



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 AGENDA MONDAY, FEBRUARY 28, 2022 6:30 PM

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, FEBRUARY 28, 2022, AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

DECLARATION OF QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

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


1. Public Hearing on a proposed Ordinance amending Section 74-245 of Division 5 of Article IV of Chapter 74, establishing regulations for the replacement of nonconforming fences.
2. Discuss and take possible action on Ordinance No. 2022.02.28, amending Section 74-245 of Division 5 of Article IV of Chapter 74 of the Code of Ordinances.
3. Discuss and take possible action on the Memorial Villages Police Department monthly report.
4. Discuss and take possible action on Memorial Village Police Department health insurance.
5. Discuss and take possible action on Memorial Village Police Department EOY budget adjustments.

6. Discuss and take possible action on the Village Fire Department monthly report.
7. Consider and take possible action to approve the revised Village Fire Department Interlocal Cooperation Agreement Amendment #6.
8. Consider and take possible action to approve the nomination of William Ogden to the Planning and Zoning Commission.
9. Discuss and take possible action on Resolution No. 2022.02.28 approving certain persons to be authorized to act as signatories on investment accounts at Texas Class.
10. Discuss and take possible action on a TexPool Resolution amending authorized representatives on investment accounts at TexPool.
11. Discuss and take possible action the Public Management Administrative Services contract for the American Rescue Plan Act, Coronavirus Local Fiscal Recovery Fund.
12. Discuss and take possible action on Williamsburg drainage.
13. Discuss and take possible action on the Greenbay Hike/Bike Trail Project.
14. Discuss and take possible action on a proposal from MBCO Engineering to perform a topographic survey of Greenbay Steet.
15. Discuss and take possible action on the Mayor's Monthly Report.
16. Discuss Memorial Drive Elementary School construction.
17. Discuss and take possible action on the City Administrator's Monthly Report, including but not limited to:
 - January 2022 Financials
 - Tree City USA recognition for 2021
 - Houston Chapter of the International Code Council Membership
18. Discuss and take possible action on quotes for ditch regrading and culvert cleaning along Lacewood Lane.
19. Discuss and take possible action on the approval of Comcast Fiber Optic Cable Improvement Plans on Greenbay Street.
20. Discuss and take possible action on the approval of AT&T Fiber Optic Cable Improvement Plans on various streets in the City.
21. Discuss and take possible action on the Engineer's Report.
22. Discuss and take possible action on Kinkaid cost and professional services.

23. Discuss and take possible action on approving Resolution No. 2022.02.28A authorizing the Mayor to execute settlement release documents with pharmaceutical manufacturers as additional settling parties within the National Opioid Settlement.
24. Discuss and take possible action on the approval of the Minutes of the January 24, 2022, Regular Council Meeting.
25. Discuss and take possible action on any future agenda items, meeting dates, etc.
 - St. Francis SUP
26. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney).
27. Discuss and take possible action on items discussed in Executive Session.
28. Adjourn

CERTIFICATION

I certify that a copy of the February 28, 2022, 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 February 25, 2022.



Karen Farris
City Secretary



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 713-230-8702. The City Council reserves the right to adjourn into a Closed Executive Session at any time under the Texas Government Code, Section 551.071 to consult with an attorney.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Public Hearing on a proposed Ordinance amending Section 74-245 of Division 5 of Article IV of Chapter 74, establishing regulations for the replacement of nonconforming fences.

Agenda Item: 1

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 SUBPARAGRAPH (b) OF PARAGRAPH (5) OF SUBSECTION (i) OF SECTION 74-245 IN ITS ENTIRETY AND ADDING A NEW SUBPARAGRAPH (b) OF PARAGRAPH (5) OF SUBSECTION (i) OF SECTION 74-245, ESTABLISHING REGULATIONS FOR THE REPLACEMENT OF NONCONFORMING FENCES; 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:

* * *

- (5) *Replacement of nonconforming fences.* At such time as there is construction of any building or remodeling of any existing building on the lot as defined in section 714-212(b), all fences on the lot shall be replaced so as to conform to all the regulations and articles of the city, including the provisions of subsection (h)(4) above. Notwithstanding any other provision contained in this chapter to the

contrary, a fence other than a chain link or wire fence located within a required side or rear yard adjacent to a street, which was lawfully permitted by the city and existing at the time of its construction or erection, but which is nonconforming pursuant to subsection (i)(3), shall be permitted to be replaced or reconstructed to remain nonconforming until such time as there is construction as defined in section 714-212(b), even in the event of total damage or destruction, provided such fence is replaced or reconstructed:

* * *

- b. To a height ~~equal to or less than the height of the nonconforming fence, which does not exceed six~~ a total height of eight feet above the surrounding natural grade;"

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 _____, 2022.

Mark Kobelan
Mayor

ATTEST:

Karen Farris
City Secretary

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on Ordinance No. 2022.02.28, amending Section 74-245 of Division 5 of Article IV of Chapter 74 of the Code of Ordinances.

Agenda Item: 2

ORDINANCE NO. 2022.02.28

AN ORDINANCE AMENDING ARTICLE IV OF CHAPTER 74 OF THE CODE OF ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, TEXAS, BY DELETING SUBPARAGRAPH (b) OF PARAGRAPH (5) OF SUBSECTION (i) OF SECTION 74-245 IN ITS ENTIRETY AND ADDING A NEW SUBPARAGRAPH (b) OF PARAGRAPH (5) OF SUBSECTION (i) OF SECTION 74-245, ESTABLISHING REGULATIONS FOR THE REPLACEMENT OF NONCONFORMING FENCES; 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.

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Sec. 74-245 – Supplementary district regulations.

* * *

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* * *

- (5) *Replacement of nonconforming fences.* At such time as there is construction of any building or remodeling of any existing building on the lot as defined in section 714-212(b), all fences on the lot shall be replaced so as to conform to all the regulations and articles of the city, including the provisions of subsection (h)(4) above. Notwithstanding any other provision contained in this chapter to the contrary, a fence

other than a chain link or wire fence located within a required side or rear yard adjacent to a street, which was lawfully permitted by the city and existing at the time of its construction or erection, but which is nonconforming pursuant to subsection (i)(3), shall be permitted to be replaced or reconstructed to remain non-conforming until such time as there is construction as defined in section 714-212(b), even in the event of total damage or destruction, provided such fence is replaced or reconstructed:

* * *

- b. To a height which does not exceed eight feet above the surrounding natural grade;”

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 _____, 2022.

Mark Kobelan
Mayor

ATTEST:

Karen Farris
City Secretary



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

Raymond Schultz
 Chief of Police

February 9, 2022

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: January Monthly Report

During the month of January MVPD responded/handled a total of 3,781 calls/incidents. 2,849 House Watch checks were conducted. 110 traffic stops were initiated with 130 citations being issued for 203 violations. (Note: 3 Assists in Hedwig, 25 in Houston, 1 in Spring Valley and 2 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1,191/1,191	950/950	3	15/30/45	8@3:24
Piney Point:	1,312/1,312	1,043/1,043	5	29/20/49	*1@5:11
Hunters Creek:	1,214/1,214	854/854	5	22/14/36	4@3:28
				Cites/Warn/Total	13@3:56

Type and frequency of calls for service/citations include:

**auto-dial accident no location*

Call Type	#	Call Type	#	Citations	#
False Alarms:	176	Ord. Violations:	20	Speeding:	46
Accidents:	15	Information:	20	Exp. Registration:	25
ALPR Hits:	49	Suspicious Situations	114	No Ins:	21
Assist Fire:	52	Loud Party	17	No License	14
Assist EMS:	31	Welfare Checks:	13	Stop Sign	9

This month the department generated a total of 75 police reports.

BH-19, PP-21, HC-33, HOU - 1 HED - 1

Crimes Against of Persons (2)

Assault – Simple	1	Assault – Family Violence	1
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Crimes Against Property (20)

Burglary of a Motor Vehicle	2	Fraud/ID	12
Burglary of a Habitation	1	UUMV	1
Theft	4		

Petty/Quality of Life Crimes/Events (53)

ALPR Hits (valid)	6	Information Reports	20
Misc. Reports	16	Possession of CS	6
DWI	0	Warrants	5

Arrest Summary: Individuals Arrested (14)

Warrants	5	Felony	1
Class 3 Arrests	8		

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	245,546	5,222,098	4.7%
• Operating Expense:	116,896	959,152	12.1%
• Total M&O Expenditures:	362,442	6,181,250	5.9%
• Capital Expenses:	9,571	178,000	5.4 %
• Net Expenses:	372,013	6,359,250	6%

Follow-up on Previous Month Items/Requests from Commission

- Opened the bids for Healthcare coverage, Disability, Life, Dental and Vision insurance for the MVPD, Bunker Hill and Piney Point on 1/14/22. Initial review shows a 18% increase in premiums.
- Initiated contract discussions with Public Sector Consultants for conducting a Salary and Benefit Survey for the Department. Provided the consultant initial documents in reference to MVPD salary and benefit accruals.

Personnel Changes/Issues/Updates

- Priscilla Gonzalez started on 1/31/22 as the new HR/Office Manager.
- Several officers and dispatch staff continue to test positive for COVID Omicron. Staffing has not been adversely affected.
- The father of Sergeant Sprinkle passed away resulting in an extended absence of the Sergeant.
- One applicant tested for an officer position. During the preliminary background, a serious issue was brought to our attention that disqualified the applicant from proceeding in the process.

Major/Significant Events

- Detectives were successful in obtaining an arrest warrant on the suspect who was apprehended entering the villages in a stolen vehicle while armed with a stolen handgun. The suspect had a map directing him to a village residence where it appears he was planning a home invasion. On the night of the initial arrest, the DA refused charges. Detectives were able to obtain a search warrant that showed him present at the scene of the firearm theft. That in-turn linked the suspect to the stolen firearm, which did result in an arrest warrant. DPS picked up the habitual suspect.
- 1/28/22. A suspect attempted to steal items from a landscaper on Ripplecreek. Officers located the suspect's vehicle that fled from officers. The suspect then ran on foot and several minutes later stole a resident's vehicle on Willowend. HPD was assisting and located the stolen vehicle. After a short pursuit the suspect ran again on foot and swam across the Bayou. Officers directed assisting units to the suspects location on the golf course where he was arrested.

Status Update on any Major Projects

- A meeting was held to update the need and timeline of Department Capital Projects.
- Accessory equipment arrived for the 2022 new vehicle purchases. The 4 new vehicles that were ordered in September are expected at the end of February.
- All current vehicles were sanitized to help protect against the spread of COVID.
- Staff worked with our phone service maintenance provider who was able to update software and add the ability for MVPD dispatch to add VFD to a conference call status on all calls/events that originate on the 3700/non-emergency line. MVPD now has the ability to stay on the line and hear updates from the caller while VFD provides emergency medical information.

V-LINC new registrations in January: +34

BH – 1437(+3)

PP – 1038 (+20)

HC – 1478 (+7)

Out of Area – 492 (+4)

January VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 6	3:17
Fire – 1	2:14
EMS – 5	3:29

By Village

BH Fire – 1	2:14
BH EMS – 5	3:29

PP Fire – 0	0
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PP EMS – 0	0
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HC Fire -0	0
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HC EMS -0	0
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Combined VFD Events (Priority + Radio)

Total – 44	5:03
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Fire – 29	5:24
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EMS – 15	4:30
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Radio Call Events

Total – 38	4:37
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Fire- 28	5:34
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EMS- 10	5:05
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Radio Call Events by Village

BH – 12	5:13
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PP – 13	4:04
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HC – 13	7:26* One event officers on scene, not logged shows a false 14:30 response
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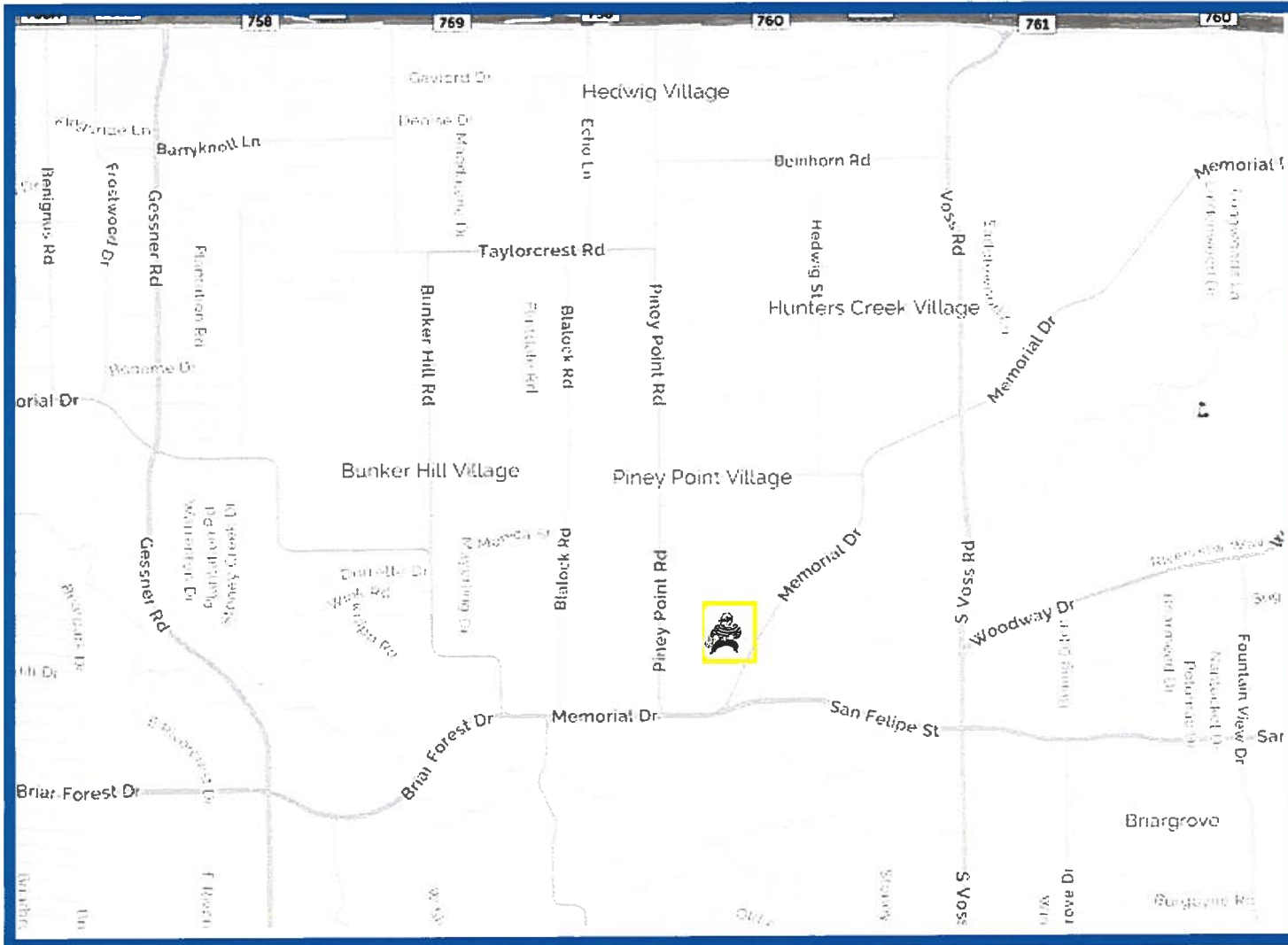
2022 Officer Committed Time to Service Report

Employee Name		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	*	1:12:06													
BIEHUNKO, JOHN		18:43:22												3	3
BOGGUS, LARRY	*	15:04:47													
BURLESON, Jason		12:07:07												4	4
CANALES, RALPH EDWARD		15:47:48												8	2
CERNY, BLAIR C.	*	10:28:34													
ECKERFIELD, Dillion		14:43:31												7	12
HARWOOD, NICHOLAS		8:52:50												2	
JARVIS, RICHARD		15:27:18												2	8
JONES, ERIC	*	0:00:00													
KELSO JR, RONALD K		18:23:38												4	1
KUKOWSKI, Andy		8:41:08												2	1
LOWRIE, Andy		22:19:30												7	47
MCELVANY, ROBERT		15:57:19												7	15
MILLER, OSCAR	*	2:11:11													
NASH, CHRISTOPHER		5:48:17												1	4
Ortega, Yesenia		13:37:44												2	2
OWENS, LANE	*	1:19:54													
PAVLOCK, JAMES ADAM		7:53:53												2	8
RODRIGUEZ, CHRISTOPHER	*	3:33:25													
SCHANMEIR, CHRISTIAN		13:46:24												3	15
SCHULTZ, RAYMOND	*	0:08:10													
SILLIMAN, ERIC		18:28:11												4	1
SPRINKLE, MICHAEL		2:24:25													1
TAYLOR, CRAIG		14:23:05												4	3
TORRES, PATRICK		17:51:27												5	
VALDEZ, JUAN		12:53:25												2	1
VASQUEZ, MONICA		17:21:21												1	1
WHITE, TERRY		19:20:30												5	1
WILLIFORD, Adam		2:52:41													
													Total	75	130

* = Admin

Dispatch Committed Time														Totals
911 Phone Calls		256												256
3700 Phone Calls		2431												2431
DP General Phone Calls*		55:52:24												

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



2022 Burglary Map


Address	Alarm	POE
233 Merrie Way	No	Walk-in UNL Door

2022 Robberies

Address	MO
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 Daytime Burglary

 Nighttime Burglary

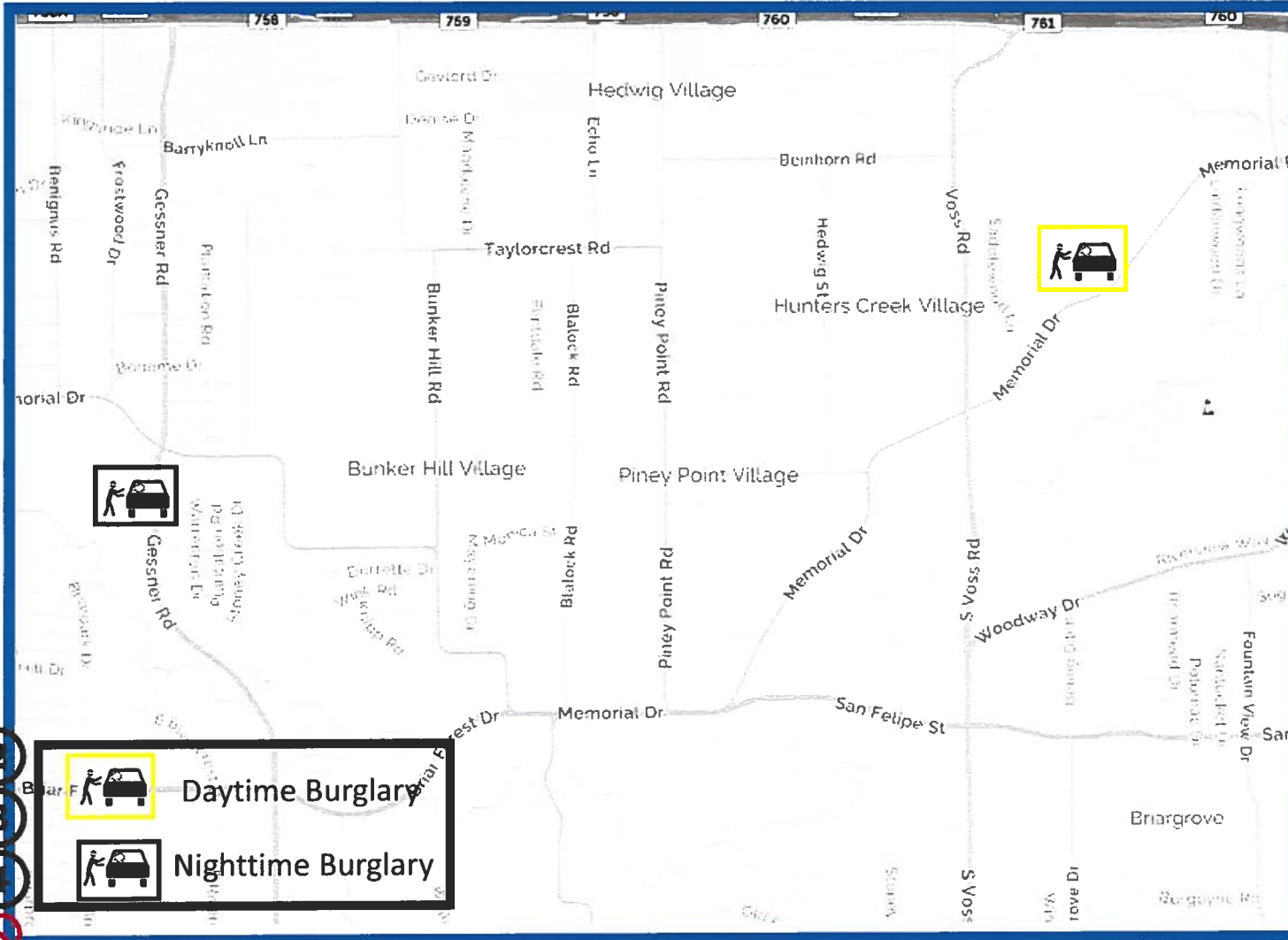
 Robbery

1/31/22

2022 Auto Burglary Map

Address	POE
243 Gessner 22-0042	UNL Vehicle
614 Hunters Grove 22-0046	UNL Vehicle



Blue Entry = Actual Location Unknown
Underlined Contractor

Num	ALPR Recoveries						Plate Recoveries		
	Plate	Vehicle	Loc	Val	Links	Date	Plate Recoveries	Date	Links
1	PYW1930	Jeep Pat	6	\$ 18,000.00	Missing Peson	5-Jan	IS11QH	1/4/2022	
2	NSZ6202	Chev SPK	19	\$ 14,000.00	Fugitive	9-Jan	638374	1/4/2022	
3	LBH7413	Toy Cam	8	\$ 18,000.00	Burg/Warr	13-Jan			
4	36268G6	Niss Sent	24	\$ 14,500.00		14-Jan			
5	PSS6946	ChevImpala	22	\$ 21,000.00		20-Jan			
6	27517B1	BlkLexus	21	\$ 34,000.00	FelWarrant	30-Jan			

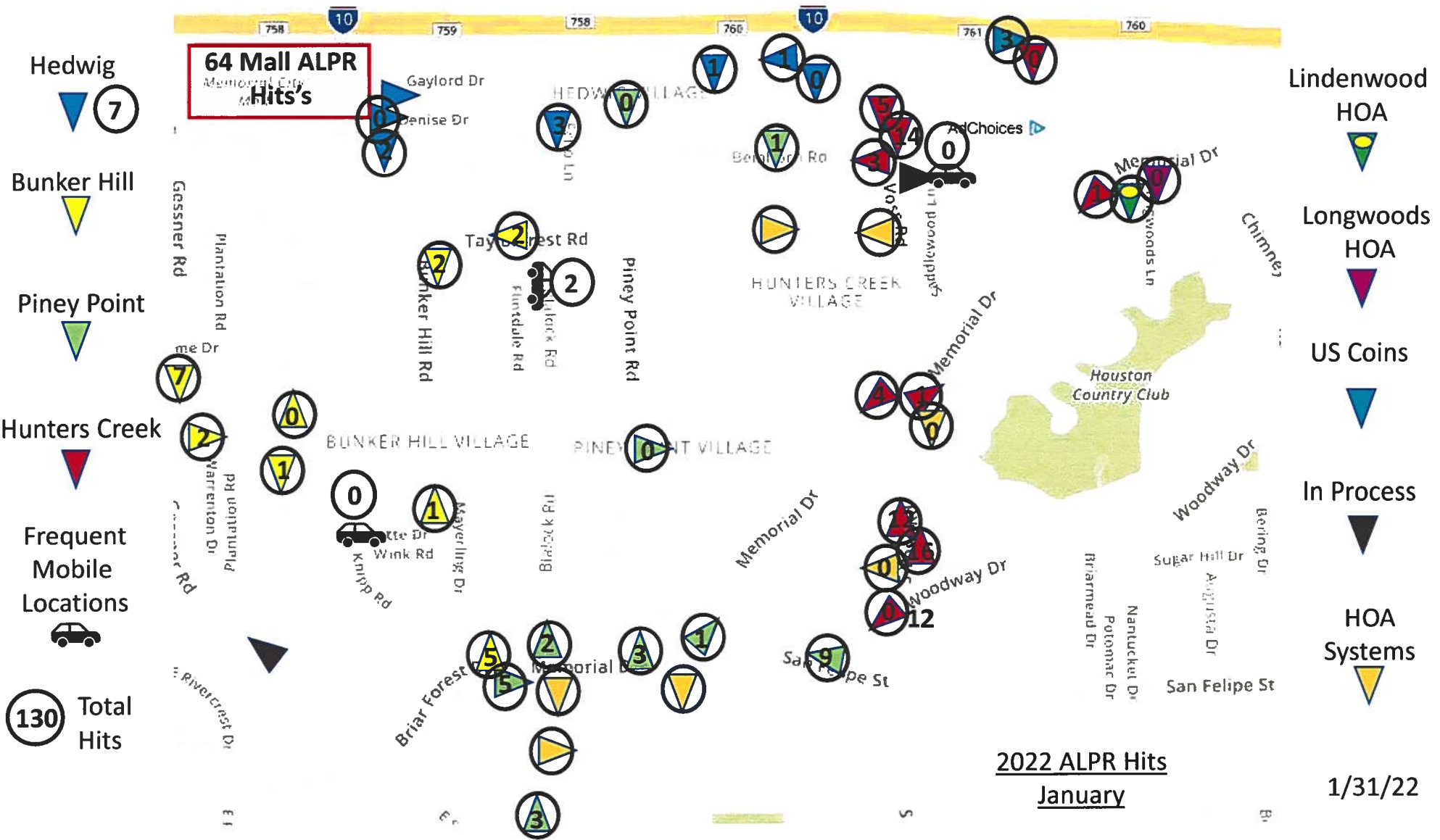
3 of 6 involved in other crimes = 50%

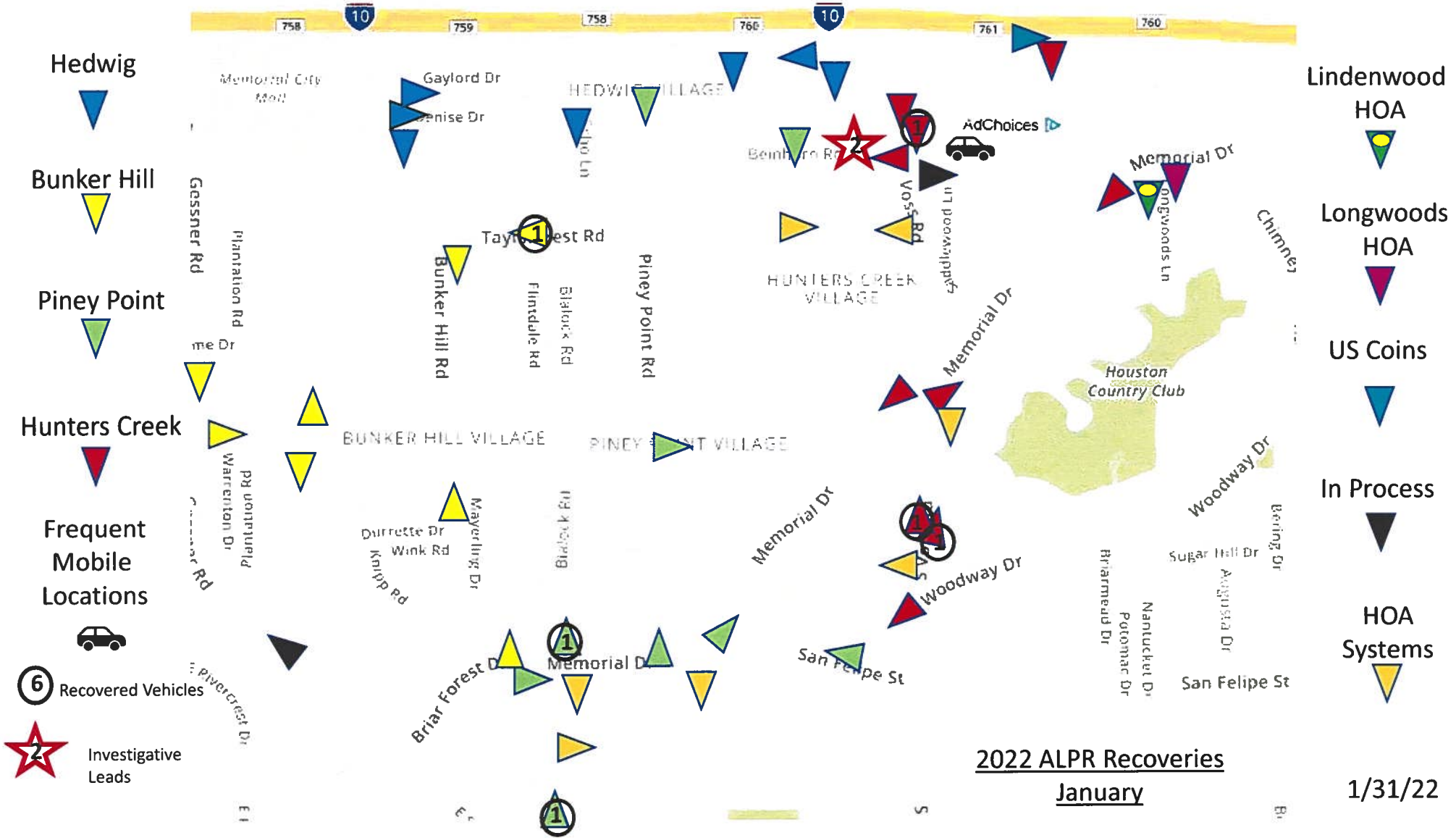
Firearm in vehicle
Temp Tag

2022 Value				
2021 Value	\$	119,500.00		75
2020 Value	\$	1,147,500.00	Recovered	61
2019 Value	\$	438,000.00	Recovered	22
Program Total	\$	1,705,000.00		158

INVESTIGATIVE LEADS

Total Value





2022 ALPR Data Report


Plate Reads Summary

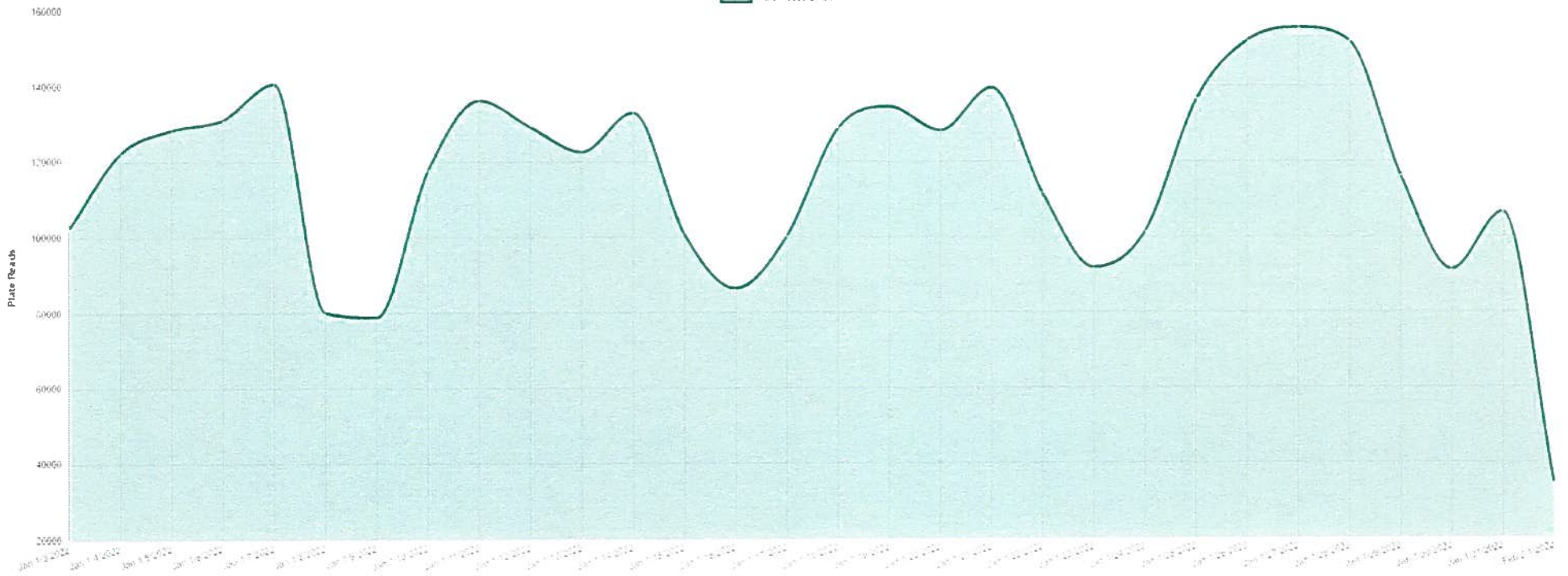
Total Plate Reads:
3,490,473

Export  Jan 3 - Feb 1

Cameras (30) ▾

Search

 Plate Reads Ex Co.



Unique Plate Reads Summary

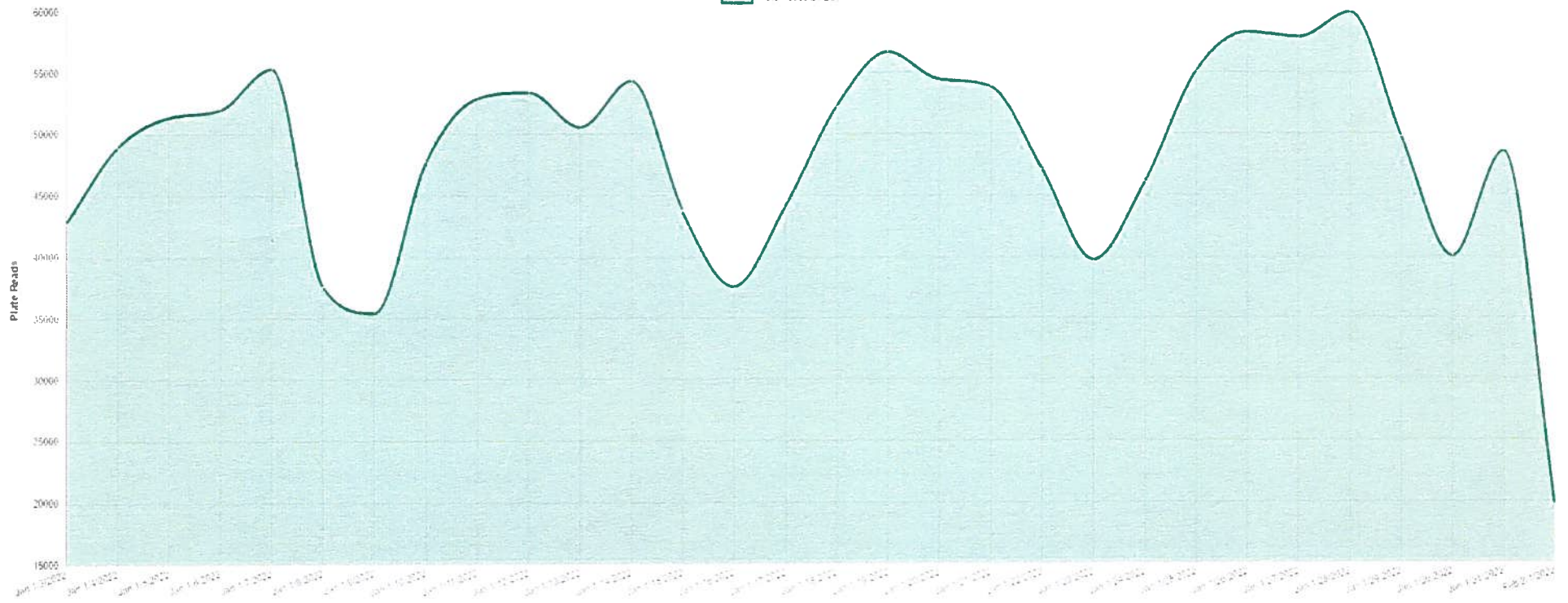
Total Unique Plate Reads:
1,448,026

Export  Jan 3 - Feb 1

Cameras (30) ▾

Search

Plate Reads El. Co.



Hits Report

Total Hits:
130

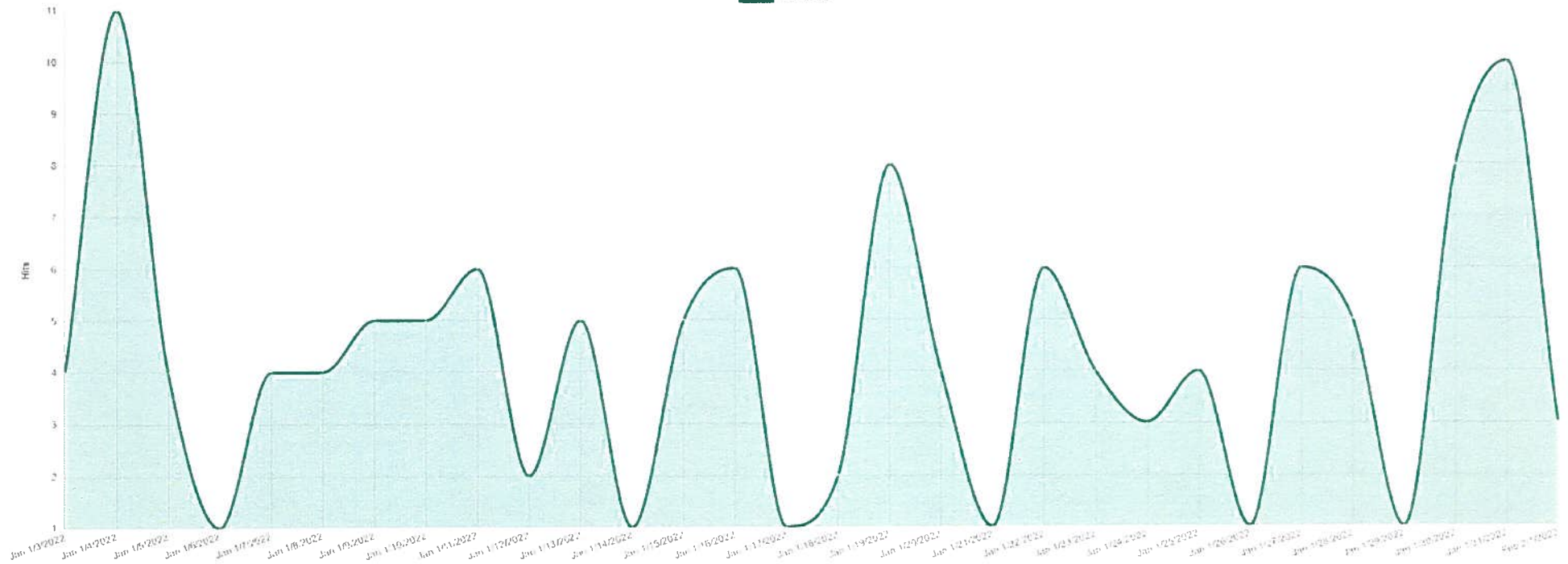
All Categories

Export  Jan 3 - Feb 1

Topics (14) Cameras (30)

Search

Hits By Day



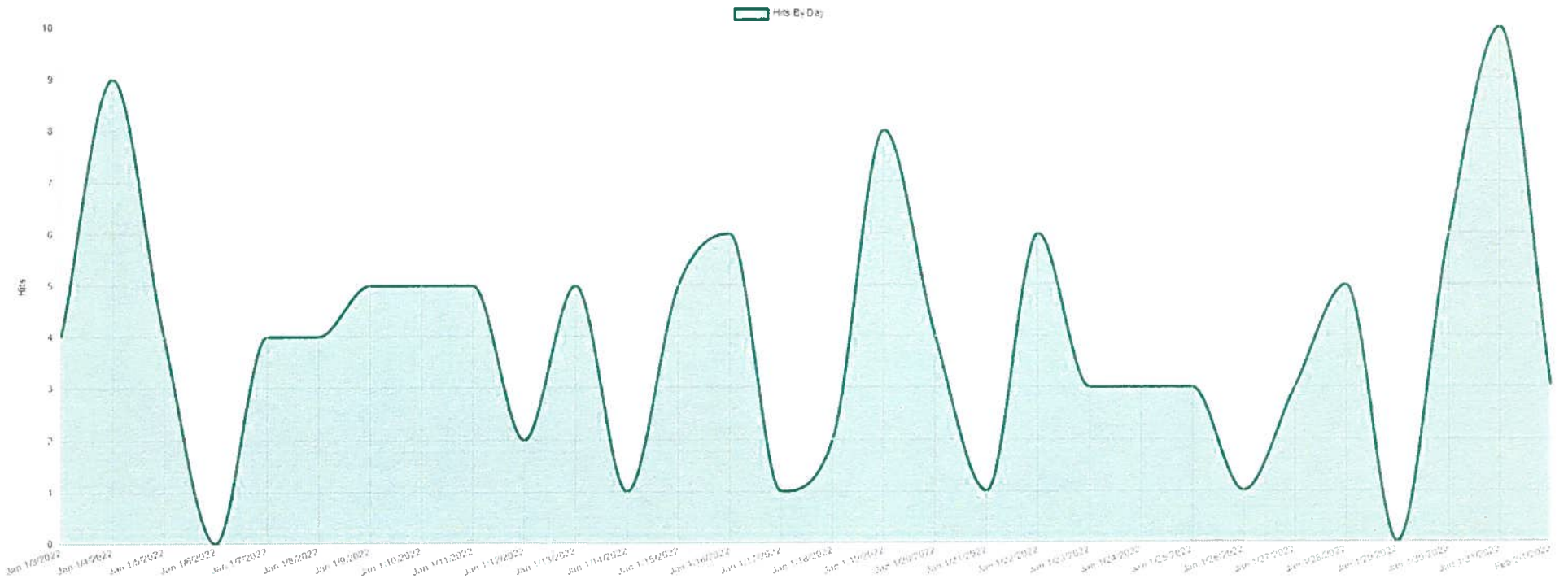
Hits Report

Total Hits:
118

Top 6 Categories

Export  Jan 3 - Feb 1

Topics (6) Cameras (30)



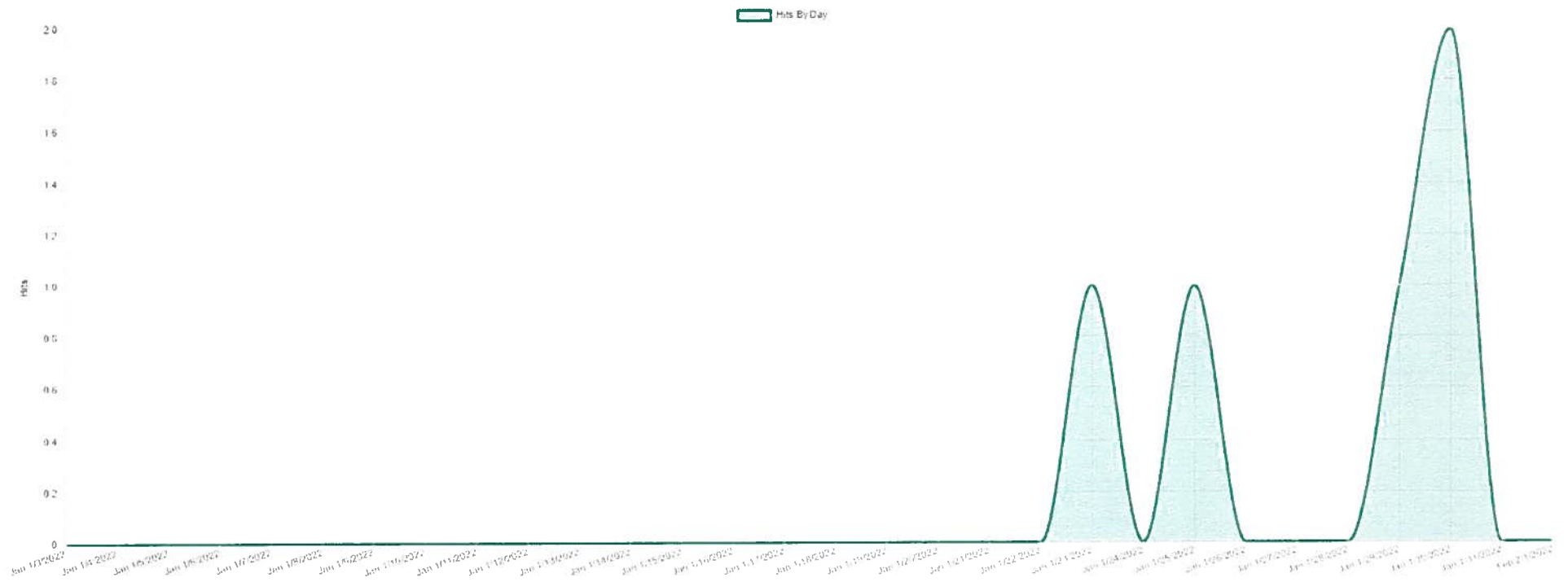
Hits Report

Total Hits:
5

Sex Offenders Only Hits

Export  Jan 3 - Feb 1

Topics (1)  Cameras (30) 



Hits/Reads By Camera

1	7/163,856	17	4/114,389
2	2/186,881	18	1/141,938
3	0/0	19	5/312,219
4	5/134,795	20	14/277,044
5	2/81,780	21	16/325,614
6	2/71,350	22	12/305,646
7	5/216,197	23	9/209,388
8	3/210,712	24	3/94,512
9	2/59,479	25	1/59,085
10	1/98,681	26	1/28,568
11	0/33,000	29	Riverbend 0/4,588
12	0/73,857		Station 1/56,765
13	0/0		#172 0/0 Mott Lane
14	3/80,297		Trailer 2/69,641
15	0/6,066		Strey 0/43,141
16	1/36,608		

Total Reads – 3,490,473

Unique Reads – 1,448,026

Hits- 130

6 Top Hit List- 118



**MEMORIAL VILLAGES POLICE DEPARTMENT
NOTICE OF A REGULAR MEETING**

Notice is hereby given of a Regular Meeting of the Board of Commissioners of the Memorial Villages Police Department, a combined police department of the Cities of Bunker Hill Village, Hunters Creek Village and Piney Point Village, Texas, to be held at 6:00 PM on February 9, 2022, by teleconference for the purpose of considering the agenda items as listed.

A limited number of the members of the Board of Commissioners and Department staff will be physically present at 11981 Memorial Villages Police Department, while other members of the board and department will be participating in the meeting by teleconference.

Join Zoom Meeting

<https://us06web.zoom.us/j/84977763715?pwd=MWV0dWtjclBFQzM4RFU3aERMcGhUZz09>

Meeting ID: 849 7776 3715

Passcode: 727356

One tap mobile

+13126266799,,84977763715#,,,,*727356# US (Chicago)

+13462487799,,84977763715#,,,,*727356# US (Houston)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC) Meeting ID: 849 7776 3715

Passcode: 727356

This meeting agenda, and the agenda packet, are posted online at <http://www.mvptdx.org>. Members of the public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request. The matters to be discussed and acted on at the meeting are as follows:

AGENDA

- a. Citizen Comments – At this time, any person may speak to the Police Commission. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, the Police Commission may only respond by giving a statement of specific factual information or by reciting existing policy. The Police Commission may not deliberate or vote on the matter, but it may be recessed for a future meeting.
- b. Approval of Minutes - Update, discussion and possible action.
 1. Approval of January 10, 2022, Meeting Minutes.
- c. Swearing in of New Officer – Dillon Eckerfield
- d. Financial Report - Update, discussion and possible action.
 1. FY22 Budget Review and Discussion.

e. New Business - Discussion and possible action.

- 1. RFP for Fully Insured Medical Insurance providers and Ancillary insurance providers – presented by Alliant Benefits
- 2. 2023 Budget Planning Timetable and Process

f. Chief's updates

- 1. Summary overview of monthly reports and activities.
- 2. COVID-19 Pandemic updates and discussion of possible actions that may be required, due to staffing/ Vaccine Distributions.

g. Follow Up Item from a Previous Meeting Discussion and possible action on outstanding items.

- 1. Compensation/Benefit Study Update.
- 2. Capital Projects – Future Project Timelines and Priorities.

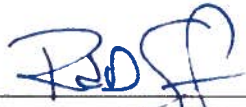
h. Executive Session - It is anticipated that all, or a portion of the discussion of the following item will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on this item until the Commission reconvenes in open session.

- 1. Legal advice from the Commission's attorney regarding notice of pending claims against the Department.
- 2. Legal advice and discussion of personnel matters.

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

Adjournment

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



Raymond Schultz, ~~Chief~~ of Police
Memorial Villages Police Department

POSTED: 2/4/2022 @ 11981 Memorial Drive at 11:00a.m.
(date) (time)

City of Bunker Hill Village
Jay Smyre, Chairman
Bert Rosenbaum, Commissioner
William Murphy, Alt. Commissioner

City of Hunters Creek Village
Sean Johnson, Commissioner
Brooke Hamilton, Commissioner
Stephen Reichek, Alt. Commissioner

City of Piney Point Village
James Huguenard, Commissioner
Solace Southwick, Commissioner/Secretary
John Ebeling, Alt. Commissioner

Chief of Police Raymond Schultz

Legal Counsel John Hightower

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



MEMORIAL VILLAGES POLICE DEPARTMENT
Minutes of the Police Commission Meeting
January 10, 6:00 p.m.

A quorum was established, and Commissioner Smyre called the January 10, 2022, meeting to order at 6:00p.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 - Zoom

Alt. Commissioner Ebeling - Zoom

City of Hunters Creek

Commissioner Hamilton

Alt. Commissioner Reichel

City of Bunker Hill

Commissioner Smyre

Alt. Commissioner Murphy

Absent:

Commissioner Southwick

Commissioner Johnson

Commissioner Rosenbaum

From Memorial Village PD

Chief of Police, Raymond Schultz

Finance Manager, Victoria Bowman - Zoom

HR/Office Manager, Maureen Loud - Zoom

Commander, Brian Baker

Guests

Legal Counsel

John Hightower/ Kaela Olson - Zoom

MINUTES

At 6:00 p.m. Commissioner Smyre called the meeting to order and stated that a quorum was present by the attendance of an appropriate number of members of the Board of Commissioners in person. This meeting was recorded and will be available to the public in accordance with the Open Meetings Act upon written request. Some members of the Board of Commissioners may have attended by teleconference or Zoom as permitted by Section 551.127 of the Texas Government Code. The telephonic or Zoom moderator was Kaela Olson of Olson and Olson.

a. Citizen Comments

None

b. Approval of Minutes

Motion was made by Commissioner Ebeling and seconded by Commissioner Hamilton to approve the December 13, 2021, minutes as presented. The Commission voted unanimously to approve the minutes.

c. Financial Report

Mrs. Bowman presented the preliminary year end budget, with the final expected at the end of February. The estimated expenditures for the 2021 is between 96-97% of the budget.

Mrs. Bowman reviewed briefly a few places in the report where the projected amount was higher than the actual expenditures.

d. New Business

1. Annual IT systems health report
2. FY21 Budget Amendment to eliminate line-item overages

Item 2. Mrs. Bowman explained that the Budget Amendment would eliminate line-item overages with line-item surpluses. The Amendment will not change the revenue needed from the cities, as it is just to clean up the items.

Motion was made by Commissioner Murphy and seconded by Commissioner Hamilton to approve the Amendment presented by Mrs. Bowman. The Commission voted unanimously to approve the motion.

Item 1 – Chief Schultz presented the information provided by MergerTree of the annual hardware and systems review of our I.T. Managed Technology Services. Firewalls are a big concern, but we have software in place to stop trojan type viruses The servers are a concern as they are 8 years-old and the Department is analyzing whether these should continue to be located physically onsite or if the cloud option might be better.

The Department upgraded the WIFI system to make 4 hotspots available. The Department expects a large capital project for 2023 relating to Information Technology.

e. Chief's Update

Chief Schultz presented his monthly report. Top calls for service are False Alarms. We had 6,275 calls/incidents, 5,077 House watches, 323 traffic stops with 328 citations being issued for 589 violations. There were 20 priority responses, and the average response time was 3:41. We had 28 new V-LINC registrations.

Officer Bracht retired at the end of the year, and we currently have two openings for officers as the officer from Washington state backed out after he had accepted the position, we are completely full in dispatch.

COVID – We have had to change policy protocols Everyone was put on call for call back or hold over due to the COVID outages and they would be compensated for twelve hours of leave as they had to respond within 90 minutes of the call to be on duty. We would like them to be able to add the leave to their personal time if they aren't able to use it, they would get it paid out.

Motion was made by Commissioner Murphy and seconded by Commissioner Reichel to approve allowing the PTO bank to be used for all COVID related calls. The Commission voted unanimously to approve the motion.

f. Executive Session

1. Legal advice from the Commission's attorney regarding pending claims against the Department.

2. Legal Advice and discussion of personnel matters.

No Executive Session was held.

g. Suggestions for future agenda items

1. Salary/Benefit survey – follow up from previous meeting

Motion was made by Commissioner Ebeling and seconded by Commissioner Murphy to adjourn the meeting at 7:00p.m. The Commission voted unanimously to approve the motion.

Approved and accepted on _____, 2022.

By:

Jay Smyre, Chairman
Board of Commissioners
Memorial Villages Police Department



Memorial Villages Police Department
11981 Memorial Drive
Houston, Texas 77024

Raymond Schultz
Chief of Police

Submitted for your review is the FY22 Budget Performance Report and attached documents as of January 31, 2022. Projections will resume after the first quarter of the fiscal year.

General Fund

The first month of operations equates to 8.33% of the budget. The department is trending below that benchmark, having expended 6%.

Vehicle Replacement

Radars, stop sticks, and fleet swap wiring for the FY22 vehicles were the only purchases during the month of January.

Special Capital Assets

Bank service charges were the only expenditures as of 01/31/22.

Memorial Villages Police Department
 General Fund
 For the one month ended January 2022

8.39%

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
Expenditures							
100 Regular Wages	3,785,751	148,735	3,637,017	3.93%	1,233,533	(1,803,478)	51%
110 Overtime	125,000	12,804	112,196	10.24%	37,297	(84,899)	29%
115 Court/Bailiff OT	10,000	0	10,000	0.00%	0	10,000	0%
120 Retirement	459,268	32,855	426,413	7.15%	143,800	(312,613)	31%
125 457b Employer contribution	62,870	0	62,870	0.00%	0	62,870	0%
130 Health Insurance	625,314	38,323	586,991	6.13%	185,952	(401,039)	29%
140 Workers Compensation	75,000	7,029	67,971	9.37%	24,192	(43,779)	32%
150 Life/LTD	21,982	1,532	20,450	6.97%	7,031	(14,919)	32%
160 Medicare/SS	56,911	4,268	52,644	7.50%	17,312	(35,329)	30%
Personnel Services	5,222,098	245,546	4,976,552	4.7%	1,602,017	(3,374,535)	30%
200 Auto	27,500	3,108	24,392	11.3%	8,299	(16,093)	30%
210 General Liability	400	34	366	8.6%	124	(276)	31%
220 Public Official Bond	900	71	829	7.9%	271	(628)	30%
230 Professional Liability	21,000	2,299	18,701	10.9%	5,700	(13,000)	27%
240 Real & Personal Property	9,600	673	8,927	7.0%	2,695	(6,232)	28%
Total Other Insurance	59,400	6,186	53,214	10.4%	16,399	(42,801)	27%
300 Gas & Oil	81,000	176	80,824	0.2%	2,113	(78,711)	2%
310 Maintenance	40,000	2,858	37,142	7.1%	11,300	(25,842)	28%
320 Tires	7,000	0	7,000	0.0%	0	7,000	0%
330 Damage Repair	10,000	0	10,000	0.0%	0	10,000	0%
Maintenance & Misc.	138,000	3,034	134,966	2.2%	11,313	(126,652)	1%
400 General Maintenance	30,000	297	29,703	1.0%	2,206	(27,497)	7%
410 Janitorial Services	21,000	1,700	19,300	8.1%	5,500	(13,800)	26%
420 Jail	1,000	0	1,000	0.0%	0	1,000	0%
430 Building Furnishings	15,000	0	15,000	0.0%	0	15,000	0%
Total Building	67,000	1,997	65,003	3.0%	7,706	(59,293)	11%
500 Computers	13,000	1,668	11,332	12.8%	20,018	(7,018)	15%
510 Postage/Postage Machine	1,300	188	1,112	14.4%	350	(762)	27%
520 Stationery/Expendables	15,000	1,990	13,010	13.3%	23,278	(8,268)	15%
530 Bank Finance Charges	550	19	531	3.4%	150	(381)	27%
540 Payroll	17,900	1,897	16,003	10.6%	22,766	(4,763)	12%
Total Office	47,750	5,762	41,988	12.1%	53,772	(6,794)	12%
600 Telephone	40,606	4,231	36,375	10.4%	9,729	(26,646)	24%
310 Electric	20,000	1,083	18,917	5.4%	5,500	(13,417)	27%
620 Water/Sewer	5,500	0	5,500	0.0%	0	5,500	0%
630 Natural Gas	600	42	558	7.0%	150	(408)	25%
Total Utilities	66,706	5,356	61,350	8.0%	15,279	(51,071)	22%
700 Equipment Maint Contracts	135,950	40,478	95,472	29.8%	285,218	(149,286)	13%
710 SETCIC fees	3,600	0	3,600	0.0%	0	3,600	0%
720 Legal/Professional	80,660	1,364	79,296	1.7%	16,388	(62,908)	20%
730 IT Services	102,050	8,269	93,781	8.1%	265,860	(163,079)	12%
740 Software Maintenance Contracts	59,200	30,455	28,745	51.4%	70,500	(11,755)	61%
Total Contract Services	381,460	80,566	300,894	21.1%	567,926	(186,432)	17%
800 Accreditation	1,200	0	1,200	0.0%	0	1,200	0%
810 Uniforms	30,500	7,111	23,389	23.3%	7,111	(23,389)	23%
820 Radio parts and labor	33,036	0	33,036	0.0%	0	33,036	0%
830 Firearms Training & Ammo	6,500	0	6,500	0.0%	0	6,500	0%
835 Tasers	15,000	0	15,000	0.0%	0	15,000	0%
840 Training & Prof Dues	58,000	6,433	51,567	11.1%	15,714	(35,853)	27%
850 Travel	7,000	182	6,818	2.6%	2,182	(4,636)	31%
860 Recruiting Costs	5,000	170	4,831	3.4%	1,350	(3,481)	27%
870 Criminal Investigations	3,500	100	3,400	2.9%	1,000	(2,400)	29%
880 Contingency	25,000	0	25,000	0.0%	0	25,000	0%
890 Small Equipment	14,100	0	14,100	0.0%	0	14,100	0%
Total Office	198,836	13,996	184,840	7.0%	218,800	(19,960)	11%
TOTAL GENERAL	6,181,250	362,442	5,818,807	5.9%	2,218,822	(3,602,985)	35%

**Memorial Villages Police Department
Vehicle Replacement**

For the one month ended January 2022

8.33%

Prior Year Cash Carryover	84,967.98			
FY22 Sale of vehicles	-			
FY22 Assessment collected to date	26,664.00	FY22 Assessment remaining	133,336.00	
FY22 Interest earned to date	32.08			
FY22 Expenditures	(9,558.02)			
FY22 A/P	9,545.40			
Cash Balance @ 01/31/22	111,651.44			

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
1000 Vehicle Replacement	160,000	9,558	150,442	5.97%			
Total Vehicle Replacement	160,000	9,558	150,442	6.0%			

**Memorial Villages Police Department
Special Capital Assets**

For the one month ended January 2022

8.33%

Prior Year Cash Carryover	114,977.27			
Asset Seizure Funds	-			
FY22 Assessment collected to date	12,000.00	FY22 Assessment remaining	6,000.00	
FY22 Interest earned to date	37.23			
FY22 Expenditures	(12.62)			
Cash Balance @ 01/31/22	127,001.88			

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
2880 Capital Projects	18,000	13	17,987	0.0%			
Total Special Capital Assets	18,000	13	17,987	0.0%			
Total Vehicle and Capital Fund	178,000	9,571	168,429	5.4%			

Memorial Villages Police Department

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
GENERAL FUND	6,181,250	362,442	5,818,807	6%			
VEHICLE & CAPITAL FUNDS	178,000	9,571	150,442	5%			
TOTAL BUDGET	6,359,250	372,013	5,969,249	6%			

**MEMORIAL VILLAGES POLICE DEPARTMENT
PROJECTED CASH BALANCE
31-Jan-22**

All Funds (MODIFIED CASH BASIS PROJECTIONS)

Cash collected for FY22 @ 01/31/22	1,067,461.13
Estimated Expenditures (JAN 22)	<u>372,012.80</u>
Estimated cash on hand @ 01/31/22 for FY22 activities	695,448.33

Cash Balances

Health Benefits	10,014.24
General	1,017,501.90
Vehicle Replacement	111,851.44
Dare Fund	13,213.07
Special Capital Assets	
Actual cash balance @ 01/31/22 all accounts	1,279,382.53

All Funds (Modified Accrual Basis Projections)	2022 YTD Budget	2022 YTD Actual	2022 YTD Difference (Budget vs. Actual)	2022 Total Amended Budget
GENERAL FUND REVENUES	1,020,231	1,022,728	2,497	6,181,250
GENERAL FUND EXPENDITURES		362,442		
GENERAL FY 22 REVENUES OVER EXPENDITURES		660,286		
VEHICLE REPLACEMENT REVENUES	26,664	26,696	32	160,000
VEHICLE REPLACEMENT EXPENDITURES		9,558		
VEHICLE FY 22 REVENUES OVER EXPENDITURES		17,138		
SPECIAL CAPITAL ASSETS REVENUES	18,000	18,037	37	18,000
CAPITAL EXPENDITURES		13		
CAPITAL FY 22 REVENUES OVER EXPENDITURES		18,024		
COMBINED REVENUES	1,064,895	1,067,461	2,566	6,359,250
COMBINED EXPENDITURES		372,013		
COMBINED FY 22 NET REVENUES / EXPENDITURES		695,448		
Formal reserves:				
		DARE		\$13,213
		VEHICLE REPLACEMENT		\$111,651
		SPECIAL CAPITAL ASSETS		\$127,002
		WORKING CAPITAL		\$60,000
		STATE TRAINING FUNDS		\$4,572
				<u>\$316,439</u>

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on the Memorial Villages Police
Department health insurance.

Agenda Item: 4

Summary – Historical Rates

	December Enrollment	2015	2016	2017	2018	2019	2020	UHC 2021	UHC 2022
HSA Plan									
Employee Only	33	\$428.91	\$448.49	\$417.99	\$477.25	\$459.84	\$482.91	\$415.33	\$485.94
Employee + Spouse	4	\$946.93	\$994.92	\$933.40	\$1,065.73	\$1,057.62	\$1,110.67	\$955.24	\$1,117.64
Employee + Child(ren)	11	\$912.97	\$959.09	\$899.55	\$1,027.08	\$827.71	\$869.23	\$747.59	\$874.69
Employee + Family	11	\$1,501.90	\$1,580.32	\$1,486.05	\$1,696.73	\$1,425.49	\$1,497.00	\$1,287.51	\$1,506.40
Annual Estimated Premium	59	\$534,064	\$560,560	\$525,226	\$599,689	\$530,285	\$556,887	\$478,955	\$560,383
Percentage of Change			5%	-6%	14%	-12%	5%	-14%	17%

Based on December 2021 headcount

The average annual estimated premium increased 5% from 2015 to 2022.




Memorial Villages Police Department 2022 Renewal Presentation

Your partner in new possibilities.

February 9, 2022

Presented By:

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Discussion Outline

Section 1: Executive Summary

Section 2: Financial Update

Section 3: Recommendations and Considerations

Section 4: Renewals and Marketing

Section 4: Appendix



Executive Summary



Executive Summary

- ✓ **Fully Insured Medical Renewal** – Initial renewal was received from United Healthcare (UHC) at a +19% (\$90,999) increase. We requested UHC revise their renewal to an increase of +10% above current rates. However, UHC was not able to accommodate this request. The increase is largely because of the number 1 high cost claimant with a total claims of \$541,908 through December 2021. The child has been in the hospital for 109 days. UHC advised that there has been an additional \$563K in claims that was paid on February 4, 2022. UHC provided some rate relief and released the negotiated renewal at a **+17% (\$81,427)** increase. We are still negotiating with UHC for further rate relief.
- ✓ Fully Insured Medical Marketing –
 - We have reviewed alternate plan designs from UHC, however, these plans have significant plan design changes.
 - EPO Plan - This option mirrors MVPD current plan designs with NO Out-of-Network benefits and is at +10.4% (\$49,910) above current. Please note that the EPO is not available to members who reside in the following states: AL, AR, AZ, HI, MS, MT, NC, NM, and OK. Currently, all members are in TX and CO.
 - Single HSA Option - \$2,800/\$5,600 HSA Plan: This quote is +21.8% (\$104,306) above current rates.
 - Dual (HSA/PPO) Option 1 - \$3,500/\$7,000 HSA Plan (Current) & \$1,500/\$3,000 PPO Plan: This quote is +28.8% (\$138,071) above current rates with the assumption of 10% migration to the PPO plan.
 - Dual (HSA/PPO) Option 2- \$3,500/\$7,000 HSA Plan (Current) & \$1,000/\$2,000 PPO Plan: This quote is +29.7% (\$142,136) above current rates with the assumption of 10% migration to the PPO plan.
 - Dual (HSA/PPO) Option 3- \$3,500/\$7,000 HSA Plan (Current) & \$500/\$1,000 PPO Plan: This quote is +30.4% (\$145,523) above current rates with the assumption of 10% migration to the PPO plan.
 - The UBundle discount was only available on first year (2021-2022) medical premiums. If MVPD decides to move the medical and/or dental with a different carrier, it will not impact the medical renewal rates. However, if MVPD moves the dental and/or vision, the on-going credits will no longer be offered by UHC.
 - If MVPD were to renew with UHC, UHC offers an on-going credits assuming participation requirements are continuously met. If an employee enrolls in both the Medical and Dental plans, there will be a monthly on-going credit of \$3 PEPM applied to the medical rates. If an employee enrolls in both the Medical and Vision plans, there will be a monthly on-going credit of \$2 PEPM applied to the medical rates. If an employee enrolls in the Medical, Dental, and Vision plans, there will be a monthly on-going credit of \$5 PEPM applied to the medical rates.
The estimated annual on-going credits is about \$3,660.
 - Aetna, BlueCross BlueShield, Cigna, Humana, Memorial Hermann, and TMLHB declined to quote.

Executive Summary

- ✓ **Dental Renewal** - Initial renewal was received from UHC at +6.4 (\$2,069) increase.
Aliant was able to negotiate a rate pass on the Dental Renewal, with a one-year rate guarantee expiring on 4/1/2023.
 - Dental Marketing –
 - We received two quotes from the market:
 - Guardian quote is at -8.3% (\$2,710) below current rates and must be sold with vision.
 - Standard quotes is at -7.8% (\$2,526) below current rates, with significant plan changes and they do not offer a DHMO option. Dental rates are stand alone.
 - All other Dental carriers declined to quote.
- ✓ **Vision Renewal** – Vision is under a two-year rate guarantee with UHC, which is set to renew on 4/1/2023.
 - Vision Marketing –
 - We received competitive quotes with benefits changes from the market ranging from -22% below current to +4% above current vision rates.
 - Community Eye Care quote is at -22.9% (\$1,659) below current rates.
 - Guardian quote is at -20% (\$1,453) below current rates and must be sold with dental.
 - Standard quote is at -16.4% (\$1,193) below current rates. Vision rates are stand alone.
 - VSP quote is at -4.7% (\$344) below current rates.
 - BCBS (EyeMed) quote is at +4% (\$293) above current rates.
 - All other Vision carriers declined to quote.

Executive Summary

✓ **Life and Disability Renewal –**

- Basic Life, Voluntary Life, and Short-Term Disability received a rate pass with a two-year rate guarantee.
- The Long-Term Disability renewal received a +4.9% (\$889) increase with a two-year rate guarantee. We requested Standard provide a rate pass. However, they will only provide a rate pass on the LTD if MVPD will place Accident Insurance coverage with them. The Accident Insurance coverage requires a minimum of 10 lives enrolled and is a voluntary benefit (no cost to MVPD). A brief summary of the three benefit options have been shown in the Marketing Results section of this presentation.

✓ **Life and Disability Marketing (Bundled) –**

- Hartford quote is at -6.1% (\$1,367) below current rates.
- UHC quote is at +14.3% (\$8,941) above current rates.
- All other carriers declined to quote.

2022 Considerations

Medical, Dental, and Vision Costs

Line of Coverage	Current	Initial Renewal	Negotiated Renewal	Alternate Option (Changing Medical to EPO)
Medical Gross Premium	\$478,955	\$569,954	\$560,383	\$528,865
Estimated Medical Credits**	(\$3,660)	(\$3,660)	(\$3,660)	(\$3,660)
Dental Gross Premium	\$32,511	\$34,580	\$32,511	\$32,511
Vision Gross Premium	\$7,258	\$7,258	\$7,258	\$7,258
Total Gross Premiums	\$515,064	\$608,132	\$596,491	\$564,974
<i>\$ Change Over Current - Gross Cost</i>		\$93,068	\$81,427	\$49,910
<i>% Change Over Current - Gross Cost</i>		18%	16%	10%

Employee Contributions				
Medical & Pharmacy*	\$92,451	\$110,016	\$108,169	\$102,085
Dental (PPO & DHMO)	\$19,756	\$19,756	\$19,756	\$19,756
Vision	\$5,113	\$5,113	\$5,113	\$5,113
Total	\$117,320	\$134,885	\$133,038	\$126,954

MVPD Net Costs				
Medical & Pharmacy*	\$386,505	\$459,938	\$452,214	\$426,781
Dental (PPO & DHMO)	\$12,755	\$14,823	\$12,755	\$12,755
Vision	\$2,145	\$2,145	\$2,145	\$2,145
Total	\$401,404	\$476,906	\$467,114	\$441,681
<i>Variance \$</i>		\$75,502	\$65,710	\$40,276
<i>Variance %</i>		19%	16%	10%

Based on headcount of 59 enrolled

*Based on current Employer/Employee Cost Share - MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

**Dental and Vision ongoing credit will only be available if sold w/ Medical

Note: Fees / Credits

If an employee enrolls in both the Medical and Dental plans, there will be a monthly on-going credit of \$3 PEPM applied to the medical rates.

If an employee enrolls in both the Medical and Vision plans, there will be a monthly on-going credit of \$2 PEPM applied to the medical rates.

If an employee enrolls in the Medical, Dental, and Vision plans, there will be a monthly on-going credit of \$5 PEPM applied to the medical rates.

Summary – Historical Rates

	December Enrollment	2015	2016	2017	2018	2019	2020	UHC 2021	UHC 2022
					HSA Plan				
Employee Only	33	\$428.91	\$448.49	\$417.99	\$477.25	\$459.84	\$482.91	\$415.33	\$485.94
Employee + Spouse	4	\$946.93	\$994.92	\$933.40	\$1,065.73	\$1,057.62	\$1,110.67	\$955.24	\$1,117.64
Employee + Child(ren)	11	\$912.97	\$959.09	\$899.55	\$1,027.08	\$827.71	\$869.23	\$747.59	\$874.69
Employee + Family	11	\$1,501.90	\$1,580.32	\$1,486.05	\$1,696.73	\$1,425.49	\$1,497.00	\$1,287.51	\$1,506.40
Annual Estimated Premium	59	\$534,064	\$560,560	\$525,226	\$599,689	\$530,285	\$556,887	\$478,955	\$560,383
Percentage of Change			5%	-6%	14%	-12%	5%	-14%	17%

Based on December 2021 headcount

The average annual estimated premium increased 5% from 2015 to 2022.

Summary – Historical Employee Contributions

	December Enrollment	2015	2016	2017	2018	2019	2020	UHC 2021	UHC 2022
		HSA Plan							
Employee Only	33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee + Spouse	4	\$259.01	\$259.01	\$259.01	\$294.24	\$298.89	\$313.88	\$269.96	\$315.85
Employee + Child(ren)	11	\$242.03	\$242.03	\$242.03	\$274.92	\$183.94	\$193.16	\$166.13	\$194.38
Employee + Family	11	\$536.50	\$536.50	\$536.50	\$609.74	\$482.83	\$507.05	\$436.09	\$510.23
Annual Estimated Premium	59	\$115,198	\$115,198	\$115,198	\$130,899	\$102,359	\$107,494	\$92,451	\$108,169
Percentage of Change			0%	0%	14%	-22%	5%	-14%	17%

Based on December 2021 headcount

MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

The average annual estimated contributions decreased -6% from 2015 to 2022.



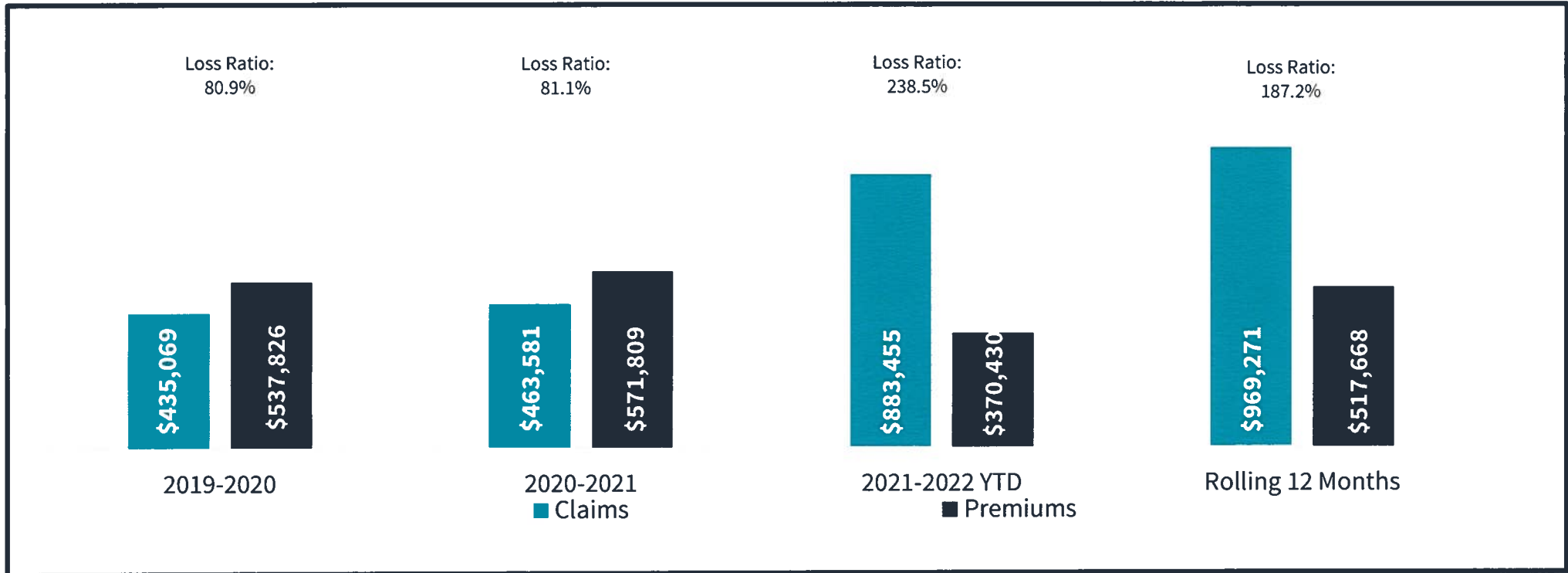
Financial Update



Summary – 2021 Medical/Rx Plan Performance

- ✓ The 2021-2022 YTD medical plan is running at a loss ratio of 238.5% through the end of December 2021 when comparing total paid claims of \$883,455 to paid premiums of \$370,430. The loss ratio is at 187.2% on a rolling 12 month basis through December 2021.
- ✓ At a loss ratio of 238.5%, the carrier is losing money.
- ✓ For the 2021-2022 YTD plan year, there are two (2) HCC's over \$50,000 through December 2021 with total claims of \$609,024. The number 1 high cost claimant makes up 61% (\$541,908) of the total claims with End Stage Renal Disease and will continue to have ongoing claims.
- ✓ In the 2020-2021 plan year, there were three (3) HCC's over \$50,000 with total claims of \$222,047.
- ✓ The 2021-2022 YTD average headcount is 59 vs 60 for 2020-2021.
- ✓ The 2021-2022 YTD total claims PEPM is \$1,654.41 vs \$644.76 for 2020-2021.
- ✓ The 2021-2022 YTD total premium PEPM is \$693.69 vs \$795.28 for 2020-2021.

Summary – Historical Plan Performance



	Average Enrollment	Claims PEPM	Premiums PEPM
2019-2020	60	\$606.79	\$750.11
2020-2021	60	\$644.76	\$795.28
2021-2022 YTD	59	\$1,654.41	\$693.69
Rolling 12 Months	60	\$1,349.96	\$720.99

2021-2022 YTD Monthly Experience

April 1, 2021 - March 31, 2022 Medical/Rx Claims Analysis

Month	Single Subscribers	Family Subscribers	Total Subscribers	Total Claims Paid (Medical & Rx)	Premiums	Loss Ratio
Apr-21	34	27	61	\$16,612	\$42,156	39.4%
May-21	34	27	61	\$2,382	\$42,156	5.7%
Jun-21	33	27	60	\$58,786	\$41,740	140.8%
Jul-21	32	28	60	\$30,299	\$41,948	72.2%
Aug-21	29	28	57	\$35,359	\$40,702	86.9%
Sep-21	30	27	57	\$27,636	\$40,162	68.8%
Oct-21	33	26	59	\$53,944	\$40,453	133.4%
Nov-21	33	27	60	\$85,175	\$41,200	206.7%
Dec-21	33	26	59	\$573,262	\$39,913	1,436.3%
YTD Total	291	243	534	\$883,455	\$370,430	238.5%
YTD PEPM				\$1,654.41	\$693.69	

OBSERVATIONS

- Year-to-date the plan is running at a 238.5% loss ratio
 - Medical claims and pharmacy claims are combined
- From April 1, 2021 – December 31, 2021, there are 2 High Cost Claimants over \$50,000.

2021-2022 YTD Large Claimants

April 1, 2021 - December 31, 2021 Large Claimants Over \$50,000

Claimant	Primary Diagnosis	Total Medical/Rx Paid Clams
Claimant 1	Single Live Birth, End Stage Renal Disease	\$541,908
Claimant 2	Cancer	\$67,116
Total		\$609,024

- Large claims make up 69% of total paid claims.

EE's / Ded Level	Expected Incidence - claims per year				
	\$30,000	\$50,000	\$70,000	\$90,000	\$110,000
45	3.66	1.80	1.25	0.80	0.58
55	4.47	2.20	1.53	0.98	0.71
65	5.28	2.60	1.81	1.16	0.84
75	6.09	3.00	2.09	1.34	0.97
85	6.91	3.40	2.37	1.52	1.10

Rolling 12 Months YTD Monthly Experience

Rolling 12 Months

Month	Single Subscribers	Family Subscribers	Total Subscribers	Total Claims Paid (Medical & Rx)	Premiums	Loss Ratio
Jan-21	35	26	61	\$34,819	\$49,256	70.7%
Jan-21	36	26	62	\$12,455	\$49,739	25.0%
Mar-21	36	25	61	\$38,542	\$48,242	79.9%
Apr-21	34	27	61	\$16,612	\$42,156	39.4%
May-21	34	27	61	\$2,382	\$42,156	5.7%
Jun-21	33	27	60	\$58,786	\$41,740	140.8%
Jul-21	32	28	60	\$30,299	\$41,948	72.2%
Aug-21	29	28	57	\$35,359	\$40,702	86.9%
Sep-21	30	27	57	\$27,636	\$40,162	68.8%
Oct-21	33	26	59	\$53,944	\$40,453	133.4%
Nov-21	33	27	60	\$85,175	\$41,200	206.7%
Dec-21	33	26	59	\$573,262	\$39,913	1436.3%
Rolling 12 Total	398	320	718	\$969,271	\$517,668	187.2%
Rolling 12 PEPM				\$1,349.96	\$720.99	

OBSERVATIONS

- Year-to-date the plan is running at a 74.8% loss ratio
 - Medical claims and pharmacy claims are combined
- From April 1, 2021 – October 31, 2021, there are 3 High Cost Claimants.

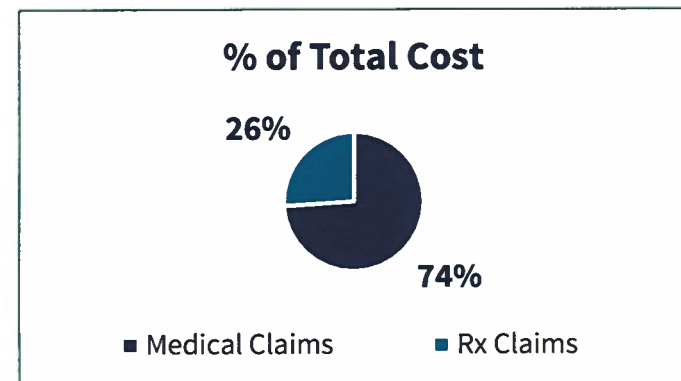
Monthly – Prior Plan Annual Experience – 2020-2021

April 1, 2020 - March 31, 2021 Medical/Rx Claims Analysis

Month	Single Subscribers	Family Subscribers	Total Subscribers	Medical Claims Paid	Rx Claims Paid	Total Claims Paid		Loss Ratio
						(Medical & Rx)	Premiums	
Apr-20	36	23	59	\$45,515	\$19,654	\$65,170	\$46,649	139.7%
May-20	36	23	59	\$13,086	\$1,382	\$14,468	\$46,649	31.0%
Jun-20	36	23	59	\$8,003	\$1,196	\$9,200	\$46,021	20.0%
Jul-20	36	23	59	\$22,055	\$22,643	\$44,698	\$46,649	95.8%
Aug-20	36	23	59	\$16,574	\$1,647	\$18,221	\$46,649	39.1%
Sep-20	35	24	59	\$24,819	\$19,384	\$44,204	\$47,035	94.0%
Oct-20	36	24	60	\$86,996	\$6,016	\$93,012	\$47,518	195.7%
Nov-20	36	25	61	\$51,408	\$15,410	\$66,818	\$48,629	137.4%
Dec-20	34	26	60	\$19,656	\$2,319	\$21,975	\$48,773	45.1%
Jan-21	35	26	61	\$10,228	\$24,591	\$34,819	\$49,256	70.7%
Feb-21	36	26	62	\$12,653	(\$198)	\$12,455	\$49,739	25.0%
Mar-21	36	25	61	\$30,680	\$7,863	\$38,542	\$48,242	79.9%
YTD Total	428	291	719	\$341,674	\$121,907	\$463,581	\$571,809	81.1%
YTD PEPM				\$475.21	\$169.55	\$644.76	\$795.28	

OBSERVATIONS

- Year-to-date the plan is running at a 81.1% loss ratio
 - Medical claims: 74% of total paid claims
 - Pharmacy claims: 26% of total paid claims
- From April 1, 2021 – March 31, 2021, there are 3 High Cost Claimants.




Prior Plan Large Claimants – 2020-2021

**April 1, 2020 - March 31, 2021
Large Claimants Over \$50,000**


Claimant	Primary Diagnosis	Age	Gender	Relationship	Plan	Status	Medical	Pharmacy	Total Medical/Rx Paid Clams
Claimant 1	Complications of other internal prosthetic devices, implants and grafts	63	Female	SUB	MTBCP605	Cobra	\$64,798	\$34,875	\$99,673
Claimant 2	Testicular dysfunction	43	Male	SUB	MTBCP605	Active	\$1,043	\$63,728	\$64,771
Claimant 3	Fracture of foot, except ankle	41	Male	SUB	MTBCP605	Active	\$57,603	\$0	\$57,603
Total							\$123,443	\$98,604	\$222,047

- Large claims make up 47.9% of total paid claims.

EE's / Ded Level	Expected Incidence – claims per year				
	\$30,000	\$50,000	\$70,000	\$90,000	\$110,000
45	3.66	1.80	1.25	0.80	0.58
55	4.47	2.20	1.53	0.98	0.71
65	5.28	2.60	1.81	1.16	0.84
75	6.09	3.00	2.09	1.34	0.97
85	6.91	3.40	2.37	1.52	1.10



Recommendations and Considerations



Recommendations

Medical: We recommend renewing with UHC as is accepting the 17% increase.

Dental/Vision: We recommend renewing as is with UHC as they are offering a rate pass on the dental and vision is under rate guarantee.

LIFE, LTD, Voluntary STD: We recommend renewing as is with Standard, accepting the increase to the LTD benefit and a rate pass on all other lines, with the 2 year rate guarantee.

Contributions – Medical – United Healthcare- Current – Option 1

Medical/Rx	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
HSA Plan								
EE Only	33	33	\$415.33	\$0.00	\$415.33	\$485.94	\$0.00	\$485.94
EE + Spouse	4	4	\$955.24	\$269.96	\$685.29	\$1,117.64	\$315.85	\$801.79
EE + Child(ren)	11	11	\$747.59	\$166.13	\$581.46	\$874.69	\$194.38	\$680.32
EE + Family	11	11	\$1,287.51	\$436.09	\$851.42	\$1,506.40	\$510.23	\$996.17
Annual Costs	59	59	\$478,955	\$92,451	\$386,505	\$560,383	\$108,169	\$452,214
PEPM Costs			\$676.49			\$791.50		
Total	59	59	\$478,955	\$92,451	\$386,505	\$560,383	\$108,169	\$452,214
\$ Increase						\$81,427	\$15,718	\$65,710
% Increase						17%	17%	17%

2021-2022: MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

2022-2023: MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

Contributions – Medical – United Healthcare Option 2

Medical/Rx HSA Plan	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
EE Only	33	33	\$415.33	\$0.00	\$415.33	\$485.94	\$0.00	\$485.94
EE + Spouse	4	4	\$955.24	\$269.96	\$685.29	\$1,117.64	\$157.93	\$959.71
EE + Child(ren)	11	11	\$747.59	\$166.13	\$581.46	\$874.69	\$97.19	\$777.50
EE + Family	11	11	\$1,287.51	\$436.09	\$851.42	\$1,506.40	\$255.12	\$1,251.28
Annual Costs	59	59	\$478,955	\$92,451	\$386,505	\$560,383	\$54,086	\$506,297
PEPM Costs			\$676.49			\$791.50		
Total	59	59	\$478,955	\$92,451	\$386,505	\$560,383	\$54,086	\$506,297
\$ Increase						\$81,427	-\$38,365	\$119,793
% Increase						17%	-41%	31%

2021-2022: MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

2022-2023: MVPD pays 100% of the EE Only tier and 75% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

Contributions – Medical – United Healthcare

Option 3 - EPO

Medical/Rx	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
HSA Plan								
EE Only	33	33	\$415.33	\$0.00	\$415.33	\$458.61	\$0.00	\$458.61
EE + Spouse	4	4	\$955.24	\$269.96	\$685.29	\$1,054.78	\$298.09	\$756.70
EE + Child(ren)	11	11	\$747.59	\$166.13	\$581.46	\$825.49	\$183.44	\$642.05
EE + Family	11	11	\$1,287.51	\$436.09	\$851.42	\$1,421.68	\$481.54	\$940.15
Annual Costs	59	59	\$478,955	\$92,451	\$386,505	\$528,865	\$102,085	\$426,781
PEPM Costs			\$676.49			\$746.99		
Total	59	59	\$478,955	\$92,451	\$386,505	\$528,865	\$102,085	\$426,781
\$ Increase						\$49,910	\$9,634	\$40,276
% Increase						10%	10%	10%

MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

Contributions – Medical – United Healthcare Option 4 - EPO

Medical/Rx HSA Plan	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
EE Only	33	33	\$415.33	\$0.00	\$415.33	\$458.61	\$0.00	\$458.61
EE + Spouse	4	4	\$955.24	\$269.96	\$685.29	\$1,054.78	\$149.04	\$905.74
EE + Child(ren)	11	11	\$747.59	\$166.13	\$581.46	\$825.49	\$91.72	\$733.77
EE + Family	11	11	\$1,287.51	\$436.09	\$851.42	\$1,421.68	\$240.77	\$1,180.91
Annual Costs	59	59	\$478,955	\$92,451	\$386,505	\$528,865	\$51,042	\$477,823
PEPM Costs			\$676.49			\$746.99		
Total	59	59	\$478,955	\$92,451	\$386,505	\$528,865	\$51,042	\$477,823
\$ Increase						\$49,910	-\$41,408	\$91,319
% Increase						10%	-45%	24%

2021-2022: MVPD pays 100% of the EE Only tier and 50% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

2022-2023: MVPD pays 100% of the EE Only tier and 75% of the remaining cost for EE+Spouse, EE+Child(ren), and EE+Family

Contributions – Dental – United Healthcare

Dental DHMO	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
EE Only	3	3	\$11.68	\$0.00	\$11.68	\$11.68	\$0.00	\$11.68
EE + Spouse	1	1	\$22.65	\$5.29	\$17.36	\$22.65	\$5.29	\$17.36
EE + Child(ren)	2	2	\$24.51	\$10.46	\$14.05	\$24.51	\$10.46	\$14.05
EE + Family	6	6	\$35.48	\$17.56	\$17.92	\$35.48	\$17.56	\$17.92
Annual Costs	12	12	\$3,835	\$1,579	\$2,256	\$3,835	\$1,579	\$2,256
PEPM Costs			\$9.13			\$9.13		
Total	12	12	\$3,835	\$1,579	\$2,256	\$3,835	\$1,579	\$2,256
\$ Increase						\$0	\$0	\$0
% Increase						0%	0%	0%

Dental PPO	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
EE Only	19	19	\$39.18	\$20.70	\$18.48	\$39.18	\$20.70	\$18.48
EE + Spouse	4	4	\$78.37	\$52.84	\$25.53	\$78.37	\$52.84	\$25.53
EE + Child(ren)	7	7	\$91.73	\$59.41	\$32.32	\$91.73	\$59.41	\$32.32
EE + Family	5	5	\$137.93	\$98.85	\$39.08	\$137.93	\$98.85	\$39.08
Annual Costs	35	35	\$28,676	\$18,177	\$10,499	\$28,676	\$18,177	\$10,499
PEPM Costs			\$68.28			\$68.28		
Total	35	35	\$28,676	\$18,177	\$10,499	\$28,676	\$18,177	\$10,499
\$ Increase						\$0	\$0	\$0
% Increase						0%	0%	0%

Assumes employee payroll deductions remain the same

Contributions – Vision – United Healthcare

Medical/Rx Vision	Enrollment		2021 - 2022 Current			2022 - 2023 REVISED Renewal		
	Current	Projected	Rates	EE	ER	Rates	EE	ER
EE Only	24	24	\$6.98	\$5.53	\$1.45	\$6.98	\$5.53	\$1.45
EE + Spouse	5	5	\$13.25	\$9.31	\$3.94	\$13.25	\$9.31	\$3.94
EE + Child(ren)	7	7	\$15.53	\$9.49	\$6.04	\$15.53	\$9.49	\$6.04
EE + Family	12	12	\$21.86	\$15.03	\$6.83	\$21.86	\$15.03	\$6.83
Annual Costs	48	48	\$7,258	\$5,113	\$2,145	\$7,258	\$5,113	\$2,145
PEPM Costs			\$12.60			\$12.60		
Total	48	48	\$7,258	\$5,113	\$2,145	\$7,258	\$5,113	\$2,145
\$ Increase						\$0	\$0	\$0
% Increase						0%	0%	0%

Assumes employee payroll deductions remain the same



Renewals and Marketing



Marketing Results

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Carriers Invited to Bid

PLAN TYPE	QUOTE STATUS	*CARRIER RATING	NOTES / COMMENTS
MEDICAL			
Aetna Group	Declined	A	Cannot meet the required deadline based on the timeline receipt of the renewal
BlueCross BlueShield of Texas	Declined	A	Uncompetitive rates
CIGNA Group	Declined	A	Uncompetitive rates
Humana	Declined	A-	Uncompetitive rates
Memorial Hermann	Declined	B+	Cannot meet the required deadline based on the timeline receipt of the renewal
TML Health Benefits Pool	Declined	N/A	Uncompetitive rates
United HealthCare Insurance Company	Quoted	A	Current & Renewal are included in our analysis
DENTAL			
Aetna Group	Declined	A	Cannot meet the required deadline based on the timeline receipt of the renewal
Ameritas Group	Declined	A	Uncompetitive with ancillary packaged with medical
BlueCross BlueShield of Texas	Declined	A	Uncompetitive rates
CIGNA Group	Declined	A	Uncompetitive rates
Delta Dental Insurance Company	Declined	A	Cannot release a sealed bid in small group
Dental Select	Declined	A++	Uncompetitive rates
Equitable	Declined	A	Cannot quote DHMO & uncompetitive on low option
FCL	Declined	A+	No response to the RFP or follow emails
Guardian Life	Quoted	A++	Included in our analysis
Humana	Declined	A-	Uncompetitive rates
Lincoln Financial Group	Declined	A+	No response to the RFP or follow emails
MetLife Inc	Declined	A+	Uncompetitive rates
Mutual of Omaha Insurance Company	Declined	A+	Uncompetitive rates
Principal Financial Group Inc	Declined	A+	UW guidelines do not allow sealed bid submissions
Reliance Standard Life Insurance Company	Declined	A++	Uncompetitive rates
Standard Insurance Group	Quoted	A	Included in our analysis
Sun Life	Declined	A+	No response to the RFP or follow emails
United Concordia Companies Inc	Declined	A	No response to the RFP or follow emails
Unum Group	Declined	A	Uncompetitive rates
Solstice Benefits	Declined	A	No response to the RFP or follow emails
United HealthCare Insurance Company	Quoted	A	Current & Renewal are included in our analysis

Analyzing insurers' over-all performance and financial strength is a task that requires specialized skills and in-depth technical understanding of all aspects of insurance company finances and operations. Insurance brokerages such as Alliant typically rely upon rating agencies for this type of market analysis. A.M. Best has been an industry leader in this area for many decades, utilizing a combination of quantitative and qualitative analysis of the information available in formulating their ratings.

*Alliant's standard protocol is to only place coverage with carriers with no less than an "A-" rating from A.M. Best. However, where Alliant determines that it is prudent to consider coverage with a lower rated carrier, the financial rating of the carrier is to be disclosed to the client. Should Alliant become aware of a carrier's rating dropping below "A-" mid-policy period we will review and advise you of the situation and consider if an alternative carrier can be reasonably provided prior to renewal.

A.M. Best has an extensive database of nearly 6,000 Life/Health, Property Casualty and International companies. You can visit them at www.ambest.com.

VISION			
Aetna Group	Declined	A	Cannot meet the required deadline based on the timeline receipt of the renewal
Ameritas Group	Declined	A	Uncompetitive with ancillary packaged with medical
Avesis	Declined	A	Did not receive initial RFP & cannot meet the deadline now
BlueCross BlueShield of Texas	Quoted	A	Included in our analysis
CIGNA Group	Declined	A	Uncompetitive rates
Dental Select	Declined	A++	Uncompetitive rates
Equitable	Declined	A	Cannot quote vision only, other lines were a DTQ
EyeMed	Declined	A+	Does not submit sealed bids under 300 lives
Guardian Life	Quoted	A++	Included in our analysis
Humana	Declined	A-	Uncompetitive rates
Lincoln Financial Group	Declined	A+	No response to the RFP or follow up emails
MetLife Inc	Declined	A+	Uncompetitive rates
Mutual of Omaha Insurance Company	Declined	A+	Uncompetitive rates
Principal Financial Group Inc	Declined	A+	UW guidelines do not allow sealed bid submissions
Reliance Standard Life Insurance Company	Declined	A++	Uncompetitive rates
Standard Insurance Group	Quoted	A	Included in our analysis
Sun Life	Declined	A+	No response to the RFP or follow up emails
Unum Group	Declined	A	Uncompetitive rates
Vision Service Plan	Quoted	A-	Included in our analysis
Community Eye Care	Quoted	A-	Included in our analysis
Solstice Benefits	Pending	A	No response to the RFP or follow up emails
United HealthCare Insurance Company	Quoted	A	Current & Renewal are included in our analysis
LIFE and DISABILITY			
BlueCross BlueShield of Texas	Quoted	A	Life only quote, uncompetitive rates; DI DTQ due to nature of the industry; Not included in our analysis
CIGNA Group	Declined	A	Uncompetitive rates due to industry & group size
Equitable	Declined	A	Uncompetitive rates
Guardian Life	Declined	A++	Nature of industry & occupations
Hartford Insurance Group	Quoted	B++	Included in our analysis
Lincoln Financial Group	Declined	A+	No response to the RFP or follow up emails
MetLife Inc	Declined	A+	Uncompetitive rates
Mutual of Omaha Insurance Company	Declined	A+	Uncompetitive rates
Principal Financial Group Inc	Declined	A+	UW guidelines do not allow sealed bid submissions
Reliance Standard Life Insurance Company	Declined	A++	Uncompetitive rates due to industry
Sun Life	Declined	A+	No response to the RFP or follow up emails
United HealthCare Insurance Company	Quoted	A	Included in our analysis
Unum Group	Declined	A	Uncompetitive rates
Solstice Benefits	Declined	A	No response to the RFP or follow up emails
Standard Insurance Group	Quoted	A	Current & Renewal are included in our analysis

MEDICAL

Medical Renewal – Current w/ United Healthcare

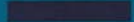
BENEFITS	CURRENT / RENEWAL / NEGOTIATED RENEWAL	ALTERNATE 1	ALTERNATE 2
Carrier Network Plan Type Plan Name Plan Accumulations Deductible OOP Maximum	UHC Choice Plus AE30 HDHP Calendar Year Embedded Embedded	UHC Choice Plus BTCS HDHP Calendar Year Embedded Embedded	UHC Choice Plus AE30 HDHP Calendar Year Embedded Embedded
IN-NETWORK			
Deductible - Individual / Family OOP Maximum - Individual / Family Coinsurance	\$3,500 / \$7,000 \$6,350 / \$12,700 80%	\$2,800 / \$5,600 \$6,350 / \$12,700 80%	\$3,500 / \$7,000 \$6,350 / \$12,700 80%
Office Visit - PCP / Specialist	80% after deductible	80% after deductible	80% after deductible
Office Visit - Virtual Visits	\$49 copay, applied to deductible & coinsurance	\$49 copay, applied to deductible & coinsurance	\$49 copay, applied to deductible & coinsurance
Inpatient Hospital - Copay / Coins	80% after deductible	80% after deductible	80% after deductible
Outpatient Surgery	80% after deductible	80% after deductible	80% after deductible
Emergency Room - Copay / Coins (includes Out-of-Network)	80% after deductible	80% after deductible	80% after deductible
Urgent Care	80% after deductible	80% after deductible	80% after deductible
Advanced Image (MRI/CAT/PET, etc)	80% after deductible	80% after deductible	80% after deductible
Diagnostic Outside Lab / X-Ray	80% after deductible	80% after deductible	80% after deductible
Therapy Services - PT/SP/OCC	80% after deductible; Max 20 visits each per year	80% after deductible Max 20 visits each per year	80% after deductible; Max 20 visits each per year
OUT-OF-NETWORK			
Deductible - Individual / Family OOP Maximum - Individual / Family Coinsurance	\$5,000 / \$10,000 \$10,000 / \$20,000 50%	\$5,000 / \$10,000 \$10,000 / \$20,000 50%	\$5,000 / \$10,000 \$10,000 / \$20,000 50%
PHARMACY	Advantage PDL Combined with Medical After deductible: Tier 1: 10 copay Tier 2: \$35 copay Tier 3: 60 copay Specialty: same as retail copays (Specialty RX-30 day max fill) After deductible: 2.5x's retail copays	Advantage PDL Combined with Medical After deductible: Tier 1: \$10 copay Tier 2: \$35 copay Tier 3: \$60 copay Specialty: same as retail copays (Specialty RX-30 day max fill) After deductible: 2.5x's retail copays No Generic Incentive; Pre-authorization, Step Therapy, Quantity Limits &/or a Designated Specialty Pharmacy may be required for certain drugs	Advantage PDL After deductible: Tier 1: 10 copay Tier 2: \$35 copay Tier 3: 60 copay Specialty: same as retail copays (Specialty RX-30 day max fill) After deductible: 2.5x's retail copays
Rx Deductible / OOP Max			
Retail RX			
Mail Order RX			
RX Plan Details			
COSTS	CURRENT / RENEWAL / NEGOTIATED RENEWAL	ALTERNATE 1	ALTERNATE 2
Funding Type	Fully Insured	Fully Insured	Fully Insured
Rate Guarantee End Date	Renews 4/1/2022	1 Year	1 Year
ENROLLMENT / RATES	CURRENT	PROPOSED	PROPOSED
Employee 33	\$415.33	\$505.78	\$485.94
Employee & Spouse 4	\$955.24	\$1,163.27	\$1,117.64
Employee & Child(ren) 11	\$747.59	\$910.40	\$874.69
Employee & Family 11	\$1,287.51	\$1,567.90	\$1,506.40
ANNUAL PREMIUM			
Total Premium	\$478,955	\$583,261	\$617,026
\$ Change Over Current - Gross Cost	\$90,999	\$104,306	\$138,071
% Change Over Current - Gross Cost	19.0%	21.8%	28.8%



Ancillary Marketing

Marketing Results – Bundle Roll Up

OPTIONS	Dental / Vision	Basic Life / AD&D	Disability	Total Premium
Current	\$39,769	\$4,368	\$18,184	\$62,320
Renewal	\$41,837	\$4,368	\$19,073	\$65,278
\$ Change Over Current	\$2,069	\$0	\$889	\$2,958
% Change Over Current	5.2%	0.0%	4.9%	4.7%
<i>UHC - Dental & Vision are packaged with Medical for discounts to the Medical rates; stand alone approved for both Standard - LDI lines are packaged; Disability shown includes LTD only, Voluntary STD is age rated</i>				
Negotiated Renewal	\$39,769	\$4,368	\$19,073	\$63,209
\$ Change Over Current	\$0	\$0	\$889	\$889
% Change Over Current	0.0%	0.0%	4.9%	1.4%
<i>UHC - Dental & Vision are packaged with Medical for discounts to the Medical rates; stand alone approved for both Standard - LDI lines are packaged; Disability shown includes LTD only, Voluntary STD is age rated</i>				
Guardian (dental/vision only)	\$35,606	DTQ	DTQ	\$35,606
\$ Change Over Current	-\$4,163	\$0	\$0	-\$4,163
% Change Over Current	-10.5%	0.0%	0.0%	-10.5%
<i>Guardian - Dental & Vision are packaged; DTQ LDI</i>				
Standard	\$36,050	\$4,368	\$19,073	\$59,491
\$ Change Over Current	-\$3,719	\$0	\$889	-\$2,830
% Change Over Current	-9.4%	0.0%	4.9%	-4.5%
<i>Standard - Dental/Vision stand-alone approved; Current LDI carrier, LDI lines are packaged; Disability shown includes LTD only, Voluntary STD is age rated</i>				
Community Eye Care (vision only)	\$5,599	N/A	N/A	\$5,599
\$ Change Over Current	-\$1,659	\$0	\$0	-\$1,659
% Change Over Current	-22.9%	0.0%	0.0%	-22.9%
VSP (vision only)	\$6,914	N/A	N/A	\$6,914
\$ Change Over Current	-\$344	\$0	\$0	-\$344
% Change Over Current	-4.7%	0.0%	0.0%	-4.7%
BCBS (vision only)	\$7,550	Uncompetitive rates	DTQ	\$7,550
\$ Change Over Current	\$293	\$0	\$0	\$293
% Change Over Current	4.0%	0.0%	0.0%	4.0%
<i>BCBS - Vision only quote; DTQ Dental & DI, Life only quote uncompetitive rates</i>				
Hartford (LDI only)	N/A	\$4,618	\$16,567	\$21,185
\$ Change Over Current	\$0	\$250	-\$1,616	-\$1,367
% Change Over Current	0.0%	5.7%	-8.9%	-6.1%
<i>Hartford - LDI lines are packaged (the Vol Employee/Dependent AD&D is optional to include); Disability shown includes LTD only, Voluntary STD is age rated</i>				
UHC	\$39,769	\$9,672	\$21,820	\$71,261
\$ Change Over Current	\$0	\$5,304	\$3,637	\$8,941
% Change Over Current	0.0%	121.4%	20.0%	14.3%
<i>UHC - current Dental/Vision carrier, stand alone approved for both; Additional discounts may apply to the Medical if the LDI is packaged, LDI lines: Basic/Vol Life are packaged, LTD/STD are packaged; Disability shown includes LTD only, Voluntary STD is age rated</i>				



DENTAL



Dental Renewal and Alternate Options

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Dental

BENEFITS	CURRENT / RENEWAL / NEGOTIATED RENEWAL				ALTERNATE 1		ALTERNATE 2
Carrier	UHC		UHC		Guardian	Guardian	Standard
Plan Type	OP753 / U90		TX D094C		Choice Plan J1	TX N400M	Passive DPPO
Plan Name	DPPO		DHMO		DPPO	DHMO	DPPO - Single Plan Option
Deductible Period	Calendar Year		N/A		Calendar Year	N/A	Calendar Year
IN-NETWORK	DPPO		DHMO		DPPO Value / NAP	DHMO	
Deductible - Individual / Family	\$50 / \$150		N/A		\$50 / \$150	N/A	\$50 / \$150
Deductible Waiver	Yes, Preventive		N/A		Yes, Preventive	N/A	Yes, Preventive
Annual Maximum - Individual	\$1,250		N/A		\$1,250	N/A	\$1,250
Coins - Preventative / Basic / Major	100% / 80% / 50%		Fee Schedule		Value: 100% / 100% / 60%	Fee Schedule	100% / 80% / 50%
Orthodontia Coins	50%		Fee Schedule		NAP: 100% / 80% / 50%	Fee Schedule	50%
Eligibility	Children to age 19		Adult & Children		Children to age 19	Adult & Children	Children to age 19
Orthodontia Lifetime Max - Individual	\$1,000		\$1,895 Fee (add'l fees for evaluation, treatment plan/records, etc. apply; requires a referral & may be required to be placed by a certain age)		\$1,000	\$1,895 Fee-Child to age 18; \$2,195 Age 19+/Adult (add'l fees for evaluation, treatment plan/records, etc. apply; may be required to be placed by a certain age)	\$1,000
OUT-OF-NETWORK					Value: Negotiated Fees	N/A	90th%
Out of Network Percentile	90th%		N/A		NAP: 90th%		
SERVICES					Value: 100% / NAP: 80%	\$170 Fee	80%
Endodontics (D3330 Root Canal-Molar)	80%		\$305 Fee		Value: 100% / NAP: 80%	\$250 Fee	80%
Periodontics (D4260 Perio-Osseous Surgery)	80%		\$325 Fee		Value: 100% / NAP: 80%	-	80%
Additional Complex Oral Surgery (D3425 Apicoectomy Surgery-Molar)	80%		-		Value: 100% / NAP: 80%	\$185 Fee	80%
(D7210 Surgical Removal of Erupted Tooth)	80%		\$95 Fee		Value: 100% / NAP: 80%	\$35 Fee	80%
Crowns (D2750 Porcelain)	50%		\$30 Fee		Value: 60% / NAP: 50%	\$260 Fee	50%
Dentures (D5110 Each, Upper or Lower)	50%		\$250 Fee		Value: 60% / NAP: 50%	\$345 Fee	50%
Late Entrant Waiting Period	None, members may only enroll at the annual OE period				Basic 6 mos; Major 12 mos; Ortho 24 mos (applies to true late enrollees)	None	Any procedure 12 mos, except for exams, cleanings & fluoride treatments (not applied at OE)
ADDITIONAL BENEFITS / NOTES					Threshold: \$600	N/A	Threshold: \$500
Plan Maximum Rollover	Threshold: \$500 Rollover Amt: \$250 Acct Limit: \$1,250		N/A		Rollover Amt: \$300 Acct Limit: \$1,250		Rollover Amt: \$250
Implants (D6010 Surgical Placement-Endosteal)	Not Covered		\$975 Fee		Not Covered	Not Covered	DPPO In-Network Bonus: \$100
TMJ (D0320)-Mandated States Only	Not Covered		Not Covered		Value: 60% / NAP: 50%	Not Covered	Acct Limit: \$1,000
Office Visit	-		\$5 Fee		-	\$5 Fee	Not Covered
Exams (D0150) / Frequency	100%, 2 per year		\$0 Fee		100%, 2 per year	\$0 Fee	-
Bitewings (D0210) / Frequency	100%, 1 per year		\$0 Fee		100%, 1 per year	\$0 Fee	100%, 2 per year
Complete Full Mouth/Panoramic X-Rays (D0220)	100%		\$0 Fee		100%	\$0 Fee	100%, 1 per year
Cleanings (D1110) / Frequency	100%, 2 per year		\$0 Fee		100%, 2 per year	\$0 Fee	100%
Fillings (D2140-50 / D2330-31)	80%		\$0 Fee		Value: 100% / NAP: 80%	\$0 Fee / \$15-\$20 Fee	100%, 2 per year
Additional Fees/Lab Charges &/or Limitations	Yes, certain limitations may apply		Yes, may apply to certain services		Yes, certain limitations may apply	Yes, may apply to certain services	Yes, certain limitations may apply
COSTS	CURRENT / RENEWAL / NEGOTIATED RENEWAL				ALTERNATE 1		ALTERNATE 2
Employer Paid or Voluntary	Voluntary		Employer Paid for Employee Only		Contributory		Contributory
Participation Requirement Rate Guarantee End Date	Currently approx 85%, combined		Currently approx 85%, combined		85%, combined, with at least 1 DHMO enrollee		Greater of 60% or 10 lives
ENROLLMENT / RATES	Renews 4/1/2022		1 Year		2 Years		2 Years
	CURRENT	RENEWAL	CURRENT	RENEWAL	PROPOSED	PROPOSED	PROPOSED
Employee	\$39.18	\$41.82	\$11.68	\$12.09	\$35.07	\$11.68	\$37.28
Employee & Spouse	\$78.37	\$83.66	\$22.65	\$23.44	\$70.14	\$22.65	\$78.17
Employee & Child(ren)	\$91.73	\$97.92	\$24.51	\$25.37	\$82.10	\$24.51	\$106.11
Employee & Family	\$137.93	\$147.24	\$35.48	\$36.72	\$128.45	\$35.48	\$147.00
PREMIUM BY PLAN	35% 12						
Annual Premium by Plan	\$28,676	\$30,610	\$3,835	\$3,969	\$25,966	\$3,835	\$29,985
Employee Contributions	\$18,177	\$19,404	\$1,579	\$1,634	\$16,502	\$1,579	\$19,391
\$ Change Over Current - Gross Cost	\$1,934		\$134		(\$2,710)	\$0	(\$2,526)
% Change Over Current - Gross Cost	6.7%		3.5%		-9.4%	0.0%	-7.8%
ANNUAL PREMIUM							
Total Premium	\$32,511		\$34,580		\$29,801		\$29,985
Employee Contributions	\$19,756		\$21,038		\$18,081		\$19,391
Net Employer Cost	\$12,755		\$13,542		\$11,720		\$10,594
\$ Change Over Current - Gross Cost		\$2,069		\$0	(\$2,710)		(\$2,526)
% Change Over Current - Gross Cost		6.4%		0.0%	-8.3%		-7.8%
\$ Change Over Current - Net ER Spend		\$787		\$0	(\$1,034)		(\$2,161)
% Change Over Current - Net ER Spend		6.2%		0.0%	-8.1%		-16.9%



VISION



Vision Renewal and Alternate Options

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Vision

BENEFITS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2	ALTERNATE 3	ALTERNATE 4	ALTERNATE 5
Carrier	UHC	Guardian	Standard	Community Eye Care	VSP	BCBS
Network	Spectera	Avesis	VSP Choice	CEC (own)	Choice	EyeMed
Plan Type	S1350	Full Feature B	Balanced Care Vision 1	160 Plan	Choice Plan Option 4	Vision Plan 8
Plan Name	Vision	Vision	Vision	Vision	Vision	Vision
IN-NETWORK						
Frequency - Exam / Lenses / Frames	12 / 12 / 24	12 / 12 / 24	12 / 12 / 24	12 / 12 / 12	12 / 12 / 24	12 / 12 / 24
Copays - Exam / Materials	\$20 / \$20	\$20 / \$20	\$20 / \$20	\$20 / \$20	\$20 / \$20	\$10 / \$25
Exam	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%
Lenses - Single / Bifocal / Trifocal	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%	Copay applies, 100%
Frame Allowance	Copay applies, \$130	Copay applies, \$130	Copay applies, \$130	All Eyewear: 1 copay applies, \$160 combined allowance	+ add'l \$20 allowance on Featured Frames	Copay waived, \$130
Contact Lenses Allowance - Elective (in lieu of eyeglasses &/or frames)	Copay waived, \$105	Copay waived, \$130	Copay waived, \$130		Copay waived, \$120	Copay waived, \$130
OUT-OF-NETWORK						
Does Copay Apply	No	No	Yes	Yes	Yes	No
Exam	\$40	\$59	\$45	\$50	\$45	\$30
Lenses - Single / Bifocal / Trifocal	\$40 / \$60 / \$80	\$30 / \$50 / \$65	\$30 / \$50 / \$65	\$30 / \$50 / \$65	\$30 / \$50 / \$65	\$25 / \$40 / \$55
Frame Allowance	\$45	\$70	\$70	\$70	\$70	\$65
Contact Lens Allowance - Elective	\$80	\$120	\$105	\$105	\$105	\$104
ADDITIONAL BENEFITS / NOTES						
Contact Lens Fit and Follow Up	\$30 allowance (In-Network Only)	In-Network: Standard \$50 copay, Custom \$75 copay	Up to \$60 copay (In-Network Only)	In-Network: \$20 copay Out-of-Network: up to \$48 copay	Up to \$60 copay (In-Network Only)	Standard up to \$40 copay, Premium 10% off retail (In-Network Only)
Benefits Based On	Date of Service	Calendar Year	Date of Service	Plan Year	Date of Service	Date of Service
COSTS						
Employer Paid or Voluntary Participation Requirement	Voluntary	Contributory	Voluntary	Voluntary	Voluntary	Voluntary
	Currently approx 87%	87%	Greater of 75% or 10 lives	None	51+ employees	Minimum 10 employees
Rate Guarantee End Date	Renews 2 Year 4/1/2022 Rate Pass	2 Years	2 Years	4 Years	2 Years	4 Years
ENROLLMENT / RATES						
	CURRENT	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
Employee	24 \$6.98	\$5.58	\$6.46	\$5.42	\$7.68	\$7.60
Employee & Spouse	5 \$13.25	\$10.60	\$12.51	\$10.29	\$12.28	\$14.44
Employee & Child(ren)	7 \$15.53	\$12.42	\$11.32	\$11.92	\$12.54	\$15.20
Employee & Family	12 \$21.86	\$17.49	\$17.38	\$16.80	\$20.22	\$22.35
ANNUAL PREMIUM						
Total Premium	48 \$7,258	\$5,805	\$6,065	\$5,599	\$6,914	\$7,550
\$ Change Over Current - Gross Cost	\$0	(\$1,453)	(\$1,193)	(\$1,659)	(\$344)	\$293
% Change Over Current - Gross Cost	0.0%	-20.0%	-16.4%	-22.9%	-4.7%	4.0%

LIFE AND DISABILITY

Basic Life and AD&D - Renewal and Alternate Options

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Basic Life and AD&D

BENEFITS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2	ALTERNATE 3
Carrier Plan Name Class Definition	Standard Basic Life/AD&D All Active Employees	Hartford Basic Life/AD&D All Active Employees	UHC Basic Life/AD&D All Active Employees	BCBS Basic Life/AD&D All Active Employees
BENEFITS				
Benefit	\$50,000	\$50,000	\$50,000	\$50,000
Guarantee Issue	\$50,000 By 35% at age 70 By 55% at age 75 By 70% at age 80 By 80% at age 85 By 90% at age 90	\$50,000 By 35% at age 70 By 55% at age 75 By 70% at age 80 By 80% at age 85 By 90% at age 90	\$50,000 By 35% at age 65 By 50% at age 70	\$50,000 By 35% at age 70 By 55% at age 75 By 70% at age 80 By 80% at age 85 By 90% at age 90
Age Reduction Schedule (% of original amount)				
Waiver of Premium	Included	Included	Included	Included
ADDITIONAL BENEFITS / NOTES				
Portability	Included	Included	Not Included	Included
Conversion	Included	Included	Included	Included
Accelerated Benefit	Included	Included	Included	Included
Match for AD&D	Yes	Yes EAP is tied to Basic Life	Yes	Yes
COSTS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2	ALTERNATE 3
Rate Guarantee End Date	Renews 2 Year 4/1/2022 Rate Pass	2 Years	2 Years	2 Years
RATES	CURRENT RENEWAL	PROPOSED	PROPOSED	PROPOSED
Life (per \$1,000)	\$0.100 \$0.100	\$0.128	\$0.280	\$0.285
AD&D (per \$1,000)	\$0.040 \$0.040	\$0.020	\$0.030	\$0.040
Volume	\$2,600,000	\$2,600,000	\$2,600,000	\$2,600,000
ANNUAL PREMIUM				
Total Premium	\$4,368 \$4,368	\$4,618	\$9,672	\$10,140
\$ Change Over Current	\$0	\$250	\$5,304	\$5,772
% Change Over Current	0.0%	5.7%	121.4%	132.1%

Voluntary Life and AD&D - Renewal and Alternate Options

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Voluntary Life and AD&D

BENEFITS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2
Carrier	Standard	Hartford	UHC
Plan Name	Voluntary Life	Voluntary Life/AD&D	Voluntary Life/AD&D
Class Definition	All Active Employees	All Active Employees	All Active Employees
BENEFITS			
Benefit - Employee	\$10,000 increments to max \$250,000	\$10,000 increments, not to exceed 5x Annual Earnings , to max \$250,000	\$10,000 increments to max \$300,000
Benefit - Spouse	\$5,000 increments to max \$250,000, not to exceed 100% of employee amount	\$5,000 increments to max \$250,000, not to exceed 100% of employee amount	Choice of \$10,000 or \$20,000, not to exceed 50% of employee amount
Benefit - Child	Live birth to age 25	Live birth to age 25	Choice of \$5,000 or \$10,000
Guarantee Issue - Employee	\$50,000	\$50,000	14 days to age 26 \$80,000
Guarantee Issue - Spouse	\$25,000	\$25,000	\$20,000
Guarantee Issue - Child	\$10,000	\$10,000	\$10,000
Age Reduction Schedule (% of original amount)	By 35% at age 70 By 55% at age 75 By 70% at age 80 By 80% at age 85 By 90% at age 90	By 30% at age 70 By 55% at age 75 By 70% at age 80 By 80% at age 85 By 90% at age 90	By 35% at age 65 By 50% at age 70
Life & AD&D Election Match Waiver of Premium	No, Life only Included	Yes Included	Yes Included
ADDITIONAL BENEFITS / NOTES			
Portability	Included	Included	Included
Conversion	Included	Included	Included
Accelerated Benefit	Included	Included	Included
Definition of Earnings	N/A	Base Salary Only; Excludes any other extra compensation	N/A
Grandfather Current Amounts	N/A	Yes, based on the census	Yes, based on the census (5p amounts higher than the quote will require UW approval)
Initial Open Enrollment	N/A	No, all increases &/or late enrollees require EOI	No, all increases &/or late enrollees require EOI
Annual Open Enrollment	No, all increases &/or late enrollees require EOI	No, all increases &/or late enrollees require EOI	No, all increases &/or late enrollees require EOI
COSTS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2
Participation Requirement	Currently approx 48%	49%	25%
Rate Guarantee End Date	Renews 2 Year 4/1/2022 Rate Pass	2 Years	2 Years
RATES	CURRENT / RENEWAL	PROPOSED	PROPOSED
Life (per \$1,000)	Employee Spouse (based on ee age)	Employee Spouse (based on ee age)	Employee Spouse (based on ee age)
Under 18	\$0.110 \$0.110	\$0.110 \$0.110	\$0.070 \$0.070
18-24	\$0.110 \$0.110	\$0.110 \$0.110	\$0.070 \$0.070
25-29	\$0.110 \$0.110	\$0.110 \$0.110	\$0.080 \$0.080
30-34	\$0.120 \$0.120	\$0.120 \$0.120	\$0.090 \$0.090
35-39	\$0.150 \$0.150	\$0.150 \$0.150	\$0.110 \$0.110
40-44	\$0.230 \$0.230	\$0.230 \$0.230	\$0.170 \$0.170
45-49	\$0.390 \$0.390	\$0.390 \$0.390	\$0.270 \$0.270
50-54	\$0.640 \$0.640	\$0.640 \$0.640	\$0.430 \$0.430
55-59	\$1.010 \$1.010	\$1.010 \$1.010	\$0.660 \$0.660
60-64	\$1.570 \$1.570	\$1.570 \$1.570	\$0.910 \$0.910
65-69	\$2.820 \$2.820	\$2.820 \$2.820	\$1.460 \$1.460
70-74	\$5.040 \$5.040	\$5.040 \$5.040	\$2.460 \$2.460
75-79	\$8.320 \$8.320	\$8.320 \$8.320	\$7.270 \$7.270
80+	\$8.320 \$8.320	\$8.320 \$8.320	\$7.270 \$7.270
AD&D (per \$1,000) - EE/SP/CH	None	\$0.020 \$0.63 (Per Child Unit)	\$0.030
Child(ren) Life (per \$1,000)	\$0.199	\$1.75 (per Child Unit)	\$0.100

Short Term Disability - Renewal and Alternate Options

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Short Term Disability

BENEFITS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2
Carrier	Standard	Hartford	UHC
Plan Name	STD	STD	STD
Class Definition	All Active Employees	All Active Employees	All Active Employees
BENEFITS			
Benefit Percentage	60%	60%	60%
Weekly Maximum	\$1,000	\$1,000	\$1,000
Benefit Duration (includes the elimination period)	13 weeks	13 weeks	13 weeks
Elimination Period - Accident / Illness (benefit commences)	8th/8th	8th/8th	8th/8th
Maximum Pre-Disability Annual Earnings	\$86,667	\$86,667	\$86,667
Number of Underinsured Employees	16	16	16
Minimum Benefit	\$15	\$15	\$100
Pre-existing Condition Limitation	None	None	12/12
ADDITIONAL BENEFITS / NOTES			
Definition of Earnings	Base Salary, including Shift Differentials; Excludes any other extra compensation	Base Salary Only; Excludes any other extra compensation	Base Salary Only; Excludes any other extra compensation
Maternity-Natural Delivery / C-Section Delivery	6 wks / 8 wks	6 wks / 6 wks (can be increased with phys rec)	6 wks / 8 wks
FICA Match	Included	Included	Not Included
W-2 Distribution	Included	Included	Included
COSTS			
Employer Paid or Voluntary Participation Requirement	Voluntary	Voluntary	Voluntary
Open Enrollment	Currently approx 35%	35%	25%
Rate Guarantee End Date	No, all late enrollees require EOI	No, all late enrollees require EOI	No, all late enrollees require EOI
	Renews 4/1/2022	2 Years	2 Years
	2 Year Rate Pass		
VOLUNTARY RATES / \$10 WEEKLY BENEFIT			
	CURRENT	PROPOSED	PROPOSED
Under 18	\$0.383	\$0.300	\$0.490
18-24	\$0.383	\$0.300	\$0.490
25-29	\$0.383	\$0.300	\$0.480
30-34	\$0.369	\$0.290	\$0.450
35-39	\$0.345	\$0.270	\$0.380
40-44	\$0.347	\$0.270	\$0.430
45-49	\$0.368	\$0.290	\$0.390
50-54	\$0.451	\$0.360	\$0.470
55-59	\$0.592	\$0.470	\$0.550
60-64	\$0.740	\$0.590	\$0.650
65-69	\$0.756	\$0.600	\$0.730
70-74	\$0.855	\$0.600	\$0.730
75-79	\$0.855	\$0.600	\$0.730
80+	\$0.855	\$0.600	\$0.730
VOLUNTARY RATE CALCULATOR	\$60,000	\$60,000	\$60,000
<i>Weekly Salary</i>	<i>\$1,154</i>	<i>\$1,154</i>	<i>\$1,154</i>
<i>Weekly Benefit of</i>	<i>\$692</i>	<i>\$692</i>	<i>\$692</i>
<i>Weekly Premium for a 35 year old</i>	<i>\$23.88</i>	<i>\$18.69</i>	<i>\$26.31</i>

Long Term Disability - Renewal and Alternate Options

Memorial Villages Police Department - Plan Year: April 2022 - March 2023

Long Term Disability

BENEFITS	CURRENT / RENEWAL	ALTERNATE 1	ALTERNATE 2
Carrier	Standard	Hartford	UHC
Plan Name	LTD	LTD	LTD
Class Definition	All Active Employees	All Active Employees	All Active Employees
BENEFITS			
Definition of Disability	Loss of duties OR earnings	Loss of duty (1) AND earnings after the EP only	Residual
Benefit Percentage	60%	60%	60%
Monthly Maximum	\$5,000	\$5,000	\$5,000
Benefit Duration	SSNRA	ADEA 1 w/SSNRA	ADEA 1 w/SSNRA
Own Occupation Period	24 months	24 months	24 months
Elimination Period	90 days	90 days	90 days
Maximum Pre-Disability Annual Earnings	\$100,000	\$100,000	\$100,000
Number of Underinsured Employees	9	9	9
SS Integrations	Primary & Family	Primary & Family	Primary & Family
Pre-existing Condition Limitation	3/12	3/12	3/12
Mental / Substance Abuse Limitations	24 months, per occurrence	24 months, lifetime combined	24 months, lifetime each
Subjective/Special Conditions Limitations	None	Included with MN/SA	None
ADDITIONAL BENEFITS / NOTES			
Definition of Earnings	Base Salary, including Shift Differentials; Excludes any other extra compensation	Base Salary Only; Excludes any other extra compensation	Base Salary Only; Excludes any other extra compensation
FICA Match	Included	Included	Included
W 2 Distribution	Included	Included	Included
Minimum Benefit	\$100	\$100	\$100
EAP	Yes - 3 FTF visits per family member, per issue, per year	Yes - 3 FTF visits per family member, per issue, per year Tied to Basic Life	Yes - 3 FTF visits per family member, per issue
COSTS			
Employer Paid or Voluntary	Employer Paid	Employer Paid	Employer Paid
Rate Guarantee End Date	Renews 4/1/2022 2 Years	2 Years	2 Years
RATES	CURRENT RENEWAL	PROPOSED	PROPOSED
Rate / \$100 Monthly Payroll	\$0.450 \$0.472	\$0.41	\$0.54
Monthly Covered Payroll	\$336,735	\$336,735	\$336,735
ANNUAL PREMIUM			
Total Premium	\$18,184 \$19,073	\$16,567	\$21,820
\$ Change Over Current	\$889	-\$1,616	\$3,637
% Change Over Current	4.9%	-8.9%	20.0%

Voluntary Accident

Memorial Villages Voluntary Accident		PROPOSED		
The below information is intended as a benefit summary only. It does not include all of the benefit provisions, limitations and qualifications. If this information conflicts in any way with the contract, the contract will prevail.				
BENEFITS	The Standard All Full-Time Employees			
	Select	Enhanced	Premier	
Carrier	The Standard All Full-Time Employees			
Class Definition	The Standard All Full-Time Employees			
BENEFITS	Select	Enhanced	Premier	
Accident Indemnity	Covers you & your family for injuries on / off the job (24 hour coverage)	Covers you & your family for injuries on / off the job (24 hour coverage)	Covers you & your family for injuries on / off the job (24 hour coverage)	
Accidental Death	EE - \$25,000 / Spouse - \$12,500 / Child - \$6,250	EE - \$50,000 / Spouse - \$25,000 / Child - \$12,500	EE - \$100,000 / Spouse - \$50,000 / Child - \$25,000	
Catastrophic Loss	Loss of Fingers, Toes, Hands, Feet, Sight or Hearing - 2% to 30% of Accidental Death Paralysis - 15% to 50% of Accidental Death	Loss of Fingers, Toes, Hands, Feet, Sight or Hearing - 2% to 30% of Accidental Death Paralysis - 15% to 50% of Accidental Death	Loss of Fingers, Toes, Hands, Feet, Sight or Hearing - 2% to 30% of Accidental Death Paralysis - 15% to 50% of Accidental Death	
Accident Common Carrier	100%	100%	100%	
Fractures Non-Surgical / Surgical	\$75 - \$5,500	\$100 - \$8,000	\$200 - \$10,500	
Dislocations	\$100 - \$3,000	\$150 - \$5,000	\$200 - \$7,000	
Inpatient Hospital Confinement	Hospital Admission: \$500 Daily Hospital Confinement: \$100 per day, up to 365 days ICU Admission: \$500; ICU Confinement: \$200 per day, up to 15 days	Hospital Admission: \$1,000 Daily Hospital Confinement: \$200 per day, up to 365 days ICU Admission: \$750; ICU Confinement: \$200 per day, up to 15 days	Hospital Admission: \$1,500 Daily Hospital Confinement: \$400 per day, up to 365 days ICU Admission: \$1,000; ICU Confinement: \$200 per day, up to 15 days	
Emergency Care	X-Ray: \$25 Urgent/Emergency Care: \$50 - \$100 Ground Ambulance: \$200 / Air Ambulance: \$600	X-Ray: \$50 Urgent/Emergency Care: \$50 - \$150 Ground Ambulance: \$300 / Air Ambulance: \$800	X-Ray: \$60 Urgent/Emergency Care: \$60 - \$200 Ground Ambulance: \$600 / Air Ambulance: \$1,500	
Follow Up Care	Accident Follow-Up Treatment: \$50 per day, up to 2 days Therapy Services: \$50 per day, up to 2 days	Accident Follow-Up Treatment: \$50 per day, up to 2 days Therapy Services: \$50 per day, up to 3 days	Accident Follow-Up Treatment: \$70 per day, up to 3 days Therapy Services: \$50 per day, up to 4 days	
Enhanced / Additional Accident Benefits	Burns: \$100 - \$7,500 / Skin Graft: 25% Lacerations: \$50 - \$400 Eye Injury: \$150 Emergency Dental Extraction: \$50 Concussion: \$100 Dislocations: \$100 - \$3,000	Burns: \$200 - \$10,000 / Skin Graft: 25% Lacerations: \$75 - \$500 Eye Injury: \$200 Emergency Dental Extraction: \$100 Concussion: \$150 Dislocations: \$150 - \$5,000	Burns: \$500 - \$12,500 / Skin Graft: 50% Lacerations: \$100 - \$800 Eye Injury: \$300 Emergency Dental Extraction: \$150 Concussion: \$200 Dislocations: \$200 - \$7,000	
Family Lodging / Transportation	Lodging: \$150 per day, up to 30 days Transportation: \$100 per day, up to 30 days	Lodging: \$175 per day, up to 30 days Transportation: \$150 per day, up to 30 days	Lodging: \$200 per day, up to 30 days Transportation: \$200 per day, up to 30 days	
ADDITIONAL BENEFITS				
Wellness Benefit	\$50	\$50	\$50	
Portability	Included	Included	Included	
COSTS	Minimum 10 lives 1 Year			
Participation Requirement				
Rate Guarantee				
ENROLLMENT / RATES (Assumptions)	PROPOSED RATES			
Employee Only	\$6.00	\$9.41	\$14.30	
Employee & Spouse	\$9.70	\$14.95	\$22.41	
Employee & Child(ren)	\$11.39	\$17.78	\$27.05	
Employee & Family	\$17.87	\$27.85	\$42.27	

NOTE: Different limitations apply for each benefit w/max visits/treatments per accident &/or w/in a certain time frame from the date of the accident, most are limited to 1 benefit per accident. Not all benefits &/or limitations are detailed in full.



Appendix





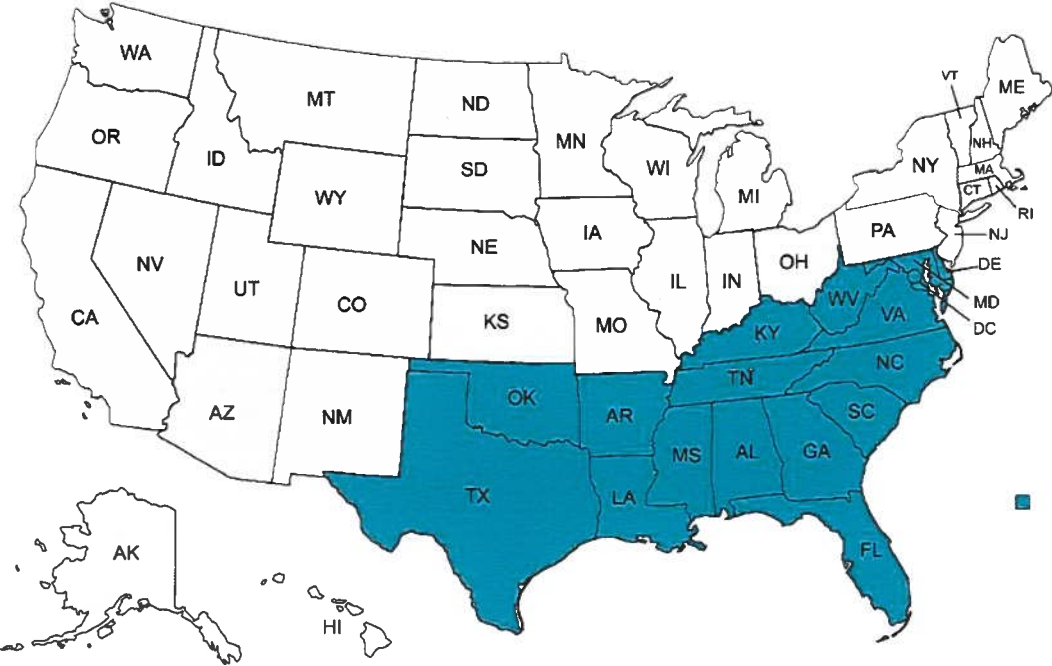
Benchmarking



Custom Benchmark Report – Medical Benefits Summary

Alliant Book of Business Benchmarking

Full-Time Employee Range 50-99
Industry Government / Public Sector
Plan Types HDHP's
Region/Location South



Custom Benchmark Report – Medical Benefits Summary Averages

HDHP

Individual Benefit (In-Network)	HDHP w/ H.S.A	Location South	Size 50-99	Industry Government/Public Sector
Plan Feature				
Deductible - IND	\$3,500	\$3,000	\$2,800	\$2,000
Deductible - FAM	\$7,000	\$6,000	\$5,600	\$4,000
Coinsurance	20%	20%	20%	20%
Out-of-Pocket Maximum - IND	\$6,350	\$5,000	\$5,000	\$3,500
Out-of-Pocket Maximum - FAM	\$12,700	\$10,000	\$10,000	\$6,850
Employer HSA Contributions				
Employee Only	\$1,500	\$600	\$750	\$1,250
EE + Family	\$2,700	\$1,000	\$1,200	\$2,100
Employee Contributions				
Employee Only	\$0	\$104	\$121	\$92
EE + Spouse	\$270	\$395	\$436	\$339
EE + Child(ren)	\$166	\$308	\$362	\$246
EE + Family	\$436	\$575	\$711	\$524
Value Measures				
Claros Relative Value	83.0%	70.7%	71.3%	76.8%

Custom Benchmark Report – Medical Benefits Summary by Industry

	Memorial Villages Police Department HDHP w/ H.S.A	Government/Public Sector HDHP
Medical Plan Design (Median)		
Deductible		
Individual	\$3,500	\$2,000
Family	\$7,000	\$4,000
Coinsurance	20%	20%
Out of Pocket Maximum		
Individual	\$6,350	\$3,500
Family	\$12,700	\$6,850
Office Visit		
PCP	20%	20%
Specialist	20%	20%
Prescription Drugs		
Generic	20%	20%
Preferred Brand	20%	20%
Non-Preferred Brand	20%	20%
Specialty	20%	20%
ER-HSA Funding		
Individual	\$1,500	\$1,250
Family	\$2,700	\$2,100
Relative Value (Claros)	83.01%	76.80%
Premium Rates		
Employee Only	\$415.33	\$384.26
EE + Spouse	\$955.24	\$883.78
EE + Child(ren)	\$747.59	\$691.66
EE + Family	\$1,287.51	\$1,191.19
Employee Contributions		
Employee Only	\$0.00	\$92.45
EE + Spouse	\$269.96	\$338.93
EE + Child(ren)	\$166.13	\$246.39
EE + Family	\$436.09	\$524.49
Assumed Enrolled		
Employee Only	33	33
EE + Spouse	4	4
EE + Child(ren)	11	11
EE + Family	11	11
Annual Costs		
Total Cost	\$478,955	\$443,125
Employee Contributions	\$92,451	\$154,634
Net Employer Cost	\$386,504	\$288,490
ER-HSA Expense	\$119,700	\$95,850
Impact of Variance - Increase/(Decrease) in Costs		
Decrease in Employer costs due to Plan Design (Actuarial Value Adjustment)		(\$35,831)
Decrease in Employer costs due to change in Employer Contributions		(\$62,183)
Decrease in Employer costs due to change in ER-funded HSA contributions		(\$23,850)
Estimated Annual Differential in Memorial Villages Police Department (Net) Annual Medical Cost and Benchmark		(\$121,864)

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on the Memorial Villages Police
Department EOY budget adjustments.

Agenda Item: 5




AMENDMENT NO.2021-01

**To
The Amended Budget of the Memorial Villages Police Department
For Fiscal Year 2021
General Fund**

DESCRIPTION/PURPOSE: Reclassify budget line items. - Operating Expenditures

ACCOUNT-INCREASE IN APPROPRIATIONS	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
Overtime	110	\$20,000.00
Gas & Oil	300	\$55,000.00
Auto Maintenance	310	\$12,000.00
General Maintenance	400	\$6,000.00
Stationery/Expendables	520	\$10,000.00
Payroll	540	\$800.00
Telephone	600	\$3,000.00
Natural Gas	630	\$10.00
Software Maintenance Contracts	740	\$1,000.00
Uniforms	810	\$12,000.00
Recruiting costs	860	\$13,000.00
Criminal Investigations	870	\$400.00
	TOTAL	<u>\$133,210.00</u>
<u>ACCOUNT-(DECREASE) IN APPROPRIATIONS</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
Health Insurance	130	(\$100,000.00)
Auto Insurance	200	(\$10,000.00)
Damage Repair	330	(\$6,000.00)
Equipment maintenance contracts	700	(\$17,210.00)
	TOTAL	<u>(\$133,210.00)</u>
NET EFFECT TO BUDGET IS:		\$0.00

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Total Number of Incidents 2022			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 2021 Calls are:		Fire Alarms	% of Fire Calls
												Fire	EMS		
Bunker Hill Village	23	11	34	9	3:28	100%	6:12	100%	2	4:06	100%	68%	32%	14	81%
Hedwig Village	24	19	43	14	2:56	100%	3:08	100%	3	3:22	100%	56%	44%	10	42%
Hilshire Village	5	5	10	4	3:17	100%	5:09	100%	0			50%	50%	3	0%
Hunters Creek Village	22	8	30	5	5:07	100%	5:38	100%	0			73%	27%	13	59%
Piney Point Village	19	9	28	7	4:31	100%	3:45	100%	1	2:47	100%	68%	32%	12	63%
Spring Valley Village	10	17	27	8	3:12	100%	4:51	100%	1	3:27	100%	37%	63%	1	10%
Houston	9	0	9												
Totals	112	69	181	47	3:45	100%	4:47	100%	7	3:25	100%	62%	38%	53	39%

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 are "fire type" calls.

Column 14: Reflects the year to date, percentage of call which are "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.

Bobby Pennington

From: David Foster <foster@villagefire.org>
Sent: Thursday, February 3, 2022 12:27 PM
To: Cityadmin; Julie Robinson; Karen Glynn; Kelly Johnson; Susan Blevins; Tom Fullen; Allen Carpenter; Bo Bothe; Harry Folloder; Henry Kollenberg; Jay Carlton; Rob Adams; Robert Byrne; Ron Presswood; William Johnson; Zebulun Nash; Keith Brown
Subject: Village Fire Response Data for January 2022
Attachments: Village Fire Response Data 2022.pdf

attached

--

David Foster
Fire Chief
Village Fire Department

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Consider and take possible action to approve the revised Village Fire Department Interlocal Cooperation Agreement Amendment #6.

Agenda Item: 7

Village Fire Department Interlocal Cooperation Agreement Amendment #6

Pursuant to Article 16A. of the Village Fire Department Interlocal Cooperation Agreement, all contracting cities hereby approve the following amendment to Article 1 thereof:

Article 1.

“1.00. Notwithstanding any other article or provision herein, the City of Bunker Hill Village shall be considered a “Contracting City” under this Agreement immediately upon final execution of this Amendment #6. The Interlocal Agreement for Fire Protection and Emergency Services executed November 13, 2019 (“2019 Interlocal Agreement”), is hereby extinguished by agreement of all Parties thereto; provided however, that Section 4.6 of the 2019 Interlocal Agreement shall survive.

(Amend #6 - 4/1/2022)”

This Amendment may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one Amendment agreement.

HEDWIG VILLAGE:

By: _____
Tom Jinks
Mayor

Date: _____

ATTESTED:

Kelly Johnson
City Administrator/City Secretary-Treasurer

HILSHIRE VILLAGE:

By: _____
Russell Herron
Mayor

Date: _____

ATTESTED:

Susan Blevins
City Administrator/City Secretary

PINEY POINT VILLAGE:

By: _____
Mark Kobelan
Mayor

Date: _____

ATTESTED:

Karen Farris
City Secretary

SPRING VALLEY VILLAGE:

By: _____
Marcus Vajdos
Mayor

Date: _____

ATTESTED:

Roxanne Benitez
City Secretary

HUNTERS CREEK VILLAGE:

By: _____
Jim Pappas
Mayor

Date: _____

ATTESTED:

Tom Fullen
City Administrator/City Secretary

BUNKER HILL VILLAGE:

By: _____
Robert Lord
Mayor

Date: _____

ATTESTED:

Karen Glynn
City Administrator/City Secretary

VILLAGE FIRE DEPARTMENT:

By: _____

Date: _____

ATTESTED:

Karen Farris

From: Lisa Modisette <lmodisette@HEDWIGTX.GOV>
Sent: Tuesday, February 15, 2022 9:43 AM
To: Karen Farris; Karen Glynn (kglynn@bunkerhilltx.gov); Susan Blevins (susan.blevins@hilshirevillagetexas.com); Julie Robinson; Roxanne Benitez; Tom Fullen; Amanda Winter
Subject: Hedwig Village - letters regarding VFD
Attachments: 022021 - CC approved action item.pdf; Village Fire Department - 2022 Interlocal Amendment No. 6.pdf

Good morning,

Please see the attached letters regarding the VFD.

Please forward the signature page of Amendment #6 to me when approved by your Council.

Thank you

Have a wonderful day

Lisa Modisette
Assistant City Secretary
City of Hedwig Village
955 Piney Point Road
Hedwig Village, TX 77024
713/465-6009

ATTENTION PUBLIC OFFICIALS:

This email, plus any attachments, may constitute a public record of the City of Hedwig Village and may be subject to public disclosure under the [Texas Public Information Act](#).

A "reply to all" of this e-mail could lead to violations of the [Texas Open Meetings Act](#). Please reply only to the sender.

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(Amend #6 - 4/1/2022)”

This Amendment may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one Amendment agreement.

HEDWIG VILLAGE:

By: _____


Tom Jinks
Mayor

Date: _____

2/15/2022

ATTESTED:



Lisa Modisette
Assistant City Secretary

HILSHIRE VILLAGE:

By: _____

Russell Herron
Mayor

Date: _____

ATTESTED:

Susan Blevins
City Administrator/City Secretary

PINEY POINT VILLAGE:

By: _____
Mark Kobelan
Mayor

Date: _____

ATTESTED:

Karen Farris
City Secretary

SPRING VALLEY VILLAGE:

By: _____
Marcus Vajdos
Mayor

Date: _____

ATTESTED:

Roxanne Benitez
City Secretary

HUNTERS CREEK VILLAGE:

By: _____
Jim Pappas
Mayor

Date: _____

ATTESTED:

Tom Fullen
City Administrator/City Secretary

BUNKER HILL VILLAGE:

By: _____
Robert Lord
Mayor

Date: _____

ATTESTED:

Karen Glynn
City Administrator/City Secretary

VILLAGE FIRE DEPARTMENT:

By: _____

Date: _____

ATTESTED:

MAYOR
Tom Jinks

CITY COUNCIL MEMBERS
Scott Davis
Harry J. Folloder
Dane Johnson
Shirley Rouse
Matt Woodruff

**CITY ADMINISTRATOR/
SECRETARY-TREASURER**
Kelly Johnson



February 11, 2022

The Honorable Russell Herron
Mayor, City of Hilshire Village

The Honorable Jim Pappas
Mayor, City of Hunters Creek Village

The Honorable Mark Kobelan
Mayor, City of Piney Point Village

The Honorable Marcus Vajdos
Mayor, City of Spring Valley Village

The Honorable Robert Lord
Mayor, City of Bunker Hill Village

David Foster
Chief, Village Fire Department

Dear Mayors,

At the City Council meeting held on February 10, 2022, the City of Hedwig Village City Council voted in favor of the following action items:

- Approval of the appointment of Doug Bergen as the City's Alternate Fire Commissioner.
- Approval of Amendment #6 to re-admit the City of Bunker Hill Village as a voting member of the Fire Commission.

Best regards,

Lisa Modisette
Assistant City Secretary

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Consider and take possible action to approve the nomination of William Ogden to the Planning and Zoning Commission.

Agenda Item: 8

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on Resolution No. 2022.02.28 approving certain persons to be authorized to act as signatories on investments accounts at Texas Class.

Agenda Item: 9

RESOLUTION NO. 2022.02.28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS, APPROVING CERTAIN PERSONS TO BE AUTHORIZED TO ACT AS SIGNATORIES ON CITY ACCOUNTS AT TEXAS CLASS, A LOCAL GOVERNMENT INVESTMENT POOL.

* * * * *

WHEREAS, the City of Piney Point Village is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, Texas Class is a public funds investment pool, created on behalf of entities whose investment objective is the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

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

Section 1. That Mayor Mark Kobelan, City Administrator Robert Pennington, and City Secretary Karen Farris are hereby authorized to act as signatories on the Texas Class public funds investment pool, in accordance with the terms and conditions of the agreement with same.

Section 2. The City Secretary is hereby authorized and directed to cause a true and correct copy of this Resolution to be served upon Texas Class.

PASSED, APPROVED, and RESOLVED this ___ day of _____, 2022.

Mark Kobelan, Mayor

ATTEST

Karen Farris, City Secretary



Signatory Amendment Form

Effective Date: 02/28/2022

Participant # TX-01-0474-0001 & TX-01-0474-0002

Entity Name: City of Piney Point Village

Individuals to be Added

Robert Pennington
Print First and Last Name

City Administrator
Title

***(Signature Required if Authorized Signer)**
cityadmin@pineypt.org
Email

713-230-8703
Phone
713-782-0281
Fax

Permissions (must check only one)
 Authorized Signer to Move Funds*
 Read Only Access

Representative**
 Yes
 No

Email Notifications
 Monthly Statement
 Transaction Confirmations

Print First and Last Name
***(Signature Required if Authorized Signer)**

Email

Title

Phone

Fax

Permissions (must check only one)
 Authorized Signer to Move Funds*
 Read Only Access

Representative**
 Yes
 No

Email Notifications
 Monthly Statement
 Transaction Confirmations

Individuals to be Removed

Roger Nelson
Print Full Name

Print Full Name

City Administrator
Title

Title

Representative***
 Yes No
 Yes No

****Each account requires one representative (must be authorized signer); a new representative must be assigned when one is removed.**

The above changes have been duly approved by a current Authorized Signer:

Signature

Print Name

Date

Title

Note: All completed forms should be sent to the Client Service team via the contact information listed below.

717 17th Street, Suite 1850
Denver, Colorado 80202

T (800) 707-6242
F (855) 848-9910

clientservices@texasclass.com
www.texasclass.com

Karen Farris

From: Tony Sekaly <tony.sekaly@texasclass.com>
Sent: Thursday, February 17, 2022 11:58 AM
To: Karen Farris
Subject: Re: Happy 2022! How Can I Assist You in the New Year?

Nope. Just one but reference both accounts. Thank you

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From: Karen Farris <citysec@pineypt.org>
Sent: Thursday, February 17, 2022 11:01:46 AM
To: Tony Sekaly <tony.sekaly@texasclass.com>
Subject: RE: Happy 2022! How Can I Assist You in the New Year?

[EXTERNAL EMAIL - Use Caution]

Tony,

Will we need to complete the Signatory Amendment Form for each account the city has with Texas Class, TX-01-474-0001 and TX-01-0474-0002?/

Karen Farris, City Secretary
City of Piney Point Village
713-230-8702

From: Tony Sekaly <tony.sekaly@texasclass.com>
Sent: Thursday, February 17, 2022 8:44 AM
To: Karen Farris <citysec@pineypt.org>
Cc: Client Services - TX <clientservices@texasclass.com>
Subject: RE: Happy 2022! How Can I Assist You in the New Year?

Karen,

Thank you for your email. Attached is a Texas CLASS Signatory Amendment Form. You can add the new City Administrator and remove the previous one with this form.

Bobby and you both will need to sign the form. Fill out the form and send it back to Client Services.

Please let me know if you have any questions.

Thank you for being a member of Texas CLASS.

God Bless

	<p>Tony D. Sekaly Texas CLASS - Public Trust Adv... Regional Director - Marketing</p> <p>(713) 502-8575 Mobile tony.sekaly@texasclass.com tony.sekaly@publictrustadvis... 9116 Campbell CT. Houston TX 77055</p>
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Tony Sekaly | Regional Director - Marketing | Texas CLASS | 9116 Campbell CT. Houston, TX 77055 | P (713) 502-8575 | www.texasclass.com



From: Karen Farris <citysec@pineypt.org>
Sent: Thursday, February 17, 2022 8:25 AM
To: Tony Sekaly <tony.sekaly@texasclass.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: RE: Happy 2022! How Can I Assist You in the New Year?

[EXTERNAL EMAIL - Use Caution]

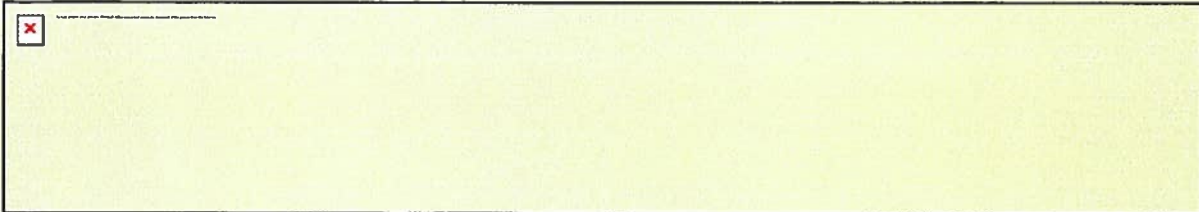
Good morning,

I wanted to let you know that the City of Piney Point Village has a new City Administrator. His name is Robert Pennington. He goes by Bobby. He replaced Roger Nelson. Bobby's office phone number is 713-230-8703. We need to add Bobby as a contact to the Texas Class accounts. Do you know if there is a form to complete or will a Resolution serve the purpose? We have a Council meeting on February 28th and this will be an agenda item.

Thank you,

Karen Farris, City Secretary
City of Piney Point Village
713-230-8702

From: Tony Sekaly <tony.sekaly@texasclass.com>
Sent: Wednesday, February 16, 2022 2:29 PM
To: Karen Farris <citysec@pineypt.org>
Subject: Happy 2022! How Can I Assist You in the New Year?



Hi Karen Farris,

As we look forward to a more normal year with the potential for interest rate increases, I wanted to quickly reach out to remind you that I am here for you and to see how I can assist you in the new year! As we emerge from two difficult years, I'd like to start 2022 off by addressing any and all of your needs or questions regarding the current governmental investment landscape, Texas CLASS, and anything else you'd like to address.

Now is a great time to make a deposit with Texas CLASS so your entity can take advantage of the next [rising rate environment](#). With inflation still running well above the Fed's 2.00% target and the labor market nearing full employment, the market currently expects the first rate hike to occur in March with the expectation of four to five rate increases in 2022.

Please let me know if you would like to schedule a meeting with me in the coming months - I'm happy to meet in person, over the phone, or virtually. You can use the button below to provide your information, and we will be in touch to schedule a meeting. If you have any urgent matters that you would like to have addressed immediately, please let me know, and I will contact you as soon as possible.

Request a Meeting

I am excited to continue working with you in 2022 and look forward to seeing you in person again!



Tony Sekaly

Regional Director

(713) 502-8575

Tony.sekaly@texasclass.com

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You are receiving this email because you are a Texas CLASS Participant.

Our mailing address is:

Texas CLASS
2435 N. Central Expressway
Suite 1200
Richardson, TX 75080

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TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on a TexPool Resolution amending authorized representatives on investment accounts at TexPool.

Agenda Item: 10



Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

*** Required Fields**

1. Resolution

WHEREAS,

City of Piney Point Village | 7 | 8 | 9 | 1 | 2 |

Participant Name* | Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Mark Kobelan | Mayor
Name | Title

7 | 1 | 3 | 2 | 3 | 0 | 8 | 7 | 0 | 3 | 7 | 1 | 3 | 7 | 8 | 2 | 0 | 2 | 8 | 1 | mark@ppvouncil.org
Phone | Fax | Email

Signature

2. Robert Pennington | City Administrator
Name | Title

7 | 1 | 3 | 2 | 3 | 0 | 8 | 7 | 0 | 3 | 7 | 1 | 3 | 7 | 8 | 2 | 0 | 2 | 8 | 1 | cityadmin@pineypt.org
Phone | Fax | Email

Signature

3. Karen Farris | City Secretary
Name | Title

7 | 1 | 3 | 2 | 3 | 0 | 8 | 7 | 0 | 2 | 8 | 3 | 2 | 9 | 5 | 2 | 1 | 1 | 5 | 7 | citysec@pineypt.org
Phone | Fax | Email

Signature

1. Resolution (continued)

4.
 Name Title

Phone Fax Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Robert Pennington
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title

Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the day of , 20.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*

Printed Name*

Title*

ATTEST

Signature*

Printed Name*

Title*

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002



Authorized Representative Deletion/Update Form

Please complete this form to delete Authorized Representative(s) of the Participant.

***Required Fields**

1. Participant Information

City of Piney Point Village	7 8 9 1 2	0 2 2 8 2 0 2 2
Participant Name*	Location Number*	Effective Date*

2. Deletions

Please print the name(s) of the individual(s) to be deleted:

As Authorized Representative(s):

As Inquiry Only Representative(s):

1. Roger Nelson	1.
2.	2.
3.	3.

3. Primary Contact

If the person being deleted is the Primary Contact, please complete all fields in this section for the TexPool Authorized Representative that will be the new Primary Contact. *The Primary Contact is the individual who will receive the daily transaction confirmations, monthly statements, monthly newsletter, TexPool Updates, and other TexPool mailings.*

Robert Pennington	City Administrator	
Name	Title	
7 1 3 2 3 0 8 7 0 3	7 1 3 7 8 2 0 2 8 1	cityadmin@pineypt.org
Telephone Number	Fax Number	Email Address

4. Inquiry Only

If the person being deleted is an Inquiry Only Representative, please complete all fields in this section if you wish to add another individual in this capacity. **Note:** *Inquiry Only Representatives cannot perform transactions.*

Name	Title	
Telephone Number	Fax Number	Email Address

5. Approvals

Please enter the name of two individuals who are currently Authorized Representatives and who authorize the deletion(s) of the individual(s) above.

Note: This authorization must be executed by a current Authorized Representative of the Participant as set forth in the duly enacted Resolution of the Participant, which is on file with TexPool.

<input type="text"/>	<input type="text"/>
Authorized Representative Signature*	Date*
<input type="text"/>	<input type="text"/>
Printed Name*	Telephone Number
<input type="text"/>	
Title*	
<input type="text"/>	<input type="text"/>
Authorized Representative Signature*	Date*
<input type="text"/>	<input type="text"/>
Printed Name*	Telephone Number
<input type="text"/>	
Title*	

6. Mailing Instructions

The completed Authorized Representative Deletion/Update Form can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on the Public Management Administrative Services contract for the American Rescue Plan Act, Coronavirus local Fiscal Recovery Fund.

Agenda Item: 11

This contract ("Contract") is made and entered effective _____, 2022, by and between **PUBLIC MANAGEMENT, INC.**, a Texas corporation, of Houston, Harris County, Texas ("Consultant") and the **CITY OF PINEY POINT VILLAGE**, ("Client") for the purpose of retaining Consultant to render **Administration Services** to the Client for **American Rescue Plan – Coronavirus Local Fiscal Recovery Funding, as administered by the United States Treasury**.

Client and Consultant agree that Consultant will provide services to Client on the terms and conditions outlined in this Contract.

I.

Consultant will provide Client with administrative services as follows:

PROGRAM DESIGN SERVICES:

Program Design/Needs Identification: The Team will prepare assist with needs identification and develop program options as directed by the Client adherent to the state and federal guidelines. The Team will coordinate all activities and other service providers with regard to the preparation of the application, including, but not limited to:

- Review of proposed project for program compliance and will work with Client staff to provide an overview;
- Advise on important deadlines and procedures;
- Schedule project meetings with client staff to evaluate proposed project and timeframes.
- Prepare project description in conjunction with staff and project engineer;
- Evaluate project objective and develop timelines/milestones;
- Prepare project maps in ArcGIS and PDF format;
- Prepare necessary preliminary Environmental Compliance documentation;
- Conduct public hearings (as applicable) for program development and needs identification;
- Identify and document stakeholders, interested parties, project beneficiaries and detail program design anticipated impact and outcomes;

ADMINISTRATIVE SERVICES:

GENERAL ADMINISTRATION SERVICES

Administrative Duties: The Team will coordinate, as necessary, between Client and any other appropriate service providers (i.e., Engineer, Environmental, etc.), contractor, subcontract and/or administrative agency to effectuate the services requested.

- Oversee the project and achieve all of the project goals within the constraints given by the funding agency;
- Develop and implement project phases to plan, budget, oversee, and document all aspects of the specific project;
- Coordinate all activities related to the project's successful completion with all other professionals and organizations associated with this project.

Recordkeeping: The Team will assist the Client with maintaining all records generated by the program. This includes all records required by the funding agency and the Client (i.e., program management records).

- Complete filing system will be developed and maintained at Client's office;
- Both physical and electronic form of records will be developed and accessible;
- Records will be updated as necessary to ensure compliance with funding source and administrative agency;
- Records will be retained for the appropriate period of time as dictated by the funding agency, with electronic records available for perpetuity.

Financial Management: The Team will assist the Client in keeping the general journal, general ledger, cash receipts journal and all other necessary financial documents, as well as monitor the Client's financial system.

- Utilize and assist with the agency's system of record to complete milestones, submit documentation, reports, draws, change requests, etc.;
- Request fund expenditure in-line with project milestones;
- Develop a detailed Contract Ledger;
- Establish a filing system that accurately and completely reflects the financial expenditures of the program and project(s).
- Keep track of disbursement of funds and ensure that the vendors are paid within the required timeframe set out by the funding agency.

Construction Management: The Team will coordinate and supervise the project to ensure designated activities are realizing the intended outcomes as stated in contract documents. We will oversee specialized contractors and other personnel and allocate necessary resources.

- Assist the Client in submitting/setting up projects in the Agency's system of record;
- Coordinate the development, completion, and execution of contract documents to ensure supporting documentation is in order;
- Conduct regular on-site visitations and assessments;
- Development and maintenance of construction management status log;
- Recommendation and development of scope realignments as prescribed by the project's complexities.

CONTRACT ADMINISTRATION SERVICES

Administrative Duties: The Team will work with the Client's staff to provide the necessary administrative and planning services to see the project to completion. The Team will meet with officials on a regular basis to review progress on the objectives of the project and then take actions to see that those objectives are met.

- Act as the Client's liaison to the funding agency in all matters concerning the project;
- Coordinate communication via email, conference call, facsimile, and direct meetings to ensure the project is on schedule and all parties are properly informed;
- Prepare and submit any necessary reports required by the funding agency during the course of the project (i.e., Monthly/Quarterly Progress Reports, Project Monitoring Reports, Project Completion Reports, etc.);

- Provide Client staff specific instructions on the necessary administrative procedures that will assure a successful project;
- Establish and maintain record keeping systems;
- Assist with resolving monitoring and audit findings.

Real Property Acquisition (as applicable): The Team will assist the Client in the preliminary acquisition assessment as well as the development and/or coordination of acquisition of real property (real property in the context of acquisition refers to permanent interest in real property as well as certain less-than-full-fee interests in real property).

- Adherence to the Uniform Act (URA) which guides the acquisition of real property that may be necessary to the needs of the project;
- ***If it is determined that property needs to be acquired, Public Management, Inc. will perform the following services according to the URA for an additional fee.***
- Development and maintenance of appropriate file materials to ensure compliance with federal, state, and program requirements;
- Administrative coordination of parcels, values, correspondence;
- Coordinate property appraisals and determine just compensation;
- Ensure easement/right of way boundaries are in line with proposed project and survey;
- Completion and/or file closure of acquired property.

Environmental Services: The Team will prepare all documents and correspondence for environmental review and clearance as well as maintain close coordination with local officials, project engineer and other members of the project team to assure appropriate level of environmental review is performed. This project element will abide by the National Environmental Policy Act (NEPA) or any other Federal, State or local regulation as applicable.

- Review each project description to ascertain and/or verify the level of environmental review required: Exempt, Categorical Exclusion not Subject to 58.5, Categorical Exclusion Subject to 58.5, Environmental Assessment, and Environmental Impact Statements;
- Prepare and maintain a written environmental review record;
- Consult and coordinate with oversight/regulatory agencies to facilitate environmental clearance;
- Conduct site-visits as necessary to ensure environmental compliance;
- Prepare all responses to comments received during comment phase of the environmental review, including State/Federal Agency requiring further studies and/or comments from public or private entities during public comment period;
- Provide documentation of clearance for Parties Known to be Interested as required by 24 CFR 58.43;
- Advise and complete environmental re-evaluations per 24 CFR 58.47 when evidence of further clearance or assessment is required;
- Assist in compliance with flood plain and wetlands management review guidelines;
- ***Not included in this service are archeological, engineering, or other special service costs mandated by environmental review record compliance agencies.***

Civil Rights Requirements (as applicable): The Team will structure the program so that all procurement procedures, contracts, and polices will be in accordance with state and federal regulations associated thereto. Ensure that the contractors make affirmative efforts to employ Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises.

- Set up Civil Rights & Citizen Participation File;
- Designate a Civil Rights Officer (CRO);
- Adopt policies and grievance procedures regarding Citizen Participation;
- Adopt Policies and Pass Resolution/Proclamation/Ordinances regarding Civil Rights;
- Publish Citizen Participation and Civil Rights Notices;
- Place necessary documentation in Bid Packets for Contractors;
- Include required clauses in Construction Contracts between Grant Recipient and Contractor;
- Take action to Affirmatively Further Fair Housing;
- The Team will be diligent and consistent in implementing the project's civil rights responsibilities and will undertake further action and reporting requirements.

Procurement/Bidding/Contracting: Procurement is the process through which an entity obtains goods and services from vendors. The Team will assist the Client in following appropriate procurement procedures to obtain professional and construction services necessary to complete the project.

- Provide assistance to ensure compliance with Local Government Code Chapter 252 as applicable to goods and services;
- Provide assistance to ensure compliance with 2 CFR 200.320 (Methods of Procurement to be Followed).

Labor Standards Monitoring: The Team will ensure that all labor standards laws and regulations are observed during the course of the project. The Team will structure the program so that all procurement procedures and contracts will meet equal opportunity requirements. The Team will also ensure that the contractors make affirmative efforts to employ minority persons and minority subcontractors. Ensure compliance with laws regarding Labor Standards, which include:

- Davis-Bacon Act (40 USC Chapter 31, Subchapter IV);
- Contract Work Hours & Safety Standards Act (CWHSSA);
- Copeland (Anti-Kickback) Act (18 USC 874; 40 USC 3145);
- Fair Labor Standards Act.

Force Account (as applicable): The Team will assist the Client in preparing force account documentation for the project, if necessary, and will consolidate this information for suitable presentation to funding agency. **Public Management, Inc. may consider an additional fee for these services depending upon the scope of Force Account activities.**

- Develop and maintain documentation of all associated costs;
- Using appropriate recordkeeping forms required by funding agency;
- Submit documentation upon completion of necessary milestones.

Contract Close-out Assistance: The Team will prepare any necessary reports required by the funding agency to close out the project. The Team will work with the Client in preparing the annual audits and necessary actions to ensure the project reaches the "Administratively Closed" status.

- Ensure projects outcomes are in line with contract documents and funding agency's goals and objectives;
- Ensure project beneficiaries are appropriately documented and reported;
- Develop, complete, and submit project completion report(s) and any other necessary administrative completion documents.

It is specifically agreed and understood that Consultant will not provide either personally or by contract any professional or technical services requiring a license by the State of Texas in any phase or aspect of the foregoing. Rather, Consultant will advise Client of the need of such services in furtherance of the planned objectives of Client's Program.

Client acknowledges that Consultant is providing Administrative Services only to Client and that Consultant is not responsible for any procurement activities for or on behalf of the Client. That is, Client, not Consultant, will advertise for and procure the services of any third party required to fulfill Program requirements. By way of example only, Client, not Consultant, must timely and properly post any advertisements necessary to fulfill Program requirements and Client, not Consultant, will enter into any required contracts with third parties necessary to fulfill Program requirements.

Client Initials _____

Consultant Initials A

II.

Consultant hereby agrees that in the implementation of this Contract, Consultant will comply with the terms and conditions of **Attachment III**, which document is attached hereto and incorporated herein for all purposes, as if set out herein verbatim.

III.

Client is awarding this contract in accordance with the State of Texas Government Code 2254, Professional and Consulting Services.

IV.

It is agreed by the parties hereto that Consultant will, in the discharge of services herein, be considered as an Independent Contractor as that term is used and understood under the laws of the State of Texas and further for the purposes of governing Consultant's fees under the Procurement Standards of Title 2 CFR Part 200.

V.

For work associated to **American Rescue Plan (ARP) Coronavirus Local Fiscal Recovery Fund (CLFR)** and in consideration of the foregoing, Client agrees to pay Consultant a fee not to exceed: **Thirty-Five Thousand Dollars and zero cents (\$35,000.00)**.

The fee will be based on the final project scope. Consultant reserves the right to renegotiate fees based on the additional guidance from the United States Treasury as well the unknown program design or unforeseen project complexities.

VI.

It is agreed that upon determination of total funding request amount Consultant and Client will execute the **Work Authorization (Attachment I)** that will detail final contract amount and cost for services. It is also agreed that payments to such Consultant shall be subject to adjustment where monitoring reviews or audits by the agency indicate that personal services were compensated at greater than reasonable rates.

Services that fall outside the regular scope and/or are not part of the proposed scope will be billed according to the hourly rate and fee schedule defined in **Corporate Hourly Rate and Fee Schedule (Attachment II)**. *Prior to Consultant performing any services which are not part of the proposed scope, Consultant shall submit to Client, per paragraph of this contract, a projected hourly schedule and projected total fee for approval.*

VII.

Payment of the fees associated with ("**Part V. and VI.**") - Payment Schedule of this Agreement – shall be contingent upon funding award. In the event that grant funds are not awarded to the Client this agreement shall be terminated by the Client.

VIII.

For purposes of this Contract, the Mayor or equivalent authorized person will serve as the Local Program Liaison and primary point of contact for Consultant. All required progress reports and communication regarding the project shall be directed to this liaison and other local personnel as appropriate.

IX.

This Contract shall extend and be in full force until the Program has been fully closed out by the agency. Notwithstanding the foregoing, this Contract may be terminated by Consultant, with or without cause, on forty-five (45) days' written notice to Client.

X.

Termination for Cause by Client: If Consultant fails to fulfill in a timely and proper manner its obligations under this Contract, or if Consultant violates any of the covenants, conditions, contracts, or stipulations of this Contract, Client shall have the right to terminate this Contract by giving written notice to Consultant of such termination and specifying the effective date thereof, which shall be at least five (5) days before the effective date of such termination. In the event of termination for cause, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by Consultant pursuant to this Contract shall, at the option of Client, be turned over to Client and become the property of Client. In the event of termination for cause, Consultant shall be entitled to receive reasonable compensation for any necessary services actually and satisfactorily performed prior to the date of termination.

Termination for Convenience by Client: Client may at any time and for any reason terminate Consultant's services and work at Client's convenience upon providing written notice to the Consultant specifying the extent of termination and the effective date. Upon receipt of such notice, Consultant shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement. Upon such termination, Consultant shall be entitled to payment only as follows: (1) the actual cost of the work completed in conformity with this Agreement; plus, (2) such other costs actually incurred by Consultant as are permitted by the prime contract and approved by Client; (3) plus ten percent (10%) of the cost of the work referred to in subparagraph above for overhead and profit. There shall be deducted from such sums as provided in this subparagraph the amount of any payments made to Consultant prior to the date of the termination of this Agreement. Consultant shall not be entitled to any claim or claim of lien against Client for any additional compensation or damages in the event of such termination and payment.

Resolution of Program Non-Compliance and Disallowed Costs: In the event of any dispute, claim, question, or disagreement arising from or relating to this Contract, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or Program requirements, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith within thirty (30) days of receipt of a written notice of the dispute or invitation to negotiate, and attempt to reach a just and equitable solution satisfactory to both parties. If the matter is not resolved by negotiation within thirty (30) days of receipt of written notice or invitation to negotiate, the parties agree first to try in good faith to settle the matter by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may enter into a written amendment to this Contract and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of such mediation equally. If the matter is not resolved through such mediation within sixty (60) days of the initiation of that procedure, either party may proceed to file suit.

XI.

Client, the agency, the U.S. Department of Treasury, Inspectors General, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of Consultant which are directly pertinent to this Program, for the purpose of making audit, examination, excerpts, and transcriptions, and to close out the Client's contract. Consultant agrees hereby to maintain all records made in connection with the Program for a period of three (3) years after Client makes final payment and all other pending matters are closed. All subcontracts of Consultant shall contain a provision that Client, the agency, and the Texas State Auditor's Office, or any successor agency or representative, shall have access to all books, documents, papers and records relating to subcontractor's contract with Consultant for the administration, construction, engineering or implementation of the Program between the agency and Client.

XII.

If, by reason of force majeure, either party hereto shall be rendered unable, wholly or in part, to carry out its obligations under this Contract, then if such party shall give notice and full particulars of such force majeure in writing to the other party within a reasonable time after the occurrence of the event or cause relied on, the obligation of the party giving such notice, so far as it is affected by such force majeure,

shall be suspended during the continuance of the inability then claimed, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

The term "force majeure" as employed herein shall mean acts of God, acts of public enemy, orders of any governmental entity of the United States or of the State of Texas, or any civil or military authority, and any other cause not reasonably within the control of the party claiming such inability.

XIII.

This document embodies the entire Contract between Consultant and Client. Client may, from time to time, request changes in the services Consultant will perform under this Contract. Such changes, including any increase or decrease in the amount of Consultant's compensation, must be agreed to by all parties and finalized through a signed, written amendment to this Contract.

XIV.

If a portion of this Contract is illegal or is declared illegal, the validity of the remainder and balance of the Contract will not be affected thereby.

XV.

Any provision of this Contract which imposes upon Consultant or Client an obligation after termination or expiration of this Contract will survive termination or expiration of this Contract and be binding on Consultant or Client.

XVI.

No waiver of any provision of this Contract will be deemed, or will constitute, a waiver of any other provision, whether or not similar, nor will any waiver constitute a continuing waiver. No waiver will be binding unless executed in writing by the party making the waiver.

XVII.

This Contract will be governed by and construed in accordance with the laws of the State of Texas.

XVIII.

Any dispute between Consultant and Client related to this contract which is not resolved through informal discussion will be submitted to a mutually agreeable mediation service or provider. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking equitable relief from a court of competent jurisdiction.

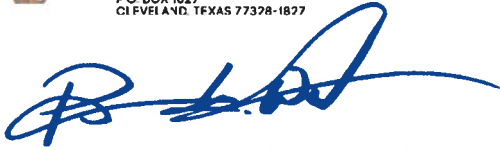
XIX.

The party who prevails in any legal proceeding related to this contract is entitled to recover reasonable attorney fees and all costs of such proceeding.

XX.

Consultant and Client acknowledge to each other that Consultant and Client are not in significantly disparate bargaining positions.

 PUBLIC
MANAGEMENT
P.O. BOX 1827
CLIFVELAND, TEXAS 77378-1827



PATRICK K. WILTSHIRE
President

Client

Chief Elected Official

ATTEST:

**Attachment I
Work Authorization**

For work associated to City of Piney Point Village ARPA-CLFRF Administration, and in consideration of the foregoing, Client agrees to pay Consultant a fee not to exceed:

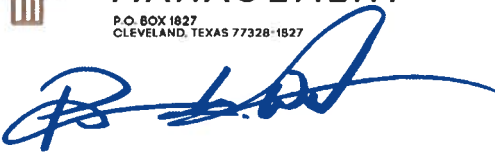
Thirty-Five Thousand Dollars and 0/100 (\$35,000.00)

The fees are payable upon receipt of invoice from Consultant in accordance with the following schedule for Administrative Services.

ADMINISTRATIVE SERVICES		
<u>SERVICE</u>	<u>PERCENTAGE</u>	<u>TOTAL FEE</u>
Program Development & Administrative Start-up	7.5%	\$2,625.00
Needs Identification & Recovery Plan	7.5%	\$2,625.00
25% of allocated funds expended	20%	\$7,000.00
50% of allocated funds expended	20%	\$7,000.00
75% of allocated funds expended	20%	\$7,000.00
All allocated funds expended	20%	\$7,000.00
Contract Closeout	5%	1,750.00
TOTAL FEE	100%	\$35,000.00

It is also agreed that payments to such Consultant shall be subject to adjustment where monitoring reviews or audits by the client indicate that personal services were compensated at greater than reasonable rates.

Client



PATRICK K. WILTSHIRE
President

Chief Elected Official

ATTEST:

**Attachment II
Corporate Hourly Rate & Fee Schedule**

PUBLIC MANAGEMENT, INC.
2022 Hourly Rate

Principal Consultant	\$275.00/HR
Senior Consultant	\$250.00/HR
Senior Project Manager	\$225.00/HR
Environmental Specialist	\$200.00/HR
Project Manager	\$200.00/HR
Planner	\$200.00/HR
GIS Manager	\$200.00/HR
GIS Technician	\$185.00/HR
Assistant Project Manager/Planner	\$170.00/HR
Compliance Specialist	\$150.00/HR
Executive Assistant	\$125.00/HR

Hourly rates for personnel not listed will be billed at direct payroll cost

REIMBURSABLE EXPENSES

- Travel (vehicle miles traveled) at allowable IRS rate per mile, or at actual out-of-pocket cost.
- Actual cost of subsistence and lodging.
- Actual cost of long-distance telephone calls, expenses, charges, delivery charges, and postage.
- Actual invoiced cost of materials required for the job and used in drafting and allied activities, including printing and reproduction.

This rate schedule will be applicable through December 31, 2021. In January, 2022, if increases are necessary due to increases in wages or other salary related costs, the rates shown will be adjusted accordingly.

ATTACHMENT III
TERMS AND CONDITIONS

I.

Equal Employment Opportunity

During the performance of this Contract, Consultant agrees as follows:

a) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor; state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

c) The Contractor will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employees essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

d) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

e) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, "Equal Employment Opportunity" and of the rules, regulations, and relevant orders of the Secretary of Labor.

f) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for

purposes of investigation to ascertain compliance with such rules, regulations, and orders.

g) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

h) The Contractor will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

II.

Civil Rights Act of 1964

Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, religion, sex, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

III.

Section 109 of the Housing and Community Development Act of 1974

The Contractor shall comply with the provisions of Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall on the ground of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

IV.

Section 504 Rehabilitation Act of 1973, as Amended

The Contractor agrees that no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be denied the benefits of, or be subjected to discrimination, including

discrimination in employment, under any program or activity receiving federal financial assistance.

V.

Age Discrimination Act of 1975

The Contractor shall comply with the Age Discrimination Act of 1975 which provides that no person in the United States shall on the basis of age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

VI.

"Section 3" Compliance in the Provision of Training, Employment and Business Opportunities (Limited to contracts greater than \$100,000)

a) The work to be performed under this contract is subject to the requirements of section 3 of the Federal Emergency Management Administration Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by FEMA assistance or FEMA-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of FEMA assistance for housing.

b) The parties to this contract agree to comply with FEMA's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

c) The Contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

d) The Contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an

e) applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The Contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

f) The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the Contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

g) Noncompliance with FEMA's regulations in 24 CFR part 135 may result in sanctions, termination of this Agreement for default, and debarment or suspension from future FEMA assisted contracts.

h) With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this Agreement. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this Agreement that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

VII.

Section 503 of the Rehabilitation Act (the "Act") - Handicapped Affirmative Action for Handicapped Workers

a) Consultant will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. Consultant agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: Employment, upgrading, demotion or transfer, recruitment, advertising layoff or termination rates of pay or other forms of compensation, and selection for training, including apprenticeship.

b) Consultant agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

c) In the event of Consultant's non-compliance with requirements of this clause, actions for non-compliance may be taken in accordance with rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

d) Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the director, provided by or through the contracting officer. Such notices shall state the contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.

e) Consultant will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the contractor is bound by the terms of Section 503 of the Rehabilitation Act of 1973 and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.

f) Consultant will include the provisions of this clause in every subcontract or purchase order of \$2,500 or more unless exempted by rules, regulations, or orders of the Secretary Issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each subcontractor with respect to any subcontract or purchase order as the director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for non-compliance.

VIII.

Interest of Members of Client

No member of the governing body of Client and no other officer, employee, or agent of Client who exercises any functions or responsibilities in connection with the planning and carrying out of the Program, shall have any personal financial interest, direct or indirect, in this Contract and Consultant shall take reasonably appropriate steps to assure compliance.

IX.

Interest of Other Local Public Officials

No member of the governing body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connections with the planning and carrying out of the Program, shall have any personal financial interest, direct or indirect, in this Contract; and Consultant shall take appropriate steps to assure compliance.

X.

Interest of Consultant and Employees

Consultant covenants that he presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Contract, no person having any such interest shall be employed.

XI.

Debarment and Suspension (Executive Orders 12549 and 12689)

The Consultant certifies, by entering into this Agreement, that neither it nor its principals are presently debarred, suspended, or otherwise excluded from or ineligible for participation in federally-assisted programs under Executive Orders 12549 (1986) and 12689 (1989). The term "principal" for purposes of this Agreement is defined as an officer, director, owner, partner, key employee, or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Consultant. The

Consultant understands that it must not make any award or permit any award (or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

XII.

Copyrights and Rights in Data

FEMA has no regulations pertaining to copyrights or rights in data as provided in 24 CFR 85.36. FEMA requirements, Article 45 of the General Conditions to the Contract for Construction (form FEMA-5370) requires that contractors pay all royalties and license fees. All drawings and specifications prepared by the Design Professional pursuant to this contract will identify any applicable patents to enable the general contractor to fulfill the requirements of the construction contract.

XIII.

Clean Air and Water.

(Applicable to contracts in excess of \$100,000)

Due to 24 CFR 85.36(i)(12) and federal law, the Design Professional shall comply with applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. § 1857h-4 transferred to 42 USC § 7607, section 508 of the Clean Water Act (33 U.S.C. § 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15), on all contracts, subcontracts, and sub grants of amounts in excess of \$100,000.

XIV.

Energy Efficiency

Pursuant to Federal regulations (24 C.F.R 85.36(i)(13)) and Federal law, except when working on an Indian housing authority Project on an Indian reservation, the Design Professional shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163 codified at 42 U.S.C.A. § 6321 et. seq.).

XV.

Retention and Inspection of Records

Pursuant to 24 CFR 85.26(i)(10) and (11), access shall be given by the Design Professional to the Owner, FEMA, the Comptroller General of the United States, or any of their duly authorized representatives, to any books, documents, papers, and records of the Design Professional which are directly pertinent to that specific Contract for the purpose of making an audit, examination, excerpts, and transcriptions. All required records shall be retained for three years after the Owner or Design Professional and other sub grantees make final payments and all other pending matters are closed.

Karen Farris

From: Cityadmin
Sent: Wednesday, February 23, 2022 8:21 AM
To: Karen Farris
Subject: FW: Contract Agenda Item ARPA
Attachments: PMI-Piney Point Village_Administrative Services Contract_American Rescue Plan_Partial.pdf

Bobby Pennington
City Administrator

From: Patrick Wiltshire <pwiltshire@publicmgt.com>
Sent: Tuesday, February 22, 2022 5:32 PM
To: Bobby Pennington <bpennington@pineypt.org>
Subject: Contract

Bobby,

Good evening! As discussed, please find our revised contract attached. We would love the opportunity to work with you!

Let me know if you have any questions.

Best,

Patrick K. Wiltshire | President



This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on Williamsburg drainage.

Agenda Item: 12

No attachment

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on the Greenbay Hike/Bike Trail Project.

Agenda Item: 13

No attachment

Council Agenda Item Cover Memo

2/28/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on a proposal from MBCO Engineering to perform a topographic survey of Greenbay Street.

SUMMARY/BACKGROUND (WHY): Council previously asked HDR to obtain a proposal for topographic survey of the south half of the right-of-way along Greenbay Street. The survey will be used to evaluate potential sidewalk locations on the south side of the street. Attached is a proposal from MBCO to perform the survey.

STAFF RECOMMENDATION:

ESTIMATED COST: See Attachment

FUNDING SOURCE: _____

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

Karen Farris

From: Moore, Joseph <Joseph.Moore@hdrinc.com>
Sent: Wednesday, February 23, 2022 12:42 PM
To: Karen Farris
Cc: Cityadmin; Croley, Aaron
Subject: Council Agenda Items
Attachments: AT&T Fiber Optic Improvements - Piney Point Village 2-23-22.pdf; Comcast Fiber Optic Improvements - Greenbay 2-23-22.pdf; Summary of Quotes - Lacewood Ditch Regrading.pdf; Agenda Item Request Form (2-28-2022).docx; Eng Report (2-28-2022).pdf

Karen,

The following is a list of our agenda items and their attachments:

- 1) Comcast Fiber Optic Cable Improvements
 - a. Comcast Fiber Optic Improvements – Greenbay 2-23-22
- 2) AT&T Fiber Option Improvements
 - a. AT&T Fiber Optic Improvements – Piney Point Village 2-23-22
- 3) Lacewood Ditch Regrading
 - a. Summary of Quotes – Lacewood Ditch Regrading
- 4) MBCO Greenbay Survey Proposal
 - a. **No attachment: attachment to be distributed at the City Council Meeting**
- 5) Engineer's Report
 - a. Eng Report (2-28-2022)

Please let me know if you have any questions or concerns.

Thanks!

Joe Moore, P.E., CFM
Project Manager

HDR
4828 Loop Central Drive, Suite 800
Houston, TX 77081
P 713.622.9264 D 713.576.3660
joseph.moore@hdrinc.com

[hdrinc.com/follow-us](https://www.hdrinc.com/follow-us)

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on the Mayor's Monthly Report.

Agenda Item: 15

No attachment

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss Memorial Drive Elementary School construction.

Agenda Item: 16

No attachment

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on the City Administrator's Monthly Report, including but not limited to:

- January 2022 Financials
- Tree City USA recognition for 2021
- Houston Chapter of the International Code Council Membership

Agenda Item: 17



CITY OF PINEY POINT VILLAGE FINANCIAL REPORT

JANUARY 2022 FINANCIALS (PRELIMINARY)

This report represents a general overview of the city’s financial operations through January 2022, which is the first month of the fiscal year 2022. Beginning balances are unaudited and subject to change until the city completes the annual 2021 audit. A presentation of this audit is scheduled for March/April 2022. Budgeted numbers represent the original adopted for the fiscal year.

General Fund

	Prior YTD	Budget	Month	YTD
Total Revenues	\$3,746,333	\$7,496,659	\$2,238,830	\$2,238,830
Total Expenditures	\$761,149	\$7,496,659	\$770,931	\$770,931
Over/(Under)	\$2,985,184	\$0	\$1,467,899	\$1,467,899
	Prior YTD	Budget	Month	YTD
Operating Revenues	\$3,746,333	\$7,496,659	\$2,235,894	\$2,235,894
Operating Expenditures	\$686,501	\$6,361,974	\$758,362	\$758,362
Over/(Under)	\$3,059,832	\$1,134,685	\$1,477,531	\$1,477,531

1. Total revenues are \$2,238,830 or 29.9% of budget and 40.2% below last YTD, mainly due to the timing of property tax collection. Operational revenues are \$2,235,894 with non-operating proceeds limited to \$2,936.
 - a. Property tax received to date for the M&O or the general fund portion totals \$2,148,476 or 35.5% of budget. The current YTD amount collected represents 96% of the total general fund revenue. Property Tax is \$1,510,529 less than last YTD due to the timing and tax posting of this report. The city anticipates collecting an additional \$3,900,483 for maintenance and operating. The adopted rate is \$0.255140 with \$0.223245 designated as M&O and the remaining \$0.031895 as the I&S requirement to finance the annual bond debt. Payments of property taxes are due by January 31, 2022, and is delinquent as of February 1, 2022. The City currently contracts with Spring Valley ISD as the tax assessor

collector. The budget incorporates a 99% collection rate on the total taxable value. Please review monthly tax office report for additional details and adjustments to current taxable values.

- b. Sales Tax collection for January total \$31,043 or 11.9% of the total annual \$260,000 projection. January represents the first month of collection with an improvement of \$5,602 or 22.0% over January 2021 collection of \$25,442. This year’s actual collection exceeds budgeted expectations by \$8,217, representing a 36.0% improvement. Reporting beyond the January report, actual sales tax collections through February continue to improve to \$76,911 (cumulative) or \$17,029 greater than last year. The budget projection on sales collection represents 3.5% of all general fund revenue. The following chart provides details:

	(\$) Last Fiscal	(\$) Budgeted Projection	(\$) Current Fiscal	(\$) Actual Variance	(%) Actual Variance	(\$) Budget Variance	(%) Budget Variance
January	\$25,442	\$22,827	\$31,043	\$5,602	22.0%	\$8,217	36.0%
February	\$34,441	\$30,217	\$45,868	\$11,427	19.1%	\$15,651	51.8%
YTD	\$59,883	\$53,043	\$76,911	\$17,029	28.4%	\$23,868	45.0%

- c. Franchise tax collections are minimal due to the timing of collections. Only collections booked at this time is \$5 from use of right-of-way (Compliance Solutions). The city anticipates collecting over \$400 thousand in franchise tax.
- d. Court revenue is \$6,400, 6.4% of budget and \$683 less than last year. Court fines total \$5,889 and the remaining \$511 is primarily restricted for special use such as court security or technology. The court continues to operate virtual by zoom. The city collected \$64 thousand in court revenue for 2021. Current trends suggest similar collections for 2022, possibly \$35 thousand less than the budget target.
- e. License and permits total \$37,408, projection on target at 8.8%. Permits and inspection fees account for 86.2% of the category revenue. Plat reviews are currently at \$2,050.
- f. Alarm registrations are \$12,450, 41.5% of annual budget projection. This represents a \$12,250 improvement over last YTD. Annual alarm registrations prove to be beneficial in maintaining up-to-date emergency information for individual properties.
- g. Interest revenue is limited to <1% of budget projection at \$111. However, staff expects that interest revenue will improve from the prior year with expected increases in the Fed rate to combat current nation-wide inflation outlook.
- h. Non-operational revenue includes \$907 in donations (park bench) and \$2,029 (WC audit and CenterPoint) in reimbursement proceeds.

2. Total expenditures are \$770,931, 10.3% of budget and 1.3% more than last YTD. Non-operating expenses total \$12,568 driving operating expenditures to 11.9% of budget. Remaining allocation for public and operating is \$5,603,612 with an additional \$1,122,117 for capital programming.
3. Divisions and categories that are currently trending higher in expenditures are as follows:
 - a. Police Services at \$354,965 or 17.0% due to the practice of providing two months of service payments at the beginning of the year as agreed for adequate MVPD operational cash flow.
 - b. Fire Services at \$195,653 or 12.5%. representing 1.5 months of service payments at the beginning of the year for adequate VFD operational cash flow.
 - c. Other Public Services at \$2,502 and \$1,614 higher than last year directly due to the cost of streetlight service. Staff will review the service agreement for potential savings.
 - d. Contract Services at \$5,658 and 1.2% higher than budget target due to needed engineering and legal support.
4. Capital expenditures at 1.1% with \$12,568 related to the continuation of Wilding Lane CIP. Note that a portion of remaining \$1,122,117 is retainage for the Wilding Lane project. The actual amount allocated is dependent on the liquidated damages levied due to construction delays.
 - a. Wilding Lane CIP – Total current payout (multi-year) for Wilding Lane is over \$1.4 million with over \$1.1 million designated as direct construction cost.
5. Revenues are under expenditures by \$1,599,793. The budget projects to end the year with a balanced budget. In 2020, the audited ending balance for the general fund was reported at \$4,329,064. Current reporting for 2021 year-end estimates an additional \$865K, increasing fund balance to nearly \$5.2 million. Note that fund balance remains unaudited, and a portion is restricted for specific uses, such as ARPA programming.

Debt Service Fund

	Prior YTD	Budget	Month	YTD
Total Revenues	\$869,665	\$875,200	\$510,440	\$510,440
Total Expenditures	\$1,444,900	\$875,200	\$825,375	\$825,375
Over/(Under)	(\$575,236)	\$0	(\$314,935)	(\$314,935)

6. Revenues are \$510,440; 58.3% of budget. The adopted rate designated for interest and sinking is \$0.031895 as the requirement to finance the annual bond debt. The budget incorporates a 99% collection rate based on trends from past collection years.

7. Expenditures are \$825,375, 94.3% of budget, as debt service principal payment was payments are semiannual.
 - a. Two Principal payments were disbursed, \$400,000 for GO Series 2015 and \$365,000 for GO Series 2017.
 - b. In addition, payments o interest due includes \$17, 675 for GO Series 2015 and \$41,950 for GO Series 2017. The city is obligated to pay the remaining \$48,325 in interest by year-end. Current debt obligations are scheduled through 2027.
8. Although revenues are under expenditures by \$314,935, debt service restricts a portion of cash to support fund balance. The budget projects to end the year with a balanced budget for the debt service fund.

FOR MORE INFORMATION: This summary report is based on detailed information generated by the City's Administration. If you have any questions or would like additional information on this report, please contact city administration at 713-230-8703.



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: January 31, 2022

GENERAL FUND SUMMARY

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES						
PROPERTY TAXES	3,659,005	6,048,959	2,148,476	2,148,476	35.5%	3,900,483
SALES TAXES	25,442	260,000	31,043	31,043	11.9%	228,957
FRANCHISE TAXES	1,034	407,100	5	5	0.0%	407,095
COURT REVENUE	7,083	100,000	6,400	6,400	6.4%	93,600
LICENSES & PERMITS	53,270	424,600	37,408	37,408	8.8%	387,192
ALARM REGISTRATIONS	200	30,000	12,450	12,450	41.5%	17,550
GOVERNMENTAL CONT. (METRO)	0	136,000	0	0	0.0%	136,000
PILOT FEES (KINKAID)	0	50,000	0	0	0.0%	50,000
INTEREST	299	40,000	111	111	0.3%	39,889
TOTAL OPERATING	3,746,333	7,496,659	2,235,894	2,235,894	29.8%	5,260,765
OTHER NON-OPERATING PROCEEDS	0	0	2,936	2,936		(2,936)
TOTAL NON-OPERATING	0	0	2,936	2,936		(2,936)
TOTAL REVENUES	\$3,746,333	\$7,496,659	\$2,238,830	\$2,238,830	29.9%	\$5,257,829
EXPENDITURES						
<u>PUBLIC SERVICE DIVISION</u>						
POLICE SERVICES	344,001	2,093,750	354,965	354,965	17.0%	1,738,785
FIRE SERVICES	182,734	1,565,224	195,653	195,653	12.5%	1,369,571
SANITATION COLLECTION	44,120	536,500	44,120	44,120	8.2%	492,380
OTHER PUBLIC SERVICES	888	21,500	2,502	2,502	11.6%	18,998
PUBLIC SERVICE DIVISION	571,744	4,216,974	597,240	597,240	14.2%	3,619,734
<u>OPERATIONS</u>						
CONTRACT SERVICES	9,560	478,500	45,658	45,658	9.5%	432,842
BUILDING SERVICES	12,392	266,000	21,804	21,804	8.2%	244,196
GENERAL GOVERNMENT	71,698	985,000	69,608	69,608	7.1%	915,392
MUNICIPAL COURT	10,551	42,500	2,859	2,859	6.7%	39,641
PUBLIC WORKS	10,557	373,000	21,194	21,194	5.7%	351,806
OPERATION DIVISIONS	114,757	2,145,000	161,122	161,122	7.5%	1,983,878
TOTAL PUBLIC & OPERATING	\$686,501	\$6,361,974	\$758,362	\$758,362	11.9%	\$5,603,612
<u>NON-OPERATING</u>						
GENERAL CAPITAL PROGRAMS	74,648	1,134,685	0	0	0.0%	1,134,685
WILDING LANE	0	0	12,568	12,568		(12,568)
TOTAL NON-OPERATING	74,648	1,134,685	12,568	12,568	1.1%	1,122,117
TOTAL EXPENDITURES	\$761,149	\$7,496,659	\$770,931	\$770,931	10.3%	\$6,725,728
REVENUE OVER/(UNDER) EXPENDITURES	2,985,184	0	1,467,899	1,467,899		
<i>Operating Rev. Over/(Under) Operating Exp.</i>	3,059,832	1,134,685	1,477,531	1,477,531		



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: January 31, 2022

GENERAL FUND REVENUES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>Tax Collection</u>						
10-4101 Property Tax (M&O)	3,659,005	6,048,959	2,148,476	2,148,476	35.5%	3,900,483
<i>Less: Unearned</i>	0	0	0	0		0
<i>Total Property Tax :</i>	<u>3,659,005</u>	<u>6,048,959</u>	<u>2,148,476</u>	<u>2,148,476</u>	<u>35.5%</u>	<u>3,900,483</u>
10-4150 Sales Tax	25,442	260,000	31,043	31,043	11.9%	228,957
Total Tax Collection:	3,684,447	6,308,959	2,179,520	2,179,520	34.5%	4,129,439
<u>Permits & Inspections</u>						
10-4203 Plat Reviews	3,500	8,000	2,050	2,050	25.6%	5,950
10-4204 Code Enforcement Citations	0	100	0	0	0.0%	100
10-4205 Contractor Registration	1,740	10,000	1,860	1,860	18.6%	8,140
10-4206 Drainage Reviews	2,700	45,000	1,000	1,000	2.2%	44,000
10-4207 Permits & Inspection Fees	45,330	360,000	32,248	32,248	9.0%	327,752
10-4208 Board of Adjustment Fees	0	1,500	250	250	16.7%	1,250
Total Permits & Inspections:	53,270	424,600	37,408	37,408	8.8%	387,192
<u>Municipal Court</u>						
10-4300 Court Fines	6,753	100,000	5,889	5,889	5.9%	94,111
10-4301 Building Security Fund	115	0	179	179		(179)
10-4302 Truancy Prevention	118	0	182	182		(182)
10-4303 Local Municipal Tech Fund	94	0	146	146		(146)
10-4304 Local Municipal Jury Fund	2	0	4	4		(4)
Total Municipal Court:	7,083	100,000	6,400	6,400	6.4%	93,600
<u>Investment Income</u>						
10-4400 Interest Revenue	299	40,000	111	111	0.3%	39,889
Total Investment Income:	299	40,000	111	111	0.3%	39,889
<u>Agencies & Alarms</u>						
10-4508 SEC-Registration	200	30,000	12,450	12,450	41.5%	17,550
Total Agencies & Alarms:	200	30,000	12,450	12,450	41.5%	17,550
<u>Franchise Revenue</u>						
10-4602 Cable Franchise	0	75,000	0	0	0.0%	75,000
10-4605 Power/Electric Franchise	0	272,000	0	0	0.0%	272,000
10-4606 Gas Franchise	0	25,000	0	0	0.0%	25,000
10-4607 Telephone Franchise	1,034	35,000	0	0	0.0%	35,000
10-4608 Wireless Franchise	0	100	5	5	5.1%	95
Total Franchise Revenue:	1,034	407,100	5	5	0.0%	407,095
<u>Donations & In Lieu</u>						
10-4702 Kinkaid School Contribution	0	50,000	0	0	0.0%	50,000
10-4703 Metro Congested Mitigation	0	136,000	0	0	0.0%	136,000
10-4801 Donations	0	0	907	907		(907)
10-4802 Reimbursement Proceeds	0	0	2,029	2,029		(2,029)
Total Donations & In Lieu:	0	186,000	2,936	2,936	1.6%	183,064
Total Revenue Received	3,746,333	7,496,659	2,238,830	2,238,830	29.9%	5,257,829
<i>Less: Unearned</i>	0	0	0	0		0
TOTAL REVENUES:	\$3,746,333	\$7,496,659	\$2,238,830	\$2,238,830	29.9%	\$5,257,829



Piney Point Village TEXAS

Statement of Revenue & Expenditures
For Month Ended: January 31, 2022

GENERAL FUND EXPENDITURES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>PUBLIC SERVICE DIVISION</u>						
<u>Community Events</u>						
10-510-5001 Community Celebrations	0	5,000	0	0	0.0%	5,000
Community Events:	0	5,000	0	0	0.0%	5,000
<u>Police Services</u>						
10-510-5010 MVPD Operations	335,501	2,040,417	346,077	346,077	17.0%	1,694,340
10-510-5011 MVPD Auto Replacement	8,500	53,333	8,888	8,888	16.7%	44,445
10-510-5012 MVPD Capital Expenditure	0	0	0	0		0
Police Services:	344,001	2,093,750	354,965	354,965	17.0%	1,738,785
<u>Sanitation Collection</u>						
10-510-5030 Sanitation Collection	43,255	525,000	43,255	43,255	8.2%	481,745
10-510-5031 Sanitation Fuel Charge	865	11,500	865	865	7.5%	10,635
Sanitation Collection:	44,120	536,500	44,120	44,120	8.2%	492,380
<u>Library Services</u>						
10-510-5040 Spring Branch Library	0	1,500	0	0	0.0%	1,500
Library Services:	0	1,500	0	0	0.0%	1,500
<u>Street Lighting Services</u>						
10-510-5050 Street Lighting	888	15,000	2,502	2,502	16.7%	12,498
Street Lighting Services:	888	15,000	2,502	2,502	16.7%	12,498
<u>Fire Services</u>						
10-510-5060 Villages Fire Department	182,734	1,565,224	195,653	195,653	12.5%	1,369,571
Fire Services:	182,734	1,565,224	195,653	195,653	12.5%	1,369,571
TOTAL PUBLIC SERVICE:	\$571,744	\$4,216,974	\$597,240	\$597,240	14.2%	\$3,619,734

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>CONTRACT SERVICE DIVISION</u>							
10-520-5102	Accounting/Audit	4,945	35,000	0	0	0.0%	35,000
10-520-5103	Engineering	0	200,000	27,551	27,551	13.8%	172,449
10-520-5104	Legal	0	90,000	14,667	14,667	16.3%	75,333
10-520-5105	Tax Appraisal-HCAD	0	60,000	0	0	0.0%	60,000
10-520-5107	Animal Control	90	1,500	0	0	0.0%	1,500
10-520-5108	IT Hardware/Software & Support	805	70,000	0	0	0.0%	70,000
10-520-5109	Urban Forester	3,720	0	3,440	3,440		(3,440)
10-520-5110	Mosquito Control	0	22,000	0	0	0.0%	22,000
TOTAL CONTRACT SERVICE DIVISION:		\$9,560	\$478,500	\$45,658	\$45,658	9.5%	\$432,842
<u>BUILDING SERVICE DIVISION</u>							
<u>Building & Inspection Services</u>							
10-530-5152	Drainage Reviews	0	100,000	8,818	8,818	8.8%	91,182
10-530-5153	Electrical Inspections	990	14,000	1,710	1,710	12.2%	12,290
10-530-5154	Plat Reviews	0	500	0	0	0.0%	500
10-530-5155	Plan Reviews	4,000	50,000	4,000	4,000	8.0%	46,000
10-530-5156	Plumbing Inspections	1,485	18,000	1,260	1,260	7.0%	16,740
10-530-5157	Structural Inspections	2,340	30,000	2,880	2,880	9.6%	27,120
10-530-5158	Urban Forester	0	46,000	0	0	0.0%	46,000
10-530-5160	Mechanical Inspections	540	7,500	990	990	13.2%	6,510
Building and Inspection Services:		9,355	266,000	19,658	19,658	7.4%	246,342
<u>Supplies and Office Expenditures</u>							
10-530-5108	Information Technology	0	0	2,146	2,146		(2,146)
Supplies and Office Expenditures:		0	0	2,146	2,146		(2,146)
<u>Insurance</u>							
10-560-5353	Employee Insurance	3,037	0	0	0		0
Insurance:		3,037	0	0	0		0
TOTAL BUILDING SERVICE DIVISION:		\$12,392	\$266,000	\$21,804	\$21,804	8.2%	\$244,196

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
GENERAL GOVERNMENT DIVISION						
<u>Administrative Expenditures</u>						
10-540-5108	Information Technology	16	0	0	0	0
10-540-5202	Auto Allowance/Mileage	0	8,000	325	325	4.1%
10-540-5203	Bank Fees	309	3,000	262	262	8.7%
10-540-5204	Dues/Seminars/Subscriptions	0	4,000	270	270	6.8%
10-540-5205	Elections	0	5,000	0	0	0.0%
10-540-5206	Legal Notices	0	3,500	0	0	0.0%
10-540-5207	Miscellaneous	1,001	5,000	20	20	0.4%
10-540-5208	Citizen Communication	0	5,000	0	0	0.0%
10-540-5209	Office Equipment & Maintenance	435	10,000	1,260	1,260	12.6%
10-540-5210	Postage	0	2,000	0	0	0.0%
10-540-5211	Meeting Supplies	447	10,000	47	47	0.5%
10-540-5212	Rent/Leasehold/Furniture	10,416	130,000	10,857	10,857	8.4%
10-540-5213	Supplies/Storage	529	10,000	890	890	8.9%
10-540-5214	Telecommunications	323	17,000	723	723	4.3%
10-540-5215	Travel & Training	150	1,000	0	0	0.0%
10-540-5216	Statutory Legal Notices	0	1,500	547	547	36.5%
	Administrative Expenditures:	13,626	215,000	15,201	15,201	7.1%
<u>Wages & Benefits</u>						
10-540-5301	Gross Wages	44,421	550,000	28,591	28,591	5.2%
10-540-5302	Overtime/Severance	0	10,000	535	535	5.4%
10-540-5303	Temporary Personnel	512	5,000	0	0	0.0%
10-540-5306	FICA/Med/FUTA Payroll Tax Exp	0	40,000	2,203	2,203	5.5%
10-540-5310	TMRS (City Responsibility)	3,904	50,000	1,932	1,932	3.9%
10-540-5311	Payroll Process Exp-Paychex	387	3,000	362	362	12.1%
	Wages & Benefits:	49,225	658,000	33,623	33,623	5.1%
<u>Insurance</u>						
10-540-5353	Employee Insurance	8,348	100,000	20,783	20,783	20.8%
10-540-5354	General Liability	500	10,000	0	0	0.0%
10-540-5356	Workman's Compensation	0	2,000	0	0	0.0%
	Insurance:	8,848	112,000	20,783	20,783	18.6%
	TOTAL GENERAL GOVERNMENT DIVISION:	\$71,698	\$985,000	\$69,608	\$69,608	7.1%

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT DIVISION</u>						
<u>Supplies & Office Expenditures</u>						
10-550-5207 Misc Supplies	49	0	0	0		0
10-550-5215 Travel & Training	175	0	79	79		(79)
Supplies and Office Expenditures:	224	0	79	79		(79)
<u>Insurance</u>						
10-550-5353 Employee Insurance	7,011	0	0	0		0
Insurance:	7,011	0	0	0		0
<u>Court Operations</u>						
10-550-5403 Credit Card Charges	1,045	12,000	1,130	1,130	9.4%	10,870
10-550-5404 Judge/Prosecutor/Interpreter	2,100	30,000	1,650	1,650	5.5%	28,350
10-550-5406 State Comptroller/OMNI/Linebar	61	0	0	0		0
10-550-5410 OmniBase Services of Texas	109	500	0	0	0.0%	500
Court Operations:	3,316	42,500	2,780	2,780		39,720
TOTAL MUNICIPAL COURT DIVISION:	\$10,551	\$42,500	\$2,859	\$2,859	6.7%	\$39,641
<u>PUBLIC WORKS MAINTENANCE DIVISION</u>						
<u>Supplies & Office Expenditures</u>						
10-560-5207 Misc Supplies	354	0	0	0		0
Supplies and Office Expenditures:	354	0	0	0		0
<u>Insurance</u>						
10-560-5353 Employee Insurance	9,105	0	0	0		0
Insurance:	9,105	0	0	0		0
<u>Maintenance & Repair</u>						
10-560-5501 TCEQ & Harris CO Permits	0	2,000	100	100	5.0%	1,900
10-560-5504 Landscaping Maintenance	0	50,000	9,784	9,784	19.6%	40,216
10-560-5505 Gator Fuel & Maintenance	127	1,000	45	45	4.5%	955
10-560-5506 Right of Way Mowing	(2,995)	90,000	0	0	0.0%	90,000
10-560-5507 Road & Sign Repair	812	60,000	5,800	5,800	9.7%	54,200
10-560-5508 ROW Water/Planting	0	2,500	110	110	4.4%	2,390
10-560-5509 Tree Care/Removal	2,875	15,000	5,250	5,250	35.0%	9,750
10-560-5510 Road/Drainage Maintenance	0	25,000	0	0	0.0%	25,000
10-560-5515 Landscape Improvements	118	100,000	0	0	0.0%	100,000
10-560-5516 Truck Fuel & Maintenance	162	2,500	105	105	4.2%	2,395
10-560-5517 Sidewalk Improvements	0	25,000	0	0	0.0%	25,000
Maintenance and Repair:	1,098	373,000	21,194	21,194	5.7%	351,806
TOTAL PUBLIC WORKS DIVISION:	\$10,557	\$373,000	\$21,194	\$21,194	5.7%	\$351,806

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY PROGRAMS</u>							
<u>General Capital / Maintenance Programs</u>							
10-570-5602	Drainage Ditch Maintenance	17,297	0	0	0		0
10-570-5606	Road/Drainage Projects	6,509	0	0	0		0
10-570-5702	2020 Paving Improvements	50,842	0	0	0		0
10-570-5703	2021 Paving Improvements	0	1,134,685	0	0	0.0%	1,134,685
		74,648	1,134,685	0	0	0.0%	1,134,685
<u>Major Capital / Maintenance Programs</u>							
10-570-5808	Wilding Lane	0	0	12,568	12,568		(12,568)
		0	0	12,568	12,568		(12,568)
TOTAL CAPITAL OUTLAY PROGRAMS:		\$74,648	\$1,134,685	\$12,568	\$12,568	1.1%	\$1,122,117
TOTAL EXPENDITURES:		\$761,149	\$7,496,659	\$770,931	\$770,931	10.3%	\$6,725,728



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: January 31, 2022

DEBT SERVICE FUND

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES						
PROPERTY TAXES	869,389	875,200	510,440	510,440	58.3%	364,760
INTEREST	275	0	0	0		0
TOTAL OPERATING	869,665	875,200	510,440	510,440	58.3%	364,760
TOTAL REVENUES	\$869,665	\$875,200	\$510,440	\$510,440	58.3%	\$364,760
EXPENDITURES						
TAX BOND PRINCIPAL	1,365,000	765,000	765,000	765,000	100.0%	0
TAX BOND INTEREST	79,900	107,950	59,625	59,625	55.2%	48,325
FISCAL AGENT FEES	0	2,250	750	750	33.3%	1,500
OPERATING EXPENDITURES	1,444,900	875,200	825,375	825,375	94.3%	49,825
TOTAL EXPENDITURES	\$1,444,900	\$875,200	\$825,375	\$825,375	94.3%	\$49,825
REVENUE OVER/(UNDER) EXPENDITURES	(575,236)	0	(314,935)	(314,935)		

**City of Piney Point Village
Monthly Tax Office Report
January 31, 2022**

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

A. Current Taxable Value \$ 2,724,773,774

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

	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Original Levy 0.25514	\$ 6,721,599.59		\$ 6,721,599.59
Carryover Balance	-	184,995.06	184,995.06
Adjustments	230,388.29	(1,726.90)	228,661.39
Adjusted Levy	6,951,987.88	183,268.16	7,135,256.04
Less Collections Y-T-D	5,785,429.67	(898.85)	5,784,530.82
Receivable Balance	<u>\$ 1,166,558.21</u>	<u>\$ 184,167.01</u>	<u>\$ 1,350,725.22</u>

C. COLLECTION RECAP:

Current Month:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax	\$ 2,888,341.15	\$ (898.85)	\$ 2,887,442.30
Penalty & Interest	-	232.91	232.91
Attorney Fees	-	171.67	171.67
Other Fees	0.46	-	0.46
Total Collections	<u>\$ 2,888,341.61</u>	<u>\$ (494.27)</u>	<u>\$ 2,887,847.34</u>

Year-To-Date:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax:	\$ 5,785,429.67	\$ (898.85)	\$ 5,784,530.82
Penalty & Interest	-	232.91	232.91
Attorney Fees	-	171.67	171.67
Other Fees	2.67	-	2.67
Total Collections	<u>\$ 5,785,432.34</u>	<u>\$ (494.27)</u>	<u>\$ 5,784,938.07</u>

Percent of Adjusted Levy	<u>83.22%</u>	<u>83.21%</u>
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MONTHLY TAX OFFICE REPORT
Tax A/R Summary by Year
January 31, 2022

YEAR	BEGINNING BALANCE AS OF 12/31/2021	ADJUSTMENTS	COLLECTIONS	RECEIVABLE BALANCE AS OF 1/31/2022
2020	\$ 50,451.09	\$ (1,083.31)	\$ (647.94)	\$ 50,015.72
19	32,479.81	(643.59)	(250.91)	32,087.13
18	17,858.14	-	-	17,858.14
17	9,395.47	-	-	9,395.47
16	9,104.50	-	-	9,104.50
15	8,521.57	-	-	8,521.57
14	7,748.57	-	-	7,748.57
13	7,355.64	-	-	7,355.64
12	6,066.04	-	-	6,066.04
11	6,272.76	-	-	6,272.76
10	6,098.17	-	-	6,098.17
09	6,096.26	-	-	6,096.26
08	5,850.45	-	-	5,850.45
07	5,814.74	-	-	5,814.74
06	5,608.73	-	-	5,608.73
05	75.13	-	-	75.13
04	63.95	-	-	63.95
03	44.68	-	-	44.68
02	44.68	-	-	44.68
01	44.68	-	-	44.68
	<u>\$ 184,995.06</u>	<u>\$ (1,726.90)</u>	<u>\$ (898.85)</u>	<u>\$ 184,167.01</u>

Karen Farris

From: Morawiec, Tiffany <Tiffany.Morawiec@springbranchisd.com>
Sent: Tuesday, February 8, 2022 8:36 AM
To: Karen Farris
Subject: Monthly report - Piney Point January 2022
Attachments: Piney Point 0122.xlsx

Karen,
Good morning! Please find attached January 2022 Monthly report for Piney Point Village. Let me know if you need any additional information or have any questions.

Thank you,
Tiffany



Tiffany D. Morawiec
TAX ASSESSOR/COLLECTOR
Financial Services | Tax Office
Spring Branch Independent School District
713-251-7968 | <http://sbsd.tax>

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MEMORANDUM

TO: Mayor and City Council

FROM: Bobby Pennington, City Administrator

DATE: February 25, 2022

SUBJECT: Tree City USA

We received word that the Arbor Day Foundation, has officially recognized Piney Point Village as a designated 2021 Tree City USA recipient. Residents are proud to live where care of trees are priority. Special thanks to Cary Moran for her efforts on accomplishing this award.

For 2022, Arbor Day will officially celebrate 150 years. Piney Point Village will celebrate Arbor Day on Saturday November 5th at Ecclesia.

MEMORANDUM

TO: Mayor and City Council

FROM: Bobby Pennington, City Administrator

DATE: February 25, 2022

SUBJECT: Representation -The Houston Chapter of the International Code Council

Annette Arriaga is representing Piney Point Village as a member of the Houston Chapter of the International Code Council.

The International Code Council is the leading global source of model codes and standards and building safety solutions that include product evaluation, accreditation, technology, training, and certification. The Code Council's codes, standards, and solutions are used to ensure safe, affordable, and sustainable communities and buildings worldwide.

Benefits in membership include code advice from our expert technical staff as well as access to technical information including periodicals and news on building safety. The Code Council offers a variety of training options for continuing education.

Council Agenda Item Cover Memo

2/28/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on quotes for ditch regrading and culvert cleaning along Lacewood Lane.

SUMMARY/BACKGROUND (WHY): The City requested that HDR obtain quotes for ditch regrading and culvert cleaning along the north side of Lacewood Lane from #8 to #4 to help relieve standing water in the area. A summary of quotes and the quotes received are included in the agenda packet.

STAFF RECOMMENDATION:

ESTIMATED COST: See Attachment **FUNDING SOURCE:** _____

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

Summary of Quotes
Lacewood Lane Ditch Regrading and Culvert Cleaning
City of Piney Point Village
HDR Job No. 10336216

Contractor	Total Quote
Infrastructure Construction Services	\$6,625.00
On-Par Civil Services	\$12,525.00
J Rivas	\$12,625.00
T-Construction	\$13,890.00
■ Represents the lowest Quote	

* Bidder: ICS

Lacewood Lane Ditch Regrading and Culvert Cleaning

Quote Request

City of Piney Point Village

HDR Job No. 10336216

Contractor:

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Cleaning existing storm sewer culverts, including removal and disposal of debris, complete in place, the sum of:	LF	45	\$25.00	\$1,125.00
2	Regrade existing ditch, including cut, disposal and/or fill material as necessary to achieve the proposed flow line elevations, complete in place, the sum of:	LF	250	\$15.00	\$3,750.00
3	Hydromulch or sod (match existing) along ditch regrading areas, complete in place, the sum of:	LS	1	\$1,750.00	\$1,750.00
TOTAL:					\$6,625.00

Lacewood Lane Ditch Regrading and Culvert Cleaning

Quote Request

City of Piney Point Village

HDR Job No. 10336216

Contractor:

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Cleaning existing storm sewer culverts, including removal and disposal of debris, complete in place, the sum of:	LF	45	45.00	2025.00
2	Regrade existing ditch, including cut, disposal and/or fill material as necessary to achieve the proposed flow line elevations, complete in place, the sum of:	LF	250	30.00	7500.00
3	Hydromulch or sod (match existing) along ditch regrading areas, complete in place, the sum of:	LS	1	3000.00	3000.00
				TOTAL :	12,525.00



2/23/2022
On Par Civil Services



J Rivas Construction, LLC
9223 Misty Vale Ln.
Houston, TX 77075
Phone# 832-874-2010

Lacewood Lane Ditch Regrading and Culvert Cleaning

Quote Request

City of Piney Point Village

HDR Job No. 10336216

Contractor: J Rivas Construction, LLC

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Cleaning existing storm sewer culverts, including removal and disposal of debris, complete in place, the sum of:	LF	45	\$35.00	\$1,575.00
2	Regrade existing ditch, including cut, disposal and/or fill material as necessary to achieve the proposed flow line elevations, complete in place, the sum of:	LF	250	\$30.00	\$7,500.00
3	Hydromulch or sod (match existing) along ditch regrading areas, complete in place, the sum of:	LS	1	\$3,550.00	\$3,550.00
				TOTAL :	\$12,625.00

Lacewood Lane Ditch Regrading and Culvert Cleaning

Quote Request

City of Piney Point Village

HDR Job No. 10336216

Contractor:

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Cleaning existing storm sewer culverts, including removal and disposal of debris, complete in place, the sum of:	LF	45	27. ⁰⁰	1,215. ⁰⁰
2	Regrade existing ditch, including cut, disposal and/or fill material as necessary to achieve the proposed flow line elevations, complete in place, the sum of:	LF	250	35. ⁰⁰	8,750. ⁰⁰
3	Hydromulch or sod (match existing) along ditch regrading areas, complete in place, the sum of:	LS	1	3,925. ⁰⁰	3,925. ⁰⁰
TOTAL:					13,890. ⁰⁰

Janie Villares
2/23/2022

Council Agenda Item Cover Memo

2/28/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on the approval of Comcast Fiber Optic Cable Improvements Plans on Greenbay Street.

SUMMARY/BACKGROUND (WHY): Comcast has submitted plans to the City for installation of approximately 550 linear feet of new 2” HDPE underground conduit along Greenbay Street from an existing utility pole to Chapelwood Methodist Church. City staff has no objections to the plans as presented.

STAFF RECOMMENDATION:

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

CURRENT BUDGETED ITEM: YES NO **EMERGENCY REQUEST:** YES NO X

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



February 23, 2022

Mr. Maged Henein, P.E.
Black & Veatch
6800 W. 115th St, Ste. 2292
Overland Park, KS 66211

Re: On-Going Services
Review of Comcast Fiber Optic Improvement Plans – **Second Submittal**
Piney Point Village, Texas
HDR Job No. 10279751

Dear Mr. Henein:

We are in receipt of the proposed Comcast fiber optic improvement plans for Greenbay Street in Piney Point Village. Based on the proposed plans provided, the City interposes no objection to the proposed fiber optic improvements, contingent upon the following:

- Please be advised that the plans will need to be presented to the City Council for approval of the proposed improvements in the City right-of-way prior to construction.

This does not necessarily mean that the entire plan including survey layout has been completely checked and verified. AT&T assumes all responsibility and accountability for the proposed improvements. The Contractor will immediately notify the City in the event any storm sewer or utilities are impacted during construction. Please note that any grass, landscaping, sidewalks, storm sewer, water and sanitary utilities, etc. damaged during construction must be restored to a condition acceptable to the City.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your copy of the approved set of plans and permit.

Sincerely,

HDR Engineering, Inc.

Aaron Croley, P.E., CFM
Project Engineer

cc: Annette Arriaga – City of Piney Point Village
Kimberly Perez – City of Piney Point Village





of HOUSTON, LLC

CHAPELWOOD UNITED METHODIST CHURCH
11140 GREENBAY ST FL 2
HOUSTON, TX 77024

No Objections Taken
Clayton Lushy
2-23-2022

CITY OF PINEY POINT VILLAGE
VICINITY MAP



BUILD (ROW WORK ONLY)	
• BORE FOOTAGE	1318
• BORE PITS	3
• POTHOLES	N/A
• NEW AERIAL	N/A
• OVERLASH	N/A
• NEW VAULTS	N/A
• EXISTING VAULTS	N/A
• NEW PEDESTALS	1
• EXISTING PEDESTALS	N/A
• TOTAL PROJECT FOOTAGE	1318

SCOPE OF WORK
COMCAST PROPOSES TO BEGIN AT EXISTING UTILITY POLE 36' SOUTH OF CENTERLINE OF GREENBAY ST. RISER DOWN BORE WEST 126' TO PROPOSED BORE PIT. THEN TURN NORTH AND BORE 56' TO PROPOSED PEDESTAL. CONTINUE BORE 2' TO EDGE OF ROW. PROJECT CONTINUES OUTSIDE OF ROW. INSTALL (1) 2" CONDUIT AND PULL CABLE THROUGH.

CONTRACTOR NOTE
CONTRACTOR SHALL COMPLETE INSTALL PER THE SIGNED AND THE SEALED SET OF DRAWINGS. ANY NECESSARY DEVIATIONS FROM THE DRAWINGS MUST BE SUBMITTED THROUGH AN RFI REQUEST PROCESS WITH ENGINEERING FOR AN APPROVAL PRIOR TO CONTRACTOR PROCEEDING WITH A DEVIATION OF THE SIGNED AND SEALED SET OF DRAWINGS.

ENGINEER OF RECORD
MAGED HEINE
PE # 102109
BLACK & VEATCH CORPORATION

CALL BEFORE YOU DIG
 UNDERGROUND SERVICE ALERT
UTILITY NOTIFICATION CENTER OF TEXAS
811 OR 1-800-344-8377
2 WORKING DAYS UTILITY NOTIFICATION PRIOR TO CONSTRUCTION

DRAWING INDEX		
SHEET NO.	SHEET TITLE	REV NO.
T-1	TITLE SHEET & PROJECT DATA	1
C-1	OVERALL SITE PLAN	1
TCP-1	TRAFFIC CONTROL PLAN	0
D-1	DETAILS	0

DO NOT SCALE DRAWINGS
CONTRACTOR SHALL VERIFY ALL PLANS, EXISTING DIMENSIONS & CONDITIONS ON THE JOB SITE & SHALL IMMEDIATELY NOTIFY THE ENGINEER BY WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK.
11" x 17" PLOT WILL BE HALF SCALE UNLESS NOTED

BLACK & VEATCH
6000 W 138th ST, SUITE 200
OVERLAND PARK, KS 66211
(913) 456-2000

PROJECT NO.	015171
DRAWN BY	JAC
CHECKED BY	JAC

1	PL-2022	CITY COMMENTS
2	02/23/22	ISSUED FOR PERMITTING
REV	DATE	DESCRIPTION

STATE OF TEXAS
MAGED HEINE
102109
PROFESSIONAL ENGINEER
01/20/2022
BLACK & VEATCH ENGINEERING
F-236

PRM000218120
CHAPELWOOD UNITED
METHODIST CHURCH
11140 GREENBAY ST FL 2
HOUSTON, TX 77024

SHEET TITLE
TITLE SHEET

SHEET NUMBER
T-1



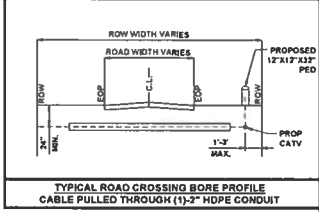
PROJECT NO: 240001
 DRAWN BY: JLD
 CHECKED BY: JMO

REV	DATE	DESCRIPTION
1	01/20/22	CITY COMMENTS
2	02/07/22	ISSUED FOR PERMITTING

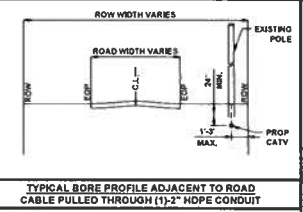


PRM000218120
 CHAPELWOOD UNITED
 METHODIST CHURCH
 11160 GREENBAY ST FL 2
 HOUSTON, TX 77024

SHEET TITLE
OVERALL SITE PLAN
 SHEET NUMBER
C-1



TYPICAL ROAD CROSSING BORE PROFILE
 CABLE PULLED THROUGH (1)-2" HDPE CONDUIT

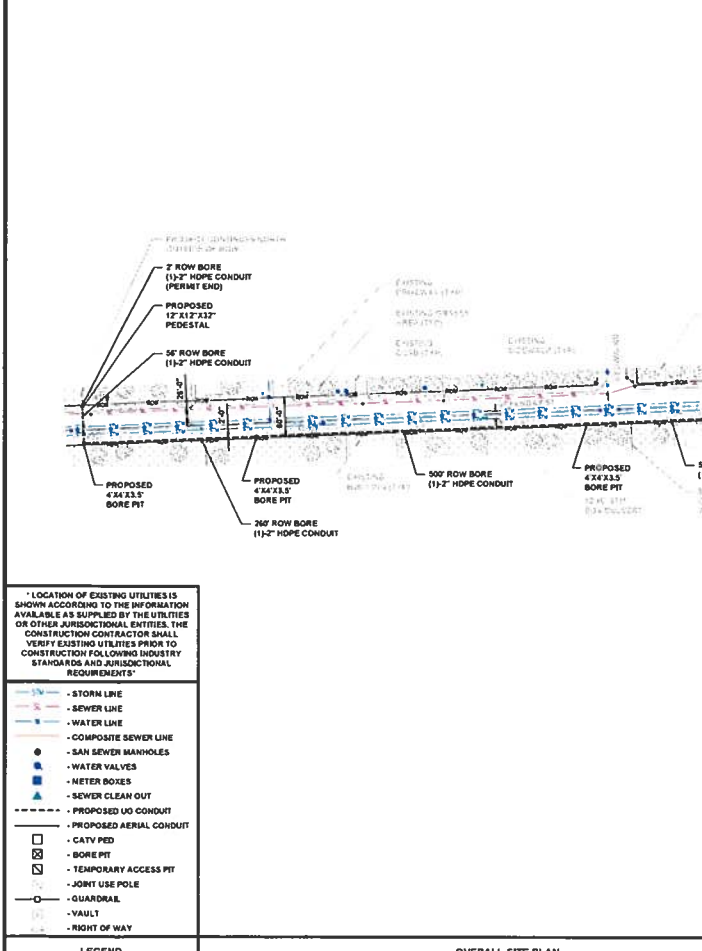


TYPICAL BORE PROFILE ADJACENT TO ROAD
 CABLE PULLED THROUGH (1)-2" HDPE CONDUIT

- NOTES:**
1. THE WORKING HOURS IN THE CITY ARE FROM 7:00 AM TO 7:00 PM MONDAY THROUGH FRIDAY AND 8:00 AM TO 6:00 PM ON SATURDAY. SUNDAY WORK IS NOT ALLOWED. THE CONTRACTOR MUST SUBMIT A REQUEST, IN WRITING, 72 HOURS PRIOR TO THE WEEKEND IF THE CONTRACTOR DESIRES TO WORK ON A SATURDAY.
 2. ANY AREAS OF GRASS WITHIN THE CITY'S RIGHT OF WAY WHICH ARE DISTURBED OR DIED UP DURING CONSTRUCTION SHALL BE REPLACED WITH ST. AUGUSTINE OR GRASS WHICH MATCHES THE GRASS REMOVED.
 3. ANY DAMAGE TO EXISTING ROADS, DRIVEWAYS, SIDEWALKS, OR OTHER APPURTENANCES WITHIN THE CITY'S RIGHT OF WAY SHALL BE SAW CUT, REMOVED AND REPLACED WITH MATERIAL EQUAL TO OR SUPERIOR TO EXISTING MATERIAL, AND BE INSTALLED IN A MANNER ACCEPTABLE TO THE CITY.
 4. THE CONTRACTOR SHALL NOTIFY THE CITY A MINIMUM OF 48 HOURS PRIOR TO BEGINNING WORK.

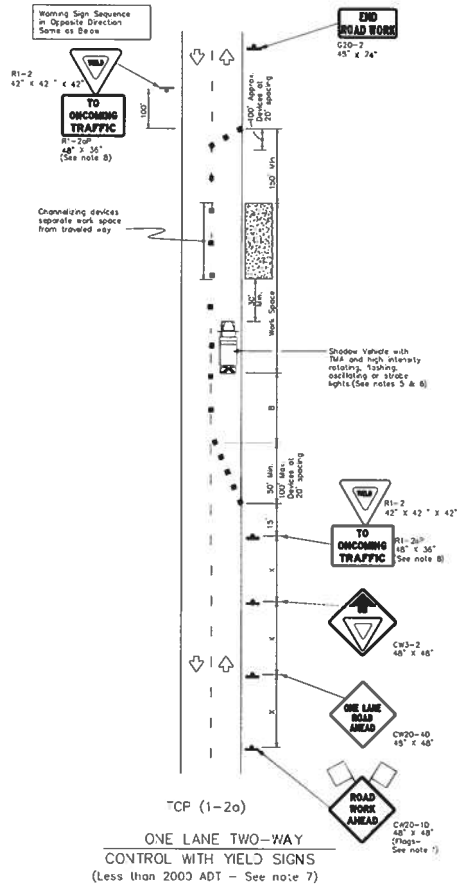
DEPTH OF UTILITIES WILL BE DETERMINED BY POTHOLE PRIOR TO CONSTRUCTION

- NOTES:**
3. NO MORE TRENCH OPENED AT ONE TIME THAN CAN BE BACKFILLED AND COMPACTED IN 10' LEFTS AT THE END OF EACH DAY. (NO TRENCH LEFT OPENED OVERNIGHT.)
 4. ALL EXCESS EXCAVATION TO BE REMOVED FROM THE ROAD RIGHT-OF-WAY AT THE END OF EACH DAY.
 5. DITCHES TO BE OPENED AT THE END OF EACH DAY TO ASSURE ADEQUATE DRAINAGE.
 6. CONSTRUCTION MUST PROVIDE ADEQUATE FLAGMEN, SIGNALS, ETC., TO PROVIDE COMPLETE SAFETY TO THE PUBLIC.
 7. IF IT BECOMES NECESSARY FOR EQUIPMENT OPERATION ON A PORTION OF THE PAVEMENT, PRECAUTIONS MUST BE TAKEN TO PREVENT ANY DAMAGE WHATSOEVER TO THE PAVEMENT.
 8. CONDITION OF ROAD UPON COMPLETION OF JOB SHALL BE AS GOOD OR BETTER THAN PRIOR TO STARTING.
 9. CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE NATIONAL ELECTRICAL SAFETY CODE (NEC) REQUIREMENTS, CENTERPOINT ENERGY ELECTRICAL POLE ATTACHMENT GUIDELINES & PROCEDURES AND ALL APPLICABLE LOCAL REQUIREMENTS AND REGULATIONS FOR PLACEMENT OF AERIAL CABLE FACILITIES, IF MIN. VERTICAL CLEARANCE.
 10. ALL UTILITIES WILL BE IDENTIFIED BY POT HOLE BEFORE ANY CONSTRUCTION.
 11. CONTRACTOR WILL REMOVE AND REPLACE ANY SECTION OF STORM SEWER IN THE RIGHT-OF-WAY THAT IS DAMAGED DURING CONSTRUCTION WITH MATERIAL THAT IS EQUAL TO OR SUPERIOR TO THE EXISTING MATERIAL.
 12. CONTRACTOR TO COORDINATE WITH THE CITY'S URBAN FORESTOR ON ANY NECESSARY TREE PROTECTION MEASURES PRIOR TO BEGINNING WORK.
 13. COMCAST WILL MAINTAIN (2 FT) HORIZONTAL & VERTICAL SEPARATION FROM ANY EXISTING UTILITIES.
 14. RIGHT-OF-WAY WILL BE RESTORED TO EQUAL OR BETTER CONDITION WHEN CONSTRUCTION IS COMPLETE.
 15. BORE PITS WILL BE KEPT AT LEAST 3 FEET FROM THE ROAD.



- * LOCATION OF EXISTING UTILITIES IS SHOWN ACCORDING TO THE INFORMATION AVAILABLE AS SUPPLIED BY THE UTILITIES OR OTHER JURISDICTIONAL ENTITIES. THE CONSTRUCTION CONTRACTOR SHALL VERIFY EXISTING UTILITIES PRIOR TO CONSTRUCTION FOLLOWING INDUSTRY STANDARDS AND JURISDICTIONAL REQUIREMENTS.
- STORM LINE
 - SEWER LINE
 - WATER LINE
 - COMPOSITE SEWER LINE
 - - SAN SEWER MANHOLES
 - WATER VALVES
 - METER BORES
 - SEWER CLEAN OUT
 - PROPOSED UO CONDUIT
 - PROPOSED AERIAL CONDUIT
 - - CATV PED
 - - BORE PIT
 - - TEMPORARY ACCESS PIT
 - - JOINT USE POLE
 - - GUARDRAIL
 - - VAULT
 - - RIGHT OF WAY

- NOTES:**
1. THE CONTRACTOR SHALL CONTACT TEXAS ONE CALL SYSTEM AT 1-800-245-4545 MIN. 48 HOURS BEFORE DIGGING.
 2. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL UNDERGROUND FACILITIES BEFORE COMMENCING WORK AND AGREE TO BE FULLY RESPONSIBLE FOR ALL DAMAGES CAUSED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ALL UNDERGROUND FACILITIES.



ONE LANE TWO-WAY CONTROL WITH YIELD SIGNS (Less than 2000 ADT - See note 7)

TRAFFIC CONTROL PLAN SECTION SHALL BE COMPLETED BY ENGINEER

ROADWAY	POSTED SPEED	TAPER LENGTH	SPACING CHANNELING DEVICES	SPACING SIGNS	BUFFER SPACE
GREENBAY ST	30	100	30	60	90

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed	Formulas	Minimum Taper Lengths in Feet	Minimum Sign Spacing in Feet	Minimum Sign Spacing in Feet	Support Sign Distance
30	L = 100	150'	185'	180'	90'
35		205'	225'	245'	120'
40	L = 150	265'	295'	325'	150'
45		450'	495'	540'	225'
50	L = 200	560'	600'	650'	300'
55		650'	705'	765'	375'
60	L = 250	800'	860'	920'	450'
65		950'	1020'	1090'	525'
70	L = 300	1100'	1180'	1260'	600'
75		1250'	1340'	1430'	675'

GENERAL NOTES

- Flags attached to signs where shown are REQUIRED.
- All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plan, or for routine maintenance work, when approved by the Engineer.
- The "ONE LANE AHEAD" sign may be installed after the "ONE LANE AHEAD" sign, but proper sign spacing shall be maintained.
- Sign spacing may be increased on additional "ROAD WORK AHEAD" signs may be used if advance warning ahead of the Ropper or R1-2 "YIELD" sign is less than 1500 feet.
- Shadow Vehicles with TMA should be used anytime it can be positioned 50 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle or TMA.
- Additional Shadow Vehicles with TMA may be positioned off the paved surface, next to those shown in order to protect other work spaces.

TRAFFIC CONTROL PLAN

PROJECT NO: 0120/2022

DATE: 01/20/2022

ENGINEER: MAGED HEINEIN

PROFESSIONAL ENGINEER LICENSE NO: 102109

BLACK & VEATCH ENGINEERING F-154

PRM0000218120
CHAPELWOOD UNITED
METHODIST CHURCH
11140 GREENBAY ST FL 2
HOUSTON, TX 77024

SHEET TITLE
TRAFFIC CONTROL PLAN

SHEET NUMBER
TCP-1

The working hours in the City are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday.

Comcast
of HOUSTON, LLC

BLACK & VEATCH
4400 W. 111th ST. SUITE 200
OVERLAND PARK, KS 66111
(913) 666-9999

PROJECT NO: 0120/2022

DATE: 01/20/2022

ENGINEER: MAGED HEINEIN

PROFESSIONAL ENGINEER LICENSE NO: 102109

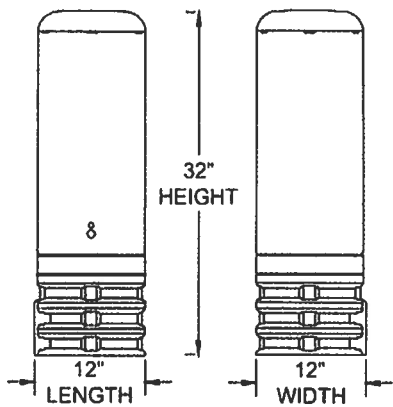
BLACK & VEATCH ENGINEERING F-154

PRM0000218120
CHAPELWOOD UNITED
METHODIST CHURCH
11140 GREENBAY ST FL 2
HOUSTON, TX 77024

SHEET TITLE
TRAFFIC CONTROL PLAN

SHEET NUMBER
TCP-1

PEDESTAL DETAIL



PROJECT NO: 21011
 DRAWN BY: JAC
 CHECKED BY: JAC

REV	DATE	DESCRIPTION
1	01/20/22	CITY COMMISSION
2	02/07/22	ISSUED FOR PERMITTING



PRM0000218120
 CHAPEL WOOD UNITED
 METHODIST CHURCH
 11140 GREENBAY ST FL 2
 HOUSTON, TX 77024

SHEET TITLE
DETAILS

SHEET NUMBER
D-1

Council Agenda Item Cover Memo

2/28/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on the approval of AT&T Fiber Optic Cable Improvements Plans on various streets in the City.

SUMMARY/BACKGROUND (WHY): AT&T has submitted plans to the City for installation of approximately 12,000 linear feet of both aerial and underground fiber optic cable along Blalock Road, Green Oaks Drive, North Piney Point Road, North Cheska Lane, South Cheska Lane, Shady Glen Drive, Williamsburg Drive, Pine Tree Lane, and Habersham Lane, connecting to existing utility poles within the City. City staff has no objections to the plans as presented.

STAFF RECOMMENDATION:

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

CURRENT BUDGETED ITEM: YES NO **EMERGENCY REQUEST:** YES NO X

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



February 23, 2022

Mr. Fred Guillory
AT&T

Re: On-Going Services
Review of AT&T Fiber Optic Improvement Plans – **Fourth Submittal**
Piney Point Village, Texas
HDR Job No. 10279751

Dear Mr. Guillory:

We are in receipt of the proposed AT&T aerial and underground fiber optic improvement plans for Blalock Road, Green Oaks Drive, North Piney Point Road, North Cheska Lane, South Cheska Lane, Shady Glen Drive, Williamsburg Drive, Pine Tree Lane, and Habersham Lane in Piney Point Village. Based on the proposed plans provided, the City interposes no objection to the proposed fiber optic improvements, contingent upon the following:

- Please be advised that the plans will need to be presented to the City Council for approval of the proposed improvements in the City right-of-way prior to construction.

This does not necessarily mean that the entire plan including survey layout has been completely checked and verified. AT&T assumes all responsibility and accountability for the proposed improvements. The Contractor will immediately notify the City in the event any storm sewer or utilities are impacted during construction. Please note that any grass, landscaping, sidewalks, storm sewer, water and sanitary utilities, etc. damaged during construction must be restored to a condition acceptable to the City.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your copy of the approved set of plans and permit.

Sincerely,

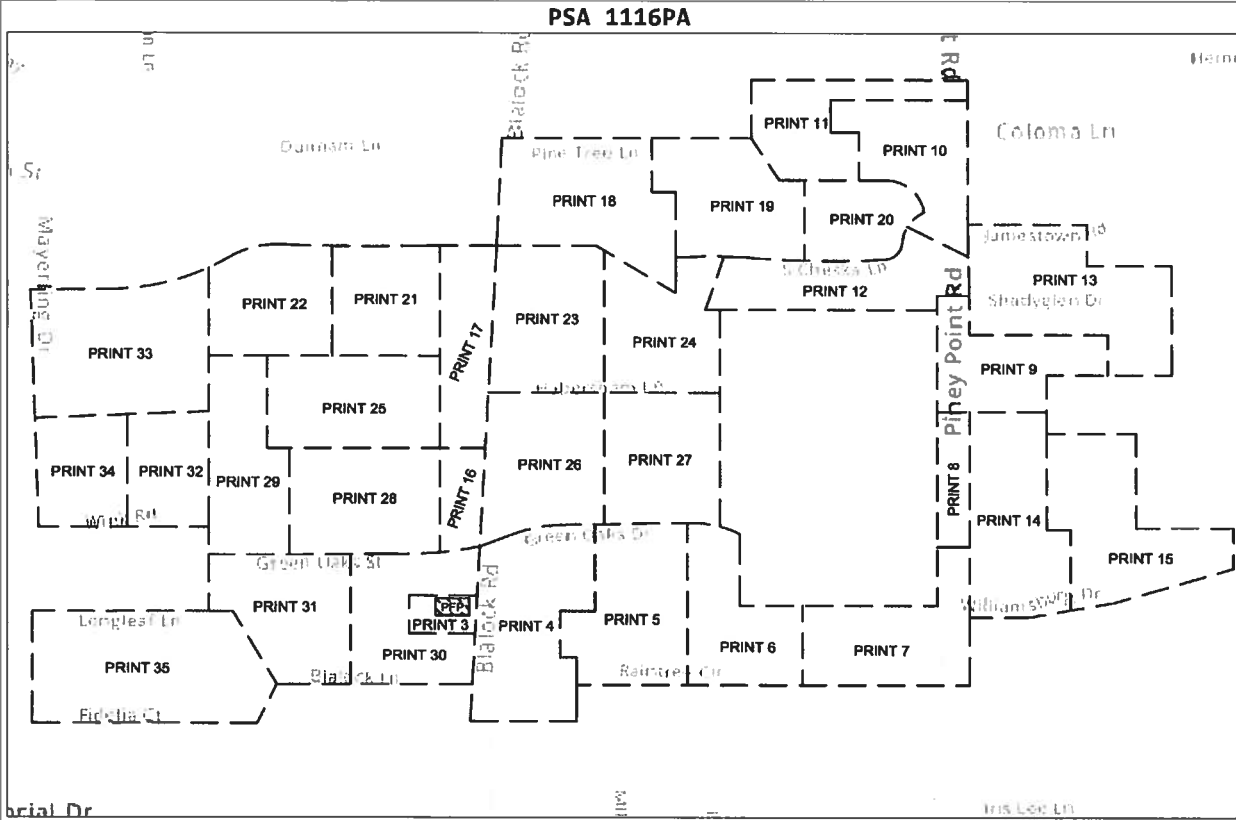
HDR Engineering, Inc.

Aaron Croley, P.E., CFM
Project Engineer

cc: Annette Arriaga – City of Piney Point Village
Kimberly Perez – City of Piney Point Village



PSA 1116PA



No Objections Taken
Baron Ludwig
 2-23-2022

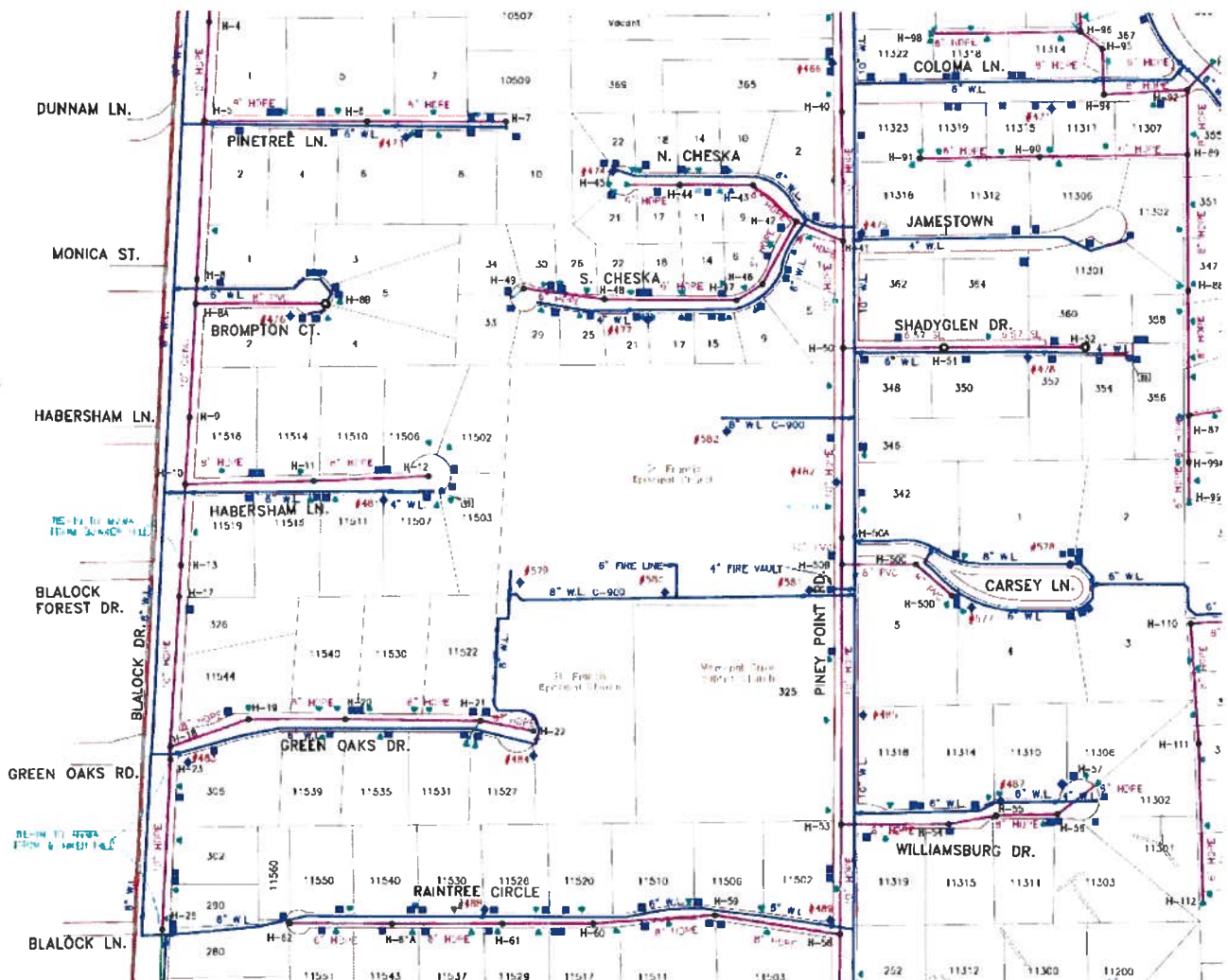
PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CLL HSTNTXS	
PRIMARY ENGR:			
ENGR ID		PERMIT REQ'D	N
PHONE #		PRINT 1	OF 36

G e n e r a l N o t e s

- 1) Propose method of buried fiber will be Directional Bore.
- 2) All buried fiber cable have minimum cover of 48".
- 3) When Crossing All City Utilities there will be minimum 24" separation above or below the facilities.
- 4) Any areas of grass within the City right of way which are disturbed or dug up during construction shall be replaced with St. Augustine or grass which matches the sod removed.
- 5) Any damage to existing roads, driveways, sidewalks or other appurtenances within the City's right of way shall be saw cut out, removed and replaced with material equal to or superior to existing material, and be installed in a manner acceptable to the City of Piney Point.
- 6) Construction Contractor will coordinate with the City's Urban Forester on any necessary tree protection measures prior to beginning work.
- 7) Construction Contractor will remove and replace any section of storm sewer in the right-of-way that is damaged during construction with material that is equal to or superior to the existing material. **Storm and Water crossing is shown on Print 16 and 17. Also note Storm, Water and Sewer Crossing on Print 8.**
- 7) All Fiber Cable placement highted is aerial.

Add Print 2A

PROJECT #		DATE SVC REQ'D	
A01XW0P		12/31/2021	
DA	GEO LOC	CLI	
1116PA	W85781	HSTNTXSJ	
PRIMARY ENDR			
ENGR ID		PERMIT REQ'D	
PHONE #		PRINT 1 OF 36	



Utility Proximity Map

LEGEND – WATER

■	WATER METER	⊕	PRESSURE MONITOR STATION
▸	WATER VALVE	⊕	SAMPLE STATION
◆	FIRE HYDRANT	—	INDICATES WATER METER SERVICE AREA
F	FIRE LINE	□	WATER WELL
#50	FIRE HYDRANT NUMBER		
—	WATER LINE		

LEGEND – FIRE HYDRANTS

◆	FIRE HYDRANT
1001	FIRE HYDRANT ADDRESS
#50	FIRE HYDRANT NUMBER

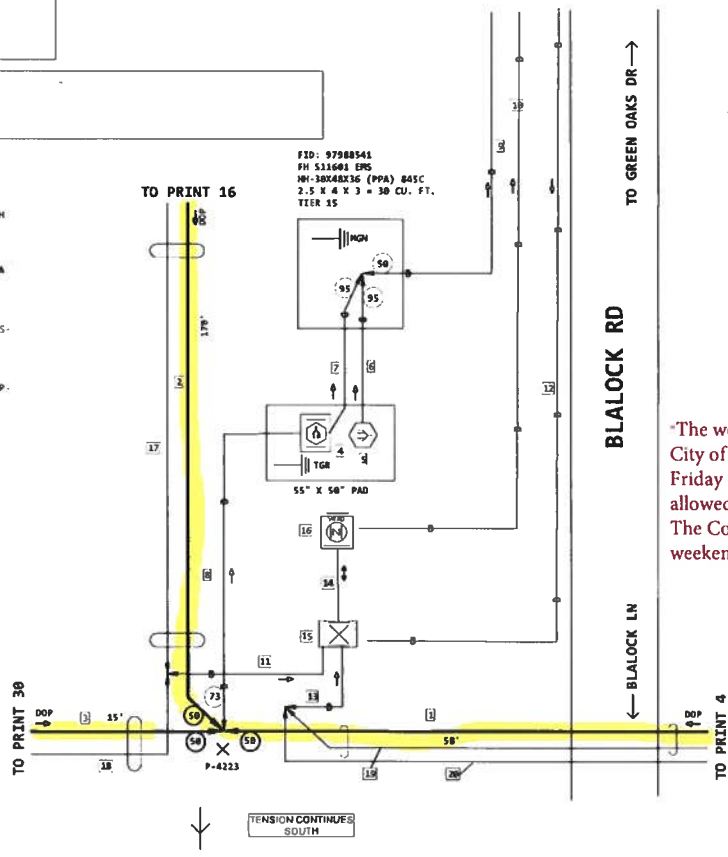
LEGEND – SANITARY

•	SANITARY SEWER CLEANOUT
⊥	SANITARY SEWER TERMINUS (NO CLEANOUT)
○	SANITARY SEWER MANHOLE
•	SANITARY SEWER MANHOLE – REHABBED, NEW
A-90	SANITARY SEWER MANHOLE NUMBER
—	SANITARY SEWER – CONCRETE, VITRIFIED CLAY
—	SANITARY SEWER – PLASTIC & CIPP
- - - - -	SANITARY SEWER – SLIPLINED
—	SANITARY SEWER – CAST OR DUCTILE IRON
—	SANITARY SEWER – TRUSS
—	SANITARY SEWER – SERVICE CONNECTION
—	SANITARY FORCE MAIN

NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

- 1 FNAP-CBL
- 2 FNAP-LBL
- 3 FNAP-COL

- 4 S 11601-1 GREEN OAKS DR
- 5 S 11601-1 GREEN OAKS DR
- 6 3W
- 7 INV
- 8 INV
- 9 50Q2PT
- 10 50Q2PT
- 11 AF1A
- 12 AF1A
- 13 AF1A
- 14 AMPV
- 15 P 223 BLALOCK
- 16 AK2036



All Aerial cable no city utilities conflicts

LEGEND

- EXISTING AT&T HANDHOLE
- PROPOSED AT&T HANDHOLE
- EXISTING AT&T FIBER CABLE
- PROPOSED AT&T FIBER CABLE

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

ATTENTION CONSTRUCTION: CABLE SHOULD BE PLACED FROM THE FIELD BACK TO THE PFP. PLACE INNER-DUCT TO FACILITATE PULLING. FOR ALL 865C INNERDUCT PLACEMENTS USE 1.5" I.D. INNERDUCT. FEEDER PROJECT: A01XW0P

PROJECT #		DATE SVC REQ'D	
A01XW0P		12/31/2021	
DA	GEO LOG	CILI	HSTNTXS
1116PA	W85781		
PRIMARY ENGR			
ENGR ID	PERMIT REQ'D		N
PHONE #	PRINT 3		OF 36





All aerial cable no conflict with city utilities

NOTE: MAINTAIN 15'-6"
CLEARANCE OVER STREET
AND DRIVEWAY CROSSINGS

GREEN OAKS DR



LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

F 306-1 BLALOCK RD

TO PRINT 3

BLALOCK RD

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

BEFORE YOU DIG!
2. Drive Photo
CALL 311

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOG VW85781	CLL1 HSTNTXSU	
PRIMARY ENOR:			
ENGR ID	PERMIT REQ'D		N
PHONE #	PRINT 4		OF 36

FMAP-CBL

BRFP-

BKTS-





All aerial cable no conflict with city utilities

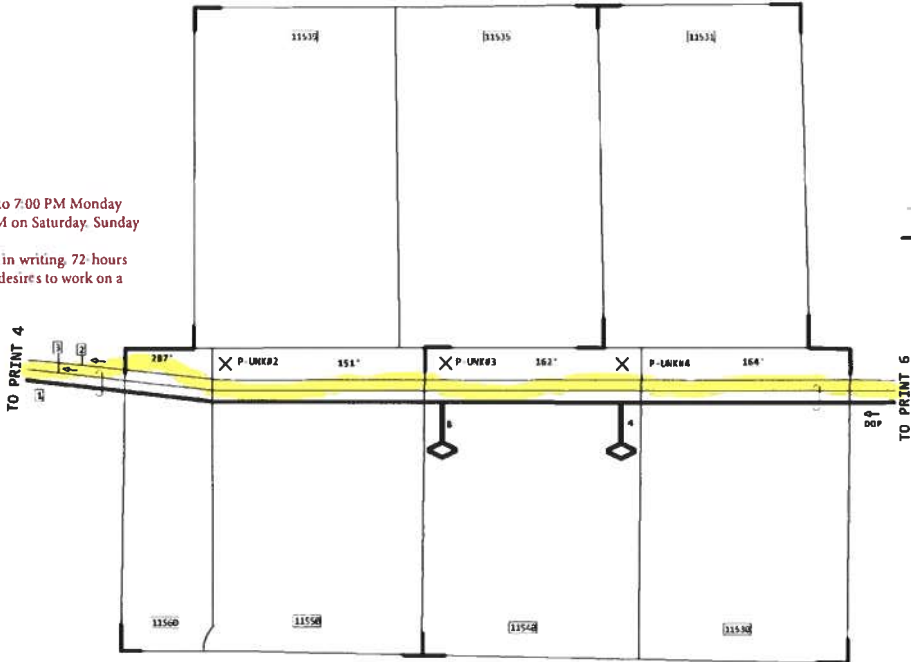
GREEN OAKS DR

NOTE: MAINTAIN 35'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday.

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE



← TO BLALOCK RD

R 11540-2 RAINTREE CIR

R 11540-1 RAINTREE CIR

RAINTREE CIR

BEFORE YOU DIG 1. Dig 2. Dig Prior Call 811

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021
DA 1116PA	GEO LOC W85781	CLIENT HSTNTXSJ
PRIMARY ENOR:		
ENGR ID	PERMIT REQ'D	N
PHONE #	PRINT 5 OF 36	

FMAP-CBL





SRP-

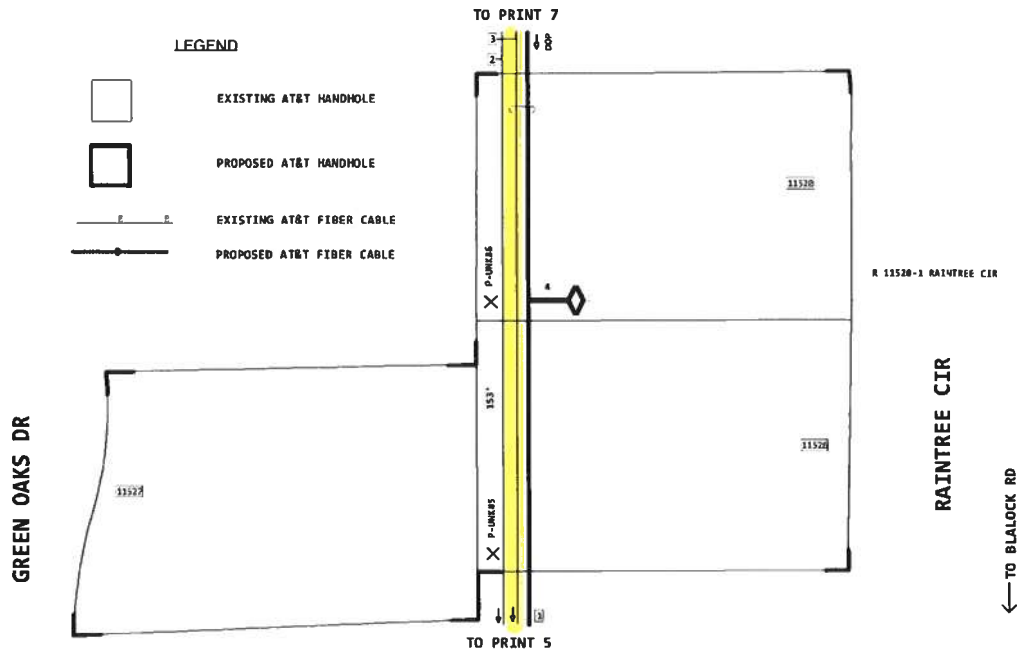
NETS-

NOTE: MAINTAIN 15'-6"
CLEARANCE OVER STREET
AND DRIVEWAY CROSSINGS

All aerial cable no conflict with city utilities

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE



BEFORE YOU
DIG!
2. Digging Permit
Call 511

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

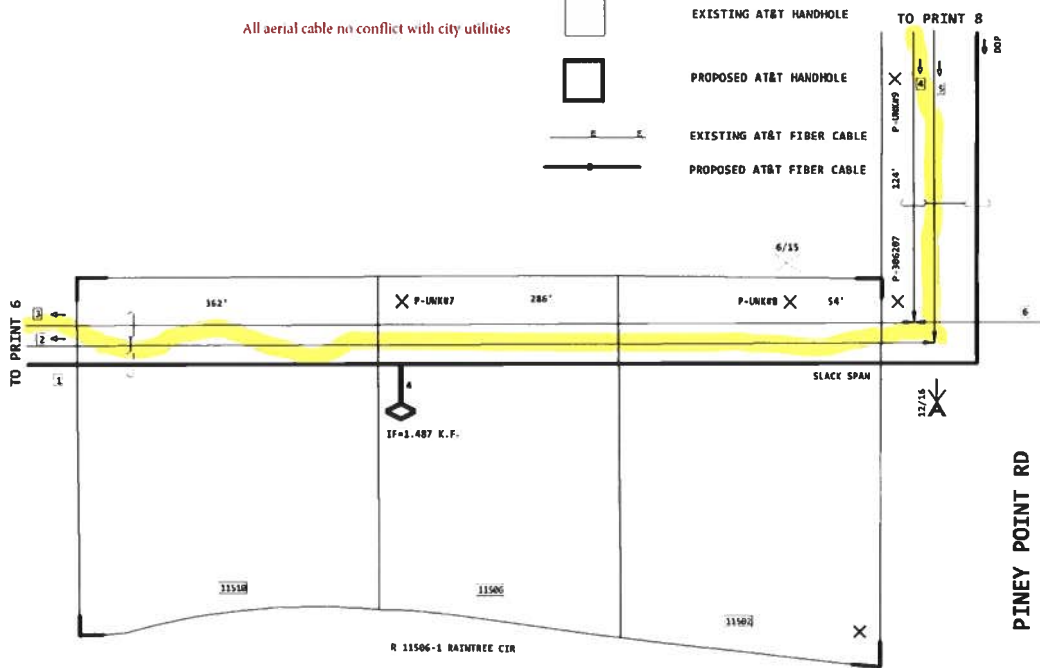
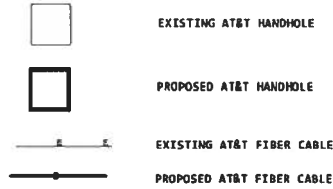
PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021
DA 1116PA	GEO LOC VW85781	C111 HSTNTXSJ
PRIMARY ENGR:		
ENGR ID	PERMIT REQ'D	N
PHONE #	PRINT 6 OF 36	

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday."

NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

LEGEND

All aerial cable no conflict with city utilities



BEFORE YOU DIG: 2 Days Prior Call 811

PROJECT # A01XWOP		DATE SVC REQ'D 12/31/2021
DA 1116PA	QCD LOC W85781	C11 HSTNTXSJ
PRIMARY ENGR:		
ENGR ID	PERMIT REQ'D	N
PHONE #	PRINT 7 OF 36	

FMAP-CBL-

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday.

NOTE: MAINTAIN 15'-0" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

FMAP-CBL-

BEIP-

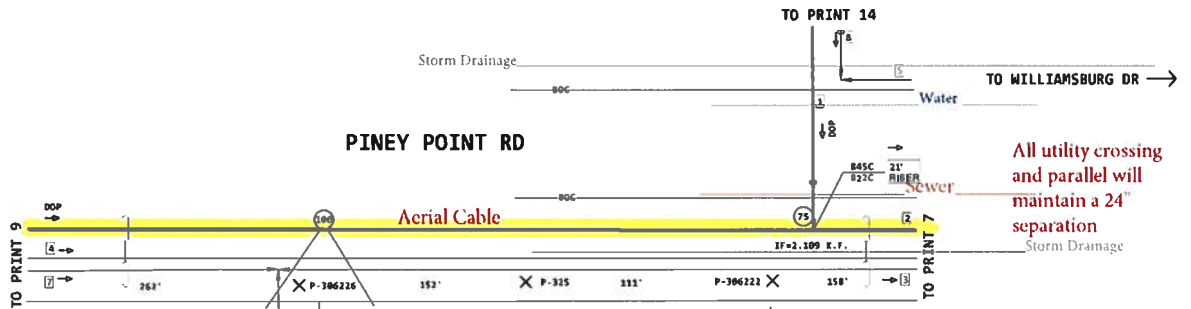
BEIP-

BEIP-

BEIP-





BEIP-

BEIP-



All utility crossing and parallel will maintain a 24" separation
Storm Drainage

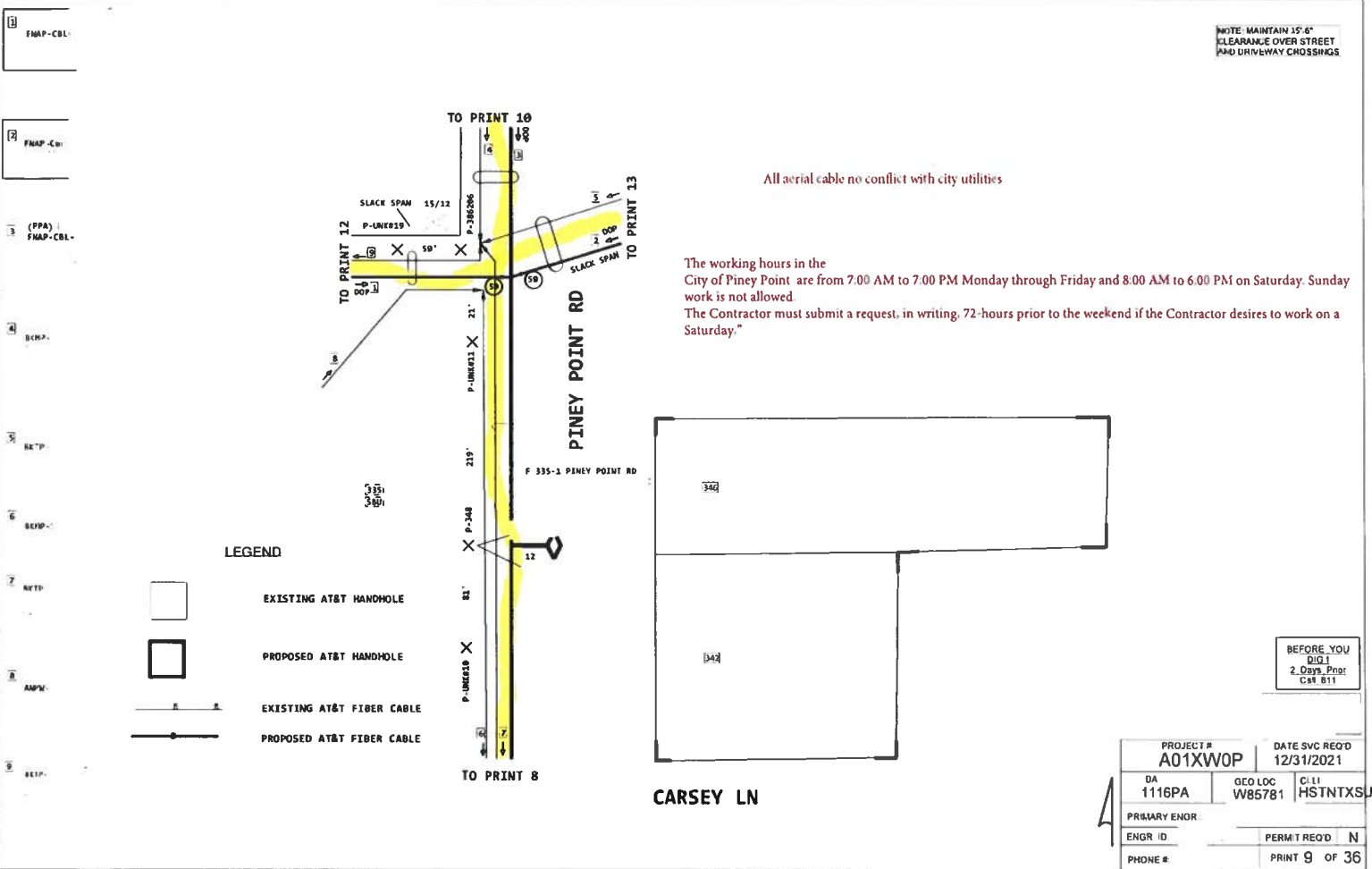
LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

BEFORE YOU DIG - 2 Days Prior Call 811

PROJECT# A01XWOP		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CLL1 HSTNTXSJ	
PRIMARY ENGR:		PERMIT REQ'D: Y	
ENGR ID:	PHONE #:	PRINT 8 OF 36	

NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS



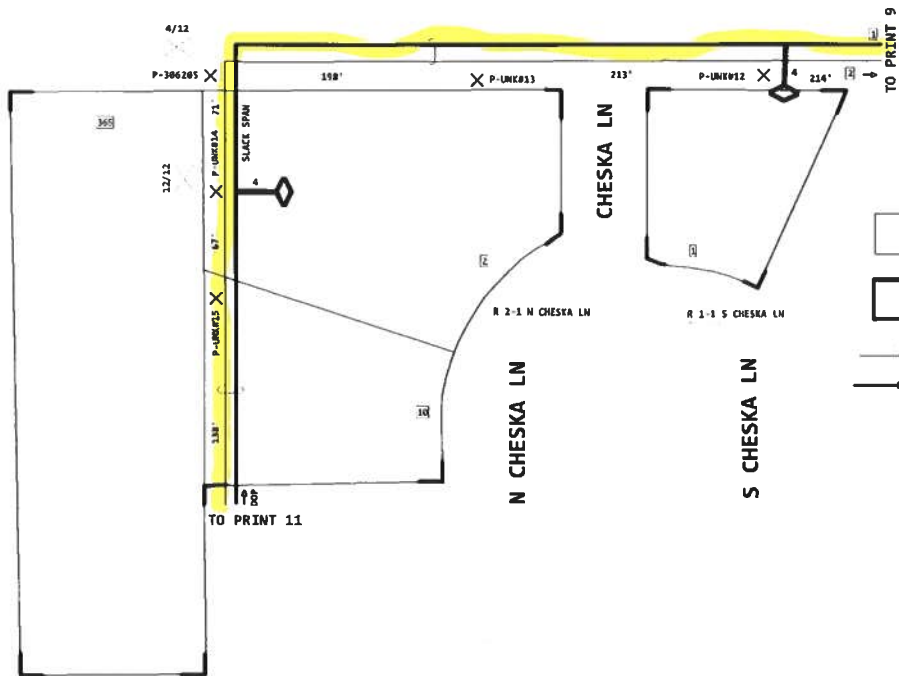
FMAP-CEL-

83PP





NOTE: MAINTAIN 15'-6"
CLEARANCE OVER STREET
PARI DRIVEWAY CROSSINGS

All aerial cable no conflict with city utilities

PINEY POINT RD



LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

BEFORE YOU
DIG,
2 Days Prior
Call 811

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday.

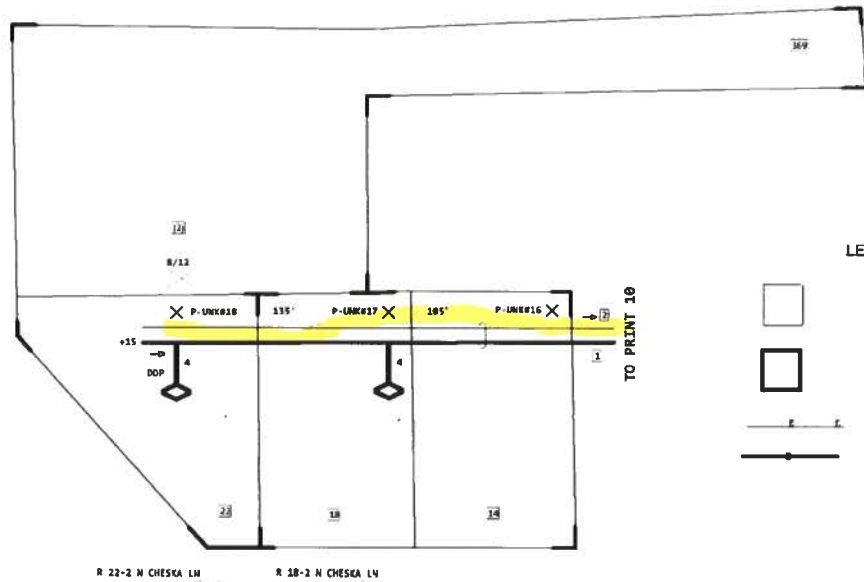
PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021
DA 1116PA	GEO LOC W85781	CLIENT HSTNTXSJ
PRIMARY ENGR.		
ENGR ID	PERMIT REQ'D. N	
PHONE #	PRINT 10 OF 36	

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NOTE: MAINTAIN 15'-6"
CLEARANCE OVER STREET
AND DRIVEWAY CROSSINGS

All aerial cable no conflict with city utilities

PINEY POINT RD



LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

BEFORE YOU
DIG
2 Days Prior
Call 811

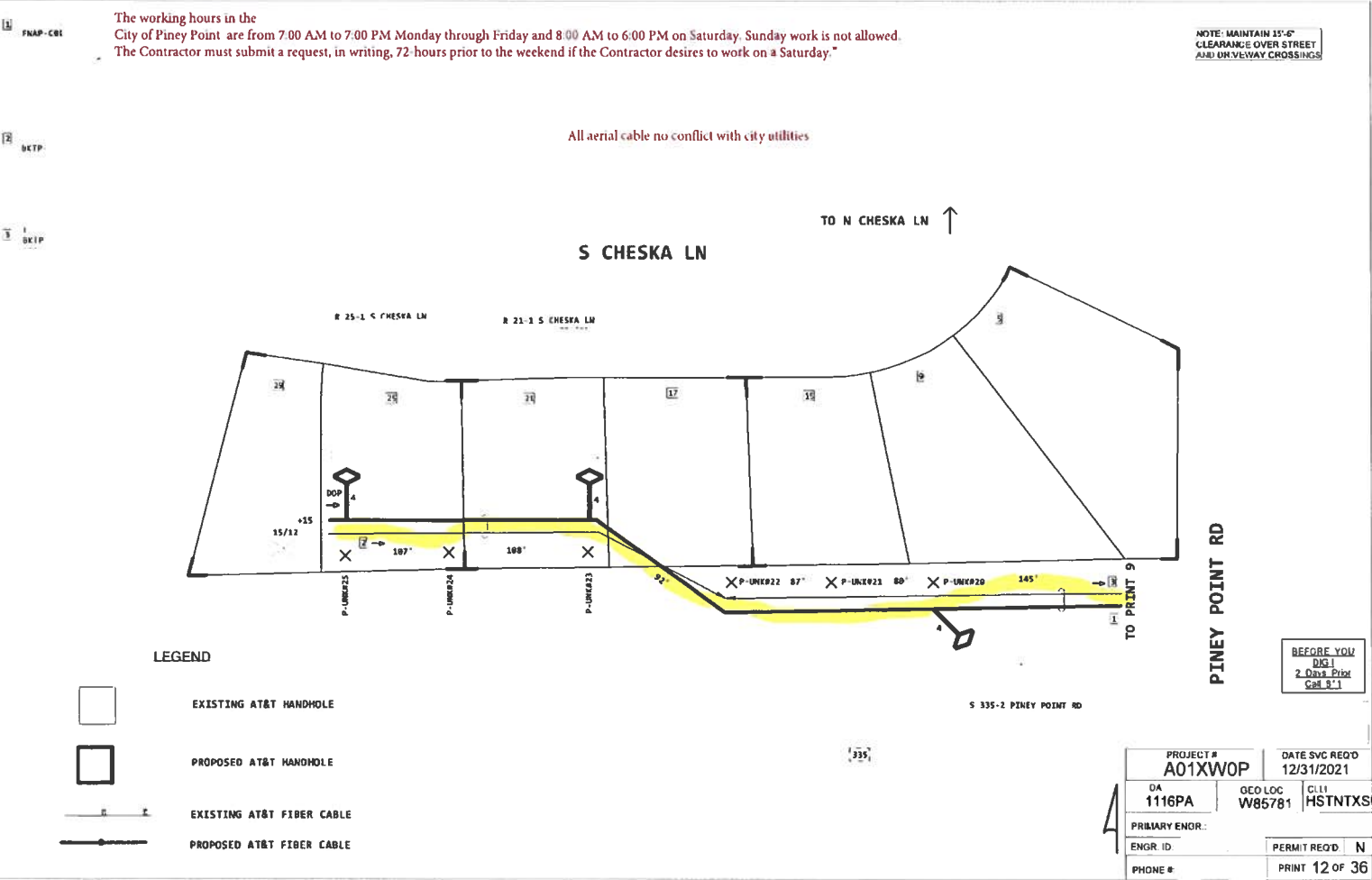
R 22-2 N CHESKA LN R 18-2 N CHESKA LN

N CHESKA LN

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CITY HSTNTXS	
PRIMARY ENGR:			
ENGR ID	PERMIT REQ'D		N
PHONE #	PRINT 11 of 36		

AT&T Proprietary (Internal Use Only) Not for use or disclosure outside of AT&T companies except under written agreement



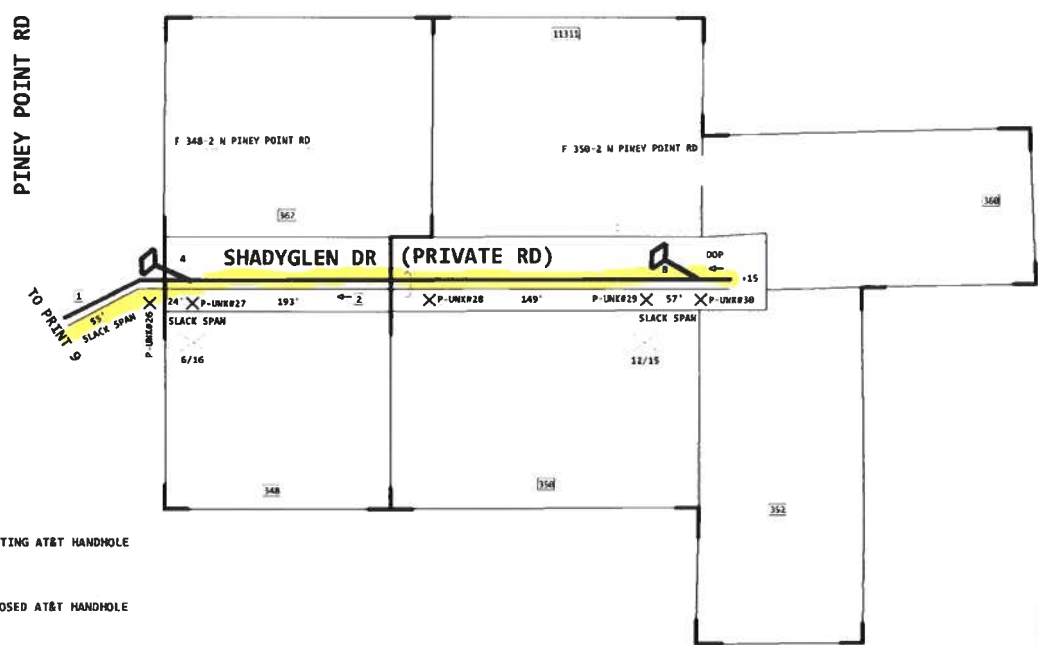
FNAP-CB

BE15-





NOTE: MAINTAIN 15'-6"
CLEARANCE OVER STREET
AND DRIVEWAY CROSSINGS

All aerial cable no conflict with city utilities

JAMESTOWN RD



LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

BEFORE YOU DIG!
2. Use a Prior Call 5-1

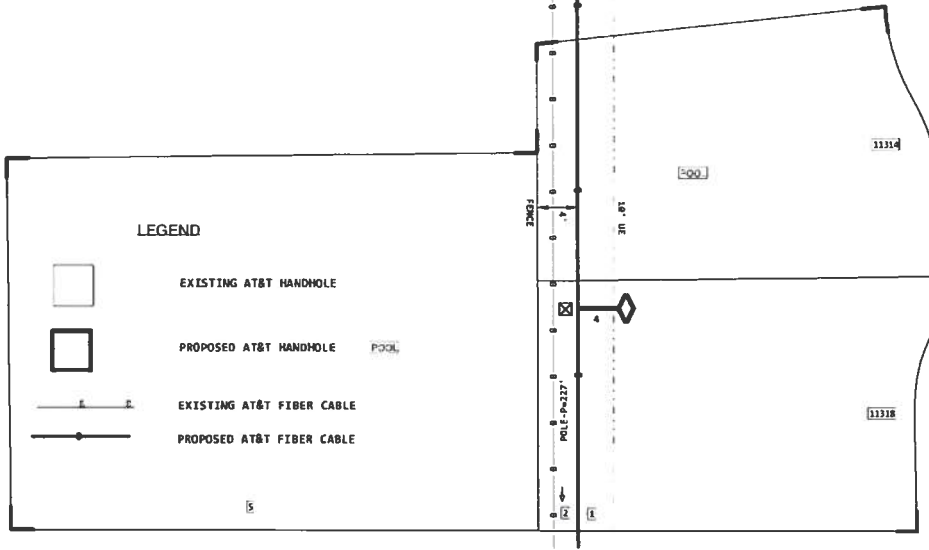
PROJECT # A01XWOP		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CLL1 HSTNTXSJ	
PRIMARY ENOR:			
ENGR ID		PERMT REQ'D	N
PHONE #		PRINT	13 OF 36

MAP-CBL-

BETA

Buried cable in rear utility easement
no conflict with city utilities.

TO PRINT 15



WILLIAMSBURG DR

R 13318-1 WILLIAMSBURG DR

LEGEND

- EXISTING AT&T HANDHOLE
- PROPOSED AT&T HANDHOLE
- EXISTING AT&T FIBER CABLE
- PROPOSED AT&T FIBER CABLE

TO PRINT 8

PINEY POINT RD

BEFORE YOU
DIG!
2 Days Prior
Call 811

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday."

A

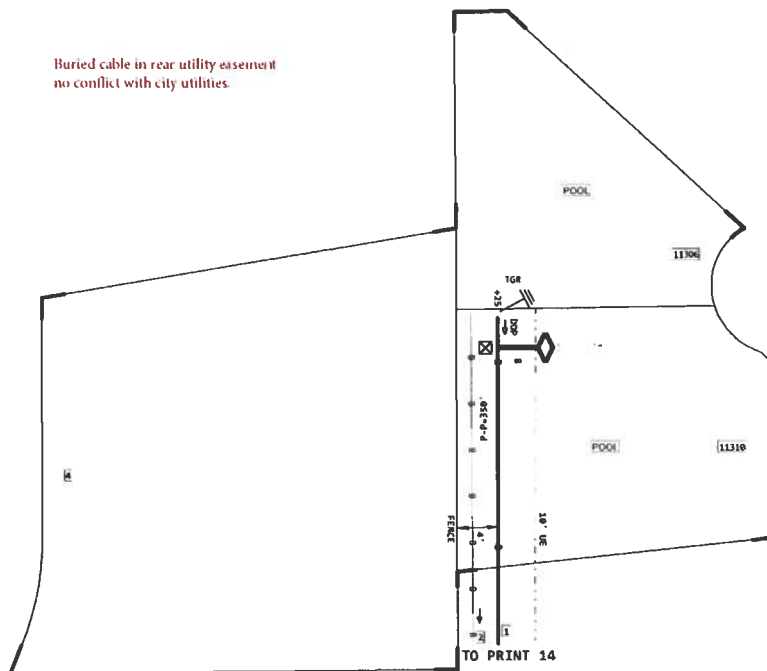
PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CLL1 HSTNTXSJ	
PRIMARY ENGR:			
ENGR ID		PERMIT REQ'D	Y
PHONE #		PRINT	14 OF 36

DWP/CA





SL/A-

Buried cable in rear utility easement
no conflict with city utilities.

CARSEY LN



LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

R 13310-1 WILLIAMSBURG DR

← TO PINEY POINT RD

WILLIAMSBURG DR

BEFORE YOU
DIG!
2 Days Prior
Call 811

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A

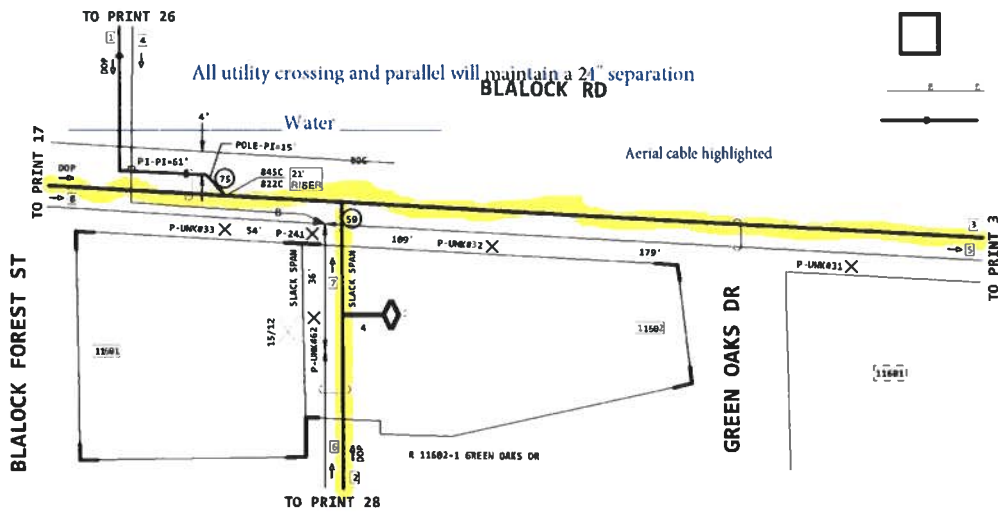
PROJECT # A01XWOP		DATE SVC REQ'D 12/31/2021	
DA 1116PA	QEO LOC W85781	CLLI HSTNTXSJ	
PRIMARY ENGP		PERMIT REQ'D N	
ENGR ID	PHONE #		
PRINT 15 OF 36			

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday.*

NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE



BEFORE YOU DIG, 2 Days Prior Call 811





A

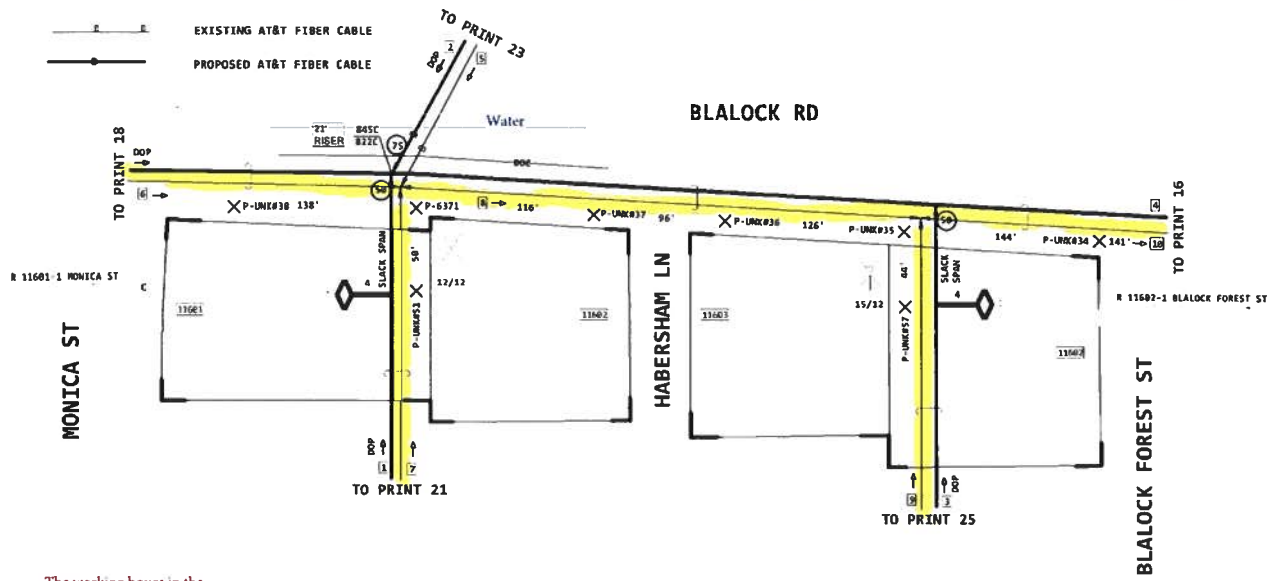
PROJECT # A01XW0P		DATE SVG RECD 12/31/2021	
DA 1116PA	GEO LOC W85781	CLLI HSTNTXSJ	
PRIMARY ENGR.			
ENGR ID	PERMIT REQ'D Y		
PHONE #	PRINT 16 OF 36		

NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

All utility crossing and parallel will maintain a 24" separation

LEGEND

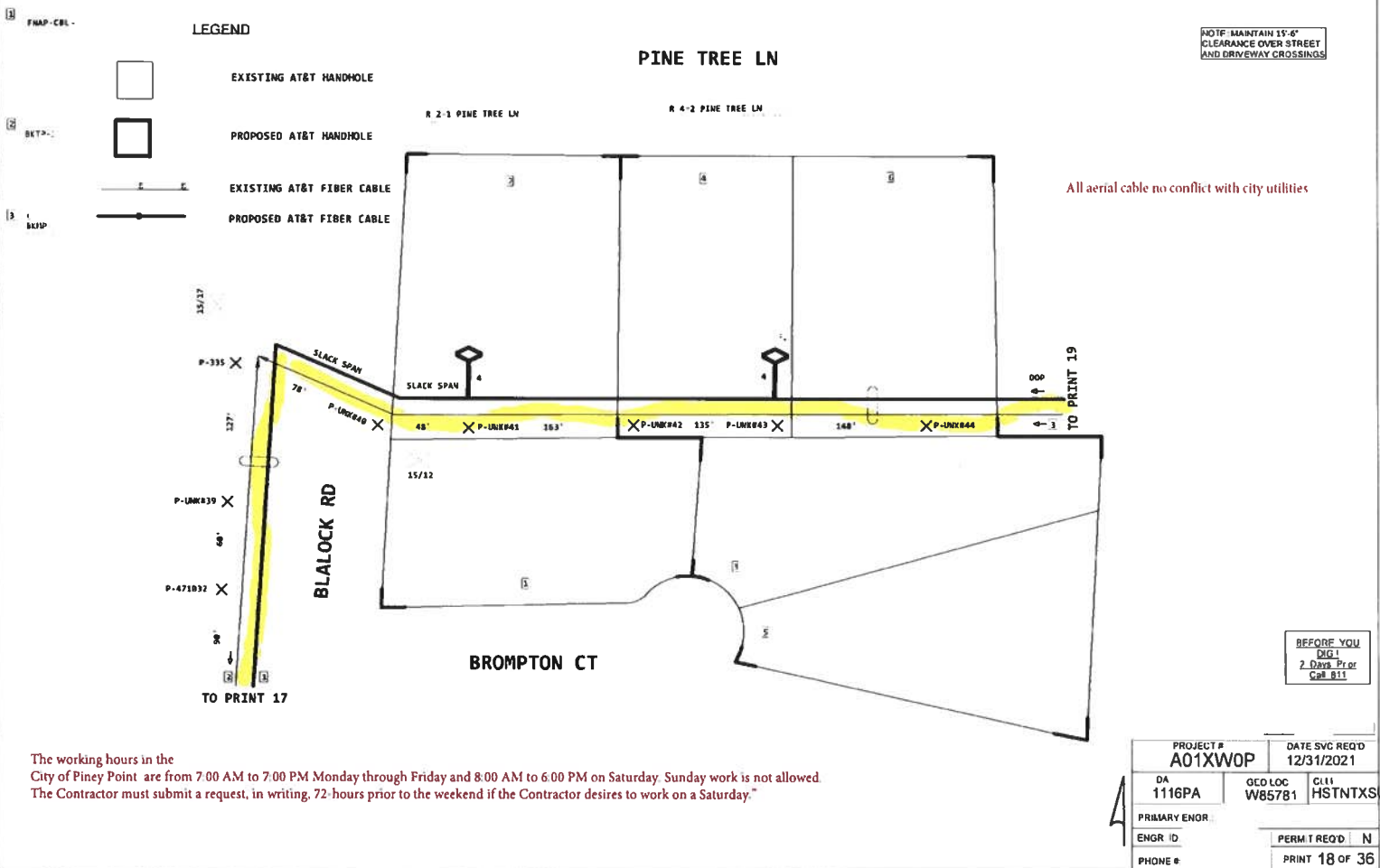
-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE



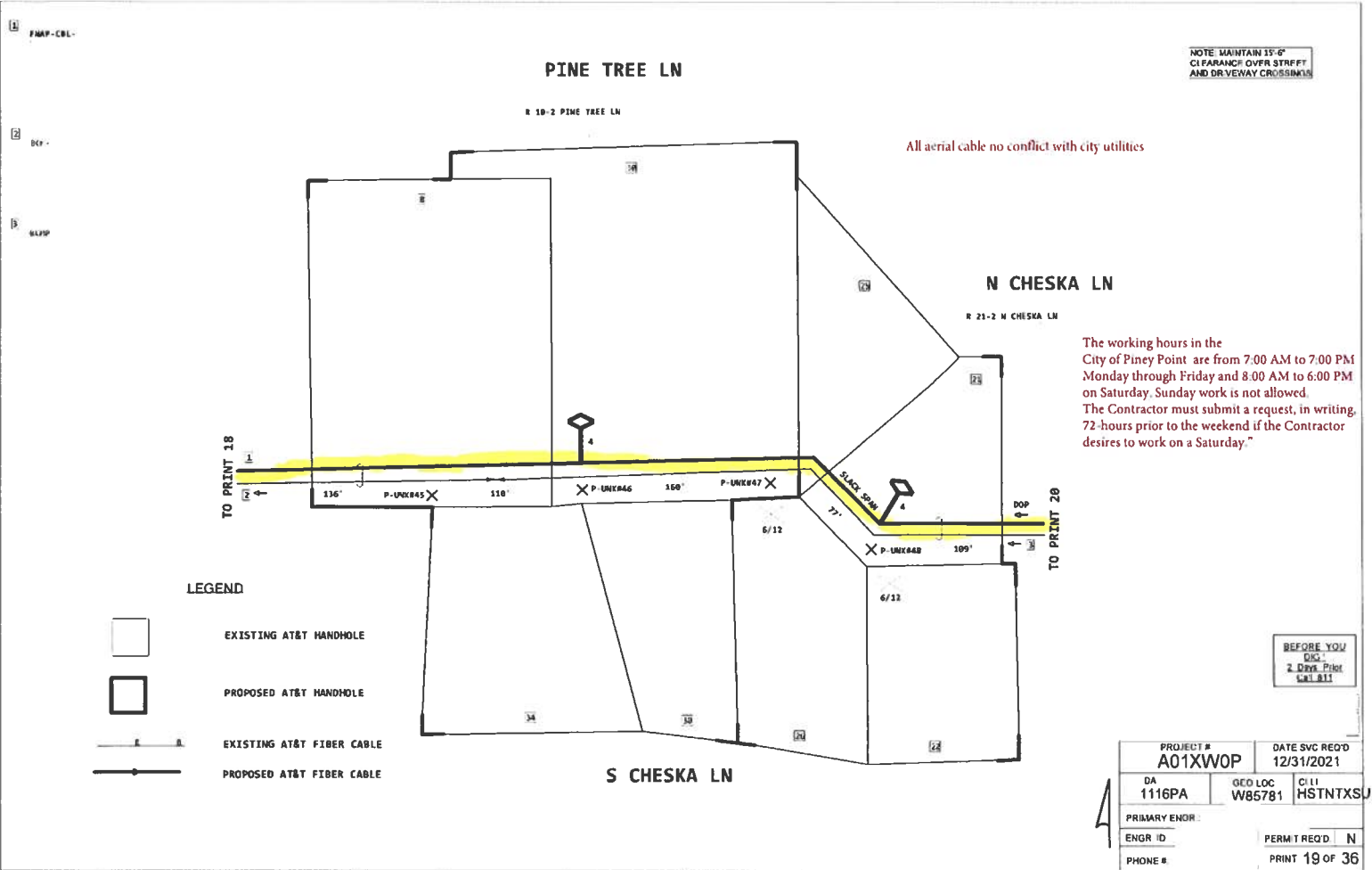
The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday.

BEFORE YOU DIG:
2 Days Prior
Call 811

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	C/L1 HSTNTXSJ	
PRIMARY ENOR			
ENGR ID	PERMIT REQ'D <input checked="" type="checkbox"/> Y		
PHONE #	PRINT 17 OF 36		



The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday.



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FMAP

300P

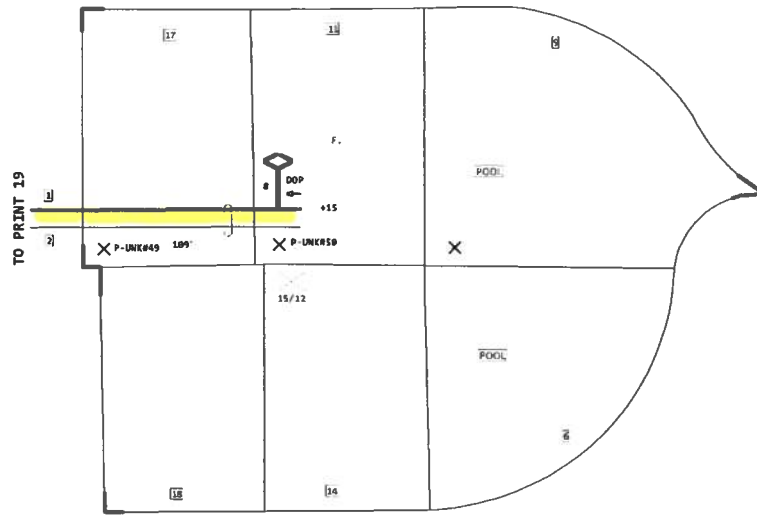
NOTE: MAINTAIN 15' 6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

N CHESKA LN

All aerial cable no conflict with city utilities

R 11-2 N CHESKA LN

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."







N CHESKA LN

TO PINEY POINT RD →

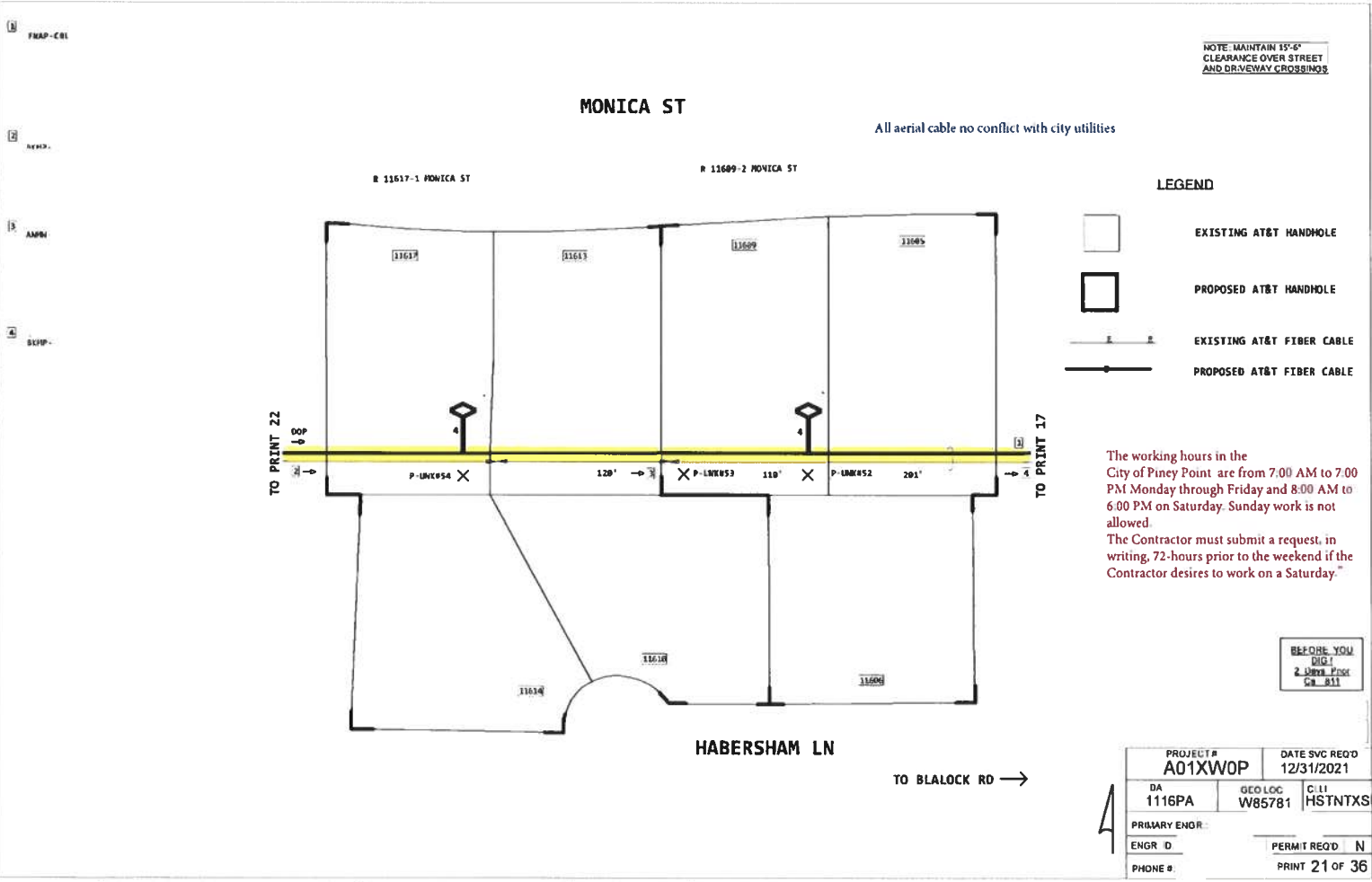
S CHESKA LN

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

BEFORE YOU DIG 2 Days Prior Call 811

PROJECT #		DATE SVC REQ'D	
A01XW0P		12/31/2021	
DA	GEO LOC	CITY	
1116PA	VW85781	HSTNTXSU	
PRIMARY ENOR			
ENGR ID		PERMIT REQ'D	
		N	
PHONE #		PRINT 20 OF 36	







NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

MONICA ST

All aerial cable no conflict with city utilities

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday.

BEFORE YOU DIG! 2 Days Prior Call 811

PROJECT #		DATE SVC REQ'D
A01XWOP		12/31/2021
DA	GEO LOC	C 11
1116PA	W85781	HSTNTXSJ
PRIMARY ENGR:		
ENGR ID	PERMIT REQ'D	
PHONE #	N	
	PRINT 21 OF 36	

MAP-CEL

SKPP

NOTE: MAINTAIN 15'-6"
CLEARANCE OVER STREET
AND DRIVEWAY CROSSINGS

All aerial cable no conflict with city utilities

MONICA ST

R 11621-2 MONICA ST

R 11633-1 MONICA ST

LEGEND



EXISTING AT&T HANDHOLE



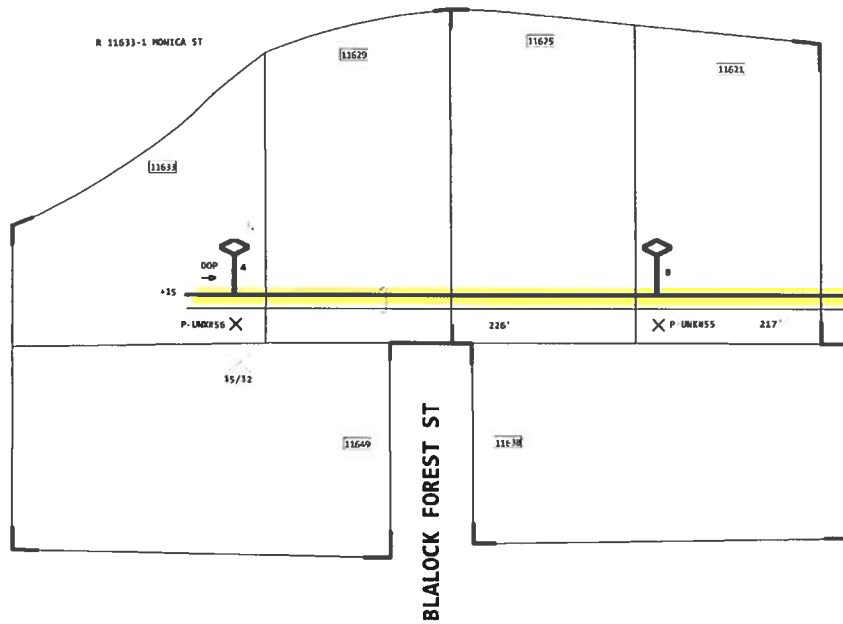
PROPOSED AT&T HANDHOLE



EXISTING AT&T FIBER CABLE



PROPOSED AT&T FIBER CABLE



TO PRINT 21

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed.
The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

BEFORE YOU
DIG
2 Days Prior
Call 811

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CITY HSTNTXSJ	
PRIMARY ENGR:			
ENGR ID	PERMIT REQ'D		N
PHONE #	PRINT		22 OF 36

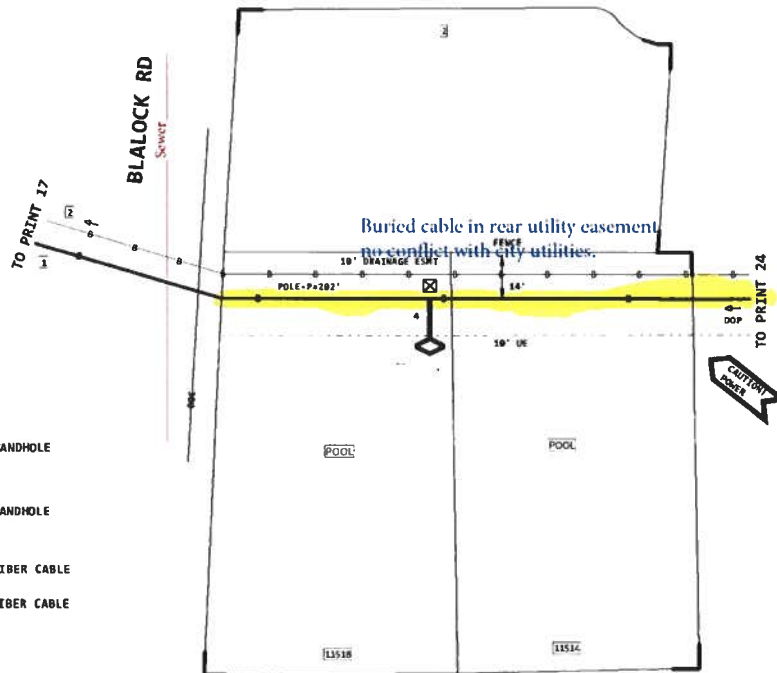
MAP-CBL

BC'A-





BROMPTON CT

All utility crossing and parallel will maintain a 24" separation

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday."



LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

R 11518-2 HARBERSHAM LN
EVOLV4/250TIP (PPA) 845C
PDM12601G, 253-256

BEFORE YOU
DIG!
2 Days Prior
Call 311

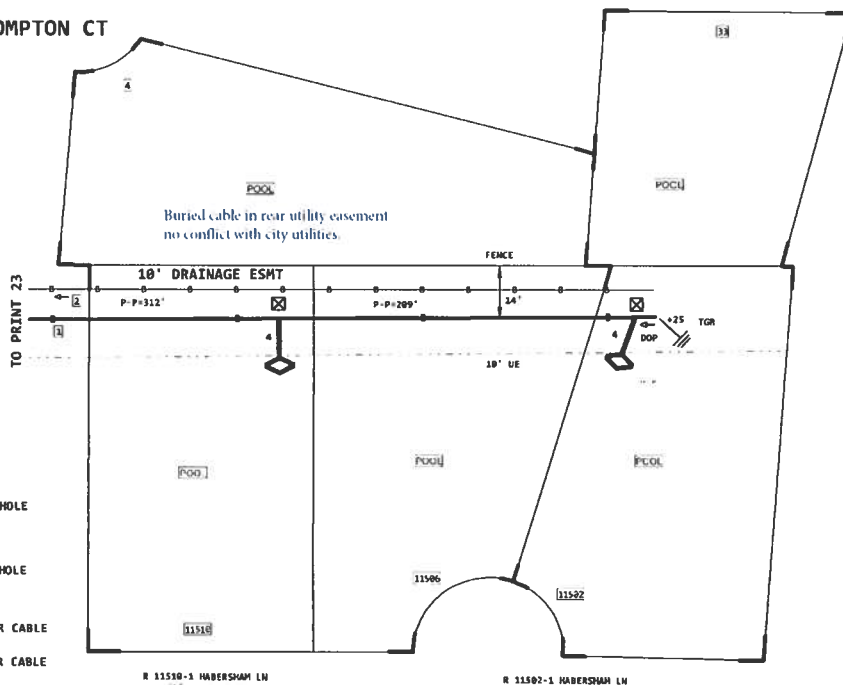
PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021
DA 1116PA	GEO LOC VW85781	CI11 HSTNTXSJ
PRIMARY ENDR:		
ENGR ID	PERMIT REQ'D Y	
PHONE #	PRINT 23 OF 36	

FMAP-CBI

BXTA





BROMPTON CT

S CHESKA LN



The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday."

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

BEFORE YOU DIG!
2 Days Prior Call 311

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CLL HSTNTXSJ	
PRIMARY ENGR.:			
ENGR ID:		PERMIT REQ'D:	N
PHONE #:		PRINT 24 OF 36	

← TO BLALOCK RD

R 11550-1 HABERSHAM LN

R 11502-1 HABERSHAM LN





HABERSHAM LN

FMAP-CBL-024

3KTA

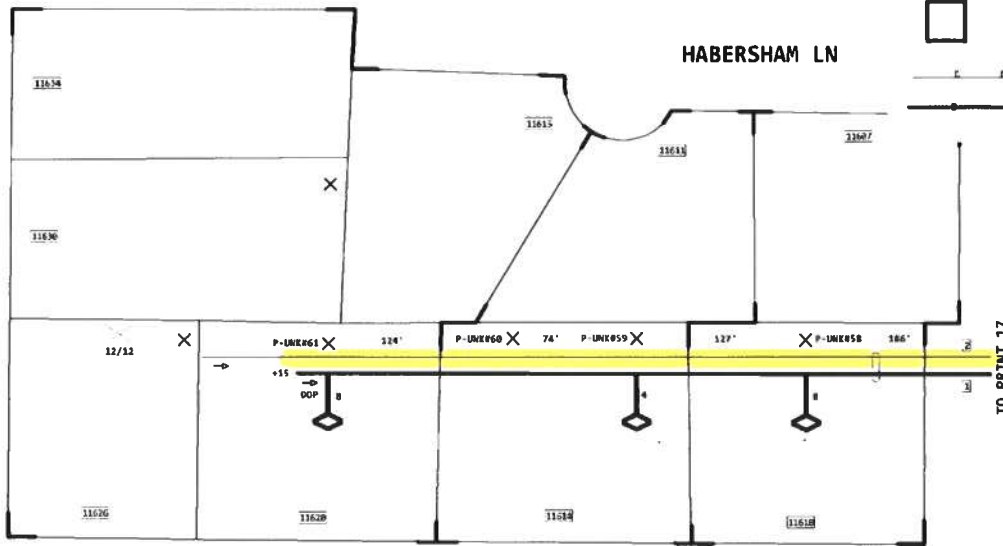
NOT TO MAINTAIN 15'-6"
CLEARANCE OVER STREET
AND DRIVEWAY CROSSINGS

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

All aerial cable no conflict with city utilities

BLALOCK FOREST ST



The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed.

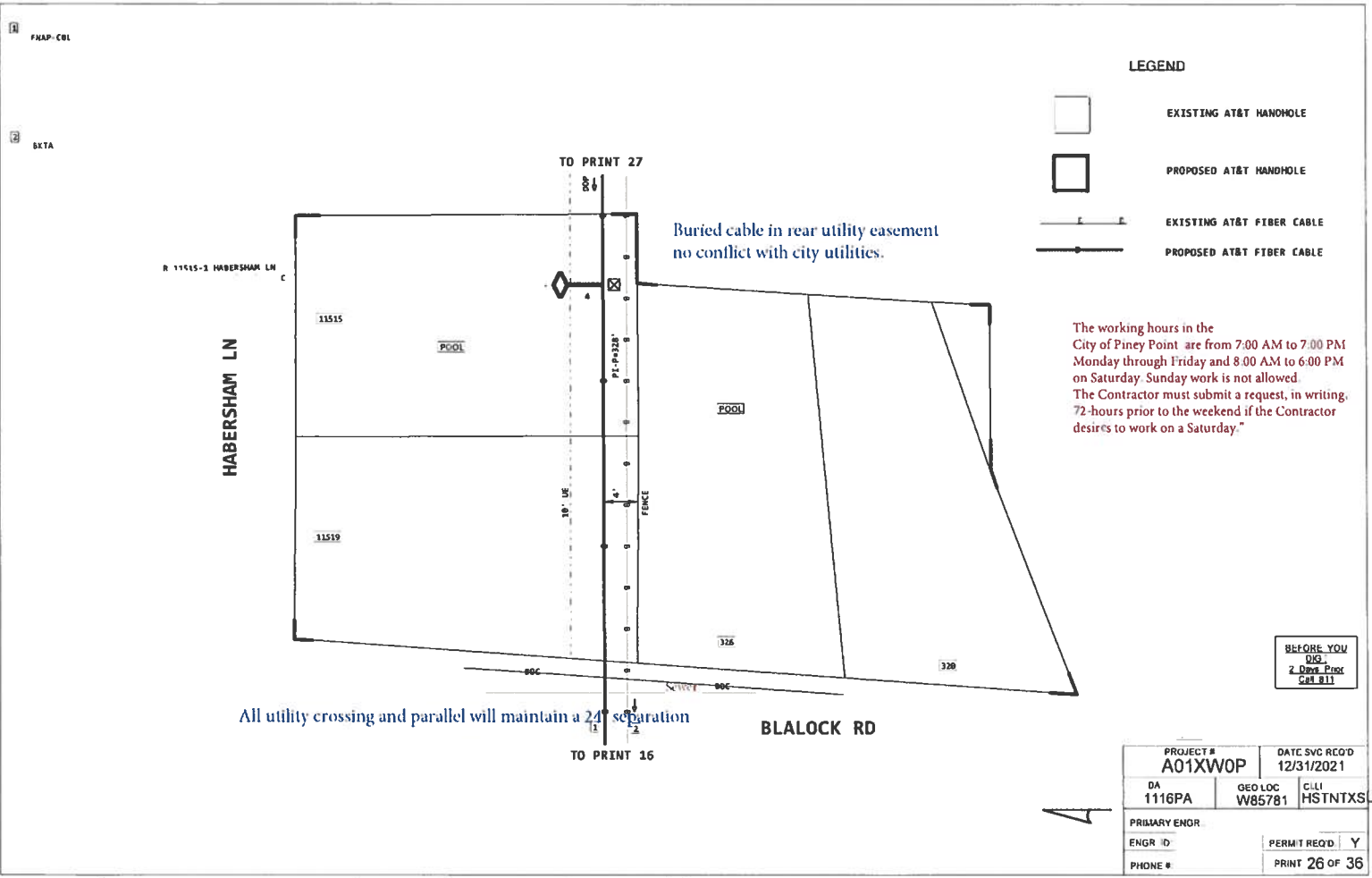
The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

BEFORE YOU DIG!
2 Dig Prep
Call 311

R 11620-2 BLALOCK FOREST ST R 11614-2 BLALOCK FOREST ST R 11610-2 BLALOCK FOREST ST

BLALOCK FOREST ST

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	C11 HSTNTXSJ	
PRIMARY ENGR:			
ENGR ID	PERMIT REQ'D		N
PHONE #	PRINT 25 OF 36		



LEGEND

	EXISTING AT&T HANDHOLE
	PROPOSED AT&T HANDHOLE
	EXISTING AT&T FIBER CABLE
	PROPOSED AT&T FIBER CABLE

The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72-hours prior to the weekend if the Contractor desires to work on a Saturday."

BEFORE YOU DIG
2 Days Prior Call 811

PROJECT # A01XW0P		DATE SVC REQ'D 12/31/2021
DA 1116PA	GEO LOC W85781	CALL HSTNTXSU
PRIMARY ENGR		
ENGR ID	PERMIT REQ'D Y	
PHONE #	PRINT 26 OF 36	

FMAP-CBL

SKTA

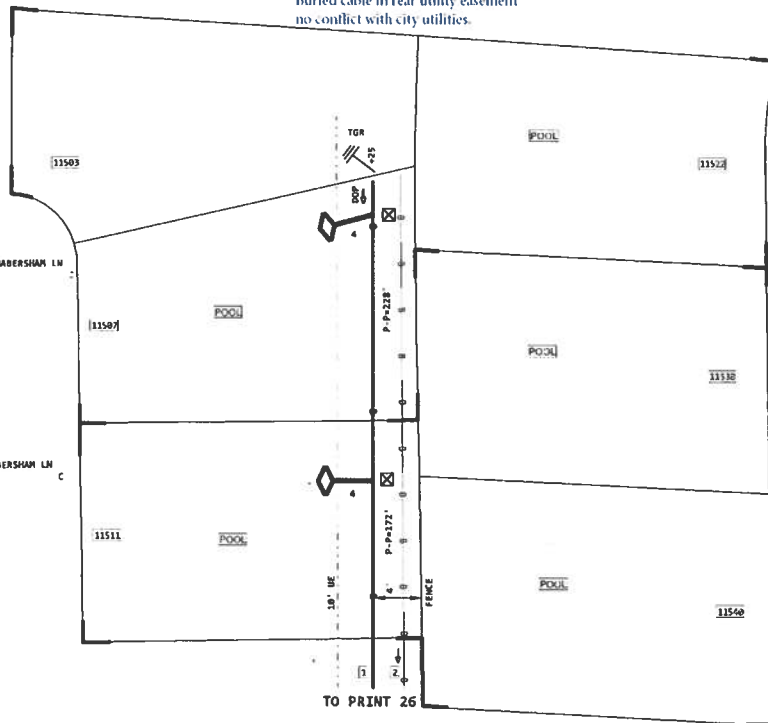
HABERSHAM LN

R 11507-2 HABERSHAM LN

R 11511-2 HABERSHAM LN





← TO BLALOCK RD

Buried cable in rear utility easement
no conflict with city utilities.



TO PRINT 26

LEGEND

-  EXISTING AT&T HANDHOLE
-  PROPOSED AT&T HANDHOLE
-  EXISTING AT&T FIBER CABLE
-  PROPOSED AT&T FIBER CABLE

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BEFORE YOU DIG! 2 Days Prior Call 411

A

PROJECT# A01XW0P		DATE SVC REQ'D 12/31/2021	
DA 1116PA	GEO LOC W85781	CLL1 HSTNTXS	
PRIMARY ENGR:			
ENGR ID		PERMIT REQ'D	N
PHONE #		PRINT	27 OF 36

FNAP-CBL





BRTS

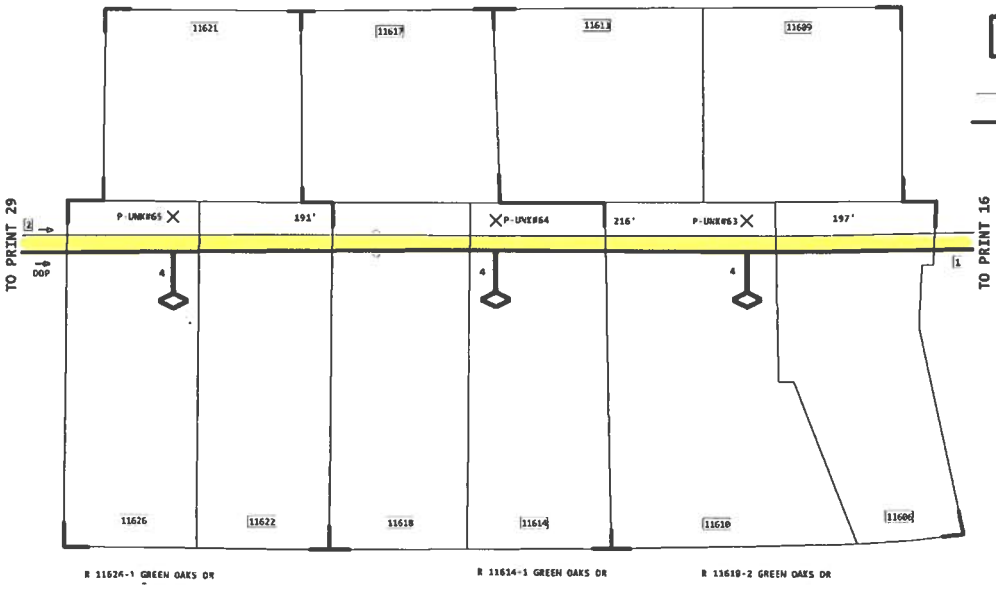
NOTE: MAINTAIN 15'-0" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

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All aerial cable no conflict with city utilities

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The working hours in the City of Piney Point are from 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 6:00 PM on Saturday. Sunday work is not allowed. The Contractor must submit a request, in writing, 72 hours prior to the weekend if the Contractor desires to work on a Saturday."

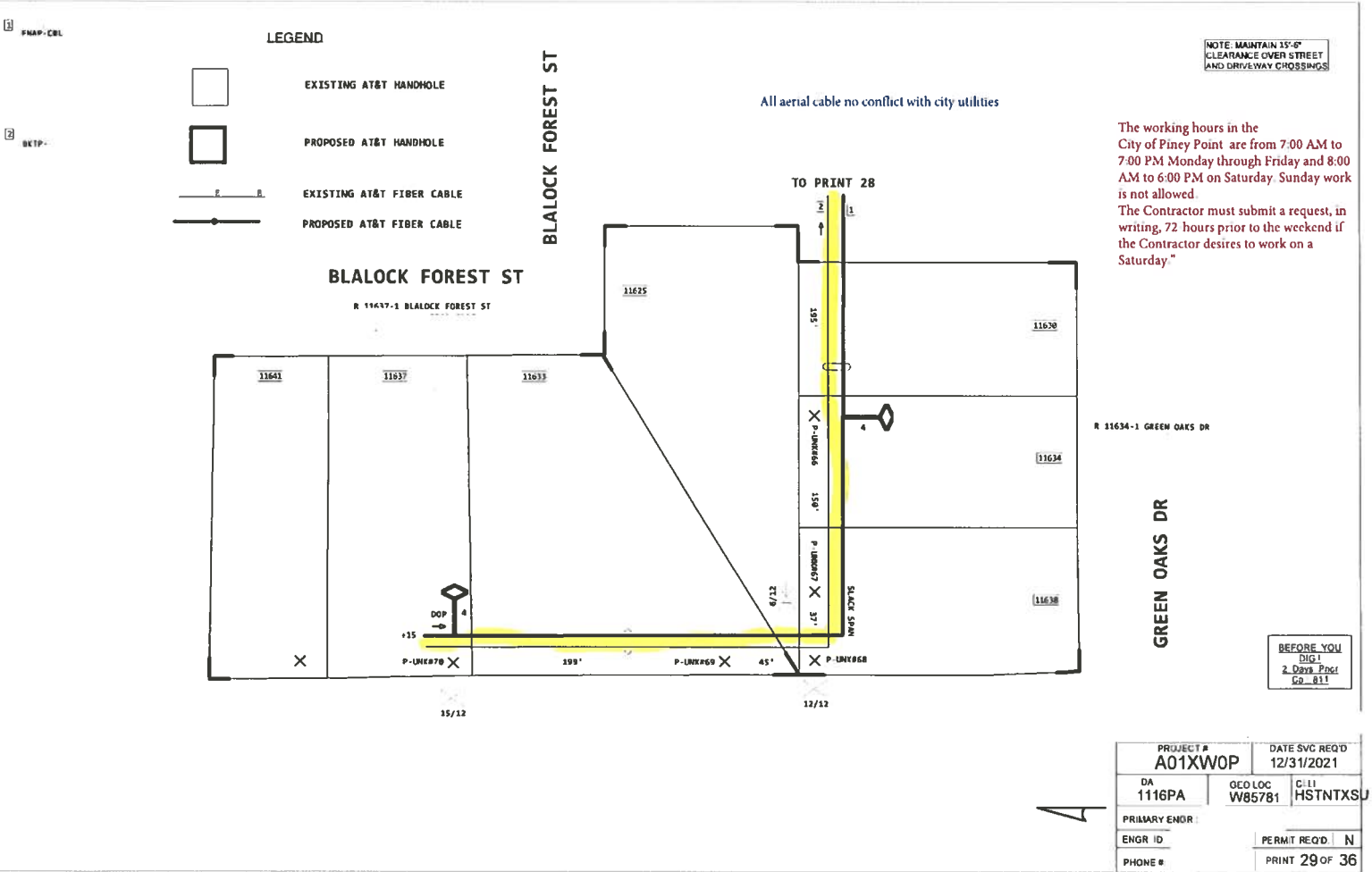
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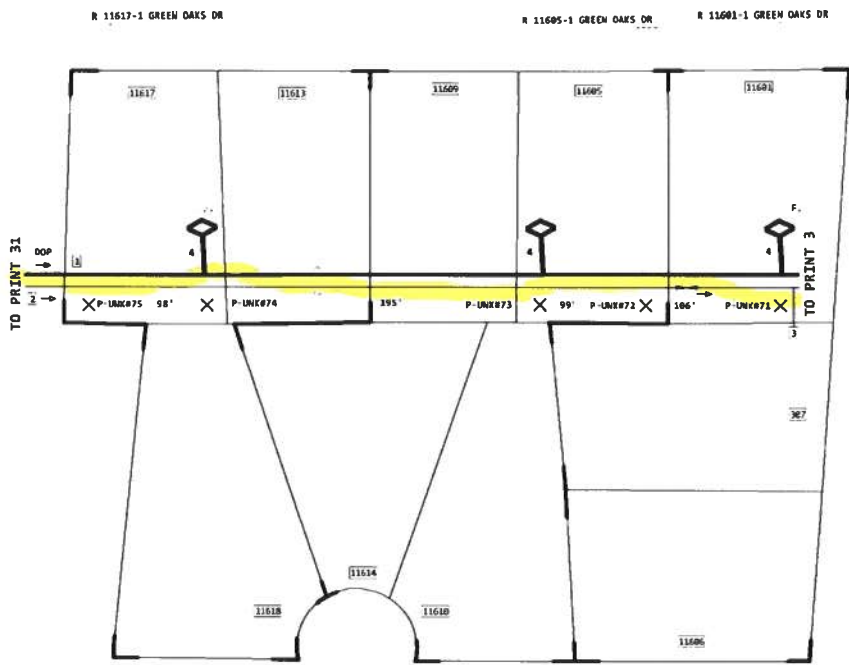
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GREEN OAKS DR

All aerial cable no conflict with city utilities

NOTE: MAINTAIN 35'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS



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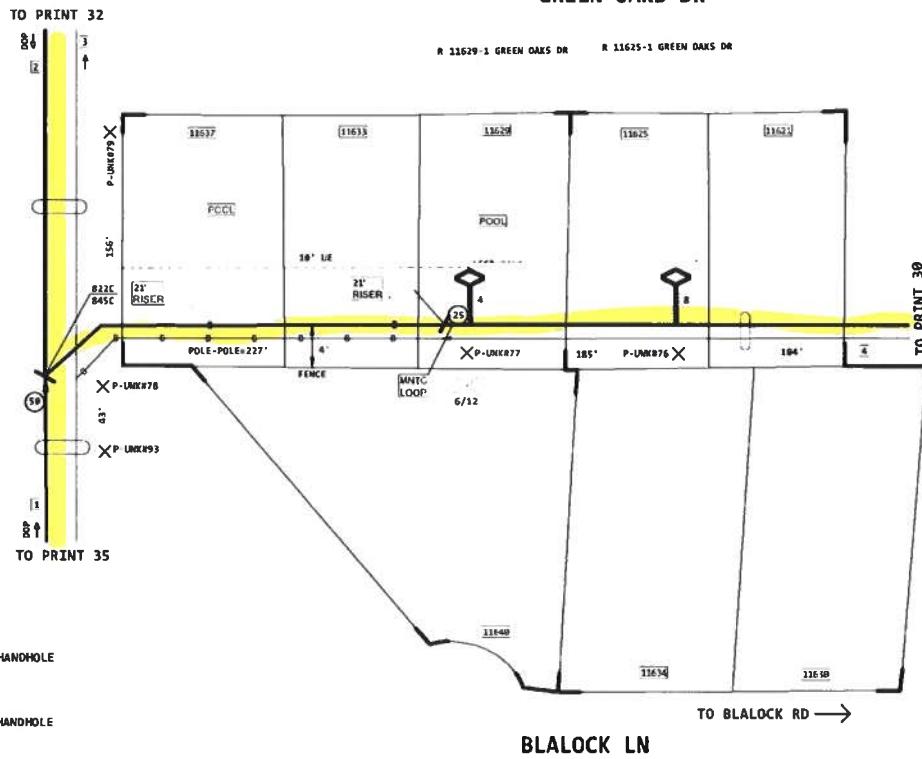
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All aerial cable no conflict with city utilities





NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

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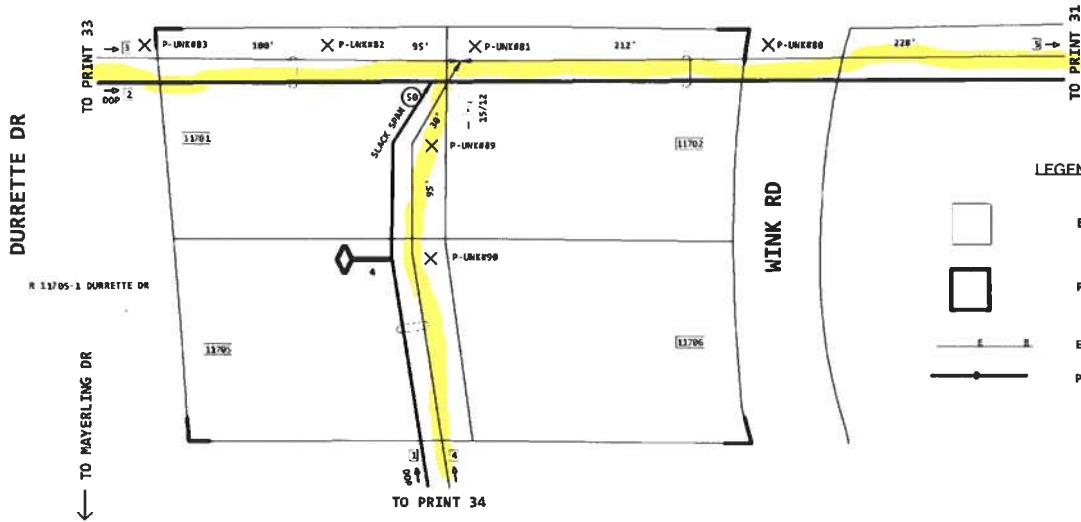
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NOTE: MAINTAIN 15'-6"
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All aerial cable no conflict with city utilities



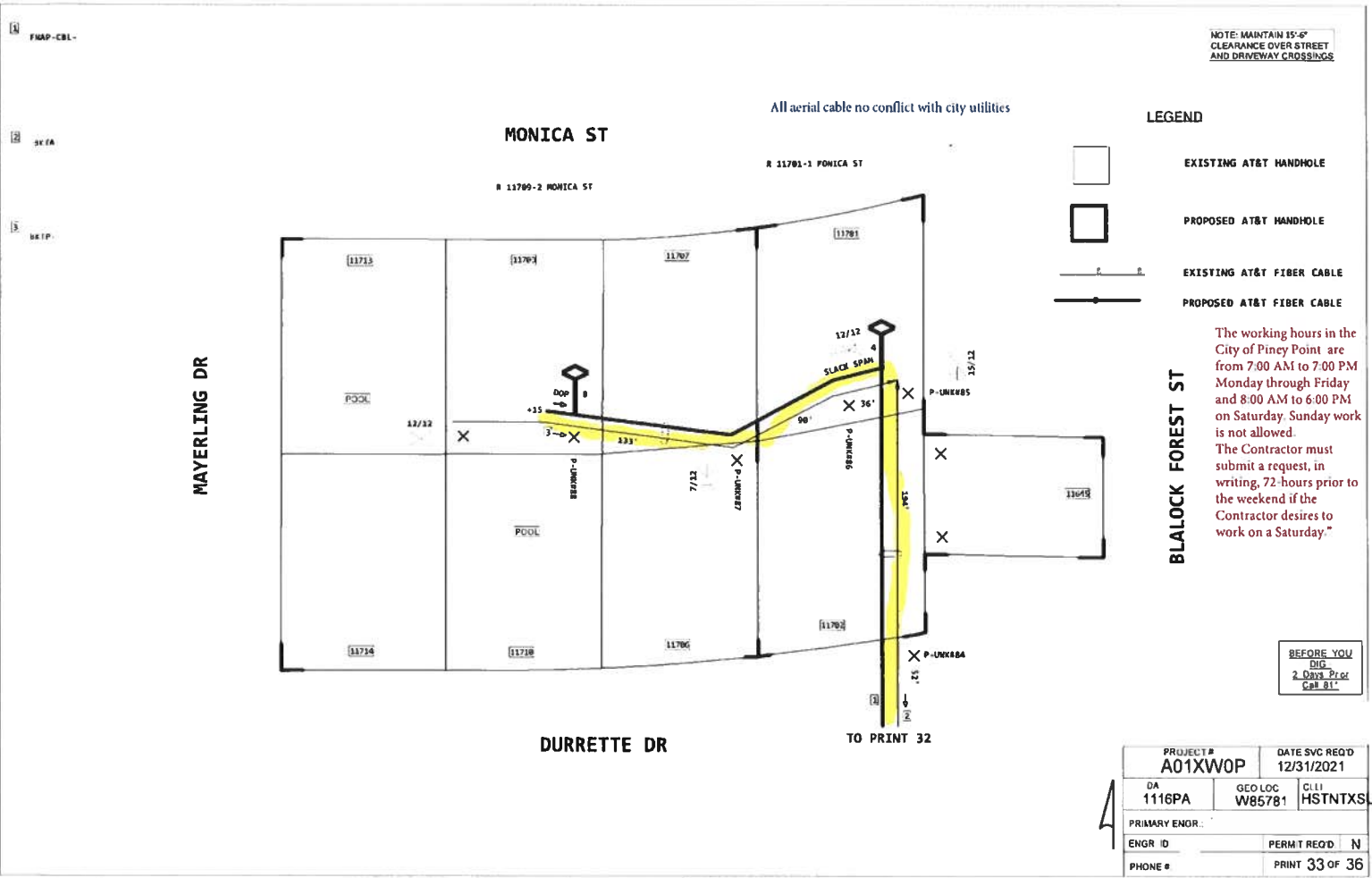
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NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

All aerial cable no conflict with city utilities

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NOTE: MAINTAIN 15'-6" CLEARANCE OVER STREET AND DRIVEWAY CROSSINGS

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All aerial cable no conflict with city utilities

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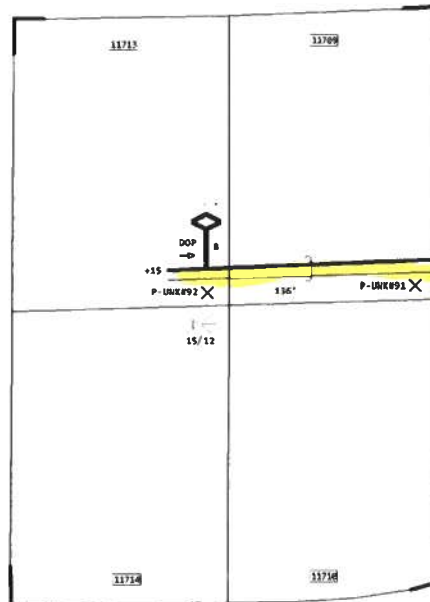
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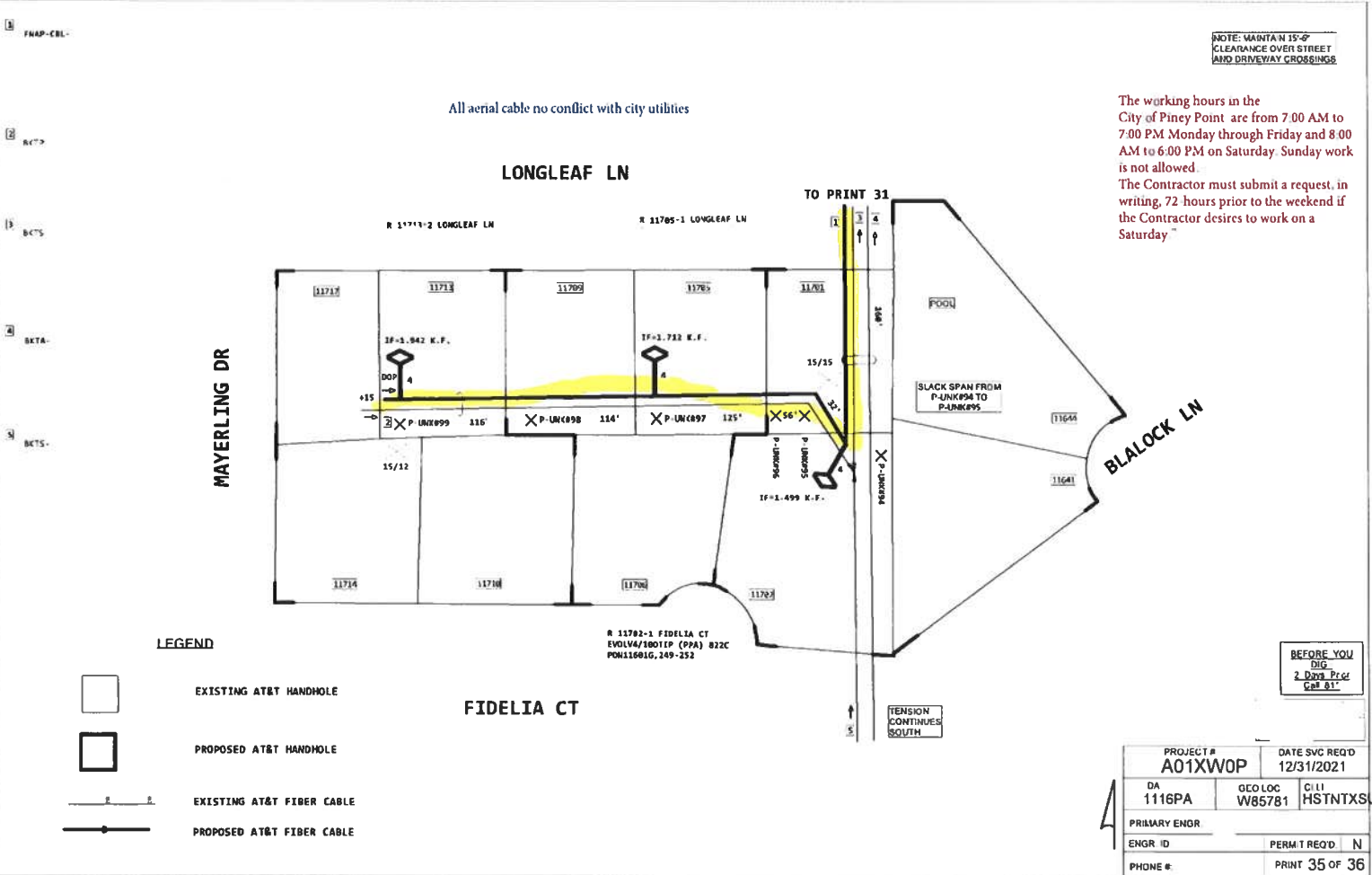
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Council Agenda Item Cover Memo

2/28/2022

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 Wilding Lane Project, 96-inch CMP Replacement Project, Tokeneke & Country Squires Project, other various maintenance projects, and future projects.

STAFF RECOMMENDATION: _____

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

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: February 28, 2022

Submit to City: February 23, 2022

CURRENT PROJECTS

1. Wilding Lane Drainage & Paving Improvements Project

The installed the HMAC overlay beginning on Thursday, February 17th and finishing on Saturday, February 19th. The Contractor still needs to cut out the gaps between the parking pads and the driveways to match the construction plans and define the parking pads. HDR is in the process of scheduling a walkthrough with the Contractor to prepare a punchlist of items they will need to address prior to the project being closed out.

2. 96-inch CMP on S. Piney Point Road

HDR is in the process of performing QC reviews on the updates to models for the 96-inch pipe replacement which appear to confirm the proposed 9'x9' box culvert sizing. The final report will be submit to Harris County Flood Control District for review and approval. We are preparing the preliminary plan sets (plan view, layout only) based on this sizing. It is anticipated that HDR will present the drainage report, preliminary plans, and updated opinion of probable construction costs at the March City Council meeting for discussion.

3. Piney Point Circle - Additional Easements

The existing storm sewer appears to be located along the south and east property lines of 11302 Piney Point Circle and along the east property line of 11301 Piney Point Circle starting at the north property line and leaving the property approximately 50-feet front the north property line. It is recommended that 20-foot drainage easements be obtained at 11302 and 11301 Piney Point Circle to encompass the existing pipe and provide adequate room for any required maintenance on the pipe. The storm sewer appears to travel east from that location along 11406 and 11408 Memorial Drive.

HDR was able to make contact with Dr. Arocha at 11408 Memorial Drive and locate the storm sewer that serves portions of Piney Point Circle and Iris Lee Lane in his backyard. Dr. Arocha is also working to put the resident at 11406 Memorial Drive in touch with HDR since the City did not have contact information for this resident. It is recommended that the City obtain survey of the storm sewer at 11408 and 11406 Memorial to complete the topographic survey of the system. The surveyor will also need to prepare metes & bounds descriptions for the proposed easements on these two properties. HDR also obtained a draft drainage easement document from David Olson and sent it to Dr. Arocha to review. HDR will continue efforts to locate the storm sewer, recommend drainage easement size and location, and assist David Olson with conversations as necessary to obtain drainage easements on these properties.

4. Lacewood Lane Ditch Grading

Council previously requested that HDR obtain quotes for ditch regrading and driveway culvert cleaning from #8 through #4 Lacewood Lane. No driveway culverts resets will be



included at this time. HDR has included quotes received for the proposed work in a separate agenda item for discussion and possible action.

5. Tokeneke & Country Squires Improvements Project

HDR has begun the design of the Tokeneke storm sewer and County Squires paving improvements as well as preparation of the project details and specifications. HDR is coordinating with Councilman Dodds to schedule meetings with the stakeholders on each street to discuss the proposed improvements and incorporate their input on the project. This will include finalization of the limits of storm sewer improvements on Tokeneke.

FUTURE PROJECTS

6. City of Houston Windermere Outfall Repair Project

As presented at the February Engineering Meeting, HDR attended a virtual meeting with the City of Houston to discuss the current status of this project. The City of Houston anticipates cancelling the construction contract with Fused Industries per their request. The City of Houston anticipates refunding the City of Piney Point Village funds paid per the ILA once the contract has been cancelled. The City of Houston is still working on resolving easement issues at #17 Windermere. In the meantime, they anticipate performing a site visit to evaluate any required changes to the project site and necessary updates to the design plans. The City of Houston will be preparing a revised ILA with the City of Piney Point Village.

7. Memorial Drive Elementary Rebuild

The City, SBISD, SBISD architecture and engineering consultants, HDR, and Councilman Dodds recently met to discuss the planned rebuild of Memorial Drive Elementary (MDE). The meeting agenda generally included SBISD's project timeline, projects previously completed by SBISD, site specific discussion, the City's building requirements, and City's interest in possible detention on the MDE property. HDR previously sent meeting minutes with more detail to City Council.

The anticipated re-construction schedule for the school is as follows:

- Design – Begin Jan. 2022 – 1 year duration
- Construction – Begin Jan. 2023 – 18-month duration
- Students to be in south transition campus until August 2024
- Project Advisory Board – Comprised of representatives from the Village – November/December 2021

Annette has begun meeting with SBISD's representatives in order to start the platting and permitting process if efforts to meet the timeline has described above.

8. Maintenance Items

Jose Gomez notified HDR of several locations of concern around the City to include a curb inlet top on Kensington Court, ditch undermining the pavement on Radney Circle, heavy cracking and potholes in Memorial Drive west of Piney Point Road, ditch regrading on the north side of Williamsburg, and a sinkhole on Blalock Road near Habersham. Additionally, Mr. Nalley at 12 Smithdale Estates expressed concern of the elevation of the right-of-way adjacent to the curb on Smithdale Estates. Future discussions on these items and possible packaging of items to be solicit of quotes will be included on an engineering meeting agenda.



9. Greenbay/Smithdale Sidewalk Improvements

The Mayor requested that HDR obtain a proposal to survey the south right-of-way of Greenbay to determine elevations of the right-of-way and curb which will be used in sidewalk design. The survey will also identify items in the south right-of-way that may be in conflict with any proposed improvements. The proposed received will be distributed at the Council meeting and discussion and possible action taken under a separate agenda item.

In efforts of reducing survey costs, HDR can use the Smithdale Roadway reconstruction as-builts, standard details, and exhibits to design the sidewalk along the south side of Smithdale Road. HDR does not anticipate needing survey at this time.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on Kinkaid cost and professional services.

Agenda Item: 22

MEMORANDUM

TO: Mayor and City Council
FROM: Bobby Pennington, City Administrator
DATE: February 25, 2022
SUBJECT: Kinkaid

The Kinkaid School is a PK-12 non-sectarian school in Piney Point Village, Texas and is the oldest independent coeducational school in Greater Houston. The campus is initiating a large construction program to modernize its facilities. As part of their endeavor, they must review the program under a specific use permit. Such review creates a considerable amount of city resources to adequately administer plans.

Below is a summary based on a limited compilation of information and will require additional evaluation, however the summary includes the following:

Service	Official	Date	Hours	Rate	Total
Consulting Fee for Plan Review Services	Annette Arriaga	2/21 - 10/21	32	\$125.00	\$4,000.00
Consulting Fee for Engineering Services	HDR - Joe Moore	1/21 - 8/21			\$9,876.13
					<hr/> \$13,876.13

We expect additional cost as we proceed in assisting Kinkaid. Supplementary information is to be provided at the meeting.

In addition:

There is a cost to providing services to Kinkaid. The campus at 201 Kinkaid School Drive oversees a student body of more 1,500. When considering the operations for educating and hosting a population equal to half the city's official population, it is evident that some relief is necessary to support the health safety and welfare of the school with some form of additional contribution, as not to create a burden on the taxpayer. In the past Kinkaid did provide some contribution.

Thoughts to consider:

A payment in lieu of taxes (PILOT) is a payment made to compensate a government for some or all of the property tax revenue lost due to tax exempt ownership or use of real property. In some states where land owned by colleges and universities is not subject to local property taxes, the state government reimburses the local governments for part of the tax revenue that the local

government would otherwise have collected. In other cases, the institution makes a direct payment to the local government (which would not otherwise be reimbursed) simply to maintain good relations.

Understand property taxes are a primary source of revenue for Piney Point Village and that the school does not pay property taxes but enjoys the same level of service the rest of the residents. The adjacent property has a reported land market value, on average, \$40 per square foot (Farnham Park Dr). The Kinkaid School is located on 2,812,699 square feet and includes 638,764 square feet of building area, per Harris County Appraisal District records. With this information, projected property tax on land, if applicable, would be as follows:

\$2,812,699.00	Square feet of land
<u> \$40.00</u>	Market value per Sq. Ft.
\$112,507,960.00	Total Market/Taxable Value
\$0.2551400	PPV tax rate
\$0.0025514	PPV tax rate per \$100 of value
\$287,052.81	Loss in taxable value

It is advisable that the city negotiate some payment in lieu of tax to support police, fire, and public infrastructure. It is recommended that such payment be calculated on the number of students and faculty. An annual fee of \$60 per student / staff would offset the cost in municipal services.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: February 28, 2022

SUBJECT: Discuss and take possible action on approving Resolution No. 2022.02.28A authorizing the Mayor to execute settlement release documents with pharmaceutical manufacturers as additional settling parties within the National Opioid Settlement.

Agenda Item: 23

RESOLUTON NO. 2022.02.28A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE SETTLEMENT RELEASE DOCUMENTS WITH PHARMACEUTICAL MANUFACTURERS ENDO HEALTH SOLUTIONS INC., ENDO PHARMACEUTICALS INC., ENDO INTERNATIONAL PLC, PAR PHARMACEUTICAL, INC., AND PAR PHARMACEUTICAL COMPANIES, INC. (“ENDO”) AND TEVA (“TEVA”), AS ADDITIONAL SETTLING PARTIES WITHIN THE NATIONAL OPIOID SETTLEMENT PARTICIPATION PREVIOUSLY AUTHORIZED BY THE CITY.

WHEREAS, the City of Piney Point Village, Texas (the “City”), through Resolution No. 2021.10.25, duly authorized participation in the opioid settlement and adopted the Texas Term Sheet; and

WHEREAS, pharmaceutical manufacturers Endo Health Solutions Inc., Endo Pharmaceuticals Inc., Endo International PLC, Par Pharmaceutical, Inc., and Par Pharmaceutical Companies, Inc. (“Endo”) and TEVA have now joined the proposed opioid settlement; and

WHEREAS, the City Council of the City hereby finds that there is a substantial need for repayment of opioid-related expenditures and payment to abate opioid-related harms in and about the City; and

WHEREAS, the City desires to execute the settlement release forms with ENDO and TEVA in their entirety; and **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF, TEXAS:

SECTION 1. THAT the statements provided in the caption and the recitals of this Resolution are true and correct and are adopted herein for all intents and purposes.

SECTION 2. THAT the Mayor is authorized to execute the settlement release documents with ENDO and TEVA in a timely manner.

PASSED AND APPROVED ON THE _____ DAY OF _____ 2022.

MARK KOBELAN, MAYOR

ATTEST:

Karen Farris, City Secretary

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, JANUARY 24, 2022**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR COUNCIL MEETING ON MONDAY, JANUARY 24, 2022, AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

Council Members Present: Mayor Mark Kobelan, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

City Staff: Bobby Pennington, City Administrator; Karen Farris, City Secretary; Annette Arriaga, Director of Planning & Development; David Olson, City Attorney; Joe Moore, City Engineer

Mayor Kobelan declared a quorum and called the meeting to order at 6:31 p.m.

Pledge of Allegiance

Introduction of new City Administrator, Bobby Pennington.

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 inquires about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the non-agenda matter.*

Citizens present:

- None

City Council Agenda:

1. Discussed and considered possible action on the Memorial Villages Police Department monthly report. Chief Schultz provided the report for the month of December 2021.
2. Discussed and considered possible action on the Village Fire Department monthly report. Chief Foster and Commissioner Nash summarized and explained the Village Fire Department monthly report. Chief Foster praised Commissioner Nash for his commitment to the Village Fire Department.
3. Discussed and considered possible action on presenting a Proclamation to Fire Commissioner Zebulun Nash for his dedication and commitment to the community and to the Village Fire Department. Mayor Kobelan presented a Proclamation to Commissioner Nash in appreciation of his dedication and proclaimed January 24, 2022 as Zeb Nash Day in the City of Piney Point Village, Texas.

CITIZENS WISHING TO ADDRESS COUNCIL: (late arrival)

- Terrie Lenert resident of Bothwell Way presented her concerns regarding flooding on Bothwell Way. City Engineer will investigate issue and address concerns.
4. Discussed and considered possible action to reinstate Bunker Hill Village as a full member of the VFD and immediate reimbursement of the escrow funds contributed for 2019-2021. Council Member Kollenberg made a motion to authorize the Mayor to execute the amendment to the interlocal agreement at the appropriate time and in consultation with the City Attorney to readmit the City of Bunker Hill. Council Member Thompson seconded the motion and it passed unanimously.
 5. Discussed and considered action on Resolution No. 2022.01.24 Calling a General Municipal Election on May 7th, 2022 and establishing a joint election agreement with Spring Branch Independent School District. Council Member Bender made a motion to approve Resolution No. 2022.01.24 Calling a General Municipal Election on May 7th, 2022 and establishing a joint election agreement with Spring Branch Independent School District. Council Member Herminghaus seconded the motion and it passed unanimously.

CITIZENS WISHING TO ADDRESS COUNCIL: (late arrival)

- Residents of Hermosa Court were present to express their concerns regarding various issues related to Greenbay Hike/Bike Trail Project. These residents are interested in participating as members of the Beautification Committee.
6. Discussed and considered action on Resolution No. 2022.01.24A designating the City's Official Newspaper. Council Member Kollenberg made a motion to approve Resolution No. 2022.01.24A designating the City's Official Newspaper. Council Member Bender seconded the motion and it passed unanimously.
 7. Discussed and considered action on Resolution No. 2022.01.24B approving certain persons to be authorized to function as signatories on city accounts at Amegy Bank. Council Member Bender made a motion to approve Resolution No. 2022.01.24B approving certain persons to be authorized to function as signatories on city accounts at Amegy Bank. Council Member Dodds seconded the motion and it passed unanimously.
 8. Discussed and considered action on Resolution No. 2022.01.24C approving a contract with DRC Emergency Services for disaster debris clearance removal for 2022. Council Member Bender made a motion to approve Resolution No. 2022.01.24C approving a contract with DRC Emergency Services for disaster debris clearance removal for 2022. Council Member Herminghaus seconded the motion and it passed unanimously.
 9. Discussed and considered possible action on the Investment Policy. Council Member Bender made a motion to approve the Investment Policy. Council Member Thompson seconded the motion and it passed unanimously.

10. Discussed and considered possible action on the Public Management Proposal associated with the American Rescue Plan Act, Coronavirus Local Fiscal Recovery Fund. This item was tabled to next month.
11. Discussed and considered possible action on the Greenbay Hike/Bike Trail Project. Mayor Kobelan explained the Proposed Community Improvement Project-Greenbay Trail. Council supports looking at ideas, suggestions, plan designs, etc. Updates will be reported on a regular basis.
12. Discuss and consider possible action on the Mayor's Monthly Report.
 - Update on COVID
13. Discuss and consider possible action on the City Administrator's Monthly Report, including but not limited to:
 - December 2021 Financials – the City Administrator summarized the December 2021 Financials.
 - Quarterly Investment Report ending 12/2021 – City Administrator provided a brief explanation of the Quarterly Investment Report ending 12/2021.

Council Member Bender requested that the invoicing process for the city to be reimbursed for expenses incurred associated with the planning process move forward and be completed by the next Council Meeting.

Bobby Pennington, the City Administrator explained he will make an adjustment on Income on the Financial Statement to show the actual income accounted for.

14. Discussed and considered the ROW Agreements with residents on Wilding Lane for Parking Pads. Council Member Kollenberg made a motion to authorize the Mayor to execute this agreement and to place such deadlines on it as he deems appropriate in consultation with the City Engineer. Council Member Herminghaus seconded the motion and it passed unanimously.
15. Discussed and considered approval of Verizon/MCI Fiber Optic Cable Improvements Plans on Taylorcrest Road and North Piney Point Road. Council Member Bender made a motion to approve the Verizon/MCI Fiber Optic Cable Improvements Plans on Taylorcrest Road and North Piney Point Road. Council Member Dodds seconded the motion and it passed unanimously.
16. Discussed and considered a proposal for professional engineering services for the Tokeneke and Country Squires Improvements Project. Council Member Herminghaus made a motion to accept the proposal from HDR in the amount of \$96,320 for professional engineering services for the Tokeneke and Country Squires Improvements Project. Council Member Bender seconded the motion and it passed unanimously.
17. Discussed and considered action on the Engineer's Report. The City Engineer reported that the cost to repair the Smithdale Estates sinkhole should be under \$5,000. On Par Construction completed the maintenance projects and

provided HDR a quote of \$4,500 for the repair of the Smithdale sinkhole. Council Member Dodds authorized the mayor to approve the repair of the Smithdale Estates sinkhole if the cost is below \$5,000. Council Member Bender seconded the motion and it passed unanimously.

18. Discuss and consider approval of the Minutes for the December 20, 2021, Special Council Meeting. Council Member Bender made a motion to approve the Minutes for the December 20, 2021, Special Council Meeting. Council Member Dodds seconded the motion and it passed unanimously.
19. Discuss and consider possible action on any future agenda items, meeting dates, etc.
 - Sidewalk on Smithdale
 - P & Z – St. Francis & Kinkaid Hearings
 - As-built drainage plan process
20. **Executive Session:** The City Council adjourned into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney), and pursuant to Section 551.074 of the Texas Government Code (Personnel), specifically to deliberate the appointment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator and to deliberate employee salary increases.
Council adjourned into a closed session at 8:20 p.m.
Council reconvened into an open session at 9:06 p.m.
19. Discuss and consider possible action on items discussed in Executive Session. No formal action taken.
20. Discussed and considered action on other items discussed in Executive Session. Council Member Bender made a motion to follow through with the plan for wages retroactive to January 1st, 2022. Council Member Herminghaus seconded the motion and it passed unanimously.
21. **Adjourn**
Council Member Bender made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 9:08 p.m.

PASSED AND APPROVED this 28th day of February 2022.

Mark Kobelan
Mayor

Karen Farris
City Secretary