



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, MAY 23, 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, MAY 23, 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.*

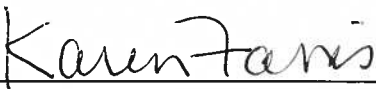
1. Swearing in of the Mayor.
2. Discuss and take possible action on the Memorial Villages Police Department monthly report.
3. Discuss the Memorial Villages Police Department budget.
4. Discuss and take possible action on the Village Fire Department monthly report.
5. Discuss and take possible action on the Village Fire Department Intra-budgetary transfers and 2021 deficit of \$120,822.
6. Discuss and take possible action on the Village Fire Department 2022 budget amendment of \$515,846.
7. Discuss and take possible action on the Village Fire Department 2023 budget in the amount of \$8,689,847.78 funded by annual assessments.

8. Discuss and designate an Alternate Commissioner for the Village Fire Department.
9. Discuss and take possible action on the proposed Greenbay design.
10. Presentation of the 2021 Audit of the financial statements. Louis Breedlove of Brooks & Watson & Co. will present the audit to City Council for acceptance.
11. Discussion concerning the amount of penalty for the signaling of a false burglar alarm.
12. Discuss and take possible action on approving a contract with Houston Community Newspapers (HCN) for publication of Ordinances, notices, or other matters required by law.
13. Discuss and take possible action on Wilding Lane Right-of-Way Improvements.
14. Discuss and take possible action on a request to publicly advertise and bid the Tokeneke Trail and Country Squires Improvements Project.
15. Discuss and take possible action on quotes to replace the decomposed granite paths at Wilding Lane, Dunsinane Street, and Quail Hollow Lane.
16. Discuss and take possible action on the approval of CenterPoint Energy Gas Line Improvement Plans at 4 Woods Edge Lane.
17. Discuss and take possible action on the Mayor's Monthly Report.
18. Discuss and take possible action on the City Administrator's Monthly Report, including but not limited to:
 - Financial Report
 - Budget Planning Calendar
 - Purchase Power Agreement
 - Traffic Signals Reconstruction Partnership
 - Temporary Staffing
19. Discuss and take possible action on the Engineer's Report.
20. Discuss and take possible action on the approval of the Minutes of the April 25, 2022, Regular Council Meeting, and the Minutes of the May 2, 2022 Special Council Meeting.
21. Discuss and take possible action on any future agenda items, meeting dates, etc.
22. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney).

- 23. Discuss and take possible action on items discussed in Executive Session.
- 24. Adjourn

CERTIFICATION

I certify that a copy of the May 23, 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 May 20, 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.

Form #2204 Rev 9/2017

This space reserved for office use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Mark Kobelan, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Mayor, for the City of Piney Point Village of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Mark Kobelan

Certification of Person Authorized to Administer Oath

State of Texas

County of Harris

Sworn to and subscribed before me on this 23rd day of May, 2022.

Karen Farris, City Secretary
City of Piney Point Village

Form #2201 Rev. 05/2020
Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
512-463-6334
512-463-5569 - Fax
Filing Fee: None



STATEMENT OF OFFICER

Statement

I, Mark Kobelan, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Mayor

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: May 23, 2022

Mark Kobelan



In the name and by the authority of

The State of Texas

THIS IS TO CERTIFY, that at a general election held on

May 7, 2022

MARK KOBELAN

was duly elected

Mayor
City of Piney Point Village

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Piney Point Village to be affixed this the 23rd day of May, 2022.

Karen Farris
City Secretary



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

Raymond Schultz
 Chief of Police

May 9, 2022

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: April Monthly Report

During the month of April MVPD responded/handled a total of 4,641 calls/incidents. 3,459 House Watch checks were conducted. 422 traffic stops were initiated with 460 citations being issued for 813 violations. (Note: 9 Assists in Hedwig, 69 in Houston, 2 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1231/5289	908/4155	1	166/87/253	5@2:54
Piney Point:	1393/5304	1055/4053	5	219/124/343	6@4:20
Hunters Creek:	1907/7159	1495/5501	9	144/73/217	9@3:38
				Cites/Warn/Total	20@3:40

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	133	Ord. Violations:	22	Speeding:	124
Animal Calls:	28	Information:	21	Exp. Registration:	134
ALPR Hits:	63	Suspicious Situations	88	No Ins:	94
Assist Fire:	26	Loud Party	10	No License	92
Assist EMS:	28	Welfare Checks:	12	Stop Sign	55

*This month the department generated a total of 83 police reports.
 BH-25, PP-22, HC-34, HOU-2, HED-0, SV-0*

<u>Crimes Against of Persons</u>	(3)
Assault (DV)	(2)
Robbery (Armed)	(1)

<u>Crimes Against Property</u>	(16)
Burglary of a Motor Vehicle	2
Burglary of a Habitation	1

Forgery	8
Fraud/ID	5

<u>Petty/Quality of Life Crimes/Events</u>	(64)
ALPR Hits (valid)	4
Misc. Reports	20
DWI	4
Information Reports	17

Possession of CS	5
Warrants	8
Weapons Charges	2
Criminal Mischief	4

Arrest Summary: Individuals Arrested (18)

Warrants	8	Felony	2
Class 3 Arrests	4	DWI	4

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	1,593,684	5,222,098	30.5%
• Operating Expense:	381,036	959,152	39.7%
• Total M&O Expenditures:	1,974,720	6,181,250	31.9%
• Capital Expenses:	27,980	178,000	15.7%
• Net Expenses:	2,002,701	6,359,250	31%

Follow-up on Previous Month Items/Requests from Commission

- Budget workshops continued throughout the month. A preliminary budget was discussed with the city managers.
- Staff reviewed the 2021 draft audit report.

Personnel Changes/Issues/Updates

- TCO's Tillmon and Lowe have been released from training and are now working with senior dispatchers.

Major/Significant Events

- April 2, 2022, the MVPDF hosted the 3rd Annual Food Truck Rodeo at Chapelwood. The event was well attended throughout the day.
- On April 4, 2022 a resident was followed home from a restaurant in the Galleria area and robbed in his driveway. Detectives worked the case and by utilizing the ALPR were able to identify the suspects' vehicle. The license plate had been reported stolen however the vehicle used belongs to the suspect's mother. MVPD and HPD are working on the serial offender and in obtaining an arrest warrant.
- On April 6, 2022, the pedestrian struck by a fleeing stolen vehicle on Westheimer passed away as a result of injuries sustained in the collision. MVPD detectives worked with HPD in identifying the driver of the vehicle. Arrest warrants were issued.
- 4/8/22 Officers responded to a Burglary of a Habitation. Detectives utilized area surveillance video and the ALPR system to ID a suspect. Most of the victim's property was recovered and the suspect was arrested.
- 4/11/22 while on patrol officers observed a vehicle pulled up alongside of some mailboxes. A subsequent traffic stop resulted in the recovery of hundreds of pieces of stolen mail, credit cards and ID Cards.
- 4/12/22 MVPD dispatchers observed a disturbance in the parking lot of the station and dispatched officers. Officers learned that a domestic incident was occurring. The male suspect was found to be armed with a handgun and a convicted felon. He was arrested.
- 4/21/22 8400 Hunters Creek Drive burglary of a vehicle. Officers utilized the ALPR to identify and locate the suspect of the theft from a construction workers truck. The suspect who was out on bail was rearrested on a "To-Be" warrant for the new offense.

Status Update on any Major Projects

- Portraits of department personnel have been hung in the lobby of the station. Commission portraits will be hung as soon as the final pictures come in.
- Electrical work has begun for the installation of the statute in front of the station. An unveiling is planned for May 21, 2022.
- Personnel celebrated National Telecommunicator Week during the week of April 10th. Our Communications Center remains fully staffed at 10.5 FTE's.

V-LINC new registrations in April: +31

BH – 1462(+10)

PP – 1052 (+6)

HC – 1496 (+9)

Out of Area – 503 (+6)

April VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 5	2:21
Fire – 0	0
EMS – 5	2:21

By Village

BH Fire – 0	0
BH EMS – 2	1:45
PP Fire – 0	0
PP EMS – 2	2:27
HC Fire -0	0
HC EMS -1	3:19

Combined VFD Events (Priority + Radio)

Total – 36	4:01
Fire – 19	4:58
EMS – 17	3:12

Radio Call Events

Total – 31	4:18
Fire- 19	4:58
EMS- 12	3:30

Radio Call Events by Village

BH – 10	4:30
PP – 10	3:40
HC – 11	4:43

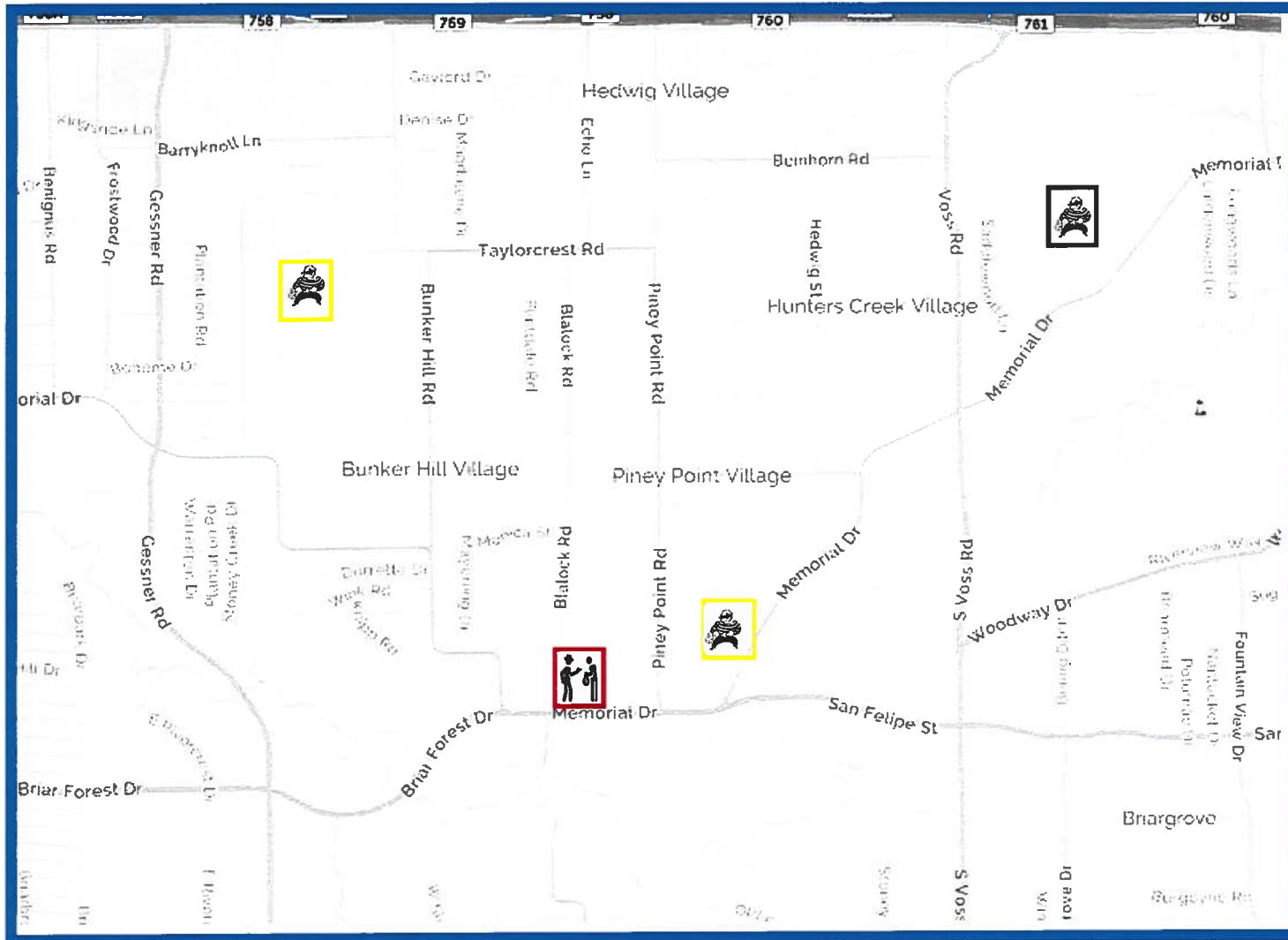
2022 Officer Committed Time to Service Report

Employee Name		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	*	1:12:06	0:25:57	0:41:47	3:39:42										
BIEHUNKO, JOHN		18:43:22	2:22:28	16:34:24	16:11:16									5	17
BOGGUS, LARRY	*	15:04:47	5:53:12	4:40:34	3:14:42										
BURLESON, Jason		12:07:07	8:50:51	10:28:24	15:39:39									5	12
CANALES, RALPH EDWARD		15:47:48	12:59:21	20:33:16	7:12:09									3	16
CERNY, BLAIR C.	*	10:28:34	4:46:23	5:09:00	13:16:49										
ECKERFIELD, Dillion		14:43:31	50:20:55	41:45:59	20:58:59									3	16
HARWOOD, NICHOLAS		8:52:50	12:08:28	17:02:07	32:38:36									7	18
JARVIS, RICHARD		15:27:18	13:08:35	11:48:58	17:43:16									3	28
JONES, ERIC	*	0:00:00	0:00:00	0:00:00	2:26:49										
KELSO JR, RONALD K		18:23:38	18:34:45	18:24:13	16:24:02									6	19
KUKOWSKI, Andy		8:41:08	29:17:18	19:38:51	10:43:16									3	46
LOWRIE, Andy		22:19:30	25:03:32	25:44:26	30:50:09									7	49
MCELVANY, ROBERT		15:57:19	16:56:24	11:49:41	15:02:12									4	14
MILLER, OSCAR	*	2:11:11	0:26:31	2:26:05	9:03:28										
NASH, CHRISTOPHER		5:48:17	8:01:05	12:25:46	18:40:35									3	10
Ortega, Yesenia		13:37:44	13:06:03	27:04:16	21:00:00									3	16
OWENS, LANE	*	1:19:54	0:00:00	0:01:20	0:00:00										
PAVLOCK, JAMES ADAM		7:53:53	12:46:08	21:56:20	18:00:52									1	44
RODRIGUEZ, CHRISTOPHER	*	3:33:25	1:10:27	2:30:35	3:18:59										
SCHANMEIR, CHRISTIAN		13:46:24	13:54:19	22:55:54	19:04:49									3	12
SCHULTZ, RAYMOND	*	0:08:10	0:19:11	0:00:00	3:09:04										
SILLIMAN, ERIC		18:28:11	21:46:57	18:28:05	20:43:02									4	22
SPRINKLE, MICHAEL		2:24:25	3:42:07	7:30:26	10:26:51									1	7
TAYLOR, CRAIG		14:23:05	8:57:33	15:22:47	8:22:56									2	17
TORRES, PATRICK		17:51:27	15:18:21	12:19:55	18:43:20									5	19
VALDEZ, JUAN		12:53:25	15:40:46	23:53:53	17:10:21									3	12
VASQUEZ, MONICA		17:21:21	13:46:27	13:46:55	29:48:40									4	18
WHITE, TERRY		19:20:30	25:56:34	40:33:51	25:47:31									10	25
WILLIFORD, Adam		2:52:41	16:38:20	42:14:42	22:19:22									1	23
													Total	86	460

* = Admin

Dispatch Committed Time														Totals
911 Phone Calls		256	313	376										945
3700 Phone Calls		2431	1978	2504										6913
DP General Phone Calls*		55:52:24	43:36:37	62:07:20										

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








2022 Burglary Map

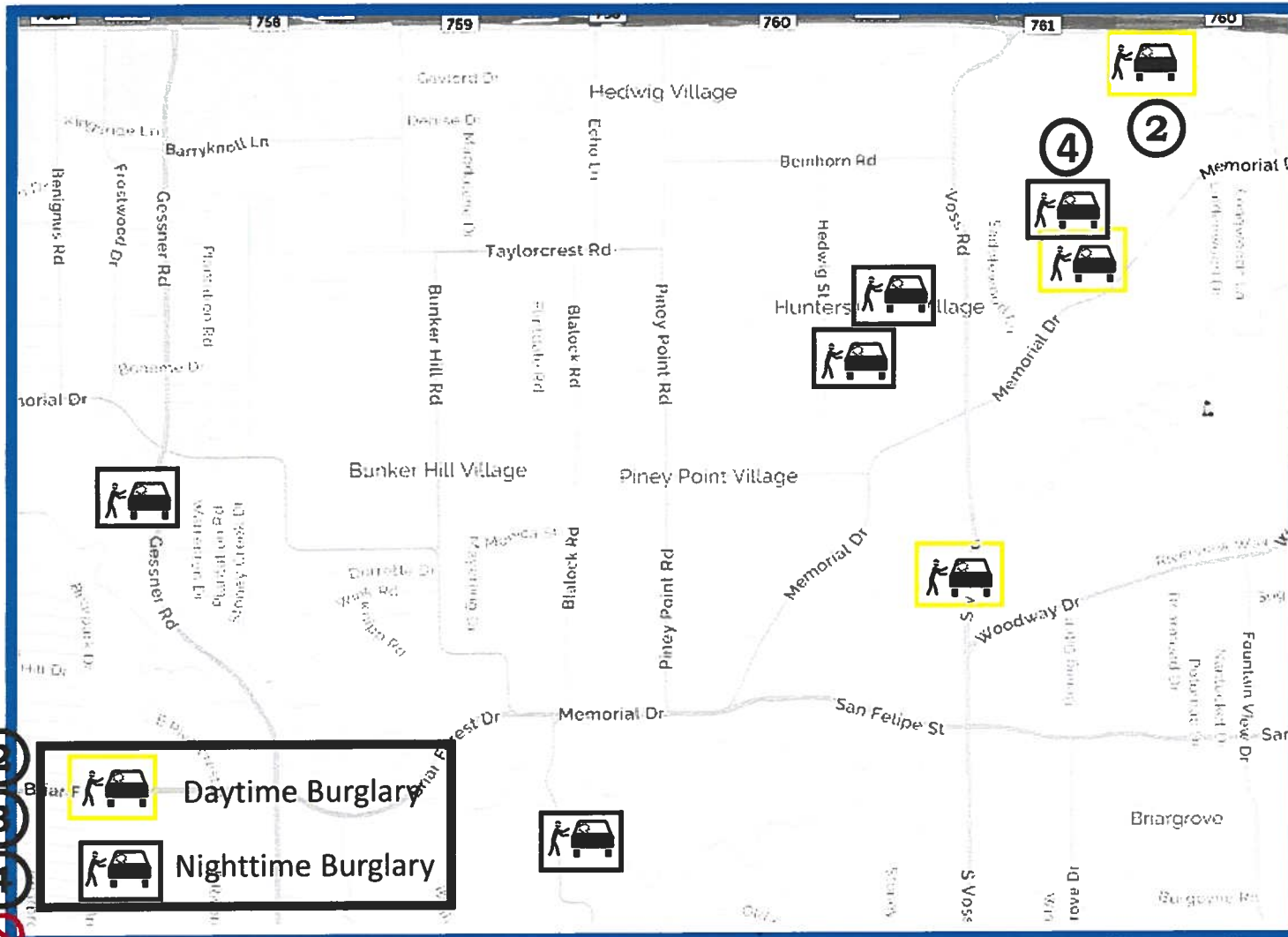
Address	Alarm	POE
233 Merrie Way	No	Walk-in UNL Door
706 Country Lane	No	Garage UNL Door
11903 Broken Bough	No	Door Kick

2022 Robberies

Address	MO
201 Kensington	Driveway Robbery

 Daytime Burglary
 Nighttime Burglary
 Robbery

 
 4/30/22



2022 Auto Burglary Map

Address	POE
243 Gessner 22-0042	UNL Vehicle
614 Hunters Grove 22-0046	<u>UNL Vehicle</u>
215 Voss	<u>UNL Vehicle</u>
634 Saddlewood	UNL Vehicle
626 Saddlewood	UNL Vehicle
10710 Bridlewood	UNL Vehicle
718 Camelot	UNL Vehicle
708 Country	UNL Vehicle
1 Windemere	UNL Vehicle
410 Pine Needle	UNL Vehicle
8427 Hunters Creek Drive	UNL Vehicle
8447 Hunters Creek Drive	UNL Vehicle

Blue Entry = Actual Location Unknown
Underlined Contractor 4/30/22

ALPR Recoveries							Plate Recoveries		
Num	Plate	Vehicle	Loc	Val	Links	Date	Plate Recove	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	63B374	1/4/2022	
3	LBH7413	Toy Cam	8	\$ 18,000.00	Burg/Warr	13-Jan	39496Y1	2/18/2022	same plate on 2 cars
4	36268G6	Niss Sent	24	\$ 14,500.00		14-Jan	39496Y1	2/18/2022	same plate on 2 cars
5	P556946	ChevImpal.	22	\$ 21,000.00		20-Jan	NBB1660	3/3/2022	
6	27517B1	BlkLexus	21	\$ 34,000.00	FelWarrant	30-Jan	LS3735	3/7/2022	
7	JMH0296	Ford Must	17	\$ 23,500.00		1-Feb	KTB3323	3/10/2022	Recovered 100+ CC's
8	AL32592	U-HAUL	Station	\$ 70,000.00	Poss Meth	24-Feb	BGFB425	3/15/2022	Hertz
9	NPS2672	Ford F150	20	\$ 45,000.00	Carjacking	25-Feb	72HCF9	3/25/2022	
10	KPH5017	LexG43	17	\$ 18,500.00	Warr	3-Mar	MKP5490	3/22/2022	On Stolen Veh
11	NVT0203	Chev Mal	103	\$ 16,000.00	Warr	8-Mar	72HCF9	3/26/2022	
12	C337283	Chev1500	Coins	\$ 21,000.00	Fugitive	13-Mar	43423 E7	7-Apr	
13	NKM9110	Toy SUV	19	\$ 30,000.00	Fugitive	19-Mar	30054V3	5/9/2022	
14	LTR0879	Honda ACC	21	\$ 18,000.00		20-Mar	34917B9	5/12/2022	
15	94AQZQ	ToyCam	2	\$	Hotlist Mail Thief	25-Mar			15 of 27 involved in other crimes =
16	MKP5490	Toy Rav4	7	\$ 26,000.00	Fugitive	22-Mar			
17	PRF3098	Niss Con	19	\$ 18,750.00	Armed Rob	31-Mar			
18	GF85552	Toy Cor	19	\$ 16,000.00	car Jacking	1-Apr			
19	AG89893	Uhaul	1	\$ 41,000.00		23-Apr			
20	HTV3407	Ford Esc	1	\$ 20,000.00	Missing Peson	26-Apr			
21	MCD4078	HynEln	4	\$ 23,500.00		2-May			
22	LBL4381	Ram1500	8	\$ 41,000.00		4-May			
23	RRB3406	NissXTR	23	\$ 27,000.00		5-May			
24	PMJ5213	NissSen	21	\$ 18,500.00		5-May			Firearm in vehicle
25	RP27921	Ford Foc	RB 23	\$ 12,000.00		6-May			Temp Tag
26	48055C8	HumH3	19	\$ 46,000.00	Fugitive	6-May			
27	MZ23102	ChevSub	23	\$ 27,000.00		8-May			

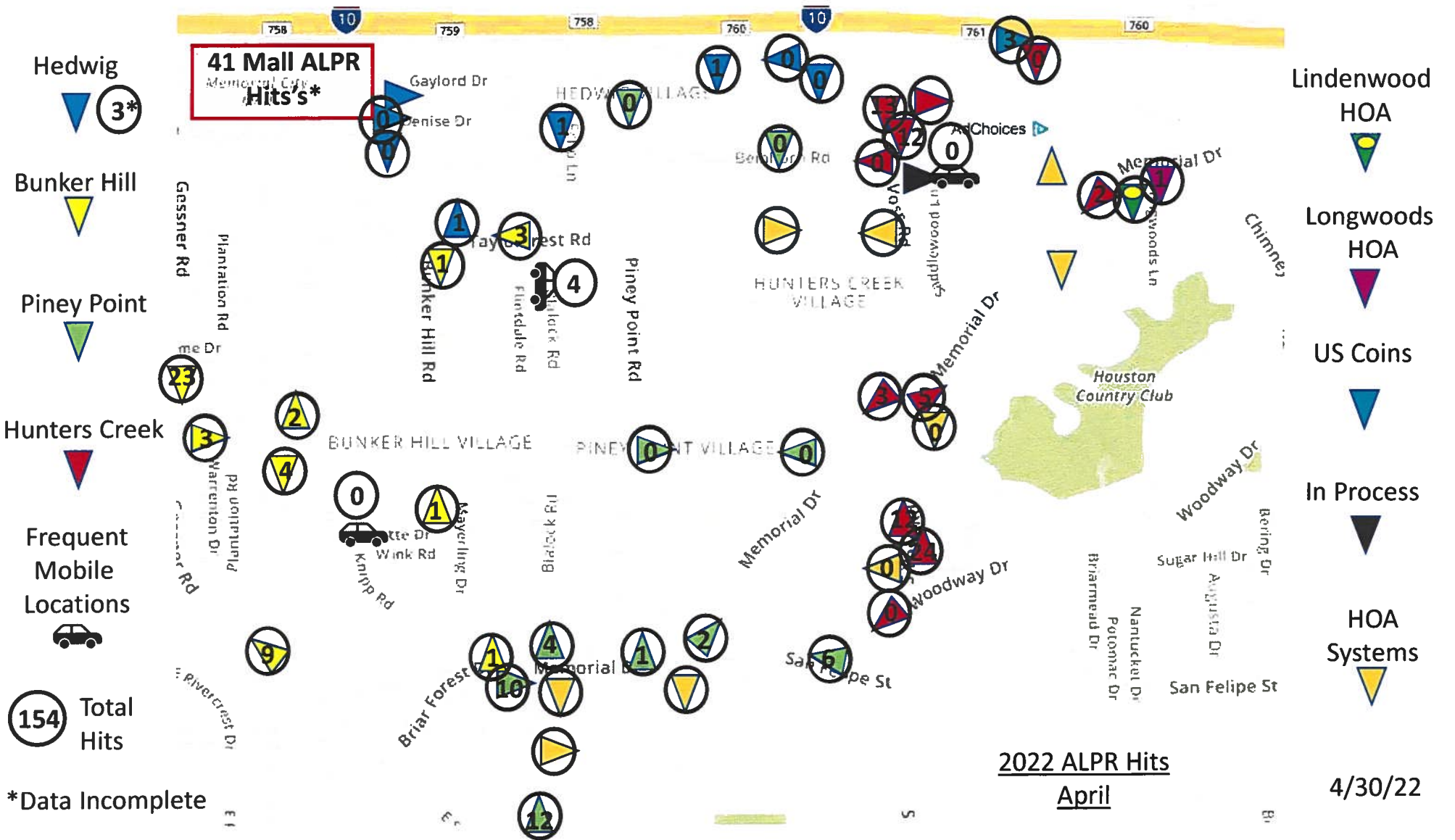
<u>Located but Fled</u>		
Date	Plate	Camera
13-Mar	PGP4565	7
26-Mar	KZR0019	19

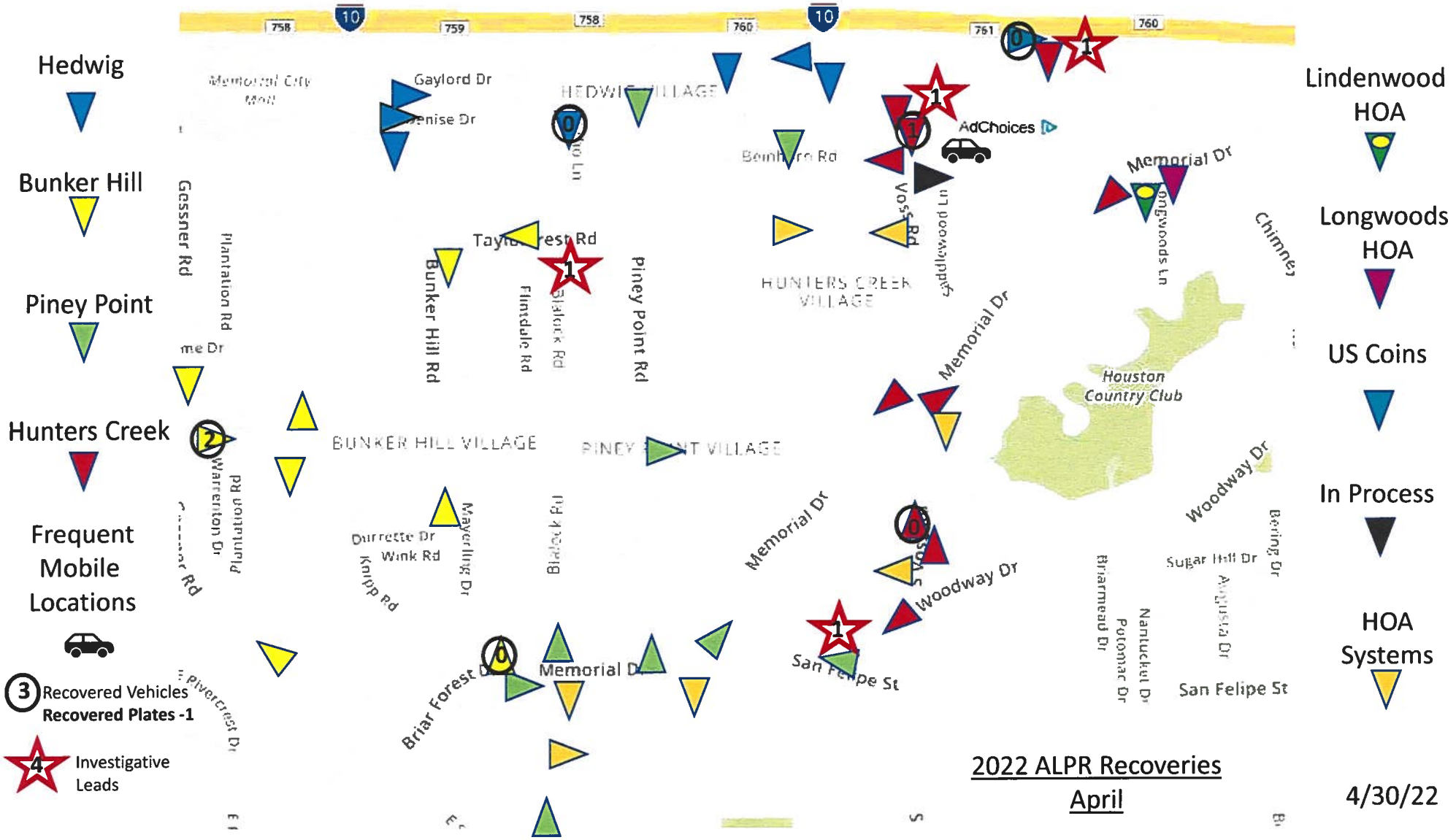
2022 Value	\$ 678,250.00	17
2021 Value	\$ 1,683,601.00	75
2020 Value	\$ 1,147,500.00	Recovered 61
2019 Value	\$ 438,000.00	Recovered 22
Program Total	\$ 3,947,351.00	175

INVESTIGATIVE LEADS

3/11/2022	JXN157S	20	Mail and Vehicle Thefts	HPD	Case TOT HPD
3/24/2022	94A02Q FL	19	Mail Thiefs	Lead	To-Be issued
4/4/2022	Green Honda	23	Robbery	Lead TB	To-Be issued
4/8/2022	Chev Impafac	6	Burglary	lead	Arrest
4/19/2022	Cad Esc	#174	UUMV	Lead	tot HPD
4/21/2022	Toy Cor	15	BMV	Lead	To-Be issued

Total Value





2022 ALPR Data Report

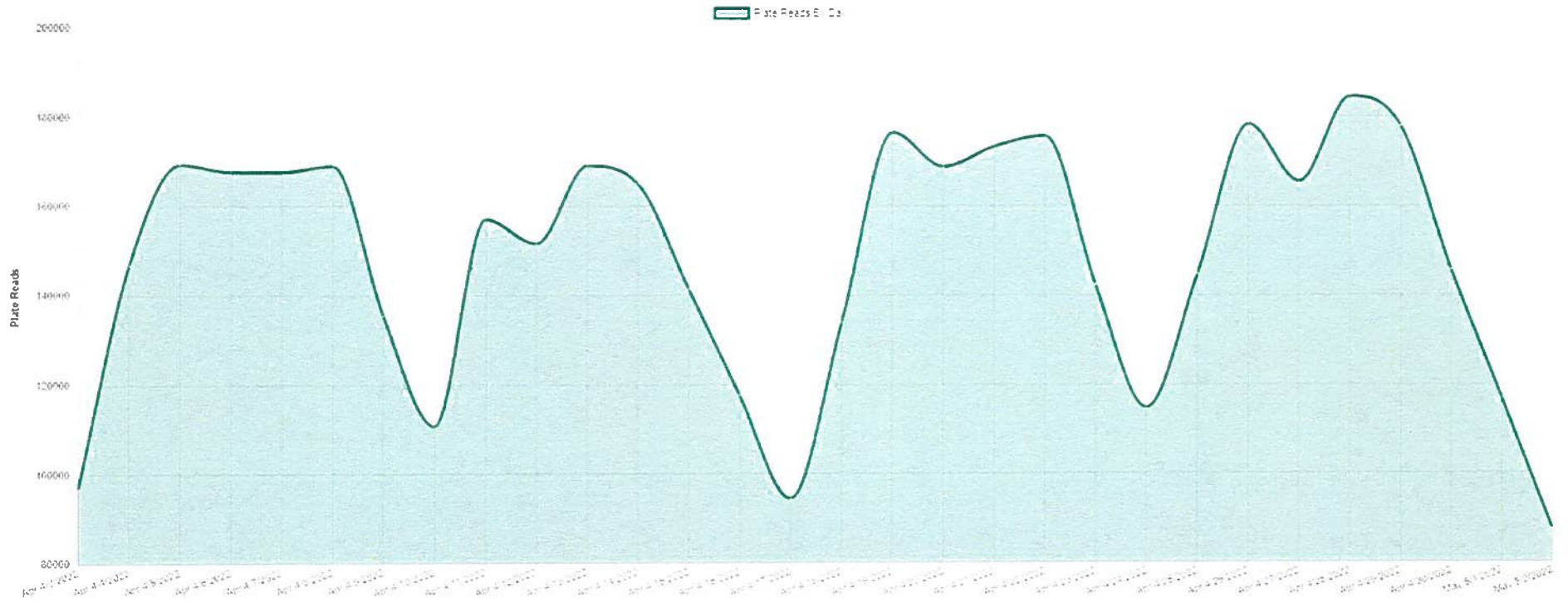
Plate Reads Summary

Total Plate Reads:
4,446,180

Export  Apr 3 - May 2

Cameras (32) ▾

Search



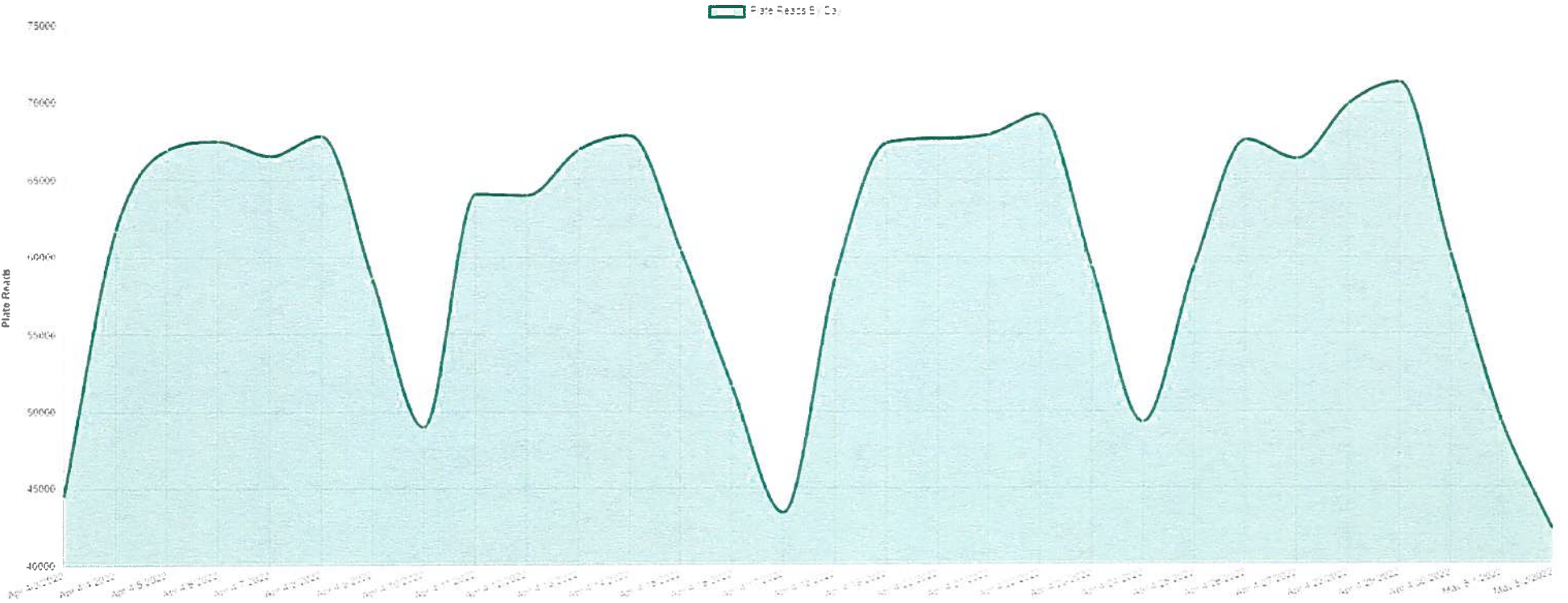
Unique Plate Reads Summary

Total Unique Plate Reads:
1,827,209

Export  Apr 3 - May 2

Cameras (32) ▾

Search



All Categories

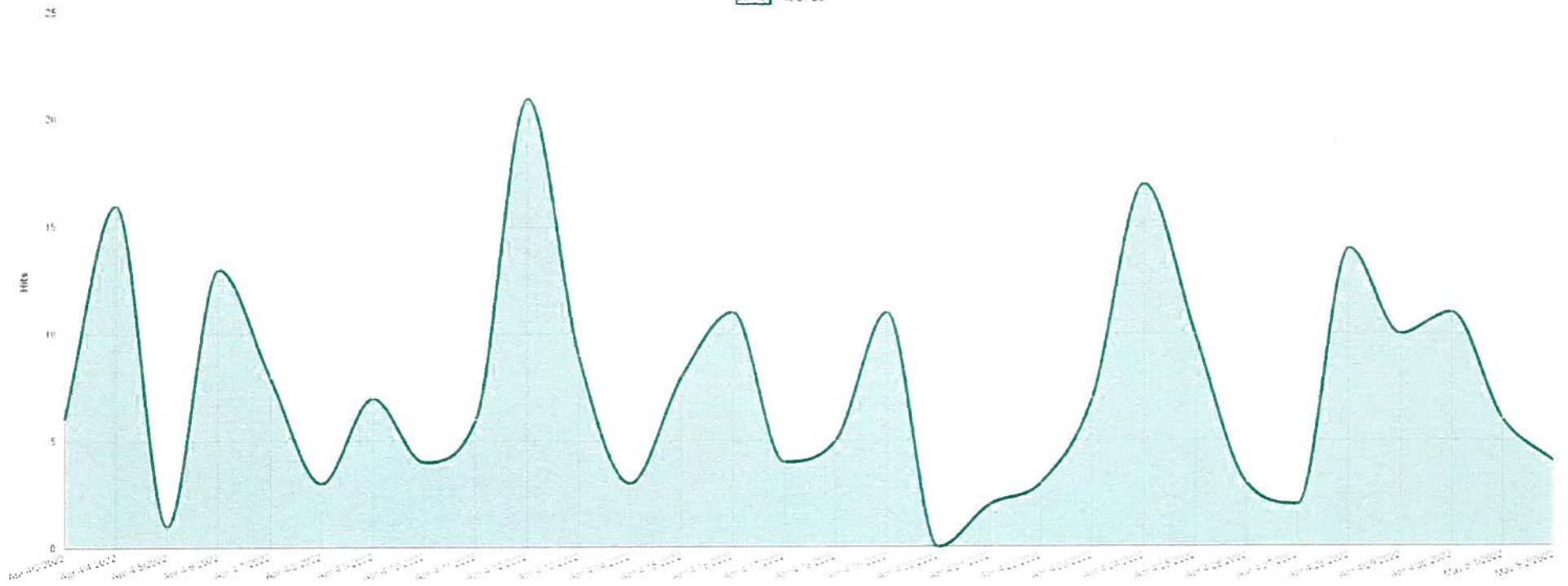
Hits Report

Total Hits:
225

Export  Apr 3 - May 2

Topics (14) ▼ Cameras (32) ▼

 Hits (Day)



Top 6 Categories

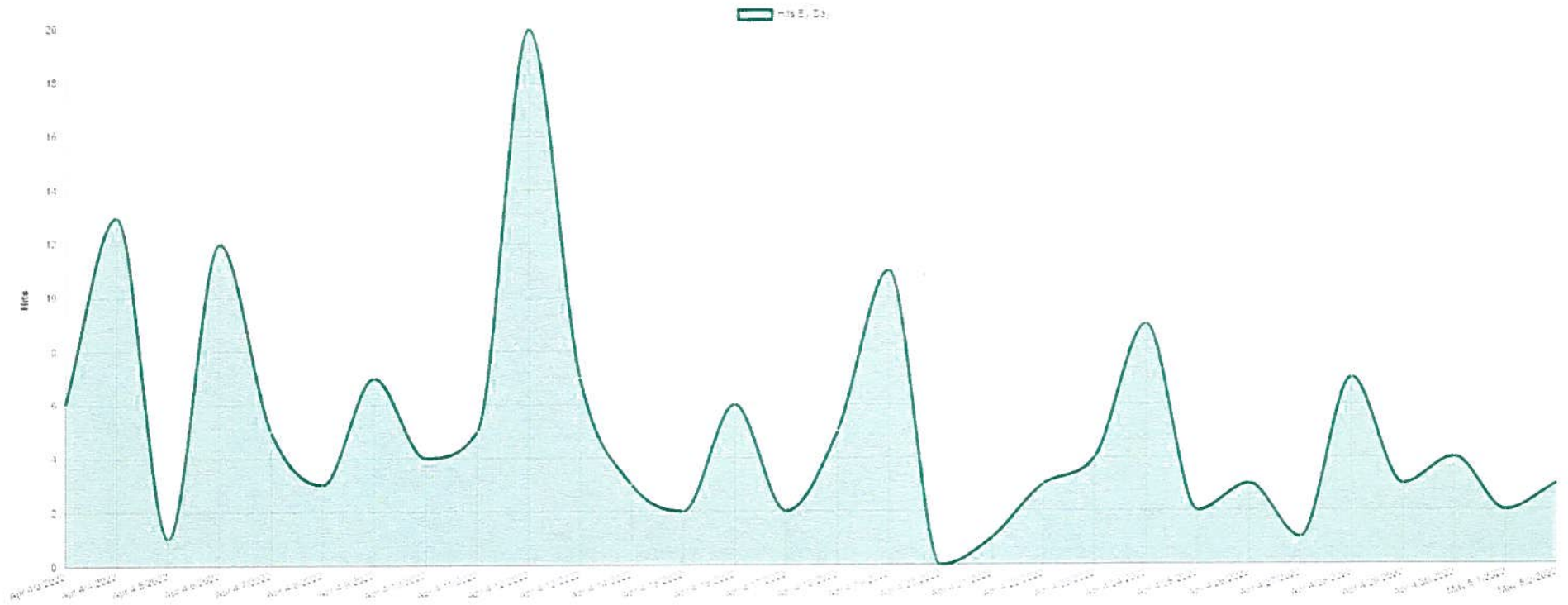
Hits Report

Total Hits:
154

Export  Apr 3 - May 2

topics (6) Cameras (32)

Search



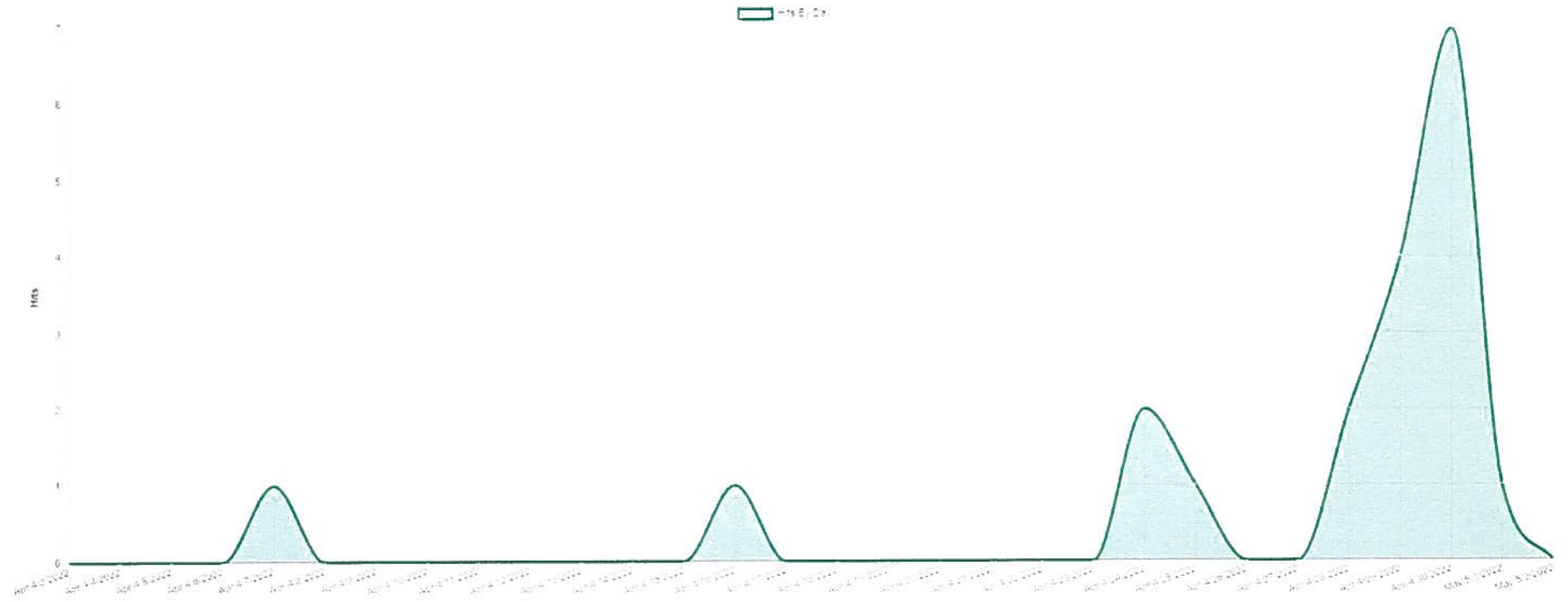
Sex Offenders Only Hits

Hits Report

Total Hits:
19

Export  Apr 3 - May 2

topics (1)  Cameras (32) 



Hits/Reads By Camera

1	23/325,108	17	3/124,354
2	3/186,887	18	5/160,169
3	0/0	19	13/403,864
4	1/143,788	20	12/270,211
5	1/98,303	21	12/349,178
6	3/95,622	22	24/374,157
7	10/222,898	23	6/218,466
8	12/236,205	24	4/105,913
9	1/67,332	25	1/61,640
10	2/135,412	26	0/34,413
11	0/41,740	29	Riverbend 0/5,195
12	0/79,709	#30	Beinhorn/Voss 0/34,251*
13	9/205,331*	#32	Greenbay/Memorial 0/596*
14	0/88,216	#174	4/150,983
15	0/7,925	Trailer	0/0
16	2/92,737	Strey	2/47,661

Total Reads – 4,446,180

Unique Reads – 1,827,209

Hits- 225

6 Top Hit List- 154

*New camera -
Gessner/Bayou
Greenbay and Memorial
Beinhorn and Voss E/B



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 May 9th, 2022, in person and by teleconference for the purpose of considering the agenda items as listed.

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 may be participating in the meeting by teleconference.

Join Zoom Meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/85358602088?pwd=VjdFZm4zenhQMElBeVZmTTlUa1hMUT09>

Meeting ID: 853 5860 2088

Passcode: 673696

One tap mobile

+13126266799,,85358602088#,,,,*673696# US (Chicago)

+16468769923,,85358602088#,,,,*673696# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 853 5860 2088

Passcode: 673696

This meeting agenda, and the agenda packet, are posted online at <http://www.mvpx.org>. Members of the public will be permitted to offer public comments either in-person or telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the 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 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 April 11, 2022, Meeting Minutes.
- c. Financial Report - Update, discussion, and possible action.

- 1. **FY22 Budget Review and Discussion.**
- d. **New Business** - Discussion and possible action.
 - 1. 2023 Budget Proposal
 - 2. 2021 MVPD Audit Report – BrooksWatson & Co.
- e. **Chief’s Updates**
 - 1. Summary overview of monthly reports and activities.
- f. **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 any pending claims against the Department.
 - 2. Legal advice and discussion of personnel matters.
 - 3. Chief Schultz annual appraisal.
- g. **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: April 5, 2022 @ 11981 Memorial Drive at 3:00 p.m.
(date) *(time)*

City of Bunker Hill Village

Carl Moercer, Commissioner
Bert Rosenbaum, Commissioner
William Murphy, Alt. Commissioner

City of Hunters Creek Village

Sean Johnson, Commissioner
Brooke Hamilton, Chairman
Stephen Reichck, 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.mvpdtx.org.



MEMORIAL VILLAGES POLICE DEPARTMENT
Minutes of the Police Commission Meeting
April 11, 6:00 p.m.

A quorum was established, and Commissioner Hamilton called the April 11, 2022, meeting to order at 6:01p.m. via. in person and Zoom Teleconference, the toll-free number used for the meeting was 1-346-248-7799.

In attendance were:

From the Commission:

City of Piney Point

Commissioner Huguenard
Commissioner Southwick
Alt. Commissioner Ebeling - Zoom

City of Hunters Creek

Commissioner Hamilton
Commissioner Johnson

City of Bunker Hill

Commissioner Rosenbaum
Alt. Commissioner Murphy - Zoom

Legal Counsel

John Hightower
Kaela Olson – Zoom

Absent:

Alt. Commissioner Reichel
Commissioner Johnson
Commissioner Moerer

From Memorial Village PD

Chief of Police, Raymond Schultz
Finance Manager, Victoria Bowman - Zoom
HR/Office Manager, Priscilla Gonzalez
Commander, Brian Baker

MINUTES

At 6:01p.m. Commissioner Hamilton 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 Southwick and seconded by Commissioner Rosenbaum to approve the March 14, 2022, minutes as presented. The Commission voted unanimously to approve the minutes.

c. Financial Report

Mrs. Bowman reported that we have completed the first quarter of the fiscal year. We received 33% of the appropriation and expended 23%. First quarter projects are very conservative because it's early in the fiscal year. The onsite audit is complete, and the draft audit is to be presented next month.

d. New Business

1. Review of area department TMRS plans
2. Employee Certification – Emergency Number Professional (ENP) Certification Process and Recognition
3. Consider and take possible action on proposal to cities for the adoption of uniform ordinances on certain matters that involve police enforcement

Item 1 – Chief Schultz presented options for improving the Texas Municipal Retirement System (TMRS) retirement plan for MVPD and Village FD, to be considered in the upcoming budget. TMRS provided a comparison breakdown (pg. 67) for three options available to MVPD.

Commissioners will review the information provided and the finance committee will revisit the suggestions at a later meeting. No vote was conducted.

Item 2 – Chief Schultz presented employee certification for Emergency Number Professional (ENP), the process to get certified and how it would benefit MVPD telecommunicators and the department.

Commissioners requested Chief Schultz compile a proposal and pertinent information to consider compensation for this certification for a future meeting. No vote was conducted.

Item 3 – Chief Schultz presented the variances of the top seven city ordinances within Bunker Hill, Piney Point and Hunters Creek that cause issues for MVPD. The top seven were presented:

- Dog Leash Ordinance – Leash vs control
- Bicycle Ordinance – sidewalk vs street
- Construction hours, parking, and noise/music
- Define Construction – owner vs hired worker
- Soliciting Permitting process
- Tree cutting/trimming

Commissioners came to a consensus that Attorney John Hightower will attempt to compile and propose draft ordinances that would satisfy all three cities and benefit MVPD. No vote was taken.

d. Chief's Update

Chief Schultz presented his monthly report. Top calls for service are False Alarms. We had 6,164 calls/incidents, 4,904 House watches, 450 traffic stops with 482 citations being issued for 816 violations. There were 14 priority responses, and the average response time was 3:45. We had 21 new V-LINC registrations.

May 21st – Officers monument will be going in at MVPD. All are invited.

There are two officer positions still open.

Commander Baker presented the analysis of the case dispositions from the District Attorney’s office. For the month of March there were five felons and five misdemeanors that were disposed of through the Harris County Criminal Justice System. Year to date MVPD is at a 97% dismissal rate (18 felonies & 15 misdemeanors).

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

1. 2023 Budget Planning – Animal Control Officer

Chief Schultz presented the proposal of creating an animal control position which included salary, benefits, training, and miscellaneous expenses (vehicle and uniforms), to be considered for the 2023 budget.

g. Executive Session

1. Legal advice from the Commission’s attorney regarding pending claims against the Department.
2. Legal Advice and discussion of personnel matters.
3. Chief Shultz annual appraisal.

The Police Commission adjourned into Executive Session under Chapter 551.071 at 7:46 p.m. and reconvened at 7:57 p.m. No action was taken during Executive Session.

h. Suggestions for future agenda items

Motion was made by Commissioner Southwick and seconded by Commissioner Rosenbaum to adjourn the meeting at 8:03p.m. The Commission voted unanimously to approve the motion.

Approved and accepted on _____, 2022.

By: _____
Brooke Hamilton, Chairman
Board of Commissioners
Memorial Villages Police Department



Memorial Villages Police Department
11981 Memorial Drive
Houston, Texas 77024

Raymond Schultz
Chief of Police

May 4, 2022

Submitted for your review is the FY22 Budget Performance Report and accompanying documents as of April 30, 2022. The Department has received 5 months of the appropriation and has expended 31%.

Maintenance & Operations

Early projections reflect that the Department is operating in line with the trend of prior years. Early projections reflect ending the fiscal year operating within the budget.

**Memorial Villages Police Department
General Fund
For the four months ended April 2022**

33.33% 34.62%

DESCRIPTION		AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>								
100	Regular Wages	3,785,751	1,154,926	2,630,825	30.51%	3,724,951	60,801	98%
110	Overtime	125,000	40,519	84,481	32.42%	117,056	7,944	93.6%
115	Court/Bailiff OT	10,000		10,000	0.00%	1,200	8,800	12%
120	Retirement	459,268	148,569	310,699	32.35%	445,707	13,561	97.0%
125	457b Employer contribution	62,870	32,121	30,749	51.09%	62,870	0	100%
130	Health Insurance	625,314	165,727	459,587	26.50%	567,859	57,455	90.8%
140	Workers Compensation	75,000	26,119	48,881	34.83%	71,402	3,598	95%
150	Life/LTD	21,982	6,433	15,549	29.27%	19,880	2,102	90.4%
160	Medicare/SS	56,911	18,968	37,943	33.33%	54,797	2,114	96%
	Colorado Tax Employer		301	(301)		301	(301)	
	Personnel Services	5,222,098	1,593,684	3,628,414	30.5%	5,066,024	156,074	97.0%
200	Auto	27,500	12,432	15,068	45.2%	37,297	(9,797)	136%
210	General Liability	400	138	262	34.4%	413	(13)	103.3%
220	Public Official Bond	900	283	617	31.4%	848	52	94%
230	Professional Liability	21,000	9,198	11,802	43.8%	27,593	(6,593)	131.4%
240	Real & Personal Property	9,600	2,692	6,908	28.0%	8,075	1,525	84%
	Total Other Insurance	59,400	24,742	34,658	41.7%	74,226	(14,826)	125.0%
300	Gas & Oil	81,000	32,364	48,636	40.0%	122,764	(41,764)	152%
310	Maintenance	40,000	12,146	27,854	30.4%	36,439	3,561	91.1%
320	Tires	7,000	0	7,000	0.0%	6,500	500	93%
330	Damage Repair	10,000	2,130	7,870	21.3%	6,390	3,610	63.9%
	Maintenance & Misc.	138,000	46,640	91,360	33.8%	172,093	(34,093)	124.7%
400	General Maintenance	30,000	7,383	22,617	24.6%	22,148	7,852	74%
410	Janitorial Services	21,000	6,800	14,200	32.4%	20,400	600	97.1%
420	Jail	1,000		1,000	0.0%	500	500	50%
430	Building Furnishings	15,000		15,000	0.0%	8,500	6,500	56.7%
	Total Building	67,000	14,183	52,817	21.2%	51,548	15,452	76.9%
500	Computers	13,000	12,451	549	95.8%	12,451	549	96%
510	Postage/Postage Machine	1,300	459	841	35.3%	1,300	0	100.0%
520	Stationery/Expendables	15,000	6,369	8,631	42.5%	15,000	0	100%
530	Bank Finance Charges	550	101	449	18.3%	302	248	54.9%
540	Payroll	17,900	7,433	10,467	41.5%	17,657	243	99%
	Total Office	47,750	26,813	20,937	56.2%	46,710	1,040	97.8%
600	Telephone	40,606	14,317	26,289	35.3%	37,432	3,174	92%
310	Electric	20,000	3,838	16,162	19.2%	11,514	8,486	57.6%
620	Water/Sewer	5,500	1,187	4,313	21.6%	3,562	1,938	65%
630	Natural Gas	600	199	401	33.2%	597	3	99.5%
	Total Utilities	66,706	19,542	47,164	29.3%	53,105	13,601	79.6%
700	Equipment Maint Contracts	135,950	67,574	68,376	49.7%	125,950	10,000	93%
710	SETCIC fees	3,600	77	3,523	2.1%	3,100	500	86.1%
720	Legal/Professional	80,660	6,100	74,560	7.6%	65,000	15,660	81%
730	IT Services	102,050	33,163	68,887	32.5%	100,635	1,415	98.6%
740	Software Maintenance Contracts	59,200	45,618	13,582	77.1%	58,000	1,200	98%
	Total Contract Services	381,460	152,533	228,927	40.0%	352,685	28,775	92.5%
800	Accreditation	1,200		1,200	0.0%	1,200	0	100%
810	Uniforms	30,500	15,272	15,228	50.1%	30,500	0	100.0%
820	Radio parts and labor	33,036	28,044	4,992	84.9%	28,044	4,992	85%
830	Firearms Training & Ammo	6,500	4,439	2,061	68.3%	5,500	1,000	84.6%
835	Tasers	15,000	15,924	(924)	106.2%	15,924	(924)	106%
840	Training & Prof Dues	58,000	31,110	26,890	53.6%	50,000	8,000	86.2%
850	Travel	7,000	862	6,138	12.3%	4,500	2,500	64%
860	Recruiting Costs	5,000	170	4,831	3.4%	4,500	500	90.0%
870	Criminal Investigations	3,500	763	2,737	21.8%	3,500	0	100%
880	Contingency	25,000		25,000	0.0%	0	25,000	0.0%
890	Small Equipment	14,100		14,100	0.0%	14,000	100	99%
	Total Office	198,836	96,584	102,252	48.6%	157,668	41,168	79.3%
	TOTAL GENERAL	6,181,250	1,974,720	4,206,529	31.9%	5,974,060	207,190	96.6%

**Memorial Villages Police Department
Vehicle Replacement**

For the four months ended April 2022 33.33%

Prior Year Cash Carryover	84,967.98		
FY22 Sale of vehicles	-		
FY22 Assessment collected to date	66,664.50	FY22 Assessment remaining	93,335.50
FY22 Interest earned to date	140.23		
FY22 Expenditures	(27,929.87)		
Due between Auto and Ops - deposit error	30.00		
Cash Balance @ 04/30/22	123,872.84		

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
1000 Vehicle Replacement	160,000	27,930	132,070	17.46%	160,000	0	100.0%
Total Vehicle Replacement	160,000	27,930	132,070	17.5%	160,000	0	100.0%

**Memorial Villages Police Department
Special Capital Assets**

For the four months ended April 2022 33.33%

Prior Year Cash Carryover	114,977.27		
Asset Seizure Funds	-		
FY22 Assessment collected to date	18,000.00	FY22 Assessment remaining	0.00
FY22 Interest earned to date	160.27		
FY21 Reimbursement for trailer purchase	17,000.00		
FY22 Expenditures	(50.24)		
Cash Balance @ 04/30/22	150,087.30		

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
2880 Capital Projects	18,000	50	17,950	0.0%	18,000	0	100.0%
Total Special Capital Assets	18,000	50	17,950	0.0%	18,000	0	100.0%
Total Vehicle and Capital Fund	178,000	27,980	150,020	15.7%	178,000	0	100%

Memorial Villages Police Department

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/22	Projected Saving / (Deficits)	% Forecasted
GENERAL FUND	6,181,250	1,974,720	4,206,529	32%	5,974,060	207,190	97%
VEHICLE & CAPITAL FUNDS	178,000	27,980	132,070	16%	178,000	0	100%
TOTAL BUDGET	6,359,250	2,002,701	4,338,599	31%	6,152,060	207,190	97%

**MEMORIAL VILLAGES POLICE DEPARTMENT
PROJECTED CASH BALANCE
30-Apr-22**

All Funds (MODIFIED CASH BASIS PROJECTIONS)

Cash collected for FY22 @ 04/30/22 2,640,793.56
Estimated Expenditures (APR 22) 2,002,700.58
638,092.98

Cash Balances

Health Benefits 19,854.06
General 1,003,114.59
Vehicle Replacement **123,872.84**
Dare Fund **12,741.52**
Special Capital Assets
Actual cash balance @ 04/30/22 all accounts **1,309,670.31**

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	2,550,537	2,555,829	5,292	6,181,250
GENERAL FUND EXPENDITURES		1,974,720		
GENERAL FY 22 REVENUES OVER EXPENDITURES		581,108		
VEHICLE REPLACEMENT REVENUES	66,665	66,805	140	160,000
VEHICLE REPLACEMENT EXPENDITURES		27,930		
VEHICLE FY 22 REVENUES OVER EXPENDITURES		38,875		
SPECIAL CAPITAL ASSETS REVENUES	18,000	18,160	160	18,000
CAPITAL EXPENDITURES		50		
CAPITAL FY 22 REVENUES OVER EXPENDITURES		18,110		
COMBINED REVENUES	2,635,202	2,640,794	5,592	6,359,250
COMBINED EXPENDITURES		2,002,701		
COMBINED FY 22 NET REVENUES / EXPENDITURES		638,093		
Formal reserves:				
		DARE		\$12,742
		VEHICLE REPLACEMENT		\$123,873
		SPECIAL CAPITAL ASSETS		\$150,087
		WORKING CAPITAL		\$60,000
		STATE TRAINING FUNDS		\$6,454
				<u>\$353,156</u>

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss the Memorial Villages Police Department budget.

Agenda Item: 3



MEMORIAL VILLAGES POLICE DEPARTMENT

**PROPOSED DEPARTMENTAL BUDGET FOR FY2023, REQUEST
FOR CAPITAL EXPENDITURE IN FY2023 AND SUMMARY OF
FUTURE CAPITAL EXPENDITURE NEEDS**



MAY 17, 2022

**PROPOSED DEPARTMENTAL BUDGET FOR FY2023, REQUEST
FOR CAPITAL EXPENDITURE IN FY2023 AND SUMMARY OF
FUTURE CAPITAL EXPENDITURE NEEDS**

The attached information is submitted to the Cities of Bunker Hill Village, Hunters Creek Village and Piney Point Village (the “Participating Cities”) for review and consideration as a part of the budget process for FY2023:

Part 1 is a Powerpoint presentation related to the FY2023 Budget.

Part 2 is the line-item Proposed Budget for FY2023 for the Memorial Villages Police Department (“MVPD”) recommended by the Chief of Police and the Board of Commissioners of the Department.

Part 3 is a specific request for funds needed in FY2023 from the Participating Cities for capital investment involving an upgrade to the Department’s radio communications system.

Part 4 is a summary of anticipated MVPD capital projects that are expected to require funding from the Participating Cities in FY2024 and FY2025.

Respectfully submitted,

Chief of Police
Ray Schultz

City of Bunker Hill Village
Carl Moerer, Commissioner
Bert Rosenbaum, Commissioner
William Murphy, Alt. Commissioner

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

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



Hunters Creek



Village

FY23 Budget

Bunker Hill Village - Piney Point Village - Hunters Creek Village



Meeting the Challenges of
Today, Tomorrow and Beyond



Hunters Creek



Village

FY23 Budget Goals and Objectives

Goals:

Hire, Develop and Maintain the **best qualified and experienced employees** to serve as Memorial Villages Police Department, Police Officers, Animal Control/Code Officer, Dispatchers and Professional Support Staff.

Provide and maintain the **best tools, technology and equipment** available for use by the MVPD in order to provide for a Safe Community, Free of Crime and the Fear of Crime.

Objective:

Use Village Funds in the most effective and efficient manner possible in order to hire and retain employees by providing a competitive salary and benefit package, while at the same time providing staff with the latest technology, tools, equipment and support services that will allow personnel to provide the **highest level of Police Services and Protection.**



Hunters Creek



Village

FY23 Budget Results from Previous Budgets



- Personnel ✓
- Building the Brand ✓
- Addressing Crime ✓
- Technology ✓
- Response Times ✓
- Officer and Community Safety ✓



Hunters Creek



Village

FY23 Budget Proposal

Proposed Total Budget Package for 2023

Personnel and Benefits \$5,823,659 (+11.5%)

Total Operations \$198,836 (+14.5%)

Total M&O \$6,921,750 (+11.98%)

Auto – \$220,000 (+37.5%)

(Vehicles)

Proposed 2023 Budget – \$7,153,950 (+12.5%)

Cost per Village \$2,384,650

Increase of \$284,900 per village over FY22



Hunters Creek



Village

FY23 Budget Proposal

FY23 Budget Adjustments

Add one FTE – Certified Police Officer/Animal Control/Code Enforcement Officer +\$119,000

Vehicle Maintenance Adjustment Fuel and Maintenance

General Maintenance Contracts Phone System

- Generator
- Copier
- Elevator
- Fire Safety Systems
- IT Systems

Office

- Uniforms/Vests
- Small Equipment

Equipment

- Range Equipment Storage Container (one-time) +\$12,200
- Animal Control Vehicle and Equipment (one-time) +\$65,000



Hunters Creek



Village

FY23 Budget

Investment in Our Personnel

Maintain our High Standards

Increase in Salary and Benefit Budget

- Base Salary Adjustment – 9%
(1% STEP + 8% Salary Increase)
- Fund 457b City contribution at 2.5% (+.5%)
- TMRS 20-Year Plan

Average Salary

w/pay incentives will be:

Sergeant	\$112,000
Patrol Officer	\$91,000
Dispatcher	\$61,000



Hunters Creek



Village

FY23 Budget

Animal Control/Code Enforcement

- Reuniting lost pets with owners
- Managing aggressive pet – citizen interactions
- Addressing animal complaints
- Investigating City Code Violations



Capital Projects 2023-2025

The Memorial Villages Police Department administration has identified several capital projects that will need funding from participating cities over the next 1-3 years.

These projects include:

- **Radio System Upgrade/Replacement \$622,839 - 2023 Project**
- Roof Replacement \$234,394+ 2024 Project
- HVAC Replacement \$174,800
- **CAD/RMS/ARS Replacement \$287,500 - 2025 Project**



Hunters Creek



Village



Hunters Creek



Village

FY23 Budget Proposal

Proposed Total Budget Package for 2023

Personnel and Benefits \$5,823,659 (+11.5%)

Total Operations \$198,836 (+14.5%)

Total M&O \$6,921,750 (+11.98%)

Auto – \$220,000 (+37.5%)

(Vehicles)

Proposed 2023 Budget – \$7,153,950 (+12.5%)

Proposed 2023 Budget with Capital - **\$ 7,776,789**

Cost per Village \$2,384,650 **(\$2,592,263)**

Increase of \$284,900 per village over FY22 **(\$492,513)**



Hunters Creek



Village

FY23 Budget Proposal One Time Expenditures

Proposed Total Budget Package for 2023

2023 Budget One-time expenses \$722,139

- Jail Locks \$4,800
- Overhead Door Upgrade \$9,600
- Evidence Room Ventilation \$8,400
- CCTV Upgrade \$4,500
- Animal Control Vehicle \$60,000
- Range Storage Container \$12,000
- Radio System Upgrade \$622,839

One-time expenses per Village \$ 240,713

2023 Budget re-occurring \$2,351,550

Total 2023 cost per Village \$2,592,263



Hunters Creek



Village

FY23 Capital Project Expenditure

Applying existing fund balances

Anticipated Cost of Project	\$625,000
Funds from MVPD Special Asset Fund	(\$125,000)
MVPD 2021 Budget Surplus <i>Audited</i>	(\$228,426)
Project Funding Paid by Cities in 2023	\$271,574
Contribution by each City in 2023	\$90,525
Proposed 2023 Budget – \$7,153,950 (+12.5%)	
Proposed 2023 Budget with Capital -	\$ 7,425,524

Cost per Village \$2,475,174



THANK YOU FOR INVESTING IN PUBLIC SAFETY



Hunters Creek



Village



2. PROPOSED DEPARTMENTAL BUDGET FOR FY2023

The Proposed Budget for FY2023 was prepared in accordance with the following primary goals or objectives to ensure the continued efficient and exceptional operation of the Department:

1. To hire, develop and maintain the best qualified and experienced employees serving as Memorial Villages Police Department Police Officers, Dispatchers and Professional Support Staff by providing a competitive salary and benefit package; and
2. To provide and maintain the best tools, technology and equipment available for use by MVPD to achieve the highest level of services and protection to be delivered to a safe community, free of crime and the fear of crime.

The willingness of the Participating Cities to appropriately fund, staff and equip the MVPD in prior years has allowed MVPD to hire and retain the highest quality police officers, dispatchers and other personnel; has established MVPD as a leading law enforcement agency in State of Texas; has allowed MVPD to rapidly and efficiently respond to calls for service; and has enabled MVPD to effectively address crime and provide safety to our community with technology and well trained police professionals.

The Chief of Police and Board of Commissioners of the Memorial Villages Police Department request that the proposed FY2023 budget be authorized and accepted as presented.

Memorial Villages Police Department

FY23 BUDGET PROPOSAL

GENERAL FUND								
Acct. No	Category	2019 Actual	2020 Actual	2021 Actual	2022 Amended	2023 Requested	\$ Increase/ 2022-2023	% Increase
100								
100	Salaries	3,279,467	3,557,690	3,626,605	3,785,751	4,189,658	403,907	11%
110	Overtime	115,094	92,292	144,898	125,000	145,000	20,000	16%
115	Court/Bailiff	6,010	1,269	506	10,000	5,000	(5,000)	-50%
120	Retirement	379,669	430,477	434,539	459,268	509,241	49,973	11%
125	457b contribution		31,865	31,538	62,870	93,828	30,958	49%
130	Health Insurance	503,527	513,331	484,919	625,314	715,073	89,759	14%
140	Workers Compensation - TML	65,000	59,982	64,313	75,000	78,000	3,000	4%
150	Life/LTD	17,847	18,946	18,878	21,982	23,852	1,870	9%
160	Medicare	47,004	51,063	52,796	56,911	63,003	6,092	11%
170	Social Security	248	983	1,371		1,002		
	Denver Colorado Tax			10				
	TOTAL PERSONNEL/BENEFITS	4,413,866	4,757,898	4,860,374	5,222,096	5,823,659	601,563	12%
200								
	TML INTERGOVERNMENTAL RISK POOL							
200	Auto	26,604	25,201	23,386	27,500	40,000	12,500	45%
210	General Liability	430	330	348	400	720	320	80%
220	Public Official Bond	849	848	848	900	960	60	7%
230	Professional Liability	18,858	18,998	20,149	21,000	30,000	9,000	43%
240	Real & Personal Property	12,637	11,923	7,499	9,600	9,000	(600)	-6%
	TOTAL OTHER INSURANCE	59,378	57,300	52,231	59,400	80,680	21,280	36%
300								
300	Gas and Oil	66,046	69,296	119,935	81,000	145,000	64,000	79%
310	Fleet maintenance	31,154	37,949	40,030	40,000	45,000	5,000	13%
320	Tires	6,565	6,569	3,911	7,000	7,000	0	0%
	Damage Repair	5,783	5,010	2,969	10,000	10,000	0	0%
	TOTAL FLEET MAINTENANCE	109,548	118,824	166,844	138,000	207,000	69,000	50%
400								
400	General/Building Maintenance	18,848	21,849	25,894	30,000	61,700	31,700	106%
410	Janitorial Services	18,000	19,078	20,400	21,000	21,600	600	3%
420	Jail	773	299	0	1,000	1,000	0	0%
430	Building Furnishings	7,450	8,775	7,803	15,000	10,000	(5,000)	-33%
	TOTAL BUILDING	45,070	50,001	54,097	67,000	94,300	27,300	41%
500								
500	Computers	10,640	8,521	11,837	13,000	15,000	2,000	15%
510	Postage/postage machine	840	1,129	845	1,300	1,300	0	0%
520	Office Supplies	12,063	11,974	23,811	15,000	25,000	10,000	67%
530	Bank/Finance Service Chgs	329	400	503	550	600	50	9%
540	Payroll Services	16,220	17,210	18,143	17,900	20,000	2,100	12%
	TOTAL OFFICE	40,093	39,233	55,139	47,750	61,900	14,150	30%
600								
600	Telephone	33,954	32,499	37,949	40,606	43,306	2,700	7%
610	Electric	16,051	14,704	12,758	20,000	20,000	0	0%
620	Water/Sewer	5,067	5,153	4,740	5,500	6,000	500	9%
630	Natural Gas	510	439	602	600	1,000	400	67%
	TOTAL UTILITIES	55,582	52,794	56,049	66,706	70,305	3,599	5%
700								
700	Equipment Maint. Contracts	58,797	134,984	97,005	135,950	121,710	(14,240)	-10%
710	SETCIC fees	3,262	3,065	3,009	3,600	3,600	0	0%
720	Legal/Professional	51,406	76,802	48,586	80,660	71,830	(8,830)	-11%
730	IT Services	98,578	100,055	100,244	102,050	124,370	22,320	22%
740	Software Maintenance Contracts	52,170	56,252	57,297	59,200	64,200	5,000	8%
	TOTAL CONTRACTS/SERVICES	264,214	371,159	306,141	381,460	385,710	4,250	1%
800								
800	Accreditation	0	0	1,200	1,200	1,440	240	20%
810	Uniforms	26,518	25,131	37,684	30,500	37,000	6,500	21%
820	Radio parts and labor	29,686	31,328	28,044	33,036	33,036	0	0%
830	Firearms Trng and Ammo	5,323	5,880	3,927	6,500	6,500	0	0%
	Tasers	9,656	10,122	10,254	15,000	15,000	0	0%

Memorial Villages Police Department
FY23 BUDGET PROPOSAL

GENERAL FUND CONTINUED								
Acct. No	Category	2019 Actual	2020 Actual	2021 Actual	2022 Amended	2023 Requested	\$ Increase/ 2022-2023	% Increase
840	Training & Prof. Dues	38,311	23,113	37,258	58,000	60,000	2,000	3%
850	Travel	7,642	592	3,614	7,000	7,000	0	0%
860	Recruiting Costs	5,154	958	17,581	5,000	7,000	2,000	40%
870	Criminal Investigations (CID)	3,084	3,003	3,829	3,500	3,720	220	6%
880	Contingency - Miscellaneous	13,481	4,179	0	25,000	25,000	0	0%
892	Small Equipment	4,182	2,255	13,381	14,100	2,500	(11,600)	-82%
	COVID expenditures		47,884	18,523			0	
	TOTAL OPERATIONS	143,038	154,444	175,295	198,836	198,196	(640)	0%
	TOTAL M&O	5,130,790	5,601,654	5,726,170	6,181,248	6,921,750	1,195,580	11.98%
OTHER FUNDS								
Acct. No	Category	2019 Actual	2020 Actual	2021 Actual	2022 Amended	2023 Requested	\$ Increase/ 2022-2023	% Increase
1000								
1000	Auto Replacement	158,332	165,670	173,312	160,000	220,000	60,000	38%
	Rifle Locking System							
	AEDs							
	TOTAL VEHICLE REPLACEMENT	158,332	165,670	173,312	160,000	220,000	60,000	37.50%
2000								
2880	Capital Projects Contingency	518	150					
	Radar message board			16,855				
	12TB Data and Replacement Server				18,000			
	Range storage container/banking fees					12,200		
	Radio System Upgrade					271,574		
	TOTAL SPECIALCAPITAL ASSETS	518	150	16,855	18,000	283,774	265,774	1477%
	TOTAL OTHER FUNDS	158,850	165,821	190,167	178,000	503,774	325,774	183%
Category	2019 Actual	2020 Actual	2021 Actual	2022 Amended	2023 Requested	\$ Increase/ 2022-2023	% Increase	
GENERAL FUND	5,130,790	5,601,654	5,726,170	6,181,248	6,921,750	740,502	11.98%	
OTHER FUNDS	158,850	165,821	190,167	178,000	503,774	325,774	183.02%	
COMBINED TOTALS	5,289,639	5,767,474	5,916,337	6,359,248	7,425,524	1,066,276	16.77%	

3. REQUEST FOR CAPITAL EXPENDITURE IN FY2023

In accordance with the *MVPD Accounting Funds and Funding Policies*, the Chief of Police is required, as a part of the annual budget process, to make requests for the acquisition, construction, and/or rehabilitation of capital assets based on the criteria set forth in such policies. Funds needed for these purposes may be allocated to and/or set aside in the MVPD Special Capital Assets Fund. With respect to requests to receive funds from the Participating Cities for projects funded with the Special Capital Assets Fund, the intended reason for the funds that are needed must be provided to the Participating Cities, the timing and manner of the expenditure of such funds, and the nature and extent of any constraints to be placed on the use of the funds. In addition, funds contributed by the Participating Cities to the Special Capital Assets Fund shall be held, administered and distributed in accordance with written authorizations and approval by the Participating Cities or pursuant to approval by the Participating Cities as a part of the budgetary process.

It has been the practice of the Participating Cities to hold funds in the treasuries of the respective cities that are needed by MVPD for significant capital projects.

With respect to FY2023, it has been determined that funds are needed by the Department for an upgrade of the MVPD radio system. The existing radio system was purchased in 2005 as part of a Communication Interoperability Grant. The grant was administered by Hedwig Village and included Hedwig Village, MVPD, Spring Valley and VFD. Since that time, the other agencies involved in this arrangement, with the exception of Hedwig Village and MVPD, have replaced their radio consoles. Existing equipment is at end of life and replacement parts are no longer manufactured as of December 2020. This has been identified as the top priority project for MVPD.

There are different vendors with the capability of supplying the hardware and technology related to the proposed upgrade to the radio system. It is likely that the upgraded system will be purchased through the buy board procurement system. Based on the best information available to date, the anticipated cost for this project is approximately \$625,000. The Chief of Police and Board of Commissioners propose that this project be paid with: (i) existing funds in the MVPD Special Capital Assets Fund; (ii) proceeds from the MVPD 2021 budget surplus; and (iii) the balance contributed by the Participating Cities in 2023.

Anticipated Cost of Project	\$625,000
Funds from MVPD Special Capital Assets Fund	(\$125,000)
MVPD 2021 Budget Surplus	<u>(\$228,426)</u>
Project Funding Paid by Cities in 2023	\$271,574
Contribution by Each City in 2023	\$90,525

The Chief of Police and Board of Commissioners request the Participating Cities take the appropriate action necessary to authorize and approve the following for the purpose of upgrading the Department radio system in 2023: the use of \$125,000 out of the amount currently held in the MVPD Special Capital Assets Fund; the retention and use of the amount of \$228,426, which sum represents the audited MVPD budget surplus for FY2021; and the payment of \$271,574 (or \$90,525 by each city) in January 2023. All funds paid to, retained or held by MVPD for this project shall be used only for this specific project and will be held, administered and distributed using the MVPD Special Capital Assets Fund. Any funds provided by the Participating Cities for this project that are not used at the completion of the project will be returned to the cities. It should be noted that the use of \$125,000 from the Special Capital Assets Fund will almost deplete the balance available in this fund for use on other projects or purposes.

4. SUMMARY OF FUTURE CAPITAL EXPENDITURE NEEDS

As stated previously, it has been the practice of the Participating Cities to hold funds in their respective treasuries that are potentially needed by MVPD for future significant capital projects. To assist the Participating Cities in planning the funding for projects beyond the next fiscal year (2023), the Chief of Police and Board of Commissioners have identified certain capital projects that are necessary and will need to have funding from the Participating Cities in FY2024 and FY2025. These are described below. Requests for funding these projects will likely be made for the year in which the project is to be performed.

Roof Replacement for MVPD Building in FY2024

The MVPD Building is approximately 18 years old and retains the original flat tar and gravel roof. In 2016, the roof was recoated after a number of leaks appeared on both the first and second floors of the building. At that time, the roof was inspected and the inspecting company represented that a recoat should provide 3 to 6 years of additional roof life, as the roof was nearing end of life, which is 10-20 years for a commercial flat roof in the Houston area. A difficult aspect to the replacement of the MVPD roof is that the building has a false façade with numerous supports that penetrate the roof membrane. The roof also holds two large air-conditioning/HVAC units that are original units.

The current estimated cost for the complete replacement of the roof of the MVPD building is \$235,000. This amount includes the replacement of downspouts, gutters and the end cap of the roof structure.



The photograph above depicts the current condition of the roof of the MVPD Building and a part of the HVAC system located on the roof of the building.

Building HVAC Replacement in FY2024

Since 2015, the Department has incurred increasing expenses related to the maintenance and repairs of the HVAC system for the building. A proactive maintenance agreement, which became effective in 2017, has been useful in maintaining the multiple systems that are both on the ground and the roof. Due to modifications in building usage and the addition of computer systems and servers, additional residential units have been added over the years to provide adequate air conditioning service to the building. More recent inspections of the HVAC system demonstrate that the entire HVAC system is at end of life and the installation of a comprehensive new system that also eliminates the residential units should be installed in 2024.

During inspections of the roof and HVAC system performed in 2021, technicians from the roofing and HVAC companies indicated that both projects should occur at the same time by reason that coordination of both projects will reduce conflicts and

problems with roof leaks and/or HVAC system failures. Additionally, the false roof panels will need to be removed and a single removal would be much less expensive.

The current estimated cost of the replacement of the HVAC system in FY 2024 is \$175,000.

Replacement of CAD/RMS/ARS in FY2025


The MVPD Computer Aided Dispatch, Records Management System/Automated Records System (CAD/RMS/ARS) was purchased in 2013. The company presently utilized for Computer Aided Dispatch (CAD) is a small company which primarily serves Fire Departments. The Capers RMS system is at end of life. As a general rule, CAD/RMS/ARS systems are usually refreshed every 5-6 years. Capers is a small entity that services a limited number of law enforcement agencies. It has offered very few upgrades or system improvements. The MVPD system is a stand-alone system and has no interconnect ability to other agencies.

In 2021, all Texas law enforcement agencies were required to migrate to NIBRS from UCR for FBI/Texas DPS CJ Records Reporting. MVPD has had to create work arounds to accomplish this task. Other subsystems that are a part of the MVPD CAPERS system are unreliable. These include crime analysis, vehicle mapping and tracking capabilities.

It is likely that the CAD/RMS/ARS will need to be replaced in FY2025 at an estimated cost of \$287,500.

SUMMARY OF ANTICIPATED CAPITAL EXPENDITURES REQUIRED IN FY2024 AND FY2025

ANTICIPATED CAPITAL EXPENDITURE	2024	2025
Roof Replacement	\$235,000.00	
HVAC Replacement	\$175,000.00	
CAD/RMS/ARS		\$287,500.00
TOTAL	<u>\$410,000.00</u>	<u>\$287,500.00</u>
COST PER CITY	<u>\$136,667.00</u>	<u>\$95,834.00</u>

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
A		Total Number of Incidents 2022			Life Threatening (LT) EMS Incidents				Life Threatening (LT) Fire Incidents							
		Fire	EMS	Total	# LT EMS	Natl Stand. 6:30	of 90%	Natl. Stand 10:30	of 90%	# LT Fire	Natl Stand. 6:50	of 90%	% of 2022 Calls are:		Fire Alarms	% of Fire Calls
						1st Resp. Time		ALS Resp Time			Response Time		Fire	EMS		
Bunker Hill Village	57	38	95	16	3:12	100%	5:48	100%	8	5:11	100%	60%	40%	25	44%	
Hedwig Village	64	80	144	45	2:56	100%	2:59	100%	9	3:10	100%	44%	56%	31	48%	
Hilshire Village	9	17	26	10	3:28	100%	5:08	100%	1	0:00		35%	65%	4	0%	
Hunters Creek Village	76	48	124	23	3:59	100%	5:39	100%	8	3:23	100%	61%	39%	31	41%	
Plney Point Village	59	32	91	18	3:55	100%	4:58	100%	4	3:19	100%	65%	35%	33	56%	
Spring Valley Village	70	72	142	33	2:55	100%	4:30	100%	13	4:31	100%	49%	51%	12	17%	
Houston	26	0	26													
Totals	361	287	648	145	3:24	100%	4:50	100%	43	3:25	100%	56%	44%	136	34%	

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.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss and take possible action on the Village Fire Department Intra-budgetary transfers and 2021 deficit of \$120,822.

Agenda Item: 5

Village Fire Department



901 Corbindale Rd
Houston, Texas 77024
(713) 468-7941
(713) 468-5039 FAX

Protecting and Serving the Cities of:

BUNKER HILL VILLAGE
HEDWIG VILLAGE
HILSHIRE VILLAGE
HUNTERS CREEK VILLAGE
PINEY POINT VILLAGE
SPRING VALLEY VILLAGE

To: Ms. Susan Blevins, City of Hilshire Village
Ms. Wendy Bambridge, City of Hedwig Village
Mr. Bobby Pennington, City of Piney Point Village
Ms. Julie Robinson, City of Spring Valley
Ms. Karen Glynn, City of Bunker Hill Village
Mr. Tom Fullen, City of Hunters Creek Village

CC: Village Fire Department Commissioner and Alternates

From: Marlo Longoria

Date: May 12, 2022

Re: 2021 deficit, 2022 budget amendment, and 2023 Budget

Consider the following items to be placed on your agenda. Copies for your VFD Commissioner/Alternate, Mayor, and City Council members are enclosed. If you have any questions or need anything else, please let me know.

During a special called meeting, May 11, 2022, the fire commission approved the following items. Please place the following items on your agenda for consideration and advise us on your council's action in writing.

- Intra-budgetary transfers and 2021 deficit of \$120,822
- 2022 budget amendment of \$515,846
- 2023 budget in the amount of \$8,689,847.78 funded by annual assessments.

Thank you,

Marlo Longoria
Village Fire Department, Administrator
Enclosures

Village Fire Department



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Houston, Texas 77024
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HUNTERS CREEK VILLAGE
PINEY POINT VILLAGE
SPRING VALLEY VILLAGE

May 12, 2022

The Honorable Mayor of
City of Hilshire Village

The Honorable Tom Jinks
Mayor, City of Hedwig Village

The Honorable Marcus Vajdos
Mayor, City of Spring Valley Village

The Honorable Robert P. Lord
Mayor, City of Bunker Hill Village

The Honorable Mark Kobelan
Mayor, City of Piney Point Village

The Honorable Jimmy Pappas
Mayor, City of Hunters Creek Village

Dear Mayors:

In accordance with the terms of the Interlocal Agreement, the Village Fire Department's 2021 Deficit, 2022 Budget Amendment, and 2023 Budget are hereby submitted for consideration and approval by the Cities. Pursuant to Section 5.02 of the Interlocal Agreement, by a unanimous vote of Commissioners, the Board has approved and recommended this budget. Please place the items on your council's agenda for consideration, and within the time and manner specified in the Interlocal, then advise the department of your City Council's action.

During a special called meeting, on May 11, 2022, by unanimous vote, the fire commission approved the following items: amend the 2021 budget deficit of \$120,822 due to the staffing of the second ambulance because of increased call volume and long hospital wait times.

The 2022 budget amendment of \$515,846.00 includes paying overtime to staff the second ambulance through June 2022. It also consists of a 5% mid-year cost of living increase (2.5 % annualized), hiring 3 full-time employees, and overtime as necessary to staff the second ambulance.

Village Fire Department



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SPRING VALLEY VILLAGE

The 2023 budget of \$8,689,847.78 consists of a 7% cost of living increase and \$200,000 placed into the Capital Replacement Fund. There will be no contribution to the Facility Fund.

Among other information, this year's budget package includes:

- Approved 2021 deficit and intra-budgetary transfers
- 2022 budget amendment summary
- 2023 budget and assessments per city
- General Fund Detail
- Comparison Charts
- Capital replacement fund detail for projected capital outlays
- VFD organizational structure
- VFD commissioners and alternates 2023/2024

Your Commissioners and VFD personnel are prepared to answer your questions regarding the items listed above.

Respectfully submitted,

Robert Byrne
Commission Chair
Village Fire Department Board of Commissioners

Attachment

cc: Village Fire Department Commissioners and Alternates
City Administrators/Secretaries

2021 Intra Budgetary Transfers A

	B	C	D	E
Village Fire Department	Actual 2021 Expenditures	Approved 2021	Intra-Budgetary Transfers-2021 Plus/(Minus)	Adjusted 2021 Budget
CAPITAL EXPENDITURES				
Contingency-Physical Plant	0.00	10,000.00	0.00	10,000.00
Misc Tools & Equip./Hose	26,382.81	36,000.00	0.00	36,000.00
Protective Gear	73,981.31	26,000.00	(28,364.12)	54,364.12
Radio Purchase	0.00	0.00	0.00	0.00
	100,364.12	72,000.00	(28,364.12)	100,364.12
PERSONNEL EXPENDITURES				
Salaries	4,116,473.89	4,181,596.00	0.00	4,181,596.00
Salaries-O/T	247,431.17	110,000.00	(70,287.81)	180,287.81
457 Plan		82,632.00		
Prof Certification	54,083.37	46,000.00	(7,298.90)	53,298.90
FICA Tax	336,153.75	338,175.00	0.00	338,175.00
Disability Insurance	24,715.53	25,500.00	0.00	25,500.00
Employee Retirement	412,051.16	284,221.00	(97,830.16)	382,051.16
Hospitalization Ins.	861,536.47	723,000.00	(18,536.47)	741,536.47
Meal Allowances	35,025.60	35,000.00	(25.60)	35,025.60
Workers Compensation	39,660.21	35,000.00	(3,610.06)	38,610.06
Rewards	0.00	150,000.00	0.00	
CPR Training Fees & Expenses	(1,050.15)	0.00	0.00	
	6,126,081.00	6,011,124.00	(197,589.00)	5,976,081.00
OPERATIONAL EXPENDITURES				
Ambulance Med. Sup.	66,023.68	62,000.00	4,023.68	57,976.32
Bldg. Supplies/Maint.	38,380.49	45,000.00	0.00	45,000.00
Chemicals	0.00	2,000.00	0.00	2,000.00
Emergency Contingency	6,025.12	20,000.00	0.00	20,000.00
Dues/Subscrip/Manuals	1,479.91	6,500.00	0.00	6,500.00
Fuel Software expense	0.00	0.00	0.00	0.00
Fire Prevent/Relations	7,134.72	15,000.00	0.00	15,000.00
Gas & Oil	37,806.67	45,000.00	0.00	45,000.00
Insurance-Casualty	53,782.75	42,000.00	11,782.75	30,217.25

Maint of Equipment	191,995.74	145,000.00	46,995.74	98,004.26
Miscellaneous Exp.	4,631.46	7,200.00	0.00	7,200.00
Office Expenses	82,635.70	37,000.00	12,703.20	24,296.80
Prof. Services	127,494.59	125,480.00	(2,014.59)	127,494.59
Public Utilities	44,582.23	65,000.00	0.00	65,000.00
Rent	10.00	10.00	0.00	10.00
State Cert. Fees	5,057.36	6,000.00	0.00	6,000.00
Training Programs	20,867.37	33,000.00	0.00	33,000.00
Uniforms	12,748.07	25,000.00	451.27	24,548.73
EMS Training	0.00	17,000.00	0.00	
	700,655.86	698,190.00	73,942.05	607,247.95
	6,927,100.98	6,781,314.00	(152,011.07)	6,683,693.07
City Fuel Payment		0.00		
Other		23,891.00		
Ambulance Contribution for 2019 Deficit		0.00		
interest 2020		1,074.00		
Beginning Fund Balance 2020	70,187.00			
	6,927,100.98	6,806,279.00	(120,821.98)	(191,009)
Transfers from GF to FF per commission approval - 2020 surplus			70,187.00	70,187.00
			(191,008.98)	0.00
Page 19	2020 Excess of Revenues - Page 19			(120,822)

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss and take possible action on the Village Fire Department 2022 budget amendment of \$515,846.

Agenda Item: 6

**Village Fire Department
2022 Budget Budget Summary Amendment-**

2022 Budget Amendment

CAPITAL EXPENDITURES:

CONTINGENCY - FACILITY	40,000	
MISC. TOOLS & EQUIP./HOSE:	75,000	DEFIB. (2)
PROTECTIVE GEAR	26,000	
COMPUTER/RADIO EQUIPMENT	89,400	
	\$230,400.00	

PERSONNEL EXPENDITURES:

Salaries	4,261,343		\$ 4,445,838.75	
457 Plan Contribution	84,227	\$4,345,570	\$ 87,916.78	\$ 4,533,755.53
Salaries - Overtime	110,000		\$ 353,000.00	
Professional Certification	50,000		\$ 50,000.00	
FICA	344,676		\$ 377,661.80	
Life/Disability Insurance	26,000		\$ 26,216.00	
Retirement	324,599		\$ 303,761.60	
Hospitalization	941,760		\$ 957,960.00	
Meal Allowance	35,000		\$ 35,000.00	
Workers Compensation	40,084		\$ 55,865.00	
Total Rewards Adjustment	0			
		\$6,217,689	\$ 6,693,219.93	\$ 475,530.88

OPERATIONAL EXPENDITURES

Ambulance Medical Supplies	62,000			
Building Supplies & Maintenance	45,000			
Chemicals	0			
Emergency Contingency	20,000			
Dues/Subscriptions	8,000			
Fire Prevention/Public Relations	15,000			
GAS & OIL	45,000			
INSURANCE - CASUALTY	49,066			
Miscellaneous	7,200			
Office Expenses/Postage/Printing/Stationary	128,200	EQUIPMENT MAINT. CONTRACTS:		
Professional Services	126,150			
Public Utilities	65,000			
Rent	10			
State Certification Fees	6,000			
Training Programs	33,000			
EMS Training	17,000			
Uniforms	20,000			
Maintenance of Equipment	179,000			
		\$825,626		
OPERATING BUDGET		\$7,273,715	\$ 865,941.12	\$7,789,561.05

CAPITAL REPLACEMENT FUND 2

Escrow	180,000	
		\$180,000

FACILITY FUND 4

Escrow	0	
		\$0
		\$180,000

TOTAL BUDGET	\$7,453,715		\$7,969,561.05	\$515,846.00
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	2022- Budget		2023 w/ 7% CPI	2022 Adj. for amendments	2021 Budget overage	2021 overage 2022-amendments
Bunker Hill Village	1,416,205.86	19.00%	1,651,071.08	98,010.74	22,956.18	120,966.92
Hedwig Village	1,378,937.28	18.50%	1,607,621.84	95,431.51	22,352.07	117,783.58
Hilshire Village	223,611.45	3.00%	260,695.43	15,475.38	3,624.66	19,100.04
Hunters Creek Village	1,658,451.60	22.25%	1,933,491.13	114,775.74	26,882.90	141,658.63
Piney Point Village	1,565,280.16	21.00%	1,824,868.03	108,327.66	25,372.62	133,700.28
Spring Valley Village	1,211,228.70	16.25%	1,412,100.26	83,824.98	19,633.58	103,458.55
<u>Total Budget</u>	7,453,715.05	100.00%	8,689,847.78	515,846.02	120,822.00	636,668.02

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss and take possible action on the Village Fire Department 2023 budget in the amount of \$8,689,847.78 funded by annual assessments.

Agenda Item: 7

**VILLAGE FIRE DEPARTMENT BUDGET
2023 Budget Worksheet Draft 4.3**

Line Item	Fund 1	2021 Budget	2021 Audited but not approved	2022 Budget	2022 (with 5% mid) Admendment**	2023 Draft w/ 7% CPI
1	<u>CAPITAL EXPENDITURES:</u>					
2	CONTINGENCY - FACILITY	10,000.00		40,000.00		10,000.00
3	MISC. TOOLS & EQUIP./HOSE	36,000.00		75,000.00		50,000.00
4	PROTECTIVE GEAR (Expiring gear)	26,000.00		26,000.00		55,000.00
5	SCBA					7,000.00
6	Computer/ Radios Equipment *Radio(system cost)			89,400.00		29,000.00
7	CAPITAL EXPENDITURES TOTAL	72,000.00	100,364.12	230,400.00	230,400.00	151,000.00
8	<u>PERSONNEL EXPENDITURES:</u>					
9	SALARIES:					
10	Base Salary	4,181,596.00	4,116,473.89	4,211,342.88	4,395,838.75	4,786,388.47
11	2% 457 Deferred Compensation			84,226.86	87,916.78	95,727.77
12	Longevity			22,000.00	22,000.00	22,000.00
13	Higher Class			28,000.00	28,000.00	28,000.00
14	TOTALS			4,345,569.74	4,533,755.53	4,932,116.24
15	SALARIES - OVERTIME	110,000.00	247,431.17	110,000.00	353,000.00	418,098.00
16	Professional Certification	46,000.00	54,083.37	50,000.00	50,000.00	46,000.00
17	FICA TAX - 7.65%	338,175.00	336,153.75	344,676.08	377,661.80	412,810.39
18	LIFE/LTD INSURANCE	25,500.00	24,715.53	26,000.00	26,216.00	26,432.00
19	*RETIREMENT: 6.7% 2022					
	Contribution - 7.21%, 2021-6.43 and 2020 6.43	366,853.00	412,051.16	324,599.23	303,761.62	361,546.35
20	*HOSPITALIZATION INSURANCE (15% Estimate) (Final % TBD in October)	723,000.00	861,536.47	941,760.00	957,960.00	1,120,284.00
21	MEAL ALLOWANCE	35,000.00	35,025.60	35,000.00	35,000.00	40,000.00
22	WORKMEN'S COMP. INSURANCE	35,000.00	39,660.21	40,084.00	55,865.00	59,775.55
23	*Total Rewards Adjustment (2021)	150,000.00	0.00			
24	PERSONNEL EXPENDITURES TOTAL	6,011,124.00	6,127,131.15	6,217,689.05	6,693,219.94	7,417,062.53

Line Item	Fund 1	2021 Budget	2021 Audited but not approved	2022 Budget	2022 (with 5% mid) Admendment**	2023 Draft w/ 7% CPI
25	OPERATIONAL EXPENDITURES:					
26	AMBULANCE MEDICAL SUPPLIES	62,000.00	66,023.68	62,000.00	62,000.00	62,000.00
27	BUILDING SUPPLIES & MAINTENANCE	45,000.00	38,380.49	45,000.00	45,000.00	45,000.00
28	*FUEL SUPPLIES AND MAINTENANCE					
29	CHEMICALS	2,000.00	0.00	0.00		
30	EMERGENCY CONTINGENCY	20,000.00	6,025.12	20,000.00	20,000.00	10,000.00
31	DUES/SUBSCRIPTIONS/RADIOS/MANUALS	6,500.00	1,479.91	8,000.00	2,500.00	6,500.00
32	FIRE PREVENTION/ Public Relations	15,000.00	7,134.72	15,000.00	10,000.00	10,000.00
33	GAS & OIL	45,000.00	37,806.67	45,000.00	98,932.28	55,000.00
34	INSURANCE - CASUALTY	42,000.00	53,782.75	49,066.00	49,765.00	52,253.25
35	TOTAL	237,500.00	210,633.34	244,066.00	288,197.28	240,753.25
36	MISCELLANEOUS:					
37	Legal Notices/Advertising			1,000.00		1,000.00
38	License/Permits			6,000.00		5,000.00
39	Other Expenses			200.00		200.00
40	MISCELLANEOUS TOTAL	7,200.00	4,631.46	7,200.00	5,000.00	6,200.00
41	OFFICE EXPENSES:					
42	Office Supplies, Paper, Staples, Toner, Ink			7,000.00		7,000.00
43	PASS-omit move to cities through fuel			5,300.00		0.00
44	Shipping			1,200.00		1,200.00
45	Printing (letterhead, envelope, forms)			200.00		200.00
46	- Office/PC Equipment Maintenance Contracts			98,000.00		98,500.00
47 *	Motorola				42,967.00	
	ProPhoenix				22,050.00	
	US Designs				7,543.86	
	Lifepak- (4)				25,920.00	
48	Hospitality Supplies			6,000.00		6,000.00
49	Postage Meter Rental			1,500.00		1,500.00
50	Chairs, Tables, Printers			4,000.00		1,000.00
51	Bank Services Charges			1,000.00		1,000.00
52	Misc. Office Expenses			4,000.00		4,000.00
53	OFFICE EXPENSES TOTAL	37,000.00	82,635.70	128,200.00	110,000.00	120,400.00

54	PROFESSIONAL SERVICES:					
55	CPA			21,000.00		21,000.00
56	Legal			32,000.00		32,000.00
57	IT Services			26,400.00		26,400.00
58	Health Insurance Consultation			8,750.00		8,750.00
59	Medical			7,000.00		7,000.00
60	Medical Director - Dr. Osborn			15,000.00		15,000.00
61	Salary/Benefit Survey			0.00		0.00
62	Professional Services Other			16,000.00		16,000.00
63	PROFESSIONAL SERVICES TOTAL	125,480.00	127,494.59	126,150.00	131,444.12	126,150.00
64	PUBLIC UTILITIES	65,000.00	44,582.23	65,000.00	60,643.00	75,000.00
65	RENT	10.00	10.00	10.00	10.00	10.00
66	STATE CERTIFICATION FEES	6,000.00	5,057.36	6,000.00	6,000.00	6,000.00
67	TRAINING	33,000.00	20,867.37	33,000.00	30,000.00	30,000.00
68	EMS Training	17,000.00		17,000.00	17,000.00	17,000.00
69	UNIFORMS	25,000.00	12,748.07	20,000.00	20,000.00	15,000.00
70	MAINTENANCE EXPENDITURES:					
71	MAINTENANCE OF VEHICLES		0.00	120,000.00		200,000.00
72	MAINTENANCE OF SCBA (BATTERIES,					5,300.00
73	MAINTENANCE OF EQUIP. & SUPPLIES		0.00	35,000.00		35,000.00
74	MAINTENANCE OF BUNKER GEAR AND EQUIP.					20,972.00
75	*MAINTENANCE OF R1-STRETCHER - (PL system)					0.00
76	MAINTENANCE CONTRACTS		0.00	24,000.00		24,000.00
77	MAINTENANCE EXPENDITURES TOTAL	145,000.00	191,995.74	179,000.00	197,646.72	285,272.00
78	OPERATIONAL EXPENDITURE TOTAL	698,190.00	700,655.86	825,626.00	865,941.12	921,785.25
79	Total Operating Budget	6,781,314.00	6,928,151.13	7,273,715.05	7,789,561.06	8,489,847.78
85	CAPITAL REPLACEMENT FUND (Fund 2)	180,000.00	180,000.00	180,000.00		200,000.00
86	FACILITY FUND (Fund 4)	0.00	3,786,515.04	0.00		0.00
87	TOTAL BUDGET (assessed to Cities)	6,961,314.00	7,108,151.13	7,453,715.05	7,969,561.06	8,689,847.78

Fund 2 (Capital Replacement)		2021 BUDGET	2022 Budget	2023 Budget
88	VEHICLE REPLACEMENT	180,000.00	180,000.00	200,000.00
89	MAJOR EQUIPMENT	0.00	0.00	0.00
90	Fund 2 BUDGET TOTAL	180,000.00	180,000.00	200,000.00
91	FUND 2 ACCOUNT DETAIL			
92	Beginning Fund Balance	8,476.19	190,940.19	162,940.19
93	Vehicle Expenditures	0.00	(220,000.00)	(220,000.00)
94	Major Equipment Expenditures	0.00	0.00	0.00
95	Sold Vehicles/Other Items	2,300.00	12,000.00	0.00
96	Interest Income	164.00	0.00	0.00
97	Additional Unbudgeted Contributions/Deposits	0.00	0.00	0.00
98	BUDGETED CONTRIBUTIONS/DEPOSITS	180,000.00	180,000.00	200,000.00
99	END OF YEAR FUND BALANCE	190,940.19	162,940.19	142,940.19

* Note

Line 2 -Decrease from 40k to 10k due to decrease risk of major expense

Line 3- Decrease from 75k to 50k Stretcher power load system

Line 4- Increase from 26k to 55k for expiring gear (this item will be a continue until all expiring gear is replaced) 10 year life span

Line 5- Added line item SCBA equipment 7k and moved Maintenance. to line item 72

Line 6- Decreased the computer/radio equipment from 89,400 to 29k Purchase computer & servers for ProPhoenix 13k and station server 8k and 8k

Lines 8 through 24- adjust with 5% mid-year 2022 increase & 7% 2023 increase

Line 16- Decrease from 50k to 46k due to rolling a certification into job requirement which moves the difference into the salary category

Line 19- The contribution rate 6.27% is accounting to the current year and TMRS. The calc. for 2022 was based on 2021 7.21% contribution rate and 2021 6.43% was based on 2020 contribution rate

Line 20- Assumed 15% cost increase from 2022 to 2023

Line 21- Increased from 35k to 40k due to the CPI increase

Line 22- Increased from 2022 budgeted 40,084 to 55,865 2022 actual cost for 2022, increased to 59,775.55 for 2023 assuming 7% increase

Line 30- Decrease from 20k to 10k due to decrease risk of emergency expense

Line 31- Decrease from 8k to 6.5k due to actual amount spent in 2021

Line 32- Decrease from 15k to 10k due to actuals for 2021

Line 33- Increase from 45k to 55k due to continual rise in fuel cost

Line 34- Increased from 2022 budgeted 49,066 to 49,765 for actual 2022 cost, increased to 52,253.25 for estimated 5% increase for 2023

Line 43- PASS - omit move to cities through fuel

Line 47- * 98,500 itemized list for Maintenance. Contract for each contracted item. ProPhoenix has a 5% annual increase

Line 64- Increase Public Utilities from 65k to 75k for added utility cost - we are exploring other vendors for utilities

Line 69- Decrease from 20k to 15k mirror cost of 2021

Line 71- Increase from 120k to 200k to match average spending during 1st quarter of the current year and added cost of main cost of vehicles.

Line 72- Added to SCBA maintenance. Line item 5,300 purchase new bottles in capital items

Line 74- Added line item breakdown maintenance, increase due to cost of gear inspection/cleaning (required by TCFP twice annually, 1 of the 2 cleaning/inspections must be done by a certified vendor, other can be done in house)

*Line 75- Added line item for powerload equipment for the new 2022 ambulance (Maintenance. cost will occur after 2024)

Line 88- Increased vehicle replacement fund from 180,000 to 200,000

Line 139- Adjusted CRF- to match audited numbers

Updated 5/10/2022

**VILLAGE FIRE DEPARTMENT
2023 BUDGET ASSESSMENTS
PER CITY**

<u>CITY</u>	<u>%</u>	<u>JANUARY 1-1/2 MONTHS</u>	<u>MONTHLY, FEBRUARY THROUGH JULY</u>	<u>DECEMBER</u>	<u>ANNUAL ASSESSMENT</u>	
BUNKER HILL VILLAGE	19.00%	206,383.87	137,589.25	68,794.62	1,651,070.97	8,689,847.23
HEDWIG VILLAGE	18.50%	200,952.72	133,968.48	66,984.24	1,607,621.74	
HILSHIRE VILLAGE	3.00%	32,586.93	21,724.62	10,862.31	260,695.42	
HUNTERS CREEK VILLAGE	22.25%	241,686.38	161,124.25	80,562.13	1,933,491.01	
PINEY POINT VILLAGE	21.00%	228,108.49	152,072.33	76,036.16	1,824,867.92	
SPRING VALLEY VILLAGE	16.25%	<u>176,512.52</u>	<u>117,675.01</u>	<u>58,837.51</u>	<u>1,412,100.17</u>	
		-	\$ 724,153.94			
	100%	\$ 1,086,230.90	\$ 4,344,923.62	\$ 362,076.97	<u>\$ 8,689,847.23</u>	
					<u>\$ 8,689,847.23</u>	

**Village Fire Department
2023 Budget Summary**

CAPITAL EXPENDITURES:

CONTINGENCY - FACILITY	10,000	
MISC. TOOLS & EQUIP./HOSE:	50,000	
PROTECTIVE GEAR	55,000	
SCBA	7,000	
COMPUTER/RADIO EQUIPMENT	29,000	
		\$151,000.00

PERSONNEL EXPENDITURES:

Salaries	4,836,388	
457 Plan Contribution	95,728	\$4,932,116
Salaries - Overtime	418,098	
Professional Certification	46,000	
FICA	412,810	
Life/Disability Insurance	26,432	
Retirement	361,546	
Hospitalization	1,120,284	
Meal Allowance	40,000	
Workers Compensation	59,776	
Total Rewards Adjustment	0	
		\$7,417,063

OPERATIONAL EXPENDITURES

Ambulance Medical Supplies	62,000	
Building Supplies & Maintenance	45,000	
Chemicals	0	
Emergency Contingency	10,000	
Dues/Subscriptions	6,500	
Fire Prevention/Public Relations	10,000	
GAS & OIL	55,000	
INSURANCE - CASUALTY	52,253	
Miscellaneous	6,200	
Office Expenses/Postage/Printing/Stationary	120,400	EQUIPMENT MAINT CONTRACTS
Professional Services	126,150	
Public Utilities	75,000	
Rent	10	
State Certification Fees	6,000	
Training Programs	30,000	
EMS Training	17,000	
Uniforms	15,000	
Maintenance of Equipment	285,272	
		\$921,785
OPERATING BUDGET		\$8,489,848

CAPITAL REPLACEMENT FUND 2

<u>Escrow</u>	200,000	
		\$200,000

FACILITY FUND 4

<u>Escrow</u>	0	
		\$0

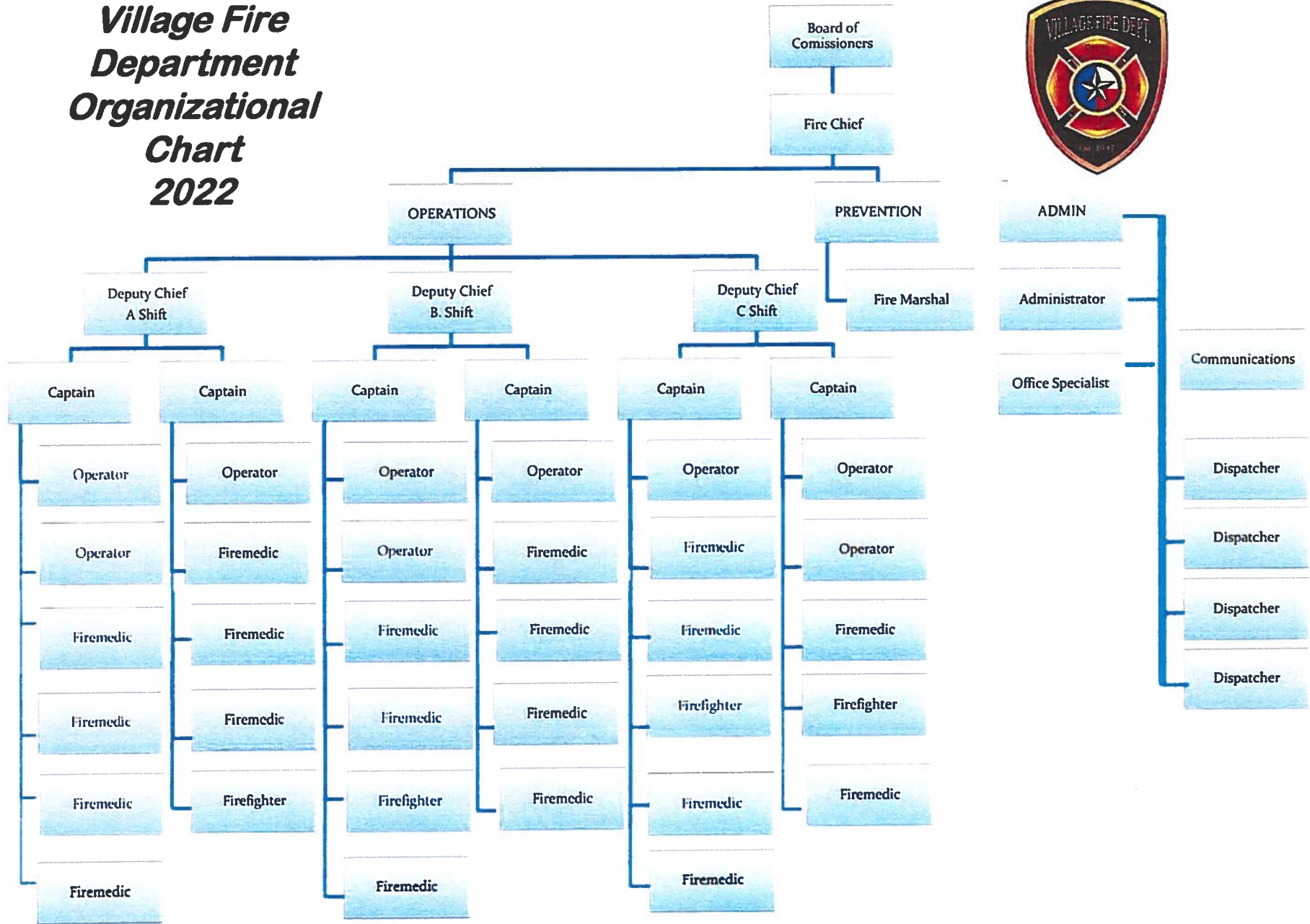
TOTAL BUDGET

\$8,689,848

Capital Replacement Fund For
 Projected Capital Projects
 Updated 5/12/2022

Equipment	Life	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Ladder	15	1,011,956.74																\$1,500,000.00
Pumper	20											800,000.00						
Reserve Pumper	20				658,346.00													
Battalion Chief's Vehicle	9								53,000.00									
Fire Chief's Vehicle	10			42,239.00														555,000.00
Utility Vehicle	10		31,787.00										40,000.00					
Medic 1	9							220,000.00										
Medic 2	9																	250,000.00
Inspector's Vehicle	8	334,552.00										53,000.00						
Medic 3	9																	
Major Equipment			20,000.00															
Total Cash Outlay		1,046,508.74	44,665.40	42,239.00	649,997.00	0.00	220,000.00	220,000.00	53,000.00	0.00	0.00	853,000.00	40,000.00	0.00	0.00	55,000.00	1,750,000.00	
Beginning Cash		979,528.07	102,850.00	345,976.00	470,428.19	40,263.19	220,263.19	197,263.19	184,263.19	335,263.19	585,263.19	835,263.19	266,263.19	570,263.19	870,263.19	1,180,263.19	1,451,263.19	
Planned Budgeted Yearly Contrib		160,000.00	130,000.00	160,000.00	160,000.00	180,000.00	180,000.00	200,000.00	200,000.00	250,000.00	250,000.00	280,000.00	280,000.00	300,000.00	310,000.00	320,000.00	320,000.00	
Funds From Sale of Vehicles		3,185.00	125,000.00	5,545.00	67,396.00	0.00	12,000.00	12,000.00	4,000.00	0.00	0.00	4,000.00	64,000.00	0.00	0.00	6,000.00	12,000.00	
Disbursements		999,334.28	12,157.00	42,239.00	558,346.00	0.00	220,000.00	220,000.00	53,000.00	0.00	0.00	853,000.00	40,000.00	0.00	0.00	55,000.00	1,750,000.00	
Adopt Unbudgeted Contributions																		
Interest on CDs (see note 1)		351.20	283.00	1,146.19	786.00													
Ending Cash		\$102,850.00	\$345,976.00	\$470,428.19	\$40,263.19	\$220,263.19	\$192,263.19	\$184,263.19	\$335,263.19	\$585,263.19	\$835,263.19	\$266,263.19	\$570,263.19	\$870,263.19	\$1,180,263.19	\$1,451,263.19	\$33,263.19	

Village Fire Department Organizational Chart 2022



**VILLAGE FIRE DEPARTMENT
2023/2024 BOARD OF COMMISSIONERS
REVISED 5/11/2022**

COMMISSIONERS

Hilshire	Council Member, Robert Byrne-Chair 1305 Bridle Spur Lane Houston, Texas 77055	Cell: (713) 632-4790 Robert_byrne@hilshrevillagetexas.com
Hedwig	Council Member, Harry Folloder-Vice Chair 914 Magdalene Drive Hedwig Village, Texas 77024	Cell: (713) 703-6680 Home: (713) 426-2979 hfolloder@hedwigtx.gov
Piney Point	Member, Zebulun Nash-Secretary 11200 Wilding Lane Piney Point, Texas 77024-5308	Cell: (281) 312-9910 Home:(713) 984-2692 zebunash@sbcglobal.net
Bunker Hill	Council Member, Keith Brown-Member 12006 Winwood Lane Bunker Hill Village, Texas 77024	Cell: 713-304-0547 kbrown@bunkerhilltx.gov
Spring Valley	Council Member, Allen Carpenter-Treasurer 8611 Merlin Drive Houston, Texas 77055	Office:(713) 214-1196 Cell:(713) 461-4897 acarpenter@springvalleytx.com
Hunters Creek	Member, Rob Adams-Member	Cell: Home: rob@adams789.com

ALTERNATES

Hilshire	Member, Ron Presswood 8202 Burkhart Road Houston, Texas 77055	Cell: (281) 831-2692 ron@presswood-eng.com
Hedwig	Member, Doug Bergen 11410 Holidan Way Hedwig Village, Texas 77024	Cell: (713) 542-7548 bergendoug@hotmail.com
Piney Point	Council Member, Henry Kollenberg 21 South Cheska Houston, Texas 77024	Home: (713) 975-1247 Cell: Office: (713) 752-8672 henry@ppvccouncil.org
Bunker Hill	Member-Clara Towsley 226 Plantation Bunker Hill, Texas 77024	Cell: (713) 898-2908 catowsley@usa.net
Spring Valley	Council Member, Bo Bothe	bbothe@springvalleytx.com
Hunters Creek	Pat McClellan 2 Cape Cod Ln. Hunters Creek Village, Texas 77024	Cell: (713) 628-0846 pjmcclellandds@hotmail.com
Attorney	J. Grady Randle 820 Gessner, Suite 1570 Houston, Texas 77024	Office: (281) 657-2000 grady@jgradyrandlepc.com

Karen Farris

From: Marlo Longoria <longoria@villagefire.org>
Sent: Friday, May 13, 2022 10:59 AM
To: Allen Carpenter; Brandon Morris; Clara Towsley; David Foster; Doug Bergen; Grady Randle; Harry Folloder; Henry Kollenberg; Keith Brown; Pat McClellan; Rob Adams; rob adams789.com; Robert Byrne; Ron presswood; Zebulun Nash; BBothe@springvalleytx.com; Wendy Baimbridge; Julie Robinson; Michelle Yi; Lisa Modisette; Susan Blevins; Cityadmin; Karen Farris; Karen Glynn; Tom Fullen
Subject: Budget information
Attachments: 20220513_Village Fire Department.pdf

Please see attached information. If you have any questions or need any other documentation, please let me know.

Have a wonderful Friday!!

--
Marlo Longoria
Village Fire Department
Administrator
phone: 713.468.7941
cell: 832.483.2190

Please note that any correspondence, such as emails or letters, sent to City staff, City officials, or the Fire Commission may become a public record and be made available for public review.

ATTENTION PUBLIC OFFICIALS:

A "Reply All" of this e-mail could lead to violations of the Texas Open Meetings Act.

Please reply only to the sender

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss and designate an Alternate Commissioner for the Village Fire Department.

Agenda Item: 8

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss and take possible action on the proposed Greenbay design.

Agenda Item: 9

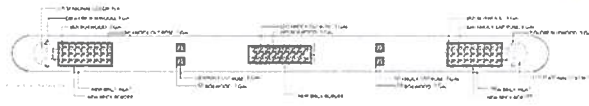
Moss Landscaping Rendering Sample
Exhibit "A"

**Sample of River Oaks Conceptual
As Example of
Proposed Work for Greenbay**

CAPTURE, PRESERVE, AND BEAUTIFY THE HISTORIC PRESENCE OF RIVER OAKS BOULEVARD



PROJECT: River Oaks Boulevard Esplanade
CLIENT: [Redacted]
DATE: [Redacted]
SCOPE: [Redacted]



RIVER OAKS BOULEVARD | ESPLANADE



PINEY POINT ESPLANADE



3D PERSPECTIVE



PLANTING SCHEDULE

RIVER OAKS BLVD CONCEPTUAL PLAN



RIVER OAKS BLVD BEFORE & AFTER PICTURES

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Presentation of the 2021 Audit of the financial statements. Louis Breedlove of Brooks & Watson & Co. will present the audit to City Council for acceptance.

Agenda Item: 10



ANNUAL FINANCIAL REPORT 2021

FOR FISCAL YEAR ENDED
SEPTEMBER 30, 2021

CITY OF
PINEY POINT VILLAGE, TX

7676 WOODWAY, STE 300 | HOUSTON, TEXAS 77063
WWW.CITYOFFINEYPOINT.COM | 713.782.0271

ANNUAL FINANCIAL REPORT

of the

City of Piney Point Village, Texas

**For the Year Ended
December 31, 2021**

City of Piney Point Village, Texas

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December 31, 2021

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and
Members of the City Council
City of Piney Point Village, Texas:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Piney Point Village, Texas (the "City"), as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of City of Piney Point Village, Texas, as of December 31, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis of Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Piney Point Village, Texas and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The City's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the general fund budgetary comparison information, the

schedule of changes in net pension liability and related ratios, the schedule of employer contributions to pension plan, and schedule of changes in the other postemployment benefits liability and related ratios, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

A handwritten signature in black ink that reads "Brooks Watson & Co." in a cursive, slightly slanted script.

BrooksWatson & Co., PLLC
Certified Public Accountants
Houston, Texas
May 20, 2022

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***MANAGEMENT'S DISCUSSION
AND ANALYSIS***

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City of Piney Point Village, Texas

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

December 31, 2021

As management of the City of Piney Point Village, Texas (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2021.

Financial Highlights

- The City's total combined net position is \$34,107,811 at December 31, 2021. Of this, \$4,355,159 (unrestricted net position) may be used to meet the City's ongoing obligations to its citizens and creditors.
- At the close of the current fiscal year, the City's governmental funds reported combined fund balances of \$4,234,307, a decrease of \$357,309.
- As of the end of the year, the unassigned fund balance of the general fund was \$3,702,509 or 46% of total general fund expenditures.
- The City had an overall increase in net position of \$1,418,574. The majority of the City's net position is invested in capital assets and restricted for specific purposes.

Overview of the Financial Statements

The discussion and analysis provided here are intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) the notes to financial statements. This report also includes supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-Wide Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City's assets, liabilities, and deferred inflows/outflows with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. Other non-financial factors, such as the City's property tax base and the condition of the City's infrastructure, need to be considered in order to assess the overall health of the City.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

are reported for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, public works, culture and recreation, and community development.

FUND FINANCIAL STATEMENTS

Funds may be considered as operating companies of the parent corporation, which is the City of Piney Point Village. They are usually segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance-related legal reporting requirements. The only category of City funds is governmental.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as *on balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City of Piney Point Village, Texas maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances. Funds consist of major funds general fund and debt service fund as well as nonmajor funds capital projects fund and special revenue fund.

The City adopts an annual appropriated budget for its general fund and debt service fund. A budgetary comparison schedule has been provided to demonstrate compliance with the general fund budget.

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

Notes to Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes are the last section of the basic financial statements.

Other Information

In addition to the basic financial statements, MD&A, and accompanying notes, this report also presents certain Required Supplementary Information (RSI). The RSI that GASB Statement No. 34 requires includes a budgetary comparison schedule for the general fund and schedule of funding progress for Texas Municipal Retirement System. The RSI can be found after the basic financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted previously, net position may serve over time as a useful indicator of the City's financial position. For the City, assets exceeded liabilities by \$34,107,811 as of December 31, 2021, in the primary government.

The largest portion of the City's net position, \$29,624,644, reflects its investments in capital assets (e.g., land, infrastructure, and streets), less any debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the assets themselves cannot be used to liquidate these liabilities.

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

Statement of Net Position:

The following table reflects the condensed Statement of Net Position:

	Governmental Activities	
	2021	2020
Current and		
other assets	\$ 11,761,719	\$ 12,303,271
Long-term assets	34,074,879	33,648,227
Total Assets	45,836,598	45,951,498
Deferred Outflows		
of Resources	45,144	47,069
Other liabilities	1,211,556	1,890,487
Long-term liabilities	3,583,328	4,409,821
Total Liabilities	4,794,884	6,300,308
Deferred Inflows		
of Resources	6,979,047	7,009,022
Net Position:		
Net investment in		
capital assets	29,624,644	27,752,537
Restricted	128,008	280,704
Unrestricted	4,355,159	4,655,996
Total Net Position	\$ 34,107,811	\$ 32,689,237

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

Statement of Activities:

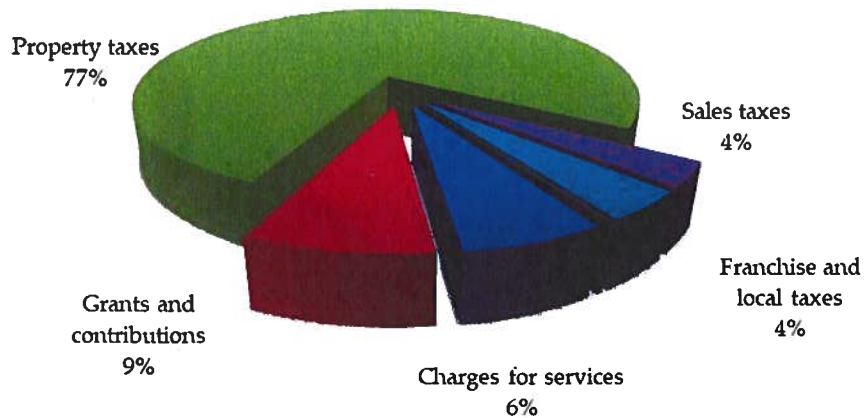
The following table provides a summary of the City's changes in net position:

	Governmental Activities	
	2021	2020
Revenues		
Program revenues:		
Charges for services	\$ 591,196	\$ 500,737
Grants and contributions	780,738	136,398
General revenues:		
Property taxes	7,082,537	7,123,898
Sales taxes	325,009	261,210
Franchise and local taxes	379,744	383,715
Investment income	4,388	47,002
Other revenues	23,224	51,655
Total Revenues	9,186,836	8,504,615
Expenses		
General government	1,571,088	1,367,002
Police	2,036,481	1,865,396
Fire	1,461,876	1,685,349
Sanitation	529,439	566,708
Municipal court	70,144	45,506
Public works	2,035,545	2,240,342
Interest and fiscal charges	63,689	103,332
Total Expenses	7,768,262	7,873,635
Change in Net Position	1,418,574	630,980
Beginning Net Position	32,689,237	32,058,257
Ending Net Position	\$ 34,107,811	\$ 32,689,237

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

Graphic presentations of selected data from the summary tables are displayed below to assist in the analysis of the City's activities.

Governmental Activities - Revenues

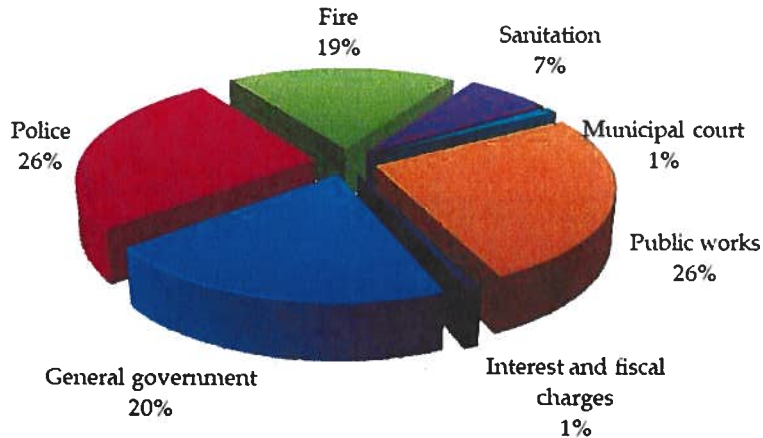


For the year ended December 31, 2021, revenues from governmental activities totaled \$9,186,836. Property tax is the City's largest revenue source at \$7,082,537. Charges for services decreased \$90,459 or 18%, which is primarily a result of fewer permit fees during the year compared to last, in addition to the reduction in court activity. Grants and contributions increased \$644,340 or 83% due to some nonrecurring contributions received in the current year. Sales taxes increased \$63,799 or 24% due to added online sales. In addition, investment income decreased \$42,614 or 91% primarily due to lower interest rates caused by changing market conditions and change in interest bearing account balances. Other revenues decreased by \$28,431 primarily due to nonrecurring reimbursements received in the previous year. All other revenues remained relatively stable when compared to the previous year.

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

This graph shows the governmental function expenses of the City:

Governmental Activities - Expenses



For the year ended December 31, 2021, expenses for governmental activities totaled \$7,768,262. This represents an increase of \$105,373 from the prior year. The City's largest functional expense is police in the amount of \$2,036,481, which increased by \$171,085 or 9% from the previous year. The increase is primarily due increase in personnel costs at the Memorial Village Police Department during the current year. General government expenses increased \$204,086 or 15% due primarily to the added costs of professional services for engineering and interim city administrator expenses during the year. Fire expenses decreased by \$223,473 or 13% due to the nonrecurring development costs in the previous year. Municipal court expenses increased \$24,638 due to an increase in personnel costs, as well as the nonrecurring utilization of available municipal court child safety funds in the current year. Public works expenses decreased by \$204,797 or 9% primarily due to fewer repairs and maintenance costs in the current year. Interest and fiscal charges decreased \$39,643 or 38%, which is consistent with debt service schedules for long-term debt. All other expenses remained relatively stable when compared to the previous year.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, fund accounting is used to demonstrate and ensure compliance with finance-related legal requirements.

Governmental Funds - The focus of the City's governmental funds is to provide information of near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the City's net resources available for spending at the end of the year.

As of the end of the year the general fund reflected a total unassigned fund balance of \$3,702,509. The general fund decreased by \$626,555 primarily due to the utilization of available funds for planned capital expenditures.

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, *Continued*
December 31, 2021

The debt service fund reflected a total balance of \$39,163, a decrease of \$131,368. The change was due to the City utilizing available funds to service the debt.

There was a decrease in governmental fund balance of \$357,309 from the prior year. The change is primarily attributable to the utilization of funds on hand for capital expenditures. The total of all governmental funds reflected a total fund balance of \$4,234,307. Of this, \$73,591 is restricted for municipal court and \$39,163 is restricted for debt service.

GENERAL FUND BUDGETARY HIGHLIGHTS

There was a total positive budget variance of \$550,988 in the general fund. This is a combination of a positive revenue variance of \$606,041 and a negative expenditures variance of \$55,053. Expenditures exceeded appropriations for general government by \$134,088, police by \$5,500, and municipal court by \$17,010.

CAPITAL ASSETS

As of the end of the year, the City's governmental activities funds had invested \$34,072,963 in a variety of capital assets and infrastructure, net of accumulated depreciation. Depreciation is included with the governmental capital assets as required by GASB Statement No. 34.

Major capital asset events during the current year include the additions of construction in progress over road and drainage construction totaling \$1,470,656. More detailed information about the City's capital assets is presented in note IV. C to the financial statements.

LONG-TERM DEBT

At the end of the current year, the City had total bonds outstanding of \$4,075,000. During the year, the City experienced a net decrease in the long-term debt of \$1,365,000. More detailed information about the City's long-term liabilities is presented in note IV. D. to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

While the City is an entirely residential community, it has continued to maintain new growth as an attractive destination for Houston-based families. The City's appraised values continue to grow and this has allowed the City to retain its 2021 tax rate for 2022.

The City adopted a budget similar to last year's budget for 2022, retaining the same tax rate with no increases. Since the City's largest revenue source is property taxes, it is important to note that the City's collection rate is near 100%. The City's 2022 budget will continue to provide necessary services. Long-term funds, including new debt funds that will be used to continue improving drainage and maintaining streets while holding tax rates level.

City of Piney Point Village, Texas
MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued
December 31, 2021

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the City's finances. Questions concerning this report or requests for additional financial information should be directed to the City Administrator, City of Piney Point Village, 7676 Woodway, Suite 300, Houston, Texas 77063.

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FINANCIAL STATEMENTS

City of Piney Point Village, Texas

STATEMENT OF NET POSITION (Page 1 of 2)

December 31, 2021

	<u>Primary Government Governmental Activities</u>
<u>Assets</u>	
Current assets:	
Cash and cash equivalents	\$ 7,464,418
Receivables, net	4,297,301
	<u>11,761,719</u>
Total Current Assets	
Net pension asset	1,916
Capital assets:	
Non-depreciable	1,427,140
Net depreciable capital assets	32,645,823
	<u>34,074,879</u>
Total Noncurrent Assets	
Total Assets	<u>45,836,598</u>
 <u>Deferred Outflows of Resources</u>	
Pension contributions	37,200
Pension difference in experience	3,604
OPEB contributions	550
OPEB changes in assumptions	3,790
	<u>45,144</u>
Total Deferred Outflows of Resources	<u>\$ 45,144</u>

City of Piney Point Village, Texas

STATEMENT OF NET POSITION (Page 2 of 2)

December 31, 2021

Liabilities

Current liabilities:

Accounts payable and accrued liabilities	\$	251,203
Customer deposits		136,485
Accrued interest payable		45,713
Compensated absences due within one year		13,155
Long-term debt due within one year		765,000
Total Current Liabilities		1,211,556

Noncurrent liabilities:

Compensated absences due in more than one year		1,462
Long-term debt due in more than one year		3,545,942
OPEB liability		35,924
Total Noncurrent Liabilities		3,583,328
Total Liabilities		4,794,884

Deferred Inflows of Resources

Pension difference in earnings		20,258
OPEB difference in experience		4,059
Unavailable revenue - property taxes		6,954,730
Total Deferred Inflows of Resources		6,979,047

Net Position

Net investment in capital assets		29,624,644
Restricted		128,008
Unrestricted		4,355,159
Total Net Position	\$	34,107,811

See Notes to Financial Statements.

City of Piney Point Village, Texas

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2021

Functions/Programs	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
Primary Government			
Governmental Activities			
General government	\$ 1,571,088	\$ -	\$ 49,000
Police	2,036,481	-	-
Fire	1,461,876	-	-
Sanitation	529,439	-	-
Municipal court	70,144	70,086	-
Public works	2,035,545	521,110	731,738
Interest and fiscal charges	63,689	-	-
Total Governmental Activities	7,768,262	591,196	780,738

General Revenues:

Taxes

Property taxes

Sales taxes

Franchise and local taxes

Investment income

Other revenues

Total General Revenues

Change in Net Position

Beginning Net Position

Ending Net Position

See Notes to Financial Statements.

**Net (Expense)
Revenue and
Changes in
Net Position**

**Primary
Government
Governmental
Activities**

\$ (1,522,088)
(2,036,481)
(1,461,876)
(529,439)
(58)
(782,697)
(63,689)

(6,396,328)

7,082,537
325,009
379,744
4,388
23,224

7,814,902

1,418,574
32,689,237

\$ 34,107,811

City of Piney Point Village, Texas

BALANCE SHEET GOVERNMENTAL FUNDS December 31, 2021

	General	Debt Service	Nonmajor Capital Projects	Nonmajor Special Revenue
<u>Assets</u>				
Cash and cash equivalents	\$ 3,157,505	\$ 2,851,407	\$ 419,044	\$ 73,591
Cash with fiscal agent	778,026	184,845	-	-
Receivables, net	3,483,762	813,539	-	-
Due from other funds	2,440,927	-	-	-
Total Assets	\$ 9,860,220	\$ 3,849,791	\$ 419,044	\$ 73,591
 <u>Liabilities</u>				
Accounts payable and accrued liabilities	\$ 251,203	\$ -	\$ -	\$ -
Customer deposits	136,485	-	-	-
Due to other funds	-	2,440,927	-	-
Total Liabilities	387,688	2,440,927	-	-
 <u>Deferred Inflows of Resources</u>				
Unavailable revenue - property taxes	5,770,023	1,369,701	-	-
Total Deferred Inflows of Resources	5,770,023	1,369,701	-	-
 <u>Fund Balances</u>				
Restricted:				
Municipal court	-	-	-	73,591
Debt service	-	39,163	-	-
Unassigned:	3,702,509	-	419,044	-
Total Fund Balances	3,702,509	39,163	419,044	73,591
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 9,860,220	\$ 3,849,791	\$ 419,044	\$ 73,591

See Notes to Financial Statements.

**Total
Governmental
Funds**

\$ 6,501,547
962,871
4,297,301
2,440,927
\$ 14,202,646

\$ 251,203
136,485
2,440,927
2,828,615

7,139,724
7,139,724

73,591
39,163
4,121,553
4,234,307

\$ 14,202,646

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City of Piney Point Village, Texas
RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION
GOVERNMENTAL FUNDS
December 31, 2021

Fund Balances - Total Governmental Funds		\$ 4,234,307
Adjustments for the Statement of Net Position:		
Capital assets used in governmental activities are not current financial resources and, therefore, not reported in the governmental funds.		
Capital assets - non-depreciable		1,427,140
Capital assets - net depreciable		32,645,823
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the governmental funds.		
Property tax receivables		184,994
Deferred outflows of resources, represent a consumption of net position that applies to a future period(s) and is not recognized as an outflow of resources (expense/ expenditure) until then.		
Pension contributions		37,200
Pension difference in earnings		(20,258)
Pension difference in experience		3,604
OPEB contributions		550
OPEB difference in experience		(4,059)
OPEB change in assumptions		3,790
Some liabilities, including bonds payable and deferred charges, are not reported as liabilities in the governmental funds.		
Accrued interest		(45,713)
Compensated absences		(14,617)
Bond premium		(235,942)
Long-term debt		(4,075,000)
Net pension liability		1,916
OPEB liability		(35,924)
Net Position of Governmental Activities	\$	<u>34,107,811</u>

See Notes to Financial Statements.

City of Piney Point Village, Texas

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE GOVERNMENTAL FUNDS

For the Year Ended December 31, 2021

	<u>General</u>	<u>Debt Service</u>	<u>Nonmajor Capital Projects</u>	<u>Nonmajor Special Revenue</u>
<u>Revenues</u>				
Property tax	\$ 5,783,512	\$ 1,374,237	\$ -	\$ -
Sales tax	325,009	-	-	-
Franchise and local taxes	400,195	-	-	-
License and permits	521,110	-	-	-
Intergovernmental	305,051	-	426,687	-
Fines and forfeitures	65,382	-	-	4,704
Investment income	2,468	1,920	-	-
Other revenue	72,224	-	-	-
Total Revenues	<u>7,474,951</u>	<u>1,376,157</u>	<u>426,687</u>	<u>4,704</u>
<u>Expenditures</u>				
Current:				
General government	1,571,788	-	-	-
Police	2,036,481	-	-	-
Fire	1,461,876	-	-	-
Sanitation	529,439	-	-	-
Municipal court	47,010	-	-	23,134
Public works	565,121	-	-	-
Capital outlay	1,889,791	-	7,643	-
Debt Service:				
Principal	-	1,365,000	-	-
Interest and fiscal charges	-	142,525	-	-
Total Expenditures	<u>8,101,506</u>	<u>1,507,525</u>	<u>7,643</u>	<u>23,134</u>
Net Change in Fund Balances	(626,555)	(131,368)	419,044	(18,430)
Beginning fund balances	4,329,064	170,531	-	92,021
Ending Fund Balances	<u>\$ 3,702,509</u>	<u>\$ 39,163</u>	<u>\$ 419,044</u>	<u>\$ 73,591</u>

See Notes to Financial Statements.

**Total
Governmental
Funds**

\$ 7,157,749
325,009
400,195
521,110
731,738
70,086
4,388
72,224

9,282,499

1,571,788
2,036,481
1,461,876
529,439
70,144
565,121
1,897,434

1,365,000
142,525

9,639,808

(357,309)

4,591,616

\$ 4,234,307

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City of Piney Point Village, Texas

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2021

Amounts reported for governmental activities in the statement of activities are different because:

Net changes in fund balances - total governmental funds \$ (357,309)

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	1,470,656
Depreciation expense	(1,043,646)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. (95,663)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Compensated absences	2,773
Accrued interest	15,544

The issuance of long-term debt (e.g., bonds, leases, certificates of obligation) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when they are first issued; whereas, these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Amortization of deferred charges on refunding	(3,897)
Amortization of premium	67,189
Principal payments	1,365,000
Pension expense	4,310
OPEB expense	(6,383)

Change in Net Position of Governmental Activities \$ 1,418,574

See Notes to Financial Statements.

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City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. *Governmental activities*, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

B. Reporting Entity

The City of Piney Point Village, Texas (the "City") was organized in 1954 to provide municipal services such as police; fire; code enforcement; public works; street repair and maintenance; and general administrative services.

The City is an independent political subdivision of the State of Texas governed by an elected five member council and a mayor and is considered a primary government. As required by generally accepted accounting principles, these basic financial statements have been prepared based on considerations regarding the potential for inclusion of other entities, organizations, or functions as part of the City's financial reporting entity. No other entities have been included in the City's reporting entity. Additionally, as the City is considered a primary government for financial reporting purposes, its activities are not considered a part of any other governmental or other type of reporting entity.

Considerations regarding the potential for inclusion of other entities, organizations or functions in the City's financial reporting entity are based on criteria prescribed by generally accepted accounting principles. These same criteria are evaluated in considering whether the City is a part of any other governmental or other type of reporting entity. The overriding elements associated with prescribed criteria considered in determining that the City's financial reporting entity status is that of a primary government are that it has a separately elected governing body; it is legally separate; and is fiscally independent of other state and local governments. Additionally prescribed criteria under generally accepted accounting principles include considerations pertaining to organizations for which the primary government is financially accountable, and considerations pertaining to organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

Joint Venture

Joint Ventures are legal entities or other organizations that result from a contractual arrangement that are owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control. The participants retain either an ongoing financial interest or an ongoing financial responsibility. The City's two joint ventures are described as follows:

Village Fire Department

Village Fire Department ("VFD") was created in 1978 as part of an agreement between multiple contracting cities joined into an interlocal cooperation agreement to establish a common municipal fire department, chartered as the Village Fire Department. The City has no significant influence over VFD's administration or operation.

Memorial Villages Police Department

The Memorial Villages Police Department ("MVPD") was created in 1977 as part of an agreement between multiple contracting cities joined into an interlocal cooperation agreement to furnish all police services and law enforcement activities to the participating cities. The City has no significant influence over MVPD's administration or operation.

C. Basis of Presentation Government-Wide and Fund Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds. Separate financial statements are provided for governmental funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided and other charges between various other functions of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

The fund financial statements provide information about the government's funds. Separate statements for each fund category, governmental are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

The government reports the following governmental funds:

Governmental Funds

Governmental funds are those funds through which most governmental functions are typically financed.

General Fund

The general fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, municipal court, public safety, public works, and code enforcement. The general service fund is considered a major fund for reporting purposes.

Debt Service Fund

The debt service fund is used to account for the payment of interest and principal on all general obligation bonds and other long-term debt of governmental funds. The primary source of revenue for debt service is local property taxes. The debt service fund is considered a major fund for reporting purposes.

Capital Projects Funds

The capital project funds are used to account for the expenditures of resources accumulated from general obligation bonds, tax notes, related interest earnings, and other sources for capital improvement projects. The capital projects fund is a nonmajor fund for reporting purposes.

Special Revenue Fund

The special revenue fund is used to account for the proceeds of specific revenue sources (other than expendable trusts and major capital projects) that are legally restricted, committed, or assigned for specified activities. The special revenue fund is a nonmajor fund for reporting purposes.

During the course of operations the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e.,

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

the governmental and internal service funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

D. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the government.

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

1. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition. For the purpose of the statement of cash flows, the proprietary fund types consider temporary investments with maturity of three months or less when purchased to be cash equivalents.

In accordance with GASB Statement No. 31, *Accounting and Reporting for Certain Investments and External Investment Pools*, the City reports all investments at fair value, except for "money market investments" and "2a7-like pools." Money market investments, which are short-term highly liquid debt instruments that may include U.S. Treasury and agency obligations, are reported at amortized costs. Investment positions in external investment pools that are operated in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940, such as TexPool, are reported using the pools' share price.

The City has adopted a written investment policy regarding the investment of its funds as defined in the Public Funds Investment Act, Chapter 2256, of the Texas Governmental Code. In summary, the City is authorized to invest in the following:

- Direct obligations of the U.S. Government
- Fully collateralized certificates of deposit and money market accounts
- Statewide investment pools

2. Fair Value Measurement

The City has applied Governmental Accounting Standards Board ("GASB") Statement No. 72, *Fair Value Measurement and Application*. GASB Statement No. 72 provides guidance for determining a fair value measurement for reporting purposes and applying fair value to certain investments and disclosures related to all fair value measurements.

3. Receivables and Interfund Transactions

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "interfund receivables/payables"

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

(i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds" in the fund financial statements. If the transactions are between the primary government and its component unit, these receivables and payables are classified as "due to/from component unit/primary government."

Advances between funds are offset by a fund balance reserve account in the applicable governmental fund to indicate they are not available for appropriation and are not expendable available financial resources.

All trade receivables are shown net of any allowance for uncollectible amounts.

4. Property Taxes

Property taxes are levied by October 1 on the assessed value listed as of the prior January 1 for all real and business personal property in conformity with Subtitle E, Texas Property Tax Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. Penalties are calculated after February 1 up to the date collected by the government at the rate of 6% for the first month and increased 1% per month up to a total of 12%. Interest is calculated after February 1 at the rate of 1% per month up to the date collected by the government. Under state law, property taxes levied on real property constitute a lien on the real property which cannot be forgiven without specific approval of the State Legislature. The lien expires at the end of twenty years. Taxes levied on personal property can be deemed uncollectible by the City.

5. Inventories and Prepaid Items

The costs of governmental fund type inventories are recorded as expenditures when the related liability is incurred (i.e., the purchase method). Certain payments to vendors reflect costs applicable to the future accounting period (prepaid expenditures) are recognized as expenditures when utilized.

6. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the government, as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Major outlays for capital assets and improvements are capitalized as projects are constructed.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight-line method over the following estimated useful years.

Asset Description	Estimated Useful Life
Furniture and equipment	5 to 10 years
Infrastructure	20 to 65 years

7. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. An example is a deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from one source: property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available.

8. Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

9. Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

10. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The governing council is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The governing body (council) has by resolution authorized the finance director to assign fund balance. The council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

11. Pensions

For purposes of measuring the net pension liability (asset), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

12. Other Postemployment Benefits (“OPEB”)

The City has implemented GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. This statement applies to the individual employers (TMRS cities) in the TMRS Supplemental Death Benefits (SDB) plan, with retiree coverage. The TMRS SDBF covers both active and retiree benefits with no segregation of assets, and therefore doesn't meet the definition of a trust under GASB No. 75 (i.e., no assets are accumulated for OPEB) as such the SDBF is considered to be an unfunded OPEB plan. For purposes of reporting under GASB 75, the retiree portion of the SDBF is not considered a cost sharing plan and is instead considered a single employer, defined benefit OPEB plan. The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary, calculated based on the employee's actual earnings on which TMRS deposits are made, for the 12-month period preceding the month of death. The death benefit amount for retirees is \$7,500. GASB No. 75 requires the liability of employers and nonemployer contributing entities to employees for defined benefit OPEB (net OPEB liability) to be measured as the portion of the present value of projected benefit payments to be provided to current active and inactive employees that is attributed to those employees' past periods of service (total OPEB liability), less the amount of the OPEB plan's fiduciary net position.

13. Compensated Absences

It is the City's policy to permit regular full-time employees to accumulate earned but unused vacation up to a maximum of 20 days. Vacation amounts accumulated may be paid to employees upon termination of employment or at retirement. New employees are ineligible for vacation benefits during the first six months of employment and vacation amounts will not be paid upon separation during this period. The estimated amount of compensation for services provided that is expected to be liquidated with expendable, available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it when it becomes due. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable, available financial resources are maintained separately and represent a reconciling item between the fund and government-wide presentations.

14. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities Statement of

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method, if material. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

The property tax rate is allocated each year between the general and debt service funds. The full amount estimated to be required for debt service on general obligation debt is provided by the tax along with the interest earned in the debt service fund.

Assets acquired under the terms of capital leases are recorded as liabilities and capitalized in the government-wide financial statements at the present value of net minimum lease payments at inception of the lease. In the year of acquisition, capital lease transactions are recorded as other financing sources and as capital outlay expenditures in the general fund. Lease payments representing both principal and interest are recorded as expenditures in the general fund upon payment with an appropriate reduction of principal recorded in the government-wide financial statements.

15. Estimates

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

II. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position.

The governmental fund balance sheet includes reconciliation between *fund balance-total governmental funds* and *net position-governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains that long-term liabilities, including bonds, are not due and payable in the current period and, therefore, are not reported in the funds.

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

B. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities.

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances – total governmental funds and changes in net position of governmental states that, “the issuance of long-term debt (e.g., bonds) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities.”

III. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Annual budgets are adopted on a basis consistent with generally accepted accounting principles except for the capital projects funds, which appropriated on a project-length basis.

The legal level of control as defined by the City Charter is the function level. No funds can be transferred or added to a budgeted item without Council approval. Appropriations lapse at the end of the year. No supplemental budget appropriations were made during the year. For the year ended December 31, 2021, expenditures exceeded appropriations at the legal level of control within the general fund for general government by \$134,088, police by \$5,500, and municipal court by \$17,010.

IV. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

As of December 31, 2021, the primary government had the following investments:

<u>Investment Type</u>	<u>Carrying Value</u>	<u>Weighted Average Maturity (Years)</u>
External investment pools	\$ 6,885,712	0.11
Total carrying value	<u>\$ 6,885,712</u>	
Portfolio weighted average maturity		0.11

Interest rate risk – In accordance with its investment policy, the City manages its exposure to declines in fair values by limiting the weighted average of maturity not to exceed five years; structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations; monitoring credit ratings of portfolio position to assure compliance with

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

rating requirements imposed by the Public Funds Investment Act; and invest operating funds primarily in short-term securities or similar government investment pools.

Credit risk – The City’s investment policy limits investments to obligations of the United States, State of Texas, or their agencies and instrumentalities with an investment quality rating of not less than “A” or its equivalent, by a nationally recognized investment rating firm. Other obligations must be unconditionally guaranteed (either express or implied) by the full faith and credit of the United States Government or the issuing U.S. agency and investment pools with an investment quality not less than AAA or AAA-m, or equivalent, by at least one nationally recognized rating service.

Custodial credit risk – deposits: In the case of deposits, this is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. State statutes require that all deposits in financial institutions be insured or fully collateralized by U.S. government obligations or its agencies and instrumentalities or direct obligations of Texas or its agencies and instrumentalities that have a market value of not less than the principal amount of the deposits. As of December 31, 2021, the market values of pledged securities and FDIC exceeded bank balances.

Custodial credit risk – investments: For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City’s investment policy requires that it will seek to safekeeping securities at financial institutions, avoiding physical possession. Further, all trades, where applicable, are executed by delivery versus payment to ensure that securities are deposited in the City’s safekeeping account prior to the release of funds.

TexPool

TexPool was established as a trust company with the Treasurer of the State of Texas as trustee, segregated from all other trustees, investments, and activities of the trust company. The State Comptroller of Public Accounts exercises oversight responsibility over TexPool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the State Comptroller has established an advisory board composed of both participants in TexPool and other persons who do not have a business relationship with TexPool. The advisory board members review the investment policy and management fee structure. Finally, Standard & Poor’s rate TexPool “AAAm”. As a requirement to maintain the rating, weekly portfolio information must be submitted to Standard & Poor’s, as well as the office of the Comptroller of Public Accounts for review.

TexPool operates in a manner consistent with the SEC’s Rule 2a7 of the Investment Company Act of 1940. TexPool uses amortized cost rather than market value to report net position to

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of TexPool shares. There were no limitations or restrictions on withdrawals.

Texas CLASS

Texas CLASS (Texas Cooperative Liquid Assets Securities System Trust) was established in 1996, and was created as an investment pool for its Participants pursuant to Section 2256.016 of the Public Funds Investment Act, Texas Government Code. According to State Code, entities may pool any of their funds, or funds under their control, in order to preserve principal, to maintain the liquidity of the funds, and to maximize yield. The Texas CLASS Trust Agreement is an agreement of indefinite term regarding the investment, reinvestment and withdrawal of local government funds. The parties to the Trust Agreement are Texas local government entities that choose to participate in the Trust (the "Participants"), Public Trust Advisors LLC (PTA) as Program Administrator, and Wells Fargo Bank Texas, N.A. as Custodian. Texas CLASS invests only in securities allowed by the Texas Public Funds Investment Act. The pool is governed by a board of trustees, elected annually by its participants. Texas CLASS is rated 'AAAm' by Standard and Poor's Ratings Services. The City's fair value position is stated at the value of the position upon withdrawal. There were no limitations or restrictions on withdrawals.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

B. Receivables

The following comprise receivable balances of the primary government at year end:

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
Property taxes	\$ 3,429,097	\$ 815,539	\$ 4,244,636
Sales tax	31,043	-	31,043
Franchise & local taxes	20,808	-	20,808
Other	2,814	-	2,814
	<u>\$ 3,483,762</u>	<u>\$ 815,539</u>	<u>\$ 4,299,301</u>

C. Capital Assets

A summary of changes in governmental activities capital assets for the year end was as follows:

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases/ Reclassifications</u>	<u>Ending Balances</u>
Capital assets, not being depreciated:				
Construction in progress	\$ 2,505,278	\$ 1,470,656	\$ (2,548,794)	\$ 1,427,140
Total capital assets not being depreciated	<u>2,505,278</u>	<u>1,470,656</u>	<u>(2,548,794)</u>	<u>1,427,140</u>
Capital assets, being depreciated:				
Infrastructure	39,288,827	-	2,548,794	41,837,621
Equipment	78,924	-	-	78,924
Total capital assets being depreciated	<u>39,367,751</u>	<u>-</u>	<u>2,548,794</u>	<u>41,916,545</u>
Less accumulated depreciation				
Infrastructure	8,148,152	1,043,646	-	9,191,798
Equipment	78,924	-	-	78,924
Total accumulated depreciation	<u>8,227,076</u>	<u>1,043,646</u>	<u>-</u>	<u>9,270,722</u>
Net capital assets being depreciated	31,140,675	(1,043,646)	2,548,794	32,645,823
Total Capital Assets	<u>\$ 33,645,953</u>	<u>\$ 427,010</u>	<u>\$ -</u>	<u>\$ 34,072,963</u>

Depreciation was charged to governmental functions as follows:

Public works	<u>\$ 1,043,646</u>
Total Governmental Activities Depreciation Expense	<u>\$ 1,043,646</u>

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2021

D. Long-term Debt

The following is a summary of changes in the City's total governmental long-term liabilities for the year ended. In general, the City uses the debt service fund to liquidate governmental long-term liabilities.

	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due within One Year
Governmental Activities:					
Bonds, notes and other payables:					
General Obligation Bonds	\$ 5,440,000	\$ -	\$ (1,365,000)	\$ 4,075,000	\$ 765,000
Premium	303,131	-	(67,189)	235,942	-
Total Governmental Activities	\$ 5,743,131	\$ -	\$ (1,432,189)	\$ 4,310,942	\$ 765,000
Long-term liabilities due in more than one year				\$ 3,545,942	

Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly, are not reported as fund liabilities in the governmental funds. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due.

Long-term debt at year end was comprised of the following debt issues:

General Obligation Bonds:

\$3,910,000 General Obligation Bond, Series 2015, due in installments through 2025, interest at 2-2.5%	\$ 1,660,000
\$3,735,000 General Obligation Bond, Series 2017, due in installments through 2027, interest 2-4%	2,415,000
Total General Obligation bonds	\$ 4,075,000
Premiums	\$ 235,942
Total Deferred Amounts	\$ 235,942
Total Debt	\$ 4,310,942

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

The annual requirements to amortize debt issues outstanding at year ending were as follows:

Year ending December 31,	General Obligation Bonds	
	Principal	Interest
2022	\$ 765,000	\$ 107,950
2023	790,000	84,950
2024	820,000	61,050
2025	840,000	37,325
2026	425,000	19,425
2027	435,000	6,525
Total	\$ 4,075,000	\$ 317,225

General obligation bonds are direct obligations of the City for which its full faith and credit are pledged. Repayment of general obligation bonds are from taxes levied on all taxable property located within the City. The City is not obligated in any manner for special assessment debt.

E. Other Long-term Liabilities

The following summarizes the changes in the compensated absences balances of the primary government during the year. In general, the City uses the general fund to liquidate compensated absences.

	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due within One Year
Governmental Activities:					
Compensated absences	\$ 17,390	\$ 18,245	\$ (21,018)	\$ 14,617	\$ 13,155
Total Governmental Activities	\$ 17,390	\$ 18,245	\$ (21,018)	\$ 14,617	\$ 13,155
Other long-term liabilities due in more than one year				\$ 1,462	

F. Deferred Charges on Refunding

Deferred charges resulting from the issuance of the series 2011 general obligation refunding bonds have been recorded as deferred outflows of resources and are being amortized to interest expense over the shorter of either the remaining term of the refunded debt or the refunding bonds. Current year balances for governmental activities were eliminated with current year amortization expense totaling \$3,897.

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

G. Customer Deposits

The City had customer deposits of \$136,485 in the general fund as of yearend. The City requires a \$25,000 refundable gas meter deposit for all new home building permits. This amount will be refunded upon completion of the project and by meeting certain criteria set by the City.

H. Interfund Transactions

The composition of internal balances as of the year ended December 31, 2021 is as follows:

	Due from:	
Due to:	Debt	
	Service	Total
General Fund	\$ 2,440,927	\$ 2,440,927
Total	\$ 2,440,927	\$ 2,440,927

I. Fund Equity

The City records fund balance restrictions on the fund level to indicate that a portion of the fund balance is legally restricted for a specific future use or to indicate that a portion of the fund balance is not available for expenditures.

The following is a list of fund balances restricted/committed by the City:

	Restricted Fund Balance
Municipal court	* \$ 73,591
Debt service	39,163
Total	\$ 112,754

*Restricted by enabling legislation.

J. Leases

The City's operating lease obligation is for the rental of office space to house City Hall. Basic rent shall be payable monthly in advance commencing on the commencement date of August 1, 2007 and continuing throughout the term and shall be accompanied by all applicable state and local sales or use taxes. The first monthly installment of basic rent shall be payable contemporaneously with the execution of the lease; thereafter, basic rent shall be payable on the first day of each month beginning on the first day of the second full calendar month of the term. The monthly basic rent for any partial month at the beginning of the term shall equal the product of 1/365 of the annual basic rent in effect during the partial month

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

and the number of days in the partial month from and after the commencement date. The contract expired August 1, 2017. The contract has been renewed to November 30, 2024. The City paid \$117,759 in rental expense during the year. The City's lease obligations are as follows:

Period ending:	Operating Leases
December 31, 2022	\$ 122,769
December 31, 2023	125,275
December 31, 2024	117,132
Total Minimum Lease Payments	<u>\$ 365,176</u>

V. OTHER INFORMATION

A. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets, errors and omissions; and natural disasters for which the City participates along with over 2,800 other entities in the Texas Municipal League Intergovernmental Risk Pools. The Pool purchases commercial insurance at group rates for participants in the Pool. The City has no additional risk or responsibility to the Pool outside of the payment of insurance premiums. The City has not significantly reduced insurance coverage or had settlements which exceeded coverage amounts for the past three years.

B. Contingent Liabilities

Amounts received or receivable from granting agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amounts of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends, including frequency and amount of payouts, and other economic and social factors.

C. Arbitrage

The Tax Reform Act of 1986 instituted certain arbitrage consisting of complex regulations with respect to issuance of tax-exempt bonds after August 31, 1986. Arbitrage regulations deal with the investment of tax-exempt bond proceeds at an interest yield greater than the

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

interest yield paid to bondholders. Generally, all interest paid to bondholders can be retroactively rendered taxable if applicable rebates are not reported and paid to the Internal Revenue Service at least every five years for applicable bond issues. Accordingly, there is the risk that if such calculations are not performed correctly, a substantial liability to the City could result. The City does anticipate that it will have an arbitrage liability and performs annual calculations to estimate this potential liability. The City will also engage an arbitrage consultant to perform the calculations in accordance with Internal Revenue Service's rules and regulations if indicated.

D. Pension Plans

Texas Municipal Retirement System

1. Plan Description

The City of Piney Point Village, Texas participates as one of 895 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available annual comprehensive annual financial report that can be obtained at www.tmrs.com.

All eligible employees of the city are required to participate in TMRS.

2. Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the city, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the city-financed monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payments options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Plan provisions for the City were as follows:

	<u>Plan Year 2020</u>	<u>Plan Year 2019</u>
Employee deposit rate	5%	5%
Matching ratio (city to employee)	2 to 1	2 to 1
Years required for vesting	5	5
Service retirement eligibility (expressed as age / years of service)	60/5, 0/25	60/5, 0/25
Updated service credit	0% Repeating Transfers	0% Repeating Transfers
Annuity increase (to retirees)	0% of CPI	0% of CPI

Employees covered by benefit terms

At the December 31, 2020 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	7
Inactive employees entitled to but not yet receiving benefits	7
Active employees	7
Total	<u>21</u>

3. Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the City matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City of Piney Point Village, Texas were required to contribute 5% of their annual gross earnings during the fiscal year. The contribution rates for the City of Piney Point Village, Texas was 6.92% in calendar year 2020. The City's contributions to TMRS for the year ended December 31, 2021, were \$37,598, and were equal to the required contributions.

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

4. Net Pension Liability (Asset)

The City's Net Pension Liability (Asset) was measured as of December 31, 2020, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability (Asset) was determined by an actuarial valuation as of that date.

Actuarial assumptions

The Total Pension Liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.0% per year
Investment Rate of Return	6.75% net of pension plan investment expense, including inflation

Salary increases are based on a service-related table. Mortality rates for active members are based on the PUB(10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-distinct 2019 Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 to December 31, 2018. They were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for Annuity Purchase Rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of real rates of return for each major asset class in fiscal year 2020 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Global Equity	30.0%	5.30%
Core Fixed Income	10.0%	1.25%
Non-Core Fixed Income	20.0%	4.14%
Real Return	10.0%	3.85%
Real Estate	10.0%	4.00%
Absolute Return	10.0%	3.48%
Private Equity	<u>10.0%</u>	7.75%
Total	100.0%	

Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

Sensitivity of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

1% Decrease 5.75%	Current Single Rate Assumption 6.75%	1% Increase 7.75%
\$ 91,388	\$ (1,916)	\$ (80,537)

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2021

Changes in the Net Pension (Asset) Liability

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension (Asset) Liability (a) – (b)
Balance at 12/31/19	\$ 702,935	\$ 705,209	\$ (2,274)
Changes for the year:			
Service cost	60,242	-	60,242
Interest	48,618	-	48,618
Difference between expected and actual experience	8,225	-	8,225
Changes of assumptions	-	-	-
Contributions – employer	-	36,826	(36,826)
Contributions – employee	-	26,609	(26,609)
Net investment income	-	53,652	(53,652)
Benefit payments, including refunds of emp. contributions	(28,151)	(25,587)	(2,564)
Administrative expense	-	(346)	346
Other changes	-	(14)	14
Net changes	88,934	91,140	(2,206)
Balance at 12/31/20	\$ 791,869	\$ 796,349	\$ (4,480)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the internet at www.tmrs.com.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

5. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2021, the City recognized pension expense of \$36,826.

At December 31, 2021, the City reported deferred outflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred (Inflows) of Resources
Difference between projected and actual earnings	\$ -	\$ 20,258
Differences between expected and actual economic experience	3,604	-
Contributions subsequent to the measurement date	37,200	-
Total	\$ 40,804	\$ 20,258

The City reported \$36,826 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability for the year ending December 31, 2022. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended	
December 31:	
2021	\$ (3,436)
2022	(538)
2023	(11,471)
2024	(1,209)
2025	-
Thereafter	-
Total	\$ (16,654)

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2021

6. Other Postemployment Benefits

The City also participates in a defined benefit group-term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). This is a voluntary program in which participating member cities may elect, by ordinance, to provide group-term life insurance coverage for their active members, including or not including retirees. The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death); retired employees are insured for \$7,500; this coverage is an "other postemployment benefit," or OPEB. The SDBF covers both active and retiree benefits with no segregation of assets and, therefore, doesn't meet the definition of a trust under GASB No. 75, paragraph 4b, (i.e., no assets are accumulated for OPEB). As such, the SDBF is considered to be a single-employer unfunded OPEB plan (and not a cost sharing plan) with benefit payments treated as being equal to the employer's yearly contributions for retirees.

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to pre-fund retiree term life insurance during employees' entire careers.

Employees covered by benefit terms

At the December 31, 2020 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	5
Inactive employees entitled to but not yet receiving benefits	1
Active employees	7
Total	13

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

The City's contributions to the TMRS SDBF for the years ended 2021, 2020, and 2019 were \$452, \$201, and \$111 respectively, which equaled the required contributions each year.

Plan/ Calendar Year	Annual Required Contribution (Rate)	Actual Contribution Made (Rate)	Percentage of ARC Contributed
2019	0.03%	0.03%	100.0%
2020	0.04%	0.04%	100.0%
2021	0.10%	0.10%	100.0%

Total OPEB Liability

The City's Postemployment Benefits Other Than Pensions Liability (OPEB) was measured as of December 31, 2020, and the Total OPEB Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions:

The Total OPEB Liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.5% to 11.5%, including inflation per year
Discount rate	2.00%
Retirees' share of benefit-related costs	\$0
Administrative expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68

Mortality rates for active members, retirees, and beneficiaries were based on the 2019 Municipal Retirees of Texas Mortality Tables with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

Discount Rate:

The discount rate used to measure the Total OPEB Liability was 2.75%. The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2019.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the City, calculated using the discount rate of 2.75%, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.75%) or 1-percentage-point higher (3.75%) than the current rate:

1% Decrease 1.00%	Current Single Rate Assumption 2.00%	1% Increase 3.00%
\$ 43,358	\$ 35,924	\$ 30,078

Changes in the Total OPEB Liability:

	Total OPEB Liability
Balance at 12/31/2019	\$ 29,951
Changes for the year:	
Service Cost	5,694
Interest	899
Change in benefit terms	-
Difference between expected and actual experience	(4,901)
Changes of assumptions	4,494
Benefit payments	(213)
Net changes	5,973
Balance at 12/31/2020	\$ 35,924

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2021, the City recognized OPEB expense of \$6,934.

City of Piney Point Village, Texas
NOTES TO FINANCIAL STATEMENTS, Continued
For the Year Ended December 31, 2021

At September 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to the OPEB liability from the following sources:

	Deferred Outflows of Resources	Deferred (Inflows) of Resources
Difference between expected and actual experience	\$ -	\$ 4,059
Change in assumption	3,790	-
Contributions subsequent to measurement date	550	-
Total	\$ 4,340	\$ 4,059

The City reported \$550 as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the OPEB liability for the year ending December 31, 2022.

Other amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	
2021	\$ (151)
2022	(118)
2023	-
2024	-
2025	-
Thereafter	-
	\$ (269)

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

E. Related Organizations and Joint Ventures

The City has entered into an interlocal agreement with the cities of Hunters Creek Village, Hedwig Village, Hilshire Village, Bunker Hill Village, and Spring Valley Village to create the Village Fire Department (VFD). The agreement automatically renews for a period of five years unless terminated by at least one of the contracting cities. Under the terms of the agreement, the City is liable for 21 percent of VFD's budget. For the year ended December 31, 2021, the City paid \$1,461,856 to the VFD.

Consolidated financial information of the VFD extracted from the audited financial statements for the year ended December 31, 2020, on which VFD's auditors expressed an unmodified opinion, are as follows:

	Net Position
Total assets	\$ 8,098,025
Total deferred outflows of resources	483,891
Total liabilities	942,339
Total deferred inflows of resources	820,411
Total Net Position	\$ 6,819,166
	Change in
	Net Position
Total revenues	\$ 8,671,058
Total expenses	6,158,092
Change in Net Position	2,512,966
Beginning net position	4,306,200
Ending Net Position	\$ 6,819,166

City of Piney Point Village, Texas

NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2021

The City has also entered into an interlocal agreement with the cities of Bunker Hill Village and Hunters Creek Village to create the Memorial Village Police Department (MVPD). Under the terms of the agreement, the City is liable for 33 1/3 percent of MVPD's budget. Separate financial statements may be obtained directly from MVPD. For the year ended December 31, 2021 the City paid \$2,036,481 to the MVPD.

Consolidated financial information of the MVPD extracted from the MVPD's audited financial statements for the year ended December 31, 2020, on which the MVPD's auditors expressed an unmodified opinion, are as follows:

	<u>Net Position</u>
Total assets	\$ 1,450,423
Total deferred outflows of resources	877,430
Total liabilities	3,456,063
Total deferred inflows of resources	416,774
Total Net Position	\$ (1,544,984)
	<u>Change in</u>
	<u>Net Position</u>
Total revenues	\$ 5,738,694
Total expenditures/expenses	5,894,217
Change in Net Position	(155,523)
Beginning net position	(1,389,461)
Ending Net Position	\$ (1,544,984)

F. Subsequent Events

There are no material subsequent events through May 20, 2022, the date the financial statements were issued.

REQUIRED SUPPLEMENTARY INFORMATION

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City of Piney Point Village, Texas
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended December 31, 2021

	Original and Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues</u>			
Property tax	\$ 5,557,210	\$ 5,783,512	\$ 226,302
Sales tax	230,000	325,009	95,009
Franchise and local taxes	408,000	400,195	(7,805)
License and permits	356,000	521,110	165,110
Intergovernmental	136,000	305,051	169,051
Fines and forfeitures	101,000	65,382	(35,618)
Investment income	50,000	2,468	(47,532)
Other revenue	30,700	72,224	41,524
Total Revenues	6,868,910	7,474,951	606,041
<u>Expenditures</u>			
Current:			
General government	1,437,700	1,571,788	(134,088) *
Police	2,030,981	2,036,481	(5,500) *
Fire	1,461,876	1,461,876	-
Sanitation	536,500	529,439	7,061
Municipal court	30,000	47,010	(17,010) *
Public works	573,000	565,121	7,879
Capital outlay	1,976,396	1,889,791	86,605
Total Expenditures	8,046,453	8,101,506	(55,053)
Net Change in Fund Balance	\$ (1,177,543)	(626,555)	\$ 550,988
Beginning fund balance		4,329,064	
Ending Fund Balance		\$ 3,702,509	

Notes to Required Supplementary Information

1. Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

* Expenditures exceeded appropriations at legal level of control.

City of Piney Point Village, Texas

SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET) AND RELATED RATIOS

Years Ended:

	12/31/2021	12/31/2020	12/31/2019	12/31/2018
Total pension liability				
Service cost	\$ 60,242	\$ 54,795	\$ 58,644	53,851
Interest	48,618	43,255	38,860	34,623
Differences between expected and actual experience	8,225	(3,007)	(6,997)	(8,987)
Changes of assumptions	-	8,547	-	-
Benefit payments, including refunds of participant contributions	(25,587)	(28,151)	(18,787)	(19,429)
Net change in total pension liability	<u>91,498</u>	<u>75,439</u>	<u>71,720</u>	<u>60,058</u>
Total pension liability - beginning	<u>702,935</u>	<u>627,496</u>	<u>555,776</u>	<u>495,718</u>
Total pension liability - ending (a)	<u>794,433</u>	<u>702,935</u>	<u>627,496</u>	<u>555,776</u>
Plan fiduciary net position				
Contributions - employer	\$ 36,826	\$ 32,745	\$ 36,410	36,304
Contributions - members	26,609	23,557	25,497	23,977
Net investment income	53,652	90,902	(16,820)	63,354
Benefit payments, including refunds of participant contributions	(25,587)	(28,151)	(18,787)	(19,429)
Administrative expenses	(346)	(513)	(325)	(328)
Other	(14)	(14)	(16)	(17)
Net change in plan fiduciary net position	<u>91,140</u>	<u>118,526</u>	<u>25,959</u>	<u>103,861</u>
Plan fiduciary net position - beginning	<u>705,209</u>	<u>586,683</u>	<u>560,724</u>	<u>456,863</u>
Plan fiduciary net position - ending (b)	<u>\$ 796,349</u>	<u>\$ 705,209</u>	<u>\$ 586,683</u>	<u>560,724</u>
Fund's net pension liability (asset) - ending (a) - (b)	<u>\$ (1,916)</u>	<u>\$ (2,274)</u>	<u>\$ 40,813</u>	<u>(4,948)</u>
Plan fiduciary net position as a percentage of the total pension liability	100.24%	100.32%	93.50%	100.89%
Covered payroll	\$ 532,171	\$ 471,149	\$ 509,946	479,531
Fund's net position as a percentage of covered payroll	-0.36%	-0.48%	8.00%	-1.03%

Notes to schedule:

1) This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, only available information is shown.

	<u>12/31/2017</u>	<u>12/31/2016</u>	<u>12/31/2015</u> ¹
\$	44,402	\$ 44,331	\$ 38,858
	32,502	29,095	25,044
	(21,689)	8,742	20,456
	-	13,192	-
	<u>(37,623)</u>	<u>(21,424)</u>	<u>(37,007)</u>
	<u>17,592</u>	<u>73,936</u>	<u>47,351</u>
	<u>478,126</u>	<u>404,190</u>	<u>356,839</u>
	<u>495,718</u>	<u>478,126</u>	<u>404,190</u>
\$	25,738	\$ 24,090	\$ 17,566
	19,238	20,041	19,183
	28,490	588	21,588
	(37,623)	(21,424)	(37,007)
	(322)	(358)	(225)
	(17)	(18)	(19)
	<u>35,504</u>	<u>22,919</u>	<u>21,086</u>
	<u>421,359</u>	<u>398,440</u>	<u>377,354</u>
\$	<u>456,863</u>	<u>\$ 421,359</u>	<u>\$ 398,440</u>
\$	<u>38,855</u>	<u>\$ 56,767</u>	<u>\$ 5,750</u>
	92.16%	88.13%	98.58%
\$	384,769	\$ 400,824	\$ 383,660
	10.10%	14.16%	1.50%

City of Piney Point Village, Texas
SCHEDULE OF EMPLOYER CONTRIBUTIONS TO PENSION PLAN
Years Ended:

	<u>12/31/2021</u>	<u>12/31/2020</u>	<u>12/31/2019</u>	<u>12/31/2018</u>
Actuarially determined employer contributions	\$ 37,598	\$ 36,882	\$ 32,778	\$ 36,328
Contributions in relation to the actuarially determined contribution	\$ 37,598	\$ 36,882	\$ 32,778	\$ 36,328
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
Annual covered payroll	\$ 550,289	\$ 532,172	\$ 471,149	\$ 509,947
Employer contributions as a percentage of covered payroll	6.83%	6.93%	6.96%	7.12%

1) This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, only available information is shown.

NOTES TO SCHEDULE OF EMPLOYER CONTRIBUTIONS TO PENSION PLAN

Valuation Date:

Notes Actuarially determined contribution rates are calculated as of December 31 and become effective in January 13 months later.

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	23 years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.5%
Salary Increases	3.50% to 11.50% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2014 - 2018
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUB(10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

Other Information:

Notes There were no benefit changes during the year.

<u>12/31/2017</u>	<u>12/31/2016</u>	<u>12/31/2015</u>	¹
\$ 36,300	\$ 25,738	\$ 24,090	
\$ 36,300	\$ 25,738	\$ 24,090	
\$ -	\$ -	\$ -	
\$ 479,531	\$ 384,770	\$ 400,823	
7.57%	6.69%	6.01%	

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City of Piney Point Village, Texas

SCHEDULE OF CHANGES IN POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) LIABILITY AND RELATED RATIOS TEXAS MUNICIPAL RETIREMENT SYSTEM SUPPLEMENTAL DEATH BENEFITS PLAN

Years Ended:

	<u>12/31/2020</u>	<u>12/31/2019</u>	<u>12/31/2018</u>	<u>12/31/2017</u>	¹
Total OPEB liability					
Service cost	\$ 5,694	\$ 1,743	\$ 2,142	\$ 1,774	
Interest	899	997	858	814	
Changes in benefit terms	-	-	-	-	
Differences between expected and actual experience	(4,901)	(2,874)	147	-	
Changes of assumptions	4,494	4,167	(1,877)	1,959	
refunds of participant contributions	(213)	(141)	(153)	(480)	
Net change in total OPEB liability	<u>5,973</u>	<u>3,892</u>	<u>1,117</u>	<u>4,067</u>	
Total OPEB liability - beginning	<u>\$ 29,951</u>	<u>\$ 26,059</u>	<u>\$ 24,942</u>	<u>\$ 20,875</u>	
Total OPEB liability - ending	<u><u>\$ 35,924</u></u>	<u><u>\$ 29,951</u></u>	<u><u>\$ 26,059</u></u>	<u><u>\$ 24,942</u></u>	²
Covered payroll	\$ 532,171	\$ 471,149	\$ 509,946	\$ 479,531	
City's total OPEB liability as a percentage of covered payroll	6.75%	6.36%	5.11%	5.20%	

Notes to schedule:

¹ This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, only available information is shown.

² No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB statement No. 75 to pay related benefits.

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TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 3, 2022

SUBJECT: Discussion concerning the amount of penalty for the signaling of a false burglar alarm.

Agenda Item: 11

Sec. 22-35. - False alarm penalties.

In addition to the fees for issuance or renewal of a permit, permit holders shall pay a penalty for the signaling of a false alarm by a burglar alarm system if at least six other false alarms have occurred during any calendar year. The amount of the penalty for the signaling of a false alarm shall be:

- (1) \$50.00, if the location has had six other false alarms in such calendar year;
- (2) \$75.00, if the location has had seven other false alarms in such calendar year; or
- (3) \$100.00, if the location has had eight or more other false alarms in such calendar year.

(Ord. No. 942, § 1(5), 11-28-05; Ord. No. 2010.09.13, § 1, 9-13-10; Ord. No. 2013.05.28, § 1, 5-28-13)

Editor's note— Ord. No. 2010.09.13, § 1, adopted September 13, 2010, changed the title of § 22-35 from false alarm fees to false alarm penalties.

Sec. 22-43. - False alarm inspection required.

The city may not consider a false alarm to have occurred unless a response is made by the police department or other agency, including a contracted agency, of the city within 30 minutes of the alarm notification and the police department or other agency determines from an inspection of the interior or exterior of the premises that the alarm was false.

(Ord. No. 2010.09.13, § 4, 9-13-10)

Sec. 22-33. - Permit fees.

(a) The fees for issuance of permits shall be \$50.00.

(b) The fee for the annual renewal of a permit shall be \$50.00.

(Ord. No. 942, § 1(3), 11-28-05)

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

SUBJECT: Discuss and take possible action on approving a contract with Houston Community Newspapers (HCN) for publication of Ordinances, notices, or other matters required by law.

Agenda Item: 12



A Division of the Houston Chronicle

CONTRACT

This agreement entered into on 04/01/2022 between CITY OF PINEY POINT VILLAGE and Houston Community Newspapers (HCN), is for 52 weeks with a flat rate totaling \$ 18.00 per column inch per day per group), plus \$5.00 per affidavit and \$10.00 per tear sheet. This agreement begins 04/01/2022 and ends on 12/31/2022

It is agreed that during the period of this agreement, that the Southwest Group of publications will serve as the as the primary publication for CITY OF PINEY POINT VILLAGE for publishing Ordinances, notices or other matter required by law. The Southwest Group is defined as the following publications – Katy Rancher, Examiner, Memorial Examiner and the Sugar Land Sun.

Tax Rate notices will be at the flat rate of \$840.90 + \$5.00 per affidavit rate. HCN agrees to provide to the CITY OF PINEY POINT VILLAGE affidavits and tear sheets within 10 days of the newspaper publication.

For publishing ordinances, notices or other matter required by law notices will also run on the website marketplace.chron.com, serving the greater Houston area at the extra cost of \$30.00 to the City.

HCN agrees to mail affidavits and tearsheets within 10 days of newspaper publication.

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

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

HOUSTON COMMUNITY NEWSPAPERS
HCN Authorized Representative

CITY OF PINEY POINT VILLAGE
ACCOUNT 20014558

Judith Vega Account Executive Classified
Approved by (Signature and Title)

Approved by (Signature and Title)

Judith Vega
Printed Name
4747 SW Frwy

Printed Name

Mailing Address

Mailing Address

Houston, Tx 77027
City, State, Zip

City, State, Zip

Director- Advertising Sales-Legals

Phone Number

Karen Farris

From: Karen Farris
Sent: Friday, April 22, 2022 8:21 AM
To: Cityadmin
Subject: FW: Contract for Publications
Attachments: CITY OF PINEY POINT VILLAGE 2022 contract.pdf

Bobby,

Please review contract with Houston Community Newspapers (Memorial Examiner).

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

From: HCN, LegalsAdv <legals@hcnonline.com>
Sent: Thursday, April 21, 2022 11:38 PM
To: Karen Farris <citysec@pineypt.org>; HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: RE: Contract for Publications

We apologize for the delay. Attached is the Contract for review.

BE SAFE, STAY SAFE!

Judith Vega
Legal/Public Notice Advertising Representative
HOUSTON/BEAUMONT/SAN FRANCISCO
Hearst Media
4747 Southwest Freeway
Houston, Texas 77027
Office: 713-224-6868
Fax: 713-362-7835
legals@chron.com
legals@hcnonline.com

NOTE for reprints requests:
THE COST FOR AN ORIGINAL TEAR OR E TEAR SHEET IS \$10.00 PER TEAR.

*******ALL DOCUMENTS ARE MAILED******* Unfortunately, we do not keep copies of the affidavits and are not emailed
WE DO NOT EMAIL AFFIDAVITS. You can request the documents to be sent Overnight using UPS delivery for additional \$10.00.

From: Karen Farris <citysec@pineypt.org>
Sent: Monday, March 21, 2022 1:24 PM
To: HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: [EXTERNAL] Contract for Publications

Good afternoon Judith,

Just an FYI ... We haven't received a contract for publications yet. We will need to place legal notices in the near future and want to be sure there are no issues.

Thank you,

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

From: HCN, LegalsAdv <legals@hcnonline.com>
Sent: Thursday, March 10, 2022 9:47 AM
To: Karen Farris <citysec@pineypt.org>; HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: RE: Resolution No. 22.01.24A Designating Memorial Examiner as Official Newspaper

Ok this is good to know, we have a contract we provide the Client to review with the cost breakdowns of the ad and materials with information on special notices and where the ad is displayed online.

We then send that contract to the Accounting team to enter the approved contract into the system to process the contract rate.

We are finalizing the verbiage and will provide that to you this week.

BE SAFE, STAY SAFE!

Judith Vega
Legal/Public Notice Advertising Representative
HOUSTON/BEAUMONT/SAN FRANCISCO
Hearst Media
4747 Southwest Freeway
Houston, Texas 77027
Office: 713-224-6868
Fax: 713-362-7835
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WE DO NOT EMAIL AFFIDAVITS. You can request the documents to be sent Overnight using UPS delivery for additional \$10.00.

From: Karen Farris <citysec@pineypt.org>
Sent: Wednesday, March 9, 2022 10:39 AM
To: HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: [EXTERNAL] Resolution No. 22.01.24A Designating Memorial Examiner as Official Newspaper

Hi Judith,

Regarding the contract, you indicated yesterday, that the City of Piney Point Village did not have a current approved contract for publications. The City of Piney Point Village did designate the Memorial Examiner as the Official Newspaper for Piney Point Village for 2022. Please see attached Resolution No. 22.01.24A.

Thank you,

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

From: Karen Farris
Sent: Tuesday, March 8, 2022 4:21 PM
To: HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: RE: City of Piney Point Village / ME/ AD 34187619/1 DAY 3/16 - Notice of Public Hearing

Ok, that will be fine. I wasn't aware that we needed a contract, but we will review when we receive it.

Thank you,

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

From: HCN, LegalsAdv <legals@hcnonline.com>
Sent: Tuesday, March 8, 2022 4:17 PM
To: Karen Farris <citysec@pineypt.org>; HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: RE: City of Piney Point Village / ME/ AD 34187619/1 DAY 3/16 - Notice of Public Hearing

The order has been released for publication.

We were also informed that we do not have a current approved Contract for your publications. We will be reviewing the current contract and will be sending you one to review next week.

BE SAFE, STAY SAFE!

Judith Vega
Legal/Public Notice Advertising Representative
HOUSTON/BEAUMONT/SAN FRANCISCO
Hearst Media
4747 Southwest Freeway
Houston, Texas 77027
Office: 713-224-6868
Fax: 713-362-7835
legals@chron.com
legals@hcnonline.com

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*******ALL DOCUMENTS ARE MAILED******* Unfortunately, we do not keep copies of the affidavits and are not emailed

WE DO NOT EMAIL AFFIDAVITS. You can request the documents to be sent Overnight using UPS delivery for additional \$10.00.

From: Karen Farris <citysec@pineypt.org>
Sent: Tuesday, March 8, 2022 4:07 PM
To: HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: [EXTERNAL] RE: City of Piney Point Village / ME/ AD 34187619/1 DAY 3/16 - Notice of Public Hearing

Approved.

Thank you,

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

From: HCN, LegalsAdv <legals@hcnonline.com>
Sent: Tuesday, March 8, 2022 3:37 PM
To: Karen Farris <citysec@pineypt.org>; HCN, LegalsAdv <legals@hcnonline.com>
Cc: Cityadmin <cityadmin@pineypt.org>
Subject: RE: City of Piney Point Village / ME/ AD 34187619/1 DAY 3/16 - Notice of Public Hearing

Please review the proof and quote, the order will be on hold pending your approval.

BE SAFE, STAY SAFE!

Judith Vega
Legal/Public Notice Advertising Representative
HOUSTON/BEAUMONT/SAN FRANCISCO

Hearst Media
4747 Southwest Freeway
Houston, Texas 77027
Office: 713-224-6868
Fax: 713-362-7835
legals@chron.com
legals@hcnonline.com

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*******ALL DOCUMENTS ARE MAILED******* Unfortunately, we do not keep copies of the affidavits and are not emailed

WE DO NOT EMAIL AFFIDAVITS. You can request the documents to be sent Overnight using UPS delivery for additional \$10.00.

From: Karen Farris <citysec@pineypt.org>

Sent: Tuesday, March 8, 2022 3:05 PM

To: HCN, LegalsAdv <legals@hcnonline.com>

Cc: Cityadmin <cityadmin@pineypt.org>

Subject: [EXTERNAL] City of Piney Point Village / ME/ AD 34187619/1 DAY 3/16 - Notice of Public Hearing

Importance: High

Good afternoon,

Please post the attached notice to run in the March 16, 2022 issue of the Memorial Examiner.

Thank you,

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

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

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TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington, City Administrator

MEETING DATE: May 23, 2022

SUBJECT: Discuss and take possible action on Wilding Lane Right-of-Way Improvements.

Agenda Item: 13

HDR is working with the original contractor RAC to finalize the punch list items on the Wilding Lane improvements. RAC is beyond their contracted timeframe to complete the project, however in efforts to efficiently close the project, HDR is providing the weekend as the final opportunity for the original contractor to complete the punch items. In the meantime, HDR met with alternate contractors who are capable in completing the outstanding items. If the original contractor is unable to perform, then HDR will recommend T-Construction, LLC to complete the Job. This includes a proposal to grade and sod the right-of-way.

Moore, Joseph

From: Raul Chapa <Raul.Chapa@racpt.com>
Sent: Tuesday, May 17, 2022 8:04 AM
To: Moore, Joseph
Cc: Anthony Chapa; Peterson, John
Subject: RE: Wilding Lane Meeting Today

CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Joe:

RAC concurs with the punch list items as discussed in detail yesterday. ISJ is on site today doing all the adjustment on cleanouts and cleaning inside of storm sewers. RAC & ISJ will be on project this week until all items are complete. We have topsoil being delivered today for area where San Agustin will be placed on Monday the 23rd. That's the earliest my supplier had available.

Regards,



Raul A. Chapa
President
3207 Preston Ave.
Pasadena, TX 77505
Office: 713-534-1151
Fax: 832-243-5963
Cell: 713-384-3238
raul@racpt.com

From: Moore, Joseph <Joseph.Moore@hdrinc.com>
Sent: Monday, May 16, 2022 5:18 PM
To: Raul Chapa <Raul.Chapa@racpt.com>
Cc: Anthony Chapa <Anthony.chapa@racpt.com>; Peterson, John <john.peterson@hdrinc.com>
Subject: Wilding Lane Meeting Today

Raul,

Thanks for meeting on Wilding Lane this morning to review the punch list. The following is my understanding of the remaining punch list items:

- 1) 11201 Driveway – Cracked corner to be resolved by saw cut and replacement across the driveway behind the crack with construction joint (no expansion joint necessary)
- 2) Debris and Gravel to be moved or removed by end of today



T CONSTRUCTION, L.L.C.

12605 McNair St * Houston, Texas 77015 * Ph. 832-582-8420 * Fx. 832-582-8421

May 17, 2022

City of Piney Point
Attention: Joe Moore, P.E., CFM
HDR
4828 Loop Central Drive, Suite 800
Houston, TX 77081

RE: City of Piney Point – Wilding Lane

Mr. Moore,

T Construction, LLC is providing a proposal for performing “Sod Placement” Below is the estimate cost; please review for your approval.

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED
1	Mobilization & Traffic Control	LS	1	\$1,500.00	\$1,500.00
3	Installation of Sod 11203,11209, & 11201 Wilding Lane	LS	1	\$5,300.00	\$5,300.00
	Total				\$6,800.00

This price includes Mobilization, Labor, Equipment, Material, and Supervision.

T Construction, LLC proposes to complete this work within 15 days. If you have any questions, please don't hesitate to contact me.

Sincerely,

Brandon Flores

Brandon Flores
Project Manager
T Construction, LLC
Phone: (832)582-8420
Fax: (832)582-8421
Email: bflores@tconstructionllc.com

Accepted By: _____ Date: _____ Title: _____

Cc; Juan Ramon Torres – President
Cc; Leydy Ojeda – Assistant Contract Coordinator

Council Agenda Item Cover Memo

5/23/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on a request to publicly advertise and bid the Tokeneke Trail and Country Squires Improvements Project.

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

STAFF RECOMMENDATION:

ESTIMATED COST: N/A

FUNDING SOURCE: N/A

CURRENT BUDGETED ITEM: YES NO

EMERGENCY REQUEST: YES NO X

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

Karen Farris

From: Moore, Joseph <Joseph.Moore@hdrinc.com>
Sent: Wednesday, May 18, 2022 11:57 AM
To: Karen Farris
Cc: Cityadmin; Croley, Aaron
Subject: Council Agenda Items
Attachments: Summary of Quotes - Decomposed Granite Paths.pdf; Agenda Item Request Form (5-23-2022).docx; Eng Report (5-23-2022).pdf; CenterPoint ROW Plan Review - 4 Woods Edge 5-3-22, 2nd Submittal.pdf

Karen,

The following are our agenda items and their attachments:

- 1) CenterPoint Energy Gas Line 4 Woods Edge
 - a. "CenterPoint ROW Plan Review – 4 Woods Edge..."
- 2) Advertise and Bid Tokeneke & Country Squires Improvements Project
 - a. NO ATTACHMENTS. TO BE DISTRIBUTED AT THE MEETING
- 3) Quotes Decomposed Granite Paths
 - a. "Summary of Quotes – Decomposed Granite Paths"
- 4) Engineer's Report
 - a. "Eng Report (5-23-2022)"

Also like we discussed last night, we can leave the Wilding Lane agenda item from last night's meeting on the agenda for Monday night's meeting.

Please give me a call 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)

Council Agenda Item Cover Memo

5/23/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on quotes to replace the decomposed granite paths at Wilding Lane, Dunsinane Street, and Quail Hollow Lane.

SUMMARY/BACKGROUND (WHY): The City previously requested that HDR obtain quotes to refresh the decomposed granite paths at Wilding Lane, Dunsinane Street, and Quail Hollow Lane. It was also requested that the quotes include a decomposed granite pad to be installed in the Wilding Lane ROW for a park bench that will be donated by a resident. A summary of quotes and the quotes received are included in the agenda packet.

STAFF RECOMMENDATION:

ESTIMATED COST: N/A

FUNDING SOURCE: N/A

CURRENT BUDGETED ITEM: YES NO

EMERGENCY REQUEST: YES NO X

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

Summary of Quotes
Decomposed Granite Paths
5/18/2022

Contractor	Quote Amount
On Par Civil Services	\$ 9,457.00
ICS	\$ 11,740.00
T Construction, LLC.	\$ 20,330.00
J Rivas Construction, LLC.	\$ 45,474.00

Request for Quote - Decomposed Granite Sidewalks

City of Piney Point Village

HDR Job No. 10136216

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Install 2 inches decomposed granite to refresh existing sidewalk and level grades on Wilding Lane, complete in place, the sum of:	SY	123	32.50	3997.50
2	Install 4 inches decomposed granite with landscape edging including proof roll existing natural ground per detail, complete in place, the sum of:	SY	22	88.50	1947.00
3	Install 2 inches decomposed granite to refresh existing sidewalk and level grades on Dunsinane, complete in place, the sum of:	SY	85	32.50	2762.50
4	Install 2 inches decomposed granite to refresh existing sidewalk and level grades on Black Road, complete in place, the sum of:	SY	4	187.50	750.00
Total Construction Cost:					9457.00

Frigitia Murray
5/4/2022

Bidder - ICS

Request for Quote - Decomposed Granite Sidewalks
City of Piney Point Village
HDR Job No. 10336216

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Wilding Lane, complete in place, the sum of:	SY	123	\$45.00	\$5,535.00
2	Install 4-inches decomposed granite with landscape edging including proof roll existing natural ground per detail, complete in place, the sum of:	SY	22	\$100.00	\$2,200.00
3	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Dunsinane, complete in place, the sum of:	SY	85	\$45.00	\$3,825.00
4	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Blalock Road, complete in place, the sum of:	SY	4	\$45.00	\$180.00
Total Construction Cost:					\$11,740.00

Request for Quote - Decomposed Granite Sidewalks
City of Piney Point Village
HDR Job No. 10336216

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Wilding Lane, complete in place, the sum of:	SY	123	\$85.00	\$10,455.00
2	Install 4-inches decomposed granite with landscape edging including proof roll existing natural ground per detail, complete in place, the sum of:	SY	22	\$105.00	\$2,310.00
3	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Dunsinane, complete in place, the sum of:	SY	85	\$85.00	\$7,225.00
4	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Blalock Road, complete in place, the sum of:	SY	4	\$85.00	\$340.00
Total Construction Cost:					\$20,330.00

Janine Volterra



5/04/2022

J Rivas Construction, LLC
9223 Misty Vale Ln.
Houston, TX 77075
832-874-2010
jlira@rivasconst.com

Request for Quote - Decomposed Granite Sidewalks					
City of Piney Point Village					
HDR Job No. 10336216					
Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Wilding Lane, complete in place, the sum of:	SY	123	\$193.00	\$23,739.00
2	Install 4-inches decomposed granite with landscape edging including proof roll existing natural ground per detail, complete in place, the sum of:	SY	22	\$205.00	\$4,510.00
3	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Dunsinane, complete in place, the sum of:	SY	85	\$193.00	\$16,405.00
4	Install 2-inches decomposed granite to refresh existing sidewalk and level grades on Blalock Road, complete in place, the sum of:	SY	4	\$205.00	\$ 820.00
Total Construction Cost:					\$45,474.00

Council Agenda Item Cover Memo

5/23/2022
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on the approval of CenterPoint Energy Gas Line Improvement Plans at 4 Woods Edge Lane.

SUMMARY/BACKGROUND (WHY): CenterPoint Energy has submitted plans to the City for installation of approximately 186 linear feet of new 2” plastic gas line partially located within the Woods Edge Lane right-of-way at 4 Woods Edge Ln. The new line will connect to the existing gas main on the south side of the right-of-way and will be installed under the existing curb and gutter street to service 4 Woods Edge. City staff has no objections to the plans as presented.

STAFF RECOMMENDATION:

ESTIMATED COST: N/A

FUNDING SOURCE: N/A

CURRENT BUDGETED ITEM: YES NO

EMERGENCY REQUEST: YES NO X

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



May 3, 2022

Ms. Andrea Pickens
CenterPoint Energy
1111 Louisiana St
Houston, TX 77002
P.O. Box 2628
Houston, TX 77252-2628

Re: On-Going Services
Review of Gas Line Improvement Plans – **4 Woods Edge Lane, 2nd Submittal**
Piney Point Village, Texas
HDR Job No. 10336218

Dear Ms. Pickens:

We are in receipt of the proposed CenterPoint Energy gas line improvement plans for Woods Edge Lane dated 4/29/22. Based on the proposed plans provided, the City interposes no objection to the proposed gas line 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. CenterPoint Energy 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,

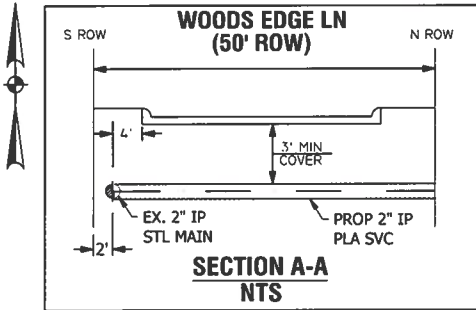
HDR Engineering, Inc.

Aaron Croley, P.E., CFM
Project Engineer

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



CITY OF PINEY POINT PERMIT



RUSH PRIORITY
 PRIORITY 1
 PRIORITY 2
 NORMAL

INSPECTOR: MATT ABEL (713-539-4867)

GAS STAKING

JOB NO: _____ BY: _____ DATE: _____
 ESMTS. DED. BY: _____ ESMT. DOCUMENTS: _____
 MONUMENTATION FND.: _____ PLAT DIST. CHK.=D: _____
 ESMTS. NEEDED AT: _____
 NON-STD. STAKING: _____ REASON: _____

PERMITS REQUIRED FOR CONSTRUCTION

- NO PERMITS REQUIRED
- TXDOT
- CITY: PINEY POINT
- COUNTY: _____
- FLOOD CONTROL/DRAINAGE: _____
- RAILROAD: _____

No Objections Taken

Karen Cooky
 5-3-2022

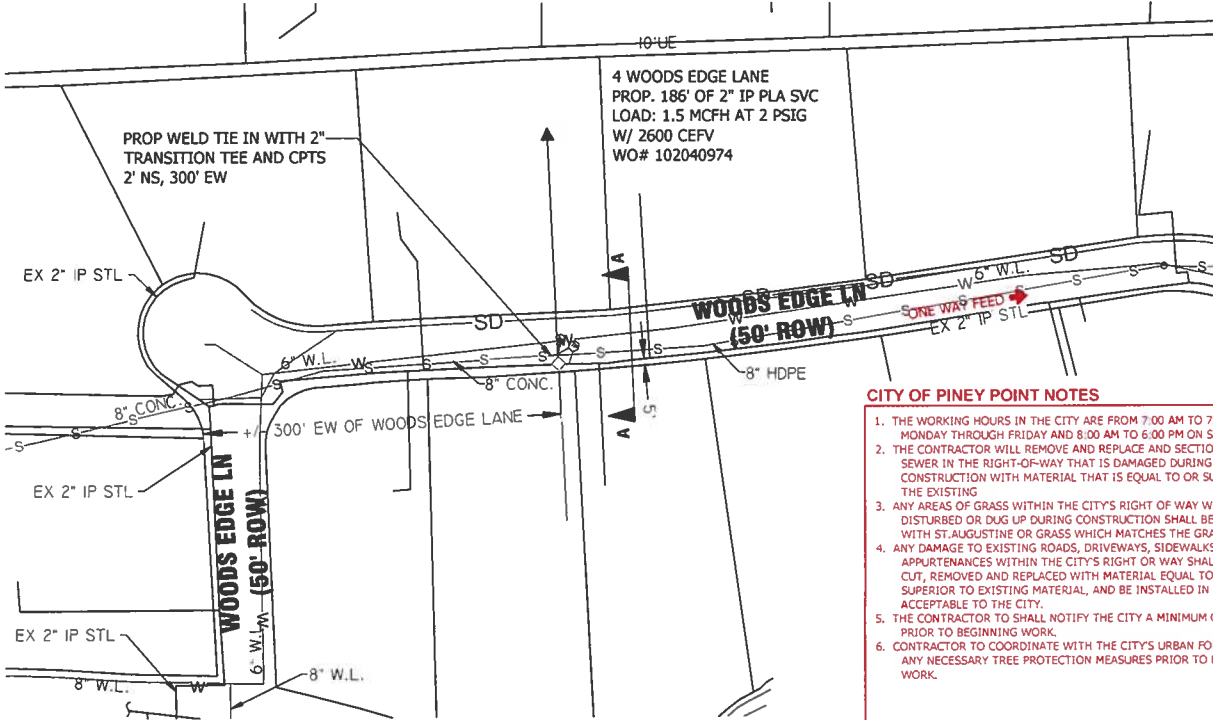
DRAFTER: RJK 04/29/22
 CKR: FE 04/29/22
 ENGR: VANESSA CABRERA

GAS SERVICE COORDINATOR:

COORDINATE SERVICE LOCATION WITH KEREN STERNS AT 713-945-2469

GENERAL NOTES:

1. FIELD VERIFY & LOCATE ALL EXISTING FEEDS, MAINS & SERVICES.
2. MAINTAIN A MINIMUM DEPTH OF 3' UNLESS OTHERWISE NOTED.
3. USE GAUGES TO MONITOR & MAINTAIN FEEDS & PRESSURE.
4. CONTACT DESIGNER (VANESSA CABRERA AT 713-207-5858) WITH ANY NECESSARY FIELD CHANGES.
5. THIS PROJECT IS SUBJECT TO SEWER LATERAL INSPECTION TO VERIFY CLEARANCE, PER THE OPTIONS STATED IN THE CONSTRUCTION AND SERVICE MANUAL. ENGINEERING WAS UNABLE TO VERIFY THE CLEARANCE WITH MAPS AND RECORDS.
6. TAKE NECESSARY PRECAUTIONS WHEN CUT, CAP & REMOVING STEEL MATERIAL. ASSUME ALL TAR WRAP PIPE CONTAINS ASBESTOS AND FOLLOW CONSTRUCTION AND SERVICE MANUAL PROCEDURES (SECTION: CS-B-1-.330) FOR REMOVAL OF PIPE AND GASKETS WITH ASBESTOS CONTAINING MATERIAL OR PRESUMED ASBESTOS CONTAINING MATERIAL.
7. FOR IP PIPE TEST PRESSURE AT 100 PSIG IN ACCORDANCE WITH SECTION CS-B-1.220 OF THE CONSTRUCTION & SERVICE MANUAL. HP LINE TEST PRESSURE AND DURATION ARE AS NOTED.
8. ALL SERVICE LINES MUST HAVE AN EPV OR CURB VALVE INSTALLED IN ACCORDANCE WITH SECTION CS-FORM 1.150 OF THE CONSTRUCTION AND SERVICE MANUAL AND EPV SIZING CHART. CONTACT ENGINEERING FOR ADDITIONAL SIZING RECOMMENDATIONS.
9. COORDINATE CATHODIC PROTECTION WITH THE CORROSION DEPARTMENT (VINCENT PACHECO AT 713-967-7386) AND ENSURE CP DEPARTMENT IS ON SITE DURING CONSTRUCTION TO MAKE BONDS.
10. DIMENSION ALL TIE-IN LOCATIONS FROM ESTABLISHED RIGHT OF WAYS.
11. CRITERIA TO BE USED FOR TRACER WIRE SELECTION WHEN INSTALLING PLASTIC GAS LINES:
 - A. USE #14 TRACER WIRE FOR ALL RESIDENTIAL SERVICE LINES.
 - B. USE #14 TRACER WIRE FOR SHORT BORES UP TO 300' AND ALL OTHER NON-BORE INSTALLATIONS.
 - C. USE #10 TRACER WIRE WITH ALL BORES LONGER THAN 300'.
 - D. USE #8 TRACER WIRE AS NEEDED FOR LARGE BAYOU CROSSINGS AND OTHER EXTRAORDINARY SITUATIONS AND COMPLEX BORES. INSPECTOR APPROVAL REQUIRED PRIOR TO WORK.



CITY OF PINEY POINT 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 5:00 PM ON SATURDAY.
2. THE CONTRACTOR WILL REMOVE AND REPLACE AND 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.
3. ANY AREAS OF GRASS WITHIN THE CITY'S RIGHT OF WAY WHICH ARE DISTURBED OR DUG UP DURING CONSTRUCTION SHALL BE REPLACED WITH ST. AUGUSTINE OR GRASS WHICH MATCHES THE GRASS REMOVED.
4. 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.
5. THE CONTRACTOR TO SHALL NOTIFY THE CITY A MINIMUM OF 48 HOURS PRIOR TO BEGINNING WORK.
6. CONTRACTOR TO COORDINATE WITH THE CITY'S URBAN FORESTER ON ANY NECESSARY TREE PROTECTION MEASURES PRIOR TO BEGINNING WORK.

LEGEND

- EXISTING MAIN _____
- PROP 2" IPS PLA SVC, WO# 10204074 _____ 186'
- PROP TRANS STATION

DESIGNED BY: VANESSA CABRERA	713-207-5858	REVISIONS:	DATE:
ESTIMATED COST: \$	CONTRIBUTION: \$	DATE:	DATE:
NEED DATE: 06/11/2022	COMPLETION DATE:	DATE:	DATE:
PURPOSE AND NECESSITY: TO PROVIDE NATURAL GAS TO AN EMERGENCY GENERATOR IN PINEY POINT, TX			

DATE:	DRAWN BY: LARONNE
DATE:	DATE: 04/29/2022
DATE:	SCALE: 1" = 100'
DATE:	SHEET 1 OF 1

**4 WOODS EDGE LN
 PINEY POINT
 HARRIS COUNTY, TEXAS**

CenterPoint Energy
 Your Gas. Your Power. Your Connection.
 WUG No: **EB4-221384**

04/29/2022 12:24:43 PM C:\USERS\VANESSA\CABRERA\PROJECTS\WOODS_EDGE_LN\DWG\WOODS_EDGE_LN_GAS_SERVICE.dwg PLOT: 04/29/2022 12:24:43 PM

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: May 23, 2022

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

Agenda Item: 17

TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington; City Administrator

MEETING DATE: May 23, 2022

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

Agenda Item: 18

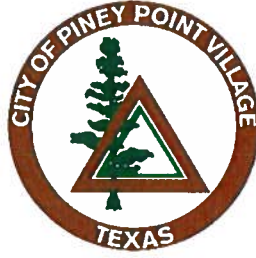
The City Administrator will provide information for Council and the community that contains updates on important city initiatives that are not generally included on a city council agenda for action. These updates represent important city activities that should be of interest to local elected leaders, community leaders, and residents. Note the following 5 items that require consideration:

- A. Financial Report: This report represents a general overview of financial activity through April 2022, which is the fourth month of fiscal year 2022. Staff recommends approving the monthly financial report as presented.
- B. Budget Planning Calendar: Administration is recommending Council consider approval of a budget calendar for fiscal year 2023. The development of the annual budget is an important process that helps to ensure fiscal solvency and the achievement of the City's goals. The process requires scheduling so that timely decisions can be made to adjust existing programs and to evaluate new expenditure proposals for possible inclusion in the adopted budget. The Texas Property Tax Reform and Transparency Act passed by the Texas Legislature makes significant changes and challenges to the property tax rate setting process. It is recommended that the Council approve the attached 2023 budget planning calendar.
- C. Purchase Power Agreement: The City is considering a PPA in order to lower our cost for power. We received an agreement from a local seller that defines all of the commercial terms for the sale of electricity between the two parties, including when the project will begin commercial operation, schedule for delivery of electricity, penalties for under delivery, payment terms, and termination. Administration is requesting that the Council provide that City Administrator to negotiate terms for such agreement that is in the best interest of the City. A draft PPA agreement is under review by the City Attorney and is included for Council review.

- D. Traffic Signal Reconstruction Partnership: Harris County Precinct 3 wants to support PPV in the reconstruction of the six (6) traffic signals. Precinct 3 is proposing to survey, design, bid, and construct the six traffic signals, including any necessary pavement and pedestrian facilities within each intersection. This will be done in two packages with each design package consisting of three intersections. The first design package (signals 1, 2, & 3) will be designed and bid in FY23 and likely constructed in FY24. The second package (signals 4, 5, & 6) will be designed and bid in FY24 and constructed in FY25. The cost per intersection is estimated at \$500,000, which includes survey, design, and construction. Precinct 3 is proposing to contribute \$500,000 per intersection. PPV would be responsible for funding anything over the \$500,000 per intersection. Any amenities such as powder coated poles & mast arms can be included at the request of PPV. An interlocal agreement will be initiated by Harris County to outline the funding, design, construction, and maintenance responsibilities. An interlocal agreement will need to be finalized with the Harris County Permits Department and satisfy minimum standard requirements that other Harris County local governments have completed. Attached are the documents for Council to review and discuss.
- E. Temporary Staffing: The Administration is requesting up to 12 weeks of temporary staffing as one of our members plan for maternity leave. This request will support our capacity to maintain the existing level of administrative services to the community during her absence.

City Administrator's Monthly Report
Item "A"

April 2022 Financial Report



CITY OF PINEY POINT VILLAGE FINANCIAL REPORT

APRIL 2022 FINANCIALS

This report represents a general overview of the city’s financial operations through April 2022, which marks the fourth month of the fiscal year. Beginning balances are audited and stated for presentation of at the May 2022 council meeting. Budgeted numbers in this report represent the original adopted for fiscal year 2022.

General Fund

	Prior YTD	Budget	Month	YTD
Total Revenues	\$6,014,780	\$7,496,659	\$199,892	\$6,449,114
Total Expenditures	\$3,142,286	\$7,496,659	\$389,904	\$2,255,234
Over/(Under)	\$2,872,494	\$0	(\$190,012)	\$4,193,880

	Prior YTD	Budget	Month	YTD
Operating Revenues	\$6,014,780	\$7,496,659	\$199,892	\$6,444,813
Operating Expenditures	\$2,413,345	\$6,361,974	\$389,904	\$2,174,225
Over/(Under)	\$3,601,436	\$1,134,685	(\$190,012)	\$4,270,588

1. Total revenues are \$6,449,114 or 86.0% of budget and 7.2% greater than last YTD directly due to timing of property tax collection. Operational revenues are \$6,444,813 with non-operating proceeds limited to \$4,301.
 - a. For property tax, 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. The total property collection is reported at \$6,768,444. The levy portion dedicated to M&O is \$5,922,322 and is 87.5% of the total levy collected. The M&O collection is \$365,017 or 6.6% higher than the prior YTD and is at 97.9% of budget with an original budgeted expectation of collecting an additional \$126,637 before year end.
 - b. As reported by SBISD, the 2021 tax year adjusted levy is \$6,945,245, an increase of \$223,645 from the original levy of \$6,721,600. The receivable balance (M&O and I&S) is \$210,123.

- c. In addition, the SBISD reported delinquent collection from prior years at \$4,921 with a receivable balance of \$176,092. The total receivable balance for current and delinquent is \$386,215. Actual collections reported by SBISD are included as a separate report.
 - d. Sales Tax collection thru April totals \$125,144 or 48.1% of the total annual \$260,000 projection. Collections are \$17,341 or 16.1% higher than this time last year.
 - e. Franchise tax collections are currently at \$139,804 or 3.1% higher than last YTD. The city collected 102% of budget expectation for gas franchise at \$25,391 due to the increase in market price on fuel. The city anticipates collecting an additional \$267K in franchise tax, with over two-thirds from power-electric franchise.
 - f. Court revenue is \$31,323, or 31.3% of budget and \$9,367 greater than last YTD. Court fines total \$29,371 and the remaining \$1,952 is primarily restricted for special use such as safety, court security or technology. The court continues to successfully operate virtual by zoom. The city collected \$65,382 in court revenue for 2021 year-end. Current trends show improvement from 2021 collections, however actual expectations should forecast \$10K less than the budget target.
 - g. License and permits total \$200,331 with projection exceeding target at 47.2% of original yearend projected collections. Permits and inspection fees account for 89.6% of the category revenue and is \$15,478 greater than last year mainly due to The Kinkaid School special use permit review. Other charges for service include plat reviews at \$6,450, drainage reviews at \$8,250 and contractor registration at \$5,790.
 - h. Alarm registrations are \$23,950, 79.8% of annual budget projection. This represents a \$22,800 improvement over last YTD. Annual alarm registrations prove to be beneficial in maintaining up-to-date emergency information for individual properties.
 - i. The revenue from interest has been regulated in recent years due to Covid economic measures. Interest revenue will improve from the prior year with the expected increases in the Fed rate to combat current nation-wide inflation outlook and our investments are secured in portfolios that respond to these Fed adjustments. Year-end projection trend is currently \$4K versus the \$40K originally budgeted; however, the \$1,939 this is a 169% improvement over last year.
 - j. Non-operational revenue includes \$907 in donations (park bench), \$561 refund (newspaper ad) with an audit adjustment of (\$40) and \$2,029 (WC audit and CenterPoint) in reimbursement proceeds.
2. Total expenditures are budgeted at \$7,496,659 with operating expenditures budgeted at \$6,361,974. YTD, expenditures are \$2,255,234 or 30.1% with \$5,241,425 remaining. Operating expenses are \$2,174,225 or 34.2% with \$4,187,749 remaining. Non-operating expenses are \$81,009 or 7.1% of budget with \$1,053,676 remaining for capital programing.

3. Divisions and category highlights are as follows:

- a. Police Services at \$878,401 or 42.0% 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. This represents a 3.1% increase from last year to date.
 - b. Fire Services at \$586,959 or 37.5%. includes 1.5 months of service payments at the beginning of the year for adequate VFD operational cash flow. This represents a 7.1% increase from last year to date.
 - c. Remaining operations are within expectations and trending lower than last year to date. Total public and operating expenditures are \$239,120 less than this time last year with contract services, general government and public works related expenses improving over the prior year by \$233K.
4. Capital expenditures at 7.1% with \$1,053,676 remaining. Wilding Lane CIP remains outstanding as the contractor finalizes the project with the city holding the 10% retainage. The city is focusing on other programs to improve the city infrastructure and amenities with engineering and survey work currently totaling \$76K for the 96" South Piney Point Road Stormwater Replacement and the Tokeneke – Country Squire improvements. Additional expenses are expected in the coming months for survey and study of the Williamsburg Drainage as well as Greenbay corridor enhancements.
5. Revenues are over expenditures by \$4,193,880. With beginning fund balance at \$3,702,509, the current balance is nearly \$7.9M; however, with most of the revenue related to property tax collection and an adoption of a balanced budget, this balance will decrease through the remaining months of the year.

Debt Service Fund

	Prior YTD	Budget	Month	YTD
Total Revenues	\$1,317,446	\$875,200	\$10,234	\$848,857
Total Expenditures	\$1,445,650	\$875,200	\$0	\$825,375
Over/(Under)	(\$128,204)	\$0	\$10,234	\$23,482

6. Revenues are \$848,857; 97.0% of budget. The adopted rate designated for interest and sinking is \$0.031895 as the requirement to finance the annual bond debt. The original budget incorporated a 99% collection rate based on trends from past collection years.
7. Expenditures are \$825,375, 94.3% of budget, as debt service principal payments are semiannual and payment the first annual covering principal obligations occurred in January.
- a. Two Principal payments were disbursed, \$400,000 for GO Series 2015 and \$365,000 for GO Series 2017.

- b. In addition, payments of 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. Revenues are over expenditures by \$23,482, 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: April 30, 2022

GENERAL FUND SUMMARY

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES						
PROPERTY TAXES	5,557,305	6,048,959	61,936	5,922,322	97.9%	126,637
SALES TAXES	107,803	260,000	27,344	125,144	48.1%	134,856
FRANCHISE TAXES	135,552	407,100	46,214	139,804	34.3%	267,296
COURT REVENUE	21,956	100,000	7,884	31,323	31.3%	68,677
LICENSES & PERMITS	190,294	424,600	54,289	200,331	47.2%	224,269
ALARM REGISTRATIONS	1,150	30,000	1,200	23,950	79.8%	6,050
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	721	40,000	1,025	1,939	4.8%	38,061
TOTAL OPERATING	6,014,780	7,496,659	199,892	6,444,813	86.0%	1,051,846
OTHER NON-OPERATING PROCEEDS	0	0	0	4,301		(4,301)
TOTAL NON-OPERATING	0	0	0	4,301		(4,301)
TOTAL REVENUES	\$6,014,780	\$7,496,659	\$199,892	\$6,449,114	86.0%	\$1,047,545
EXPENDITURES						
PUBLIC SERVICE DIVISION						
POLICE SERVICES	851,745	2,093,750	174,479	878,401	42.0%	1,215,350
FIRE SERVICES	548,203	1,565,224	130,435	586,959	37.5%	978,265
SANITATION COLLECTION	176,480	536,500	0	132,360	24.7%	404,140
OTHER PUBLIC SERVICES	14,956	21,500	1,192	4,892	22.8%	16,608
PUBLIC SERVICE DIVISION	1,591,384	4,216,974	306,106	1,602,611	38.0%	2,614,363
OPERATIONS						
CONTRACT SERVICES	227,415	478,500	900	111,729	23.3%	366,771
BUILDING SERVICES	79,846	266,000	2,328	71,737	27.0%	194,263
GENERAL GOVERNMENT	342,628	985,000	68,537	313,029	31.8%	671,971
MUNICIPAL COURT	19,789	42,500	1,831	10,813	25.4%	31,687
PUBLIC WORKS	152,283	373,000	10,203	64,306	17.2%	308,694
OPERATION DIVISIONS	821,960	2,145,000	83,799	571,614	26.6%	1,573,386
TOTAL PUBLIC & OPERATING	\$2,413,345	\$6,361,974	\$389,904	\$2,174,225	34.2%	\$4,187,749
NON-OPERATING						
GENERAL CAPITAL PROGRAMS	254,679	1,134,685	0	5,000	0.4%	1,129,685
SURRY OAKS	100,237	0	0	0		0
96" STORMWATER REPLACEMENT	0	0	0	41,166		(41,166)
TOKENEKE - COUNTRY SQUIRE	0	0	0	15,220		(15,220)
WILDING LANE	374,025	0	0	19,623		(19,623)
TOTAL NON-OPERATING	728,942	1,134,685	0	81,009	7.1%	1,053,676
TOTAL EXPENDITURES	\$3,142,286	\$7,496,659	\$389,904	\$2,255,234	30.1%	\$5,241,425
REVENUE OVER/(UNDER) EXPENDITURES	2,872,494	0	(190,012)	4,193,880		
<i>Operating Rev. Over/(Under) Operating Exp.</i>	<i>3,601,436</i>	<i>1,134,685</i>	<i>(190,012)</i>	<i>4,270,588</i>		



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: April 30, 2022

GENERAL FUND REVENUES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
Tax Collection						
10-4101 Property Tax (M&O)	5,557,305	6,048,959	74,491	3,876,314	64.1%	2,172,645
FY21: Unearned Adjusted	0	0	(12,556)	2,046,008		(2,046,008)
Total Property Tax :	5,557,305	6,048,959	61,936	5,922,322	97.9%	126,637
10-4150 Sales Tax	107,803	260,000	27,344	125,144	48.1%	134,856
Total Tax Collection:	5,665,107	6,308,959	89,279	6,047,465	95.9%	261,494
Permits & Inspections						
10-4203 Plat Reviews	3,800	8,000	1,900	6,450	80.6%	1,550
10-4204 Code Enforcement Citations	0	100	0	0	0.0%	100
10-4205 Contractor Registration	4,980	10,000	1,050	5,790	57.9%	4,210
10-4206 Drainage Reviews	16,900	45,000	1,700	8,250	18.3%	36,750
10-4207 Permits & Inspection Fees	164,114	360,000	49,639	179,591	49.9%	180,409
10-4208 Board of Adjustment Fees	500	1,500	0	250	16.7%	1,250
Total Permits & Inspections:	190,294	424,600	54,289	200,331	47.2%	224,269
Municipal Court						
10-4300 Court Fines	21,141	100,000	7,266	29,371	29.4%	70,629
10-4301 Building Security Fund	285	0	216	683		(683)
10-4302 Truancy Prevention	291	0	221	697		(697)
10-4303 Local Municipal Tech Fund	233	0	176	558		(558)
10-4304 Local Municipal Jury Fund	6	0	4	14		(14)
Total Municipal Court:	21,956	100,000	7,884	31,323	31.3%	68,677
Investment Income						
10-4400 Interest Revenue	721	40,000	1,025	1,939	4.8%	38,061
Total Investment Income:	721	40,000	1,025	1,939	4.8%	38,061
Agencies & Alarms						
10-4508 SEC-Registration	1,150	30,000	1,200	23,950	79.8%	6,050
Total Agencies & Alarms:	1,150	30,000	1,200	23,950	79.8%	6,050
Franchise Revenue						
10-4602 Cable Franchise	20,451	75,000	0	20,808	27.7%	54,192
10-4605 Power/Electric Franchise	111,981	272,000	45,401	90,803	33.4%	181,197
10-4606 Gas Franchise	0	25,000	0	25,391	101.6%	(391)
10-4607 Telephone Franchise	3,000	35,000	0	990	0.0%	34,010
10-4608 Wireless Franchise	120	100	813	1,812	1811.9%	(1,712)
Total Franchise Revenue:	135,552	407,100	46,214	139,804	34.3%	267,296
Donations & In Lieu						
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
10-4704 Intergovernmental Revenues	0	0	0	843		(843)
10-4800 Misc. Income	0	0	0	521		(521)
10-4801 Donations	0	0	0	907		(907)
10-4802 Reimbursement Proceeds	0	0	0	2,029		(2,029)
Total Donations & In Lieu:	0	186,000	0	4,301	2.3%	181,699
Total Revenue Received	6,014,780	7,496,659	212,448	4,403,106	58.7%	3,093,553
FY21: Unearned Adjusted	0	0	(12,556)	2,046,008		(2,046,008)
TOTAL REVENUES:	\$6,014,780	\$7,496,659	199,892	6,449,114	86.0%	\$1,047,545



Piney Point Village TEXAS

Statement of Revenue & Expenditures
For Month Ended: April 30, 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	830,495	2,040,417	170,034	856,179	42.0%	1,184,238
10-510-5011 MVPD Auto Replacement	21,250	53,333	4,445	22,222	41.7%	31,112
10-510-5012 MVPD Capital Expenditure	0	0	0	0		0
Police Services:	851,745	2,093,750	174,479	878,401	42.0%	1,215,350
<u>Miscellaneous</u>						
10-510-5020 Miscellaneous	10,405	0	0	0		0
Total Miscellaneous:	10,405	0	0	0		0
<u>Sanitation Collection</u>						
10-510-5030 Sanitation Collection	173,019	525,000	0	129,765	24.7%	395,235
10-510-5031 Sanitation Fuel Charge	3,460	11,500	0	2,595	22.6%	8,905
Sanitation Collection:	176,480	536,500	0	132,360	24.7%	404,140
<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	4,551	15,000	1,192	4,892	32.6%	10,108
Street Lighting Services:	4,551	15,000	1,192	4,892	32.6%	10,108
<u>Fire Services</u>						
10-510-5060 Villages Fire Department	548,203	1,565,224	130,435	586,959	37.5%	978,265
Fire Services:	548,203	1,565,224	130,435	586,959	37.5%	978,265
TOTAL PUBLIC SERVICE:	\$1,591,384	\$4,216,974	\$306,106	\$1,602,611	38.0%	\$2,614,363

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE	
<u>CONTRACT SERVICE DIVISION</u>							
10-520-5102	Accounting/Audit	25,035	35,000	0	1,380	3.9%	33,620
10-520-5103	Engineering	104,995	200,000	0	38,693	19.3%	161,307
10-520-5104	Legal	38,476	90,000	0	37,932	42.1%	52,068
10-520-5105	Tax Appraisal-HCAD	31,634	60,000	0	19,034	31.7%	40,966
10-520-5107	Animal Control	330	1,500	0	49	3.3%	1,451
10-520-5108	IT Hardware/Software & Support	13,505	70,000	900	1,921	2.7%	68,079
10-520-5109	Urban Forester	13,440	0	0	10,920		(10,920)
10-520-5110	Mosquito Control	0	22,000	0	1,800	8.2%	20,200
TOTAL CONTRACT SERVICE DIVISION:		\$227,415	\$478,500	\$900	\$111,729	23.3%	\$366,771
<u>BUILDING SERVICE DIVISION</u>							
<u>Building & Inspection Services</u>							
10-530-5152	Drainage Reviews	37,444	100,000	0	23,000	23.0%	77,000
10-530-5153	Electrical Inspections	3,960	14,000	0	3,780	27.0%	10,220
10-530-5154	Plat Reviews	0	500	0	0	0.0%	500
10-530-5155	Plan Reviews	16,000	50,000	0	12,000	24.0%	38,000
10-530-5156	Plumbing Inspections	5,400	18,000	0	4,050	22.5%	13,950
10-530-5157	Structural Inspections	9,315	30,000	0	10,080	33.6%	19,920
10-530-5158	Urban Forester	0	46,000	0	0	0.0%	46,000
10-530-5160	Mechanical Inspections	1,980	7,500	0	1,980	26.4%	5,520
Building and Inspection Services:		74,099	266,000	0	54,890	20.6%	211,110
<u>Supplies and Office Expenditures</u>							
10-530-5108	Information Technology	0	0	50	12,789		(12,789)
10-530-5207	Misc Supplies	250	0	0	0		0
10-530-5211	Meeting Supplies	172	0	0	0		0
10-530-5213	Office Supplies	240	0	0	0		0
10-530-5215	Travel & Training	500	0	0	0		0
Supplies and Office Expenditures:		1,162	0	50	12,789		(12,789)
<u>Insurance</u>							
10-560-5353	Employee Insurance	4,585	0	0	0		0
10-530-5403	Credit Card Charges	0	0	2,278	4,058		(4,058)
Insurance:		4,585	0	2,278	4,058		(4,058)
TOTAL BUILDING SERVICE DIVISION:		\$79,846	\$266,000	\$2,328	\$71,737	27.0%	\$194,263

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
GENERAL GOVERNMENT DIVISION						
<u>Administrative Expenditures</u>						
10-540-5108	Information Technology	794	0	16		(16)
10-540-5202	Auto Allowance/Mileage	930	8,000	787	36.7%	5,065
10-540-5203	Bank Fees	1,212	3,000	287	40.6%	1,783
10-540-5204	Dues/Seminars/Subscriptions	90	4,000	305	27.9%	2,885
10-540-5205	Elections	0	5,000	0	0.0%	5,000
10-540-5206	Legal Notices	137	3,500	0	0.0%	3,500
10-540-5207	Miscellaneous	1,747	5,000	0	6.3%	4,686
10-540-5208	Citizen Communication	5,074	5,000	0	27.9%	3,607
10-540-5209	Office Equipment & Maintenance	2,912	10,000	0	30.2%	6,985
10-540-5210	Postage	500	2,000	0	0.0%	2,000
10-540-5211	Meeting Supplies	2,280	10,000	195	48.8%	5,122
10-540-5212	Rent/Leasehold/Furniture	42,044	130,000	10,857	33.4%	86,574
10-540-5213	Supplies/Storage	2,434	10,000	355	36.5%	6,349
10-540-5214	Telecommunications	5,079	17,000	926	22.0%	13,256
10-540-5215	Travel & Training	150	1,000	0	42.5%	575
10-540-5216	Statutory Legal Notices	127	1,500	0	42.1%	868
	Administrative Expenditures:	65,510	215,000	13,728	31.1%	148,238
<u>Wages & Benefits</u>						
10-540-5301	Gross Wages	206,191	550,000	41,529	31.7%	375,763
10-540-5302	Overtime/Severance	3,678	10,000	1,905	70.6%	2,938
10-540-5303	Temporary Personnel	27,310	5,000	0	0.0%	5,000
10-540-5306	FICA/Med/FUTA Payroll Tax Exp	3,405	40,000	3,328	34.7%	26,136
10-540-5310	TMRS (City Responsibility)	17,954	50,000	3,520	28.5%	35,751
10-540-5311	Payroll Process Exp-Paychex	1,119	3,000	217	38.2%	1,853
	Wages & Benefits:	259,657	658,000	50,500	32.0%	447,442
<u>Insurance</u>						
10-540-5353	Employee Insurance	14,580	100,000	4,270	35.5%	64,486
10-540-5354	General Liability	500	10,000	0	0.0%	10,000
10-540-5356	Workman's Compensation	2,381	2,000	0	0.0%	2,000
	Insurance:	17,461	112,000	4,270	31.7%	76,486
<u>Other</u>						
10-540-5403	Credit Card Charges (Adm)	0	0	39		(194)
	Intergovernmental:	0	0	39		(194)
	TOTAL GENERAL GOVERNMENT DIVISION:	\$342,628	\$985,000	\$68,537	31.8%	\$671,971

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
MUNICIPAL COURT DIVISION						
<u>Supplies & Office Expenditures</u>						
10-550-5207 Misc Supplies	100	0	0	0		0
10-550-5211 Meeting Supplies	101	0	0	0		0
10-550-5215 Travel & Training	175	0	0	79		(79)
Supplies and Office Expenditures:	376	0	0	79		(79)
<u>Insurance</u>						
10-550-5353 Employee Insurance	8,431	0	0	0		0
Insurance:	8,431	0	0	0		0
<u>Court Operations</u>						
10-550-5403 Credit Card Charges	4,212	12,000	181	4,020	33.5%	7,980
10-550-5404 Judge/Prosecutor/Interpreter	6,300	30,000	1,650	6,600	22.0%	23,400
10-550-5406 State Comptroller/OMNI/Linebar	61	0	0	0		0
10-550-5410 OmniBase Services of Texas	409	500	0	114	22.8%	386
Court Operations:	10,982	42,500	1,831	10,734		31,766
TOTAL MUNICIPAL COURT DIVISION:	\$19,789	\$42,500	\$1,831	\$10,813	25.4%	\$31,687
PUBLIC WORKS MAINTENANCE DIVISION						
<u>Supplies & Office Expenditures</u>						
10-560-5207 Misc Supplies	967	0	0	0		0
Supplies and Office Expenditures:	967	0	0	0		0
<u>Insurance</u>						
10-560-5353 Employee Insurance	14,293	0	0	0		0
Insurance:	14,293	0	0	0		0
<u>Maintenance & Repair</u>						
10-560-5501 Public Works Maintenance	0	0	283	283		(283)
10-560-5501 TCEQ & Harris CO Permits	0	2,000	0	100	5.0%	1,900
10-560-5504 Landscaping Maintenance	8,334	50,000	9,784	39,136	78.3%	10,864
10-560-5505 Gator Fuel & Maintenance	285	1,000	0	45	4.5%	955
10-560-5506 Right of Way Mowing	14,996	90,000	0	0	0.0%	90,000
10-560-5507 Road & Sign Repair	46,743	60,000	0	12,167	20.3%	47,833
10-560-5508 ROW Water/Planting	269	2,500	0	286	11.4%	2,214
10-560-5509 Tree Care/Removal	2,875	15,000	0	7,590	50.6%	7,410
10-560-5510 Road/Drainage Maintenance	0	25,000	0	0	0.0%	25,000
10-560-5515 Landscape Improvements	63,053	100,000	0	4,098	4.1%	95,902
10-560-5516 Truck Fuel & Maintenance	467	2,500	135	601	24.0%	1,899
10-560-5517 Sidewalk Improvements	0	25,000	0	0	0.0%	25,000
Maintenance and Repair:	137,023	373,000	10,203	64,306	17.2%	308,694
TOTAL PUBLIC WORKS DIVISION:	\$152,283	\$373,000	\$10,203	\$64,306	17.2%	\$308,694

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY PROGRAMS</u>							
<u>General Capital / Maintenance Programs</u>							
10-570-5606	Road/Drainage Projects	24,992	0	0	5,000		(5,000)
10-570-5701	2019 Maintenance Projects	6,509	0	0	0		0
10-570-5702	2020 Paving Improvements	220,749	0	0	0		0
10-570-5703	2021 Paving Improvements	0	1,134,685	0	0	0.0%	1,134,685
10-570-5806	Drainage and Sidewalks	2,429	0	0	0		0
		254,679	1,134,685	0	5,000	0.4%	1,129,685
<u>Major Capital / Maintenance Programs</u>							
10-570-5640	Surrey Oaks	100,237	0	0	0		0
10-570-5808	Wilding Lane	374,025	0	0	19,623		(19,623)
10-580-5809	96" Stormwater Replacement	0	0	0	41,166		(41,166)
10-580-5810	Tokeneke - Country Squire	0	0	0	15,220		(15,220)
		474,262	0	0	76,009		(76,009)
TOTAL CAPITAL OUTLAY PROGRAMS:		\$728,942	\$1,134,685	\$0	\$81,009	7.1%	\$1,053,676
TOTAL EXPENDITURES:		\$3,142,286	\$7,496,659	\$389,904	\$2,255,234	30.1%	\$5,241,425



Piney Point Village TEXAS

Statement of Revenue & Expenditures
For Month Ended: April 30, 2022

DEBT SERVICE FUND

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES						
PROPERTY TAXES	1,316,615	875,200	17,698	920,824	105.2%	(45,624)
<i>FY21: Unearned Adjusted</i>	<i>0</i>	<i>0</i>	<i>(8,849)</i>	<i>(74,702)</i>		<i>(1,563,261)</i>
INTEREST	831	0	1,385	2,735		(2,735)
TOTAL OPERATING	1,317,446	875,200	10,234	848,857	97.0%	(1,611,619)
TOTAL REVENUES	\$1,317,446	\$875,200	\$10,234	\$848,857	97.0%	(\$1,611,619)
EXPENDITURES						
TAX BOND PRINCIPAL	1,365,000	765,000	0	765,000	100.0%	0
TAX BOND INTEREST	79,900	107,950	0	59,625	55.2%	48,325
FISCAL AGENT FEES	750	2,250	0	750	33.3%	1,500
OPERATING EXPENDITURES	1,445,650	875,200	0	825,375	94.3%	49,825
TOTAL EXPENDITURES	\$1,445,650	\$875,200	\$0	\$825,375	94.3%	\$49,825
REVENUE OVER/(UNDER) EXPENDITURES	(128,204)	0	10,234	23,482		

**City of Piney Point Village
Monthly Tax Office Report
April 30, 2022**

Prepared by: Christine A. Porter, Interim Tax Assessor/Collector

A. Current Taxable Value \$ 2,722,130,815

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	223,645.05	(3,981.88)	219,663.17
Adjusted Levy	6,945,244.64	181,013.18	7,126,257.82
Less Collections Y-T-D	6,735,121.62	4,921.30	6,740,042.92
Receivable Balance	<u>\$ 210,123.02</u>	<u>\$ 176,091.88</u>	<u>\$ 386,214.90</u>

C. COLLECTION RECAP:

Current Month:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax	\$ 53,088.76	\$ 7,424.47	\$ 60,513.23
Penalty & Interest	5,185.32	1,930.35	7,115.67
Attorney Fees	1,284.40	1,870.97	3,155.37
Other Fees	-	-	-
Total Collections	<u>\$ 59,558.48</u>	<u>\$ 11,225.79</u>	<u>\$ 70,784.27</u>

Year-To-Date:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax:	\$ 6,735,121.62	\$ 4,921.30	\$ 6,740,042.92
Penalty & Interest	21,972.74	2,375.65	24,348.39
Attorney Fees	1,284.40	2,206.05	3,490.45
Other Fees	561.77	-	561.77
Total Collections	<u>\$ 6,758,940.53</u>	<u>\$ 9,503.00</u>	<u>\$ 6,768,443.53</u>

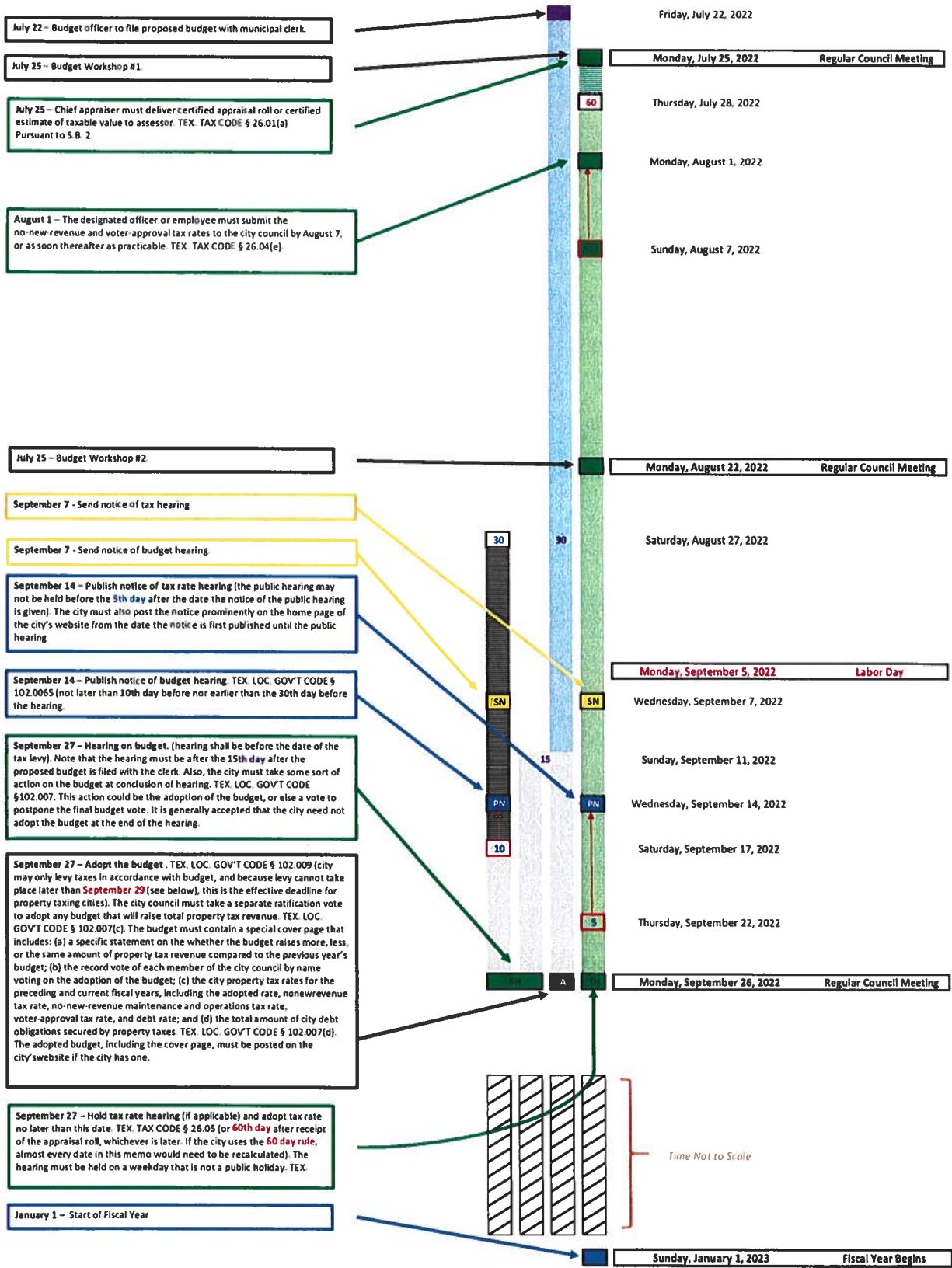
Percent of Adjusted Levy	<u>97.32%</u>	<u>97.45%</u>
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City Administrator's Monthly Report

Item "B"

Budget Planning Calendar

BUDGET CALENDAR FISCAL YEAR 2023



City Administrator's Monthly Report
Item "C"

Purchase Power Agreement

**TEXAS ELECTRIC ENERGY AGREEMENT
COMMERCIAL SERVICE - FIXED PRICE**

CUSTOMER INFORMATION

Business Name (legal contracting entity):		
DBA / Assumed Name:		
Customer Contact Name & Title:		
Telephone:		
E-mail:		
Identification: (one of the following MUST be provided)		
Federal Tax ID No. (EIN) _____	DUNS No. _____	TX ID or DL No. _____
Physical Business Address: (cannot be a P.O. Box)		
Billing/Mailing Address:		

CONTRACT INFORMATION

Product	_____ FIXED	- OR -	_____ FIXED WITH CONGESTION PASS-THRU
Contract Price (\$/kwh)	\$ _____		
Contract Term Month/day/year	Start Date ____/01/____	End Date ____/last day/____	
Service Type (mark one)	_____ Move-In - OR - _____ Switch		<i>*If Customer is renewing service with ENGIE, no service or enrollment type selection is required</i>
	<u>Move-In</u> – new service at the service location or meter changing ownership <u>Switch</u> – switching service to a new supplier		

Enrollment Type

If Move-In: select one (1) of the following:

_____ first available utility transfer date

_____ self -selected date: ____/____/____

_____ priority move-in (expedited move-in for additional charge)

If Switch: select one (1) of the following:

_____ standard switch – meter read schedule

_____ self -selected date: ____/____/____

If NO selection is made, service will begin on the first available utility transfer date or the utility's scheduled meter read date (as applicable) on or following the Start Date. There may be an additional fee (as set by the utility) associated with self-selected and priority enrollments. ENGIE is not responsible for or liable for any loss, cost, charge, damage, or fee incurred by or assessed to Customer or any person for a delay in enrollment. Customer understands that third parties (utility, ERCOT, etc.) are, in part, responsible for enrollment timeliness.

ACKNOWLEDGMENT AND CONSENT

I acknowledge there may be a penalty for early cancellation equal to my Contract Price – Current Market Price, multiplied by amount of electricity remaining to be delivered under the agreement according to ENGIE's consumption forecast outlined in the terms of service. By signing below: **I am authorizing ENGIE to become my retail electric supplier and to act as agent to perform necessary tasks to establish my electric service account with ENGIE.** I understand that only one REP may serve as electric supplier for a service location. I have read and understand the terms of service I will be receiving. I am at least 18 years of age. I have reviewed facilities/accounts below for accuracy and verify each is owned by me or under my control and I have the authority to enter into this Agreement.

THIS AGREEMENT IS NOT EFFECTIVE UNTIL EXECUTED BY BOTH PARTIES.

Customer Signature:		ENGIE Signature:	
Print Name:		Print Name:	
Print Title:		Print Title:	
Date:		Date:	

ENGIE RESOURCES	PAYMENT INFORMATION	
1360 Post Oak Blvd, Suite 400 Houston, Texas 77056 1-866-MYENGIE care@engieresources.com	Mailing Address: Engie Resources LLC PO Box 841680 Dallas, Texas 75284-1680 Electronic Payments: Merrill Lynch Dallas ACH Routing: 111000012 Wire ABA: 026009593 Account No.: 4451335207	Overnight Mailing Address: Engie Resources LLC Bank of America Lockbox Services - Lockbox 841680 1950 N Stemmons Freeway - Suite 5010 Dallas, Texas 75207 Self-service billing online: MyEngiePortal https://accounts.engieresources.com

Check here if accounts are tax exempt and send certificates to care@engieresources.com. No exemption is applied until receipt of tax certificates.

FACILITIES/ACCOUNTS

NO.	FACILITY NAME/ SERVICE ADDRESS	CITY, STATE, ZIP	UTILITY	DELIVERY POINT	ACCOUNT NUMBER
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

SECTION 1. TERMS OF SERVICE

- 1.1 **Purchase and Sale.** ENGIE shall sell and deliver and Customer shall purchase and receive Firm Full Requirements Service. Customer's consumption is not subject to a maximum or minimum usage limit, however Customer may not discontinue electric service prior to the End Date unless due to a sale or closure as set forth in Section 2.5. The electric energy service provided by ENGIE is subject to the acceptance by and eligibility requirements of Customer's local transmission and distribution utility and acceptance and approval by ENGIE based on factors including market fluctuations and Customer's facility(ies) historical usage.
- 1.2 **Term.** Service shall commence on the first available Utility Transfer Date on or following the Start Date as specified herein. Service shall remain through the first available Utility Transfer Date following the End Date. A contract expiration notice will be sent to Customer at least fourteen (14) days prior to the End Date. Customer's options for service beyond the End Date are: i) executing a new agreement with ENGIE, ii) transferring to another supplier, or iii) providing a written request to ENGIE to transfer service to the default service provider. In the event Customer does not exercise an option prior to the End Date, ENGIE may continue providing post-term service on a default rollover month-to-month product. For post-term service, the default rollover month-to-month product is a monthly variable rate set by ENGIE. Taxes and Utility Related Charges are separately listed in an invoice. Customer may terminate post-term service at any time without liability. The Utility Transfer Date is the date which the utility permits ENGIE to commence or discontinue Customer's service. ENGIE is not responsible or liable for any loss, cost, charge, or fee incurred by or assessed to Customer for a delay in enrollment. Customer understands third parties are, in part, responsible for enrollment timeliness. Customer may request ENGIE offer a "blend and extend" agreement for Customer to benefit from lower rates in exchange for a Term extension.
- 1.3 **Billing and Payment.** For each Billing Cycle, ENGIE will deliver to Customer an invoice of charges due for the preceding Billing Cycle. ENGIE may use estimated data subject to reconciliation upon receipt of final data. Payment shall be by check or electronic funds transfer (EFT) within 20 days after the date of invoice. For ETF, Customer shall provide account information and authorize ENGIE to collect payment by automatic draft from Customer's bank account. Overdue payments will be charged a 1½ % late fee. ENGIE may report payment history to credit agencies. If an invoice is disputed in good faith, the entire invoice shall be paid when due. Any disputed amounts that are ultimately determined to be owed to Customer shall be repaid by ENGIE. An invoice dispute is waived unless raised within 24 months after the invoice is rendered or an adjustment is made. ENGIE may sell its receivables to the utility pursuant to its purchase of receivables ("POR") program; the terms and conditions of the POR program shall control. When available, ENGIE will use utility consolidated billing (a single bill containing ENGIE and Utility Related Charges).
- 1.4 **Contract Price.** Customer shall pay ENGIE the Contract Price per kwh of electric energy consumed in a Billing Cycle. This price may include a broker fee and all non-utility charges including energy, ancillary services, losses, unaccounted for energy, QSE fees, and other ERCOT ISO charges or administrative fees incurred in connection with delivery of energy. It does not include non-recurring charges, Taxes and Utility Related Charges, and Customer acknowledges that ENGIE does not control the Taxes and Utility Related Charges associated with Customer's usage. Hub to Zone Congestion Costs. If selected a "Fixed" product, the Contract Price includes congestion costs for the delivery of electricity from the trading hub (where the electricity is purchased) to the load zone (where the Customer's facility is located). The applicable hub or zone shall be the hub or zone in which the Customer's delivery points reside. If you selected "Fixed with Congestion Pass Thru," congestion costs (or credits if negative) shall be adjusted for losses and passed through to the Customer according to the following formula: Congestion cost = load zone price - trading hub price; "price" is the ERCOT real time settlement price. The Contract Price does not include costs associated with ERCOT's Contingency Reserve Service (ECRS) as implemented by NPRR No. 863 on February 13, 2019. When effective, such costs will be charged to Customer by ENGIE in a commercially reasonable method.

- 1.5 Conditions to Transact. Service may be conditioned upon a credit screen by ENGIE; a review of Customer's recent invoices; verification of a satisfactory credit score; or the requirement that Customer provide credit support such as cash deposit, letter of credit or alternate means of bill payment. Customer consents to the recording of a transaction validation telephone call.
- 1.6 Addition or Deletion of Facilities. Customer may request to add facilities at the Contract Price, or to delete facilities without penalty, up to the point at which consumption volumes, net of all additions or deletions, is not more than 20% above or below Customer's monthly anticipated consumption by zone (the "Add/Delete Band"). Facility addition(s) in excess of the Add/Delete Band may be, at ENGIE's discretion, added at the Contract Price. If not, Customer and ENGIE may agree to a price for the additional volumes. Facility deletion(s) in excess of the Add/Delete Band may be, at ENGIE's discretion, deleted without penalty. If ENGIE does not delete such facility(ies) without penalty, Customer shall pay ENGIE an early Termination Payment within 20 days of notice. The timing of completion for any addition/deletion shall be determined by enrollment/drop rules for the applicable market.

SECTION 2. GENERAL TERMS AND CONDITIONS

- 2.1 Notices. Notices, correspondence, and address changes (to the contact specified in Section 4) shall be in writing and delivered by post or email and deemed received on the date transmitted or delivered (after business hours received on next Business Day) and notice by overnight mail or courier deemed received 2 Business Days after it was sent.
- 2.2 Taxes and Title. Taxes shall mean any and all taxes and fees imposed on the purchase and sale of electric energy by a governmental authority. Customer will be responsible for and pay, and indemnify ENGIE for all Taxes hereunder, whether imposed on Customer or ENGIE. ENGIE may collect such Taxes from Customer by increasing ENGIE charges for the amount of such Taxes. Title, liability and risk of loss shall pass from ENGIE to Customer at the delivery point.
- 2.3 Credit. If ENGIE has reasonable grounds to believe Customer's creditworthiness or performance under this Agreement has or may become unsatisfactory, ENGIE shall provide Customer with written notice requesting a deposit equal to 3 times the average amount invoiced by Billing Cycle. Upon receipt of notice, Customer shall have 3 Business Days to provide the deposit to ENGIE.
- 2.4 Force Majeure. "Force Majeure" shall mean an event beyond the control of a Party. If either Party is rendered unable by Force Majeure to fulfill obligations, such Party shall give notice and details to the other Party. During a Force Majeure, the obligations of the Parties (other than payments) will be suspended. The Party claiming Force Majeure will make reasonable attempts to remedy the effects and continue performance; This provision shall not be interpreted to require ENGIE to deliver, or Customer to receive, electric energy at other than the delivery point(s). Force Majeure shall not include a decision to shut down, sell, relocate or economic loss.
- 2.5 Early Termination / Cancellation. If Customer cancels this Agreement prior to the Start Date, terminates or discontinues service, switches service to another supplier, or transfers service to the default service provider during the Transaction Term, Customer will be charged an Early Termination Fee equal to the Contract Price less the Current Market Price multiplied by the amount of electric energy supply Customer failed to consume calculated based on historical usage. The Current Market Price is the wholesale price of energy as determined by ENGIE in a commercially reasonable manner. ENGIE may terminate this Agreement if Customer's utility/distribution company removes Customer from the consolidated billing program and requires that ENGIE bill Customer separately for energy supply; or Customer fails to make any payment or deposit when due; or Customer has filed a petition or otherwise commences a proceeding under a bankruptcy law. If ENGIE terminates this Agreement for one of the reasons set forth, Customer will be charged an Early Termination Fee and remain obligated to pay for all electricity received and any interest, fees and penalties incurred by ENGIE. The Early Termination Fee shall be due within 15 Business Days of written notice to Customer. No Early Termination Fee will be due if Customer discontinues service at a facility prior to the End Date due to the sale or closure of the facility address, provided that Customer provides thirty (30) days' advance written notice to ENGIE, a forwarding address, and other evidence required by ENGIE verifying that Customer no longer occupies the facility. Customer will remain responsible for the billing and payment obligations until ENGIE service is terminated, switched to another provider, transferred to the default service provider, or otherwise discontinued.
- 2.6 Limitation of Liability. For breach of any provision, the liability of the defaulting party is limited as set forth and all other damages or remedies are waived. If no remedy is set forth, the liability of the defaulting party is limited to direct actual damages and all other damages are waived. In no event shall either party be liable for or entitled to consequential, punitive, or indirect damages.
- 2.7 Indemnification. Except as limited by 2.6, to the extent permitted by law, each Party shall indemnify, defend and hold the other harmless from claims, demands and causes of action asserted by any person arising from or out of any event, circumstance, act or incident first occurring or existing during the period when control and title to electric energy is vested in such Party as provided herein.
- 2.8 Representations and Warranties. Each Party represents and warrants that: (a) it is duly organized, validly existing, in good standing under the laws of the jurisdiction of its formation and qualified to conduct its business; (b) it has regulatory authorizations, permits and licenses necessary to legally perform all obligations; (c) the execution, delivery and performance of this Agreement are within its powers; (d) this Agreement constitutes a legally valid and binding obligation enforceable in accordance with its terms; (e) it is not Bankrupt and there are no reorganization, receivership or other proceedings pending or threatened against it; and (f) it has read this Agreement and fully understands all rights and obligations. Customer further represents that no facility listed the facility table is a residence. ENGIE makes NO WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED.
- 2.9 Assignment. Neither Party will assign this Agreement without written consent of the other Party, however, the transfer by ENGIE of account receivables shall not require Customer consent. Consent shall not be unreasonably withheld.
- 2.10 Change in Law. If there is a change in law, administrative regulation, tariff, or any fees or costs imposed by the applicable ISO or by a Governmental Authority, or a change in ISO/RTO Operations, market structure, congestion zone design, or protocols, or a change in application or interpretation thereof, and such change causes ENGIE to incur any costs relating to the provision of services herein, such costs shall be passed through to Customer.
- 2.11 Governing Law. This Agreement shall be governed by the laws of the State of Texas, without regard to any conflicts of law principal. Each party consents to the personal jurisdiction in Harris County, Texas and waives any right to trial by jury.
- 2.12 Misc. No modification to this Agreement will be enforceable unless in writing and executed by both Parties. If any provision of this Agreement is unenforceable, the other provisions shall remain enforceable. Indemnity obligations will survive termination. In any action to collect amounts due, prevailing Party shall be entitled to recover costs, expenses, and reasonable attorneys' fees.

- 2.13 **Regulation Waiver.** To the extent permitted by law, Customer hereby waives the Customer Protection Rules as specified in the Public Utility Commission of Texas Substantive Rules Section 25.471 et seq.
- 2.14 **Applicability of Prompt Payment Act:** This Agreement is subject to the terms of the Prompt Payment Act for those entities that are a "governmental entity" under the Texas Government Code, Chapter 2251 PPA.
- 2.15 **Small Commercial Customers Right to Rescind.** Small commercial customers may cancel this Agreement within 3 business days after receipt without fee or penalty by contacting ENGIE Customer Care. If this Agreement is cancelled after this period, Customer will be charged an early termination fee. Customer may terminate service without penalty if moves to another premise by providing 30 days' notice and evidence of the move.
- 2.16 **Non-Discrimination.** ENGIE will not deny service or require a prepayment or deposit for service based on race, creed, color, national origin, ancestry, sex, marital status, lawful source of income, level of income, disability, familial status, location in an economically distressed geographic area, or qualification for low income or energy efficiency services
- 2.17 **Disconnection.** ENGIE has the right to order disconnection of service due to non-payment. If disconnection is ordered, there is a Disconnect Recovery Charge of \$25.00, which is in addition to charges assessed by the TDSP.
- 2.18 **POST-TERM SERVICE - CUSTOMER ACKNOWLEDGMENT OF RISK. WHOLESAL INDEXED PRODUCTS. CUSTOMER UNDERSTANDS THAT THE VOLATILITY AND FLUCTUATION OF WHOLESAL ENERGY PRICING MAY CAUSE AN ENERGY BILL TO BE MULTIPLE TIMES HIGHER IN A MONTH IN WHICH WHOLESAL ENERGY PRICES ARE HIGH. CUSTOMER UNDERSTANDS THAT IT WILL BE RESPONSIBLE FOR CHARGES CAUSED BY FLUCTUATIONS IN WHOLESAL ENERGY PRICES. ANCILLARY SERVICE CHARGES. CUSTOMER UNDERSTANDS THAT ITS ENERGY BILL MAY INCLUDE A SEPARATE ASSESSMENT OF ANCILLARY SERVICE CHARGES, WHICH MAY CAUSE ITS ENERGY BILL TO BE MULTIPLE TIMES HIGHER IN A MONTH IN WHICH ANCILLARY SERVICES CHARGES ARE HIGH. CUSTOMER UNDERSTANDS THAT IT WILL BE RESPONSIBLE FOR CHARGES CAUSED BY FLUCTUATIONS IN ANCILLARY SERVICE CHARGES.**

SECTION 3. DEFINITIONS

Billing Cycle means, for each account, the period between meter read dates rendered either by ENGIE or the applicable utility.

Business Day means any day except a Saturday, Sunday, or a Federal Bank holiday, 8:00 a.m.-5:00 p.m. for the relevant Party's principal place of business. The relevant Party shall be the Party to whom the notice or payment is being sent/received by.

Firm Full Requirements Service means that either Party shall only be relieved of its obligations hereunder without liability to the extent that, and for the period during which performance is prevented by Force Majeure or any type of curtailment as ordered by the applicable ISO.

Utility Related Charges means charges by a utility from transmission and distribution (including network transmission); stranded costs or transition costs; system reliability, rate recovery, under-collections, amortization, and market purchases or energy load repurchases.

THESE RIGHTS APPLY ONLY TO SMALL COMMERCIAL CUSTOMERS SERVED BY ENGIE. SMALL COMMERCIAL CUSTOMER MEANS A NON-RESIDENTIAL CUSTOMER THAT HAS A PEAK DEMAND OF LESS THAN 50 KW DURING ANY 12 MONTH PERIOD.

YOUR RIGHTS AS A CUSTOMER

This document summarizes Your Rights as a Customer ("YRAC"). The YRAC is based on customer protection rules adopted by the Public Utility Commission of Texas ("PUCT") that apply to all retail electric providers ("REPs") and the provider of last resort (POLR). You may view these rules at <http://www.puc.state.tx.us/agency/rulesnlaws/subrules/electric/Electric.aspx>. ENGIE Resources LLC's contact information, as well as contact information for your transmission and distribution utility ("TDU"), is located at the end of this document.

Unauthorized Change of REP "Slamming": A retail electric provider ("REP") must obtain your verifiable authorization before switching your electric service. If you believe your electric service has been switched without your authorization, you should request the REP to provide you with a copy of your authorization and verification. The REP must submit this to you within five (5) business days. In the event you did not authorize a switch, the affected REPs, applicable TDU and registration agent will work together to return you to your chosen REP in accordance with the market process approved by the PUCT. You may also file a complaint with the PUCT.

Unauthorized Charges "Cramming": Before any charges for a new product or service are included on your electric bill or deducted from your prepaid account balance, your REP must inform you of the product or service, all associated charges, and how these charges will appear on your electric bill or be charged to your prepaid account balance, as well as obtain your consent to accept the product or service. If you believe your electric bill includes unauthorized charges or your prepaid account balance reflects unauthorized charges, which is called "cramming," you may contact your REP to dispute these charges. If you are not satisfied with your REP's review of the unauthorized charges, you may file a complaint with the PUCT. Your REP will not seek to disconnect your electric service for non-payment of an unauthorized charge or file an unfavorable credit report against you for disputed unpaid charges that are alleged to be unauthorized unless the dispute is ultimately resolved against you. If the charges are determined to be unauthorized, your REP will cease charging you for the unauthorized service or product, remove the unauthorized charge from your bill, and refund or credit all money you paid for any unauthorized charge within 45 days. If charges are not refunded or credited within three billing cycles, interest shall be paid to you at an annual rate established by the PUCT on the amount of any unauthorized charge until it is refunded or credited. You may request all billing records from your REP related to any unauthorized charge within 15 days after the date the unauthorized charge is removed from your bill. Your REP will not re-bill you for any charges determined to be unauthorized. You may request all billing records under the REP's control related to any unauthorized charges within 15 business days after the date the unauthorized charge is removed from your bill. Your REP will not re-bill you for any charges determined to be unauthorized. You may contact your REP at the toll-free number below or by mail at the address below to resolve any billing dispute and for your REP to answer any questions about unauthorized charges.

Deferred Payment Plans and Other Payment Arrangements: If you cannot pay your bill, call your REP immediately. Your REP may offer a short-term payment arrangement that allows you to pay after your due date, but before your next bill is due. A deferred payment plan allows a customer to pay an outstanding bill in installments beyond the due date of the next bill. For details on these programs, see your TOS or contact your REP.

Disconnection of Service With Notice: If you do not pay your electric bill by the due date, your REP may request that the TDU disconnect your electric service, after the expiration of a required 10-day notice period. The 10-day notice period begins once your REP issues you a written Disconnection Notice. This notice cannot be issued before the first day after the bill due date and must be mailed to you separately or electronically, if the customer has agreed to receive notices from the REP by email. The disconnection date may not fall on a holiday or weekend unless the REP's personnel are available to take payments and service can be reconnected. In addition to failure to pay, your REP may, after proper notice, authorize the disconnection of your service if you:

1. Fail to pay any outstanding for electric service owed or fail to make deferred payment arrangements by the date of disconnection stated on a disconnection notice.
2. Fail to comply with the terms of a deferred payment agreement
3. Violate the terms and conditions on using service in a manner that interferes with the service of others or the operation of nonstandard equipment, if a reasonable attempt has been made to notify the customer and the customer is provided with a reasonable opportunity to remedy the situation
4. Fail to pay a deposit as required by 16 TAC 25.478 3 relating to credit requirements and deposits); or
5. Fail to comply with the conditions of a written guaranty (which allows for disconnection of the guarantor's service) as guarantor of payment for another service account.

Disconnection of Service Without Notice: Any REP or TDU may, at any time, authorize disconnection of a customer's electric service without prior notice for any of the following reasons:

1. Where a known dangerous condition exists;
2. Where service is connected without authority by a person who has not made application for service;
3. Where service is reconnected without authority after disconnection for nonpayment;
4. Where there has been tampering with transmission and delivery equipment; or
5. Where there is evidence of theft of service.

Restoration of Service: If your service has been disconnected by the REP for non-payment, the REP will, upon satisfactory correction of the reasons for the disconnection, notify your TDU to reconnect your service as quickly as possible. The REP will continue to serve you under the Terms of Service in effect prior to issuance of the Disconnection Notice. If your service was disconnected due to a dangerous situation, your service will be reconnected once you notify your REP that you have corrected and satisfactorily resolved the dangerous situation within a fiscally reasonable period.

Language Availability: You may request to receive information from your REP in Spanish, or any language in which you were solicited. This includes the Terms of Service, Electricity Facts Label, Your Rights as a Customer, bills and bill notices, termination and disconnection notices, information on new electric services, discount programs, promotions, and access to customer assistance. Your REP also provides access to Spanish-speaking customer service representatives.

Financial and Energy Assistance: REPs must offer bill payment assistance to residential customers who express an inability to pay or

need assistance with the bill payment. REPs must also offer level or average payment plans. Contact your REP for more information.

Critical Care or Chronic Condition Residential Customer: Each residential customer has the right to apply for Critical Care or Chronic Condition Residential designation. To be considered for such designation, the PUC-approved form must be submitted by facsimile or other electronic means to the TDSP by a physician. The TDSP will notify you of the final status of your designation as a Critical Care or Chronic Condition Residential Customer and will notify you when such designation will expire and whether you will receive a renewal notice. Upon your request, your REP will provide you with the application form for Critical Care or Chronic Condition Residential Customer designation.

Do Not Call List: For a fee not to exceed five dollars (\$5.00) per term, commercial customers may add their name, address and telephone number to a state-sponsored "Electric No-Call List," which is intended to limit the number of telemarketing calls received relating to your choice of REP. You can register via United States Postal Service, Internet or telephonically as follows: www.texasnocall.com, call toll-free 1-866-TXNOCAL(L) (1-866- 896-6225), or write Texas No Call, P.O. Box 313, E. Walpole, MA 02032. If registered online or by phone, the fee must be paid by credit card, but if registered by mail, the fee may be paid by credit card, check or money order. Once registered, you can expect to stop receiving telemarketing from an REP as follows: If registered between January 1 and March 31, then by June 1; if registered between April 1 and June 30, then by September 1; if registered between July 1 and September 30, then by December 1; if registered between October 1 and December 31, then by March 1. However, registration expires on the fifth anniversary of the date the phone number is first published on the "Electric No-Call List." **Even if registered, you may still receive calls from telemarketers other than REP's.**

Privacy Rights: REPs may not disclose or sell any confidential customer information, including: your name, address, account number, type or classification of service, historical electricity usage, expected patterns of use, types of facilities used in providing service, individual contract terms and conditions, price, current charges or billing records. This prohibition does not apply to the release of your information under certain circumstances as required by law, including release to the PUCT, an agent of your REP, credit reporting agencies, law enforcement agencies or TDU. Your information will be shared with other retail REPs or aggregators only with your consent.

Meter Testing and Reading: You may request from your REP one (1) meter test every four (4) years at no cost to you. If you request more than one (1) test every four (4) years, and the meter is functioning properly, then you may be charged for the additional meter test(s) at the rate approved for or by your TDU. Your REP is able to make this request to your TDU on your behalf by a standard electronic market transaction. The TDU or REP will advise you of the test results, including the test date, testing person and, if applicable, the removal date of the meter. If you prefer to read your own meter, please contact your TDU for instructions on how to read your meter.

Reporting Outages: In the event of an outage in your area please call your Transmission Distribution Utility ("TDU"):

- Oncor Electric Delivery (888) 313-4747
- CenterPoint (800) 332-7143 or (713) 207-2222
- Nueces Electric Cooperative: (800)-632-9288 or (361) 387-2581
- AEP (WTU & CP&L) (866) 223-8508
- TNMP (Texas New Mexico Power) (888) 866-7456

Disputes With Your Provider/Complaint Resolution: You have the right to file a formal or informal complaint about your REP with the Public Utility Commission of Texas. However, we encourage you to first contact your REP if you have comments, questions or complaints. Upon receipt of a complaint, your REP must investigate and notify you of the results within twenty-one (21) days. If you are dissatisfied with the results of the investigation, you may request a supervisory review, if available. Your REP must advise you of the results of the supervisory review within ten (10) business days of your request. If you are dissatisfied with the results of the investigation or supervisory review, you may file a complaint with the PUCT and the Office of the Attorney General, Consumer Protection Division. For a complaint involving a disputed bill, your REP may not initiate collection activities or termination/disconnection activities or report the delinquency to a credit reporting agency with respect to the disputed portion of the bill. However, after appropriate notice, your REP may send a termination/disconnection notice for non-payment of any undisputed portion of the bill.

If you are not satisfied with the results of a REPS's investigation or supervisory review, you may contact the Public Utility Commission of Texas, Customer Protection Division, PO Box 13326, Austin, Texas 78711-3326; (512) 936-7120 or (888) 782-8477, Fax (512) 936-7003, Email address: customer@puc.state.tx.us, Website: www.puc.state.tx.us, TTY (512) 936-7136; Relay Texas: 800-735-2989.

ENGIE Resources LLC is not liable for any service interruptions or outages and any questions relating to your electrical distribution lines or meters should be directed to your TDU.

CONTACT INFORMATION:

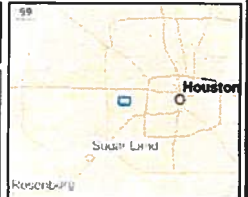
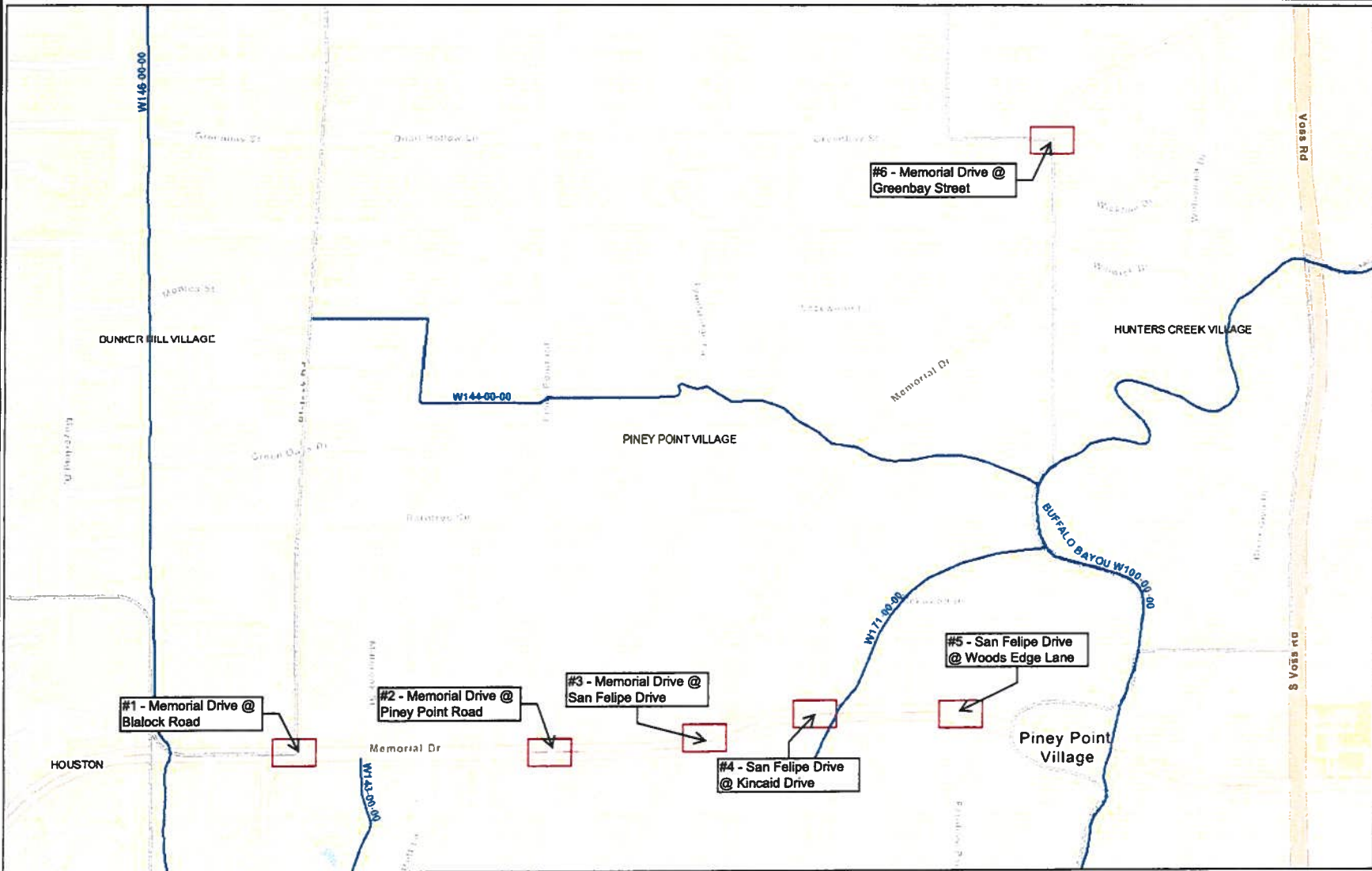
**ENGIE Resources LLC PUCT License #: 10053
1360 Post Oak Blvd Suite 400, Houston, TX 77056
Customer Care Contact Phone 1-866-MYENGIE
Customer Care Contact Email - care@engieresources.com
Hours of Operation: Monday-Friday 7:00 am - 7:00 pm CT**

City Administrator's Monthly Report
Item "D"

Traffic Signal Reconstruction Partnership



CECOP Piney Point Village



Legend

- Channels
- Channels
- HCAD Cities (ITC Hosted)
- HCAD Cities



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

**Status of Minimum Measures for Communities in Harris
County and Draining to Harris County**

<p>1. Communities that have successfully revised their ordinances or regulations. We recommend that partnership projects be approved for these communities.</p>	
<p>City of Baytown City of Bellaire City of Bunker Hill Village City of Deer Park City of El Lago City of Friendswood City of Galena Park City of Hilshire Village City of Houston</p>	<p>City of Humble City of Jersey Village City of La Porte City of Pasadena City of Seabrook City of Taylor Lake Village City of Tomball Waller County</p>
<p>2. Communities that have requested and received an analysis of their ordinances or regulations, including recommended revisions, but have not yet implemented the updates. We recommend no partnership projects be approved until the community takes appropriate steps to update their ordinances or regulations.</p>	
<p>City of Hedwig Village City of Jacinto City City of Katy City of League City City of Missouri City City of Nassau Bay City of Pearland City of Piney Point Village</p>	<p>City of Shoreacres City of South Houston City of Southside Place City of Spring Valley City of Webster City of West University Fort Bend County</p>
<p>3. Communities that have not updated their ordinances or regulations. These include communities that have not requested an analysis of their ordinances or regulations when offered, communities that have not responded, and communities that will not participate. We recommend that no partnership projects be approved until the community takes appropriate steps to update their ordinances or regulations.</p>	
<p>City of Hunter's Creek Village City of Morgan's Point City of Stafford City of Waller</p>	<p>Brazoria County Galveston County Liberty County Montgomery County</p>

HARRIS COUNTY

OFFICE OF THE COUNTY ENGINEER

1001 Preston, Suite 500
Houston, Texas 77002
(713) 755-5370

		YES	NO	ABSTAIN
May 12, 2020	Judge Lina Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. Rodney Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Honorable County Judge & Commissioners	Comm. Adrian Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. Steve Radack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. R. Jack Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUBJECT: Recommendation on Minimum Standards for Communities in Harris County and Draining to Harris County

Dear Court Members:

At the April 28, 2020, Commissioners Court, we were directed to recommend minimum standards for adoption by communities located in Harris County to ensure the benefits achieved by the 2018 Harris County Flood Control Bond Program are protected.

Our recommendation is that all cities within Harris County, and those entities located outside of Harris County but drain to Harris County, adopt the following minimum standards by December 31, 2020, and be effective within their municipal boundaries and extraterritorial jurisdiction:

- Use Atlas 14 rainfall rates for sizing storm water conveyance and detention systems.
- Require a minimum detention rate of 0.55 acre feet per acre of detention for any new development on tracts one acre or larger in size. However, a single family residential structure and accessory buildings proposed on an existing lot is exempt from providing detention.
- Prohibit the use of hydrograph timing as a substitution for detention on any project, unless it directly outfalls into Galveston Bay.
- Require no net fill in the current mapped 500-year floodplain, except in areas identified as coastal zones only
- Require the minimum Finished Floor Elevation (FFE) of new habitable structures be established at or waterproofed to the 500-year flood elevation as shown on the effective Flood Insurance Study.

Presented to Commissioners Court

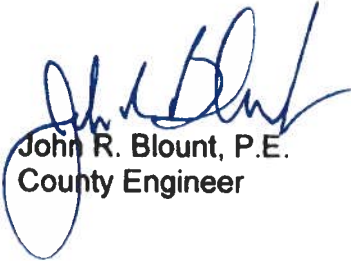
May 19, 2020

Approve: E/G


It is further recommended that the County Engineer extend the current agreement with EHRA Engineering to assist communities in evaluating and updating their policies and ordinances upon their request at no cost to the community. As part of this process, these communities may identify additional requirements or criteria to implement depending on their flood risk and storm water infrastructure capacity.

To help reinforce participation, we also recommend that no partnership projects, including flood control or county roadway projects, be constructed in these communities after December 31, 2020, until such time their criteria is updated to reflect the above minimum standards. Partnership projects that are currently scheduled for construction in these communities before December 31, 2020, may continue as scheduled provided the communities are actively working with us to update their criteria. It should be noted that this effort is part of a larger Fix Flooding First initiative that will be presented to Commissioners Court for an official roll out in June 2020.

Sincerely,



John R. Blount, P.E.
County Engineer



Russell A. Poppe, P.E.
Executive Director
Harris County Flood Control District

JRB/RP/ed

HARRIS COUNTY

OFFICE OF THE COUNTY ENGINEER

1001 Preston, Suite 500
Houston, Texas 77002
(713) 755-5370

May 22, 2020

Honorable Mayors of Cities Located Within Harris County

SUBJECT: Recommendation on Minimum Standards for Communities in Harris County and Draining to Harris County

Dear Honorable Mayors of Harris County Cities:

On Tuesday, May 19, 2020, Harris County Commissioners Court adopted the attached letter to encourage a minimum level of flood resiliency across all of Harris County. Adoption of the minimum standards listed in the letter by communities across Harris County will result in an increased flood resiliency for the entirety of Harris County.

We will be hosting an online information session on **June 2, 2020 at 3:00pm** concerning the initiative for you and any of your staff. The meeting can be accessed at: <https://harriscounty.webex.com/harriscounty/j.php?MTID=m7f419f25deacef15e76825cbfb32732> or you may call in to the meeting at (408) 418-9388 (meeting access code: 966 199 817).

The purpose of this policy is to provide a minimum set of drainage regulations and development policies that will allow all municipalities in Harris County to have a consistent set of standards that incorporate NOAA Atlas 14 rainfall rates. The proposed standards are intended to preserve the capacity and purpose of the ongoing Harris County Flood Control District (District) Bond Projects and make Harris County more resilient to future flooding events. Nothing in this policy is intended to reduce the level of current regulation within any municipality or to prevent any municipality from enacting more stringent standards.

These recommendations will NOT affect the status or scheduling of projects included on the 2018 Bond Project List. All 2018 Bond Projects will be completed as planned with the funding shown in the bond program.

If a municipality chooses not to update their regulations to these minimum standards, the municipality would not be eligible for participation in the Partnership Projects funding included in the 2018 Bond (Bond Project ID Z-02 – Partnership Projects with Municipalities, Authorities, and Other Districts in Harris County) projects until they do so. This fund amount is authorized at \$175,000,000 and allows for joint funding of unidentified future projects between the District and a participating municipality. If the participating municipality chooses not to update their standards and they currently have

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OFFICE OF THE COUNTY ENGINEER

1001 Preston, Suite 500
Houston, Texas 77002
(713) 755-5370


an active partnership project or projects with the District funded through Z-02, the project would be cancelled if not completed by December 31, 2020, and any remaining bond funds will be refunded to the Bond Project ID Z-02. Additionally, Harris County roadway partnership projects that have not begun construction prior to December 31, 2020 will be similarly impacted. Ongoing partnership projects can continue as long as the partnering municipality is actively working toward updating their standards.

If your city has interest, Harris County has engaged an engineering consultant that can assist in updating your regulations to meet the minimum standards listed in the attached letter at no cost to your city.

If you have any questions concerning the update of your regulations or would like assistance from Harris County's engineering consultant, please contact Alisa Max, P.E., Harris County Engineering Department, at alisa.max@eng.hctx.net. If you have any questions concerning your District Bond projects or partnership projects, please contact Matthew Zeve, P.E., Harris County Flood Control District, at matthew.zeve@hcfcd.hctx.net.

We are here to assist your city in becoming more flood resilient.

Sincerely,



John R. Blount, P.E.
County Engineer
Office of the County Engineer



Russell A. Poppe, P.E.
Executive Director
Harris County Flood Control District

Attachment

JB/AM

HARRIS COUNTY

OFFICE OF THE COUNTY ENGINEER

**1001 Preston, Suite 500
Houston, Texas 77002
(713) 755-5370**

May 12, 2020

Honorable County Judge
& Commissioners

SUBJECT: Recommendation on Minimum Standards for Communities in Harris County and Draining to Harris County

Dear Court Members:

At the April 28, 2020, Commissioners Court, we were directed to recommend minimum standards for adoption by communities located in Harris County to ensure the benefits achieved by the 2018 Harris County Flood Control Bond Program are protected.

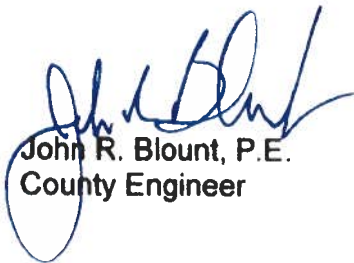
Our recommendation is that all cities within Harris County, and those entities located outside of Harris County but drain to Harris County, adopt the following minimum standards by December 31, 2020, and be effective within their municipal boundaries and extraterritorial jurisdiction:

- Use Atlas 14 rainfall rates for sizing storm water conveyance and detention systems.
- Require a minimum detention rate of 0.55 acre feet per acre of detention for any new development on tracts one acre or larger in size. However, a single family residential structure and accessory buildings proposed on an existing lot is exempt from providing detention.
- Prohibit the use of hydrograph timing as a substitution for detention on any project, unless it directly outfalls into Galveston Bay.
- Require no net fill in the current mapped 500-year floodplain, except in areas identified as coastal zones only
- Require the minimum Finished Floor Elevation (FFE) of new habitable structures be established at or waterproofed to the 500-year flood elevation as shown on the effective Flood Insurance Study.

It is further recommended that the County Engineer extend the current agreement with EHRA Engineering to assist communities in evaluating and updating their policies and ordinances upon their request at no cost to the community. As part of this process, these communities may identify additional requirements or criteria to implement depending on their flood risk and storm water infrastructure capacity.

To help reinforce participation, we also recommend that no partnership projects, including flood control or county roadway projects, be constructed in these communities after December 31, 2020, until such time their criteria is updated to reflect the above minimum standards. Partnership projects that are currently scheduled for construction in these communities before December 31, 2020, may continue as scheduled provided the communities are actively working with us to update their criteria. It should be noted that this effort is part of a larger Fix Flooding First initiative that will be presented to Commissioners Court for an official roll out in June 2020.

Sincerely,



John R. Blount, P.E.
County Engineer



Russell A. Poppe, P.E.
Executive Director
Harris County Flood Control District

JRB/RP/ed

HARRIS COUNTY


OFFICE OF THE COUNTY ENGINEER

1001 Preston, Suite 500
Houston, Texas 77002
(713) 755-5370

MEMORANDUM

DATE: July 9, 2020

TO: File

FROM: John R. Blount, P.E. 
County Engineer

CC: Russell A. Poppe, P.E.
Executive Director, Harris County Flood Control District

SUBJECT: **Coastal and Stillwater Floodplain Clarification - May 19, 2020
Commissioners Court Action Concerning Requirement Minimum
Standards for Communities in Harris County and Draining to Harris
County**

On May 19, 2020, Harris County Commissioners Court recommended that all cities within Harris County and those entities outside of Harris County that drain to Harris County adopt five minimum standards in their drainage and/or floodplain regulations prior to December 31, 2020 in order to continue participating in partnership projects with Harris County.

The intent of the initiative is to ensure that minimum flood protection measures are in place that take into consideration the changes brought about by the new understanding of rainfall rates in the NOAA Atlas 14 study so as to create a more resilient community. However, Atlas 14 rainfall changes do not significantly impact flood risk in coastal and stillwater areas. Therefore, the following clarification shall be made to the approved Court letter as it applies to coastal and stillwater areas as defined below:

1. Minimum Measure #1: Use Atlas 14 rainfall rates for sizing storm water conveyance and detention systems: Atlas 14 shall be required to size localized storm water conveyance systems, such as storm sewers and roadside ditches, and size detention systems that outfall into the localized storm water conveyance systems. Atlas 14 rainfall shall not be a minimum requirement for detention for developments that directly outfall into a stream or body of water impacted by coastal flooding (i.e. tidal impacts, Stillwater elevation, storm surge).

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2. Minimum Measure #2: Require a minimum detention rate of 0.55 acre feet per acre detention for any new development on tracts one acre or larger. However, a single family residential structure and accessory buildings proposed on an existing lot is exempt from providing detention. This minimum measure shall be applied to all areas that require detention based on the clarification Minimum Measure #1. If an area is exempt from providing detention based on Minimum Measure #1, this measure does not apply.
3. Minimum Measure #3: Prohibit the use of hydrograph timing as a substitution for detention on any project, unless it directly outfalls into Galveston Bay. The measure shall not apply for any developments that directly outfall into a stream or body of water impacted by coastal flooding (i.e. tidal impacts, Stillwater elevation, storm surge).
4. Minimum Measure #4: Require no net fill in the current mapped 500-year floodplain, except in areas identified as coastal zones only. As this requirement clearly states, this should not be required in coastal areas. It also makes sense that this requirement should not be required in stillwater areas as well.
5. Minimum Measure #5: Require the minimum Finished Floor Elevation (FFE) of new habitable structures be established at or waterproofed to the 500-year floodplain elevation as shown on the effective Flood Insurance Study. The Flood Insurance Study does not show a 500-year elevation for coastal areas, hence coastal areas are exempt from this requirement. However, stillwater areas show a 500-year floodplain that is not based on riverine conditions but rather based surge and wave action. Therefore, stillwater areas shall also be exempted from this requirement. Rather, local governments shall be required, at a minimum, to meet FEMA requirements for FFEs in these zones.

Further background and information to determine if a floodplain is coastal or stillwater is as follows:

Coastal communities face a range of flooding hazards that include storm surge, waves, and erosion. Elevated water levels at the coast is a main reason for coastal flooding. Elevated water levels allow floodwaters and waves to travel further inland than they would otherwise. The elevated water level observed during a flood event is typically called the Stillwater Elevation (SWEL). The SWEL tells us how high floodwaters could rise during a flood event due to storm surge, tides, wave setup, or other factors that cause increases in water levels. This elevation does not include the additional heights of the waves.

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The coastal SFHA is where the source of flooding consists of coastal hazards such as storm surge and waves. On the FIRM, the coastal SFHA is designated by Zones VE, AE, and AO. Each flood zone area is bounded by a solid white boundary line and is assigned a single, typically whole-foot, BFE. Coastal BFEs apply to the entire area between the white boundary lines. Coastal BFEs are shown as values in parentheses under the zone labels...i.e. if the BFE were 10 feet, the BFE label would read (EL 10) under a VE or AE designation. The Limit of Coastal Floodplain is marked on a flood map with a white line to show the location where, for BFEs, flooding from riverine flood sources becomes greater than flooding from coastal flood sources. Typically, on the coastal side of the line, static, whole-foot BFEs are shown while on the riverine side of the line, BFEs are marked at cross sections and BFE lines.

The below example shows an area containing a Coastal Zone AE with whole-foot BFEs. For Zone AE flood zones within a coastal community, it indicates areas that have at least a 1-percent-annual-chance of being flooded, but where wave heights are less than 3 feet. On the flood map, Zone X (shaded) areas are shown with a light orange color. While no flood elevations will be shown on the flood map for this zone, information about the 0.2-percent-annual-chance SWELs and wave hazards may be found in the FIS report for coastal areas (which would be labeled on the flood profiles). It should be noted that the Zone X (shaded) areas determined by coastal flooding are not associated with riverine flooding or stream modeling. These areas should be considered separately when applying Harris County Minimum Standards, since these elevations are not determined by riverine modeling.



The source used to obtain the information provided above is from the Federal Emergency Management Agency (FEMA) document, "An Introduction to FEMA Coastal Floodplain Mapping."

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Council Agenda Item Cover Memo

5/23/2022
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: May 23, 2022

Submit to City: May 18, 2022

CURRENT PROJECTS

1. Wilding Lane Drainage & Paving Improvements Project

HDR met with the RAC on site Monday, May 16th to review and discuss a path forward on remaining punch list items. A completion schedule was confirmed with the Contractor with the exception of the swapping of inlet grates which are on backorder. HDR will continue to monitor the Contractor's progress and provide updates as they become available.

The Contractor also submitted claims for additional payment on various items. HDR is working to review these claims and will prepare for discussion with City Council prior to issuing a formal response to the Contractor. These claims would constitute a change order and are not currently included in the Contract. As of the March pay estimate, \$86,564.51 in retainage is still being held on the project.

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

The H&H report and the 30% set of plans and Opinion of Probable Construction Costs were presented at the May Engineering Meeting. HDR will schedule a meeting with HCFCD Buffalo Bayou watershed coordinator to present the plans and report for discussion and input prior to moving forward with final design of the proposed box culvert system.

3. Piney Point Circle - Additional Easements

HDR spoke with Mrs. Arocha (11408 Memorial) with regards to the easement and easement document. Mrs. Arocha stated that she will review the easement document with her attorney and will then contact HDR for further discussion. HDR has left voicemails with Mr. Darren (11406 Memorial) but has not received a return phone call as of this date. This property is currently for sale.

4. Lacewood Lane Ditch Grading

The Mayor approved additional costs to regrade the ditch on the northside of Lacewood between #4 Lacewood and 11120 Memorial Drive. A Notice to Proceed has been issued to the Contractor who is working to schedule the work. The Contractor anticipates starting this work mid-week, weather permitting.

5. Tokeneke & Country Squires Improvements Project

HDR has been coordinating with residents on Tokeneke Trail to obtain willingness to participate in a 50/50 cost share for storm sewer improvements in front of their homes on Tokeneke. Currently HDR has received a "yes" vote from residents at #1, #2, #4 and #5 Tokeneke. The resident's vote at #5 Tokeneke is contingent upon participation by the resident at #3 Tokeneke who is not interested in the project. HDR anticipates a "yes" vote from #6 Tokeneke but has not receive email confirmation at this time. An update will be



provided at the Council meeting along with a final Opinion of Probable Construction Costs for consideration.

HDR will also be requesting Council authorization to advertise and bid the Tokeneke & Country Squires project in a separate agenda item. The anticipated project schedule is as follows:

- Advertisement: June 2022
- Bid Opening: beginning July 2022
- Award and Execute Contracts: July 2022
- Start Construction: August 2022

6. City of Houston Windermere Outfall Repair Project

COH presented a pay estimate to Piney Point Village for the City's portion of the work completed on the Windermere project as part of the termination of the contract with Fused Industries. The Piney Point Village portion was \$45,266.98. HDR contact the City of Houston to relay City Council concern with paying for any work completed outside of the existing easement at #19 Windermere. The City of Houston stated they would look at this information internally and schedule a follow up meeting for further discussion. HDR has since sent information on the easement to further describe City Council's concern and request a meeting to go over this issue in more detail.

7. North Piney Point Road Project Asphalt

Hayden Paving anticipates scheduling the crack sealing after St. Francis School adjourns for summer vacation on May 27th. HDR will share the anticipated start date with the City once received from Hayden Paving.

8. Bothwell Way

HDR presented Opinion of Probable Construction Costs at the May Engineering Meeting for replacement of the collapsed corrugated metal pipe on Bothwell Way. As discussed in this meeting, the most efficient way to address this collapse was to include the improvements in an upcoming drainage project. HDR will prepare plans for the storm sewer replacement on the on-going engineering contract to expedite this project.

9. 12 Smithdale Estates

Per direction at the May 17th Council Meeting, HDR will issue a Notice to Proceed to Hogue Landscape Services for regrading and installation of sod at 12 Smithdale Estates.

10. Williamsburg Drainage Improvements

Two residents at 11319 & 11311 Williamsburg Lane approached the City about a 50/50 cost share to install 24-inch storm sewer to eliminate the ditch in front of those two homes. Those two residents have developed design plans and received a letter of no objections from the City. The resident will need to present the anticipated costs of the proposed work with the City and residents will need to enter an agreement for cost sharing on this project. HDR has scheduled a meeting with remaining residents on Williamsburg Lane to discuss a potential storm sewer installation project with a 50/50 cost share with the City. Opinions of Probable Construction Costs (OPPCs) for storm sewer in front of each home on Williamsburg have



been developed and were distributed to Council at the April Council meeting. These OPCCs will be presented to the residents for consideration.

Council also approved a proposal from MBCO to obtain topographic survey on Williamsburg at the May 17th Council meeting. HDR will issue a Notice to Proceed for the survey work and will present the survey after it is received and has been CAD into a drawing by HDR.

11. Decomposed Granite Paths

Per council direction, HDR has solicit quotes to refresh the decomposed granite paths at Wilding Lane, Dunsinane, and Quail Hollow (public ROW only). Per request an additional decomposed granite area may be created in the Wilding Lane ROW (west end between Wilding and Marchmont) for a park bench installation by resident donation. The quotes received are included in a separate agenda item for discussion and possible action.

FUTURE PROJECTS

12. Greenbay/Smithdale Sidewalk Improvements

HDR has provided survey background drawings of the south right-of-way of Greenbay to the Mayor for meetings and coordination with the Beautification Committee.

It is HDR's understanding that Council would prefer to wait until SBISD is further along with the MDE design/construction before taking action on an additional sidewalk on the south side of Smithdale Road.

13. 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. HDR anticipates including these maintenance repairs in the Tokeneke/Country Squire project to be completed by the Contractor.

14. Memorial Drive Elementary Rebuild

The City is currently reviewing the preliminary plat received by SBISD surveyors. The City and HDR also met with SBISD's engineers to discuss their preliminary drainage plan and potential options for detention on the property. SBISD anticipates a required 0.23 acre/feet of detention to account for an increase in impervious cover by the proposed redevelopment. They also anticipate possible available space underneath the soccer field for installation of 1.46 acre/feet of detention if the City chooses to pay the cost for installation. Their budgetary costs for the detention is approximately \$1,000,000 per acre/feet. HDR will provide a recommendation to the City on if this detention would be helpful to the flood prone areas along Soldiers Creek.

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

15. List of Potential Storm Sewer Cost Share Projects

- Chuckanut
- Greenvale
- Innisfree
- Jamestown
- Williamsburg
- Wendover
- Piney Point Circle (if made public)

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, APRIL 25, 2022**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR COUNCIL MEETING ON MONDAY, APRIL 25, 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 Present: Bobby Pennington, City Administrator; Karen Farris, City Secretary; Annette Arriaga, Director of Planning and Development; David Olson, City Attorney; Joe Moore, City Engineer

Mayor Kobelan declared a quorum and called the meeting to order at 6:33 p.m.

Pledge of Allegiance

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

There were no requests to address Council.

1. Discussed and considered possible action on the Memorial Villages Police Department monthly report. Chief Schultz reported the activities of the police department for the month of March.
2. Discussed and considered possible action on the Village Fire Department monthly report. Commission Nash reported on various areas of the Village Fire Department including the new fire station, recruiting staff, pay increases, and the 2023 Budget.
3. Discussed and considered possible action on the St. Francis Specific Use Permit. Revisions were discussed. Council Member Thompson made a motion to approve the draft ordinance, with proposed changes made by the City Attorney, and with the Mayor and City Engineer meeting with the homeowner. There was no second to the motion. The revision of the SUP Ordinance will be on the May 2, 2022 Special Council Meeting Agenda.
4. Discussed and considered possible action on the approval of the CenterPoint Energy Gas Line Improvement Plans at Windermere Lane. CenterPoint Energy submitted plans to the city for installation of 1" plastic gas line partially located

within the Windermere Lane right-of-way at 35 Windermere. Council Member Bender made a motion to approve CenterPoint Energy Gas Line Improvement Plans at 35 Windermere Lane. Council Member Dodds seconded the motion and it passed unanimously.

5. Discussed and considered possible action on a request from the Wilding Lane residents to leave asphalt roadway as-is. Council Member Thompson made a motion to leave asphalt roadway as-is. Council Member Bender seconded the motion and it passed unanimously.
6. Discussed and considered possible action on the Mayor's Monthly Report. The Mayor had nothing to report.
7. Discussed and considered possible action on the City Administrator's Monthly Report, including but not limited to:
 - March 2022 Financials
 - Quarterly Investment Report ending 03/2022: Discussed option to keep TexPool accounts open, but move funds to Texas Class, or change direct deposits from TexPool to Texas Class.
 - Audit is scheduled for the May Regular Council meeting
 - Discussion of traffic signals
 - Memorial Drive Elementary School: Council Member Kollenberg reported on the planning/design stages
8. Discussed and considered possible action on the Engineer's Report. Joe Moore, HDR, presented the City Engineer's Monthly Report. There was discussion regarding:
 - 96-inch CMP Replacement Project
 - Tokeneke & Country Squires Project
 - City of Houston Windermere Outfall Repair Project
 - Bothwell Way
 - Williamsburg Drainage Improvements: City Engineer will obtain quote for survey.
9. Discussed and considered possible action on the approval of the Minutes of the March 28, 2022 Regular Council Meeting, and the Minutes of the April 4, 2022 Special Council Meeting. Council Member Herminghaus made a motion to approve the Minutes of the March 28, 2022 Regular Council Meeting and the Minutes of the April 4, 2022 Special Council Meeting. Council Member Bender seconded the motion and it passed unanimously.
10. Discussed and considered possible action on any future agenda items, meeting dates, etc.
 - Kinkaid School Public Hearing on May 2, 2022 at 6:30 pm at City Hall
 - Audit Committee – May 18, 2022 at 4:00 pm
 - St. Francis SUP – May 2, 2022 at 6:30 pm at City Hall

11. **Executive Session:** The City Council adjourned into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney).
Council adjourned into a closed session at 8:46 p.m.
Council reconvened into an open session at 9:09 p.m.

27. Discussed and considered possible action on items discussed in Executive Session. No formal action taken.

Council Member Bender made a motion to allow the mayor to approve up to \$15,000 in sodding on Wilding Lane to complete the street. Council Member Thompson 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 9:09 p.m.

PASSED AND APPROVED this 23rd day of May 2022.

Mark Kobelan
Mayor

Karen Farris
City Secretary

**MINUTES
THE CITY OF PINEY POINT VILLAGE
SPECIAL COUNCIL MEETING
MONDAY, MAY 2, 2022**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL COUNCIL MEETING ON MONDAY, MAY 2, 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 Herminhaus, 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 6:30 p.m.

Pledge of Allegiance

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

There were no citizens wishing to address council about a subject not specifically identified on the agenda.

1. Discussed and considered possible action on the St. Francis Specific Use Permit. Council Member Kollenberg made a motion to adopt the St. Francis Specific Use Permit Ordinance. Council Member Bender seconded the motion and it passed unanimously.
2. Opened the Public Hearing at 6:35 p.m. and discussed the Specific Use Permit for the Kinkaid School's proposed new Upper School and Lower School, Administration Building, and other related improvements. Closed the Public Hearing at 6:52 p.m.
3. Discussed and considered possible action on approving the Specific Use Permit for the Kinkaid School's proposed new Upper School and Lower School, Administration Building, and other related improvements. Council Member Kollenberg made a motion to adopt the Kinkaid School Specific Use Permit Ordinance for the Kinkaid School's proposed new Upper School and Lower School, Administration Building, and other related improvements. Council Member Bender seconded the motion and it passed unanimously.

4. **Adjourn**

Council Member Bender made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 6:56 p.m.

PASSED AND APPROVED this 23rd day of May, 2022.

Mark Kobelan
Mayor

Karen Farris
City Secretary