



# City of Piney Point Village

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

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## THE CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING MONDAY, DECEMBER 16, 2019

**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, DECEMBER 16, 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 Piney Point Circle
4. Discuss and take possible action on proposed FY2020 Holidays
5. Discuss and take possible action on proposed Ordinance 2019.12.16 City Council Meeting Dates for FY2020
6. Discuss and take possible action on Temporary Certificates of Occupancy
7. Discuss and take possible action on Interlocal Agreement for Joint Landscaping Project with Bunker Hill Village
8. Discuss and take possible action on the Mayor's monthly report, including but not limited to:
  - Wine and Cheese Holiday Gathering

9. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:
  - November 2019 Financials
  - Bob Revas
10. Discuss and take possible action on Beinhorn Project Bids and Letter of Recommendation for Award
11. Discuss and take possible action on 2019 Maintenance Bids and Letter of Recommendation for Award
12. Discuss and take possible action on Amendment to HDR contract to reduce scope from full time to half-time site representation on Beinhorn
13. Discuss and take possible action on Authorization of HDR Contract for Construction Management and materials Testing Phase Services on Beinhorn Project
14. #2 White Pillars Easement
15. Discuss and take possible action on Wilding Lane - Acceptance of PER
16. Discuss and take possible action on Authorization of HDR Contract for Final Design Services on Wilding Lane
17. Discuss and take possible action on the City Engineer's monthly report
18. Discuss and take possible action on the minutes of the November 25, 2019 Council meeting
19. Discuss and take possible action on any future agenda items, meeting dates, etc.
20. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), and pursuant to Section 551.072 of the Texas Government Code (PERSONNEL), specifically to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public employee or to hear a complaint or charge against an officer or employee, specifically regarding 2020 employee compensation.
21. Action outside of Executive Session, if any
22. Adjourn

#### **CERTIFICATION**

I certify that a copy of the December 16, 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 December 13, 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, December 9, 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 inquires about a subject that is not specifically identified on the agenda, the Police Commission may only respond by giving a statement of specific factual information or by reciting existing policy. The Police Commission may not deliberate or vote on the matter, but it may be recessed for a future meeting.
- b. Swearing in of New Alternate Commission - Bert Rosenbaum – Bunker Hill
- c. Approval of Minutes - Update, discussion and possible action.
  1. Approval of November 11, 2019 minutes as recorded.
- d. Financial Report - Update, discussion and possible action.
  1. FY19 Budget Review and Discussion.
- e. New Business – Discussion and possible action.
  1. Determination to retain Unit 172 as a prop (non-service) utility vehicle for 1 year.
- f. Chief's updates - Overview of monthly reports and activities.
  1. Calls/Incidents/House Watch Checks
  2. Officer Time Committed Service
  3. Total Incidents
  4. Burglary Maps
  5. Recruiting/Hiring Metrics
  6. VFD Assist Response Times
  7. IACP Conference Report
  8. Drones – updates on usage
- g. Follow Up Items from previous meeting – Discussion and possible action on outstanding items.
  1. Further consideration and possible action on amendment to Inter-Local agreement related to intra-fund budgetary transfers.





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

A quorum was established, and Commissioner Smyre called the November 11th, 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 Johnson  
Alt. Commissioner Reichel

**City of Bunker Hill**

Commissioner Smyre  
Commissioner Murphy  
Alt. Commissioner Lord

**Legal Counsel**

John Hightower

**Absent:**

Commissioner Hamilton

**From Memorial Village PD**

Chief of Police, Raymond Schultz  
Finance Manager, Victoria Bowman  
Office Manager, Maureen Loud

**Guests**

Bert Rosenbaum

**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. Swearing in of New Officer – Vanessa Cadena**

Commissioner Smyre announced that we would temporarily postpone this item until Officer Cadena's family arrives and go directly to approval of minutes.

**c. Approval of Minutes**

Motion was made by Commissioner Southwick and seconded by Commissioner Reichel to approve the October 14th Minutes as presented. The commission voted unanimously to approve the minutes.

Chief Schultz commented that Mrs. Bowman had to attend a school event and is currently on her way back.

Commissioner Smyre stated that we would skip to item e. New Business and the Retirees Health Insurance benefits. This is something that has been approved on an annual basis, one year at a time and the recommendation is that we would extend benefits for one more year. Chief Schultz stated that you will see from the list in the packet that there are currently three families receiving the benefit (see page 53). When the decision was made to end the retiree health care back in 2015 it was agreed to provide a stipend to the retirees receiving the benefit, and this has been renewed every year. Since 2015, the numbers continue to go down as individuals age out. You will see that Ms. Beveridge ages out in March 2020 which then leaves us with Dowden and Underwood on the plan. It shows the estimated annual cost for 2020 which we would like to extend.

Motion was made by Commissioner Murphy and seconded by Commission Johnson to extend the benefits through calendar year 2020. This continuation of benefits is to cover the current retiree's stipend. The Commission voted unanimously to approve the motion.

Commissioner Smyre stated we should skip to item g. 2 Amendment to the Inter-Local Agreement. Basically, it has been moved from 1% to \$25,000. Commissioner Huguenard commented that he has a slightly revised version that he will now hand out. It was just a couple of words that were changed.

Commissioner Huguenard stated that the underlined text shows the changes to the Inter-Local which have now been made based upon our last Commission meeting. It increases the amount to \$25K which we believe will be acceptable to the City of Hunters Creek as suggested by Commissioner Hamilton at our last meeting. The change also identifies or better defines what an "Intra-Budget Transfer" is.

Commissioner Johnson commented that he believes the first underlined sentence may cause confusion if revisited in the future as other Commissioners come on board. It was suggested to change the wording from "may" to "must" be approved by a majority vote of the commission. Commissioner Huguenard stated that from a procedural standpoint, we could make the amendment and bring it up for vote at our next meeting so that all cities have a time to digest it. Commissioner Smyre added, that it would go to Hunters Creek first, then Bunker Hill and Piney Point. It was agreed that this will have to happen in January as some cities aren't having a December meeting. Commissioner Smyre thanked Commissioner Huguenard for all his efforts on this.

#### **d. Financial Report**

Mrs. Bowman apologized for arriving late as she had some family business to take care of and then went on to present the financial report. We are rapidly approaching the end of the year and that with two months remaining the department has received 92% of its appropriation and have expended 79%. At this point last year, the department had expended 74%. There were no major expenditures during the month of October, and we are projected to remain within budget by fiscal yearend, estimated to expend 96%.

Commissioner Smyre asked about the Retirees, does this come right out of the insurance line item, Mrs. Bowman responded, yes. Commissioner asked if all the vehicles have been purchased for this year. Chief Schultz responded yes, and they are in operation. All the new vehicles go to night shift as an incentive, one more vehicle went to auction last Thursday. The one extra pool vehicle has been upfitted with an ALPR and is out in action.

Commissioner Smyre commented that the financial performance is pretty positive, we know it is driven by the openings, but it looks like the cities will benefit again by a surplus to some degree. Commissioner Smyre thanked Victoria and Maureen for all their hands-on financial management.

Mrs. Bowman stated that after the meeting with the Audit Committee and speaking with Brooks Watson & Co, PLLC the engagement letter was drafted to reflect having the audit completed by and presented during the April 2020 meeting. It stipulates that the audit is for 1-year period with an option to renew for 2 additional years. The audit fees remain as proposed; year 1 \$16,900, year 2, \$17,400 and year 3, \$18,000. The services they will provide are in line with our current firm; testing internal controls, assessing the risk of material statements, compare financial information with prior year periods. Provide the client with current accounting news and updates training, opening pronouncements and relevant financial activities and assistance with preparation of new policies, if needed. It is recommended that the Board accepts the proposal of Brooks, Watson & Company.

Motion was made by Commissioner Reichek and seconded Commissioner Huguenard to hire Brooks Watson and Co, PLLC as our auditor for a one-year period with the option of renewing for two more years. The Commission voted unanimously to pass the motion.

Mrs. Bowman handed the audit engagement letter for Commissioner Smyre's signature.

#### **e. Chief's Updates**

Chief Schultz commented that he could start with his report or begin with the ALPR update before Officer Cadena's family arrive.

We have had a few successes as we have gone live with our ALPR system. Our goal is that as stolen vehicles enter our villages with some other nefarious intention that they leave on the back of a tow truck. The ALPR actually captured that vehicle license plate when it first came in and an hour and fifteen minutes later as it was being towed out a 2<sup>nd</sup> ALPR showed a hit again. We are very excited about the results we are seeing.

There are currently 12 fixed ALPR cameras and 2 mobile units and speed trailer which work in tandem with each other. We are also tied in with Hedwig's mobile system now and 2 private systems which are also operational. There are 2 solar installations which may be installed in the next week or two depending on the weather. There are 2 private systems operational Lindenwood and Longwoods and these are tied into our system. A map of where the cameras are located was shown and who they belong too, this gives us good coverage points of our ingress and egress and allows us to capture about 80% of the vehicles entering the villages. The speed trailer is currently located at East Creekside which will be a permanent solar install.



The machines learning capability is changing and now can search by manufacturer, it knows the insignias of the vehicle models and is also learning the tail light structure and outline which helps us in locating the correct vehicles. It can also search for bicycles, people and animals. We have recovered 9 vehicles so far, two of which were robbery subjects, one jugger/atm thief and one organized crime/ocapa.

Commissioner Smyre commented that Officer Cadena's family have arrived and that we would skip back to item b. Swearing in New Officer. Chief Schultz introduced Officer Vanessa Cadena who comes to us from Galveston, she has seven years of experience and it is fitting that she is here today on Veteran's Day as she is also a member of the Army Reserves and has been active in the military and has been previously deployed.

Officer Cadena apologized and thanked the Commission for waiting for her family to arrive and then went on to introduce them. Commissioner Smyre executed the Certificate of Oath or Affirmation to Officer Cadena and the Commission welcomed her to the department.

Commissioner Smyre announced we would continue where he left off, with Chief Schultz.

Chief Schultz commented the good news is that Officer Cadena started with us on November 4<sup>th</sup>, but the bad news is that we also received a resignation letter from one of our Dispatchers, Rebecca Stivner, who has been offered a position in the Constables Office. She lives in Channel View and there is an office in that area, this will take her commute time from approximately an hour and fifteen minutes to ten minutes and so she made the decision to take a position there. They have also done some pay changes there and this will mean a promotion to her financially.

The good thing is that we have a part-time Dispatcher that the Commission authorized previously who can fill in, so we won't have as big a hit on the overtime while we try to fill this vacancy. This will put us at one vacancy for Officer and one for Dispatch. We have tested several folks and have two people that have passed and will be coming up for interview. Everyone has stepped up very well to cover as we still have Officer Torres on limited duty due to a medical episode. Also, Sergeant Owens who had the motor cycle accident should be released to full duty in the next few weeks. So, in the meantime we are adjusting very well.

There are a couple of major significant events, one is a felony/theft case which is an internal theft which the Detectives have been working since August. They had recovered over \$300K of stolen property at the point I wrote this monthly report and now its over \$400K, recovering stolen jewelry from Texas, Florida and New York. An arrest warrant had been issued and the suspect has now been picked up and in custody.

The other incident was where a resident was convinced that federal action was going to be taken against them financially and was in the process of withdrawing \$10K from the bank but we were able to intercept her at the store before she gave the gift card numbers information out.

Chief Schultz then presented his monthly report, in October we responded to 7,147 calls/incidents and there were 5,450 house watches. There were 660 traffic stops, 730 Citations issued for 1280 violations. Response times, there were 21 priority response calls and they averaged 3:06. We had 22 new V-Linc registrations.

There are 2 months left in the year, we are trending below on the crimes against persons and property crime. Arrests are up considerably which is a trend we will continue to see because of the Bail Reform and releasing people on PR Bonds.

Commissioner Johnson asked when the body cameras are going back up, Chief stated that there are 2 set up for the Durango's and they will use the new body cameras which are tied to the car. The rest will come online in February. This was part of the 2020 budget so they can't be purchased until then. There is a new model coming out and so we will be able to get those models that have additional geolocation tracking built into the camera. Commissioner Smyre asked if there will be additional training required for this, Chief Schultz responded, yes and there will also be policy development as well for use of cameras. Everybody will be required to wear a body camera when out working and will be online in February.

The last item, I attended the IACP, the International Association Chief Police's meeting which was held in Chicago and was a six-day event. It was a very interesting conference and I attended several workshops that were very good. There were 650 vendors talking about tools and technology and there were a couple of things that are worth talking about.

- 1) As we are trying to deal with the results of the house bill that requires all law enforcement officers to maintain all their text messages for 2-year period whether or not its job related. Originally, we were thinking of giving up the phone allowance and having to purchase secondary cell phones for all of our Admin staff to capture all of the phones and text messages. We found a service out there that is \$2 per employee per month. It is an App that runs in the background and anytime you text message, anyone that is associated with the department, it will grab it and retains that for a period of 2 years. This applies to text messages and email messages.

The recommendation is that we do this for all employees, that is \$88/month which is a total \$1,056 which would be the cost of only a couple of cell phones in service, but this way it covers everyone sworn and civilian, and the organization. It is saved to the Cloud in a separate system only we have access to. The vendor will be coming out to give a demonstration.

- 2) Upfitting cars with stop sticks is another item we would like to have in the budget. These are the tire deflation tool, it is 3 6-foot sections in a tube that have tire deflation. If a car goes down one of our dead-end streets it could be placed across the end of the street, that way when they exit the street, we don't find ourselves in a vehicle pursuit. Instead, when they run over it, it slowly deflates the tires. We had them years ago, but they were never replaced. They are approximately \$500 apiece and there is room in the budget, the goal is as we rotate the cars out eventually to have one in each car.
- 3) We are required per State Statutes to maintain a drone log of all drone operations and it has to be published every 2 years. This has to show every time it flies, every flight it flies and the mission it flies. The same vendor that make our body camera have an App that goes on the drone and every time it is flown it creates a GIS map of the drone and is tied into the body cameras. It creates a complete history; date, time, altitude, where you flew, what you did and ties it to the CAD and why you were there and puts it in a neat package.

It is all inclusive everything is stored in the Cloud and makes the report ready to go on the webpage as per State requirements. This would be an expenditure of approximately \$1,600 for the four drones. These are all things that weren't part of the budget as they didn't exist when we did this but would be valuable to the Department and should consider. We currently have manual logs, but this would allow it to be done automatically and create that signature.

Commissioner Smyre asked what our current drone usage is, Chief said it is approximately 5 times a month. A Commissioner asked do we have more than one drone operator and Chief responded, yes. The Commissioner thought we only had one drone, when did we get more? Chief Schultz explained that two were purchased by the Foundation and two are personally owned by the officers. Commissioner Southwick asked where they are maintained if they need to be launched, Chief responded that they are in the cars on patrol on dayshift currently.

Commissioner Smyre asked if we have done policies and procedures on this and Chief responded, yes and Supervisor approval only within the villages, if they go outside of the villages then they have to contact the Commander who then does an internal audit. Commissioner Smyre stated it would be a good topic for suggestions for next meeting.

**f. Follow Up Items from previous meeting**

1. Update on negotiation with Brooks Watson & Co. – Consideration and possible action on selection of auditor.
2. Further consideration and possible action on amendment to Inter-Local agreement related to intra-fund budgetary transfers. Amendment to Inter-Local Agreement was not passed at Hunters creek City Council in reference to fund transfers.

These topics were addressed earlier in the meeting.

**g. Suggestions for future agenda items**

1. Drones – Updates on usage.

A Motion was made at 7:25p.m. by Commissioner Southwick and seconded by Commissioner Reichek 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  
11981 Memorial Drive  
Houston, Texas 77024**

*Raymond Schultz  
Chief of Police*

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December 4, 2019

Submitted for your review is the FY19 Budget Performance Report and accompanying documents as of November 30, 2019. With one month remaining in the fiscal year, the Department has received 100% of its appropriation and has expended 86%. At this point last year, the Department expended 85%.

The Department remains projected to expend 96% of the appropriation.

**Updates:**

A budget amendment/adjustment will be presented next month to eliminate any projected line item overages.

Memorial Villages Police Department  
General Fund

For the eleven months ended November 19

91.67% 92.31%

DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted
<b>Expenditures</b>							
100 Regular Wages	3,977,767	2,950,358	427,409	87.35%	3,282,200	95,567	97.2%
110 Overtime	115,000	81,914	33,086	71.23%	113,325	1,675	98.5%
115 Court/Bailiff OT	21,600	5,018	16,582	23.23%	5,548	16,052	25.7%
120 Retirement	394,127	349,622	44,505	89%	374,967	19,160	95.1%
130 Health Insurance	557,775	458,080	99,695	82.13%	512,098	45,677	91.8%
140 Workers Compensation	60,000	59,661	339	99.43%	65,000	(5,000)	108.3%
150 Life/LTD	19,433	16,329	3,104	84.03%	17,969	1,464	92.5%
160 Medicare/SS	50,712	43,350	7,362	85.48%	49,723	989	98.1%
<b>Personnel Services</b>	<b>4,596,414</b>	<b>3,964,332</b>	<b>632,082</b>	<b>86.2%</b>	<b>4,420,830</b>	<b>175,584</b>	<b>96.2%</b>
200 Auto	25,200	23,493	1,707	93.2%	26,604	(1,404)	105.6%
210 General Liability	720	404	316	56.2%	430	290	59.7%
220 Public Official Bond	960	778	182	81.1%	849	111	88.4%
230 Professional Liability	25,200	17,244	7,956	68.4%	18,858	6,342	74.8%
240 Real & Personal Property	13,200	12,041	1,159	91.2%	12,637	563	95.7%
<b>Total Other Insurance</b>	<b>65,280</b>	<b>53,960</b>	<b>11,320</b>	<b>82.7%</b>	<b>59,378</b>	<b>5,902</b>	<b>91.0%</b>
300 Gas & Oil	69,250	60,972	8,278	88.0%	66,515	2,735	96.1%
310 Maintenance	25,000	24,269	731	97.1%	26,475	(1,475)	105.9%
320 Tires	7,000	5,596	1,404	79.9%	6,104	896	87.2%
330 Damage Repair	10,000	5,195	4,805	52.0%	5,195	4,805	52.0%
<b>Maintenance &amp; Misc.</b>	<b>111,250</b>	<b>96,032</b>	<b>15,218</b>	<b>86.3%</b>	<b>99,095</b>	<b>2,155</b>	<b>89.1%</b>
400 General Maintenance	18,000	17,243	757	95.8%	18,179	(179)	101.0%
410 Janitorial Services	19,000	16,500	2,500	86.8%	18,000	1,000	94.7%
420 Jail	1,000	778	227	77.8%	843	157	84.3%
430 Building Furnishings	10,000	5,302	4,698	53.0%	5,784	4,216	57.8%
<b>Total Building</b>	<b>48,000</b>	<b>39,818</b>	<b>8,182</b>	<b>83.0%</b>	<b>42,806</b>	<b>5,194</b>	<b>89.2%</b>
500 Computers	9,800	10,640	(840)	108.6%	10,640	(840)	108.6%
510 Postage/Postage Machine	1,300	598	702	46.0%	653	647	50.2%
520 Stationery/Expendables	18,000	10,607	7,393	58.9%	11,571	6,429	64.3%
530 Bank Finance Charges	700	302	398	43.1%	329	371	47.0%
540 Payroll	16,000	15,000	1,000	93.8%	16,000	0	100.0%
<b>Total Office</b>	<b>45,800</b>	<b>37,147</b>	<b>8,653</b>	<b>81.1%</b>	<b>39,193</b>	<b>6,607</b>	<b>85.6%</b>
600 Telephone	34,090	31,093	2,997	91.2%	33,952	138	99.6%
310 Electric	23,000	14,859	8,141	64.6%	16,210	6,790	70.5%
620 Water/Sewer	5,000	4,204	796	84.1%	4,586	414	91.7%
630 Natural Gas	600	464	136	77.4%	506	94	84.4%
<b>Total Utilities</b>	<b>62,690</b>	<b>50,620</b>	<b>12,070</b>	<b>80.7%</b>	<b>55,254</b>	<b>7,436</b>	<b>88.1%</b>
700 Equipment Maint Contracts	17,640	10,936	6,704	62.0%	11,930	5,710	67.6%
Advanced License Plate Readers	44,000	44,000	0	100.0%	44,000	0	100.0%
710 SBTCIC fees	3,600	3,153	447	87.6%	3,439	161	95.5%
720 Legal/Professional	48,071	48,622	(551)	101.1%	51,824	(3,753)	107.8%
730 IT Services	101,200	90,420	10,780	89.3%	98,576	2,624	97.4%
740 Software Maintenance Contracts	58,545	55,283	3,262	94.4%	58,000	545	99.1%
<b>Total Contract Services</b>	<b>273,056</b>	<b>252,414</b>	<b>20,642</b>	<b>92.4%</b>	<b>267,769</b>	<b>5,287</b>	<b>98.1%</b>
800 Accreditation	1,200	0	1,200	0.0%	1,200	0	100.0%
810 Uniforms	30,000	19,489	10,511	65.0%	21,261	8,739	70.9%
820 Radio parts and labor	30,536	28,044	2,492	91.8%	30,536	0	100.0%
830 Firearms Training & Ammo	5,500	4,629	871	84.2%	5,000	500	90.9%
835 Tasers	111,000	9,656	1,344	87.8%	9,656	1,344	87.8%
840 Training & Prof Dues	44,000	36,654	7,346	83.3%	44,000	0	100.0%
850 Travel	7,000	7,492	(492)	107.0%	7,492	(492)	107.0%
860 Recruiting Costs	5,000	2,854	2,146	57.1%	3,113	1,887	62.3%
870 Criminal Investigations	3,500	1,612	1,888	46.1%	1,759	1,741	50.3%
880 Contingency	15,000	13,481	1,519	89.9%	13,481	1,519	89.9%
890 Small Equipment	2,500	1,736	764	69.4%	1,894	606	75.8%
<b>Total Office</b>	<b>155,236</b>	<b>125,648</b>	<b>29,588</b>	<b>80.9%</b>	<b>139,393</b>	<b>15,843</b>	<b>89.8%</b>
<b>TOTAL GENERAL</b>	<b>5,357,726</b>	<b>4,619,971</b>	<b>737,755</b>	<b>86.2%</b>	<b>5,123,718</b>	<b>224,008</b>	<b>95.6%</b>

Memorial Villages Police Department								
Vehicle Replacement								
For the eleven months ended November 19		91.67%						
Prior Year Cash Carryover	85,709.54							
FY19 Sale of vehicles	2,700.00							
FY19 Assessment collected to date	87,999.99	FY19 Assessment remaining	0.00					
FY19 Interest earned to date	214.36							
FY19 Expenditures	(88,000.00)							
FY19 Veh replacement expenditures covered by carryover	(70,319.83)							
Cash Balance @ 11/30/19	18,304.06							
DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted	
<i>Expenditures</i>								
1000 Vehicle Replacement	80,000	79,483	517	99.35%	79,483	517	99.4%	
AED'S	8,000	8,517	(517)	106.46%	8,517	(517)	106.5%	
<b>Total Vehicle Replacement</b>	<b>88,000</b>	<b>88,000</b>	<b>0</b>	<b>100.0%</b>	<b>88,000</b>	<b>0</b>	<b>100.0%</b>	
Vehicle Replacement costs covered by carryover		70,320						
Memorial Villages Police Department								
Special Capital Assets								
For the eleven months ended November 19		91.67%						
Prior Year Cash Carryover	83,450.87							
FY19 Assessment collected to date	-	FY19 Assessment remaining	0.00					
FY19 Interest earned to date	335.67							
FY19 Expenditures	(137.77)							
Cash Balance @ 11/30/19	83,648.77							
DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted	
<i>Expenditures</i>								
2880 Capital Projects	0	505	(505)	0.0%	551	(551)	0.0%	
<b>Total Capital Items</b>	<b>0</b>	<b>505</b>	<b>(505)</b>	<b>0.0%</b>	<b>551</b>	<b>(551)</b>	<b>0.0%</b>	
<b>Total Capital Outlay</b>	<b>88,000</b>	<b>88,505</b>	<b>(505)</b>	<b>100.6%</b>	<b>88,551</b>	<b>(551)</b>	<b>101%</b>	
Memorial Villages Police Department								
DESCRIPTION	AMENDED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted	
<b>GENERAL FUND</b>	<b>5,357,726</b>	<b>4,619,971</b>	<b>737,755</b>	<b>86%</b>	<b>5,123,718</b>	<b>224,008</b>	<b>96%</b>	
<b>VEHICLE REPLACEMENT FUND</b>	<b>88,000</b>	<b>88,000</b>	<b>0</b>	<b>100%</b>	<b>88,000</b>	<b>0</b>	<b>100%</b>	
<b>TOTAL BUDGET</b>	<b>5,445,726</b>	<b>4,707,971</b>	<b>737,755</b>	<b>86%</b>	<b>5,211,718</b>	<b>224,008</b>	<b>96%</b>	

**MEMORIAL VILLAGES POLICE DEPARTMENT  
PROJECTED CASH BALANCE  
30-Nov-19**

**3-Dec-19**

**All Funds (MODIFIED CASH BASIS PROJECTIONS)**

Cash collected for FY19 @ 11/30/19 \$ 5,458,881  
 Estimated Expenditures (Nov 19) \$ 4,707,971  
 Estimated cash on hand @ 11/30/19 for FY19 activities \$ 750,910

**Cash Balances@ 11/30/19:**

Health Benefits \$30,646  
 General \$855,031  
 Vehicle Replacement \$18,304  
 Dare Fund \$14,999  
 Special Capital Assets \$83,649  
 Actual cash balance @ 11/30/19 all accounts **\$1,002,629**

All Funds (Modified Accrual Basis Projections)	2019 YTD Budget	2019 YTD Actual	2019 YTD Difference (Budget vs. Actual)	2019 Total Amended Budget
<b>GENERAL FUND REVENUES</b>	5,357,726	5,367,631	9,905	5,357,726
<b>GENERAL FUND EXPENDITURES</b>		4,619,971		
<b>NET FY 19 REVENUES OVER EXPENDITURES</b>		747,660		
<b>VEHICLE REPLACEMENT REVENUES</b>	88,000	90,914	2,914	88,000
<b>VEHICLE REPLACEMENT EXPENDITURES</b>		88,000		
<b>VEHICLE REPLACEMENT COVERED BY CARRYOVER FUNDS</b>		70,320		
<b>NET FY 19 REVENUES OVER EXPENDITURES</b>		(67,405)		
<b>SPECIAL CAPITAL ASSETS REVENUES</b>	0	336	336	0
<b>CAPITAL EXPENDITURES</b>		505		
<b>NET FY 19 REVENUES OVER EXPENDITURES</b>		(169)		
<b>COMBINED REVENUES</b>	5,445,726	5,458,881	12,819	5,445,726
<b>COMBINED EXPENDITURES</b>		4,708,476		
<b>COMBINED FY 19 NET REVENUES / EXPENDITURES</b>		750,405		
Formal reserves:				
		DARE		\$14,999
		VEHICLE REPLACEMENT		\$18,304
		SPECIAL CAPITAL ASSETS		\$83,649
		WORKING CAPITAL		\$60,000
		STATE TRAINING FUNDS		\$0
				<b>\$176,952</b>



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

*Raymond Schultz*  
 Chief of Police

December 9, 2019

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

During the month of November MVPD responded/handled a total of 7,741 calls/incidents. 6,057 House watch checks were conducted. 644 Traffic stops were initiated with 712 citations being issued for 1248 violations. (Note: 18 Assists in Hedwig, 219 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:	2618/36475	2124/30763	5	234	7@3:56
Piney Point:	1902/26292	1488/20669	11	244	4@3:56
Hunters Creek:	2934/37672	2374/31505	9	234	5@2:11 16@3:23

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

Call Type	#	Call Type	#	Citations	#
False Alarms:	212	Ord. Violations:	26	Speeding:	230
Accidents:	25	Info Reports:	35	Exp. Registration:	173
Assist Fire:	41	Suspicious Situations:	111	No Ins:	125
Assist EMS:	33	Welfare Checks:	18	No License	96
				Stop Sign:	28

*This month the department generated a total of 105 police reports.*

Crimes Against of Persons (4)

Assault (Family Violence)	1	Assault (Non-Family)	2
Terroristic Threat	1		

Crimes Against Property (15)

Burglary of a Habitation	1	Forgery/Fraud/ID	3
Burglary of a Building	1	Unauthorized Use of a Vehicle	5
Burglary of a Vehicle	1	Auto Theft	1
Theft – Misd	3		

Petty/Quality of Life Crimes/Events (86)

ALPR Hits	10	Public Intoxication	2
Poss. of a Controlled Sub/Para.	6	Misc. Reports	40
Warrants	27	Driving While Suspended	1

Arrest Summary: Individuals Arrested (48)

Warrants	27	DWI	1
Class 3 Arrests	10	Felony	10



<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	3,964,332	4,596,414	86%
• Operating Expense:	655,639	761,312	87%
• Total M&O Expenditures:	4,619,971	5,357,726	86%
• Capital Expenses:	88,505	88,000	100.6%
• Net Expenses:	4,707,971	5,445,726	86%

Follow-up on Previous Month Items/Requests from Commission

- Closed out the “Harvey” FEMA reports.
- Finalized auditing agreement with Brooks, Watson & Company.

Personnel Changes/Issues/Updates

- Telecommunicator R. Stivner decided not to accept a position with the Constables Office and remains with the MVPD.
- Staff interviewed 2 additional applicants and decided not to issue a conditional offer of employment. The department remains with one sworn vacant position. Recruiting efforts continue.

Major/Significant Events

- Recovered over \$197,000 in value of stolen motor vehicles by use of the ALPR System. Also located 2 runaway juveniles from San Antonio, an FBI most wanted fugitive, robbery suspects, stolen property and a firearm.
- Utilized the ALPR to identify a vehicle involved in a Burglary of a Motor Vehicle that occurred on 11/29/19. Detectives located a nearby video that was used to ID the type and color of the suspect vehicle and time of the crime. A nearby ALPR located the same vehicle with a readable temp license tag. CID is working with DMV in identifying the agent who is providing the temp tags.
- Staff attended a Veterans Day Event and luncheon at Memorial Drive Elementary School.
- Attended Windermere NA meeting in reference to trespassing and theft issues due to a construction project. As a result of the meeting a salvage MVPD vehicle was parked in the area and scheduled to be regularly moved. Staff also met with management from Vargo’s Apartments in reference to residents’ concerns.
- CID detectives recovered an additional \$110,000 in stolen property from an August theft case.
- Staff attended D.A.R.E. Graduation at Hunters Creek Elementary School.

Status Update on any Major Projects

- This month 2 more ALPR cameras became active bringing the total to 16. Still working on ROW and electrical service installations. MVPD has 2 additional temporary systems that are being rotated in the villages.
- Completed additional prep work in advance of the new in-car video and BWC equipment expected in February 2020.
- Started preparations for two Holiday Events, Twinkle Light Parade (BH) and Holiday Festival and Hay Rides (PP).

V-LINC new registrations in November: +10

BH – 1125/1250 (+6)

PP – 807/1160 (+0)

HC – 1075/1514 (+3)

Out of Area – 394 (+1)

## 2019 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Citas
BAKER, BRIAN C	7:23:47	4:14:46	7:59:41	9:22:04	5:44:58	4:27:28	4:21:22	5:45:10	5:44:31	6:54:05	5:07:04		0	11
BIHUNKO, JOHN	16:18:53	16:40:22	11:09:22	20:13:47	11:08:40	7:12:07	17:14:29	12:58:53	9:06:16	19:23:43	12:25:00		3	6
BOGGUS, LARRY	22:18:03	13:30:05	12:08:01	31:25:35	19:57:37	39:31:09	9:28:54	23:34:13	23:32:32	19:10:46	25:25:16		6	27
BRACHT, DANIEL	10:42:46	12:27:12	20:18:04	14:14:16	17:28:43	17:49:07	17:28:14	14:11:56	21:17:25	10:42:14	17:26:32		2	33
BURLESON, Jason	23:23:57	25:48:19	25:31:22	14:30:20	24:56:10	23:22:00	22:44:56	20:25:44	13:48:08	10:37:49	26:25:21		3	47
CADENA, VANESSA											32:40:07		11	8
CANALES, RALPH EDWARD	14:08:38	12:22:02	7:14:25	20:10:09	11:55:53	11:23:43	14:52:02	9:10:04	9:03:28	12:53:02	17:59:27		6	10
CERNY, BLAIR C.	28:01:20	21:19:05	19:04:49	21:38:11	21:04:48	24:01:41	9:37:13	16:29:30	13:13:31	31:35:37	14:32:56		5	15
HARWOOD, NICHOLAS	21:17:49	26:19:29	22:46:50	25:39:17	21:57:40	17:30:54	34:46:43	24:23:48	13:08:42	17:08:01	21:50:24		5	33
HODGES, JEFFERY	28:58:07	29:30:52	23:20:38	21:40:12	23:57:07	24:43:29	5:15:35	n/a	n/a	n/a	n/a	n/a	n/a	n/a
JARVIS, RICHARD	20:17:57	22:15:48	27:55:03	24:04:41	20:59:12	19:26:40	24:11:07	23:14:25	19:02:36	17:49:44	35:49:08		17	38
JOLIVET, CHARLES	26:59:53	16:20:46	22:44:22	23:55:55	21:22:01	20:32:08	20:27:27	22:48:38	23:23:29	14:59:01	40:57:07		4	44
JONES, ERIC	1:35:06	2:00:27	1:27:02	0:17:00	0:41:15	0:00:00	0:00:00	3:33:04	0:12:32	1:56:22	0:00:00		0	0
KELSO JR, RONALD K	5:21:34	4:44:32	4:36:24	7:49:05	12:08:20	5:44:36	3:44:52	6:58:58	0:56:57	10:43:28	3:45:49		0	0
LERMA, FRANK	9:14:25	8:54:37	3:47:10	15:51:13	6:46:08	6:37:03	2:01:59	9:34:18	7:17:56	2:58:03	1:37:34		0	0
MCELVANY, ROBERT	11:24:25	13:18:13	21:05:00	16:07:00	13:05:49	18:59:05	11:46:41	12:26:37	12:49:50	18:36:27	38:06:01		1	33
MILLER, OSCAR	22:49:44	7:38:04	0:19:03	7:42:13	4:34:52	13:03:07	16:10:39	27:06:33	0:25:29	3:47:18	8:43:08		1	0
NASH, CHRISTOPHER	29:57:20	12:11:01	21:41:51	18:00:51	21:23:45	29:32:11	18:45:43	19:19:31	18:49:22	21:30:08	21:08:14		2	11
NOWLIN, DONALD L	22:44:26	27:45:53	32:20:14	33:50:45	45:32:32	25:07:12	47:55:37	27:34:25	30:48:21	17:11:12	30:33:56		6	132
OWENS, LANE	0:00:00	0:00:00	0:00:00	0:02:28	0:00:00	0:15:07	0:00:00	2:41:50	0:00:00	0:53:23	0:35:18		0	0
PAVLOCK, JAMES ADAM	18:07:09	30:09:12	25:27:52	22:07:20	25:21:12	23:43:56	10:41:56	18:40:58	14:43:36	8:13:31	11:49:55		3	41
RODRIGUEZ, CHRISTOPHER	10:04:37	6:53:45	5:05:15	9:02:09	16:25:44	0:00:00	5:18:57	9:45:45	6:12:32	29:25:07	4:04:06		0	0
SCHANMEIR, CHRISTIAN	21:33:06	25:10:53	32:27:52	16:06:17	30:42:35	26:40:20	26:50:23	22:25:11	20:50:54	22:16:01	22:15:21		5	55
SCHULTZ, RAYMOND	2:04:12	5:24:16	0:32:11	1:33:03	0:28:39	2:09:55	0:20:46	1:11:46	2:38:09	4:07:57	1:09:20		0	0
SILLJMAN, ERIC	16:12:54	22:00:20	17:16:51	17:51:39	20:08:56	12:55:41	13:26:37	7:18:43	15:13:47	20:40:53	10:32:17		2	4
SISSION, KYLE J	1:45:19	4:53:13	4:55:14	0:03:55	2:02:19	1:19:39	0:00:00	0:00:00	0:12:04	3:53:54	0:03:07		0	0
SPRINKLE, MICHAEL	8:34:13	4:42:12	8:50:07	6:47:47	2:40:20	7:37:06	8:16:40	10:23:06	7:00:14	7:40:39	11:34:50		0	4
TAYLOR, CRAIG	15:25:27	27:58:47	15:43:20	24:42:37	15:45:02	23:27:05	22:48:05	20:07:54	12:16:14	17:40:01	20:37:49		8	41
TORRES, PATRICK	7:27:32	21:00:59	23:40:21	27:11:25	19:26:54	18:06:18	8:36:05	12:02:01	1:37:15	2:12:52	3:05:56		2	0
TUGGLE, JAMES	25:30:16	21:21:00	24:42:05	26:58:59	17:50:26	27:49:53	18:50:09	20:57:25	20:58:26	16:03:49	17:13:15		4	50
VALDEZ, JUAN	25:09:18	22:07:57	22:22:01	28:55:46	20:53:20	20:36:40	16:13:09	21:11:10	12:05:43	25:13:23	20:21:43		4	11
WHITE, TERRY	35:00:07	27:05:02	31:19:21	34:45:37	31:04:56	30:11:18	18:46:56	30:28:29	27:16:36	13:00:43	24:26:28		5	58

105      712

Dispatch Committed Time	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
911 Phone Calls	426	453	408	437	456	459	333	507	412	424	385		
3700 Phone Calls	2537	2499	2791	2676	2612	2567	2699	2763	2548	2670	2812		
DP General Phone Calls*	72:12:00	62:36:15	76:43:49	73:26:38	64:27:43	65:35:13	67:23:52	68:13:58	63:18:19	67:08:32	72:53:52		

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

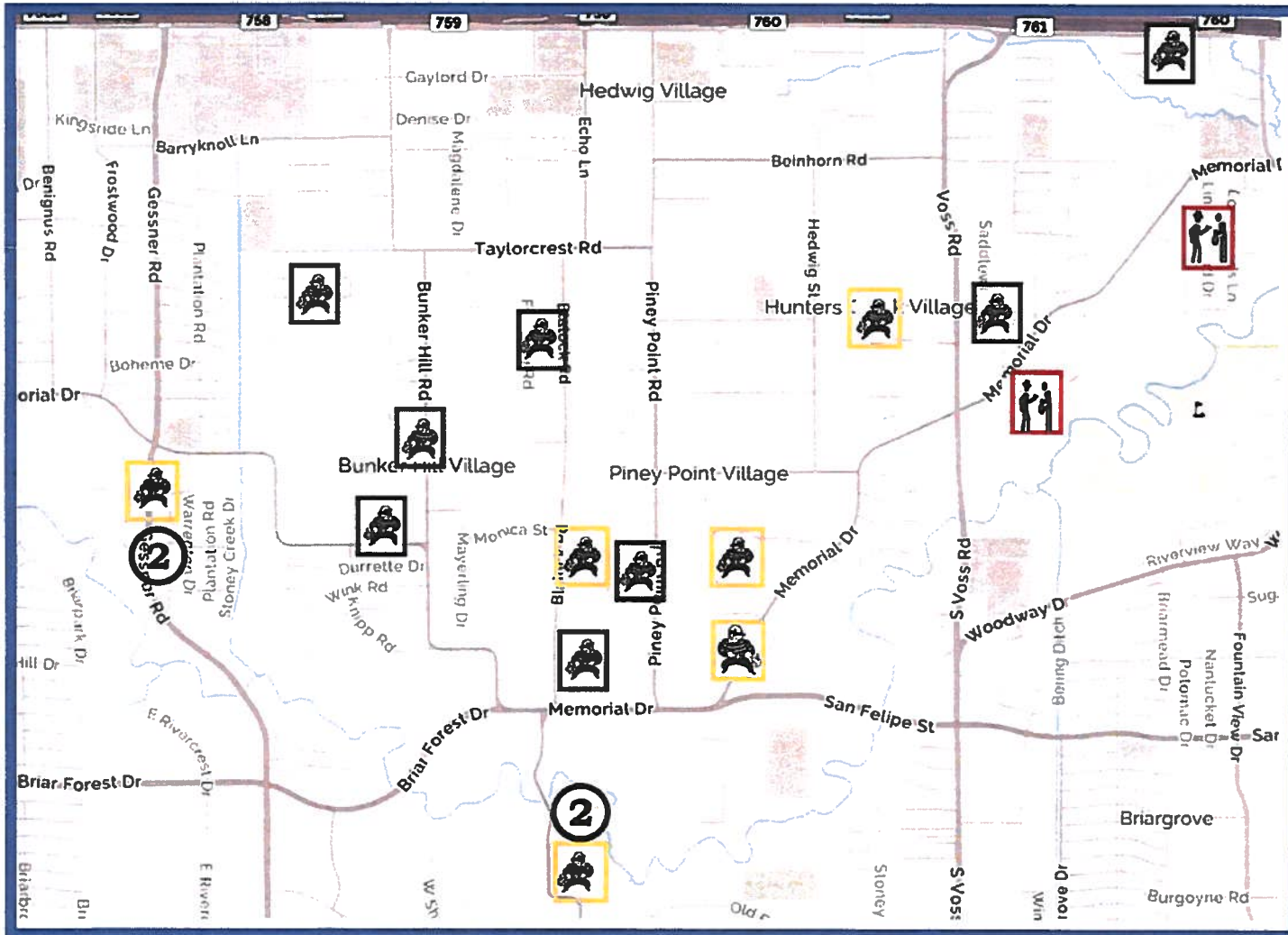
## 2019 Total Incidents

2019	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	1	11	84	96	49	8523	6647	2719	2224	2163	1625	3428	2795
February	1	12	86	99	54	5833	4135	2105	1587	1553	1100	1961	1445
March	3	11	89	103	47	8754	6758	3057	2521	2147	1569	3284	2665
April	1	10	91	102	57	5923	4037	2310	1708	1491	1009	1860	1320
May	0	15	85	100	53	8315	6239	2726	2176	2514	1884	2788	2178
June	1	10	100	111	56	13315	11466	5158	4620	3483	2961	4427	3872
July	2	7	66	75	33	17668	15971	6419	5927	4450	3955	6588	6081
August	2	17	81	100	57	11936	9977	4337	3776	2665	2094	4678	4102
September	1	11	63	75	31	7992	6331	2677	2212	1934	1482	3176	2633
October	2	15	85	102	53	7147	5450	2349	1888	1990	1502	2548	2040
November	4	15	86	105	48	7741	6057	2618	2124	1902	1488	2934	2374
December													
<b>Total</b>	<b>18</b>	<b>134</b>	<b>916</b>	<b>1068</b>	<b>538</b>	<b>103147</b>	<b>83068</b>	<b>36475</b>	<b>30763</b>	<b>26292</b>	<b>20669</b>	<b>37672</b>	<b>31505</b>

2018 Totals	20	228	931	1179	429	106778	88215	38707	33288	28105	22956	37687	31823
Difference													
% Change													

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12/05/19



### 2019 Burglary Map

Address	Alarm	POE
2 Brompton Ct	NS	Rear Window
231 Gessner	NS	Open House
15 Cheska Ln*	NS	Open Door
11614 Starwood	NS	Forced (Const)
339 Tynbridge	NS	Rear Window
210 Merrie Way	NS	Dog Door
18 Windemere	NS	Rear Window
329 Bunker Hill Rd	NS	Rear Door
606 Saddlewood	NS	UNK (Vacant)
242 Gessner	NS	UNLCK Door
219 Heritage Oaks	NS	UNK (Const)
11914 Broken Bough	NS	Forced (Const)
19 Windemere (NL)	Y	Rear Door Kick
330 Chapel Bell	NS	UNK (Const)
8429 Katy Fwy	NS	Door Pry (Comm)
4 Smithdale Ct	NS	Rear Door Glass

### 2019 Robberies

Address	MO
601 Lindenwood*	BMV/Firearm
401 Ripplecreek	Juggling Strong Arm



Daytime Burglary



Nighttime Burglary

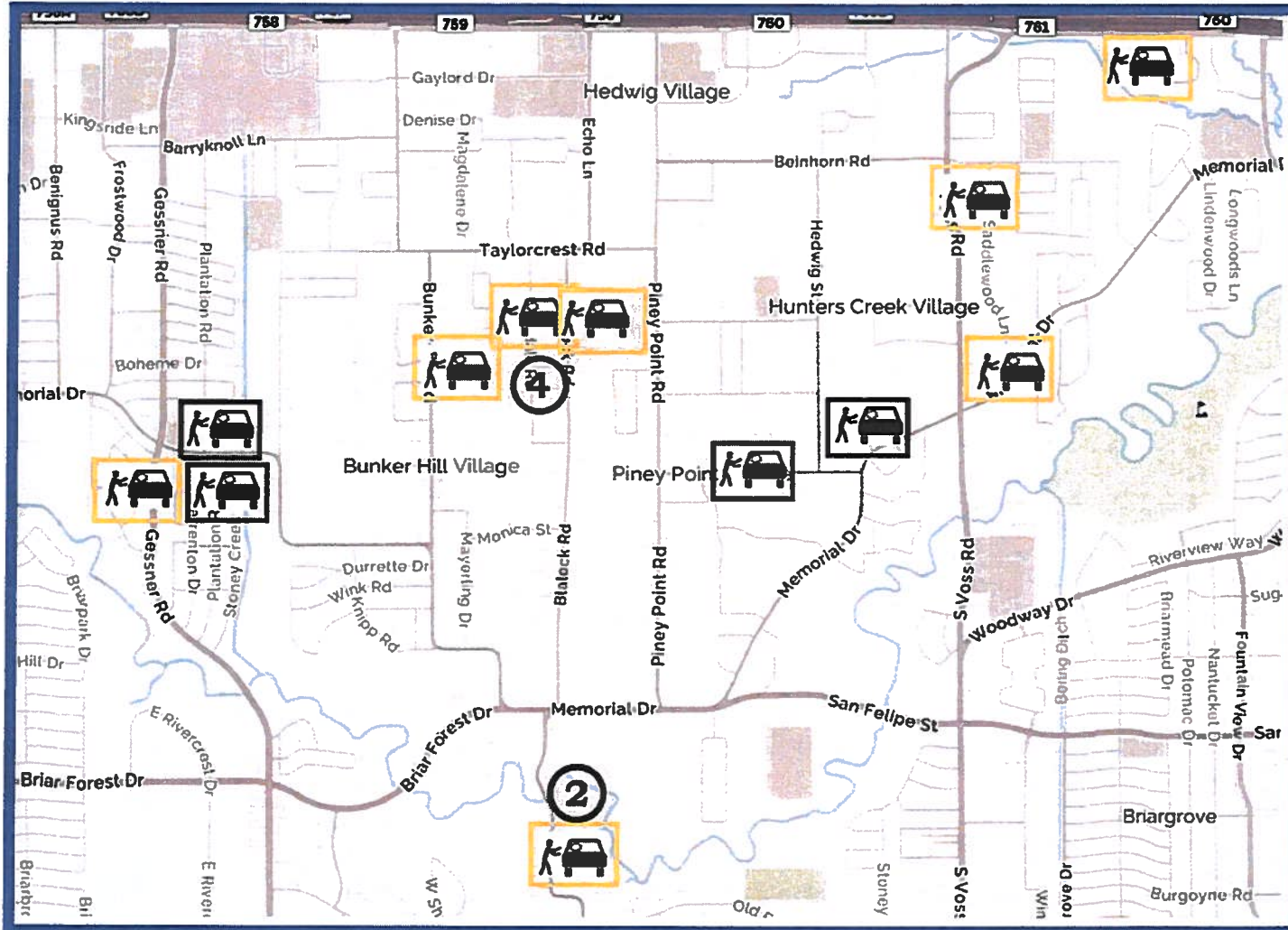


Robbery

\* = Solved

12/03/19

## 2019 Auto Burglary Map



Address	POE
11140 Greenbay	Rear Door Glass
Memorial at Saddlewood	UNL Door
12134 Tara	UNL Door
238 Stoney Creek	UNL Door
1 Bauerle Ct	LDSCP Trailer
918 Boros	UNL Door
310 Gessner	Rear Door Glass
11614 Starwood	UNL Door
27 Windermere	UNL Door
11603 Windy Ln	LDSCP Trailer
11010 s Country Squire	UNL Door
1 Blalock Woods	UNL Door
703 Saddlewood	UNL Door
36 Windermere	UNL in Garage
3 Oaklawn	UNL Door
11735 Wood Lane	UNL Door

Daytime Burglary

Nighttime Burglary



12/03/19

### 2019 Recruiting and Hiring Metrics

Number of:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inquiries Phone/Internet	3	1	19	12	0	3	1	1	15	9	0	
Inquiries InPerson	1	0	1	0	0	0	0	0	0	7	0	
Applications Received	3	0	10	0	3	0	3	0	5	7	0	
Signed up to Test	0	0	7	1	0	0	0	0	5	7	0	
Showed up to Test	0	0	5	1	0	0	0	0	4	7	0	
Passed Test	0	0	5	1	0	0	0	0	4	7	0	
Completed PIQ	0	0	5	0	0	0	0	0	In Proc	6	0	
Passed BG	0	0	In proc	In Proc	0	0	0	0	In Proc	4	2	
Passed Chief's Selection	0	0	N/A	N/A	0	0	0	0	In Proc	1	0	
Offered Employment	0	0	N/A	N/A	0	0	0	0	In Proc	1	0	
Hired	0	0	N/A	N/A	0	0	0	0	In Proc	1	0	

Nov: 2 applicants passed Background however, failed Chief's Selection.

## November 2019 VFD Assists

Calls received directly by MVPD via 911/3700

### Priority Events                      Average Response Times

Total – 3	3:48
Fire – 0	N/A
EMS – 3	3:48

### By Village

BH Fire – 0	N/A
BH EMS – 0	N/A

PP Fire – 0	N/A
PP EMS – 1	4:30

HC Fire -0	N/A
HC EMS -2	3:39


### Combined VFD Events (Priority + Radio)

Total – 42	3:52
Fire – 28	4:02
EMS – 14	3:36

### Radio Call Events

Total – 39	3:45
Fire- 28	4:02
EMS- 11	3:04

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: December 16, 2019


SUBJECT: Piney Point Circle

Agenda Item: 3

This agenda item calls for the City Council to discuss the current status of Piney Point Circle as a city street.



TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: December 16, 2019

SUBJECT: Proposed Holidays for FY2020


Agenda Item: 4

This agenda item calls for the City Council to consider approving the proposed Holidays for FY2020.

Observed Holidays

New Year's Day	Wednesday, January 1 <sup>st</sup>
Presidents' Day	Monday, February 17 <sup>th</sup>
Good Friday	Friday, April 10 <sup>th</sup>
Memorial Day	Monday, May 25 <sup>th</sup>
Independence Day	Friday, July 3 <sup>rd</sup>
Labor Day	Monday, September 7 <sup>th</sup>
Thanksgiving	Thursday, November 26 <sup>th</sup>
Day After Thanksgiving	Friday, November 27 <sup>th</sup>
Christmas Eve	Thursday, December 24 <sup>th</sup>
Christmas Day	Friday, December 25 <sup>th</sup>

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: December 16, 2019

SUBJECT: Proposed Regular Meeting Dates for FY2019 and consideration of Ordinance 2019.12.16 establishing the Schedule of Regular Meetings for FY2020

Agenda Item: 5

This agenda item calls for the City Council to consider approving Ordinance 2019.12.16 listing proposed Regular Meeting Dates for FY2020

Regular City Council Meeting Dates

- January 27<sup>th</sup>
- February 24<sup>th</sup>
- March 23<sup>rd</sup>
- April 27<sup>th</sup>
- May 18<sup>th</sup> \*
- June 22<sup>nd</sup>
- July 27<sup>th</sup>
- August 24<sup>th</sup>
- September 28<sup>th</sup>
- October 26<sup>th</sup>
- November 23<sup>rd</sup>
- December 14<sup>th</sup>

*\* The Council Meeting scheduled for May is a National Holiday. The December date is a second Monday.*

**ORDINANCE NO. 2019.12.16**

**AN ORDINANCE OF THE CITY OF PINEY POINT VILLAGE, TEXAS, ESTABLISHING REGULAR CITY COUNCIL MEETING DATES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.**

\* \* \* \* \*

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

**Section 1.** The City Council of the City of Piney Point Village, Texas hereby adopts the following dates as the regular City Council meeting schedule for the 2020 calendar year:

**Regular City Council Meeting Dates**

January 27, 2020  
February 24, 2020  
March 23, 2020  
April 27, 2020  
May 18, 2020  
June 22, 2020  
July 27, 2020  
August 24, 2020  
September 28, 2020  
October 26, 2020  
November 23, 2020  
December 14, 2020

**Section 3.** All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

**Section 4.** 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.

PASSED, APPROVED, AND ADOPTED on first and final reading this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

ATTEST:

\_\_\_\_\_  
Karen Farris  
City Secretary

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator

MEETING DATE: December 16, 2019

SUBJECT: Temporary Certificates of Occupancy

Agenda Item: 6

This agenda item was tabled during the November 25<sup>th</sup> meeting and is being brought back for further Council discussion.

This item calls for the City Council to consider the existing Temporary Certificate of Occupancy process. Ordinance 2017.09.25B changed the City's process for Certificates of Occupancy by adding *Temporary* Certificates of Occupancy to Section 74-176 of the Code of Ordinances. This change allowed a homeowner to occupy their property before the completion of all of the City's requirements for the occupancy of a property.

The Temporary Certificate of Occupancy process requires the property owner and builder to certify in writing that they will be able to meet the requirements of a certificate of occupancy within 45 days of the issuance of a temporary certificate of occupancy. The property owner and builder also agree that for each day beyond the 45-day time period the property owner will pay \$2000 a day in liquidated damages for failure to comply with the ordinance.

Since the Council's approval of Ordinance 2017.09.25B the City has approved ten Temporary Certificates of Occupancy. Two of these ten properties are currently within the 45-day window that allows the property owner to live in the house before completion of the Certificate of Occupancy. These two houses are located at 11306 Surrey Oaks Lane and 11224 Wilding Lane.

Of the remaining eight houses:

#5 Memorial Point has exceeded its 45-day time limit as of December 6<sup>th</sup> and the City is holding the security deposit

301 Hedwig Road has met the required timeframe and full security deposit was reimbursed to the homeowners.

11401 Quail Hollow has exceeded its 45-day time limit and the City is holding the security deposit

11320 Somerland Way exceeded its deadline by 2 days in 2017. The full security deposit was reimbursed to the homeowner.

458 Jan Kelly Lane – exceeded it's deadline by 12 days in 2017. The full security deposit was reimbursed to the homeowner.

11330 Greenbay – did not submit a deposit.

203 Kinkaid – met required timeframe and full security deposit was reimbursed to the homeowners.

454 Blalock Road – met required timeframe and full security deposit was reimbursed to the homeowners.

Copies of the previous certificate of occupancy ordinance and the 2017 ordinance amending the certificate of occupancy ordinance are attached for your review.

ORDINANCE NO. 2017.09.25B

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

\* \* \* \* \*

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

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

**“Article II. – Administration**

\* \* \*

**Division 6. – Certificate of Occupancy**

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

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

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

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



security as liquidated damages for failure to comply with the terms of this Section.

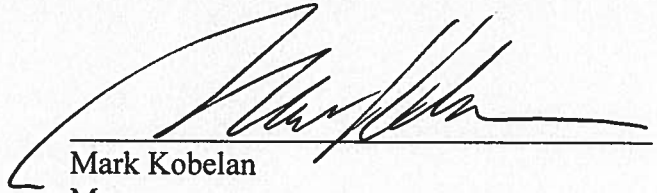
- (8) The city shall return any remaining fiscal security, if any, to the applicant if the building official determines that the applicant has obtained a certificate of occupancy; provided, however, if the building official determines that an applicant has breached the obligations secured by the fiscal security, such fiscal security shall be paid to the city as liquidated damages. The applicant is liable to the city for any costs incurred by the city that exceed the amount of fiscal security.”

**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.

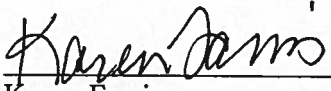
**Section 4.** All ordinances and parts of ordinance in conflict herewith are, to the extent of such conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED on first and final reading this 25th day of September, 2017.



Mark Kobelan  
Mayor

ATTEST:



Karen Farris  
City Secretary





# City of Piney Point Village

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

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

November 25, 2019

Emad A. Makiya  
11306 Surrey Oaks Lane  
Piney Point Village, Texas 77024

**RE: Temporary Certificate of Occupancy**

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 11306 Surrey Oaks Lane before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, January 8, 2020.

MVWA Cleanout Final Inspection  
Drainage Final  
Irrigation Final

Final As-Built Topo  
Tree Final

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Emad A. Makiya, Owner \_\_\_\_\_

Agreed: Sasha Yoksek, Builder \_\_\_\_\_



# City of Piney Point Village

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

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

December 3, 2019

Robert and Lisa Kurtz  
11224 Wilding Lane  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 11224 Wilding Lane before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, January 16, 2020:

MVWA Cleanout Final Inspection  
Tree Final  
Pool Final  
Drainage Final

Fence Final  
Driveway Final  
Mail Box Final  
Final As-Built Topo

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Robert Kurtz Owner

Agreed: Lisa Kurtz, Owner

Agreed: Brian Thompson, Builder



# City of Piney Point Village

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

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

October 24, 2019

Marcelo and Guilianna Oliveira  
5 Memorial Point  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 5 Memorial Point before the completion of the final City checklist.

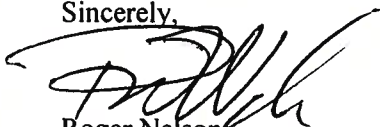
Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, December 7, 2019:

- |                          |                     |
|--------------------------|---------------------|
| MVWA Cleanout Inspection | Fence Final         |
| Tree Final               | Deck Final          |
| AC's to be screened      | Pool Final          |
| Driveway Final           | Tree Final          |
| Drainage Final           | Final As-Built Topo |

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

  
Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Marcelo Oliveira Owner Marcelo

Agreed: ~~Guilianna Oliveira~~, Owner Guilianna Nakashima  
GIULIANA NAKASHIMA

Agreed: Rob Ryan, Builder Rob Ryan



# City of Piney Point Village

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

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

October 23, 2019

Stuart and Tammy Spence  
301 Hedwig Road  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 301 Hedwig Road before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, December 6, 2019:

- Drainage Final
- Final As-Built Topo

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Stuart Spence, Owner \_\_\_\_\_

Agreed: Tammy Spence, Owner \_\_\_\_\_

Agreed: Blake Kahanek, Builder \_\_\_\_\_



# City of Piney Point Village

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

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

January 3, 2019

Jeff Drda and Gina Drda  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 11401 Quail Hollow before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, February 19, 2019:

- Interior House Final
- Accessory Structure Final
- Irrigation Final
- Sport Court Final
- Turf Final
- Fence Final
- 2 Outdoor Landscape Lights – Pool and Sport Court
- Drainage Final
- Tree Final
- Final As-Built Topo Final
- Memorial Village Water Authority Approval on Clean Out Inspection

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Jeff Drda, Owner

Agreed: Gina Drda, Owner

Agreed: Brian Thompson, Builder

Acct # 10-2404  
**Check Refund Request**

Acct # \_\_\_\_\_  
 Entered 10/8/19  
**Temp Certificate of Occupancy**

Approved \_\_\_\_\_  
 Posted \_\_\_\_\_  
 Trans Code: 2510  
 Incode \_\_\_\_\_

<b>Date Request:</b> 10/08/2019	<b>Check Request Amount:</b> \$25,000.00	<b>Trans Code:</b> Incode
<b>Original Check Date:</b> 01/04/2019	<b>Original Check Processed Date:</b> 01/04/2019	<b>Property Address:</b> 11401 Quail Hollow Lane
<b>Permit #:</b> Original Fundiew P# 16-00877-01 Incode P#16654	<b>Applicant Name:</b> Cyndi Robinson w/ Thompson Custom Homes	<b>Contact Phone Number:</b> Cyndi (405) 517-8761
<b>Builder Contact Name :</b> Cyndi Robinson w/ Thompson Custom Homes	<b>Original Resident Address:</b> Jeffrey and Gina Drda 119 Willowend Drive Houston, Texas 77024	<b>Notes:</b> Resident paid by <del>check</del> personal check the \$25,000.00 temp certificate of occupancy. However, the timing on the completion of this project has exceeded the allowable time period. <b>Completion date as noted:</b> 02/19/2019. The final as built topo was approved on: 09/04/2019
<b>Builder Phone &amp; E-Mail;</b> Cyndi w/ Thompson Custom Homes (405) 517-8761 Cell (832) 337-0197 Office  <crobinson@thompsoncustomhomes.com>	<b>Resident E-Mail, Phone &amp; Address</b> Jeff and Gina Drda 11401 Quail Hollow Lane Houston, Texas 77024	<b>Permit Number:</b> Original Permit Numbers  Original Fundview P# 16-00877-01 Incode P#16654
<b>Original Receipt Transaction</b> Receipt: #00014742 Trans: # 110.0000 Term: 998 Ref: Ck#5257 Date: 01/04/2019 Time: 10:16 A.M.	<b>Notes;</b> See the attached copy of the check and receipt.	<b>Make Check Payable:</b> (residents) Jeffrey & Gina DRDA 11401 Quail Hollow Lane Houston, TX 77024
	<b>Check Date:</b>	<b>Account Number:</b>
	<b>Check Number:</b>	<b>Approved By:</b>
<b>Requested by :</b> Annette Arriaga		<b>Check Refund Amount</b> \$25,000.00 ? Temp <del>as</del> Deposit

Cert of occup





# City of Piney Point Village

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

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

August 22, 2018

Neil and Jennifer Wizel  
203 Kinkaid  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 203 Kinkaid before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, October 5, 2018:

- Tree Final
- Final As-Built Topo Drainage Approval
- Drainage Final
- Pool Final
- Decking Final
- Generator Final
- Cabana Final
- Memorial Village Water Authority Final
- 207 Kinkaid Re-Established

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Neil Wizel, Owner

Agreed: Jennifer Wizel, Owner

Agreed: Kenneth French, Builder

## Check Refund Request

### (Temp Cert of Occupancy Deposit)

<b>Date Request:</b> 10/15/2018	<b>Check Request Amount:</b> \$25,000.00	<b>Trans Code:</b> Incode
<b>Original Check Date:</b> 08/13/2018	<b>Original Check Processed Date:</b> 08/13/2018	<b>Property Address:</b> 203 Kinkaid School Drive
<b>Permit #: (Fundview)</b> P# 15845	<b>Applicant Name:</b> Builder  Abercrombie Builders	<b>Contact Phone Number:</b>  Kenneth French (281) 960-1239
<b>Builder Name &amp; Address:</b> Abercrombie Custom Homes 730 N Post Oak Road Suite 110 Houston, Texas 77024	<b>Original Resident Address:</b>	<b>Notes:</b> Builder paid the gas meter deipoist
<b>Builder E-Mail;</b>  Kenneth French <kenneth@abuildersinc.com>	<b>Resident E-Mail, Phone &amp; Address</b> <b>Neil A. Wizel</b> Managing Director   First Reserve 600 Travis, Suite 6000, Houston, TX 77002 D: +1 713 821 7148   F: +1 713 821 7158 <a href="mailto:nwizel@firstreserve.com">nwizel@firstreserve.com</a> <a href="http://www.firstreserve.com">www.firstreserve.com</a>	<b>Permit Number:</b> Original Permit Numbers  Incode P# 15845
<b>Original Receipt Transaction Incode</b> <b>Receipt:</b> 00013478 <b>Trans:</b> #110.0000 Gas Meter <b>Term:</b> 998 <b>Ref:</b> Ck# 56113 <b>Time:</b> 10:44 a.m. <b>Date:</b> 08/13/2018	<b>Notes;</b>  See the attached copy of the check and receipt.  House completed on time	<b>Make Check Payable:</b>  <b><u>Abercrombie Builders</u></b> <b><u>730 N Post Oak Road, Suite 110</u></b> <b><u>Houston, Texas 77024</u></b>
	<b>Check Date:</b>	<b>Account Number:</b>
	<b>Check Number:</b>	<b>Approved By:</b>
<b>Requested by :</b> Annette Arriaga		<b>Check Refund Amount</b> <b>\$25,000.00</b> <b>Temp Cert of Occ Deposit</b>

# DRAIN OTHER PERMIT

PERMIT #: 15844

PERMIT DATE: 10/05/2018

PROJECT ADDRESS: 203 KINKAID SCHOOL DR  
 SUBDIVISION:  
 NEIGHBORHOOD: 7847  
 ZONING  
 FLOOD ZONE  
 BUILDING CODE:

EXPIRES: 4/03/2019  
 LOT #: 4  
 BLK #: 2  
 TRACT: 7847 MAP FACET 5057D  
 HCAD#: 0901130000004  
 SETBACKS: FRONT RIGHT  
 REAR LEFT

OWNER: NIEL WIZEL  
 ADDRESS: 203 KINKAID SCHOOL DRIVE  
 HOUSTON TX 77024

CONTRACTOR: ABERGROMBIE BUILDERS INC  
 ADDRESS: 730 N. Post Oak Road  
 Houston TX 77024  
 713-680-2424

PHONE 1:  
 PHONE 2:  
 CELL#:  
 EMAIL:

PHONE 1:  
 PHONE 2:  
 CELL:  
 EMAIL:

HOA STATUS:  
 NAME:  
 PHONE#:

EST. VALUE: \$ 500.00

NOTE 1: FINAL AS BUILT TOPO APPRV  
 NOTE 2: ON 10.03.2018

FEE CODE	DESCRIPTION	AMOUNT
DRAIN OTH	DRAINAGE -OTHER	\$ 500.00
<b>TOTAL</b>		<b>\$ 500.00</b>

### IMPORTANT MESSAGE

Use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of the building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated, not excluding other penalties. NO WORK ALLOWED ON SUNDAYS.

It is understood and acknowledged that any landscaping or site improvements performed in addition to the permitted drainage plan must adhere to the permitted drainage plan. If such landscaping or site improvements do not adhere to the permitted drainage plan and are significantly different than the permitted drainage plan, a Certificate of Occupancy will NOT be issued. In the event landscaping or site improvements are performed which are in conflict with the permitted drainage plan, then such landscaping and site improvements shall be changed to adhere to the permitted drainage plan, or a new drainage plan must be submitted and approved prior to a Certificate of Occupancy being issued.

It is the builder's/owner of the property's responsibility to make sure that the project job site is cleaned and maintained during the construction process.

It is the builder's/owner of the property's responsibility to make sure that all building materials and construction debris is secured during severe weather and extreme winds.

Applicant hereby certifies that all provisions of the Building Laws and Ordinances will be complied with and that all statements made are true and correct.

*[Handwritten Signature]*  
 \_\_\_\_\_  
 SIGNATURE OF ACKNOWLEDGEMENT OF CONTRACTOR/OWNER OF PROPERTY

*10/5/18*  
 \_\_\_\_\_  
 Date

*Kenneth W. French*  
 \_\_\_\_\_  
 PRINT SIGNATURE OF ACKNOWLEDGEMENT

ANNETTE ARRIAGA  
 \_\_\_\_\_  
 PERMIT APPROVED BY:

**Contractor Work Hours**  
 Monday through Friday: 7:00 AM to 7:00 PM  
 Saturday: 8:00 AM to 6:00 PM  
**NO WORK ALLOWED ON SUNDAYS!**

CITY OF PINEY POINT VILLAGE  
713-782-0275

REC#: 00013478 8/13/2018 10:44 AM  
OPER: AA TERM: 998  
REF#: CK#56113

TRAN: 110.0000 GAS METER DEPOSIT  
ABERCROMBIE BUILDERS  
730 N POST OAK ROAD  
Gas Meter Deposit 25,000.00CR

TENDERED: 25,000.00 CHECK  
APPLIED: 25,000.00-

CHANGE:            0.00

Payments can be made online  
[www.cityofpineypoint.com](http://www.cityofpineypoint.com)

ORIGINAL DOCUMENT PAPER, COLORED BANK PAPER, PRINTED ON CHEMICALLY REACTIVE PAPER WITH MICROPRINTED BORDER.



**ABERCROMBIE CUSTOM HOMES, L.P.**

PH. 713/680-2424  
730 N. POST OAK ROAD, SUITE 110  
HOUSTON, TEXAS 77024

TEXAS GULF BANK, N.A.  
200 W. 2ND FREEPORT, TEXAS 77541  
979-233-4401

88-1548/1131

CHECK NO. 56113

PAY TO THE ORDER OF Twenty-Five Thousand and 00/100 Dollars

CITY OF PINEY POINT VILLAGE  
7676 WOODWAY DR SUITE 300  
HOUSTON, TX 77063

DATE

Aug 13, 2018

AMOUNT

\*\*\*\*\*\$25,000.00

AUTHORIZED SIGNATURE

*Met. 203 Linkend School Drive*  
⑈056113⑈ ⑆11311548⑆

⑈00000080⑈

ON THE REVERSE SIDE OF THE DOCUMENT, UNDER A SECURITY SCREEN, BACKER.



# City of Piney Point Village

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

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

## CITY OF PINEY POINT VILLAGE

### Certificate of Occupancy



THIS FORM WAS PRINTED ON 10/05/2018

## 203 KINKAID SCHOOL DRIVE

This Certificate issued pursuant to the requirements of the Standard Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

**PROJECT #:** 15845

**PROJECT #:** 16-00559-01

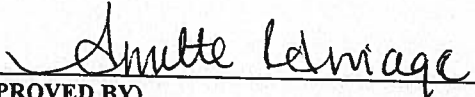
**FUNDVIEW**

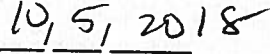
**OCCUPATION TYPE:** NEW SINGLE  
FAMILY HOME

**PROPERTY OWNER:** NIEL ALAN & JENNIFER L. WIZEL

**BUILDER/CONTRACTOR NAME:** ABERCROMBIE BUILDERS INC

**PROJECT COMPLETION DATE:** October 5, 2018

  
(APPROVED BY)

  
DATE

Annette R. Arriaga  
Director of Planning, Development & Permits



October 3, 2018

Mr. Mario Colina  
Probstfeld & Associates  
515 Park Grove Drive, Suite 102  
Katy, Texas 77450

Re: On-Going Services  
As-Built Review of 203 Kinkaid School Dr – **Second Submittal**  
Piney Point Village, Texas  
HDR Job No. 18-004A

Dear Mr. Colina:

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 9/18/18. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the as-built drainage plan. Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your approved As Built plan.

Sincerely,

HDR Engineering, Inc.

Joseph Moore, P.E., CFM  
City Engineer

Cc: Annette Arriaga – City of Piney Point Village



# City of Piney Point Village

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

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

May 5, 2018

Mark and Kelly Gabrisch  
13300 Greenbay  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 13300 Greenbay before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, June 18, 2018:

- Tree Final
- Final As-Built Topo Drainage Approval
- Memorial Village Water Authority Final Clean Out Inspection
- Fence Final

Failure to comply with or complete any item (other than the Fence Final) on the above checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

The issue with the height of the back fence will be determined by the Board of Adjustment on June 14, 2018. If the Board of Adjustment denies your request for a variance, you will have 14 days to comply with the Board's decision regarding the fence. The Temporary Certificate of Occupancy will remain in effect and failure to comply with changes to the back fence will result in the levying of a fine of \$2,000 per day, to be taken from the posted security, beginning June 29, 2018.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Mark Gabrisch, Owner

5-2-18

Agreed: Kelly Gabrisch, Owner

Agreed: Brian Thompson, Builder



# Check Refund Request

## (Temp Cert of Occupancy Deposit)

<b>Date Request:</b> 08/21/218	<b>Check Request Amount:</b> \$25,000.00	<b>Trans Code:</b> Incode
<b>Original Check Date:</b>	<b>Original Check Processed Date:</b>	<b>Property Address:</b> 11330 Greenbay Road
<b>Permit #: (Fundview)</b> P# 16-00271-01	<b>Applicant Name:</b> Cyndi Robinson  Thompson Custom Homes	<b>Contact Phone Number:</b> (832) 327-0197 office (405) 517-8761 cell
<b>Builder Name &amp; Address:</b> Cyndi Robinson 1414 Woodvine Houston, Texas 77055 (832) 327-0197	<b>Original Resident Address:</b>	<b>Notes:</b> <i>NO deposit was submitted for this project. deadline was 06.18.18, as per m 061</i>
<b>Builder E-Mail;</b>  CYNDI ROBINSON Thompson Custom Homes E: <a href="mailto:cyndi@thompsoncustomhomes.com">cyndi@thompsoncustomhomes.com</a>	<b>Resident E-Mail, Phone &amp; Address</b>	<b>Permit Number:</b> Original Permit Numbers  Incode P# 15731 Fundview P#16-00271-01
<b>Original Receipt Transaction</b> Incode Receipt /Trans #110 Term: 998 Ref: Ck# 36999 Time: 02:40 PM Date: 12/27/2017	<b>Notes;</b>  See the attached copy of the check and receipt.	<b>Make Check Payable:</b>  <u>Thompson Construction</u> <u>1414 Woodvine</u> <u>Houston, Texas 77055</u>
	<b>Check Date:</b>	<b>Account Number:</b>
	<b>Check Number:</b>	<b>Approved By:</b>
<b>Requested by :</b> Annette Arriaga		<del>                     Check Refund Amount \$25,000.00 Temp Cert of Occ Deposit                 </del>

*NO deposit was submitted w/ the temp COGO.*



# City of Piney Point Village

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

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

## CITY OF PINEY POINT VILLAGE

### Certificate of Occupancy



THIS FORM WAS PRINTED ON 8/13/2018

## 11330 GREENBAY STREET

This Certificate issued pursuant to the requirements of the Standard Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

**PROJECT #:** 15731

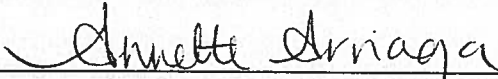
**PROJECT#:** 16-00271-01

**OCCUPATION TYPE:** New Single  
Family Home

**PROPERTY OWNER:** MARK & KELLY GABRISCH

**BUILDER/CONTRACTOR NAME:** THOMPSON CUSTOM HOMES

**PROJECT COMPLETION DATE:** August 13, 2018

  
(APPROVED BY)

08/13/2018  
DATE



June 18, 2018

Mr. Albert A. Syzdek, Jr., P.E.  
Probstfeld & Associates  
515 Park Grove Drive, Suite 102  
Katy, Texas 77450

Re: On-Going Services  
As-Built Review of 11330 Greenbay St – Second Submittal  
Piney Point Village, Texas  
HDR Job No. 18-004A

Dear Mr. Syzdek:

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 6/8/18. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the as-built drainage plan. Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your approved As Built plan.

Sincerely,

HDR Engineering, Inc.

Joseph Moore, P.E., CFM  
City Engineer

Cc: Annette Arriaga – City of Piney Point Village



# City of Piney Point Village

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

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

November 30, 2017

Steven and Laura Bender

454 Blalock Road

Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 454 Blalock Road before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, January 14, 2018:

- Tree Final ✓
- Final As-Built Topo Drainage Approval
- Drainage Final
- Energy Conservation Final Pass Report ✓
- Elevator Final Certificate ✓
- Memorial Village Water Authority Final Clean Out Inspection
- Village Fire Department Job Card ✓

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Steven Bender, Owner

Agreed: Laura Bender, Owner

Agreed: Brian Thompson, Builder

# Check Refund Request

## (Temporary Certificate of Occupancy Deposit)

<b>Date Request:</b> 01/17/2018	<b>Check Request Amount:</b> \$25,000.00	<b>Trans Code:</b> Incode
<b>Original Check Date:</b> 11/28/2017	<b>Original Check Processed Date:</b> 11/29/2017	<b>Property Address:</b> 454 Blalock Road
<b>Permit #:</b> P# 15266	<b>Applicant Name:</b>	<b>Contact Phone Number:</b>
<b>Builder Name:</b> Thompson Custom Homes	<b>Orig Resident Address:</b> 6261 Del Mont Drive Houston, Texas 77057-3519	<b>Notes:</b> <u>Resident Paid the temporary certificate of occupancy deposit</u> <i>deadline was 01.14.2018 Final as built</i>
<b>Builder E-Mail:</b> crobinson@thompsoncustomhomes.com	<b>Resident E-Mail, Phone &amp; Address</b> Thompson Custom Homes 1414 Woodvine Houston, Texas 77055 (832) 327-0197	<b>Transaction Permit Number:</b> Receipt Number #11234 <i>Completed on 01.03.2018</i>
<b>Original Receipt Transaction Receipt # 11234</b> <b>Term:</b> 998 <b>Time:</b> 11:26 a.m. <b>Date:</b> 11/29/2017	<b>Notes;</b> see the attached copy of the check and receipt.  Resident has complied with the terms of the cert of occ.	<b>Make Check Payable:</b> <u>Steven Bender</u> <u>454 Blalock Road</u> <u>Houston, Texas 77024</u>
	<b>Check Date:</b>	<b>Account Number:</b>
	<b>Check Number:</b>	<b>Approved By:</b>
<b>Requested by :</b> Annette Arriaga		<b>Check Refund Amount</b> \$25,000.00

STEVEN BENDER  
 L. ELIZABETH MIMS BENDER  
 6261 DEL MONTE DR  
 HOUSTON, TX 77057-3519

Pay to the Order of City of Piney Point Twelve Five Thousand Dollars \$ 25,000.00

Date 11-28-17

1525  
 35-2/1130 TX  
 10174

Bank of America  
 ACH R/T 111000025

Wealth Management Banking

For Temp Co deposit

⑆1113000023⑆ 005776797927⑆1525

**CITY OF PINEY POINT VILLAGE**

713-782-0275

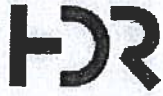
REC#: 00011234 11/29/2017 11:26 AM  
 OPER: AA TERM: 998  
 REF#: CK#1525

TRAN: 110.0000 GAS METER DEPOSIT  
 STEVEN BENDER 25K DEPOSIT  
 FOR TEMP CERT OCCUPANCY  
 Gas Meter Deposit 25,000.00CR

TENDERED: 25,000.00 CHECK  
 APPLIED: 25,000.00-

CHANGE: 0.00

Payments can be made online  
[www.cityofpineypoint.com](http://www.cityofpineypoint.com)



January 3, 2018

Mr. Arivinder Singh Riar  
Nexgen Engineers, LLC  
5600 NW Central Dr, Suite 221  
Houston, TX 77092

Re: On-Going Services  
As-Built Review of 454 Blalock Rd. – **Second Submittal**  
Piney Point Village, Texas  
HDR Job No. 18-004A

Dear Mr. Riar:

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 12/19/17. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the as-built drainage plan. Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your approved As Built plan.

Sincerely,

HDR Engineering, Inc.

Joseph Moore, P.E., CFM  
City Engineer

Enclosures

cc: Annette Arriaga – City of Piney Point Village



# City of Piney Point Village

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

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

## CITY OF PINEY POINT VILLAGE

### Certificate of Occupancy



THIS FORM WAS PRINTED ON 1/05/2018

### 454 BLALOCK ROAD

This Certificate issued pursuant to the requirements of the Standard Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

**PROJECT #:** 15266

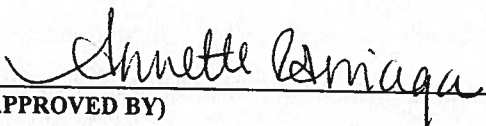
**P#** 16-00125

**OCCUPATION TYPE:** NEW SINGLE  
FAMILY

**PROPERTY OWNER:** STEVEN BENDER

**BUILDER/CONTRACTOR NAME:** THOMPSON CUSTOM HOMES

**PROJECT COMPLETION DATE:** January 5, 2018

  
(APPROVED BY)

01, 05, 2018  
DATE

Director of Planning, Development & Permits  
Annette R. Arriaga



+ (2) days



# City of Piney Point Village

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

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

PH  
1 5/3/16

December 8, 2017

James and Michelle Mouton  
11320 Somerland Way  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 11320 Somerland Way before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, January 22, 2018:

- Tree Final *cum-skil -*
- Final As-Built Topo Drainage Approval ✓
- Drainage Final ✓
- Energy Conservation Final Pass Report ✓
- Pool Final
- Driveway Final
- Fence Final ✓
- Memorial Village Water Authority Final Clean Out Inspection ✓
- Village Fire Department Job Card ✓

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: James Mouton, Owner *James Mouton*

Agreed: Michelle Mouton, Owner *Michelle Mouton*

Agreed: Brian Thompson, Builder *Brian Thompson*

# Check Refund Request

## (Temporary Certificate of Occupancy Deposit)

FILE COPY

<b>Date Request:</b> 03/19/2018	<b>Check Request Amount:</b> \$25,000.00	<b>Trans Code:</b> Incode
<b>Original Check Date:</b> 09/21/2017	<b>Original Check Processed Date:</b> 12/18/2017	<b>Property Address:</b> 11320 Somerland Way Lane
<b>Permit #: (Fundview)</b> P# 16-00791-01	<b>Applicant Name:</b> (Resident) James and Michelle Mouton	<b>Contact Phone Number:</b> Builder (405) 517-8761
<b>Builder Name:</b>  Thompson Custom Homes 1414 Woodvine Drive Houston, Texas 77055	<b>Orig Resident Address:</b>  James and Michelle Mouton 11320 Somerland Way Lane Houston, Texas 77024	<b>Notes:</b> A check was placed with the city for temporary certificate of occupancy. <i>The deadline was 01.22.2018 final AS built/topo approved on 01.24.2018 # (2) days.</i>
<b>Builder E-Mail;</b>  Cyndi Robinson  crobinson@thompsoncustomhomes.com	<b>Resident E-Mail, Phone &amp; Address</b>  No e-mail address listed	<b>Transaction Permit Number:</b> Receipt Number # 00011355
<b>Original Receipt Transaction</b> Receipt # 00011355 Term: 998 Ref: Ck#6856 Time: 01:31 p.m. Date: 12/06/2017	Notes; see the attached copy of the check and receipt.	<b>Make Check Payable:</b> <u>James A Mouton</u> <u>11320 Somerland Way Lane</u> <u>Houston, Texas 77024</u>
	<b>Check Date:</b>	<b>Account Number:</b>
	<b>Check Number:</b>	<b>Approved By:</b>
<b>Requested by :</b> Annette Arriaga		<b>Check Refund Amount</b> \$25,000.00 Temp Cert of Occp

1130000231 0060584515706855

ACH R/T 111000025

Bank of America

Wealth Management Banking

MICHELLE MOUTON  
9011 BRIAR FOREST DR  
HOUSTON, TX 77024-7214

JAMES A MOUTON

PAY TO THE ORDER OF

City of Piney Point  
Twenty Five Thousand & 00/100

\$ 25,000.00

DOLLARS

DATE 12-6-17

6856

35-2/130 TX 17315

**CITY OF PINEY POINT VILLAGE**  
713-782-0275

REC#: 00011355    12/06/2017    1:31 PM  
OPER: AA    TERM: 998  
REF#: CK#6856

TRAN: 110.0000    GAS METER DEPOSIT  
JAMES A MOUTON REF 11320  
SOMERLAND WAY LANE TEMP CO  
Gas Meter Deposit    25,000.00CR

TENDERED:    25,000.00    CHECK  
APPLIED:    25,000.00-

CHANGE:    0.00

Payments can be made online  
[www.cityofpineypoint.com](http://www.cityofpineypoint.com)



January 24, 2018

Mr. Jeffrey B. Shindler  
TDI Foundation Engineering, LLC  
17820 Huffmeister Rd. Ste. 350  
Cypress, TX 77429

Re: On-Going Services  
Drainage Review of 11320 Somerland Way – Second Submittal  
Piney Point Village, Texas  
HDR Job No. 18-004A

Dear Mr. Shindler:

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 1/4/18. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the as-built drainage plan. Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your approved As Built plan.

Sincerely,

HDR Engineering, Inc.

Joseph Moore, P.E., CFM  
City Engineer

Enclosures

cc: Annette Arriaga – City of Piney Point Village



# City of Piney Point Village

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

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

## CITY OF PINEY POINT VILLAGE

### Certificate of Occupancy



THIS FORM WAS PRINTED ON 2/21/2018

### 11320 SOMERLAND WAY

This Certificate issued pursuant to the requirements of the Standard Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

PROJECT #: 15356


PROJECT #: 16-00791-01

OCCUPATION TYPE: NEW SINGLE  
FAMILY HOME

PROPERTY OWNER: JAMES & MICHELLE MOUTON

BUILDER/CONTRACTOR NAME: THOMPSON CUSTOM HOMES

PROJECT COMPLETION DATE: February 21, 2018

  
(APPROVED BY)

02/21, 2018  
DATE

Director of Planning Development & Permits  
Annette R. Arriaga

+ 12 days



# City of Piney Point Village

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

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

December 19, 2017

Trent and Andrea Tellepsen  
458 Jan Kelly Lane  
Piney Point Village, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 458 Jan Kelly Lane before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City will serve as a security to the City that the following items will be completed no later than the end of the day, February 2, 2018:

- Tree Final
- Final As-Built Topo Drainage Approval
- Drainage Final
- Energy Conservation Final Pass Report
- Memorial Village Water Authority Final Clean Out Inspection

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon time will result in the City revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Roger Nelson  
City Administrator  
City of Piney Point Village

Agreed: Trent Tellepsen, Owner

Agreed: Andrea Tellepsen, Owner

Agreed: Brian Thompson, Builder

# Check Refund Request

## (Temporary Certificate of Occupancy Deposit)

FILE COPY

<b>Date Request:</b> 03/19/2018	<b>Check Request Amount:</b> \$25,000.00	<b>Trans Code:</b> Incode
<b>Original Check Date:</b> 12/18/2017	<b>Original Check Processed Date:</b> 12/18/2017	<b>Property Address:</b> 458 Jan Kelly Lane
<b>Permit #: (Fundview)</b> P# 16-01356-01	<b>Applicant Name:</b> (Resident) Trent Dudley Tellepsen	<b>Contact Phone Number:</b> Builder (832) 327-0197 or (405) 517-8761
<b>Builder Name:</b>  Thompson Custom Homes 1414 Woodvine Drive Houston, Texas 77055	<b>Orig Resident Address:</b>  Trent Dudley Tellepsen  458 Jan Kelly Lane  Houston, Texas 77024	<b>Notes:</b> <u>A check was placed with the city for temporary certificate of occupancy</u> Feb 2nd, 2018 deadline & they finish by Feb 14, 2019 (12) days.
<b>Builder E-Mail;</b>  Cyndi Robinson  crobinson@thompsoncustomhomes.com	<b>Resident E-Mail, Phone &amp; Address</b>  Trent Tellepsen  <trent@bcs-houston.com>	<b>Transaction Permit Number:</b> Receipt Number # 00011672
<b>Original Receipt Transaction</b> Receipt # 00011672 Term: 998 Ref: Ck#1108 Time: 10:54 a.m. Date: 12/18/2017	Notes; see the attached copy of the check and receipt.	<b>Make Check Payable:</b>  <u>Trent Dudley Tellepsen</u> <u>458 Jan Kelly Lane</u> <u>Houston, Texas 77024</u>
	<b>Check Date:</b>	<b>Account Number:</b>
	<b>Check Number:</b>	<b>Approved By:</b>
<b>Requested by :</b> Annette Arriaga		<b>Check Refund Amount</b> \$25,000.00 Temp Cert of Occup

1108

32-61/1110

DATE 12/18/17

TRENT DUDLEY TELLEPSEN  
777 BENMAR DRIVE, SUITE 455  
HOUSTON, TX 77060

PAY TO THE ORDER OF  
City of Piney Point Village  
Twenty Five Thousand and xx/100

\$ 25,000.00

DOLLARS

J.P. Morgan  
JPMorgan Chase Bank, N.A.  
Dallas, Texas

MEMO  
Temp. occupancy deposit 12/19/17

MP

⑈ 110006114 ⑈

⑈ 11479801108 ⑈

0007 CSCDSF check1 11/07/17 16:02

CITY OF PINEY POINT VILLAGE  
713-782-0275

REC#: 00011672 12/18/2017 10:54 AM  
OPER: AA TERM: 998  
REF#: CK#1108

TRAN: 110.0000 GAS METER DEPOSIT  
TRENT TELLEPSEN  
458 JAN KELLY LANE  
Gas Meter Deposit 25,000.00CR

TENDERED: 25,000.00 CHECK  
APPLIED: 25,000.00-  
CHANGE: 0.00

Payments can be made online  
[www.cityofpineypoint.com](http://www.cityofpineypoint.com)



February 14, 2018

Mr. Jeffrey B. Shindler, P.E.  
TDI Foundation Engineering, LLC.  
17920 Huffmeister Road, Suite 350  
Cypress, TX 77429

Re: On-Going Services  
As-Built Review of 458 Jan Kelly Lane – Second Submittal  
Piney Point Village, Texas  
HDR Job No. 18-004A

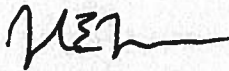
Dear Mr. Shindler:

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 2/5/18. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the as-built drainage plan. Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your approved As Built plan.

Sincerely,

HDR Engineering, Inc.



Joseph Moore, P.E., CFM  
City Engineer

Cc: Annette Arriaga – City of Piney Point Village





# City of Piney Point Village

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

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

## CITY OF PINEY POINT VILLAGE

### Certificate of Occupancy



THIS FORM WAS PRINTED ON 3/06/2018

### 458 JAN KELLY LANE

This Certificate issued pursuant to the requirements of the Standard Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

**PROJECT #: 15386**

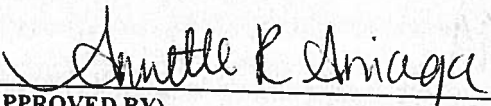
**PROJECT #: 16-00738-01**

**OCCUPATION TYPE: NEW SINGLE  
FAMILY HOME**

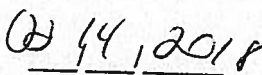
**PROPERTY OWNER: TRENT TELLEPSE**

**BUILDER/CONTRACTOR NAME: THOMPSON CUSTOM HOMES**

**PROJECT COMPLETION DATE: FEBRUARY 14TH, 2018**

  
(APPROVED BY)

Annette R. Arriaga  
Director of Development & Permits

  
DATE

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator *RN*

MEETING DATE: December 16, 2019

SUBJECT: Joint Landscaping project between Piney Point Village and Bunker Hill Village

Agenda Item: 7

This agenda item calls for the City Council to consider a joint landscaping project with Bunker Hill Village for the three Memorial Drive medians between Blalock Road and Briar Forest. The estimated project costs of the are:

Landscaping	\$37,782.85
Grass Replacement	\$ 4,826.57
Irrigation System Installation	\$ 8,000.00
Boring	<u>\$ 7,000.00</u>
Total	\$57,609.42

This is a joint project between Piney Point Village and Bunker Hill Village. The two cities are sharing the installation costs equally. The proposed interlocal agreement is attached and includes the proposed layout for the landscaping project.



and will administer bidding, construction, inspection, of the Project; provided, however, that Bunker Hill shall reimburse Piney Point at 50% for costs associated with such improvements. Bunker Hill has budgeted an amount not to exceed \$60,000 for the project. Piney Point shall not undertake, or cause to be undertaken, any alterations or modifications of the improvements constructed pursuant to this Agreement without first securing the approval of Bunker Hill of the plans and specifications for the same. Piney Point will have the responsibility to award the bid and authorize commencement of construction. The cost of any future maintenance of the landscaping and irrigation improvements shall be borne by Piney Point. Piney Point represents that all improvements constructed pursuant to this Agreement shall be constructed in a good and workmanlike manner and in accordance with generally accepted standards pertinent thereto, and that they shall fully conform with all applicable federal, state and local laws, ordinances, and the local permitting authorities.

2. All notices and communications under this Agreement shall be mailed by certified mail, return receipt requested, or delivered by messenger to Piney Point at the following address:

City of Piney Point Village  
7676 Woodway, Suite 300  
Houston, Texas 77063  
Attention: Mayor

All notices and communications under this agreement shall be mailed by certified mail, return receipt requested, or delivered by messenger to the Bunker Hill at the following address:

City of Bunker Hill  
11977 Memorial Drive Houston,  
Texas 77024 Attention: Mayor

6. Following the initial construction and installation of the improvements, Piney Point will maintain all improvements. This Agreement will remain in effect for as long as the improvements are in place.

7. This Agreement is not intended to and shall not create a joint enterprise between Bunker Hill and Piney Point. The parties hereto are undertaking governmental functions or services under this Agreement and the purpose hereof is solely to further the public good, rather

than any pecuniary purpose. The party undertaking work under this Agreement shall have responsibility for day-to-day management and control of the improvements acquired pursuant to this Agreement upon which such work is performed, except as may otherwise expressly be provided herein.

8. No party hereto shall make, in whole or in part, any assignment of this Agreement or any obligation hereunder without the prior written consent of the other part hereto. This instrument contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any modification concerning this instrument shall be of no force or effect, excepting a subsequent modification in writing signed by all parties hereto.

Executed in duplicate originals on this \_\_\_\_ day of December 2019

City of Piney Point Village

City of Bunker Hill

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

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

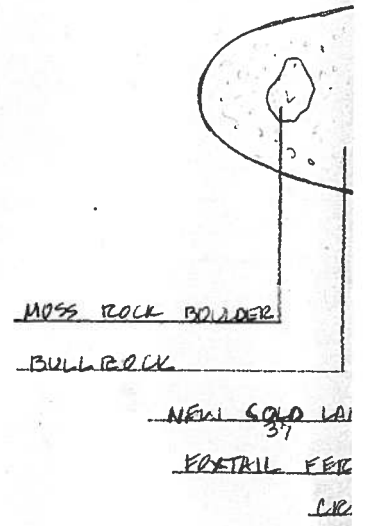
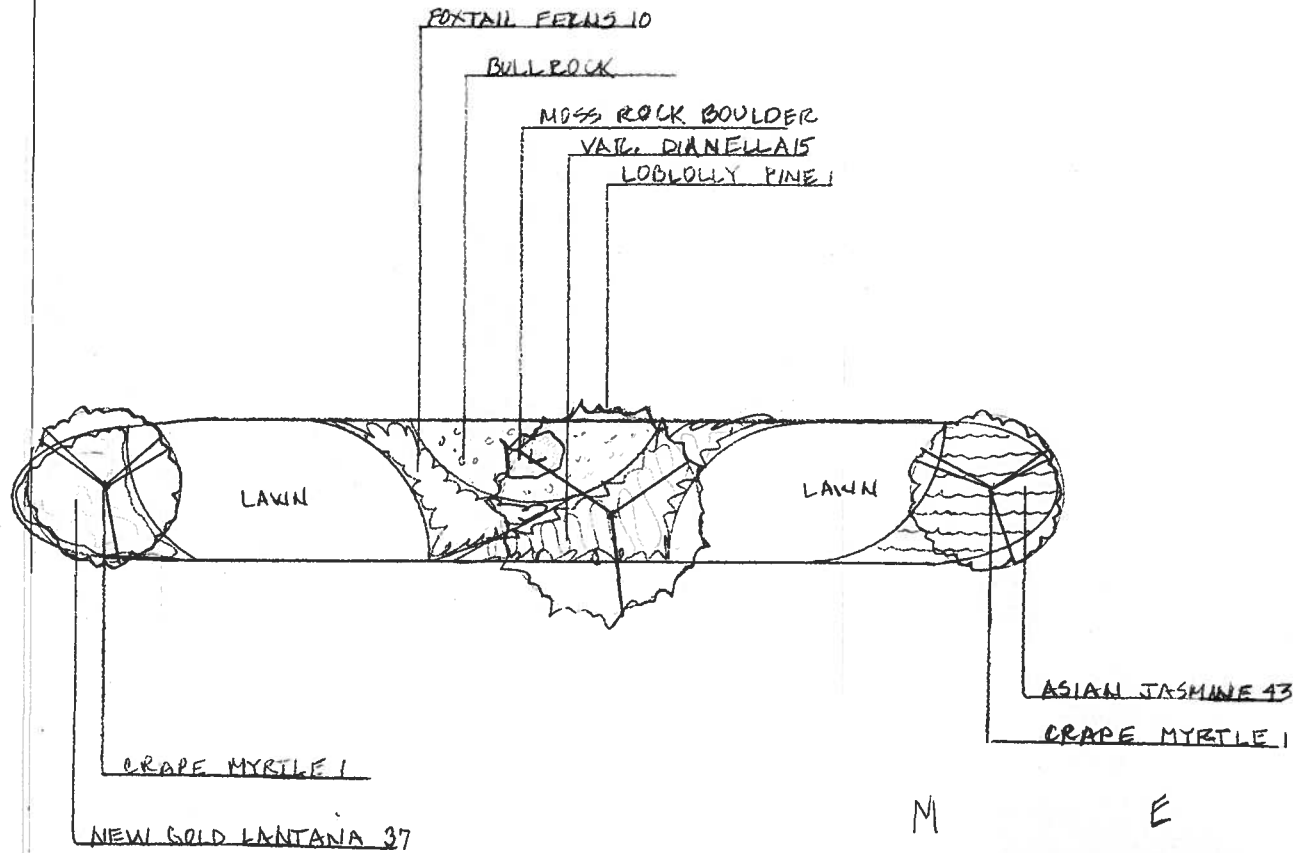
ATTEST:

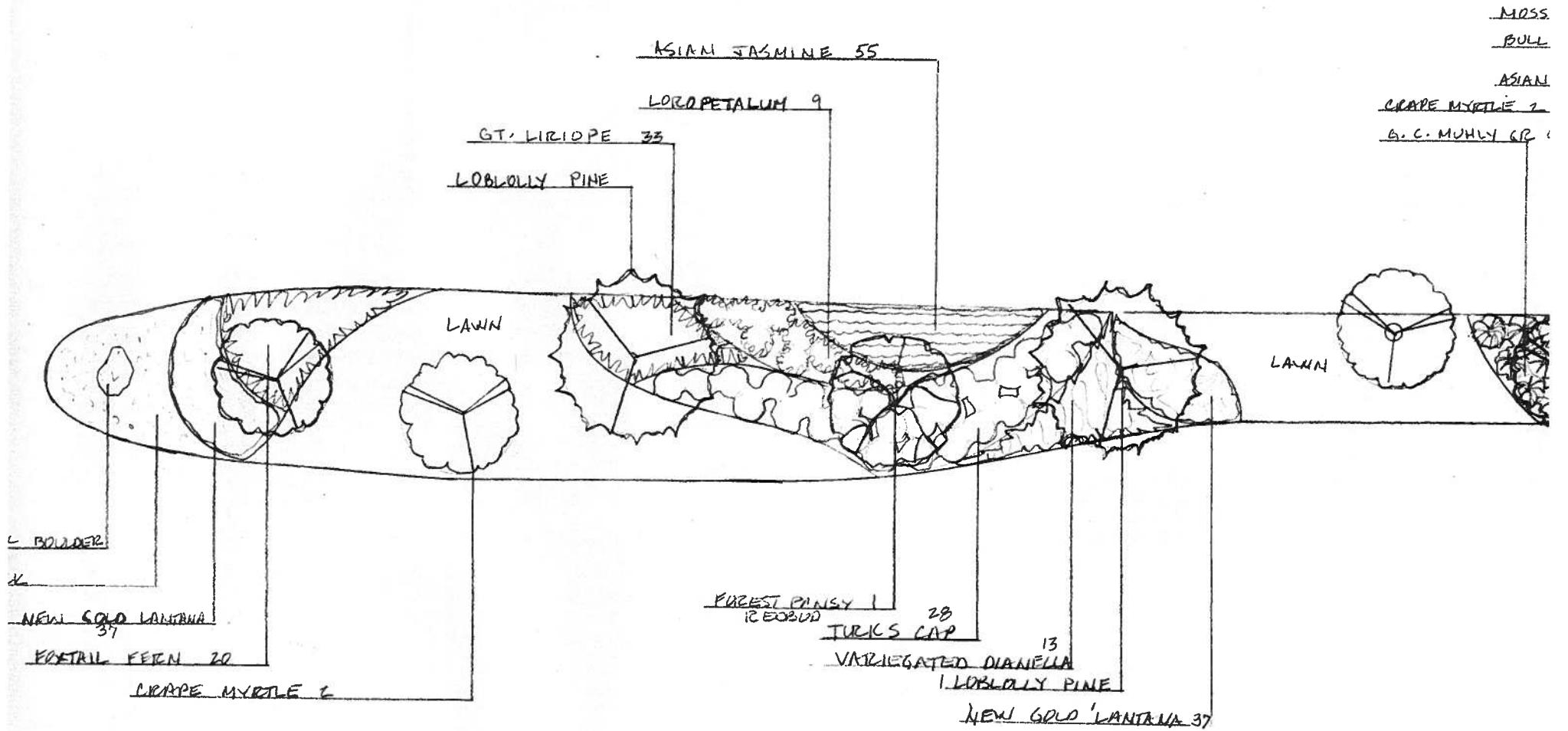
ATTEST:

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

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

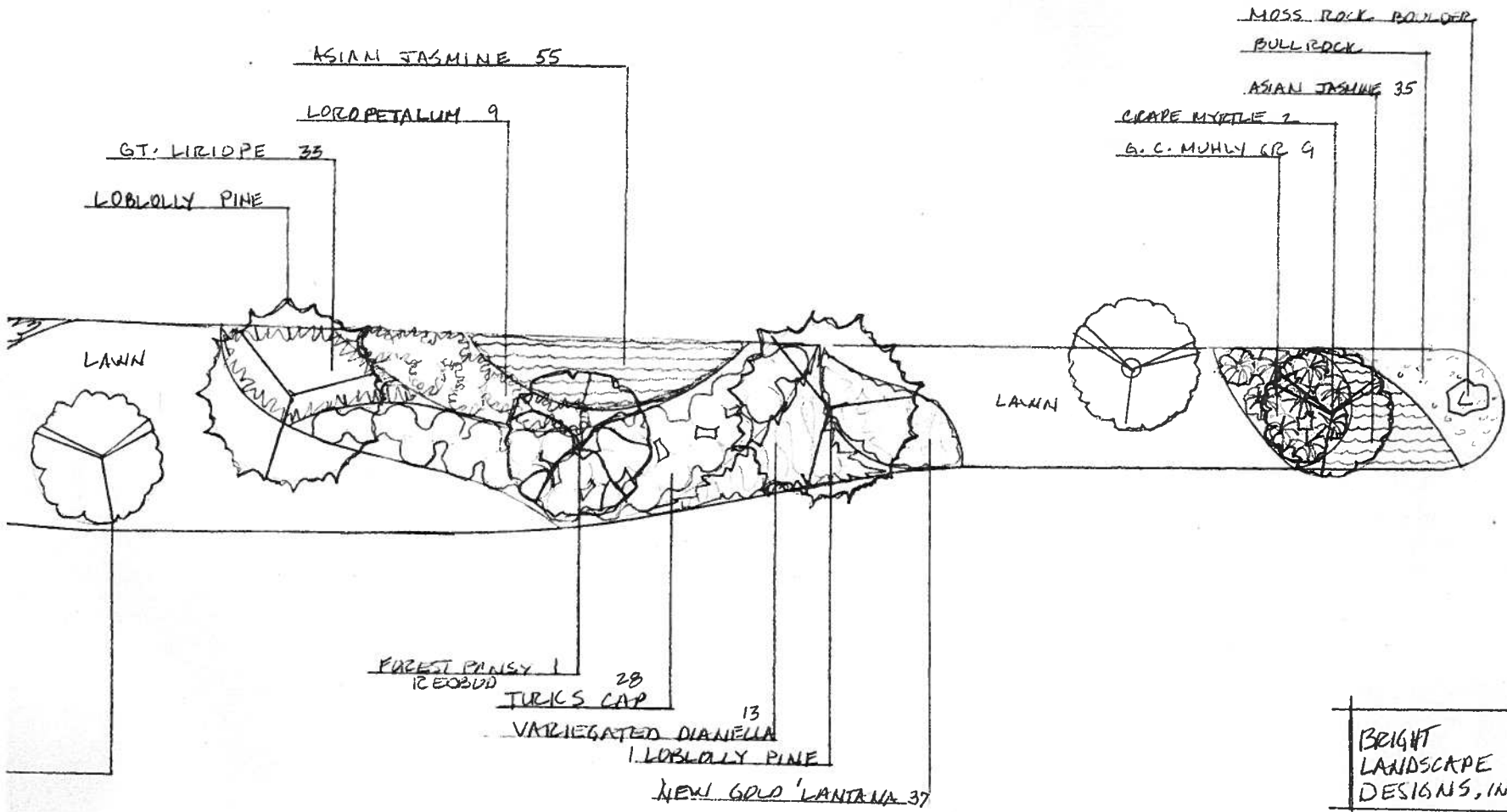
CITY OF PINEY POINT VILLAGE  
 AND  
 BUNKER HILL VILLAGE  
 MEMORIAL DRIVE AT MEMORIAL POINT





R I A L D O I R





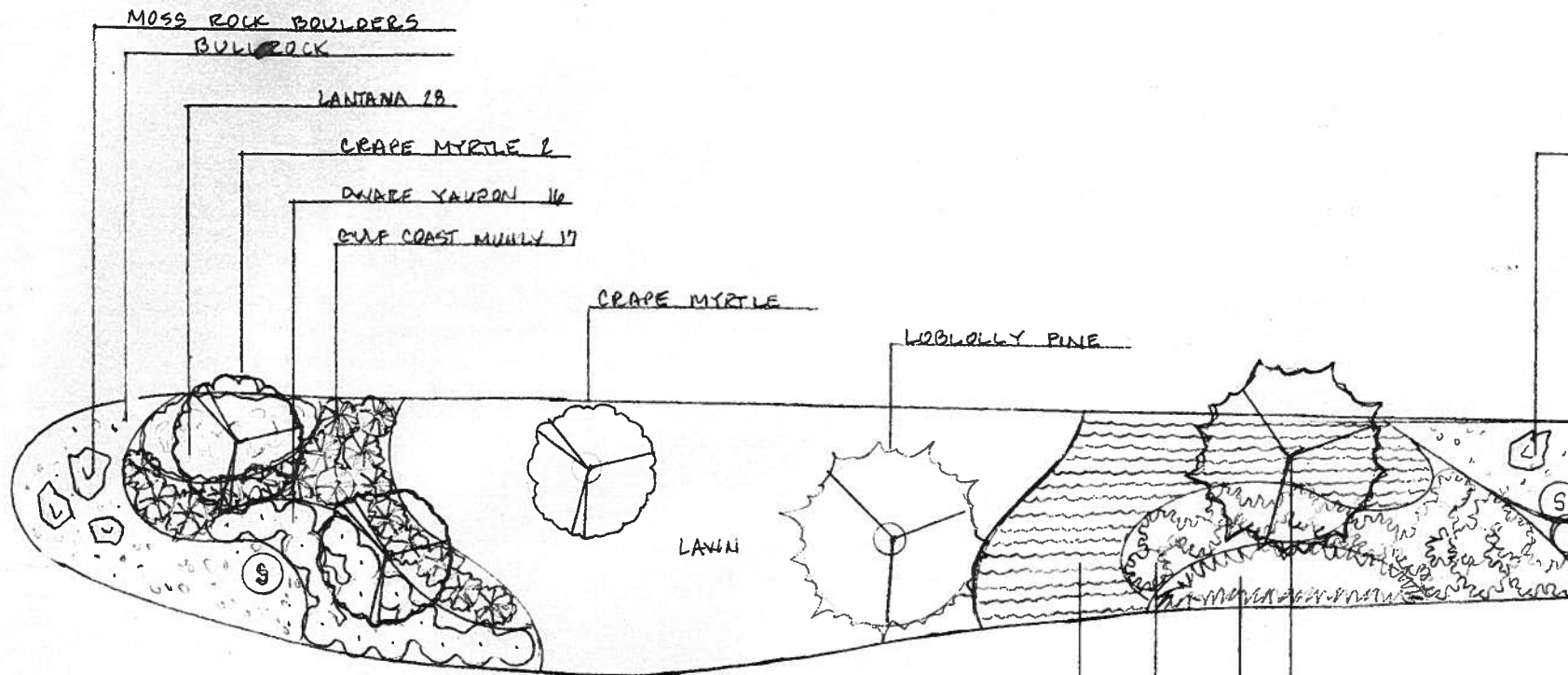
A L D R

BRIGHT  
LANDSCAPE  
DESIGNS, INC.



SCALE: 1" = 8.0'

NOV. 19, 2019



GRAPE MYRTLE

LOBLOLLY PINE

LAWN

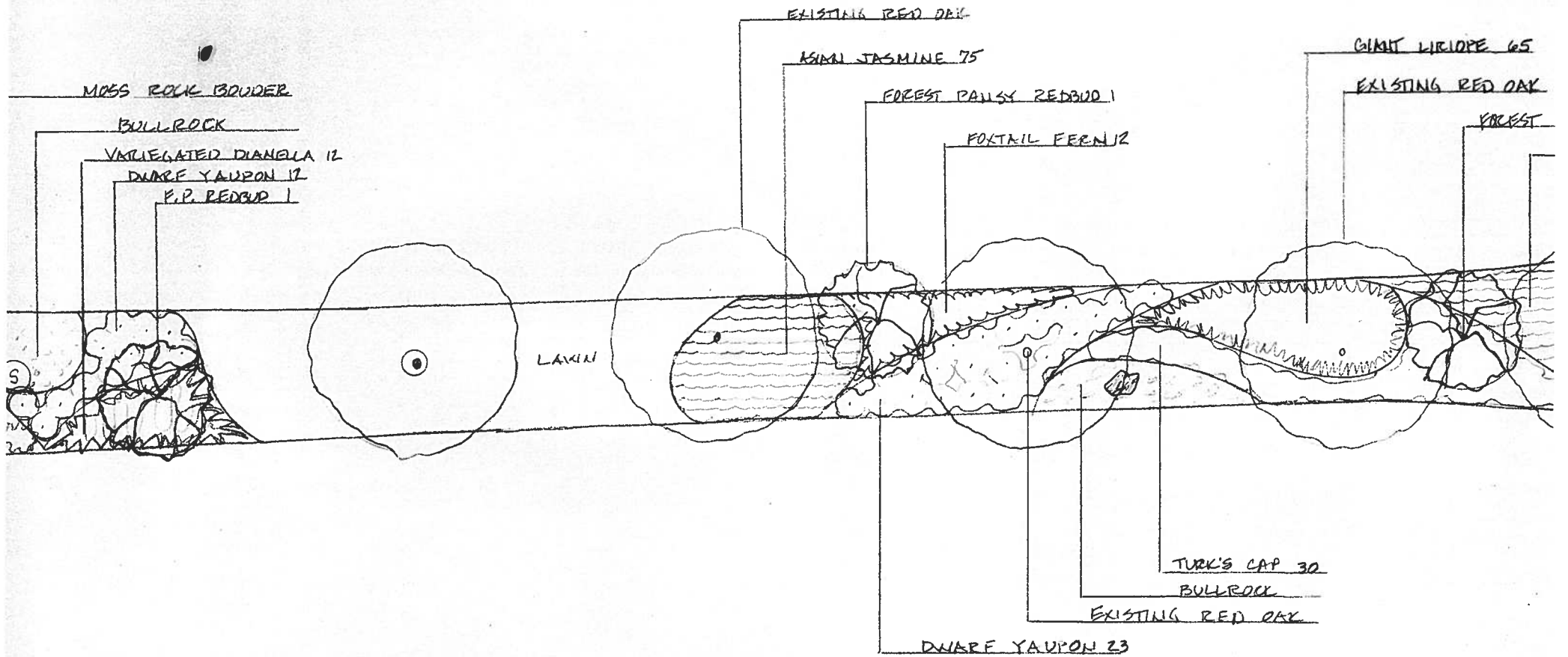
LOBLOLLY PINE 1

GIANT LIRIOPE 19

LOROPETALUM 17

ASIAN JASMINE 80

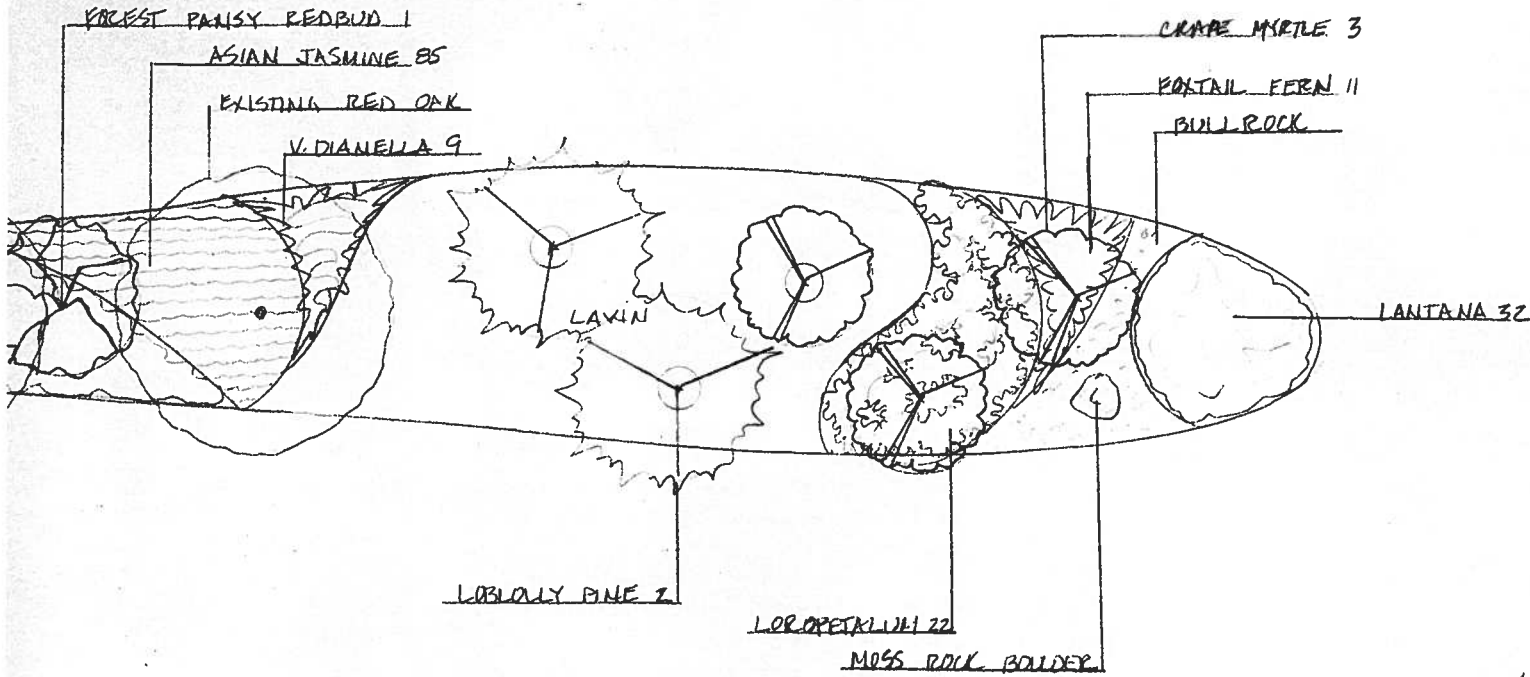
CITY OF PINEY POINT VILLAGE  
AND  
BUNKER HILL VILLAGE



E M O R I A L D R I V E

RETROPE 65

16 RED OAK



NORTH ↑

BRIGHT LANDSCAPE  
DESIGNS  
NOV. 10, 2019



# Bright Landscape Designs, Inc.

9302 Reid Lake Dr. • Houston, Texas 77064  
281-496-3576 • (fax) 713-896-0773

# Estimate

DATE	ESTIMATE #
11/20/2019	10964

City of Piney Point Village and  
Bunker Hill Village  
7676 Woodway Drive Suite 300  
Houston, TX 77024

## PROJECT

November 2019 and Bunker Hill

DESCRIPTION	SIZE	QTY	COST	TOTAL
MEMORIAL DRIVE/BRIAR FOREST AND WESTERNMOST ESPLANADE - AS PER DESIGN				
Pine - Loblolly (10'-12') or 4-65g Pine Loblolly (14'-16') @ \$3207.60	45 gal	4.00	526.50	2,106.00
Redbud - Forest Pansy (7'-8') OR 3-45g Redbud - Forest Pansy (8'-9') @ \$1822.50	30 gal	3.00	340.20	1,020.60
Crape Myrtle (8'-10')	30 gal	6.00	234.90	1,409.40
Gulf Coast Muhly Grass	3 gal	17.00	24.22824	411.88
Yaupon - Dwarf (16"-18")	3 gal	51.00	20.41196	1,041.01
Lantana - New Gold	1 gal	60.00	8.91	534.60
Asian Jasmine	1 gal	240.00	3.168	760.32
Loropetalum (14"-16")	3 gal	39.00	21.87	852.93
Liriope - Giant	1 gal	84.00	4.78798	402.19
Dianella-Variegated	3 gal	21.00	24.2281	508.79
Fern - Foxtail	3 gal	23.00	23.32783	536.54
Turks Cap	3 gal	30.00	27.468	824.04
Steel Edging - 16' - Brown - for bullrock divisions only	16' piece	9.00	58.88	529.92
OPTION: 20-Steel Edging - 16' - Brown - FOR BEDS ALONG ALL CURBS @ \$1657.06 - INCLUDES INSTALLATION				
Metal Tree Stake with strap 6'	each	30.00	12.15	364.50
Landscape Fabric/300 sq ft roll	300 sq ft roll	1.50	90.00	135.00
Landscape Fabric Staples	box/500	1.00	82.50	82.50
Bull Rock - 2"-4"	cy	4.50	88.50	398.25
Moss Rock Boulder - 3 @ 500# AND 2 @ 400# AND 1 @ 300#	lb	2,600.00	0.12	312.00
Premium Mix Compost	cy	24.00	42.00	1,008.00
Pine Deco Mulch	cy	12.00	40.50	486.00

**custom landscaping • natural stonework • landscape lighting • maintenance  
water features • irrigation (LI #8208) • design • installation • consultation**



# Bright Landscape Designs, Inc.

9302 Reid Lake Dr. • Houston, Texas 77064  
281-496-3576 • (fax) 713-896-0773

# Estimate

DATE	ESTIMATE #
11/20/2019	10964

City of Piney Point Village and  
Bunker Hill Village  
7676 Woodway Drive Suite 300  
Houston, TX 77024

PROJECT
November 2019 and Bunker Hill

DESCRIPTION	SIZE	QTY	COST	TOTAL
<b>ESPLANADES @ MEMORIAL DRIVE AND MEMORIAL POINT - AS PER DESIGN</b>				
Crape Myrtle (8'-10')	30 gal	6.00	234.90	1,409.40
Pine - Loblolly (10'-12') or 3-65g Pine-Loblolly (14'-16') @ \$2405.70	45 gal	3.00	526.50	1,579.50
Redbud - Forest Pansy (7'-8') OR 1-45g Redbud - Forest Pansy (8'-9') @ \$607.50	30 gal	1.00	340.20	340.20
Loropetalum (14"-16")	3 gal	9.00	21.87	196.83
Turks Cap	3 gal	28.00	27.46786	769.10
Fern - Foxtail	3 gal	30.00	23.328	699.84
Gulf Coast Muhly Grass	3 gal	9.00	24.22778	218.05
Dianella-Variogated	3 gal	28.00	24.22786	678.38
Liriope - Giant	1 gal	33.00	5.32788	175.82
Lantana - New Gold	1 gal	111.00	8.91	989.01
Asian Jasmine	1 gal	133.00	3.16797	421.34
Moss Rock Boulder (3 @ 500#)	lb	1,500.00	0.12	180.00
Bull Rock - 2"-4"	cy	2.50	88.50	221.25
Landscape Fabric/300 sq ft roll	300 sq ft roll	1.00	90.00	90.00
Landscape Fabric Staples	box/500	0.33	82.51515	27.23
Metal Tree Stake with strap 6'	each	23.00	12.15	279.45
Steel Edging - 16' - Brown - bullrock divisions only	16' piece	4.00	58.88	235.52
OPTION: Steel Edging - 16- 16' - Brown @ \$1248.34 - beds along curbs - INCLUDES INSTALLATION				
Premium Mix Compost	cy	15.00	42.00	630.00
Pine Deco Mulch	cy	8.00	40.50	324.00
<b>TOTAL PLANTS &amp; MATERIALS</b>				<b>23,189.39</b>

**custom landscaping • natural stonework • landscape lighting • maintenance  
water features • irrigation (LI #8208) • design • installation • consultation**



**Bright  
Landscape  
Designs, Inc.**

9302 Reid Lake Dr. • Houston, Texas 77064  
281-496-3576 • (fax) 713-896-0773

**Estimate**

DATE	ESTIMATE #
11/20/2019	10964

City of Piney Point Village and  
Bunker Hill Village  
7676 Woodway Drive Suite 300  
Houston, TX 77024

<b>PROJECT</b>
November 2019 and Bunker Hill

DESCRIPTION	SIZE	QTY	COST	TOTAL
LABOR, PICKUP, DELIVERY, DISPOSAL, INVENTORY ITEMS, ETC.				16,582.03
Subtotal				39,771.42
REPEAT CUSTOMER DISCOUNT			-5.00%	-1,988.57
Subtotal				37,782.85
NOTE: NEW SOD IS NOT INCLUDED BUT CAN BE ESTIMATED UPON REQUEST				
NOTE: ESTIMATE DOES NOT INCLUDE ANY SPRINKLER SYSTEM ADJUSTMENTS OR GRASS REPLACEMENT				
NOTE: PLANTS ARE DISCOUNTED 10% FROM OUR REGULAR PRICING BEFORE THE ADDITIONAL 5% WE OFFER.				

**custom landscaping • natural stonework • landscape lighting • maintenance  
water features • irrigation (LI #8209) • design • installation • consultation**



# Bright Landscape Designs, Inc.

9302 Reid Lake Dr. • Houston, Texas 77064  
281-496-3576 • (fax) 713-896-0773

## Estimate

DATE	ESTIMATE #
11/20/2019	10964

City of Piney Point Village and  
Bunker Hill Village  
7676 Woodway Drive Suite 300  
Houston, TX 77024

PROJECT
November 2019 and Bunker Hill

DESCRIPTION	SIZE	QTY	COST	TOTAL
<p>Notes: 1) This estimate is based upon the above plants and materials and condition of property at time of site inspection by Bright Landscape Designs, Inc. Deviations from original accepted estimate/design for plants, materials and labor will be adjusted at retail cost for plants and materials and at \$51 per man hour. 2) Please turn sprinkler system off if set to run the afternoon before or morning of scheduled work. 3) Any main line or water lines that run under area where we will be installing patio it is recommended that it be moved. But cost is not included in estimate. 4) Unless specified sprinkler adjustments/repairs or additions are not included in estimate. 5) Options are not included in bottom line of estimate. 6) There is no guarantee on seasonal color. 7) There is no guarantee on Sod</p> <p>Payment Terms: 1) 40% deposit due at time customer signs and returns estimate to Bright Landscape Designs, Inc. 2) Remaining balance (adjusted for changes made at time of installation) due upon receipt of invoice. 3) If job takes more than 2 weeks, there will be an intermediate draw of 35% of remaining balance.</p> <p>WANT TO EARN YOUR BONUS POINTS? WE NOW ACCEPT MASTERCARD/VISA/DISCOVER</p>				

PLEASE INITIAL BELOW AND SIGN THE ATTACHED (IF APPLICABLE) AND RETURN TO BRIGHT LANDSCAPE DESIGNS, INC. PRIOR TO COMMENCEMENT OF WORK.

INITIALS

**TOTAL BEFORE SALES TAXES**

**\$37,782.85**

**Sales Taxes (8.25%)**

**\$0.00**

**TOTAL**

**\$37,782.85**

**custom landscaping • natural stonework • landscape lighting • maintenance  
water features • irrigation (LI #8208) • design • installation • consultation**



# Estimate

Bright Landscape Designs, Inc

9302 Reid Lake Drive  
Houston, TX 77064

DATE	ESTIMATE #
12/4/2019	10991

City of Piney Point Village  
7676 Woodway Drive Suite 300  
Houston, TX 77024

PROJECT
December 2019 - PP/BH - grass rep

DESCRIPTION	SIZE	QTY	COST	TOTAL
<b>CITY OF PINEY POINT VILLAGE/BUNKER HILL VILLAGE GRASS REPLACEMENT</b>				
LARGE ESPLANADE - WEST Pallet - St. Augustine Raleigh Sod	Pallet	4.0	225.00	900.00
SMALL ESPLANADE (MIDDLE) AND MEDIUM ESPLANADE (EAST) Pallet - St. Augustine Raleigh Sod	Pallet	2.5	225.00	562.50
Yard Mix - 1" deep	cy	7.0	39.60	277.20
<b>TOTAL MATERIALS</b>				<b>1,739.70</b>
<b>LABOR, PICKUP, DELIVERY, DISPOSAL, INVENTORY ITEMS, ETC.</b>				<b>3,340.90</b>
Subtotal				<b>5,080.60</b>
REPEAT CUSTOMER DISCOUNT			-5.00%	-254.03
Subtotal				<b>4,826.57</b>
NOTE: SOD IS NOT COVERED BY GUARANTEE				
NOTE: SEASONAL COLOR IS NOT COVERED BY GUARANTEE				

Phone #
2814963576

E-mail
carol@brightlandscapedesigns.com

# Estimate

Bright Landscape Designs, Inc

9302 Reid Lake Drive  
Houston, TX 77064

DATE	ESTIMATE #
12/4/2019	10991

City of Piney Point Village  
7676 Woodway Drive Suite 300  
Houston, TX 77024

PROJECT
December 2019 - PP/BH - grass rep

DESCRIPTION	SIZE	QTY	COST	TOTAL
<p><b>NOTE: ESTIMATE DOES NOT INCLUDE ANY SPRINKLER SYSTEM ADJUSTMENTS</b></p> <p>Notes: 1) This estimate is based upon the above plants and materials and condition of property at time of site inspection by Bright Landscape Designs, Inc. Deviations from original accepted estimate/design for plants, materials and labor will be adjusted at retail cost for plants and materials and at \$51 per man hour. 2) Please turn sprinkler system off if set to run the afternoon before or morning of scheduled work. 3) Any main line or water lines that run under area where we will be installing patio it is recommended that it be moved. But cost is not included in estimate. 4) Unless specified sprinkler adjustments/repairs or additions are not included in estimate. 5) Options are not included in bottom line of estimate. 6) There is no guarantee on seasonal color. 7) There is no guarantee on Sod</p> <p>Payment Terms: 1) 40% deposit due at time customer signs and returns estimate to Bright Landscape Designs, Inc. 2) Remaining balance (adjusted for changes made at time of installation) due upon receipt of invoice. 3) If job takes more than 2 weeks, there will be an intermediate draw of 35% of remaining balance.</p> <p>WANT TO EARN YOUR BONUS POINTS? WE NOW ACCEPT MASTERCARD/VISA/DISCOVER</p>				

PLEASE INITIAL BELOW AND SIGN THE ATTACHED (IF APPLICABLE) AND RETURN TO BRIGHT LANDSCAPE DESIGNS, INC. PRIOR TO COMMENCEMENT OF WORK.

**TOTAL BEFORE SALES TAXES**

\$4,826.57

**Sales Taxes (8.25%)**

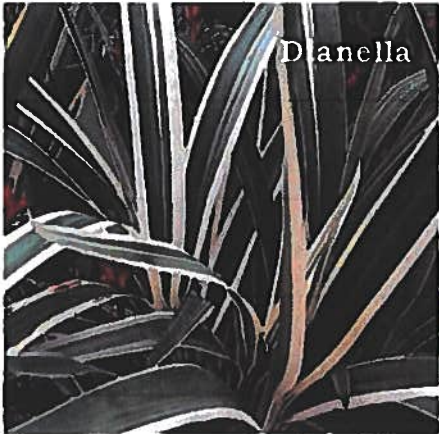
\$0.00

**TOTAL**

\$4,826.57

Phone #
INITIALS
2814963576

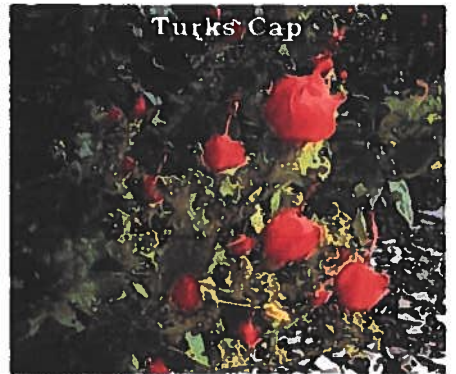
E-mail
carol@brightlandscapedesigns.com



Dianella



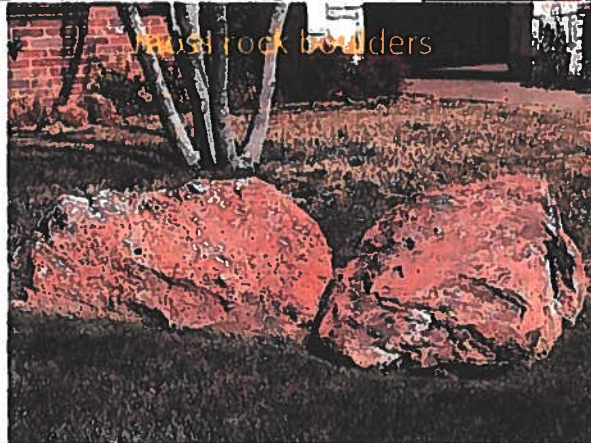
FOXTAIL FERN



Turks Cap



BULLROCK



Red rock boulders



Dwarf Mulla Grass



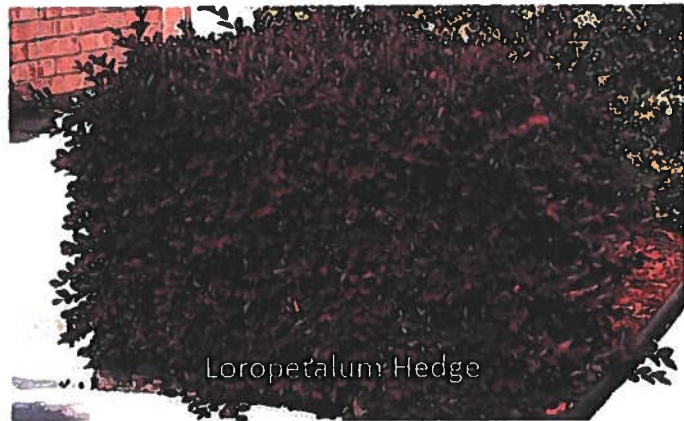
DWARF YUCCA



GOLDEN LANTANA



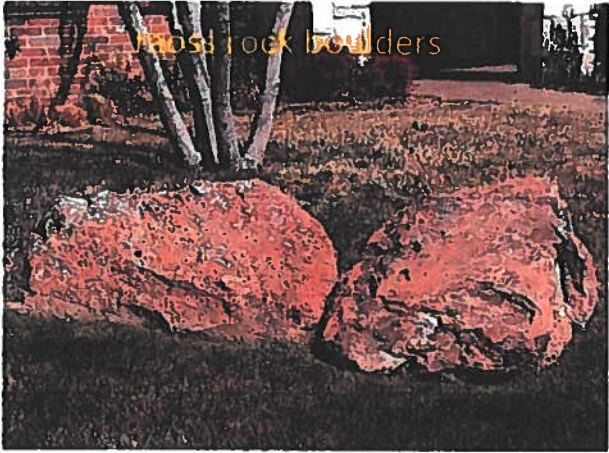
ASIAN JASMINE



Loropetalum Hedge



Giant Unob



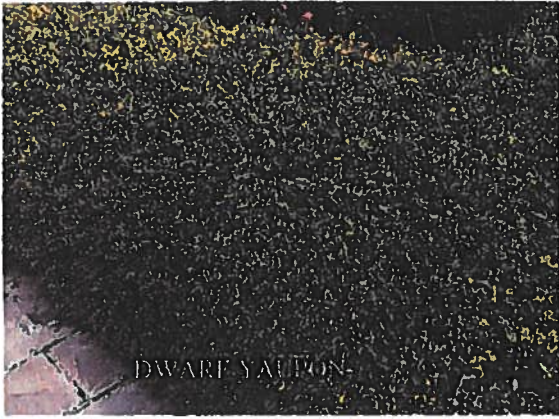
Moss rock boulders



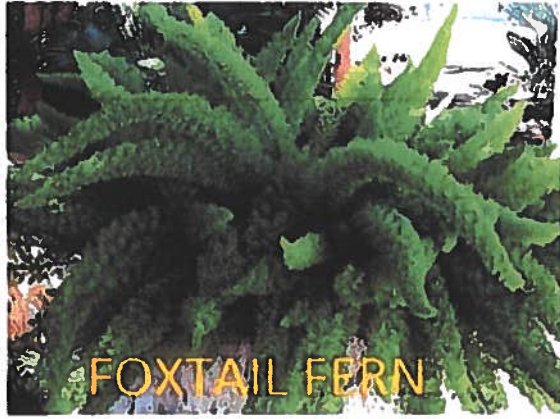
Stacking Moss Rock #3



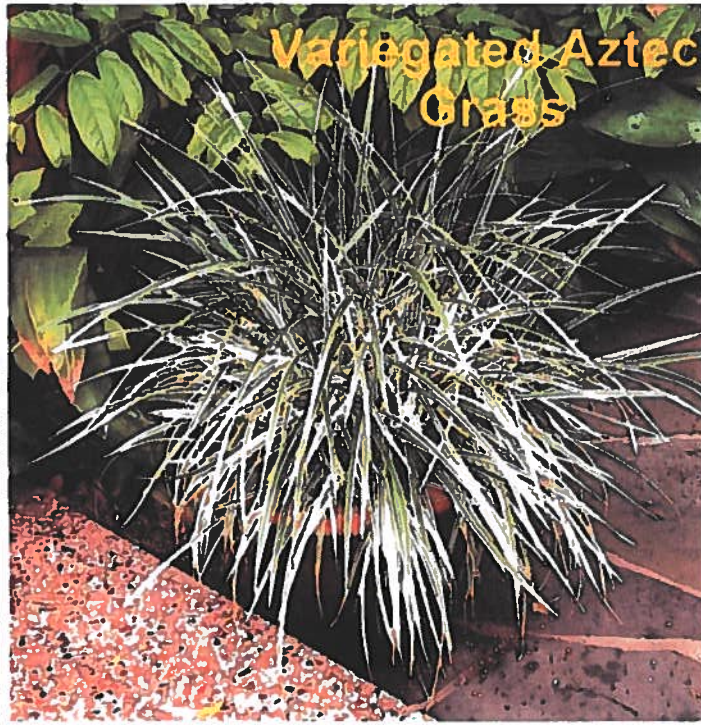
Oklahoma Drystack



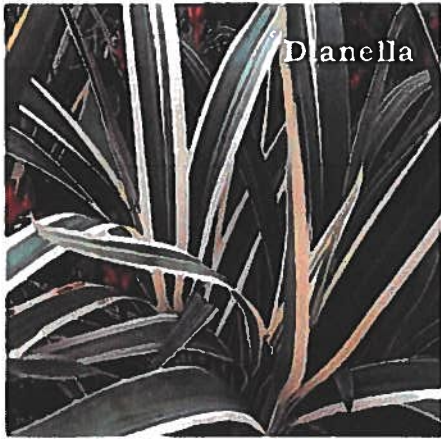
DWARF YUCCA



FOXTAIL FERN



Variegated Aztec Grass



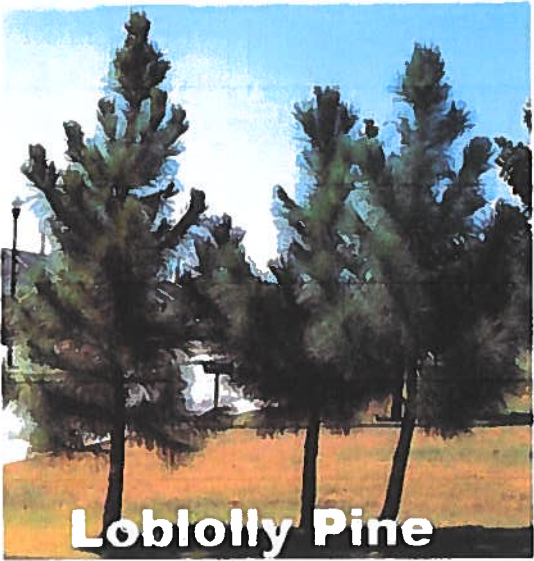
Dianella



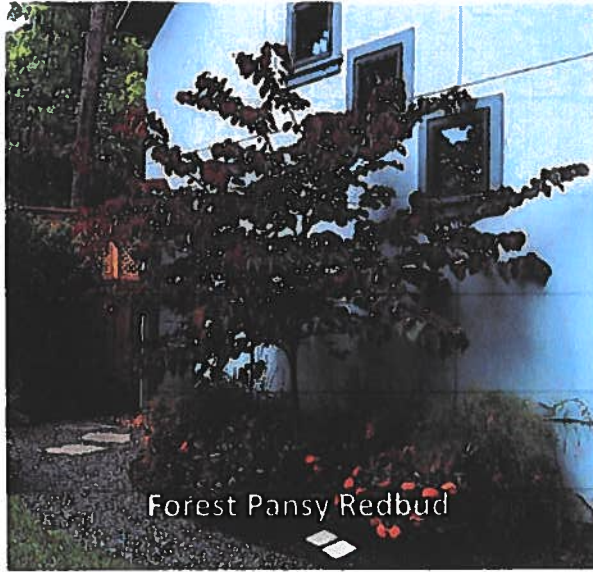
GOLF LANTANA



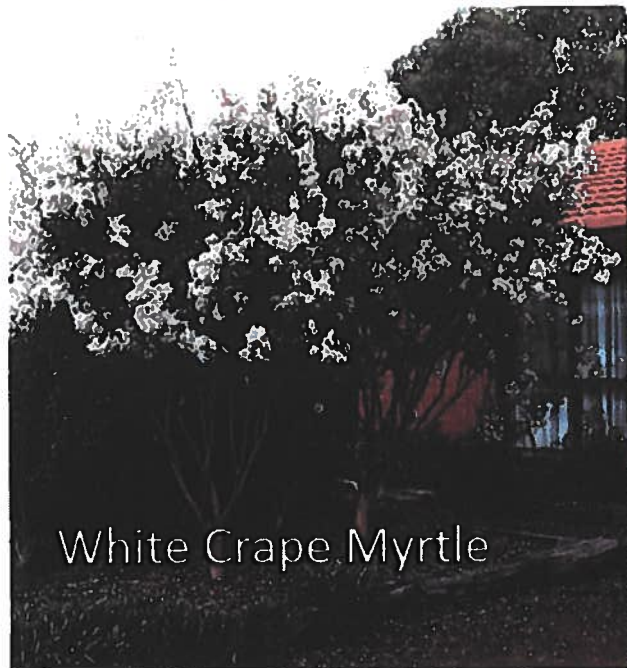
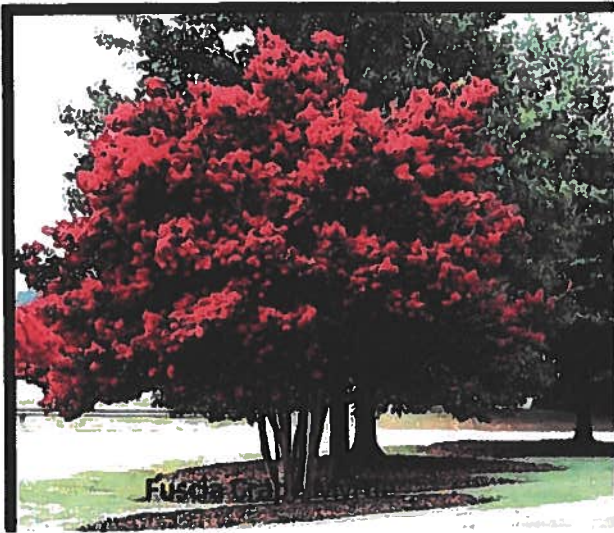
ASIAN JASMINE



**Loblolly Pine**



Forest Pansy Redbud



White Crape Myrtle



Purple Crape Myrtle

MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: Members of the City Council

FROM: Mark Kobelan, Mayor

MEETING DATE: December 16, 2019

SUBJECT: Mayor's Report

Agenda Item: 8

- Wine and Cheese Holiday Gathering



MEMORANDUM

CITY OF PINEY POINT VILLAGE

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator

MEETING DATE: December 16, 2019

SUBJECT: City Administrator's Report *RN*

Agenda Item: 9

- November 2019 Financials
- Bob Rivas

## 10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
10-1100	Claim on Cash	488,722.91
10-1101	Cash- GF Texpool	495,895.91
10-1105	Cash with Amegy	0.00
10-1108	Cash with Agent	877,487.77
10-1120	Cash-Texas Class	5,716,696.11
10-1200	Accounts Receivable	0.00
10-1201	Sales Tax Receivable	16,820.98
10-1202	FEMA Reimbursement Receivable	0.00
10-1203	Property Tax receivable-PY	159,705.80
10-1204	Property Tax Receivable-CY	2,903,198.72
10-1205	Other Receivables	81,728.99
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	8,353.83
10-1802	Street and Drainage System	0.00
		10,751,424.38
TOTAL ASSETS		10,751,424.38
		=====
<b>LIABILITIES</b>		
=====		
10-2001	Accounts Payable	3,101.54
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	( 2,401.81)
10-2062	TMRS Payable	( 167.26)
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	98,579.07
10-2107	Due To OMNI Base	3,396.79
10-2108	RESTITUTION	( 270.00)
10-2110	Bond Payable - FAST	4,106.05
10-2111	Other Accrued Liabilities	0.00
10-2130	Deferred Revenue-Property Tax	159,705.80
10-2131	Other Deferred Revenue	78,142.42
10-2302	Due to State-CJ Fee	312.53
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	122,485.00

10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
10-2405	P&Z Deposit	0.00
10-2500	Accrued Wages	10,386.88
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	5,396,286.07
10-2801	General LT Debt-N/P	0.00
10-2802	GO Bonds Payable	0.00
	TOTAL LIABILITIES	<u>5,896,134.94</u>
EQUITY		
=====		
10-3000	Fund Balance	726,631.20
10-3003	Fund Balance	5,266,498.57
10-3900	Earnings	0.00
	TOTAL BEGINNING EQUITY	<u>5,993,129.77</u>
	TOTAL REVENUE	5,048,708.93
	TOTAL EXPENSES	<u>6,186,549.26</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 1,137,840.33)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>4,855,289.44</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	10,751,424.38
		=====

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND  
 FINANCIAL SUMMARY

91.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	5,235,455.00	20,375.71	4,018,190.57	76.75	1,217,264.43
PERMITS & INSPECTIONS	367,900.00	27,065.00	368,724.37	100.22 (	824.37)
COURT	142,000.00	11,976.06	162,823.24	114.66 (	20,823.24)
INVESTMENT INCOME	150,000.00	9,775.87	173,134.78	115.42 (	23,134.78)
AGENCIES & ALARMS	33,000.00	0.00	55,555.05	168.35 (	22,555.05)
FRANCHISE REVENUE	398,000.00	43,965.51	400,726.04	100.68 (	2,726.04)
DONATIONS & IN LIEU	235,500.00	( 441.00)	( 130,445.12)	55.39-	365,945.12
TOTAL REVENUES	6,561,855.00	112,717.15	5,048,708.93	76.94	1,513,146.07
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>PUBLIC SERVICE</u>					
COMMUNITY	10,000.00	0.00	5,675.00	56.75	4,325.00
POLICE	1,815,242.00	151,271.20	1,712,554.00	94.34	102,688.00
MISCELLANEOUS	0.00	0.00	25,136.25	0.00 (	25,136.25)
SANITATION COLLECTION	570,000.00	0.00	487,044.40	85.45	82,955.60
LIBRARY	1,500.00	0.00	1,500.00	100.00	0.00
STREET LIGHTING	12,000.00	1,043.58	13,156.02	109.63 (	1,156.02)
FIRE	2,035,143.00	169,595.22	1,952,466.02	95.94	82,676.98
TOTAL PUBLIC SERVICE	4,443,885.00	321,910.00	4,197,531.69	94.46	246,353.31
<u>CONTRACT SERVICES</u>					
CONTRACT SERVICES	356,000.00	2,250.00	403,540.90	113.35 (	47,540.90)
TOTAL CONTRACT SERVICES	356,000.00	2,250.00	403,540.90	113.35 (	47,540.90)
<u>BUILDING</u>					
CONTRACT SERVICES	3,857.00	0.00	9,473.15	245.61 (	5,616.15)
BUILDING SERVICES	149,500.00	0.00	176,784.33	118.25 (	27,284.33)
ADMIN EXPENSE	4,193.00	0.00	1,386.47	33.07	2,806.53
OFFICE EXPENSE	3,157.00	0.00	125.97	3.99	3,031.03
WAGES & BENEFITS	128,307.00	0.00	0.00	0.00	128,307.00
INSURANCE	17,177.00	0.00	9,602.63	55.90	7,574.37
TOTAL BUILDING	306,191.00	0.00	197,372.55	64.46	108,818.45
<u>GENERAL GOVERNMENT</u>					
CONTRACT SERVICES	12,000.00	0.00	59.53	0.50	11,940.47
ADMIN EXPENSE	45,883.00	1,145.70	21,778.09	47.46	24,104.91
OFFICE EXPENSE	149,100.00	11,541.52	144,161.09	96.69	4,938.91
WAGES & BENEFITS	279,951.00	41,250.61	522,963.97	186.81 (	243,012.97)
INSURANCE	29,116.00	0.00	41,790.99	143.53 (	12,674.99)
TOTAL GENERAL GOVERNMENT	516,050.00	53,937.83	730,753.67	141.61 (	214,703.67)

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND  
 FINANCIAL SUMMARY

91.67% 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	68.11	0.00 (	68.11)
ADMIN EXPENSE	5,536.00	0.00	961.00	17.36	4,575.00
OFFICE EXPENSE	4,564.00	0.00	2,192.56	48.04	2,371.44
WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
INSURANCE	22,903.00	0.00	21,006.04	91.72	1,896.96
COURT OPERATIONS	37,200.00	566.01	97,513.88	262.13 (	60,313.88)
TOTAL MUNICIPAL COURT	174,714.00	566.01	121,741.59	69.68	52,972.41
<u>PUBLIC WORKS MAINTENANCE</u>					
CONTRACT SERVICES	3,875.00	0.00	0.00	0.00	3,875.00
ADMIN EXPENSE	2,343.00	146.80	1,416.16	60.44	926.84
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	0.00	13,949.61	74.95	4,662.39
PUBLIC WORKS OPERATIONS	313,500.00	0.00	228,327.40	72.83	85,172.60
TOTAL PUBLIC WORKS MAINTENANCE	429,396.00	146.80	243,693.17	56.75	185,702.83
<u>GOF CAPITAL OUTLAYS</u>					
OTHER EXPENSES	1,497,014.00	0.00	291,915.69	19.50	1,205,098.31
TOTAL GOF CAPITAL OUTLAYS	<u>1,497,014.00</u>	<u>0.00</u>	<u>291,915.69</u>	<u>19.50</u>	<u>1,205,098.31</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 1,161,395.00)	( 266,093.49)	( 1,137,840.33)	(	23,554.67)

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND

91.67% 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	0.00	3,816,090.50	75.78	1,219,364.50
10-4150 Sales Tax	200,000.00	20,375.71	202,100.07	101.05	( 2,100.07)
TOTAL TAXES	5,235,455.00	20,375.71	4,018,190.57	76.75	1,217,264.43
<u>PERMITS &amp; INSPECTIONS</u>					
10-4203 Plat Reviews	3,400.00	1,750.00	1,900.00	55.88	1,500.00
10-4204 Code Enforcement Citations	1,000.00	0.00	0.00	0.00	1,000.00
10-4205 Contractor Registration	12,000.00	360.00	11,700.00	97.50	300.00
10-4206 Drainage Reviews	50,000.00	1,650.00	28,950.00	57.90	21,050.00
10-4207 Permits	300,000.00	23,305.00	324,674.37	108.22	( 24,674.37)
10-4208 Board of Adjustment Fees	1,500.00	0.00	1,500.00	100.00	0.00
TOTAL PERMITS & INSPECTIONS	367,900.00	27,065.00	368,724.37	100.22	( 824.37)
<u>COURT</u>					
10-4300 Court Fines	142,000.00	11,976.06	162,823.24	114.66	( 20,823.24)
TOTAL COURT	142,000.00	11,976.06	162,823.24	114.66	( 20,823.24)
<u>INVESTMENT INCOME</u>					
10-4400 Interest Income	150,000.00	9,775.87	173,134.78	115.42	( 23,134.78)
TOTAL INVESTMENT INCOME	150,000.00	9,775.87	173,134.78	115.42	( 23,134.78)
<u>AGENCIES &amp; ALARMS</u>					
10-4501 Agencies	0.00	0.00	47,255.05	0.00	( 47,255.05)
10-4507 Sec-False Alarm	0.00	0.00	0.00	0.00	0.00
10-4508 SEC-Registration	33,000.00	0.00	8,300.00	25.15	24,700.00
10-4520 FEMA - State Reimbursement	0.00	0.00	0.00	0.00	0.00
TOTAL AGENCIES & ALARMS	33,000.00	0.00	55,555.05	168.35	( 22,555.05)
<u>FRANCHISE REVENUE</u>					
10-4602 Cable	72,000.00	19,995.97	115,880.94	160.95	( 43,880.94)
10-4605 Power/Electric	272,000.00	22,698.11	279,481.36	102.75	( 7,481.36)
10-4606 Franchise Fees-Gas	19,000.00	0.00	( 26,251.13)	138.16-	45,251.13
10-4607 Telephone	35,000.00	1,267.68	31,335.03	89.53	3,664.97
10-4608 Wireless Communication	0.00	3.75	279.84	0.00	( 279.84)
TOTAL FRANCHISE REVENUE	398,000.00	43,965.51	400,726.04	100.68	( 2,726.04)
<u>DONATIONS &amp; IN LIEU</u>					
10-4702 Kinkaid School	34,000.00	0.00	0.00	0.00	34,000.00
10-4703 Metro Congested Mitigation	136,000.00	0.00	136,002.46	100.00	( 2.46)
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	( 441.00)	157,337.89	1,467.58	( 156,837.89)
10-4850 Transfer In	0.00	0.00	( 423,785.47)	0.00	423,785.47
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	( 441.00)	( 130,445.12)	55.39-	365,945.12

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND

91.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	6,561,855.00	112,717.15	5,048,708.93	76.94	1,513,146.07

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND

91.67% 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	5,675.00	56.75	4,325.00
TOTAL COMMUNITY	10,000.00	0.00	5,675.00	56.75	4,325.00
<u>POLICE</u>					
10-510-5010 MEMORIAL VILLAGE POLICE DEPT	1,815,242.00	148,826.70	1,683,220.67	92.73	132,021.33
10-510-5011 MVPD - AUTO REPLACEMENT	0.00	2,444.50	29,333.33	0.00	( 29,333.33)
TOTAL POLICE	1,815,242.00	151,271.20	1,712,554.00	94.34	102,688.00
<u>MISCELLANEOUS</u>					
10-510-5020 Miscellaneous	0.00	0.00	25,136.25	0.00	( 25,136.25)
TOTAL MISCELLANEOUS	0.00	0.00	25,136.25	0.00	( 25,136.25)
<u>SANITATION COLLECTION</u>					
10-510-5030 SANITATION COLLECTION	570,000.00	0.00	477,494.50	83.77	92,505.50
10-510-5031 SANITATION FUEL CHARGE	0.00	0.00	9,549.90	0.00	( 9,549.90)
TOTAL SANITATION COLLECTION	570,000.00	0.00	487,044.40	85.45	82,955.60
<u>LIBRARY</u>					
10-510-5040 Spring Branch Library	1,500.00	0.00	1,500.00	100.00	0.00
TOTAL LIBRARY	1,500.00	0.00	1,500.00	100.00	0.00
<u>STREET LIGHTING</u>					
10-510-5050 Street Lighting	12,000.00	1,043.58	13,156.02	109.63	( 1,156.02)
TOTAL STREET LIGHTING	12,000.00	1,043.58	13,156.02	109.63	( 1,156.02)
<u>FIRE</u>					
10-510-5060 Villages Fire Department	2,035,143.00	169,595.22	1,952,466.02	95.94	82,676.98
10-510-5070 Contribution to Fire Dept	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE	2,035,143.00	169,595.22	1,952,466.02	95.94	82,676.98
TOTAL PUBLIC SERVICE	4,443,885.00	321,910.00	4,197,531.69	94.46	246,353.31
<u>CONTRACT SERVICES</u> =====					
<u>CONTRACT SERVICES</u>					
10-520-5102 Accounting/Audit	32,000.00	0.00	22,526.10	70.39	9,473.90
10-520-5103 Engineering	150,000.00	0.00	200,985.21	133.99	( 50,985.21)
10-520-5104 Legal	90,000.00	2,250.00	78,659.42	87.40	11,340.58
10-520-5105 Tax Appraisal-HCAD	60,000.00	0.00	56,876.00	94.79	3,124.00
10-520-5107 Animal Control	2,000.00	0.00	850.57	42.53	1,149.43
10-520-5108 IT Hardware/Software & Support	0.00	0.00	25,778.60	0.00	( 25,778.60)
10-520-5110 Mosquito Control	22,000.00	0.00	17,865.00	81.20	4,135.00
TOTAL CONTRACT SERVICES	356,000.00	2,250.00	403,540.90	113.35	( 47,540.90)



## 10 -GENERAL FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL CONTRACT SERVICES	356,000.00	2,250.00	403,540.90	113.35 (	47,540.90)
BUILDING =====					
<u>CONTRACT SERVICES</u>					
10-530-5108 Information Technology	3,857.00	0.00	9,473.15	245.61 (	5,616.15)
TOTAL CONTRACT SERVICES	3,857.00	0.00	9,473.15	245.61 (	5,616.15)
<u>BUILDING SERVICES</u>					
10-530-5152 Drainage Reviews	45,000.00	0.00	40,609.33	90.24	4,390.67
10-530-5153 Electrical Inspections	12,000.00	0.00	11,520.00	96.00	480.00
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	40,125.00	401.25 (	30,125.00)
10-530-5156 Plumbing Inspections	18,000.00	0.00	15,345.00	85.25	2,655.00
10-530-5157 Structural Inspections	15,000.00	0.00	23,580.00	157.20 (	8,580.00)
10-530-5158 Urban Forester	42,000.00	0.00	39,440.00	93.90	2,560.00
10-530-5160 Mechanical Inspections	7,000.00	0.00	6,165.00	88.07	835.00
TOTAL BUILDING SERVICES	149,500.00	0.00	176,784.33	118.25 (	27,284.33)
<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	1,386.47	77.03	413.53
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	1,386.47	33.07	2,806.53
<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	125.97	25.19	374.03
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	125.97	3.99	3,031.03
<u>WAGES &amp; 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	0.00	9,602.63	55.90	7,574.37
TOTAL INSURANCE	17,177.00	0.00	9,602.63	55.90	7,574.37
TOTAL BUILDING	306,191.00	0.00	197,372.55	64.46	108,818.45

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>GENERAL GOVERNMENT</b>					
=====					
<b>CONTRACT SERVICES</b>					
10-540-5108 Information Technology	12,000.00	0.00	59.53	0.50	11,940.47
TOTAL CONTRACT SERVICES	12,000.00	0.00	59.53	0.50	11,940.47
<b>ADMIN EXPENSE</b>					
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	6,600.00	48.59	6,983.00
10-540-5203 Bank Fees	1,800.00	221.64	1,628.34	90.46	171.66
10-540-5204 Dues & Subscriptions	3,500.00	324.06	2,388.06	68.23	1,111.94
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	983.00	0.00 (	983.00)
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	0.00	7,678.69	76.79	2,321.31
TOTAL ADMIN EXPENSE	45,883.00	1,145.70	21,778.09	47.46	24,104.91
<b>OFFICE EXPENSE</b>					
10-540-5210 Postage	1,600.00	0.00	1,934.59	120.91 (	334.59)
10-540-5211 Meeting Supplies	4,000.00	354.40	7,839.02	195.98 (	3,839.02)
10-540-5212 Rent/Leasehold/Furniture	125,000.00	9,704.42	107,940.45	86.35	17,059.55
10-540-5213 Office Supplies	8,500.00	527.34	7,425.02	87.35	1,074.98
10-540-5214 Telecommunications	6,000.00	955.36	14,870.65	247.84 (	8,870.65)
10-540-5215 Travel & Training	1,000.00	0.00	65.00	6.50	935.00
10-540-5216 Statutory Legal Notices	3,000.00	0.00	4,086.36	136.21 (	1,086.36)
TOTAL OFFICE EXPENSE	149,100.00	11,541.52	144,161.09	96.69	4,938.91
<b>WAGES &amp; BENEFITS</b>					
10-540-5301 Gross Wages	230,426.00	32,119.92	395,786.08	171.76 (	165,360.08)
10-540-5302 Overtime/Severance	0.00	2,165.30	24,226.77	0.00 (	24,226.77)
10-540-5303 Temporary/Part-time Personnel	5,000.00	0.00	34,349.66	686.99 (	29,349.66)
10-540-5304 Salary Adjustment (Bonus)	0.00	0.00	0.00	0.00	0.00
10-540-5306 Payroll Tax Expense	0.00	1,822.59	30,825.42	0.00 (	30,825.42)
10-540-5310 TMRS (retirement)	0.00	4,957.56	35,362.94	0.00 (	35,362.94)
10-540-5311 Payroll Processing	857.00	185.24	2,413.10	281.58 (	1,556.10)
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	41,250.61	522,963.97	186.81 (	243,012.97)
<b>INSURANCE</b>					
10-540-5353 Employee Insurance	24,816.00	0.00	29,646.33	119.46 (	4,830.33)
10-540-5354 General Liability	3,800.00	0.00	10,061.66	264.78 (	6,261.66)
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	0.00	41,790.99	143.53 (	12,674.99)
<b>TOTAL GENERAL GOVERNMENT</b>	<b>516,050.00</b>	<b>53,937.83</b>	<b>730,753.67</b>	<b>141.61 (</b>	<b>214,703.67)</b>

10 -GENERAL FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>MUNICIPAL COURT</b>					
=====					
<b>CONTRACT SERVICES</b>					
10-550-5108 Information Technology	0.00	0.00	68.11	0.00 (	68.11)
TOTAL CONTRACT SERVICES	0.00	0.00	68.11	0.00 (	68.11)
<b>ADMIN EXPENSE</b>					
10-550-5204 Dues & Subscriptions	250.00	0.00	266.00	106.40 (	16.00)
10-550-5207 Misc Supplies	2,000.00	0.00	695.00	34.75	1,305.00
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	961.00	17.36	4,575.00
<b>OFFICE EXPENSE</b>					
10-550-5210 Postage	100.00	0.00	0.00	0.00	100.00
10-550-5211 Meeting Supplies	0.00	0.00	14.99	0.00 (	14.99)
10-550-5213 Office Supplies	500.00	0.00	1,752.57	350.51 (	1,252.57)
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	425.00	170.00 (	175.00)
TOTAL OFFICE EXPENSE	4,564.00	0.00	2,192.56	48.04	2,371.44
<b>WAGES &amp; BENEFITS</b>					
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
<b>INSURANCE</b>					
10-550-5353 Employee Insurance	22,903.00	0.00	21,006.04	91.72	1,896.96
TOTAL INSURANCE	22,903.00	0.00	21,006.04	91.72	1,896.96
<b>COURT OPERATIONS</b>					
10-550-5402 MC Facilities	0.00	0.00	0.00	0.00	0.00
10-550-5403 Credit Card Charges	5,000.00	566.01	4,933.16	98.66	66.84
10-550-5404 Judge/Prosecutor/Interpreter	22,000.00	0.00	19,750.00	89.77	2,250.00
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	71,677.33	716.77 (	61,677.33)
10-550-5407 SETCIC	0.00	0.00	0.00	0.00	0.00
10-550-5408 Supplies/Miscellaneous	0.00	0.00	350.00	0.00 (	350.00)
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	803.39	401.70 (	603.39)
TOTAL COURT OPERATIONS	37,200.00	566.01	97,513.88	262.13 (	60,313.88)
<b>TOTAL MUNICIPAL COURT</b>	<b>174,714.00</b>	<b>566.01</b>	<b>121,741.59</b>	<b>69.68</b>	<b>52,972.41</b>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PUBLIC WORKS MAINTENANCE</u>					
=====					
<u>CONTRACT SERVICES</u>					
10-560-5108 Information Technology	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
<u>ADMIN EXPENSE</u>					
10-560-5207 Misc Supplies	700.00	146.80	1,416.16	202.31 (	716.16)
10-560-5209 Office Equipment & Maintenance	1,643.00	0.00	0.00	0.00	1,643.00
TOTAL ADMIN EXPENSE	2,343.00	146.80	1,416.16	60.44	926.84
<u>OFFICE EXPENSE</u>					
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
<u>WAGES &amp; BENEFITS</u>					
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
<u>INSURANCE</u>					
10-560-5353 Employee Insurance	18,612.00	0.00	13,949.61	74.95	4,662.39
TOTAL INSURANCE	18,612.00	0.00	13,949.61	74.95	4,662.39
<u>PUBLIC WORKS OPERATIONS</u>					
10-560-5500 Public Works Maintenance	0.00	0.00	6,745.38	0.00 (	6,745.38)
10-560-5501 TCEQ & Harris CO Permits	1,000.00	0.00	2,056.25	205.63 (	1,056.25)
10-560-5504 Landscaping Maintenance	15,000.00	0.00	32,863.14	219.09 (	17,863.14)
10-560-5505 Gator Fuel	2,000.00	0.00	513.52	25.68	1,486.48
10-560-5506 Right of Way Mowing	80,000.00	0.00	80,928.00	101.16 (	928.00)
10-560-5507 Road & Sign Repair	50,000.00	0.00	50,357.36	100.71 (	357.36)
10-560-5508 ROW Water/Planting	4,500.00	0.00	983.52	21.86	3,516.48
10-560-5509 Tree Care/Removal	10,000.00	0.00	9,550.00	95.50	450.00
10-560-5510 Road/Drainage Maintenance	75,000.00	0.00	0.00	0.00	75,000.00
10-560-5515 Landscape Improvements	75,000.00	0.00	43,532.52	58.04	31,467.48
10-560-5516 Gator Maintenance	1,000.00	0.00	797.71	79.77	202.29
TOTAL PUBLIC WORKS OPERATIONS	313,500.00	0.00	228,327.40	72.83	85,172.60
<hr/>					
TOTAL PUBLIC WORKS MAINTENANCE	429,396.00	146.80	243,693.17	56.75	185,702.83

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

10 -GENERAL FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>GOF CAPITAL OUTLAYS</b>					
=====					
<b>OTHER EXPENSES</b>					
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	14,600.00	0.00 (	14,600.00)
10-570-5606 Road/Drainage Projects	0.00	0.00	65,889.85	0.00 (	65,889.85)
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	83,374.34	7.65	1,006,950.66
10-570-5660 Smithdale Estates Bypass	0.00	0.00	0.00	0.00	0.00
10-570-5665 Woods Edge Erosion Project	0.00	0.00	0.00	0.00	0.00
10-570-5700 2015 Maintenance Project	0.00	0.00	0.00	0.00	0.00
10-570-5701 2019 Maintenance Projects	0.00	0.00	28,690.00	0.00 (	28,690.00)
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	31,368.75	0.00 (	31,368.75)
10-570-5806 Drainage and Sidewalks	0.00	0.00	44,252.75	0.00 (	44,252.75)
10-570-5808 Wilding Lane	0.00	0.00	23,740.00	0.00 (	23,740.00)
<b>TOTAL OTHER EXPENSES</b>	<b>1,497,014.00</b>	<b>0.00</b>	<b>291,915.69</b>	<b>19.50</b>	<b>1,205,098.31</b>
<hr/>					
<b>TOTAL GOF CAPITAL OUTLAYS</b>	<b>1,497,014.00</b>	<b>0.00</b>	<b>291,915.69</b>	<b>19.50</b>	<b>1,205,098.31</b>
<hr/>					
<b>TOTAL EXPENDITURES</b>	<b>7,723,250.00</b>	<b>378,810.64</b>	<b>6,186,549.26</b>	<b>80.10</b>	<b>1,536,700.74</b>
=====					
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 1,161,395.00)</b>	<b>( 266,093.49)</b>	<b>( 1,137,840.33)</b>		<b>( 23,554.67)</b>

## 20 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
20-1100	Claim on Cash	( 101,792.37)	
20-1105	Cash - Amegy Bank	0.00	
20-1108	Cash with Agent	241,922.52	
20-1109	Texpool-DS	515,691.99	
20-1110	Texas Class-DS	122,305.30	
20-1200	Property Tax Receivable-PY	31,770.35	
20-1201	Property Tax Receivable-CY	803,411.89	
20-1300	Due to/From General Fund	0.00	
20-1301	Accrued Interest Receivable	0.00	
			<u>1,613,309.68</u>
TOTAL ASSETS			1,613,309.68
=====			
<b>LIABILITIES</b>			
=====			
20-2001	Accounts Payable	0.00	
20-2002	Other Accrued Liabilities	0.00	
20-2130	Deferred Revenue-Property Tax	31,770.35	
20-2200	Deferred Property Tax Rec	0.00	
20-2300	Other Accrued Liabilities	0.00	
20-2701	Unearned Revenue-Property Tax	1,462,997.32	
	TOTAL LIABILITIES		<u>1,494,767.67</u>
<b>EQUITY</b>			
=====			
20-3000	Fund Balance	139,317.24	
	TOTAL BEGINNING EQUITY	139,317.24	
TOTAL REVENUE			1,062,139.30
TOTAL EXPENSES			<u>1,082,914.53</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES			( 20,775.23)
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>118,542.01</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,613,309.68
=====			

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

20 -DEBT SERVICE  
 FINANCIAL SUMMARY

91.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	1,502,950.00	0.00	1,049,079.20	69.80	453,870.80
INVESTMENT INCOME	3,900.00	892.39	13,060.10	334.87	( 9,160.10)
TOTAL REVENUES	1,506,850.00	892.39	1,062,139.30	70.49	444,710.70
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	2,250.00	0.00	3,750.00	166.67	( 1,500.00)
OTHER EXPENSES	1,502,950.00	0.00	1,502,950.00	100.00	0.00
TRANSFERS	0.00	0.00	( 423,785.47)	0.00	423,785.47
TOTAL NON-DEPARTMENTAL	1,505,200.00	0.00	1,082,914.53	71.94	422,285.47
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,650.00	892.39	( 20,775.23)		22,425.23

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

20 -DEBT SERVICE

91.67% 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	0.00	1,049,079.20	69.80	453,870.80
TOTAL TAXES	1,502,950.00	0.00	1,049,079.20	69.80	453,870.80
<u>INVESTMENT INCOME</u>					
20-4400 Bank Interest	3,900.00	892.39	13,060.10	334.87 (	9,160.10)
20-4410 Bond Premium	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	3,900.00	892.39	13,060.10	334.87 (	9,160.10)
TOTAL REVENUES	1,506,850.00	892.39	1,062,139.30	70.49	444,710.70
	=====	=====	=====	=====	=====



CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

20 -DEBT SERVICE

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>					
=====					
<u>ADMIN EXPENSE</u>					
20-500-5204 Paying Agent Fees	2,250.00	0.00	3,750.00	166.67 (	1,500.00)
TOTAL ADMIN EXPENSE	2,250.00	0.00	3,750.00	166.67 (	1,500.00)
<u>OTHER EXPENSES</u>					
20-500-5820 Interest Expense-Bonds	217,950.00	0.00	118,475.00	54.36	99,475.00
20-500-5821 Bond Principal Payments	1,285,000.00	0.00	1,384,475.00	107.74 (	99,475.00)
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	1,502,950.00	100.00	0.00
<u>TRANSFERS</u>					
20-500-5902 Transfers Out	0.00	0.00	( 423,785.47)	0.00	423,785.47
TOTAL TRANSFERS	0.00	0.00	( 423,785.47)	0.00	423,785.47
<hr/>					
TOTAL NON-DEPARTMENTAL	1,505,200.00	0.00	1,082,914.53	71.94	422,285.47
<hr/>					
TOTAL EXPENDITURES	1,505,200.00	0.00	1,082,914.53	71.94	422,285.47
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	1,650.00	892.39	( 20,775.23)		22,425.23

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2019

30 -SPECIAL REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
30-1100	Claim on Cash	63,990.81	
30-1102	Donation	0.02	
30-1103	MC Security	0.36	
30-1104	MC Technology	0.05	
30-1106	Child Safety	23,872.53	
30-1200	Due To/From General Fund	0.00	
30-1301	Accrued Interest Receivable	0.00	
		<u>87,863.77</u>	
	<b>TOTAL ASSETS</b>		<b>87,863.77</b>
			=====
<b>LIABILITIES</b>			
=====			
30-2001	Accounts Payable	0.00	
30-2100	Grants Payable	0.00	
30-2200	Due To General Fund	0.00	
	<b>TOTAL LIABILITIES</b>	<u>0.00</u>	
<b>EQUITY</b>			
=====			
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	0.00	
	<b>TOTAL BEGINNING EQUITY</b>	<u>105,182.07</u>	
	<b>TOTAL REVENUE</b>	13,574.81	
	<b>TOTAL EXPENSES</b>	<u>30,893.11</u>	
	<b>TOTAL REVENUE OVER/(UNDER) EXPENSES</b>	( 17,318.30)	
	<b>TOTAL EQUITY &amp; REV. OVER/(UNDER) EXP.</b>	<u>87,863.77</u>	
	<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/(UNDER) EXP.</b>		<b>87,863.77</b>
			=====

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

30 -SPECIAL REVENUE FUND  
 FINANCIAL SUMMARY

91.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	13,300.00	1,018.81	13,564.69	101.99 (	264.69)
INVESTMENT INCOME	5.00	0.95	10.12	202.40 (	5.12)
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	13,305.00	1,019.76	13,574.81	102.03 (	269.81)
	=====	=====	=====	=====	=====
<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	30,893.11	394.90-(	38,716.11)
TOTAL QUALIFIED EXPENSES	( 7,823.00)	0.00	30,893.11	394.90-(	38,716.11)
<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	1,019.76 (	17,318.30)		48,446.30

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

30 -SPECIAL REVENUE FUND

91.67% 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	269.02	4,031.00	100.78 (	31.00)
30-4310 MC Technology Revenue	5,300.00	358.69	5,374.63	101.41 (	74.63)
30-4315 Child Safety Revenues	4,000.00	391.10	4,159.06	103.98 (	159.06)
TOTAL COURT	13,300.00	1,018.81	13,564.69	101.99 (	264.69)
<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	0.95	10.12	202.40 (	5.12)
30-4420 Donations-Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	5.00	0.95	10.12	202.40 (	5.12)
<u>DONATIONS &amp; 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
TOTAL REVENUES	13,305.00	1,019.76	13,574.81	102.03 (	269.81)
	=====	=====	=====	=====	=====

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

30 -SPECIAL REVENUE FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>					
<u>MISCELLANEOUS</u>					
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)
<u>QUALIFIED EXPENSES</u>					
<u>COURT</u>					
30-510-5121 Child Safety	0.00	0.00	30,563.41	0.00	( 30,563.41)
30-510-5122 MC Security	( 123.00)	0.00	329.70	268.05-	( 452.70)
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	30,893.11	394.90-	( 38,716.11)
TOTAL QUALIFIED EXPENSES	( 7,823.00)	0.00	30,893.11	394.90-	( 38,716.11)
<u>ADMINISTRATION</u>					
<u>ADMIN EXPENSE</u>					
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
<u>OTHER EXPENSES</u>					
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
<u>TRANSFERS</u>					
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	30,893.11	173.33-	( 48,716.11)
REVENUES OVER/(UNDER) EXPENDITURES	31,128.00	1,019.76	( 17,318.30)		48,446.30

## 40 -CAPITAL PROJECTS FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
40-1100	Claim on Cash	323,417.46	
40-1101	Texpool	0.00	
40-1105	Cash - Amegy Checking	0.00	
40-1120	Texas Class	7,561.65	
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>330,979.11</u>
TOTAL ASSETS			330,979.11
=====			
<b>LIABILITIES</b>			
=====			
40-2001	Accounts Payable	0.00	
40-2002	Other Accrued Liabilities	0.00	
40-2200	Deferred Revenue	293,595.54	
40-2300	Construction Retainage Payable	152,145.79	
40-2400	Accrued Liabilities	0.00	
	TOTAL LIABILITIES		<u>445,741.33</u>
<b>EQUITY</b>			
=====			
40-3000	Fund Balance	( 0.12)	
	TOTAL BEGINNING EQUITY	( 0.12)	
TOTAL REVENUE		164.44	
TOTAL EXPENSES		<u>114,926.54</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 114,762.10)	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		( 114,762.22)	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			330,979.11
=====			

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

40 -CAPITAL PROJECTS FUND  
 FINANCIAL SUMMARY

91.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INVESTMENT INCOME	0.00	12.03	164.44	0.00 (	164.44)
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	12.03	164.44	0.00 (	164.44)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	0.00	114,926.54	0.00 (	114,926.54)
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>114,926.54</u>	<u>0.00</u>	<u>114,926.54</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	12.03	( 114,762.10)		114,762.10

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

40 -CAPITAL PROJECTS FUND

91.67% 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	12.03	164.44	0.00 (	164.44)
TOTAL INVESTMENT INCOME	0.00	12.03	164.44	0.00 (	164.44)
<u>DONATIONS &amp; 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	 12.03	 164.44	 0.00 (	 164.44)
	=====	=====	=====	=====	=====



CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2019

40 -CAPITAL PROJECTS FUND

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
=====					
<u>ADMIN EXPENSE</u>					
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
<u>OTHER EXPENSES</u>					
40-500-5601 Capital Outlay	0.00	0.00	0.00	0.00	0.00
40-500-5616 S. Piney Pt/Blalock Rd	0.00	0.00	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	89,003.99	0.00 (	89,003.99)
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	3,500.00	0.00 (	3,500.00)
TOTAL OTHER EXPENSES	0.00	0.00	114,926.54	0.00 (	114,926.54)
<u>TRANSFERS</u>					
40-500-5901 Transfers In	0.00	0.00	0.00	0.00	0.00
40-500-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	0.00	0.00	114,926.54	0.00 (	114,926.54)
<hr/>					
TOTAL EXPENDITURES	0.00	0.00	114,926.54	0.00 (	114,926.54)
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	12.03 (	114,762.10)		114,762.10

99 -POOLED CASH FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
99-1101	Cash	844,746.74	
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>3,101.54</u>	
			<u>847,848.28</u>
TOTAL ASSETS			847,848.28
=====			
<b>LIABILITIES</b>			
=====			
99-2000	Accounts Payable	4,837.54	
99-2190	Due to Other Funds	<u>843,010.74</u>	
	TOTAL LIABILITIES		<u>847,848.28</u>
<b>EQUITY</b>			
=====			
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.			847,848.28
=====			

**Council Agenda Item Cover Memo**

**12/16/2019**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on the acceptance of the low bid for the Beinhorn Drainage and Sidewalk Improvements Project.**

**SUMMARY/BACKGROUND (WHY):** The City received bids for the Beinhorn Drainage and Sidewalk Improvements Project. Attached is the Bid Tabulation and Letter of Recommendation for T Construction, L.L.C..

**STAFF RECOMMENDATION:** \_\_\_\_\_  
\_\_\_\_\_

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

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

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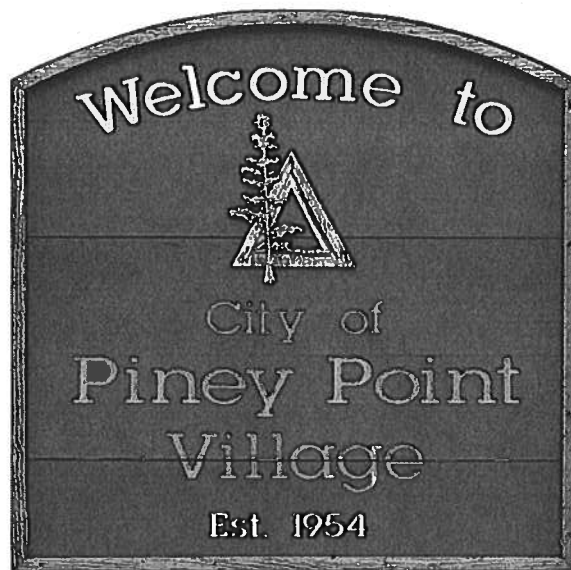
**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

LETTER OF RECOMMENDATION

FOR

Beinhorn Drainage and Sidewalk Improvements Project



CITY OF PINEY POINT VILLAGE, TEXAS

DECEMBER 12, 2019

HDR Project No. 19-020



HDR ENGINEERING, INC.  
4828 LOOP CENTRAL DRIVE, SUITE 800  
HOUSTON, TEXAS 77081 (713) 622-9264

December 12, 2019

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

Re: Beinhorn Drainage and Sidewalk Improvements Project  
City of Piney Point Village, Texas  
HDR Job No. 19-020

Dear Mayor and City Council Members:

On December 9, 2019 six (6) bids were received on the above referenced project.

1. Bid Tabulation Sheet – six (6) construction firms participated in the bidding process. Each bid was checked for mathematical errors and/or bid irregularities. Appropriate corrections to the errors were made and included in the attached bid tabulations. The errors did not affect the order of the bids. The bids for the total project are as follows:

<b>Contractor</b>	<b>Total Bid</b>
T Construction, L.L.C.	<b>\$998,644.00</b>
AR Turnkey Construction	<b>\$1,102,110.00</b>
Triple B Services, LLC	<b>\$1,246,420.38</b>
RAC Industries	<b>\$1,398,547.00</b>
Total Contracting Limited	<b>\$1,435,020.00</b>
Conrad Construction Co., LTD	<b>\$1,465,900.00</b>

2. References –T Construction, LLC provided a list of references on projects they previously performed as general contractors. Please see Section 2 of this report.
3. Telephone Conversations with References – Four (4) references were contacted by telephone and were asked to respond to a questionnaire. Generally, the references indicated that they were impressed with the work T Construction, LLC had performed and would use them again in the future. Please see Section 3 of this report.

T Construction, LLC is a company with experience in projects of this nature. For these reasons listed above, we recommend that the City of Piney Point Village award the Beinhorn Drainage and Sidewalk Improvements Project for a total bid of Nine Hundred Ninety Eight Thousand Six Hundred Fourty Four Dollars and Zero Cents, (\$998,644.00) to T Construction, LLC.

If you have any questions, please feel free to contact us.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in black ink, appearing to read 'JEM', with a horizontal line extending to the right.

Joseph Moore, P.E., CFM  
City Engineer

# SECTION 1

ITEM NO.	ITEM DESCRIPTION	QUAN	UNIT	Low Bidder											
				T Construction, L.L.C.		AR Tumbar Construction Company, Inc.		Triple B Services, LLC		RAC Industries		Total Contracting Limited		Conrad Construction Co., LTD	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>Paving Items</b>															
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:	S.Y.	340	\$ 80.00	\$ 27,200.00	\$ 182.00	\$ 61,880.00	\$ 110.00	\$ 37,400.00	\$ 153.00	\$ 52,020.00	\$ 75.00	\$ 25,500.00	\$ 90.00	\$ 30,600.00
2	Temporary driveways, complete in place, the sum of:	EA	1	\$ 850.00	\$ 850.00	\$ 1,000.00	\$ 9,000.00	\$ 1,800.00	\$ 14,400.00	\$ 563.00	\$ 5,637.00	\$ 300.00	\$ 3,000.00	\$ 750.00	\$ 7,500.00
3	4" thick reinforced concrete sidewalk, complete in place, the sum of:	S.F.	17,706	\$ 6.30	\$ 111,516.00	\$ 8.50	\$ 97,560.00	\$ 7.50	\$ 132,750.00	\$ 8.80	\$ 155,700.00	\$ 12.00	\$ 212,400.00	\$ 8.60	\$ 150,450.00
4	Remove and replace 4" thick reinforced concrete walkway, complete in place, the sum of:	S.F.	86	\$ 14.00	\$ 1,204.00	\$ 12.00	\$ 1,032.00	\$ 8.00	\$ 688.00	\$ 13.80	\$ 1,186.80	\$ 12.00	\$ 1,032.00	\$ 20.00	\$ 1,716.00
5	Remove, salvage, and reinstall post mailbox, complete in place, the sum of:	EA	1	\$ 900.00	\$ 900.00	\$ 300.00	\$ 300.00	\$ 75.00	\$ 75.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 600.00	\$ 600.00
6	Remove and reset black mailbox, complete in place, the sum of:	EA	3	\$ 1,875.00	\$ 5,625.00	\$ 750.00	\$ 2,250.00	\$ 750.00	\$ 2,250.00	\$ 563.00	\$ 1,689.00	\$ 1,000.00	\$ 3,000.00	\$ 1,250.00	\$ 3,750.00
7	Remove, store, and reset existing traffic sign, complete in place, the sum of:	EA	4	\$ 588.00	\$ 2,352.00	\$ 750.00	\$ 3,000.00	\$ 500.00	\$ 2,000.00	\$ 313.00	\$ 1,252.00	\$ 500.00	\$ 2,000.00	\$ 1,000.00	\$ 4,000.00
8	Curb ramp with detectable warning pavers, in conformance with ADA requirements, complete in place, the sum of:	EA	4	\$ 1,800.00	\$ 7,200.00	\$ 2,000.00	\$ 8,000.00	\$ 1,800.00	\$ 7,200.00	\$ 1,750.00	\$ 7,000.00	\$ 2,500.00	\$ 10,000.00	\$ 1,750.00	\$ 7,000.00
9	Full depth asphalt patch repair, complete in place, the sum of:	S.Y.	268	\$ 89.00	\$ 23,852.00	\$ 60.00	\$ 16,080.00	\$ 121.00	\$ 32,428.00	\$ 200.00	\$ 53,600.00	\$ 200.00	\$ 53,600.00	\$ 250.00	\$ 67,000.00
10	Temporary asphalt patch repair for storm sewer, complete in place, the sum of:	S.Y.	60	\$ 42.00	\$ 2,520.00	\$ 38.00	\$ 2,280.00	\$ 121.00	\$ 7,260.00	\$ 112.00	\$ 6,720.00	\$ 200.00	\$ 12,000.00	\$ 75.00	\$ 4,500.00
11	24" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	35	\$ 27.00	\$ 945.00	\$ 20.00	\$ 700.00	\$ 60.00	\$ 2,100.00	\$ 38.00	\$ 1,330.00	\$ 25.00	\$ 875.00	\$ 25.00	\$ 875.00
12	12" wide solid Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	200	\$ 13.00	\$ 2,600.00	\$ 16.00	\$ 3,200.00	\$ 15.00	\$ 3,000.00	\$ 8.30	\$ 1,660.00	\$ 15.00	\$ 3,000.00	\$ 10.00	\$ 2,000.00
13	Flashing crosswalk sign system, complete in place, the sum of:	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00	\$ 75,000.00	\$ 75,000.00	\$ 26,351.00	\$ 26,351.00	\$ 30,000.00	\$ 30,000.00	\$ 37,000.00	\$ 37,000.00
14	Traffic Control, complete in place, the sum of:	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 35,000.00	\$ 35,000.00	\$ 137,000.00	\$ 137,000.00	\$ 17,500.00	\$ 17,500.00	\$ 80,000.00	\$ 80,000.00	\$ 185,000.00	\$ 185,000.00
15	SWP3 Plan, complete in place, the sum of:	L.S.	1	\$ 1,300.00	\$ 1,300.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 2,250.00	\$ 2,250.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
<b>Total Paving Items:</b>					\$ 209,537.00		\$ 256,896.00		\$ 413,770.00		\$ 540,898.00		\$ 487,068.00		\$ 612,978.00
<b>Drainage Items:</b>															
15A	Remove and dispose of existing storm sewer, complete in place, the sum of:	L.F.	500	\$ 17.00	\$ 8,500.00	\$ 10.00	\$ 5,000.00	\$ 15.00	\$ 7,500.00	\$ 25.00	\$ 12,500.00	\$ 5.00	\$ 2,500.00	\$ 15.00	\$ 7,500.00
16	Remove and dispose of existing storm sewer inlet/manhole, complete in place, the sum of:	EA	3	\$ 500.00	\$ 1,500.00	\$ 700.00	\$ 2,100.00	\$ 600.00	\$ 1,800.00	\$ 688.00	\$ 2,064.00	\$ 200.00	\$ 600.00	\$ 850.00	\$ 2,550.00
17	12" PVC for yard drain connections, all depths, complete in place, the sum of:	L.F.	500	\$ 35.00	\$ 17,500.00	\$ 20.00	\$ 10,000.00	\$ 108.00	\$ 54,000.00	\$ 104.00	\$ 52,000.00	\$ 150.00	\$ 75,000.00	\$ 35.00	\$ 17,500.00
18	Proposed connection to existing yard drain, complete in place, the sum of:	EA	16	\$ 625.00	\$ 10,000.00	\$ 200.00	\$ 3,200.00	\$ 900.00	\$ 14,400.00	\$ 1,100.00	\$ 17,600.00	\$ 50.00	\$ 800.00	\$ 600.00	\$ 9,600.00
19	24" RCP Storm Sewer, including bedding and backfill, complete in place, the sum of:	L.F.	110	\$ 120.00	\$ 13,200.00	\$ 144.00	\$ 15,840.00	\$ 115.00	\$ 12,650.00	\$ 113.00	\$ 12,430.00	\$ 130.00	\$ 14,300.00	\$ 135.00	\$ 14,850.00
20	36" RCP Storm Sewer, including bedding and backfill, complete in place, the sum of:	L.F.	75	\$ 170.00	\$ 12,750.00	\$ 207.00	\$ 15,525.00	\$ 172.00	\$ 12,900.00	\$ 218.00	\$ 16,350.00	\$ 150.00	\$ 11,250.00	\$ 200.00	\$ 15,000.00
21	24" HDPE Storm sewer including bedding and backfill, complete in place, the sum of:	L.F.	1,125	\$ 89.00	\$ 100,125.00	\$ 107.00	\$ 120,375.00	\$ 90.00	\$ 101,250.00	\$ 98.00	\$ 110,250.00	\$ 130.00	\$ 146,250.00	\$ 125.00	\$ 140,625.00
22	36" HDPE all depths, including bedding and backfill, complete in place, the sum of:	L.F.	550	\$ 119.00	\$ 65,450.00	\$ 139.00	\$ 76,450.00	\$ 130.00	\$ 71,500.00	\$ 160.00	\$ 88,000.00	\$ 150.00	\$ 82,500.00	\$ 160.00	\$ 88,000.00
23	48" HDPE all depths, including bedding and backfill, complete in place, the sum of:	L.F.	825	\$ 145.00	\$ 119,625.00	\$ 202.00	\$ 166,850.00	\$ 192.00	\$ 158,400.00	\$ 278.00	\$ 227,700.00	\$ 175.00	\$ 144,375.00	\$ 195.00	\$ 160,875.00
24	Proposed Type E Inlet, including bedding and backfill, complete in place, the sum of:	EA	5	\$ 4,500.00	\$ 22,500.00	\$ 4,500.00	\$ 22,500.00	\$ 2,800.00	\$ 14,000.00	\$ 3,987.00	\$ 19,935.00	\$ 4,000.00	\$ 20,000.00	\$ 3,900.00	\$ 19,500.00
25	36" box manhole with Type E Inlet top, including bedding and backfill, complete in place, the sum of:	EA	6	\$ 8,900.00	\$ 53,400.00	\$ 8,000.00	\$ 48,000.00	\$ 4,700.00	\$ 28,200.00	\$ 10,285.00	\$ 61,710.00	\$ 5,000.00	\$ 30,000.00	\$ 6,800.00	\$ 40,800.00
26	60" box manhole with Type E Inlet top, including bedding and backfill, complete in place, the sum of:	EA	9	\$ 8,400.00	\$ 75,600.00	\$ 9,000.00	\$ 81,000.00	\$ 5,100.00	\$ 45,900.00	\$ 10,452.00	\$ 94,068.00	\$ 5,500.00	\$ 49,500.00	\$ 5,750.00	\$ 51,750.00
27	16-in existing storm sewer to proposed box manhole, complete in place, the sum of:	EA	1	\$ 3,350.00	\$ 3,350.00	\$ 4,000.00	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,537.00	\$ 1,537.00	\$ 2,500.00	\$ 2,500.00	\$ 1,900.00	\$ 1,900.00
28	Branch tees for all storm sewers greater than 6" deep, complete in place, the sum of:	L.F.	2,600	\$ 0.50	\$ 1,300.00	\$ 5.00	\$ 13,000.00	\$ 1.00	\$ 2,600.00	\$ 1.00	\$ 2,600.00	\$ 1.00	\$ 2,600.00	\$ 1.00	\$ 2,600.00
29	Adjust existing valve box, meter box, or cleanout to be flush with top of pavement or finished grade, complete in place, the sum of:	EA	2	\$ 675.00	\$ 1,350.00	\$ 150.00	\$ 300.00	\$ 500.00	\$ 1,000.00	\$ 438.00	\$ 876.00	\$ 250.00	\$ 500.00	\$ 750.00	\$ 1,500.00
30	Remove and dispose of existing water line, complete in place, the sum of:	L.F.	120	\$ 16.00	\$ 1,920.00	\$ 16.00	\$ 1,920.00	\$ 15.00	\$ 1,800.00	\$ 15.00	\$ 1,800.00	\$ 5.00	\$ 600.00	\$ 50.00	\$ 6,000.00
31	4" PVC C900 (DR18) water line by open-cut or augered construction, all depths, complete in place, the sum of:	L.F.	50	\$ 52.00	\$ 2,600.00	\$ 101.00	\$ 5,050.00	\$ 41.00	\$ 2,050.00	\$ 51.00	\$ 2,550.00	\$ 80.00	\$ 4,000.00	\$ 220.00	\$ 11,000.00
32	4" WMI Connection, complete in place, the sum of:	EA	4	\$ 850.00	\$ 3,400.00	\$ 250.00	\$ 1,000.00	\$ 875.00	\$ 3,500.00	\$ 793.00	\$ 3,172.00	\$ 1,500.00	\$ 6,000.00	\$ 1,200.00	\$ 4,800.00
33	8" PVC C900 (DR18) water line by open-cut or augered construction, all depths, complete in place, the sum of:	L.F.	100	\$ 48.00	\$ 4,800.00	\$ 107.00	\$ 10,700.00	\$ 32.00	\$ 3,200.00	\$ 42.00	\$ 4,200.00	\$ 100.00	\$ 10,000.00	\$ 250.00	\$ 25,000.00
34	8" WMI Connection, complete in place, the sum of:	EA	5	\$ 925.00	\$ 4,625.00	\$ 400.00	\$ 2,000.00	\$ 950.00	\$ 4,750.00	\$ 1,079.00	\$ 5,395.00	\$ 1,500.00	\$ 7,500.00	\$ 1,850.00	\$ 9,250.00
<b>Total Drainage Items:</b>					\$ 498,620.00		\$ 617,790.00		\$ 618,280.00		\$ 749,883.00		\$ 634,278.00		\$ 833,160.00



		Low Bidder													
		T Construction, L.L.C.				AR Tambo Construction Company, Inc.		Triple B Services, LLC		RAC Industries		Total Contracting Limited		Conrad Construction Co., LTD	
ITEM NO.	ITEM DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>Tree Protection Items:</b>															
35	Remove tree 3"-11.99", complete in place, the sum of:	EA.	10	\$ 1,800.00	\$ 18,000.00	\$ 500.00	\$ 5,000.00	\$ 600.00	\$ 6,000.00	\$ 875.00	\$ 8,750.00	\$ 1,000.00	\$ 10,000.00	\$ 500.00	\$ 5,000.00
36	Remove tree 12"-23.99", complete in place, the sum of:	EA.	5	\$ 2,300.00	\$ 11,500.00	\$ 700.00	\$ 3,500.00	\$ 600.00	\$ 3,000.00	\$ 1,875.00	\$ 9,375.00	\$ 1,800.00	\$ 9,000.00	\$ 1,000.00	\$ 5,000.00
37	Clearance prune, complete in place, the sum of:	EA.	27	\$ 800.00	\$ 21,600.00	\$ 200.00	\$ 5,400.00	\$ 325.00	\$ 8,775.00	\$ 313.00	\$ 8,451.00	\$ 250.00	\$ 6,750.00	\$ 250.00	\$ 6,750.00
38	Tree protection fence, complete in place, the sum of:	L.F.	76	\$ 5.00	\$ 380.00	\$ 2.00	\$ 140.00	\$ 7.00	\$ 530.00	\$ 5.00	\$ 380.00	\$ 30.00	\$ 2,280.00	\$ 25.00	\$ 1,900.00
39	Root pruning branch, complete in place, the sum of:	L.F.	1,160	\$ 7.00	\$ 8,120.00	\$ 4.00	\$ 4,640.00	\$ 30.00	\$ 34,800.00	\$ 15.00	\$ 17,400.00	\$ 20.00	\$ 23,200.00	\$ 15.00	\$ 17,400.00
40	Hazard prune-crown cleaning prune, complete in place, the sum of:	EA.	1	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 325.00	\$ 325.00	\$ 750.00	\$ 750.00	\$ 700.00	\$ 700.00	\$ 750.00	\$ 750.00
<b>Total Tree Protection Items:</b>					\$ 71,270.00		\$ 22,490.00		\$ 68,790.00		\$ 62,676.00		\$ 67,160.00		\$ 48,890.00
<b>Supplemental Items:</b>															
41	Compact Stabilized Sand, complete in place, the sum of:	C.Y.	25	\$ 37.00	\$ 925.00	\$ 10.00	\$ 250.00	\$ 84.00	\$ 2,100.00	\$ 49.00	\$ 1,225.00	\$ 65.00	\$ 1,625.00	\$ 50.00	\$ 1,250.00
42	Type A HMAAC black base, complete in place, the sum of:	C.Y.	20	\$ 85.00	\$ 1,700.00	\$ 30.00	\$ 600.00	\$ 375.00	\$ 7,500.00	\$ 150.00	\$ 3,000.00	\$ 200.00	\$ 4,000.00	\$ 150.00	\$ 3,000.00
43	Adjust existing valve box, manhole box, or riser to be flush with top of pavement or finished grade, complete in place, the sum of:	EA.	6	\$ 600.00	\$ 3,600.00	\$ 100.00	\$ 600.00	\$ 180.00	\$ 1,080.00	\$ 250.00	\$ 1,500.00	\$ 250.00	\$ 1,500.00	\$ 600.00	\$ 3,600.00
44	12-inch gate valve box, complete in place, the sum of:	EA.	3	\$ 3,000.00	\$ 9,000.00	\$ 2,000.00	\$ 6,000.00	\$ 3,000.00	\$ 9,000.00	\$ 2,250.00	\$ 6,750.00	\$ 4,000.00	\$ 12,000.00	\$ 3,000.00	\$ 9,000.00
45	Full depth asphalt patch repair, complete in place, the sum of:	S.Y.	150	\$ 98.00	\$ 14,700.00	\$ 50.00	\$ 7,500.00	\$ 130.00	\$ 19,500.00	\$ 144.00	\$ 21,600.00	\$ 200.00	\$ 30,000.00	\$ 175.00	\$ 26,250.00
46	4" wide solid yellow Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	100	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 2.00	\$ 200.00	\$ 2.00	\$ 200.00	\$ 6.00	\$ 600.00	\$ 6.00	\$ 600.00
47	4" wide solid white Type I reflective pavement markers (thermoplastic), complete in place, the sum of:	L.F.	100	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 2.00	\$ 200.00	\$ 2.00	\$ 200.00	\$ 6.00	\$ 600.00	\$ 6.00	\$ 600.00
48	Install long side sewer service, complete in place, the sum of:	EA.	5	\$ 988.00	\$ 4,940.00	\$ 1,000.00	\$ 5,000.00	\$ 1,100.00	\$ 5,500.00	\$ 1,500.00	\$ 7,500.00	\$ 2,000.00	\$ 10,000.00	\$ 1,750.00	\$ 8,750.00
49	Install long side sewer service, complete in place, the sum of:	EA.	3	\$ 1,200.00	\$ 3,600.00	\$ 2,000.00	\$ 6,000.00	\$ 2,700.00	\$ 8,100.00	\$ 1,800.00	\$ 5,400.00	\$ 2,000.00	\$ 6,000.00	\$ 1,750.00	\$ 5,250.00
50	Install short side sewer service, complete in place, the sum of:	EA.	1	\$ 810.00	\$ 810.00	\$ 750.00	\$ 750.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,250.00	\$ 1,250.00
51	Install short side sewer service, complete in place, the sum of:	EA.	6	\$ 830.00	\$ 4,980.00	\$ 950.00	\$ 5,700.00	\$ 1,000.00	\$ 6,000.00	\$ 1,125.00	\$ 6,750.00	\$ 1,500.00	\$ 9,000.00	\$ 1,250.00	\$ 7,500.00
52	Additional footage for sewer service, complete in place, the sum of:	L.F.	50	\$ 20.00	\$ 1,000.00	\$ 40.00	\$ 2,000.00	\$ 10.00	\$ 500.00	\$ 10.00	\$ 500.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00
53	Additional footage for sewer service, complete in place, the sum of:	L.F.	50	\$ 28.00	\$ 1,400.00	\$ 80.00	\$ 4,000.00	\$ 25.00	\$ 1,250.00	\$ 10.00	\$ 500.00	\$ 80.00	\$ 4,000.00	\$ 50.00	\$ 2,500.00
54	Brace, support, and protect existing power pole, complete in place, the sum of:	EA.	5	\$ 2,500.00	\$ 12,500.00	\$ 1,000.00	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00	\$ 1,750.00	\$ 8,750.00	\$ 2,500.00	\$ 12,500.00	\$ 1,250.00	\$ 6,250.00
55	Placometers, complete in place, the sum of:	EA.	2	\$ 1,200.00	\$ 2,400.00	\$ 700.00	\$ 1,400.00	\$ 1,500.00	\$ 3,000.00	\$ 100.00	\$ 200.00	\$ 1,000.00	\$ 2,000.00	\$ 100.00	\$ 200.00
56	Bank sand, complete in place, the sum of:	C.Y.	20	\$ 28.00	\$ 560.00	\$ 5.00	\$ 100.00	\$ 80.00	\$ 1,600.00	\$ 17.00	\$ 340.00	\$ 50.00	\$ 1,000.00	\$ 25.00	\$ 500.00
57	Well pointing for storm sewers, complete in place, the sum of:	L.F.	100	\$ 20.00	\$ 2,000.00	\$ 10.00	\$ 1,000.00	\$ 25.00	\$ 2,500.00	\$ 43.00	\$ 4,300.00	\$ 10.00	\$ 1,000.00	\$ 1.00	\$ 100.00
58	Well condition bedding, complete in place, the sum of:	L.F.	100	\$ 12.00	\$ 1,200.00	\$ 10.00	\$ 1,000.00	\$ 50.00	\$ 5,000.00	\$ 10.00	\$ 1,000.00	\$ 50.00	\$ 5,000.00	\$ 1.00	\$ 100.00
<b>Total Supplemental Items:</b>					\$ 68,872.00		\$ 48,890.00		\$ 77,790.00		\$ 72,206.00		\$ 107,000.00		\$ 82,160.00

ITEM NO.	ITEM DESCRIPTION	QUAN	UNIT	Low Bidder		AR Tumbar Construction Company, Inc.		Triple B Services, LLC		RAC Industries		Total Contracting Limited		Conrad Construction Co., LTD	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>Grecian Way Items:</b>															
59	Remove & Replace 6" Concrete Driveway, complete in place, the sum of:	S.V.	90	\$ 80.00	\$ 7,200.00	\$ 111.00	\$ 9,990.00	\$ 150.00	\$ 13,500.00	\$ 153.00	\$ 13,770.00	\$ 75.00	\$ 6,750.00	\$ 80.00	\$ 7,200.00
60	Remove and replace 4" thick reinforced concrete walkway, complete in place, the sum of:	S.F.	60	\$ 16.00	\$ 960.00	\$ 15.00	\$ 900.00	\$ 8.00	\$ 480.00	\$ 13.80	\$ 828.00	\$ 12.00	\$ 720.00	\$ 20.00	\$ 1,200.00
61	Remove, salvage, and reinstall post mailbox, complete in place, the sum of:	EA.	1	\$ 900.00	\$ 900.00	\$ 200.00	\$ 200.00	\$ 75.00	\$ 75.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 500.00	\$ 500.00
62	Remove and dispose of existing storm sewer, complete in place, the sum of:	L.F.	110	\$ 17.00	\$ 1,870.00	\$ 20.00	\$ 2,200.00	\$ 15.00	\$ 1,650.00	\$ 25.00	\$ 2,750.00	\$ 6.00	\$ 660.00	\$ 15.00	\$ 1,650.00
63	Remove and dispose of existing storm sewer manhole, complete in place, the sum of:	EA.	1	\$ 600.00	\$ 600.00	\$ 500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 688.00	\$ 688.00	\$ 200.00	\$ 200.00	\$ 850.00	\$ 850.00
64	12" PVC for yard drain connections, all depths, complete in place, the sum of:	L.F.	150	\$ 35.00	\$ 5,250.00	\$ 40.00	\$ 6,000.00	\$ 108.00	\$ 16,200.00	\$ 104.00	\$ 15,600.00	\$ 150.00	\$ 22,500.00	\$ 35.00	\$ 5,250.00
65	Install 12" PVC into existing 24" RCP culvert and gully annulus, complete in place, the sum of:	EA.	1	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,400.00	\$ 2,400.00	\$ 1,110.00	\$ 1,110.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
66	Proposed connection to existing yard drain, complete in place, the sum of:	EA.	12	\$ 825.00	\$ 9,900.00	\$ 350.00	\$ 4,200.00	\$ 1,500.00	\$ 18,000.00	\$ 1,110.00	\$ 13,320.00	\$ 50.00	\$ 600.00	\$ 600.00	\$ 7,200.00
67	18" HDPE Storm Sewer, including bedding and backfill, complete in place, the sum of:	L.F.	55	\$ 75.00	\$ 4,125.00	\$ 111.00	\$ 6,105.00	\$ 70.00	\$ 3,850.00	\$ 88.00	\$ 4,840.00	\$ 100.00	\$ 5,500.00	\$ 115.00	\$ 6,325.00
68	24" RCP Storm Sewer, including bedding and backfill, complete in place, the sum of:	L.F.	400	\$ 82.00	\$ 32,800.00	\$ 121.00	\$ 48,400.00	\$ 90.00	\$ 36,000.00	\$ 98.00	\$ 39,200.00	\$ 130.00	\$ 52,000.00	\$ 125.00	\$ 50,000.00
69	Proposed Type A Inlet, including bedding and backfill, complete in place, the sum of:	L.F.	65	\$ 120.00	\$ 7,800.00	\$ 207.00	\$ 13,455.00	\$ 115.00	\$ 7,475.00	\$ 113.00	\$ 7,345.00	\$ 130.00	\$ 8,450.00	\$ 135.00	\$ 8,775.00
70	Full depth asphalt patch repair, complete in place, the sum of:	S.V.	9	\$ 3,925.00	\$ 35,325.00	\$ 3,000.00	\$ 27,000.00	\$ 3,877.82	\$ 35,300.38	\$ 3,887.00	\$ 35,883.00	\$ 3,000.00	\$ 27,000.00	\$ 3,250.00	\$ 29,250.00
71	Temporary asphalt patch repair for storm sewer, complete in place, the sum of:	S.V.	120	\$ 88.00	\$ 10,560.00	\$ 85.00	\$ 10,200.00	\$ 145.00	\$ 17,400.00	\$ 200.00	\$ 24,000.00	\$ 200.00	\$ 24,000.00	\$ 250.00	\$ 30,000.00
72	Temporary asphalt patch repair for storm sewer, complete in place, the sum of:	S.V.	55	\$ 42.00	\$ 2,310.00	\$ 50.00	\$ 2,750.00	\$ 170.00	\$ 9,350.00	\$ 113.00	\$ 6,215.00	\$ 200.00	\$ 11,000.00	\$ 75.00	\$ 4,125.00
73	Remove and dispose of existing water line, complete in place, the sum of:	L.F.	20	\$ 18.00	\$ 360.00	\$ 20.00	\$ 400.00	\$ 14.00	\$ 280.00	\$ 15.00	\$ 300.00	\$ 5.00	\$ 100.00	\$ 75.00	\$ 1,500.00
74	4" PVC CS900 (DR18) water line by open-cut or augered construction, all depths, complete in place, the sum of:	L.F.	20	\$ 82.00	\$ 1,640.00	\$ 100.00	\$ 2,000.00	\$ 33.00	\$ 660.00	\$ 81.00	\$ 1,620.00	\$ 80.00	\$ 1,600.00	\$ 220.00	\$ 4,400.00
75	4" WVI Connection, complete in place, the sum of:	EA.	2	\$ 850.00	\$ 1,700.00	\$ 400.00	\$ 800.00	\$ 800.00	\$ 1,600.00	\$ 793.00	\$ 1,586.00	\$ 1,500.00	\$ 3,000.00	\$ 1,200.00	\$ 2,400.00
76	6" Gate valve and box, 45WV8 CS90, complete in place, the sum of:	EA.	1	\$ 2,485.00	\$ 2,485.00	\$ 1,800.00	\$ 1,800.00	\$ 1,350.00	\$ 1,350.00	\$ 1,125.00	\$ 1,125.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
77	Remove and salvage existing fire hydrant and replace with new fire hydrant assembly with 5LP lead, complete in place, the sum of:	EA.	1	\$ 4,250.00	\$ 4,250.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 100.00	\$ 100.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
78	Remove tree 2"-11.86", complete in place, the sum of:	EA.	1	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 600.00	\$ 875.00	\$ 875.00	\$ 900.00	\$ 900.00	\$ 500.00	\$ 500.00
79	Remove tree 12"-23.86", complete in place, the sum of:	EA.	4	\$ 2,500.00	\$ 10,000.00	\$ 1,100.00	\$ 4,400.00	\$ 600.00	\$ 2,400.00	\$ 1,875.00	\$ 7,500.00	\$ 1,800.00	\$ 7,200.00	\$ 1,000.00	\$ 4,000.00
80	Clearance pruned, complete in place, the sum of:	EA.	6	\$ 825.00	\$ 4,950.00	\$ 400.00	\$ 2,400.00	\$ 325.00	\$ 1,950.00	\$ 313.00	\$ 1,878.00	\$ 250.00	\$ 1,500.00	\$ 250.00	\$ 1,500.00
81	Tree protection fence, complete in place, the sum of:	L.F.	150	\$ 5.00	\$ 750.00	\$ 10.00	\$ 1,500.00	\$ 7.00	\$ 1,050.00	\$ 5.00	\$ 750.00	\$ 15.00	\$ 2,250.00	\$ 25.00	\$ 3,750.00
82	Root pruning trench, complete in place, the sum of:	L.F.	120	\$ 0.00	\$ 0.00	\$ 10.00	\$ 1,200.00	\$ 30.00	\$ 3,600.00	\$ 15.00	\$ 1,800.00	\$ 18.00	\$ 2,160.00	\$ 20.00	\$ 2,400.00
<b>Total Grecian Way Items:</b>					\$ 148,845.00		\$ 168,400.00		\$ 160,401.38		\$ 183,283.00		\$ 188,848.00		\$ 198,975.00

		Low Bidder		AR Turnkey Construction Company, Inc.		Triple B Services, LLC		RAC Industries		Total Contracting Limited		Conrad Construction Co., LTD	
		T Construction, L.L.C.											
ITEM NO.	ITEM DESCRIPTION	QUAN	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
	Total Paving Items:			\$	208,337.00	\$	264,880.00	\$	412,776.00	\$	340,836.00	\$	487,066.00
	Total Drainage Items:			\$	499,838.00	\$	617,790.00	\$	619,266.00	\$	748,889.00	\$	634,276.00
	Total Tree Protection Items:			\$	71,276.00	\$	22,490.00	\$	88,790.00	\$	52,878.00	\$	67,160.00
	Total Supplemental Items:			\$	68,672.00	\$	44,884.00	\$	77,790.00	\$	72,200.00	\$	107,000.00
	Total Green Way Items:			\$	148,848.00	\$	166,400.00	\$	180,829.38	\$	183,283.00	\$	189,640.00
	<b>TOTAL BID AMOUNT:</b>			\$	898,644.00	\$	1,162,116.00	\$	1,244,429.38	\$	1,580,497.00	\$	1,456,900.00

Represents Error Corrected by Engineer

# SECTION 2



**T CONSTRUCTION, L.L.C.**  
**QUALIFICATION STATEMENT**  
 City of Houston and FY's Projects

T CON. JOB NO.	Prime or SubCONTRACTOR	OWNER	CONTACT INFO	ENGINEER	JOB DESCRIPTION	CONTRACT BEGIN DATE	CONTRACT END DATE	CONTRACT \$/M	% COMPLETED
2011-086	T CONSTRUCTION, LLC	CITY OF HOUSTON	DAVID TAJADOD - 832-466-8216	COH ENGINEER DEPT.	WASTEWATER COLLECTION SYSTEM - FILE No 4235-66 San sewer Repairs, pipe bursting, New MH's, MH Rehab	8/2012	ON GOING	\$1,842,438.35	88%
2012-027	T CONSTRUCTION, LLC	CITY OF HOUSTON	DAVID TAJADOD - 832-466-8216	COH ENGINEER DEPT.	WASTEWATER COLLECTION SYSTEM - FILE No 4235-63 Force Main Repairs and Rehabilitation	4/2013	ON GOING	\$1,888,052.75	63%
2012-040	T CONSTRUCTION, LLC	CITY OF HOUSTON	DAVID TAJADOD - 832-466-8216	COH ENGINEER DEPT.	WASTEWATER COLLECTION SYSTEM - FILE No 4235-65 San sewer Repairs, pipe bursting, New MH's, MH Rehab	6/2013	ON GOING	\$1,685,115.26	69%
2013-011	T CONSTRUCTION, LLC	CITY OF HOUSTON	DAVID TAJADOD - 832-466-8216	COH ENGINEER DEPT.	WASTEWATER COLLECTION SYSTEM - FILE No 4235-68 San sewer Repairs, pipe bursting, New MH's, MH Rehab	12/2013	ON GOING	\$2,708,823.80	87%
2013-028	T CONSTRUCTION, LLC	San Antonio Water System	Cristina Hernandez- 210-533-3885	City of San Antonio Water System	Small Diameter Rehabilitation Program- Project 3	1/7/2014	1/7/2015	\$1,688,420.00	82%
2014-013	T CONSTRUCTION, LLC	CITY OF ALVIN	Brandon Moody-281-330-4223	Kally Kahoa	Alvin Townsite Sanitary Sewer Improvements	8/4/2014	6/1/2015	\$1,289,600.91	98%
2013-013	T CONSTRUCTION, LLC	CITY OF HOUSTON	David Edwards- 832-395-5282	COH ENGINEER DEPT.	New Front Easement Reconnection- Abandon main sewer in Rear easement and transfer services to front new line	10/2013	ON GOING	\$852,000.00	64%
2013-018	T CONSTRUCTION, LLC	ORANGE COUNTY MUD #1	Jeff Scogin- 409-313-2826	Carol & Blackman	2009 Sanitary Sewer Rehabilitation Program- 470K L of Pipe Bursting	9/2013	ON GOING	\$5,877,124.00	88%
2012-013	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2012 LOCAL DRAINAGE PROJECT CONSTR. W.O.#2- Storm Sewer Repairs and Re-Construction	7/16/2011	7/18/2014	\$2,000,000.00	86%
2013-033	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2013 LOCAL DRAINAGE PROJECT CONSTR. Storm Sewer Repairs and Re-Construction	6/3/2013	8/3/2015	\$1,500,000.00	54%
2013-027	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2014 LOCAL DRAINAGE PROJECT CONSTR. W.O.#1 Storm Sewer Repairs and Re-Construction	7/15/2014	7/15/2016	\$1,500,000.00	1%
2014-029	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2014 LOCAL DRAINAGE PROJECT CONSTR. W.O #2 Storm Sewer Repairs and Re-Construction	2/25/2014	2/25/2017	\$3,000,000.00	3%
2016-033	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2017 Ditch Rehab Construction Work Orders	4/27/2017	4/22/2019	\$500,000.00	67%
2016-034	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2017 Cleaning and Grubbing	3/22/2017	3/26/2019	\$1,000,000.00	30%
2016-016	T CONSTRUCTION, LLC	CITY OF HOUSTON	Andrew J. Kasinger- 832-386-2385	COH ENGINEER DEPT.	FY2018 Roadside Ditch Construction Work Orders	3/18/2017	3/18/2019	\$2,000,000.00	Not Started
2018-040	T Construction, LLC	City of Houston	Kassine Youre-832-395-2391	City of Houston	FY2018 Drainage Rehab Work Orders #5 (M-43000-003-4)	3/22/2018		\$3,000,000.00	On Going



## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	<b>OWNER</b>	<b>ENGINEER</b>	<b>PROJECT / DESCRIPTION</b>	<b>CONTRACT AMOUNT</b>	<b>CONTRACT COMPLETION</b>
1	<b>NORTH PINES</b> 7245 FAIRBANKS N. HOUSTON, TEXAS 77084 MR. IRA ANDERSON PHONE: 713-466-4151	<b>FIRST HOUSON PROPERTIES INC.</b> 1001 WEST LOOP #650 HOUSTON, TEXAS 77027 MR. IRA ANDERSON PHONE: 713-960-0067	<b>STORM CULVERT REPLACEMENT AND ASPHALT DRIVEWAYS AND REPAIRS.</b> INSTALL 15" AND 18" HDPE CULVERT.	\$ 144,464.35	100% ON 3/2017
2	<b>MEMORIAL VILLAGES WATER AUTHORITY</b> MR. MIKE MONTGOMERY 8955 GAYLORD DRIVE HOUSTON, TEXAS 77024	<b>MEMORIAL VILLAGES WATER AUTHORITY.</b>	<b>EMERGENCY SANITARY SEWER REPAIR.</b> PIPE BURST APPROX 395.LF OF 8"	\$ 18,405.00	100% ON 2/2017
3	<b>CITY OF LA MARQUE</b> 1101 BAYOU RD LA MARQUE, TEXAS 77568	<b>LJA ENGINEERING</b> 11821 EAST FREEWAY SUITE 360 HOUSTON, TEXAS 77029 PHONE: 713-450-1300	<b>4" SANITARY SEWER.</b> 3" BYPASS PUMP AND EXCAVATION ON 18" CLAY PIPE JOINT LEAK	\$ 20,675.00	100% ON 3/2017
4	<b>BRIDGESTONE MUD</b> 2929 ALLEN PARKWAY, SUITE 3450 HOUSTON, TEXAS 77019 MR. JONATHAN POLLEY PHONE: 713-237-1221	<b>JONES &amp; CARTER INC.</b> 8701 NEW TRAILS DR. STE 200 WOODLANDS, TEXAS 77381 MR. JOSHUA LEE, PE PHONE: 281-363-4039	<b>FM 2920 8" WATER &amp; 8" SANITARY SEWER EXTENSION</b> INSTALL 8" SANITARY SEWER, INSTALL 8" WATER LINE BY OPEN CUT & BORE METHOD	\$ 103,191.75	100% ON 5/2017
5	<b>HARRIS COUNTY W.C.&amp; I.D</b> NO.1 125 SAN JACINTO ST HIGHLANDS, TEXAS 77562	<b>LJA ENGINEERING</b> 11821 EAST FREEWAY SUITE 360 HOUSTON, TEXAS 77029 MR. WALLACE TROCHESSET PHONE: 713-450-1300	<b>SANITARY SEWER REHABILITATION 2016</b> PIPE BURST 8" SANITARY SEWER, INSTALL 4" FORCE MAIN	\$ 312,247.00	100% ON 6/2017
6	<b>CITY OF BUNKER HILL VILLAGE</b> 11977 Memorial Drive Houston, Texas 77024	<b>LANGFORD ENGINEERING INC.</b> CONSULTING ENGINEERS 1080 WEST SAM HOUSTON PARKWAY NORTH, SUITE 200 HOUSTON, TEXAS 77043	<b>WASTEWATER REHABILITATION PROJECT 2017</b> SANITARY SEWER REHABILITATION	\$ 739,750.00	100% ON 2/2018



## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	<b>OWNER</b>	<b>ENGINEER</b>	<b>PROJECT / DESCRIPTION</b>	<b>CONTRACT AMOUNT</b>	<b>CONTRACT COMPLETION</b>
7	HARRIS - MONTGOMERY C. MUD NO.386 13430 NORTHWEST FREEWAY, SUITE 700, HOUSTON, TEXAS 77040 MR. CHAD ABRAM	IDS ENGINEERING GROUP 13430 NORTHWEST FREEWAY SUITE 700 HOUSTON, TEXAS 77040 CHAD ABRAM, PE PHONE: 713-462-3178	DRAINAGE IMPROVEMENTS TO SERVE HMCMUD NO. 386	\$ 151,710.00	100% ON 6/2017
8	MONTGOMERY COUNTY WC & ID NO.1 25611 SPREADING OAKS LN. SPRING, TEXAS 77380	AEI ENGINEERING INC. 11450 COMPAQ CENTER DR. STE. 660 HOUSTON, TEXAS 77070 PATRICK NEWTON, PE PHONE: 281-350-7027	SIERRA PINES SANITARY SEWER EXTENSION AND FORCE MAIN ABANDONMENT. INSTALLATION OF APPR. 320LF OF 8" SANITARY SEWER BY TRENCHLESS METHOD, FORCE MAIN MANHOLE DISCHARGE, INSTALLATION EXISTING 4" FORCE MAIN ABANDONMENT	\$ 94,533.00	100% ON 5/2017
9	HARRIS. CO. MUD #286. 3700 BUFFALO SPEEWAY STE. 830 HOUSTON, TEXAS 77098	EBY ENGINEERS, INC 1814 DE MILO STREET HOUSTON, TEXAS 77018 DENNIS PHONE: 713-957-0788	OFFSITE WATER 7 SANITARY SEWER- LONE STAR COLLEGE SCIENCE BUILDING.	\$ 202,044.76	100% ON 7/2017
10	MONTGOMERY C. MUD. #15 11450 COMPAQ CENTER DR. STE. 660 HOUSTON, TEXAS 77070 PATRICK NEWTON, PE	AEI ENGINEERING INC. 11450 COMPAQ CENTER DR. STE. 660 HOUSTON, TEXAS 77070 PATRICK NEWTON, PE PHONE: 281-350-7027	MCMUD #15, Storm Sewer Rehab 2016. Including inlet, pavement. Sidewalk, and curb repairs.	\$ 189,987.40	100 % ON 10/2017
11	H.Co MUD # 26 8701 New Trails Dr. Ste 200, Woodlands, Texas 77381 Mr. Mason Mueller PHONE: 281-363-4039	Jones & Carter, Inc. 8701 New Trails Dr. Ste 200, Woodlands, Texas 77381 Mr. Mason Mueller PHONE: 281-363-4039	48" Storm Sewer Extension. CONSTRUCTION OF 48" STOREM SEWER EXTENSION FOR H.CO. MUD. NO 26	\$ 174,474.00	100 % ON 10/2017
12	WCID #36 903 HOLLYWOOD ST, HOUSTON, TEXAS 77015 PHONE:713-453-5493	NATIONAL WORKS 1078 SAN MARCOS HWY LULING TEXAS, 78648	SANITARY SEWER WCID NO.36 DISTRICT MUSCATINE ST. & FRANKIE ST. 8" PIPE BURTS/ 8" OPEN CUT	\$ 17,840.00	100% ON 04/2017



## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	<b>OWNER</b>	<b>ENGINEER</b>	<b>PROJECT / DESCRIPTION</b>	<b>CONTRACT AMOUNT</b>	<b>CONTRACT COMPLETION</b>
13	SUNBEL FWSD, WATERLINE TOWN CENTER 10377 STELLA LINK HOUSON, TEXAS 77025 MS. DARLA DEWAR PHONE: 713-942-2700	A & S ENGINEERS, 10377 STELLA LINK HOUSTON, TEXAS 77025 MS. DARLA DEWAR PHONE: 713-942-2700	SUNBEL FWSD, WL TOWN CENTER. 2,000 LF 12" WATERLINE, 7 FIRE HYDRANTS.	\$131,393.03	100% ON 8/2017
14	CHAMBERS COUNTY MUD 13430 RHWEST FRWY, STE 1100, HOUSTON, TEXAS 77040 WILMA GUISTWITE PHONE: 713-462-3242	COBB, FENDLEY & ASSOC. 13430 RHWEST FRWY, STE 1100, HOUSTON, TEXAS 77040 WILMA GUISTWITE PHONE: 713-462-3242	CHAMBERS CO. MUD, OUTFALL DITCH IMPROV. 2,265 LF CLEARING & REPAI TO EXIST. DITCH FLOW LINE, 1,265 SY 18" THICK RIP-RAP; 3 ACRES HYDROMULCH, REPAIR MANHOLES & JUNCTION BOXES, REPAIR 14 EXIST. CMP AT OUTFALLS.	\$127,735.00	100% ON 9/2017
15	CITY OF OLMOS PARK 120 WEST EL PRADO DR. SAN ANTONIO, TEXAS 78212	GIVLER ENGINEERING, INC. 515 BLUSBY DR. SAN ANTONIO, TEXAS 78209 MS. CELIA DE LEON PHONE: 210-342-3991	2016-2017 SANITARY SEWER POINT REPAIRS ( PROJECT NO. OLMPK-014A) THREE SERVICE LATERALS USING HAND EXCAVATION, REPLACING ON 9 TO 12LF SEGMENT OF 8" LINED SEWER MAIN.	\$70,836.00	100% ON 9/2017
16	City of Port Neches 1005 Meriman St, Port Neches, Texas 77651	LJA ENGINEERING 11821 EAST FREEWAY SUITE 360 HOUSTON, TEXAS 77029 MR. WALLACE TROCHESSET	Sanitary Sewer Rehabilitation 2016 SERVICE RECONNECTIONS, REHABILITATION OF EXISTING SEWER LINES, EXCAVATION & PIPE REPLACEMENT, MAHOLE REHABILITATION	\$799,946.00	100% ON 12/2017
17	Greenwood UD 10377 STELLA LINK HOUSTON, TEXAS 77025 MS. DARLA DEWAR PHONE: 713-942-2700	A & S ENGINEERS, 10377 STELLA LINK HOUSTON, TEXAS 77025 MS. DARLA DEWAR PHONE: 713-942-2700	PROPOSED WATER LINE ALONG JOHN RALSTON ROAD OR GREENWOOD UTILITY DISTRICT. Installation of approx. 1,650 LF of 8" waterline including gate valves and all related appurenances.	\$128,219.80	100% ON 12/2017
18	CLEAR LAKE CITY WATER AUTHORITY 900 BAY AREA BLVD HOUSTON, TEXAS 77058 PHONE:281-488-1164	LOCKWOOD ANDREWS & NEWNAM, INC. 2925 BRIARPARK DRIVE, HOUSTON, TEXAS 77042 PHONE:713-266-6900	CLEAR LAKE WATER AUTHORITY SSR PHASE 70	\$ 615,762.10	100% ON 12/2017





## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	OWNER	ENGINEER	PROJECT/DISCRIBTION	CONTRACT AMOUNT	CONTRACT COMPLETED
19	MASON CREEK UTILITY DISTRICT. 847 DOMINION KATY, TEXAS 77450 LEN FORSYTH	VENTURI ENGINEERS LLC. 26310 OAK RIDGE DR. STE 22, SPRING, TEXAS 77380 JOSE DE LEON PHONE: 832-447-1237	DOMINION DRIVE SANITARY SEWER REHABILITATION. PIPE BURST/ CRUSHING	\$ 567,604.00	100% ON 8/2017
20	DKD Clay Road II, LP 925 South Mason Road Katy, Texas 77450 (281) 579-8889	Atkinson Engineers 19575 Weld Road Spring, Texas 77388 (281) 872-7600	Municipal Operations & Consulting Emergency Sanitary Sewer Pipe Burst	\$ 66,550.00	100% on 12/2017
21	Memorial Villages MR. MIKE MONTGOMERY 8955 GAYLORD DRIVE HOUSTON, TEXAS 77024 PHONE: 713-569-3216	Memorial Villages MR. MIKE MONTGOMERY 8955 GAYLORD DRIVE HOUSTON, TEXAS 77024 PHONE: 713-569-3216	Memorial Villages Water Authority Emergency Arrow Board Rental for lane closure due to 'Hurricane Harvey'	\$ 680.00	100% ON 8/2017
22	Joslin Construction Texas 2218 NorthPark Drive, Suite 200 Kingwood, TX 77339 Max Garcia- 713-854-6601	Joslin Construction Texas 2218 NorthPark Drive, Suite 200 Kingwood, TX 77339 Max Garcia- 713-854-6601	Memorial Hermann MOB 2017-040 - 6"-8" Pipe Busting Sanitary Sewer Rehab	\$ 15,802.00	100% ON 12/2017
23	WHCMUD #6 9977 West Sam Houston Parkway North, #150 Houston, Texas 77064	AEI Engineering 11450 Ccompaq Center Dr, Houston, Texas 77070 281-350-7027	WHCMUD #6 Richmond Ave. Sidewalk	\$ 45,501.00	100% ON 4/2017
24	MEMORIAL VILLAGES MR. MIKE MONTGOMERY 8955 GAYLORD DRIVE HOUSTON, TEXAS 77024 PHONE: 713-569-3216	Memorial Villages MR. MIKE MONTGOMERY 8955 GAYLORD DRIVE HOUSTON, TEXAS 77024 (713)569-3216	MEMORIAL VILLAGES WATER AUTHORITY Fire Hydrant Replacement	\$ 2,700.00	100% ON 12/22/2017



## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	OWNER	ENGINEER	PROJECT / DESCRIPTION	CONTRACT AMOUNT	CONTRACT COMPLETION
25	MONTGOMERY COUNTY MUD. NO.9 100 NUGENT STREET, CONROE, TEXAS 77301	BLEYL ENGINEERING 100 NUGENT STREET, CONROE, TEXAS 77301 PHONE:936-271-9600	MCMUD#9 SANITARY SEWER REHABILITATION LAKE CONROE REHABILITATION OF 6" SANITARY SEWER LINES USING CIPP AND 8" PIPE BURSTING ON EXISTING TRUSS PIPE	\$ 656,350.00	100% ON 11/08/2018
26	CITY OF GALVESTON 823 ROSENBERG ST, STE.302 GALVESTON, TEXAS 77550 PHONE:409-797-3574	SHELMARK ENGINEER 921 FM 517 RD E. DICKINSON, TEXAS 77539 PHONE:409-935-9986	AVENUE L STORM SEWER REPAIR AT 62ND ST AND 63RD ST INSPECTIONS PROJECT REMOVE & REPLACE 18" RCP CULVERT & INSTALL NEW CULVERTS REMOVE & REPLACE 24" RCP CULVERT & INSTALL NEW CULVERTS	\$ 187,905.50	100% ON 2/1/2018
27	CITY OF GALVESTON 823 ROSENBERG ST, STE.302 GALVESTON, TEXAS 77550 PHONE:409-797-3574	GALVESTON PURCHASING 823 ROSENBERG ST, STE.302 GALVESTON, TEXAS 77550 PHONE:409-797-3574	61ST ST WATERLINE REPLACEMENT REMOVE & REPLACE 360LF OF 12" AC WATERLINE W/ 12" DUCTILELINE PIPE, OVER BRIDGE CROSSING.	\$ 305,000.00	100% ON 3/2018
28	Gillend Smith Construction 19840 FM 1093 Suite 10 Richmond, Teas 77047 281-576-8239	EHRA Engineer 10555 Westoffice Drive, Houston, Texas 77042	Harris County MUD 188 6" - 8" Slipline approx. 120LF	\$ 13,900.00	100% ON 1/15/2018
29	CITY OF SAN ANTONIO 2800 US HWY 281 NORTH S-171 SAN ANTONIO, TEXAS 78212 PHONE:210-233-3341	SAN ANTONIO WATER SYSTEM 2800 US HWY 281 NORTH S-171 SAN ANTONIO, TEXAS 78212 PHONE:210-233-3341	SAWS- JONES MALTSBERGER @ THE QUARRY, CO-00145-JG, #16-4513 APPROXIMATLEY 119LF OF 8" PVC SEWER PIPE AND 26LF OF 12" PVC SEWER PIPE BY OPEN-CUT AND 143LF OF 12" CARRIER PIPE AND 130LF OF 24" STEEL CASING BY BORE.	\$ 429,303.00	100% ON 6/2018
30	City of Buda 121 MAIN ST., BUDA, TEXAS 78610 PHONE:512-312-0084	CITY OF BUDA 121 MAIN ST., BUDA, TEXAS 78610 PHONE:512-312-0084	FM 967 WASTEWATER RELOCATIONS CITY OF BUDA LOWERING AN 8" CL 350 DI FORCE MAIN & A 20" CL 250 DI EFFLUENT LINE, W/O ENCASEMEN.	\$ 199,786.40	100% ON 6/2018



## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	<b>OWNER</b>	<b>ENGINEER</b>	<b>PROJECT / DESCRIPTION</b>	<b>CONTRACT AMOUNT</b>	<b>CONTRACT COMPLETION</b>
31	CITY OF BUNKER HILL VILLAGE 11977 Memorial Drive Houston, Texas 77024	LANGFORD ENGINEERING INC. CONSULTING ENGINEERS 1080 WEST SAM HOUSTON PARKWAY NORTH, SUITE 200 HOUSTON, TEXAS 77043	WASTEWATER REHABILITATION PROJECT 2017 SANITARY SEWER REHABILITATION	\$ 739,750.00	100% ON 2/2018
32	CITY OF ANAHUAC 500 MILLER STREET, ANAHUAC, TEXAS 77514	LJA ENGINEERING, INC. 3120 FANNIN STREET BEAUMONT, TEXAS 7701 PHONE:409-833-3363	2016 SANITARY SEWER REHABILITATION PROJECT APPROXIMATELY 4,260 FT OF 8" SANITARY SEWER LINE BY PIPE BURSTING, 14 MANHOLE REPLACEMENTS, 2 SANITARY SEWER MAINLINE CLEANOUTS AND APPR. 65 SERVICES CONNECTED TO NEW LINES	\$ 293,710.00	100% ON 1/2018
33	Harris County MUD 188 19840 FM 1093 STE 10 RICHMOND, TEXAS 77407	GILLELAND SMITH CONSTRUCTION, INC. 19840 FM 1093 STE 10 RICHMOND, TEXAS 77407	HARRIS COUNTY MUD 188 6" SUIPLINE LIFT STATION NO.2 REHABILITATION 120LF OF 8" SUIPLINE AND CCTV, CLEAN 120 LF OF EXISTING 8" SANITARY SEWER	\$ 13,900.00	100% ON 1/2018
34	WEST HARRIS COUNTY MUD NO.17	IDS ENGINEERING GROUP 13430 NORTHWEST FWY, STE 700 HOUSTON, TEXAS 77040 PHONE:713-462-3178	WHCMUD #17 SANITARY SEWER REHABILITATION 2017 REHABILITATION OF A GREVITY SANITARY SEWER COLLECTION SYSTEM	\$ 334,867.25	100% ON 7/2018
35	MASON CREEK UD JAIME PARROTT 847 DOMINION KATY, TEXAS 77450	MASON CREEK UD JAIME PARROTT 847 DOMINION KATY, TEXAS 77450	INSTALLATION OF 10" PIPE BURST INSTALLATION OF 10" PIPE Burst Including Post TV approx. 300LF	\$ 37,930.00	100% ON 5/2018



## T CONSTRUCTION, L.L.C.

### 2017 & 2018 RECORD OF PERFORMANCE

	<b>OWNER</b>	<b>ENGINEER</b>	<b>PROJECT / DESCRIPTION</b>	<b>CONTRACT AMOUNT</b>	<b>CONTRACT COMPLETION</b>
36	ECB DEVELOPMENT LP 1908 SAWDUST RD THE WOODLANDS, TEXAS 77380	ECB DEVELOPMENT LP 1908 SAWDUST RD THE WOODLANDS, TEXAS 77380	RESERVE AT EAST FOREST SEC. 1 6-INCH TO 8-INCH PIPE BURSTING APPROX. 40LF	\$ 14,200.00	100% ON 8/2018
37	CITY OF PINEY POINT VILLAGE 7676 WOODWAY SUITE 300 HOUSTON, TEXAS 77063 PHONE:713-782-0281	HDR ENGINEERING INC. 4828 LOOP CENTRAL DR. #800 HOUSTON, TEXAS 77081 PHONE:713-622-9264	SIDEWALK CURB REPAIRS REMOVE & REPLACE 4" THICK REINFORCES CONCRETE SIDEWALK 25-90 SQ. FT. AND 100-400 SQ. FT. SIZES	\$ 23,600.00	100% ON 10/2018
38	CITY OF PREMONT 200 SW 1ST STREET PREMONT, TEXAS 78375	LVN ENGINEERS 801 NAVIGATION, SUITE 300 CORPUS CHRISTI, TEXAS 78408 PHONE:361-883-1984	SANITARY SEWER REHAB SEWER LINE PIPE BURSTING AND MANHOLE REHABILITATION	\$ 91,182.80	100% ON 11/2018
39	CITY OF BRYAN 1309 E. M.L. KING STREET, BRYAN TEXAS 77803 FAX:979-209-5500	CITY OF BRYAN ENGINEERING DEPARTEMENT 1309 E. M.L. KING STREET, BRYAN TEXAS 77803 FAX:979-209-5500	STATE HWY 21 WEST SEWER REHAB 700LF OF 8-INCH SANITARY SEWER LINE AND MANHOLES ALONG SH 21 W.	\$ 91,182.80	100% ON 12/2018
40	MILLS DEVELOPMENT & CONSTRUCTION,LLC 931 PHEASANT VALLEY DR. MISSOURI CITY, TEXAS 77489	MILLS DEVELOPMENT & CONSTRUCTION,LLC 931 PHEASANT VALLEY DR. MISSOURI CITY, TEXAS 77489	EMANCIPATION PARK, 6 INCH WATER LINE TRENCHLESS METHOD 6" WATERLINE	\$ 11,950.00	100% ON 7/2018



**T CONSTRUCTION, L.L.C.**  
**2019- QUALIFICATION STATEMENT**

T CON NO.	JOB NO.	OWNER/CONTRACTOR	OWNER	CONTACT INFO	ENGINEER	JOB DESCRIPTION	CONTRACT BEGIN DATE	CONTRACT END DATE	CONTRACT AMT	% COMPLETED
2019-001		T Construction, LLC	H.C.WCD No.21	Benny Daniels 281-734-9470	H.C.WCD No.21	On Call Service repair for water & sanitary sewer	1/1/2019			ON GOING
2019-002		T Construction, LLC	Timber Lane UD	Lauren Blaha 713-783-0042	VanDerWalt & Vogler Incorporated	Sanitary Sewer Rehabilitation to Serve Timber Lane Sections Two, Three and Five	6/2019	9/2019	\$ 255,338.00	ON GOING
2019-003		T Construction, LLC	City of Houston	David Tajado - 832-465-4216	City of Houston	Wastewater Collection System Rehab & Renewal 4275-107			\$ 2,735,791.52	PENDING
2019-004		T Construction, LLC	City of Sugar Hill Village	Steve Smith - 713-365-3773	City of Sugar Hill Village	Yearly Maintenance	1/2019		\$ 68,370.00	100%
2019-005		T Construction, LLC	Mason Creek UD	Jalene Parratt-281-576-7272	Mason Creek UD	Yearly Maintenance	1/1/2019		\$ 76,800.00	100%
2019-006		T Construction, LLC	City of Galveston	Trina Jankowski-409-640-6009	AWC Engineers	30 St. Water Station Utility Plan, Block Pipe Bursting	2/2019	2/2019	\$ 18,800.00	100%
2019-007		T Construction, LLC	Champion Lake	Ryan Odegaard 650-281-6955	Fanall Inc.	County Road 417 Pipe- Culvert Replacement	2/1/2019	3/31/2019	\$ 208,188.00	100%
2019-008		T Construction, LLC	MFWA	MBA BA-713-465-8318	MFWA	Yearly Maintenance	1/2019		\$ 30,800.00	100%
2019-009		T Construction, LLC	Premont Tx	Hector Costaneda 361-483-1904	LHW Engineers	Phase 2 Sanitary Sewer System Improvements	4/2/2019	6/4/2019	\$ 87,300.00	100%
2019-010		T Construction, LLC	City of Galveston	Trina Jankowski-409-640-6009	City of Galveston	Seaward & Frazier St. Block Stack Burst Installation	2/1/2019	2/27/2019	\$ 115,140.00	100%
2019-011		National Works	Blue Ridge West MUD	John Lando 830-875-2770	National Works	WWTP Lift Station Pump Repair	2/2019	2/2019	\$ 38,971.20	100%
2019-012		T Construction, LLC	H.C.FWSD No. 6	Randy Goodney 281-432-2232	H.C.FWSD No. 6	Elbow Sewer Point Repair	2/2019	2/1/2019	\$ 17,110.00	100%
2019-013		T Construction, LLC	H.C.O. WCD#21	Benny Daniels 281-734-9470	ARXX Engineers	Infiltration & Inflow reduction (Sanitary Sewer Repairs) 18-018	4/8/2019	4/8/2020	\$ 1,208,674.00	ON GOING
2019-014		T Construction, LLC	Shedden Road MUD	Javier Vasquez-713-576-3691	City of Houston	2018 Rolling Hills Sanitary Sewer Improvements	4/29/2019	7/19/2019	\$ 257,575.00	ON GOING
2019-015		T Construction, LLC	City of Houston	David Tajado - 832-465-4216	City of Houston	Market St. CIPP			\$ 77,018.76	100%
2019-016		T Construction, LLC	City of Galveston	Trina Jankowski-409-640-6009	City of Galveston	Galveston #19-14, Sanitary Sewer & Force Main Rehab/Tag Installation Annual Service Agreement	5/2019	5/2020	\$ 1,400,000.00	ON GOING
2019-017		T Construction, LLC	City of Houston	David Tajado - 832-465-4216	City of Houston	B-0001-002B-4 Utility Infrastructure Improvements			\$735,730.59	WAITING
2019-018		T Construction, LLC	H.C.WCD #2	Xen Grafton, PE 713-353-7322	James Carter	Water & Sanitary Sewer Rehab Dove Country-2019	7/25/2019	7/2020	\$ 2,864,785.50	ON GOING
2019-019		T Construction, LLC	SAWS	Jessica Goforth-210-333-3889	SAWS	Package V, 2019 Annual Water Distribution Leak Repairs#19-0122	7/17/2019	7/17/2020	\$ 1,300,795.00	ON GOING
2019-020		T Construction, LLC	SAWS	Jessica Goforth-210-333-3889	SAWS	Package VI, 2019 Annual Water Distribution Leak Repairs #19-0124	7/17/2019	7/17/2020	\$ 1,319,800.00	ON GOING
2019-021		T Construction, LLC	City of Beaumont	Cassandra-409-880-1720	City of Beaumont	Holding Rd. sewer Line Replacement WUD319-16	8/2019	8/2019	\$ 1,569,800.00	ON GOING
2019-022		T Construction, LLC	City of Sinton	Hector Costaneda 361-883-1904	LHW Engineers	Wastewater System Improvements project	8/24/2019		\$21,138.00	ON GOING

2019-023	T Construction,LLC	City of Conroe	Phi Nguyen 713-489-9568	WGA Engineers	Lake Conroe Forest Sewer Rehabilitation	8/9/2019	1/2/2020	\$407,227.00	ON GOING
2019-024	T Construction,LLC	City of Conroe	Rafael Carrasquillo-836-522-3145	City of Conroe	Conroe 2019-05, Sanitary Sewer Rehab Forest Estates & Woodson	8/26/2019	4/2/2020	\$2,434,092.50	ON GOING
2019-025	T Construction,LLC	City of Beersmont	Phi Nguyen 713-489-9568	WGA Engineers	Countryside Estates Sewer Collection System Rehabilitation	8/13/2019	1/9/2020	\$256,153.00	ON GOING
2019-026	T Construction,LLC	City of Conroe	Rafael Carrasquillo-836-522-3145	City of Conroe	Conroe 2018-15, Sanitary Sewer Rehab Sec. 7 PH.2	8/26/2019	10/2/2020	\$2,275,913.50	ON GOING
2019-027	T Construction,LLC	City of Oak Ridge North	Michael Carpenter 713-569-0197	Jones Carter	Robbison Road & Hildale Drive Pipe Bursting - TWD9 Phase 2A	8/9/2019	11/9/2019	\$194,130.00	WAITING
2019-028	T Construction,LLC	Sagamewood Utility District	Andrew Williams 713-462-3178	WGA Engineers	Emergency Sanitary Sewer Rehabilitation of Sagedown Ln & Sagsrock Dr	7/22/2019	8/21/2019	\$142,176.00	ON GOING
2019-029	T Construction,LLC	City of Beersmont	Cassandra-409-890-3720	City of Beersmont	Shoeman Dr. Area Pipe Bursting 0819-18	9/23/2019		\$480,986.00	ON GOING
2019-030	T Construction,LLC	SAWS	Jessica Goforth-210-233-3849	SAWS	Installation of New Sanitary Sewer Service Tap	6/7/2019	6/7/2019	\$2,300.00	100%
2019-031	T Construction,LLC	Village Trace	Phi Nguyen 713-489-9568	WGA Engineers	Sewer Collection System Rehabilitation	8/30/2019	1/2020	\$185,545.00	WAITING
2019-032	T Construction,LLC	SAWS	Jessica Goforth-210-233-3849	SAWS	BPC Control Small Diameter Package 2	TBD	TBD	\$1,236,663.00	WAITING
2019-034	T Construction,LLC	Galveston County		Chal Tech Engineer	B19105A, Bulwer Culvert Outfalls	TBD	TBD	\$399,988.00	WAITING

# SECTION 3

REFERENCE: First Houston Properties, Inc.

PROJECT: Storm Culvert Replacement and Asphalt Driveways and Repairs – North Pines

TELEPHONE NO.: 713-960-0067

CONTACT: Mr. Ira Anderson

### QUESTIONS

1. How did T Construction, LLC perform for you on previous projects? (On a scale of 1-10)

Very well, honest business person who handled the project very well.

2. Were you satisfied with their performance?

ANSWER: Satisfied

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "10, were very courteous to the community"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "No, I lived there for a while and it seemed like good work"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER:

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10, very kind people

8. Would you like to have them perform a job for you again?

ANSWER: Yes.



REFERENCE: Jones & Carter, Inc  
PROJECT: 48" Storm Sewer Extension – H.Co MUD #16  
TELEPHONE NO.: 281-363-4039  
CONTACT: Mason Mueller

### QUESTIONS

1. How did T Construction, LLC perform for you on previous projects? (On a scale of 1-10)

Performed very well so a 10

2. Were you satisfied with their performance?

ANSWER: Very Satisfied

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: Neighboring property owners were not really effected, only maybe people walking their dogs or joggers, but there were no complaints.

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: No.

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: No they did not complete within the 60 day contract, this ran a little long, not due to the fault of the contractor, there were mailboxes that needed to be moved and this required a little more time to do so.

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10

8. Would you like to have them perform a job for you again?

ANSWER: Yes I would recommend them again, the supervisor was very attentive and prompt with communication.

REFERENCE: AEI Engineering  
PROJECT: WHCMUD #6- WHCMUD #6  
TELEPHONE NO.: 281-350-7027  
CONTACT:

### QUESTIONS

1. How did T Construction, LLC perform for you on previous projects? (On a scale of 1-10)

Performed very well 10

2. Were you satisfied with their performance?

ANSWER: Satisfied

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 10

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: 'Normal things, some things were not put in correctly so they went back and corrected it'

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: 'Took a little bit longer than the time allotted, I think it was due to them.'

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10

8. Would you like to have them perform a job for you again?

ANSWER: Yes, I still have them contracted for work for us

REFERENCE: Memorial Villages Water Authority  
PROJECT: Various water line and sanitary sewer projects in the Memorial Villages  
TELEPHONE NO.: 713-465-8318  
CONTACT: Mike Montgomery

### QUESTIONS

1. How did T Construction, LLC perform for you on previous projects? (On a scale of 1-10)

Performed very well, 10

2. Were you satisfied with their performance?

ANSWER: Very Satisfied

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 10, no issues beyond typical complaints on any construction project. Good with residents and very courteous.

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: Nothing sticks out as far as issues with any jobs, in fact they are very quick to correct any issues noticed by the client.

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: Yes

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10. Very responsive, very easy to negotiate with. No issues with making repairs that are under warranty.

8. Would you like to have them perform a job for you again?

ANSWER: Yes, T-Con is MVWA's go-to contractor for any on-going issues and emergency repairs and do fantastic work on larger projects. Would love to have them work for us again. They do a good job with concrete flatwork and I am confident they would do a good job on a larger storm sewer project.

**Council Agenda Item Cover Memo**

**12/16/2019**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on the acceptance of the low bid for the 2019 Maintenance Project.**

**SUMMARY/BACKGROUND (WHY):** The City received bids for the 2019 Maintenance Project. Attached is the Bid Tabulation and Letter of Recommendation for On Par Civil Services.

**STAFF RECOMMENDATION:** \_\_\_\_\_  
\_\_\_\_\_

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

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

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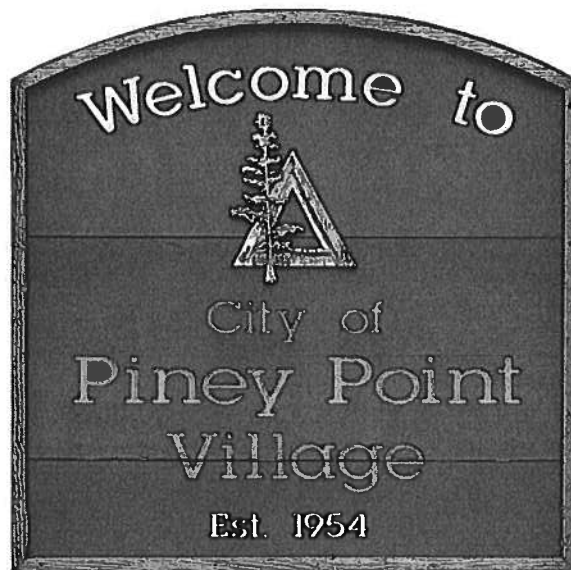
**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

LETTER OF RECOMMENDATION

FOR

2019 Maintenance Project



CITY OF PINEY POINT VILLAGE, TEXAS

DECEMBER 12, 2019

HDR Project No. 19-037



HDR ENGINEERING, INC.  
4828 LOOP CENTRAL DRIVE, SUITE 800  
HOUSTON, TEXAS 77081 (713) 622-9264

December 12, 2019

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

Re: 2019 Maintenance Project  
City of Piney Point Village, Texas  
HDR Job No. 19-037

Dear Mayor and City Council Members:

On December 9, 2019 six (6) bids were received on the above referenced project.

1. Bid Tabulation Sheet – Eight (8) construction firms participated in the bidding process. Each bid was checked for mathematical errors and/or bid irregularities. Appropriate corrections to the errors were made and included in the attached bid tabulations. The errors did not affect the order of the bids. The bids for the total project are as follows:

<b>Contractor</b>	<b>Total Bid</b>
On Par Civil Services	<b>\$325,093.00</b>
Total Contracting Limited	<b>\$344,950.00</b>
T Construction, LLC	<b>\$346,225.00</b>
Triple B Services, L.L.P.	<b>\$359,352.50</b>
RAC Industries	<b>\$368,040.00</b>
TLC Construction	<b>\$422,250.00</b>
Conrad Construction	<b>\$485,850.00</b>
Teamwork Construction Services	<b>\$491,425.00</b>

2. References – On Par Civil Services provided a list of references on projects they previously performed as general contractors. Please see Section 2 of this report.
3. Telephone Conversations with References – Three (3) references were contacted by telephone and were asked to respond to a questionnaire. Generally, the references indicated that they were impressed with the work On Par Services had performed and would use them again in the future. Please see Section 3 of this report.

On Par Services is a company with experience in projects of this nature. For these reasons listed above, we recommend that the City of Piney Point Village award the 2019 Maintenance Project for a total bid of Three Hundred Twenty Five Thousand Ninety Three Dollars and Zero Cents, (\$325,093.00) to On Par Civil Services.

If you have any questions, please feel free to contact us.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in black ink, appearing to read 'J. Moore', written over a light blue horizontal line.

Joseph Moore, P.E., CFM  
City Engineer

# SECTION 1



ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	On-Peay Civil Services		Total Contracting Limited		T Construction, LLC		Tyle B Services, L.L.P.		RAC Industries		TLC Construction		Conrad Construction		Teamwork Construction Services					
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT		
<b>Total Bid Items</b>																							
1	Apply Curbed, complete in place, the sum of	1.6	sq	10,314.31	10,314.31	30,000.00	30,000.00	18,000.00	18,000.00	42,800.00	42,800.00	24,000.00	24,000.00	13,000.00	13,000.00	1,813.00	1,813.00	115,000.00	115,000.00	41,500.00	41,500.00		
2	Apply Pave, complete in place, the sum of	1.6	sq	3,228.50	3,228.50	2,000.00	2,000.00	3,500.00	3,500.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	4,925.00	4,925.00	8,000.00	8,000.00	31,400.00	31,400.00		
3	1" brick embedded concrete sidewalk, complete in place, the sum of	3,375	sq	8.18	27,611.25	12.00	40,500.00	24.00	81,000.00	7.50	25,312.50	10.00	33,750.00	10.00	33,750.00	10.00	33,750.00	13.00	43,875.00	25,150.00	14.00	47,250.00	
4	Curb ramp with detectable warning power, in conformance with ADA requirements, complete in place, the sum of	EA	3	468.77	1,406.31	2,000.00	2,000.00	1,800.00	1,800.00	1,800.00	1,800.00	1,875.00	1,875.00	3,228.00	3,228.00	9,884.00	9,884.00	2,250.00	2,250.00	4,700.00	4,700.00		
5	12" wide steel type reflective pavement contact (thermoelastic) complete in place, the sum of	LF	139	16.86	2,342.54	15.00	2,025.00	10.00	1,390.00	20.00	2,780.00	12.00	1,663.20	10.00	1,390.00	15.00	2,074.50	15.00	2,074.50	14.00	1,932.00	1,400.00	
6	Remove, dispose, and replace 8" concrete curb, complete in place, the sum of	LF	375	10.89	4,083.75	10.00	3,750.00	10.00	3,750.00	20.00	7,500.00	10.00	3,750.00	13.00	4,875.00	10.00	3,750.00	13.00	4,875.00	20.00	7,500.00	24.00	9,000.00
7	New curb-out work, complete in place, the sum of	LF	104	7.71	801.68	10.00	1,040.00	12.00	1,248.00	10.00	1,040.00	10.00	1,040.00	10.00	1,040.00	8.00	832.00	10.00	1,040.00	17.00	1,772.00	21.00	2,184.00
8	Concrete joint repair including removal, disposal, reinforcing joints, domain, joining joint out, and replacement of 7" thick concrete and 12" brick cement mechanical sand aggregate, complete in place, the sum of	SY	1,076	90.47	97,353.52	150.00	161,400.00	115.00	123,750.00	150.00	161,250.00	190.00	203,700.00	140.00	149,800.00	140.00	149,800.00	170.00	183,900.00	170.00	183,900.00	170.00	183,900.00
<b>Total Bid Item Items</b>					<b>154,982.34</b>		<b>344,730.00</b>		<b>234,715.00</b>		<b>254,662.00</b>		<b>264,835.00</b>		<b>328,227.00</b>		<b>368,644.00</b>		<b>422,364.00</b>		<b>491,423.00</b>		
<b>Supplemental Items</b>																							
9	Concrete Embedded Band, complete in place, the sum of	CV	32	83.48	2,671.36	88.00	2,816.00	38.00	1,216.00	118.00	3,784.00	44.00	1,412.00	64.00	2,048.00	64.00	2,048.00	80.00	2,688.00	80.00	2,688.00	42.00	1,392.00
10	Reinforcement, complete in place, the sum of	BA	1	5,233.80	5,233.80	1,000.00	1,000.00	800.00	800.00	2,000.00	2,000.00	100.00	100.00	100.00	100.00	1,878.00	1,878.00	100.00	100.00	100.00	100.00	42.00	42.00
11	Remove tree 12"-24" DBH, complete in place, the sum of	EA	3	5,000.00	15,000.00	1,500.00	4,500.00	2,500.00	7,500.00	8,000.00	24,000.00	4,000.00	12,000.00	12,000.00	36,000.00	1,200.00	3,600.00	2,000.00	6,000.00	2,000.00	6,000.00	1,400.00	4,200.00
12	Plant 2' tree with 18 gallon container, complete in place, the sum of	EA	3	531.80	1,595.40	250.00	750.00	480.00	1,440.00	1,800.00	5,400.00	200.00	600.00	200.00	600.00	1,100.00	3,300.00	250.00	750.00	250.00	750.00	2,400.00	7,200.00
13	Plant 2' tree with 50 gallon container, complete in place, the sum of	EA	2	1,448.00	2,896.00	1,500.00	3,000.00	920.00	1,840.00	1,800.00	3,600.00	1,100.00	2,200.00	1,100.00	2,200.00	1,412.00	2,824.00	1,000.00	2,000.00	1,000.00	2,000.00	3,000.00	6,000.00
14	Clearance jurco, complete in place, the sum of	EA	39	304.00	11,756.00	100.00	3,900.00	580.00	22,620.00	18,750.00	7,312.50	450.00	17,250.00	200.00	7,800.00	310.00	12,090.00	200.00	7,800.00	200.00	7,800.00	7,000.00	28,000.00
15	Plant 4' tree with 100 gallon container, complete in place, the sum of	EA	4	1,154.50	4,618.00	1,500.00	6,000.00	8,000.00	32,000.00	8,000.00	32,000.00	4,000.00	16,000.00	1,700.00	6,800.00	1,700.00	6,800.00	2,000.00	8,000.00	2,000.00	8,000.00	3,500.00	14,000.00
16	Plant tree with 100 gallon container, complete in place, the sum of	EA	4	223.20	892.80	600.00	2,400.00	480.00	1,920.00	1,800.00	7,200.00	300.00	1,200.00	300.00	1,200.00	1,500.00	6,000.00	400.00	1,600.00	400.00	1,600.00	3,700.00	14,800.00
17	Plant 6' tree with 100 gallon container, complete in place, the sum of	EA	4	81.61	326.44	80.00	320.00	25.00	100.00	100.00	400.00	100.00	400.00	100.00	400.00	85.00	340.00	85.00	340.00	85.00	340.00	30.00	120.00
18	Plant 10' tree with 100 gallon container, complete in place, the sum of	EA	189	183.51	34,463.49	10.00	1,890.00	18.00	3,402.00	18.00	3,402.00	45.00	8,505.00	45.00	8,505.00	31.00	5,914.50	1.00	189.00	1.00	189.00	21.00	3,981.00
19	Plant 12' tree with 100 gallon container, complete in place, the sum of	EA	109	112.31	12,241.89	10.00	1,090.00	7.00	763.00	11.00	1,199.00	10.00	1,090.00	10.00	1,090.00	10.00	1,090.00	10.00	1,090.00	10.00	1,090.00	10.00	1,090.00
<b>Total Supplemental Items</b>					<b>95,993.69</b>		<b>27,989.00</b>		<b>38,498.00</b>		<b>33,796.00</b>		<b>25,065.00</b>		<b>32,114.00</b>		<b>25,795.00</b>		<b>32,114.00</b>		<b>32,114.00</b>		
<b>Add Alternative Items</b>																							
20	Removal and disposal of existing storm sewer, complete in place, the sum of	LF	30	20.49	614.70	6.00	180.00	20.00	600.00	20.00	600.00	25.00	750.00	25.00	750.00	48.00	1,440.00	48.00	1,440.00	48.00	1,440.00	64.00	1,632.00
21	Installation and gravel fill existing storm sewer, complete in place, the sum of	CV	13	84.92	1,103.96	170.00	2,210.00	180.00	2,340.00	320.00	4,160.00	250.00	3,250.00	250.00	3,250.00	140.00	1,820.00	140.00	1,820.00	140.00	1,820.00	140.00	1,820.00
22	Removal and disposal of existing storm sewer, complete in place, the sum of	EA	2	276.28	552.56	240.00	480.00	800.00	1,600.00	1,100.00	2,200.00	425.00	850.00	425.00	850.00	1,878.00	3,756.00	1,878.00	3,756.00	1,878.00	3,756.00	1,400.00	2,800.00
23	Installation and gravel fill existing storm sewer, complete in place, the sum of	EA	2	843.00	1,686.00	250.00	500.00	600.00	1,200.00	650.00	1,300.00	625.00	1,250.00	625.00	1,250.00	787.00	1,574.00	1,250.00	2,500.00	1,250.00	2,500.00	1,400.00	2,800.00
24	24" RCP storm sewer (all depths), including bedding and backfill, complete in place, the sum of	SY	379	63.95	24,137.05	35.00	13,265.00	17.00	6,439.00	30.00	11,370.00	22.00	8,349.00	29.00	10,937.00	20.00	7,600.00	20.00	7,600.00	20.00	7,600.00	64.00	24,320.00
25	18" RCP storm sewer (all depths), including bedding and backfill, complete in place, the sum of	LF	298	150.45	44,834.10	125.00	37,125.00	120.00	35,400.00	115.00	34,275.00	125.00	37,125.00	125.00	37,125.00	107.00	32,090.00	107.00	32,090.00	107.00	32,090.00	73.00	21,860.00
26	12" RCP storm sewer (all depths), including bedding and backfill, complete in place, the sum of	EA	4	1,863.45	7,453.80	4,000.00	16,000.00	4,350.00	17,400.00	3,800.00	15,200.00	3,750.00	15,000.00	3,146.00	12,584.00	3,600.00	14,400.00	3,600.00	14,400.00	3,600.00	14,400.00	4,400.00	17,600.00
27	48" Dia Manhole (all depths), including bedding, backfill, complete in place, the sum of	EA	1	2,786.66	2,786.66	4,000.00	4,000.00	4,900.00	4,900.00	4,100.00	4,100.00	5,700.00	5,700.00	4,022.00	4,022.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
28	Conrad proposed storm sewer to existing manhole, complete in place, the sum of	EA	1	1,838.88	1,838.88	1,000.00	1,000.00	3,200.00	3,200.00	1,000.00	1,000.00	1,375.00	1,375.00	207.00	207.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	8,400.00	8,400.00
29	French Drain, complete in place, the sum of	LF	238	1.18	280.84	1.00	238.00	3.00	714.00	1.00	238.00	1.00	238.00	1.00	238.00	1.00	238.00	1.00	238.00	1.00	238.00	1.00	238.00
30	Proposed construction to existing pipe drain, complete in place, the sum of	EA	1	432.71	432.71	100.00	100.00	800.00	800.00	1,800.00	1,800.00	1,325.00	1,325.00	1,325.00	1,325.00	450.00	450.00	450.00	450.00	450.00	450.00	480.00	480.00
31	4" PVC pipe drain, complete in place, the sum of	LF	35	35.44	1,240.40	30.00	1,050.00	18.00	630.00	1,800.00	63,000.00	70.00	2,450.00	20.00	700.00	44.00	1,550.00	30.00	1,050.00	30.00	1,050.00	1,000.00	35,000.00
32	Remove and install existing section fence, complete in place, the sum of	LF	39	36.04	1,405.56	20.00	780.00	27.00	1,053.00	40.00	1,560.00	30.00	1,170.00	30.00	1,170.00	55.00	2,145.00	55.00	2,145.00	55.00	2,145.00	1.00	36.04
<b>Total Add Alternative Items</b>					<b>86,227.22</b>		<b>76,340.00</b>		<b>73,190.00</b>		<b>73,490.00</b>		<b>73,630.00</b>		<b>61,700.00</b>		<b>68,960.00</b>		<b>68,960.00</b>		<b>68,960.00</b>		
<b>Total Bid Items</b>					<b>154,982.34</b>		<b>344,730.00</b>		<b>234,715.00</b>		<b>254,662.00</b>		<b>264,835.00</b>		<b>328,227.00</b>		<b>368,644.00</b>		<b>422,364.00</b>		<b>491,423.00</b>		
<b>Total Supplemental Items</b>					<b>95,993.69</b>		<b>27,989.00</b>		<b>38,498.00</b>		<b>33,796.00</b>		<b>25,065.00</b>		<b>32,114.00</b>		<b>25,795.00</b>		<b>32,114.00</b>		<b>32,114.00</b>		
<b>Total Add Alternative Items</b>					<b>86,227.22</b>		<b>76,340.00</b>		<b>73,190.00</b>		<b>73,490.00</b>		<b>73,630.00</b>		<b>61,700.00</b>		<b>68,960.00</b>		<b>68,960.00</b>		<b>68,960.00</b>		
<b>TOTAL BID AMOUNT:</b>					<b>337,203.25</b>		<b>449,059.00</b>		<b>346,403.00</b>		<b>362,548.00</b>		<b>368,665.00</b>		<b>422,041.00</b>		<b>463,599.00</b>		<b>523,838.00</b>		<b>632,917.00</b>		

Itemwork Error Controlled by Engine

# SECTION 2



## *On Par Civil Services*

SITE DEVELOPMENT | UTILITIES | CONCRETE

December 10, 2019

### List of References:

Reimundo Resendez, Mechanical Superintendent  
Dixie Chemical  
Cell: 281-513-8370  
Email: [rresendiz@dixiechemical.com](mailto:rresendiz@dixiechemical.com)

Michael Boaz, Director of Engineering  
Dixie Chemical  
Office: 281-474-3271

Eddie Breedlove, Estimator/Project Manager  
Belknap Plumbing Systems Inc  
Cell: 281-389-3838  
Email: [eddie@belknapplumbing.com](mailto:eddie@belknapplumbing.com)

Miguel Garcia, Estimator/Project Manager  
Harper Brothers  
Cell: 281-222-5839  
Email: [Miguel.garcia@harperbro.com](mailto:Miguel.garcia@harperbro.com)

Paul Ortiz, General Superintendent  
Johnson Brothers Inc.  
Cell: 281-838-6200  
Email: [paul.ortiz195581@yahoo.com](mailto:paul.ortiz195581@yahoo.com)



## *On Par Civil Services*

SITE DEVELOPMENT | UTILITIES | CONCRETE

Jay Hamel, Project Executive  
Turner Construction  
Office: 713-358-8210  
Cell: 832-492-7748  
Email: [jhamel@tcco.com](mailto:jhamel@tcco.com)

Jim Miller, Surety Bonds  
Technical Assurance, L.L.C.  
Cell: (281) 413-0152  
Email: [jmiller@technical-assurance.com](mailto:jmiller@technical-assurance.com)

# SECTION 3

REFERENCE: Belknap Plumbing Systems Inc  
PROJECT:  
TELEPHONE NO.: Eddie Breedlove  
CONTACT: 281-389-3838

### QUESTIONS

1. How did On Par Civil Services perform for you on previous projects? (On a scale of 1-10)

They were very committed with their work, and it shows, they would attend all meetings and all work was finished on time without a hitch.

2. Were you satisfied with their performance?

ANSWER: Very satisfied, they are good people.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 10, very friendly and would attend all meetings

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: No problems with any work.

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: The subcontract work is perform accurately and fast before work given done, they had a window of 3 weeks to complete work and finished within two weeks.

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10

8. Would you like to have them perform a job for you again?

ANSWER: Absolutely, they are the go to for a lot of private contract work

Work Performed: Storm Sewers, Waterlines, beltwork, concrete

REFERENCE: Turner Construction  
PROJECT:  
TELEPHONE NO.: 713-358-8210  
CONTACT: Jay Hamel

### QUESTIONS

1. How did On Par Civil Services perform for you on previous projects? (On a scale of 1-10)

Very knowledgeable and good understanding of work.

2. Were you satisfied with their performance?

ANSWER: Very satisfied.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "10 with Rogelio & his group but whatever other hubs were used was not so well."

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "No problems with Rogelio & his team."

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "Finished on time, only because of Rogelio & his team, everyone else was not on par."

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10

8. Would you like to have them perform a job for you again?

ANSWER: Yes he is very solid and had a good head on his shoulders.

Work Performed: Site, utilities and concrete for parking lot at the airport.

REFERENCE: Harper Brothers  
PROJECT:  
TELEPHONE NO.: 281-222-5839  
CONTACT: Miguel Garcia

### QUESTIONS

1. How did On Par Civil Services perform for you on previous projects? (On a scale of 1-10)

They performed well

2. Were you satisfied with their performance?

ANSWER: Satisfied with performance.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 8.5

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 9

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: No, none of my projects.

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: Yes, they finished on time.

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10

8. Would you like to have them perform a job for you again?

ANSWER: Yes, I would like to have them work on more projects with me

Work Performed: Waterlines, Sewers, TxDOT Projects



**Council Agenda Item Cover Memo**

**12/16/2019  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on an amendment to HDR's Contract for the Beinhorn Drainage and Sidewalk Improvements Project contract to revise the scope of Construction Observation Services from Full-Time to Half-Time.**

**SUMMARY/BACKGROUND (WHY):** HDR previously submit a proposal for professional engineering services for the Beinhorn Drainage and Sidewalk Improvements Project which included a task for full-time construction site observation phase services. The City has since request that HDR provide half-time site observation phase services instead of full-time services. Attached is an amendment to HDR's contract revising the site observation services from full-time to half-time services.

**STAFF RECOMMENDATION:** \_\_\_\_\_  
\_\_\_\_\_

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

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



December 11, 2019

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

Re: Amendment to Fee Proposal for Professional Engineering Services for Reduced Scope of Work for Site Observation  
Beinhorn Drainage and Sidewalk Improvements Project  
City of Piney Point Village  
HDR Job No. 19-020  
Amendment #1

HDR Engineering, Inc. (HDR) is pleased to submit this amendment to the fee proposal, which the City Council authorized on March 13, 2019, for the design, bid, construction management and full-time site observation phase services for the Beinhorn Paving & Drainage Improvements Project.

Council request that HDR provide half-time site observation services instead of full-time site observation services as provided in the above referenced proposal. This amendment addresses the reduced scope of work for site observation services.

**Site Observation**

Per Council's request, HDR will provide half-time site observation services for the estimated construction duration of six (6) months for the project at an average of four (4) hours a day. The scope of services will be performed in accordance with the proposal for the Beinhorn Drainage and Sidewalk Improvements Project authorized on March 13, 2019.

**Amended Fee Amount**

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

**REDUCTION OF SITE OBSERVATION PHASE SERVICES:**

	<b><u>Fee Reduction</u></b>
<b><u>Site Observation Fees:</u></b>	<b><u>\$(62,500.00)</u></b>
<b>TOTAL AMOUNTS</b>	<b><u>\$(62,500.00)</u></b>

Therefore, the total fee amendment is a decrease of \$62,500.00. The total contract, including this amendment, is now as follows:

hdrinc.com

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T (713) 822-9284 F 713,822.9285  
Texas Registered Engineering Firm F-754

Design Phase (Lump Sum)	\$ 64,975.00
Geotechnical Services (Lump Sum)	\$ 2,500.00
Urban Forestry Services (Cost + 10%)	\$ 6,500.00
Traffic Control (Lump Sum)	\$ 3,370.00
Storm Water Pollution Protection Plan (Lump Sum)	\$ 2,100.00
TDLR Review, Inspection, and Filing (Cost + 10%)	\$ 2,000.00
Bid Phase (Lump Sum)	\$ 5,900.00
Construction Management (Lump Sum)	\$ 30,200.00
Full Time Site Observation (Not to Exceed)	\$142,000.00
-Time & Materials	
*Construction Material Testing (Not to Exceed)	\$ 23,900.00
<u>Amendment #1</u>	<u>(\$62,500.00)</u>
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$220,945.00</b>

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

Sincerely

HDR Engineering, Inc.



David Weston  
Vice President/Area Manager

Acceptance: City of Piney Point Village, Texas

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

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

**Council Agenda Item Cover Memo**

**12/16/2019**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on authorization of Construction Management and Materials Testing Phase Services on HDR's contract for the Beinhorn Drainage and Sidewalk Improvements Project.**

**SUMMARY/BACKGROUND (WHY):** Council previously approved a portion of HDR's proposal for Professional Engineering Services for the Beinhorn Drainage and Sidewalk Improvements Project to provide bid phase services. Council requested that HDR present the proposal for the same project for the Professional Engineering Services to provide Construction Management and Materials Testing Phase Services during construction of the Beinhorn Drainage and Sidewalk Improvements Project. The proposal is attached for reference – *for clarification, this is the same proposal (scope and fees) presented and approved by Council, HDR is only seeking approval of the construction management and materials testing phase services.*

**STAFF RECOMMENDATION:** \_\_\_\_\_

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

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



February 20, 2019

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

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

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

#### **GENERAL OVERVIEW**

This proposal provides a description of the engineering services required for the drainage and sidewalk improvements for Beinhorn Road in the City of Piney Point Village. The improvements consist of the installation of a storm sewer and sidewalk on the south side of the road from North Piney Point Road to Hedwig Road.

#### **PROJECT UNDERSTANDING:**

The drainage system on Beinhorn Road consists of a 24-inch storm sewer system on the north side that serves the City of Hedwig Village and an open ditch and driveway culvert system on the south side of the road. It was noted in the 2010 Master Drainage Study that the driveway culverts were undersized and ditches were in need of regrading. The existing driveway culverts are also not set at elevations to provide for adequate slope on the ditch. The proposed drainage improvements on Beinhorn Road consists of the installation of a storm sewer system on the south side of the road with storm sewer ranging in size from 42-inch storm sewer starting at Hedwig Road to a 24-inch storm sewer near North Piney Point Road.

It has been reported that significant ponding and sheet flow occur on Grecian Way during heavy rain events due to insufficient drainage systems on Beinhorn Road and Grecian Way. The drainage system on Grecian Way consists primarily of open ditches and driveway culverts with the exception of an 18-inch storm sewer at 610 Grecian Way. This storm sewer is very shallow and approximately half of the pipe is exposed above ground. The overall system is shallow and culverts are not set at elevations which allow for adequate slopes on the ditch. The proposed improvements include the installation of 24-

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Texas Registered Engineering Firm F-754

inch storm sewer and inlets starting at the proposed storm sewer on Beinhorn Road and continuing south to the cul-de-sac.

The proposed improvements also include the installation of a 7-foot wide sidewalk on the south side of Beinhorn Road from North Piney Point Road to Hedwig Road. The proposed sidewalk will tie-into the existing sidewalks on both streets.

The City obtained survey of Beinhorn Road in 2015 for the Beinhorn Paving Improvements Project and survey of Grecian Way in 2017 under the on-going services contract. Survey for both of these streets will be utilized for this project.

The engineer's opinion of probable construction costs for the above described projects is \$1,011,530.00

### **SCOPE OF SERVICES**

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

#### **I. DESIGN PHASE SERVICES**

##### **A. Basic Design Phase Services**

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

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

## **B. Special Services**

### **1. Geotechnical Services**

- The City also obtained soil borings from Tolunay-Wong Engineers during the Beinhorn Paving Improvements Project. The previous soil boring information will be used to provide recommendation for this project.
- Review the Tolunay-Wong Engineers geotechnical report to provide a memo containing geotechnical recommendations for the design and construction of the proposed storm sewer and sidewalk improvements.
- Provide OSHA recommendations for shallow open-cut excavations and recommendations for bedding and backfill of the gravity storm sewer pipes in accordance with the City of Houston standards.

The above scope items as based on the following assumptions:

- The proposed sewer line is outside the edges of pavement except for storm sewer crossings perpendicular to the road
- The existing ditch will be filled in and grate inlets will feed into the proposed storm sewer
- No additional geotechnical field investigation is planned
- The proposed storm sewer will be placed less than 10-feet below grade and existing geotechnical borings are 10 to 15-feet below grade along the proposed alignment
- Environmental and geologic fault studies are beyond the scope of the study

### **2. Urban Forestry Services**

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

### **3. Traffic Control Plan**

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



**4. Storm Water Pollution Protection Plan**

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

**5. TDLR Review, Inspection, and Filing**

- HDR will utilize a subconsultant that specializes in the reviewing and approval process of projects that require a formal review by the TDLR. This is required for this project to meet the requirements of the Americans with Disabilities Act with regards to accessibility standards.

**II. BID PHASE SERVICES**

**A. Basic Services**

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

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

### **III. CONSTRUCTION PHASE SERVICES**

#### **A. Basic Services – Construction Management**

- Act as the City's Project Representative during the construction phase.
- Review and respond accordingly to submittals as required by the contract specifications.
- Respond to RFI's and prepare change orders necessitated by field conditions.
- Review the contractor's pay estimates, evaluate the completion of work, and make payment recommendations to the City.
- Visit the site periodically to observe the progress and quality of executed work and to determine in general if such work is proceeding in accordance with the contract documents. Full time site representation (construction observation) is not included as part of the Basic Services for Construction Administration. Full time representation is included in the Construction Phase - Special Services.
- HDR will not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the Contractor(s) or the safety precautions and programs incident to the work of the Contractor(s). HDR's effort will be directed toward providing a greater degree of confidence for the City that the completed work of Contractor(s) will conform to the Contract Documents, but HDR will not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents. During site visits HDR shall keep the City informed of the progress of the work, shall endeavor to guard the City against defects and deficiencies in such work and may disapprove or reject work failing to conform to the Contract Documents.
- Conduct a final review of the Project and make a recommendation for Final Payment on the Project.
- Engineer shall provide the City one electronic copy of record plans based on the drawings provided to the Engineer by the Contractor(s).
- A public meeting with residents is not included in this scope of services. If the City determines that a public meeting is warranted, HDR will perform such services under the existing on-going contract with the City.

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

### **1. Material Testing**

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

### **2. Full Time Site Representation Services**

- Provide one construction observer (on-site representative) to observe the daily progress of construction activities and to assist in the interpretation of plans and specifications. The estimated construction duration for the project will be 6 months. The on-site representative will be on site an average of 40 hours a week for the project.
- Provide support to the on-site representative through supervisory and administrative services.
- Provide engineering and technical office personnel support throughout construction. This is to attend project progress meetings, provide on-site support to address Contractor's questions, resident's concerns and conflict issues.
- In the event of rain days where construction may be hindered or stopped, the representative will be on-site long enough to verify that inclement weather has occurred and the associated impact on the Contractor and construction.
- The on-site representative shall maintain daily reports.
- The on-site representative will coordinate with the Contractor's representative to estimate quantities installed on the project. The on-site representative will review the Contractor's quantity measurements prior to HDR's project manager processing the Contractor's periodic monthly payment request.
- The on-site representative will aid in the coordination of activities of the testing laboratory.
- The on-site representative will coordinate with the City and the Contractor for construction scheduling, resident notification, and complaints.

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

#### **ADDITIONAL SERVICES**

- "Additional Services" shall only be performed when directed by the City to HDR. These services are not considered normal or customary engineering services.
- Services resulting from significant changes in the Project or its design, including but not limited to, changes in size, complexity, the City's schedule, or character of construction or method of financing; and revising previously accepted studies, reports design documents or Contract Documents when such revisions are due to causes beyond HDR's control.
- Preparing documents for alternate bids outside of the original scope requested by the City or documents for out of sequence work.
- Preparing to serve or serving as a consultant or witness for the City in any litigation, public hearing or other legal or administrative proceeding involving the Project.
- Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) a significant amount of

defective or neglected work of Contractor(s), (3) prolongation of the construction contract time, (4) acceleration of the progress schedule involving services beyond normal working hours and (5) default of Contractor.

- HDR will endeavor to appraise the City of any potential additional or extended services that may result from the above listed items, prior to HDR's expenditure of time on such services. As previously noted, any such extended or additional services shall only be performed when directed by the City to HDR.

**FEE SCHEDULE**

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

<b><u>Beinhorn Drainage and Sidewalk Improvements Project</u></b>	<b><u>Total Fees</u></b>
Design Phase (Lump Sum)	\$ 64,975.00 Previously approved
Geotechnical Services (Lump Sum)	\$ 2,500.00 Previously approved
Urban Forestry Services (Cost + 10%)	\$ 6,500.00 Previously approved
Traffic Control (Lump Sum)	\$ 3,370.00 Previously approved
Storm Water Pollution Protection Plan (Lump Sum)	\$ 2,100.00 Previously approved
TDLR Review, Inspection, and Filing (Cost + 10%)	\$ 2,000.00 Previously approved
Bid Phase (Lump Sum)	\$ 5,900.00 Previously approved
Construction Management (Lump Sum)	\$ 30,200.00 SEEKING APPROVA
Full Time Site Observation (Not to Exceed) -Time & Materials	\$142,000.00
*Construction Material Testing (Not to Exceed) -Time & Materials	\$ 23,900.00 SEEKING APPROVA

**Beinhorn Road Drainage and Sidewalk Improvements Project** **\$283,445.00**

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

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

Construction	\$1,011,530.00
Engineering	\$ 141,445.00
<u>Observation Fees</u>	<u>\$ 142,000.00</u>
<b>Total Project Cost</b>	<b>\$1,294,975.00</b>

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

**SCHEDULE**

It is estimated that the schedule to accomplish the Design Phase is four (4) months from the date of authorization to proceed, the bid phase will be one (1) month, execution of the contract document will be one (1) month, and construction will take approximately six(6) months.

**INVOICES**

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

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

Sincerely


HDR ENGINEERING, INC.

  
David Weston  
Vice President/Department Manager

Acceptance: City of Piney Point Village, Texas

By:

Date:

  
3/13/19

**Council Agenda Item Cover Memo**

**12/16/2019**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on a 20-foot easement at #2 White Pillars for proposed storm sewer improvements.**

**SUMMARY/BACKGROUND (WHY):** Dr. Light at #2 White Pillars has sent a proposed drainage easement document for the drainage improvements included in the 2019 Maintenance Project at his property to David Olson and will be presented here for discussion and possible action.

**STAFF RECOMMENDATION:** \_\_\_\_\_

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**ESTIMATED COST:** N/A

**FUNDING SOURCE:** \_\_\_\_\_

**CURRENT BUDGETED ITEM:** YES  NO

**EMERGENCY REQUEST:** YES  NO

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes





within the limits of the Easement,

into the New Drainage Pipe. The City agrees to allow for Light to stub the New Drainage Pipe to Light's drainage lines when it installs such New Drainage Pipe.

2. **Removal of Existing Driveway.** The City acknowledges that the new location of the Easement and the Easement Tract will be under the driveway located on the Burdened Property. The City agrees, at its sole cost and expense, to remove the entire driveway, to install the New Drainage Pipe within the New Easement Tract, to backfill the Easement and to rough grade the area where the driveway was located so that Light may install a new driveway at its cost.

3. **Plugging of Old Drainage Pipe.** The City and Light hereby agree that the Existing Easement Tract is hereby relinquished and abandoned, and the City will, at its sole cost and expense, plug the pipeline within the Existing Easement Tract upon completion of installation of the New Drainage Pipe. The City agrees to restore the surface of the Burdened Property to the extent disturbed by the plugging of the Old Pipe.

4. **Maintenance of Easement.** The City hereby agrees that it shall be solely responsible for the maintenance of the Easement and the New Drainage Pipe. The City shall be responsible at its sole cost and expense for any damage caused to the Burdened Property from any repairs or maintenance of the Easement, including repairing and replacing any walls, improvements and paving (including the new driveway) on the Burdened Property from and after the initial installation of the New Drainage Pipe.

5. **No Further Amendment.** Except as expressly amended by this Amendment, the terms and provisions of the original Easement Agreement remain in full force and effect and apply to the Easement and New Easement Tract.

6. **Binding Agreement.** This Amendment shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective legal representatives, successors and permitted assigns.

7. **Severability.** If any provision of this Amendment, or the application thereof to any person or circumstance, shall, for any reason and to any extent, be invalid or unenforceable, the remainder of this Amendment and the application of such provision to other persons or circumstances shall not be affected thereby but rather shall be enforced to the greatest extent permitted by applicable law.

8. **Counterparts.** This Amendment may be executed in multiple counterparts, each of which shall constitute an original, but all of which shall constitute one and the same agreement.

[Remainder of Page Intentionally Left Blank]

Council does not permit the installation of brick walls, concrete driveways, etc. within City drainage easements. The City does not want to be responsible to replacing/repairing these items in the event they are removed or damaged during required maintenance on the pipe with the City Easement.

**EXECUTED** on the respective dates of the acknowledgments of the parties as set forth below.

**GRANTOR:**

\_\_\_\_\_  
**DAVID W. LIGHT, IV**

\_\_\_\_\_  
**SUSAN LIGHT**

**GRANTEE:**

**CITY OF PINEY POINT VILLAGE**

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**STATE OF TEXAS**                   §  
                                                 §  
**COUNTY OF HARRIS**           §

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_,  
2019, by **DAVID W. LIGHT, IV.**

\_\_\_\_\_  
Notary Public in and for the State of Texas

**STATE OF TEXAS**                   §  
                                                 §  
**COUNTY OF HARRIS**           §

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_,  
2019, by **SUSAN LIGHT.**

\_\_\_\_\_  
Notary Public in and for the State of Texas

**STATE OF TEXAS**

§

**COUNTY OF HARRIS**

§

§

This instrument was acknowledged before me on this \_\_\_ day of \_\_\_\_\_, 2019, by \_\_\_\_\_, the \_\_\_\_\_ of **CITY OF PINEY POINT VILLAGE, TEXAS**.

\_\_\_\_\_  
Notary Public in and for the State of Texas

**EXHIBIT "A-1"**

**Depiction of Easement**

**EXHIBIT A-2**

**Legal Description**

0.1125 Acre  
(4,900 Sq. Ft.)

Isaac Bunker Survey, A-121  
John D. Taylor Survey, A-72  
Piney Point Village, Harris County, Texas

STATE OF TEXAS  
COUNTY OF Harris

**0.1125 Acre Drainage Easement**

Being a 0.1125 acre (4,900 square foot) tract situated partially in the Isaac Bunker Survey, A-121 & partially in the John D. Taylor Survey, A-72, Piney Point Village, Harris County, Texas, same being out of Lot 2, Block 1 of SUALSA-IN-TOWN, a subdivision plat of record in Volume (Vol.) 151, Page (Pg.) 65 of the Harris County Map Records (H.C.M.R.), same being out a tract of land conveyed to David W. Light, et ux. by deed filed for record in the Harris County Clerk File (H.C.C.F.) Number (No.) 20100243930; said 0.1125 acre easement further described by metes and bounds as follows: (bearings and distances are based on Texas Coordinate of 1983, South Central Zone No. 4204)

**BEGINNING** in the south Right-of-Way (R.O.W.) line of Pillars Lane (Called 50 feet wide) as recorded in Vol. 151, Pg. 65 H.C.M.R., same being the southwest end of a Cul-de-sac of said Pillars Lane, the northwest corner of Lot 3 of said plat of SUALSA-IN-TOWN, the northeast corner of said Lot 2 and of the herein described easement;


**THENCE**, South 02° 12' 48" East, departing said south R.O.W. line and along the common line of said Lot 2 and Lot 3, a distance of 244.87 feet to a point in the north line of Lot 4, Block 1 of JEFFERS COURT, a subdivision plat of record in Vol. 316, Pg. 102 of the H.C.M.R., same being the common south corner of said Lot 2 and Lot 3 and being the southeast corner the herein described easement;

**THENCE**, South 86° 56' 27" West, along the common line of said Lot 2 and Lot 4, a distance of 20.00 feet to a point for the southwest corner of the herein described easement

**THENCE**, North 02° 12' 48" West, departing said common line, over and across said Lot 2, a distance of 245.17 feet to a point in the south R.O.W. line of the aforesaid Pillars Lane for the northwest corner of the herein described easement;

**THENCE**, North 87° 47' 12" East, along said south R.O.W. line, a distance of 20.00 feet to the said **POINT OF BEGINNING**, containing 0.1125 acre (4,900 square foot) of land.

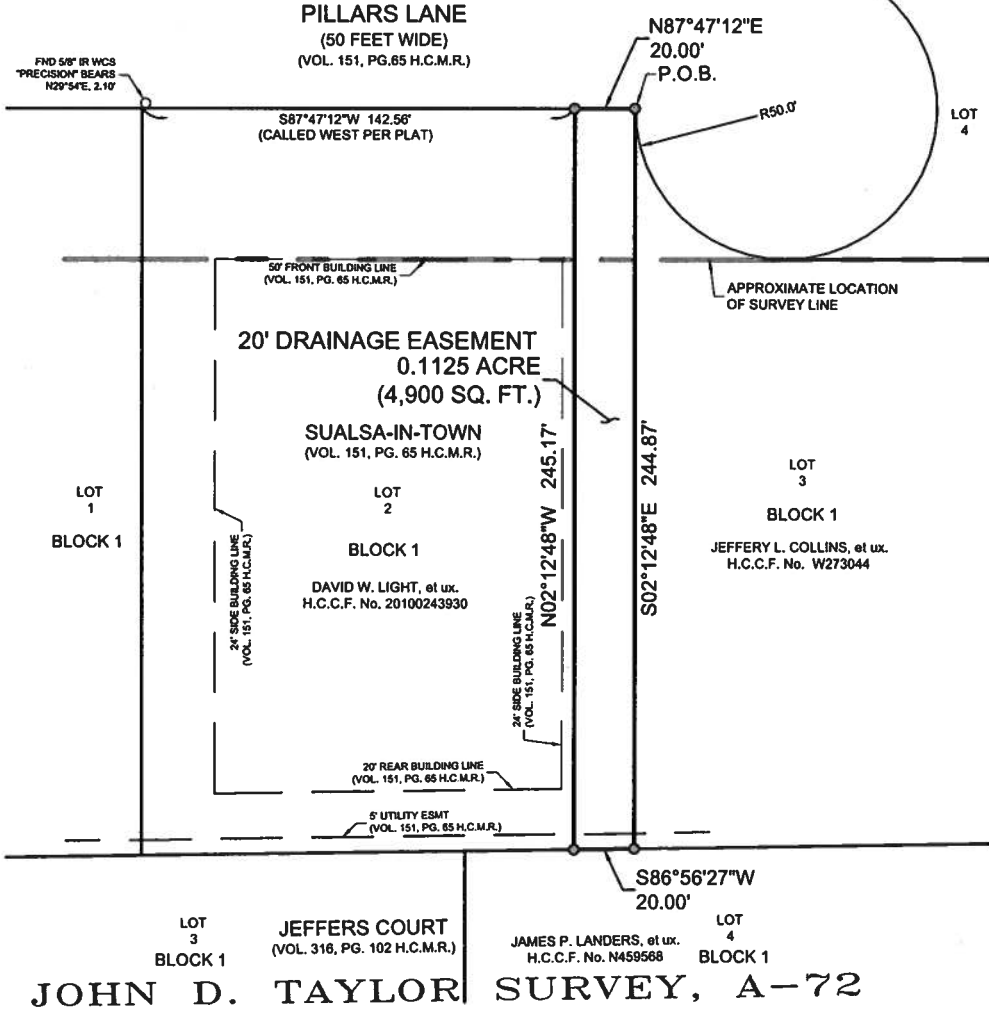


 6-5-19  
David Powell Brister, RPLS 6537

**MBCO Engineering, LLC.**



# ISAAC BUNKER SURVEY, A-121



JOHN D. TAYLOR SURVEY, A-72

LOT 3 BLOCK 1 JEFFERS COURT (VOL. 316, PG. 102 H.C.M.R.)

LOT 4 BLOCK 1 JAMES P. LANDERS, et ux. H.C.C.F. No. N459568

### ABBREVIATIONS LEGEND:

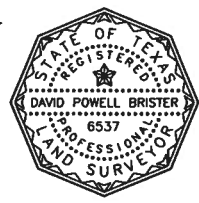
ESMT	EASEMENT
FND	FOUND
H.C.C.F.	HARRIS COUNTY CLERK'S FILE.
H.C.M.R.	HARRIS COUNTY MAP RECORDS
IR	IRON ROD
No.	NUMBER
PG.	PAGE
P.O.B.	POINT OF BEGINNING
SQ. FT.	SQUARE FEET
VOL.	VOLUME

### NOTES:

1. There exists a separate Metes and Bounds description of this easement.
2. Corners have not been staked, unless noted otherwise.
3. All bearings shown hereon are based on the Texas Coordinate System of 1983, South Central Zone No. 4204.

*David Powell Brister*

David Powell Brister  
Registered Professional  
Land Surveyor  
Texas Registration No. 6537



**20 FEET WIDE DRAINAGE EASEMENT**  
0.1125 ACRE (4,900 SQ. FT.)  
J.D. TAYLOR SURVEY, A-72 &  
ISAAC BUNKER SURVEY, A-121  
PINEY POINT VILLAGE, HARRIS COUNTY, TEXAS

**MBCO**  
ENGINEERING & SURVEYING

1505 Highway 6 South  
Suite 180  
Houston, Texas 77077  
TBPE Reg. No. F18850  
TBPLS Reg. No. 10194112  
Phone: 281-760-1656  
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PROJECT No. 66.19.01	DATE: JUNE 05, 2019
KEY MAP: 490 G	DRAWN BY: G. MATA
FIELD BOOK: N/A	CHECKED BY: DAVE BRISTER
SCALE: 1" = 40'	DWG. No. 66.19.01_20DE(LOT2)

**Council Agenda Item Cover Memo**

**12/16/2019**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on acceptance of Wilding Lane Drainage and Paving Improvements PER.**

**SUMMARY/BACKGROUND (WHY):** HDR has completed the preliminary engineering report for the Wilding Lane Drainage and Paving Improvements Project and has previously presented the report to the City. HDR is submitting the preliminary engineering report to the City for acceptance.

**STAFF RECOMMENDATION:** \_\_\_\_\_  
\_\_\_\_\_

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**ESTIMATED COST:** See attached      **FUNDING SOURCE:** \_\_\_\_\_

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

**Council Agenda Item Cover Memo**

**12/16/2019  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Authorization of HDR Contract for Final Design Services for the Wilding Lane Drainage and Paving Improvements Project.**

**SUMMARY/BACKGROUND (WHY):** HDR previously presented Council with the preliminary engineering report for the Wilding Lane Drainage and Paving Improvements Project. Council requested that HDR present the proposal for the same project for the Professional Engineering Services to provide Final Design Phase Services which will allow HDR to proceed with preparing plans, specifications, and contract documents for bidding and construction. The proposal is attached for reference – *for clarification, this is the same proposal (scope and fees) presented and approved by Council, HDR is only seeking approval of the final design phase services.*

**STAFF RECOMMENDATION:** \_\_\_\_\_  
\_\_\_\_\_

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**ESTIMATED COST:** N/A

**FUNDING SOURCE:** \_\_\_\_\_

**CURRENT BUDGETED ITEM:** YES  NO

**EMERGENCY REQUEST:** YES  NO

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



April 17, 2019

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

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

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

#### **GENERAL OVERVIEW**

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

#### **PROJECT UNDERSTANDING:**

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

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

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

hdrinc.com

4828 Loop Central Drive, Suite 800, Houston, TX 77081-2220  
T (713) 622-9264 F 713.622.9265  
Texas Registered Engineering Firm F-754

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

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

### **SCOPE OF SERVICES**

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

#### **I. DESIGN PHASE SERVICES**

##### **A. Basic Preliminary Engineering Services**

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

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

**B. Basic Final Design Services**

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

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

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

### **C. Special Services**

#### **1. Geotechnical Services**

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

#### **2. Urban Forestry Services**

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

### **3. Traffic Control Plan**

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

### **4. Storm Water Pollution Protection Plan**

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

### **5. Preliminary Engineering Report Presentation**

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

### **6. Reimbursable Expenses**

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

## **II. BID PHASE SERVICES**

### **A. Basic Services**

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

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



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

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

### **III. CONSTRUCTION PHASE SERVICES**

#### **A. Basic Services – Construction Management**

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

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

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

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

### **1. Material Testing**

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

### **2. Full Time Site Representation Services**

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

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

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

#### **ADDITIONAL SERVICES**

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

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

**FEE SCHEDULE**

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

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

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

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

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

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

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

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

**SCHEDULE**

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

**INVOICES**

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

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

Sincerely

HDR ENGINEERING, INC.




David Weston  
Vice President/Department Manager

Acceptance: City of Piney Point Village, Texas

By:

Date:

  
05/01/2019

**Council Agenda Item Cover Memo**

**12/16/2019  
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 Lane Project, the Beinhorn Road Project, the Wilding Lane Project, the 2019 Maintenance Project, other various maintenance projects, and future projects.

**STAFF RECOMMENDATION:** \_\_\_\_\_  
\_\_\_\_\_

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**ESTIMATED COST:**   N/A   **FUNDING SOURCE:** Bond, City, and Metro Funds

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



**Engineer's Status Report**  
City of Piney Point Village  
HDR Engineering, Inc.  
City Council Meeting Date: December 16, 2019

**1. Surrey Oaks Paving & Drainage Improvements**

The Contractor, RAC Industries, has begun work on the Surrey Oaks Paving & Drainage Improvements Project. As of December 12<sup>th</sup>, the Contractor has completed the pipe bursting of the 8-inch sanitary sewer line and reconnection of all sanitary sewer services. The Contractor is working to determine if water line work will be started the week of Dec. 16<sup>th</sup> – 20<sup>th</sup>. Currently it is not anticipated that the water line services to homes will not be interrupted until after the New Year. The MVWA will notify all residents prior to any planned interruptions of water service. The Contractor will begin breaking out the concrete at the North Piney Point Road and Surrey Oaks intersection to complete the storm sewer tie-in on Monday, January 6<sup>th</sup>. The Contractor anticipates that the northbound lane of North Piney Point Road at Surrey Oaks will be closed for approximately 1 week.

HDR will continue coordinating with the Contractor on the schedule for the proposed water line and North Piney Point Road closures and provide updates to the City as soon as they become available.

**2. Beinhorn Drainage & Sidewalk Improvements Project**

Bids were opened for the Beinhorn Drainage & Sidewalk improvements project on Monday, December 9<sup>th</sup>. T-Construction submit the lowest bid at a total of \$998,644.00. The Engineer's Opinion of Probable Construction Costs was \$1,263,140.00. The following is a summary of the bids received:

<b>Contractor</b>	<b>Total Bid</b>
T Construction, L.L.C.	<b>\$998,644.00</b>
AR Turnkee Construction	<b>\$1,102,110.00</b>
Triple B Services, LLC	<b>\$1,246,420.38</b>
RAC Industries	<b>\$1,398,547.00</b>
Total Contracting Limited	<b>\$1,435,020.00</b>
Conrad Construction Co., LTD	<b>\$1,465,900.00</b>

There is a Letter of Recommendation to Council to award the Beinhorn Project contract to T-Construction in a separate agenda item. If the Contract is awarded, HDR will begin executing the contracts, holding pre-construction meetings, and reviewing submittals. HDR will also schedule a pre-construction meeting with residents and the Contractor to provide information about the construction project. It is anticipated that construction may start in mid- to late- January.





**3. Wilding Lane Drainage & Paving Improvements Project**

The City and HDR met with residents on Wilding Lane on December 4<sup>th</sup> and 9<sup>th</sup> and at City Hall on December 10<sup>th</sup> to receive input on the 30% design. The meetings were very successful and at first glance it appears many of the resident’s design requests can be accommodated during the final design phase. The residents are also going to organize a vote on their opinion on pavement type and pavement width. The outcome of their vote will be discussed at the January Council meeting and HDR will request direction from Council on those items at that time.

**4. 2019 Maintenance Project (#2 White Pillars & various Concrete Point Repairs)**

Bids were opened for the 2019 Maintenance Project on Monday, December 9<sup>th</sup>. On-Par Civil Services submit the lowest bid for a total of \$325,093.00. The Engineer’s Opinion of Probable Construction Costs was \$339,670.00. This bid was split by Base Bid Items, Supplemental Bid Items, and Add Alternative Items. The Add Alternative Items are for the proposed storm sewer improvements at #2 White Pillars. The breakdown of the Base, Supplemental, and Add Alternative Items is as follows:

**Base Bid Items: \$150,282.38**  
**Supplemental Items: \$88,583.40**  
**Add Alternative Items: \$86,227.22 (#2 White Pillars)**

The bid was organized in this way to allow Council the ability to award or not award the Add Alternative while still awarding the rest of the Contract. The following is a summary of the bids received:

<b>Contractor</b>	<b>Total Bid</b>
On Par Civil Services	<b>\$325,093.00</b>
Total Contracting Limited	<b>\$344,950.00</b>
T Construction, LLC	<b>\$346,225.00</b>
Triple B Services, L.L.P.	<b>\$359,352.50</b>
RAC Industries	<b>\$368,040.00</b>
TLC Construction	<b>\$422,250.00</b>
Conrad Construction	<b>\$485,850.00</b>
Teamwork Construction Services	<b>\$491,425.00</b>

**5. Illuminated Crosswalk Signage**

The Contractor will be working on the sign installation beginning Friday, December 13<sup>th</sup>. They will likely impact traffic on Blalock Road, needing to close one lane for their work with cones and flaggers.



## **6. Williamsburg Culvert Replacement**

Council approved a quote from DonMar Grading to regrade ditches and reset three driveway culverts on the south side of Williamsburg Lane at the November Council meeting. A Notice to Proceed has been issued to DonMar Grading. DonMar has reported that the work will begin after the holidays. HDR will provide a start date once received from DonMar.

## **7. Arrowwood Circle Storm Sewer Replacement**

Council approved a quote from AAA Asphalt to replace approximately 35 linear feet of 18-inch storm sewer and associated asphalt paving point repair on Arrowwood Circle. A quote was Notice to Proceed has been issued to AAA Asphalt. AAA is to provide a schedule to HDR. When received, HDR will share the schedule with the City.

## **8. North Piney Point Road Concrete Pavement Dip**

Council approved quotes at the November Council meeting from Uretek to seal joints on the storm sewer and level the existing concrete on North Piney Point Road just south of Wendover Lane. A Notice to Proceed has been issued to Uretek. Uretek has reported that the work will begin after the holidays. HDR will provide a start date once received from Uretek.

## **9. 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 has proceed with a design plans for Beinhorn Road and a preliminary engineering report for 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.

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

- Memorial Drive from San Felipe to Greenbay (Asphalt)
- S. Piney Point Road (Asphalt)
- Arrowwood Circle (Asphalt)
- Grecian Way (Asphalt)
- Lanecrest (Asphalt)
- Crack Sealing on Various Streets



**12. Current Anticipated Piney Point Project Schedules:**

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

- **Surrey Oaks Paving & Drainage Improvements**
  - Anticipated Schedule –
    - Construction Notice to Proceed – November 18<sup>th</sup> 2019
    - Construction Contract Expiration Date – July 14, 2020
- **Beinhorn Drainage & Sidewalk Improvements Project**
  - Anticipated Schedule –
    - Advertise for Bidding – November
    - Bid Opening – December 9th
    - Award Contract – December 16<sup>th</sup> Council Meeting
    - Construction Notice to Proceed – January 2020
    - Construction Completion Date – July 2020
- **Wilding Lane Drainage & Paving Improvements Project**
  - Anticipated Schedule –
    - PER Presentation to Council – 8/24/2019
    - Resident Meeting – mid-December
    - Final Design Authorization – December Council Meeting
    - Final Design Completion – April 2020
    - Authorization for Bidding – May 2020
    - Advertise for Bidding – June 2020
    - Bid Opening – July 2020
    - Award Contract – August 2020
    - Construction Notice to Proceed – September 2020
    - Construction Completion Date – June to July 2021
- **2019 Maintenance Project (#2 White Pillars & Various Concrete Point Repairs)**
  - Anticipated Schedule –
    - Advertise for Bidding – November 2019
    - Bid Opening – December 9, 2019
    - Award Contract – December 16, 2019
    - Construction Notice to Proceed – January 2020
    - Construction Completion Date – April 2020

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, NOVEMBER 25, 2019**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, NOVEMBER 25, 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, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

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

**DECLARATION OF QUORUM AND CALL TO ORDER**

Mayor Kobelan called the meeting to order at 6:31 p.m.

**PLEDGE OF ALLEGIANCE**

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

There were no citizens wishing to address council.

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

Chief Schultz presented the monthly report. He provided an update and discussed:

- Budget is in good shape. MVPD is under budget due to vacancies throughout the year
- Recently hired one officer with one remaining vacancy
- Stolen jewelry valued over \$400,00 recovered
- National Night Out had 24 events
- Suicide occurred on the bayou behind the Shell gas station
- Stats: for the month of September Piney Point had 1900 Calls for Service, 1500 House Watches, investigated 5 accidents, and issued 266 citations.
- Update of the ALPR Project. Chief Schultz provided a map of locations. There was discussion. Currently, there are 16 operational systems and 2 mobile systems.

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

Commissioner Nash presented the monthly report.

- There was discussion regarding the detailed renovation cost estimate and timelines, Advertising for bids will be at the end of next month. Responses are expected by the end of February
- There was discussion regarding accessing the ambulance fund for the renovation, and there will be numerous changes
- Mayor Kobelan thanked the sub-committee for their time and hard work
- Council Member Kollenberg provided additional information. He described
  - Phase I:
    - SBISD School Parking lot
    - Dispatch: remodel annex building to house dispatch
    - Current building will house staff and vehicles
  - Phase II:
    - Re-do the interior of the current building; move sod out. Will move staff and vehicles to temporary location
    - The plan is to have one contractor for the entire project
- Compensation Study will be moving forward

**3. Discuss and take possible action on Windemere Neighborhood Association**

Representatives from Windemere Neighborhood Association discussed the Windemere construction project with Council. Paul Raddick, resident of Windemere described the present time as a transitional period for City of Houston with partial work being done. Mr. Raddick explained the fence is installed backwards which allows intruders to climb over easily. A partially constructed road goes through backyards. There are easement issues, and the residents do not wish for the trees to be cut down. The residents explained they are not opposing a drainage project, but requests that it be done correctly, with rights that exist. The residents suggested the need for additional patrol, surveillance, and updating residents on construction projects. The City Attorney and Mr. Raddick will meet to discuss the issues.

**4. Discuss and take possible action on Sidewalk Requirements**

There was discussion regarding new home construction and replacing sidewalks. This item was tabled.

**5. Discuss and take possible action on Temporary Certificates of Occupancy**

This item was tabled.

**6. Discuss and take possible action on nominating HCAD Board Member**

Council Member Kollenberg made a motion to approve Resolution 2019.11.25 nominating a candidate for a position on the Board of Directors of the Harris County Appraisal District. Council Member Bender seconded the motion and it passed unanimously.

**7. Discuss and take possible action on the Mayor's monthly report, including but not limited to:**

- Traffic Control Box – Piney Point and Memorial: a picture is applied to the box. This will be done on Wednesday

- Crepe Myrtles – South Piney Point Road: The Crepe Myrtles were planted today. Irrigation is being installed today and tomorrow
  - Piney Point/Bunker Hill landscaping project: This is regarding 3 esplanades from Blalock to Briar Forest. The City of Bunker has agreed to 50/50 share on this project. The Beautification Committee will review the plans.
- 8. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**
- October 2019 Financials
  - 2019 Holiday Happy Hour: December 17, 2019 at City Hall from 5:30 p.m. to 7:30 p.m.
  - Bob Rivas is a new employee who filled the position of Mike Peloquin. Bob will be at the next meeting
- 9. Discuss and take possible action on 20-foot easement at #2 White Pillars for proposed sewer improvements**
- Dr. Light, resident of #2 White Pillars sent a proposed drainage easement document for drainage improvements included in the 2019 Maintenance Project at his property. There were concerns:
- One issue was regarding the easements; defining the drainage area for the pipe as currently the entire property doesn't drain into the pipe. Need to ensure the drainage areas are delineated. The easement should state 4 lots on Pine Needle and 4 lots on Jeffers Court are assigned to that pipe. Resident had no issue.
  - A second issue is that some of the driveway is outside of the drainage easement. The resident is requesting the city remove the whole driveway, remove the portions outside of the drainage easement. The city is not allowed to spend money to do work outside of the drainage easement.
  - The third issue is the easement currently states that if the city performs maintenance, that the city will replace the driveway or anything else that has been damaged due to maintenance. Resident requests that it states in the easement that the driveway or anything else that is removed is to be replaced when maintenance is done. Council discussed replacement and cost of the driveway.
- 10. Discuss and take possible action on the Uretek Quotes on N. Piney Point Road**
- Council requested HDR solicit quotes to perform concrete repair on North Piney Point Road to eliminate a sinking panel of concrete on the east side of the road. The Uretek quotes are for injecting polymer into the ground to lift the concrete and for Uretek to seal potential leaking joints. There was discussion regarding joint sealing not to exceed \$15,220 and pavement jacking not to exceed \$22,550. There will be a visual inspection and pictures and a report will be provided. Council Member Dodds made a motion to approve the 2 Uretek bids, Council Member Bender seconded the motion and it passed unanimously.
- 11. Discuss and take possible action on quotes for Arrowwood Circle Storm Sewer**

A washout formed on the north side of Arrowwood. After testing and excavating heavy cracking was seen in the storm sewer pipe. Recommendation was to replace the pipe crossing the road. Council discussed and authorized HDR to obtain quotes to replace the cracked storm sewer pipe. The quotes include a price for removing and replacing the 18-inch RCP under the road and install a new Type A inlet on the south side of the road. Contractor will replace sod on the north side of the road. Council Member Thompson made a motion to approve AAA Asphalt Quote for \$22,500 for the Arrowwood 18-inch Pipe Replacement. Council Member Bender seconded the motion and it passed unanimously.

- 12. Discuss and take possible action on N. Piney Point Road Ruts Quotes**  
The City requested HDR re-solicit quotes for installing asphalt to fill in the ruts on North Piney Point Rd. at side street turn-ins. The quotes include a price for removing the existing sod, excavating, and installing 6-inches of cement stabilized sand and 8-inches of Type D HMA overlay between the edge of the existing pavement and existing sidewalk. There was discussion. Council Member Dodds made a motion to approve the quote from DonMar Grading for \$19,120. Council Member Thompson seconded the motion and it passed 4 in favor and 1 opposed.
- 13. Discuss and take possible action on Williamsburg Culvert Replacement**  
Discussed the removal and replacement of driveway culverts and regrading of ditches on the south side of Williamsburg. Quotes were reviewed. Council Member Dodds made a motion to approve the quote from DonMar Grading for \$29,500. Council Member Thompson seconded the motion and it passed 4 in favor and 1 opposed.
- 14. Discuss and take possible action on Jamestown Culvert Replacement – re do**  
Council discussed. Council Member Dodds made a motion to approve the quote from DonMar Grading for the Jamestown Road Culvert Replacement. There was additional concern to discuss the project with residents. Council Member Dodds made an amended motion to authorize the Mayor to execute the DonMar Grading contract when the Mayor is satisfied that the City has consent from all residents on the Jamestown project. Council Member Bender seconded the motion and it passed 4 in favor and 1 abstained.
- 15. Discuss and take possible action on the City Engineer’s monthly report**

  - Surrey Oaks Paving & Drainage Improvements: Started last Monday. In the process of communicating update to residents.
  - Beinhorn Drainage & Sidewalk Improvements Project: Will open bids December 9, 2019
  - Wilding Lane Drainage & Paving Improvements Project: Council Member Dodds provided an update. There will be 3 meetings with residents to address their questions and concerns. The meetings will be on December 4th, 9th, & 10<sup>th</sup>. The meetings will be posted as Notice of Potential Quorum.
  - Illuminated Crosswalk Signage: there was not any updates
  - City of Houston – Windermere Project: There was discussion regarding the issue of fencing and the location of fencing.

- 16. Discuss and take possible action on the minutes of the October 28, 2019 Council meeting**  
Council Member Bender made a motion to approve the minutes of the October 28, 2019 Council meeting. Council Member Dodds seconded the motion and it passed unanimously.
- 17. Discuss and take possible action on any future agenda items, meeting dates, etc.**  
Future agenda items: Piney Point Circle, Municode update, 2020 Schedule of Meeting Dates
- 18. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY)**  
Council adjourned into a closed session at 8:42 p.m.  
Council reconvened into open session at 9:03 p.m.
- 19. Action outside of Executive Session, if any**  
No formal action taken
- 20. Adjourn**  
Council Member Dodds made a motion to adjourn. Council Member Bender seconded the motion and it passed unanimously. The meeting adjourned at 9:04 p.m.

**PASSED AND APPROVED this 16th day of December 2019**

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**Mark Kobelan**  
**Mayor**

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**Karen Farris**  
**City Secretary**