



City of Piney Point Village

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HOUSTON, TX 77063-1523

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THE CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING MONDAY, MARCH 25, 2019

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, MARCH 25, 2019 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

DECLARATION OF QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

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

1. Discuss and take possible action on the MVPD monthly report
2. Discuss and take possible action on the VFD monthly report
3. Discuss and take possible action on Ambulance Funds
4. Discuss and take possible action on VFD Letter of Intent
5. Discuss and take possible action on Metro Transit Authority Extension
6. Discuss and take possible action on the Mayor's monthly report, including but not limited to:
 - Uretek lifting of three utility boxes
7. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:
 - February 2019 Financials

8. Discuss and take possible action on Ordinance 19.03.25 Revised Flood Plain Ordinance
9. Discuss and take possible action on the City Engineer's monthly report
10. Discuss and take possible action on the minutes of the February 25, 2019 City Council meeting
11. Discuss and take possible action on any future agenda items, meeting dates, etc.
12. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), specifically regarding pending and potential litigation; and pursuant to Section 551.072 of the Texas Government Code
13. Action outside of Executive Session, if any
14. Adjourn

CERTIFICATION

I certify that a copy of the March 25, 2019 agenda of items to be considered by the Piney Point Village City Council was posted in a place convenient to the general public in Compliance with Chapter 551, of the Texas Government Code on March 22, 2019.



Roger Nelson
City Administrator

In compliance with the Americans with Disabilities Act, the City of Piney Point Village will provide for reasonable accommodations for persons attending City Council meetings. This facility is wheelchair accessible and accessible parking spaces are available. To better serve you, your requests should be received 48 hours prior to the meeting. Please contact Karen Farris, City Secretary, at 713-782-0271. The City Council reserves the right to adjourn into a Closed Executive Session at any time under the Texas Government Code, Section 551.071, to consult with an attorney.



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

Notice is hereby given of a Regular Meeting of the Board of Commissioners of the Memorial Villages Police Department, a combined police department of the Cities of Bunker Hill Village, Hunters Creek Village and Piney Point Village, Texas, to be held at 6:00 PM, on, March 18, 2019 in the

Memorial Villages Police Department
11981 Memorial Drive
Houston, Texas 77024

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

AGENDA

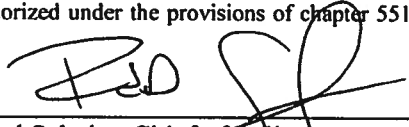
- a. Citizen Comments – At this time, any person may speak to the Police Commission. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, the Police Commission may only respond by giving a statement of specific factual information or by reciting existing policy. The Police Commission may not deliberate or vote on the matter, but it may be recessed for a future meeting.
- b. Approval of Minutes – From February 11th meeting, as recorded.
- c. Financial Report - Update, discussion and possible action.
 1. FY 2019 Budget Review and Discussion.
 2. Annual Capital Assets Report
 - a. Possible Creation of Building Replacement Fund.
 3. Consideration of increase in HSA Employer Contribution.
- d. Committee Reports - Update, discussion and possible action.
 1. Finance Committee – Budget & Accounting Policies & Procedures.
 2. Personnel Committee – Preliminary FY20 Staffing, Salary and Benefits.
 3. I.T. Committee – Fleet Tracking Upgrade.
- e. New Business – Update, discussion and possible action.
 1. Vehicle Tracking System - Purchase and Activation.
 2. AFLAC – New benefit.
 3. Paladin Drones MOU – System Test and Evaluation Period.
- f. Chief's updates – Overview of monthly reports.

1. Calls/Incidents/House Watch Checks	4. Burglary Maps
2. Officer Time Committed Service	5. Recruiting/Hiring Metrics
3. Total Incidents	6. VFD Assist Response Times
- g. Follow Up Items from previous meeting – Discussion and possible action on the following outstanding items.
 1. Retiree Health Care long-term plan.
 2. Virtual Gate Project – Flock Test and Evaluate Single Camera Unit.

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

Adjournment

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



Raymond Schultz, Chief of Police
Memorial Villages Police Department

POSTED: 3/14/2019 @ 11981 Memorial Drive at 11:30 a.m.
(date) (time)

City of Bunker Hill Village
Jay Smyre, Chairman
Keith Brown, Commissioner
William Murphy, Alt. Commissioner

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

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

Chief of Police Raymond Schultz

Legal Counsel John Hightower

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



MEMORIAL VILLAGES POLICE DEPARTMENT
Minutes of the Police Commission Meeting
February 11, 2019, 6:00 p.m.

A quorum was established, and Commissioner Smyre called the February 11, 2019 meeting to order at 6:00 p.m. at the Memorial Villages Police Department, 11981 Memorial Drive, Houston TX 77024.

In attendance were:

From the Commission:

City of Piney Point

Commissioner Huguenard

Commissioner Southwick

Alt. Commissioner Ebeling

City of Hunters Creek

Commissioner Hamilton

Commissioner Reichel

Alt. Commissioner Johnson

City of Bunker Hill

Commissioner Smyre

Commissioner Brown

Absent:

At. Commissioner Murphy

From Memorial Village PD

Chief of Police, Raymond Schultz

Finance Manager, Victoria Bowman

Office Manager, Maureen Loud

Guests

Karen Glynn – Bunker Hill

Richard Madden - Alliant

Mr. & Mrs. Kersey - Residents

Legal Counsel

John Hightower

MINUTES

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

a. Citizen Comments

None

b. Approval of Minutes

Motion was made by Commissioner Brown and seconded by Commissioner Hamilton to approve the January 14th Minutes as recorded. The commission voted unanimously to approve the Minutes as presented.

c. Swearing in of New Commissioner – Solace Southwick (PPV)

Commissioner Smyre administered the Statement of Appointed Official to Commissioner Solace Southwick the new Commissioner of Piney Point who was welcomed to the Department by the Commissioners.

Commissioner Smyre announced that we would move to item E2 – Bid Proposals for RFP for Medical, Dental and Vision.

d. Financial Report

Ms. Bowman presented the Financial Report stating this is the beginning of a brand-new fiscal year the target included first month's operations on trend, spending 6.3% of the General Funds monthly appropriation. As a comparison to this time last year, the Department expended 6.4%. I wanted to bring to your attention some items that are trending higher than the 8.33%; the software maintenance line (740) this line item reflects the annual Capers software \$27,800 which is paid at the beginning of the fiscal year. The taser line item (835) reflects the cost of the annual replacement purchases of 8 tasers.

As a reminder, the first quarter of the fiscal year only reflects year to date expenditures and projections will resume at the completion of the first quarter. Vehicle replacement expenditures are related to the purchase of the five AED units in patrol cars and expenditures to date in the Special Capital Assets fund reflect the banking fees. Ms. Bowman asked if there are any questions?

Commissioner Smyre asked if the AED units are incremental to what we currently have for the unmarked vehicles? Chief Schultz responded that they are for the five unmarked and we also purchased a trainer AED. They are here and being put together and will be inventoried and distributed next week.

Budget Surplus – we are still expected to have a surplus of approximately \$300K, if the auditors recognize the money we received for the FEMA reimbursement. The actual number will be determined once their audit is complete. We are on our third set of Project Managers, and we were told that ours is the furthest along and a top priority to get closed and completed.

Lauderbach – Mrs. Bowman discovered that we already entered into a contract with them during her maternity leave an email was received in January and forwarded to Chief for signature. This was before we actually had the audit done and before we got into discussion on the actuarial numbers. We are in contract with them until the end of 2019, the renewal fee was \$2,600 for the 2018 audit and an additional \$850 for 2019. She did reach out to some other actuaries, but they were all higher. Commissioner Huguenard previously brought up that there was an alternative valuation method that can be used, and Lauderbach are already using this method based on the number of employees we already have. Commissioner Huguenard mentioned that this can also be done by a CPA and wondered if this is something we could take into consideration in future years without having to engage in a third party.

Invoice Approvals – Mrs. Bowman stated that Commissioner Hamilton and Commissioner Brown are currently performing our approval duties for our accounts payable and opened up for discussion the potential for new approvers.

Motion was made by Commissioner Brown and seconded by Commissioner Reichek to remove Commissioner Brown from the authorization review and approval process for 2019 and elect Commissioner Huguenard in that position and continue the appointment of Commissioner Hamilton in that same position. The commission voted unanimously to approve the Motion.

Budget Amendment – Mrs. Bowman directed us to page 55. The Department has submitted 2 requests for budget amendment. The first request is to the General Fund to use existing line item appropriation to eliminate the line item overages in the General Fund. Page 56, we would move \$78,850 from the regular wages line item to be distributed as shown on this page. If you refer to pages 58 and 59 this is what the line items look like before the request and the overages are shown in red. On page 60 it shows what it would look like after the request, if approved.

Request number 2 is for the Capital Assets fund, this is in regards to the server that was purchased. Because it was dated in December 2018 she charged the purchase to 2018 to eliminate the request for 2019 budget amendment. This would take us over by \$744 in the Capital Asset fund and would increase the entire budget by \$750 however, this request uses our existing funds and no additional funding is required from the three villages. Chief Schultz commented that this is due to the big mess with the video server, \$750 will make it right and it is done.

Commissioner Huguenard asked if the existing funds are already in the special Capital Assets fund? Mrs. Bowman responded Yes, it would just be a line item change and would increase the budget by \$750, she would not move money from the line items in the Capital improvement but would have to increase the budget in order to deal with that. The \$750 would come from several prior year overages. Commissioner Huguenard clarified, from non-reserved funds in the Special Capital fund to reserved funds for this specific purpose to reallocate them. It was agreed this is a line item clean up. Commissioner Smyre stated that it seems like the Finance Committee along with Victoria need to provide some direction here as to what we need to do, this item #2 was tabled until the next meeting.

Motion was made by Commissioner Brown and seconded by Commissioner Hamilton to allow the Department to use the existing line item appropriation to eliminate line item overages in the General Fund as laid out for us tonight under request #1. The commission voted unanimously to approve the Motion.

e. New Business

1. MVPD Vehicle Inventory December 2018
2. Bid Proposals for RFP for Medical, Dental and Vision
3. TMRS New Rate Contribution Letter – 11.20%
4. Consider appointments for 2019 I.T. Committee
5. Tri-Cities Public Safety Committee – Virtual Gate Project – Resolution
6. Board of Commissioners 2019 Roadmap
7. Racial Profile Report 2018
8. Possible Creation of a “Building Replacement Fund”

Item 2. - Chief Schultz stated that our current healthcare provider contract expires April 1st and that we went out for bid. The bid was advertised as per regulations and we did have a number of carriers bid for both healthcare, dental and vision. Alliant as our broker have put together the summary of proposals and will turn the meeting over to Richard Madden.

Karen Glynn handed out a summary of benefits to the Commission, she stated that this year we only went out for the health insurance, dental and vision as the short-term and long-term disability and life insurances had rate guarantees through 2020. Richard Madden directed us to page 3 which demonstrates a summary of where we are today with our overall claims for the year. These have been updated slightly since this report was put together, the loss ratio reflects 99.3% which is now up to 102%, it means for every \$1 we pay Cigna they paid out \$1.02. This isn't very good from an insurance standpoint and indicates why we are looking at an increase in rates. Page 4 shows the large claims that exceeded \$15,000 and sets the stage for what we have been dealing with this year. This picture is way worse than where we were last year, we were running a 57-58% loss ratio. Page 6 shows the current plan design; \$3,000 deductible, 80% co-insurance with a \$6,350 amount out-of-pocket maximum, the current rate for this was \$477.25 for employee only. This was going to renew at \$605.75 but after negotiations they came down to \$575.49, the initial rate increase was going to be 27% or \$63,036 and the revised rate was going to be 21% or \$59,887 increase, this is the best offer.

After looking at every carrier that bid, we focused on the top couple and narrowed it down to BCBS which we feel best represents what we are trying to do with the health plan, to get the discounts we are looking for as shown on page 7. A move to Blue Cross Blue Shield, the network is a little larger, so you won't be giving up anything from a network access standpoint. There are a couple of plan design changes. We would be going from a \$3,000 deductible to a \$3,500 a \$500 increase, it is still an 80% co-insurance plan and max out of pocket drops to \$5,000 on this plan. The max OOP on Cigna was \$6,350 for an individual. Actuarially speaking, because of the lower max OOP this is a better plan than the Cigna plan. The proposed rate with BCBS is \$459.84 for employee only rate, if we look at the math it is an 11% decrease and saves us \$64,578 to move to this plan.

If we look at page 10, this shows the Network Accessibility Analysis, basically it shows; do you have access to doctors, how many doctors do you have access to within a certain area and these particular carriers matches up 100%. On page 8 it shows another plan design with a \$3,500 deductible and 100% coinsurance after deductible met, it is a strong plan but costs 11% more than our current plan. The next closest quote is reflected on page 9 with United Healthcare, it too was a \$3,000/80% plan similar to what we currently have, but they were 44% above our current rates.

Karen Glynn commented that we also talked about considering increasing the employer HSA to help employees meet that additional deductible. We did budget for an increase of 10% over that timeframe but now see a decrease and if we can increase the HSA this may help the employee feel whole. Commissioner Ebeling asked what happens with the copays, Richard Madden responded that there are no copays as this is a High Deductible Plan which means you are Out-of-Pocket for the \$3,000 deductible then insurance kicks in. Some of these high claims' employees have paid their deductible and when they hit January 1st have another deductible to meet. So, having the max OOP does help these employees, they just met a max OOP of \$6,300 and are faced with \$5,000 this year. Previously we tied the HSA to the Physical/Wellness check and this was a requirement to get this done in order to receive the HSA, it has been very successful through the cities and police department.

Chief Schultz stated that one of the things we would look at is some type of adjustment to the HSA contribution for the police side since we have started the Physical Wellness Testing, this has been very successful to help people get in shape, lose weight and improve their cardio. He proposes that for any increase on the police side, it is tied to at least participating in the Physical Assessment

Examination. In the past year, everybody but three employees participated. The purpose wasn't to get a pass/fail, we set up for improvement and to get a baseline. To get up to 50% of Cooper Standard was a target. The three that didn't take it had medical exemptions.

Commissioner Hamilton stated that in the past he has heard complaints from the officers when we changed plans a couple of years ago about the prescription coverage and asked how that looks. Richard Madden stated there is a slight change, the nature of an HSA is, nothing is covered until you meet your deductible. What we would like to see, and we will try to foster this at open enrollment meetings, is to look at options. Is there different medications, a better medication or a generic cheaper medication. It is their money and once it is in their account they have control over how to spend it, it is no different than their own personal savings account. Page 8 shows the difference between the prescription coverages; once the medical deductible is met, generic drugs you would pay 10% of the cost, preferred you will pay 20%, non-preferred 30% and specialty drugs could be up to 50% coinsurance. Anything you pay toward that goes toward max OPP.

We haven't seen any issues with prescriptions at this point but if we do we can pull some leverage on prescriptions, to prior authorization and step therapy limits and other things we can do to force people into lower price drugs. Our current problem is a few large claims. 80-85% of employees won't meet their deductible, so most any prescriptions are being paid from their debit card through the HSA. Richard commented theoretically in any group, probably 10% of their employees drive 90% of the cost and it is those 10% that will hit their deductibles. Chief Schultz stated that last year we changed the HSA city contribution for the police department, instead of getting it as 2 payments, it is now paid out 1/12 every month. However, for extenuating circumstances the employees can ask for an advance, with the understanding that should they leave employment they would have to reimburse us. We only had four employees ask for the money upfront. Richard commented that he will summarize this financially at the end of his presentation.

The life and disability are still under rate guarantees so we didn't have to send this out to market, we will need to do this next year. Page 13 shows the dental renewal information. Currently we have all plans through Cigna this was bundled to give us a reduced rate on the medical. The first concern was can we renew the dental and vision with Cigna if we don't have the medical. We first looked at a 5% increase on the dental which in today's market is probably enough to consider other options. They came back and revised it to a zero % increase, so a flat renewal and we confirmed with them that we would not renew the medical with them and they are fine with this. They will hold the rates (no change on Cigna). The rest of the market results showed Lincoln Financial's dental proposal at -14% but you have to bundle with vision which is at +47%, so it doesn't make sense as there is a price for "no disruption". AXA was another carrier who we were looking at as they priced their plan to be competitive with the DHMO because we have 16 employees on that plan but then had a really low PPO offer. This plan isn't designed to cover much at all but brought the annual maximums down and we feel we would be changing the plan designs too much. Alliant's recommendation is to renew a third year with Cigna, the employees are used to them and know where the network is, it probably isn't worth the disruption to renew with another carrier. The carrier made money on us last year for dental, the loss ratio is probably around 65/70% range which is where they expected it to be.

To summarize everything, is it worth a disruption on the dental/vision side since we have one on the medical side and we have good savings on the medical. Commissioner Hamilton asked if Chief Schultz had any comments on this? Chief responded that our problem before when we had

Memorial Hermann was the network. Where our employees lived, it was very unique as we have employees 360 degrees around Houston area. Blue Cross offer's a good solid network anywhere from 25 to 50 miles away, so our employees wouldn't have to bring their families into a Memorial Hermann or more centralized service provider. We do like the BCBS network as it makes more sense. As far as the dental/vision, he believes it makes more sense to stay with Cigna so as not to cause the stress of having to change dentists for families.

Richard directed us to page 26/27 where they summarize everything. Cigna was initially at 27% increase and revised it to 21%. BCBS comparable quote is a decrease of 11% with a few acceptable changes, and so they recommend taking advantage of BCBS this year. On the dental/vision side, Cigna initially offered a 5% increase and reduced it to a flat or 0% increase. AXA offered a competitive proposal but does not have an DHMO option and there would be disruption in making a change. Alliant recommend keeping Cigna. On the HSA, based on the financial analysis, they recommend increasing the employer HSA contribution. A +10% budget was planned which was responsible taking into consideration our health insurance environment, this would be roughly a \$60K increase. With a -11% renewal which is a \$64K reduction, this gives a combined amount of \$124,578 better than where we thought we might be. If we increase the employer HSA by \$41K and the reduction in the medical expense alone, it still gives a net positive effect of \$23,578 than where we were last year.

Commissioner Reichek suggested that since it is generally only a few people that go over their deductible, why don't we just pay those individuals the extra money. Richard Madden said if we wanted to do this, we would have to create an HRA – Health Reimbursement Arrangement. But the advantage of the HSA is that you don't have to use the money in the account. Technically at age 65 you can take it out just like you would a 401K and just pay taxes on it. On the HRA you would have another company administer this and that would have to be paid for. Commissioner Reichek commented that this might only be \$500 for a couple of people. Richard responded that we don't know that, we can't really get into the individuals claims from a privacy standpoint (HIPPA). So, we would have to hire a third party to manage an HRA and whenever someone wanted to request that money they would have to present a paper claim form to the TPA.

Karen Glynn asked if you can have an HSA and HRA combined? Richard responded, Yes. The rule with HSA is you can't legally have HSA that is first dollar coverage so the HRA wouldn't kick in until \$3,000. As long as you aren't covering first dollar coverage you can do this. Chief Schultz stated that this is a decision that would have to be made by each of the three employing entities, you couldn't make that decision for Piney Point or Bunker Hill and I believe the big claims are coming from one entity. Richard explained that BCBS does not have a plan that matches 100% to the current plan that we have. If they did, we could assume that it would cost \$41K more and then we are back to a better plan because the max OOP is lower. This is the way we looked at it, to buy the deductible back. You want people to have the money to cover their deductible when needed. Commissioner Johnson stated that once your HSA reaches a certain amount you can invest it in money market. Richard Madden confirmed once it is over \$3,000 you can invest. He then asked if there were any other questions.

Chief Schultz asked about our retirees. Richard Madden said that before the 27% increase we had spoken to Cigna about our retirees, we need to create a place to put our retirees, but we don't want to make it super advantageous for them. And so, they were going to create a new class of employer. "Retiree Class" and we were going to rate them actuarially, the only way to rate a small group like

this is by "Age". That rate for these three people as an example was \$869, we were going to make about \$1,300 on that group of people that they in effect reduced the other side where all the active employees are by \$1,300. They created a separate set of rates for them, BCBS were hesitant to do this but agreed to creating a separate class but do not want to rate them differently. Right now, we would have active and retiree, but both sets of people will have the same rate. Technically right now, BCBS considers them on COBRA they don't know the difference between Active and Retiree. We can transfer them over as COBRA and tell them how much longer they have on COBRA. Whereas, if we roll them into the other class and they are not Active employees but on the regular side of the policy, at the end of the year when their time is up, they then technically could take COBRA again for another 18 months. He missed the meeting when we got into these discussions previously, so he is a little unclear and isn't sure what we were trying to accomplish. He believes the goal would be to not have this risk forever, BCBS believes a rate differential for a different class of employees is discriminatory, but Alliant have done it on other groups but not on a group this size and where you are fully insured.

Chief Schultz commented that we currently have 3 retirees and will lose one this year who ages out. Maureen Loud stated that the current retirees covered under COBRA were expecting the coverage to end March 31, 2019. However, the Police Commission decided to cover them through December 31, 2019. Richard Madden asked if we have decided on a subsidy through the end of the year? Maureen Loud responded, I believe the intention is to keep it as it is, which is \$430 employee only and \$860 for the one family coverage. Richard Madden said it is really up to the Commission to decide how they want Alliant to proceed with it at this point but again his last conversation with BCBS was the discriminatory phone call. We don't think we can create two separate rates for the same company. Legal Counsel asked if the quote included coverage for the retirees but no class distinction? Richard responded "yes, but he could class them into a different place it just won't affect the rate. The only downside with this is, if they decide to take COBRA again, legally they would have another 18 months. Chief Schultz stated that we do have to make a decision tonight on Healthcare, dental and vision because it has to go to cities next week. We can discuss the retirees when we do our FY20 budget, and on the HSA contribution, lets allow Victoria to work the numbers and we can put on the agenda for next meeting.

Motion was made by Commissioner Reichel and seconded by Commissioner Southwick to accept Blue Cross Blue Shield for medical and Cigna for dental and vision as proposed. The Commission voted unanimously to approve the motion.

Richard Madden asked if we wanted to address anything about the HSA so that we can begin employee communications and preparation? The response was to leave it as is right now at the current levels and we can address it further after we make sure the money is available.

Commissioner Smyre stated we would now go back to the Financial Report.

Item 1. Vehicle Inventory – Last month we provided the Commission with the vehicle inventory dated December 2018 at that point in time we did not have total pricing. The state purchasing price for a marked Durango unit is \$32K. The upfitting costs for the vehicles are \$12K each, the video camera system is \$6,500 and markings are \$1,000. Each marked vehicle unit would be \$51,500 a third unmarked vehicle to replace the one driven by Commander Sission and moving his to the unmarked fleet would be \$44K. Putting the three vehicles into service would be a total

at \$147K, and we have a budget of \$150K. The vehicles would be fitted with the newer Coban video system. Chief Schultz stated that we would like to be able to go ahead with ordering these.

Commissioner Johnson had a question related to the unmarked vehicle which he understood was going to be a spare vehicle. Chief explained that we have a blue fusion that is used occasionally for patrol and used for training. The vehicle being used by Commander Sission is a Tahoe, that would become our unmarked vehicle and could be used for Patrol it has a trailer hitch on it and it is a little higher so could assist us in difficult water conditions. Commissioner Johnson would like to see us taking the oldest or the third one to be replaced out of service and making that a spare vehicle that is marked rather than unmarked. Chief explained that the problem with that is that if you have a civilian employee using it they cannot drive a marked vehicle.

Motion was made by Commissioner Hamilton and seconded by Commissioner Southwick to approve Chief Schultz recommendation to purchase 3 vehicles as previously presented. The commission voted unanimously to approve the Motion.

Item 3 TMRS Rate Letter – Chief Schultz explained that this is just for information purposes, we received the annual letter from TMRS that shows the monthly rate for 2019 of 11.20% and is already in the budget.

Item 4 Appointments – Commissioner Smyre has a recommendation for the creation of the I.T. Committee and the area of technology and would like to put Billy Murphy and Solace Southwick on this Committee. Legal Counsel commented that it would be a good idea to take a vote on his recommendation. Commissioner Smyre stated that there were 2 other Committees that were formed that we did not vote on. Legal Counsel realized this after he reviewed the minutes, Finance and Personnel, it is okay if they just be the Chairman's Committee but if you want them to be the Commission's Committee then a vote needs to take place. Commissioner Smyre stated the Personnel Committee is Keith Brown and Sean Johnson, Technology Committee is Billy Murphy and Solace Southwick, and Finance Committee is Brooke Hamilton and Jim Huguenard.

Motion was made by Commission Brown and seconded by Commissioner Hamilton to approve the Chairman's appointing of the Committee members for the three Committees and the appointments thereto. The commission voted unanimously to approve the Motion.

Item 5 Tri-Cities Resolution – Chief Schultz and Commissioner Smyre presented. The Tri-Cities Public Safety Committee was formed 2 years ago when it was first having discussions as to the review and possible consideration of a Virtual Gate. The Committee has met over the course of the last 2 years and has done a lot of research into this continuing use of merging technologies, this particular case is automated license plate readers to try to create a Virtual Fence or gate around the villages. Originally the price was upward of 3million and the prices changed as technology continued to change. It is somewhere now around 1.2million and the Committee agreed the best way to go forward would to be to have all three villages doing this concurrently with each other and do some type of cost sharing agreement. Due to different circumstances that have occurred over the past 2 years to include beginning with Harvey, and monies having to be put into flood mitigation and most recently some other discussions amongst the villages. The Committee has decided that they have done everything they can and do believe it is a good viable project. In order for the project to move forward, it should move forward as a result of an agreement from the Police

Commission that represents all three villages and presented to the villages for consideration and funding as part of the Police budget.

Commissioner Smyre followed on to say, the Police Department is viewed as being much closer to the new technology that is available and Chief's network out there. Even though the Committee did travel to a couple of different cities and benchmarked ourselves and looked at some prototypes, the Police Department is also viewed as more Neutral in dealing with all three cities and being able to work across all three cities to come up with a recommendation. The Commission has put together a Resolution that would take it out of the cities responsibility and move it over to the Police Commission's responsibility. The Resolution is being taken to each of the city counsels for their approval and Commissioner Smyre wants to discuss with the Police Commission to see if this is a project they want to take on for the next year to a year and a half. Or is this something we want to push back and tell the cities that we are not in a position to do it?

Commissioner Ebeling commented that he thought that the cities were going to approve or not approve it, Piney Point didn't have it in their budget and he missed the last meeting and hasn't heard anything after that meeting from Karen. He has requested minutes but hasn't received them yet and will get back to them on that. If we are trying to put the responsibility back on the Police Department this wasn't his understanding. Commissioner Smyre clarified this is the purpose of the Resolution that was put together and signed. Commissioner Ebeling agreed he signed it, but he understood the Resolution put forward that we had our meetings and were going to make some recommendations, he isn't sure that he would open to taking the funding away from the cities because the cities would control that. Commissioner Smyre commented that it really has nothing to do with the funding, the Police Commissioner and Police Department will not take on any funding at all, it is just to move the project over to the Commission in terms of presenting the findings or requests for any money, we would all have to go back to the cities for any money. This doesn't change any financial commitment at all. Commissioner Ebeling thanked Commissioner Smyre for his explanation, he thinks it is a good project, but he was led to believe that cost would go down more.

Chief Schultz explained that there are other ways to look at the project, pay as you go options which would reduce some capital expenditures so what the Committee decided was let's let the Police Commission run the project and as part of any future development we would include that in our budget. It would be a capital expenditure that each village would have to vote on whether they wanted to budget or not. Commissioner Ebeling's concern is that the funding is being taken back to the Police Department. This in essence only takes 2 out of the 3 cities to approve a budget, Legal Counsel stated his recollection is that it has to be unanimous for the Police Department, but he can look it up. Commissioner Ebeling commented that the City of Piney Point felt they were being asked to pay an inequitable amount toward this project, so if we move it into the Police Commission then we have to approve the budget, which would mean a third of the cost would be theirs. He doesn't feel it would be fair to move it onto the Police Department because we are expected to fund a third of that budget. Legal Counsel commented, don't hold me to this but if you are recommending to the cities a simple majority vote of the Commissioner's they could approve a budget to be recommended to the cities, but all three cities still have to approve it.

Commissioner Brown stated that he is procedurally confused by this Resolution, this came from the Committee and not from the Cities counsel, right? We are controlled by the cities counsel if they want us to take this over, they can send us instructions to do so. Commissioner Smyre

commented he believed that this is what it was doing. Legal Counsel stated if the cities appointed the members of the Committee right, and the Committee appointed by the cities has stated in their opinion they would like for this to happen. Discussions continued as to the purpose of the Resolution. Chief Schultz commented that each city will have this on their agenda to vote on. Commissioner Brown feels that the cart is a little bit ahead of the horse on this Resolution tonight, once the city counsels have voted on the Resolution then it can move forward. Commissioner Smyre reiterated the purpose of having it on the agenda tonight was to get feedback from everyone to see if we should entertain the idea of taking over this project and for discussion purposes only as the document is already in motion.

Commissioner Southwick suggested that it could resolve the issue, if we just change part of the wording and could provide verbiage if necessary. Legal Counsel suggested that we could go ahead and before the cities vote, state it is fine with the Commission to take on the responsibility of making a recommendation. Commissioner Ebeling stated that he has no problem with the Police Department through the Commission presenting some of their thoughts or options for city approval if we are asked to. Commissioner Smyre thanked Commissioner Ebeling for his announcement and commented that he will move forward to let them know that we are in favor of accepting the project.

6. Roadmap – Commissioner Smyre announced that Commissioner Huguenard is the mastermind behind this and handed it over to him to present. Commissioner Huguenard stated that we have put together this road map as an overview of how the Commission can work together with the Chief to effectively approach the meetings. Commissioner Huguenard described the topics as shown on the calendar for each of the months to explain the pre-meeting, board meeting and post-meeting steps. Commissioner Smyre thanked Commissioner Huguenard in pulling this information together.

7. Racial Profile Report – Chief Schultz presented this information, as we are required by State Statute to present to the State an Annual Profiling Report. By law this is in reference to traffic stops, Chief went over the report in detail by; Number of Motor Vehicle Stops, Race/Ethnicity, Search Conducted, Search Consented for 2018. The numbers basically tells us that the officers are being fair and impartial and not targeting any one group of folks, these numbers match fairly close to MSA make up of the metropolitan area. This will be submitted electronically to the State and we will need a motion this evening to accept this report.

Motion was made by Commissioner Southwick and seconded by Commissioner Brown to accept the Chief's Racial Profiling Report for 2018 as presented. The Commission voted unanimously to approve the Motion.

9. Building Replacement Fund – Commissioner Smyre stated that last time we had talked about the building not getting any newer, air conditioning units are getting older and a variety of things are happening. The idea is with the amount of surplus we are going to have for 2018 we may want to consider putting money aside, dedicating to a building replacement fund. It is something to think about as we start looking at our budgets and surplus, as we have until July to refund money back to the cities. Chief Schultz asked if it would make sense for the Finance Committee as they work with us to develop the FY20 Budget to include a component that would include building replacement knowing that we are coming up on end of life for the roof and HVAC. The Commission stated that it should be considered a maintenance fund not a

replacement fund. Commissioner Huguenard commented that with the policy that was adopted last year, the Special Capital Assets fund requires Chief to prepare annually an analysis of all capital assets in our leasehold and toward that end it would be helpful if we can generate that annual summary of assets to look at and then have the Finance Committee review and present to the Commission as a whole. Commissioner Smyre stated that we are trying to avoid a \$300K hiccup in the middle of the year, and in advance to put some money aside dedicated to this. Commissioner Smyre confirmed that we will follow up with the Finance Committee on this.

f. Chief's updates

Chief Schultz presented his monthly reports. There were 8,500 calls/incidents of which 6,647 were house watches, 872 traffic stops resulting in 960 citations that addressed 1597 violations. 185 of our events crossed into Houston. The average response time for 22 events resulted in an average time of first officer on scene at 3:29. The most prevalent call for service is the False Alarms, followed by Suspicious Persons and their situations.

We still have an opening for 1 police officer and 1 dispatcher, we have three folks who are scheduled to be tested the week after next. Sergeant Owens was involved in an accident on the motorcycle and he did have surgery for a torn ACL in his shoulder. He is expected to have a full recovery and Officer Torres has been released from his light-duty in reference to a fall he had and subsequent surgery, he is back in patrol.

We will be looking at a major project in future on an RFP and will work with the I.T. Committee on this. Ongoing maintenance effort training that has been occurring and includes all of our employees, officer's being retrained and updated in first aid, use of force, social media, pursuit policies, taser recertification, radio procedures, bond receipts, harassment in the workplace and active shooter refresher training is all ongoing. This will continue over the next 3 weeks. V-LINC registrations, we added 38 more, Bunker Hill led with 13, followed by 9 out of area. This concludes the monthly report.

The committed time report is included, it is the actual amount of time officers are out on calls for service, it does not include house watches or traffic stops. There were 426 911 calls, 2500 calls to the 3700 number and we spent about 72 hours on phone calls. Chief went over the Burglary Maps and the Assist Village Fire Report detail which shows the priority events received to our dispatch center and the average response times for MVPD broken down by village. This report is also presented to Fire Chief for his review.

This is the time of the year when we have to conduct annual reviews, we have included the following:

- 2018 Use of Force Analysis - there were 7 incidents, and this details the specifics.
- 2018 Citizen Police Review Complaint Analysis – there were 7 complaints investigated and this details the specifics.
- 2018 Non-Vehicle Accident/Damage/Claim Review & Analysis – there is a list of Workers Compensation claims and 2 damage claims through TML.
- 2018 Pursuit Review & Analysis – there was one pursuit found to Not to be in Compliance with our policy and the officer was issued a verbal reprimand and it was documented in their personnel file.

g. Follow Up Items from previous meeting

1. Retiree Health Care Liability and potential long-term plan.
2. Update on the Memorial Villages Fire Department, Bunker Hill Villages standing therein and the potential implications on and for the MVPD. Discussion only, no action to be taken.
3. Discussion regarding ALPR/Virtual Gate project and what the appropriate role is for the MVPD, it may make sense for the Commission to take the lead on the project. Discussion only, no action to be taken.

1. Retiree Health Care – Legal Counsel stated that he wanted to follow up on this in Executive Session.

2. Reserve Police Officer – Chief Schultz explained that Officer Justin Rogers left us a little over a year ago and is working in the private industry. He was a good employee when he worked for us and he would like to be considered as a Reserve Officer for us now. He knows he will be required to provide services to us as a Reserve Officer for free, which would include him having to assist us in Bailiff duties for the courts, which we are definitely in need of help with. Chief Schultz recommends that we offer Justin Rogers an appointment as a Reserve Officer if he still wishes to continue on with his request. Commissioner Hamilton asked why he would want to do this for free? Chief Schultz responded to keep his certification because once it is gone it is hard to get back.

Motion was made by Commissioner Brown and seconded by Commissioner Johnson to approve the appointment of Justin Rogers into the position of an additional Reserve Police Officer. The Commission voted unanimously to approve the Motion.

Chief Schultz wanted to follow up on 8500 San Felipe which we discussed a little at the last meeting. It has hit Social Media again in the last week, mainly coming from residents of Piney Point where the camp on the corner of the bayou and San Felipe. The residents to the west side of that are very concerned. The encampment has been established where there is a vacant lot. Chief showed some photos of the area where there is some construction. These are the same folks that are working on the intersection of Voss and San Felipe, early last week 26 grocery carts were retrieved from the area, it is a pretty large group of folks living there. There are 6 families and we are working with the City of Houston to try to get them to get service providers down there and help with relocating them. Basically, they make too much money at the intersection and may not want to leave. Our residents keep calling and we are letting everyone know it is a problem. Hopefully we will be able to come to some resolution on this.

Lindenwood Radio Call - Chief played back a radio call which was the first call that came in and this was immediately voice dispatched, the bad guys took off shooting in the ground when the security guy confronted them. They jumped in a car and when they were coming out of Lindenwood, our officer was pulling up. They took off heading eastbound on Memorial and we engaged in a pursuit. They crashed, and our officer was able to get one in custody. The original call that came in was from one street over, nobody called from the Lindenwood address. Eventually a security guard operator did call to let us know the guard was involved in the incident.

f. Executive Session

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

Commissioner Smyre announced that we will adjourn into Executive Session at 8:25p.m. under the Attorney Client communication. The Commission reconvened at 9:01p.m. Commissioner Smyre stated that we require a Motion.

Motion was made by Commissioner Hamilton and seconded by Commissioner Southwick to approve the revised policy as presented by the Chief that shows the change of the expiration date to 2019. The Commission voted unanimously to approve the Motion.

h. Suggestions for future agenda items

During the meeting there was discussion about including the following items on the agenda for a future Commission meeting:

1. Budget Amendment Number 2 – Capital Assets Fund – update, discussion and possible action.
2. Annual Capital Assets Report – Chief Schultz - update, discussion and possible action.
3. HSA Employer Contribution Amounts - update, discussion and possible action.

A Motion was made by Commissioner Reichel and seconded by Commissioner Brown to adjourn the meeting. The Commission voted unanimously to approve the motion.

Approved and accepted on _____ 2019

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

Memorial Villages Police Department
General Fund

For the two months ended Feb 19

16.67% 15.38%

DESCRIPTION		ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
Expenditures								
100	Regular Wages	3,377,767	419,595	2,958,172	12.42%	1,727,369	650,398	80.7%
110	Overtime	115,000	15,873	99,127	13.80%			
115	Court/Bailiff OT	21,600	256	21,344	1.19%			
120	Retirement	394,127	58,172	335,955	15%			
130	Health Insurance	601,775	79,806	522,469	18.18%	475,837	135,938	79.1%
140	Workers Compensation	60,000	11,009	48,992	18.35%			
150	Life/LTD	19,433	2,907	16,526	14.96%	17,439	1,994	89.7%
160	Medicare	50,712	7,098	43,614	14.00%			
	Personnel Services	4,640,414	594,216	4,046,198	12.8%			
200	Auto	25,200	3,838	21,362	15.2%	23,029	2,171	91.4%
210	General Liability	720	79	641	10.9%			
220	Public Official Bond	960	142	819	14.7%	849	111	88.4%
230	Professional Liability	25,200	3,114	22,086	12.4%			
240	Real & Personal Property	13,200	2,399	10,801	18.2%	14,392	(1,192)	109.0%
	Total Other Insurance	65,280	9,571	55,709	14.7%			
300	Gas & Oil	69,250	8,805	60,445	12.7%	52,838	16,416	76.3%
310	Maintenance	25,000	2,589	22,411	10.4%			
320	Tires	7,000	1,652	5,348	23.6%	9,910		141.0%
330	Damage Repair	10,000	0	10,000	0.0%			
	Maintenance & Misc.	111,250	13,046	98,204	11.7%			
400	General Maintenance	18,000	2,575	15,425	14.3%	18,447	2,555	85.8%
410	Janitorial Services	19,000	3,000	16,000	15.8%			
420	Jail	1,000	236	764	23.6%	1,416	(416)	141.6%
430	Building Furnishings	10,000	0	10,000	0.0%			
	Total Building	48,000	5,811	42,189	12.1%			
500	Computers	9,800	1,940	7,860	19.8%	11,641	(1,841)	118.8%
510	Postage/Postage Machine	1,300	0	1,300	0.0%			
520	Stationery/Expendables	18,000	2,335	15,665	13.0%	14,009		77.8%
530	Bank Finance Charges	700	62	638	8.9%			
540	Payroll	16,000	2,790	18,210	17.4%	16,742	(742)	104.6%
	Total Office	45,800	7,128	38,672	15.6%			
600	Telephone	34,090	5,618	28,472	16.5%	33,797	333	98.9%
310	Electric	23,000	2,873	20,127	12.5%			
620	Water/Sewer	5,000	741	4,259	14.8%	4,445	555	88.9%
630	Natural Gas	600	56	544	9.3%			
	Total Utilities	62,690	9,287	53,403	14.8%			
700	Equipment Maint Contracts	17,640	4,295	13,345	24.3%	25,770	(8,130)	146.1%
710	SETCIC fees	3,600	7	3,593	0.2%			
720	Legal/Professional	48,071	3,661	44,410	7.6%	21,964	26,107	45.9%
730	IT Services	101,200	16,343	84,857	16.1%			
740	Software Maintenance Contracts	58,545	38,417	20,128	65.6%	230,506	(171,955)	395.7%
	Total Contract Services	229,056	62,722	166,334	27.4%			
800	Accreditation	1,200	0	1,200	0.0%	0	1,200	0.0%
810	Uniforms	30,000	4,819	25,181	16.1%			
820	Radio parts and labor	30,536	0	30,536	0.0%	0	30,536	0.0%
830	Firearms Training & Ammo	5,500	1,449	4,051	26.3%			
835	Tasers	11,000	9,656	1,344	87.8%	57,936	(46,936)	526.7%
840	Training & Prof Dues	44,000	7,643	36,357	17.4%			
850	Travel	7,000	(11)	7,011	-0.2%	(65)	7,065	-0.9%
860	Recruiting Costs	5,000	175	4,825	3.5%			
870	Criminal Investigations	3,500	147	3,353	4.2%	885	2,617	25.2%
880	Contingency	15,000		15,000	0.0%			
890	Small Equipment	2,500	174	2,326	6.9%	1,042	1,458	41.7%
	Total Office	155,236	24,052	131,184	15.5%			
	TOTAL GENERAL	5,357,726	725,832	4,631,894	13.5%			

**Memorial Villages Police Department
Vehicle Replacement**

For the two months ended Feb 19 16.67%

Prior Year Cash Carryover	85,709.54			
FY19 Assessment collected to date	21,998.49	FY19 Assessment remaining	58,001.51	
FY19 Interest earned to date	70.66			
FY19 Expenditures	(11,303.53)			
FY19 A/P	-			
Cash Balance @ 2/28/19	96,475.16			

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
1000 Vehicle Replacement	80,000	11,304	68,696	14.13%	67,821	12,179	84.2%
Total Vehicle Replacement	80,000	11,304	68,696	14.1%			

**Memorial Villages Police Department
Special Capital Assets**

For the two months ended Feb 19 16.67%

Prior Year Cash Carryover	84,355.98			
FY19 Assessment collected to date	-	FY19 Assessment remaining	0.00	
FY19 Interest earned to date	59.48			
FY19 Expenditures	(25.15)			
FY17 A/P	(8,497.00)			
Cash Balance @ 2/28/19	75,898.31			

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>							
2880 Capital Projects	0	25	(25)	0.0%	181	(151)	#DIV/0!
Total Capital Items	0	25	(25)	0.0%			
Total Capital Outlay	80,000	11,329	68,671	14%			

Memorial Villages Police Department

DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
GENERAL FUND	5,357,726	725,832	4,631,894	14%			
VEHICLE & SPECIAL CAPITAL ASSETS	80,000	11,329	68,671	14%			
TOTAL BUDGET	5,437,726	737,161	4,700,565	14%			

MEMORIAL VILLAGES POLICE DEPARTMENT
PROJECTED CASH BALANCE
28-Feb-19

7-Mar-19

All Funds (MODIFIED CASH BASIS PROJECTIONS)

Cash collected for FY19 @ 02/28/19	\$	1,362,423
Estimated Expenditures (Feb 19)	\$	737,161
Estimated cash on hand @ 02/28/19 for FY19 activities	\$	625,262

Cash Balances@ 02/28/19:

Health Benefits		\$10,812
General		\$1,038,002
Vehicle Replacement		\$96,475
Dare Fund		\$19,888
Special Capital Assets		\$75,893
Actual cash balance @ 02/28/19 all accounts		\$1,241,070

	2019 YTD Budget	2019 YTD Actual	2019 YTD Difference (Budget vs. Actual)	2019 Total Adopted Budget
All Funds (Modified Accrual Basis Projections)				
GENERAL FUND REVENUES	1,339,405	1,340,294	889	5,357,726
GENERAL FUND EXPENDITURES		725,832		
NET REVENUES OVER EXPENDITURES		614,462		
VEHICLE REPLACEMENT REVENUES	21,998	22,069	71	80,000
VEHICLE REPLACEMENT EXPENDITURES		11,304		
NET REVENUES OVER EXPENDITURES		10,766		
SPECIAL CAPITAL ASSETS REVENUES	0	59	59	0
CAPITAL EXPENDITURES		25		
NET REVENUES OVER EXPENDITURES		34		
COMBINED REVENUES	1,361,404	1,362,423	960	5,437,726
COMBINED EXPENDITURES		737,161		
COMBINED NET REVENUES / EXPENDITURES		625,262		
Formal reserves:				
DARE				\$19,888
VEHICLE REPLACEMENT				\$96,475
SPECIAL CAPITAL ASSETS				\$75,893
WORKING CAPITAL				\$60,000
STATE TRAINING FUNDS				\$3,026
				\$255,283



FY 2020 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Distribution of Budget Documents	Finance Manager	March 6, 2019
2. Budget Planning Session	Chair/Chief/Finance Manager	April TBD
3. Completion of Budget Requests	Administrative Staff	April TBD
4. Review Analysis of Requests with Chief of Police	Chief/Admin/Finance	March – Apr TBD
5. Budget Discussion	Chief/Finance/Finance Committee	May TBD
6. Budget Overview Presentation	Police Chief	May 13
7. Budget workshop if needed	Police Chief/Commissioners	May TBD
8. Approval of Budget Recommendation	Board of Police Commissioners	June 10
9. Presentation to Bunker Hill	BH Commissioner/Chief of	June 18/TBD
10. Presentation to Piney Point	PP Commissioner/Chief of Police	June 24/TBD
11. Presentation to Hunters Creek	HC Commissioner/Chief of Police	June 25/TBD

Autonomous Drone Dispatch Proposal

Memorial Villages: Hunter's Creek

Paladin Drones

Overview

In accordance with Memorial Villages' commitment to staff its first responders in Police, Fire, and EMS services with cutting edge technology to act as a force multiplier in their daily jobs, Paladin Drones proposes the implementation of an autonomous drone response system to provide personnel with a live overhead view of an emergency scene before they arrive.

Paladin Drones will be conducting this trial of their service for 3 months in order to study how having a live overhead view of a scene before arriving helps officers and firemen better prepare for the incident they are about to see. Paladin Drones believes autonomous response drones to be the future of public safety services, and is the singular company leading the effort to the future.

This trial will be conducted free of charge to Hunter's Creek and/or Memorial Villages Police Department

Trial Breakdown

The 3 month long trial program will consist of 4 main parts:

1. **Hardware:**
 - a. Paladin Drones will provide the department with a Matrice 210 equipped with a thermal XT2 Camera, and a zoom Z30 camera
 - b. The drone will be housed at Hunter Creek's City hall area, near the back shed.
2. **Software:**
 - a. Paladin Drones will interface with the Police Computer Automated Dispatch (CAD) software to pull the latitude and longitude area of every 911 call received.
 - b. Paladin Drones will not take any personal information about 911 calls other than their location and the type of response (police, fire, or ems) they prompted.
3. **Deployment:**
 - a. Paladin Drones will dispatch the Hardware using the Software to every 911 call received.
 - b. Dispatches, police officers, firemen, and any other personnel authorized by Hunter's Creek will have access to the Live View from the drone.
 - c. In accordance with FAA laws, Paladin Drones will be providing a Visual Observer (VO) at all times of active operation of the drone.

- d. This VO will be an FAA-certified pilot, and have manual override control of the drone to prevent malfunctions
 - e. The drone will be deployable for 40 hours a week during the trial, with an option to increase the hours to a near 24/7 service if needed
 - f. The following describes a potential deployment schedule:
 - i. Mondays 9am – 5pm
 - ii. Tuesdays 12pm – 8pm
 - iii. Thursdays 10pm – 6am
 - iv. Fridays 8pm – 4am
 - v. Sundays 10am – 6pm
4. Study
- a. Paladin Drones will conduct a study on how the use of their autonomous drone service helps daily call response.
 - b. This will be focusing on the difference in response times, the amount of information available, and the quality of said information.
 - c. All data collected from the study will be available to Hunter’s Creek and Memorial Villages Police Department

Previous Deployments:

Paladin Drones has previously tested their service in the cities of Berkeley and San Jose. Some of the footage from these deployments can be found here:

<https://www.youtube.com/watch?v=G1wJCzclerU&feature=youtu.be>

Resource Request

In order to have a successful trial of our service, Paladin Drones requests the following resources from Hunter’s Creek and Memorial Villages Police Department:

1. Access to the back parking lot of Hunters Creek’s City Hall to house the drone (circled in blue in the following image)



2. Access to an electric outlet close to the back parking lot (as circled above)

3. Ideally, access to one of the garage spaces, or the shed, to house the drone while not being deployed
4. Access to the Memorial Villages Police Department's CAD system to pull latitude and longitude information from 911 calls

Service Workflow

The following describes the workflow of our service:

1. 911 call is received to the Dispatch system, and the dispatcher gets location of call
2. Paladin Drones software pulls the location information from CAD
3. The drone is autonomously deployed to the location using Paladin Drones autonomous software
4. The Live Video Feed from the drone is published upon drone deployment to all authorized city personnel
5. Drone arrives on scene and starts doing a 360 circle
6. City Personnel use the video feed to gain situational awareness of emergency and be better prepared
7. Drone returns to home point autonomously
8. Drone lands, and is ready to go again for the next deployment
9. Steps 1-8 repeat for every 911 call

Sincerely,
Divyaditya Shrivastava
CEO, Paladin Drones

Response to Paladin Proposal

General:

1. **Liability.** Paladin will need to provide a blanket certificate of indemnity as well as naming Hunter's Creek (HC) and Memorial Villages (MV) as additionally insured for the entirety of this project.
2. Paladin will provide a statement that all operations will be conducted in complete accordance with FAA regulations in addition to local, state, and federal law.
3. Paladin will supply HC and MV with copies of Part 107 licenses for all Paladin drone pilots (VO) used prior to commencement of this trial.
4. What is the training curriculum for HC and MV personnel?
5. What are the escalation procedures in case of drone related incident?
6. How are on duty personnel notified when a drone has responded to a scene?
7. If the drone is deployed to an active site and that site is dynamic will the VO take control and follow the scene?
8. How is air traffic monitored to ensure the drone is not deployed into airspace occupied by other aircraft such as Medivac?
9. Paladin agrees to provide all video, images and telemetry data to HC and MV in order to maintain internal records compliance.

Trial Breakdown

2. Software

- a. Define "every". What are the operational procedures for multiple simultaneous calls?
- b. Define "take".

3. Deployment

- b. Dispatchers (spelling)
- c. Define "active operation". Is this any time the drone is on duty or only during flight operations.

4. Study

- a. What data will be used for the baseline? How will the results be used? If the study results are to be shared with 3rd parties a written release must be obtained from an authorized representative of HC and MV.**

5. Service Workflow

2 and 3. What is the override procedure? By example, an elderly woman calls in that her cat ran away.

4. How is the streaming video secured from 3rd parties?



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

Raymond Schultz
 Chief of Police

March 18, 2019

TO: MVPD Police Commissioners
 FROM: R. Schultz, Chief of Police
 REF: February Monthly Report

During the month of February, MVPD responded/handled a total of 5,833 calls/incidents. 4,135 House watch checks were conducted. 758 traffic stops were initiated with 833 citations being issued for 1448 violations. (Note: 17 Assists in Hedwig, 191 in Houston, 0 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	2105/4824	1587/3811	2	299	2@3:14
Piney Point:	1553/3716	1100/2725	4	268	2@3:18
Hunters Creek:	1961/5389	1445/4240	2	266	8@4:08 12@3:47

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	174	Ord. Violations:	29	Speeding:	279
Accidents:	8	Info Reports:	56	Exp. Registration:	100
Assist Fire:	25	Suspicious Situations:	98	No Ins:	106
Assist Rescue:	29	Welfare Checks:	14	No License	100
				Stop Sign:	69

This month the department generated a total of 99 police reports.

Crimes Against of Persons (1)
 Sexual Assault 1

Crimes Against Property (12)
 Burglary of a Habitation 1
 Theft – Misdemeanor 1

Identity Theft 5
 Forgery/Fraud 5

Petty/Quality of Life Crimes/Events (86)
 Poss. of a Controlled Sub/Para. 5
 Warrants 43
 Evading 3
 Information Reports 8
 Misc. Reports 18

Public Intoxication 2
 Minor in Possession 1
 Criminal Mischief 3
 DWI 3

Arrest Summary: Individuals Arrested (54)
 Felony Arrests 1
 Warrants 43

Class 3 Arrests 7
 DWI 3

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	594,216	4,640,414	13%
• Operating Expense:	131,616	717,312	18%
• Total M&O Expenditures:	725,832	5,357,726	13.5%
• Capital Expenses:	11,329	80,000	14%
• Net Expenses:	737,161	5,437,726	14%

Follow-up on Previous Month Items/Requests from Commission

- The personnel committee met on 2/22/19 and began initial work on the FY20 budget aspect of personnel costs, benefits and compensation.

Personnel Changes/Issues/Updates

- We continue to have 1 sworn officer and 1 dispatcher vacancy. We have expanded our employment advertising to include; Discover Policing.org, TPCA and TML.

Major/Significant Events

- 2/6/19 Officers responded to the Racquet Club in reference to a shooting victim driving up to the guard shack. Through investigation detectives learned that the shooting event itself occurred in the City Houston near the Mall. HPD was notified and took over the investigation.
- 2/12/19 KPRC aired a news story on the MVPD use of Drone Technology in the Villages.
- 2/12/19 MVPD staff presented at the annual Tealwood N. A. meeting.
- 2/17/19 Officers were dispatched to delayed burglary report. Officers learned that the home owner is out of the country for an extended period and a relative was staying at the home. The relative had failed to set the alarm or activate the security cameras while leaving town herself. Only 1 item was missing, and several other more valuable items were left behind. Detectives are investigating.
- 2/25/19 Officers were dispatched to a residence on Jeffers Court. Officers were informed of a Sexual Assault involving a juvenile. Parents of the child located information about their daughter having consensual sexual relations with an adult boyfriend. Due to the age difference between the two, the relationship meets the statutory definition of Statutory Rape. Detectives are working with CPS and have scheduled a safe house interview.

Status Update on any Major Projects

- Staff participated in a demonstration of a new GPS fleet management system. The system, Fleet Complete is a partner with AT&T and is apart of FirstNet. The system can fully integrate with CAPERS. The current vehicle tracking system is a unsupported Google Earth based free (shareware) system with limited functionality.
- The new Health Care Benefit enrollment process has been completed and the new insurance takes effect on 4/1/19.

V-LINC new registrations in February: +25

BH – 1042/1250 (+8)

PP – 785/1156 (+2)

HC – 1009/1514 (+15)

Out of Area – 370 (+0)

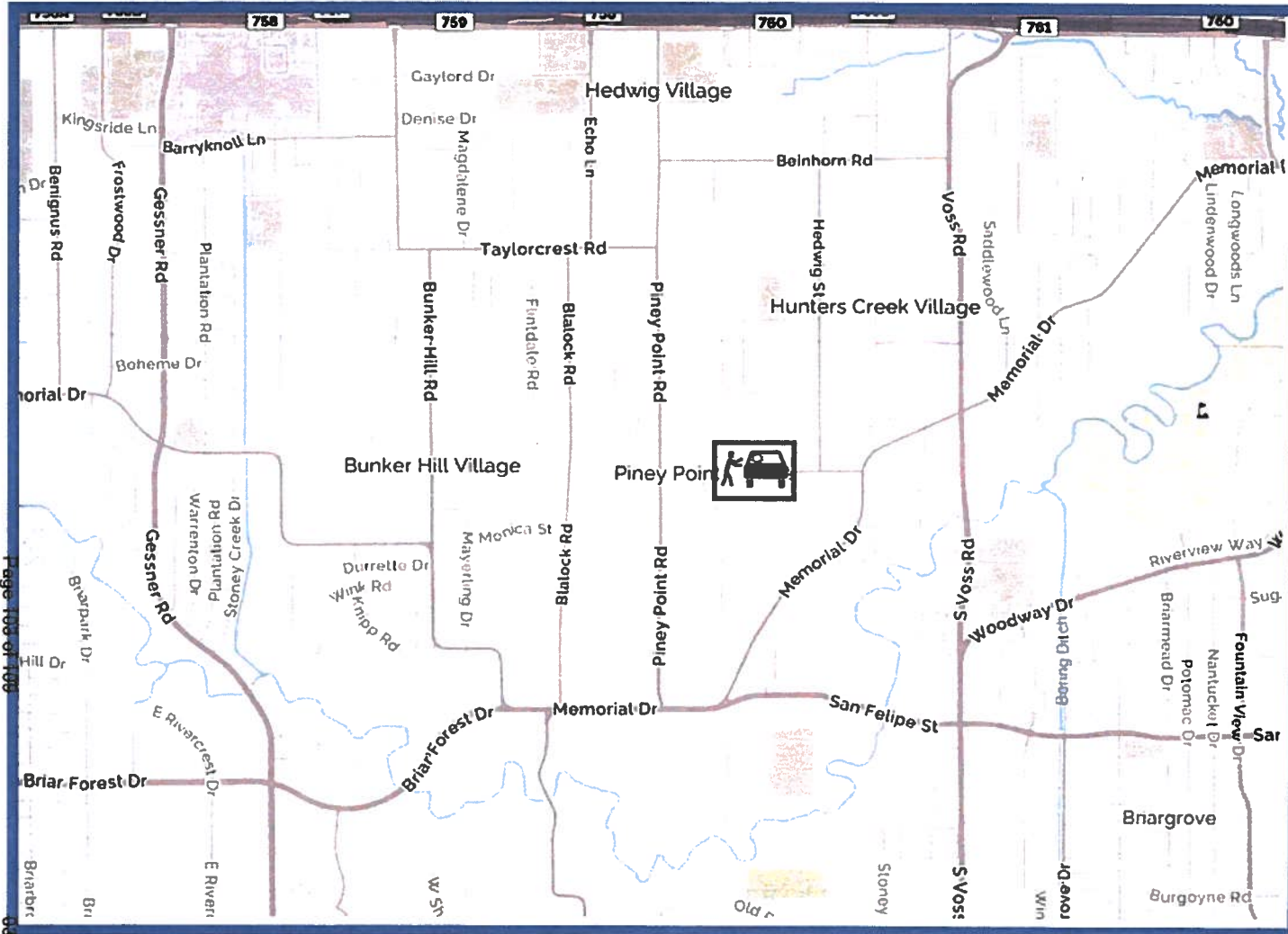
2019 Auto Burglary Map

Address

11140 Greenbay

POE

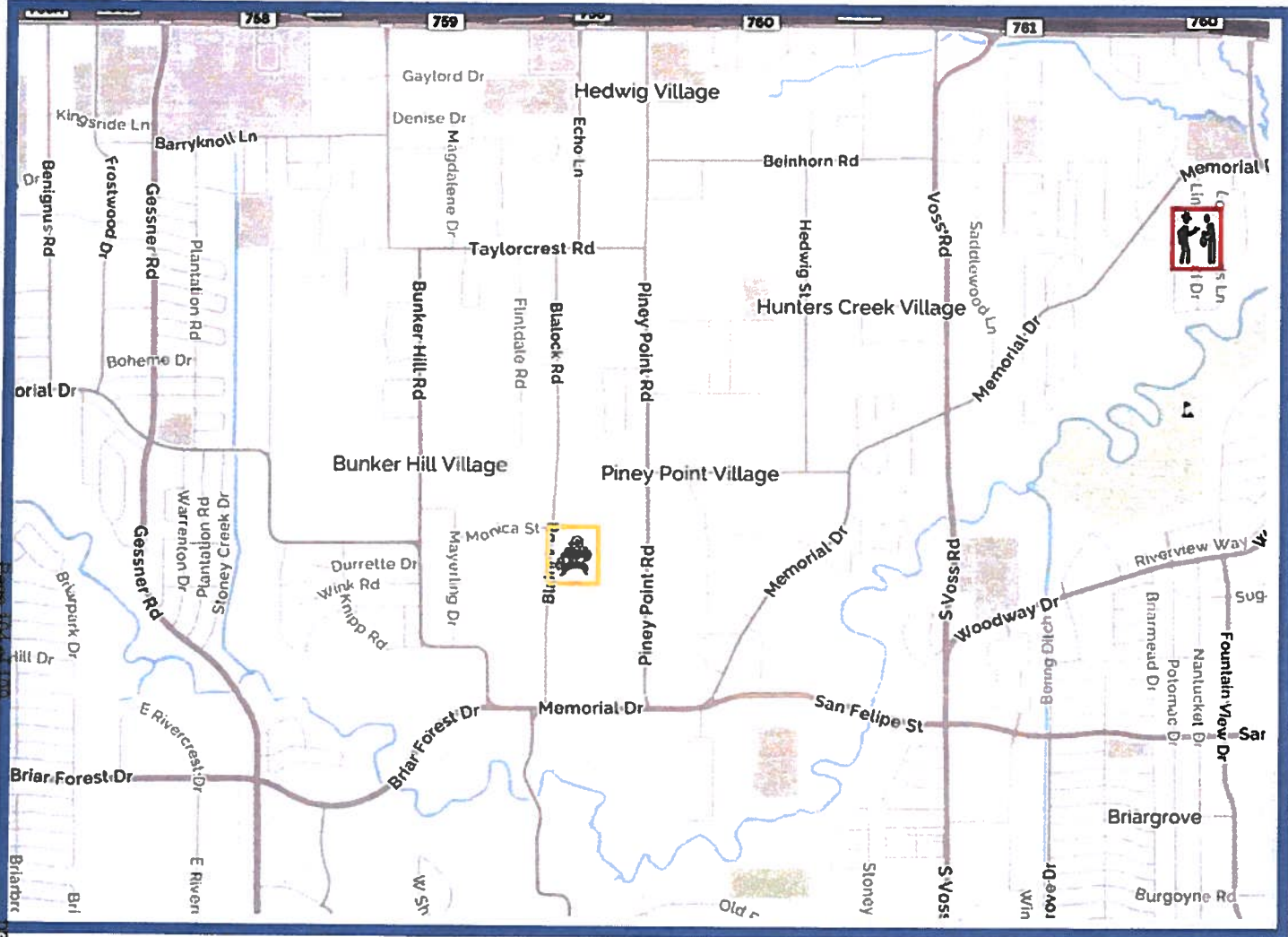
Rear Door Glass



	Daytime Burglary
	Nighttime Burglary

2 3 4

3/06/19



2019 Burglary Map

Address	Alarm	POE
2 Brompton Ct	NS	Rear Window

2019 Robberies

Address	MO
601 Lindewood	BMV/Firearm

-  Daytime Burglary
-  Nighttime Burglary
-  Robbery

3/06/19

February 2019 VFD Assists

Calls received directly by MVPD via 911/3700

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

Total – 4	4:42
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Fire – 0	0
----------	---

EMS – 4	4:42
---------	------

By Village

BH Fire – 0	0
-------------	---

BH EMS – 1	2:13
------------	------

PP Fire – 0	0
-------------	---

PP EMS – 0	0
------------	---

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

HC EMS -3	5:54
-----------	------

Combined VFD Events (Priority + Radio)

Total – 29	3:42
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Fire – 16	4:20
-----------	------

EMS – 13	3:24
----------	------

Radio Call Events

Total – 25	3:49
------------	------

Fire- 16	4:20
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EMS- 9	2:58
--------	------

**VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
THURSDAY, MARCH 21, 2019, 6:00 P.M.
VILLAGE FIRE DEPARTMENT
AMENDED AGENDA**

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **Thursday, March 21, 2019, 6:00 P.M.**, at Hedwig City Hall, 955 Piney Point Rd., Houston, TX 77024

1. **CALL TO ORDER**
2. **COMMENTS FROM THE PUBLIC**
3. **CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - 3A. Approval of Minutes – February 27, 2019 – Regular Board Meeting
 - 3B. Approval of bills paid – February 2019
4. **REPORTS**
 - 4A. Fire Chief's Report -Events of February 2019; Monthly Performance Reports; Record of Calls; EMS Collections, Operational issues, and Response Time
 - 4B. Building restoration subcommittee report and possible action
 - 4C. Dispatch subcommittee report and possible action
 - 4D. Interlocal agreement subcommittee report and possible action
 - a. Discussion on VFD letter of intent
(Fire and EMS services provided by the Village Fire Department to Bunker Hill Village)
5. **CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following -
None
6. **CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:
None
7. **CONSIDERATION OF AND ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following –
 - 7A. Discussion and possible action on performing a compensation study to look at our compensation structure.

**VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
March 21, 2019
PAGE 2**

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

None

9. **CLOSED SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss following matters: None

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

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

1) When the Governmental body seeks the advice of its Attorney about:
(A) Pending or contemplated litigation; or
(B) A settlement offers

2) On a matter in which the duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter

10. **ACTION – CLOSED SESSION** – The Board of Directors will discuss and consider any actions necessary on items discussed in Executive Session - None

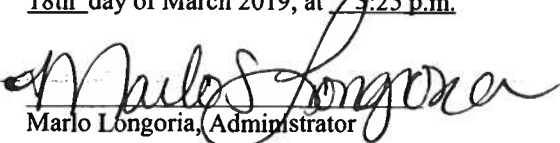
11. **FUTURE TOPICS**

12. **NEXT MEETING DATE**

Wednesday, April 24, 2019

13. **ADJOURNMENT**

I certify that the agenda for March 21, 2019, Regular Monthly Meeting was posted at the fire department this the 18th day of March 2019, at 3:25 p.m.


Marlo Longoria, Administrator

The facility is wheelchair accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours before this meeting. Please contact the Fire Chief's Office at (713) 468-7941 or FAX (713) 468-5039 or longoria@villagefire.org for further information

MINUTES
VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, FEBRUARY 27, 2019 AT 6:00 P.M.
HEDWIG CITY HALL
955 PINEY POINT, HOUSTON TEXAS 77024

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

1. CALL TO ORDER

Present and
Voting Were:

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

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

Others

Present Were:

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

Alternate Henry Kollenberg
Alternate Frank Doyle
Alternate Ray Leiker
Alternate Mayor Brian Muecke
David Foster, Fire Chief
Marlo Longoria, Administrator
Grady Randle, Attorney
Bert Rosenbaum and other visitors

Absent

Were:

City of Spring Valley Village
City of Spring Valley Village

Commissioner Allen Carpenter, Treasurer
Alternate Mayor Tom Ramsey

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, FEBRUARY 27, 2019
MINUTES – PAGE 2

Commissioner Nash requested that the agenda be taken out of numerical order and 4E be discussed.

4E. Interlocal agreement subcommittee report and possible action

Alternate Mayor Muecke and Mayor Mark Kobelan discussed and presented the VFD (Village Fire Department) and the BVH (Bunker Hill Village) meeting summary.

The VFD-BVH meeting summary is attached to these minutes as *Exhibit A*.

The commission requested that the VFD attorney, Grady Randle, propose a Letter of Intent as stated in the VFD-BVH meeting summary.

2. COMMENTS FROM THE PUBLIC:

None

3. CONSENT AGENDA - All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

3A. Approval of Minutes

Approval of Minutes – January 23, 2019 – Regular Board Meeting

3B. Approval of Bills Paid

Approval of Bills Paid – January 2019

Commissioner Nash asked for a motion to approve the consent agenda. Commissioner Johnson moved, Commissioner Carlton seconded to approve the items of the Consent Agenda.

Commissioners Byrne voted “Aye,” “Noes” none.

No vote was taken for Spring Valley

MOTION CARRIED UNANIMOUSLY

4. Reports

4A. Treasurer’s Financial Reports – December 2018 / January 2019

Marlo Longoria reported the unaudited final financial numbers for December 2018 as well as the financials for January 2019. She stated the January financials had two large purchases causing the budget year to date to show expenses exceeding revenue. Marlo Longoria reported that \$69,000 was spent on budgeted defibrillators. However, the department would receive \$4,000 back as a rebate. The department also paid \$15,000 on new mattresses for sleeping quarters.

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, FEBRUARY 27, 2019
MINUTES – PAGE 3

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

- Reviewed 2018 end of year report; reflects 2018 Attach as *Exhibit B*
- Budget all looks good
- New Defibrillators placed on ladder and engine
- Vaults were put on trucks with the same drugs on the rescue vehicle. All vehicles have medications needed to perform emergency responses.
- Hired a new Medical Director. The medical director works for the state no longer need to cover on VFD insurance
- Training: Swiftwater training and active shooter
- The VFD is setting up a joint training with Police departments on “Stop the Bleed classes” how to handle bleed out situations.
- Trucks are in working order
- All roof leaks have been addressed

4C. Building restoration subcommittee report and possible action

Commissioner Carlton reported on Building restoration and subcommittee report

- Roof inspection: The consultant, Karl Schaack walked the roof and put together a punch list of items that still need to be completed. Once these items complete a substantial completion contract will be put together.
- Building restoration: The committee met and reviewed the Contract for ACGC as the Program Manager, and the contract was executed.

4D. Dispatch subcommittee report and possible action

No comments nor discussion occurred

4E. Moved

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

5A. None

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

6A. None

7. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS –

7A. Consideration of and possible action retaining the 4th quarter ambulance revenue in 2019

Marlo Longoria presented VFD retains the ambulance revenue of \$39,780.00.

Commissioner Nash asked for a motion that the fire commission proposes to their cities that the VFD retain the 4th quarter ambulance revenue of \$39,780.00. Commissioner Johnson moved, Commissioner Byrne seconded to approve the items presented.

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

None

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

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

A. Discuss Fire Chief's 2018 performance and 2019 salary

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

1) When the Governmental body seeks the advice of its Attorney about:

- (A) Pending or contemplated litigation; or
- (B) A settlement offer/s

2) On a matter in which the duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter

9B. City of Bunker Hill

Commissioner Nash asked for a motion to go into executive session at 7:10 p.m. Commissioner Johnson moved, Commissioner Carlton seconded to go into executive session.

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

No Action was taken

Back in session at 7:49 pm

11. **FUTURE TOPICS**

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, FEBRUARY 27, 2019
MINUTES – PAGE 5

12. NEXT MEETING DATE

Proposed March 21, 2019

Commissioner Nash asked for a motion to approve the meeting to be moved to March 21, 2019. Commissioner Johnson seconded.

13. ADJOURNMENT

Commissioner Nash moved to adjourn at 7:50 p.m. seconded by Commissioner Johnson.

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

MOTION CARRIED UNANIMOUSLY

Respectfully submitted

Commissioner Zeb Nash, Vice-Chair

Attest:

Commissioner Jay Carlton, Secretary

VFD - BHV MEETING SUMMARY

Exhibit A

- 10/8/2018 MEETING AT PPV
MK, JAY WILLIAMS, DERRY ESSARY, TOM RAMSEY, ZEB NASH
DIS- COOL DOWN, LOSS OF TRUST, PROPOSAL TO MOVE FORWARD, GOOD FAITH GESTURE
- 11/27/2018 LUNCH
MK, JAY WILLIAMS
DIS- BHV PROPOSAL TO VFD, SET UP WORKSHOP TO GET FEEDBACK PRIOR TO PRESENTING PROPOSAL
- 12/19/2018 VFD COMMISSIONERS MEETING
COMMISSIONERS AND BHV REPRESENTATIVES
BHV PROPOSAL TO REENTER VFD AND GET A FUTURE EMS STATION IN BHV
- 1/9/2019 PHONE CONVERSATION
BRIAN MUECKE, DERRY ESSARY
DIS- HYBRED SOLUTION W/ BHV EMS AND VFD FIRE SERVICE
- 1/15/2019 MEETING AT HEDWIG VILLAGE
BRIAN MUECKE, DERRY ESSARY
WHITE BOARD UNIVERSE OF OPTIONS, PREFERRED OPTION IS BHV EMS AND VFD FIRE SERVICE
- 1/25/2019 LUNCH
MK, JAY WILLIAMS
TIME CRUNCH W/11 MONTHS LEFT, PREFER COMPROMISE, NEED 1 OR 2 TO NEGOTIATE NOT COMMITTEE
- 1/31/2019 MEETING AT HEDWIG VILLAGE
MK, BRIAN MUECKE, JIM PAPPAS, OTHER REPRESENTATIVE
REVIEW WHITE BOARD AND DERRY'S PREFERRED OPTION DECIDED TO SET UP MEETING W/ JAY AND DERRY
- 2/1/2019 BREAKFAST
MK, PAM KERSEY (BHV MAYORAL CANDIDATE)
ASSURED HER THAT WE ARE TRYING TO WORK OUR SOLUTION TO PROVIDE SERVICE TO BHV
- 2/5/2019 LUNCH MEETING AT HRC
MK, BRIAN MUECKE, FRANK DOYLE, JAY WILLIAMS, DERRY ESSARY
LONG MEETING TO GET BHV ACTUAL POSITION, INTENTION IS TO GET BHV EMS IN 2 YRS WITH VFD PARTIAL SERVICES FOR A 50% TO 58% FEE, ALSO GET SOME CONTRIBUTION FROM OTHER VILLAGES FOR BHV EMS
- 2/8/2019 MEETING AT VFD
MK, BRIAN MUECKE, ZEB NASH, CHIEF FOSTER
DIS- FEASIBILITY OF PARTIAL SERVICES AND ISSUES W/ BHV EMS PLAN
AS A RESULT OF THIS MEETING WE DETERMINED THAT THE CONTRACT SERVICE SHOULD BE FULL SERVICE ONLY. DUE TO ISSUES W/ DISPATCH, # OF RESPONDERS, POSS ERROR IN VILLAGE BOUNDARIES, ECT
- 2/11/2019 CONFERENCE CALL
MK, BRIAN MUECKE, RUSSELL HERRON
DIS- PROPOSAL FOR 4 YR CONTRACT FOR FULL SERVICE FROM VFD W/ POSSIBLE REENTRY ON 1/1/2024
RUSSELL OK WITH PROPOSAL
- 2/13/2019 LUNCH MEETING AT HRC
MK, BRIAN MUECKE, TOM RAMSEY, JIM PAPPAS
DIS- PROPOSAL FOR 4 YR CONTRACT FOR FULL SERVICE FROM VFD W/ POSSIBLE REENTRY ON 1/1/2024
TOM INSISTANT ON 1/1/2020 REENTRY, JIM IN AGREEMENT WITH PROPOSAL
- 2/13/2019 AFTER LUNCH MEETING AT HRC
MK, BRIAN MUECKE, JAY WILLIAMS
LONG DISCUSSION ABOUT PROPOSAL WITH FINAL UNDERSTANDING. *Contract Service Not as a member*
1. FOUR YEARS OF FULL CONTRACT SERVICE 2020, 2021, 2022, 2023
2. BHV PAYS 19% OF THE BUDGET (ALL FUNDS) EACH YEAR BUT WILL NOT HAVE A VOTE
3. BHV COUND SET UP AN EMS STATION AT ITS OWN EXPENSE
4. IF BHV SETS UP EMS STATION VFD WOULD STILL PROVIDE FULL SERVICE
5. BHV WOULD HAVE THE OPTION TO REENTER VFD ON 1/1/2024 - OPTION EXERCIZABLE O/B 6/30/2022
- 2/14/2019 MK SENDS LETTER FROM PPV TO VFD FIRE COMMISSION OUTLINING ABOVE PROPOSAL
- 2/15/2019 MK SENDS LETTER FROM PPV TO ALL MAYORS INC JAY WILLIAMS OUTLINING ABOVE PROPOSAL

QUESTIONS

WHY A FOUR YEAR CONTRACT?

JAY SAID A ONE YEAR EXTENSION WITHOUT AUTOMATIC REENTRY WAS NO GOOD BECAUSE THEY WOULD HAVE TO START BUILDING A FIRE DEPARTMENT IMMEDIATELY TO BE READY BY 2021 AND THEY COULD NOT RELY ON GETTING FUTURE ONE YEAR EXTENSIONS

WE DO NOT WANT TO LET BHV BACK INTO THE GOVERNANCE UNTIL THE RECONSTRUCTION OR RENOVATION IS COMPLETED AND ALL BILLS ARE PAID. I AM UNWILLING TO HAVE THIS ISSUE REPEATED FOOL ME ONCE, SHAME ON YOU . FOOL ME TWICE, SHAME ON ME

THE ENTIRE PROJECT WILL BE COMPLETED BY 1/1/2024

BHV HAS NO PROBLEM WITH A FOUR YEAR CONTRACT IF THEY KNOW THEY CAN REENTER THE VFD ON 1/1/2024

BHV WILL BE REQUIRED TO LET THE VFD KNOW IF THEY INTEND TO REENTER THE VFD 18 MONTHS BEFORE 1/1/2024

WHAT WILL HAPPEN TO THE BHV EMS STATION?

IT SEEMS UNLIKELY THAT BHV WILL GO AHEAD WITH THEIR OWN EMS STATION IF THEY HAVE TO PAY ALL OF THE COSTS

IF THEY DO WE CONSIDER IT AN EXTRA LAYER OF PROTECTION (LIKE SECURITY SERVICES ON PRIVATE STREETS) THAT THE BENEFICIARIES NEED TO PAY FOR (PRIVATE STREETS WITH SECURITY SERVICES DO NOT GET A PROP TAX REDUCTION)

WILL BHV AGREE TO THIS PROPOSAL?

BHV HAD A MEETING ON 2/19/2019 AND PRESENTED A SLIDE TITLED "SETTLEMENT DISCUSSIONS"
IT HAD THREE OPTIONS:

- 1 BHV APPROVED AND PAID ALL DISPUTED COSTS AND ASKED TO BE RECOGNIZED AS A FULL MEMBER OF VFD
BHV ASKED THE FIRE COMMISSION TO WORK IN GOOD FAITH TO BUILD A SECOND STATION WHEN A SECOND AMBULANCE IS FULLY STAFFED BY THE VFD

WE HAVE NOT FOUND ANY OTHER VILLAGES THAT ARE WILLING TO AGREE TO PAY TO BUILD AND STAFF A SECOND STATION IN BHV. ALTHOUGH THIS STATEMENT INDICATES THAT IT WILL BE BUILT ONLY IF AND WHEN IT IS NEEDED, DERRY ESSARY MADE IT CLEAR IN OUR MEETING ON 2/5/19 THAT THEIR ACTUAL INTENTION IS TO BEGIN THIS PROCESS AND HAVE IT UP AND RUNNING BY THE END OF 2020

- 2 BHV TO CONTRACT WITH VFD FOR FIRE SERVICES AND BHV TO PROVIDE ITS OWN EMS SERVICE

AS A RESULT OF THE MEETING WITH CHIEF FOSTER, WE DETERMINED THAT THE CONTRACT SERVICE SHOULD BE FULL SERVICE ONLY. DUE TO ISSUES W/ DISPATCH, # OF RESPONDERS, POSS ERROR IN VILLAGE BOUNDARIES, DIFFICULTY IN PRICING A PARTIAL SERVICE, ECT.

WE ALSO ASKED WHAT THEY WOULD DO IF THEY NEEDED A SECOND EMS UNIT AT THE SAME TIME AND THEY STATED THAT MAYBE VFD COULD ALSO PROVIDE BACK UP EMS SERVICE IF NEEDED.

- 3 BHV CONTRACTS WITH VFD FOR FIRE AND EMS FOR FOUR ADDITIONAL YEARS AFTER 12/31/2019.
BHV HAS THE RIGHT TO OPT IN TO MEMBERSHIP AT THE END OF THE FOUR YEAR PERIOD WITH EIGHTEEN MONTHS NOTICE

THIS IS EXACTLY WHAT WE PROPOSED TO JAY ON 2/13/19

THE BHV CITY COUNCIL AGREED THAT THEY WOULD SUPPORT ANY OF THESE THREE PROPOSALS, THEREFORE THEY HAVE AGREED TO THE PROPOSAL THAT WE PRESENTED TO JAY ON 2/13/19

MOVING FORWARD

LETTER OF INTENT

VFD WILL NEED TO HAVE AN ATTORNEY PREPARE A LETTER OF INTENT TO OUTLINE THE DETAILS OF THIS PROPOSAL
EACH VILLAGE CITY COUNCIL WILL HAVE TO APPROVE THE LETTER INCLUDING BHV

CONTRACT FOR FIRE AND EMS SERVICES

ONCE THE LETTER OF INTENT IS FULLY SIGNED, THE ATTORNEY WILL HAVE TO CREATE THE CONTRACT FOR FIRE
AND EMS SERVICES BETWEEN VFD AND BHV

AMMEND THE INTERLOCAL AGREEMENT

BEFORE BHV REJOINS THE VFD THE INTERLOCAL AGREEMENT NEEDS TO BE MODIFIED TO INCLUDE THE FOLLOWING
ISSUES (JAY WILLIAMS IS AWARE OF THESE POSSIBLE CHANGES):

- 1 THE INTERLOCAL AGREEMENT NEEDS TO CLEARLY STATE THAT THE BUDGET CAN INCLUDE FUNDS FOR
OPERATING EXPENSES AND FUNDS FOR FACILITIES, SUCH AS RENOVATION OF THE FIRE STATION
- 2 THE INTERLOCAL AGREEMENT NEEDS TO CLEARLY STATE THAT A CITY CANNOT APPROVE PART OF A
BUDGET. TO REMAIN A MEMBER OF THE VFD EACH CITY MUST APPROVE THE ENTIRE BUDGET EACH YEAR
- 3 THE CITY OF PINEY POINT VILLAGE WOULD SUPPORT AN AMMENDMENT TO THE INTERLOCAL AGREEMENT
THAT ELIMINATES THE RIGHT OF ANY CITY TO RECEIVE PAYMENT FOR ASSETS IF IT DECIDES TO LEAVE
THE FIRE DEPARTMENT

SUPPORT OF PINEY POINT VILLAGE

ON FEBRUARY 26, 2019 THE CITY OF PINEY POINT VILLAGE HAD A SPECIAL MEETING AND THIS PROPOSAL WAS PRESENTED
TO THE CITY COUNCIL BY MARK KOBELAN, MAYOR OF PINEY POINT VILLAGE, AND THE CITY COUNCIL UNANIMOUSLY
SUPPORTED THE PROPOSAL.



VILLAGE FIRE DEPARTMENT

901 Corbindale Rd
Houston, Texas 77024
713-468-7941

2018 Annual Report

ISO Class I

Exhibit B

Number of Emergency Calls: 2239
Fire Type Calls: 1298 % of Calls: 60%
EMS Type Calls: 941 % of Calls: 40%

Number of Fire/EMS Trucks responded on calls: 3930
 Total number of EMS patients: 954
 Total Number of patients transported: 711
 Min. number of firefighters/paramedics on duty: 10
 Average number of firefighters/paramedics on duty: 11.5
 Most common hospital transported to:
 Memorial City Medical Center: 82%
 % of Patients over age of 50: 54%
 % of Patient over age of 75: 25
 Average minutes transport to hospital: 11
 Total amount billed for EMS transports: \$1,646,529
 Total revenue received from EMS transports: \$ 285,138

Total number of working fires: 12
 Total amount of fire loss: \$90,200
 Number of non-firefighter injuries:
 (smoke inhalation) 1
 Number of firefighter injuries:
 (knee injury) 1
 (smoke inhalation) 1
 Average dispatch time in seconds: 45
 Average Turnout Time in seconds: 40
 Average Travel Time in minutes & seconds: 4:00
 Average Total Response Time minutes & seconds: 5:42

TYPES OF MEDICAL CALLS		TYPES OF FIRE CALLS	
Person Fell	139	Fire Alarm Residence	317
Person Sick	109	Auto Aid	276
Unconscious	95	Vehicle Collision	220
Difficulty Breathing	94	Fire Alarm Business	117
Medical Alarm	67	Service Call	100
Unknown Type EMS	60	Smell of Gas	35
Person Injured	49	Tree in Roadway	29
Chest Pain	53	Power Lines Down 33	
Heart Problem	28	Carbon Monoxide	26
Seizures	39	Water Rescue	0
Stroke	25	Vehicle Fire	28
Psychiatric Emergency	24	Check for Fire	15
Overdose	25	Transformer Fire	20
Diabetic Emergency	9	House Fire	16
Assault	13	Smoke in a House	11
Laceration	24	Gas Leak	0
Abdominal Pain	14	Grass Fire	10
Allergic Reaction	14	Oven Fire	2
Back Pain	10	Child Locked in Car	4
Medical Service Call	9	Elevator Rescue	10
Choking	9	Check Smell of Smoke	8
Childbirth	5	Check Unknown Odor	5
Animal Bite	3	Person Hit by Car	6
Cardiac Arrest	8	Lightning Strike	0
Person Dead	7	Trash Fire	1
Burn	0	Business Fire	1
Heat Exposure	2	Electrical Fire	1
Drowning	4	Smoke in a Business	5
Electrocution	0	Explosion	0
Eye Injury	0	Fuel Spill	0
Headache	0	Hazmat	2
Shooting	3	Illegal Burning	0

Financials:

2018 Amended budget: \$5,803,780
 Expended budget: \$5,512,681 (non-audited)
 Under budget: \$ 35,193 (non-audited)

Number of General Plans reviewed by Fire Marshal: 23
 Number of Sprinkler Systems reviewed: 148
 Number of Fire Inspections: 534
 Number of Tours in the station and at schools: 99
 % of homes with fire sprinkler systems: 27.3%
 Total hours of fire and EMS training: 1,224.5

Post Hurricane Initiatives:

- Continue with swift water rescue training
- Received small Jon boat and outboard from Houston Resident
- Purchased inflatable boat, outboard and trailer.
- Upgraded Emergency Operations Center
- Replaced fire station roof

Number of Staff:
 33 Firefighter/Paramedics
 4 Dispatchers
 2 Administrative Staff
 1 Fire Marshal
 1 Fire Chief



Number of Responses by Truck:

Engine 1 1301
 Rescue 1 1130
 Ladder 1 721
 Deputy Chief 427
 Engine 2 151
 Rescue 2 143

Village Fire Department

Bank Account Register

WFB - VFD General Fund

February 1, 2019 - February 28, 2019

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			(3,638.80)
02/08/19		UNION	Village Prof. FF Association	635.00		(4,273.80)
02/08/19			BANK SERVICE CHARGE	5.59		(4,279.39)
02/11/19			ONLINE TRANSFER 2/*11/2019		250,000.00	245,720.61
02/12/19		CHASE	Chase	1,685.18		244,035.43
02/12/19		WELLSFARGO	Wells Fargo	103.96		243,931.47
02/12/19		WELLSFARGO	Wells Fargo	10.59		243,920.88
02/14/19			EMPLOYEE REIMBURSEMENT	344.54		243,576.34
02/14/19		HOWARDM	Howard Miller	57.00		243,519.34
02/14/19		PPLS	Pre-Paid Legal Services, Inc.	297.95		243,221.39
02/14/19	10318	PROWELD	Professional Welding Supply	39.40		243,181.99
02/14/19	10319	ACCUTEK	Accutek Computer	2,200.00		240,981.99
02/14/19	10320	HENRY	Henry Schein, Inc.	849.25		240,132.74
02/14/19	10321	ADVANTAGE	Advantage Interests, Inc.	284.55		239,848.19
02/14/19	10322	PROWELD	Professional Welding Supply	236.60		239,611.59
02/14/19	10323	ESO	ESO Solutions	5,360.89		234,250.70
02/14/19	10324	THREE	Three L, Inc.	6,752.07		227,498.63
02/14/19	10325	AL'S	Al's Engine & Equipment	42.95		227,455.68
02/14/19	10326	BURNS	Burns Pump Service, Inc.	100.50		227,355.18
02/14/19	10327	RANDLE	Randle Law Office, LTD, L.L.P.	5,700.00		221,655.18
02/14/19	10328	MM	M & M Janitorial Supply	83.60		221,571.58
02/14/19	10329	STI	Structural Technology, Inc.	944.05		220,627.53
02/14/19	10330	PHYSI	Physio-Control, Inc.	6,031.68		214,595.85
02/14/19	10331	EN	END-O-PEST	85.00		214,510.85
02/14/19	10332	COMCAST	Comcast	136.04		214,374.81
02/14/19	10333	ROGERS	Mark Rogers	1,250.00		213,124.81
02/14/19	10334		TGIF TEES	23.00		213,101.81
02/15/19			PPE 2/15/2019 PAYROLL	106,131.62		106,970.19
02/15/19		NRS	Nationwide Retirement Solutions	6,950.00		100,020.19
02/15/19			TAX PAYMENT PPE 2/15/2019	40,523.77		59,496.42
02/15/19	10314	ACE1	TX CHILD SUPPORT SDU	425.00		59,071.42
02/15/19	10315	CC	TRELLIS	200.00		58,871.42
02/15/19	10316	ELC	TEXAS CHILD SUPPORT	359.50		58,511.92
02/15/19	10317	JEL	TEXAS CHILD SUPPORT	200.00		58,311.92
02/19/19		ATT	AT&T	293.91		58,018.01
02/19/19		REPUBLIC	Republic Services #853	162.87		57,855.14
02/19/19		AF	AFLAC	1,174.95		56,680.19
02/19/19	10335	VALC	Valic Retirement Services Company	175.00		56,505.19
02/19/19	10336	PURA	Pura Flo Corporation	70.00		56,435.19
02/19/19	10337	RELIA	Reliant Energy	2,127.73		54,307.46
02/19/19	10338	B&L	B&L Electric	1,909.50		52,397.96
02/19/19	10339	PE	Promotional Edge	1,705.00		50,692.96
02/19/19	10340	BOUND	Bound Tree Medical, LLC	40.98		50,651.98
02/19/19	10341	NFPA	National Fire Protection Association	175.00		50,476.98
02/19/19	10342	THREE	Three L, Inc.	4,953.45		45,523.53
02/19/19	10343	HOLLIDAY	Holliday Door & Gate Systems	1,303.00		44,220.53
02/19/19	10344	LIFE	Life Flight Education	900.00		43,320.53
02/19/19	10351	SOUTH	Southwest Houston Tire Sales, Inc.	1,283.96		42,036.57
02/20/19		SPRINT	Sprint	366.40		41,670.17
02/20/19		CENTERPOINT	Center Point Energy	225.65		41,444.52
02/20/19	10352	MOTOROLA	Motorola Solutions, Inc.	299.00		41,145.52
02/20/19	10353	DEL	Delta Industrial Service	212.63		40,932.89
02/20/19	10354	BOUND	Bound Tree Medical, LLC	40.10		40,892.79
02/22/19		VFFA	Village Firefighters Association	635.00		40,257.79
02/22/19		ATT	AT&T	1,481.09		38,776.70
02/25/19		ATT	AT&T	59.04		38,717.66

**Village Fire Department
Bank Account Register**

WFB - VFD General Fund
February 1, 2019 - February 28, 2019

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
02/25/19			ONLINE TRANSFER 2/25/2019 (2/25/2019 PPE -2/28/2019		275,000.00	313,717.66
02/25/19	10345	VALC	Valic Retirement Services Company	175.00		313,542.66
02/25/19	10346	JEL	TEXAS CHILD SUPPORT	200.00		313,342.66
02/25/19	10347	ACE1	TX CHILD SUPPORT SDU	425.00		312,917.66
02/25/19	10348	ELC	TEXAS CHILD SUPPORT	360.50		312,557.16
02/25/19	10349	CC	TRELLIS	200.00		312,357.16
02/25/19	10350	AL'S	Al's Engine & Equipment	185.00		312,172.16
02/26/19	10355	VMIG	Villages Mutual Insurance	69,503.26		242,668.90
02/28/19			INTEREST INCOME		22.82	242,691.72
02/28/19			PPE 2/28/2019 PAYROLL	110,591.58		132,100.14
02/28/19			MEAL ALLOWANCE	2,610.00		129,490.14
02/28/19			PPE 2/28/2019 TAX DEPOSIT	42,658.00		86,832.14
02/28/19	99		TEXAS CHILD SUPPORT		0.50	86,832.64
02/28/19	10356	TMRS	Texas Municipal Retirement System	44,411.53		42,421.11
Totals				<u>478,963.41</u>	<u>525,023.32</u>	<u>42,421.11</u>

Transaction count = 69

Village Fire Department - Letter of Intent

Mayor Mark Kobelan
City of Piney Point Village
7676 Woodway Ste. 300
Houston, TX 77063
mark@ppvcouncil.org

Mayor Brian T. Muecke
City of Hedwig Village
955 Piney Point Rd.
Hedwig Village, TX 77024
bmuecke@hedwigtx.gov

Mayor Russel Herron
City of Hilshire Village
8301 Westview
Houston, TX 77055
mayor@hilshirevillagetexas.com

Mayor Jim Pappas
City of Hunters Creek Village
1 Hunters Creek Place
Houston, TX 77024
jimpappas@cityofhunterscreek.org

Mayor Jay Williams
City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024
sjwilliams@bunkerhilltx.gov

Mayor Tom Ramsey
City of Spring Valley Village
1025 Campbell Rd.
Houston, TX 77055
mayor@springvalleytx.com

Village Fire Department
901 Corbindaale Rd.
Houston, TX 77024

Re: Contract for Fire and EMS services provided by the Village Fire Department to Bunker Hill Village

Mayor & Council Members,

Please accept the following terms and conditions under which the Village Fire Department ("VFD") is willing to provide Fire and Emergency Medical Services to Bunker Hill Village ("Bunker Hill"). This offer outlines, in general, the terms under which VFD is prepared to offer services to Bunker Hill.

1. **Agreement Term:** The parties intend to work toward a mutually agreeable Contract for Services (the "Contract") which will be executed on or before June 30, 2019. The Contract will be for a period of four years from January 1, 2020 through December 31, 2023.
2. **Bunker Hill's Obligations.** Bunker Hill will pay an amount equal to 19% of the VFD's Approved Budget each year during the Agreement Term. Bunker Hill will continue to provide funds for its proportionate share of each annual budget to the VFD in the same manner provided in the Village Fire Department Interlocal Cooperation Agreement ("Interlocal Agreement"). During the four-year period described herein, Bunker Hill will be a customer of the Village Fire Department. During the Agreement Term, Bunker Hill will not be a Member of the VFD, and will have no voting rights. Bunker Hill will, however, remain responsible for any obligation or liability of the VFD which accrues

during the Agreement Term, including but not limited to, a proportionate share of the VFD pension fund.

3. **VFD's Obligations.** VFD will provide full Fire and EMS services to Bunker Hill during the agreement term. Should Bunker Hill opt to establish an additional EMS station, such station will be at Bunker Hill's sole expense. Further, VFD will continue to provide full Fire and EMS services, notwithstanding any additional EMS station created by Bunker Hill.
4. **Option Period.** Following the Agreement Term, Bunker Hill may become a member of VFD, provided that Bunker Hill gives written notice of its intent to exercise this option, and become a member of the VFD. Such Notice must be provided on or before May 1, 2022.
5. **Amending the Interlocal Agreement.** The Member Cities of the VFD agree to amend the Interlocal Agreement as necessary in order to facilitate providing the services and terms described herein to Bunker Hill. The Member Cities may also amend the Interlocal Agreement as they deem necessary. Should Bunker Hill exercise the option, described herein, to become a member of the VFD, Bunker Hill will then be subject to the Interlocal Agreement as modified by the contracting cities.
6. **Mutual Release.** The VFD and Bunker Hill intend to enter into a mutual release in which Bunker Hill will release any and all litigation claims related to Bunker Hill's withdrawal from the VFD. Said release will include, but not be limited to, any distribution claims by Bunker Hill under Article 13 of the Interlocal Agreement.
7. **Nonbinding Contract Negotiations.** The parties acknowledge and agree that they have not attempted in this Letter of Intent ("LOI") to state all essential terms of the subject matter of the proposed transaction, and the remaining essential terms will be the subject of further negotiations. **ALTHOUGH THE PARTIES MAY EXPEND SUBSTANTIAL EFFORTS AND SUMS IN ANTICIPATION OF ENTERING INTO THE CONTRACT, THE PARTIES ACKNOWLEDGE THAT IN NO EVENT WILL THIS LOI BE CONSTRUED AS AN ENFORCEABLE CONTRACT AND THAT EACH PARTY ACCEPTS THE RISK THAT THE CONTRACT MAY NOT BE EXECUTED.**

If this LOI accurately states your understanding, please sign two (2) copies in the place provided below, and return one (1) original to the VFD and a copy to the Randle Law Office at the following addresses:

Village Fire Department
Attn: Village Fire Commission
901 Corbindale Rd.

Randle Law Office
820 Gessner Ste. 1570
Houston, TX 77024

Village Fire Department - Letter of Intent

Houston, Tx 77024

Signatures to this LOI transmitted by fax or other commercially reasonable electronic means (including e-mail) are valid and effective. We look forward to working with you on the proposed transaction.

CITY OF PINEY POINT VILLAGE

Mark Kobelan, Mayor

ATTESTED:

Karen Farris, City Secretary

Date: _____

CITY OF HEDWIG VILLAGE

Brian T. Muecke, Mayor

ATTESTED:

Kelly Johnson, City Secretary

Date: _____

CITY OF HILSHIRE VILLAGE

Russell Herron, Mayor

ATTESTED:

Susan Blevins, City Secretary

Date: _____

CITY OF HUNTER'S CREEK VILLAGE

Jim Pappas, Mayor

ATTESTED:

Crystal R. Dozier, City Secretary

Date: _____

CITY OF BUNKER HILL VILLAGE

Jay Williams, Mayor

ATTESTED:

Britique L. Williams, City Secretary

Date: _____

CITY OF SPRING VALLEY VILLAGE

Tom S. Ramsey, Mayor

ATTESTED:

Roxanne Benitez, City Secretary


Date: _____

VILLAGE FIRE DEPARTMENT

ATTESTED:

Date:

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: March 25, 2019

SUBJECT: Village Fire Department Ambulance Funds

Agenda Item: 3

This agenda item calls for the City Council to consider allowing the Fire Department to retain the 4th quarter ambulance funds. The Fire Commission voted to retain the revenues and place them in the Facility Fund.

Village Fire Department



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

Protecting and Serving the Cities of:

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

To:

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

CC: Village Fire Department Commissioner and Alternates

From: Marlo Longoria

Date: March 4, 2019

Re: 4th Quarter Ambulance Funds

During our Regular Board Meeting February 27, 2019, the Village Fire Department Board of Commissioners voted unanimously to retain the 4th Quarter Ambulance revenue of \$39,780.00 with the city's approval, these funds will be placed in Facility Fund 4.

Please place the 4th Quarter Ambulance Revenue of \$39,780.00 on your agenda for consideration and advise us on your council's action in writing.

Thank you,


Marlo Longoria


Enclosure

**Village Fire Department
Statement Of Assets, Liabilities, and Fund Balance
Cash Basis
December 31, 2018**

	<u>General Fund</u>	<u>Capital Replacement Fund</u>	<u>Compensated Absence Fund</u>	<u>Facility Fund</u>	<u>Ambulance Billing Fund</u>	<u>Combined Total</u>
Assets						
Cash						
WFB - VFD General Fund	\$ 59,567.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 59,567.40
WFB - Savings Depository Account	141,209.95	0.00	0.00	0.00	0.00	141,209.95
WFB - Capitol Replacement Fund	0.00	319,468.82	0.00	0.00	0.00	319,468.82
WFB - Ambulance Billing Account	0.00	0.00	0.00	0.00	39,780.12	39,780.12
WFB - Compensated Absence Fund	0.00	0.00	28,616.64	0.00	0.00	28,616.64
WFB - Facility Fund	0.00	0.00	0.00	221,944.65	0.00	221,944.65
Total Cash & Certificates	200,777.35	319,468.82	28,616.64	221,944.65	39,780.12	810,587.58
Gasoline & Oil Inventory	7,153.82	0.00	0.00	0.00	0.00	7,153.82
Prepaid Meal Allowances	2,610.00	0.00	0.00	0.00	0.00	2,610.00
Prepaid Insurance	81,876.53	0.00	0.00	0.00	0.00	81,876.53
Interfund Receivables/Payables	(129,433.33)	26,507.17	(30,535.14)	133,461.30	0.00	0.00
Total Assets	\$ 162,984.37	\$ 345,975.99	\$ (1,918.50)	\$355,405.95	\$ 39,780.12	\$ 902,227.93
Liabilities and Fund Balance						
Liabilities						
FICA Payable	\$ 4,624.86	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,624.86
Ambulance Funds Payable	0.00	0.00	0.00	0.00	39,780.12	39,780.12
Accounts Payable	19,203.37	0.00	0.00	0.00	0.00	19,203.37
Assessments Paid in Advance	0.00	0.00	0.00	15,900.30	0.00	15,900.30
Total Liabilities	23,828.23	0.00	0.00	15,900.30	39,780.12	79,508.65
Fund Balance	139,156.14	345,975.99	(1,918.50)	339,505.65	0.00	822,719.28
Total Liabilities & Fund Balance	\$ 162,984.37	\$ 345,975.99	\$ (1,918.50)	\$355,405.95	\$ 39,780.12	\$ 902,227.93

See Accountants' Compilation Report

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: March 25, 2019

SUBJECT: Village Fire Department Letter of Intent

Agenda Item: 4

This agenda item calls for the City Council to consider the attached letter of intent outlining the conditions under which the Village Fire Department will provide and Fire and Emergency Medical Service to Bunker Hill Village.

Village Fire Department - Letter of Intent

Mayor Mark Kobelan
City of Piney Point Village
7676 Woodway Ste. 300
Houston, TX 77063
mark@ppvouncil.org

Mayor Brian T. Muecke
City of Hedwig Village
955 Piney Point Rd.
Hedwig Village, TX 77024
bmuecke@hedwigtx.gov

Mayor Russel Herron
City of Hilshire Village
8301 Westview
Houston, TX 77055
mayor@hilshirevillagetexas.com

Mayor Jim Pappas
City of Hunters Creek Village
1 Hunters Creek Place
Houston, TX 77024
jimpappas@cityofhunterscreek.org

Mayor Jay Williams
City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024
sjwilliams@bunkerhilltx.gov

Mayor Tom Ramsey
City of Spring Valley Village
1025 Campbell Rd.
Houston, TX 77055
mayor@springvalleytx.com

Village Fire Department
901 Corbindaale Rd.
Houston, TX 77024

Re: Contract for Fire and EMS services provided by the Village Fire Department to Bunker Hill Village

Mayor & Council Members,

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If this LOI accurately states your understanding, please sign two (2) copies in the place provided below, and return one (1) original to the VFD and a copy to the Randle Law Office at the following addresses:

Village Fire Department
Attn: Village Fire Commission
901 Corbindale Rd.
Houston, Tx 77024

Randle Law Office
820 Gessner Ste. 1570
Houston, TX 77024

Signatures to this LOI transmitted by fax or other commercially reasonable electronic means (including e-mail) are valid and effective. We look forward to working with you on the proposed transaction.

Village Fire Department - Letter of Intent

CITY OF PINEY POINT VILLAGE

Mark Kobelan, Mayor

ATTESTED:

Karen Farris, City Secretary

Date: _____

CITY OF HEDWIG VILLAGE

Brian T. Muecke, Mayor

ATTESTED:

Kelly Johnson, City Secretary

Date: _____

CITY OF HILSHIRE VILLAGE

Russell Herron, Mayor

ATTESTED:

Susan Blevins, City Secretary

Date: _____

CITY OF HUNTER'S CREEK VILLAGE

Jim Pappas, Mayor

ATTESTED:

Crystal R. Dozier, City Secretary

Date: _____

CITY OF BUNKER HILL VILLAGE

Jay Williams, Mayor

ATTESTED:

Britique L. Williams, City Secretary

Date: _____

CITY OF SPRING VALLEY VILLAGE

Tom S. Ramsey, Mayor

ATTESTED:

Roxanne Benitez, City Secretary

Date: _____

VILLAGE FIRE DEPARTMENT

ATTESTED:

Date: _____

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: March 25, 2019

SUBJECT: Metropolitan Transit Authority Extension

Agenda Item: 5

This agenda item calls for the City Council to consider authorizing the Mayor to notify the Metropolitan Transit Authority that the City is supportive of the Authority's METRONext Moving Forward Plan and requests that the existing Congestion Mitigation/Traffic Management Agreement be extend from December 31, 2025 to December 31, 2040.



City of Piney Point Village

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

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

March 25, 2019

Mr. Thomas C. Lambert
President & CEO
Metropolitan Transit Authority of Harris County, Texas
1900 Main Street
Houston, Texas 77002

RE Formal Request to extend current Second Amended and Restated Congestion
Mitigation/Traffic Management Agreement

Dear Mr. Lambert:

Pursuant to the Section 14 of the current Second Amended and Restated Congestion Mitigation/Traffic Management Agreement, this letter shall serve as the City of Piney Point Village's formal request to extend the term of the Agreement from December 31, 2025 to December 31, 2040.

The City of Piney Point Village is aware that the METRO Board intends to call a special election for November of 2019 to fund projects identified in the METRONext Moving Forward Plan, and the election would include a referendum to extend the General Mobility Program. The City of Piney Point Village supports the METRONext Moving Forward Plan as well as the extension of the General Mobility Program and, as it has done in the past, is willing to submit a formal Resolution of Support for the City Council's consideration.

Should you require additional information in order to process the City's request to extend the term of the Agreement to December 31, 2040, please contact City Administrator Roger Nelson directly by email to cityadmin@pineypt.org or by phone to 713-230-8703.

Sincerely,

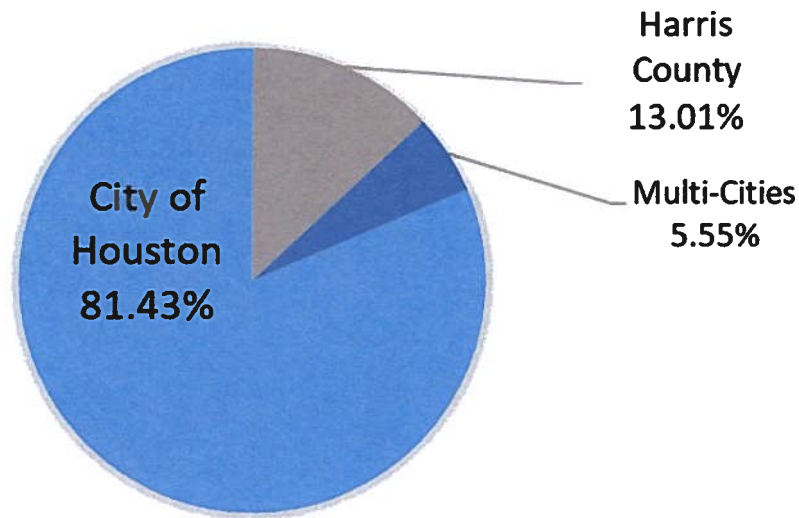
Mark Kobelan
Mayor

cc: Tom Jasien, Deputy CEO

Sales Tax Collections & General Mobility Program Allocations

Where METRO Sales Tax Comes From

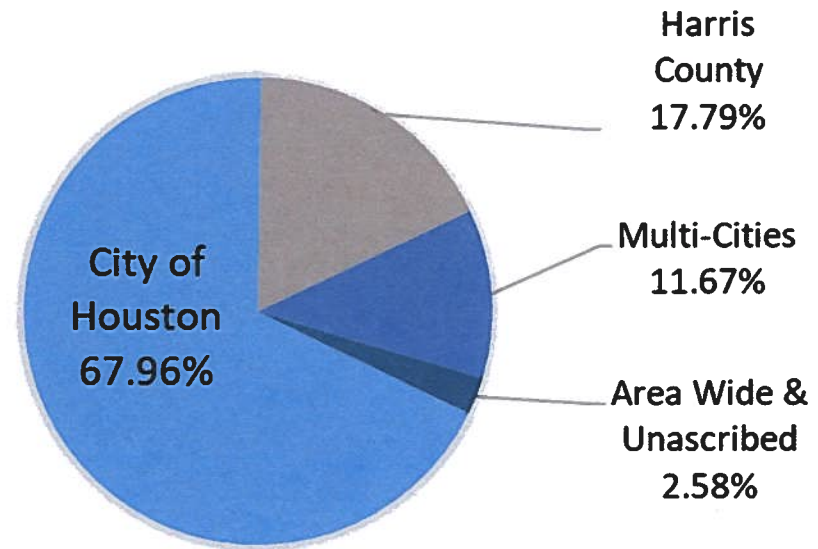
ESTIMATED FY2018 SALES TAX COLLECTIONS:
\$759.1MM



* 5.55% of \$759.1MM = \$42.1MM

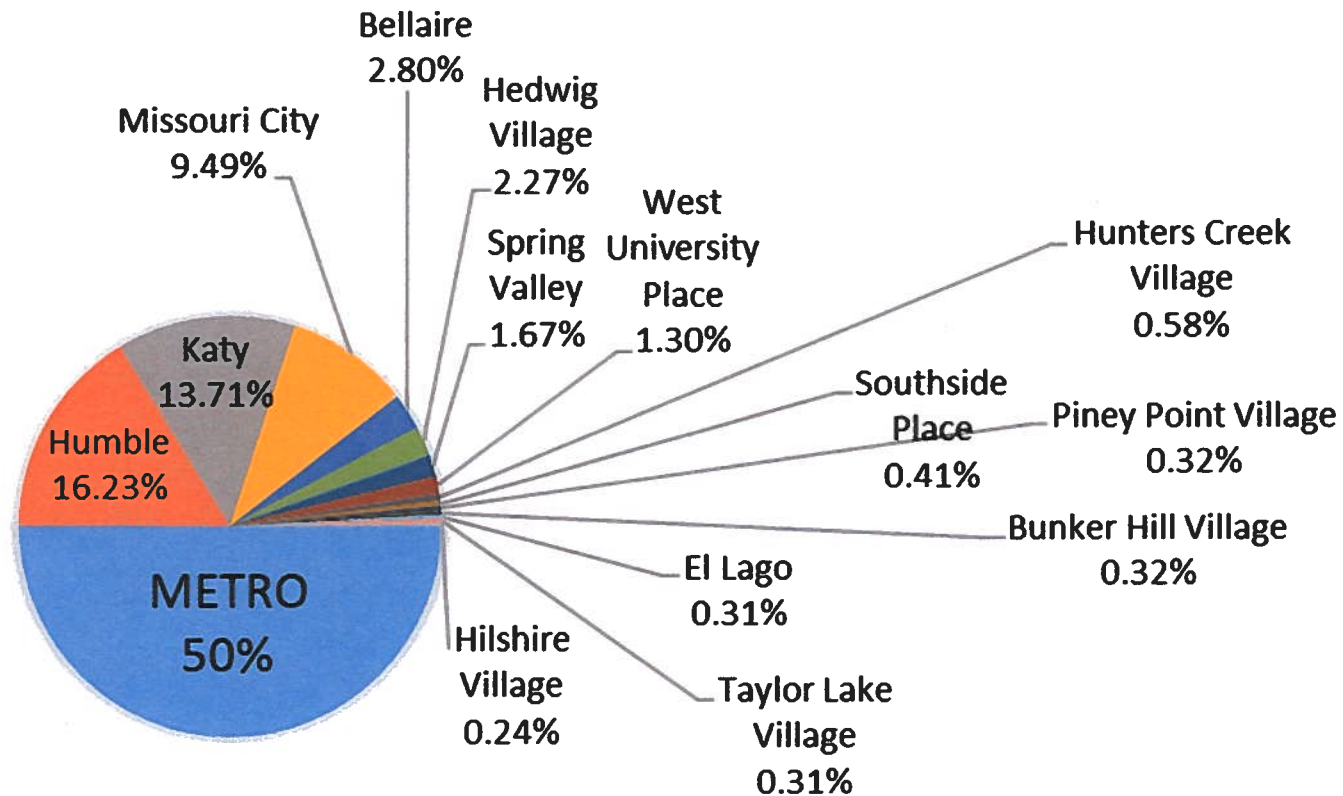
Where GMP Funds Go

UNAUDITED FY2018 GMP ALLOCATIONS:
\$180.5MM



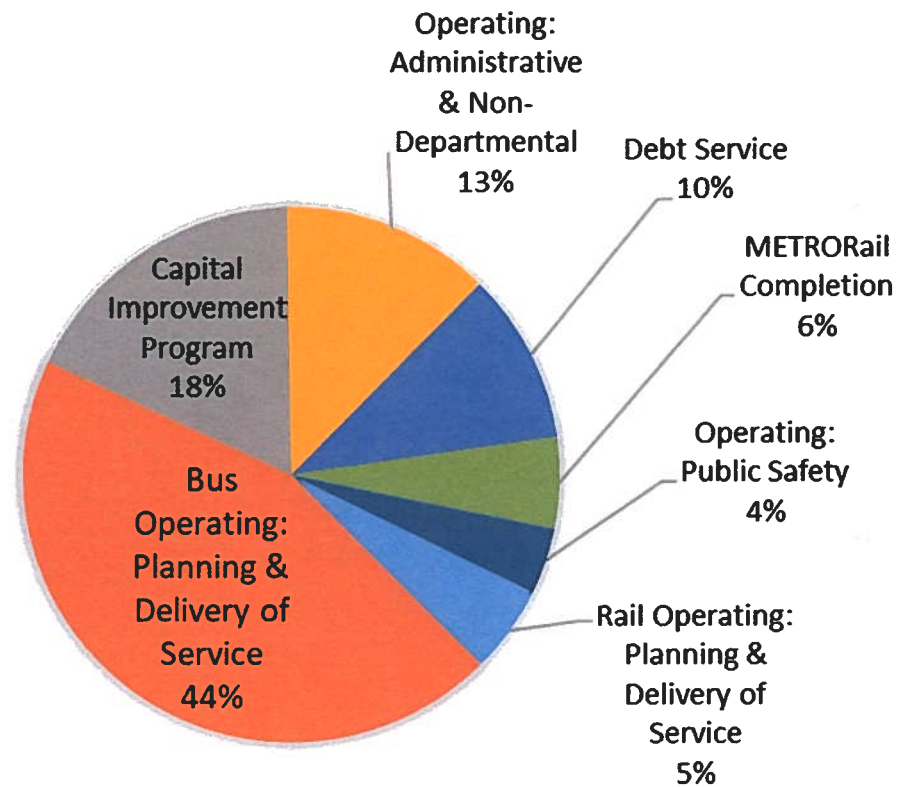
Sales Tax Collections

ALLOCATION OF ESTIMATED FY2018 MULTI-CITY SALES TAX COLLECTIONS:
MULTI-CITIES \$21.05MM + METRO \$21.05MM



Sales Tax Collections

METRO'S USE OF ESTIMATED FY 2018 MULTI-CITY SALES TAX COLLECTIONS:
\$21.1MM



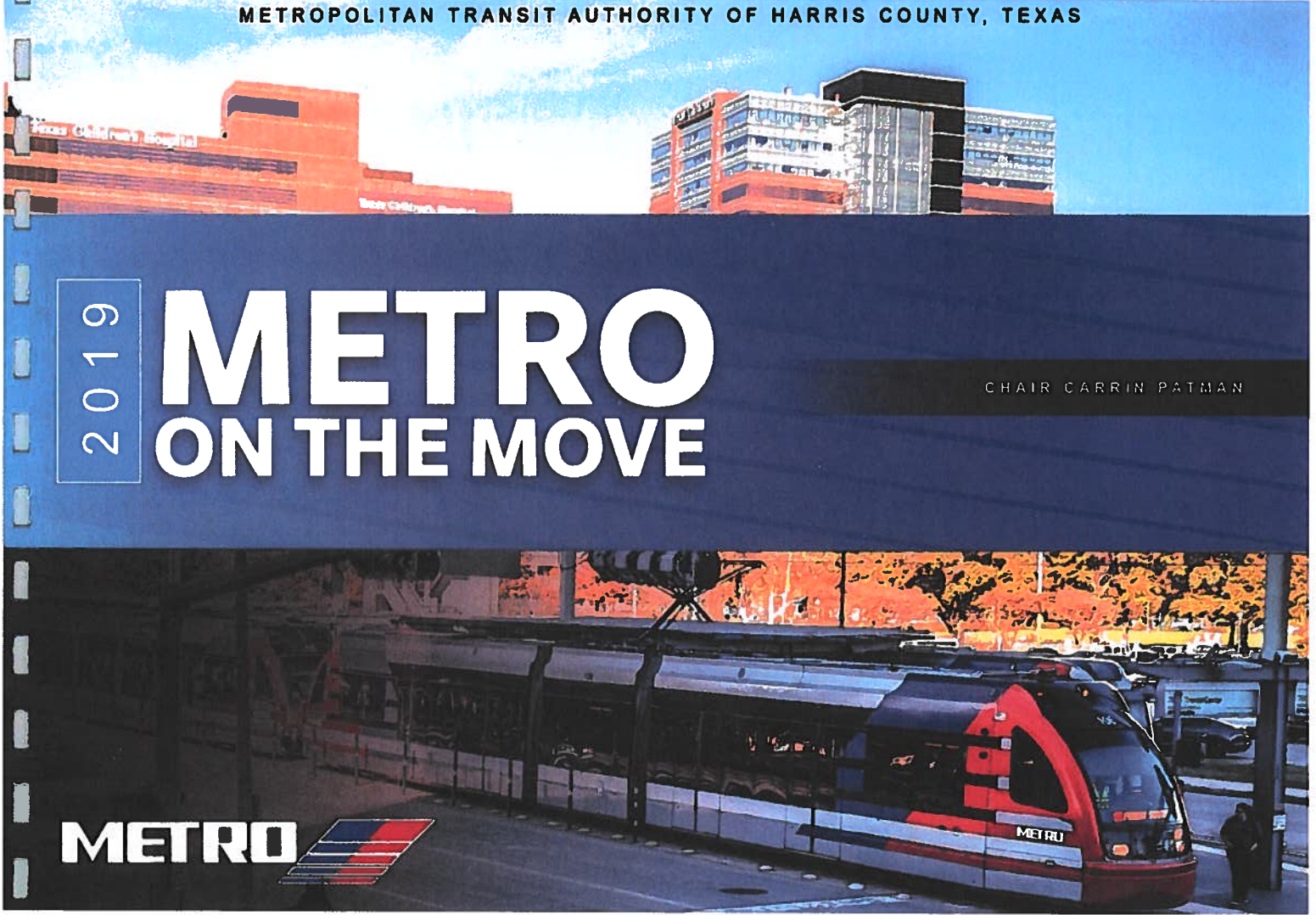
METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY, TEXAS

2019

METRO ON THE MOVE

CHAIR CARRIN PATMAN

METRO



GOVERNANCE METRO BOARD OF DIRECTORS



Carrin F. Patman
Chair
City of Houston



Jim Robinson, CFE
First Vice-Chair
Harris County



Cindy Siegel
Second Vice-Chair
Multi-Cities



Troi Taylor
Secretary
City of Houston



**Lisa Gonzales
Castañeda, P.E.**
Harris County



Don Elder, Jr.
Multi-Cities



Lex Frieden
City of Houston



**Sanjay Ramabhadran
(Ram), P.E.**
City of Houston



Terry Morales
City of Houston

EXECUTIVE LEADERSHIP TEAM

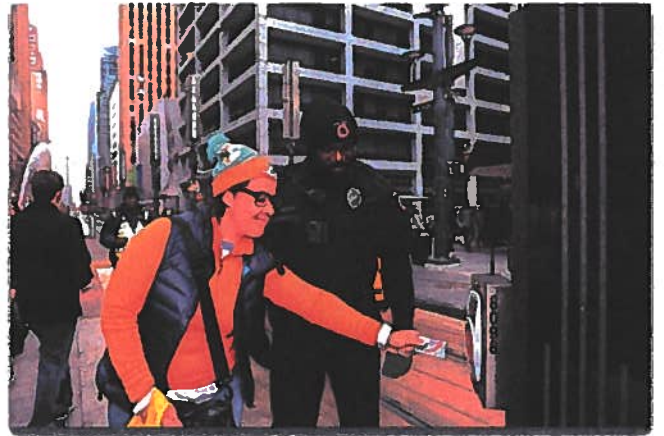


TOP ROW: SOFIA SIMIEN, JEROME GRAY, JOHN GARCIA, THOMAS J. JASIEN, CYDONII FAIRFAX, ROBERTO TREVINO,
ARTHUR C. SMILEY III, KIMBERLY WILLIAMS, ALVA I. TREVINO
BOTTOM ROW: ROSA DIAZ, THOMAS C. LAMBERT, DEBBIE SECHLER, TIMOTHY H. KELLY
*NOT PICTURED: NICOLE STUTTZ (EXECUTIVE OFFICE)

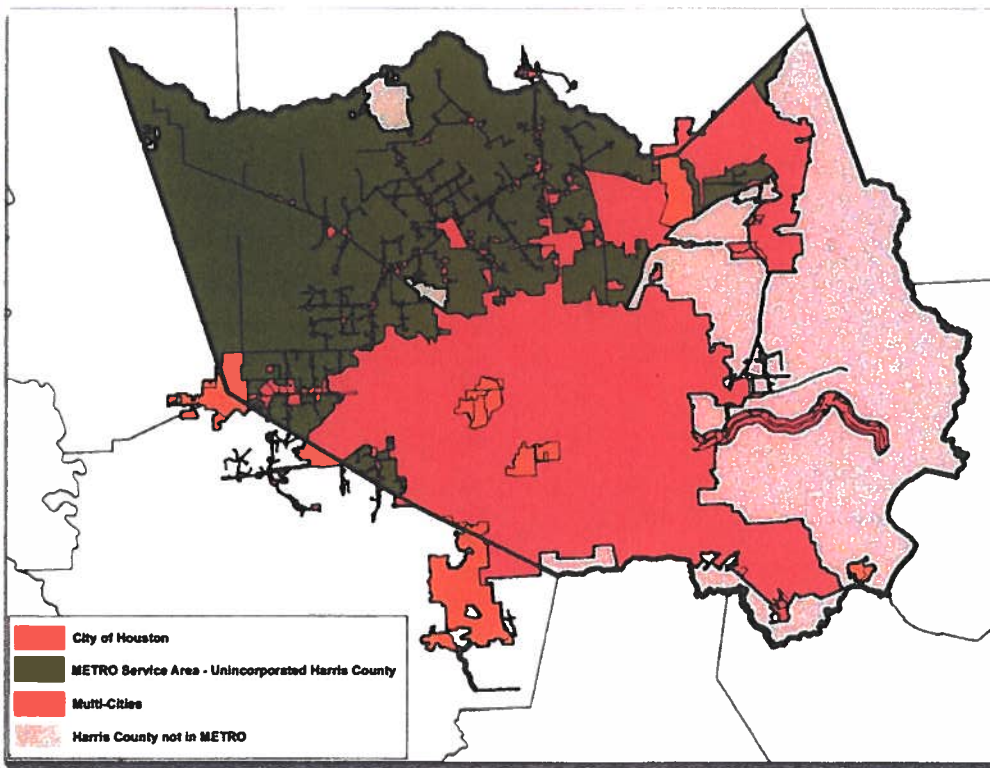
THE HEART OF THE ORGANIZATION



**4000+ EMPLOYEES
STRONG**



METRO SERVICE AREA



METRO Service Area (1300+ square miles):

- **City of Houston**
- **Unincorporated Harris County**
- **"Multi-Cities"**
(smaller cities in service area)
 - Bellaire
 - Bunker Hill Village
 - El Lago
 - Hedwig Village
 - Hilshire Village
 - Humble
 - Hunters Creek
 - Katy
 - Missouri City
 - Piney Point
 - Southside Place
 - Spring Valley
 - Taylor Lake Village
 - West University Place

FUNDING THE AUTHORITY



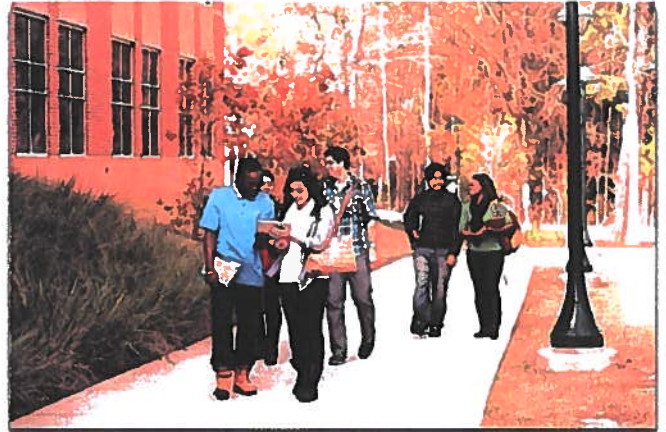
- Up to 25% to:
- City of Houston
 - **Harris County**
 - Multi-Cities
- General Mobility Program

FY2019 Budget Sources of Revenue

Sales Tax	754.7
Grants	169.5
Farebox	67.5
Borrowing	97.7
Other	17.5
Fund Balance	256.9

\$ 1,363.8 (in millions)

GENERAL MOBILITY PROGRAM



**\$3.2 BILLION REBATED
SINCE THE PROGRAM'S
INCEPTION**

FINANCIALLY PRUDENT DURING CHALLENGING TIMES

FY2019 Budget

Operating	626.2
GMP Transfer	180.0
Capital	286.0
Debt Service	104.2

\$ 1,196.4 (in millions)



Only 2.0% Growth In Base Operating Budget



Conservative Sales Tax Assumptions

(reduced Dr. Gilmer's projections by 1% for 2019)



Prudent Reserves

METRO FINANCIAL ACHIEVEMENTS

**MOODY'S
INVESTORS SERVICE**

Aa2 Rating



*"By providing meaningful financial data, in addition to visual tools and analysis of its revenues and expenditures, the Metropolitan Transit Authority of Harris County has shown a true commitment to Texas taxpayers."
Texas Comptroller Glenn Hegar*

**STANDARD
& POOR'S**

The McGraw-Hill Companies

AAA Rating



**Texas Comptroller
Leadership Circle**

METRO recognized for sound financial practices, openness, and transparency

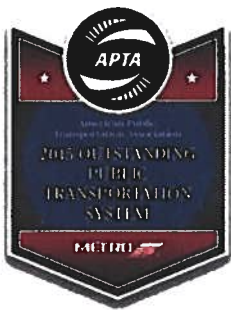
TexPIRG

METRO Receives 'A' for Spending Transparency



Excellence in Financial Reporting

METRO TRANSIT AWARDS AND RECOGNITIONS



2015 Outstanding Public Transportation System



2017 Outstanding Metropolitan Transit System



APTA Bus Safety & Security



2018 Transit System Of the Year Region Six



State of Texas Quadrennial Performance Audit (2012 - 2015)
"METRO has an excellent transit system. It provides safe, efficient, reliable, and cost-effective service to stakeholders in and around Houston and the 14 municipalities in the service area."



2018 APTA Top Transit Manager

METRO SERVICES

- **Local Bus**
 - Fixed Route
 - Community Connector
 - Bellaire Quickline
 - Operates Greenlink/Orangelink
- **Park & Ride/Commuter Services**
- **METRO Rail**
- **METRO Lift**
- **HOV/HOT Lanes**
- **METRO STAR Vanpool**
- **Motorist Assistance Program (MAP)**
- **Houston TranStar**
- **METRO Police**
- **Bikes on Buses and Rail**
- **Emergency Management Support and Community Assistance**
- **Major Events and Conventions**

LOCAL FIXED ROUTE BUS NETWORK

METRO System *Sistema de METRO*

Routes are color-coded based on service frequency during the midday and weekend periods. Los rutas están colorados por la frecuencia de servicio durante el mediodía y los fines de semana.

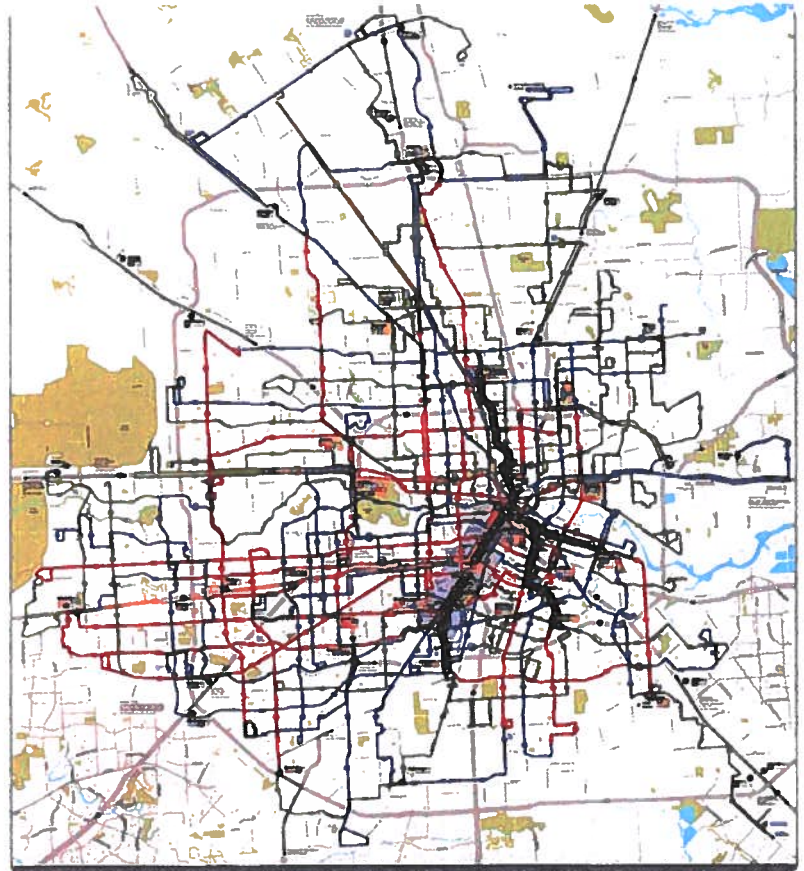
Routes with two colors have variations in frequency (e.g. 15 or 30 minutes) on different segments as shown on the System Map. Peak Service is approximately 2.5 hours in the morning and 3 hours in the afternoon. Exact times will vary by route.

Rutas con dos colores (e.g. 15 / 30 minutos) tienen variaciones en frecuencia en diferentes segmentos como se muestran en el Mapa del Sistema. Los horas pico son aproximadamente 2.5 horas por la mañana y 3 horas por la tarde. Horas exactas pueden variar en cada ruta.

EARLY MORNING	Early Trip Starts	LATE EVENING	Last Trip Ends
●	Before 5 AM - Antes de las 5 AM	○	Before 10 PM - Antes de las 10 PM
●	Between 5 AM and 6 AM - Entre las 5 AM y las 6 AM	○	Between 10 PM and 12 AM - Entre las 10 PM y las 12 AM
○	After 6 AM - Después de las 6 AM	●	After 12 AM - Después de las 12 AM

LEGEND SCHEMATIC - NOT TO SCALE

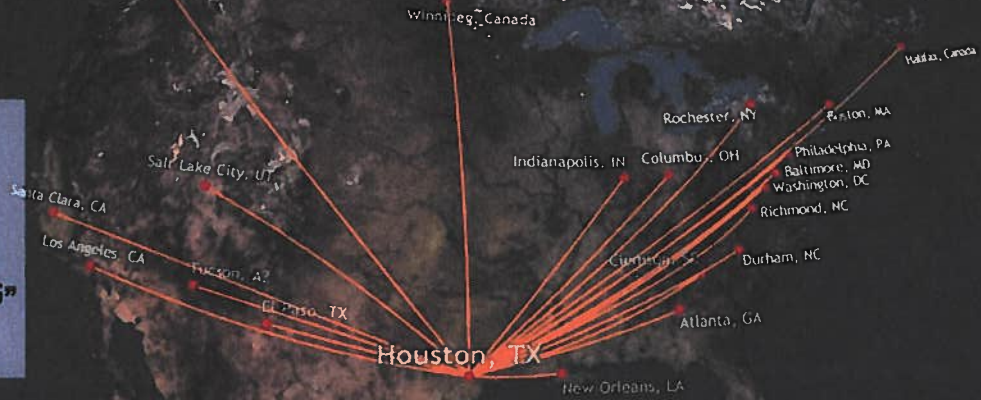
Bus Routes	1 Frequent Network: every 15 minutes or better, seven days a week	2 MIN Approximate walk time
1 Every 30 minutes or better	3 MIN Park	Bayou
1 Every 60 minutes or better	4 MIN University/college	Sports/convention venue
101/201 Greenlink circulation: weekdays only	5 MIN Street	MAIN
101/201 Weekdays: peak hours only	TRAVIS One-way pair: route runs on both streets	1 Route runs in one direction
201 Weekdays only: peak & off-peak	1 End of route	101/201 Fort Bend Express, The Woodlands Express
201 Nonstop segment	MUSEUM Major destination	TMC Neighborhood/district
METRO Rail Lines	Red Line	
Green Line		
Purple Line		
Ball Station / Transit Center		



**“REIMAGINED”
(REDESIGNED) IN 2015**

LOCAL BUS NETWORK REIMAGINING

**MORE THAN TWO
DOZEN CITIES NOW
CONSULTING WITH
HOUSTON ON THEIR
OWN "REIMAGINING"**



CUSTOMIZED BUS SERVICES



ACRES HOMES COMMUNITY CONNECTOR

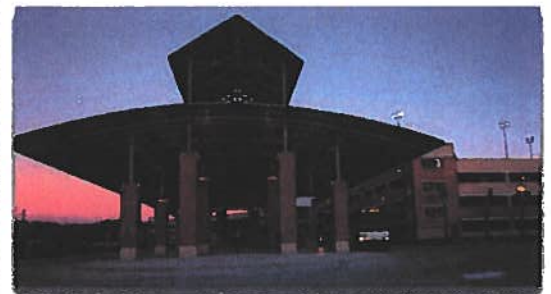
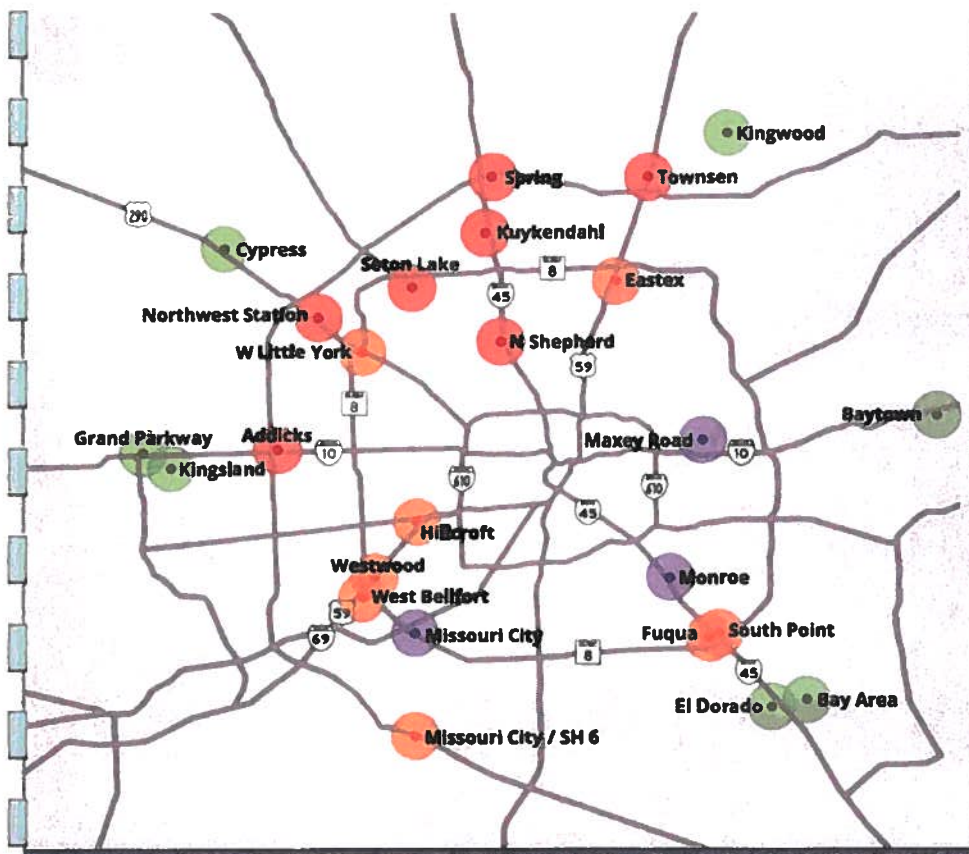
CUSTOMIZED BUS SERVICES



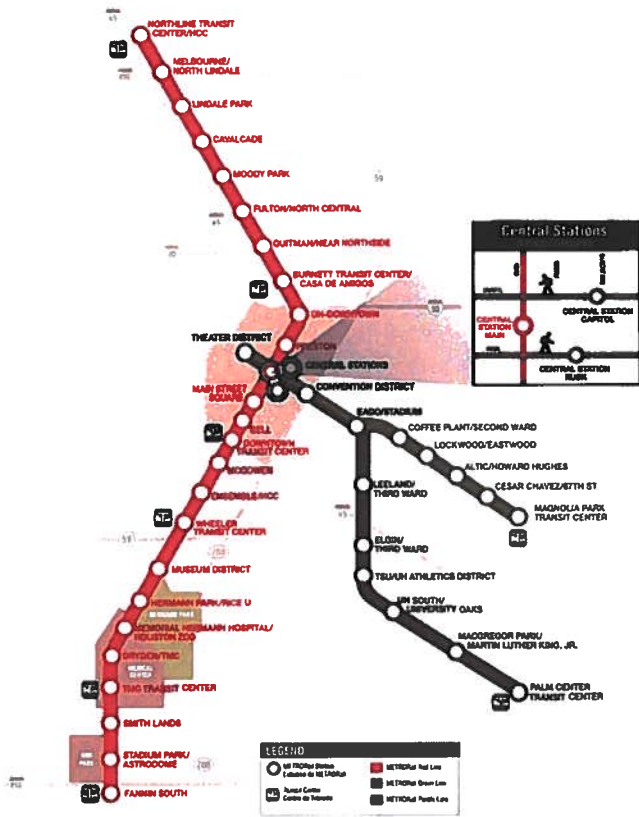
BELLAIRE QUICKLINE SIGNATURE SERVICE



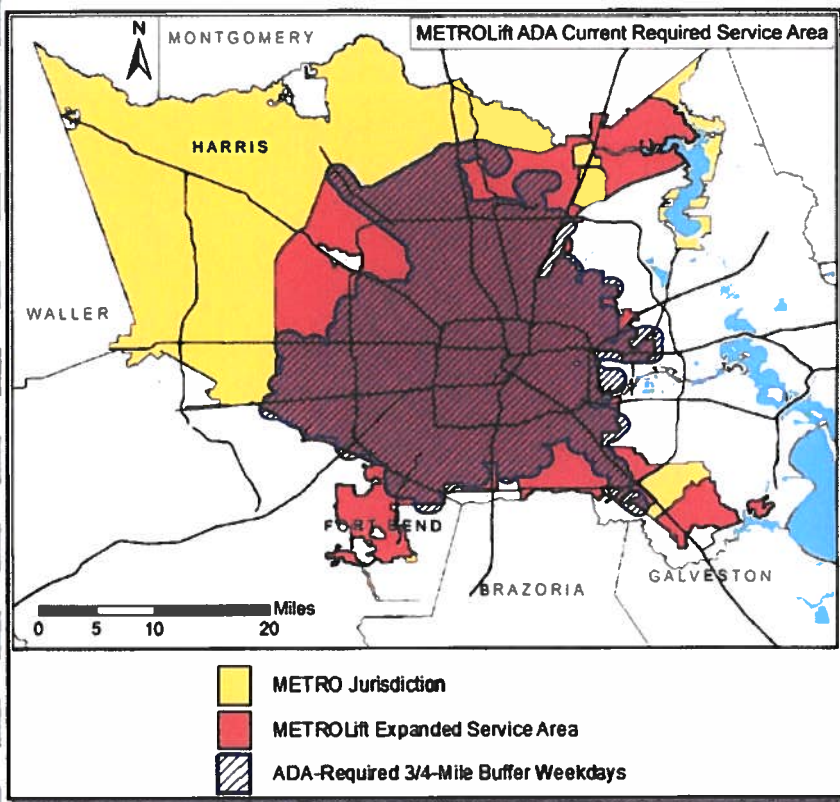
PARK & RIDES AND HOV/HOT LANES



METRO RAIL SERVICE



METROLIFT SERVICE

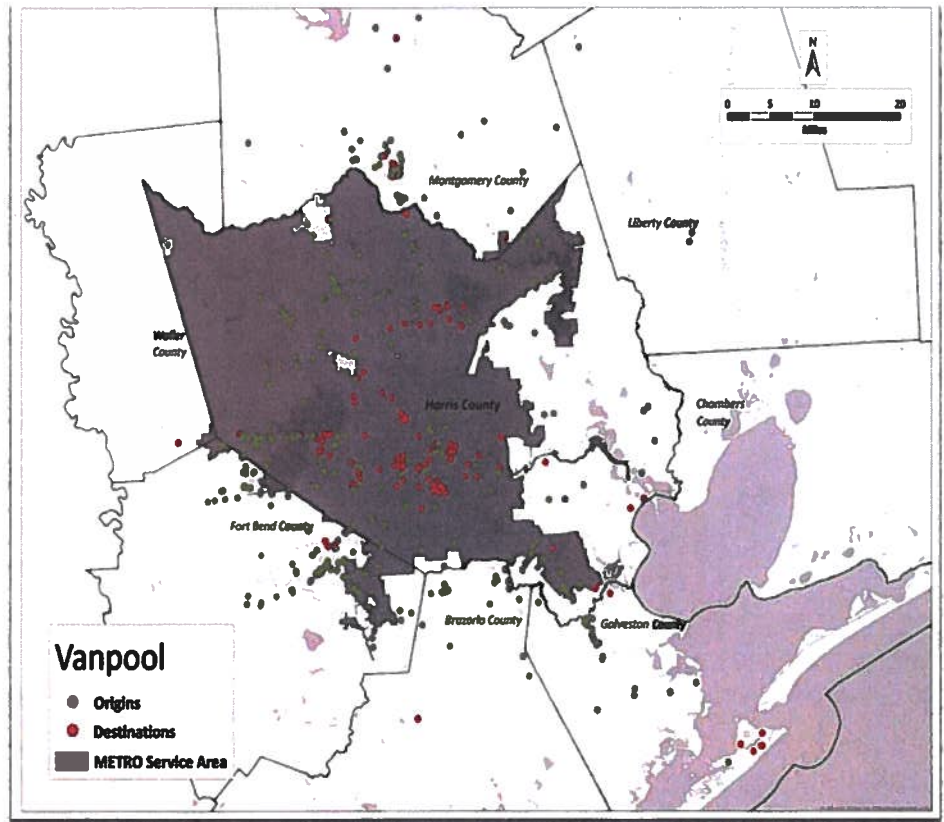


- **Paratransit service offered in accordance with the Americans with Disabilities Act**

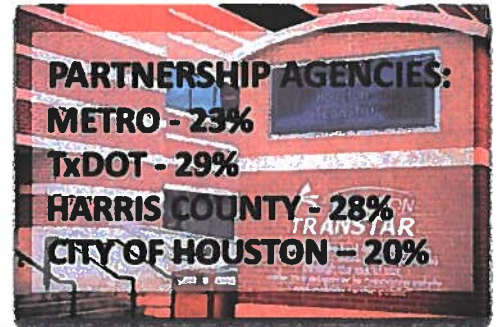
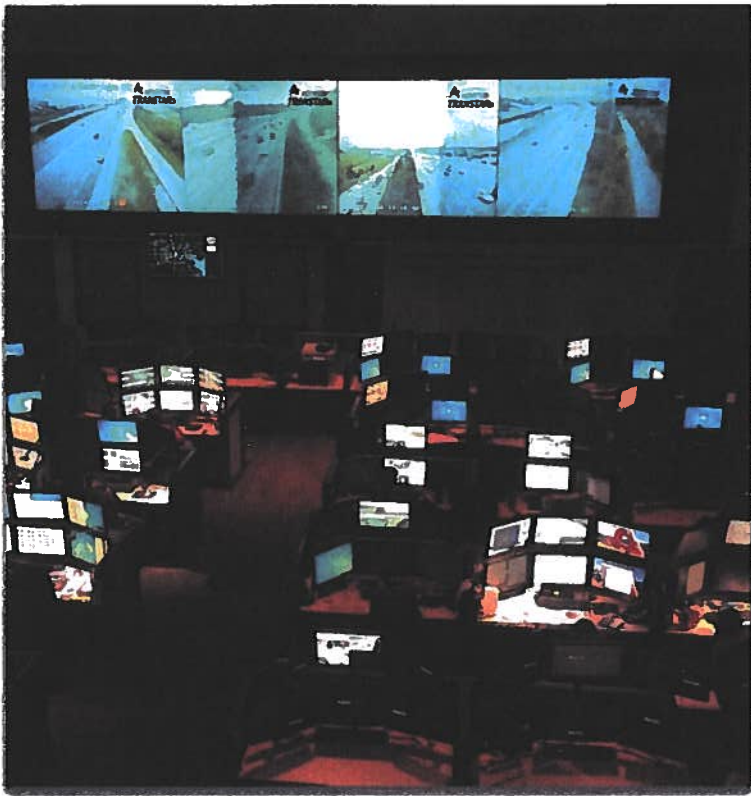


METRO STAR VANPOOL

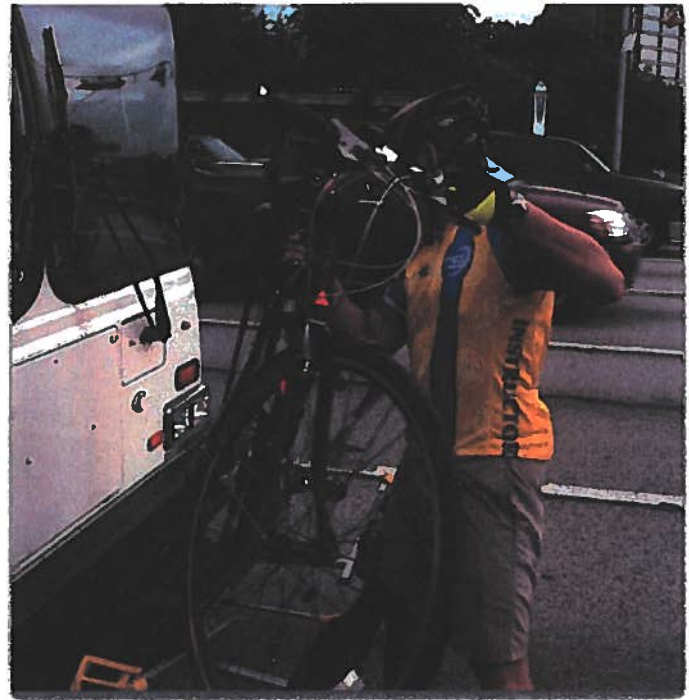
- Vanpools are a public transit mode operating with vans as a ride-sharing arrangement
- Vanpools provide transportation to groups of individuals traveling directly to and from work
- METRO STAR reduces vehicular travel across the Houston region by 60 million miles per year



HOUSTON TRANSTAR



BIKES ON BUSES AND RAIL



EMERGENCY MANAGEMENT SUPPORT AND COMMUNITY ASSISTANCE



MAJOR EVENTS AND CONVENTIONS



SERVICES AND RIDERSHIP

LOCAL BUS ROUTES

19.5 MILLION RIDES

PARK & RIDE BUS ROUTES

7.7 MILLION RIDES

LIGHT RAIL

19.0 MILLION RIDES

METROLIFT (PARATRANSIT)

2.0 MILLION RIDES

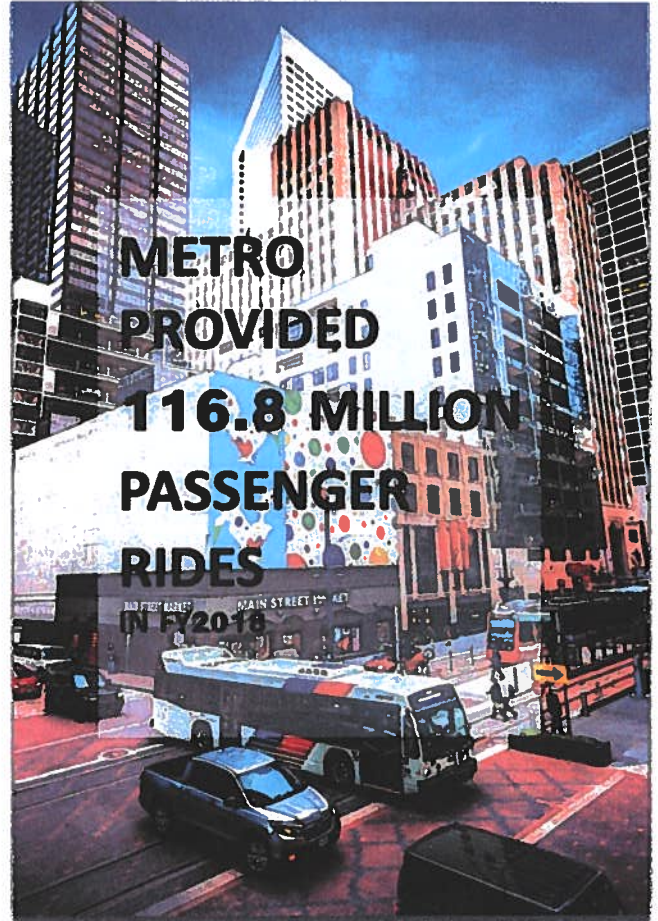
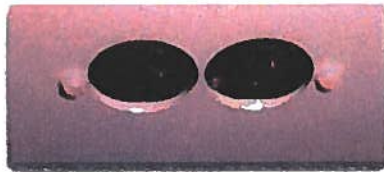
METRO STAR (VANPOOL)

1.9 MILLION RIDES

HOV/HOT LANES

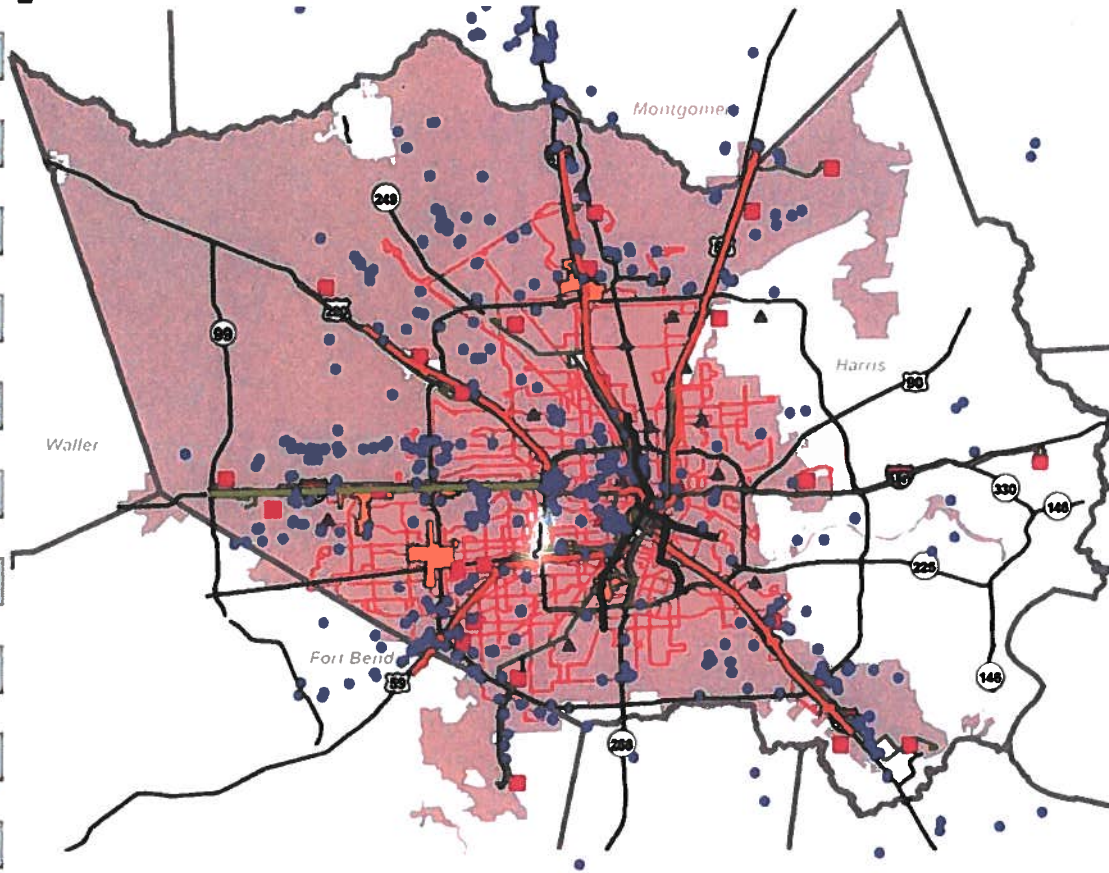
26.5 MILLION USERS OTHER THAN METRO BUS PASSENGERS
EACH YEAR

AUTOMATIC
PASSENGER
COUNTER



Numbers pending final audit

SYSTEM WITH ACTIVITY CENTERS

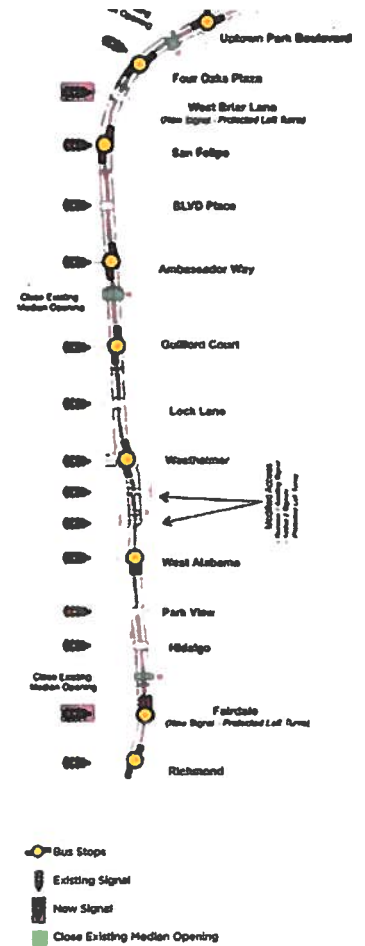


- Activity Centers
- Local Bus Network
- Transit Centers
- Park & Rides
- Park & Ride Service
- HOV/HOT Lanes
- METRORail
- Vanpool

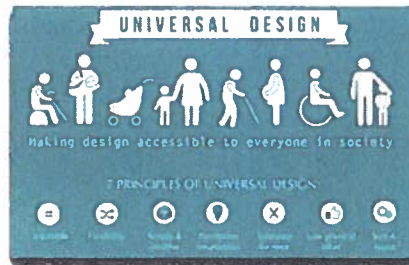
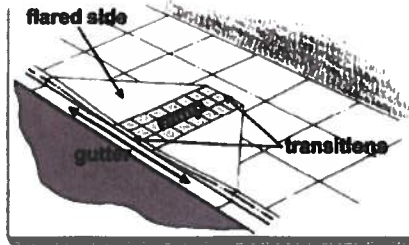
UPTOWN HOUSTON DEVELOPMENT AUTHORITY



- **Post Oak Boulevard bus guideway/stations (Uptown)**
- **Bellaire/Uptown Transit Center (Uptown)**
- **West Loop dedicated bus lanes (TxDOT)**
- **Northwest Transit Center expansion (METRO)**
- **Operation of buses (METRO)**

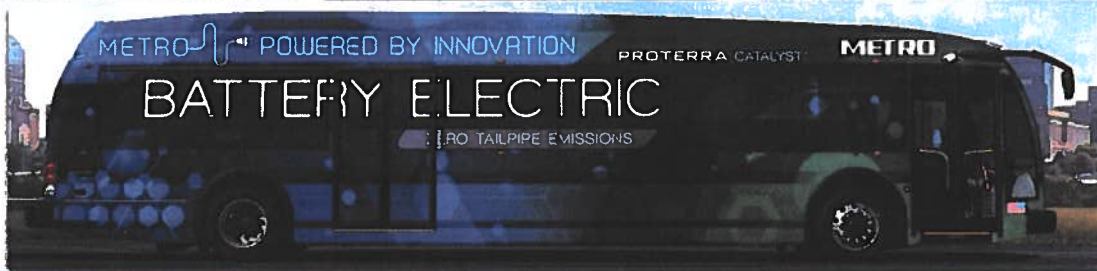
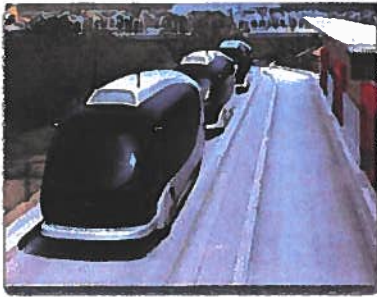


FOCUS ON ADA COMPLIANCE



ACCESSIBILITY FOR EVERYONE

INNOVATIVE SOLUTIONS



2040

HOUSTON REGION FORECAST



Houston

will pass



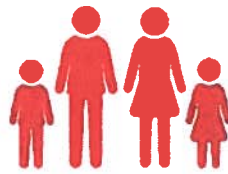
Chicago

as the

3rd largest
city in U.S



9.6 million
people
in region



↑ 50%
population
in service area



4.2 million
jobs
in region

*Source: H-GAC Population and
Employment Forecasts, 2016*



WHAT DOES IT MEAN?

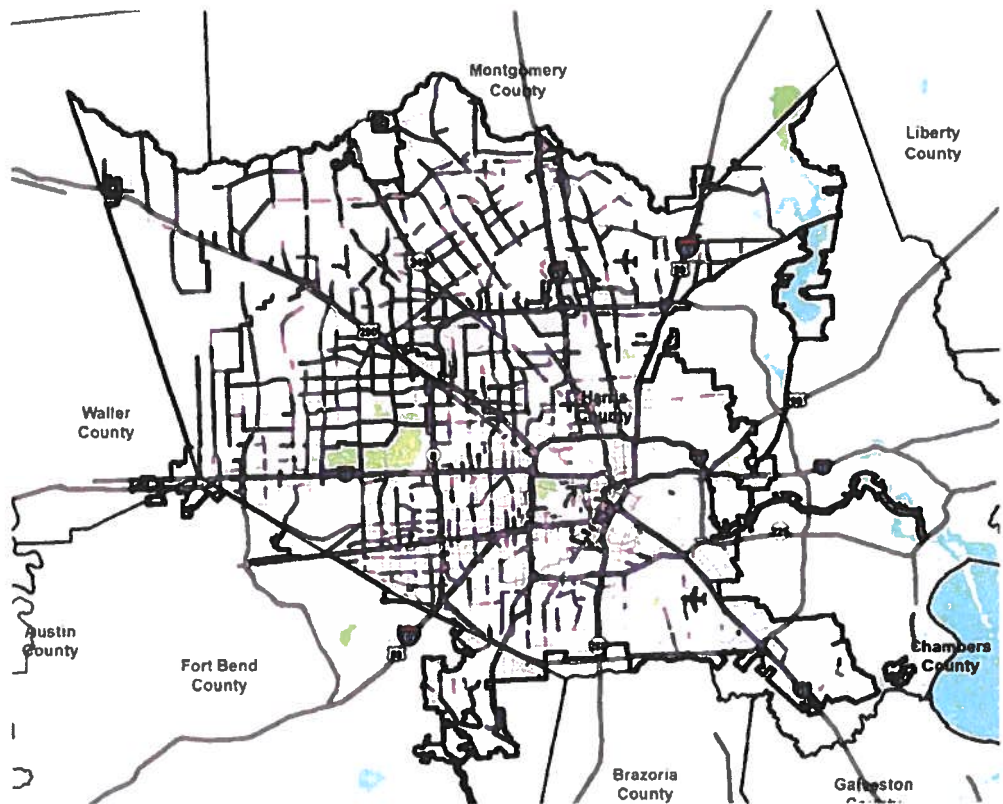


INCREASED DENSITIES WITHIN THE URBAN CORE AND HIGH GROWTH AREAS IN THE NORTH, WEST AND SOUTHWEST

WHAT ABOUT TRAVEL?

- Metro Service Area
- 2040 AM Congestion (based on V/C ratio)
- Slow Down
- Congested
- Very Congested
- Extremely Congested

EXISTING AND FUTURE CONGESTION ON ROADWAY NETWORK



Source: H-GAC Travel Demand Model

METRONEXT MOVING FORWARD PLAN

LRT Extensions

- Green Line to Hobby Airport
- Purple Line to Hobby Airport
- Red Line to N. Shepherd
- Green/Purple Lines to Courthouse

BRT System

- IH 45 North to IAH & Greenspoint
- Inner Katy Corridor to NWTC / HSR / Uptown
- University Corridor to Westchase & Tidwell
- Uptown BRT Extension to Gulfton
- Gessner Corridor

Regional Express Network

- US 90A Two-Way HOV
- IH 10 West Two-Way HOV
- IH 45 North Two-Way HOV
- IH 69/US 59 Two-Way HOV (Edloe to Downtown)
- SH 249 Corridor & Facilities to Boudreaux
- 4 Off-Peak Direction Diamond Lane Corridors

BOOST & Signature Service

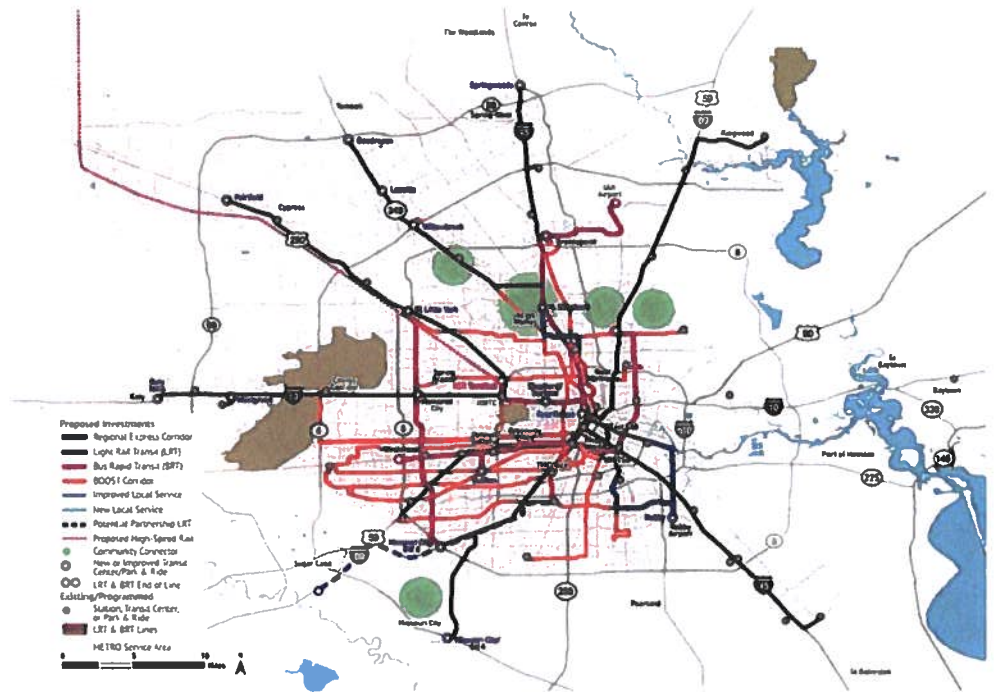
- 14 Corridors
- Westheimer Signature Bus Service

System Enhancements

- Systemwide route improvements including 3 new Community Connectors
- Downtown, Midtown & TMC transit improvements
- First / Last Mile
- Universal Accessibility

Facilities

- 7 New / Improved Transit Centers
- 8 New / Improved Park & Rides



KEY FINANCIAL ASSUMPTIONS

- **No increase in sales tax rate (remains 8.25%) and no property tax increase**
- **Net Sales Tax Revenues available to METRO are based on the annual growth rates (FY2019 - FY2040 and beyond) formulated by Dr. Robert W. Gilmer, University of Houston - C.T. Bauer College of Business as of June 2018**
- **General Mobility Program continues through 2040 and beyond**
- **Bus and Light Rail infrastructure projects are financed using 50% debt/50% grant funds**
- **Bus system enhancements and optimization projects are financed using debt and local funds**
- **Forecasted expenditures include operating and maintenance costs for all METRONext projects**
- **METRO's Board approved cash reserve requirements (25% of operating expenses plus \$10MM) are met**

METRONEX I MOVING FORWARD PLAN INVESTMENTS

Major Investments:

110 mi  Regional Express Network

20 mi  Extended LRT lines

75 mi  New BRT system

260 mi  BOOST & Signature

15  New or Improved
Park & Rides, Transit Centers

3  Community Connectors

25%  Increase in Bus Service

Service & Access Improvements:



**IMPROVED TRANSIT
SERVICE ON MAJOR
FREEWAYS**



**IMPROVED BUS
SERVICE AND
BUS STOPS**



**RESILIENCY
PLANNING**



**PARTNERSHIP
PROJECTS**



**UNIVERSAL
ACCESSIBILITY**

DRAFT 12.11.2018 For Presentation, Discussion Only

METRONEXT MOVING FORWARD PLAN

2040 RESULTS



103%

increase in
ridership
compared to
current year



632,000

passenger trips
carried on the
METRO system
every day



134,000

fewer car trips
on the road each
day



1,000,000

fewer vehicle
miles traveled
every day

METRONEXT IN THE COMMUNITY



2003 METRO SOLUTIONS REFERENDUM PASSED BY VOTERS

METRO
Solutions

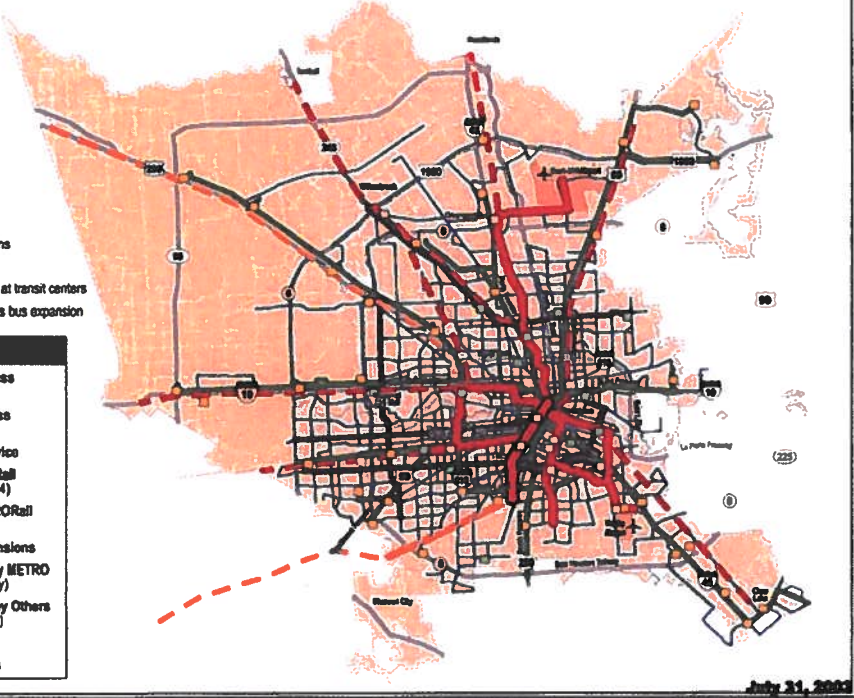
Exhibit A TRANSIT SYSTEM PLAN

Transit System Plan

- ▶ About 44 new bus routes
- ▶ 9 Transit Centers
- ▶ 9 Park & Ride lots
- ▶ New Two-way all-day Park & Ride service
- ▶ Approximately 20,000 new parking spaces
- ▶ 64.8 miles of Light Rail
- ▶ About 54 Light Rail Stations
- ▶ 8 miles Commuter Rail
- ▶ Bike Racks on buses and at transit centers
- ▶ METROLit Service mirrors bus expansion

Legend

- Local and Express Bus Service
- Signature Express Bus Service
- Park & Ride Service
- Phase I METRORail (opening Jan., 2004)
- Additional METRORail (planned)
- - - Future Rail Extensions
- - - Commuter Rail by METRO (pending feasibility)
- - - Commuter Rail by Others (pending feasibility)
- Transit Centers
- Park & Ride Lots



**\$640 MILLION
IN BONDING
AUTHORITY
(NEVER
ENOUGH TO
FINISH THE
PLAN)**

2003

METRO SOLUTIONS REFERENDUM PASSED BY VOTERS

Transit System Plan [Long-Term]

- NBN** ▶ About 44 new bus routes
 - 7** ▶ 9 Transit Centers
 - 8** ▶ 9 Park & Ride lots
 - ✓** ▶ New Two-way all-day Park & Ride service
 - 9,711** ▶ Approximately 20,000 new parking spaces
 - 15.2** ▶ 64.8 miles of Light Rail [21.8 more miles by 2012, in addition to original Red Line]
 - 23** ▶ About 54 Light Rail Stations
 - ▶ 8 miles Commuter Rail
 - ✓** ▶ Bike Racks on buses and at transit centers
 - ✓** ▶ METROLift Service mirrors bus expansion
- plus more**

**\$640 MILLION
IN BONDING
AUTHORITY
(NEVER
ENOUGH TO
FINISH THE
PLAN)**

METRO BOND INITIATIVE

Exhibit D Ballot Metropolitan Transit Authority of Harris County, Texas

The following summary lists the components and segments of METRORAIL and Commuter Line, as described in Exhibits A and A-3 through A-9 of such Resolution and the Official Notice of the Election, and is a part of the Ballot and the Proposition being submitted to the voters at the Election.

The segments marked ★ are expected to be completed by the end of 2012 utilizing the proceeds of the \$640 million of bonds, if approved at the Election.

NOTE: METRO RECEIVED A FEDERAL GRANT "MATCH" OF \$900 MILLION

1. North Hardy:
 - ★ (a) UH-Downtown to Northline Mall **DONE**
 - (b) Northline Mall to Greenspoint
 - (c) Greenspoint to Bush IAH Airport
2. Southeast:
 - ★ (a) Downtown/Bagby to Dowling **DONE**
 - ★ (b) Dowling to Griggs/610 **DONE**
 - (c) Griggs/610 to Park & Ride in the vicinity of Hobby Airport
 - (d) Sunnyside: Southeast Transit Center to Bellfort
 - (e) Sunnyside: Bellfort to Airport Blvd.
3. Harrisburg:
 - ★ (a) Dowling to Magnolia Transit Center **DONE**
 - (b) Magnolia Transit Center to Gulfgate Center
 - (c) Gulfgate Center to Telephone Road
4. ★ Westpark – Wheeler Station to Hillcroft Transit Center **"UNIVERSITY LINE"** **NOT DONE**
5. **Uptown/West Loop** – Westpark to the Northwest Transit Center
6. Inner Katy – Downtown/Bagby to Northwest Transit Center
7. Southwest Commuter Line – Fannin South Park & Ride to Harris County Line

TO: Members of the City Council

FROM: Mark Kobelan, Mayor


MEETING DATE: March 25, 2019

SUBJECT: Mayor's Report

Agenda Item: 6

- Uretak

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: March 25, 2019

SUBJECT: City Administrator's Report

Agenda Item: 7

- February 2019 Financials

10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
10-1100	Claim on Cash	2,962,330.37
10-1101	Cash- GF Texpool	1,114,291.98
10-1105	Cash with Amegy	0.00
10-1108	Cash with Agent	1,519,718.30
10-1120	Cash-Texas Class	8,100,490.18
10-1200	Accounts Receivable	0.00
10-1201	Sales Tax Receivable	17,215.07
10-1202	FEMA Reimbursement Receivable	0.00
10-1203	Property Tax receivable-PY	144,419.10
10-1204	Property Tax Receivable-CY	1,993,799.52
10-1205	Other Receivables	45,262.52
10-1209	A/R Willet	2,813.36
10-1301	Accrued Interest	0.00
10-1400	Prepaid Expenses	0.00
10-1507	Due from Debt Service Fund	0.00
10-1508	Due from Capital Projects Fund	0.00
10-1509	Due from Non-Major Fund	0.00
10-1510	Due from Metro Fund	0.00
10-1550	Due from Other Governments	0.00
10-1802	Street and Drainage System	0.00
		15,900,340.40
	TOTAL ASSETS	15,900,340.40

=====

LIABILITIES

=====		
10-2001	Accounts Payable	5,680.56
10-2002	Other Accrued Liabilities	0.00
10-2005	Misc Payables	0.00
10-2051	Payroll Tax Payable	0.00
10-2052	Employee Insurance Payable	(686.49)
10-2062	TMRS Payable	(1,279.73)
10-2101	Property Tax Overpayments	0.00
10-2102	MC-Child Safety Fees Due	(28.50)
10-2103	MC-Bonds Due	0.00
10-2104	Due To - MC Technology	0.36
10-2105	Due To-MC Security	0.00
10-2106	Due To-State Comptroller	119,381.56
10-2107	Due To OMNI Base	2,717.98
10-2108	RESTITUTION	(270.00)
10-2110	Bond Payable - FAST	1,757.55
10-2111	Other Accrued Liabilities	0.00
10-2130	Deferred Revenue-Property Tax	144,419.10
10-2131	Other Deferred Revenue	22,697.46
10-2302	Due to State-CJ Fee	250.64
10-2303	Due To-Debt Service Fund	0.00
10-2402	Permit Deposits	0.00
10-2403	Drainage Deposit Payable	0.00
10-2404	Gas Meter Deposit	89,485.00

10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
10-2405	P&Z Deposit	0.00
10-2500	Accrued Wages	9,953.15
10-2501	Gordon Estate Bond	0.00
10-2601	Construction Retainage Payable	0.00
10-2701	Deferred Taxes	0.00
10-2702	Deferred Revenue-Alarm Fees	22,500.00
10-2703	Deferred Franchise Taxes	0.00
10-2704	Unearned Revenue-CY Prop Taxes	5,252,478.98
10-2801	General LT Debt-N/P	0.00
10-2802	GO Bonds Payable	0.00
	TOTAL LIABILITIES	<u>5,669,057.62</u>
EQUITY		
=====		
10-3000	Fund Balance	726,631.20
10-3003	Fund Balance	6,980,925.83
10-3900	Earnings	0.00
	TOTAL BEGINNING EQUITY	<u>7,707,557.03</u>
	TOTAL REVENUE	3,754,072.12
	TOTAL EXPENSES	<u>1,230,346.37</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	2,523,725.75
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>10,231,282.78</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	15,900,340.40
		=====

10 -GENERAL FUND
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	5,235,455.00	1,306,320.24	3,553,810.57	67.88	1,681,644.43
PERMITS & INSPECTIONS	367,900.00	32,701.85	71,697.90	19.49	296,202.10
COURT	142,000.00	12,272.19	30,709.04	21.63	111,290.96
INVESTMENT INCOME	150,000.00	18,290.07	33,716.74	22.48	116,283.26
AGENCIES & ALARMS	33,000.00	1,200.00	6,500.00	19.70	26,500.00
FRANCHISE REVENUE	398,000.00	51,092.66	57,635.41	14.48	340,364.59
DONATIONS & IN LIEU	235,500.00	2.46	2.46	0.00	235,497.54
TOTAL REVENUES	6,561,855.00	1,421,879.47	3,754,072.12	57.21	2,807,782.88
<u>EXPENDITURE SUMMARY</u>					
<u>PUBLIC SERVICE</u>					
COMMUNITY	10,000.00	0.00	0.00	0.00	10,000.00
POLICE	1,815,242.00	0.00	453,801.20	25.00	1,361,440.80
MISCELLANEOUS	0.00	0.00	25,307.00	0.00	(25,307.00)
SANITATION COLLECTION	570,000.00	0.00	48,704.44	8.54	521,295.56
LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
STREET LIGHTING	12,000.00	1,181.62	2,336.58	19.47	9,663.42
FIRE	2,035,143.00	0.00	426,109.04	20.94	1,609,033.96
TOTAL PUBLIC SERVICE	4,443,885.00	1,181.62	956,258.26	21.52	3,487,626.74
<u>CONTRACT SERVICES</u>					
CONTRACT SERVICES	356,000.00	19,149.50	37,265.30	10.47	318,734.70
TOTAL CONTRACT SERVICES	356,000.00	19,149.50	37,265.30	10.47	318,734.70
<u>BUILDING</u>					
CONTRACT SERVICES	3,857.00	0.00	0.00	0.00	3,857.00
BUILDING SERVICES	149,500.00	0.00	18,085.24	12.10	131,414.76
ADMIN EXPENSE	4,193.00	0.00	0.00	0.00	4,193.00
OFFICE EXPENSE	3,157.00	0.00	0.00	0.00	3,157.00
WAGES & BENEFITS	128,307.00	0.00	0.00	0.00	128,307.00
INSURANCE	17,177.00	663.38	5,076.76	29.56	12,100.24
TOTAL BUILDING	306,191.00	663.38	23,162.00	7.56	283,029.00
<u>GENERAL GOVERNMENT</u>					
CONTRACT SERVICES	12,000.00	0.00	0.00	0.00	12,000.00
ADMIN EXPENSE	45,883.00	1,445.03	4,589.24	10.00	41,293.76
OFFICE EXPENSE	149,100.00	1,691.28	25,132.78	16.86	123,967.22
WAGES & BENEFITS	279,951.00	41,194.35	83,166.26	29.71	196,784.74
INSURANCE	29,116.00	2,368.55	13,020.60	44.72	16,095.40
TOTAL GENERAL GOVERNMENT	516,050.00	46,699.21	125,908.88	24.40	390,141.12

10 -GENERAL FUND
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
ADMIN EXPENSE	5,536.00	0.00	625.00	11.29	4,911.00
OFFICE EXPENSE	4,564.00	0.00	135.38	2.97	4,428.62
WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
INSURANCE	22,903.00	1,324.93	7,878.44	34.40	15,024.56
COURT OPERATIONS	37,200.00	3,316.28	3,540.48	9.52	33,659.52
TOTAL MUNICIPAL COURT	174,714.00	4,641.21	12,179.30	6.97	162,534.70
<u>PUBLIC WORKS MAINTENANCE</u>					
CONTRACT SERVICES	3,875.00	0.00	0.00	0.00	3,875.00
ADMIN EXPENSE	2,343.00	61.91	61.91	2.64	2,281.09
OFFICE EXPENSE	2,207.00	0.00	0.00	0.00	2,207.00
WAGES & BENEFITS	88,859.00	0.00	0.00	0.00	88,859.00
INSURANCE	18,612.00	945.17	6,840.34	36.75	11,771.66
PUBLIC WORKS OPERATIONS	313,500.00	10,557.26	22,235.53	7.09	291,264.47
TOTAL PUBLIC WORKS MAINTENANCE	429,396.00	11,564.34	29,137.78	6.79	400,258.22
<u>GOF CAPITAL OUTLAYS</u>					
OTHER EXPENSES	1,497,014.00	0.00	46,434.85	3.10	1,450,579.15
TOTAL GOF CAPITAL OUTLAYS	1,497,014.00	0.00	46,434.85	3.10	1,450,579.15
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(1,161,395.00)	1,337,980.21	2,523,725.75		(3,685,120.75)

10 -GENERAL FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TAXES</u>					
10-4101 Property Tax Revenue	5,035,455.00	1,282,976.22	3,513,645.57	69.78	1,521,809.43
10-4150 Sales Tax	200,000.00	23,344.02	40,165.00	20.08	159,835.00
TOTAL TAXES	5,235,455.00	1,306,320.24	3,553,810.57	67.88	1,681,644.43
<u>PERMITS & INSPECTIONS</u>					
10-4203 Plat Reviews	3,400.00	0.00	0.00	0.00	3,400.00
10-4204 Code Enforcement Citations	1,000.00	0.00	0.00	0.00	1,000.00
10-4205 Contractor Registration	12,000.00	1,620.00	3,240.00	27.00	8,760.00
10-4206 Drainage Reviews	50,000.00	7,000.00	9,300.00	18.60	40,700.00
10-4207 Permits	300,000.00	24,081.85	59,157.90	19.72	240,842.10
10-4208 Board of Adjustment Fees	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL PERMITS & INSPECTIONS	367,900.00	32,701.85	71,697.90	19.49	296,202.10
<u>COURT</u>					
10-4300 Court Fines	142,000.00	12,272.19	30,709.04	21.63	111,290.96
TOTAL COURT	142,000.00	12,272.19	30,709.04	21.63	111,290.96
<u>INVESTMENT INCOME</u>					
10-4400 Interest Income	150,000.00	18,290.07	33,716.74	22.48	116,283.26
TOTAL INVESTMENT INCOME	150,000.00	18,290.07	33,716.74	22.48	116,283.26
<u>AGENCIES & ALARMS</u>					
10-4501 Agencies	0.00	0.00	0.00	0.00	0.00
10-4507 Sec-False Alarm	0.00	0.00	0.00	0.00	0.00
10-4508 SEC-Registration	33,000.00	1,200.00	6,500.00	19.70	26,500.00
10-4520 FEMA - State Reimbursement	0.00	0.00	0.00	0.00	0.00
TOTAL AGENCIES & ALARMS	33,000.00	1,200.00	6,500.00	19.70	26,500.00
<u>FRANCHISE REVENUE</u>					
10-4602 Cable	72,000.00	753.58	753.58	1.05	71,246.42
10-4605 Power/Electric	272,000.00	48,948.84	48,948.84	18.00	223,051.16
10-4606 Franchise Fees-Gas	19,000.00	0.00	0.00	0.00	19,000.00
10-4607 Telephone	35,000.00	1,390.24	7,932.99	22.67	27,067.01
10-4608 Wireless Communication	0.00	0.00	0.00	0.00	0.00
TOTAL FRANCHISE REVENUE	398,000.00	51,092.66	57,635.41	14.48	340,364.59
<u>DONATIONS & IN LIEU</u>					
10-4702 Kinkaid School	34,000.00	0.00	0.00	0.00	34,000.00
10-4703 Metro Congested Mitigation	136,000.00	2.46	2.46	0.00	135,997.54
10-4704 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
10-4705 Ambulance	65,000.00	0.00	0.00	0.00	65,000.00
10-4706 Donation to Historical Preserv	0.00	0.00	0.00	0.00	0.00
10-4800 Miscellaneous Income	500.00	0.00	0.00	0.00	500.00
10-4850 Transfer In	0.00	0.00	0.00	0.00	0.00
10-4900 Prior Period Adjustments	0.00	0.00	0.00	0.00	0.00
10-4907 Unearned Revenue	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	235,500.00	2.46	2.46	0.00	235,497.54

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

10 -GENERAL FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	6,561,855.00	1,421,879.47	3,754,072.12	57.21	2,807,782.88

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PUBLIC SERVICE</u>					
=====					
<u>COMMUNITY</u>					
10-510-5001 Community Celebrations	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL COMMUNITY	10,000.00	0.00	0.00	0.00	10,000.00
<u>POLICE</u>					
10-510-5010 MEMORIAL VILLAGE POLICE DEPT	1,815,242.00	0.00	446,468.37	24.60	1,368,773.63
10-510-5011 MVPD - AUTO REPLACEMENT	0.00	0.00	7,332.83	0.00	(7,332.83)
TOTAL POLICE	1,815,242.00	0.00	453,801.20	25.00	1,361,440.80
<u>MISCELLANEOUS</u>					
10-510-5020 Miscellaneous	0.00	0.00	25,307.00	0.00	(25,307.00)
TOTAL MISCELLANEOUS	0.00	0.00	25,307.00	0.00	(25,307.00)
<u>SANITATION COLLECTION</u>					
10-510-5030 SANITATION COLLECTION	570,000.00	0.00	47,749.45	8.38	522,250.55
10-510-5031 SANITATION FUEL CHARGE	0.00	0.00	954.99	0.00	(954.99)
TOTAL SANITATION COLLECTION	570,000.00	0.00	48,704.44	8.54	521,295.56
<u>LIBRARY</u>					
10-510-5040 Spring Branch Library	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
<u>STREET LIGHTING</u>					
10-510-5050 Street Lighting	12,000.00	1,181.62	2,336.58	19.47	9,663.42
TOTAL STREET LIGHTING	12,000.00	1,181.62	2,336.58	19.47	9,663.42
<u>FIRE</u>					
10-510-5060 Villages Fire Department	2,035,143.00	0.00	426,109.04	20.94	1,609,033.96
TOTAL FIRE	2,035,143.00	0.00	426,109.04	20.94	1,609,033.96
TOTAL PUBLIC SERVICE	4,443,885.00	1,181.62	956,258.26	21.52	3,487,626.74
<u>CONTRACT SERVICES</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-520-5102 Accounting/Audit	32,000.00	0.00	5,069.91	15.84	26,930.09
10-520-5103 Engineering	150,000.00	0.00	8,647.25	5.76	141,352.75
10-520-5104 Legal	90,000.00	6,422.50	6,422.50	7.14	83,577.50
10-520-5105 Tax Appraisal-HCAD	60,000.00	12,413.00	12,413.00	20.69	47,587.00
10-520-5107 Animal Control	2,000.00	299.00	395.98	19.80	1,604.02
10-520-5108 IT Hardware/Software & Support	0.00	0.00	4,301.66	0.00	(4,301.66)
10-520-5110 Mosquito Control	22,000.00	15.00	15.00	0.07	21,985.00
TOTAL CONTRACT SERVICES	356,000.00	19,149.50	37,265.30	10.47	318,734.70

0 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL CONTRACT SERVICES	356,000.00	19,149.50	37,265.30	10.47	318,734.70
<u>BUILDING</u>					
<u>CONTRACT SERVICES</u>					
10-530-5108 Information Technology	3,857.00	0.00	0.00	0.00	3,857.00
TOTAL CONTRACT SERVICES	3,857.00	0.00	0.00	0.00	3,857.00
<u>BUILDING SERVICES</u>					
10-530-5152 Drainage Reviews	45,000.00	0.00	5,795.24	12.88	39,204.76
10-530-5153 Electrical Inspections	12,000.00	0.00	855.00	7.13	11,145.00
10-530-5154 Plat Reviews	500.00	0.00	0.00	0.00	500.00
10-530-5155 Plan Reviews	10,000.00	0.00	4,000.00	40.00	6,000.00
10-530-5156 Plumbing Inspections	18,000.00	0.00	1,170.00	6.50	16,830.00
10-530-5157 Structural Inspections	15,000.00	0.00	1,890.00	12.60	13,110.00
10-530-5158 Urban Forester	42,000.00	0.00	3,880.00	9.24	38,120.00
10-530-5160 Mechanical Inspections	7,000.00	0.00	495.00	7.07	6,505.00
TOTAL BUILDING SERVICES	149,500.00	0.00	18,085.24	12.10	131,414.76
<u>ADMIN EXPENSE</u>					
10-530-5204 Dues & Subscriptions	250.00	0.00	0.00	0.00	250.00
10-530-5206 Legal Notices	500.00	0.00	0.00	0.00	500.00
10-530-5207 Misc Supplies	1,800.00	0.00	0.00	0.00	1,800.00
10-530-5209 Office Equipment & Maintenance	1,643.00	0.00	0.00	0.00	1,643.00
TOTAL ADMIN EXPENSE	4,193.00	0.00	0.00	0.00	4,193.00
<u>OFFICE EXPENSE</u>					
10-530-5210 Postage	150.00	0.00	0.00	0.00	150.00
10-530-5211 Meeting Supplies	150.00	0.00	0.00	0.00	150.00
10-530-5213 Office Supplies	500.00	0.00	0.00	0.00	500.00
10-530-5214 Telecommunications	1,857.00	0.00	0.00	0.00	1,857.00
10-530-5215 Travel & Training	500.00	0.00	0.00	0.00	500.00
TOTAL OFFICE EXPENSE	3,157.00	0.00	0.00	0.00	3,157.00
<u>PAGES & BENEFITS</u>					
10-530-5301 Gross Wages	109,214.00	0.00	0.00	0.00	109,214.00
10-530-5311 Payroll Processing	643.00	0.00	0.00	0.00	643.00
10-530-5313 Fringe Benefits	18,450.00	0.00	0.00	0.00	18,450.00
TOTAL WAGES & BENEFITS	128,307.00	0.00	0.00	0.00	128,307.00
<u>INSURANCE</u>					
10-530-5353 Employee Insurance	17,177.00	663.38	5,076.76	29.56	12,100.24
TOTAL INSURANCE	17,177.00	663.38	5,076.76	29.56	12,100.24
TOTAL BUILDING	306,191.00	663.38	23,162.00	7.56	283,029.00

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GENERAL GOVERNMENT</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-540-5108 Information Technology	12,000.00	0.00	0.00	0.00	12,000.00
TOTAL CONTRACT SERVICES	12,000.00	0.00	0.00	0.00	12,000.00
<u>ADMIN EXPENSE</u>					
10-540-5201 Administrative	0.00	0.00	0.00	0.00	0.00
10-540-5202 Auto Allowance/Mileage	13,583.00	600.00	1,200.00	8.83	12,383.00
10-540-5203 Bank Fees	1,800.00	0.00	44.21	2.46	1,755.79
10-540-5204 Dues & Subscriptions	3,500.00	0.00	0.00	0.00	3,500.00
10-540-5205 Elections	5,000.00	0.00	0.00	0.00	5,000.00
10-540-5206 Legal Notices	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5207 Miscellaneous	0.00	0.00	0.00	0.00	0.00
10-540-5208 Citizen Communication	10,000.00	0.00	2,500.00	25.00	7,500.00
10-540-5209 Office Equipment & Maintenance	10,000.00	845.03	845.03	8.45	9,154.97
TOTAL ADMIN EXPENSE	45,883.00	1,445.03	4,589.24	10.00	41,293.76
<u>OFFICE EXPENSE</u>					
10-540-5210 Postage	1,600.00	0.00	575.45	35.97	1,024.55
10-540-5211 Meeting Supplies	4,000.00	120.99	154.24	3.86	3,845.76
10-540-5212 Rent/Leasehold/Furniture	125,000.00	0.00	19,408.84	15.53	105,591.16
10-540-5213 Office Supplies	8,500.00	369.68	1,810.87	21.30	6,689.13
10-540-5214 Telecommunications	6,000.00	1,200.61	3,183.38	53.06	2,816.62
10-540-5215 Travel & Training	1,000.00	0.00	0.00	0.00	1,000.00
10-540-5216 Statutory Legal Notices	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL OFFICE EXPENSE	149,100.00	1,691.28	25,132.78	16.86	123,967.22
<u>PAGES & BENEFITS</u>					
10-540-5301 Gross Wages	230,426.00	30,934.16	61,762.18	26.80	168,663.82
10-540-5302 Overtime/Severance	0.00	1,774.34	3,035.52	0.00 (3,035.52)
10-540-5303 Temporary/Part-time Personnel	5,000.00	2,761.16	6,847.63	136.95 (1,847.63)
10-540-5304 Salary Adjustment (Bonus)	0.00	0.00	0.00	0.00	0.00
10-540-5306 Payroll Tax Expense	0.00	2,503.32	4,959.27	0.00 (4,959.27)
10-540-5310 TMRS (retirement)	0.00	3,053.81	6,063.16	0.00 (6,063.16)
10-540-5311 Payroll Processing	857.00	167.56	498.50	58.17	358.50
10-540-5312 TWC-Unemployment	0.00	0.00	0.00	0.00	0.00
10-540-5313 Fringe Benefits	43,668.00	0.00	0.00	0.00	43,668.00
TOTAL WAGES & BENEFITS	279,951.00	41,194.35	83,166.26	29.71	196,784.74
<u>INSURANCE</u>					
10-540-5353 Employee Insurance	24,816.00	2,368.55	10,937.60	44.07	13,878.40
10-540-5354 General Liability	3,800.00	0.00	0.00	0.00	3,800.00
10-540-5355 Bonds for City Staff	500.00	0.00	0.00	0.00	500.00
10-540-5356 Workman's Compensation	0.00	0.00	2,083.00	0.00 (2,083.00)
10-540-5357 Drainage Study	0.00	0.00	0.00	0.00	0.00
TOTAL INSURANCE	29,116.00	2,368.55	13,020.60	44.72	16,095.40
TOTAL GENERAL GOVERNMENT	516,050.00	46,699.21	125,908.88	24.40	390,141.12

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
<u>CONTRACT SERVICES</u>					
10-550-5108 Information Technology	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
<u>ADMIN EXPENSE</u>					
10-550-5204 Dues & Subscriptions	250.00	0.00	0.00	0.00	250.00
10-550-5207 Misc Supplies	2,000.00	0.00	625.00	31.25	1,375.00
10-550-5209 Office Equipment & Maintenance	3,286.00	0.00	0.00	0.00	3,286.00
TOTAL ADMIN EXPENSE	5,536.00	0.00	625.00	11.29	4,911.00
<u>OFFICE EXPENSE</u>					
10-550-5210 Postage	100.00	0.00	0.00	0.00	100.00
10-550-5211 Meeting Supplies	0.00	0.00	0.00	0.00	0.00
10-550-5213 Office Supplies	500.00	0.00	10.38	2.08	489.62
10-550-5214 Telecommunications	3,714.00	0.00	0.00	0.00	3,714.00
10-550-5215 Travel & Training	250.00	0.00	125.00	50.00	125.00
TOTAL OFFICE EXPENSE	4,564.00	0.00	135.38	2.97	4,428.62
<u>PAGES & BENEFITS</u>					
10-550-5301 Gross Wages	92,014.00	0.00	0.00	0.00	92,014.00
10-550-5311 Payroll Processing	857.00	0.00	0.00	0.00	857.00
10-550-5313 Fringe Benefits	11,640.00	0.00	0.00	0.00	11,640.00
TOTAL WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
<u>INSURANCE</u>					
10-550-5353 Employee Insurance	22,903.00	1,324.93	7,878.44	34.40	15,024.56
TOTAL INSURANCE	22,903.00	1,324.93	7,878.44	34.40	15,024.56
<u>COURT OPERATIONS</u>					
10-550-5402 MC Facilities	0.00	0.00	0.00	0.00	0.00
10-550-5403 Credit Card Charges	5,000.00	416.28	640.48	12.81	4,359.52
10-550-5404 Judge/Prosecutor/Interpreter	22,000.00	2,900.00	2,900.00	13.18	19,100.00
10-550-5405 Jury Pay	0.00	0.00	0.00	0.00	0.00
10-550-5406 State Comptroller/OMNI/Linebar	10,000.00	0.00	0.00	0.00	10,000.00
10-550-5407 SETCIC	0.00	0.00	0.00	0.00	0.00
10-550-5408 Supplies/Miscellaneous	0.00	0.00	0.00	0.00	0.00
10-550-5409 Collection Agency	0.00	0.00	0.00	0.00	0.00
10-550-5410 OmniBase Services of Texas	200.00	0.00	0.00	0.00	200.00
TOTAL COURT OPERATIONS	37,200.00	3,316.28	3,540.48	9.52	33,659.52
TOTAL MUNICIPAL COURT	174,714.00	4,641.21	12,179.30	6.97	162,534.70

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
PUBLIC WORKS MAINTENANCE					
=====					
CONTRACT SERVICES					
10-560-5108 Information Technology	3,875.00	0.00	0.00	0.00	3,875.00
TOTAL CONTRACT SERVICES	3,875.00	0.00	0.00	0.00	3,875.00
ADMIN EXPENSE					
10-560-5207 Misc Supplies	700.00	61.91	61.91	8.84	638.09
10-560-5209 Office Equipment & Maintenance	1,643.00	0.00	0.00	0.00	1,643.00
TOTAL ADMIN EXPENSE	2,343.00	61.91	61.91	2.64	2,281.09
OFFICE EXPENSE					
10-560-5213 Office Supplies	100.00	0.00	0.00	0.00	100.00
10-560-5214 Telecommunications	1,857.00	0.00	0.00	0.00	1,857.00
10-560-5215 Travel & Training	250.00	0.00	0.00	0.00	250.00
TOTAL OFFICE EXPENSE	2,207.00	0.00	0.00	0.00	2,207.00
WAGES & BENEFITS					
10-560-5301 Gross Wages	75,019.00	0.00	0.00	0.00	75,019.00
10-560-5311 Payroll Processing	643.00	0.00	0.00	0.00	643.00
10-560-5313 Fringe Benefits	13,197.00	0.00	0.00	0.00	13,197.00
TOTAL WAGES & BENEFITS	88,859.00	0.00	0.00	0.00	88,859.00
INSURANCE					
10-560-5353 Employee Insurance	18,612.00	945.17	6,840.34	36.75	11,771.66
TOTAL INSURANCE	18,612.00	945.17	6,840.34	36.75	11,771.66
PUBLIC WORKS OPERATIONS					
10-560-5500 Public Works Maintenance	0.00	0.00	0.00	0.00	0.00
10-560-5501 TCEQ & Harris CO Permits	1,000.00	0.00	1,656.25	165.63 (656.25)
10-560-5504 Landscaping Maintenance	15,000.00	7,098.00	17,001.02	113.34 (2,001.02)
10-560-5505 Gator Fuel	2,000.00	0.00	22.73	1.14	1,977.27
10-560-5506 Right of Way Mowing	80,000.00	0.00	0.00	0.00	80,000.00
10-560-5507 Road & Sign Repair	50,000.00	1,417.75	1,417.75	2.84	48,582.25
10-560-5508 ROW Water/Planting	4,500.00	0.00	96.27	2.14	4,403.73
10-560-5509 Tree Care/Removal	10,000.00	0.00	0.00	0.00	10,000.00
10-560-5510 Road/Drainage Maintenance	75,000.00	0.00	0.00	0.00	75,000.00
10-560-5515 Landscape Improvements	75,000.00	2,041.51	2,041.51	2.72	72,958.49
10-560-5516 Gator Maintenance	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL PUBLIC WORKS OPERATIONS	313,500.00	10,557.26	22,235.53	7.09	291,264.47
TOTAL PUBLIC WORKS MAINTENANCE					
	429,396.00	11,564.34	29,137.78	6.79	400,258.22

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GOV CAPITAL OUTLAYS</u>					
<u>OTHER EXPENSES</u>					
10-570-5601 Capital Improvements	0.00	0.00	0.00	0.00	0.00
10-570-5602 Drainage Ditch Maintenance	0.00	0.00	0.00	0.00	0.00
10-570-5606 Road/Drainage Projects	0.00	0.00	35,024.85	0.00 (35,024.85)
10-570-5607 2014 Paving Project	0.00	0.00	0.00	0.00	0.00
10-570-5608 MDE Drainage	0.00	0.00	0.00	0.00	0.00
10-570-5609 Windermere Drainage	406,689.00	0.00	0.00	0.00	406,689.00
10-570-5610 Fire Station Remodel	0.00	0.00	0.00	0.00	0.00
10-570-5616 S. Piney Pt/Blalock Rd	0.00	0.00	0.00	0.00	0.00
10-570-5640 Surrey Oaks	1,090,325.00	0.00	11,410.00	1.05	1,078,915.00
10-570-5660 Smithdale Estates Bypass	0.00	0.00	0.00	0.00	0.00
10-570-5665 Woods Edge Erosion Project	0.00	0.00	0.00	0.00	0.00
10-570-5700 2015 Maintenance Project	0.00	0.00	0.00	0.00	0.00
10-570-5705 Tynewood Ditch Washout Project	0.00	0.00	0.00	0.00	0.00
10-570-5800 Lanecrest Improvements Project	0.00	0.00	0.00	0.00	0.00
10-570-5805 Beinhorn Paving Project	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,497,014.00	0.00	46,434.85	3.10	1,450,579.15
TOTAL GOF CAPITAL OUTLAYS	1,497,014.00	0.00	46,434.85	3.10	1,450,579.15
TOTAL EXPENDITURES	7,723,250.00	83,899.26	1,230,346.37	15.93	6,492,903.63
REVENUES OVER/(UNDER) EXPENDITURES	(1,161,395.00)	1,337,980.21	2,523,725.75	(3,685,120.75)

20 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<u>ASSETS</u>		
=====		
20-1100	Claim on Cash	(477,018.96)
20-1105	Cash - Amegy Bank	0.00
20-1108	Cash with Agent	405,186.03
20-1109	Texpool-DS	405,676.31
20-1110	Texas Class-DS	120,155.35
20-1200	Property Tax Receivable-PY	27,211.66
20-1201	Property Tax Receivable-CY	532,135.28
20-1300	Due to/From General Fund	0.00
20-1301	Accrued Interest Receivable	<u>0.00</u>
		<u>1,013,345.67</u>
TOTAL ASSETS		<u>1,013,345.67</u>
=====		
<u>LIABILITIES</u>		
=====		
20-2001	Accounts Payable	0.00
20-2002	Other Accrued Liabilities	0.00
20-2130	Deferred Revenue-Property Tax	27,211.66
20-2200	Deferred Property Tax Rec	0.00
20-2300	Other Accrued Liabilities	0.00
20-2701	Unearned Revenue-Property Tax	<u>1,401,860.79</u>
	TOTAL LIABILITIES	<u>1,429,072.45</u>
<u>EQUITY</u>		
=====		
20-3000	Fund Balance	(<u>1,383,078.29</u>)
	TOTAL BEGINNING EQUITY	(1,383,078.29)
TOTAL REVENUE		968,851.51
TOTAL EXPENSES		<u>1,500.00</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		967,351.51
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		(<u>415,726.78</u>)
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		<u>1,013,345.67</u>
=====		

20 -DEBT SERVICE
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	1,502,950.00	350,954.06	965,765.17	64.26	537,184.83
INVESTMENT INCOME	<u>3,900.00</u>	<u>1,159.25</u>	<u>3,086.34</u>	<u>79.14</u>	<u>813.66</u>
TOTAL REVENUES	<u>1,506,850.00</u>	<u>352,113.31</u>	<u>968,851.51</u>	<u>64.30</u>	<u>537,998.49</u>
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	2,250.00	0.00	1,500.00	66.67	750.00
OTHER EXPENSES	1,502,950.00	0.00	0.00	0.00	1,502,950.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	<u>1,505,200.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.10</u>	<u>1,503,700.00</u>
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	1,650.00	352,113.31	967,351.51	(965,701.51)

CITY OF PINEY POINT VILLAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

20 -DEBT SERVICE

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TAXES</u>					
20-4101 Property Tax Revenue	1,502,950.00	350,954.06	965,765.17	64.26	537,184.83
TOTAL TAXES	1,502,950.00	350,954.06	965,765.17	64.26	537,184.83
<u>INVESTMENT INCOME</u>					
20-4400 Bank Interest	3,900.00	1,159.25	3,086.34	79.14	813.66
20-4410 Bond Premium	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	3,900.00	1,159.25	3,086.34	79.14	813.66
TOTAL REVENUES	1,506,850.00	352,113.31	968,851.51	64.30	537,998.49

20 -DEBT SERVICE

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-DEPARTMENTAL					
ADMIN EXPENSE					
20-500-5204 Paying Agent Fees	2,250.00	0.00	1,500.00	66.67	750.00
TOTAL ADMIN EXPENSE	2,250.00	0.00	1,500.00	66.67	750.00
OTHER EXPENSES					
20-500-5820 Interest Expense-Bonds	217,950.00	0.00	0.00	0.00	217,950.00
20-500-5821 Bond Principal Payments	1,285,000.00	0.00	0.00	0.00	1,285,000.00
20-500-5822 Amortization of Bonds	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,502,950.00	0.00	0.00	0.00	1,502,950.00
TRANSFERS					
20-500-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,505,200.00	0.00	1,500.00	0.10	1,503,700.00
TOTAL EXPENDITURES	1,505,200.00	0.00	1,500.00	0.10	1,503,700.00
REVENUES OVER/(UNDER) EXPENDITURES	1,650.00	352,113.31	967,351.51		(965,701.51)

30 -SPECIAL REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<u>ASSETS</u>			
=====			
30-1100	Claim on Cash	87,058.90	
30-1102	Donation	0.02	
30-1103	MC Security	0.36	
30-1104	MC Technology	0.05	
30-1106	Child Safety	20,815.18	
30-1200	Due To/From General Fund	0.00	
30-1301	Accrued Interest Receivable	<u>0.00</u>	
		107,874.51	
	TOTAL ASSETS		107,874.51
			=====
<u>LIABILITIES</u>			
=====			
30-2001	Accounts Payable	0.00	
30-2100	Grants Payable	0.00	
30-2200	Due To General Fund	<u>0.00</u>	
	TOTAL LIABILITIES		<u>0.00</u>
<u>EQUITY</u>			
=====			
30-3000	Fund Balance	34,566.58	
30-3001	Fund Balance-Child Safety	55,694.92	
30-3002	Fund Balance-MC Security	11,838.88	
30-3003	Fund Balance-MC Technology	3,081.69	
30-3010	Unrestricted Retained Earnings	0.00	
30-3300	Fund Balance-MC Security	0.00	
30-3400	Fund Balance- MC Technology	0.00	
30-3904	Earnings-MC Technology	<u>0.00</u>	
	TOTAL BEGINNING EQUITY	105,182.07	
	TOTAL REVENUE	2,692.44	
	TOTAL EXPENSES	<u>0.00</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	2,692.44	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>107,874.51</u>	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		107,874.51
			=====

30 -SPECIAL REVENUE FUND
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	13,300.00	1,198.33	2,690.77	20.23	10,609.23
INVESTMENT INCOME	5.00	0.80	1.67	33.40	3.33
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	13,305.00	1,199.13	2,692.44	20.24	10,612.56
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
MISCELLANEOUS	(10,000.00)	0.00	0.00	0.00	(10,000.00)
TOTAL NON-DEPARTMENTAL	(10,000.00)	0.00	0.00	0.00	(10,000.00)
<u>QUALIFIED EXPENSES</u>					
COURT	(7,823.00)	0.00	0.00	0.00	(7,823.00)
TOTAL QUALIFIED EXPENSES	(7,823.00)	0.00	0.00	0.00	(7,823.00)
<u>ADMINISTRATION</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	31,128.00	1,199.13	2,692.44		28,435.56

30 -SPECIAL REVENUE FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>COURT</u>					
30-4305 MC Security Revenue	4,000.00	328.48	821.07	20.53	3,178.93
30-4310 MC Technology Revenue	5,300.00	437.99	1,094.78	20.66	4,205.22
30-4315 Child Safety Revenues	4,000.00	431.86	774.92	19.37	3,225.08
TOTAL COURT	13,300.00	1,198.33	2,690.77	20.23	10,609.23
<u>INVESTMENT INCOME</u>					
30-4405 MC Security-Interest	0.00	0.00	0.00	0.00	0.00
30-4410 MC Technology-Interest	0.00	0.00	0.00	0.00	0.00
30-4415 Child Safety-Interest	5.00	0.80	1.67	33.40	3.33
30-4420 Donations-Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	5.00	0.80	1.67	33.40	3.33
<u>DONATIONS & IN LIEU</u>					
30-4720 Donations	0.00	0.00	0.00	0.00	0.00
30-4800 Other Income	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	13,305.00	1,199.13	2,692.44	20.24	10,612.56
	=====	=====	=====	=====	=====

30 -SPECIAL REVENUE FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-DEPARTMENTAL					
MISCELLANEOUS					
30-500-5029 Gen Govt Qualified Expenses	(10,000.00)	0.00	0.00	0.00	(10,000.00)
TOTAL MISCELLANEOUS	(10,000.00)	0.00	0.00	0.00	(10,000.00)
TOTAL NON-DEPARTMENTAL	(10,000.00)	0.00	0.00	0.00	(10,000.00)
QUALIFIED EXPENSES					
COURT					
30-510-5121 Child Safety	0.00	0.00	0.00	0.00	0.00
30-510-5122 MC Security	(123.00)	0.00	0.00	0.00	(123.00)
30-510-5123 MC Technology	(7,700.00)	0.00	0.00	0.00	(7,700.00)
30-510-5129 Donation	0.00	0.00	0.00	0.00	0.00
TOTAL COURT	(7,823.00)	0.00	0.00	0.00	(7,823.00)
TOTAL QUALIFIED EXPENSES	(7,823.00)	0.00	0.00	0.00	(7,823.00)
ADMINISTRATION					
ADMIN EXPENSE					
30-520-5203 Bank Fees	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES					
30-520-5702 Other Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
TRANSFERS					
30-520-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	(17,823.00)	0.00	0.00	0.00	(17,823.00)
REVENUES OVER/(UNDER) EXPENDITURES	31,128.00	1,199.13	2,692.44		28,435.56

40 -CAPITAL PROJECTS FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
40-1100	Claim on Cash	(1,522,333.84)
40-1101	Texpool	0.00
40-1105	Cash - Amegy Checking	0.00
40-1120	Texas Class	7,428.73
40-1200	Accounts Receivable	0.00
40-1220	A/R - General Fund	0.00
40-1250	Due To Metro	0.00
40-1300	Accrued Interest Receivable	0.00
		<u>(1,514,905.11)</u>
	TOTAL ASSETS	(1,514,905.11)
		=====
LIABILITIES		
=====		
40-2001	Accounts Payable	0.00
40-2002	Other Accrued Liabilities	0.00
40-2200	Deferred Revenue	0.00
40-2300	Construction Retainage Payable	194,200.81
40-2400	Accrued Liabilities	0.00
	TOTAL LIABILITIES	<u>194,200.81</u>
EQUITY		
=====		
40-3000	Fund Balance	(1,679,214.89)
	TOTAL BEGINNING EQUITY	(1,679,214.89)
	TOTAL REVENUE	31.52
	TOTAL EXPENSES	<u>29,922.55</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(29,891.03)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	(1,709,105.92)
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	(1,514,905.11)
		=====

40 -CAPITAL PROJECTS FUND
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INVESTMENT INCOME	0.00	15.01	31.52	0.00 (31.52)
DONATIONS & IN LIEU	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	15.01	31.52	0.00 (31.52)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	22,422.55	29,922.55	0.00 (29,922.55)
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	<u>0.00</u>	<u>22,422.55</u>	<u>29,922.55</u>	<u>0.00</u> (<u>29,922.55</u>)
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (22,407.54) (29,891.03)		29,891.03

10 -CAPITAL PROJECTS FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>INVESTMENT INCOME</u>					
40-4400 Interest Income	0.00	15.01	31.52	0.00 (31.52)
TOTAL INVESTMENT INCOME	0.00	15.01	31.52	0.00 (31.52)
<u>DONATIONS & IN LIEU</u>					
40-4800 Other Income	0.00	0.00	0.00	0.00	0.00
40-4910 Debt Proceeds	0.00	0.00	0.00	0.00	0.00
40-4911 Bond Premium	0.00	0.00	0.00	0.00	0.00
40-4912 Issuance Cost	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	15.01	31.52	0.00 (31.52)
	=====	=====	=====	=====	=====

10 -CAPITAL PROJECTS FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-DEPARTMENTAL					
ADMIN EXPENSE					
40-500-5203 Bank Fees	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES					
40-500-5601 Capital Outlay	0.00	0.00	0.00	0.00	0.00
40-500-5616 S. Piney Pt/Blalock Rd	0.00	22,422.55	22,422.55	0.00 (22,422.55)
40-500-5617 Smithdale/Claymore	0.00	0.00	0.00	0.00	0.00
40-500-5640 Batch 1 Projects	0.00	0.00	0.00	0.00	0.00
40-500-5641 Batch 1 - Preliminary	0.00	0.00	0.00	0.00	0.00
40-500-5655 Blalock/S. Piney Point	0.00	0.00	0.00	0.00	0.00
40-500-5660 Smithdale Estates Bypass	0.00	0.00	0.00	0.00	0.00
40-500-5670 N. Piney Point Road Project	0.00	0.00	0.00	0.00	0.00
40-500-5675 Lanecrest Drainage Improvement	0.00	0.00	0.00	0.00	0.00
40-500-5702 Miscellaneous Expense	0.00	0.00	7,500.00	0.00 (7,500.00)
TOTAL OTHER EXPENSES	0.00	22,422.55	29,922.55	0.00 (29,922.55)
TRANSFERS					
40-500-5901 Transfers In	0.00	0.00	0.00	0.00	0.00
40-500-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	0.00	22,422.55	29,922.55	0.00 (29,922.55)
TOTAL EXPENDITURES	0.00	22,422.55	29,922.55	0.00 (29,922.55)
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (22,407.54) (29,891.03)		29,891.03

99 - POOLED CASH FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
99-1101	Cash	1,120,019.40	
99-1510	DUE FROM GENERAL FUND	0.00	
99-1520	DUE FROM DEBT SERVICE	0.00	
99-1530	DUE FROM SPECIAL REVENUE	0.00	
99-1540	DUE FROM CAPITAL PROJECTS	0.00	
99-1550	DUE FROM METRO FUND	0.00	
99-1599	Due From Other Funds	<u>5,680.56</u>	
			<u>1,125,699.96</u>
TOTAL ASSETS			<u>1,125,699.96</u>
=====			
LIABILITIES			
=====			
99-2000	Accounts Payable	6,991.56	
99-2190	Due to Other Funds	<u>1,118,708.40</u>	
	TOTAL LIABILITIES		<u>1,125,699.96</u>
EQUITY			
=====			
99-3000	Fund Balance	<u>0.00</u>	
	TOTAL BEGINNING EQUITY	0.00	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>0.00</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>1,125,699.96</u>
=====			

Council Agenda Item Cover Memo

3/25/2019
Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on revisions to Chapter 34 in the City Code of Ordinances

SUMMARY/BACKGROUND (WHY): The City revised the Ordinance Chapter 34-Floods at the December Council meeting changing the requirement that the lowest floor elevation on a home must be 1-foot above the 500-year floodplain elevation instead of 1-foot about the 100-year floodplain. This change also required that any fill in the 500-year floodplain be mitigated to result in a zero net fill in the 500-year floodplain. HDR recommends that the ordinance be revised to require a zero net fill in only the 100-yr floodplain as opposed to the 500-year floodplain.

STAFF RECOMMENDATION: _____

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

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes

ORDINANCE NO. 19.03.25

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF PINEY POINT VILLAGE, TEXAS, AMENDING CHAPTER 34, FLOODS, BY DELETING ARTICLE II, FLOOD DAMAGE PREVENTION, IN ITS ENTIRETY AND REPLACING IT WITH A NEW ARTICLE II OF CHAPTER 34; ESTABLISHING REGULATIONS RELATED TO THE DEVELOPMENT OF PROPERTY WITHIN FLOOD ZONE AREAS; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF ANY PROVISION OF THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. The Code of Ordinances of the City of Piney Point Village, Texas is hereby amended by deleting Chapter 34, Floods, Article II, Flood Damage Prevention and replacing it in its entirety with a new Article II of Chapter 34 to read as follows:

“Chapter 34 – FLOODS

* * *

ARTICLE II. - FLOOD DAMAGE PREVENTION

DIVISION 1. - GENERALLY

Sec. 34-30. - Definitions.

Unless specifically defined below, words or phrases used in this article shall be interpreted to give them the meaning they have in common usage and to give this article it's most reasonable application.

Alluvial fan flooding means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.

Apex means a point on an alluvial fan or similar landform below which the flow path of

the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

Appurtenant structure means a structure which is on the same parcel of property as the principal structure to be insured and the use of which is incidental to the use of the principal structure

Area of future conditions flood hazard means the land area that would be inundated by the one percent, annual chance 100-year flood based on future conditions hydrology.

Area of shallow flooding means a designated AO, AH, AR/AO, AR/AH, or VO zone on a community's flood insurance rate map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

Area of special flood hazard is the land in the floodplain within a community subject to a 0.2 percent or greater chance of flooding in any given year. The area may be designated as zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-30, VE, V, or X Shaded Zones.

Base flood means the flood having a one percent chance of being equaled or exceeded in any given year.

Basement means any area of the building having its floor subgrade (below ground level) on all sides.

Breakaway wall means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

Critical feature means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

Development means any manmade change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

Elevated building means, for insurance purposes, a non-basement building, which has its lowest elevated floor, raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

Existing construction means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

Existing manufactured home park or subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

Expansion to an existing manufactured home park or subdivision means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

Flood or flooding means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) The overflow of inland or tidal waters.
- (2) The unusual and rapid accumulation or runoff of surface waters from any source.

Flood elevation study means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

Flood insurance rate map (FIRM) means an official map of a community, on which the Federal Emergency Management Agency has delineated both the special flood hazard areas and the risk premium zones applicable to the community.

Flood insurance study (F/5). See Flood elevation study.

Floodplain or floodprone area means any land area susceptible to being inundated by water from any source (see definition of flooding).

Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

Utilities means all building utilities including, but not limited to, electrical, heating, ductwork, ventilation, plumbing, air-conditioning equipment, water softener equipment, and other service facilities to a building. For purposes of this chapter only, it does not include pool lighting and equipment, sewer cleanouts, sampling well access, interceptor access, landscaping irrigation systems, or any similar items and equipment not servicing a building, or that are otherwise sealed.

Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

Flood protection system means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the area within a community subject to a “special flood hazard” and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

Floodproofing means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

Floodway. See Regulatory floodway.

Functionally dependent use means a use, which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

Highest adjacent grade means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

Historic structure means any structure that is:

- (1) Listed individually in the National Register of Historic Places (a listing maintained by the department of interior) or preliminarily determined by the secretary of the interior as meeting the requirements for individual listing on the National Register;
- (2) Certified or preliminarily determined by the secretary of the interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the secretary to qualify as a registered historic district;
- (3) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the secretary of the interior;
or
- (4) Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the secretary of the interior;
or
 - b. Directly by the secretary of the interior in states without approved programs.

Levee means a manmade structure, usually an earthen embankment, designed and

constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

Levee system means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

Lowest floor means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of section 60.3 of the National Flood Insurance Program regulations.

Manufactured home means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

Manufactured home park or subdivision means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Mean sea level means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's flood insurance rate map are referenced.

New construction means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

New manufactured home park or subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

Recreational vehicle means a vehicle which is (i) built on a single chassis; (ii) 400 square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Regulatory floodway means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively

increasing the water surface elevation more than a designated height.

Riverine means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

Special flood hazard area. See Area of special flood hazard.

Start of construction (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

Substantial damage means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial improvement means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

- (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or
- (2) Any alteration of a “historic structure”, provided that the alteration will not preclude the structure’s continued designation as a “historic structure.”

Variance means a grant of relief by a community from the terms of a floodplain

management regulation. (For full requirements see section 60.6 of the National Flood Insurance Program regulations.)

Violation means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in section 60.3 (b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) [of the National Flood Insurance Program regulations] is presumed to be in violation until such time as that documentation is provided.

Shaded Zone means areas subject to a 0.2 percent chance of flooding in any given year; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile, and areas protected by levees from 1% annual chance flood.

Water surface elevation means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

Sec. 34-31. - Statutory authorization.

The Legislature of the State of Texas has in the Local Government Code delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the City Council of the City of Piney Point Village, Texas, does ordain as follows.

Sec. 34-32. - Findings of fact.

- (a) The flood hazard areas of the city are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.
- (b) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

Sec. 34-33. -Statement of purpose:

It is the purpose of this article to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- (1) Protect human life and health;
- (2) Minimize expenditure of public money for costly flood control projects;

- (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) Minimize prolonged business interruptions;
- (5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- (6) Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and
- (7) Insure that potential buyers are notified that property is in a flood area.

Sec. 34-34. - Methods of reducing flood losses.

In order to accomplish its purposes, this article uses the following methods:

- (1) Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;
- (2) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- (3) Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
- (4) Control filling, grading, dredging and other development which may increase flood damage;
- (5) Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

Sec. 34-35. - Lands to which this article applies.

The article shall apply to all areas of special flood hazard with the jurisdiction of the city.

Sec. 34-36. - Basis for establishing the areas of special flood hazard.

The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled, "The Flood Insurance Study (FIS) for Harris County, Texas dated June 18, 2007, with accompanying flood insurance rate maps

and/or flood boundary-floodway maps (FIRM and/or FBFM) dated June 18, 2007, and any revisions thereto are hereby adopted by reference and declared to be a part of this article.

Sec. 34-37. - Establishment of development permit.

A floodplain development permit shall be required to ensure conformance with the provisions of this article.

Sec. 34-38. - Compliance.

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this article and other applicable regulations.

Sec. 34-39. - Abrogation and greater restrictions.

This article is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this article and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

Sec. 34-40. - Interpretation.

In the interpretation and application of this article, all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body; and
- (3) Deemed neither to limit nor repeal any other powers granted under state statutes.

Sec. 34-41. - Warning and disclaimer or liability.

The degree of flood protection required by this article is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by manmade or natural causes. This article does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This article shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this article or any administrative decision lawfully made hereunder.

Sees. 34-42-34-65. - Reserved.

DIVISION 2. - ADMINISTRATION

Sec. 34-66. - Designation of the floodplain administrator.

The building inspector is hereby appointed the floodplain administrator to administer and implement the provisions of this article and other appropriate sections of 44 CFR (Emergency Management and Assistance - National Flood Insurance Program Regulations) pertaining to floodplain management.

Sec. 34-67. - Duties and responsibilities of the floodplain administrator.

Duties and responsibilities of the floodplain administrator shall include, but not be limited to, the following:

- (1) Maintain and hold open for public inspection all records pertaining to the provisions of this article.
- (2) Review permit application to determine whether to ensure that the proposed building site project, including the placement of manufactured homes, will be reasonably safe from flooding.
- (3) Review, approve or deny all applications for development permits required by adoption of this article.
- (4) Review permits for proposed development to assure that all necessary permits have been obtained from those federal, state or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.
- (5) Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the floodplain administrator shall make the necessary interpretation.
- (6) Notify, in riverine situations, adjacent communities and the state coordinating agency which is (list the name of the state NFIP coordinating agency), prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.
- (7) Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
- (8) When base flood elevation and 0.2 percent chance flood elevation data has not been provided in accordance with [section 34-36], the floodplain administrator shall obtain, review and reasonably utilize any base flood elevation data, 0.2 percent chance flood elevation data, and floodway data available from a federal, state or other source, in order to administer the provisions of [division 3].
- (9) When a regulatory floodway has not been designated, the floodplain administrator

must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

- (10) Under the provisions of 44 CFR chapter 1, section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one foot, provided that the community first completes all of the provisions required by section 65.12.

Sec. 34-68. - Permit procedures.

- (a) Application for a floodplain development permit is required in addition to any other permit that may be required for any development activity in areas of special flood hazard. The application shall be presented to the floodplain administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:
 - (1) Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
 - (2) Elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed;
 - (3) A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of [section 34-93];
 - (4) Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;
 - (5) Maintain a record of all such information in accordance with subsection [34-67(1)];
- (b) Approval or denial of a floodplain development permit by the floodplain administrator shall be based on all of the provisions of this article and the following relevant factors:

- (1) The danger to life and property due to flooding or erosion damage;
- (2) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- (3) The danger that materials may be swept onto other lands to the injury of others;
- (4) The compatibility of the proposed use with existing and anticipated development;
- (5) The safety of access to the property in times of flood for ordinary and emergency vehicles;
- (6) The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
- (7) The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site;
- (8) The necessity to the facility of a waterfront location, where applicable;
- (9) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use.

Sec. 34-69.- Variance procedures.

- (a) The board of adjustment, as established by the community, shall hear and render judgment on requests for variances from the requirements of this article.
- (b) The board of adjustment shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the floodplain administrator in the enforcement or administration of this article.
- (c) Any person or persons aggrieved by the decision of the appeal board may appeal such decision in the courts of competent jurisdiction.
- (d) The floodplain administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency

Management Agency upon request.

- (e) Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the state inventory of historic places, without regard to the procedures set forth in the remainder of this article.
- (f) Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in subsection 34-68(a)(3) of this article have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.
- (g) Upon consideration of the factors noted above and the intent of this article, the appeal board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this article ([section 34-33]).
- (h) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- (i) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- (j) Prerequisites for granting variances:
 - (1) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - (2) Variances shall only be issued upon:
 - a. Showing a good and sufficient cause;
 - b. A determination that failure to grant the variance would result in exceptional hardship to the applicant; and
 - c. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing

local laws or ordinances.

- (3) Any application to which a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

- (k) Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that: (i) the criteria outlined in subsections(a)-(i) of this section are met, and (ii) the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

Secs. 34-70-34-90. - Reserved.

DIVISION 3. - PROVISIONS FOR FLOOD HAZARD REDUCTION

Sec. 34-91. - General standards.

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

- (1) All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
- (2) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
- (3) All new construction or substantial improvements shall be constructed with materials resistant to flood damage;
- (4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
- (6) New and replacement sanitary sewage systems shall be designed to minimize

or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,

- (7) Onsite waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

Sec. 34-92. - Specific standards.

In all areas of special flood hazards where base flood elevation or 0.2 percent chance flood elevation data has been provided as set forth in section 34-36, subsection 34-67(8), or subsection 34-93(c), the following provisions are required:

- (1) *Residential construction.* New construction and substantial improvement of any residential structure shall have the lowest floor (including basement) and utilities elevated to two feet above the 0.2 percent chance flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the floodplain administrator that the standard of this subsection as proposed in subsection 34-68(a)(1), is satisfied.
- (2) *Enclosures.* New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:
 - a. A minimum of two openings on separate walls having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
 - b. The bottom of all openings shall be no higher than one foot above grade.
 - c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

Sec. 34-93. - Standards for subdivision proposals.

- (a) All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with sections 34-32 through 34-34 of this article.
- (b) All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet floodplain development permit requirements of [section 34-36]; [section 34-68]; and the provisions of [this

division].

- (c) Base flood elevation and 0.2 percent chance flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 50 lots or five acres, whichever is lesser, if not otherwise provided pursuant to section 34-36 or subsection 34-67(8) of this article.
- (d) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
- (e) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

Sec. 34-94. - Standards for areas of shallow flooding (AO/AH zones).

Located within the areas of special flood hazard established in section 34-36, are areas designated as shallow flooding. These areas have special flood hazards associated with flood depths of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by pending or sheet flow; therefore, the following provisions apply:

- (1) All new construction and substantial improvements of residential structures have the lowest floor (including basement) and all utilities elevated to two feet above the elevation number in feet specified on the FIRM for the site or at least three feet above the highest adjacent grade if no depth number is specified..
- (2) A registered professional engineer or architect shall submit a certification to the floodplain administrator that the standards of this section, as proposed in subsection 34-68(a)(1) are satisfied.
- (3) Require within zones AH or AO adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.

Sec. 34-95. - Floodways.

Located within areas of special flood hazard established in section 34-36, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions shall apply:

- (1) Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses

performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- (2) If subsection (1) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of this division.
- (3) Under the provisions of 44 CFR chapter 1, section 65.12, of the National Flood Insurance Program Regulation, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first completes all of the provisions required by section 65.12.

Sec. 34-96. -Severability.

If any section, clause, sentence, or phrase of this article is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this article.

Sec. 34-97. - Penalties for noncompliance.

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this court order and other applicable regulations. Violation of the provisions of this court order by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this court order or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2,000.00 per day or imprisoned for not more than one year, or both, for each violation, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the floodplain administrator from taking such other lawful action as is necessary to prevent or remedy any violation.

Sec. 34-98. -Statutory authorization, findings of fact and purpose.

National Flood Insurance Program Compliance. This division is adopted to comply with the rules and regulations of the National Flood Insurance Program codified as 44 Code of Federal Regulations Parts 59-78, as amended, so as to maintain the community's eligibility in the National Flood Insurance Program.

Sec. 34-99.- General provisions.

- (1) *Definitions.* Unless specifically defined below, words or phrases used in this division shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this division its most reasonable application.

Accessory use or structure means a use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure.

Flood fringe means that portion of the 100-year floodplain outside of the floodway.

Obstruction means any dam, wall, wharf, embankment, levee, dike, pile, abutment, projection, excavation, dredged spoil, channel modification, culvert, building, wire, fence, stockpile, refuse, fill, structure, stockpile of sand or gravel or other material, or matter in, along, across, or projecting into any channel, watercourse, lake bed, or regulatory floodplain which may impede, retard, or change the direction of flow, either in itself, or by catching or collecting debris carried by floodwater.

- (2) *Annexations.* The flood insurance rate map panels adopted by reference into section 34-36 of this article may include floodplain areas that lie outside of the corporate boundaries of the City of Piney Point Village at the time of adoption of this division. If any of these floodplain land areas are annexed into the city after the date of adoption of this division, the newly annexed floodplain lands shall be subject to the provisions of this division immediately upon the date of annexation into the city.
- (3) *Severability.* If any section, clause, provision, or portion of this division is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this division shall not be affected thereby.

Sec. 34-100.- Conflict with pre-existing zoning regulations and general compliance.

- (1) *Compliance.* No new structure or land shall hereafter be used and no structure shall be constructed, located, extended, converted, repaired, maintained, or structurally altered without full compliance with the terms of this division and other applicable regulations which apply to uses within the jurisdiction of this division. Within the floodway and flood fringe, all uses not listed as permitted uses in section 34-101 of this division shall be prohibited. In addition, a caution is provided here that:
 - a. New manufactured homes, replacement manufactured homes and certain recreational vehicles are subject to the general provisions of this division and specifically sections 34-101 of this division and subsection 34-93(e) of this article;
 - b. Modifications, repair and maintenance, additions, structural alterations or repair after damage to existing nonconforming structures and nonconforming uses of structures or land are regulated by the general provisions of this division and specifically section 34-105; and
 - c. As-built elevations for elevated structures must be certified by elevation surveys as stated in section 34-104 of this division.

Sec. 34-101. - Permitted uses, standards, and floodplain evaluation criteria.

(1) *Permitted uses in the floodplain.* The following uses of land are permitted uses in a floodplain, as defined in the Federal Insurance Rate Map (FIRM) most recent revision:

- a. Any use of land which does not involve a structure, a fence, an addition to the outside dimensions to an existing structure (including a fence) or an obstruction to flood flows such as fill, excavation, or storage of materials or equipment.
- b. Any use of land involving the construction of new structures, a fence, the placement or replacement of manufactured homes, the addition to the outside dimensions of an existing structure (including a fence) or obstructions such as fill or storage of materials or equipment, provided these activities are located in the flood fringe portion of the floodplain. These uses shall be subject to the development standards in subsection 34-101(2) of this division and the floodplain evaluation criteria in section 34-36 of this article as a basis for establishing the areas of special flood hazard.

(2) *Standards for floodplain permitted uses.*

- a. Fill shall be properly compacted and the slopes shall be properly protected by the use of riprap, vegetative cover or other acceptable method. The Federal Emergency Management Agency (FEMA) has established criteria for removing the special flood hazard area designation for certain structures properly elevated on fill above the 100-year flood elevation- FEMA's requirements incorporate specific fill compaction and side slope protection standards for multi-structure or multi-lot developments. These standards should be investigated prior to the initiation of site preparation if a change of special flood hazard area designation will be requested.
- b. Storage of materials and equipment.
 1. The storage or processing of materials that are, in time of flooding flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited.
 2. Storage of other materials or equipment may be allowed if readily removable from the area within the time available after a flood warning or if placed on fill to one foot above the base flood elevation.
- c. No use shall be permitted that will adversely affect the capacity of the channels or floodways of any tributary to the main stream, or any drainage

ditch, or any other drainage facility or system.

- d. All structures, including accessory structures, additions to existing structures and manufactured homes (excluding enclosures), as defined in section 34-30 of this article, shall be constructed so that the lowest floor, including basement floor, is two feet higher than the 0.2 percent elevation.
- e. Limitation of lot fill for property located in areas with a one percent or greater chance of flooding in any given year. These areas may be designated as zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AO, AR/AH, AR/A, VO, V1-30, VE, or V. If the property is in an area with a one percent or greater chance of flooding in any given year, the proposed improvements shall result in a no net increase in volume of material on the lot with the exception of the small amount of concrete material used on the lot for pier and beam raised foundation construction that may be permitted by the building official. A topographical survey performed under the supervision of a Texas Registered professional land surveyor should be completed prior to the demolition of any structures on the property to provide baseline conditions to determine the existing volume of material on the lot for the property. The elevations shall be based on current datum and vertical benchmark system being used by the city and should be at a maximum spacing of 25 feet throughout the property. The city will provide, upon request, locations and elevations of benchmarks available within the city. The topographical survey shall include as a minimum, the dimensions of all existing structures on the lot, the elevation of existing sidewalks, curb/gutters, ditches, storm sewers, sanitary sewers, elevations of slabs of existing structures, and the existing elevations of the lot. The builder's engineer preparing the drainage plan must provide supporting calculations and supporting data demonstrating that no net increase in volume of material is proposed.
- f. Commercial and manufacturing uses. Accessory land uses, such as yards, railroad tracks, and parking lots may be at elevations lower than the one foot above the base flood elevation. However, a permit for such facilities to be used by the employees or the general public shall not be granted in the absence of a flood warning system that provides adequate time for evacuation if the area would be inundated to a depth and velocity such that when multiplying the depth (in feet) times velocity (in feet per second) the product number exceeds four upon occurrence of the base flood.

Sec. 34-102. - Utilities, railroads, roads and bridges within the floodplain.

All utilities and transportation facilities, including railroad tracks, roads and bridges, shall be constructed in accordance with National Floodplain Insurance Program.

Sec. 34-103. - Subdivisions.

Removal of special flood hazard area designation. The Federal Emergency Management Agency (FEMA) has established criteria for removing the special flood hazard area designated for certain structures properly elevated on fill above the 100-year and 500-year flood elevation. FEMA's requirements incorporate specific fill compaction and side slope protection standards for multi-structure or multi-lot developments. These standards should be investigated prior to the initiation of site preparation if a change of special flood hazard area designation will be requested.

Sec. 34-104. -Administration.

- (1) *Permit required.* A permit issued by the floodplain administrator shall be secured prior to the erection, addition, modification, rehabilitation (including normal maintenance and repair), or alteration of any building or structure or portion thereof, the use or change of use of a building, structure, or land; the construction of a dam, fence, or onsite septic system, the change or extension of a nonconforming use, the repair of a structure that has been damaged by flood, fire, tornado, or any other source, or the placement of fill, excavation of materials or the storage of materials or equipment within the floodplain.
- (2) *State and federal permits.* Prior to granting a permit or processing an application for a variance, the applicant shall demonstrate to the city floodplain administrator that the applicant has obtained all necessary county, state, and federal permits.
- (3) *Certification of lowest floor elevations.* The applicant shall be required to submit certification (elevation certificate) by a registered professional engineer, or registered land surveyor that the finished building elevations were accomplished in compliance with the provisions of this article. The building official shall maintain a record of the elevation of the lowest floor (including basement) for all new structures and alterations or additions to existing structures in the floodplain.

Sec. 34-105. - Nonconformities.

A structure or the use of a structure or premises which was lawful before the passage or amendment of this division but which is not in conformity with the provisions of this division may be continued subject to the following conditions.

- (1) No such use shall be expanded, changed, enlarged, or altered in a way which increases its nonconformity.
- (2) A structural alteration within the inside dimensions of a nonconforming use or structure is permissible provided it utilizes flood resistant materials so as not to result in increasing the flood damage potential of that use or structure. A structural addition to a structure must be elevated one foot above the base flood elevation in accordance with subsection [34-101(2)d.] of this division.
- (3) The cost of all structural alterations or additions to any nonconforming structure

over the life of the structure shall not exceed 50 percent of the market value of the structure unless the conditions of this section are satisfied. The cost of all structural alterations and additions must include all costs such as construction materials and labor. A reasonable cost must be placed on all market value of the structure. If cost exceeds 50 percent of the market value, the structure must meet the standards of section 34-101 of this division for new structures.

- (4) If any nonconforming use of a structure or land or nonconforming structure is substantially damaged, it shall not be reconstructed except in conformity with the provisions of this division and other applicable provisions of this article.
- (5) If a substantial improvement occurs, as defined in section 34-30 of this article, from any combination of a building addition to the outside dimensions of the existing building or a rehabilitation, reconstruction, alteration, or other improvement to the inside dimensions of an existing nonconforming building, then the building addition and the existing nonconforming building must meet the requirements of section 34-101 of this division for new structures.

Sec. 34-1 06. - Reserved.

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

Section 3. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Piney Point Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 4. All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this _____ day of
_____ 2018.

Mark Kobelan
Mayor

ATTEST:

Karen Farris
City Secretary

Council Agenda Item Cover Memo

3/25/2019

Date of Meeting

To: Mayor and City Council

Agenda Item:

Discuss and take possible action on the Engineer's Report

SUMMARY/BACKGROUND (WHY): The City has requested that updates to current projects be summarized in an Engineer's Report. The Engineer's Report for this month includes updates to the Surrey Oaks Project, the City of Houston Windermere Project, White Pillars, various maintenance projects, and future projects.

STAFF RECOMMENDATION: _____

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

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

PREPARED BY: Joe Moore

ATTACHMENTS: Yes



Engineer's Status Report

City of Piney Point Village

HDR Engineering, Inc.

City Council Meeting Date: March 25, 2019

1. Surrey Oaks Paving & Drainage Improvements

HDR is currently working on the final design for the Surrey Oaks Paving & Drainage Improvements.

2. Beinhorn Drainage and Sidewalk Improvements Project

HDR currently in the design phase for the Beinhorn Project which includes improvements on Grecian Way. Per the last Council meeting, HDR will proceed with design of culvert resetting and ditch regarding on Grecian Way instead of storm sewer installation.

3. City of Houston – Windermere Project

The City of Piney Point Village, City of Houston, and Fused Industries held a meeting with effected residents on March 7, 2019. Residents from Residents from #14, #15, #16, and #18 were in attendance. #17 and #19 were not able to attend. HDR has since met with both #17 and #19. The meeting was helpful as the residents had several questions answered by either HDR, Fused Industries, or the City of Houston. HDR has continued to answer follow up questions from residents and communicate updates provided from the Contractor or City of Houston to residents. The Contractor completed survey and construction staking last week and as of Thursday, March 21, 2019, has accessed the easement from Fondren Road and begun clearing the easement. Temporary fencing between the backyard and the easement will be installed as the easement clearing continues, securing each backyard as they work.

4. #2 White Pillars/Jeffers Ct./Pineneedle

The resident at #2 White Pillars has expressed concern with an 18-inch storm sewer pipe that runs along the east side of his property from south to north outfalling into Soldiers Creek on the north side of White Pillars. The resident has reported that water bubbles up from inlets along the pipe and his yard drainage and fills his yard eventually flooding his garage. Council previously approved a quote to clean and televise the storm sewer to look for any major blockages or deficiencies that could be causing water to overflow from the pipe. There were some minor roots and one minor/medium roots in the pipe, but it did not appear that there were any blockages that would cause the flooding that the resident has reported. HDR also surveyed key elevations along the pipe and determined that it does not appear that Soldiers Creek is back flowing through the pipe and flooding the yard.

Using the survey data obtained, HDR has checked the hydraulic grade line of the existing 18-inch pipe for different storm events based on the survey data obtained. Calculations show



that the hydraulic grade line appears to be higher than the ground/inlet elevations in the backyard of the property. The calculations were then checked with a 24-inch pipe instead of the existing 18-inch pipe. The hydraulic grade line remains below the ground/inlet elevations with a 24-inch pipe up to the 10-year rain event.

The OPCC for these improvements is \$116,360.00

5. Maintenance Projects

Council has previously approved quotes or proposals for multiple maintenance projects throughout the City. The following is a status report for each project:

- South Piney Point Road sidewalk culvert washout
 - A washout has formed on a sidewalk culvert crossing underneath the sidewalk on the west side of South Piney Point Road just south of the bridge at Buffalo Bayou. HDR discussed this washout in the regular engineering meeting and was requested to obtain a cost to repair this washout. The City currently has DonMar Grading under contract for other maintenance work in the City. HDR contacted DonMar Grading to obtain a price to repair the washout with concrete bags. DonMar Grading provided a costs of \$2,200 to excavate the area, stabilize the area with concrete bags, re-center the ditch flowline, backfill, and sod the area. This will help prevent washout of the sidewalk which would result in a larger repair.
- Williamsburg ditch regrading/culvert reset
 - The City has received complaints about standing water in ditches along Williamsburg. It appears that two driveway culverts at 11319 Williamsburg are higher than upstream culverts causing water to stand in the ditch. HDR recommends the replacement of these two driveway culverts to relieve standing water. Attached is an Opinion of Probable Construction Cost (OPCC) for total of \$20,862.00. HDR is seeking direction to obtain quotes from Contractors to replace the driveway culverts and regarding the ditch west to North Piney Point Road.
- Jamestown Ditch Regrading
 - The City has received complaints of the ditches on Jamestown holding water. The drainage on Jamestown breaks approximately half way down the street. The eastern half of the street was graded and reconstructed during the Batch #1 Project but the western half of the street was not able to be improved as the drainage on North Piney Point Road was not deep enough to allow improvements. Now that the North Piney Point Road project is complete, the City has the ability to reset the culverts and regrade ditches. Per the City's request HDR has prepared Opinions of Probable Construction Costs (OPCCs) for two options: Option 1) – regrade ditches and clean culverts - \$15,600.00; Option 2) – Reset Driveway Culverts and regrade ditches - \$48,570.00. The OPCCs are attached.
- Taylorcrest (Echo Lane to Blalock Road) Restriping



- Re-striping has been completed
- Ditch Regrading (west side of Memorial Drive – Lacewood to Lazywood)
 - DonMar Grading has been delayed by weather but anticipates beginning the work the week of March 25th.

6. Raised Crosswalk at Blalock and Quail Hollow

The City of Bunker Hill Village contacted HDR about the possibility of adding a raised pedestrian crosswalk on Blalock road at the intersection of the Quail Hollow pedestrian path. Attached are pictures of the current intersection possible safety improvement options as suggested by the City of Bunker Hill Village.

7. Future Projects

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

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

- Opinion of Probable Project Costs (OPPC)
 - 96-inch (replace in kind) – \$986,200.00
 - 9'x9' RCB (equivalent size concrete material) - \$1,921,353.00
 - Dual 8'x7' RCB (ultimate outfall size) - \$2,227,785.00

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

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



8. Current Anticipated Piney Point Project Schedules:

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

- **Surrey Oaks Paving & Drainage Improvements**
 - Anticipated Schedule –
 - 30% Design Completion – 12/24/2018
 - Presentation of 30% Design – January Council Meeting – 1/28/2018
 - Authorization for Final Design - February Council Meeting – 2/26/2018
 - Final Design Completion – 5/27/2019
 - Authorization for Bidding – 5/27/2019
 - Advertise for Bidding - June
 - Bid Opening – mid-July
 - Award Contract – July Council Meeting – 7/29/2019
 - Construction Notice to Proceed – late-August
 - Construction Completion Date – late March 2020
- **Beinhorn Drainage & Sidewalk Improvements Project**
 - Anticipated Schedule –
 - Proposal Approved – 2/25/2019
 - Design Completion – 6/24/2019
 - Authorization for Bidding – July Council Meeting
 - Advertise for Bidding – August
 - Bid Opening – mid-September
 - Award Contract – September Council meeting 9/23/2019
 - Construction Notice to Proceed – late-October
 - Construction Completion Date – late April 2020

Williamsburg Ditch Regrading and Culvert Replacement
Opinion of Probable Construction Cost
City of Piney Point Village

Replace Two Driveway Culverts at 11319 Williamsburg and Regrade Ditches on South Side

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Remove and replace 6" thick reinforced concrete driveway, including proof rolling, level up sand, and full depth saw cut, complete in place, the sum of:	SY	60	\$75.00	\$4,500.00
2	Regrade existing ditch, complete in place, the sum of:	LF	435	\$15.00	\$6,525.00
3	Hydromulching along ditch regrading areas, complete in place, the sum of	LS	1	\$1,500.00	\$1,500.00
4	Remove and dispose of existing storm sewer, complete in place, the sum of	LF	36	\$25.00	\$900.00
5	24" RCP storm sewer including bedding and backfill, complete in place, the sum of:	LF	36	\$110.00	\$3,960.00
				CONSTRUCTION COST	\$17,385.00
				20% CONTINGENCY	\$3,477.00
				TOTAL CONSTRUCTION COST	\$20,862.00

These estimates are presented for planning purposes only and are subject to change as the project progresses

Jamestown Road Ditch Regrading
Opinion of Probable Construction Cost
City of Piney Point Village

Ditch Regrading and Culvert Cleaning

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Regrade existing ditch, complete in place, the sum of:	LF	475	\$15.00	\$7,125.00
2	Culvert cleaning, complete in place, the sum of:	LF	175	\$25.00	\$4,375.00
3	Hydromulching along ditch regrading areas, complete in place, the sum of	LS	1	\$1,500.00	\$1,500.00
				CONSTRUCTION COST	\$13,000.00
				20% CONTINGENCY	\$2,600.00
				TOTAL CONSTRUCTION COST	\$15,600.00

These estimates are presented for planning purposes only and are subject to change as the project progresses

**Jamestown Road Culvert Replacement
Opinion of Probable Construction Cost
City of Piney Point Village**

Constuction Costs

Item	Item Description	Unit	Quantity	Unit Price	Cost
1	Traffic Control, complete in place, the sum of:	LS	1	\$1,000.00	\$1,000.00
2	Remove and replace 6" thick reinforced concrete driveway, including proof rolling, level up sand, and full depth saw cut, complete in place, the sum of:	SY	145	\$75.00	\$10,875.00
3	Remove and dispose of existing storm sewer, complete in place, the sum of	LF	135	\$25.00	\$3,375.00
4	18" storm sewer, including bedding and backfill, complete in place, the sum of:	LF	125	\$100.00	\$12,500.00
5	24" storm sewer, including bedding and backfill, complete in place, the sum of:	LF	10	\$110.00	\$1,100.00
6	Tree removal, complete in place, the sum of:	EA	3	\$1,000.00	\$3,000.00
7	Regrade existing ditch, complete in place, the sum of:	LF	475	\$15.00	\$7,125.00
8	Hydromulching along ditch regrading areas, complete in place, the sum of	LS	1	\$1,500.00	\$1,500.00
				CONSTRUCTION COST	\$40,475.00
				20% CONTINGENCY	\$8,095.00
				TOTAL CONSTRUCTION COST	\$48,570.00

These estimates are presented for planning purposes only and are subject to change as the project progresses

Option 1



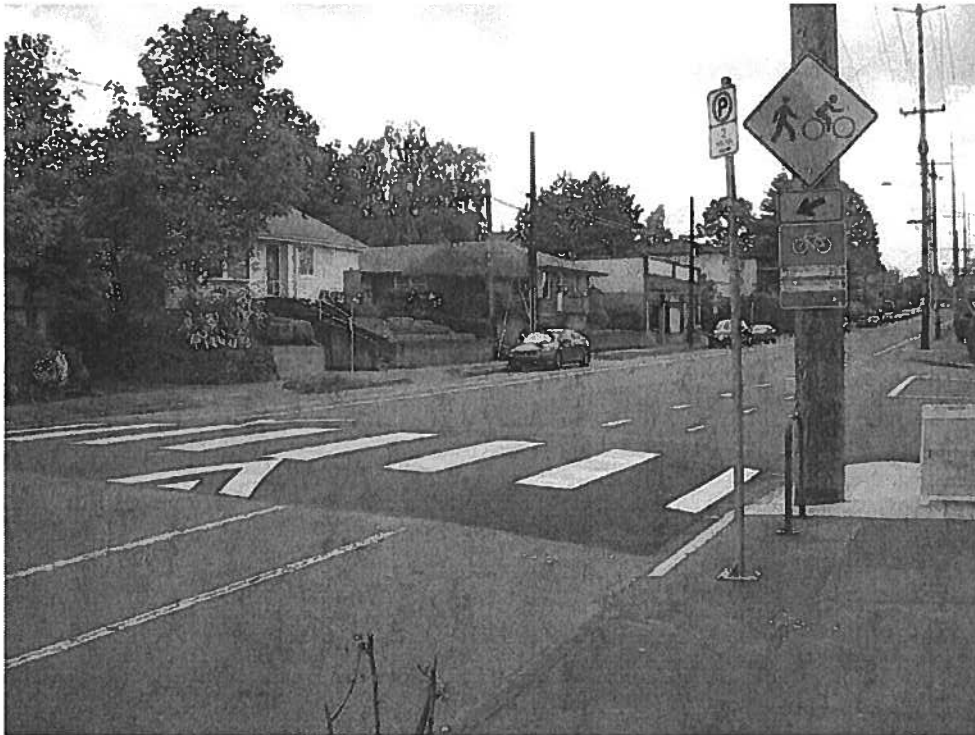
- Crosswalks with signs and pavement markings

Option 2



- Illuminated crosswalks with illuminated signs and push buttons

Option 3 – Example 1



- Raised crosswalks with illuminated signs and push buttons

Option 3 – Example 2



- Raised crosswalks with illuminated signs and push buttons

**MINUTES
THE CITY OF PINEY POINT VILLAGE
SPECIAL COUNCIL MEETING
TUESDAY, FEBRUARY 26, 2019**

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

COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Mayor Pro Tem John Ebeling, Joel Bender, Dale Dodds, Henry Kollenberg, Brian Thompson

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

DECLARATION OF QUORUM AND CALL TO ORDER

Mayor Kobelan called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL: The citizens listed below wished to address Council regarding items not on the agenda:

Dr. Leon Freedman and Donna Freedman of 360 Piney Point Rd. are new residents to Piney Point Village. They explained to Council that two-thirds of their property does not have a fence. They are requesting the City to allow them to restore or replace the fence with a split rail fence. They do not wish to make changes to the fence, but just to replace what was previously installed.

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

Commissioner Huguenard discussed the Virtual Gate project. He reported to Council that the Tri-Cities Public Safety Committee recently adopted a Resolution that provides that the Virtual Gate Project be transferred to the police department for further study and evaluation.

Chief Schultz was not present, he was out of town. Commander Jones updated Council on the activities of the police department including the Budget, Personnel Changes & Updates; Information on Significant Events, and Status Update on Major Projects.

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

Last month Mayor Kobelan requested permission from Council to allow him to initiate some type of negotiation concerning Bunker Hill and the Fire Department.

Mayor Kobelan summarized the discussions he had with the Mayors and Commissioners. Bunker Hill Village was hoping to work out a deal in which they would start their own EMS and get reduced services from the Fire Department for a

reduced rate, at 50%. Bunker Hill would have 1 EMS vehicle. They would contract for fire and back-up EMS, paying 50%. The vehicle would be located in Bunker Hill and if it was closer to Piney Point, Bunker Hill would hope Piney Point would chip in.

The discussions also determined that the Fire Department will only provide Full Service or No Service. There will be no partial service.

The proposal that was discussed among the Mayors and Commission was for the Fire Department to provide 4 additional years of full service to Bunker Hill beyond December, 31, 2019. Contract Services would continue for 2020, 2021, 2022, and 2023. Bunker Hill would pay 19% of the budget, which would include all funds that the other 5 cities approved in the budget. Bunker Hill would be responsible for developing their own EMS Station at their own effort and expense. 18 months before the 4 additional years of full service expires, Bunker Hill will provide notice of their intentions of remaining with the Fire Department.

Moving forward, a letter of agreement between the Fire Department and Bunker Hill would need to be approved by Council from each City. A Contract for Services will be needed in addition to addressing issues within the Interlocal Agreement:

1. Clarify that the budget can include Operating Expenses and Capital Expenses
2. Must approve entire budget; cannot selectively pick and choose
3. If a City leaves the Fire Department they do not get paid their share of the assets, the depreciated value of the assets.

Additional expenses incurred were also discussed.

Staff from the Fire Department updated Council on the activities of the fire department. Commissioner Nash exclaimed that the Fire Department continues to be high performing and always trying to find innovative ways to provide exceptional services to the citizens of the Villages.

3. Discuss and take possible action on Employee Health Insurance

The Police Commission met to consider the bids received. The Cigna bid represents a 21% increase over the current rate. The Blue Cross/Blue Shield bid was an 11% decrease. The Commission approved changing to Blue Cross/Blue Shield. Council Member Kollenberg made a motion to approve changing the Employee Health Insurance to Blue Cross/Blue Shield. Council Member Bender seconded the motion and it passed unanimously.

4. Discuss and take possible action on request by Smithdale Estates resident to remove a tree located in the City right-of-way.

City Council considered a request to remove a Laurel Oak located in the City right-of-way on Smithdale Estates. The homeowner, Bruce Baganz requested that the tree that he planted be removed as it; 1) is too close to the driveway, 2) blocks the view, 3) it is an old tree, not a long life species, and 4) shape of tree is abnormal. Council Member Ebeling made a motion to approve removing and replacing the tree with a tree that satisfies the City requirements as written. Council Member Bender seconded the motion and it passed with a vote of 4 in-favor and 1 opposed.

5. Discuss and take possible action on contract with DRC for debris removal
Council discussed renewing the City's contract with DRC for disaster debris clearance and removal. Council Member Dodds made a motion to approve the contract with DRC for debris removal. Council Member Thompson seconded the motion and it passed unanimously.

6. Discuss request to accept Piney Point Circle as a City street
Council discussed a letter received from the President of the Piney Point Circle HOA in which the home owners are open to discussing assigning Piney Point Circle together with drainage easements to the City. There was discussion regarding covering the ditches, insufficiencies with the drainage; and the 30 foot right of way on each side. The City Engineer suggested determining where Piney Point Circle falls in the street assessment. Council Member Thompson agreed to work with Council Member Dodds on this project. No other action taken.

7. Discuss and take possible action on Update to City's Drainage Criteria
This item was tabled during the January 28th meeting. Staff met with Council Member Thompson to discuss his concerns. Council is considering updates to four supplementary items in the City's Drainage Ordinance (New Construction and Partial Construction; Temporary Drainage Plan during Construction; New Pool Construction). The City Engineer clarified revisions needed to item #6 and item #8 under New Construction and Partial Construction. The word drip-line will be changed to Critical Root Zone. Critical Root Zone is the terminology used in the Tree Ordinance.

The City Engineer reported that a change to the criteria of the Floodplain Ordinance will be presented to City Council next month for approval. The revision will be to change the cut and fill requirements to be limited to the 100-year floodplain and not to include the 500-year floodplain. Council Member Thompson made a motion to update the City Drainage Criteria. Council Member Bender seconded the motion subject to changes and it passed unanimously.

8. Discuss and take possible action on the Mayor's monthly report
This item was presented under Agenda Item #2 Discuss and take possible action on the VFD monthly report.

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

- January 2019 Financials
- Fire Department and Police Department Appreciation
- EZ Task – Contracted with EZ Task to update the City website

10. Discuss and take possible action on the City's Engineer monthly report
The Engineer's Report for this month includes updates to:

- Surrey Oaks Project: The City and HDR met with resident's and builders to discuss project design, schedules; and permitting during construction.
- City of Houston Windermere Project: The City of Houston awarded the contract to Fused Industries, LLC. The City of Houston issued a Notice to Proceed
- White Pillar's/Jeffers Ct./ Pineneedle: there was discussion but no action taken

- various maintenance projects completed
 - future projects identified
 - drainage improvements along Beinhorn Road and Wilding Lane
 - cul-de-sac streets stemming off of the larger drainage completed projects
 - replacement of the 96-inch CMP along S. Piney Point Road
 - paving improvements
- 12. Discuss and take possible action on Acceptance of Master Drainage Study**
(this item was moved and placed between Item #10 and Item #11)
HDR completed the Master Drainage Study Update and a workshop with Council was held on January 22, 2019 to review and discuss the study. HDR revised the study based on comments from the workshop and presented to Council. Council Member Bender made a motion to approve the Master Drainage Study. Council Member Thompson seconded the motion and it passed unanimously
- 11. Discuss and take possible action on Proposal for Surrey Oaks Final Design**
Council previously approved a portion of HDR's proposal for Professional Engineering Services for the Surrey Oaks Lane Drainage Improvements Project to provide 30% preliminary engineering design services. Council now requested that HDR present the proposal for the same project for the Professional Engineering Services to provide final engineering design, construction administration, and construction observation services. Council Member Bender made a motion to approve the Proposal for Surrey Oaks Final Design for \$47,775. Council Member Dodds seconded the motion and it passed with a vote of 4 in-favor and 1 opposed.
- 13. Discuss and take possible action on Beinhorn Road Paving and Drainage Project**
During the Master Drainage Study Update workshop Council requested a proposal for Professional Engineering Services to provide engineering design, bid, construction management, and construction observation services for the installation of a storm sewer and sidewalk along the south side of Beinhorn Road from North Piney Point Road to Hedwig Road and the installation of storm sewer on Grecian Way. Council discussed. Council Member Ebeling made a motion to approve the Proposal for Professional Engineering Services Design, Bid, and Construction Phase Services for the Beinhorn Drainage and Sidewalk Improvements Project not to exceed \$80,000. Council Member Bender seconded the motion and it passed unanimously.
- 14. Discuss and take possible action on the minutes of the January 28, 2019 Council meeting**
Council Member Bender made a motion to approve the minutes of the January 28, 2019 Council meeting pending 1 correction to the minutes. Item #13 the street name Blalock is misspelled. Council Member Dodds seconded the motion and it passed unanimously.
- 15. Discuss and take possible action on any future agenda items, meeting dates, etc.**
There was a request for discussion at the next Council meeting regarding Disappearing Acreage.

16. **EXECUTIVE SESSION:** The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), specifically regarding pending and potential litigation; and pursuant to Section 551.072 of the Texas Government Code (DELIBERATION ABOUT REAL PROPERTY), specifically to deliberate the purchase, exchange, lease, or value of real property and pursuant to Section 551.074 of the Texas Government Code
Council adjourned into a closed session at 8:57 p.m.
Council reconvened into open session at 9:35 p.m.
20. **Action outside of Executive Session, if any**
No action taken
21. **Adjourn**
Council Member Kollenberg made a motion to adjourn. Council Member Ebeling seconded the motion and the meeting adjourned at 9:35 p.m.

PASSED AND APPROVED this 25th day of March, 2019

Mark Kobelan
Mayor

Karen Farris
City Secretary