will be produced so that the City complies with State mandated MS4 permitting.

5. Preliminary Engineering Report Presentation

- Preparation of a PowerPoint presentation of the preliminary engineering report findings, including exhibits, and updated engineer's opinion of probable construction costs to present once at a Council meeting. Preparation for and attendance at town hall meetings or individual meetings with residents will be performed under the existing on-going contract with the City.

6. Reimbursable Expenses

- A budgetary amount will be allocated for typical reimbursable expenses such as reproduction, courier services, mileage, etc. The cost for plans and specifications for review sets and construction documents to be provided to the City and other review agencies will be included in this task at cost Plus 10%. Mileage will be charged at prevailing IRS rates.

II. BID PHASE SERVICES

A. Basic Services

The City of Piney Point Village will enter into this phase after the acceptance of the Final Design Phase documents.

- Assist the City in obtaining bids for the project. The City of Piney Point Village will advertise the project and will absorb all related advertising costs. HDR will coordinate with the City and will assist in developing the wording of the advertisement.
- HDR will post project plans and specifications on Civcast to generate interest for the project during the bidding process, provide information to and answer questions from potential bidders concerning the Project's

construction documents and prepare addendums as necessary. The City will absorb costs associated to posting on Civcast.

- Conduct a pre-bid conference for potential bidders, including the preparation of the meeting agenda and preparing a meeting minutes summary.
- Evaluate the bids and the qualifications of the apparent low bidders.
- Prepare a letter of recommendation advising the City as to the acceptability of the apparent low bidder.

III. CONSTRUCTION PHASE SERVICES

A. Basic Services – Construction Management

- Act as the City's Project Representative during the construction phase.
- Review and respond accordingly to submittals as required by the contract specifications.
- Respond to RFI's and prepare change orders necessitated by field conditions.
- Review the contractor's pay estimates, evaluate the completion of work, and make payment recommendations to the City.
- Visit the site periodically to observe the progress and quality of executed work and to determine in general if such work is proceeding in accordance with the contract documents. Full time site representation (construction observation) is not included as part of the Basic Services for Construction Management. Full time representation is included in the Construction Phase - Special Services.
- HDR will not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the Contractor(s) or the safety precautions and programs incident to the work of the Contractor(s). HDR's effort will be directed toward providing a greater degree of confidence for the City that the completed work of Contractor(s) will conform to the Contract Documents, but HDR will not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents. During site visits HDR shall keep the City informed of the progress of the work, shall endeavor to guard the City against defects

and deficiencies in such work and may disapprove or reject work failing to conform to the Contract Documents.

- Conduct a final review of the Project and make a recommendation for Final Payment on the Project.
- Engineer shall provide the City one electronic copy of record plans based on the drawings provided to the Engineer by the Contractor(s).
- A public meeting with residents is not included in this scope of services. If the City determines that a public meeting is warranted, HDR will perform such services under the existing on-going contract with the City.
- HDR anticipates that construction will take approximately nine (9) months to complete and has therefore based the lump sum fee on a level of effort to complete the above tasks for this duration.

B. Special Services – Construction Observation Phase Services and Material Testing

1. Material Testing

- Construction materials testing is included in this proposal as a budgetary item only. It is anticipated that Geotest Engineering, Inc. will be utilized as a subcontractor to HDR to perform the testing services.

2. Full Time Site Representation Services

- Provide one construction observer (on-site representative) to observe the daily progress of construction activities and to assist in the interpretation of plans and specifications. The estimated construction duration for the project will be nine (9) months. The on-site representative will be on site an average of 40 hours a week for the project.
- Provide support to the on-site representative through supervisory and administrative services.
- Provide engineering and technical office personnel support throughout construction. This is to attend project progress meetings, provide on-site support to address Contractor's questions, resident's concerns and conflict issues.
- In the event of rain days where construction may be hindered or stopped, the representative will be on-site long enough to verify that inclement

weather has occurred and the associated impact on the Contractor and construction.

- The on-site representative shall maintain daily reports.
- The on-site representative will coordinate with the Contractor's representative to estimate quantities installed on the project. The on-site representative will review the Contractor's quantity measurements prior to HDR's project manager processing the Contractor's periodic monthly payment request.
- The on-site representative will aid in the coordination of activities of the testing laboratory.
- The on-site representative will coordinate with the City and the Contractor for construction scheduling, resident notification, and complaints.
- The on-site representative will assist in the performance of a final inspection, the preparation of a punch list and subsequent follow up reviews.
- The on-site representative will assemble and maintain notes, comments, sketches, and supporting data related to the project in order to assist in the preparation of record drawings.
- HDR will process daily reports and other administrative office duties.
- HDR will track and document costs associated with the work.
- The on-site representative will be provided in an effort to aid in the process of observing performance of work of the Contractor(s). Through more extensive on-site observations of the work in progress, HDR shall endeavor to provide further protection for the City against defects and deficiencies in the work of the contractor(s); but the furnishing of such on-site representative will not make HDR responsible for construction means, methods, techniques, sequences or procedures or safety precautions or programs, or for Contractor(s) failure to perform their work in accordance with the Contract Documents.

ADDITIONAL SERVICES

- "Additional Services" shall only be performed when directed by the City to HDR. These services are not considered normal or customary engineering services.

- Services resulting from significant changes in the Project or its design, including but not limited to, changes in size, complexity, the City's schedule, or character of construction or method of financing; and revising previously accepted studies, reports design documents or Contract Documents when such revisions are due to causes beyond HDR's control.
- Preparing documents for alternate bids outside of the original scope requested by the City or documents for out of sequence work.
- Preparing to serve or serving as a consultant or witness for the City in any litigation, public hearing or other legal or administrative proceeding involving the Project.
- Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) a significant amount of defective or neglected work of Contractor(s), (3) prolongation of the construction contract time, (4) acceleration of the progress schedule involving services beyond normal working hours and (5) default of Contractor.
- HDR will endeavor to appraise the City of any potential additional or extended services that may result from the above listed items, prior to HDR's expenditure of time on such services. As previously noted, any such extended or additional services shall only be performed when directed by the City to HDR.

FEE SCHEDULE

HDR will submit monthly invoices with status reports for all engineering work completed to invoice date. Please be aware that these fees are based on performing all improvement design as a single project. The fees presented in this section reflect a combined effort to perform all proposed work at one time as a single project. If the project is reduced the proposed fees will need to be adjusted accordingly to reflect the cost of performing engineering services on a smaller project. The invoices will be based on the following schedule:

<u>Wilding Lane Drainage and Paving Improvements Project</u>	<u>Total Fees</u>
Preliminary Engineering Phase (30% Design and Report) (Lump Sum)	\$ 38,450.00 Already Approved
Geotechnical Services (Cost + 10%)	\$ 8,530.00 Already Approved
Urban Forestry Services (Cost + 10%)	\$ 8,220.00 Already Approved

Preliminary Engineering Report Presentation (Lump Sum)	\$ 5,450.00	Already Approved
Final Design Phase (Lump Sum)	\$ 53,050.00	Already Approved
Traffic Control (Lump Sum)	\$ 3,250.00	Already Approved
Storm Water Pollution Protection Plan (Lump Sum)	\$ 2,600.00	Already Approved
Bid Phase (Lump Sum)	\$ 5,900.00	SEEKING APPROVAL
Construction Management (Lump Sum)	\$ 38,400.00	
Full Time Site Observation (Not to Exceed) -Time & Materials	\$203,500.00	
*Construction Material Testing (Not to Exceed) -Time & Materials	\$ 27,000.00	
*Reimburseables (Reproduction (Cost Plus 10%) or Mileage at IRS Rate)	\$ 5,000.00	

Wilding Lane Drainage and Paving Improvements Project \$399,350.00

*At this time the magnitude of these tasks are not known. Therefore budgetary amounts are provided. These figures may increase or decrease depending upon actual work required. If an increase becomes necessary it can be accomplished by utilizing available funds from other lines items that have under run or by contract amendment.

The total engineer option of total project cost is as follows:

Construction	\$1,141,135.00
Engineering	\$ 152,100.00
Subconsultants	\$ 43,750.00
<u>Observation Fees</u>	<u>\$ 203,500.00</u>
Total Project Cost	\$1,540,485.00

Public meetings addressing the Final Engineering or Construction phases and results other than at regular council meetings to Council is not included in this scope. In the event the City should desire a public meeting, (such as a Town Hall type meeting) HDR's services associated with such a meeting or meetings will be charge under the current on-going contract.

SCHEDULE

It is estimated that the schedule to accomplish the Preliminary Engineering Phase is four (4) months from the date of authorization to proceed, Final Design Phase is four (4) months, the bid phase will be one (1) month, execution of the contract document will be one (1) month, and construction will take approximately nine (9) months.

INVOICES

All hourly charges shall be based on a raw labor rate times a multiplier of 3.18. Reimbursable expenses will be charged at cost plus 10%. Time and materials charges and additional services beyond those described in the Scope of Services will be invoiced on the basis of direct labor costs times a factor of 3.18 for office personnel and for field personnel and direct cost plus 10%. No additional services will be performed or invoiced without prior authorization from the City of Piney Point Village.

HDR appreciates the opportunity to submit this proposal and we look forward to continuing our work with the City of Piney Point Village.

Sincerely

HDR ENGINEERING, INC.



David Weston
Vice President/Department Manager

Acceptance: City of Piney Point Village, Texas

By: 

Date: 05/01/2019

Council Agenda Item Cover Memo

8/24/2020
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on quotes to regrade ditches on Lacewood, Jamestown, and Summerhill.

SUMMARY/BACKGROUND (WHY): The City has previously discussed the drainage issues on Lacewood, Jamestown, and Summerhill. The City requested that HDR obtain quotes for ditch regrading and culvert cleaning along Jamestown Road from 11311 to 11301, a drainage easement at 11510 Summerhill Lane, and at 16 and 8 Lacewood Lane. The quotes include the regrading of existing ditches, hydromulching the ditch regrading areas and culvert cleaning (items vary per street). Quotes will be distributed at the meeting.

STAFF RECOMMENDATION: _____

ESTIMATED COST: See attached

FUNDING SOURCE: City Funds

CURRENT BUDGETED ITEM: YES ☐ NO ☐

EMERGENCY REQUEST: YES ☐ NO ☒

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

Council Agenda Item Cover Memo

**8/24/2020
Date of Meeting**

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on a request to publicly advertise and bid the 2020 Paving Improvements Project.

SUMMARY/BACKGROUND (WHY): HDR has completed the design of the 2020 Paving Improvements Project and is requesting permission to publicly advertise and bid the Contract Documents (plans and specifications). Once bid, HDR will evaluate the bids, research references obtained from the low bidder, and present a recommendation to Council based on the bids received.

STAFF RECOMMENDATION: _____

ESTIMATED COST: N/A **FUNDING SOURCE:** _____

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

2020 Paving Improvements Project
City of Piney Point Village
HDR Job No. 20-004

OPINION OF PROBABLE CONSTRUCTION COSTS

Item	Item Description	Unit	Quantity	Unit Price	Cost
PAVING ITEMS					
1	4" Milling of existng asphalt pavement, including hauling and proper disposal, complete in place, the sum of:	S.Y.	5,070	\$12.50	\$63,375.00
2	4" Type D HMA overlay placed in 2" lifts, complete in place, the sum of:	S.Y.	5,070	\$28.00	\$141,960.00
3	Prime Coat, complete in place, the sum of:	GAL	2,150	\$3.00	\$6,450.00
4	2" Type D HMA overlay for asphalt point repairs, complete in place, the sum of:	S.Y.	505	\$30.00	\$15,150.00
5	*8" Type A HMA Black Base, complete in place, the sum of:	S.Y.	635	\$70.00	\$44,450.00
6	*Remove and dispose of existing asphalt pavement and base material, complete in place, the sum of:	S.Y.	635	\$20.00	\$12,700.00
7	Remove, reset, and restore existing wooden pedestrian bridge, complete in place, the sum of:	EA.	1	\$3,000.00	\$3,000.00
8	24" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	35	\$20.00	\$700.00
9	12" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	50	\$10.00	\$500.00
10	4" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	500	\$8.00	\$4,000.00
11	4" wide solid yellow Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	500	\$8.00	\$4,000.00
12	MUTCD R6-2R 'One Way' traffic sign including hardware, foundation, and galvanized pole, complete in place, the sum of:	EA.	4	\$1,000.00	\$4,000.00
13	Traffic Control	L.S.	1	\$20,000.00	\$20,000.00
14	SWP3 Plan	L.S.	1	\$4,000.00	\$4,000.00
Paving Items Total:					\$324,285.00
TREE PROTECTION ITEMS					
15	Clearance prune, complete in place, the sum of:	EA.	40	\$300.00	\$12,000.00
16	Root pruning trench, complete in place, the sum of:	L.F.	100	\$50.00	\$5,000.00
17	Tree protection fence, complete in place, the sum of:	L.F.	400	\$7.00	\$2,800.00
Tree Protection Items Total:					\$19,800.00

SUPPLEMENTAL ITEMS					
18	8" Type A HMAC Black Base, complete in place, the sum of:	S.Y.	500	\$70.00	\$35,000.00
19	Bank sand, complete in place, the sum of:	C.Y.	40	\$15.00	\$600.00
Supplemental Items Total:					\$35,600.00
ADD ALTERNATE ITEMS					
20	Regrade existing ditch, complete in place, the sum of:	L.F.	225	\$10.00	\$2,250.00
21	2" Type D HMAC overlay, complete in place, the sum of:	S.Y.	100	\$30.00	\$3,000.00
22	8" Type A HMAC Black Base, complete in place, the sum of:	S.Y.	150	\$70.00	\$10,500.00
23	Cement Stabilized Sand, complete in place, the sum of:	C.Y.	70	\$35.00	\$2,450.00
24	Prime Coat, complete in place, the sum of:	GAL	53	\$3.00	\$157.50
Add Alternate Items Total:					\$18,357.50
Paving Items Total:					\$324,285.00
Tree Protection Items Total:					\$19,800.00
Supplemental Items Total:					\$35,600.00
Add Alternate Items Total:					\$18,357.50
Total Construction Cost:					\$398,042.50
Contingency (5%):					\$19,903.00
Opinion of Probable Construction Cost:					\$417,950.00

These estimates are presented for planning purposes only and are subject to change as the project progresses. The unit prices reflect our engineer's opinion of unit prices based on historical data from similar projects already bid in the area and do not include inflation costs.

**Includes 565 SY for point repairs on S. Piney Point Road and Memorial Drive and 70 SY for base repair on Arrowwood Circle*

Council Agenda Item Cover Memo

8/24/2020

Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on authorization of Engineering Bid Phase Services for the 2020 Paving Improvements project.

SUMMARY/BACKGROUND (WHY): Council previously approved a portion of HDR's proposal for Professional Engineering Services for the 2020 Paving Improvements Project to provide design phase and geotechnical. Council requested that HDR present the proposal for the same project for the Professional Engineering Services to provide Traffic Control, SWPPP, and bid phase services associated with the advertisement, bidding, bid evaluation and letter of recommendation tasks for the project. The proposal is attached for reference – *for clarification, this is the same proposal (scope and fees) presented and approved by Council; HDR is only seeking approval of the bid phase services.*

STAFF RECOMMENDATION: _____

ESTIMATED COST: See attached FUNDING SOURCE: City Funds

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



May 14, 2020

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

Re: Proposal for Professional Engineering Services
Design, Bid, and Construction Phase Services for
the 2020 Paving Improvements Project
City of Piney Point Village

HDR Engineering, Inc. (HDR) is pleased to submit this proposal for the design, bid phase, construction management, and half-time construction phase services for the above referenced project. General overview, project understanding, scope of services, and a fee schedule are included herein.

GENERAL OVERVIEW

This proposal provides a description of the engineering services required for the paving improvements for Arrowwood Circle, Arrowwood Circle East, Maggie Lane, Grecian Way, South Piney Point Road, and Memorial Drive in the City of Piney Point Village. The following is a general overview of each location included in the project and issues that are anticipated to be addressed as part of this project:

PROJECT UNDERSTANDING:

Arrowwood Circle, Arrowwood Circle East, Maggie Lane, and Grecian Way (approximately 2,100 LF)

These streets were selected for this project using the 2018 Street Assessment Update, which identified Arrowwood Circle East and Grecian Way as a 2B and Arrowwood Circle and Maggie Lane as a 2C in the pavement conditions rating system.

The proposed paving improvements for Arrowwood Circle, Arrowwood Circle East, Maggie Lane, and Grecian Way will consist of asphalt paving reclamation. The improvements for these streets include in-place recycling and stabilization of the existing asphalt pavement base course, and installation of a new 2-inch Hot-Mix Asphalt Concrete (HMAC) overlay surface course.

As has been done in the past, the proposed asphalt pavement elevations will be set so that the finished surface is at approximately the same elevation as the existing pavement. This will be done so that existing drainage sheet flow patterns are left undisturbed.

HDR and Council have discussed alternative approaches to paving improvements on Maggie Lane and Grecian Way such as milling and removing the existing HMAC surface course and installation of a new 2-inch HMAC overlay surface course on the existing base materials or the installation of a new 2-inch HMAC overlay surface course on the existing HMAC overlay surface course. HDR will provide recommendations for various

options for paving improvements and proceed with the alternative as directed by City Council.

The City previously obtained survey of Arrowwood Circle, Arrowwood Circle East, and Maggie Lane in anticipation of this project and to identify options for potential improvements to the Arrowwood Circle "park". The City also obtained survey of Grecian Way that is currently being used for the Beinhorn Drainage and Sidewalk Improvements Project. The survey data for all of these streets will be utilized for this project.

South Piney Point Road and Memorial Drive

The City and HDR have identified multiple locations along South Piney Point Road and Memorial Drive from San Felipe to Greenbay where existing asphalt pavement is exhibiting alligator cracking and rutting. At the City's request, HDR has identified approximately 565 SY of asphalt pavement recommended for full depth removal and replacement of the asphalt pavement base course and surface course.

The engineer's opinion of probable construction costs for the above described project is \$449,650.00. This cost is based on the assumption that the asphalt pavement Arrowwood Circle, Maggie Lane, and Grecian Way will all be rehabilitated utilizing asphalt base reclamation. If Council chooses to improve the asphalt pavement along any of these streets by an alternative method of construction, the engineer's opinion of probable construction costs will be revised accordingly.

Based on previous conversations with City Council, this project only includes paving improvements as described above. Design of any drainage improvements is not included in the scope of services.

SCOPE OF SERVICES

The following Scope of Services is outlined for the design, bid, and construction phase services.

I. DESIGN PHASE SERVICES

A. Basic Design Phase Services

- Hold a "kick-off" meeting with City staff to finalize the requirements for the project.
- Review available historical information (record drawings, reports/studies, GIS data, etc.)
- Research and gather information on private utilities (i.e. gas, electrical, telephone, pipelines, etc.) along the project alignment.
- Coordinate with the geotechnical engineer for a geotechnical investigation and report.

- Examine geotechnical information to determine potential soil conditions, ground water conditions, and potential impact on construction methodology and construction costs.
- Prepare plan cover sheet, general notes, survey control, project layout, 90% plan/profile drawings, and detail sheets.
- Prepare contract documents and specifications.
- Coordinate with the Memorial Villages Water Authority (M.V.W.A.) during the design process and provide draft documents for review and comment. Incorporate appropriate comments with the final bid documents.
- Submit 90% plans to private utility companies for review and incorporate utility company markups in the final bid documents.
- Assist the City in obtaining and/or securing approvals required public and private utilities affected by this project. This assistance will involve the usual and expected coordination for the approval process. When the process involves work beyond the expected, such as; special submittals, additional designs, appearances at special meetings, coordination of utility/pipeline excavation efforts, permitting applications, etc., such work falls under the Additional Services portion of this proposal. All permit fees will be the responsibility of the City of Piney Point Village.
- Prepare an engineer's opinion of probable construction costs to reflect the 90% design.
- Provide a set of 90% plans and specifications to the City for their review and comment.
- Prepare contract documents including plans, specifications, and bidding documents associated with the design and the project addressing City comments from the 90% review for bidding.
- Provide a set of Contract Documents to the City.
- A presentation of the design plans or public meeting with residents is not included in this scope of services. If the City determines that a public meeting is warranted, HDR will perform such services under the existing on-going contract with the City

B. Special Services

1. Geotechnical Services

- Utilize a subconsultant geotechnical firm to perform the geotechnical investigation and provide recommendations
- Conduct eleven (11) asphalt cores to evaluate the existing pavement and subgrade conditions and provide a geotechnical investigation of the project area.
- Provide an engineering report describing soil stratigraphy, groundwater conditions, subgrade treatment and asphalt pavement design requirements.

2. Urban Forestry Services

- HDR will obtain services from an urban forester to evaluate tree protection measures needed during the preliminary engineering, final design and construction phase.

3. Traffic Control Plan

- Prepare traffic control plans and construction sequencing plan for the project area.

4. Storm Water Pollution Protection Plan

- Due to the proposed work to be performed in this project, a storm water pollution protection plan will be produced so that the City complies with State mandated MS4 permitting.

5. Reimbursable Expenses

- A budgetary amount will be allocated for typical reimbursable expenses such as reproduction, courier services, mileage, etc. The cost for plans and specifications for review sets and construction documents to be provided to the City and other review agencies will be included in this task at cost Plus 10%. Mileage will be charged at prevailing IRS rates.

II. BID PHASE SERVICES

A. Basic Services

The City of Piney Point Village will enter into this phase after the acceptance of the Final Design Phase documents.

- Assist the City in obtaining bids for the project. The City of Piney Point Village will advertise the project and will absorb all related advertising costs. HDR will coordinate with the City and will assist in developing the wording of the advertisement.
- HDR will post project plans and specifications on Civcast to generate interest for the project during the bidding process, provide information to and answer questions from potential bidders concerning the Project's construction documents and prepare addendums as necessary. The City will absorb costs associated to posting on Civcast.
- Conduct a pre-bid conference for potential bidders, including the preparation of the meeting agenda and preparing a meeting minutes summary.
- Evaluate the bids and the qualifications of the apparent low bidders.
- Prepare a letter of recommendation advising the City as to the acceptability of the apparent low bidder.

III. CONSTRUCTION PHASE SERVICES

A. Basic Services – Construction Management

- Act as the City's Project Representative during the construction phase.
- Review and respond accordingly to submittals as required by the contract specifications.
- Respond to RFI's and prepare change orders necessitated by field conditions.
- Review the contractor's pay estimates, evaluate the completion of work, and make payment recommendations to the City.
- Visit the site periodically to observe the progress and quality of executed work and to determine in general if such work is proceeding in accordance with the contract documents. Half-time site representation (construction observation) is not included as part of the Basic Services for Construction Management. Half-time representation is included in the Construction Phase - Special Services.
- HDR will not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the Contractor(s) or the safety precautions and programs incident to the work of the Contractor(s). HDR's effort will be directed toward providing a greater

degree of confidence for the City that the completed work of Contractor(s) will conform to the Contract Documents, but HDR will not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents. During site visits HDR shall keep the City informed of the progress of the work, shall endeavor to guard the City against defects and deficiencies in such work and may disapprove or reject work failing to conform to the Contract Documents.

- Conduct a final review of the Project and make a recommendation for Final Payment on the Project.
- Engineer shall provide the City one electronic copy of record plans based on the drawings provided to the Engineer by the Contractor(s).
- A public meeting with residents is not included in this scope of services. If the City determines that a public meeting is warranted, HDR will perform such services under the existing on-going contract with the City.
- HDR anticipates that construction will take approximately two and one half (2.5) months to complete and has therefore based the lump sum fee on a level of effort to complete the above tasks for this duration.

B. Special Services – Construction Observation Phase Services and Material Testing

1. Material Testing

- Construction materials testing is included in this proposal as a budgetary item only. It is anticipated that PaveTexEngineering, LLC will be utilized as a subcontractor to HDR to perform the testing services.

2. Half-Time Site Representation Services

- Provide one construction observer (on-site representative) to observe the daily progress of construction activities and to assist in the interpretation of plans and specifications. The estimated construction duration for the project will be two and one half (2.5) months. The on-site representative will be on site an average of 20 hours a week for the project.
- Provide support to the on-site representative through supervisory and administrative services.
- Provide engineering and technical office personnel support throughout construction. This is to attend project progress meetings, provide on-site support to address Contractor's questions, resident's concerns and conflict issues.

- In the event of rain days where construction may be hindered or stopped, the representative will be on-site long enough to verify that inclement weather has occurred and the associated impact on the Contractor and construction.
- The on-site representative shall maintain daily reports.
- The on-site representative will coordinate with the Contractor's representative to estimate quantities installed on the project. The on-site representative will review the Contractor's quantity measurements prior to HDR's project manager processing the Contractor's periodic monthly payment request.
- The on-site representative will aid in the coordination of activities of the testing laboratory.
- The on-site representative will coordinate with the City and the Contractor for construction scheduling, resident notification, and complaints.
- The on-site representative will assist in the performance of a final inspection, the preparation of a punch list and subsequent follow up reviews.
- The on-site representative will assemble and maintain notes, comments, sketches, and supporting data related to the project in order to assist in the preparation of record drawings.
- HDR will process daily reports and other administrative office duties.
- HDR will track and document costs associated with the work.
- The on-site representative will be provided in an effort to aid in the process of observing performance of work of the Contractor(s). Through more extensive on-site observations of the work in progress, HDR shall endeavor to provide further protection for the City against defects and deficiencies in the work of the contractor(s); but the furnishing of such on-site representative will not make HDR responsible for construction means, methods, techniques, sequences or procedures or safety precautions or programs, or for Contractor(s) failure to perform their work in accordance with the Contract Documents.

ADDITIONAL SERVICES

- "Additional Services" shall only be performed when directed by the City to HDR. These services are not considered normal or customary engineering services.

- Services resulting from significant changes in the Project or its design, including but not limited to, changes in size, complexity, the City's schedule, or character of construction or method of financing; and revising previously accepted studies, reports design documents or Contract Documents when such revisions are due to causes beyond HDR's control.
- Preparing documents for alternate bids outside of the original scope requested by the City or documents for out of sequence work.
- Preparing to serve or serving as a consultant or witness for the City in any litigation, public hearing or other legal or administrative proceeding involving the Project.
- Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) a significant amount of defective or neglected work of Contractor(s), (3) prolongation of the construction contract time, (4) acceleration of the progress schedule involving services beyond normal working hours and (5) default of Contractor.
- HDR will endeavor to appraise the City of any potential additional or extended services that may result from the above listed items, prior to HDR's expenditure of time on such services. As previously noted, any such extended or additional services shall only be performed when directed by the City to HDR.

FEE SCHEDULE

HDR will submit monthly invoices with status reports for all engineering work completed to invoice date. Please be aware that these fees are based on performing all improvement design as a single project. The fees presented in this section reflect a combined effort to perform all proposed work at one time as a single project. If the project is reduced the proposed fees will need to be adjusted accordingly to reflect the cost of performing engineering services on a smaller project. The invoices will be based on the following schedule:

<u>2020 Paving Improvements Project</u>		<u>Total Fees</u>
Design Phase (Lump Sum)	Already Approved	\$ 26,450.00
Bid Phase (Lump Sum)	Requesting Approval	\$ 5,600.00
Construction Management (Lump Sum)		\$ 13,400.00
Traffic Control (Lump Sum)	Requesting Approval	\$ 1,560.00
Storm Water Pollution Protection Plan (Lump Sum)	Requesting Approval	\$ 1,100.00
Geotechnical Services (Cost + 10%)	Already Approved	\$ 8,700.00

Urban Forestry Services (Cost + 10%)	\$ 5,400.00
Half-Time Site Observation (Not to Exceed) -Time & Materials	\$ 33,900.00
*Construction Material Testing (Not to Exceed) -Time & Materials	\$ 9,000.00
*Reimburseables (Reproduction (Cost Plus 10%) or Mileage at IRS Rate)	\$ 2,500.00

2020 Paving Improvements Project

\$107,610.00

*At this time the magnitude of these tasks are not known. Therefore budgetary amounts are provided. These figures may increase or decrease depending upon actual work required. If an increase becomes necessary it can be accomplished by utilizing available funds from other lines items that have under run or by contract amendment.

The total engineer opinion of total project cost is as follows:

Construction	\$ 449,650.00
Engineering	\$ 50,610.00
Subconsultants	\$ 23,100.00
Observation Fees	\$ 33,900.00
Total Project Cost	\$ 557,260.00

Public meetings addressing the Final Engineering or Construction phases and results other than at regular council meetings to Council is not included in this scope. In the event the City should desire a public meeting, (such as a Town Hall type meeting) HDR's services associated with such a meeting or meetings will be charge under the current on-going contract.

SCHEDULE

It is estimated that the schedule to accomplish the Design Phase is two (2) months from the date of authorization to proceed, the bid phase will be one (1) month, execution of the contract document will be one (1) month, and construction will take approximately two and one half (2.5) months.

INVOICES

All hourly charges shall be based on a raw labor rate times a multiplier of 3.18. Reimbursable expenses will be charged at cost plus 10%. Time and materials charges and additional services beyond those described in the Scope of Services will be invoiced on the basis of direct labor costs times a factor of 3.18 for office personnel and for field personnel and direct cost plus 10%. No additional services will be performed or invoiced without prior authorization from the City of Piney Point Village.

HDR appreciates the opportunity to submit this proposal and we look forward to continuing our work with the City of Piney Point Village.


Sincerely

HDR ENGINEERING, INC.



David Weston
Vice President/Department Manager

Acceptance: City of Piney Point Village, Texas

By: 
Date: 5/29/20

Council Agenda Item Cover Memo

8/24/2020

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 Lane Project, the Beinhorn Road Project, the Wilding Lane Project, the 2020 Paving Project, Chuckanut drainage options, other various maintenance projects, and future projects.

STAFF RECOMMENDATION: _____

ESTIMATED COST: N/A **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: August 24, 2020

1. Surrey Oaks Paving & Drainage Improvements

RAC Industries has completed all major drainage and paving items on the project, including pouring all remaining concrete driveways and connecting remaining yard drains to the new drainage system.

HDR performed a final walkthrough of the project on August 17th and has prepared a punch list of items for the Contractor to address. The punch list items primarily include final adjustments to inlet grate elevations, final grading of the right-of-way, and miscellaneous clean-up and restoration items.

HDR will continue to monitor the completion of the punch list items.

2. Beinhorn Drainage & Sidewalk Improvements Project

T-Construction has installed storm sewer from Hedwig Road to North Piney Point Road and all storm sewer Grecian Way. All water line adjustments have been completed on the project.

The Contractor's sidewalk crew has continued grading the right-of-way, adjusting final inlet top elevations, and installing the sidewalk. Sidewalk has been installed from Hedwig to Grecian Way and from 11215 Beinhorn to Heathcliff Ct. The sidewalk in between Grecian and 11205 Beinhorn will be installed at a later date as it is currently being used as a staging area.

City-wide Sidewalk Repairs/Replacement

The City previously approved a quote from T-Construction for the full replacement and widening of sidewalk on the north side of Memorial Drive between Blalock and Heritage Oaks, along with various other locations throughout the City. The change order for this additional work has been prepared and submitted to T-Construction for review and execution. Once the change order has been signed by the Contractor and executed by the Mayor, HDR will mark the locations of sidewalk locations in the field prior to installation.

The Mayor requested that HDR prepare OPCCs using the unit costs obtained from T-Con for the sidewalk work to replace and widen the sidewalk along Memorial Drive from Heritage Oaks to Carol Tree Park.

Below is the estimated cost to perform this work for discussion:

- Heritage Oaks to Kensington – \$34,910.00
- Kensington to Carol Tree Park - \$21,705.00



HDR has sent the Contractor a list of locations for asphalt patching and is awaiting a price from the Contractor. The prices will be discussed with the City upon receipt.

The contract for the Beinhorn Drainage and Sidewalk Improvements Project expires on September 4th. The remaining work on the project includes finishing sidewalk installation, grading of the right-of-way, site restoration, remaining yard drain connections and driveway replacements.

3. Wilding Lane Drainage & Paving Improvements Project

Council previously authorized HDR to advertise and bid the Wilding Lane project after incorporating the parking pad revisions as discussed at the July Council meeting.

Bid Phase Schedule:

- 1st Advertisement in Newspaper: August 19th
- 2nd Advertisement in Newspaper: August 26th
- Pre-Bid Meeting: September 3rd @ 10:00 AM
- Bid Opening: September 17th @ 10:00 AM
- Award at Council: September 28th

Anticipated Project Schedule:

- Advertise and Bid: August 2020
- Bid Opening: September 2020
- Contract Awards and Execution: October 2020
- Construction Notice to Proceed: November 2020
- Construction Completion: September 2021

4. Williamsburg Culvert Replacement and Ditch Regrading

Upon request from City Council, HDR conducted a survey of the ditch and culvert elevations along the south side of Williamsburg following the ditch regrading and culvert replacement work completed by DonMar grading. From the survey elevations obtained, it was determined that the newly installed west driveway culvert at 11319 Williamsburg was set approximately 2.62" higher than what was proposed. After meeting with HDR to discuss this error, the Contractor has agreed to reset the driveway culvert to the proper elevation to help ensure positive flow in the ditch. After resetting this culvert and some minor fill/grading, positive slopes will be achieved in the project area. The Contractor is going to schedule this reset and notify HDR when they are able to start.

5. Chuckanut Lane

HDR has obtained survey and discussed multiple options for drainage improvements on Chuckanut Lane after drainage issues were reported by residents on the street. Options include ditch regrading and culvert resetting on the entire street and south side easement, storm sewer installation, and smaller localized improvements to solve immediate issues at the outfalls. A virtual meeting with the residents was held on Thursday, August 20th with residents from #2, #5, #7, #8, and #9 in attendance. In general, residents expressed concern of drainage issues and were very interested in a drainage improvements project on the street.



6. 2020 Paving Improvements

HDR received direction at the July City Council meeting to proceed with the geotechnical recommendations for pavement repair and to include the Arrowwood Parking Spaces as an add alternative to the project. HDR has complete the final design for this project. Requests to proceed with engineering Bid Phase services and to advertise and bid the project are presented in separate agenda items.

Anticipated Project Schedule:

- Advertise and Bid: September 2020
- Bid Opening: October 2020
- Contract Awards and Execution: October/November 2020
- Construction Notice to Proceed: November/December 2020
- Construction Completion: February 2021

Future Projects

7. Quail Hollow Sidewalk

The Mayor previously authorized a title search to determine the ownership of the area of land between the Quail Hollow cul-de-sac and Blalock Road. The result of the title search indicated that the Quail Hollow Road (Berry's Private Drive) is 40-feet wide and extends through the Quail Hollow cul-de-sac to Blalock Road.

HDR has received a proposal from a surveyor for a fee of \$1,350 to prepare a metes and bounds for an easement along the north side of the Quail Hollow right-of-way. This price has been approved by the Mayor and HDR has sent a Notice to Proceed to the surveyor. HDR will coordinate with David Olson and the City to attach the metes and bounds to an easement document for signatures once it has been received.

8. Texas General Land Office (TGLO) - Community Development Block Grant Mitigation Action Plan (CDBG-MIT)

- Request for Qualifications (RFQs) for an Engineer and Request for Proposals (RFPs) for a Grant Administrator have been posted for this project.
 - Due date September 2nd
 - Selection Committee
 - Will need to have a special Council meeting in early-September to move forward to select an engineer and grant administrator to begin the application work
 - A public hearing must also be held to inform the public that the City is applying for the CDBG-MIT funding. This hearing allows the public to comment what projects should be included in the grant application.



9. City-wide Striping

At the 8/12/20 Engineering meeting it was requested that HDR recommend streets in need of crosswalk and stop bar re-striping. In general, re-striping is needed at the crosswalks on all major thoroughfares in the City. HDR will provide an Opinion of Probable Construction Cost (OPCC) at the Council meeting for discussion. If desired, HDR can obtain quotes for all or a portion of the re-striping and present quotes at the September Council meeting.

10. Additional Future Projects:

At Council's request, HDR has identified multiple projects for the City to consider performing. The Master Drainage Study identified several drainage projects. 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.

Drainage Improvements Projects:

The Master Drainage Study identified several drainage improvements projects. The City has already begun design on Wilding Lane and construction on Beinhorn Road, two projects identified in the Master Drainage Study. The additional list of projects as identified in the study are as follows:

Table 11 – Projects with No Detention Required

PROJECT DESCRIPTION	PROJECT CONSTRUCTION COST
Beinhorn Road (Southside)	\$ 610,390.00
Wilding Lane	\$ 1,141,135.00
Chuckanut Lane	\$ 388,215.00
N. Country Squire	\$ 322,400.00
S. Country Squire	\$ 340,210.00
Country Court	\$ 129,125.00
Memorial Drive (S. Country Squire to Wickline Ravine)	\$ 205,175.00
Tokeneke Trail to Claymore Road	\$ 172,935.00
Shadow Way	\$ 547,430.00
Total	\$ 3,857,015.00

Table 12 – Projects with Detention Required

PROJECT DESCRIPTION	PROJECT CONSTRUCTION COST
Bialock Road (east and west systems)	\$ 14,458,600.00
Lacewood Lane	\$ 803,010.00
Memorial Drive (Country Court to Tynewood Ditch)	\$ 630,475.00
Wilding Lane Bypass (Bothwell Way, Holidan Way, Wilding Lane)	\$ 1,773,400.00
Total	\$ 17,665,485.00



Paving Improvement Projects:

In 2018 the City performed an update to the Street Condition Assessment Document which assigned a rating to each public street in the City. The following list was prepared based on the ratings provided in that document:

- Memorial Drive from San Felipe to Greenbay (Asphalt)
 - OPCC Asphalt Reclamation - \$933,500
 - OPCC Concrete Pavement - \$2,292,420
- S. Piney Point Road (Asphalt)
 - OPCC Asphalt Reclamation - \$528,450
 - OPCC Concrete Pavement - \$1,079,315
- Lanecrest (Asphalt)
- North and South Country Squire (Concrete)
- Crack Sealing on Various Streets

11. 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 –
 - Construction Notice to Proceed – November 18th 2019
 - Phase 1 (North Piney Point Road at Surrey Oaks) – Complete
 - Phase 2 (Northwest quarter of street) – Complete
 - Phase 3 (Northeast quarter of street) - Complete
 - Phase 4 (Southeast quarter of street) – Complete
 - Phase 5 (Southwest quarter of street) – Complete
 - Construction Contract Expiration Date – July 18, 2020
 - Contractor Reported Completion Date – August 18, 2020
- **Beinhorn Drainage & Sidewalk Improvements Project**
 - Anticipated Schedule –
 - Construction Notice to Proceed – March 9, 2020
 - Construction Completion Date – September 4, 2020
- **Wilding Lane Drainage & Paving Improvements Project**
 - Anticipated Schedule –
 - Advertise and Bid: August 2020
 - Bid Opening: September 2020
 - Contract Awards and Execution: October 2020
 - Construction Notice to Proceed: November 2020
 - Construction Completion: September 2021
- **2020 Paving Improvements Project**



- Anticipated Schedule –
 - Advertise and Bid: September 2020
 - Bid Opening: October 2020
 - Contract Awards and Execution: October/November 2020
 - Construction Notice to Proceed: November/December 2020
 - Construction Completion: February 2021

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, JULY 27, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, JULY 27, 2020 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

The Council Meeting was accessible remotely by computer:

<https://8x8.vc/shamrock54152/piney.point>

To join by phone: 1-209-844-4600; when prompted enter code: 65943172#

COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

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 6:37 p.m.

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL – *At this time, any person with city-related business may speak to 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.*

The following residents addressed Council:

Terry Lenert, 11320 Bothwell Way, was present and discussed 2 issues:

- When spraying for mosquitos, the mosquito control truck does not turn off the sprayer when someone is outside. City staff will contact vendor.
- Reminded the City that Piney Point is part of Harris County regarding dangerous and vicious dogs. This will be referred to the police department.

1. Discuss and take possible action on the MVPD monthly report

Chief Schultz updated Council on activities for the month of June. With halfway through the year the police department continues to be under budget; with expending 47% of the budget. The Finance Committee met to discuss the audit report response letter and investment policy.

Currently there are 4 employees quarantined for COVID-19. This does not affect the ability of the police department to provide services. They continue to backstaff

personnel where needed so the MVPD will be fully staffed and responding to all calls for service.

There were 2 burglaries near Green Bay and Hedwig Rd. The crimes were committed by juveniles on bicycles. Extra patrols are working the area. There were burglaries on Plantation which also appear to be committed by juveniles.

There was a suicide by firearm.

The police department continues to work on Strategic Planning. Major projects include replacing the fence, building repairs, and vehicle repairs.

For the month of June, in Piney Point, there were 2,900 calls for service: 2,600 house watches, and 2 accidents. There were 33 citations issued and 4 emergency calls with an average response time of 2 minutes 26 seconds. There were 61 police reports written

Council Member Herminghaus commended the police department on practicing safety measures during the COVID-19 pandemic.

2. **Discuss and take possible action on the MVPD Employer sponsored 457B Fund**
Chief Schultz explained the police department is requesting a budget amendment to the FY2020 Budget by transferring \$33,000 from line item 130 Health Insurance, to line item 125 Employer Sponsored 457B. The reason for this request is to establish a mechanism for the employee to prepare for post-employment retiree health care. This was in the FY2020 Budget but was removed at the request of one of the other Villages. This is in the FY2021 Budget. The goal is to encourage employees and assist them in long term investment in the 457B plan that can be used to help employees supplement post-employment for health care premiums. Commissioner Southwick and Commissioner Hugenard explained this was one of the items that was voted on to hire and retain employees. There was discussion. Council Member Thompson made a motion to approve Amendment No. 2020-01. Council Member Herminghaus seconded the motion and it passed by a vote of 4 in favor and 1 opposed.

3. **Discuss and take possible action on the VFD monthly report**

Commissioner Nash provided updates:

- Averaging 1 COVID-19 case a day in the Villages
- The Fire Station remains virus free
- Started cutting trees
- There are 2 resignations; 1 offer and the other employee that submitted their resignation has decided to stay
- They continue to assess the timing of the FEMA reimbursement for COVID-19
- At 2% below budget

Mayor Kobelan handed out information he received from the Texas Medical Center concerning new daily COVID-19 cases.

Mayor Kobelan moved agenda item #18 Wilding Lane pavement width and parking pad material, agenda item #19 Wilding Lane Authorization to advertise and bid and agenda item #9 Discuss and take possible action on Solid Waste Collection Contract after agenda item #3

18. Discuss and take possible action on Wilding Lane – Discussion of pavement width and parking pad material

The City Engineer explained there have been 2 meetings with the residents on Wilding Lane to discuss paving options. Council discussed paving options and parking pad material. Council discussed advertising for 18' width with 2' gravel and for 18' width with 2' asphalt on each side up to side of driveways.

19. Discuss and take possible action on Wilding Lane – Authorization to advertise and bid

Council Member Dodds made a motion authorizing advertising and bidding the Wilding Lane Paving Project. Council Member Bender seconded the motion and it passed unanimously.

9. Discuss and take possible action on Solid Waste Collection Contract

Council considered an amendment to the existing VF waste contract extending the current solid waste contract for five years. The cost would be \$38.11 per home. A representative from VF waste stated the only difference is that the current contract has an annual increase based on CPI. VF waste will cap at 3% for the new contract. Council discussed an extension of the contract for 3 years, with 2, 1-year options. Council is vague regarding the actual document. Council is authorizing the Mayor to execute as an extension of the contract along the terms discussed with the advice from the City Attorney as to the actual document. Council Member Bender seconded the motion and it passed unanimously.

4. Discuss and take possible action on 2021 Preliminary Piney Point Budget

Mayor Kobelan discussed budget changes. The sanitation number will change. HCAD taxable value decreased by \$102,000,000, which changes the property tax revenue and the allocation for Debt Service and M&O. There is not an explanation for the decrease, but this is not a final number. The change to the taxable value will affect the General Operating Revenues, Debt Service, Capital Fund, and Capital Projects. The tax rate is .25514. Council Member Kollenberg motioned to appreciate the Mayor's opinionated proposed budget for the purpose of calculating the tax rate. Council Member Herminghaus seconded the motion and it passed unanimously. Council discussed changes to the property tax rate setting process. The public hearing can be held on August 24, 2020, the same date as the Council Meeting; however, statute requires the tax rate and budget hearings be held in a location within Piney Point city limits. Possibly a Special Meeting can be held by Zoom to discuss only the tax rate and budget. It may also be that the City is required to have a separate published notice meeting to vote officially on the proposed tax rate. The Tax Assessor/Collector will publish required notices in the newspaper. Dates for the Public Hearing were not determined since there are still unresolved questions regarding how the Public Hearing can be held.

5. Discuss and take possible action on streets with setbacks of less than 50' (to P&Z)

There was discussion. Council Member Bender and the City Attorney will work on this item and will return next month for review.

7. Discuss and take possible action on regulations for fences and walls in required yards and rear yards (to P&Z)

Council Member Bender will discuss with Margaret and Cary options for landscaping recommendations from the Beautification Committee. Council Member Bender will provide an update at the next month Council meeting.

6. Discuss and take possible action on Temporary Certificates of Occupancy (to P&Z)

Council Member Herminghaus questioned the initial period of occupancy stated on the Ordinance (7) e. and f. as 30 days, which is currently 45 days. This was an error and will be corrected. Council Member Bender made a motion to take formal action to have the P&Z review the Ordinance related to Occupancy based upon Temporary Certificates of Occupancy, and based upon changes to "e" and "f" indicating an initial period of 45 days. Council Member Herminghaus seconded the motion and it passed unanimously.

8. Discuss and take possible action on non-conforming structures (to P&Z)

There was discussion regarding clarifying or simplifying the language. Council Member Bender made a motion to have the City Attorney clarify the Ordinance before it is passed on to Planning and Zoning for recommendations. Council Member Thompson seconded the motion and it passed unanimously. Council Member Kollenberg made a clarifying motion with respect to the 2 Ordinances. Council Member Kollenberg moved that the 2 Ordinances go together to Planning and Zoning, so the 60-day periods begin when both proposed Ordinances are submitted to Planning and Zoning.

10. Discuss and take possible action on Municipal Court (Kollenberg)

Council Member Kollenberg provided an update on Municipal Court. The discussion included concerns and thoughts regarding Municipal Court:

- The ability and inability to reopen Municipal Court.
- Zoom, there are several cities using Zoom for Municipal Court.
- The ability to do completely remote dockets; The City Attorney has a contact person with TMCEC (Texas Municipal Courts Education Center) that he will coordinate with Maria for some guidance on how to operate virtual dockets.
- Discuss with Bunker Hill and Hunters Creek Municipal Courts to all perform Municipal Court procedures in a uniform manner. It would be 3 cities with 1 court system. It will require more than one clerk for virtual dockets.
- Council Member Bender will assist in contacting 2 companies to assist with AV issues

11. Discuss and take possible action on Moth Infestations (Herminghaus)

Council Member Herminghaus had a concern regarding moth infestations. Council discussed. Residents can treat their yards. Cary explained that infestation of webworms and caterpillars and the damage they can cause to grass. It was

suggested that Cary write a procedure for caring for the lawn and what residents can do should they experience infestations.

12. Discuss and take possible action on signal lights at the Piney Point and Memorial Drive intersection (Herminghaus)

Council discussed the pedestrian crossing at N. Piney Point Rd. and Memorial. The City Engineer will get quotes and recommendations for pedestrian crossing.

13. Discuss and take possible action regarding the Landscape Maintenance Agreement with Westco

Council discussed renewing the City's landscape maintenance contract with Westco Grounds Maintenance. Westco has been providing lawn maintenance since 2017. The 2020 contract is the same cost as the 2019 contract. The City Administrator recommends renewal of the contract with Westco. Council requested information regarding if Westco offers any benefits such as discounts for any prepayment for a future project. The City Administrator will inquire. Council Member made a motion to accept the bid from Westco with the agreement that the City ask about prepayment and authorize the Mayor to execute the contract. Council Member Herminghaus seconded the motion and it passed unanimously.

14. Discuss and take possible action on trail easement

Council discussed the trail easement on the west end of Quail Hollow. Mayor Kobelan explained that the decision was to have all the residents, that have a driveway, that use that street to sign an easement allowing the City to replace the gravel walkway with a paved walkway. Bunker Hill will do the same work on their side. There was discussion determining the width and the need to obtain metes and bounds. The City Engineer will get a cost estimate for the metes and bounds. All survey work has been done. The City Engineer will return next month with the cost for the metes and bounds.

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

- **June 2020 Financials**

The June Financials and the June Monthly Tax Office Report is included.

16. Discuss and take possible action on Chuckanut Ditch Regrade and Culvert Reset Quotes

Council previously requested quotes to regrade the Chuckanut ditch. This is the east/west portion of Chuckanut, off Piney Point. There was discussion. The quotes include lowering 2 culverts and regrading the ditch. Council decided to discuss with the residents of Chuckanut and listen to their concerns before moving forward with this project. Council Member Dodds and Council Member Herminghaus will set up a Zoom meeting with Chuckanut residents to discuss how the City will help the drainage issues.

17. Discuss and take possible action on Sidewalk Repairs Change Order

The City Engineer explained at the last Engineer Meeting it was discussed to do the rest of the sidewalk repairs. Council discussed and decided to do the Sidewalk Trip

Hazard repairs and the sidewalk repair from Millbrook to Blalock. The City Engineer will return next month with quotes for approval.

Mayor Kobelan moved agenda item #18 Wilding Lane pavement width and parking pad material, and agenda item #19 Wilding Lane Authorization to advertise and bid after agenda item #3

20. CDBG-MIT Grant Funding Recap

The City Engineer explained the CDBG-MIT is a program providing an opportunity for assistance in areas impacted by disaster. This was discussed at the Engineer meeting. The City Engineer and the City Administrator met with the grant administrators. The projects they are looking for range from \$3,000,000 - \$10,000,000. Projects must have the same goal. Mitigation projects do not have to be related to disasters. Council discussed projects that could be included. The City Engineer by direction of Council will move forward with applying for grant funding. The application is due the end of October.

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

Surrey Oaks – is making progress. The contractor is scheduled to finish in August. Beinhorn Drainage & Sidewalk Improvements Project – the storm sewer is installed from Hedwig to North Piney Point Road and will begin installing storm sewer on Grecian Way. Contractor has begun installing the sidewalk.

Williamsburg and Jamestown Culvert Replacement and Ditch Regrading is completed. There was discussion regarding the water.

2020 Paving Improvements – A geotechnical investigation and report was obtained to finalize the recommendations for pavement rehabilitation for the streets included in this project (full base reclamations, mill and overlay, or overlay only).

Chapelwood Court – Council discussed the ditch along the east side of 11201 Claymore from Claymore Road through to the driveway off Chapelwood Court.

22. Discuss and take possible action on the Minutes of the June 22, 2020 Council meeting

Council Member Dodds made a motion to approve the Minutes of the June 22, 2020 Council Meeting. Council Member Bender seconded the motion and it passed unanimously.

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

Strategic Planning

24. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), and pursuant to Section 551.072 of the Texas Government Code

Council adjourned into a closed session at 9:45 p.m.

Council reconvened into open session at 9:55 p.m.

25. Action outside of Executive Session if any

No action taken

26. Adjourn

Council Member Bender made a motion to adjourn. Council Member Dodds seconded the motion and it passed unanimously. The meeting adjourned at 9:56 p.m.

PASSED AND APPROVED this 24th day of August 2020

Mark Kobelan
Mayor

Karen Farris
City Secretary

**MINUTES
THE CITY OF PINEY POINT VILLAGE
SPECIAL COUNCIL MEETING
MONDAY, AUGUST 3, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL MEETING ON MONDAY, AUGUST 3, 2020 AT NOON AT CITY HALL, 7676 WOODWAY DR., SUITE 300 HOUSTON, TEXAS 77063 TO DISCUSS THE AGENDA ITEMS LISTED BELOW

THIS MEETING WILL BE HELD VIRTUALLY THROUGH THE USE OF ZOOM.

Join Zoom Meeting

<https://us02web.zoom.us/j/81374014779?pwd=UytYTGFSszBvZjFjRkxpanVkWGFrQT09>

Meeting ID: 813 7401 4779

Passcode: 410181

One tap mobile

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+16699006833,,81374014779#,,,,,0#,,410181# US (San Jose)

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Find your local number: <https://us02web.zoom.us/j/81374014779?pwd=UytYTGFSszBvZjFjRkxpanVkWGFrQT09>

COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

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

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 the Proposed 2020 Tax Rate and the allocation of the tax rate between M&O and Debt Service**
Council Member Kollenberg made a motion to adopt the Proposed 2020 Tax Rate of .25514 with allocation to M&O of .206158 and to Debt Service .048982. Council Member Bender seconded the motion and it passed unanimously.
2. **Discuss options for the collection of the 2020 City Property Tax**
There was discussion regarding the collection of the property tax. Property taxes are due at the end of January. The school district collects the taxes. Schools may not open at the regular time due to COVID-19 and this may affect the receipt of taxes. If partial payments are received SBISD will allocate between school taxes and city taxes unless the taxpayer includes a letter indicating allocation. This may not be an issue if SBISD plans on opening for some students.
3. **Discuss and take possible action on a change order for additional sidewalk repair**
There was discussion. The City Engineer explained that if grinding is eliminated that would reduce the Sidewalk Trip Hazard Removal amount by \$9,900 causing the total construction cost to \$92,020 instead of \$101,920. Council Member Dodds made a motion to approve the change order for additional sidewalk repair to include eliminating the grinding for a total cost of \$92,020. Council Member Bender seconded the motion and it passed unanimously.
4. **Discuss and take possible action on any future agenda items, meeting dates, etc.**
Clarification was made with the City Attorney determining that 2 Council Members and the Mayor present at the same time and location does not constitute a quorum.
5. **Adjourn**
Council Member Bender made a motion to adjourn. Council Member Dodds seconded the motion and it passed unanimously. The meeting adjourned at 12:14 p.m.

PASSED AND APPROVED this 24th day of August 2020

Mark Kobelan
Mayor

Karen Farris
City Secretary