

**CITY OF PINEY POINT VILLAGE  
CITY COUNCIL**

Mark Kobelan, Mayor  
Michael Herminghaus, Council Position 1  
Dale Dodds, Council Position 2  
Joel Bender, Council Position 3, Mayor Pro Tem  
Aliza Dutt, Council Position 4  
Brian Thompson, Council Position 5



**COUNCIL CHAMBERS  
7676 WOODWAY, SUITE 300  
HOUSTON, TEXAS 77063**

Robert Pennington, City Administrator  
David Olson, City Attorney

Phone (713) 782-0271  
[www.cityofpineypoint.com](http://www.cityofpineypoint.com)

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**THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, NOVEMBER 21, 2022  
6:00 PM**

**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR COUNCIL MEETING ON MONDAY, NOVEMBER 21, 2022, AT 6:00 P.M. AT CITY HALL, 7676 WOODWAY DR., 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.*

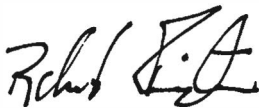
**AGENDA**

1. Discuss and take possible action on the Memorial Villages Police Department Monthly Report.
2. Discuss and take possible action on the Village Fire Department Monthly Report.
3. Discuss and take possible action on Ordinance 2022.11.21 confirming the designated appointment of Robert Pennington as City Secretary for the City of Piney Point Village.
4. Discuss and consider possible action on the schedule of Observed Holidays for 2023.
5. Discuss and consider possible action on the schedule of City Council Regular Meetings for 2023.
6. Discuss and consider possible action on the Mayor's Monthly Report.

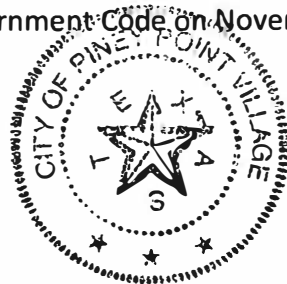
7. Discuss and consider possible action on the City Administrator's Monthly Report, including but not limited to:
  - Financial Report for October 2022.
  - Update on Specific Use Permit Projects.
  - Oaklawn Drive request to landscape right-of-way.
  - Current projects.
  - Community events.
  - Employee Certification - Luis Campos/Zoonosis.
8. Discuss and take possible action on the presentation of the City's Online Geographic Information System (GIS) Mapping.
9. Discuss and take possible action on the costs for an additional concrete point repair on Memorial Drive on the west side of the North Piney Point Road intersection.
10. Discuss and take possible action on a contract amendment for professional engineering services on the Tokeneke & Country Squires Improvements Project.
11. Discuss and take possible action on the Engineer's Report.
12. Discuss and consider approval of the Minutes for the Regular Session Meeting held on October 24, 2022.
13. Discuss and consider possible action on any future agenda items, meeting dates, and similar matters.
14. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney).
15. Discuss and consider possible action on items discussed in Executive Session.
16. Adjourn.

#### CERTIFICATION

I certify that a copy of the November 21, 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 November 18, 2021.



Robert Pennington  
City Administrator



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

TO: Members of the City Council

FROM: Bobby Pennington, City Administrator

VIA: R. Schultz, Police Chief

MEETING DATE: November 21, 2022

SUBJECT: Discuss and take possible action on the Memorial Villages Police Department Monthly Report.

**Agenda Item: 1**

This agenda item is for MVPD monthly reporting, to hear and discuss activity of the Department including detail on call volume, traffic stops, citations, and other public safety related incidents. Attached is the monthly report from MVPD.



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

*Raymond Schultz*  
*Chief of Police*

November 14, 2022

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: October Monthly Report

During the month of October MVPD responded/handled a total of 4,627 calls/incidents. 3,125 House Watch checks were conducted. 708 traffic stops were initiated with 739 citations being issued for 1,367 violations. (Note: 18 Assists in Hedwig, 130 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:	1341/18513	970/15046	6	141/298/439	9@4:23
Piney Point:	1278/15701	858/12170	7	188/335/523	2@3:42
Hunters Creek:	1823/24181	1294/19760	6	167/253/402	11@3:40
				Cites/Warn/Total	22@3:58

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

Call Type	#	Call Type	#	Citations	#
False Alarms:	145	Ord. Violations:	13	Speeding:	161
Animal Calls:	20	Information:	16	Exp. Registration:	263
ALPR Hits:	131	Suspicious Situations	137	No Ins:	178
Assist Fire:	51	Loud Party	16	License	151
Assist EMS:	23	Welfare Checks:	11	Stop Sign	40
				Fake Plate	123

*This month the department generated a total of 79 police reports.  
 BH-21, PP-24, HC-31, HOU-1, HED-2, SV-0*

Crimes Against of Persons (2)

Assault (DV)	1
Assault on a PO	1

Crimes Against Property (8)

Burglary of a Motor Vehicle	2	Theft - Felony	1
Burglary of a Habitation	1	Theft – Misd	1
UUMV	1	Fraud/ID	2

Petty/Quality of Life Crimes/Events (69)

ALPR Hits (valid)	8	Warrants	7
Accidents	19	DWI	2
Information Reports	24	Possession of DW	2
Possession of CS	6	Extortion	1

Arrest Summary: Individuals Arrested (18)

Warrants	7	Felony	2
Class 3 Arrests	7	DWI	

Budget YTD:	Expense	Budget	%
• Personnel Expense:	4,105,478	5,222,098	78.6%
• Operating Expense:	811,600	959,152	84.6%
• Total M&O Expenditures:	4,917,078	6,181,250	79.5%
• Capital Expenses:	160,125	178,000	90.0%
• Net Expenses:	5,077,203	6,359,250	80.0%

Follow-up on Previous Month Items/Requests from Commission

- Finance sub-committee conducted a TMRS Workshop on November 9, 2022.

Personnel Changes/Issues/Updates

- TCO Tiffany Gresak started October 10, 2022.
- Officer Alli Alsalmni was hired and will start November 21, 2022. Officer Alsalmni comes from the Katy Police Department.

Major/Significant Events

- Detectives and Administrative staff worked on the Flintdale Burglary that occurred on 10/27/22. Utilizing the ALPR and working in conjunction with Hedwig PD, 2 suspects vehicles were identified and entered in the FLOCK system. On 10/29/22 the suspects returned to the area and the ALPR system alerted officers who stopped the vehicle near the victim’s home. The suspects claimed no association to the burglary. On Monday morning, 10/31/22 personnel returned to the area to see if they could determine why the suspects had returned. Officers located a wireless internet camera hidden in the bushes near the street of the victim’s home. Detectives also learned of a burglary involving a similar vehicle had occurred in Sugarland. SPD was contacted and it was confirmed to be the same vehicle. Working together the crew of Columbians was identified and linked to both crimes. Additional information found multiple other cases from throughout the Houstin area involving these suspects. A multi-agency case is now being prepared for prosecution.
- Officers were dispatched to an address on River View Way in reference to a Burglary of a Vehicle. Through investigation officers were able to access nearby surveillance footage and ALPR footage to identify a suspect vehicle and suspect. The victim was recontacted but declined to press charges as he was concerned for the safety of his family.
- Trunk or Treat and the MVPD statue dedication occurred on October 30, 2022. The event was a success and well attended with several hundred people present.

Status Update on Major Projects

- New Servers were purchased and installed. They are now operational. This project was a 2022 Capital Project. The server replacement project was delayed due to the RFP and new IT Vendor selection and transfer process. Upon a review of the project, the new IT Vendor identified a more efficient alternative that allows for on-site back-up and cloud storage.

V-LINC new registrations in October +17

BH – 1510(+9)  
PP – 1082 (+4)

HC – 1525 (+3)  
Out of Area – 544 (+1)

## October VFD Assists

Calls received directly by MVPD via 911/3700

<u>Priority Events</u>	<u>Average Response Times</u>
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Total –10	3:27
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Fire – 4	2:58
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EMS – 6	3:44
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### By Village

BH Fire – 1	0:16
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BH EMS – 3	3:24
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PP Fire – 0	0:00
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PP EMS – 1	3:42
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HC Fire -3	3:05
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HC EMS -2	4:14
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### Combined VFD Events (Priority + Radio)

Total – 45	3:28
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Fire – 37	4:05
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EMS – 8	3:53
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### Radio Call Events

Total – 35	3:28
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Fire- 33	3:21
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EMS- 2	5:07
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### Radio Call Events by Village

BH – 8	3:19
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PP – 10	4:04
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HC – 17	3:16
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## 2022 Total Incidents

2022	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	2	20	54	76	14	3781	2849	1191	950	1312	1043	1214	854
February	0	12	62	74	23	3588	2510	984	748	1011	714	1476	1048
March	0	16	67	83	21	6164	4904	1883	1549	1588	1241	2562	2104
April	3	16	64	83	18	4641	3459	1231	908	1393	1055	1907	1495
May	0	15	60	75	18	5737	4292	1762	1333	1617	1223	2217	1736
June	1	15	63	79	18	7901	6595	2735	2357	1724	1375	3285	2855
July	0	19	65	84	30	10,781	9439	3554	3189	2612	2228	4454	4017
August	2	13	79	94	24	7,036	5634	2108	1735	1789	1413	2967	2494
September	0	11	57	68	18	5,576	4165	1724	1307	1377	1020	2276	1863
October	2	8	69	79	19	4,627	3125	1341	970	1278	858	1823	1294
November													
December													
<b>Total</b>	<b>10</b>	<b>145</b>	<b>640</b>	<b>795</b>	<b>203</b>	<b>59832</b>	<b>46972</b>	<b>18513</b>	<b>15046</b>	<b>15701</b>	<b>12170</b>	<b>24181</b>	<b>19760</b>

2021 Totals	21	251	712	984	153	96885	83432	34182	30460	25843	22003	35623	30831
Difference													
% Change													

## 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	2:14:53	1:17:03	1:36:45	0:01:36	7:02:02	0:56:24				
BALDWIN, BRIAN								13:29:27	26:57:13	10:18:17	24:30:34				37
BIEHUNKO, JOHN		18:43:22	2:22:28	16:34:24	16:11:16	0:05:01	30:06:58	20:24:31	13:02:30	26:25:28	15:54:27			4	19
BOGGUS, LARRY	*	15:04:47	5:53:12	4:40:34	3:14:42	4:18:58	8:49:03	4:15:44	2:34:08	7:02:51	0:34:11				
BURLESON, Jason		12:07:07	8:50:51	10:28:24	15:39:39	20:46:39	12:37:07	12:19:19	19:23:50	20:56:06	30:33:41			5	34
CANALES, RALPH EDWARD		15:47:48	12:59:21	20:33:16	7:12:09	18:07:20	18:57:15	24:50:11	20:27:50	13:12:30	16:46:23			2	14
CERNY, BLAIR C.	*	10:28:34	4:46:23	5:09:00	13:16:49	3:28:16	2:39:05	17:08:31	9:42:12	5:44:02	3:11:10				
ECKERFIELD, Dillion		14:43:31	50:20:55	41:45:59	20:58:59	46:51:13	46:09:14	33:39:36	36:56:10	29:13:14	27:10:50			5	29
HARWOOD, NICHOLAS		8:52:50	12:08:28	17:02:07	32:38:36	14:55:59	19:34:36	15:51:00	5:12:47	22:22:46	22:04:36			4	32
JARVIS, RICHARD		15:27:18	13:08:35	11:48:58	17:43:16	17:42:14	20:08:16	25:38:04	16:09:36	18:06:55	11:21:40			1	17
JOHNSON, JOHN								1:48:02	40:05:58	47:59:17	22:28:35			2	54
JONES, ERIC	*	0:00:00	0:00:00	0:00:00	2:26:49	0:58:54	0:00:00	0:00:00	0:00:00	0:00:00	0:10:53				
KELSO JR, RONALD K		18:23:38	18:34:45	18:24:13	16:24:02	21:26:07	16:59:04	21:18:40	6:26:15						
KING, JEREMY											2:29:51			4	5
KUKOWSKI, Andy		8:41:08	29:17:18	19:38:51	10:43:16	14:27:45	35:09:03	23:03:25	22:42:16	31:17:43	35:09:17			4	52
LOWRIE, Andy		22:19:30	25:03:32	25:44:26	30:50:09	37:16:39	47:52:05	49:29:44	35:25:22	16:12:44	40:02:02			5	97
MCELVANY, ROBERT		15:57:19	16:56:24	11:49:41	15:02:12	15:14:52	14:52:41	14:09:33	19:15:01	9:12:08	9:07:59			2	15
MILLER, OSCAR	*	2:11:11	0:26:31	2:26:05	9:03:28	4:23:24									
NASH, CHRISTOPHER		5:48:17	8:01:05	12:25:46	18:40:35	14:35:51	11:49:00	16:46:51	7:04:50						
ORTEGA, Yesenia		13:37:44	13:06:03	27:04:16	21:00:00	22:35:33	31:13:22	32:38:16	21:42:57	16:57:08	20:22:36			2	30
OWENS, LANE	*	1:19:54	0:00:00	0:01:20	0:00:00	1:17:38	0:00:00	3:05:43	2:39:36	0:00:00	0:00:00				
PAVLOCK, JAMES ADAM		7:53:53	12:46:08	21:56:20	18:00:52	19:42:42	22:02:06	24:04:31	21:29:20	19:54:17	18:39:43			8	64
RODRIGUEZ, CHRISTOPHER	*	3:33:25	1:10:27	2:30:35	3:18:59	9:12:09	2:37:41	3:30:42	4:17:13	1:57:38	0:32:23			1	
SALAZAR, Efrain								12:39:26	9:48:42	24:15:54	28:52:18			1	38
SCHANMEIR, CHRISTIAN		13:46:24	13:54:19	22:55:54	19:04:49	24:31:16	0:00:00	0:00:00	2:55:01	25:56:02	28:18:09			10	42
SCHULTZ, RAYMOND	*	0:08:10	0:19:11	0:00:00	3:09:04	0:58:56	0:14:11	1:23:01	0:05:17	1:29:27	0:00:00				
SILLIMAN, ERIC		18:28:11	21:46:57	18:28:05	20:43:02	30:52:29	16:55:33	6:26:49	12:22:51	26:01:43	19:02:16			5	43
SPRINKLE, MICHAEL		2:24:25	3:42:07	7:30:26	10:26:51	8:13:27	12:57:33	8:18:24	10:55:32	7:22:49	7:06:11				6
TAYLOR, CRAIG		14:23:05	8:57:33	15:22:47	8:22:56	15:25:16	29:26:49	24:23:06	23:14:45	13:53:38	25:04:22			2	23
TORRES, PATRICK		17:51:27	15:18:21	12:19:55	18:43:20	15:41:19	10:59:51	0:00:00	0:30:06	2:53:18	2:19:03			1	15
VALDEZ, JUAN		12:53:25	15:40:46	23:53:53	17:10:21	27:45:20	24:50:03	32:46:12	33:34:32	19:22:24	23:41:24			4	25
VASQUEZ, MONICA		17:21:21	13:46:27	13:46:55	29:48:40	27:25:02	17:57:16	20:04:56	18:56:47	20:16:49	1:14:39				
WHITE, TERRY		19:20:30	25:56:34	40:33:51	25:47:31	15:35:11	40:24:45	24:39:05	42:18:21	26:02:12	21:37:13			6	29
WILLIFORD, Adam		2:52:41	16:38:20	42:14:42	22:19:22	24:49:13	14:17:33	29:33:12	23:51:32	13:46:42	18:32:00			1	19
* = Admin															
													Total	79	739

Dispatch Committed Time														Totals
911 Phone Calls		256	313	376	313	395	311	333	326	326	413			3362
3700 Phone Calls		2431	1978	2504	2412	2739	2561	2537	2566	2231	2355			24314
DP General Phone Calls*		55:52:24	43:36:37	62:07:20	60:05:05	63:55:16	62:08:35	61:19:42	60:29:22	54:09:10	54:57:09			

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



ALPR Recoveries						
Num	Plate	Vehicle	Loc	Val	Links	Date
1	PYW1930	Jeep Pat	6	\$ 18,000.00	Missing Peson	5-Jan
2	NSZ6202	Chev SPK	19	\$ 14,000.00	Fugitive	9-Jan
3	LBH7413	Toy Cam	8	\$ 18,000.00	Burg/Warr	13-Jan
4	362686G	Niss Sent	24	\$ 14,500.00		14-Jan
5	PSS6946	Chevlmpal	22	\$ 21,000.00		20-Jan
6	2751781	BlkLexus	21	\$ 34,000.00	FelWarrant	30-Jan
7	JMH0296	Ford Must	17	\$ 23,500.00		1-Feb
8	AL32592	U-HAUL	Station	\$ 70,000.00	Poss Meth	24-Feb
9	NPS2672	Ford F150	20	\$ 45,000.00	Carjacking	25-Feb
10	KPH5017	LexG43	17	\$ 18,500.00	Warr	3-Mar
11	NVT0203	Chev Mal	103	\$ 16,000.00	Warr	8-Mar
12	C337283	Chev1500	Coins	\$ 21,000.00	Fugitive	13-Mar
13	NKM9110	Toy SUV	19	\$ 30,000.00	Fugitive	19-Mar
14	LTR0879	Honda ACC	21	\$ 18,000.00		20-Mar
15	94A02Q	ToyCam	2	\$ -	Hotlist Mail Thief	25-Mar
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	HynEin	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
25	RPZ7921	Ford Foc	RB 23	\$ 12,000.00		6-May
26	48055C8	HumH3	19	\$ 46,000.00	Fugitive	6-May
27	MZZ3102	ChevSub	23	\$ 27,000.00		8-May
28	0252W43	F150	27	\$ 30,000.00		26-May
29	RFK9077	NissMur	8	\$ 23,000.00		26-May
30	RGR4290	Kia	8	\$ 22,500.00	Poss of Narcotics	27-May
31	PBJ4056	Niss	8	\$ 25,500.00	Stolen Firearm	27-May
32	AH01898	UHaul	7	\$ 42,500.00	Stolen misc items	1-Jun
33	KKM3831	ToyCam	8	\$ 20,000.00	Fugitive	11-Jun
34	LFS4848	Honda Civ	20	\$ 15,000.00		14-Jun
35	PXD7306	FordEsc	19	\$ 18,750.00	Fugitive	17-Jun
36	CZY9487	FordF250	24	\$ 37,000.00	Hotwire	18-Jun
37	57BYIV	Kia	24	\$ 24,000.00	hertz Rental	20-Jun
38	RMX4945	Acura	21	\$ 32,000.00	Carjacking	7-Jul
39	0698V50	Toy Cam	Hed	\$ 23,000.00	Fraud	12-Jul
40	4T28195	Trailer	21	\$ 6,000.00	Fraud	18-Jul
41	CQE6383	MerBenz	21	\$ 65,000.00	Fraud	21-Jul
42	RNV3718	Ford Van	21	\$ 17,000.00	Fraud	24-Jul
43	NHV2432	HynEin	1	\$ 18,000.00	Fraud	30-Jul
44	KXR5488	DodJour	6	\$ 9,000.00		2-Aug
45	RLS6806	HYNVelos	1	\$ 17,000.00	Fraud	4-Aug
46	DPZ3402	HONCiv	1	\$ 15,000.00	Fugitive	5-Aug
47	RXR2715	HondaCR	Hed	\$ 18,000.00	Fraud	7-Aug
48	PZY0325	INFQX50	8	\$ 21,000.00	Fraud	7-Aug
49	KRL3811	CAD	19	\$ 26,000.00	Fraud	9-Aug
50	RXF2537	HonPilot	21	\$ 17,000.00	Fraud	12-Aug
51	PFG5119	FordExp	6	\$ 19,500.00	Narcotics	17-Aug
52	LWC2986	LandRover	13	\$ 31,000.00	Narcotics	19-Aug
53	AL62414	UHaul	24	\$ 4,000.00		20-Aug
54	AL08211	GMCCargo	22	\$ 30,000.00		20-Aug
55	NYK5679	ToyCor	13	\$ 14,000.00		25-Aug
56	LDP126 FL	Toy Max	21	\$ 23,000.00		28-Aug
57	RZM2175	BMW328	24	\$ 24,000.00		3-Sep
58	RMV6623	Ford Focus	23	\$ 12,500.00	Fraud-Salv Title	6-Sep
59	AE06024	FordVan	22	\$ 42,000.00	Carjacking	13-Sep
60	FJR9716	Audi	1	\$ 31,000.00	Fugitive	14-Sep
61	RCS8286	Chevy	13	\$ 27,000.00	narcotics	1-Oct
62	MHV3766	ChevySil	19	\$ 30,000.00	Stolen plates	3-Oct
63	RYF7801	ToyCam	8	\$ 18,500.00	Fugitive	3-Oct
64	RZZ0130	HondaAcc	23	\$ 15,000.00		8-Oct
65	MHV6529	AudiQ5	8	\$ 24,000.00		14-Oct
66	PKM2430	Ford Must	Hed	\$ 18,000.00		18-Oct
67	48BGP5	ToyRAV	8	\$ 20,000.00		30-Oct
68	RRH6618	Hynd	8	\$ 16,000.00		31-Oct
69						
70						
71						
72						
73						
74						
75						

Plate Recoveries					
Plate Recove	Date	Links	Plate Reco	Date	Links
IS11QH	1/4/2022		53821C6	6/25/2022	Fake/Fugitive
63B374	1/4/2022		NSZ6346	6/27/2022	
39496Y1	2/18/2022	same plate on 2 cars	NMD9375	7/7/2022	
39496Y1	2/18/2022	same plate on 2 cars	03339D99	7/8/2022	
NBB1660	3/3/2022		1BD0631	7/26/2022	
LUS3735	3/7/2022		0541X86	9/2/2022	
KTB3323	3/10/2022	Recovered 100+ CC's	7F4429	9/3/2022	
BGFB425	3/15/2022	Hertz	DKS8246	9/3/2022	
72HCF9	3/25/2022		0976X86	9/19/2022	
MKP5490	3/22/2022	On Stolen Veh	70195H3	9/25/2022	
72HCF9	3/26/2022		LEZ740	10/4/2022	
43423 E7	7-Apr		NXN4257	10/6/2022	
30054V3	5/9/2022		7E7288	10/11/2022	
34917B9	5/12/2022		0876P26	10/20/2022	
LCL5909	5/12/2022	Stolen Plate	1625C70	10/21/2022	
0006H59	6/1/2022	Fake Tag	1028C79	10/23/2022	
006H59	6/4/2022	Stolen Plate	PYS7450	11/1/2022	
0252W43	6/4/2022	Stolen Plate	RMR9596	11/2/2022	
0006H59	6/4/2022	Stolen Plate			
PXD7066	6/17/2022	Stolen on Stolen			
86F1775	6/18/2022	Fake/Stolen			
0271A61	6/24/2022	Fake/Stolen			

Firearm in vehicle      Vehicle found to be Stolen  
Temp Tag

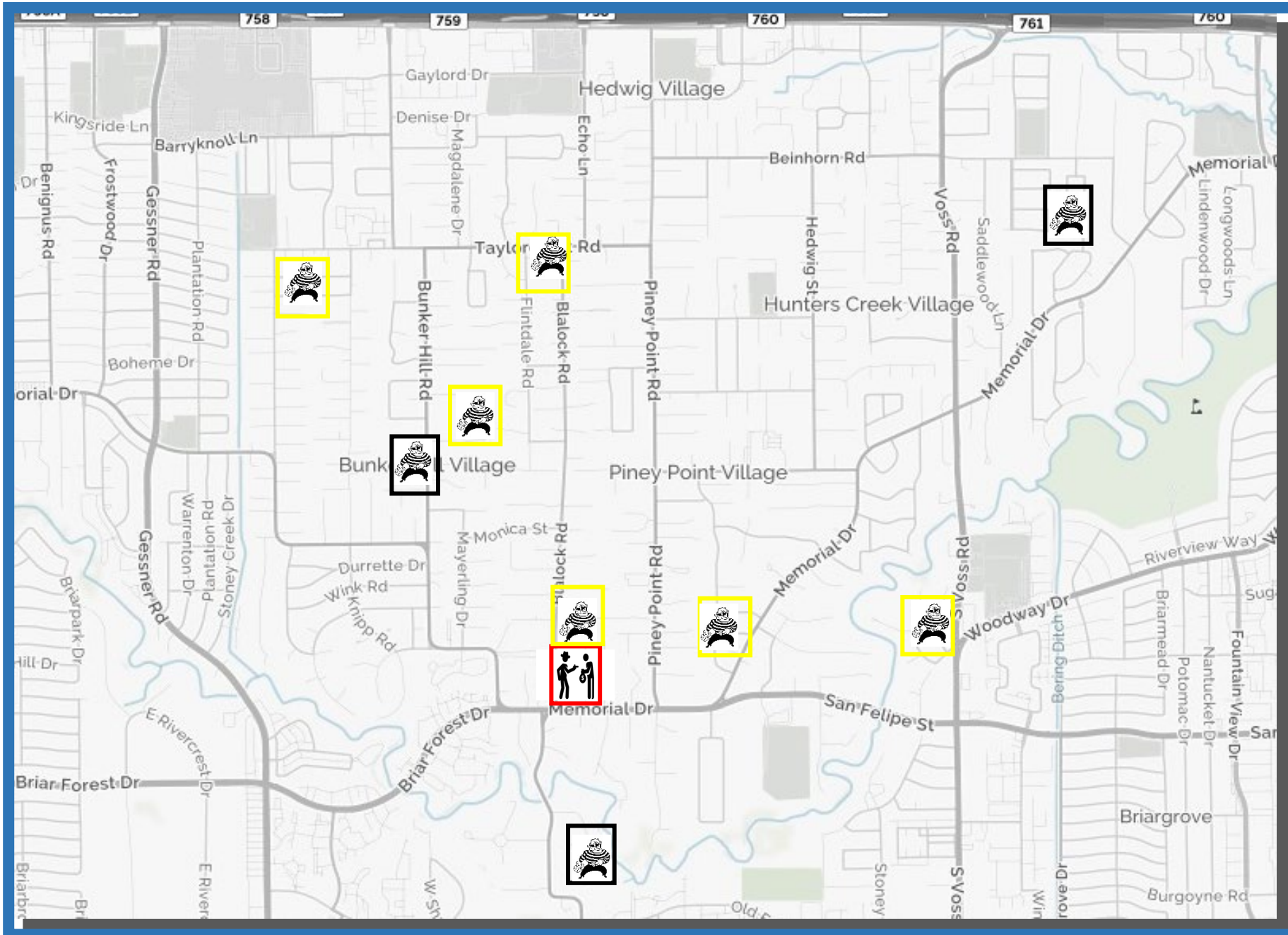
Located but Fled					
Date	Plate	Camera	Date	Plate	Camera
13-Mar	PGP4565	7	3-Jul	0339D99	21
26-Mar	KZR0019	19	19-Jul	CQE6383	21
12-Jun	KTG0535	17	15-Aug	PYR2967	22
26-Jun	PYV1695	20	23-Sep	RXY5625	13
26-Jun	PTD5972	23			

Missing Person		
Date	Plate	Camera
6/7/2022	LZM0966	2
6/7/2022	GLW6656	1

42 of 68 involved in other crimes = 63%

Program Summary			
2022 Value	\$ 1,620,000.00	Recovered	40
2021 Value	\$ 1,683,601.00	Recovered	75
2020 Value	\$ 1,147,500.00	Recovered	61
2019 Value	\$ 438,000.00	Recovered	22
<b>Program Total</b>	<b>\$ 4,889,101.00</b>		<b>198</b>

INVESTIGATIVE LEADS				
3/11/2022	JXN1575	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 Impalat	6	Burglary	lead Arrest
4/19/2022	Cad Esc	#174	UUMV	Lead tot HPD
4/21/2022	Toy Cor	15	BMW	Lead To-Be issued
5/21/2022	LIN6783	Wind	Mail Thieves	Arrest Arrest
5/23/2022	RKH5452	1	BOH	Lead To-Be Issued
7/6/2022	78660E1	Hed	Const Theft	Arrest 3 in-custody



## 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
24 Greyton Ln	No	Side Door Wind
321 Bunker Hill Rd	No	Const Site
214 Blalock	No	Open Door
26 Windemere	No	Rear Door
7618 River Pt.	No	Rear Door
691 Flintdale	No*	Rear Window

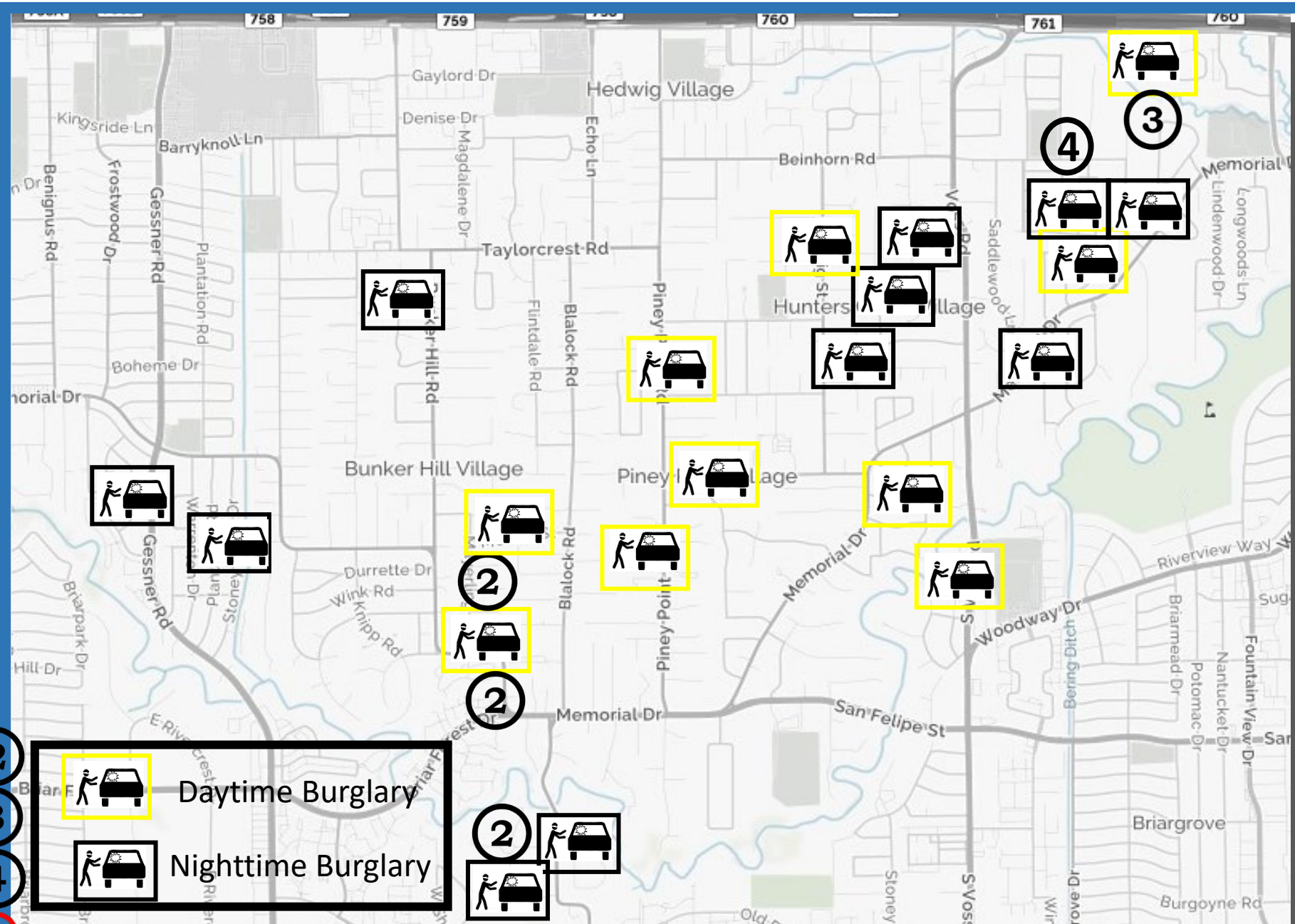
## 2022 Robberies

Address	MO
201 Kensington	Driveway Robbery

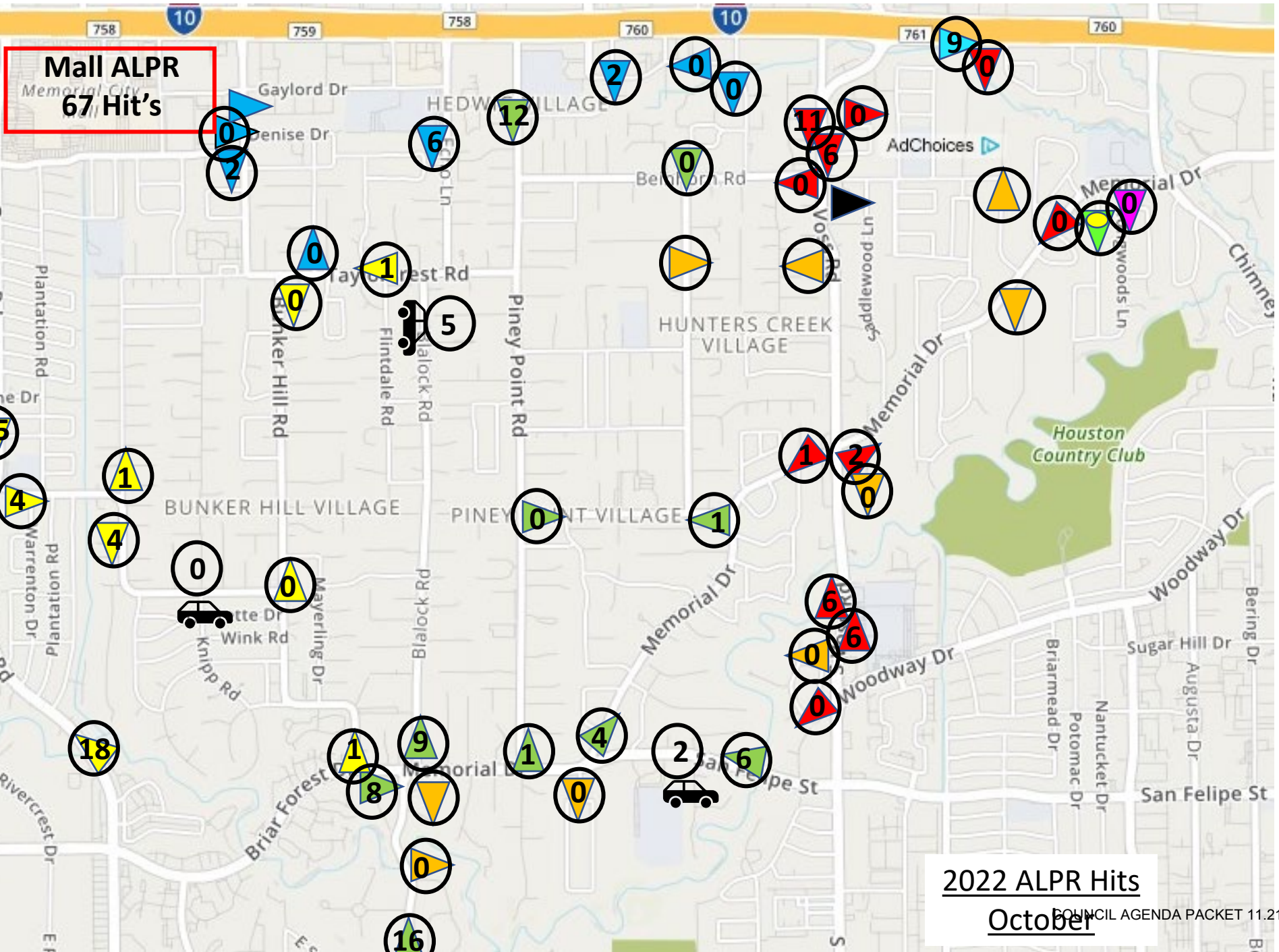
-  Daytime Burglary
-  Nighttime Burglary
-  Robbery



# 2022 Auto Burglary Map



Address	POE
243 Gessner 22-0042	UNL Vehicle
<u>614 Hunters Grove 22-0046</u>	<u>UNL Vehicle</u>
215 Voss	UNL Vehicle
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
<u>11024 Greenbay</u>	<u>Side Window</u>
<u>362 Piney Point</u>	<u>UNL Vehicle</u>
11614 Arrowood Cir	UNL Vehicle
251 Plantation	UNL Vehicle
8435 Katy Fwy	UNL Vehicle
11607 Arrowood Cir	UNL Vehicle
708 Country Lane	UNL Vehicle
<u>10917 Roaring Brook</u>	<u>UNL Vehicle</u>
11750 Memorial	UNL Vehicle
11750 Memorial	UNL vehicle
10403 Memorial	UNL Vehicle
90 Williamsburg	UNL Vehicle
<u>10911 Walwick</u>	<u>UNL Vehicle</u>
<u>11625 Monica</u>	<u>UNL Vehicle</u>
<u>11618 Green Oaks</u>	<u>UNL Vehicle</u>
215 Hedwig	UNL Vehicle
1003 Riverview Way	UNL Vehicle
11702 Memorial Dr	UNL Vehicle



**Mall ALPR**  
67 Hit's

Hedwig  
10

Bunker Hill

Piney Point

Hunters Creek

Frequent Mobile Locations

131 Total Hits

Lindenwood HOA



Longwoods HOA



US Coins



In Process



HOA Systems



2022 ALPR Hits  
October





# October 2022 ALPR REPORT



Total Plate Reads, Incl's multiple reads of same plate  
Number of Unique Plates Read – Total without repeats  
Number of Hits/Alerts - All 14 possible categories  
Number of Hits/Alerts of the 6 monitored categories  
Number of Sex Offender Hits (not monitored live)  
Total Hits-Reads/total vehicles passed by each camera

# 2022 ALPR Data Report

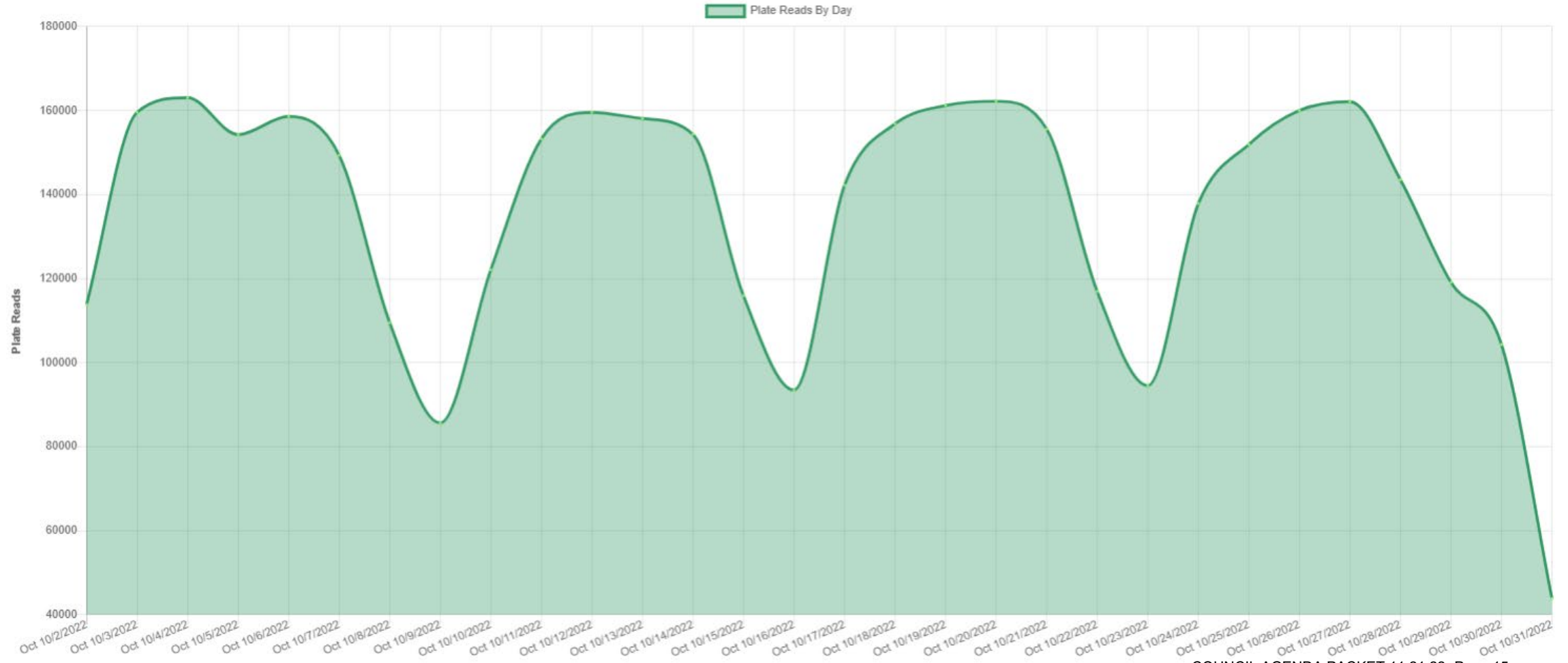
## Plate Reads Summary

Total Plate Reads:  
4,062,539

[DOWNLOAD CSV](#)

Oct 2 - Oct 31

Cameras (33) ▾



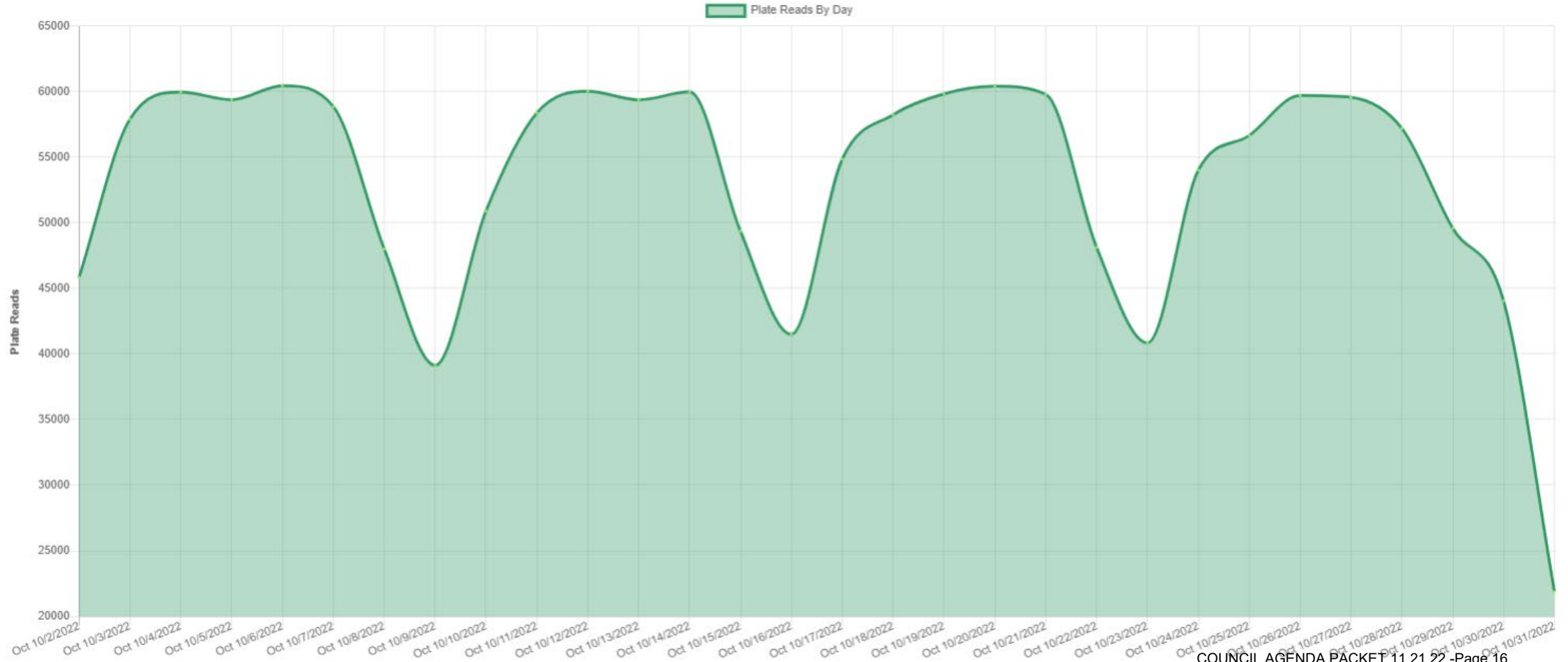
# Unique Plate Reads Summary

Total Unique Plate Reads:  
488,761

[DOWNLOAD CSV](#)

Oct 2 - Oct 31

Cameras (33) ▾





# All Categories

## Hits Report

Total Hits:  
210

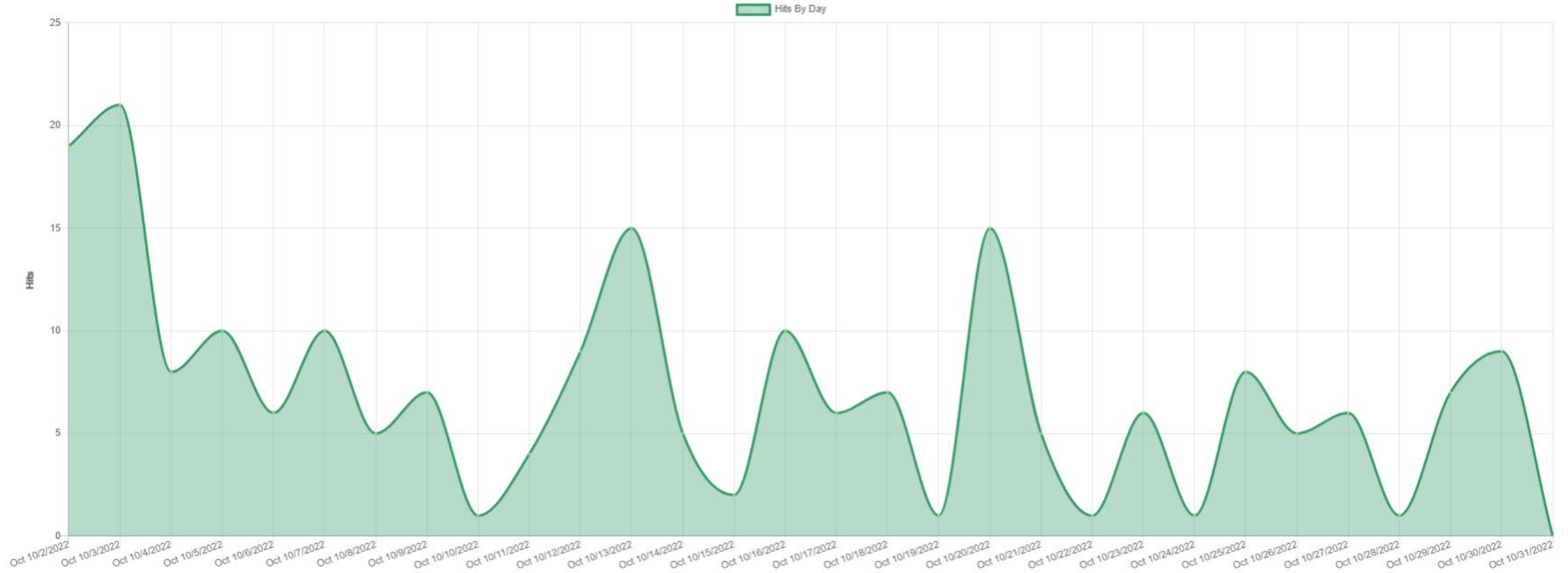
[DOWNLOAD CSV](#)

Oct 2 - Oct 31

Topics (14) ▾

Cameras (33) ▾

Search



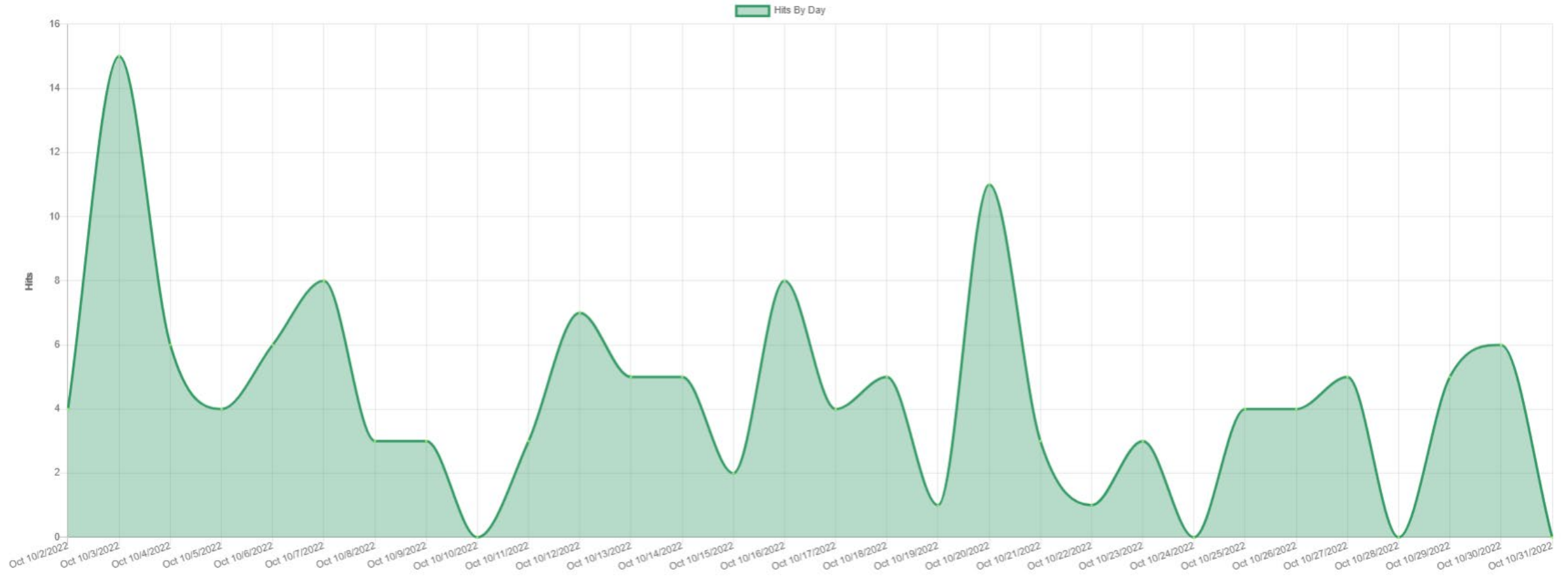
# Top 6 Categories

## Hits Report

Total Hits:  
131

[DOWNLOAD CSV](#) Oct 2 - Oct 31

Topics (6)  Cameras (33)



# Sex Offenders Only Hits

## Hits Report

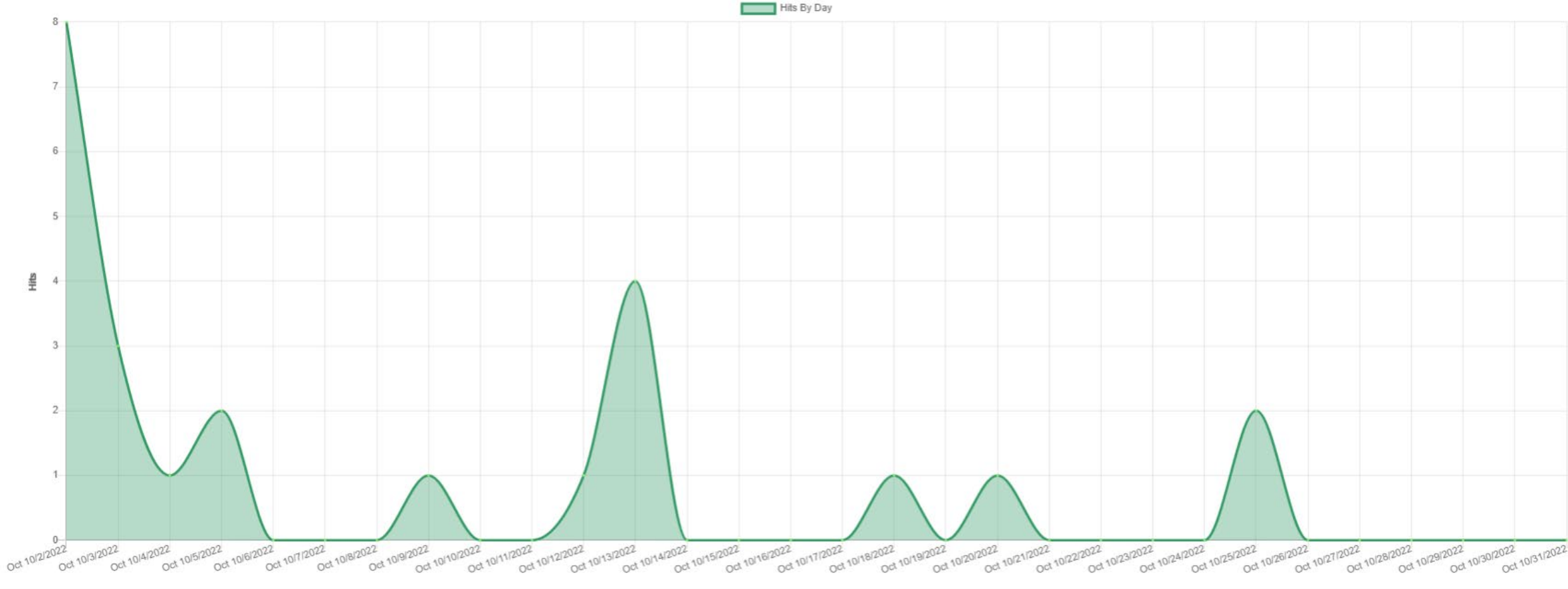
Total Hits:  
24

[DOWNLOAD CSV](#)

Oct 2 - Oct 31

Topics (1) ▾

Cameras (33) ▾



#1 Gessner S/B at Frostwood  
 #2 Memorial E/B at Memorial  
#3 NO ALPR - Future Location  
 #4 Memorial N/B at Briar Forrest  
 #5 Bunker Hill S/B at Taylorcrest  
 #6 Taylorcrest W/B at Flintdale  
 #7 Memorial E/B at Briar Forrest  
 #8 2200 S. Piney Point N/B  
 #9 N. Piney Point N/B at Memorial  
 #10 Memorial E/B at San Felipe  
 #11 Greenbay E/B Piney Point  
 #12 Piney Point S/B at Gaylord  
 #13 Gessner N/B at Bayou  
 #14 Beinhorn W/B at Pipher

#15 Hunters Creek Drive S/B at I-10  
 #16 Memorial W/B at Creekside  
 #17 Memorial W/B at Voss  
 #18 Memorial E/B at Voss  
 #19 S/B Voss at Old Voss Ln 1  
 #20 S/B Voss at Old Voss Ln 2  
 #21 N/B Voss at Magnolia Bend Ln 1  
 #22 N/B Voss at Magnolia Bend Ln 2  
 #23 W/B San Felipe at Buffalo Bayou  
 #24 N/B Blalock at Memorial  
 #25 N/B Bunker Hill at Memorial  
 #26 S/B Hedwig at Beinhorn  
 #27 Mobile Unit #181  
 #28 Mobile Speed Trailer

#29 Riverbend Main Entrance  
 #30 Beinhorn E/B at Voss  
#31 Memorial E/B at Tealwood (new)  
 #32 Greenbay W/B at Memorial  
 #33 Strey N/B at Memorial  
Private Systems monitored by MVPD  
 US COINS - I-10 Frontage Road  
 Memorial Manor NA Lindenwood/Memorial  
 Greyton Lane NA  
 Calico NA  
 Windemere NA  
 Mott Lane  
 Kensington NA  
 Stillforest NA  
 Farnham Park  
 Riverbend NA  
 Pinewood NA  
 Hampton Court  
 Bridlewood West NA  
 N Kuhlman NA  
 Longwoods NA  
 Memorial City Mall - 22



Yellow = Bunker Hill  
 Green = Piney Point  
 Red = Hunters Creek  
 Blue = MVPD Mobile  
 Purple = Privately Owned Systems

# Hits/Reads By Camera

1	15/213,431	17	1/7,670 *
2	4/176,477	18	2/105,805
3	See #31	19	11/175,573
4	1/159,429	20	6/236,285
5	0/22,973	21	6/383,620
6	1/71,516	22	6/405,052
7	8/140,520	23	6/302,935
8	16/267,589	24	9/188,978
9	1/117,589	25	0/18,508
10	4/97,376	26	0/53,561
11	0/52,483	27	5/137,398
12	5/197,769	28	2/37,047
13	18/287,865	29	0/5,316
14	0/68,908	30	0/19,751
15	0/6,851	31	2/13,437**
16	0/21,777	32	1/49,838
		33	1/43,052

Total Reads – 4,062,539

Unique Reads – 488,761

Hits- 404

6 Top Hit List- 131

- Hotlist - 11
- Stolen Vehicle
- Stolen Plate
- Gang Member
- Missing
- Amber

Recoveries - 8

- \*Showing as #31 Tealwood at Memorial
- \*\* Only 3 days of operation

TO: Members of the City Council

FROM: Bobby Pennington, City Administrator

VIA: D. Foster, Fire Chief

MEETING DATE: November 21, 2022

SUBJECT: Discuss and take possible action on the Village Fire Department Monthly Report.

**Agenda Item: 2**

This agenda item is for VFD monthly reporting, to hear and discuss activity of the Department including detail on call volume and other public safety related incidents. Attached is the monthly Village Fire Strategic Plan Performance Report.

**Village Fire Department  
2022 Strategic Plan Performance Report**

2022 OPERATING BUDGET	Standards/Base	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Total
Percentage if spending 100% of budget		25.00%	25.00%	25.00%	8.30%	83.30%
Actual Percentage of Budget Spent	100%	23.22%	25.30%	26.37%	8.85%	83.74%
Department Budget	\$7,789,561.06	\$1,808,825.15	\$1,970,679.65	\$2,054,325.43	\$689,393.64	\$6,523,223.87
Personnel Expenses Total	\$6,693,219.90	\$1,568,604.43	\$1,660,277.23	\$1,751,543.21	\$581,504.87	\$5,561,929.74
Percentage Personnel Budget Spent		23.44%	24.81%	26.17%	8.69%	83.11%
Overtime	\$353,000.00	\$77,989.40	\$132,688.25	\$131,520.77	\$27,028.73	\$369,227.15
% Overtime Budget Spent		22.09%	37.59%	37.26%	7.66%	104.60%
Capital Expenditures	\$230,400.00	\$10,481.47	\$11,187.42	\$58,952.45	\$17,455.76	\$98,077.10
% Capital Budget Spent		4.55%	4.86%	25.59%	7.58%	42.58%
Operational Expenditures	\$865,941.12	\$229,738.25	\$299,215.00	\$243,829.77	\$90,433.01	\$863,216.03
% Operational Budget Spent		26.53%	34.55%	28.16%	10.44%	99.68%
<b>EMERGENCY OPERATIONS:</b>						
Average Dispatch Time, high priority calls	60 Seconds	0:44	0:38	0:42	0:42	0:41
Average Turnout Times, high priority calls	60 Seconds	0:54	1:01	0:59	1:00	0:58
Average Total Response high priority EMS calls	6:30	4:46	4:43	4:46	1:02	4:45
# Incidents	6:50	3:48	4:37	4:33	178	15:14
# Responses		551	554	623	352	2080
VFD Patients		915	916	1095	75	3001
Patients Transported		152	130	229	48	559
<b>EMS REVENUE</b>						
EMS Revenue Fund Balance		\$67,769.08	\$111,718.14	\$181,953.45	\$221,736.31	\$221,736.31
Revenue Collected, Avg Per Patient		\$459.26	\$370.74	\$431.42	\$792.52	\$513.49
Amount Billed		\$360,586.58	\$111,443.56	\$382,803.18	\$98,220.25	\$953,053.57
Gross Revenue Received		\$69,807.25	\$48,196.21	\$98,794.26	\$38,041.18	\$254,838.90
<b>Fire Marshal:</b>						
# of General Plans Reviewed		10	6	8	5	29
# of Sprinkler Systems Reviewd		45	52	55	12	164
# Fire Investigated		1	1	0	0	2
# Inspections YTD		171	238	433	594	594
Fire Prevention Permits		15	8	7	1	31
Residential Sprinklers to date		2200	2225	2250	2255	2250
# of Community Ed Events		20	9	11	23	63
% of Homes with Sprinkler Systems	6708	32.8%	33.1%	33.3%	33.6%	33.6%

TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington; City Administrator

MEETING DATE: November 21, 2022

SUBJECT: Discuss and take possible action on Ordinance 2022.11.21 confirming the designated appointment of Robert Pennington as City Secretary for the City of Piney Point Village.

**Agenda Item: 3**

**Informational Summary**

The City Secretary is subject to confirmation by the City Council as required by State law. The City Secretary coordinates preparation of Council agenda packets and the official minutes, prepares legal notices relating to Council agendas and other city issues for publication and posting. The City Secretary serves as the information and research assistant to the public and city staff and has several functional areas of responsibility. The city secretary attends City Council meetings, documents Council actions, certifies the authenticity of records, prepares agendas, and minutes, and maintains the City's legislative history. The city secretary coordinates with city departments to respond to requests for City records filed each year under the Texas Public Information Act. The city secretary maintains the official records of the city including ordinances, resolutions, contracts, deeds, easements, and other legal documents. Also responsible for the city's records management program. The records management program provides for the identification, maintenance, retention, security, disposition, and preservation of city records. The city secretary is the election official for the city and oversees the administration of city elections to ensure compliance with all city, state, and federal election laws and policies and to ensure that city elections are conducted in a fair and impartial manner.

**Recommendation**

Staff proposes that the City Administrator absorb the role and designation of City Secretary with the objective of redistributing other operational tasks to accomplished employees to improve overall efficiency in municipal operations. Staff therefore recommends adopting Ordinance 2022.11.21 ordinance confirming the appointment of Robert Pennington as designated City Secretary.



ORDINANCE NO. 2022.11.21

AN ORDINANCE APPROVING THE APPOINTMENT OF ROBERT PENNINGTON AS CITY SECRETARY OF THE CITY OF PINEY POINT VILLAGE, TEXAS; PROVIDING FOR COMPENSATION; REPEALING ORDINANCES IN CONFLICT.

\* \* \* \* \*

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

1. That Robert Pennington is hereby approved as the designated City Secretary, while retaining the full responsibilities as City Administrator, of the City of Piney Point Village.
2. The compensation for said City Secretary are applied as the regular duties and responsibilities of the City Administrator with no supplementary compensation.
3. It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place, and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of the State of Texas.
4. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this \_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Mark Kobelan  
Mayor

ATTEST:

\_\_\_\_\_  
Robert Pennington  
City Secretary

## **CITY SECRETARY**

### SECTION I – JOB DESCRIPTION

**JOB SUMMARY:** The overall purpose and general responsibilities of the job.

To perform the administrative duties of the Office of the City Secretary as set forth by the Texas Local Gov't Code. This position is responsible for maintaining and recording official city documents, coordinating and/or administering municipal elections, coordinate public meetings, and providing support services to the Mayor, City Administrator, Under the general direction of the City Administrator.

**ESSENTIAL JOB FUNCTIONS:** The fundamental duties and tasks that define the job. (The following examples are intended to be illustrative and are not intended to be all inclusive.)

1. Prepares and compiles meeting packets or supporting documents for agendas as directed by the Mayor and City Administrator for Commission meetings.
2. Posts notices of meetings and workshops for City Commission and other City appointed boards and commissions and updates City's website accordingly.
3. Publishes legal notices in the official newspaper of the City within the appropriate time requirements dictated by state law.
4. Attends and records meetings and prepares meeting minutes for approval by City Council and other Boards and Commissions of the City, as assigned.
5. Prepare, preserve, and track the actions and records of the City Commission, including ordinances, resolutions, minutes, proclamations, contracts, and deeds.
6. Ensures that all ordinances are published when necessary and codified in a timely manner.
7. Attends all other administrative meetings as needed.
8. Maintains custody of City seal and official records of the City including ordinances, resolutions, minutes of the City Commission, contracts, agreements, etc.
9. Serves as the Chief Election Official for the City and plans and coordinates City elections.
10. Responds to requests for information and assistance from City Council, staff and citizens.
11. Processes open records requests.
12. On behalf of the City, receives petitions, and applications for office and verifies all applications and petitions.
13. Coordinates and administers elections and related matters for the City and other agencies as directed.
14. Administers oath of office.
15. Prepares reports, memoranda, correspondence, ordinances, proclamation, policies, and other writing materials as needed.
16. Performs related duties as assigned.

### SECTION II – JOB DIMENSIONS

**CONTACTS:** Nature of contacts, external relationships, and internal relationships. Utilizes tact and diplomacy when dealing with work-related issues. Coordinates between departments in order to obtain information. Provides general or technical information related to records management and official City documents. Internal Contacts: Constant contact with departmental personnel and other City departments. External Contacts: Frequent contact with the general public.

**RESPONSIBILITY:** Primary responsibility for posting, recording meetings and maintaining the City's official documents. Job responsibilities include municipal elections and handling of confidential information and documents. Job has a critical impact on City operations.

DIFFICULTY: Judgment, initiative, and decision-making. Judgment is required to accurately and timely complete work assignments. Initiative is required to achieve work goals. Decisions are made regarding policy interpretation, legislative interpretation, project planning, group work schedule, and individual work priorities.

GUIDANCE: Supervision received and level of independence. The employee receives administrative direction when performing the essential job functions

### SECTION III - JOB REQUIREMENTS

EDUCATION AND EXPERIENCE: Formal education and previous municipal experience is desired.

LICENSE AND CERTIFICATION: Must possess a valid Texas Driver's License or the ability to obtain a driver's license within 30 days of commencing Employment in good standing required.

SKILLS, KNOWLEDGE, AND ABILITIES: Utilized in the performance of the essential functions of the job.

- Knowledge of regulatory requirements, duties, and responsibilities of City Secretary with comprehension of Texas Local Government Code, Texas Open Meetings Act, Texas Public Information Act and Texas Election Code.
- Knowledge of municipal, secretarial, and administrative practices with critical awareness of document retention and records management. Ability to safeguard sensitive or confidential information from intentional or unintentional. Maintain an accurate and legible record of official city business.
- Knowledge of proper English usage in verbal and written communications. Proficient in the use of computers and related equipment, hardware, and software (Word, Excel, PowerPoint). Ability to read, comprehend, and interpret for others City codes and documents.
- Ability to represent the City in a professional and effective manner, with capacity to establish and maintain effective relationships with Officials, co-workers, the general public and outside agencies. Deal in a fair and courteous manner with a variety of individuals in person and through all types of communication.
- Ability to demonstrate consideration of others regardless of ethnicity, gender, beliefs, or personal style. Ability to listen actively and demonstrate understanding. Ability to fulfill requests or otherwise provide services, accurate information, or assistance in a courteous and timely manner Ability to present a "positive image" of the city.

PHYSICAL DEMANDS: The physical requirements associated with the performance of the Essential Job Functions. Physical requirements include carrying/lifting 5 lbs. and occasionally pushing/pulling up to 10 lbs.; visual acuity, speech, and hearing; hand-eye coordination and manual dexterity necessary to operate a telephone, computer keyboard, basic office equipment; subject to carrying, lifting, twisting and reaching to perform essential job functions.

TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington; City Administrator

MEETING DATE: November 21, 2022

SUBJECT: Discuss and consider possible action on the schedule of Observed Holidays for 2023.

**Agenda Item: 4**

**Informational Summary**

The schedule of city holidays is largely influenced by the schedule of federal holidays and is approved annually by Council. Observed Holidays are generally defined to occur on a day that is within the employee's work week. When a holiday occurs on Saturday or Sunday, that holiday is shifted to either Friday or Monday for work purposes. Full-time employees receive a benefit of paid time off on an observed holiday.

**Recommendation**

Staff recommends approval of the 2023 schedule of observed holidays, as presented.



# City of Piney Point Village

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

TELEPHONE (713) 782-0271  
FAX (713) 782-0821

## Holidays For 2023

### 2023 Holidays

**New Year's Day**, January 1, 2023 (Sunday)  
**President's Day**, February 20, 2023 (Monday)  
**Good Friday**, April 7, 2023 (Friday)  
**Memorial Day**, May 29, 2023 (Monday)  
**Independence Day**, July 4, 2023 (Tuesday)  
**Labor Day**, September 4, 2023 (Monday)  
**Thanksgiving**, November 23, 2023 (Thursday)  
**Day After Thanksgiving**, November 24, 2023 (Friday)  
**Christmas Eve**, December 24, 2023 (Sunday)  
**Christmas Day**, December 25, 2023 (Monday)

### Observed On

January 2, 2023 (Monday)  
February 20, 2023 (Monday)  
April 7, 2023 (Friday)  
May 29, 2023 (Monday)  
July 3, 2023 (Monday)  
September 4, 2023 (Monday)  
November 23, 2023 (Thursday)  
November 24, 2023 (Friday)  
December 25, 2023 (Monday)  
December 26, 2023 (Tuesday)

TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington; City Administrator

MEETING DATE: November 21, 2022

SUBJECT: Discuss and consider possible action on the schedule of City Council Regular Meetings for 2023.

**Agenda Item: 5**

**Informational Summary**

Typically, City Council meets on the fourth Monday of each month for regular meetings. Careful review of typical dates is required to verify any conflicts due to observed holidays prior to each year's approval. This action also gives council the opportunity to adjust the schedule.

The attached exhibit is the suggest following dates and times are for City Council meetings. All meetings begin at 6:00 p.m. Future changes to the adopted meeting dates will require approval by a majority of Council.

**Recommendation**

Staff recommends approval of the 2023 City Council Regular Meetings, as presented.



# City of Piney Point Village

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

TELEPHONE (713) 782-0271  
FAX (713) 782-0821

## REGULAR SCHEDULED MEETINGS FOR CITY COUNCIL -2023

<u>4th Monday</u>	<u>Proposed Change</u>	<u>Note</u>
Monday, January 23, 2023		
Monday, February 27, 2023		
Monday, March 27, 2023		
Monday, April 24, 2023		
Monday, May 22, 2023		
Monday, June 26, 2023		
Monday, July 24, 2023		
Monday, August 28, 2023		
Monday, September 25, 2023		
Monday, October 23, 2023		
Monday, November 27, 2023		
<i>Monday, December 25, 2023</i>	<b>Monday, December 18, 2023</b>	<b>Christmas Day</b>

TO: Members of the City Council

FROM: Mayor Mark Kobelan

MEETING DATE: November 21, 2022

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

**Agenda Item: 6**

This agenda item includes reports from the mayor, including, but not limited to, the status of various projects:

- A. Landscape Improvements.



TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington; City Administrator

MEETING DATE: November 21, 2022

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

**Agenda Item: 7**

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. However, some items listed may call for Council approval and/or delegate authorization under the direction of Council. Note the following items:

- A. Financial Report: This report represents a general overview of financial activity through October 2022, which is the tenth month of fiscal year 2022. Attached is the latest report. Staff recommends approving the report as presented.
  
- B. Update on Specific Use Permit Projects: The purpose of this listing is to share any current information or progress on these major construction programs.
  - Memorial Drive Elementary School Update: SBISD will propose a special use permit for the new elementary. The purpose of this listing is to share any current information or progress on this major construction program. This item was approved for recommendation by planning and zoning and is scheduled for a city Council public hearing on November 28.
  - St. Francis Episcopal Church Specific Use Permit: On May 2, 2022, Council unanimously approved the St. Francis Episcopal Church Specific Use Permit.
  - The Kinkaid School Specific Use Permit: On May 2, 2022, Council unanimously approved The Kinkaid School Specific Use Permit on the proposed new Upper and Lower School, Administration Building, and other related improvements. The purpose of this listing is to share any current information or progress on this major construction program.
  
- C. Current projects:
  - Drinking fountains - progress

- Tree plantings
- Beautification Committee initiatives

D. Oaklawn Drive request to landscape right-of-way: The Birdwell Family is requesting permission for an HOA landscape project on the Oaklawn Drive cul-de-sac. The propose is to include parking pavers, two 100-gallon live oaks, and an irrigation system along with a variety of vegetation. Total project cost is estimated at \$57,683. The project is interested in securing permission as well as the possibility of a cost share with the city.

E. Community Events:

- Appreciation Dinner: We are planning an appreciation dinner for all staff, council, board members and volunteers. Dinner is sponsored by GFL and set for December 6 at 5PM.
- Shred Event: Donations, Shredding & Rx Disposal held Saturday, October 22 collected 65 lbs. of medications, 9K lbs. of electronics, and 6.5 tons of paper.
- Twinkle Light Parade: Thursday, December 15. The parade typically begins at 6PM at Frostwood Elementary School. Parade will travel Southbound on Blalock Road and ends at Memorial Drive Presbyterian Church Parking Lot. There will be a gathering at the end of the parade. We plan to participate with a city float.

F. Employee Certification: Luis Campos/Zoonosis



# CITY OF PINEY POINT VILLAGE FINANCIAL REPORT

## OCTOBER 2022 FINANCIALS

This report represents a general overview of the city’s financial operations through October 2022, which marks the tenth month of the fiscal year. Beginning balances are audited. Budgeted numbers in this report represent the original adopted for fiscal year 2022.

### General Fund

	Prior YTD	Budget	Month	YTD
<b>Total Revenues</b>	\$7,511,303	\$7,496,659	\$531,436	\$8,669,214
<b>Total Expenditures</b>	\$7,214,691	\$7,496,659	\$458,484	\$5,790,314
<b>Over/(Under)</b>	\$296,612	\$0	\$72,952	\$2,878,900

	Prior YTD	Budget	Month	YTD
<b>Operating Revenues</b>	\$6,965,544	\$7,496,659	\$531,436	\$7,834,646
<b>Operating Expenditures</b>	\$5,517,853	\$6,361,974	\$458,484	\$5,327,299
<b>Over/(Under)</b>	\$1,447,691	\$1,134,685	\$72,952	\$2,507,347

1. Total revenues are \$8,669,214 or 115.6% of budget due all revenue categories being higher than last year to date. Property tax, permits/inspections, ARPA, and Kinkaid PILOT are contributing to the increase in revenue. Operational revenues are \$7,834,646 with non-operating proceeds at \$834,569.
  - a. For property tax, the adopted rate is \$0.255140 with \$0.22316 designated as M&O and the remaining \$0.03198 as the I&S requirement to finance the annual bond debt<sup>1</sup>. The total property collection is reported as \$6,954,086 by SBISD and has been adjusted by SBISD since the last report. The portion pledged to M&O is \$6,082,440, with current levy at \$6,023,078, delinquent at \$14,168.70 and all other fees at \$45,194. The M&O collection is \$299,322 or 5.2% higher than the prior YTD and is at 100.6% of budget.

<sup>1</sup>Note that the M&O rate ties to ordinance 2021.09.27B and is adjusted from prior reports.

**Property Tax Detail (M&O)**

Current (2021 Tax Year)	\$6,023,077.88
Delinquent	\$14,168.70
Penalty & Interest	32,737.30
Attorney Fees	11,965.11
Inventory Tax	491.36
<b>Total:</b>	<b>\$6,082,440.34</b>

- b. Sales Tax collection thru October totals \$319,474 or 122.9% of the total annual \$260,000 projection. Collections are \$54,850 or 20.7% higher than this time last year.
- c. Franchise tax collections are currently at \$297,767 or 2.0% higher than last YTD. The budget original projection includes an additional \$109K in franchise tax and may fall short of budgeted expectations.
- d. Court revenue is \$82,671, or 82.7% of budget and \$30,947 greater than last YTD. Court fines total \$76,446 and the remaining \$6,225 primarily restricted for special use such as safety, court security or technology. The city collected \$65,382 in court revenue for 2021 year-end. Current trends show improvement from 2021 collections, with actual expectations forecasting to original budget target of \$100,000.
- e. Permits & Inspections total \$704,191 with projection exceeding yearend target by 65.8%. Permits and inspection fees account for 90% of the category revenue. Permitting includes The Kinkaid School special use permit review. Other charges for service include plat reviews at \$10K, drainage reviews at \$49K and contractor registration at \$10K. Original year-end expectations exceed over by \$279K.
- f. Alarm registrations are \$26,400, 88.0% of annual budget projection. This represents a \$23,500 improvement over last YTD. Annual alarm registrations prove to be beneficial in maintaining up-to-date emergency information for individual properties. Most of the collection fees were received in January and February.
- g. The revenue from interest has been limited in past years due to Covid economic measures. Interest revenue is witnessing significant improvement from the prior year as increases in the Fed rate are to combat the current nation-wide inflation outlook and our investments are secured in the portfolios that respond to these Fed adjustments. Year-end projection trend is ramping up to the originally \$40K budgeted; The \$25,202 earned thus far represents a \$24,038 improvement over last year.
- h. Non-operational revenue of \$834,569 includes a \$362,265 reimbursement from the City of Houston Windermere Outfall Project and \$427,531 from ARPA. Funds are to be reallocated toward respective projects as outlined in the FY23 Budget.

2. Total expenditures are budgeted for a total of \$7,496,659 with YTD operating expenditures at \$5,327,299 and YTD total expenditures are \$5,790,314 or 77.2% with \$1,706,345 remaining. Operating expenses are at 83.7% with \$1,034,675 remaining. Non-operating expenses are at 40.8% of budget leaving \$671,670 remaining for capital programming.
3. Divisions and category highlights are as follows:
  - a. Police Services at \$1,925,272 or 92.0% 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 \$1,423,074 or 90.9%. includes 1.5 months of service payments at the beginning of the year for adequate VFD operational cash flow. This represents a 11.3% increase from last year to date due amendments in the budget. Council approved a budget amendment totaling \$108,328 to cover 5% increases in salaries and three additional employees to handle the demand in ambulance services – specifically the time it takes to admit a patient into a hospital, clinic, or other treatment facility.
  - c. Contract Services are 72.3% with \$145,154 allocation remaining for the year. Services including auditing fees for completing the 2021 annual audit as well as legal fees higher to finalize the St. Francis Special Use Permit. Expenses have leveled out from the first months of the fiscal year.
  - d. Building Services are reported at 98.2%. Services are higher due to building activity needing third party inspections. Although trend shows that expenditures will surpass budget, it is offset from the revenues received on permitting charges for service. Interesting, the expenses from last YTD are comparable. Also, general IT services are currently accounted for in this division at \$19,080 and credit card charges are nearly \$15K due to the credit merchant services on large cash transactions. This division will likely be over budget by 15 to 20 percent of year-end allocation but will not jeopardize reserves due to revenue offsets.
  - e. Administration/General Government division is currently under budget expectations at 79.0%.
  - f. Municipal Court operations at 51.6% maintaining operational savings with merchant service fees and Judge/Prosecutor/Interpreter costs.
  - g. Public Works Maintenance division is well below expectation at 44.7% with savings in maintenance and repair costs. Landscape maintenance at \$82,228 and tree care removal at \$11,642 are active expenses over the prior year. Remaining division expenditure is \$206,096.
  - h. Capital expenditures at 40.8% with \$671,670 remaining. Wilding Lane CIP is closed out at with 2022 expense at \$270,271. The city is focusing on other programs to improve the city infrastructure and amenities with engineering and survey work currently totaling

\$155K recorded for the 96" South Piney Point Road Stormwater Replacement, Williamsburg and the Tokeneke – Country Squire improvements.

- Revenue over Expenditures are \$2,878,900 YTD with beginning fund balance at \$3,702,509, the current balance is \$6.6M; however, with most of the revenue related to property tax collection and an adoption of a balanced budget, this balance will decrease noticeably through the remaining months of the year. The fund expects to maintain at least \$3,702,509 by year end and allocation of project carryover to FY23.

**Debt Service Fund**

	<b>Prior YTD</b>	<b>Budget</b>	<b>Month</b>	<b>YTD</b>
<b>Total Revenues</b>	\$1,375,117	\$875,200	\$10,542	\$912,157
<b>Total Expenditures</b>	\$1,507,525	\$875,200	\$0	\$875,950
<b>Over/(Under)</b>	(\$132,408)	\$0	\$10,542	\$36,207

- Revenues are \$912,157; 104.2% of budget with combined property tax at \$871,646, 99.6% of budget and interest income at \$40,512. The adopted rate designated for interest and sinking is \$0.03198 as the requirement to finance the annual bond debt<sup>2</sup>. The original budget incorporated a 99% collection rate based on trends from past collection years.

<b>Property Tax (I&amp;S)</b>	
Current (2021)	\$863,138.69
Delinquent	\$2,030.45
Penalty & Interest	\$4,691.43
Attorney Fees	\$1,714.66
Other	\$70.41
	<hr/>
	\$871,645.65

- Expenditures at \$875,950, 100% of budget, as debt service principal payments are semiannual. Payment the first annual covering principal obligations occurred in January. The second annual payment in June covers our annual obligations. Debt obligations are scheduled through 2027 and detail is provided in the 2023 proposed budget.
- Revenues are over expenditures by \$36,207, due to timing of payments. Debt service restricts a portion of cash to support fund balance. Revenues are projected to exceed expenditures through year-end due to interest income.

**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.

<sup>2</sup> Note that the debt service rate ties to ordinance 2021.09.27B.



# Piney Point Village TEXAS

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

### GENERAL FUND SUMMARY

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b>REVENUES</b>						
PROPERTY TAXES	5,783,118	6,048,959	0	6,082,440	100.6%	(33,481)
SALES TAXES	264,624	260,000	35,110	319,474	122.9%	(59,474)
FRANCHISE TAXES	292,046	407,100	791	297,767	73.1%	109,333
COURT REVENUE	51,724	100,000	8,923	82,671	82.7%	17,329
PERMITS & INSPECTIONS	433,968	424,600	184,744	704,191	165.8%	(279,591)
ALARM REGISTRATIONS	2,900	30,000	200	26,400	88.0%	3,600
GOVERNMENTAL CONT. (METRO)	136,000	136,000	160,500	160,500	118.0%	(24,500)
PILOT FEES (KINKAID)	0	50,000	136,000	136,000	272.0%	(86,000)
INTEREST	1,164	40,000	5,168	25,202	63.0%	14,798
<b>TOTAL OPERATING</b>	<b>6,965,544</b>	<b>7,496,659</b>	<b>531,436</b>	<b>7,834,646</b>	<b>104.5%</b>	<b>(337,987)</b>
OTHER NON-OPERATING PROCEEDS	545,759	0	0	834,569		(834,569)
<b>TOTAL NON-OPERATING</b>	<b>545,759</b>	<b>0</b>	<b>0</b>	<b>834,569</b>		<b>(834,569)</b>
<b>TOTAL REVENUES</b>	<b>\$7,511,303</b>	<b>\$7,496,659</b>	<b>\$531,436</b>	<b>\$8,669,214</b>	<b>115.6%</b>	<b>(\$1,172,555)</b>
<b>EXPENDITURES</b>						
<u>PUBLIC SERVICE DIVISION</u>						
POLICE SERVICES	1,867,233	2,093,750	174,479	1,925,272	92.0%	168,479
FIRE SERVICES	1,279,141	1,565,224	183,938	1,423,074	90.9%	142,150
SANITATION COLLECTION	441,200	536,500	0	398,770	74.3%	137,730
OTHER PUBLIC SERVICES	24,426	21,500	2,454	16,351	76.1%	5,149
<b>PUBLIC SERVICE DIVISION</b>	<b>3,612,000</b>	<b>4,216,974</b>	<b>360,870</b>	<b>3,763,466</b>	<b>89.2%</b>	<b>453,508</b>
<u>OPERATIONS</u>						
CONTRACT SERVICES	464,255	524,500	3,679	379,346	72.3%	145,154
BUILDING SERVICES	211,165	220,000	3,748	217,059	98.7%	2,941
GENERAL GOVERNMENT	878,150	985,000	74,228	778,573	79.0%	206,427
MUNICIPAL COURT	42,526	42,500	1,827	21,951	51.6%	20,549
PUBLIC WORKS	309,758	373,000	14,132	166,904	44.7%	206,096
<b>OPERATION DIVISIONS</b>	<b>1,905,853</b>	<b>2,145,000</b>	<b>97,614</b>	<b>1,563,833</b>	<b>72.9%</b>	<b>581,167</b>
<b>TOTAL PUBLIC &amp; OPERATING</b>	<b>\$5,517,853</b>	<b>\$6,361,974</b>	<b>\$458,484</b>	<b>\$5,327,299</b>	<b>83.7%</b>	<b>\$1,034,675</b>
<u>NON-OPERATING</u>						
GENERAL CAPITAL PROGRAMS	359,654	1,134,685	0	37,688	3.3%	1,096,997
SURRY OAKS	100,237	0	0	0		0
WILLIAMSBURG DRAINAGE	0	0	0	27,942		(27,942)
96" STORMWATER REPLACEMENT	0	0	0	74,566		(74,566)
TOKENEKE - COUNTRY SQUIRE	0	0	0	52,547		(52,547)
WILDING LANE	1,236,947	0	0	270,271		(270,271)
<b>TOTAL NON-OPERATING</b>	<b>1,696,839</b>	<b>1,134,685</b>	<b>0</b>	<b>463,015</b>	<b>40.8%</b>	<b>671,670</b>
<b>TOTAL EXPENDITURES</b>	<b>\$7,214,691</b>	<b>\$7,496,659</b>	<b>\$458,484</b>	<b>\$5,790,314</b>	<b>77.2%</b>	<b>\$1,706,345</b>
REVENUE OVER/(UNDER) EXPENDITURES	296,612	0	72,952	2,878,900		



# Piney Point Village TEXAS

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

### GENERAL FUND REVENUES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>Tax Collection</u>						
10-4101 Property Tax (M&O)	5,783,118	6,048,959	0	4,071,732	67.3%	1,977,227
<i>FY21: Unearned/Adjusted</i>	0	0	0	2,010,708		(2,010,708)
<i>Total Property Tax :</i>	5,783,118	6,048,959	0	6,082,440	100.6%	(33,481)
10-4150 Sales Tax	264,623.61	260,000	35,110	319,474	122.9%	(59,474)
<b>Total Tax Collection:</b>	<b>6,047,742</b>	<b>6,308,959</b>	<b>35,110</b>	<b>6,401,914</b>	<b>101.5%</b>	<b>(92,955)</b>
<u>Permits &amp; Inspections</u>						
10-4203 Plat Reviews	5,000	8,000	0	10,100	126.3%	(2,100)
10-4204 Code Enforcement Citations	0	100	0	0	0.0%	100
10-4205 Contractor Registration	9,990	10,000	960	10,290	102.9%	(290)
10-4206 Drainage Reviews	34,050	45,000	6,200	49,000	108.9%	(4,000)
10-4207 Permits & Inspection Fees	383,428	360,000	177,584	634,301	176.2%	(274,301)
10-4208 Board of Adjustment Fees	1,500	1,500	0	500	33.3%	1,000
<b>Total Permits &amp; Inspections:</b>	<b>433,968</b>	<b>424,600</b>	<b>184,744</b>	<b>704,191</b>	<b>165.8%</b>	<b>(279,591)</b>
<u>Municipal Court</u>						
10-4300 Court Fines	49,212	100,000	8,148	76,446	76.4%	23,554
10-4301 Building Security Fund	879	0	271	2,179		(2,179)
10-4302 Truancy Prevention	897	0	277	2,223		(2,223)
10-4303 Local Municipal Tech Fund	718	0	221	1,779		(1,779)
10-4304 Local Municipal Jury Fund	18	0	6	44		(44)
<b>Total Municipal Court:</b>	<b>51,724</b>	<b>100,000</b>	<b>8,923</b>	<b>82,671</b>	<b>82.7%</b>	<b>17,329</b>
<u>Investment Income</u>						
10-4400 Interest Revenue	1,164	40,000	5,168	25,202	63.0%	14,798
<b>Total Investment Income:</b>	<b>1,164</b>	<b>40,000</b>	<b>5,168</b>	<b>25,202</b>	<b>63.0%</b>	<b>14,798</b>
<u>Agencies &amp; Alarms</u>						
10-4508 SEC-Registration	2,900	30,000	200	26,400	88.0%	3,600
<b>Total Agencies &amp; Alarms:</b>	<b>2,900</b>	<b>30,000</b>	<b>200</b>	<b>26,400</b>	<b>88.0%</b>	<b>3,600</b>
<u>Franchise Revenue</u>						
10-4602 Cable Franchise	59,493	75,000	0	61,654	82.2%	13,346
10-4605 Power/Electric Franchise	225,483	272,000	0	204,310	75.1%	67,690
10-4606 Gas Franchise	0	25,000	0	25,391	101.6%	(391)
10-4607 Telephone Franchise	5,846	35,000	0	2,777	0.0%	32,223
10-4608 Wireless Franchise	1,224	100	791	3,636	3635.9%	(3,536)
<b>Total Franchise Revenue:</b>	<b>292,046</b>	<b>407,100</b>	<b>791</b>	<b>297,767</b>	<b>73.1%</b>	<b>109,333</b>
<u>Donations &amp; In Lieu</u>						
10-4702 Kinkaid School Contribution	0	50,000	160,500	160,500	321.0%	(110,500)
10-4703 Metro Congested Mitigation	136,000	136,000	136,000	136,000	100.0%	0
10-4704 Intergovernmental Revenues	542,060	0	0	789,796		(789,796)
10-4800 Misc. Income	3,699	0	0	640		(640)
10-4801 Donations	0	0	0	1,706		(1,706)
10-4802 Reimbursement Proceeds	0	0	0	2,029		(2,029)
10-4803 CIP Cost Share	0	0	0	40,398		(40,398)
<b>Total Donations &amp; In Lieu:</b>	<b>681,759</b>	<b>186,000</b>	<b>296,500</b>	<b>1,131,069</b>	<b>608.1%</b>	<b>(945,069)</b>
<b>Total Revenue Received</b>	<b>7,511,303</b>	<b>7,496,659</b>	<b>531,436</b>	<b>6,658,506</b>	<b>88.8%</b>	<b>838,153</b>
<i>FY21: Unearned Adjusted</i>	0	0	0	2,010,708		(2,010,708)
<b>TOTAL REVENUES:</b>	<b>\$7,511,303</b>	<b>\$7,496,659</b>	<b>531,436</b>	<b>8,669,214</b>	<b>115.6%</b>	<b>(\$1,172,555)</b>





# Piney Point Village TEXAS

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

### GENERAL FUND EXPENDITURES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b><u>PUBLIC SERVICE DIVISION</u></b>						
<u>Community Events</u>						
10-510-5001 Community Celebrations	404	5,000	1,257	2,903	58.1%	2,097
<b>Community Events:</b>	<b>404</b>	<b>5,000</b>	<b>1,257</b>	<b>2,903</b>	<b>58.1%</b>	<b>2,097</b>
<u>Police Services</u>						
10-510-5010 MVPD Operations	1,820,483	2,040,417	170,034	1,876,383	92.0%	164,034
10-510-5011 MVPD Auto Replacement	46,750	53,333	4,445	48,889	91.7%	4,445
10-510-5012 MVPD Capital Expenditure	0	0	0	0	n/a	0
<b>Police Services:</b>	<b>1,867,233</b>	<b>2,093,750</b>	<b>174,479</b>	<b>1,925,272</b>	<b>92.0%</b>	<b>168,479</b>
<u>Miscellaneous</u>						
10-510-5020 Miscellaneous	12,168	0	0	0	n/a	0
<b>Total Miscellaneous:</b>	<b>12,168</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>n/a</b>	<b>0</b>
<u>Sanitation Collection</u>						
10-510-5030 Sanitation Collection	432,549	525,000	0	390,951	74.5%	134,049
10-510-5031 Sanitation Fuel Charge	8,651	11,500	0	7,819	68.0%	3,681
<b>Sanitation Collection:</b>	<b>441,200</b>	<b>536,500</b>	<b>0</b>	<b>398,770</b>	<b>74.3%</b>	<b>137,730</b>
<u>Library Services</u>						
10-510-5040 Spring Branch Library	0	1,500	0	1,500	100.0%	0
<b>Library Services:</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>100.0%</b>	<b>0</b>
<u>Street Lighting Services</u>						
10-510-5050 Street Lighting	11,854	15,000	1,197	11,949	79.7%	3,051
<b>Street Lighting Services:</b>	<b>11,854</b>	<b>15,000</b>	<b>1,197</b>	<b>11,949</b>	<b>79.7%</b>	<b>3,051</b>
<u>Fire Services</u>						
10-510-5060 Villages Fire Department	1,279,141	1,565,224	183,938	1,423,074	90.9%	142,150
<b>Fire Services:</b>	<b>1,279,141</b>	<b>1,565,224</b>	<b>183,938</b>	<b>1,423,074</b>	<b>90.9%</b>	<b>142,150</b>
<b>TOTAL PUBLIC SERVICE:</b>	<b>\$3,612,000</b>	<b>\$4,216,974</b>	<b>\$360,870</b>	<b>\$3,763,466</b>	<b>89.2%</b>	<b>\$453,508</b>

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b><u>CONTRACT SERVICE DIVISION</u></b>							
10-520-5101	Grant Administration	0	0	0	5,250	n/a	(5,250)
10-520-5102	Accounting/Audit	28,384	35,000	0	20,066	57.3%	14,934
10-520-5103	Engineering	198,196	200,000	0	151,642	75.8%	48,358
10-520-5104	Legal	122,947	90,000	0	78,127	86.8%	11,873
10-520-5105	Tax Appraisal-HCAD	44,359	60,000	0	44,339	73.9%	15,661
10-520-5107	Animal Control	1,832	1,500	0	2,260	150.7%	(760)
10-520-5108	IT Hardware/Software & Support	14,897	70,000	1,802	23,938	34.2%	46,062
10-520-5109	Urban Forester	34,600	46,000	1,282	34,722	n/a	11,278
10-520-5110	Mosquito Control	19,040	22,000	595	19,003	86.4%	2,997
<b>TOTAL CONTRACT SERVICE DIVISION:</b>		<b>\$464,255</b>	<b>\$524,500</b>	<b>\$3,679</b>	<b>\$379,346</b>	<b>72.3%</b>	<b>\$145,154</b>
<b><u>BUILDING SERVICE DIVISION</u></b>							
<u>Building &amp; Inspection Services</u>							
10-530-5152	Drainage Reviews	88,252	100,000	0	77,822	77.8%	22,178
10-530-5153	Electrical Inspections	10,710	14,000	0	15,930	113.8%	(1,930)
10-530-5154	Plat Reviews	0	500	0	0	0.0%	500
10-530-5155	Plan Reviews	40,000	50,000	0	36,000	72.0%	14,000
10-530-5156	Plumbing Inspections	16,515	18,000	0	17,190	95.5%	810
10-530-5157	Structural Inspections	23,940	30,000	0	29,565	98.6%	435
10-530-5160	Mechanical Inspections	8,100	7,500	0	6,795	90.6%	705
<b>Building and Inspection Services:</b>		<b>187,517</b>	<b>220,000</b>	<b>0</b>	<b>183,302</b>	<b>83.3%</b>	<b>36,698</b>
<u>Supplies and Office Expenditures</u>							
10-530-5108	Information Technology	13,924	0	0	19,080	n/a	(19,080)
10-530-5207	Misc Supplies	390	0	0	0	n/a	0
10-530-5211	Meeting Supplies	172	0	0	0	n/a	0
10-530-5213	Office Supplies	900	0	0	0	n/a	0
10-530-5214	Telecommunications	400	0	0	0	n/a	0
10-530-5215	Travel & Training	500	0	0	0	n/a	0
<b>Supplies and Office Expenditures:</b>		<b>16,286</b>	<b>0</b>	<b>0</b>	<b>19,080</b>	<b>n/a</b>	<b>(19,080)</b>
<u>Insurance</u>							
10-560-5353	Employee Insurance	7,362	0	0	0	n/a	0
10-530-5403	Credit Card Charges	0	0	3,748	14,676	n/a	(14,676)
<b>Insurance:</b>		<b>7,362</b>	<b>0</b>	<b>3,748</b>	<b>14,676</b>	<b>n/a</b>	<b>(14,676)</b>
<b>TOTAL BUILDING SERVICE DIVISION:</b>		<b>\$211,165</b>	<b>\$220,000</b>	<b>\$3,748</b>	<b>\$217,059</b>	<b>98.7%</b>	<b>\$2,941</b>

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b>GENERAL GOVERNMENT DIVISION</b>						
<u>Administrative Expenditures</u>						
10-540-5108	Information Technology	20,280	0	115	1,580	n/a (1,580)
10-540-5202	Auto Allowance/Mileage	3,491	8,000	787	7,885	98.6% 115
10-540-5203	Bank Fees	2,870	3,000	203	3,209	107.0% (209)
10-540-5204	Dues/Seminars/Subscriptions	1,970	4,000	239	3,497	87.4% 503
10-540-5205	Elections	0	5,000	0	0	0.0% 5,000
10-540-5206	Legal Notices	137	3,500	0	0	0.0% 3,500
10-540-5207	Miscellaneous	4,189	5,000	0	1,587	31.7% 3,413
10-540-5208	Citizen Communication	7,351	5,000	0	6,076	121.5% (1,076)
10-540-5209	Office Equipment & Maintenance	9,039	10,000	0	7,318	73.2% 2,682
10-540-5210	Postage	1,000	2,000	0	0	0.0% 2,000
10-540-5211	Meeting Supplies	5,901	10,000	263	7,859	78.6% 2,141
10-540-5212	Rent/Leasehold/Furniture	106,811	130,000	10,857	113,041	87.0% 16,959
10-540-5213	Supplies/Storage	6,096	10,000	688	11,957	119.6% (1,957)
10-540-5214	Telecommunications	11,940	17,000	532	7,594	44.7% 9,406
10-540-5215	Travel & Training	1,461	1,000	489	1,824	182.4% (824)
10-540-5216	Statutory Legal Notices	353	1,500	0	2,076	138.4% (576)
	<b>Administrative Expenditures:</b>	<b>182,889</b>	<b>215,000</b>	<b>14,173</b>	<b>175,502</b>	<b>81.6% 39,498</b>
<u>Wages &amp; Benefits</u>						
10-540-5301	Gross Wages	430,109	550,000	38,067	430,603	78.3% 119,397
10-540-5302	Overtime/Severance	37,002	10,000	859	16,157	161.6% (6,157)
10-540-5303	Temporary Personnel	106,296	5,000	2,314	12,871	257.4% (7,871)
10-540-5306	FICA/Med/FUTA Payroll Tax Exp	23,680	40,000	2,984	34,197	85.5% 5,803
10-540-5310	TMRS (City Responsibility)	44,619	50,000	3,224	35,718	71.4% 14,282
10-540-5311	Payroll Process Exp-Paychex	2,472	3,000	218	2,594	86.5% 406
	<b>Wages &amp; Benefits:</b>	<b>644,178</b>	<b>658,000</b>	<b>47,666</b>	<b>532,141</b>	<b>80.9% 125,860</b>
<u>Insurance</u>						
10-540-5353	Employee Insurance	26,784	100,000	3,798	61,467	61.5% 38,533
10-540-5354	General Liability	5,190	10,000	8,482	8,482	84.8% 1,518
10-540-5356	Workman's Compensation	8,329	2,000	0	0	0.0% 2,000
	<b>Insurance:</b>	<b>40,303</b>	<b>112,000</b>	<b>12,280</b>	<b>69,949</b>	<b>62.5% 42,051</b>
<u>Other</u>						
10-540-5403	Credit Card Charges (Adm)	0	0	109	982	n/a (982)
10-540-5710	Intergovernmental Expenditure	10,780				
	<b>Intergovernmental:</b>	<b>10,780</b>	<b>0</b>	<b>109</b>	<b>982</b>	<b>n/a (982)</b>
	<b>TOTAL GENERAL GOVERNMENT DIVISION:</b>	<b>\$878,150</b>	<b>\$985,000</b>	<b>\$74,228</b>	<b>\$778,573</b>	<b>79.0% \$206,427</b>

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b><u>MUNICIPAL COURT DIVISION</u></b>							
<u>Supplies &amp; Office Expenditures</u>							
10-550-5204	Dues & Subscriptions	235	0	0	0	n/a	0
10-550-5207	Misc Supplies	100	0	0	0	n/a	0
10-550-5211	Meeting Supplies	564	0	0	0	n/a	0
10-550-5213	Office Supplies	159	0	0	0	n/a	0
10-550-5215	Travel & Training	582	0	0	79	n/a	(79)
	<b>Supplies and Office Expenditures:</b>	<b>1,640</b>	<b>0</b>	<b>0</b>	<b>79</b>	<b>n/a</b>	<b>(79)</b>
<u>Insurance</u>							
10-550-5353	Employee Insurance	12,113	0	0	0	n/a	0
	<b>Insurance:</b>	<b>12,113</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>n/a</b>	<b>0</b>
<u>Court Operations</u>							
10-550-5403	Credit Card Charges	11,079	12,000	177	4,950	41.3%	7,050
10-550-5404	Judge/Prosecutor/Interpreter	16,850	30,000	1,650	16,550	55.2%	13,450
10-550-5406	State Comptroller/OMNI/Linebar	61	0	0	0	n/a	0
10-550-5408	Supplies/Miscellaneous	26	0	0	0	n/a	0
10-550-5410	OmniBase Services of Texas	757	500	0	372	74.4%	128
	<b>Court Operations:</b>	<b>28,773</b>	<b>42,500</b>	<b>1,827</b>	<b>21,872</b>	<b>51.5%</b>	<b>20,628</b>
	<b>TOTAL MUNICIPAL COURT DIVISION:</b>	<b>\$42,526</b>	<b>\$42,500</b>	<b>\$1,827</b>	<b>\$21,951</b>	<b>51.6%</b>	<b>\$20,549</b>
<b><u>PUBLIC WORKS MAINTENANCE DIVISION</u></b>							
<u>Supplies &amp; Office Expenditures</u>							
10-560-5207	Misc Supplies	3,009	0	0	0	n/a	0
10-560-5213	Office Supplies	140	0	0	0	n/a	0
10-560-5215	Travel & Training	100	0	0	0	n/a	0
	<b>Supplies and Office Expenditures:</b>	<b>3,248</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>n/a</b>	<b>0</b>
<u>Insurance</u>							
10-560-5353	Employee Insurance	21,348	0	0	0	n/a	0
	<b>Insurance:</b>	<b>21,348</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>n/a</b>	<b>0</b>
<u>Maintenance &amp; Repair</u>							
10-560-5501	Public Works Maintenance	0	0	0	1,183	n/a	(1,183)
10-560-5501	TCEQ & Harris CO Permits	1,656	2,000	0	100	5.0%	1,900
10-560-5504	Landscaping Maintenance	24,708	50,000	0	82,228	164.5%	(32,228)
10-560-5505	Gator Fuel & Maintenance	368	1,000	0	45	4.5%	955
10-560-5506	Right of Way Mowing	68,007	90,000	9,784	19,718	21.9%	70,282
10-560-5507	Road & Sign Repair	64,385	60,000	1,088	20,751	34.6%	39,249
10-560-5508	ROW Water/Planting	997	2,500	157	1,022	40.9%	1,478
10-560-5509	Tree Care/Removal	15,095	15,000	0	11,642	77.6%	3,358
10-560-5510	Road/Drainage Maintenance	0	25,000	800	1,277	5.1%	23,723
10-560-5515	Landscape Improvements	108,453	100,000	2,302	27,006	27.0%	72,994
10-560-5516	Truck Fuel & Maintenance	1,493	2,500	0	1,931	77.2%	569
10-560-5517	Sidewalk Improvements	0	25,000	0	0	0.0%	25,000
	<b>Maintenance and Repair:</b>	<b>285,162</b>	<b>373,000</b>	<b>14,132</b>	<b>166,904</b>	<b>44.7%</b>	<b>206,096</b>
	<b>TOTAL PUBLIC WORKS DIVISION:</b>	<b>\$309,758</b>	<b>\$373,000</b>	<b>\$14,132</b>	<b>\$166,904</b>	<b>44.7%</b>	<b>\$206,096</b>

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b><u>CAPITAL OUTLAY PROGRAMS</u></b>						
<u>General Capital / Maintenance Programs</u>						
10-570-5606	Road/Drainage Projects	24,992	0	0	15,125	n/a (15,125)
10-570-5701	2019 Maintenance Projects	6,509	0	0	0	n/a 0
10-570-5702	2020 Paving Improvements	223,422	0	0	0	n/a 0
10-570-5703	2021 Paving Improvements	0	1,134,685	0	0	0.0% 1,134,685
10-570-5806	Drainage and Sidewalks	104,732	0	0	22,563	n/a (22,563)
		<b>359,654</b>	<b>1,134,685</b>	<b>0</b>	<b>37,688</b>	<b>3.3%</b> <b>1,096,997</b>
<u>Major Capital / Maintenance Programs</u>						
10-570-5640	Surrey Oaks	100,237	0	0	0	n/a 0
10-570-5808	Wilding Lane	1,236,947	0	0	270,271	n/a (270,271)
10-570-5821	Williamsburg Drainage	0	0	0	27,942	n/a (27,942)
10-580-5809	96" Stormwater Replacement	0	0	0	74,566	n/a (74,566)
10-580-5810	Tokeneke - Country Squire	0	0	0	52,547	n/a (52,547)
		<b>1,337,184</b>	<b>0</b>	<b>0</b>	<b>425,327</b>	<b>n/a</b> <b>(425,327)</b>
<b>TOTAL CAPITAL OUTLAY PROGRAMS:</b>	<b>\$1,696,839</b>	<b>\$1,134,685</b>	<b>\$0</b>	<b>\$463,015</b>	<b>40.8%</b>	<b>\$671,670</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$7,214,691</b>	<b>\$7,496,659</b>	<b>\$458,484</b>	<b>\$5,790,314</b>	<b>77.2%</b>	<b>\$1,706,345</b>



# Piney Point Village TEXAS

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

### DEBT SERVICE FUND

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<b>REVENUES</b>						
PROPERTY TAXES	1,373,492	875,200	0	1,012,565	115.7%	(137,365)
<i>FY21: Unearned/Adjusted</i>	<i>0</i>	<i>0</i>		<i>(140,919)</i>		<i>140,919</i>
<i>Total Property Tax :</i>	<i>1,373,492</i>	<i>875,200</i>	<i>0</i>	<i>871,646</i>	<i>99.6%</i>	<i>3,554</i>
INTEREST	1,625	0	10,542	40,512		(40,512)
<b>TOTAL OPERATING</b>	<b>1,375,117</b>	<b>875,200</b>	<b>10,542</b>	<b>912,157</b>	<b>104.2%</b>	<b>(36,957)</b>
<b>TOTAL REVENUES</b>	<b>\$1,375,117</b>	<b>\$875,200</b>	<b>\$10,542</b>	<b>\$912,157</b>	<b>104.2%</b>	<b>(\$36,957)</b>
<b>EXPENDITURES</b>						
TAX BOND PRINCIPAL	1,365,000	765,000	0	765,000	100.0%	0
TAX BOND INTEREST	139,525	107,950	0	107,950	100.0%	0
FISCAL AGENT FEES	3,000	2,250	0	3,000	133.3%	(750)
<b>OPERATING EXPENDITURES</b>	<b>1,507,525</b>	<b>875,200</b>	<b>0</b>	<b>875,950</b>	<b>100.1%</b>	<b>(750)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,507,525</b>	<b>\$875,200</b>	<b>\$0</b>	<b>\$875,950</b>	<b>100.1%</b>	<b>(\$750)</b>
REVENUE OVER/(UNDER) EXPENDITURES	(132,408)	0	10,542	36,207		

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

Prepared by: Elizabeth Ruiz, Tax Assessor/Collector

A. Current Taxable Value   \$ 2,741,550,202

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	217,451.73	(5,420.54)	212,031.19
Adjusted Levy	6,939,051.32	179,574.52	7,118,625.84
Less Collections Y-T-D	6,886,216.57	16,199.15	6,902,415.72
Receivable Balance	<u>\$ 52,834.75</u>	<u>\$ 163,375.37</u>	<u>\$ 216,210.12</u>

C. COLLECTION RECAP:

Current Month:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax	\$ 12,409.39	\$ (56,788.09)	\$ (44,378.70)
Penalty & Interest	3,204.14	(29,377.13)	(26,172.99)
Attorney Fees	4,044.88	574.27	4,619.15
Other Fees	-	-	-
Total Collections	<u>\$ 19,658.41</u>	<u>\$ (85,590.95)</u>	<u>\$ (65,932.54)</u>

Year-To-Date:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax:	\$ 6,886,216.57	\$ 16,199.15	\$ 6,902,415.72
Penalty & Interest	31,056.85	6,371.88	37,428.73
Attorney Fees	8,131.18	5,548.59	13,679.77
Other Fees	561.77	-	561.77
Total Collections	<u>\$ 6,925,966.37</u>	<u>\$ 28,119.62</u>	<u>\$ 6,954,085.99</u>

Percent of Adjusted Levy	<u>99.81%</u>	<u>100.22%</u>
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**City of Piney Point Village  
Monthly Tax Office Report  
October 31, 2022**

Prepared by: Elizabeth Ruiz, Tax Assessor/Collector

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A. Current Taxable Value   \$ 2,882,667,944

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

	Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Original Levy 0.25514	\$ 6,994,791.16	\$ 6,721,599.59	\$ 13,716,390.75
Carryover Balance	-	184,995.06	184,995.06
Adjustments	360,047.82	210,319.21	570,367.03
Adjusted Levy	7,354,838.98	7,116,913.86	14,471,752.84
Less Collections Y-T-D	23,529.35	6,969,082.75	6,992,612.10
Receivable Balance	<u>\$ 7,331,309.63</u>	<u>\$ 147,831.11</u>	<u>\$ 7,479,140.74</u>

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C. COLLECTION RECAP:

	Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Current Month:			
Base Tax	\$ 23,529.35	\$ 66,667.03	\$ 90,196.38
Penalty & Interest	-	30,695.57	30,695.57
Attorney Fees	-	981.45	981.45
Other Fees	-	-	-
Total Collections	<u>\$ 23,529.35</u>	<u>\$ 98,344.05</u>	<u>\$ 121,873.40</u>

	Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Year-To-Date:			
Base Tax:	\$ 23,529.35	\$ 6,969,082.75	\$ 6,992,612.10
Penalty & Interest	-	68,124.30	68,124.30
Attorney Fees	-	14,661.22	14,661.22
Other Fees	-	561.77	561.77
Total Collections	<u>\$ 23,529.35</u>	<u>\$ 7,052,430.04</u>	<u>\$ 7,075,959.39</u>

Percent of Adjusted Levy	<u>0.32%</u>		<u>96.21%</u>
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## OAKLAWN LANDSCAPE



Outdoor Development LLC  
 PO Box 6472  
 Katy TX 77491

281-395-LAWN(5296)  
 Scott@outdoordevelopment.com  
 www.outdoordevelopment.com

# Estimate

Number E718

Date 10/31/2022

**Bill To**

Birdwell Family  
 10 Oaklawn Dr.  
 Houston, TX, 77024

**Ship To**

PO Number	Terms	Project
HOA Project		

Description	Quantity	Rate	Tax1	Amount
Parking Pavers	6.00	\$980.00	✓	\$5,880.00
Crushed Gravel - Parking Paver Base	8.00	\$285.00	✓	\$2,280.00
Sod	6.00	\$235.00	✓	\$1,410.00
Decomposed Granite	8.00	\$315.00	✓	\$2,520.00
Soil - Rose Mix	15.00	\$65.00	✓	\$975.00
Mulch	8.00	\$65.00	✓	\$520.00
Live Oak 100 Gal	2.00	\$1,750.00	✓	\$3,500.00
DWf Youpn Holly 3 Gal	36.00	\$32.50	✓	\$1,170.00
Double Knockout Rose 3 Gal	26.00	\$36.00	✓	\$936.00
Morea Iris 3 Gal	72.00	\$34.00	✓	\$2,448.00
Little Night Euro Sage 3 Gal	68.00	\$34.00	✓	\$2,312.00
African Lily 3 Gal	54.00	\$34.00	✓	\$1,836.00
Silver Falls Dichondra 3 Gal	156.00	\$32.00	✓	\$4,992.00
Sweet Drift Rose 3 Gal	78.00	\$36.00	✓	\$2,808.00
Irrigation		\$5,200.00	✓	\$5,200.00
Labor	10.00	\$1,450.00	✓	\$14,500.00



Outdoor Development LLC  
 PO Box 6472  
 Katy TX 77491

281-395-LAWN(5296)  
 Scott@outdoordevelopment.com  
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# Estimate

Number E718

Date 10/31/2022

**Bill To**

Birdwell Family  
 10 Oaklawn Dr.  
 Houston, TX, 77024

**Ship To**

PO Number	Terms	Project
HOA Project		

Description	Quantity	Rate	Tax1	Amount
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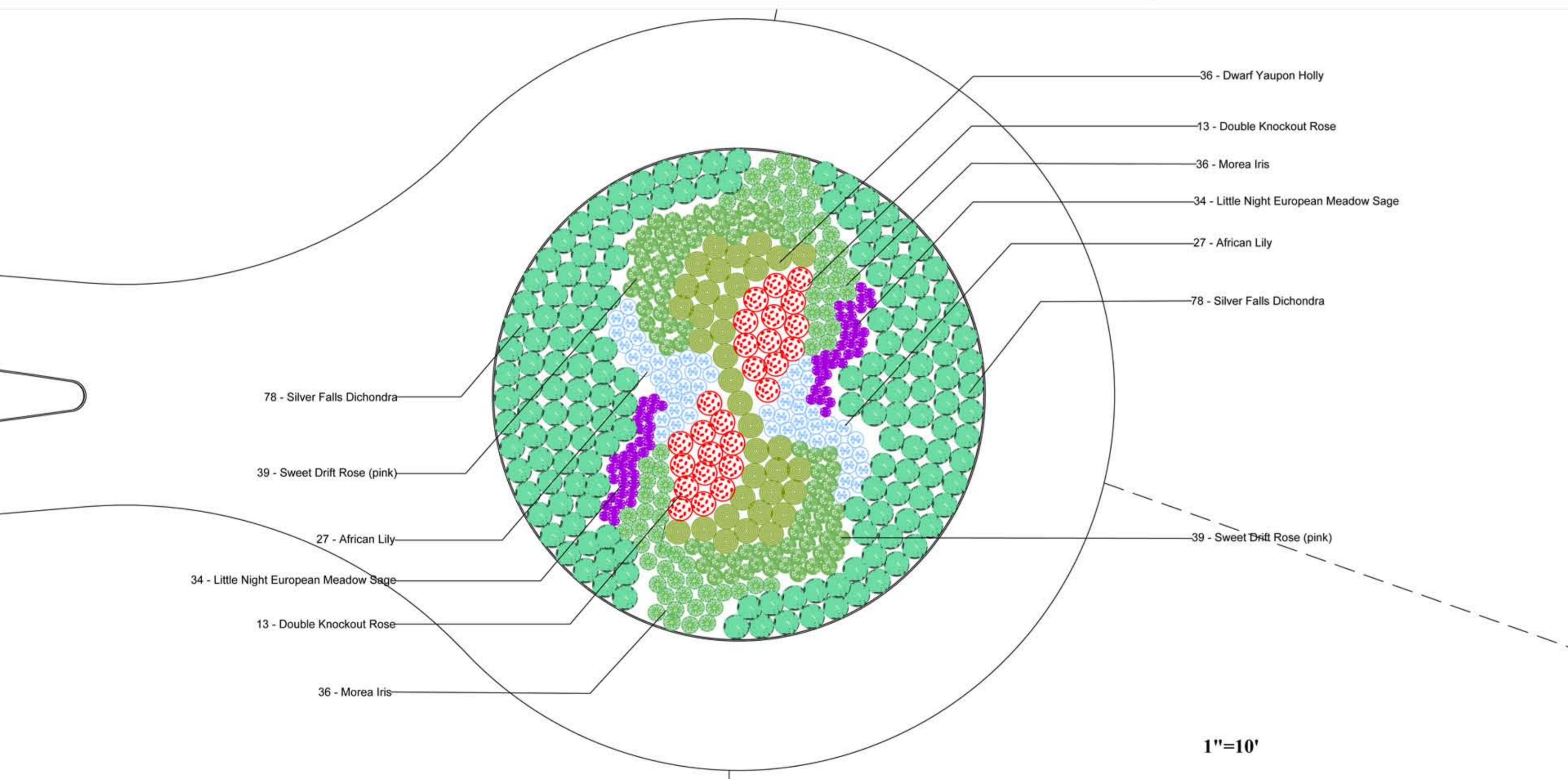
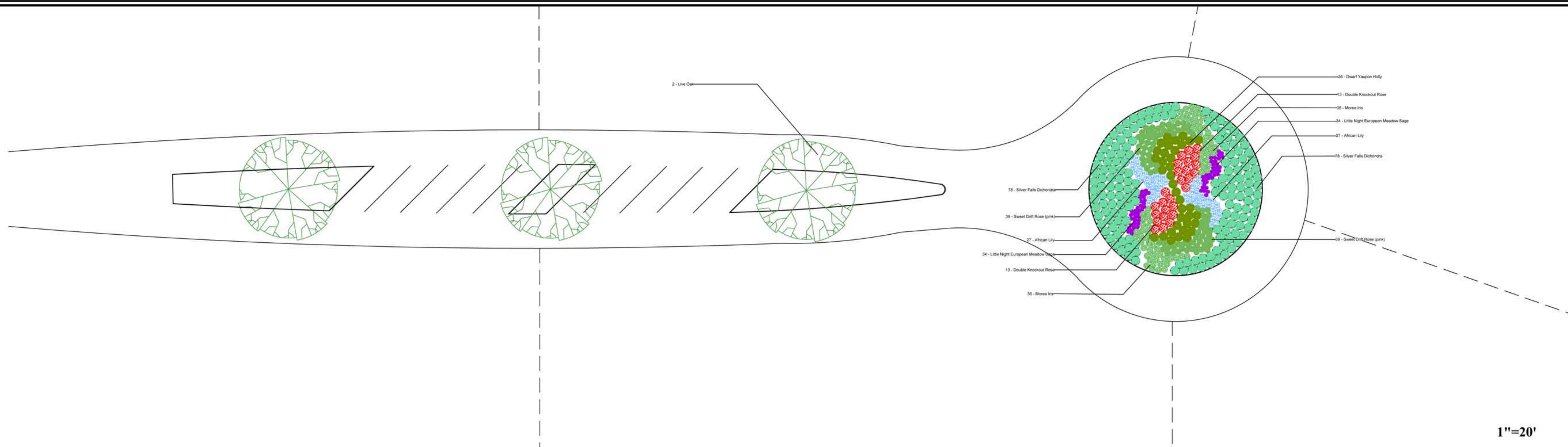
Amount Paid	\$0.00
Amount Due	\$57,683.18

Discount	\$0.00
Shipping Cost	\$0.00
Sub Total	\$53,287.00
Sales Tax 8.25% on \$53,287.	\$4,396.18
<b>Total</b>	<b>\$57,683.18</b>

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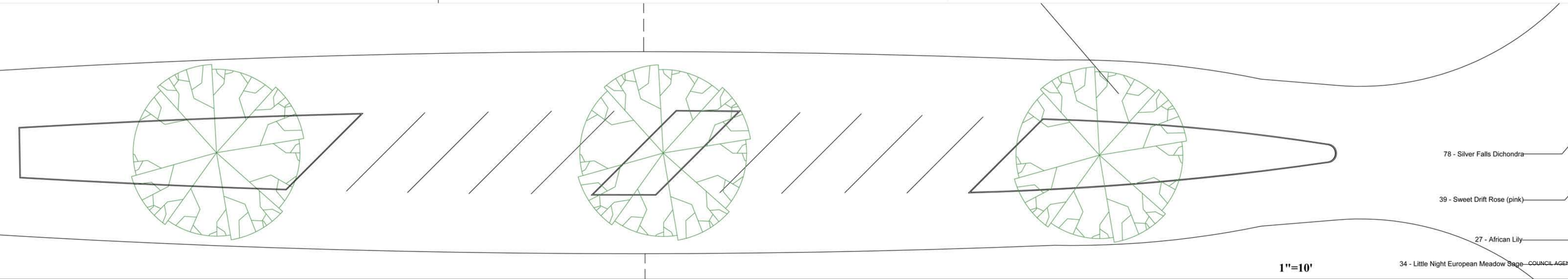


PINEY POINT VILLAGE  
OAKLAWN DRIVE



**GENERAL LANDSCAPE NOTES**

1. SOIL MIX FOR PLANTING AREAS SHALL HAVE A MINIMUM DEPTH OF 6 INCHES. USE PLANT MIX AS SPECIFIED BELOW.
2. ALL TREES AND PLANTING AREAS TO BE MULCHED TO A DEPTH OF 3 INCHES WITH BROWN DOUBLE SHREDDED HARD WOOD MULCH. MAINTAIN A 1 FOOT AREA FROM THE BASE OF THE TREE FREE OF MULCH TO ALLOW OXYGEN EXCHANGE.
3. ALL BACKFILL FOR PLANTING AREAS SHALL BE A SOIL MIX WITH THE FOLLOWING COMPONENTS:  
1/3 CUBIC YARD TOPSOIL  
1/3 CUBIC YARD COMPOSTED MANURE  
1/3 CUBIC YARD SAND  
1 1/2 POUND SULFUR  
1/2 POUND GENERAL ALL-PURPOSE FERTILIZER  
(\*MIXED SOIL WITH COMPOST\* AVAILABLE FROM LIVING EARTH IS AN ACCEPTABLE SUBSTITUTION FOR THE MIX LISTED ABOVE.)
4. LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT OF ANY QUESTIONS REGARDING APPLICATION OF PROPOSED PLANT MATERIAL PRIOR TO INSTALLATION.
5. LANDSCAPE CONTRACTOR SHALL MAINTAIN ALL TREES, SHRUBS AND GROUNDCOVER IN A HEALTHY STATE UNDER THE CONTRACT UNTIL FINAL ACCEPTANCE BY OWNER.
6. ALL QUANTITIES SHOWN ON PLANS TO BE VERIFIED BY LANDSCAPE CONTRACTOR. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING ALL LAVELED PLANT MATERIAL (NOT TABULATION).
7. ALL PLANTS MUST COMPLY WITH THE AMERICAN STANDARD FOR NURSERY STOCK, BY THE AMERICAN ASSOCIATION OF NURSERYMEN, INC.
8. ALL FINAL SHAPING AND RAKING OF THE TOPSOIL/FINISH GRADES SHALL BE REVIEWED BY OWNER OR LANDSCAPE ARCHITECT PRIOR TO SHAPING OF PLANTING BEDS, INSTALLING TREES AND INSTALLING IRRIGATION.
9. VERIFY EXISTENCE OF UNDERGROUND UTILITIES PRIOR TO EXCAVATION FOR SITE WORK AND PLANTING.
10. CONTRACTOR SHALL TAKE ALL NECESSARY STEPS TO PROTECT EXISTING UTILITIES AT ALL TIMES.



OVERALL  
PLANTING PLAN

DATE - 10-21-22

REVISION DATE


## **RECYCLE-SHRED EVENT**



## Memorial Villages Recycling Event

<b>Date</b>	<b>Medication</b>	<b>Electronic Waste</b>	<b>Paper Shredding</b>	<b>MAMS</b>	<b>Trees</b>
October 28, 2017	35 lbs	4,682 lbs	3.6 tons	✓	
October 27, 2018	85 lbs	12,233 lbs	6.1 tons	✓	
October 26, 2019	60 lbs	7,352 lbs	3.4 tons	✓	
October 24, 2020	172 lbs	N/A	4.4 tons	✓	125
October 23, 2021	65 lbs	4,807 lbs		✓	125
October 22, 2022	74 lbs	8,975 lbs	6.5 tons	✓	125

## **EMPLOYEE CERTIFICATIONS**



**TEXAS**

**Health and Human  
Services**

**Texas Department of State  
Health Services**

## **Zoonosis Control**

### **Luis Campos**

has satisfactorily completed the 12-hour  
Animal Control Officer Basic Training Course  
conducted at

San Antonio, TX

October 26<sup>th</sup> – 28<sup>th</sup>, 2022

  
Regional Zoonosis Control Representative

DSHS Region 8 Zoonosis Control  
7430 Louis Pasteur Drive  
San Antonio, TX 78229  
210-949-2000

If applicable, report continuing education to the Texas Commission on Law Enforcement (TCOLE) under the course name *Animal Control Officer Training* and the course number 3288.



**Council Agenda Item Cover Memo**

**11/21/2022  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on the presentation of the City's Online Geographic Information System (GIS) Mapping.**

**SUMMARY/BACKGROUND (WHY):** The City recently requested that HDR convert the existing GIS data onto an online format which will provide easy access for both City staff and residents. HDR will present the new online GIS format and demonstrate some of the basic functions as well as discuss additional functions that are available with the new format.

**STAFF RECOMMENDATION:**

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**ESTIMATED COST:**   N/A  

**FUNDING SOURCE:**   N/A  

**CURRENT BUDGETED ITEM:** YES    NO   

**EMERGENCY REQUEST:** YES    NO   X  

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** No

**Council Agenda Item Cover Memo**

**11/21/2022  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on the costs for an additional concrete point repair on Memorial Drive on the west side of the North Piney Point Road intersection.**

**SUMMARY/BACKGROUND (WHY):** The Mayor received complaints on a pothole located near a curb inlet on the west side of the Memorial and North Piney Point Road intersection. The City recently approved a change order on the Tokeneke & Country Squires Improvements Project for the Contractor to perform a concrete point repair on the same lane of Memorial Drive just west of this location. HDR requested that the Contractor provide a cost to perform this additional concrete point repair utilizing the same traffic control set up.

**STAFF RECOMMENDATION:**

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**ESTIMATED COST:**   N/A  

**FUNDING SOURCE:**   N/A  

**CURRENT BUDGETED ITEM:** YES   NO  

**EMERGENCY REQUEST:** YES   NO   **X**

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

**Council Agenda Item Cover Memo**

**11/21/2022  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on a contract amendment for professional engineering services on the Tokeneke & Country Squires Improvements Project.**

**SUMMARY/BACKGROUND (WHY):** The original scope of work on the Tokeneke & Country Squires Project included installation of storm sewer at #1, #2, and #4 Tokeneke. During the project's development the scope increased to included storm sewer at #3, #5, and #6 Tokeneke. Additionally, maintenance repairs on Kensington, Radney Road, and Blalock were added to the project. This increased scope work approximately doubled the project's construction costs and construction duration. HDR is requesting additional fee for construction management and observation phases to provide these services for the increased scope of work.

**STAFF RECOMMENDATION:**

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**ESTIMATED COST:**   N/A  

**FUNDING SOURCE:**   N/A  

**CURRENT BUDGETED ITEM:** YES    NO   

**EMERGENCY REQUEST:** YES    NO   X  

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



November 15, 2022

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

Re: Amendment to Fee Proposal for Professional Engineering Services for Additional Scope of Work  
Tokeneke Trail and Country Squires Improvements Project  
City of Piney Point Village  
HDR Job No. 10338036  
Amendment #1

HDR Engineering, Inc. (HDR) is pleased to submit this amendment to the fee proposal, which the City Council authorized on January 24, 2022, for professional engineering services associated with drainage and paving improvements associated with the above referenced project.

The original scope of work included installation of storm sewer in the right-of-way in front of #1, #2 and #4 Tokeneke based on interest expressed from residents and willingness to participate in a cost share agreement with the City for associated construction costs. At this time, the fees for construction management and construction observation were based on this scope and estimated construction duration.

As the project developed, residents at #3, #5, and #6 Tokeneke expressed interest in participating in the cost share agreement for installation of storm sewer and were eventually included in the project. Additionally, the City requested maintenance repairs to a storm sewer inlet on Kensington Ct., asphalt pavement point repair on Radney Road, and storm sewer point repair on Blalock to be included in the project.

This amendment address the increased scope of work for construction management and construction observation services associated with the additional construction authorized by City Council.

**Construction Management**

The scope of services for additional work will be performed in accordance with the proposal for the Tokeneke Trail and Country Squires Improvements Project approved on January 24, 2022.

**Site Observation**

The scope of services for additional work will be performed in accordance with the proposal for the Tokeneke Trail and Country Squires Improvements Project approved on January 24, 2022.

**Amended Fee Amount**

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

**ADDITIONAL CONSTRUCTION MANAGEMENT AND SITE REPRESENTATION SERVICES:**

	<b><u>Fee Reduction</u></b>
Construction Management:	\$ 15,270.00
<u>Site Observation Fees:</u>	<u>\$ 14,460.00</u>
<b>TOTAL AMOUNTS</b>	<b>\$ 29,730.00</b>

Therefore, the total fee amendment is a decrease of **\$29,730.00**. The total contract, including this amendment, is now as follows:

Design Phase (lump sum)	\$ 38,050.00
Traffic Control (lump sum)	\$ 950.00
Storm Water Pollution Prevention Plan (lump sum)	\$ 1,070.00
Bid Phase (lump sum)	\$ 6,650.00
Construction Management (lump sum)	\$ 23,850.00
Part-Time Site Observation (not to exceed)	\$ 20,750.00
Material Testing (not to exceed, cost plus 10%)	\$ 5,000.00
<b><u>Amendment #1</u></b>	<b><u>\$ 29,730.00</u></b>
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$ 126,050.00</b>

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

Sincerely,

HDR Engineering, Inc.

Acceptance: City of Piney Point Village, Texas



David Weston  
Vice President/Area Manager

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Council Agenda Item Cover Memo**

**11/21/2022  
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:** \_\_\_\_\_

\_\_\_\_\_

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**ESTIMATED COST:**   N/A   **FUNDING SOURCE:** \_\_\_\_\_

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



## **Engineer's Status Report**

City of Piney Point Village

HDR Engineering, Inc.

City Council Meeting Date: November 21, 2022

Submit to City: November 17, 2022

### **CURRENT PROJECTS**

#### **1. 96-inch CMP on S. Piney Point Road**

HDR is continuing to work on the final design package for the 96-inch CMP replacement project. It is anticipated that the final design plans and updated Opinion of Probable Construction Costs will be presented to City Council at the December meeting. Authorization to advertise and bid will be requested at this meeting and advertising can begin after the holidays in January.

#### **2. Piney Point Circle - Additional Easements**

Survey has been completed on both 11408 and 11406 Memorial. HDR anticipates receiving all of the topographic survey data by the end of this week. Upon receipt, HDR will process the data into a drawing and provide a recommended easement width and location. The proposed easement will then need to be negotiated with each homeowner.

#### **3. Tokeneke & Country Squires Improvements Project**

The Contractor has poured all concrete and curbs on the south side of South Country Squire and is currently working on the point repairs on the north side of the street. After completion on the north side of South Country Squire, the Contractor will move to North Country Squire to begin the storm sewer work. HDR and the Contractor will provide proper notification to the residents on N. Country Squire prior to mobilization.

On Tokeneke, the Contractor has installed storm sewer in the easement and anticipates completion of storm sewer installation on the south side of the street by the end of the week. A conflict with the MVWA was located at #2 Tokeneke. The Contractor excavated the water line in 4 additional locations along the northside of Tokeneke and found the water line to be in direct conflict with the proposed improvements at #4 Tokeneke. The water line appears to be clear of the proposed improvements at #6 Tokeneke. HDR has revised the plans to provide conflict resolution and is meeting with the MVWA on November 16<sup>th</sup> to coordinate the proposed changes. If approved, HDR will coordinate a change order with the Contractor and present the change order to City Council.

#### **4. Bothwell Way**

HDR is preparing design plans for the replacement of the failed storm sewer on Bothwell Way. HDR is also meeting with the MVWA on November 16<sup>th</sup> to review the proposed storm sewer replacement which appears to be in close proximity to a MVWA water line. An update on the MVWA's request on the water line will be provided at a later date. Council has also requested that HDR notify the homeowner at 11335 Bothwell of the need to remove and replace their driveway. Per previous discussion with Council, HDR will approach the Contractor awarded the Tokeneke Country Squires Project to obtain pricing on the Bothwell Way design for possible inclusion in the project by change order. OnPar Civil Services is



interested in the work. It is anticipated that this change order could be presented at the December Council meeting. The Opinion of Probable Construction Costs (OPCC) is \$64,300. This OPCC does not include any potential water line work.

**5. Greenvale**

HDR is currently designing the proposed storm sewer installation at 11317 Greenvale to eliminate the last remaining ditch on Greenvale. The resident at 11317 Greenvale is willing to split construction costs 50/50 with the City. Per previous discussions with Council, HDR anticipates negotiating this project into the Tokeneke project as a change order. It is anticipated that the change order for this additional work could be presented to City Council at the December City Council meeting. The preliminary Opinion of Probable Construction Cost (OPCC) is \$53,000. This OPCC will be updated after completing the design.

**6. Memorial Drive Concrete Point Repairs**

Council previously approved a change order with OnPar Civil Services for a concrete point repair on the westbound lane of Memorial/San Felipe, east of Kensington. The Mayor received a complaint on an additional point hole just east of that point repair location near the N. Piney Point Road intersection.

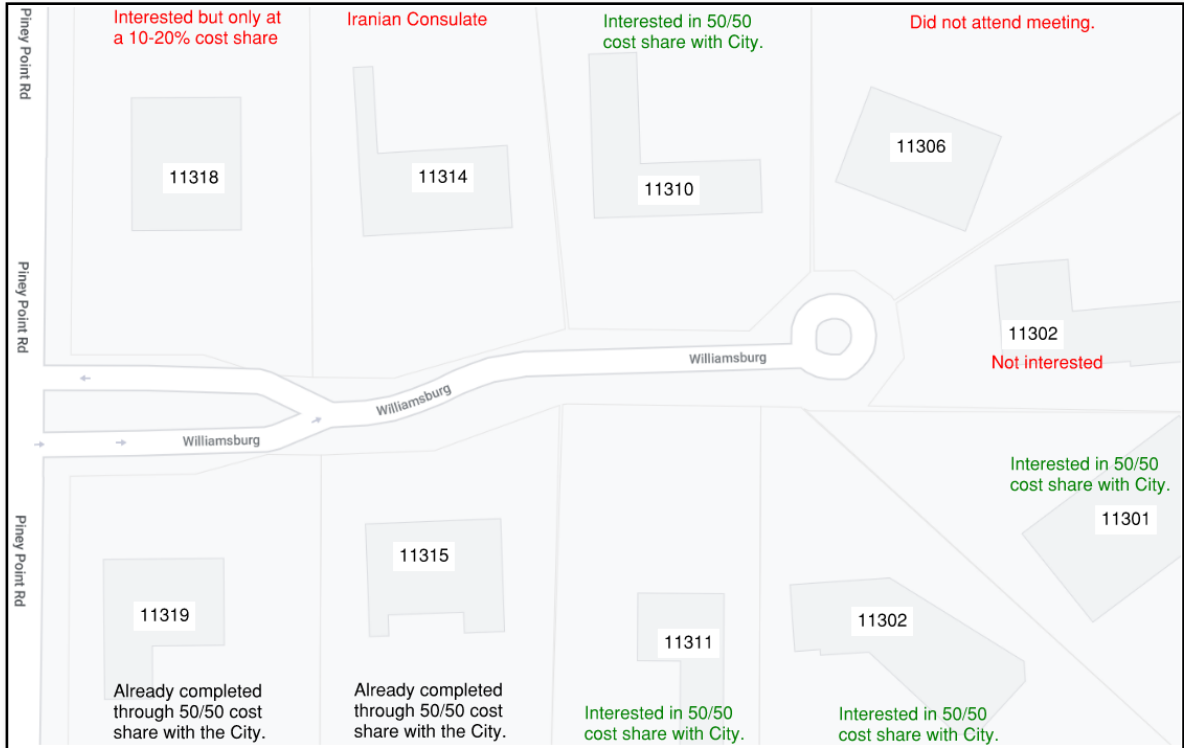


HDR has requested that OnPar provide a cost to address this pothole while they have traffic control set up for the other. This additional cost has been included in a separate agenda item.

**7. Williamsburg Drainage Improvements**

The following exhibit illustrates HDR’s current understanding of resident willingness to participate in a cost share program for storm sewer installation on the street:





HDR has received the missing costs from the resident at 11315 Williamsburg for driveway removal and replacement, sanitary sewer conflict adjustments, grading, and sodding. The resident at 11319 Williamsburg anticipates sending this information to HDR by the end of this week. The invoices will be reviewed and submit to the City for reimbursement.

HDR has also been in coordination with the resident at 11310 Williamsburg on our Opinion of Probable Construction Costs in hopes of achieve full participation from residents on the street.

Council approved a proposal for professional engineering services at the October Council meeting for HDR to begin the design phase of the project.

**8. Memorial Drive Asphalt Point Repairs**

AAA Asphalt submitted and invoice and reported that the point repairs and crack sealing has been completed on Memorial Drive. HDR is coordinating with AAA Asphalt on the quality of the asphalt on one point repair. Payment of their invoice will not be recommended until the issues are resolved.

**9. 11411 Wendover Storm Sewer**

Council approved the cleaning and televising of the storm sewer on Wendover and Oaklawn to evaluate the existing condition of the storm sewer pipe. The televising was performed on Wednesday, November 16<sup>th</sup>. It is anticipated that the video and reports will be provided to HDR by the end of next week. An update on the storm sewer condition can be provided at the December Engineering Meeting.



Per Council’s direction, HDR spoke with Marshall Murray, the resident at 11411 Wendover, about the City’s offer to install storm sewer to replace the ditch along the front of that property (in City ROW) in exchange for the drainage easement in the backyard. The City would also repair the pipe in the back at the same time. Mr. Murray said that he would like to talk that over with his wife and said that he would want to discuss the specifics of the easement such as size, use of the property in the easement, replacement of landscaping, etc.



### 10. Permitting Software/Website

HDR has been working with the City to discuss opportunities to streamline the drainage permitting process. One opportunity available is transitioning the plan submittal process to an online program. This would allow Contractors and Engineers to submit drainage permits and plans online and have review comments returned online. Submittal and review dates would also be available for tracking by the applicant, Annette, and HDR. HDR performs development review services for the City of Taylor, Texas who currently uses a service called MyGovernmentOnline, a software by a government for this function. If the City and Council are interesting in exploring these permit tracking opportunities, demonstration meetings could be set up with sales representatives to learn more about the software functionality and associated costs.

### 11. St. Francis & South Cheska

Discussion to be held on the process for South Cheska drainage tie-ins to the St. Francis drainage system. Below is a paragraph from the SUP referencing this topic:



5. Additional drainage calculations have been added for lots along South Cheska when creating the City-approved drainage plan for the Property. St. Francis will allow for the natural drainage of adjacent property into the drainage swale, which is south of the fence between St. Francis and Cheska, and/or allow for tie-in into the storm drain and/or swale on the Tract. St. Francis will maintain on-site drainage to prevent blockage or backup from debris or other materials and allow water from the Cheska residents' yards to flow south onto the Tract.

## **FUTURE PROJECTS**

### **12. Lift of Potential Asphalt Paving Improvement Projects:**

- **Innisfree**
  - As discussed during the November Engineering Meeting, the pavement on Innisfree, most specifically the cul-de-sac, is in poor condition and in need of repair or replacement.
- **Williamsburg**
  - The pavement was noted as having a higher deterioration level in the 2018 Update to the Street Condition Assessment Document. Since that time a home was constructed on the street and two residents installed storm sewer to replace the existing ditch causing additional wear on the pavement. There is notable heavy cracking near the locations of those improvements. It is recommended that the pavement not be repaired or replaced until after potential storm sewer improvements are completed.
- **Tokeneke Trail**
  - The street has seen considerable construction activity in recent years with two new home constructions and the current storm sewer improvements project. There are two potholes on the west end of the street in need of more immediate repairs.

### **13. List of Potential Storm Sewer Cost Share Projects**

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

## **CURRENT ANTICIPATED PROJECT SCHEDULES:**

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



- **Tokeneke & Country Squires Project:**
  - Construction Notice to Proceed: October 3, 2022
  - Contractor Scheduled Completion Date: April 1, 2023
- **96-inch CMP Replacement Project:**
  - Final Design Completion: December 19, 2022
  - Bidding Advertisement: January 2023
  - Bid Opening: February 2023
  - Award Project to Contractor: February 2023
  - Begin Construction: March 2023
  - End Construction: July 2023

TO: The Honorable Mayor and Members of the City Council

FROM: Bobby Pennington; City Administrator

MEETING DATE: November 21, 2022

SUBJECT: Discuss and consider approval of the Minutes for the Regular Session Meeting held on October 24, 2022.

**Agenda Item: 12**

**Informational Summary**

The following is the draft of minutes from the regular council meeting held on Monday, October 24, 2022.

**Recommendation**

Staff recommends approval of the minutes from the regular council meeting held on Monday, October 24, 2022.

**MINUTES OF A CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING  
HELD ON MONDAY, OCTOBER 24, 2022, AT 6:00 P.M. AT CITY HALL CHAMBERS,  
7676 WOODWAY DR., SUITE 300, HOUSTON, TEXAS.**

**Councilmembers Present:** Mayor Mark Kobelan, Dale Dodds, Aliza Dutt, Michael Herminghaus.

**Councilmembers Absent:** Brian Thompson, Joel Bender.

**City Representatives Present:** Bobby Pennington, City Administrator; David Olson, City Attorney; Annette Arriaga, Director of Planning and Development; Joe Moore, City Engineer; Angelo Vela, Administrative Assistant.

**Call To Order**

- Mayor Kobelan declared a quorum and called the meeting to order at 6:00 p.m.

**Pledge Of Allegiance**

- Council led the Pledge of Allegiance to the United States of America Flag.

**Citizens Wishing to Address Council**

- There were no citizens wishing to address council regarding items that are not on the agenda.

**Agenda**

**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 September.

**2. Discussed and considered possible action on the Village Fire Department monthly report.**

- Report was submitted; however, no presentation or discussion was presented.

✓ Items #3 and #4 moved from the original order of posted agenda.

**4. Presentation by Gin Kappler-Peeler of Stantec, representing Spring Branch Independent School District's proposed Memorial Drive Elementary School project status.**

- It was noted the project is undergoing the permitting and procurement process with the goal of receiving approvals by the calendar year-end. The team answered questions from council and the public on drainage, trees, traffic control, and security. On drainage, HDR confirmed that the design meets requirements. On tree count, Stantec confirmed that plan meets the tree requirement contingent on plantings along a CenterPoint easement. On parking, Stantec reported proposed drive would accommodate additional queueing space for vehicles. On safety, the design incorporates a single public entrance with locking security vestibule, and SBISD enforces a "lock door" policy for all exterior campus doors. On lighting,

Stantec detailed levels of shed candlelight and plans call for shields to control light projection. On signage, Dodds stated that the marquee size and display must be resolved before final approval. Chris Earnest, SBISD Board President, reported that proposed classrooms are district standards and delivered a positive report on recent district test scores. Stantec submitted packet information to Planning and Zoning and is preparing a response to a P&Z Commission questionnaire.

**3. Discussion and action on Ordinance No. 2022.10.24 to increase the rate of deposits to the Texas Municipal Retirement System by the employees of the City of Piney Point Village.**

- Councilmember Herminghaus made a motion to adopt Ordinance No. 2022.10.24 approving to increase the rate of deposits to the Texas Municipal Retirement System by the employees of the City of Piney Point Village. Councilmember Dodds seconded the motion and it passed unanimously.

**5. Discussion and action on a municipal court collections agreement. Item includes: (1) Action to approve an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP to act as special counsel to perform all legal services necessary to collect unpaid fines, fees and court costs as provided in Texas code of criminal procedure art. 103.0031; and authorize the mayor to sign the agreement on the city's behalf. (2) Action to adopt resolution no. 2022.10.24 of the city council of the City of Piney Point Village regarding Linebarger Goggan Blair & Sampson, LLP as being fully qualified as special counsel to perform all legal services pursuant to sec. 2254.1036 of the Texas government code. (3) Action on an order to authorize and impose a collection fee as authorized by article 103.0031, Texas code of criminal procedure. Council asked questions regarding the notification process, outstanding fines and cost associated with the service.**

- Councilmember Dodds made a motion to approve an agreement with Linebarger to act as special counsel to perform all legal services and authorize the mayor to sign the agreement on the city's behalf, as presented. Motion includes action to adopt Resolution No. 2022.10.24, as presented. Motion includes action on an order to authorize and impose a collection fee, as presented. Councilmember Dutt seconded the motion and it passed unanimously.

**6. Discussion on the mayor's monthly report.**

- Report included the status inquiry on the two proposed drinking fountains, City Administrator reported that the plumber has been secured, only waiting for taps to be completed by the water authority.

**7. Discussion on the city administrator's monthly report.**

- Report included financial report for September, investment report quarterly earnings, renewal of the Westco landscape maintenance contract, utility service line work events.

**8. Discussion and action on the acceptance of the Kinkaid contribution agreement.**

- Councilmember Herminghaus made a motion to approve the Kinkaid contribution agreement. Councilmember Dutt seconded the motion and it passed unanimously.

**9. Discussion and action on approval of Change Order No. 1 for the Tokeneke and Country Squires Improvements Project.**

- Item is related the concrete point repair in front of 11115 South Country Squire. The adjacent concrete panel has a significant sag that would cause water to pond in the centerline of the roadway. Also, moderate cracking throughout length recommends the replacement of the whole concrete panel to prevent the need for future point repairs in this area.
- Councilmember Dodds made a motion to approve Change Order No. 1, as presented. Councilmember Herminghaus seconded the motion and it passed unanimously.

**10. Discussion and action on the approval of Change Order No. 2 for the Tokeneke and Country Squires Improvements Project.**

- Item is for additional concrete paving point repair on Memorial Drive between North Piney Point Road and Kensington Court.
- Councilmember Dodds made a motion to approve Change Order No. 2, as presented. Councilmember Herminghaus seconded the motion and it passed unanimously.

**11. Discussion and action on quotes for cleaning and televising approximately 780 LF of storm sewer pipe from Oaklawn Drive to North Piney Point Road.**

- Councilmember Herminghaus made a motion to approve to clean and televise approximately 780 linear feet of 24" storm sewer pipe, as presented. Councilmember Dodds seconded the motion and it passed unanimously.

**12. Discussion on a proposal for professional engineering services for the Williamsburg Drainage Improvements Project.**

- Councilmember Dodds made a motion to approve the design for north and south sides of Williamsburg. Councilmember Dutt seconded the motion and it passed unanimously.

**13. Discussion on the Engineer's Report.**

- No action was taken.

**14. Discussion and action on Ordinance No. 2022.10.24A Amending the International Property Maintenance Code.**

- This amendment comes as a request from our municipal prosecutor.
- Councilmember Herminghaus made a motion to approve Ordinance No. 2022.10.24A amending the International Property Maintenance Code. Councilmember Dodd seconded the motion and it passed unanimously.

**15. Discuss and take possible action on the approval of the Minutes of the September 26, 2022, Regular Council Meeting.**

- Councilmember Herminghaus made a motion to approve Minutes of the September Regular Council Meeting, as presented. Councilmember Dutt seconded the motion and it passed unanimously.



**16. Discussion and action on any future agenda items, meeting dates, etc.**

- Reviewed dates of upcoming regular council, special council, and engineering meeting. No action.

**17. EXECUTIVE SESSION: The City Council adjournment into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney).**

- Executive Session was not needed.

**18. Discussion and action on items discussed in Executive Session.**

- There was no Executive Session.

**19. Adjourn.**

- At 7:50 p.m., Councilmember Dodds made a motion to adjourn. Councilmember Dutt seconded the motion and it passed unanimously. The meeting adjourned at 7:50 p.m.

**PASSED AND APPROVED this 21st day of November 2022.**

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Mark Kobelan  
Mayor

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Robert Pennington, City Administrator  
Acting City Secretary