



# City of Piney Point Village

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

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

## THE CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING MONDAY, JANUARY 27, 2020

**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, JANUARY 27, 2020 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 MVPD Proposed Amendment to the MVPD Interlocal Agreement
3. Discuss and take possible action on the VFD monthly report
4. Discuss and take possible action on Calling the General Election on May 2<sup>nd</sup>, 2020
5. Discuss and take possible action on Appointment for the Gulf Coast Authority Board
6. Discuss and take possible action on 2020 Mosquito Control Agreement with Cypress Creek Mosquito Control
7. Discuss and take possible action on 2019 METRO Bond Referendum
8. Discuss and take possible action on the Interlocal Agreement with the Harris County Flood Control District for Regional Education Services Program

9. Discuss and take possible action on Resolution 20.01.27.B designating The Memorial Examiner as the Official Newspaper for the City of Piney Point Village
10. Discuss and take possible action on the Mayor's monthly report, including but not limited to:
  - Memorial Drive Landscape Project Update
11. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:
  - December 2019 Financials
  - Availability for Council Workshop
12. Discuss and take possible action on Surrey Oaks Change Order
13. Discuss and take possible action on Wilding Lane Discussion
14. Discuss and take possible action on Piney Point Circle Right-of-Way Discussion
15. Discuss and take possible action on the City Engineer's monthly report
16. Discuss and take possible action on the minutes of the December 16, 2019 Council meeting
17. Discuss and take possible action on any future agenda items, meeting dates, etc.
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), specifically regarding pending and potential litigation; and pursuant to Section 551.072 of the Texas Government Code
19. Action outside of Executive Session, if any
20. Adjourn

#### **CERTIFICATION**

I certify that a copy of the January 27, 2020 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 January 24, 2020.



\_\_\_\_\_  
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.

CLASSIC CREST



**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, January 13, 2020 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;

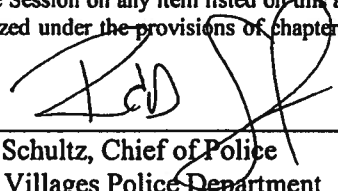
**AGENDA**

- 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. Approval of Minutes - Update, discussion and possible action.
  - 1. Approval of December 9, 2019 minutes as recorded.
- c. Financial Report - Update, discussion and possible action.
  - 1. FY20 Budget Review and Discussion.
- d. New Business – Discussion and possible action.
  - 1. Discussion on traffic accident response protocols, police radio equipment.
  - 2. FY21 Budget - Preliminary discussion.
  - 3. Consideration and possible action on a FY19 budget amendment to balance line items.
- e. 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
- f. 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.

- g. Executive Session - It is anticipated that all, or a portion of the discussion of the following items will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on this item until the Commission reconvenes in open session.
  - 1. Discussion and possible action regarding personnel matters (EPI) under the personnel exception Texas Governmental Code §551.074 .
- h. Suggestions for future agenda items - Discussion of the agenda for the next Commission meeting and the meeting schedule.

**Adjournment**

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




---

Raymond Schultz, Chief of Police  
Memorial Villages Police Department

POSTED: 1/8/2020 @ 11981 Memorial Drive at 11:45 a.m.  
(date) (time)

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

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

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

Chief of Police Raymond Schultz

Legal Counsel John Hightower

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



**MEMORIAL VILLAGES POLICE DEPARTMENT**  
**Minutes of the Police Commission Meeting**  
**December 9, 2019, 6:00 p.m.**

A quorum was established, and Commissioner Smyre called the December 9th, 2019 meeting to order at 6:00 p.m. at the Memorial Villages Police Department, 11981 Memorial Drive, Houston TX 77024.

In attendance were:

**From the Commission:**

**City of Piney Point**

Commissioner Huguenard  
Commissioner Southwick  
Alt. Commissioner Ebeling

**City of Hunters Creek**

Commissioner Hamilton  
Commissioner Johnson  
Alt. Commissioner Reichel

**City of Bunker Hill**

Commissioner Smyre  
Alt. Commissioner Rosenbaum

**Absent:**

Commissioner Murphy

**From Memorial Village PD**

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

**Guests**

Mayor Robert Lord - Bunker Hill

**Legal Counsel**

John Hightower

**MINUTES**

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

**a. Citizen Comments**

None.

**b. Swearing in of New Commissioner – Bert Rosenbaum**

Commissioner Smyre administered the Oath of Office to Commissioner Bert Rosenbaum the new Alternate Commissioner of Bunker Hill who was welcomed to the Department by the Commissioners

**c. Approval of Minutes**

Motion was made by Commissioner Southwick and seconded by Commissioner Reichel to approve the November 11th Minutes as presented. The commission voted unanimously to approve the minutes.

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

Mrs. Bowman presented the financial report stating that the department has received 100% of its appropriation and have expended 86%. At this point last year, the department had expended 85%. There is a calculation error which she wants to point out on page 22 in the maintenance and miscellaneous category on the total column it shows \$99,095, this should be \$104,290 and The projected savings should be \$6,960 instead of \$2,155 the formula didn't include the damage repair column. It doesn't alter the year end projected statement and the department remains projected to expend 96% of the budget.

77% of the projected savings was driven by the vacancies that we had throughout the year along with the health insurance premiums coming in lower than budgeted. There were no major expenditures that occurred during the month of November and budget amendment will be presented next month to clean up any projected line item overages.

#### **e. New Business**

Unit 172 had already come in front of the Commission to be salvaged and we were waiting for the two new Durangos to come online and 172 was supposed to go away. However, we have had some issues at Windemere division and Piney Point, and the residents have asked for some additional presence. We had the unit parked outside of the construction fence as there was a Houston Right of Way project going on and they had started tearing up the right of way into one of the resident's backyard who just so happens to be a right of way attorney. He decided to read the 1969 right of way documentation and found an issue with how the project was being done and it has come to a halt.

Now the Windemere residents are seeing a lot more trespassing because all the vegetation was cut away and the temporary construction fencing creates a series of steps that makes it easier for people to get into their backyards. As a result, we have been parking unit 172 there and moving it back and forth from outside the fence to into the subdivision. We have been doing this about every 10 days and the community really likes it. It is a non-operational vehicle that we have salvaged a bunch of parts from it. We would like to make a request to be able to retain this on our inventory to keep the folks happy. There would be no cost other than to keep it on TML for insurance purposes. Commissioner Smyre commented that it is a good deterrent, it was on his street for some time and he saw a lot of positive things happen, people do slow down and look.

Chief Schultz stated that Unit 172 is actually the pool vehicle that has the ALPR on it and is currently reading license plates as we are having some trouble with the license plate camera on Blaylock and Taylorcrest as this is a natural dead spot. Flock requested that we set up a temporary vehicle close by and if it works there, they will move the camera. Chief Schultz clarified that Unit 168 will be the prop and Unit 172 is the ALPR/Pool vehicle.

Motion was made by Commissioner Southwick and seconded by Commissioner Johnson to move to retain Unit 168 for use a prop vehicle for an indeterminate period of time. The commission voted unanimously to approve the minutes.

## **f. Chief's Updates**

Chief Schultz presented his monthly report. This was a good month for us, we had 7,741 calls/incidents, 6,057 house watches, 644 traffic stops with 712 citations, resulting in 1248 violations, the court was pretty full again today. The citations by village are pretty close, two of them had exactly the same number of citations and one was only 10 higher. Response times, there were 16 priority events and the average time was 3:23. There were a couple of calls, one at Bunker Hill and the other at Piney Point which happened during shift changes that weren't true emergencies but classified as such and impacted the average times. These outliers skew the numbers a little bit.

The number one citation continues to be speeding, you will see on the Daily Report we are spending more time on Blalock as a result of resident complaints. We had 10 ALPR hits and arrested 48 individuals, this is the first time we can remember seeing double digit felony arrests and it is 100% because of the ALPR taking some pretty bad actors out of circulation.

Commissioner Smyre asked what the definition of an ALPR hit is? Chief explained that if the vehicle is entered in concert with maybe somebody wanted. We had one that was entered as a stolen vehicle but also an FBI fugitive. Occasionally they will enter someone who is wanted with their vehicle in the system, but we turn those off as we don't want to be chasing everyone else's warrants. There are 13 categories we can check for license plates, but a typical wanted person is turned off right now as I don't believe this was the intention. It can be turned on if the Board wants but he doesn't think it is worth the risk and asked for Legal Counsel's opinion, who agreed, it sounds logical to him.

We had a close out request on Harvey, but Victoria went through the final report one last time and found a big mistake on it which could have potentially resulted in them paying us again and so this has not been finalized yet. The auditing agreement with Brooks, Watson and Co. has been finalized. Our Telecommunicator, Rebecca Stivner who was going to leave to go to the Constables Office has decided to stay with us and so we have a full compliment of Dispatchers. We continue to be short one Police Officer, we interviewed 2 candidates this past month, but both had pretty significant issues and we didn't feel they would be right for the Department and decided not to move forward with the offer of conditional employment.

This month we have recovered \$197K in total motor vehicles and also recovered 2 runaway juveniles from San Antonio, an FBI most wanted fugitive and robbery suspects, stolen property and a firearm in one of the vehicles. We have been able to utilize the ALPR to identify a vehicle involved in a Burglary of a Motor Vehicle. We found nearby video that showed the side profile of the vehicle and were able to use the nearest ALPR camera and find video that identified the exact vehicle that was used in the burglary showed a readable temporary license tag. We are now working with MVD Officials, there are two people assigned in the City of Houston that specialize in fraudulent temporary tags and we are seeing a pattern of these tags coming out of the MVD office that are being funneled through gang members and bad actors who are committing these crimes.

The incident that was sent out through VLINC earlier today related to Mayor Pappas looks like it was the same thing, it was a temporary tag. He had gone to the bank to do a withdraw and stopped to get gas, fortunately he locked his doors as something just didn't feel right. While



fueling up his vehicle a resident started speaking with him and they heard someone yelling, there was a guy who was trying to open up his passenger side of his truck. The guy jumped into a white jeep which had a temporary tag, we ran it through the ALPR and found that it had been driving in the villages over the past couple of days. They are obviously trying to jug or slide somebody. The tag came back as a non-registered temp tag and so it has been entered into the system.

An additional \$110K was recovered in stolen property from the case back in August, we are now up to over \$400K, this was an insider theft. All of the property has now been recovered.

We are starting preparation for the Twinkle Light Parade which will be on the 17<sup>th</sup>, and on Sunday we had an event in Piney Point at Chapelwood. They had hayrides that went through the neighborhood which we provided escorts and security, and everything went well with no problems.

Commissioner Smyre commented that if you take a look at the 2019 total incidents it is pretty impressive. Last year we had 228 crimes against property and this year it is almost 100 cases less. Then if you go to arrests that is up by 100. Please make sure you make your City Councils are aware of this because this is very positive performance.

Commissioner Southwick commented that last month we had talked about drone use and wondered if there is a report on this or will we wait until next year. Chief Schultz responded, the issue with the drones is, we have a draft policy that we have been operating under. The criminal code 423 that identifies the use of the drones actually requires DPS to set the policy and this hasn't been done yet. So, we are operating under a draft policy, this has been sent to Commissioner Smyre. Officer Boggus has been working with the Regional Working Group to come up with good policies. The main thing is that we have to keep track of all our drone flights which we do. We have a spreadsheet that we log the flights, and this has to be posted online every other odd year. It shows the date, time, reason for it being flown, in addition to longitude and latitude. Commissioner Southwick asked how many do we have, she can't remember? Chief responded, there are 4 officers that have drones, 2 are owned by us and the others are privately owned.

As an example, today there was an accident on the freeway, a semi was overturned so we sent the drone up to see how big or bad the accident was. It didn't cause any traffic disruptions, so we put a VLINC out, other than that didn't have to do anything except arrange for a tow truck. Legal Counsel asked if we are still using Hunters Creek? Chief stated that we were for the test project for Paladin. We have a conference call with the FAA on Thursday because they are having the same struggles with other police and fire departments. The answer is that we have a working policy that we are using that hasn't been finalized yet. There is a different need for licenses depending on the usage, you have to have a public use aircraft, since we are our own entity we had to go through a city and are going through Hunters Creek.

Commissioner Southwick stated, that each of the drones being used by each of the individuals in the department are licensed through Hunters Creek, is that correct? Legal Counsel responded, yes, Chief Schultz added, technically but also each pilot has to be licensed. They go through their own licensing and get certified and then fly under our umbrella through Hunters Creek. We are asking for an exemption to be able to fly "non line of site" as right now you have to be able

to see the drone. There is only one other one Department in the country requesting an FAA waiver and as the technology is being developed, that's where Paladin come in, they develop the technology for the drone, so you don't have to see it. This will all be part of the conference call on Thursday. Commissioner Southwick stated this was very helpful.

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

1. Further consideration and possible action on amendment to Inter-Local agreement related to intra-fund budgetary transfers.

The Commissioner agreed to table this item until the next meeting in January and Legal Counsel will send it to all three cities.

**h. Suggestions for future agenda items**

None

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

Approved and accepted on \_\_\_\_\_ 2020

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*

January 9, 2019

Submitted for your review is the PRELIMINARY FY19 Budget Performance Report and accompanying documents as of fiscal year end December 31, 2019.

Please note there may be additional invoices related to FY19 that have not been received at the time this report was completed. It is not anticipated that any outstanding invoices would cause a significant change to the projection report. Additional reconciliations are needed to completely close out the fiscal year as we prepare for the annual audit.

**Maintenance & Operations Fund:**

Based on invoices received to date, it is anticipated that the Department will end the year remaining within budget, expending near 96% of the appropriation. Approximately 81% of the projected savings is from the personnel services category, driven by vacancies and health insurance premium savings.

**Auto Replacement Fund:**

During the month of December, the Department sold Unit 171 at auction. The 2015 Ford Explorer sold for \$9,000. Auction fees totaled \$720 and the Department received \$8,280 for the sale. Year to date revenue from sale of vehicles totaled \$10,980.00

**Capital Replacement Fund:**

Year to date expenses include banking fees of \$150.27 and a \$367.25 uncollectible receivable from the return of the server.

**Budget Amendment:**

You will notice on the summary report several line items in the projected savings/deficit column are in the red. This indicates the year to date expenditures exceeded the amount allocated for that category. The budget amendment simply seeks to eliminate these overages by reallocating savings from the health insurance line item to cover those line item overages, the net effect to the budget will be zero.

Memorial Villages Police Department

General Fund

For the twelve months ended December 19

		100.00%	100.00%			Forecasted	Projected	
DESCRIPTION		AMENDED BUDGET	ACTUAL	DIFF	% Executed	Annualized 12/31/19	Saving / (Deficits)	% Forecasted
<i>Expenditures</i>								
100	Regular Wages	3,377,767	3,279,467	98,300	97.09%	3,279,467	98,300	97.1%
110	Overtime	115,000	115,094	(94)	100.08%	115,094	(94)	100.1%
115	Court/Bailiff OT	21,600	6,010	15,590	27.82%	6,010	15,590	27.8%
120	Retirement	394,127	379,669	14,458	96%	379,669	14,458	96.3%
130	Health Insurance	557,775	503,527	54,248	90.27%	503,527	54,248	90.3%
140	Workers Compensation	60,000	65,000	(5,000)	108.33%	65,000	(5,000)	108.3%
150	Life/LTD	19,433	17,847	1,586	91.84%	17,847	1,586	91.8%
160	Medicare/SS	50,712	47,252	3,460	93.18%	47,252	3,460	93.2%
	<b>Personnel Services</b>	<b>4,596,414</b>	<b>4,413,866</b>	<b>182,548</b>	<b>96.0%</b>	<b>4,413,866</b>	<b>182,548</b>	<b>96.0%</b>
200	Auto	25,200	26,604	(1,404)	105.6%	26,604	(1,404)	105.6%
210	General Liability	720	430	290	59.7%	430	290	59.7%
220	Public Official Bond	960	849	111	88.4%	849	111	88.4%
230	Professional Liability	25,200	18,858	6,342	74.8%	18,858	6,342	74.8%
240	Real & Personal Property	13,200	12,637	563	95.7%	12,637	563	95.7%
	<b>Total Other Insurance</b>	<b>65,280</b>	<b>59,378</b>	<b>5,902</b>	<b>91.0%</b>	<b>59,378</b>	<b>5,902</b>	<b>91.0%</b>
300	Gas & Oil	69,250	66,046	3,204	95.4%	66,046	3,204	95.4%
310	Maintenance	25,000	29,984	(4,984)	119.9%	32,264	(7,264)	129.1%
320	Tires	7,000	6,565	435	93.8%	6,565	435	93.8%
330	Damage Repair	10,000	5,783	4,217	57.8%	5,783	4,217	57.8%
	<b>Maintenance &amp; Misc.</b>	<b>111,250</b>	<b>108,378</b>	<b>2,872</b>	<b>97.4%</b>	<b>110,658</b>	<b>592</b>	<b>99.5%</b>
400	General Maintenance	18,000	18,848	(848)	104.7%	18,973	(973)	105.4%
410	Janitorial Services	19,000	18,000	1,000	94.7%	18,000	1,000	94.7%
420	Jail	1,000	773	227	77.3%	773	227	77.3%
430	Building Furnishings	10,000	7,450	2,550	74.5%	7,450	2,550	74.5%
	<b>Total Building</b>	<b>48,000</b>	<b>45,070</b>	<b>2,930</b>	<b>93.9%</b>	<b>45,195</b>	<b>2,805</b>	<b>94.2%</b>
500	Computers	9,800	10,640	(840)	108.6%	10,640	(840)	108.6%
510	Postage/Postage Machine	1,300	840	460	64.7%	840	460	64.7%
520	Stationery/Expendables	18,000	12,063	5,937	67.0%	12,063	5,937	67.0%
530	Bank Finance Charges	700	329	371	47.0%	329	371	47.0%
540	Payroll	16,000	16,220	(220)	101.4%	16,220	(220)	101.4%
	<b>Total Office</b>	<b>45,800</b>	<b>40,093</b>	<b>5,707</b>	<b>87.5%</b>	<b>40,093</b>	<b>5,707</b>	<b>87.5%</b>
600	Telephone	34,090	33,954	136	99.6%	33,954	136	99.6%
310	Electric	23,000	16,051	6,949	69.8%	16,051	6,949	69.8%
620	Water/Sewer	5,000	5,067	(67)	101.3%	5,067	(67)	101.3%
630	Natural Gas	600	510	90	85.1%	510	90	85.1%
	<b>Total Utilities</b>	<b>62,690</b>	<b>55,582</b>	<b>7,108</b>	<b>88.7%</b>	<b>55,582</b>	<b>7,108</b>	<b>88.7%</b>
700	Equipment Maint Contracts	17,640	11,370	6,270	64.5%	11,370	6,270	64.5%
	<i>Advanced License Plate Readers</i>	44,000	44,000	0	100.0%	44,000	0	100.0%
710	SETGIC fees	3,600	3,249	351	90.2%	3,249	351	90.2%
720	Legal/Professional	48,071	50,299	(2,228)	104.6%	51,499	(3,428)	107.1%
730	IT Services	101,200	98,578	2,622	97.4%	98,578	2,622	97.4%
740	Software Maintenance Contracts	58,545	55,597	2,948	95.0%	55,597	2,948	95.0%
	<b>Total Contract Services</b>	<b>273,056</b>	<b>263,093</b>	<b>9,963</b>	<b>96.4%</b>	<b>264,293</b>	<b>8,763</b>	<b>96.8%</b>
800	Accreditation	1,200	0	1,200	0.0%	0	1,200	0.0%
810	Uniforms	30,000	25,348	4,652	84.5%	25,348	4,652	84.5%
820	Radio parts and labor	30,536	29,686	850	97.2%	29,686	850	97.2%
830	Firearms Training & Ammo	5,500	5,323	177	96.8%	5,323	177	96.8%
835	Tasers	11,000	9,656	1,344	87.8%	9,656	1,344	87.8%
840	Training & Prof Dues	44,000	38,011	5,989	86.4%	38,011	5,989	86.4%
850	Travel	7,000	7,642	(642)	109.2%	7,642	(642)	109.2%
860	Recruiting Costs	5,000	4,904	96	98.1%	4,904	96	98.1%
870	Criminal Investigations	3,500	3,084	416	88.1%	3,084	416	88.1%
880	Contingency	15,000	13,481	1,519	89.9%	13,481	1,519	89.9%
890	Small Equipment	2,500	4,182	(1,682)	167.3%	4,182	(1,682)	167.3%
	<b>Total Office</b>	<b>155,236</b>	<b>141,318</b>	<b>13,918</b>	<b>91.0%</b>	<b>141,318</b>	<b>13,918</b>	<b>91.0%</b>
	<b>TOTAL GENERAL</b>	<b>5,357,726</b>	<b>5,126,779</b>	<b>230,947</b>	<b>95.7%</b>	<b>5,130,384</b>	<b>227,342</b>	<b>95.8%</b>

Memorial Villages Police Department								
Vehicle Replacement								
For the twelve months ended December 19		100.00%						
Prior Year Cash Carryover	85,709.54							
FY19 Sale of vehicles	10,980.00							
FY19 Assessment collected to date	87,999.99					FY19 Assessment remaining	0.00	
FY19 Interest earned to date	224.42							
FY19 Expenditures	(88,000.00)							
FY19 Veh replacement expenditures covered by carryover	(70,332.45)							
Cash Balance @ 12/31/19	26,581.50							
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		70,332						
Memorial Villages Police Department								
Special Capital Assets								
For the twelve months ended December 19		100.00%						
Prior Year Cash Carryover	83,450.87							
FY19 Assessment collected to date	-					FY19 Assessment remaining	0.00	
FY19 Interest earned to date	367.64							
FY19 Expenditures	(150.27)							
Cash Balance @ 12/31/19	83,668.24							
DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/19	Projected Saving / (Deficits)	% Forecasted	
<i>Expenditures</i>								
2880 Capital Projects	0	518	(518)	0.0%	518	(518)	0.0%	
<b>Total Capital Items</b>	<b>0</b>	<b>518</b>	<b>(518)</b>	<b>0.0%</b>	<b>518</b>	<b>(518)</b>	<b>0.0%</b>	
<b>Total Capital Outlay</b>	<b>88,000</b>	<b>88,518</b>	<b>(518)</b>	<b>100.6%</b>	<b>88,518</b>	<b>(518)</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>5,126,779</b>	<b>230,947</b>	<b>96%</b>	<b>5,130,384</b>	<b>227,342</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>5,214,779</b>	<b>230,947</b>	<b>96%</b>	<b>5,218,384</b>	<b>227,342</b>	<b>96%</b>	

**MEMORIAL VILLAGES POLICE DEPARTMENT  
PROJECTED CASH BALANCE  
31-Dec-19**

**8-Jan-19**

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

Cash collected for FY19 @ 12/31/19 \$ 5,467,806  
 Estimated Expenditures (Dec 19) \$ 5,214,779  
 Estimated cash on hand @ 12/31/19 for FY19 activities \$ 253,027

**Cash Balances@ 12/31/19:**

Health Benefits \$30,646  
 General \$467,422  
 Vehicle Replacement \$26,582  
 Dare Fund \$17,675  
 Special Capital Assets \$83,668  
**Actual cash balance @ 12/31/19 all accounts \$625,993**

All Funds (Modified Accrual Basis Projections)	2019 YTD Budget	2019 YTD Actual	2019 YTD Difference (Budget vs. Actual)	2019 Total Amended Budget
GENERAL FUND REVENUES	5,357,726	5,368,234	10,508	5,357,726
GENERAL FUND EXPENDITURES		5,126,779		
<b>NET FY 19 REVENUES OVER EXPENDITURES</b>		241,455		
VEHICLE REPLACEMENT REVENUES	88,000	99,204	11,204	88,000
VEHICLE REPLACEMENT EXPENDITURES		88,000		
<b>VEHICLE REPLACEMENT COVERED BY CARRYOVER FUNDS</b>		70,332		
<b>NET FY 19 REVENUES OVER EXPENDITURES</b>		(59,128)		
SPECIAL CAPITAL ASSETS REVENUES	0	368	368	0
CAPITAL EXPENDITURES		518		
<b>NET FY 19 REVENUES OVER EXPENDITURES</b>		(150)		
COMBINED REVENUES	5,445,726	5,467,806	21,712	5,445,726
COMBINED EXPENDITURES		5,215,296		
<b>COMBINED FY 19 NET REVENUES / EXPENDITURES</b>		252,510		
Formal reserves:				
		DARE		\$17,675
		VEHICLE REPLACEMENT		\$26,582
		SPECIAL CAPITAL ASSETS		\$83,668
		WORKING CAPITAL		\$60,000
		STATE TRAINING FUNDS		\$0
				<b>\$187,924</b>



**AMENDMENT NO. 03**

**To  
The Original Budget of the Memorial Villages Police Department  
For Fiscal Year 2019  
General Fund**

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

<b>ACCOUNT-INCREASE IN APPROPRIATIONS</b>	<b>ACCOUNT NO.</b>	<b>AMOUNT</b>
Overtime	110	\$100.00
Wokers Compensation	140	\$5,001.00
Auto Insurance	200	\$1,450.00
Auto Maintenance	310	\$7,500.00
General Maintenance	400	\$1,000.00
Computers	500	\$900.00
Payroll	540	\$250.00
Water/Sewer	620	\$100.00
Legal/Professional	720	\$3,500.00
Travel	850	\$700.00
Small Equipment	890	\$1,700.00
	<b>TOTAL</b>	<b>\$22,201.00</b>
<b>ACCOUNT-(DECREASE) IN APPROPRIATIONS</b>	<b>ACCOUNT NO.</b>	<b>AMOUNT</b>
Heath Insurance	130	(\$22,201.00)
	<b>TOTAL</b>	<b>(\$22,201.00)</b>
<b>NET EFFECT TO BUDGET IS:</b>		<b>\$0.00</b>



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

*Raymond Schultz*  
*Chief of Police*

January 13, 2020

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

During the month of December MVPD responded/handled a total of 10,312 calls/incidents. 8,604 House watch checks were conducted. 641 Traffic stops were initiated with 683 citations being issued for 1223 violations. (Note: 22 Assists in Hedwig, 243 in Houston, 2 in Spring Valley and 0 in Hillshire)

*Calls/Events by Village were:*

<u>Village</u>	<u>Calls/YTD</u>	<u>House Watches/YTD</u>	<u>Accidents</u>	<u>Citations</u>	<u>Response Time</u>
Bunker Hill:	4236/40711	3778/34541	6	208	7@2:41
Piney Point:	2493/28785	1969/22638	7	305	9@3:48
Hunters Creek:	3233/40905	2718/34223	11	170	3@2:19 19@3:12

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

<u>Call Type</u>	<u>#</u>	<u>Call Type</u>	<u>#</u>	<u>Citations</u>	<u>#</u>
False Alarms:	222	Ord. Violations:	16	Speeding:	244
Accidents:	24	Info Reports:	58	Exp. Registration:	176
Assist Fire:	45	Suspicious Situations:	111	No Ins:	105
Assist EMS:	30	Welfare Checks:	17	No License	94
				Stop Sign:	32

*This month the department generated a total of 111 police reports.*

Crimes Against of Persons (1)  
 Assault (Family Violence) 1

Crimes Against Property (25)  
 Burglary of a Vehicle 3  
 Theft – Felony 1  
 Theft – Misd 4

Forgery/Fraud/ID 12  
 Unauthorized Use of a Vehicle 5

Petty/Quality of Life Crimes/Events (85)  
 ALPR Hits 2  
 Poss. of a Controlled Sub/Para. 3  
 Warrants 22

Public Intoxication 4  
 Misc. Reports 49  
 Recovered Stolen Vehicle 5

Arrest Summary: Individuals Arrested (44)  
 Warrants 22  
 Class 3 Arrests 17

DWI 2  
 Felony 3



<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	4,413,866	4,596,414	96%
• Operating Expense:	712,913	761,312	94%
• Total M&O Expenditures:	5,126,779	5,357,726	95.6%
• Capital Expenses:	88,517	88,000	106.5%
• Net Expenses:	5,214,779	5,445,726	96%

#### Follow-up on Previous Month Items/Requests from Commission

- None pending

#### Personnel Changes/Issues/Updates

- Initiated the 2020 Health Care and Benefits RFP Process.
- Conducted officers annual bid for assignments.
- Commander Session had a subsequent surgery and is scheduled to be off until January 13, 2020.
- TCO K. Lewis had emergency surgery and was off the entire month. She returned to work 1/9/20. Personnel schedules were rearranged during the holidays to manage overtime and minimizing the effect of already scheduled time-off.

#### Major/Significant Events

- Hosted a mother daughter RAD Class during the Christmas break, December 16-18<sup>th</sup>.
- Added abandoned/empty residences to the MVPD house watch list.
- 2 ALPR hits of stolen vehicles with subsequent arrests involving organized groups of identity thieves. Recovered credit cards, ID's, mail, account numbers with DOB's and SSN's of 100+ victims.
- Provided an escort and participated in the 2019 twinkle light parade, to include handling a pedestrian/MVA that occurred along the parade route. MVPD contingency planning held the parade to allow for first responders to render aid.
- Provided traffic control and an escort for hayrides during the Chapelwood Holiday Festival.
- Assisted in serving lunch to seniors at the annual memorial area Exchange Club holiday luncheon.
- 12/20/19 at 0145 hours. ALPR hit and vehicle recovery. Officers responded to the area after being notified of an ALPR hit. Officers located the stolen truck parked nearby. Through investigation it was learned that a black male had parked the truck and went to a nearby residence and rang the doorbell before running away. It is believed that the male may have been planning a crime and saw responding officers before fleeing. Inside the stolen truck officers located stolen credit cards, blank check paper, ID's and other items used in identity theft. Most cases were linked to the Sugarland area.

#### Status Update on any Major Projects

- Started research on 2020 vehicle replacement options after learning that 2020 Ford Explorers will not be available again this year.
- Installed Evertel messaging capture and catalogue system (SB944 compliant) on all department employees and department owned cellphones. (Trial)
- Initiated a change in notifying VFD of all accidents minor/major as per their request.

V-LINC new registrations in November: +27

BH – 1132/1250 (+7)

PP – 809/1160 (+2)

HC – 1087/1514 (+12)

Out of Area – 400 (+6)

## 2019 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	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	6:03:11	1	22
BIEHUNKO, 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	11:18:02	4	20
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	29:25:23	6	15
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	15:53:56	6	25
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	16:37:02	4	35
CADENA, VANESSA											32:40:07	37:19:50	10	25
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	16:07:16	5	21
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	14:03:16	5	9
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	20:48:40	6	48
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	21:36:26	7	30
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	13:59:00	3	34
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	0:25:10	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	7:15:08	1	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	4:56:12	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	5:18:14	1	0
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	6:22:25	5	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	30:30:58	7	18
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	21:58:14	5	115
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	1:41:20	1	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	9:02:32	1	26
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	11:22:58	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	27:09:12	4	47
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	1:39:58	0	0
SILLIMAN, 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	17:33:06	6	24
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	0:26:40	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	8:21:24	2	2
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	19:57:10	3	33
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	1:05:50	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	17:40:45	2	56
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	22:08:41	5	9
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	27:26:20	9	69

111 683

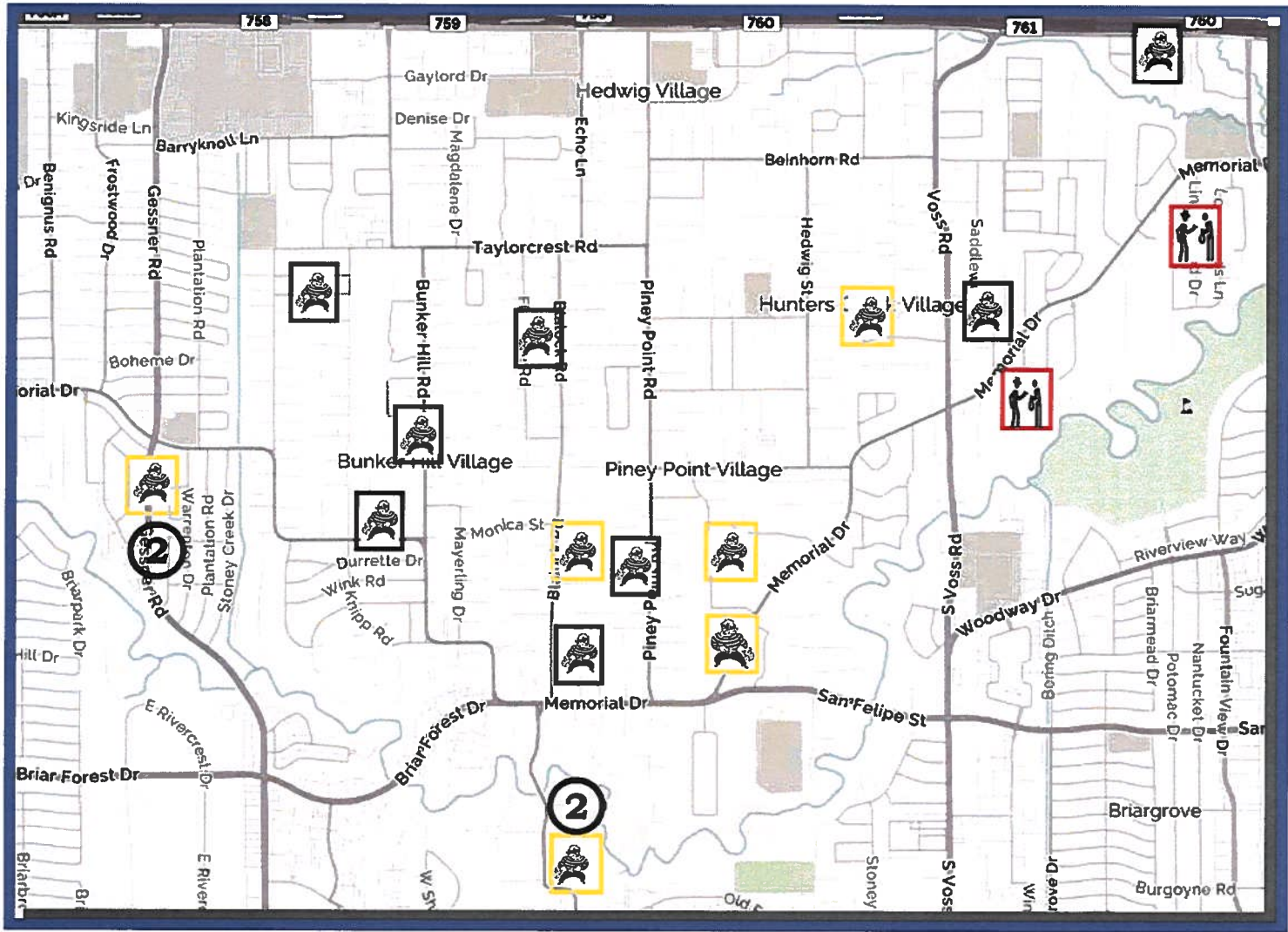
Dispatch Committed Time	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
911 Phone Calls	426	453	408	437	456	459	333	507	412	424	385	437	5137
3700 Phone Calls	2537	2499	2791	2676	2612	2567	2699	2763	2548	2670	2812	2880	32054
DP General Phone Calls*	72:12:00	62:36:15	76:43:49	73:26:38	64:27:43	65:35:13	67:23:52	68:13:58	63:18:19	67:08:32	72:53:52	66:44:45	

\* 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	1	25	85	111	42	10312	8604	4236	3778	2493	1969	3233	2718
<b>Total</b>	<b>19</b>	<b>159</b>	<b>1001</b>	<b>1179</b>	<b>580</b>	<b>113459</b>	<b>91672</b>	<b>40711</b>	<b>34541</b>	<b>28785</b>	<b>22638</b>	<b>40905</b>	<b>34223</b>

2018 Totals	20	228	931	1179	429	106778	88215	38707	33288	28105	22956	37687	31823
Difference	-5%	-43%	+7%	0	+35%	+6%	+3%	+5%	+3%	+2%	-1%	+8%	+7%
% Change													



### 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 Tynebridge	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

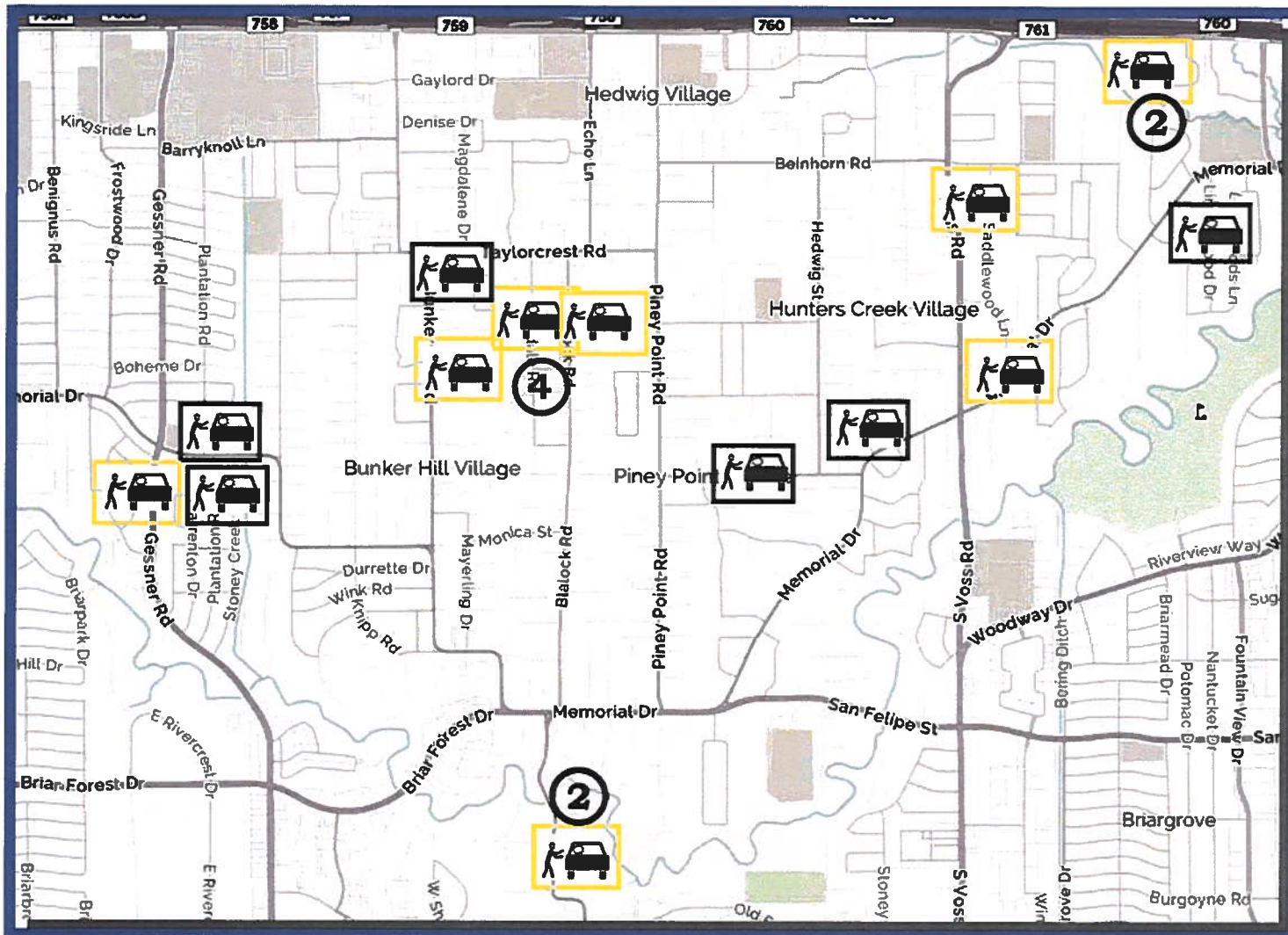
### 2019 Robberies

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

-  Daytime Burglary
-  Nighttime Burglary
-  Robbery

12/31/19

## 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
600 Rebecca Pine	UNL Door
8435 Katy Fwy	Front Door Glass
305 Lindenwood	UNL Door



**Daytime Burglary**



**Nighttime Burglary**

② ③

### 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	0
Inquiries InPerson	1	0	1	0	0	0	0	0	0	7	0	0
Applications Received	3	0	10	0	3	0	3	0	5	7	0	0
Signed up to Test	0	0	7	1	0	0	0	0	5	7	0	0
Showed up to Test	0	0	5	1	0	0	0	0	4	7	0	0
Passed Test	0	0	5	1	0	0	0	0	4	7	0	0
Completed PIQ	0	0	5	0	0	0	0	0	In Proc	6	0	0
Passed BG	0	0	In proc	In Proc	0	0	0	0	In Proc	4	2	0
Passed Chief's Selection	0	0	N/A	N/A	0	0	0	0	In Proc	1	0	0
Offered Employment	0	0	N/A	N/A	0	0	0	0	In Proc	1	0	0
Hired	0	0	N/A	N/A	0	0	0	0	In Proc	1	0	0

Oct: 1 applicant was hired. Three applicants are still in process.

## December 2019 VFD Assists

### Calls received directly by MVPD via 911/3700

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

Total – 9	3:29
-----------	------

Fire – 0	N/A
----------	-----

EMS – 9	3:29
---------	------

#### By Village

BH Fire – 0	N/A
-------------	-----

BH EMS – 1	3:15
------------	------

PP Fire – 0	N/A
-------------	-----

PP EMS – 5	4:01
------------	------

HC Fire -0	N/A
------------	-----

HC EMS -3	2:18
-----------	------

#### Combined VFD Events (Priority + Radio)

Total – 44	3:31
------------	------

Fire – 29	3:22
-----------	------

EMS – 15	3:48
----------	------

#### Radio Call Events

Total – 35	3:31
------------	------

Fire- 29	3:23
----------	------

EMS- 6	4:16
--------	------

ALPR Recoveries

Plate Recoveries

1	4/14/2019	Jeep Lib	\$ 16,000.00	*Robbery Suspect	11/16/2019	HMW8178
2	4/16/2019	Niss Path	\$ 12,000.00		11/21/2019 *	492886J
3	6/14/2019	Niss Alt	\$ 6,000.00		11/25/2019 *	KZZ5702
4	9/5/2019	Ford P/U	\$ 50,000.00	*Jugger/ATM thief	12/6/2019 ***	52385C6
5	10/14/2019	Toy Camy	\$ 18,000.00			
6	10/30/2019	Chev TRX	\$ 30,000.00			
7	11/1/2019	Hond Accd	\$ 22,000.00	* Robbery Suspects		
8	11/4/2019	Niss Rge	\$ 14,000.00			
9	11/6/2019	Merz C25	\$ 50,000.00	* Org Crime/OCAPA		
10	11/13/2019	Dod Minivan	\$ 30,000.00	* 2 runaways		
11	11/21/2019	Merz SUV	\$ 40,000.00	* FBI Fugitive		
12	11/23/2019	VW Jetta	\$ 22,000.00			
13	11/24/2019	Hond Accd	\$ 16,000.00			
14	11/26/2019	Toy Avalon	\$ 3,000.00			
15	11/27/2019	Chev Prism	\$ 4,000.00	*Drugs/Multi CC's		
16	12/10/2019	Ford P/U	\$ 6,000.00	*3 in-custody w/priors (VC)		
17	12/11/2019	Jeep CJ	\$ 26,000.00	* 2 in-custody priors/gun/meth		
18	12/12/2019	Lincoln SUV	\$ 22,000.00	*2 in-custody ID Theft/Fraud		
19	12/16/2019	Niss Alt	\$ 16,000.00	* vehicle recovered was pd off by ins Fraud		
20	12/20/2019	Ford P/U	\$ 21,000.00	* vehicle full of ID, CC. Check paper, linked to Sugarland		
21	12/23/2019	Toy RAV	\$ 6,000.00			
22	12/27/2019	Mit SUV	\$ 8,000.00			

Total Value \$ 438,000.00

\* Fraud Link  
 \*\* Targeting Immigrants  
 \*\*\*Selling unreg veh's to immigrants

INVESTIGATIVE LEADS

5/13/2019	LPF0361	Burglary	
5/13/2019	LGC5282	Burglary	
10/14/2019	ALBRTA	Larceny	**
10/22/2019	46046X2	Larceny	**
11/4/2019	FYK2545	Harrassment	
11/25/2019	46046X2	Auto Burg	**
11/29/2019	53926J6	Larceny	
12/5/2019	KHN9614	Robbery	
12/9/2019	57J4482	ATM Slider	





January 14, 2020

Mayor Robert Lord  
City of Bunker Hill Village  
11977 Memorial Drive  
Houston, Texas 77024

Mayor Jim Pappas  
City of Hunters Creek Village  
1 Hunters Creek Place  
Houston, Texas 77024

Mayor Mark Kobelan  
City of Piney Point Village  
7676 Woodway, Suite 300  
Houston, Texas 77063

Re: Proposed Amendment to MVPD Interlocal Agreement

Dear Mayors:

On January 13, 2020, the Board of Commissioners of the Memorial Village Police Department voted to recommend adoption of the attached proposed amendment to the MVPD Interlocal Agreement. The proposed amendment is a revised version of the amendment that was submitted to the three cities for approval in August of 2019. If approved by the three cities, the amendment will revise the provision governing the approval requirements for intra-budget transfers.

Under the existing agreement, the Board of Commissioners has authority to approve intra-budget transfers of \$10,000 or less, without the approval of the three member cities. Under the proposed amendment, that authority is increased to \$25,000, and a new provision is added that defines the term "intra-budget transfer" to include "a transfer of funds between accounts in the same fund ... or a transfer of funds between accounts in different funds... ."

Sincerely,

**OLSON & OLSON, LLP**

/s/ John J. Hightower

John J. Hightower

**AMENDMENT TO  
THE MEMORIAL VILLAGES POLICE DEPARTMENT  
INTERLOCAL COOPERATION AGREEMENT  
(Approval requirements for intra-budget transfers of funds [revised])**

THE STATE OF TEXAS §  
  §       KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF HARRIS     §

**Section 1.** This Amendment to the Memorial Villages Police Department Interlocal Agreement is entered into by and among the City of Bunker Hill Village, Texas, the City of Hunters Creek Village, Texas and the City of Piney Point Village, Texas, all of whom are collectively referenced as the “Contracting Municipalities.”

**Section 2.** The Contracting Municipalities have previously entered into an Interlocal Cooperation Agreement dated March 8, 1977 (the “Original Agreement”), creating and establishing a jointly owned and operated municipal police department, currently known as the Memorial Villages Police Department.

**Section 3.** The Contracting Municipalities have amended the Original Agreement in the past and now desire to amend it further to make certain changes regarding the approval requirements for intra-budget transfers of funds.

**Section 4.** To that end, the Contracting Municipalities hereby agree that the Original Agreement, as amended to date, is further amended by revising sub-paragraph 5(d) to read as follows:

- (d) Disburse the collected funds for the purposes and to the extent authorized in the budget approved by the contracting cities to procure and provide those items and services contemplated by this agreement. Any intra-budget transfers of funds in excess of \$10,000.00 that do not exceed \$25,000.00 must be approved by a majority vote of the commission. Any intra-budget transfers in excess of \$25,000.00 and all non-budgeted expenditures, regardless of amount, must first be approved by the governing body of each of the contracting cities. For purposes of this sub-paragraph 5(d), the term "intra-budget transfer" shall mean and refer to a transfer of funds between accounts in the same fund in the budget (intra-fund) or a transfer of funds between accounts in two different funds in the budget (inter-fund).

**Section 5.** This amendment shall take effect when it has been signed and approved by all three contracting municipalities.

EXECUTED in multiple originals on the dates shown below.

ATTEST: CITY OF BUNKER HILL VILLAGE, TEXAS

\_\_\_\_\_  
Britique L. Williams  
City Secretary

\_\_\_\_\_  
Robert P. Lord  
Mayor Date: \_\_\_\_\_

ATTEST: CITY OF HUNTERS CREEK VILLAGE,  
TEXAS

\_\_\_\_\_  
Crystal Dozier  
City Secretary

\_\_\_\_\_  
Jim Pappas  
Mayor Date: \_\_\_\_\_

ATTEST: CITY OF PINEY POINT VILLAGE, TEXAS

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

\_\_\_\_\_  
Mark Kobelan  
Mayor Date: \_\_\_\_\_

**AMENDED AGENDA  
VILLAGE FIRE DEPARTMENT  
REGULAR MONTHLY BOARD MEETING  
WEDNESDAY, JANUARY 22, 2020 6:00 P.M.  
HEDWIG CITY HALL**

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **WEDNESDAY, January 22, 2020 6:00 P.M.**, at Hedwig City Hall, 955 Piney Point. Houston, Texas 77024

1. **CALL TO ORDER**
2. **COMMENTS FROM THE PUBLIC**
3. **CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
  - 3A. Approval of Minutes – December 2019
  - 3B. Approval of bills paid – December 2019
4. **REPORTS**
  - 4A. Building restoration subcommittee report and possible action
    - a. Amos Byington / Michael Medwedeff AG/CM
    - b. Scott Brady Joiner Architects
  - 4B. Treasurer's Financial Reports – December 2019
  - 4C. Fire Chief's Report- Events of December 2019; Monthly Performance; Record of Calls, and Response Times.
    - a. End of year report
  - 4D. Compensation Study- subcommittee report and possible action
5. **CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following:

None
6. **CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:

None
7. **DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** – The Board will discuss and consider possible action on the following:

None

**VILLAGE FIRE DEPARTMENT  
REGULAR MONTHLY BOARD MEETING  
PAGE 2**

8. **CONSIDERATION OF AND ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:
- 8A. Consideration of and possible action on bank depository services
- a. Wells Fargo
  - b. Independence Bank
  - c. Allegiance Bank
9. **CLOSED SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss following matters:
- None
10. **ACTION – CLOSED SESSION** – The Board of Directors will discuss and consider any actions necessary on items discussed in Executive Session
11. **FUTURE TOPICS**
12. **NEXT MEETING DATE**
- February 26, 2020
14. **ADJOURNMENT**

I certify that the amended agenda for the 22nd of January 2020, Regular Monthly Meeting was posted at the fire department this the 17th day of January 2020, at 12:30 p.m.

\_\_\_\_\_  
Marlo Longoria- Administrator

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

VILLAGE FIRE DEPARTMENT  
REGULAR BOARD OF COMMISSIONERS MEETING  
WEDNESDAY, DECEMBER 18, 2019 AT 6:00 P.M.  
HEDWIG CITY HALL  
955 PINEY POINT, HOUSTON TEXAS 77024

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

**1. CALL TO ORDER**

Present and  
Voting Were:

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

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

Others

Present Were:

City of Piney Point Village  
City of Hilshire Village  
City of Hedwig Village  
Village Fire Department  
Village Fire Department  
Randle Law Office LTD., L.L.P.  
Insurance

Alternate Henry Kollenberg  
Alternate Ray Leiker  
Alternate Harry Folloder  
David Foster, Fire Chief  
Marlo Longoria, Administrator  
Drew Shirley, Attorney  
Frank Comiskey and Glenn -VFIS

Absent

Were:

City of Spring Valley Village  
City of Hunters Creek Village  
City of Spring Valley Village

Alternate Mayor Tom Ramsey  
Alternate Frank Doyle  
Commissioner Allen Carpenter, Vice Chair

**2. COMMENTS FROM THE PUBLIC:**

None

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

**3A. Approval of Minutes**

Approval of Minutes – November 2019

**3B. Approval of Bills Paid**

Approval of Bills Paid – November 2019

Commissioner Nash asked for a motion to approve the consent agenda. Commissioner Johnson moved; Commissioner Byrne seconded to approve the items as presented on the Consent Agenda.

Commissioner Carlton voted “Aye,” “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

**4. Reports**

**4A. Building restoration subcommittee report and possible action**

- a. Amos Byington / Michael Medwedeff AG/CM – options
- b. Scott Brady Joiner Architects

Mr. Amos Byington presented on the current budget and schedule for the Village Fire Department renovation.  
*Article 1*

Commissioner Carlton moved to approve additional services for the architect with of the cost of \$96,000 due to change in project. Commission Johnson seconded.

Information was circulated through the subcommittee.

Services – Architect \$51,500  
Civil Engineer-\$7,500  
Structural Engineer \$8,500  
MEP – \$28,500

Increase of about 7.5%

Roll call

Piney Point- Yes

Hunters Creek- Yes

Hilshire- Yes

Hedwig- Yes

Motion approved

VILLAGE FIRE DEPARTMENT  
REGULAR BOARD OF COMMISSIONERS MEETING  
WEDNESDAY, DECEMBER 18, 2019  
MINUTES – PAGE 3

---

**4B. Treasurer's Financial Reports – November 2019**

Marlo Longoria stated the Village Fire Department, VFD, is 1.37 % over Budget. However, by year end with incoming revenue, Village Fire Department should even out.

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

- Fully staffed
- One firefighter out on injury due to come back Jan. 21,2020
- New utility truck arrived
- New Engine in the works in South Dakota
- Station repairs- plumbing
- House Fire
- Rescue 1 repair 5k

**4D. Compensation Study- subcommittee report and possible action**

Alternate Folloder stated the consultant will be in town Friday, December 20,2019 for a kickoff meeting.

Public Sector Personnel Consultant will conduct a presentation in March.

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

None

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

None

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

None



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

- 8A.** Consideration of and action on the approval of purchasing Dispatch hardware:
- Motorola Consoles
  - Nice Recorder
  - Cisco Telephone System

Commissioner Byrne moved to approve the purchase of new Motorola equipment for dispatch hardware/console. Commissioner Johnson seconded.

Commissioner Nash and Commissioner Carlton voted “Aye,” “Noes” none.

Alternate Folloder presented and reviewed Alerting system *Article 2*

**8B.** Consideration of and action on bids received for Property Casualty for February 10, 2020 – February 10, 2021

The only bid received for Property/Casualty Insurance Coverage for February 10, 2020 – February 10, 2021, was submitted by Mr. Frank Comiskey, Frank Comiskey Agency, Inc. The \$47,100.00 bid with an increase of \$3,000 from the current policy. Mr. Comiskey stated that the policy includes insurance for the Medical Director of the department and a \$10,000,000 umbrella policy. He explained other items that are covered under the policy.

Commissioner Johnson requested more information on an increase of building/property coverage due to the rehabilitation project during 2020/2021. Commissioner Nash requested we review the insurance policy and cost near the renewal of the 2021 policy coverage. Mr. Comiskey stated the VFD will have flexibility during the 2020 policy to increase the building/property coverage if needed.

Further discussion will be needed to determine the increase for 2021 insurance building/property coverage.

Commissioner Johnson moved to approve the bid received from Mr. Frank Comiskey, Frank Comiskey Agency, Inc. for Property and Casualty Insurance for period February 10, 2020-February 10, 2021 as submitted.

Roll Call  
Piney Point: Yes  
Hunters Creek: Yes  
Hilshire: Yes  
Spring Valley: N/A  
Hedwig: Yes

Motion Approved

VILLAGE FIRE DEPARTMENT  
REGULAR BOARD OF COMMISSIONERS MEETING  
WEDNESDAY, DECEMBER 18, 2019  
MINUTES – PAGE 5

---

**8C.** Consideration of and possible action on the approval on continuing agreement with Taber and Burnett, accounting firm.

Marlo Longoria reviewed the agreement with Taber and Burnett for VFD accounting services and stated the monthly service fee will increase by \$48.00 from \$852/monthly to \$900/monthly with an additional Accounting CS software fee of \$45.00.

Commissioner Nash asked for a motion to approve the continuation agreement with Taber and Burnett for VFD accounting services. Commissioner Johnson moved, seconded by Commissioner Carlton.

Commissioner Byrne voted "Aye," "Noes" none.

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

None

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

None

**11.** **FUTURE TOPICS:**

None

**12.** **NEXT MEETING DATE:**

January 22,2020

**13.** **ADJOURNMENT**

Commissioner Nash moved to adjourn at 7:45 p.m. seconded by Commissioner Johnson.

**MOTION CARRIED UNANIMOUSLY**  
Respectfully submitted

Commissioner Zeb Nash, Chair

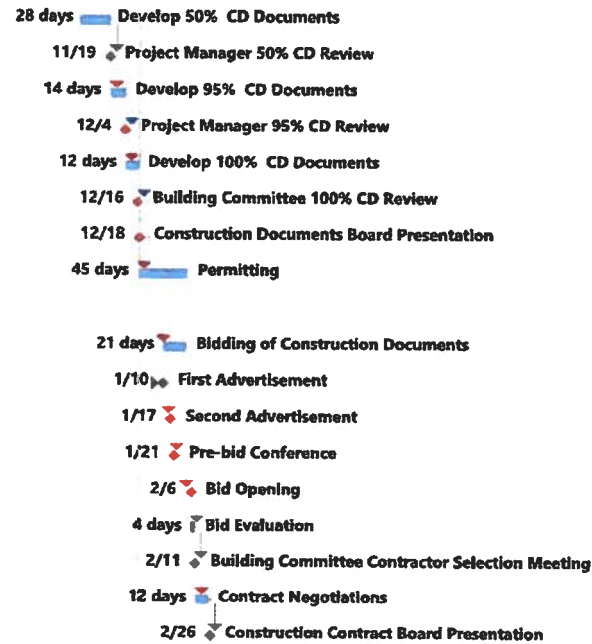
Attest:

Commissioner Robert Byrne, Secretary

# Article 1

## VFD Project Schedule

ID	Task Name	Duration	Start	Finish	2019				2020				2021				2022			
					Qtr 4, 2018	Qtr 1, 2019	Qtr 2, 2019	Qtr 3, 2019	Qtr 4, 2019	Qtr 1, 2020	Qtr 2, 2020	Qtr 3, 2020	Qtr 4, 2020	Qtr 1, 2021	Qtr 2, 2021	Qtr 3, 2021	Qtr 4, 2021	Qtr 1, 2022	Qtr 2, 2022	
1	Constraints and Milestones	718.21 days	Wed 1/23/19	Wed 1/23/22																
42	Owner Provided Items	362.75 days	Wed 4/24/19	Wed 3/21/21																
63	Design Team Solicitation Process	82.58 days	Thu 3/28/19	Thu 4/25/19																
64	Solicitation Process	52.56 days	Thu 2/28/19	Thu 4/25/19																
78	Design Phase	263.75 days	Sat 4/27/19	Wed 3/23/20																
79	Schematic Design	56.06 days	Sat 4/27/19	Wed 6/26/19																
87	Design Development	109 days	Wed 6/26/19	Sun 10/20/19																
93	Construction Documents Phase	126.69 days	Sun 10/20/19	Wed 2/25/20																
94	Develop 50% CD Documents	28 days	Sun 10/20/19	Tue 11/19/19																
95	Project Manager 50% CD Review	0 days	Tue 11/19/19	Tue 11/19/19																
96	Develop 95% CD Documents	14 days	Tue 11/19/19	Wed 12/4/19																
97	Project Manager 95% CD Review	0 days	Wed 12/4/19	Wed 12/4/19																
98	Develop 100% CD Documents	12 days	Wed 12/4/19	Mon 12/16/19																
99	Building Committee 100% CD Review	0 days	Mon 12/16/19	Mon 12/16/19																
100	Construction Documents Board Presentation	0 days	Wed 12/18/19	Wed 12/18/19																
101	Permitting	45 days	Tue 12/17/19	Sun 2/2/20																
102	Bidding Phase	43.63 days	Fri 1/10/20	Wed 2/25/20																
103	Bidding of Construction Documents	21 days	Fri 1/10/20	Sat 2/1/20																
104	First Advertisement	0 days	Fri 1/10/20	Fri 1/10/20																
105	Second Advertisement	0 days	Fri 1/17/20	Fri 1/17/20																
106	Pre-bid Conference	0 days	Tue 1/21/20	Tue 1/21/20																
107	Bid Opening	0 days	Thu 2/6/20	Thu 2/6/20																
108	Bid Evaluation	4 days	Thu 2/6/20	Mon 2/10/20																
109	Building Committee Contractor Selection Meeting	0 days	Tue 2/11/20	Tue 2/11/20																
110	Contract Negotiations	12 days	Tue 2/11/20	Mon 2/24/20																
111	Construction Contract Board Presentation	0 days	Wed 2/26/20	Wed 2/26/20																
112	Primary Construction Contract	456 days	Tue 1/23/20	Sun 4/24/22																
113	Construction Phase	463 days	Tue 1/28/20	Sat 6/9/21																
136	Warranty Phase	365 days	Wed 3/31/21	Sun 4/24/22																





**Village Fire Department**

**Village Fire Station Additions & Renovations**

95% Budget Estimate - Phasing Plan "Z" with Alternates

December 18, 2019

**SUMMARY SHEET**

<b>I. Soft Costs:</b>	<b>Quantity</b>	<b>Unit</b>	<b>%</b>	<b>Total</b>
<b>Professional Services</b>				
Project and Construction Manager Services (AGCM)			2.86%	\$123,174.57
Environmental Site Assessment	1	LS		\$0.00
Asbestos Testing	1	LS		\$2,000.00
Site Utility and Topographic Survey	1	LS		\$3,945.00
Architectural and Engineering Fees	1	LS		\$262,500.00
Windstorm Certification	1	LS		\$4,000.00
Accessibility Review & Inspections	1	LS		\$2,500.00
Construction Material Testing	1	LS		\$7,000.00
Mech. System Test & Balancing	1	LS		\$12,000.00
Commissioning	1	LS		\$8,000.00
<b>Contingency and Allowance Amounts</b>				
Owner Project Contingency	1	LS		\$200,000.00
Permitting Allowance	1	LS		\$8,000.00
Moving Allowance	1	LS		\$25,000.00
Cabling Allowance	1	LS		\$0.00
FFE Allowance	1	LS		\$80,000.00
Phone System Hardware	1	LS		\$75,000.00
Asbestos Abatement Allowance	1	LS		\$20,000.00
<b>Other Costs</b>				
Reimbursables/Printing/Couriering	1	LS		\$3,500.00
Electrical, Gas and Data Service Connections	1	LS		\$6,000.00
Project Acceleration	1	LS		\$0.00
Project Phasing	1	LS		\$0.00
Location Adjustment Factor	1	LS		\$0.00
Date Adjustment Factor	1	LS		\$0.00
Sales Tax	1	LS		\$0.00
Union Wages	1	LS		\$0.00
Davis-Bacon Wages	1	LS		\$0.00
Other Prevailing Wages	1	LS		\$0.00

II. Scope of Work - Phase I	Quantity	Unit	Cost per Unit	Total
<b>A. Demolition / Site Preparation</b>				
Demolition Work at Annex Building	6,500	SF	\$ 2.00	\$ 13,000.00
Removal of Radio Tower	1	LS	\$ 15,000.00	\$ 15,000.00
Remove 70' of Chain-Link Fencing	1	LS	\$ 550.00	\$ 550.00
Remove 25' of Wood Fencing	1	LS	\$ 450.00	\$ 450.00
Remove Wall to Provide New Door at Dispatch	1	LS	\$ 850.00	\$ 850.00
Remove Portion of Wall to Provide New Door at Bay	1	LS	\$ 425.00	\$ 425.00
<b>B. Annex Renovation Work</b>				
New Partition between Dispatch and Temporary Dayroom	26	LF	\$ 60.00	\$ 1,560.00
New 2 x 2 Lay-In Ceiling at Dispatch	280	SF	\$ 2.65	\$ 742.00
New Carpet at Dispatch	280	SF	\$ 3.85	\$ 1,078.00
New Rubber Base at Dispatch	72	LF	\$ 1.80	\$ 129.60
New SCPL Door and Hardware at Dispatch	1	LS	\$ 750.00	\$ 750.00
New SCPL Door and Hardware at Restrooms	2	LS	\$ 750.00	\$ 1,500.00
Painting	1,100	SF	\$ 1.20	\$ 1,320.00
New Partitions at Restrooms and Shower	30	LF	\$ 55.00	\$ 1,650.00
Ceramic Tile at Wet-Wall at Restrooms and Shower	175	SF	\$ 6.50	\$ 1,137.50
Ceramic Tile on Floor at Gym Restroom and Shower	85	SF	\$ 6.50	\$ 552.50
Ceramic Tile on Floor at Dispatch Restroom	56	SF	\$ 6.50	\$ 364.00
New Drywall Ceiling at Restrooms	141	SF	\$ 4.50	\$ 634.50
Temporary Kitchen Buildout Including Electric Ranges	1	LS	\$ 12,000.00	\$ 12,000.00
New Temporary Walls to Infill Annex Bay Doors	28	LF	\$ 75.00	\$ 2,100.00
New VCT Flooring at Data/911 Closet	138	SF	\$ 1.50	\$ 207.00
New Rubber Base at Data/911 Closet	54	LF	\$ 1.80	\$ 97.20
Paint Walls Data/911 Closet	480	SF	\$ 1.20	\$ 576.00
New 2 X 2 Lay-In Ceiling at Data/911 Closet	138	SF	\$ 2.65	\$ 365.70
Toilet Tissue Dispenser	2	EA	\$ 225.00	\$ 450.00
Mirrors	2	EA	\$ 300.00	\$ 600.00
Soap Dispenser	2	EA	\$ 45.00	\$ 90.00
Towel Bar	1	EA	\$ 65.00	\$ 65.00
Grab Bar, 36"	2	EA	\$ 75.00	\$ 150.00
Grab Bar, 42"	2	EA	\$ 175.00	\$ 350.00
L-Shape Grab Bar	1	EA	\$ 325.00	\$ 325.00
Folding Shower Seat	1	EA	\$ 125.00	\$ 125.00
Shower Curtain & Rod	1	EA	\$ 350.00	\$ 350.00
Install New HM Frame and Door at Dispatch	1	LS	\$ 1,800.00	\$ 1,800.00
Install New HM Frame and Door at Bay	1	LS	\$ 1,800.00	\$ 1,800.00
<b>C. Mechanical, Electrical &amp; Plumbing Systems</b>				
<i>Mechanical</i>				
Split Unit to serve Dispatch	1	LS	\$ 8,000.00	\$ 8,000.00
Split Unit to serve 911 Equipment Closet	1	LS	\$ 8,000.00	\$ 8,000.00
Modify Existing Unit to Serve Dayroom & Dining	1	LS	\$ 4,500.00	\$ 4,500.00
Modify Existing Ductwork Routing & Grille Locations	1	LS	\$ 2,500.00	\$ 2,500.00
<i>Plumbing</i>				
New Fixtures at Restroom and Tankless Water Heaters	1	LS	\$ 12,000.00	\$ 12,000.00
Temporary Water and Sanitary for Temporary Kitchen	1	LS	\$ 3,500.00	\$ 3,500.00

<i>Electrical</i>				
New Generator for Annex Building	1	LS	\$ 200,000.00	\$ 200,000.00
Power for Temporary Dining and Kitchen	1	LS	\$ 3,000.00	\$ 3,000.00
Power for Cascade	1	LS	\$ 1,000.00	\$ 1,000.00
SCBA Fill Station - Existing / Relocate and Reinstall	1	LS	\$ 1,000.00	\$ 1,000.00
SCBA Air Compressor - Existing / Relocate and Reinstall	1	LS	\$ 1,000.00	\$ 1,000.00
Alert System Wiring	2300	SF	\$ 1.90	\$ 4,370.00
Fire Alarm System	2600	SF	\$ 2.50	\$ 6,500.00
Security System (includ. Card reader access)	2600	SF	\$ 1.60	\$ 4,160.00
Security System (alarm intrusion)	2600	SF	\$ 3.00	\$ 7,800.00
Service Entrance and Switchgear Upgrades	1	LS	\$ 75,000.00	\$ 75,000.00
New Electrical / Data Outlets and Boxes at Dispatch	1	LS	\$ 5,500.00	\$ 5,500.00
New Lighting at Dispatch and Restrooms	1	LS	\$ 3,500.00	\$ 3,500.00
Upgrade Panels B & C in Data/911 Closet	1	LS	\$ 15,000.00	\$ 15,000.00
New Power Pole and Underground Main Feeder	1	LS	\$ 48,000.00	\$ 48,000.00
<b>H. Life Safety Systems</b>				
Wet Pipe Sprinkler System Modification	2600	SF	\$ 3.25	\$ 8,450.00
<b>D. Site Paving</b>				
New Sidewalks to Access Trailers and Dispatch	1180	SF	\$ 5.50	\$ 6,490.00
<b>E. Site Improvements</b>				
<b>F. Site Utilities</b>				
Sub Total Phase I				\$ 492,414.00
Design Contingency		0.50%		\$2,462.07
Adjustment for inflation from Jan.2019 to 2020		0.00%		\$0.00
Cost of Work Sub Total				\$ 494,876.07
Contractors Fees (General Conditions)			LS	\$52,500.00
Contractors Fees (Bonds & Insurance)			1.75%	\$9,579.08
Contractors Fees (Overhead & Profit)			LS	\$32,000.00
Total Construction Cost - Phase I:				\$588,955.15
<b>III. Scope of Work - Phase II</b>				
	<b>Quantity</b>	<b>Unit</b>	<b>Cost per Unit</b>	<b>Total</b>
<b>A. Demolition / Site Preparation</b>				
Demo of Existing Paving	7,500	SF	\$ 2.50	\$ 18,750.00
Demo of Exterior Walls	2,600	SF	\$ 4.50	\$ 11,700.00
Demo of Interior Spaces	10,800	SF	\$ 2.25	\$ 24,300.00
Demo of Exterior Parapet (at Building Tie-in)	1	LS	\$ 6,000.00	\$ 6,000.00
<b>B. Earthwork &amp; Foundations</b>				
Drilled and Pour Piers	26	EA	\$ 1,200.00	\$ 31,200.00
Excavation & removal from site of soils	105	CY	\$ 22.00	\$ 2,310.00
Select Fill, Average 2' Deep	540	CY	\$ 18.00	\$ 9,720.00
Vapor Barrier	4100	SF	\$ 0.75	\$ 3,075.00
Concrete Slab, 5" Thk.	600	SF	\$ 8.00	\$ 4,800.00
Concrete Slab, 8" Thk.	3600	SF	\$ 11.00	\$ 39,600.00
Concrete Grade Beams	70	CY	\$ 135.00	\$ 9,450.00
<b>C. Superstructure / Building</b>				
Structural Steel	4,150	SF	\$18.00	\$ 74,700.00
Structural Steel Erection	4,150	SF	\$8.00	\$ 33,200.00
Exterior Wall 6" Stud Framing / Sheathing / Insulation	70	LF	\$75.00	\$ 5,250.00

Exterior Wall 8" & 10" CMU	3,700	SF	\$19.50	\$ 72,150.00
Moisture Barrier at Exterior Wall	3,700	SF	\$1.25	\$ 4,625.00
Masonry Wainscot (Modular Brick)	1,050	SF	\$22.00	\$ 23,100.00
Masonry at Day Room Addition	870	SF	\$20.00	\$ 17,400.00
Insulated Metal Wall Panels	3,100	SF	\$17.75	\$ 55,025.00
2 Ply Modified Bit Roofing	4,150	SF	\$11.00	\$ 45,650.00
Metal Decking and Roof Insulation, 5" Polyiso	4,150	SF	\$7.50	\$ 31,125.00
Treated wood blocking at roof	532	LF	\$6.00	\$ 3,192.00
Overhead Doors, 13'-0" x 14'-0" Ht.	4	EA	\$12,500.00	\$ 50,000.00
Exterior Alum. Storefront Windows / Doors	285	SF	\$105.00	\$ 29,925.00
Individual Alum Exterior Windows	360	SF	\$95.00	\$ 34,200.00
Exterior Hollow Metal Doors, Frames, Hardware	12	EA	\$1,800.00	\$ 21,600.00
Treated wood blocking at doors/windows	190	LF	\$3.75	\$ 712.50
Exterior Canopies/Sunshade	915	SF	\$45.00	\$ 41,175.00
Roof Ladder	1	EA	\$4,500.00	\$ 4,500.00
Mezzanine Stairs/Railing Modification	1	EA	\$8,500.00	\$ 8,500.00
Painting / Repair of Existing Exterior Plaster Soffits & Parapets	1,150	SF	\$4.50	\$ 5,175.00
<b>D. Interior Construction / Modifications</b>				
Interior PLAM Doors, HM Frames, Hardware	30	EA	\$ 1,450.00	\$ 43,500.00
Interior Hollow Metal Doors, HM Frames, Hardware	7	EA	\$ 2,500.00	\$ 17,500.00
Interior Storefront Window/Door Systems	750	SF	\$ 55.00	\$ 41,250.00
Drywall Partitions - Rated walls	3100	SF	\$ 7.50	\$ 23,250.00
Drywall Partitions - Non rated walls	6900	SF	\$ 5.25	\$ 36,225.00
CMU Partitions - 6" CMU	1300	SF	\$ 11.00	\$ 14,300.00
CMU Partitions - 8" CMU	3300	SF	\$ 12.00	\$ 39,600.00
Frame and install drywall ceilings	800	SF	\$ 4.50	\$ 3,600.00
Tile Backsplash at Kitchen Counters	120	SF	\$ 6.00	\$ 720.00
Industrial Polished Concrete	3800	SF	\$ 5.75	\$ 21,850.00
Sealed Concrete	950	SF	\$ 1.50	\$ 1,425.00
Ceramic Tile (Floor) - Restrooms	520	SF	\$ 6.50	\$ 3,380.00
Ceramic Tile (Floor) - Lobby, Day Room, Kitchen, etc.	1350	SF	\$ 9.00	\$ 12,150.00
Carpet	3600	SF	\$ 3.85	\$ 13,860.00
LVT Tile	2000	SF	\$ 4.25	\$ 8,500.00
Walk Off Carpet Entry mats	250	SF	\$ 8.25	\$ 2,062.50
Paint Drywall / CMU Walls	14600	SF	\$ 1.75	\$ 25,550.00
Paint Drywall Ceilings	800	SF	\$ 2.25	\$ 1,800.00
Paint Exposed Structure	4500	SF	\$ 2.75	\$ 12,375.00
2x2 Lay in Ceiling Tile	9300	SF	\$ 2.75	\$ 25,575.00
Visual Display Surface	6	EA	\$ 950.00	\$ 5,700.00
TV Mounts	32	EA	\$ 250.00	\$ 8,000.00
Building & Room Signage (Interior and exterior)	1	LS	\$ 10,000.00	\$ 10,000.00
Waste Receptacle	8	EA	\$ 150.00	\$ 1,200.00
Paper Towel Dispenser	8	EA	\$ 105.00	\$ 840.00
Toilet Tissue Dispenser	6	EA	\$ 225.00	\$ 1,350.00
Mirrors	6	EA	\$ 300.00	\$ 1,800.00
Soap Dispenser	6	EA	\$ 45.00	\$ 270.00
Towel Bar	4	EA	\$ 65.00	\$ 260.00
Grab Bar, 36"	6	EA	\$ 150.00	\$ 900.00
Grab Bar, 42"	6	EA	\$ 175.00	\$ 1,050.00
L-Shape Grab Bar	1	EA	\$ 325.00	\$ 325.00
Folding Shower Seat	1	EA	\$ 125.00	\$ 125.00
Shower Curtain & Rod	4	EA	\$ 350.00	\$ 1,400.00

Mop Rack	1	EA	\$ 175.00	\$ 175.00
Fire Extinguishers with Bracket	6	EA	\$ 150.00	\$ 900.00
Gear Storage Lockers	32	EA	\$ 650.00	\$ 20,800.00
Floor Leveling	4600	SF	\$ 3.50	\$ 16,100.00
<b>E. Casework / Millwork</b>				
Large Wardrobe / Locker Cabinets at Dorms	54	EA	\$ 500.00	\$ 27,000.00
Solid Surface Countertops	90	LF	\$ 45.00	\$ 4,050.00
Solid Surface Countertops at Bar/Kitchen	23	LF	\$ 55.00	\$ 1,265.00
Base Cabinets	98	LF	\$ 225.00	\$ 22,050.00
Upper Wall Cabinets	70	LF	\$ 175.00	\$ 12,250.00
<b>F. Appliances / Equipment</b>				
Existing Vent Hood - Allowance	1	LS	\$ 1,500.00	\$ 1,500.00
Existing Range - Allowance	1	LS	\$ 1,500.00	\$ 1,500.00
Dishwasher	2	EA	\$ 900.00	\$ 1,800.00
Gear Extractor	1	LS	\$ 8,500.00	\$ 8,500.00
Drying Cabinet	1	LS	\$ 8,500.00	\$ 8,500.00
Washer	1	EA	\$ 1,000.00	\$ 1,000.00
Dryer	1	EA	\$ 1,000.00	\$ 1,000.00
<b>G. Mechanical, Electrical &amp; Plumbing Systems</b>				
<i>Mechanical</i>				
Testing and adjusting	15550	SF	\$ 0.50	\$ 7,775.00
Apparatus Bay Intake and Exhaust System	4	EA	\$ 5,500.00	\$ 22,000.00
Industrial Fans	2	EA	\$ 8,000.00	\$ 16,000.00
Multi Zone Heating / Venting /Air conditioning (incl	12950	SF	\$ 42.00	\$ 543,900.00
<i>Plumbing</i>				
Insulation	15550	SF	\$ 1.75	\$ 27,212.50
Piping	15550	SF	\$ 9.18	\$ 142,749.00
<i>Fixtures</i>				
Toilets	7	EA	\$ 2,600.00	\$ 18,200.00
Urinals	0	EA	\$ 1,250.00	\$ -
RR Sinks	7	EA	\$ 1,800.00	\$ 12,600.00
Shower Heads - Includes Chemical Shower	5	EA	\$ 500.00	\$ 2,500.00
Decon Shower	1	EA	\$ 2,500.00	\$ 2,500.00
Counter sinks	5	EA	\$ 500.00	\$ 2,500.00
Catering Kitchen Sink (Triple)	0	EA	\$ 3,000.00	\$ -
Kitchen Sinks (Double)	2	EA	\$ 2,000.00	\$ 4,000.00
Utility Sinks	3	EA	\$ 2,200.00	\$ 6,600.00
Mop Sink	2	EA	\$ 1,175.00	\$ 2,350.00
Floor Sink	2	EA	\$ 750.00	\$ 1,500.00
Electric Water Heater (1 - 30 Gal)	0	EA	\$ 10,000.00	\$ -
Gas Water Heater (200 Gal)	1	EA	\$ 16,000.00	\$ 16,000.00
Oil Sand Separator / Sample Well	1	EA	\$ 25,000.00	\$ 25,000.00
Grease Trap / Sample Well	1	EA	\$ 20,000.00	\$ 20,000.00
Floor Drains	18	EA	\$ 750.00	\$ 13,500.00
Roof Drain system	10	EA	\$ 1,500.00	\$ 15,000.00
Circulating Pump	2	EA	\$ 2,000.00	\$ 4,000.00
Thermal Expansion Absorbers	1	LS	\$ 1,000.00	\$ 1,000.00
Trap Primer	11	EA	\$ 100.00	\$ 1,100.00
Hose BIB	5	EA	\$ 500.00	\$ 2,500.00
Hose Reels	7	EA	\$ 400.00	\$ 2,800.00
Air Compressor	1	EA	\$ 6,000.00	\$ 6,000.00
Air Dryer	1	EA	\$ 3,000.00	\$ 3,000.00
Wall Hydrants	4	EA	\$ 500.00	\$ 2,000.00



<i>Electrical</i>				
Conduit & Wiring	12950	SF	\$ 10.75	\$ 139,212.50
Lightning Protection and Grounding	1	LS	\$ 30,000.00	\$ 30,000.00
Generator Service and Additional Ventilation	1	LS	\$ 35,000.00	\$ 35,000.00
Alert System Wiring	12950	SF	\$ 1.90	\$ 24,605.00
Fire Alarm System	12950	SF	\$ 2.50	\$ 32,375.00
Security System (Existing Camera relocation)	1	LS	\$ 7,500.00	\$ 7,500.00
Security System (incd. Card reader access)	12950	SF	\$ 1.60	\$ 20,720.00
Security System (alarm intrusion)	12950	SF	\$ 3.00	\$ 38,850.00
Fixtures & Installation	12950	SF	\$ 17.00	\$ 220,150.00
Wire Devices & Trim Out	12950	SF	\$ 1.65	\$ 21,367.50
Ceiling Fans	24	EA	\$ 700.00	\$ 16,800.00
Communications Cabling	12950	SF	\$ 3.55	\$ 45,972.50
Rerouting of Existing Exterior Electrical Conduits	1	LS	\$ 20,000.00	\$ 20,000.00
<b>H. Life Safety Systems</b>				
Wet Pipe Sprinkler System	12950	SF	\$ 4.75	\$ 61,512.50
Stand Pipe	12950	SF	\$ 2.00	\$ 25,900.00
<b>I. Site Paving</b>				
Fine Grade and Compact Subgrade	600	SY	\$ 8.00	\$ 4,800.00
Wheel stops at Parking	5	EA	\$ 95.00	\$ 475.00
Striping of Parking, ADA Spacing, Directional Arrows, ETC.	1	LS	\$ 3,000.00	\$ 3,000.00
Parking Signage	3	EA	\$ 300.00	\$ 900.00
Concrete Parking Lot and Drives (8" thick)	7700	SF	\$ 11.00	\$ 84,700.00
Sidewalks	10	CY	\$ 125.00	\$ 1,250.00
Concrete Curbs	160	LF	\$ 10.00	\$ 1,600.00
<b>J. Site Improvements</b>				
Chain Link with Privacy slats	175	LF	\$ 18.00	\$ 3,150.00
Pedestrian Gates 3' x 7'	1	EA	\$ 500.00	\$ 500.00
Concrete Filled Steel Pipe Bollards	10	EA	\$ 250.00	\$ 2,500.00
<b>K. Landscaping &amp; Irrigation</b>				
Sodding / Seeding	14700	SF	\$ 1.75	\$ 25,725.00
Landscape Beds	1	LS	\$ 5,000.00	\$ 5,000.00
Tree Removal	6	EA	\$ 1,250.00	\$ 7,500.00
Irrigation	1	LS	\$ 1,500.00	\$ 1,500.00
<b>L. Site Utilities</b>				
<i>Storm Drainage &amp; Structures</i>				
Site Storm	7500	SF	\$ 4.25	\$ 31,875.00
<b>IV. Scope of Work - Phase III</b>	<b>Quantity</b>	<b>Unit</b>	<b>Cost per Unit</b>	<b>Total</b>
<b>A. Demolition / Site Preparation</b>				
Remove Temporary Walls at Bay Doors	1	LS	\$ 450.00	\$ 450.00
Remove Existing Exhaust System	1	LS	\$ 1,500.00	\$ 1,500.00
Remove Temporary Kitchen	1	LS	\$ 2,500.00	\$ 2,500.00
<b>B. Annex Renovation Work</b>				
New Carpet at Gym	280	SF	\$ 3.85	\$ 1,078.00
New Rubber Base at Gym	72	LF	\$ 1.80	\$ 129.60
New 2 x 2 Lay-In Ceiling at Gym	280	SF	\$ 2.65	\$ 742.00
New Lighting at Gym	1	LS	\$ 2,500.00	\$ 2,500.00
Paint Gym	280	SF	\$ 3.85	\$ 1,078.00
Raise Existing Mezzanine Structure, Railing, Lighting, Stair	1	LS	\$ 14,000.00	\$ 14,000.00
<i>Mechanical</i>				

Modify Existing Ductwork & Grille Locations at Gym	1	LS	\$ 2,000.00	\$ 2,000.00
Annex Bay Intake and Exhaust System	2	EA	\$ 5,000.00	\$ 10,000.00
<b>Sub Total</b>		SF	\$199.80	\$3,106,896.10
Design Contingency		0.50%		\$15,534.48
Adjustment for inflation from Jan.2019 to 2020		0.00%		\$0.00
<b>Cost of Phase II &amp; III Work Sub Total</b>				\$3,122,430.58
Contractors Fees (General Conditions)		LS		\$330,000.00
Contractors Fees (Bonds & Insurance)		1.75%		\$60,417.54
Contractors Fees (Overhead & Profit)		LS		\$205,000.00
<b>Total Construction Cost, Phase II &amp; III:</b>				\$3,717,848.12
<b>Total Construction Cost, Phase I, II &amp; III:</b>				\$4,306,803.27
<b>Total Soft Costs:</b>				\$842,619.57
<b>Total Project Cost:</b>				\$5,149,422.84

## DISPATCH EQUIPMENT

The following list of equipment are not included in the Total Project Cost noted above

Communications Equipment (Dispatch Relocation)	1	LS		\$25,000.00
Dispatch Consoles	1	LS		\$150,000.00
Dispatch Desks	1	LS		\$15,000.00
Recorder	1	LS		\$75,000.00
Alert System Encoder	1	LS		\$75,000.00
Radio System	1	LS		?
<b>Total Dispatch Equipment Cost:</b>				\$340,000.00

## POSSIBLE DEDUCTIVE ALTERNATES

The following list of Alternates are included in the Total Construction Cost noted above, and the dollar amount listed can be subtracted from the Total Construction Cost to reduce the over-all Total Project Cost

V. Scope of Work - Alternates	Quantity	Unit	Cost per Unit	Total
<b>A. Day Room Addition</b>				
Day Room Addition Building	580	SF	\$ 300.00	\$ 174,000.00
<b>B. Entry Signage Obelisk &amp; Canopy Reduction</b>				
Brick Façade/Graphic Signage/Reduced Canopy Size	1	LS	\$ 36,750.00	\$ 36,750.00
<b>C. Annex Improvements</b>				
Heater Replacement	1	LS	\$ 6,500.00	\$ 6,500.00
Lighting Replacement	1	LS	\$ 3,500.00	\$ 3,500.00
<b>Total Deductive Alternates:</b>				\$220,750.00

## ITEMS THAT COULD BE CHARGED AGAINST REVENUE

The following list of items are not included in the Total Project Cost noted above

VI. Scope of Work - Exterior Temporary Facilities	Quantity	Unit	Cost per Unit	Total
<b>A. Soft Costs:</b>				
Temporary Sleeping Trailer 1 with Restrooms	10	Mths	\$ 1,550.00	\$ 15,500.00
Temporary Sleeping Trailer 2 with Restrooms	10	Mths	\$ 1,550.00	\$ 15,500.00
Temporary Office Trailer	10	Mths	\$ 1,250.00	\$ 12,500.00
Temporary Truck Tent	10	Mths	\$ 2,900.00	\$ 29,000.00
Temporary Trailer Erect / Removal	1	LS	\$ 10,000.00	\$ 10,000.00
Temporary Truck Tent Erect / Removal	1	LS	\$ 2,500.00	\$ 2,500.00
Trailer Modifications	1	LS	\$ 15,000.00	\$ 15,000.00
Purchase Storage Containers	3	EA	\$ 2,800.00	\$ 8,400.00
Total Soft Costs:				\$ 108,400.00
<b>B. Construction Cost Phase I</b>				
Temporary Power for Trucks and Ambulances	1	LS	\$ 3,000.00	\$ 3,000.00
Temporary Power for Trailers	3	EA	\$ 3,500.00	\$ 10,500.00
Temporary Alert System	1	LS	\$ 2,500.00	\$ 2,500.00
<i>Utility Connections to Temporary Trailers</i>				
Sanitary Sewer Connections	1	LS	\$ 2,000.00	\$ 2,000.00
Domestic Water Connections	1	LS	\$ 2,500.00	\$ 2,500.00
Electrical Connections	1	LS	\$ 3,750.00	\$ 3,750.00
Soil Preparation for Temporary Trailers	1	LS	\$ 4,500.00	\$ 4,500.00
Stair Access and Ramps to Temporary Buildings	1	LS	\$ 8,500.00	\$ 8,500.00
<b>C. Construction Cost Phase III</b>				
Disconnect Utilities and Remove Temporary Trailers	1	LS	\$ 7,500.00	\$ 7,500.00
Grade Site where Temporary Trailers were Located	1	LS	\$ 3,500.00	\$ 3,500.00
Sub Total Construction Costs				\$48,250.00
Design Contingency		5.00%		\$2,412.50
Adjustment for inflation from Jan.2019 to 2020		0.00%		\$0.00
Cost of Work Sub Total				\$50,662.50
Contractors Fees (General Conditions)			LS	\$7,500.00
Contractors Fees (Bonds & Insurance)			1.75%	\$1,017.84
Contractors Fees (Overhead & Profit)			LS	\$3,300.00
<b>Total Construction Cost Exterior Temporary Facilities:</b>				<b>\$ 62,740.34</b>
Total Soft Costs (from above):				\$ 108,400.00
<b>Total Exterior Temporary Facilities:</b>				<b>\$ 171,140.34</b>



## Article 2

Marlo Longoria <longoria@villagefire.org>

### Fwd: US Digital Designs :: G2 Fire Station Alerting System for the Village Fire Department, Texas

1 message

Harry Folloder <hfolloder@hedwigtx.gov>

Wed, Dec 18, 2019 at 2:50 PM

To: Emily Morris <morris@villagefire.org>, Marlo Longoria <longoria@villagefire.org>

Do you all mind printing out a few copies of this for me please?

Begin forwarded message:

From: Peter Donkin <pdonkin@usdd.com>

Date: December 17, 2019 at 3:23:40 PM CST

To: Harry Folloder <hfolloder@HEDWIGTX.GOV>

Subject: US Digital Designs :: G2 Fire Station Alerting System for the Village Fire Department, Texas

Hello Mr. Folloder,

Attached are two (2) preliminary G2 Alerting System designs for Station 1 in Hedwig Village, Texas. Please review and make any changes you would like. You can mark up both drawings and send them back, or give me a call to discuss any changes. Since the G2 Alerting System is incredibly modular and Lego-like we can move, remove or build on the components featured on either station's design. If you intend to tie any third party systems (gas shut off, door/lighting controls, etc.) into our system let me know so I can note it on the plan so the installer is aware.

Once we have finalized a G2 FSA system design, we can go ahead with preparing your quote.

#### A few notes regarding your STATION SYSTEM DESIGNS:

- These initial designs are for One (1) Station Location System. The engineering for these two (2) system options has been derived from the information you've supplied and from designs your agency has previously acknowledged and approved. If the (attached and detailed below) system designs do not match your expectations, please just let us know so we can correct accordingly. If there are other station locations you also need to add into this project's scope of work, please just let us know.
- These station system designs are very modular and scalable (very "lego-like") - peripheral system component options can be easily added at any later phase or date as needs or budgets allow. The attached designs are based on current best-practices, what's most commonly ordered for stations like yours, and for each station's unique architectural demands. Please know we can phase implementation around almost any initial need or want.
- There are Inputs and Outputs available in almost every component of our system (<https://stationalerting.com/g2-io-network/>), and they are immediately able to tie into owner-furnished/3rd-party systems like gas shut-off valves, lighting controls, gate controls, etc. So as we finalize each system design for you, please let us know what kind of 3rd-party-system integration you are hoping for, so we can work with your and the installation contractor's personnel to determine exactly what might be needed and so the installer can include within their final Scope of Work.

- **24 Device Licenses (per station system ordered) for our G2 Mobile Alerting App (<http://stationalerting.com/app/>) would be available to you at no additional cost if this station system is tied to a working G2 FSAS Dispatch System, and while under warranty or recurring annual support - so you might be able to save a fair amount of money compared to that spent on 3rd-party apps like Active911, lamResponding, etc.**

**\*PLEASE MAKE SURE TO REVIEW AND RESPOND:\***

- **Currently, all interior speakers (but not outdoor or app bay speakers) identified on the plan are to be flush/recessed mounted - Can you please confirm the ceiling type in each station is suitable for a flush mount speaker? We do offer the same speakers in a surface mount (box) style option but need to have them identified on the plans to get the most accurate installation quote prepared.**
- **The Room Remotes (<http://stationalerting.com/room-remote-2/>) currently identified on one of the plans are to be flush/recessed mounted. Can you please confirm the wall type will allow for a flush mount installation. Solid wall construction (brick, cinder-block, concrete, etc) would require the room remotes to be surface mounted. This is not a problem, but additional hardware is needed so should be identified as soon as possible in the process.**
- **Can you also please identify the existing network/internet connection point (location) and radio connection point (location) for each station, so our designs make sure to note this for the installer? Thank you.**

-----  
**For your TWO (2) SYSTEM DESIGNS FOR STATION 1, the following has been included:**  
 -----  
 -----

<b>x1</b>	<b>G2 ATX Station Controller ["ATX"]</b>
-----------	--

<http://stationalerting.com/atx/>

This controls and powers all (up to x8) peripheral devices, speakers, etc. Nearby UPS delivers protected redundant power in case of grid and/or generator failure. This controller also has x3 relay inputs, and x4 relay outputs built into it, to integrate any I/O's (street light controllers, gas shut-off mechanisms, ack buttons, doorbells, etc.). There are x4 individual/zoned audio amps, so you initially have the ability to define up to four separate audio zones. [This controller has an interactive touch-screen with password and structural lockouts to dissuade tampering or accidental configuration]

<b>x1</b>	<b>G2 VoiceAlert Speech Engine Station License ["VA"]</b>
-----------	---

<http://stationalerting.com/voicealert/>

This is the text-to-voice automated dispatch module that assists public safety dispatchers during an emergency call by taking over the task of reading dispatch information aloud. The speech is generated in a fraction of a second and sent to individual stations, over the radio, and to our the smart-phone app immediately, freeing up contention for a single dispatcher audio channel.

**x1 G2 ATX Controller Expansion Kit ["EXP"] (OPTION A ONLY)**

<http://stationalerting.com/atx/>

**Only on the Option A design.** Our G2 ATX Station Controller can power, monitor and control up to eight of our Station Peripherals – This Expansion Kit allows for an additional 12 peripheral devices to accommodate each station's particular architectural and sub-cultural demands. *Expansion Kits are not necessary for any of these G2 FSA system designs as they are currently drawn.*

**G2 LED Digital Message Sign ["GSM/GSS/GSE"]**

<http://stationalerting.com/g2-message-sign/>

Allowing instantaneous alerting (don't have to wait for tones and voice-announcement to complete, etc.), these very popular and inexpensive signs can be mounted almost anywhere a visual dispatch/call reference would aid in comprehension and response, and more can always be easily added later for Turn Out Timing, Unit Status, etc. These signs outlast standard LCD/LED TVs, are much less expensive, and get their power and signal from the same UPS'd station controller the rest of the system peripherals do (inexpensive install, no need to tie to UPS/Generator 110V circuit, etc.). Commonly ordered as 'two-stacks' for App Bay Areas, so one sign shows call, the other shows Turn Out Time. Standard VESA100 commercial mounting plates available for easy mounting options (at angles, etc.).

**G2 Room Remote ["RR2"]**

<http://stationalerting.com/g2-room-remote-2/>

Designed for flexible alerting in dorm rooms or other small areas, with built-in 12" Bright LED Sign, local control (volume, scheduling, unit change, etc.), and with an audio amp to drive local speakers. X3 configurable relay outputs and x2 dry-contact inputs. These are very popular in each dorm room (where budget allows) and in executive offices, training and conference rooms, etc. Flush or surface mounted.

**G2 HDTV Remote ["HDT"]**

<http://stationalerting.com/g2-hdtv-remote-station/>

The G2 HDTV Remote is an alerting peripheral that can interface the G2 Station Controller with a HDTV Display (monitor, TV, projector, video-wall, etc.) with an available HDMI input. The Remote can display multi-line dispatch alerting information and system status messages, and can display unit status information received from compatible CAD systems. Additionally, if your CAD system provides lat/long details, the HDTV Remote can also display map information for the incident. If available in the video device it is plugging into, the HDTV Remote can also use the Consumer Electronics Control (CEC) protocol to control CEC-compatible HDTV Displays, including power-on and input select. This is a very popular add to Offices, Day Rooms, Dispatch Centers and Common Areas. It's recommended to use a dedicated monitor for this purpose as opposed to using one also tasked for television viewing

**G2 Message Remote ["MR2"]**

<http://stationalerting.com/g2-message-remote/>

Provides and Controls both Audible and Visual Alerts to specific zones/areas. To control/power up to two LED Digital Message Signs, so you can easily add another sign at a later date if you want to add Turn Out Timers, Unit Status Monitor, etc. These also have I/O relays built in so you can easily add a nearby doorbell, door switch, street light controller, etc. to be controlled or acknowledged by our system. Additionally, if enhanced audio is needed in a nearby area (outdoor, indoor rooms, etc.) at a later date, this remote also has on-board audio amplification (x2 15-wat amps) you could tie into and automate (volume levels, timed on/off, etc.) through our system.

**x0 G2 Color Indicator Remote ["CIR"]**

<http://stationalerting.com/g2-color-indicator-remote/>

No G2 Color Indicator Remotes are currently included in any of these system designs but can easily be added. The G2 Color Indicator Remote offers an additional method of alerting or notification, featuring an array of high-intensity color LEDs. The color indication can be easily and instantly recognized by station personnel, and provides immediate dispatch information to the observer. The G2 Color Indicator Remote joins the family of easy-to-install, single-wire, power-over-ethernet (POE) G2 peripheral devices. While it cannot offer as much specific information as an LED Message Sign on a monitor using our HDTV Remote, it's simplicity provides a good, basic method of indication.

**G2 Strobe ["STR"]**

<http://stationalerting.com/g2-strobe/>

Commonly mounted in App Bays, Shops, Exercise Rooms or other high-ambient noise areas for visual reinforcement of an alert, the G2 Strobe is an all-purpose, high-intensity LED blinking strobe light powered and controlled by the same G2 FSA System POE network allows.

**G2 Illuminated Speakers [Round and Square Symbols w/ 'S' and Light Marks]**

<http://stationalerting.com/g2-illuminated-speaker/>

These architectural-standard speakers are fitted with high-intensity ramping red LED arrays, to provide night lighting without causing blindness due to dark-to-light transition, and to give visual reinforcement of audio alert (especially good in loud areas like workout rooms and bathrooms). Can also help aid egress visibility if power/standard lighting fails.

**G2 Standard (non-illuminated) Speakers [Round and Square Symbols w/ 'S' ]**

<http://stationalerting.com/g2-illuminated-speaker/>

Same style, color, performance as the other speakers, but without LED-illumination for areas not needing it.

**G2 OmniAlert Strobe Speakers [Double-Round Circle w/ 'S' and Light Marks]**

<https://stationalerting.com/g2-omnialert-strobe-speaker/>

Dual-purpose, visual and audible fire station alerting device. It's particularly effective in large, open areas with high ambient noise, as well as in acoustically challenging environments (e.g., apparatus bays and shops). Unlike conventional paging horns that deliver harsh, unintelligible sound, the OmniAlert Strobe Speaker is optimized for the spoken word. It broadcasts high-powered and clear voice announcements, and leverages 360-degree horizontal dispersion, allowing for greater coverage and installation flexibility. Three built-in, high-intensity LED strobe lights simultaneously provide rotating bursts of light to visually alert your personnel, even if the local ambient noise conditions prohibit audible alerting. Lightweight and OSHA-compliant, the OmniAlert Strobe Speaker is fully compact at just 15-inches in diameter, and includes a cable hanging kit and small weather screen filter. This peripheral typically requires the **Message Remote 2** for power, signal and control.

**Weatherized Full-Range Speakers [Double-Round Circle w/ 'S']**

<http://stationalerting.com/layouts/>

Surface mounted at levels and location to increase vocal clarity. Most commonly used in Apparatus Bay and Outdoor Areas (which can be scheduled for different volume levels for different times of day).

**x7 ALERTING ZONES AVAILABLE - PLEASE REFER TO EACH SYSTEM DESIGN FOR EXACT ZONING LAYOUT**

<http://stationalerting.com/layouts/>

Your G2 Station Alerting System can send alerts throughout the entire fire station or to just specific areas where you need them. The ATX Station Controller is able to alert 13+ unique zones (areas): some could be audio only (Amplifiers/Speakers), some visual only (Message Signs, TVs, Monitors, Strobe Lights, Color Indicator Remotes); and some a combination of each (Room Remotes, Message Remotes, etc.). There are x4 Audio Amplifiers available, x8 PoE Ports for Peripheral Components, and the ability to send a balanced line-level audio signal from the ATX to previously-installed/owner-furnished house audio system (amps/speakers/etc.) - thus allowing 13+ zones. Each zone can be uniquely cued, or can be combined and alerted same as other zones. Further, each zone can be scheduled (shift changes, etc.) in almost any order to meet your individual station needs and wants.

THE INITIAL ZONE ASSIGNMENTS ARE AS FOLLOWS:



1. **Zone 1 - COMMON 'A'** - Kitchen, dining area, dayroom and bathrooms can combine/isolate with other specific areas to be uniquely zoned
2. **Zone 2 - COMMON 'B'** - Corridors, can combine/isolate with other specific areas to be uniquely zoned
3. **Zone 3 - OFFICE SUITES** - Group of Standard Flush Mount Speakers in Administrative Offices, can combine/isolate with other specific areas to be uniquely zoned Dorm rooms, can combine/isolate with other specific areas to be uniquely zoned
4. **Zone 4 - EXTERIOR** - Weatherized speaker on exterior of the structure, can combine/isolate with other specific areas to be uniquely zoned

**ADDITIONALLY, THE FOLLOWING AREAS HAVE PERIPHERAL OPTIONS THAT ALLOW EVEN MORE UNIQUE ZONING OPTIONS:**

5. **Zone 5 - APPARATUS BAY** - Group of Weatherized Speakers (or G2 OmniAlert Strobe speaker) in apparatus bay, can combine/isolate with other specific areas to be uniquely zoned
6. **Zone 6 - SLEEPING 'A'** - Group of G2 Illuminated Speakers in Dorm Rooms tied to Channel 1 on a Message Remote 2, can combine/isolate with other specific areas to be uniquely zoned
7. **Zone 7 - SLEEPING 'B'** - Group of G2 Illuminated Speakers in Dorm Rooms tied to Channel 2 on a Message Remote 2, can combine/isolate with other specific areas to be uniquely zoned

SO ESSENTIALLY, THESE FIRE STATION DESIGNS CURRENTLY HAVE AT LEAST x7 INDIVIDUAL/UNIQUELY-ZONED AREAS AVAILABLE. THEY CAN ALL BE ALERTED THE SAME WAY, OR EACH CAN BE ALERTED AS THEIR OWN UNIQUE ZONE.

---

**Please review the above and any station designs/drawings we have provided you, and let me know about:**

- Ceiling types (recessed, hard, etc.) for each area of the station, so we make sure to include the correct related speaker type to mount in that area;
- Wall-types for each room needing our Room Remote, so we make sure to include the correct mounting hardware and so the installer knows where conduit might be needed, etc.;
- Any other concerns or cautions you discover about this initial system design for each station (i.e.: bi-fold doors will prevent mounting in that part of App Bay, etc.), or any changes you would like to be made.

---

Thank you very much for the opportunity to work on this project.

Respectfully,

**Peter Donkin**  
US DIGITAL DESIGNS | [stationalerting.com](http://stationalerting.com)  
[pdonkin@usdd.com](mailto:pdonkin@usdd.com)  
Direct: 602-687-1759 | Mobile: 402-817-9850

**4 attachments**

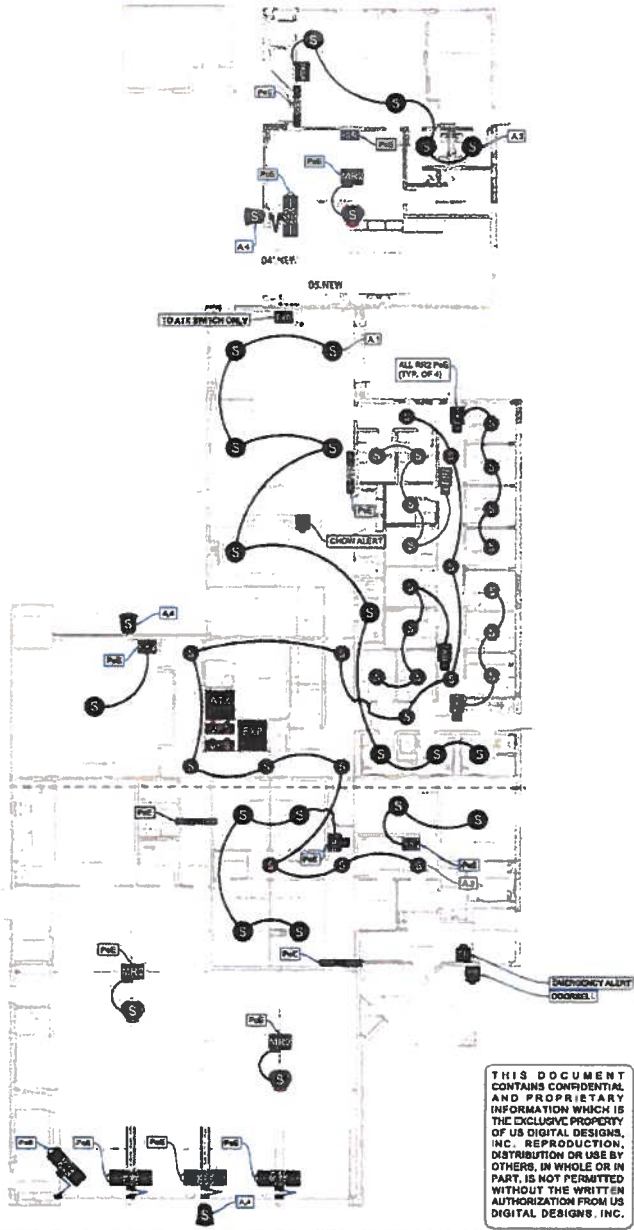
 **USDD.TX\_HDWG.FS01 OPTION A.FSA.2019.12.17.pdf**  
1310K

 **ATT00001.htm**  
1K

 **USDD.TX\_HDWG.FS01 OPTION B.FSA.2019.12.17.pdf**  
1311K

 **ATT00002.htm**  
1K

# Article 2



US DIGITAL DESIGNS	
Count	Name
1	G2 ATX STATION CONTROLLER
1	G2 COLOR INDICATOR REMOTE
1	G2 EXPANSION UNIT (G2-EXP-12)
1	G2 HDTV REMOTE
31	G2 LED SPEAKER (G2-LVL-MC-70)
3	G2 MESSAGE REMOTE 2
14	G2 MESSAGE SIGN STANDMOUNT (MS-G2-S)
5	G2 MS ADAPTOR PLATE DOUBLE (AP-D)
3	G2 OMBASTROBE SPEAKER
1	G2 STROBE LIGHT
2	G2 UPS (G2-UPS)
5	MS-AMT-ART-L
2	PUSH BUTTON (BLACK)
1	PUSH BUTTON (RED)
7	ROOM REMOTE 2 (RR-2)
17	SPEAKER FLUSH MOUNT
3	SPEAKER WEATHER-PROOF TRANSFORMER

SYMBOL	DESCRIPTION
[Symbol]	G2 VO REMOTE
[Symbol]	G2 MESSAGE REMOTE 2
[Symbol]	G2 ROOM REMOTE 2
[Symbol]	G2 HDTV REMOTE
[Symbol]	G2 COLOR INDICATOR REMOTE
[Symbol]	PUSH BUTTON - RED
[Symbol]	PUSH BUTTON - BLACK
[Symbol]	G2 LOCAL AREA REMOTE
[Symbol]	G2 STROBE LIGHT
[Symbol]	OEM TRANSFORMER
[Symbol]	G2 OMBALERT STROBE SPEAKER
[Symbol]	G2 LED SPEAKER FLUSH MOUNT
[Symbol]	G2 LED SPEAKER METAL BOX
[Symbol]	SPEAKER WEATHER-PROOF
[Symbol]	SPEAKER FLUSH MOUNT
[Symbol]	SPEAKER METAL BOX
[Symbol]	G2 MESSAGE BGN (NON-12")
[Symbol]	G2 MESSAGE BGN (STANDARD 24")
[Symbol]	G2 MESSAGE BGN (EXTENDED 36")
[Symbol]	OEM PLAT PANEL MONITOR 10" WITH MOUNT
[Symbol]	VOLUME CONTROL (CUSTOMER SUPPLIED)
[Symbol]	ADAPTOR PLATE SINGLE
[Symbol]	ADAPTOR PLATE DOUBLE
[Symbol]	ARTICULATING ARM MOUNT - LONG

**INSTALLER NOTES:**

- INSTALLER TO INCLUDE CONNECTION BETWEEN ATX STATION CONTROLLER'S LINE-LEVEL AUDIO OUTPUT AND (EXISTING) OWNER-FURNISHED HOUSE AUDIO SYSTEM (AMP), (IF APPLICABLE)
- INSTALLER TO PROVIDE 1 CAT6 CABLE FROM ATX CONTROLLER TO CUSTOMER EXISTING STATION RADIO AND NETWORK SYSTEM FOR BACKUP
- INSTALLER TO PROVIDE CONNECTION BETWEEN (EXISTING) OWNER-FURNISHED STATION LIGHTING CONTROL SYSTEM AND RELAY OUTPUT FROM ATX STATION CONTROLLER OR VO REMOTE (IF APPLICABLE)
- INSTALLER TO VERIFY WALL AND CEILING TYPE TO DETERMINE NEED FOR FLUSH OR SURFACE MOUNT INSTALLATION OF EQUIPMENT SPECIFIED.
- GAS SHUT OFF EQUIPMENT NOT PROVIDED BY USDD, (IF APPLICABLE)
- VOLUME CONTROL PROVIDED BY OWNER (IF APPLICABLE)
- INSTALLER TO VERIFY AND CONSIDER LOCATION(S) OF NETWORK AND RADIO CONNECTIONS

PoE = G2 ATX Power-over-Ethernet (PoE) ports 1...8 and G2 Expansion Module ports 1...12  
 A.n = G2 ATX Amplifier 1...4 | EA.n = G2 External Amplifier 1...n | CH.n = G2 Message Remote 2 Channel 1 or 2

**NOTES:**

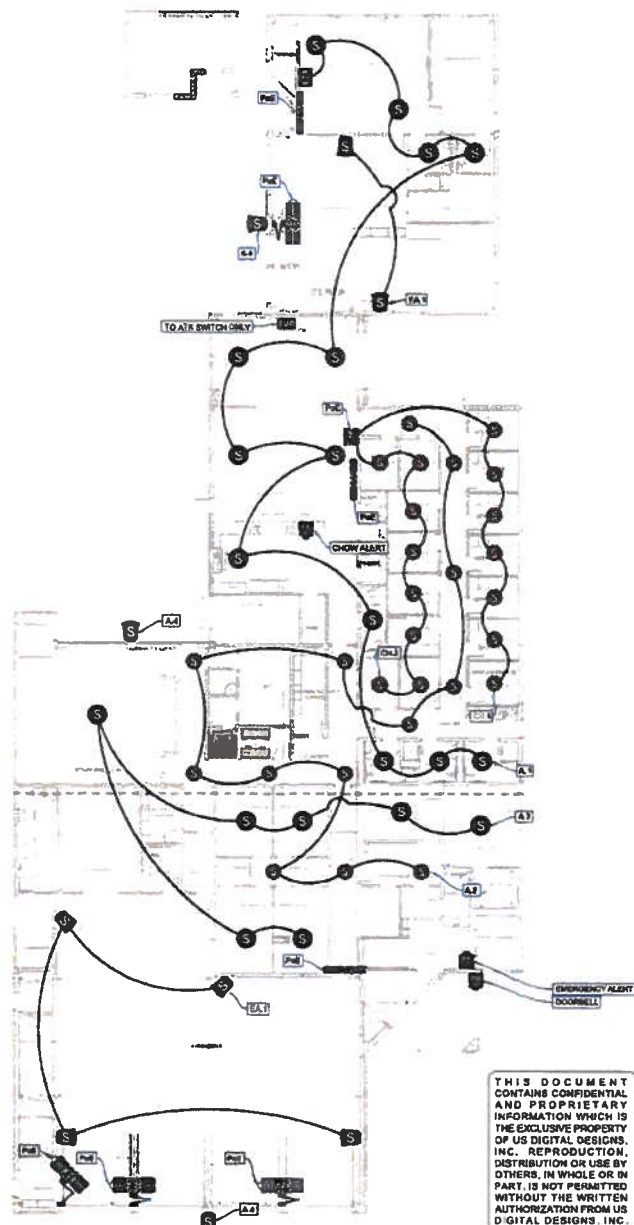
- SEE ARCHITECTURAL SPECIFICATIONS FOR ALL ROUGH-IN AND INSTALLATION DETAILS.
- US DIGITAL DESIGNS DOES NOT SUPPLY BACK BOXES, CONDUITS, OR MOUNTING FASTENERS.
- US DIGITAL DESIGNS FIRE STATION ALERTING PLANS ARE DIAGRAMMATIC AND FOR QUOTING PURPOSES ONLY. DRAWING MAY NOT BE TO SCALE.
- PHOENIX G2 SYSTEM IS ABLE TO SIGNAL OWNER-FURNISHED SYSTEMS, (EXHAUST, LIGHT, GAS SHUT OFF, ETC.) BUT USDD DOES NOT SUPPLY THESE SYSTEMS AND CANNOT WARRANT OR SUPPORT ANY OF THEIR PERFORMANCE BEYOND THE TRANSMISSION OF RELAY SIGNAL TO THEM.

THIS DOCUMENT CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION WHICH IS THE EXCLUSIVE PROPERTY OF US DIGITAL DESIGNS, INC. REPRODUCTION, DISTRIBUTION OR USE BY OTHERS, IN WHOLE OR IN PART, IS NOT PERMITTED WITHOUT THE WRITTEN AUTHORIZATION FROM US DIGITAL DESIGNS, INC.

SYMBOL	DESCRIPTION
[Symbol]	G2 ATX STATION CONTROLLER
[Symbol]	G2 EXPANSION MODULE
[Symbol]	G2-UNINTERRUPTIBLE POWER SUPPLY
[Symbol]	OEM AMPLIFIER



project	VILLAGE FIRE DEPARTMENT
building	FIRE STATION 1 - OPTION A
filename	USDD.TX_HDWG.FS01A.FSA.DWG
date	12/17/2019 - 2:03PM
design by	PD



US DIGITAL DESIGNS	
Count	Name
1	EXTERNAL AMPLIFIER (60-100W)
1	G2 ATX STATION CONTROLLER
3	G2 HDTV REMOTE
31	G2 LED SPEAKER (G2-LVL-HC-70)
1	G2 MESSAGE REMOTE 2
11	G2 MESSAGE SIGN STANDARD (MS-G2-S)
4	G2 MS ADAPTOR PLATE DOUBLE (AP-D)
1	G2 STROBE LIGHT
7	G2 UPS (G2-UPS)
4	MS-MNT-ART-1
2	PUSH BUTTON (BLACK)
7	PUSH BUTTON (RED)
17	SPEAKER FLUSH MOUNT
9	SPEAKER WEATHER PROOF



**INSTALLER NOTES:**

1. INSTALLER TO INCLUDE CONNECTION BETWEEN ATX STATION CONTROLLER'S LINE-LEVEL AUDIO OUTPUT AND (EXISTING) OWNER-FURNISHED HOUSE AUDIO SYSTEM (AMP), (IF APPLICABLE)
2. INSTALLER TO PROVIDE 1 CAT5 CABLE FROM ATX CONTROLLER TO CUSTOMER EXISTING STATION RADIO AND NETWORK SYSTEM FOR BACKUP.
3. INSTALLER TO PROVIDE CONNECTION BETWEEN (EXISTING) OWNER-FURNISHED STATION LIGHTING CONTROL SYSTEM AND RELAY OUTPUT FROM ATX STATION CONTROLLER OR I/O REMOTE, (IF APPLICABLE)
4. INSTALLER TO VERIFY WALL AND CEILING TYPE TO DETERMINE NEED FOR FLUSH OR SURFACE MOUNT INSTALLATION OF EQUIPMENT SPECIFIED.
5. GAS SHUT OFF EQUIPMENT NOT PROVIDED BY USDD, (IF APPLICABLE)
6. VOLUME CONTROL PROVIDED BY OWNER, (IF APPLICABLE)
7. INSTALLER TO VERIFY AND CONSIDER LOCATIONS OF NETWORK AND RADIO CONNECTIONS

PoE = G2 ATX Power-over-Ethernet (PoE) ports 1...8 and G2 Expansion Module ports 1...12  
 A.n = G2 ATX Amplifier 1...4 EA.n = G2 External Amplifier 1...n CH.n = G2 Message Remote 2 Channel 1 or 2

**NOTES:**

1. SEE ARCHITECTURAL SPECIFICATIONS FOR ALL ROUGH-IN AND INSTALLATION DETAILS.
2. US DIGITAL DESIGNS DOES NOT SUPPLY BACK BOXES, CONDUITS, OR MOUNTING FASTENERS.
3. US DIGITAL DESIGNS FIRE STATION ALERTING PLANS ARE DIAGRAMMATIC AND FOR QUOTING PURPOSES ONLY. DRAWING MAY NOT BE TO SCALE.
4. PHOENIX G2 SYSTEM IS ABLE TO SIGNAL OWNER-FURNISHED SYSTEMS, (EXHAUST, LIGHT, GAS SHUT OFF, ETC.) BUT USDD DOES NOT SUPPLY THESE SYSTEMS AND CANNOT WARRANT OR SUPPORT ANY OF THEIR PERFORMANCE BEYOND THE TRANSMISSION OF RELAY SIGNAL TO THEM.

THIS DOCUMENT CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION WHICH IS THE EXCLUSIVE PROPERTY OF US DIGITAL DESIGNS, INC. REPRODUCTION, DISTRIBUTION OR USE BY OTHERS, IN WHOLE OR IN PART, IS NOT PERMITTED WITHOUT THE WRITTEN AUTHORIZATION FROM US DIGITAL DESIGNS, INC.

SYMBOL	DESCRIPTION
	G2 ATX STATION CONTROLLER
	G2 EXPANSION MODULE
	G2-UNINTERRUPTIBLE POWER SUPPLY
	DEM AMPLIFIER

SYMBOL	DESCRIPTION
	G2 I/O REMOTE
	G2 MESSAGE REMOTE 2
	G2 ROOM REMOTE 2
	G2 HDTV REMOTE
	G2 COLOR INDICATOR REMOTE
	PUSH BUTTON - RED
	PUSH BUTTON - BLACK
	G2 LOCAL AREA REMOTE
	G2 STROBE LIGHT
	DEM TRANSFORMER
	G2 OMBALERT STROBE SPEAKER
	G2 LED SPEAKER, FLUSH MOUNT
	G2 LED SPEAKER, METAL BOX
	SPEAKER, WEATHER-PROOF
	SPEAKER, FLUSH MOUNT
	SPEAKER, METAL BOX
	G2 MESSAGE SIGN (8x8 13")
	G2 MESSAGE SIGN (STANDARD 8")
	G2 MESSAGE SIGN (EXTENDED 8")
	DEM PLAT PANEL MONITOR, 30" W/TH MOUNT
	VOLUME CONTROL (CUSTOMER SUPPLIED)
	ADAPTER PLATE SINGLE
	ADAPTER PLATE DOUBLE
	ARTICULATING ARM MOUNT - LONG

project	VILLAGE FIRE DEPARTMENT
building	FIRE STATION 1 - OPTION B
filename	USDD.TX_HDWG.FS01B.FSA.DWG
date	12/17/2019 - 2:02PM
design by	PD

<b>VILLAGE FIRE DEPT. December BUDGETARY SUMMARY</b>	<b>BUDGET YEAR 2019</b>	<b>YEAR TO DATE 12/31/2019</b>	<b>% USED</b>	<b>% BUDGET</b>	<b>MONTHLY EXPENSES December</b>
<b>CAPITAL:</b>					
CONTINGENCY-PHYSICAL PLANT	35,000.00	10,650.25	30.43%	100.00%	0.00
MISC. TOOLS, EQUIP., & HOSE	65,000.00	65,825.70	101.27%	100.00%	0.00
PROTECTIVE GEAR	20,000.00	20,000.00	100.00%	100.00%	8,948.81
RADIO PURCHASE		750.00			
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>120,000.00</b>	<b>97,225.95</b>	<b>81.02%</b>	<b>100.00%</b>	<b>8,948.81</b>
<b>PERSONNEL EXPENDITURES:</b>					
SALARIES	3,757,244.00	3,910,044.91	104.07%	100.00%	322,939.28
SALARIES - OVERTIME	105,000.00	120,563.99	114.82%	100.00%	18,964.23
BONUS	6,000.00		0.00%	100.00%	
PROF. CERTIFICATION PAY	44,400.00	48,030.84	108.18%	100.00%	4,161.58
COMPENSATED ABSENCE PAY	0.00		0.00%	100.00%	
FICA TAX	304,530.00	299,967.38	98.50%	100.00%	25,365.85
DISABILITY INSURANCE	23,000.00	21,876.80	95.12%	100.00%	2,174.59
EMPLOYEE RETIREMENT	322,123.00	256,814.92	79.73%	100.00%	22,205.29
HOSPITALIZATION INSURANCE	609,770.00	603,813.35	99.02%	100.00%	47,490.24
MEAL ALLOWANCES	31,978.00	31,420.00	98.26%	100.00%	2,610.00
WORKMENS' COMP. INSURANCE	35,000.00	35,228.40	100.65%	100.00%	5,833.16
<b>TOTAL PERSONNEL EXPENDITURES</b>	<b>5,239,045.00</b>	<b>5,327,760.59</b>	<b>101.69%</b>	<b>100.00%</b>	<b>451,744.22</b>
<b>OPERATIONAL EXPENDITURES:</b>					
AMBULANCE MEDICAL SUPPLIES	50,000.00	58,177.70	116.36%	100.00%	2,861.35
BLDG. SUPPLIES & MAINTENANCE	47,000.00	51,901.85	110.43%	100.00%	1,134.29
CHEMICALS	2,000.00	200.60	10.03%	100.00%	0.00
CONTINGENCY	20,000.00	7,744.19	38.72%	100.00%	5,130.19
DUES/SUBSCRIPTIONS/MANUALS	6,500.00	5,721.49	88.02%	100.00%	175.00
FIRE PREVENTION/PUBLIC RELATIONS	12,000.00	10,741.34	89.51%	100.00%	892.68
GAS & OIL	45,000.00	33,317.71	74.04%	100.00%	-786.88
INSURANCE - CASUALTY	42,000.00	40,782.75	97.10%	100.00%	5,086.67
MAINTENANCE OF EQUIPMENT:	135,000.00	185,814.86	137.64%	100.00%	12,942.70
MAINTENANCE OF EQUIPMENT OTHER:		-2,791.92			0.00
CHIEF'S VEHICLE		6,271.42			24.00
FIRE MARSHAL'S VEHICLE		1,404.50			0.00
BATTALION 1		254.17			0.00

PUMPER (ENGINE 1)		49,154.66			6,886.64
UTILITY VEHICLE		149.15			0.00
LADDER (LADDER 1)		30,183.74			0.00
AMBULANCE (MEDIC 1)		21,055.89			5,656.64
AMBULANCE (MEDIC 2)		1,283.96			0.00
AMBULANCE (MEDIC 3)		1,482.50			0.00
MAINTENANCE - OTHER		47,611.66			375.42
MAINTENANCE - CONTRACTS		17,049.60			0.00
PUMPER (ENGINE 2)		12,705.53			0.00
MISCELLANEOUS EXPENDITURES:	7,200.00	9,639.16	133.88%	100.00%	0.00
SAFETY DEPOSIT BOX RENT					0.00
LICENSE/PERMITS		2,374.33			0.00
OTHER MISC. EXPENSES		4,157.21			
LEGAL NOTICES/ADVERT.		3,107.62			
<b>VILLAGE FIRE DEPT.</b>	<b>BUDGET</b>	<b>YEAR TO</b>	<b>%</b>	<b>%</b>	<b>MONTHLY</b>
<b>December</b>	<b>YEAR</b>	<b>DATE</b>	<b>USED</b>	<b>BUDGET</b>	<b>EXPENSES</b>
<b>BUDGETARY SUMMARY</b>	<b>2019</b>	<b>12/31/2019</b>			<b>12/31/2019</b>
POSTAGE/PRINTING/STATIONERY:	107,000.00	44,406.49	41.50%	100.00%	3,698.48
BANK ANALYSIS CHARGES/SUPPLIES		89.15			0.00
OFFICE SUPPLIES		14,933.15			1,501.50
POSTAGE		978.92			85.20
PENALTIES		0.00			0.00
PRINTING		756.91			0.00
MAINT. CONTRACTS/EQUIP.		14,140.09			454.53
COFFEE BAR/REFRESHMENTS		4,873.56			796.00
POSTAGE METER RENTAL		1,243.18			201.00
OFFICE EQUIPMENT/COMPUTERS		3,499.87			540.35
OTHER		3,022.21			119.90
BANK SERVICES CHARGES		869.45			0.00
PROFESSIONAL SERVICES:	112,400.00	34,499.85	30.69%	100.00%	-84,761.00
REVERSE ENTRIES FOR A.P.		(0.80)			0.00
ADJUSTMENT-DUPLICATE CHECKS		640.00			640.00
PROFESSIONAL SERVICES - OTHER		19,337.09			297.00
CPA		11,134.00			852.00
LEGAL		(42,772.61)			(90,000.00)
IT SERVICES		29,244.17			2,200.00
MEDICAL		16,918.00			1,250.00

PUBLIC UTILITIES	55,000.00	72,820.55	132.40%	100.00%	5,146.52
RENT	10.00	10.00	100.00%	100.00%	0.00
STATE CERTIFICATION FEES	6,000.00	4,690.07	78.17%	100.00%	87.17
TRAINING PROGRAMS	25,000.00	27,501.16	110.00%	100.00%	640.01
CPR TRAINING EXPENSE		1,479.88			213.17
CONVENTIONS		0.00			0.00
OTHER TRAINING EXP.		10,116.55			0.00
SEMINARS-OFF PREMISES		2,076.73			0.00
TRAINING EXAMS		4,926.23			426.84
TRAINING-ON PREMISES/training programs		5,891.68			0.00
OUT OF TOWN EXPENSES		3,010.09			
UNIFORMS	25,000.00	12,189.06	48.76%	100.00%	0.00
TOTAL OPERATIONAL EXPENDITURES	697,110.00	600,158.83	86.09%	100.00%	-47,752.82
<b>GRAND TOTAL</b>	<b>\$6,056,155.00</b>	<b>\$6,025,145.37</b>	<b>99.49%</b>	<b>100.00%</b>	<b>\$412,940.21</b>
	0				
		0.51 % under budget			
CAPITAL REPLACEMENT FUND	160,000.00				
COMPENSATION ABSENCE RESERVE FUND	45,000.00				
FACILITY FUND	3,500,000.00				
<b>TOTAL BUDGET FOR 2019</b>	<b>\$9,761,155.00</b>	<b>\$0.00</b>			



# VILLAGE FIRE DEPARTMENT

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

ISO Class I

## 2019 Annual Report

Number of Emergency Calls: 2090  
 Fire Type Calls: 1193 % of Calls: 57%  
 EMS Type Calls: 897 % of Calls: 43%

Number of Fire/EMS units response on calls: 3747  
 Total number of EMS patients: 882  
 Total Number of patients transported: 647  
 Min. number of firefighters/paramedics on duty: 10  
 Average number of firefighters/paramedics on duty: 11  
 Most common hospital transported to:  
     Memorial City Medical Center: 75%  
 % of Patients over age of 50: 56%  
 % of Patient over age of 75: 28%  
 Average minutes transport to hospital: 15  
 Total amount billed for EMS transports: \$1,585,840  
 Total revenue received from EMS transports: \$398,000

Total number of working fires: 9  
 Total amount of fire loss: \$123,000  
 Number of non-firefighter injuries:  
     (smoke inhalation) 0  
 Number of firefighter injuries:  
     (knee and Shoulder) 2  
 Average dispatch time in seconds: 0:38  
 Average Turnout Time in seconds: 0:48  
 Average Travel Time in minutes & seconds: 3:31  
 Average Total Response Time minutes & seconds: 4:53

Financials:  
 2019 Budget: \$6,056,155

Number of General Plans reviewed by Fire Marshal: 46  
 Number of Sprinkler Systems reviewed: 247  
 Number of Fire Inspections: 824  
 Number of Tours in the station and at schools: 105  
 % of homes with fire sprinkler systems: 29.8%  
 Total hours of fire and EMS training: 1,224.5

### Significant Projects:

- Upgraded EMS protocols
- Welcomed new Medical Director
- Ordered replacement engine (receive Summer 2020)
- Worked with Fire Commission to renovate fire station
- Ordered and received "state of the art" defibrillators
- Instructed city staff, police and citizen CPR

EMS Calls		
	2019	2018
Fall	164	139
Sick	161	109
Unconscious	72	95
Diff. Breath.	68	94
Unknown Type	65	60
Chest Pain	50	53
Medical Alarm	44	67
Injured Person	39	49
Heart Problems	34	28
Seizures	24	39
Psychiatric	24	24
Stroke	22	25
Overdose	17	17
EMS Service	16	9
Laceration	14	24
Abd. Pain	14	14
Diabetic	13	9
Allergic React.	9	14
Assault	8	13
Cardiac Arrest	8	8
Back Pain	7	10
Person Dead	5	7
Headache	4	0
Choking	3	9
Animal Bite	3	3
Childbirth	2	5
Heat Exposure	2	2
Burn	2	0
Shooting	1	3
Electrocution	1	0
Eye Injury	1	0
Drowning	0	4

Fire Calls		
	2019	2018
Fire Alarm Res.	336	317
Vehicle Collision	223	220
Auto Aid	220	276
Fire Alarm Bus	99	117
Service Call	88	100
Tree in Road	29	29
CO Alarm	33	26
Power Lines	25	33
Vehicle Fire	24	28
House Fire	20	16
Transformer	15	20
Elevator Res.	15	10
Smell of Smoke	14	8
Check for Fire	12	15
Child In Car	7	4
Trash Fire	6	1
Water Rescue	5	0
Grass Fire	4	10
Auto Vs Ped	3	6
Unknown Odor	3	5
Fuel Spill	3	0
Smoke Bus.	2	5
Lightning Strike	2	0
Electric Fire	2	1
Smoke House	1	11
Business Fire	1	1
Explosion	1	0
Hazmat	0	2
Oven Fire	0	2

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



Number of Responses by Truck:	
Engine 1	1374
Rescue 1	1086
Ladder 1	645
Deputy Chief	392
Engine 2	37
Rescue 2	145

To Save Lives and Protect Property





# VILLAGE FIRE DEPARTMENT

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

ISO Class I

## 2019 Annual Report

Number of Emergency Calls: 2090  
 Fire Type Calls: 1193 % of Calls: 57%  
 EMS Type Calls: 897 % of Calls: 43%

Number of Fire/EMS units response on calls: 3747  
 Total number of EMS patients: 882  
 Total Number of patients transported: 647  
 Min. number of firefighters/paramedics on duty: 10  
 Average number of firefighters/paramedics on duty: 11  
 Most common hospital transported to:  
     Memorial City Medical Center: 75%  
 % of Patients over age of 50: 56%  
 % of Patient over age of 75: 28%  
 Average minutes transport to hospital: 15  
 Total amount billed for EMS transports: \$1,585,840  
 Total revenue received from EMS transports: \$372,977

Total number of working fires: 9  
 Total amount of fire loss: \$123,000  
 Number of non-firefighter injuries:  
     (smoke inhalation) 0  
 Number of firefighter injuries:  
     (knee and Shoulder) 2  
 Average dispatch time in seconds: 0:38  
 Average Turnout Time in seconds: 0:48  
 Average Travel Time in minutes & seconds: 3:31  
 Average Total Response Time minutes & seconds: 4:53

Financials:  
 2019 Budget: \$6,056,155

Number of General Plans reviewed by Fire Marshal: 46  
 Number of Sprinkler Systems reviewed: 247  
 Number of Fire Inspections: 824  
 Number of Tours in the station and at schools: 105  
 % of homes with fire sprinkler systems: 29.8%  
 Total hours of fire and EMS training: 1,224.5

### Significant Projects:

- Upgraded EMS protocols
- Welcomed new Medical Director
- Ordered replacement engine (receive Summer 2020)
- Worked with Fire Commission to renovate fire station
- Ordered and received "state of the art" defibrillators
- Instructed city staff, police and citizen CPR

EMS Calls		
	2019	2018
Fall	164	139
Sick	161	109
Unconscious	72	95
Diff. Breath.	68	94
Unknown Type	65	60
Chest Pain	50	53
Medical Alarm	44	67
Injured Person	39	49
Heart Problems	34	28
Seizures	24	39
Psychiatric	24	24
Stroke	22	25
Overdose	17	17
EMS Service	16	9
Laceration	14	24
Abd. Pain	14	14
Diabetic	13	9
Allergic React.	9	14
Assault	8	13
Cardiac Arrest	8	8
Back Pain	7	10
Person Dead	5	7
Headache	4	0
Choking	3	9
Animal Bite	3	3
Childbirth	2	5
Heat Exposure	2	2
Bum	2	0
Shooting	1	3
Electrocution	1	0
Eye Injury	1	0
Drowning	0	4

Fire Calls		
	2019	2018
Fire Alarm Res.	336	317
Vehicle Collision	223	220
Auto Aid	220	276
Fire Alarm Bus	99	117
Service Call	88	100
Tree in Road	29	29
CO Alarm	33	26
Power Lines	25	33
Vehicle Fire	24	28
House Fire	20	16
Transformer	15	20
Elevator Res.	15	10
Smell of Smoke	14	8
Check for Fire	12	15
Child in Car	7	4
Trash Fire	6	1
Water Rescue	5	0
Grass Fire	4	10
Auto Vs Ped	3	6
Unknown Odor	3	5
Fuel Spill	3	0
Smoke Bus.	2	5
Lightning Strike	2	0
Electric Fire	2	1
Smoke House	1	11
Business Fire	1	1
Explosion	1	0
Hazmat	0	2
Oven Fire	0	2


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



### Number of Responses by Truck:

Engine 1 1374  
 Rescue 1 1086  
 Ladder 1 645  
 Deputy Chief 392  
 Engine 2 37  
 Rescue 2 145

To Save Lives and Protect Property

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
A		Total Number of Incidents 2019			Life Threatening (LT) EMS Incidents				Life Threatening (LT) Fire Incidents					% of fire type = fire alarm		
		Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90%	Natl. Stand 10:30 ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	% of 2019 Calls are:		Fire Alarms	% of Fire Calls
													Fire	EMS		
Bunker Hill Village	151	112	263	43	3:34	90%	5:42	86%	11	6:32	82%	57%	43%	69	46%	
Hedwig Village	191	289	480	120	3:26	100%	3:23	100%	20	3:44	100%	40%	60%	68	36%	
Hilshire Village	21	42	63	19	3:27	100%	5:37	100%	2	5:20	100%	33%	67%	11	52%	
Hunters Creek Village	262	181	443	57	4:10	100%	5:31	95%	19	5:07	79%	59%	41%	116	44%	
Piney Point Village	190	138	328	50	3:41	100%	5:28	100%	15	4:40	100%	58%	42%	99	52%	
Spring Valley Village	164	150	314	65	2:27	100%	4:32	100%	9	5:05	88%	52%	48%	59	36%	
Houston	213	2	215													
<b>Totals</b>	<b>1192</b>	<b>914</b>	<b>2106</b>	<b>354</b>	<b>3:27</b>	<b>98%</b>	<b>5:02</b>	<b>97%</b>	<b>76</b>	<b>5:04</b>	<b>92%</b>	<b>57%</b>	<b>43%</b>	<b>422</b>	<b>44%</b>	

Notes: ALL Response Time categories include from the receipt of the call at the Primary Dispatch to arrival on location of the responding units.

Column 1: Reflects the cities listed within the chart.

Column 2: Reflects the year to date number of "fire" type calls within each jurisdiction. Includes: fires, vehicle collisions, gas leaks, rescues, tree in roadways, and others.

Column 3: Reflects the year to date number of "EMS" calls within each jurisdiction.

Column 4: Reflects the year to date, total number of all calls within each jurisdiction.

Column 5: Reflects the year to date, number of "life threatening EMS" calls within each jurisdiction. Includes: heart attacks, strokes, seizures, cardiac arrest, seizures and others.

Column 6, Row A: Reflects the "National Standard for total response time for life threatening EMS Calls of 6 minutes 30 seconds.

Column 6: Reflects the year to date, first responder's response times for each jurisdiction.

Column 7, Row A, Reflects the National Standard of the percentage of calls which the national standard should be met: 90%

Column 7: Reflects the year to date, percentage of calls which the national standard is met during life threatening EMS calls.

Column 8 Row A: Reflects the National Standard for total response time for life threatening EMS calls for arrival of Advanced Life Support Equipment and Personnel: 10 minutes 30 seconds.

Column 8: Reflects the year to date, Advanced Life Support equipment and personnel response time for life threatening calls within each jurisdiction.

Column 9 Row A, Reflects the National Standard of the percentage of calls which the ALS standard should be met: 90%

Column 9: Reflects the year to date, percentage of calls, which the national standards is met of ALS response for each jurisdiction.

Column 10: Reflects the year to date, number of life threatening "Fire Type" calls within each jurisdiction.

Column 11: Reflects the year to date, average total response time to fire type calls within each jurisdiction.

Column 12: Reflects the year to date, percentage of life threatening fire type calls which meet or exceed the National Standard.

Column 13: Reflects the year to date, percentage of calls which our "fire type" calls.

Column 14: Reflects the year to date, percentage of call which our "EMS" calls.

Column 15: Reflects the year to date number of Fire Alarms within each jurisdiction.

Column 16: Reflects the percentage of fire type calls which are fire alarms.



**AG** | **CM**  
INC.

**JOINER**  
ARCHITECTS

Village Fire Department  
2020 Addition & Renovation Project  
January 2020 Board Update

# Village Fire Dept. Commissioners & Leadership

## Commissioners

Mr. Zebulun Nash, Chair (Piney Point Village)  
Council Member Allen Carpenter, Vice-Chair (Spring Valley Village)  
Mr. Jay Carlton, Treasurer (Hunters Creek Village)  
Mr. William Johnson (Hedwig Village)  
Mr. Robert Byrne, Secretary (Hilshire Village)

## Alternates

Council Member Harry Folloder (Hedwig Village)  
Council Member Henry Kollenberg (Piney Point Village)  
Mayor Tom Ramsey (Spring Valley Village)  
Mr. Frank Doyle (Hunters Creek Village)  
Mr. Ray Leiker (Hilshire Village)

## Village Fire Department Leadership

Chief David Foster (Village Fire Dept.)  
Mrs. Marlo Longoria (Administrator)



# Recent Project History

## December

- December 2, Fueling Coordination meeting with Chief Witt, Burns Fuel and Joiner.
- December 13, Dispatch Equipment Meeting and 95% CD Finalization documentation.
- December 16, 95% CD Follow Up Phone Call with Joiner Architects.
- December 18, VFD Board Meeting Discussing where we are at in design process.
- December 20, Permit Set sent to Hedwig Village for Review.

## January

- January 10, VFD was posted in Houston Chronicle (1<sup>st</sup> Advertisement)
- January 13, Hedwig Village responded to Permit Set with comments
- January 15, VFD was posted in Local Memorial Paper (1<sup>st</sup> Advertisement)
- January 17, VFD was posted in Houston Chronicle (2<sup>nd</sup> Advertisement)
- January 20, Construction Document Review meeting with Sub-Committee
- January 21, Pre-Bid Conference was cancelled for a date TBD

# Critical Challenges

## VFD Parking

We are short of parking spaces

## Dispatch Relocation

Coordination Efforts - Harris Co. (911), City of Houston, VFD, Accutek, ATT, Comcast, PS Lightwave, Memorial Village PD (coordination meeting took place. upcoming scheduling)

Councilman Harry Folloder has also been assisting with the Alerting System Design and Contractor Costs.



# Bid Phase Schedule

## January

- December 20, Submit drawings for permit (Anticipated 1.5 Month Permitting Time)
  - Comments were sent by Hedwig Village on 1/13
- January 10, First Advertisement – Posted January 10<sup>th</sup>
  - “Issue to Bid” Documents Not Issued.
- January 17, Second Advertisement – Posted January 17<sup>th</sup>
- ~~January 21, Pre-Bid Conference~~
  - To be re-scheduled for February 4<sup>th</sup>.

## February

- ~~February 6, Bid Opening~~
  - To be re-scheduled for February 20<sup>th</sup>.
- ~~February 10, Bid Evaluation~~
  - To be re-scheduled for February 24<sup>th</sup>.
- ~~February 11, Sub-Committee Contractor Selection~~
  - To be re-scheduled for February 25<sup>th</sup>.
- ~~February 24, Finish Contract Negotiations~~
  - To be re-scheduled for March 9<sup>th</sup>.
- ~~February 26, Construction Contract Board Presentation~~
  - To be re-scheduled for March 11<sup>th</sup>.

# Project Budget Update

## 95% CD Budget

- Total Construction Cost (Including Soft Costs) - \$5,149,500

## Issue to Bid Adds/Deducts

- Add #1 – Permitting Escalation – \$14,000
- Add #2 – Additional Windows/Storm Ratings/ Ballistic Film - \$37,800
- Add #3 – Saw-cutting for Plumbing- \$15,500
- Add #4 – New Lighting, Fixtures and Devices in EOC - \$18,230
- Add #5 – New Overhead Door at Gym - \$12,500
- Add #6 – Added Roof Ladders and OF Drains- \$15,000
- Add #7 – Added HVAC at Outdoor Areas - \$3,625
- Add #8 – Rubber Gym Flooring - \$8,155
- Add #9 – Additional TV Mounts - \$1,200
- Add #10 – Additional Ceiling Fans - \$2,800
- Add #11 – Trailer Modifications and Furniture - \$90,000
- Credit #1 – Annex Heating and Lighting Replacement – (\$11,000)
- Credit #2 – Graphic Signage – (\$36,750)
- Credit #3 – Concrete Driveway – (\$70,000)

## Revised Project Budget

- \$5,312,500



# Potential Bidders

## Interested Contractors

- Portfolio Builders
- Christensen Builders
- Cox Commercial
- ILCOR Construction
- Holt Construction
- Construction LTD
- CA Walker
- Southwest GC

## Contractors AGCM will Contact

- Construction Masters
- O'Donnell Snider
- Nash Construction
- LDF Construction
- LAW Construction
- Gamma Construction
- Horizon Group
- Frost Construction
- Bass Construction
- Collier Construction



**AG|CM**  
INC.

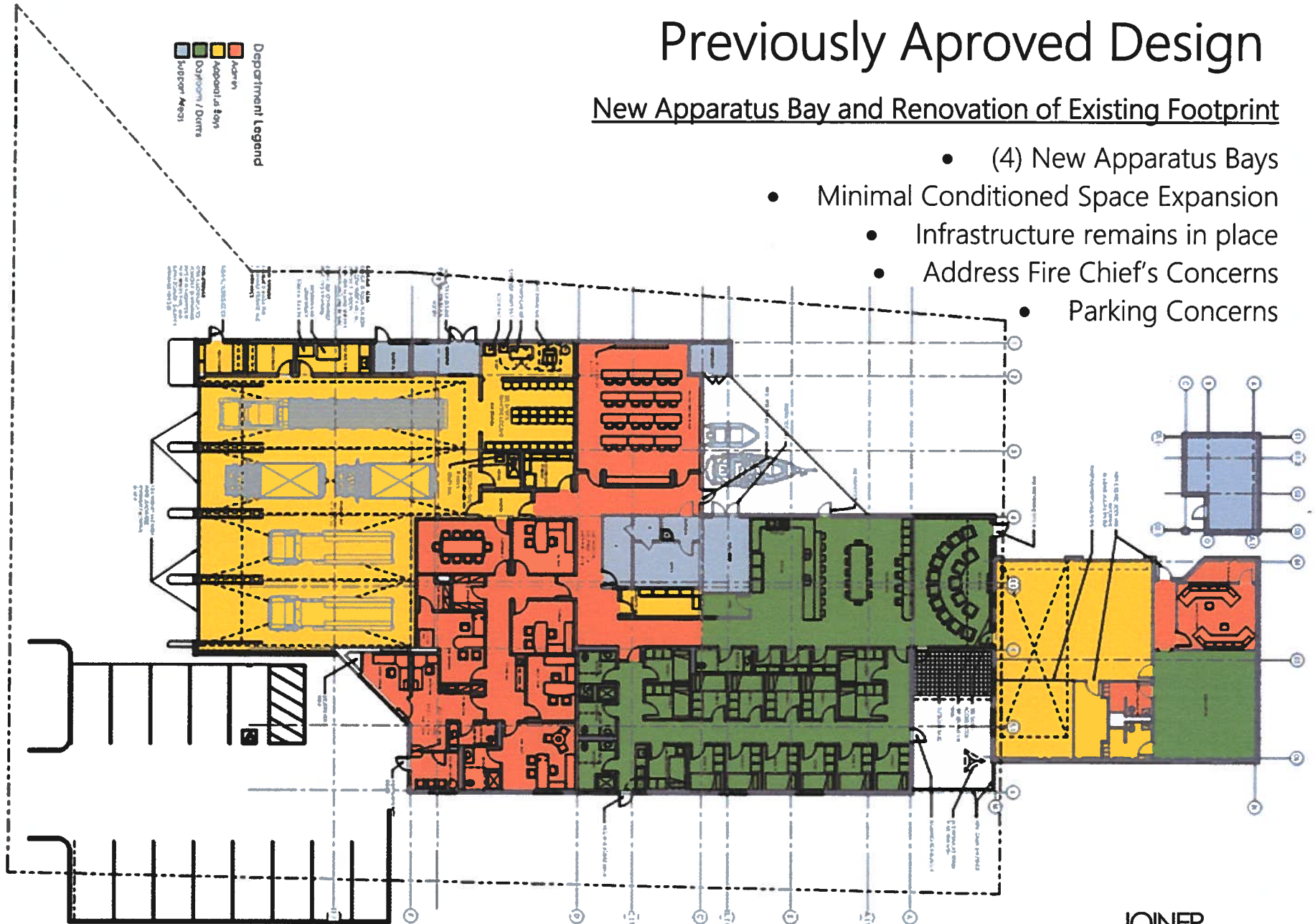
**JOINER**  
ARCHITECTS

Village Fire Department  
2020 Addition & Renovation Project  
January 2020 Board Update

# Previously Approved Design

## New Apparatus Bay and Renovation of Existing Footprint

- (4) New Apparatus Bays
- Minimal Conditioned Space Expansion
- Infrastructure remains in place
- Address Fire Chief's Concerns
- Parking Concerns

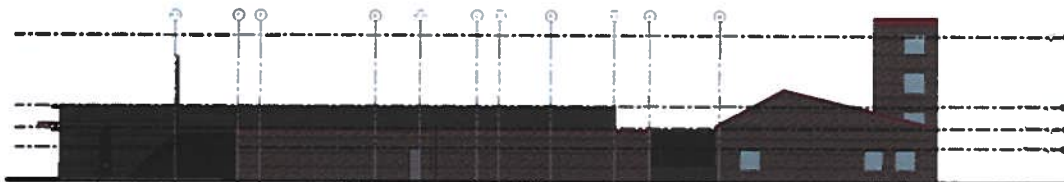
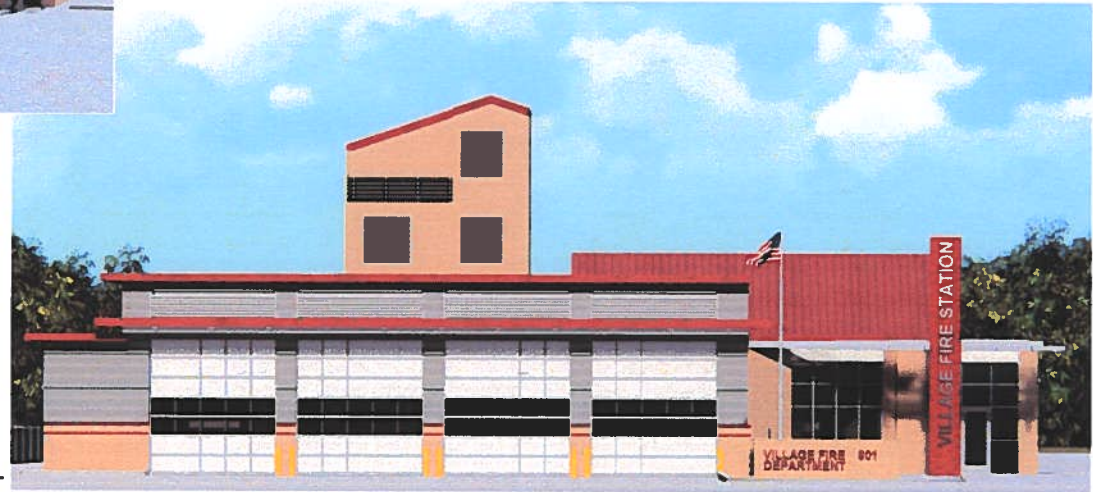


**JOINER**  
ARCHITECTS

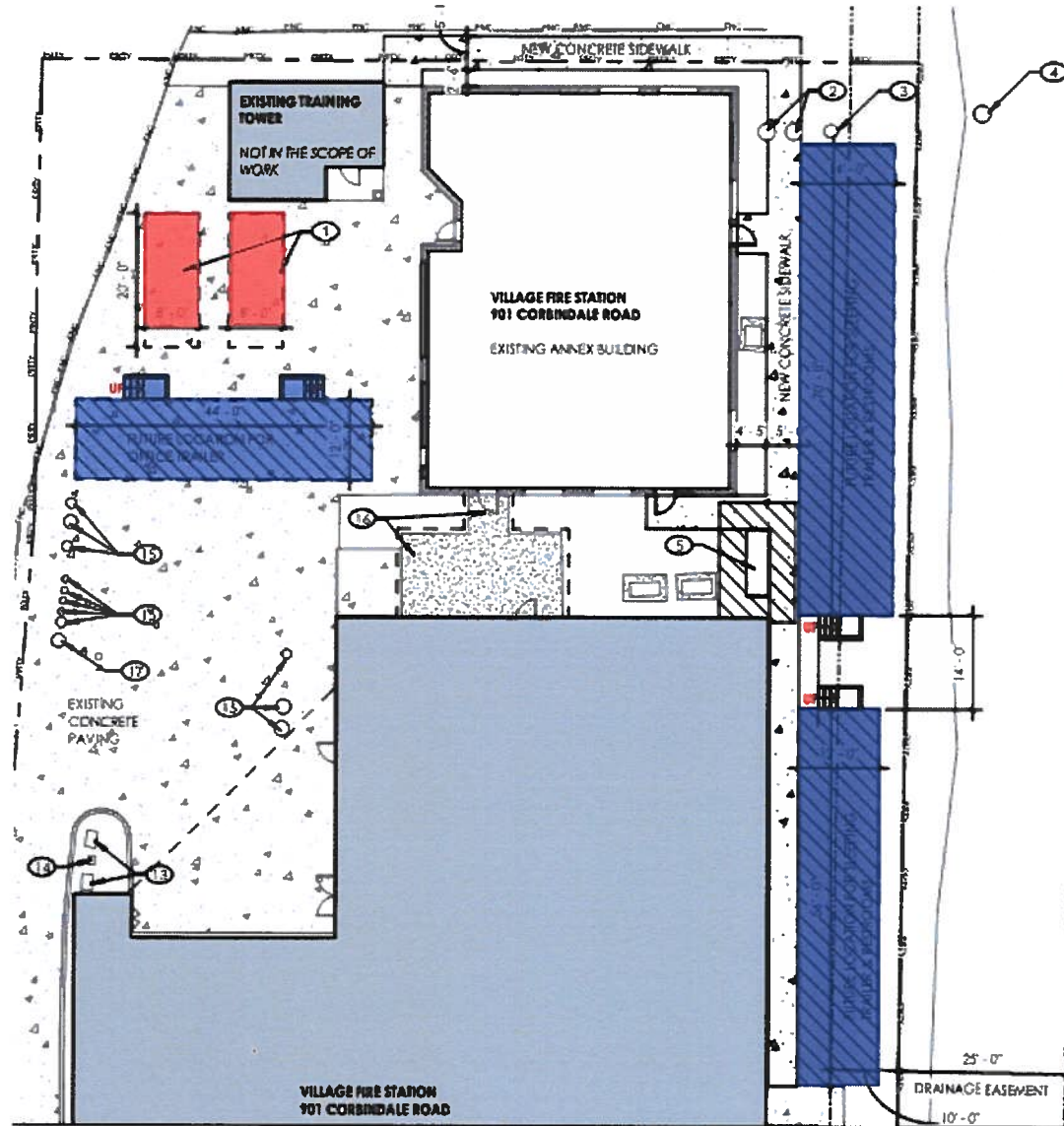
# Updated Elevations

## New Apparatus Bay and Renovation of Existing Footprint

- Pre-Engineered Metal Building
- Masonry and Metal Panel Split
  - Storm Rated Bay Doors
  - Avadeck Type Overhangs



# Temporary Facilities



**TO:** The Honorable Mayor and Members of the City Council

**FROM:** Roger Nelson, City Administrator 

**MEETING DATE:** January 27, 2020

**SUBJECT:** Discuss and Take Possible Action on Resolution 19.01.28.A calling and ordering the May 2<sup>nd</sup>, 2020 General Municipal Election

**Agenda Item:** 4

This agenda item calls for the City Council to order the general municipal election on Saturday, May 2<sup>nd</sup>, 2020. Early voting will begin April 20<sup>th</sup> and continue until April 28<sup>th</sup>. Early voting will be held at City Hall.

On Election Day, May 2<sup>nd</sup>, the polling place will be at Spring Branch Middle School, 1000 North Piney Point Road. The Resolution for Council's consideration establishes a joint election to be held with the Spring Branch Independent School District.

**RESOLUTION 20.01.27.A**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS, AUTHORIZING AND CALLING FOR A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 2, 2020, FOR THE PURPOSE OF ELECTING THE MAYOR AND TWO ALDERMAN; ESTABLISHING A JOINT ELECTION AGREEMENT WITH SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE USE OF DIRECT RECORDING VOTING DEVICES; PROVIDING FOR NOTICE OF SAID ELECTION; PROVIDING FOR EARLY VOTING HOURS AND PROVIDING AN EFFECTIVE DATE.**

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

**Section 1.** That a general regular municipal election is hereby Ordered to be held on the 2<sup>nd</sup> day of May, 2020, for the purpose of electing the Mayor and two Alderman, by the qualified voters of the City of Piney Point Village, Texas.

**Section 2.** The City of Piney Point Village has entered into a joint election agreement with the Spring Branch Independent School District.

**Section 3.** The Office of the City Secretary shall perform all duties normally performed by the County Clerk in general elections with respect to early voting, giving notice of the election and preparing the official ballots.

**Section 4.** The early voting polling place shall be held at Piney Point Village City Hall located at 7676 Woodway, Suite 300, Houston, Texas 77063; early voting shall take place beginning April 20, 2020 and ending April 24, 2020 between the hours of 8:00 a.m. and 4:00 p.m. and on April 27, 2020 and April 28, 2020 from 7:00 a.m. to 7:00 p.m.

**Section 5.** Applications for ballots for voting by mail may be submitted to the City Secretary by mail or common or contract carrier at City of Piney Point Village, 7676 Woodway Drive, Suite 300, Houston, Texas 77063, by telephonic facsimile machine at (713) 782-0281, or by electronic transmission of a scanned application containing an original signature to the following email address: [citysec@pineypt.org](mailto:citysec@pineypt.org). Applications for ballots by mail must be received no later than April 20, 2020 by 5:00 p.m.

**Section 6.** The May 2, 2020 election day polling place shall be held at Spring Branch Middle School at 1000 North Piney Point Road, Houston, Texas 77024 from 7:00 a.m. to 7:00 p.m.

**Section 7.** The official Election Judge, Alternate Judge, and election clerks shall be appointed by and paid by the Spring Branch Independent School District.

**Section 8.** Direct recording electronic voting machines shall be used for voting at the foregoing election polling place and electronic counting devices and equipment shall be used for counting the ballots at said election.

**Section 9.** An Early Voting Ballot Board is hereby designated to canvass the early votes cast by mail and by personal appearance. Spring Branch Independent School District shall appoint such members as provided in the Texas Election Code, Section 87.002(b).

**Section 10.** The Mayor is authorized to sign an Order of Election and a Notice of Election prescribed by the State of Texas on behalf of the City Council. The Notice of Election shall be published in accordance with the provisions of the Texas Election Code.

**Section 11.** Should any part, section, subsection, paragraph, sentence, clause or phrase contained in this resolution be held to be unconstitutional or of no force and effect, such holding shall not affect the validity of the remaining portion of this resolution, but in all respect said remaining portion shall be and remain in full force and effect.

**Section 12.** That this resolution shall be effective immediately upon adoption.

**PASSED, APPROVED, AND RESOLVED** this 27<sup>th</sup> day of January 2020.

City of Piney Point Village, Texas

---

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: January 27, 2020

SUBJECT: Discuss and Take Possible Action on Appointment to the Gulf Coast  
Authority Board

Agenda Item: 5

This agenda item calls for the City Council to consider the appointment of either Chris Canonico who is the City of Houston's proposed candidate or Darrel Morrison, the Harris County Mayors and Councils Association.



OFFICE OF THE MAYOR  
CITY OF HOUSTON  
TEXAS

SYLVESTER TURNER  
MAYOR  
January 2, 2020

Mayor Mark Kobelan  
City of Piney Point Village  
Houston, TX 77063

RE: Notice of Recommendation of Appointment of Chris Canonico to Gulf Coast Authority Board

Dear Mayor Kobelan:

Pursuant to the enabling statute of the Gulf Coast Authority ("GCA"), the Municipalities Waste Disposal Council ("MWDC"), of which you are a member, appoints one Representative to the Board. I come before you with my recommendation that Chris Canonico be selected as the MWDC's representative to the GCA Board. Mr. Canonico has 24 years of experience in local public works engineering, including key disaster recovery projects, is active in the community, and resides in Harris County, making him eligible to serve on the Board of GCA.

In order to make the appointment of Mr. Canonico effective under the GCA enabling statute, mayor, we need your consent to the appointment. Please sign the attached Consent Form and email the executed Consent Form to City of Houston Boards and Commissions Director, Maria Montes at [Maria.Montes3@houstontx.gov](mailto:Maria.Montes3@houstontx.gov) on or before Friday, January 31st, 2020.

I appreciate your consideration of this appointment request. Should you have any questions, please do not hesitate to contact Maria Montes in my office at (832) 393-9143 or by email at [Maria.Montes3@houstontx.gov](mailto:Maria.Montes3@houstontx.gov).

Sincerely,

A handwritten signature in cursive script that reads "Sylvester Turner".

Sylvester Turner  
Mayor

**CONSENT TO AND APPROVAL OF THE APPOINTMENT OF A DIRECTOR TO  
TO THE GULF COAST AUTHORITY BOARD OF DIRECTORS BY  
THE MUNICIPALITIES WASTE DISPOSAL COUNCIL OF HARRIS COUNTY.**

As Mayor of \_\_\_\_\_, a municipality the city hall of which is located in Harris County, I hereby consent to and approve of the appointment of Mr. Chris Canonico, a qualified property tax paying elector of Harris County, as a director to the Gulf Coast Authority Board of Directors effective January 31, 2020 to fill an unexpired two year term of director ending January 31, 2022.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

THE STATE OF TEXAS §  
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_ known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public In and For the State of Texas  
My Commission Expires: \_\_\_\_\_

(SEAL)

NOTE: The appointment shall become effective January 31, 2020 if a majority of the members of the Municipalities Waste Disposal Council of Harris County consent in writing to this appointment before an officer of the state authorized to take oaths and return this form prior to January 31, 2020. Please return to:

[Maria.Montes3@houstontx.gov](mailto:Maria.Montes3@houstontx.gov).



## Christopher G. Canonico PE

Partner, Client Accounts Manager

### Education

MS, Environmental Water Resources, University of Texas at Austin, 1996

BS, Civil and Environmental Engineering, Duke University, 1994

### Certification

Professional Engineer, Texas

### Organizations

Water Environment Federation

American Water Works Association

American Public Works Association

American Society for Testing and Materials

Society of American Military Engineers

Gulf Coast Trenchless Association

Chris has 24 years of experience in local public works engineering, including key disaster recovery projects. He has been actively involved in disaster recovery work throughout the gulf coast region post Hurricanes Katrina, Rita, Ike and Harvey, including submitting hazard mitigation grants for several local public governments. His background includes environmental water resource engineering, design of water treatment and conveyance facilities, water planning studies, hydraulic modeling, groundwater pollutant transport, environmental assessment and major disaster recovery program management for local and state agencies in Texas. He has been actively involved in Houston area planning, design and construction including multiple alternative delivery and disaster recovery initiatives, including Hurricane Ike and Harvey Recovery for the City of Houston

**PrincipaIn-Charge, Gulf Coast Water Authority Facility Assessments, Hurricane Harvey.** This project included damage assessments, engineering advisory validating force account equipment labor and materials, PW development, grant application/ management, admin and compliance, design & construction oversight, hazard mitigation, close out work includes large pump stations, conveyance canals and reservoirs and water treatment plant.

**PrincipaIn-Charge, Fort Bend County MUD 25 Harvey Recovery and Facility Assessments.** This project includes damage assessment, debris, engineering advisory validating force account equipment labor & materials, PW development, grant application/ management, admin and compliance, design & construction oversight, hazard mitigation, close out.

**PrincipaIn-Charge, Harris County Harvey Disaster Recovery Facility Assessments.** This project includes damage assessment, engineering advisory grant application/management, unmet needs assessment, coordination with all PA Harris County entities.

**Principal-In-Charge, Emergency Facility Assessment Teams, Houston Wastewater Harvey Recovery.** This project involved the immediate evaluation of Houston wastewater treatment facilities and development of condition assessments and recovery recommendation plans

**Project Principal, \$70M Main WWTP, Galveston, TX.** This project included improvements to the plant following Hurricane Ike including rebuilding and relocating the influent list station and grit removal system and changing to a submersible pump station design; rebuilding the existing biological treatment system with a new Sequencing Batch Reactor system, air diffusers and blowers; rebuilding the disinfection system and converting to UV disinfection; and necessary site work, stand-by power

and modifications to the existing solids handling processes to accommodate gravity flow under 100 year (and appropriate storm surge) flood plain water surface elevation conditions.

**Principal-In-Charge, Galveston County CDBG, Ike Recovery.** The City of Galveston received \$160M in CDBG Disaster Recovery Funding for housing assistance as a result of Hurricane Ike. This project included providing comprehensive management services from grant application through construction oversight and inspection.

**Principal-In-Charge, Harris County CDBG, Ike Recovery.** Hurricane Ike destroyed or damaged much of the housing and infrastructure of Harris County, Texas in 2008. The county is relying on Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD) to help rebuild resident's homes and restore needed infrastructure. Harris County did not have the staff to administer such a massive undertaking, so they turned to CDM to provide comprehensive grant management services. This project included facilitating the CDBG process for Harris County through the efficient disbursement of funding, and implementing the use of these funds for various types of recovery projects, including over 70 non-housing projects.

**Principal-In-Charge, SEWPP Expansion Program, Houston, Texas.** This \$171.1M project included raw water delivery improvements; a new conventional treatment module including flocculation, sedimentation, and high rate filtration; new chemical storage and feed facility; new transfer pump station; new multi-level filter complex building; new UV treatment facility; new concrete GST; a new 75-mgd high service pump variable frequency drive (VFD) driven; sludge processing improvements; plant SCADA system improvements; upgraded plant security system; and other related expansion improvements.

**Project Principal/Reviewer, Brazosport Water Authority, Rosenberg Water Transfer, Rosenberg, TX.** Chris served as the Project Principal for this water transfer program for the City of Rosenberg Texas. In order to comply with groundwater subsidence requirements, Rosenberg will be contracting with the BWA for surface water that is expected to save the City an estimated \$12.6 million over the next 35 years.

**Project Principal, San Jacinto River Authority Surface Water Plant Construction Management, TX.** Chris served as Project Principal for this project providing construction management services for the \$190 million construction of SJRA's new surface water treatment facility in Conroe, Texas.

**Project Principal, Sugar Land Surface WTP, Design/CMAR, Sugar Land, TX.** This project includes raw water delivery improvements, a forebay, conventional pre-treatment, microfiltration/ultrafiltration (MF/UF) membrane building, granular activated carbon (GAC) contactors, new chemical storage and feed facility, transfer pump station, concrete GST, high service pump station, residuals processing improvements, plant SWTP SCADA system, plant security system, and other related improvements. This \$71M project was executed with a CMAR alternate delivery process.

**Program Manager, Water Pipeline Interconnect and Water Plant Expansion, Pearland, TX.** Mr. Canonico served as Program Manager for this project with the purpose to design a City of Pearland 30-in waterline interconnect with the City of Houston water system and expand the existing City of Pearland Alice Street Water Plant Site. The project included a 4 mile pipeline and 10 mgd water plant expansion include a hydroelectric turbine energy generation facility.

**Project Principal, Reflection Bay Water Reclamation Facility Emergency Design-Build, Pearland, TX.**

This project included a comprehensive analysis on City of Pearland's wastewater treatment and collection system to determine what improvements need to be made to accommodate both a 10-year planning window of growth and development within the facility service area and the ultimate expected build-out of the service area. The \$11M of improvements being made to the Reflection Bay WWTP are being delivered using an Emergency Design/Build delivery structure.

**Project Principal, Southwest Water Reclamation Plant, Design/CMAR, League City, TX.** Chris served as Project Principal for this project with the scope of work including site location analysis, permitting, preliminary process selection and final design, as well as all construction support services and system integration. The facility features fine step screens, stacked tray grit removal, fine bubble conventional activated sludge aeration basins with anoxic bioselectors, high-speed turbo blowers, dissolved oxygen control system for energy savings, spiral blade clarifiers with energy dissipating inlets, sludge concentration rings, and brush cleaning systems, disk filters, UV disinfection, aerobic sludge holding tanks, and centrifuge dewatering.

**Project Principal, South Shore Harbor Pump Station, Design/CMAR, League City, TX.** Chris served as Project Principal for this project that involved constructing improvements to an existing booster pump station using 3D-4D design tools executed with a CMAR alternate delivery process.

**Project Principal, SH3 Pump Station, Design/CMAR, League City, TX.** Chris served as Project Principal for this project that involved constructing improvements to an existing booster pump station using 3D-4D design tools and was executed with a CMAR alternate delivery process.

**Principal-In-Charge, Gulf Coast Water Authority Thomas Mackey Water Plant PER, TX.** This project included the development of the conceptual design of the Thomas Mackey water treatment plant expansion. The project included a regulatory review of the federal and state drinking water regulations, and an evaluation of the membrane treatment alternatives for the plant expansion, and preliminary membrane building layout and site build-out master planning. The project also included cost evaluations to compare conventional treatment alternative versus the membrane filtration alternative, and developed cost opinions for both treatment alternatives.

**Construction Manager, Northeast Water Purification Plant, Houston, TX.** Chris was responsible for design, procurement, and construction management for this turnkey project inclusive of 12 miles of large diameter water line, 2 miles of raw water conduit, 120-mgd raw water intake and pump station, plant roads and utilities. He coordinated construction efforts between 20 subcontractors and 60 vendors to maintain an aggressive construction schedule, meet the target budget, and install a quality product. He managed relationships with the project owner, owner's engineering representatives, and local, state, and federal regulatory agencies to ensure the project was compliant with the contract, applicable law, and building standards.

**Design Manager, Northeast Water Purification Plant Design-Build-Operate Contract.** Chris participated in conceptual and preliminary engineering and final design for a new 40-mgd surface water treatment facility, raw water intake structure, and 12 miles of large diameter raw and finished water pipeline. He performed value engineering that resulted in design efficiencies and associated cost reductions of approximately \$1.5 million.

## Roger Nelson

---

**From:** Megan Mayes <mmayes@morganspoint-tx.com>  
**Sent:** Wednesday, January 15, 2020 11:26 AM  
**To:** Aly Alonso; Amanda Eaves; Ande Mattei; Andrew Mitcham; Andrew Radack; Austin Bleess; Beverly Feguson; Bob Davee; Bobby Warren; Brenda Murphy; Brian Muecke; Britique Williams; Buddy Hammann; Catarina Gonzales; Chad Nobles; Chris Brown; Cindy Cekander; Claudia Segura; Crystal Roan; Cyrstal Dozier; Dale Conger; Dave Walder; Daveda Hughes; David Jennings; David Moss; Debbie Nesbitt; Debra Fulcher; Dennis Paul; Dennis Winkler; Deval Allums; Diana Benitez; Diana Stapp; Dick Gregg III; Donna DuPont; Donna Stanart; Doris Speer; Doug Blanchard; Doug Presser; Dwayne Bowen; Ed Klein; Ed Shackelford; Einar Goerland; Elanna Killian; Erin Swanson; Esther Cardenas; Felicia Ramos; Gary Wubbenhorst; Gayle Cook; Grady Randle; Greg Holden; Gretchen Knowles; Isabella Kato; Jack Cagle; Jackie King; Jacob Heck; James Koski; James Singleton; James Stokes; Jason Burlin; Jason Stuebe; Jay Janecek; Jay Williams; Jeff Larson; Jeff Wagner; Jenny Page; Jerome McKown; Jerry Mouton, Jr.; Jim Guidry; Jim Pappas; Jim Russ; Jimmy Burke; Joe Machol; John Hightower; Jon Keeney; Joseph Rocchi; Joyce Raines; Judge George Risner; Judith El Masri; Julie Robinson; Justin Ray; Karen Farris; Karen Glynn; Karen Harris; Karen Vannerson; Katherine Ostroff; Kathy Greiner; Kathy Padilla; Kelly Johnson; Kelly Waterman; Ken Fickes; Ken Lozano; Kim Sachtleben; Kimberly Sanford; Lance Avant; Larry Jones; Laura Davis; Laurie Rosenbaum; Lee Woodward; Libby Blair; Linda Rorick; Lisa Modisette; Lori Traweek; Lorri Coody; Louis Rigby; Louise Richman; Lynda Norton; Mack Eisenburg; Madeline Santa; Maria Castillo; Marisela Garcia; Mayra Gonzales; Megan Mayes; Melinda Welsh; Merle Aaron; Michelle Yi; Mike Sullivan; Missy Bunch; Natalie Picha; Neil Moyer; Nora Ortiz; Norman Funderburk; Olga Garza; Paul Lock; Richard Cron; Richard Hill; Ricky Bowles; Robert Belt; Robert Fry; Robert Lord; Robin Hicks; Roger Nelson; Roland Altinger; Ron Hoskins; Rosa Diaz; Rosalind Davison; Roxanne Benitez; Russell Poppe; Shaila Sreedharan; Shannon Bennett; Sharon Harris; Shawna Jones; Sofia Simien; Sonia Soto; Stacey Fields; Stephanie Harris; Stephanie Martinez; Stephen DonCarlos; Steve Carroll; Steve Radack; Susan Blevins; Susan Schwartz; Sylvia Motes; Tammie Nelson; Tanya Makany-Rivera; Thelma Gilliam; Thom Kolupski; Thomas Schoenbein; Tiffany Miller; Timothy Kirwin; Tom Fullen; Tom Jasien; Tom Lambert; Tom Pedersen; Tom Ramsey; Tony Galt; Tracy Dutton; Tracy Garcia; Trent Slovak; William Grigsby; Yolanda Ford; Campbell, Elizabeth (HCOHSEM; vlee@stoaintl.com; VDiCosimo@targaresources.com; Trisha Pollard; Mark.Miller; Rachel Carlisle

**Subject:** Note from HCMCA President Michel Bechtel

Good Morning,

Please see the note below from HCMCA President Michel Bechtel concerning the GCA Nomination:

The Harris County Mayors and Councils Association Board nominated Mr. Darrell Morrison, former Pasadena City Councilman, for the open board seat on the Gulf Coast Authority representing the cities of Harris County at their August, 2019 monthly meeting. This seat was formerly held by Bob Fry of West University Place, who resigned to take a seat on the Metro Board. However, Scott Bounds as Counsel for GCA, informed the HCM&CA that under the original legislation dating to 1969, the meeting to select and fill that board seat needed to be called by the Mayor of the county seat, in this case, Mayor Turner of Houston. A request was made to Mayor Turner's office to call a meeting of the cities of Harris County to fill the board seat. After several requests for a meeting, the cities of Harris County received the current letter and nomination from

Mayor Turner which differs from the HCM&CA board nomination. The HCM&CA board continues to support its nominee, Darrell Morrison to represent the cities of Harris County on the GCA board.

Michel Bechtel

Mayor, City of Morgan's Point

President, Harris County Mayors and Councils Association

*Thank you,*

Megan Mayes

City Secretary

City of Morgan's Point

281-471-2171


[mmayes@morganspoint-tx.com](mailto:mmayes@morganspoint-tx.com)

---

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



TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: January 27, 2020

SUBJECT: Mosquito Control Contract with Cypress Creek Mosquito Control, Inc.

Agenda Item: 6

This agenda item calls for the City Council to consider approving a contract with Cypress Creek Mosquito Control, Inc. for weekly mosquito spraying from April 1 through October 31, 2020.



## 2020 MOSQUITO CONTROL AGREEMENT

# CYPRESS CREEK MOSQUITO CONTROL, INC.

## 2020 INFORMATION FORM

Association/Subdivision- CITY OF PINEY POINT VILLAGE

Account Instruction-

Property Mgmt. Co. (if applicable) \_\_\_\_\_

Manager or Contact \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Cell \_\_\_\_\_

Board Contact \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Cell \_\_\_\_\_

Additional Information \_\_\_\_\_

\_\_\_\_\_

Do you want Cypress Creek Mosquito Control to maintain your TCEQ log at a cost of \$15.00 per month + tax,  Yes

*If no*, our Association will maintain our TCEQ log and release and indemnify Cypress Creek Pest Control, Inc. from all regulatory responsibilities

**\*\*\* Alternative Start and End Dates Mar. 15 thru Nov. 15 (Weather permitting)  Yes**

**We offer Larvaciding as a supplement to mosquito control abatement. This consists of monthly (April – October) treatment of the drains, ditches, retention ponds and other areas of standing water where mosquitos breed. This offers additional benefit for control of mosquitos by reducing the number of potential breeding sites.**

**If your community was provided Larvaciding service for the 2019 season, we will continue to provide that service unless otherwise notified.**

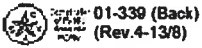
**If your community was not provided Larvaciding service for the 2019 season and are interested, let us know so we can give you a quote.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**\*\*\*PLEASE ENCLOSE CURRENT MAP OF COMMUNITY \*\*\***



01-339 (Back)  
(Rev. 4-13/8)

# Texas Sales and Use Tax Exemption Certification

*This certificate does not require a number to be valid.*

Name of purchaser, firm or agency	
Address (Street & number, P.O. Box or Route number)	Phone (Area code and number)
City, State, ZIP code	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: \_\_\_\_\_

Street address: \_\_\_\_\_ City, State, ZIP code: \_\_\_\_\_

Description of items to be purchased or on the attached order or invoice:

---



---



---



---



---

Purchaser claims this exemption for the following reason:

---



---



---



---



---

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

*I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.*

Purchaser 	Title	Date
---------------	-------	------

**NOTE:** This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

***THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.***

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

**This certificate should be furnished to the supplier.  
Do not send the completed certificate to the Comptroller of Public Accounts.**

# MOSQUITO CONTROL AGREEMENT

1. The parties to this Mosquito Control Agreement are CITY OF PINEY POINT VILLAGE (hereinafter, the "Association") and Cypress Creek Mosquito Control, Inc. (hereinafter, the "Contractor"), a Texas Corporation, with principal offices in Houston, Harris County, Texas.
2. In consideration for the payments to be made by Association to Contractor, as recited herein below, Contractor shall be responsible for providing mosquito control application for the CITY OF PINEY POINT VILLAGE community in Greater Harris County, Texas. Association shall attach hereto as Exhibit "A" a map, plat or chart, showing the layout of the said subdivision.
3. Contractor shall perform application once every week commencing the week of April 1, 2020 and ending on October 30, 2020, weather conditions permitting, and in case of bad weather, as soon thereafter as is practicable the (Application Visits"). However, in the event the Association determines that additional applications are not caused by faulty work or breach of warranty by Contractor, Association may request Contractor to make additional applications at the agreed upon rate per Application Visits.
4. The Association shall pay a consideration of \$595.00 (plus tax, if applicable) per application visit to Contractor for each actual visit made by Contractor to the subdivision for complete application. The Contractor shall submit invoices on the first of each month. Invoice terms shall be net fifteen (15) days.
5. Should the price of fuel increase more than twenty-five percent from the highest average price of gasoline of the previous year (2019) published by the Energy Information Administration, Contractor has the right to add a fuel adjustment to the price of each Application Visit (the "Fuel Adjustment"). The Fuel Adjustment shall be determined by increasing the price of each Application Visit by the percentage of the fuel cost increase (Application Visit Price x (100% + the percentage of the fuel cost increase) multiplied by the Contractor's percentage of overhead costs attributed to fuel (8%)."
6. Contractor hereby warrants that the application Visits shall be performed shall in accordance with the chemical labeling.
7. Contractor is to provide:
  - (a) All necessary equipment;
  - (b) Equipped, trained and competent personnel adequate for the performance of Contractor's duties hereunder;
  - (c) Public liability and property damage insurance with limits of \$300,000 for damage resulting to one person, \$300,000 for damages resulting from one casualty, and \$50,000 property damage insurance for damages Resulting from one occurrence;
  - (d) Responsibility for all existing local, state and federal regulations relating to work performed under this contract;
  - (e) Workman's Compensation - Statutory
8. Contractor shall indemnify and hold harmless the Association against any and all liability which may be incurred by Association arising from work performed under this contract, or from work which was to have been performed by Contractor under this contract, but which Contractor omitted to perform.
9. Association hereby expressly disclaims any liability whatsoever or responsibility of any kind with respect to the choice of judgment exercised by Contractor in his determination of what chemicals or other materials should be used by Contractor in performance of the work provided for by this contract.
10. This contract will be for the year 2020; however, this contract will renew itself automatically on a year to year basis, unless written notice of cancellation is sent to either party by the other party prior to January 31<sup>st</sup> of each succeeding year.
11. It is the express agreement and understanding of the parties that Contractor is in all respects an independent contractor of Association and shall not be deemed in any manner to be acting as an agent or employee of the Association.
12. Association designates the agent named herein below in this paragraph as its agent for the performance of Association obligations under this contract. All correspondence between the parties shall be sent to the names and addresses shown herein below. Any notice required under provisions within this contract shall be deemed to have been sent if mailed to the appropriate address shown herein below.

For Association:

CITY OF PINEY POINT VILLAGE  
7676 Woodway #300  
Houston,, TX 77063-

For Contractor:

CYPRESS CREEK MOSQUITO CONTROL, INC.  
PO Box 691227  
Houston, TX 77269

13. The parties hereby warrant to each other that the person or persons signing below is or are principal(s), officer(s), or otherwise duly authorized agent(s) to enter into this agreement for the party for whom such person or persons is or are signing.

14. This contract may be canceled by either party, provided a written notice of such cancellation is given to the other party thirty (30) days prior to the effect of the cancellation date.

IN WITNESS, WHEREOF, this Mosquito Control Agreement has been executed in duplicate original, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

TDA BL # 0667952

CONTRACTOR  
CYPRESS CREEK MOSQUITO CONTROL, INC.  
PH: 281-469-2679 FAX: 281-469-4720

ASSOCIATION/ Signature

Licensed and regulated by:  
Texas Department of Agriculture  
PO Box 12847, Austin, TX 78711  
Phone (866) 918-4481 Fax (888) 232-2567

# MOSQUITO CONTROL AGREEMENT

1. The parties to this Mosquito Control Agreement are CITY OF PINEY POINT VILLAGE (hereinafter, the "Association") and Cypress Creek Mosquito Control, Inc. (hereinafter, the "Contractor"), a Texas Corporation, with principal offices in Houston, Harris County, Texas.
2. In consideration for the payments to be made by Association to Contractor, as recited herein below, Contractor shall be responsible for providing mosquito control application for the CITY OF PINEY POINT VILLAGE community in Greater Harris County, Texas. Association shall attach hereto as Exhibit "A" a map, plat or chart, showing the layout of the said subdivision.
3. Contractor shall perform application once every week commencing the week of April 01, 2020 and ending on October 30, 2020, weather conditions permitting, and in case of bad weather, as soon thereafter as is practicable the (Application Visits"). However, in the event the Association determines that additional applications are not caused by faulty work or breach of warranty by Contractor, Association may request Contractor to make additional applications at the agreed upon rate per Application Visits.
4. The Association shall pay a consideration of \$595.00 (plus tax, if applicable) per application visit to Contractor for each actual visit made by Contractor to the subdivision for complete application. The Contractor shall submit invoices on the first of each month. Invoice terms shall be net fifteen (15) days.
5. Should the price of fuel increase more than twenty-five percent from the highest average price of gasoline of the previous year (2019) published by the Energy Information Administration, Contractor has the right to add a fuel adjustment to the price of each Application Visit (the "Fuel Adjustment"). The Fuel Adjustment shall be determined by increasing the price of each Application Visit by the percentage of the fuel cost increase (Application Visit Price x (100% + the percentage of the fuel cost increase) multiplied by the Contractor's percentage of overhead costs attributed to fuel (8%)."
6. Contractor hereby warrants that the application Visits shall be performed shall in accordance with the chemical labeling.
7. Contractor is to provide:
  - (a) All necessary equipment;
  - (b) Equipped, trained and competent personnel adequate for the performance of Contractor's duties hereunder;
  - (c) Public liability and property damage insurance with limits of \$300,000 for damage resulting to one person, \$300,000 for damages resulting from one casualty, and \$50,000 property damage insurance for damages Resulting from one occurrence;
  - (d) Responsibility for all existing local, state and federal regulations relating to work performed under this contract;
  - (e) Workman's Compensation - Statutory
8. Contractor shall indemnify and hold harmless the Association against any, and all liability which may be incurred by Association arising from work performed under this contract, or from work which was to have been performed by Contractor under this contract, but which Contractor omitted to perform.
9. Association hereby expressly disclaims any liability whatsoever or responsibility of any kind with respect to the choice of judgment exercised by Contractor in his determination of what chemicals or other materials should be used by Contractor in performance of the work provided for by this contract.
10. This contract will be for the year 2020; however, this contract will renew itself automatically on a year to year basis, unless written notice of cancellation is sent to either party by the other party prior to January 31<sup>st</sup> of each succeeding year.
11. It is the express agreement and understanding of the parties that Contractor is in all respects an independent contractor of Association and shall not be deemed in any manner to be acting as an agent or employee of the Association.
12. Association designates the agent named herein below in this paragraph as its agent for the performance of Association obligations under this contract. All correspondence between the parties shall be sent to the names and addresses shown herein below. Any notice required under provisions within this contract shall be deemed to have been sent if mailed to the appropriate address shown herein below.

For Association:  
 CITY OF PINEY POINT VILLAGE  
 7676 Woodway #300  
 Houston,, TX 77063-

For Contractor:  
 CYPRESS CREEK MOSQUITO CONTROL, INC.  
 PO Box 691227  
 Houston, TX 77269

13. The parties hereby warrant to each other that the person or persons signing below is or are principal(s), officer(s), or otherwise duly authorized agent(s) to enter into this agreement for the party for whom such person or persons is or are signing.

14. This contract may be canceled by either party, provided a written notice of such cancellation is given to the other party thirty (30) days prior to the effect of the cancellation date.

IN WITNESS, WHEREOF, this Mosquito Control Agreement has been executed in duplicate original, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.


TDA BL # 0667952

CONTRACTOR  
 CYPRESS CREEK MOSQUITO CONTROL, INC.  
 PH: 281-469-2679 FAX: 281-469-4720

ASSOCIATION/ Signature

Licensed and regulated by:  
 Texas Department of Agriculture  
 PO Box 12847, Austin, TX 78711  
 Phone (866) 918-4481 Fax (888) 232-2567

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: January 27, 2020

SUBJECT: Consideration of an Interlocal Agreement between the Harris County Flood Control District and the City of Piney Point Village to provide administration and implementation of a regional watershed protection and education program.

Agenda Item: 7

This agenda item calls for the City Council to consider an interlocal agreement with the Harris County Flood Control District for services related to statutory storm water quality public education programs. The cost to the City for the program is \$1,656.25 and includes the public education campaigns required by the EPA for entities with MS4 permits.

The City's cost for the program did not change.

**INTERLOCAL AGREEMENT**  
(Regional Public Education Services Program)

**1. PARTIES**

1.1 The Parties to this Interlocal Agreement ("Agreement") are **Harris County Flood Control District** a body corporate and politic under the laws of the State of Texas, hereinafter referred to as the "District," or "HCFCD," and **City of Piney Point Village**, a municipal corporation, organized and existing by virtue of the Laws of the State of Texas ("City"). This Agreement is entered into pursuant to Chapter 791 of the Texas Government Code, the Interlocal Cooperation Act, in order to increase the efficiency and effectiveness of local government. Each of HCFCD and the City is individually referred to herein sometimes as a "Party," and they are collectively referred to herein sometimes as the "Parties."

**2. PURPOSE**

2.1 The United States Environmental Protection Agency ("EPA") has promulgated regulations requiring operators of discharges from certain municipal separate storm sewer systems (MS4s) to obtain National Pollutant Discharge Elimination System ("NPDES") permits for stormwater discharges to waters of the United States. NPDES rules allow States to administer their own MS4 permit programs on behalf of the EPA. The Texas Commission on Environmental Quality (TCEQ), issues Texas Pollutant Discharge Elimination System (TPDES) permits that mirror NPDES requirements. Pursuant to Part III (A)(I) of General Permit No. TXR040000 of the TPDES, subject MS4s are required to implement a public education and outreach program on stormwater impacts. The District and the City are responsible under the regulations and permits applicable to each for public education programs. Therefore, the City and District desire that the District administer, in accordance with this Agreement, a regional public education services program related to stormwater quality and other related issues that impact the water quality of our local watersheds in regard to, but not limited to, dissemination of information regarding (a) prevention of litter; (b) proper management of pesticides, herbicides, and fertilizers; (c) public reporting of illicit discharges; (d) proper management of used oil and household hazardous wastes; and (e) proper construction methods.

**3. SCOPE OF WORK/SERVICES AND DELIVERABLES**

3.1 The District shall provide the work, products, services, licenses and/or deliverables required to be provided by the District and as set out in this Agreement and in Attachment A and all other referenced attachments attached and incorporated in this Agreement (all together referred to as the "Program"). The provisions in this Agreement labeled 'Scope of Services' or 'Scope of Work' shall take precedence over anything conflicting in any attached proposal.

3.2 The District will provide the City with a written summary of all regional public education campaign activities provided under this Agreement. If the City chooses to use this information to demonstrate permit compliance in their annual report to the TCEQ or for any other purpose, it will be the City's responsibility to determine appropriateness of that usage. The District in no way guarantees that components of the Program will comply with the City's TPDES permit requirements.



#### 4. ADDITIONAL AND SPECIAL REQUIREMENTS

4.1 The District shall comply with and be subject to the whistleblower rights and remedies in the pilot program on Contractor employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908. The District shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights, remedies, and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation. During the applicable time period, the District (as well as any of the District's agents, employees, volunteers, and subcontractors performing work under this Agreement) shall not retaliate against employees (including discharge, demotion, or other discrimination as a reprisal) who discloses information that the employee reasonably believes is evidence of (a) gross mismanagement of a Federal contract or grant, gross waste of, or abuse of authority related to, the use of a Federal contract or grant; (b) a violation of a rule or regulation related to a federal agency contract or grant; or (c) a substantial and specific danger to public health or safety danger or a violation of law, rule, or regulation related to a Federal contract or grant. The District shall inform the other Party immediately of any information it receives from any source alleging a violation of this section.

Each Party shall comply (and enforce compliance by Each Party's agents, employees, volunteers, subcontractors, and sub-recipients as applicable, providing work, products, services, licenses and/or deliverables under this Agreement) with this provision. The District and the person executing this Agreement on behalf of the District certify and represent that the District will comply with the requirements of this provision. The District shall require the language of this provision be included in all covered sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all covered sub-recipients certify and disclose accordingly. The person whose signature appears on this Agreement is authorized to sign this certification/representation on the behalf of the District. This certification/representation applies to this Agreement and is a material representation of fact upon which the City relied when entering into this transaction. This certification/representation shall be binding on the District (as well as successors, transferees, and assignees, if any) as long as they receive or retain federal or state funds. The District agrees that any government agency or entity may seek judicial enforcement of this certification/representation under this Agreement.

#### 5. AMOUNT OF COMPENSATION AND BASIS FOR PAYMENT

5.1 For and in consideration of the work, products, services, licenses and/or deliverables provided under this Agreement and during the Term of this Agreement, subject to the limitations in this Agreement, the City shall pay the District **\$1,656.25** on or before the 60th day after the Effective Date of this Agreement, and will pay the District the same amount each subsequent year on or before the anniversary of the Effective Date to cover the actual cost to the District. The District may use funds provided by the City under this Agreement to pay costs of the Program.

#### 6. TERM OF THE AGREEMENT

6.1 The term of this Agreement shall be one (1) year, beginning on the date approved in Commissioners Court (Effective Date), and will automatically renew thereafter on an annual basis, unless terminated as hereinafter provided. The initial term and any renewal term(s) are individually and collectively referred to as the "Term."

## 7. TERMINATION PROVISIONS

7.1 Either Party may terminate this Agreement at any time prior to the expiration of any Term, without cause, by giving thirty (30) days' written notice to the other Party. Upon termination, the District shall deliver an accounting of all funds expended under this Agreement. The District will refund, within ninety (90) days after the date of termination, to the City any funds provided by the City that are in excess of the costs of the Program incurred prior to termination of this Agreement.

## 8. IMMUNITY

8.1 Neither Party waives any immunity or defense on behalf of itself, its employees or agents as a result of the execution of this Agreement.

## 9. MISCELLANEOUS

9.1 Any notice or billing invoice required or permitted to be given ("Notice") by the District to the City may be given by hand delivery, email, or certified United States Mail, postage prepaid, return receipt requested, addressed to:

Mark Kobelan  
Mayor  
City of Piney Point Village  
7676 Woodway Drive #300  
Houston, Texas 77063

9.2 Any Notice required or permitted to be given by the City to the District may be given by hand delivery, facsimile, email, or certified United States Mail, postage or fee prepaid, return receipt requested, addressed to:

Harris County Flood Control District  
9900 Northwest Freeway  
Houston, Texas 77092  
Attention: Executive Director

9.3 Such Notice shall be considered given and complete upon successful electronic transmission or upon deposit in the United States Mail.

9.4 Either Party may change its address for Notice by giving the other Party ten (10) days prior written notice specifying the new address.

9.5 This Agreement shall be construed according to the laws of the State of Texas without giving effect to its conflict of laws provisions. Venue lies only in Harris County, and any alternative dispute resolution, suit, action, claim, or proceeding with respect to or arising out of this Agreement must be brought solely in the courts or locations that are situated in the State of Texas, County of Harris. Both Parties irrevocably waive any claim that any proceeding brought in Harris County has been brought in an inconvenient forum.

9.6 Pursuant to the requirements of the Uniform Electronic Transactions Act in Chapter 322 of the Texas Business and Commerce Code and the Federal Electronic Signatures in Global and National Commerce Act (beginning at 15 U.S.C. Section 7001), the Parties have agreed that the transactions under this Agreement may be conducted by electronic means. Pursuant to these statutes, this Agreement may not be denied legal effect or enforceability solely because

it is in electronic form or because it contains an electronic signature. This Agreement may be executed in duplicate counterparts and with electronic or facsimile signatures with the same effect as if the signatures were on the same document. Each multiple original of this document shall be deemed an original, but all multiple copies together shall constitute one and the same instrument.

9.7 Signatory Authorized to Execute Agreement. The person executing this Agreement on behalf of each Party represents that he or she is duly authorized by the policy of the Party's governing body to execute this Agreement on behalf of the Party.

IN TESTIMONY OF WHICH, this Agreement, in triplicate counterparts, each having equal force and effect of an original has been executed on behalf of the Parties hereto as follows:

a. It has, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, been executed on behalf of Harris County Flood Control District by the County Judge of Harris County, Texas, pursuant to an order of the Commissioners Court of Harris County authorizing such execution.

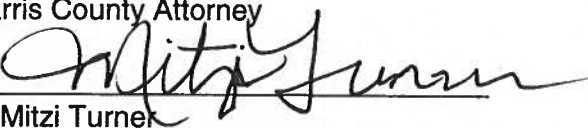
b. It has, on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_, been executed on behalf of City of Piney Point Village by its Mayor and attested to by the City Secretary.

EXECUTED in triplicate originals \_\_\_\_\_.

APPROVED AS TO FORM:

HARRIS COUNTY FLOOD CONTROL DISTRICT

VINCE RYAN  
Harris County Attorney

By   
Mitzi Turner  
Assistant County Attorney

By \_\_\_\_\_  
Ed Emmett, County Judge

ATTEST:

CITY OF PINEY POINT VILLAGE

By: \_\_\_\_\_  
Karen Farris  
City Secretary

By: \_\_\_\_\_  
Mark Kobelan  
Mayor

## Attachment A

The District will administer the Program, which may include tasks such as:

- Development and production of color and black-and-white newspaper advertisements in local newspapers.
- Development and production of full color newspaper inserts focusing on key regional issues related to watershed protection and stormwater quality.
- Password-protected, web-based access to electronic versions of program related brochures, flyers, direct mail postcards, booklets, newspaper advertisements, newspaper inserts,
- Phase II "hot button" on the front page of the regional website with links to all participating Phase II City homepage(s) or page of their choice.
- Frequent Regional Public Education Services Program (formerly Regional Watershed Protection Program) announcements via e-mail.
- Stakeholder group meetings (as needed for special announcements).

The District will provide the City with a written summary of all regional public education campaign activities provided under this agreement. If the City chooses to use this information to demonstrate permit compliance in their annual report to the Texas Commission on Environmental Quality or for any other purpose, it will be the City's responsibility to determine appropriateness of that usage. The District in no way guarantees that components of the Program will comply with the City's TPDES MS4 permit requirements.

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

The Commissioners Court of Harris County, Texas, convened at a meeting of said Court at the Harris County Administration Building in the City of Houston, Texas, on \_\_\_\_\_, with the following members present, to-wit:

Ed Emmett	County Judge
Rodney Ellis	Commissioner, Precinct No. 1
Jack Morman	Commissioner, Precinct No. 2
Steve Radack	Commissioner, Precinct No. 3
R. Jack Cagle	Commissioner, Precinct No. 4

and the following members absent, to-wit: \_\_\_\_\_, constituting a quorum, when among other business, the following was transacted:

**ORDER AUTHORIZING EXECUTION OF AN INTERLOCAL AGREEMENT  
 BETWEEN HARRIS COUNTY FLOOD CONTROL DISTRICT AND  
 CITY OF PINEY POINT VILLAGE  
 FOR STORMWATER QUALITY PUBLIC EDUCATION FUNDING.**

Commissioner \_\_\_\_\_ introduced an order and moved that Commissioners Court adopt the order. Commissioner \_\_\_\_\_ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:


		Yes	No	Abstain
AYES:	Judge Emmett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAYS:	Commissioner Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSTENTIONS:	Commissioner Morman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Commissioner Radack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Commissioner Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order thus adopted follows:

**IT IS ORDERED that:**

1. The Harris County Judge is authorized to execute the attached Interlocal Agreement with the Harris County Flood Control District and the City of Piney Point Village for Stormwater Quality Public Education Funding. The attached Agreement may be executed with an electronic or facsimile signature.
2. The Harris County Flood Control District and all other Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: January 27, 2020

SUBJECT: 2019 Metro Bond Referendum

Agenda Item: 8

This agenda item calls for the City Council to consider accepting the METRO Bond Referendum that was approved by the voters in November 5, 2019. The length of the General Mobility Program is expected to run until September 30, 2040. The City will receive \$136,000 on or about October 1 each year. In 2026, the City will receive \$34,000 from METRO.



**Mission Statement**

*"Provide safe, clean, reliable, accessible and friendly public transportation services to our region."*

**Board of Directors**

Carrin F. Patman  
*Chair*

Jim Robinson  
*First Vice-Chair*

Don Elder, Jr.  
*Second Vice-Chair*

Troi Taylor  
*Secretary*

Lisa Castañeda

Lex Frieden

Bob Fry

Terry Morales

Sanjay Ramabhadran  
(Ram)

**President & Chief Executive Officer**

Thomas C. Lambert

December 23, 2019

Honorable Mark Kobelan  
City of Piney Point Village  
7676 Woodway, Suite 300  
Houston, Texas 77063

Dear Mayor Kobelan:

As per the 2019 METRO Bond Referendum, attached please find the General Mobility Program Agreement for your review and signature. If you have any questions please feel free to contact Mr. Eduardo Miranda Jr., vice president for government affairs at 713.739.4624 or at [Eduardo.Miranda@ridemetro.org](mailto:Eduardo.Miranda@ridemetro.org).

If there is anything you need from me please do not hesitate to contact me at 713.615.6409 (Office), 713.822.0893 (Mobile) or via email at [Thomas.Lambert@ridemetro.org](mailto:Thomas.Lambert@ridemetro.org).

Sincerely,

Thomas C. Lambert  
President & Chief Executive Officer



THE STATE OF TEXAS §  
COUNTY OF HARRIS §

THIRD AMENDMENT TO  
CONGESTION MITIGATION/TRAFFIC MANAGEMENT AGREEMENT

THIS THIRD AMENDMENT to the CONGESTION MITIGATION/TRAFFIC MANAGEMENT AGREEMENT (“Third Amendment”) is made by and between the METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY, TEXAS (“METRO”), a body corporate and politic, existing and operating pursuant to Chapter 451, TEXAS TRANSPORTATION CODE, and the CITY OF PINEY POINT VILLAGE, TEXAS (“CITY”), a general law municipal corporation under the laws of the State of Texas.

RECITALS

WHEREAS, pursuant to Section 451.065 of the Texas Transportation Code and other applicable law, METRO has administered a program for participation with other governmental entities for development of Eligible Transportation Projects (as defined in the hereinafter defined Agreement) in the METRO service area; and

WHEREAS, pursuant to METRO Resolution 99-104, METRO executed a Congestion Mitigation/Traffic Management Agreement (as amended from time to time, the “Agreement”) with the CITY to provide a base level of funds to the CITY to undertake Eligible Transportation Projects, the term of which was originally set to expire on September 30, 2009; and

WHEREAS, pursuant to METRO Resolutions 2003-77, 2003-93 and 2004-6, and the successful passage of METRO’s election on November 4, 2003, representing voter approval of the continued dedication by METRO of 25% of its sales and use tax revenues for street improvements, mobility projects, as authorized by law, through September 30, 2014, METRO executed an amendment to the Agreement to extend the term of the Agreement to September 30, 2014 (the “First Amendment”); and

WHEREAS, pursuant to METRO Resolutions 2012-75 and 2012-111, and the successful passage of METRO’s election on November 6, 2012, representing voter approval of the continued dedication by METRO of up to 25% of its sales and use tax revenues for street improvements and related projects, as authorized by law, through December 31, 2025 (such continued dedication as approved at such election, the “2012 Referendum”), METRO executed a second amendment to the Agreement to further extend the term of the Agreement to December 31, 2025 (the “Second Amendment”); and

WHEREAS, in accordance with METRO Resolutions 2019-71 and 2019-123, and the successful passage of METRO’s election on November 5, 2019, representing voter approval of the continued dedication by METRO of up to 25% of its sales and use tax revenues through September 30, 2040 (such continued dedication as approved at such election, the “2019

Referendum”) for street improvements, mobility projects and other facilities and services authorized by Section 451.065 of the Texas Transportation Code and other applicable law, the parties wish to enter into this Third Amendment to further extend the term of the Agreement to September 30, 2040.

NOW, THEREFORE, for and in consideration of the foregoing recitals and the mutual promises, obligations, covenants and benefits contained herein, the CITY and METRO agree as follows:

## AGREEMENT

1. Article 2. Definitions and Terms of the Agreement contains the following definitions:

(e) “General Mobility Program” shall mean a program under which METRO intends to make available up to 25% of its available sales and use tax revenues per year for Eligible Transportation Projects within the METRO service area, subject to METRO’s commitments for transit-related operational expenditures and capital project expenditures and the terms of the Referendum. Such term specifically does not include any projects or programs provided for by transit-related operational expenditures or capital projects expenditures.

(f) “Terms of this Agreement” or “Term” shall mean the period of time beginning on October 1, 2014 and ending on December 31, 2025, or an earlier date if this Agreement is terminated pursuant to the provisions hereof.”

Said definitions will be hereby amended to state as follows:

(e) “General Mobility Program” shall mean a program under which METRO intends to make available up to 25% of its available sales and use tax revenues per year for Eligible Transportation Projects within the METRO service area, subject to METRO’s commitments for transit-related operational expenditures and capital project expenditures and the terms of the 2012 Referendum and the 2019 Referendum. Such term specifically does not include any projects or programs provided for by transit-related operational expenditures or capital projects expenditures.

(f) “Term of this Agreement” or “Term” shall mean the period of time beginning on October 1, 2014 and ending on September 30, 2040, or an earlier date if this Agreement is terminated pursuant to the provisions hereof.”

2. Exhibit A to the Agreement (City Revenue Allocations) contains the following definition:

“Funding Period” shall mean each of the following periods: (i) October 1, 2014 through September 30, 2015 (the “Sixteenth Funding Period”); (ii) October 1, 2015 through September 30, 2016 (the “Seventeenth Funding Period”); (iii) October 1, 2016 through September 30, 2017 (the “Eighteenth Funding Period”); (iv) October 1, 2017 through September 30, 2018 (the

“Nineteenth Funding Period”); (v) October 1, 2018 through September 30, 2019 (the “Twentieth Funding Period”); (vi) October 1, 2019 through September 30, 2020 (the “Twenty-First Funding Period”); (vii) October 1, 2020 through September 30, 2021 (the “Twenty-Second Funding Period”); (viii) October 1, 2021 through September 30, 2022 (the “Twenty-Third Funding Period”); (ix) October 1, 2022 through September 30, 2023 (the “Twenty-Fourth Funding Period”); (x) October 1, 2023 through September 30, 2024 (the “Twenty-Fifth Funding Period”); (xi) October 1, 2024 through September 30, 2025 (the “Twenty-Sixth Funding Period”); and (xii) October 1, 2025 through December 31, 2025 (the “Twenty-Seventh Funding Period”).

Said definition will be hereby amended to state as follows:

“Funding Period” shall mean each of the following periods: (i) October 1, 2014 through September 30, 2015 (the “Sixteenth Funding Period”); (ii) October 1, 2015 through September 30, 2016 (the “Seventeenth Funding Period”); (iii) October 1, 2016 through September 30, 2017 (the “Eighteenth Funding Period”); (iv) October 1, 2017 through September 30, 2018 (the “Nineteenth Funding Period”); (v) October 1, 2018 through September 30, 2019 (the “Twentieth Funding Period”); (vi) October 1, 2019 through September 30, 2020 (the “Twenty-First Funding Period”); (vii) October 1, 2020 through September 30, 2021 (the “Twenty-Second Funding Period”); (viii) October 1, 2021 through September 30, 2022 (the “Twenty-Third Funding Period”); (ix) October 1, 2022 through September 30, 2023 (the “Twenty-Fourth Funding Period”); (x) October 1, 2023 through September 30, 2024 (the “Twenty-Fifth Funding Period”); (xi) October 1, 2024 through September 30, 2025 (the “Twenty-Sixth Funding Period”); (xii) October 1, 2025 through September 30, 2026 (the “Twenty-Seventh Funding Period”); (xiii) October 1, 2026 through September 30, 2027 (the “Twenty-Eighth Funding Period”); (xiv) October 1, 2027 through September 30, 2028 (the “Twenty-Ninth Funding Period”); (xv) October 1, 2028 through September 30, 2029 (the “Thirtieth Funding Period”); (xvi) October 1, 2029 through September 30, 2030 (the “Thirty-First Funding Period”); (xvii) October 1, 2030 through September 30, 2031 (the “Thirty-Second Funding Period”); (xviii) October 1, 2031 through September 30, 2032 (the “Thirty-Third Funding Period”); (xix) October 1, 2032 through September 30, 2033 (the “Thirty-Fourth Funding Period”); (xx) October 1, 2033 through September 30, 2034 (the “Thirty-Fifth Funding Period”); (xxi) October 1, 2034 through September 30, 2035 (the “Thirty-Sixth Funding Period”); (xxii) October 1, 2035 through September 30, 2036 (the “Thirty-Seventh Funding Period”); (xxiii) October 1, 2036 through September 30, 2037 (the “Thirty-Eighth Funding Period”); (xxiv) October 1, 2037 through September 30, 2038 (the “Thirty-Ninth Funding Period”); (xxv) October 1, 2038 through September 30, 2039 (the “Fortieth Funding Period”); (xxvi) October 1, 2039 through September 30, 2040 (the “Forty-First Funding Period”).

3. Exhibit A to the Agreement (City Revenue Allocations), Section 2. Schedule of Payments contains the following schedule of payments:

Schedule of Payments. METRO agrees to make the following payments of City Revenue Allocations during the Term of this Agreement, unless terminated sooner pursuant to Article 7.

Subject to the exceptions provided below, in each Funding Period during the term of this Agreement, METRO shall pay the amount of \$136,000 on or about October 1, provided, however, for the Twenty Seventh Funding Period, METRO shall pay the CITY the amount of \$34,000.

The Schedule of Payments will be hereby amended in its entirety to state as follows:

**Schedule of Payments.** METRO agrees to make the following payments of City Revenue Allocations during the Term of this Agreement, unless terminated sooner pursuant to Article 7.

Subject to the exceptions provided below, in each Funding Period during the term of this Agreement, METRO shall pay the amount of \$136,000 on or about October 1.

4. This Third Amendment shall take immediate effect after it is duly executed by the CITY and METRO. From and after the date that this Third Amendment takes effect, all other terms and conditions of the Agreement not modified by this Third Amendment shall remain in full force and effect. The terms of the Agreement, as modified by the First Amendment, the Second Amendment and this Third Amendment, contain the entire agreement between the CITY and METRO with respect to the matters addressed herein and therein.

*[Signature page follows]*

a. It has on the \_\_\_ day of \_\_\_\_\_, 20 \_\_, been executed on behalf of the CITY by \_\_\_\_\_.

b. It has on the 26<sup>th</sup> day of December, 2019, been executed on behalf of METRO by its President & CEO, Thomas C. Lambert, and attested by its Assistant Secretary, pursuant to Resolution 2019-123 of its Board of Directors authorizing such execution.

**CITY OF PINEY POINT VILLAGE, TEXAS**

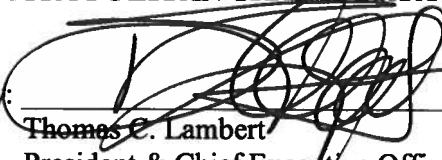
By: \_\_\_\_\_

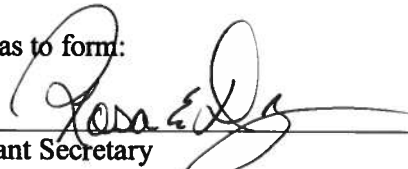
Attest: \_\_\_\_\_  
City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

**METROPOLITAN TRANSPORTATION AUTHORITY OF HARRIS COUNTY, TEXAS**

By:  \_\_\_\_\_  
Thomas C. Lambert  
President & Chief Executive Officer


Attest as to form:  
 \_\_\_\_\_  
Assistant Secretary

**APPROVED AS TO FORM:**

 \_\_\_\_\_  
Cydonii Fairfax  
Executive Vice President & General Counsel

 \_\_\_\_\_  
Arthur C. Smiley III  
Chief Financial Officer

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator 

MEETING DATE: January 27, 2020

SUBJECT: Discuss and Take Possible Action on Resolution 20.01.27.B designating the Memorial Examiner as the City's Official Newspaper

Agenda Item: 9

This agenda item calls for the City Council to designate the Memorial Examiner as the City's official newspaper. Chapter 52, Section 52.004 of the Texas Local Government Code requires the City to establish an official newspaper as soon as practical after the beginning of the City's new fiscal year for the publication of ordinances, notices and other matters required to be published. The Examiner is the City's current official newspaper.

A copy of Section 52.004 is attached for your review.

**RESOLUTION NO. 20.01.27.B**

**RESOLUTION OF THE CITY OF PINEY POINT VILLAGE, TEXAS  
DESIGNATING THE MEMORIAL EXAMINER AS THE OFFICIAL  
NEWSPAPER FOR THE CITY OF PINEY POINT VILLAGE, TEXAS.**

WHEREAS, Chapter 52, Section 52.004, Texas Local Government Code requires that as soon as practicable after the beginning of each municipal year, the governing body of the municipality shall designate, by ordinance or resolution, a public newspaper to be the municipality's official newspaper until another newspaper is selected; and

WHEREAS, a public newspaper serving the City of Piney Point Village, Texas and the local area that is widely read is the MEMORIAL EXAMINER; and

WHEREAS, the MEMORIAL EXAMINER meets all the requirements for service as the official newspaper of the City of Piney Point Village;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS THAT:**

The City Council of the City of Piney Point Village hereby resolves that the MEMORIAL EXAMINER is the "Official Newspaper" of the City of Piney Point Village, Texas.

**PASSED AND APPROVED** this 27th day of January 2020.

City of Piney Point Village, Texas

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

ATTEST:

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

LOCAL GOVERNMENT CODE

TITLE 2. ORGANIZATION OF MUNICIPAL GOVERNMENT

SUBTITLE D. GENERAL POWERS OF MUNICIPALITIES

CHAPTER 52. ADOPTION OF MUNICIPAL ORDINANCES

SUBCHAPTER A. GENERAL PROVISIONS APPLICABLE TO TYPE A GENERAL-LAW MUNICIPALITIES

Sec. 52.004. OFFICIAL NEWSPAPER. (a) As soon as practicable after the beginning of each municipal year, the governing body of the municipality shall contract, as determined by ordinance or resolution, with a public newspaper of the municipality to be the municipality's official newspaper until another newspaper is selected.

(b) The governing body shall publish in the municipality's official newspaper each ordinance, notice, or other matter required by law or ordinance to be published.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

SUBCHAPTER B. PUBLICATION OF ORDINANCES

Sec. 52.011. TYPE A GENERAL-LAW MUNICIPALITY. (a) If a Type A general-law municipality adopts an ordinance that imposes a penalty, fine, or forfeiture, the ordinance, or a caption that summarizes the purpose of the ordinance and the penalty for violating the ordinance, shall be published in:

(1) every issue of the official newspaper for two days; or

(2) one issue of the newspaper if the official newspaper is a weekly paper.

(b) An affidavit by the printer or publisher of the official newspaper verifying the publication shall be filed in the office of the secretary of the municipality. In the courts



of this state, the affidavit is prima facie evidence of the adoption of the ordinance and of the required publication.

(c) An ordinance required to be published by this section takes effect when the publication requirement is satisfied unless the ordinance provides otherwise. An ordinance that is not required to be published by this section takes effect when adopted unless the ordinance provides otherwise.

(d) If a Type A general-law municipality publishes its ordinances in pamphlet or book form, the publication in the official newspaper of an ordinance included in the pamphlet or book is not required if the ordinance was published previously in the official newspaper. A court shall admit without further proof an ordinance of a Type A general-law municipality that is published in pamphlet or book form as authorized by the governing body if the ordinance was published previously in the official newspaper.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.  
Amended by Acts 1989, 71st Leg., ch. 194, Sec. 1, eff. Aug. 28, 1989.

TO: Members of the City Council

FROM: Mark Kobelan, Mayor

MEETING DATE: January 27, 2020

SUBJECT: Mayor's Report

Agenda Item: 10

- Landscaping Project Update

TO: The Honorable Mayor and Members of the City Council

FROM: Roger Nelson, City Administrator



MEETING DATE: January 27, 2020

SUBJECT: City Administrator's Report

Agenda Item: 11

- December 2019 Financials
- Work Shop Dates

10 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
10-1100	Claim on Cash	2,697,527.43
10-1101	Cash- GF Texpool	1,797,554.53
10-1105	Cash with Amegy	0.00
10-1108	Cash with Agent	877,487.77
10-1120	Cash-Texas Class	3,725,625.39
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
		12,270,816.80
TOTAL ASSETS		12,270,816.80

<b>LIABILITIES</b>		
=====		
10-2001	Accounts Payable	412,242.41
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	( 3,847.90)
10-2062	TMRs Payable	15.28
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	102,176.16
10-2107	Due To OMNI Base	3,441.81
10-2108	RESTITUTION	( 270.00)
10-2110	Bond Payable - FAST	4,386.05
10-2111	Other Accrued Liabilities	0.00
10-2130	Deferred Revenue-Property Tax	1,895,810.67
10-2131	Other Deferred Revenue	78,142.42
10-2302	Due to State-CJ Fee	315.34
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	155,485.00

## BALANCE SHEET

AS OF: DECEMBER 31ST, 2019

## 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	5,306,482.85
10-2801	General LT Debt-N/P	0.00
10-2802	GO Bonds Payable	0.00
	TOTAL LIABILITIES	<u>7,987,238.83</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	5,174,475.34
	TOTAL EXPENSES	<u>6,884,027.14</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 1,709,551.80)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>4,283,577.97</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	<u>12,270,816.80</u>
		=====

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND  
 FINANCIAL SUMMARY

100.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	5,235,455.00	22,107.55	4,040,298.12	77.17	1,195,156.88
PERMITS & INSPECTIONS	367,900.00	42,337.70	411,062.07	111.73 (	43,162.07)
COURT	142,000.00	5,421.68	168,244.92	118.48 (	26,244.92)
INVESTMENT INCOME	150,000.00	10,503.26	183,638.04	122.43 (	33,638.04)
AGENCIES & ALARMS	33,000.00	0.00	55,555.05	168.35 (	22,555.05)
FRANCHISE REVENUE	398,000.00	45,396.22	446,122.26	112.09 (	48,122.26)
DONATIONS & IN LIEU	235,500.00	0.00	( 130,445.12)	55.39-	365,945.12
<b>TOTAL REVENUES</b>	<b>6,561,855.00</b>	<b>125,766.41</b>	<b>5,174,475.34</b>	<b>78.86</b>	<b>1,387,379.66</b>
<u>EXPENDITURE SUMMARY</u>					
<u>PUBLIC SERVICE</u>					
COMMUNITY	10,000.00	2,869.79	8,544.79	85.45	1,455.21
POLICE	1,815,242.00	0.00	1,712,554.00	94.34	102,688.00
MISCELLANEOUS	0.00	0.00	25,261.25	0.00 (	25,261.25)
SANITATION COLLECTION	570,000.00	48,704.44	584,453.28	102.54 (	14,453.28)
LIBRARY	1,500.00	0.00	1,500.00	100.00	0.00
STREET LIGHTING	12,000.00	1,047.34	14,203.36	118.36 (	2,203.36)
FIRE	2,035,143.00	84,797.61	2,037,263.63	100.10 (	2,120.63)
<b>TOTAL PUBLIC SERVICE</b>	<b>4,443,885.00</b>	<b>137,419.18</b>	<b>4,383,780.31</b>	<b>98.65</b>	<b>60,104.69</b>
<u>CONTRACT SERVICES</u>					
CONTRACT SERVICES	356,000.00	32,637.85	472,369.55	132.69 (	116,369.55)
<b>TOTAL CONTRACT SERVICES</b>	<b>356,000.00</b>	<b>32,637.85</b>	<b>472,369.55</b>	<b>132.69 (</b>	<b>116,369.55)</b>
<u>BUILDING</u>					
CONTRACT SERVICES	3,857.00	0.00	9,473.15	245.61 (	5,616.15)
BUILDING SERVICES	149,500.00	21,047.66	209,851.99	140.37 (	60,351.99)
ADMIN EXPENSE	4,193.00	1,333.56	2,720.03	64.87	1,472.97
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	3,010.53	13,123.69	76.40	4,053.31
<b>TOTAL BUILDING</b>	<b>306,191.00</b>	<b>25,391.75</b>	<b>235,294.83</b>	<b>76.85</b>	<b>70,896.17</b>
<u>GENERAL GOVERNMENT</u>					
CONTRACT SERVICES	12,000.00	0.00	59.53	0.50	11,940.47
ADMIN EXPENSE	45,883.00	5,229.95	27,391.04	59.70	18,491.96
OFFICE EXPENSE	149,100.00	11,892.45	157,543.58	105.66 (	8,443.58)
WAGES & BENEFITS	279,951.00	47,677.14	570,641.11	203.84 (	290,690.11)
INSURANCE	29,116.00	8,251.63	52,594.25	180.64 (	23,478.25)
<b>TOTAL GENERAL GOVERNMENT</b>	<b>516,050.00</b>	<b>73,051.17</b>	<b>808,229.51</b>	<b>156.62 (</b>	<b>292,179.51)</b>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND  
 FINANCIAL SUMMARY

100.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
CONTRACT SERVICES	0.00	194.72	262.83	0.00 (	262.83)
ADMIN EXPENSE	5,536.00	0.00	961.00	17.36	4,575.00
OFFICE EXPENSE	4,564.00	150.00	2,361.51	51.74	2,202.49
WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
INSURANCE	22,903.00	7,417.35	29,640.74	129.42 (	6,737.74)
COURT OPERATIONS	37,200.00	26,195.02	125,308.90	336.85 (	88,108.90)
TOTAL MUNICIPAL COURT	174,714.00	33,957.09	158,534.98	90.74	16,179.02
<u>PUBLIC WORKS MAINTENANCE</u>					
CONTRACT SERVICES	3,875.00	0.00	0.00	0.00	3,875.00
ADMIN EXPENSE	2,343.00	0.00	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	4,570.57	19,320.21	103.81 (	708.21)
PUBLIC WORKS OPERATIONS	313,500.00	34,444.33	285,496.17	91.07	28,003.83
TOTAL PUBLIC WORKS MAINTENANCE	429,396.00	39,014.90	306,232.54	71.32	123,163.46
<u>GOF CAPITAL OUTLAYS</u>					
OTHER EXPENSES	1,497,014.00	210,404.25	519,585.42	34.71	977,428.58
TOTAL GOF CAPITAL OUTLAYS	<u>1,497,014.00</u>	<u>210,404.25</u>	<u>519,585.42</u>	<u>34.71</u>	<u>977,428.58</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 1,161,395.00)	( 426,109.78)	( 1,709,551.80)		548,156.80

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

## 10 -GENERAL FUND

100.00% 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	22,107.55	224,207.62	112.10	( 24,207.62)
TOTAL TAXES	5,235,455.00	22,107.55	4,040,298.12	77.17	1,195,156.88
<u>PERMITS &amp; INSPECTIONS</u>					
10-4203 Plat Reviews	3,400.00	0.00	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	540.00	12,240.00	102.00	( 240.00)
10-4206 Drainage Reviews	50,000.00	5,200.00	34,150.00	68.30	15,850.00
10-4207 Permits	300,000.00	36,097.70	360,772.07	120.26	( 60,772.07)
10-4208 Board of Adjustment Fees	1,500.00	500.00	2,000.00	133.33	( 500.00)
TOTAL PERMITS & INSPECTIONS	367,900.00	42,337.70	411,062.07	111.73	( 43,162.07)
<u>COURT</u>					
10-4300 Court Fines	142,000.00	5,421.68	168,244.92	118.48	( 26,244.92)
TOTAL COURT	142,000.00	5,421.68	168,244.92	118.48	( 26,244.92)
<u>INVESTMENT INCOME</u>					
10-4400 Interest Income	150,000.00	10,503.26	183,638.04	122.43	( 33,638.04)
TOTAL INVESTMENT INCOME	150,000.00	10,503.26	183,638.04	122.43	( 33,638.04)
<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	0.00	115,880.94	160.95	( 43,880.94)
10-4605 Power/Electric	272,000.00	45,396.22	324,877.58	119.44	( 52,877.58)
10-4606 Franchise Fees-Gas	19,000.00	0.00	( 26,251.13)	138.16-	45,251.13
10-4607 Telephone	35,000.00	0.00	31,335.03	89.53	3,664.97
10-4608 Wireless Communication	0.00	0.00	279.84	0.00	( 279.84)
TOTAL FRANCHISE REVENUE	398,000.00	45,396.22	446,122.26	112.09	( 48,122.26)
<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	0.00	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	0.00	( 130,445.12)	55.39-	365,945.12



CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND

100.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	6,561,855.00	125,766.41	5,174,475.34	78.86	1,387,379.66

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND

100.00% 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	2,869.79	8,544.79	85.45	1,455.21
TOTAL COMMUNITY	10,000.00	2,869.79	8,544.79	85.45	1,455.21
<u>POLICE</u>					
10-510-5010 MEMORIAL VILLAGE POLICE DEPT	1,815,242.00	0.00	1,683,220.67	92.73	132,021.33
10-510-5011 MVPD - AUTO REPLACEMENT	0.00	0.00	29,333.33	0.00	( 29,333.33)
TOTAL POLICE	1,815,242.00	0.00	1,712,554.00	94.34	102,688.00
<u>MISCELLANEOUS</u>					
10-510-5020 Miscellaneous	0.00	0.00	25,261.25	0.00	( 25,261.25)
TOTAL MISCELLANEOUS	0.00	0.00	25,261.25	0.00	( 25,261.25)
<u>SANITATION COLLECTION</u>					
10-510-5030 SANITATION COLLECTION	570,000.00	47,749.45	572,993.40	100.53	( 2,993.40)
10-510-5031 SANITATION FUEL CHARGE	0.00	954.99	11,459.88	0.00	( 11,459.88)
TOTAL SANITATION COLLECTION	570,000.00	48,704.44	584,453.28	102.54	( 14,453.28)
<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	1,047.34	14,203.36	118.36	( 2,203.36)
TOTAL STREET LIGHTING	12,000.00	1,047.34	14,203.36	118.36	( 2,203.36)
<u>FIRE</u>					
10-510-5060 Villages Fire Department	2,035,143.00	84,797.61	2,037,263.63	100.10	( 2,120.63)
10-510-5070 Contribution to Fire Dept	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE	2,035,143.00	84,797.61	2,037,263.63	100.10	( 2,120.63)
TOTAL PUBLIC SERVICE	4,443,885.00	137,419.18	4,383,780.31	98.65	60,104.69
<u>CONTRACT SERVICES</u> =====					
<u>CONTRACT SERVICES</u>					
10-520-5102 Accounting/Audit	32,000.00	325.00	23,401.10	73.13	8,598.90
10-520-5103 Engineering	150,000.00	18,820.57	243,771.83	162.51	( 93,771.83)
10-520-5104 Legal	90,000.00	11,659.94	100,636.86	111.82	( 10,636.86)
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	80.00	930.57	46.53	1,069.43
10-520-5108 IT Hardware/Software & Support	0.00	1,752.34	28,888.19	0.00	( 28,888.19)
10-520-5110 Mosquito Control	22,000.00	0.00	17,865.00	81.20	4,135.00
TOTAL CONTRACT SERVICES	356,000.00	32,637.85	472,369.55	132.69	( 116,369.55)

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL CONTRACT SERVICES	356,000.00	32,637.85	472,369.55	132.69 (	116,369.55)
<b>BUILDING</b>					
<b>=====</b>					
<b>CONTRACT SERVICES</b>					
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)
<b>BUILDING SERVICES</b>					
10-530-5152 Drainage Reviews	45,000.00	7,922.66	48,531.99	107.85 (	3,531.99)
10-530-5153 Electrical Inspections	12,000.00	1,530.00	13,770.00	114.75 (	1,770.00)
10-530-5154 Plat Reviews	500.00	0.00	0.00	0.00	500.00
10-530-5155 Plan Reviews	10,000.00	4,000.00	48,125.00	481.25 (	38,125.00)
10-530-5156 Plumbing Inspections	18,000.00	1,845.00	18,630.00	103.50 (	630.00)
10-530-5157 Structural Inspections	15,000.00	2,025.00	27,630.00	184.20 (	12,630.00)
10-530-5158 Urban Forester	42,000.00	3,320.00	46,280.00	110.19 (	4,280.00)
10-530-5160 Mechanical Inspections	7,000.00	405.00	6,885.00	98.36	115.00
TOTAL BUILDING SERVICES	149,500.00	21,047.66	209,851.99	140.37 (	60,351.99)
<b>ADMIN EXPENSE</b>					
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	1,333.56	2,720.03	151.11 (	920.03)
10-530-5209 Office Equipment & Maintenance	1,643.00	0.00	0.00	0.00	1,643.00
TOTAL ADMIN EXPENSE	4,193.00	1,333.56	2,720.03	64.87	1,472.97
<b>OFFICE EXPENSE</b>					
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
<b>WAGES &amp; BENEFITS</b>					
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
<b>INSURANCE</b>					
10-530-5353 Employee Insurance	17,177.00	3,010.53	13,123.69	76.40	4,053.31
TOTAL INSURANCE	17,177.00	3,010.53	13,123.69	76.40	4,053.31
<b>TOTAL BUILDING</b>	<b>306,191.00</b>	<b>25,391.75</b>	<b>235,294.83</b>	<b>76.85</b>	<b>70,896.17</b>

10 -GENERAL FUND

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GENERAL GOVERNMENT</u>					
<u>CONTRACT SERVICES</u>					
10-540-5108 Information Technology	12,000.00	0.00	59.53	0.50	11,940.47
TOTAL CONTRACT SERVICES	12,000.00	0.00	59.53	0.50	11,940.47
<u>ADMIN EXPENSE</u>					
10-540-5201 Administrative	0.00	0.00	0.00	0.00	0.00
10-540-5202 Auto Allowance/Mileage	13,583.00	850.00	7,450.00	54.85	6,133.00
10-540-5203 Bank Fees	1,800.00	174.83	1,803.17	100.18 (	3.17)
10-540-5204 Dues & Subscriptions	3,500.00	375.00	2,963.06	84.66	536.94
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	412.15	1,395.15	0.00 (	1,395.15)
10-540-5208 Citizen Communication	10,000.00	2,000.00	4,500.00	45.00	5,500.00
10-540-5209 Office Equipment & Maintenance	10,000.00	1,417.97	9,279.66	92.80	720.34
TOTAL ADMIN EXPENSE	45,883.00	5,229.95	27,391.04	59.70	18,491.96
<u>OFFICE EXPENSE</u>					
10-540-5210 Postage	1,600.00	0.00	1,934.59	120.91 (	334.59)
10-540-5211 Meeting Supplies	4,000.00	877.32	8,716.34	217.91 (	4,716.34)
10-540-5212 Rent/Leasehold/Furniture	125,000.00	9,704.42	117,644.87	94.12	7,355.13
10-540-5213 Office Supplies	8,500.00	151.19	8,307.01	97.73	192.99
10-540-5214 Telecommunications	6,000.00	1,159.52	16,315.81	271.93 (	10,315.81)
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	4,559.96	152.00 (	1,559.96)
TOTAL OFFICE EXPENSE	149,100.00	11,892.45	157,543.58	105.66 (	8,443.58)
<u>WAGES &amp; BENEFITS</u>					
10-540-5301 Gross Wages	230,426.00	38,809.09	434,595.17	188.61 (	204,169.17)
10-540-5302 Overtime/Severance	0.00	2,020.01	26,246.78	0.00 (	26,246.78)
10-540-5303 Temporary/Part-time Personnel	5,000.00	1,056.16	35,405.82	708.12 (	30,405.82)
10-540-5304 Salary Adjustment(Bonus)	0.00	0.00	0.00	0.00	0.00
10-540-5306 Payroll Tax Expense	0.00	2,287.67	33,113.09	0.00 (	33,113.09)
10-540-5310 TMRS(retirement)	0.00	3,167.02	38,529.96	0.00 (	38,529.96)
10-540-5311 Payroll Processing	857.00	337.19	2,750.29	320.92 (	1,893.29)
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	47,677.14	570,641.11	203.84 (	290,690.11)
<u>INSURANCE</u>					
10-540-5353 Employee Insurance	24,816.00	8,251.63	39,949.59	160.98 (	15,133.59)
10-540-5354 General Liability	3,800.00	0.00	10,561.66	277.94 (	6,761.66)
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	8,251.63	52,594.25	180.64 (	23,478.25)
TOTAL GENERAL GOVERNMENT	516,050.00	73,051.17	808,229.51	156.62 (	292,179.51)

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
<u>CONTRACT SERVICES</u>					
10-550-5108 Information Technology	0.00	194.72	262.83	0.00 (	262.83)
TOTAL CONTRACT SERVICES	0.00	194.72	262.83	0.00 (	262.83)
<u>ADMIN EXPENSE</u>					
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
<u>OFFICE EXPENSE</u>					
10-550-5210 Postage	100.00	0.00	0.00	0.00	100.00
10-550-5211 Meeting Supplies	0.00	0.00	14.99	0.00 (	14.99)
10-550-5213 Office Supplies	500.00	0.00	1,771.52	354.30 (	1,271.52)
10-550-5214 Telecommunications	3,714.00	0.00	0.00	0.00	3,714.00
10-550-5215 Travel & Training	250.00	150.00	575.00	230.00 (	325.00)
TOTAL OFFICE EXPENSE	4,564.00	150.00	2,361.51	51.74	2,202.49
<u>WAGES &amp; BENEFITS</u>					
10-550-5301 Gross Wages	92,014.00	0.00	0.00	0.00	92,014.00
10-550-5311 Payroll Processing	857.00	0.00	0.00	0.00	857.00
10-550-5313 Fringe Benefits	11,640.00	0.00	0.00	0.00	11,640.00
TOTAL WAGES & BENEFITS	104,511.00	0.00	0.00	0.00	104,511.00
<u>INSURANCE</u>					
10-550-5353 Employee Insurance	22,903.00	7,417.35	29,640.74	129.42 (	6,737.74)
TOTAL INSURANCE	22,903.00	7,417.35	29,640.74	129.42 (	6,737.74)
<u>COURT OPERATIONS</u>					
10-550-5402 MC Facilities	0.00	0.00	0.00	0.00	0.00
10-550-5403 Credit Card Charges	5,000.00	445.00	5,378.16	107.56 (	378.16)
10-550-5404 Judge/Prosecutor/Interpretor	22,000.00	1,125.00	22,475.00	102.16 (	475.00)
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	24,432.49	96,109.82	961.10 (	86,109.82)
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	192.53	995.92	497.96 (	795.92)
10-550-5412	0.00	0.00	0.00	0.00	0.00
10-550-5413 Building Security Fund	0.00	0.00	0.00	0.00	0.00
10-550-5414 Truancy Prevention	0.00	0.00	0.00	0.00	0.00
10-550-5415 Local Municipal Tech Fund	0.00	0.00	0.00	0.00	0.00
10-550-5416 Local Municipal Jury Fund	0.00	0.00	0.00	0.00	0.00
10-550-5417 Time Payment Reimbursement Fee	0.00	0.00	0.00	0.00	0.00
TOTAL COURT OPERATIONS	37,200.00	26,195.02	125,308.90	336.85 (	88,108.90)
TOTAL MUNICIPAL COURT	174,714.00	33,957.09	158,534.98	90.74	16,179.02

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>PUBLIC WORKS MAINTENANCE</b>					
<b>CONTRACT SERVICES</b>					
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
<b>ADMIN EXPENSE</b>					
10-560-5207 Misc Supplies	700.00	0.00	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	0.00	1,416.16	60.44	926.84
<b>OFFICE EXPENSE</b>					
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
<b>WAGES &amp; BENEFITS</b>					
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
<b>INSURANCE</b>					
10-560-5353 Employee Insurance	18,612.00	4,570.57	19,320.21	103.81 (	708.21)
TOTAL INSURANCE	18,612.00	4,570.57	19,320.21	103.81 (	708.21)
<b>PUBLIC WORKS OPERATIONS</b>					
10-560-5500 Public Works Maintenance	0.00	11.78	6,757.16	0.00 (	6,757.16)
10-560-5501 TCEQ & Harris CO Permits	1,000.00	100.00	2,156.25	215.63 (	1,156.25)
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	35.53	584.12	29.21	1,415.88
10-560-5506 Right of Way Mowing	80,000.00	7,573.00	96,074.00	120.09 (	16,074.00)
10-560-5507 Road & Sign Repair	50,000.00	20,151.28	71,010.89	142.02 (	21,010.89)
10-560-5508 ROW Water/Planting	4,500.00	88.74	1,156.05	25.69	3,343.95
10-560-5509 Tree Care/Removal	10,000.00	3,860.00	13,410.00	134.10 (	3,410.00)
10-560-5510 Road/Drainage Maintenance	75,000.00	0.00	0.00	0.00	75,000.00
10-560-5515 Landscape Improvements	75,000.00	2,624.00	60,686.85	80.92	14,313.15
10-560-5516 Gator Maintenance	1,000.00	0.00	797.71	79.77	202.29
TOTAL PUBLIC WORKS OPERATIONS	313,500.00	34,444.33	285,496.17	91.07	28,003.83
<b>TOTAL PUBLIC WORKS MAINTENANCE</b>	<b>429,396.00</b>	<b>39,014.90</b>	<b>306,232.54</b>	<b>71.32</b>	<b>123,163.46</b>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

10 -GENERAL FUND

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GOF CAPITAL OUTLAYS</u>					
<u>OTHER EXPENSES</u>					
10-570-5601 Capital Improvements	0.00	0.00	0.00	0.00	0.00
10-570-5602 Drainage Ditch Maintenance	0.00	0.00	14,600.00	0.00 (	14,600.00)
10-570-5606 Road/Drainage Projects	0.00	0.00	69,839.85	0.00 (	69,839.85)
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	1,800.00	1,800.00	0.44	404,889.00
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	195,339.25	285,029.07	26.14	805,295.93
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	3,230.00	35,970.00	0.00 (	35,970.00)
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	5,460.00	52,662.75	0.00 (	52,662.75)
10-570-5808 Wilding Lane	0.00	4,575.00	28,315.00	0.00 (	28,315.00)
TOTAL OTHER EXPENSES	1,497,014.00	210,404.25	519,585.42	34.71	977,428.58
TOTAL GOF CAPITAL OUTLAYS	1,497,014.00	210,404.25	519,585.42	34.71	977,428.58
TOTAL EXPENDITURES	7,723,250.00	551,876.19	6,884,027.14	89.13	839,222.86
REVENUES OVER/(UNDER) EXPENDITURES	( 1,161,395.00)	( 426,109.78)	( 1,709,551.80)		548,156.80

BALANCE SHEET

AS OF: DECEMBER 31ST, 2019

20 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
20-1100	Claim on Cash	( 447,971.67)
20-1105	Cash - Amegy Bank	0.00
20-1108	Cash with Agent	241,922.52
20-1109	Texpool-DS	862,809.10
20-1110	Texas Class-DS	122,500.81
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>1,614,443.00</u>
TOTAL ASSETS		1,614,443.00
		=====
<b>LIABILITIES</b>		
=====		
20-2001	Accounts Payable	1,420,975.00
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>2,915,742.67</u>
<b>EQUITY</b>		
=====		
20-3000	Fund Balance	<u>139,317.24</u>
	TOTAL BEGINNING EQUITY	139,317.24
TOTAL REVENUE		1,063,272.62
TOTAL EXPENSES		<u>2,503,889.53</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 1,440,616.91)
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>( 1,301,299.67)</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		1,614,443.00
		=====



CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

20 -DEBT SERVICE  
 FINANCIAL SUMMARY

100.00% 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	<u>3,900.00</u>	<u>1,133.32</u>	<u>14,193.42</u>	<u>363.93</u>	( <u>10,293.42</u> )
TOTAL REVENUES	<u>1,506,850.00</u>	<u>1,133.32</u>	<u>1,063,272.62</u>	<u>70.56</u>	<u>443,577.38</u>
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	2,250.00	1,500.00	5,250.00	233.33	( 3,000.00)
OTHER EXPENSES	1,502,950.00	1,419,475.00	2,922,425.00	194.45	( 1,419,475.00)
TRANSFERS	0.00	0.00	( 423,785.47)	0.00	423,785.47
TOTAL NON-DEPARTMENTAL	<u>1,505,200.00</u>	<u>1,420,975.00</u>	<u>2,503,889.53</u>	<u>166.35</u>	( <u>998,689.53</u> )
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	1,650.00	( 1,419,841.68)	( 1,440,616.91)		1,442,266.91

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

20 -DEBT SERVICE

100.00% 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	<u>1,502,950.00</u>	<u>0.00</u>	<u>1,049,079.20</u>	<u>69.80</u>	<u>453,870.80</u>
<u>INVESTMENT INCOME</u>					
20-4400 Bank Interest	3,900.00	1,133.32	14,193.42	363.93 (	10,293.42)
20-4410 Bond Premium	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INVESTMENT INCOME	<u>3,900.00</u>	<u>1,133.32</u>	<u>14,193.42</u>	<u>363.93 (</u>	<u>10,293.42)</u>
TOTAL REVENUES	<u>1,506,850.00</u>	<u>1,133.32</u>	<u>1,063,272.62</u>	<u>70.56</u>	<u>443,577.38</u>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

20 -DEBT SERVICE

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>ADMIN EXPENSE</b>					
20-500-5204 Paying Agent Fees	2,250.00	1,500.00	5,250.00	233.33 (	3,000.00)
TOTAL ADMIN EXPENSE	2,250.00	1,500.00	5,250.00	233.33 (	3,000.00)
<b>OTHER EXPENSES</b>					
20-500-5820 Interest Expense-Bonds	217,950.00	99,475.00	217,950.00	100.00	0.00
20-500-5821 Bond Principal Payments	1,285,000.00	1,320,000.00	2,704,475.00	210.46 (	1,419,475.00)
20-500-5822 Amortization of Bonds	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,502,950.00	1,419,475.00	2,922,425.00	194.45 (	1,419,475.00)
<b>TRANSFERS</b>					
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
<b>TOTAL NON-DEPARTMENTAL</b>	<b>1,505,200.00</b>	<b>1,420,975.00</b>	<b>2,503,889.53</b>	<b>166.35 (</b>	<b>998,689.53)</b>
<b>TOTAL EXPENDITURES</b>	<b>1,505,200.00</b>	<b>1,420,975.00</b>	<b>2,503,889.53</b>	<b>166.35 (</b>	<b>998,689.53)</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>1,650.00</b>	<b>( 1,419,841.68)</b>	<b>( 1,440,616.91)</b>		<b>1,442,266.91</b>

BALANCE SHEET

AS OF: DECEMBER 31ST, 2019

30 -SPECIAL REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
30-1100	Claim on Cash	64,179.36	
30-1102	Donation	0.02	
30-1103	MC Security	0.36	
30-1104	MC Technology	0.05	
30-1106	Child Safety	24,145.08	
30-1200	Due To/From General Fund	0.00	
30-1301	Accrued Interest Receivable	<u>0.00</u>	
			<u>88,324.87</u>
TOTAL ASSETS			88,324.87
=====			
<b>LIABILITIES</b>			
=====			
30-2001	Accounts Payable	0.00	
30-2100	Grants Payable	0.00	
30-2200	Due To General Fund	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
<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	<u>0.00</u>	
TOTAL BEGINNING EQUITY			105,182.07
TOTAL REVENUE		14,200.76	
TOTAL EXPENSES		<u>31,057.96</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 16,857.20)	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>88,324.87</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			88,324.87
=====			

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

30 -SPECIAL REVENUE FUND  
 FINANCIAL SUMMARY

100.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	13,300.00	624.89	14,189.58	106.69 (	889.58)
INVESTMENT INCOME	5.00	1.06	11.18	223.60 (	6.18)
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>13,305.00</b>	<b>625.95</b>	<b>14,200.76</b>	<b>106.73 (</b>	<b>895.76)</b>
<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	31,057.96	397.01-(	38,880.96)
TOTAL QUALIFIED EXPENSES	( 7,823.00)	0.00	31,057.96	397.01-(	38,880.96)
<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
<b>TOTAL EXPENDITURES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>31,128.00</b>	<b>625.95 (</b>	<b>16,857.20)</b>		<b>47,985.20</b>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

30 -SPECIAL REVENUE FUND

100.00% 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	151.45	4,182.45	104.56 (	182.45)
30-4310 MC Technology Revenue	5,300.00	201.95	5,576.58	105.22 (	276.58)
30-4315 Child Safety Revenues	4,000.00	271.49	4,430.55	110.76 (	430.55)
TOTAL COURT	13,300.00	624.89	14,189.58	106.69 (	889.58)
<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	1.06	11.18	223.60 (	6.18)
30-4420 Donations-Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	5.00	1.06	11.18	223.60 (	6.18)
<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
<b>TOTAL REVENUES</b>	<b>13,305.00</b>	<b>625.95</b>	<b>14,200.76</b>	<b>106.73 (</b>	<b>895.76)</b>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

30 -SPECIAL REVENUE FUND

	100.00% OF FISCAL YEAR				
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>MISCELLANEOUS</b>					
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)
<b>QUALIFIED EXPENSES</b>					
<b>COURT</b>					
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	494.55	402.07-	( 617.55)
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	31,057.96	397.01-	( 38,880.96)
TOTAL QUALIFIED EXPENSES	( 7,823.00)	0.00	31,057.96	397.01-	( 38,880.96)
<b>ADMINISTRATION</b>					
<b>ADMIN EXPENSE</b>					
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
<b>OTHER EXPENSES</b>					
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
<b>TRANSFERS</b>					
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	31,057.96	174.26-	( 48,880.96)
REVENUES OVER/(UNDER) EXPENDITURES	31,128.00	625.95	( 16,857.20)		47,985.20

## 40 -CAPITAL PROJECTS FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<u>ASSETS</u>			
=====			
40-1100	Claim on Cash	323,417.46	
40-1101	Texpool	0.00	
40-1105	Cash - Amegy Checking	0.00	
40-1120	Texas Class	7,573.74	
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>330,991.20</u>
	TOTAL ASSETS		330,991.20
			=====
<u>LIABILITIES</u>			
=====			
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>
<u>EQUITY</u>			
=====			
40-3000	Fund Balance	( 0.12)	
	TOTAL BEGINNING EQUITY	( 0.12)	
	TOTAL REVENUE	176.53	
	TOTAL EXPENSES	<u>114,926.54</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 114,750.01)	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	( <u>114,750.13</u> )	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		<u>330,991.20</u>
			=====



CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

40 -CAPITAL PROJECTS FUND  
 FINANCIAL SUMMARY

100.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INVESTMENT INCOME	0.00	12.09	176.53	0.00 (	176.53)
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	12.09	176.53	0.00 (	176.53)
<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	12.09 (	114,750.01)		114,750.01

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

40 -CAPITAL PROJECTS FUND

REVENUES	100.00% OF FISCAL YEAR				
	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>INVESTMENT INCOME</u>					
40-4400 Interest Income	0.00	12.09	176.53	0.00 (	176.53)
TOTAL INVESTMENT INCOME	0.00	12.09	176.53	0.00 (	176.53)
<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	12.09	176.53	0.00 (	176.53)

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

40 -CAPITAL PROJECTS FUND

100.00% 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	12.09 (	114,750.01)		114,750.01

99 - POOLED CASH FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<u>ASSETS</u>		
=====		
99-1101	Cash	2,707,560.51
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>1,833,217.41</u>
		<u>4,540,777.92</u>
TOTAL ASSETS		<u>4,540,777.92</u>
		=====
<u>LIABILITIES</u>		
=====		
99-2000	Accounts Payable	1,834,953.41
99-2190	Due to Other Funds	<u>2,705,824.51</u>
	TOTAL LIABILITIES	<u>4,540,777.92</u>
<u>EQUITY</u>		
=====		
99-3000	Fund Balance	<u>0.00</u>
	TOTAL BEGINNING EQUITY	0.00
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>0.00</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		<u>4,540,777.92</u>
		=====

**Council Agenda Item Cover Memo**

**1/27/2020**  
**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on the approval of Change Order No. 3 for Surrey Oaks Paving and Drainage Improvements Project.**

**SUMMARY/BACKGROUND (WHY):** When installing the storm sewer pipe on the north side of Surrey Oaks lane, a conflict was found with the existing water lines. A new manhole and updates to one existing manhole were required to move around this conflict without doing a waterline adjustment. Attached is an exhibit that illustrates the elevations of the water lines as determined in the field after excavation and the proposed plan revisions to avoid the conflict and allow construction of the storm sewer to continue forward. Also attached is a change order for the Surrey Oaks Paving and Drainage Improvements Project to include the additional junction box and modifications a second junction box to accommodate a change in the storm sewer elevations. The change order has been signed and approved by RAC Industries.

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

---

**ESTIMATED COST:**   \$10,717.70        **FUNDING SOURCE:**   City Funds  

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

---

**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

**CHANGE ORDER NO. 3**

**PROJECT:** Surrey Oaks Ln Paving and Drainage      **DATE OF ISSUANCE:** January 15, 2020  
Improvements Project

**OWNER:** City of Piney Point Village      **ENGINEER:** HDR Engineering Inc.  
 (Name & 7676 Wood way Drive, Suite 300      4828 Loop Central Drive, Suite 800  
 Address) Houston, Texas 77063      Houston, Texas 77081



**CONTRACTOR:** RAC Industries, LLC      **ENGINEER'S PROJECT No.:** 18-049  
3207 Preston Ave.  
Pasadena, TX 77505

You are directed to make the following changes in the Contract Documents.

**Purpose of the Change Order:** To add an additional 5'X5' Box Manhole at Sta 162.78 and modify the proposed box manhole at Sta 1+83.78 to avoid conflict with MVWA water lines.

**Attachments:** See Attachment 'A'

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price \$ <u>1,367,471.40</u>	Original Contract Time <u>240</u> Calendar Days
Previous Change Orders No. <u>1</u> to No. <u>2</u> \$ <u>3,238.27</u>	Net Change From Previous Change Orders <u>0</u> Calendar Days
Contract Price Prior to this Change Order \$ <u>1,370,709.67</u>	Contract Time Prior to this Change Order <u>240</u> Calendar Days
Net (Increase) ( <del>Decrease</del> ) of this Change Order \$ <u>10,717.70</u>	Net Increase ( <del>Decrease</del> ) of this Change Order <u>4</u> Calendar Days
Contract Price with all Approved Change Orders \$ <u>1,381,427.37</u>	Contract Time with all Approved Change Orders <u>244</u> Calendar Days

<b>RECOMMENDED</b> HDR Engineering Inc.	<b>APPROVED</b> City of Piney Point Village	<b>APPROVED</b> RAC Industries, LLC
By <u></u>	By _____	By <u></u>

**Attachment A**

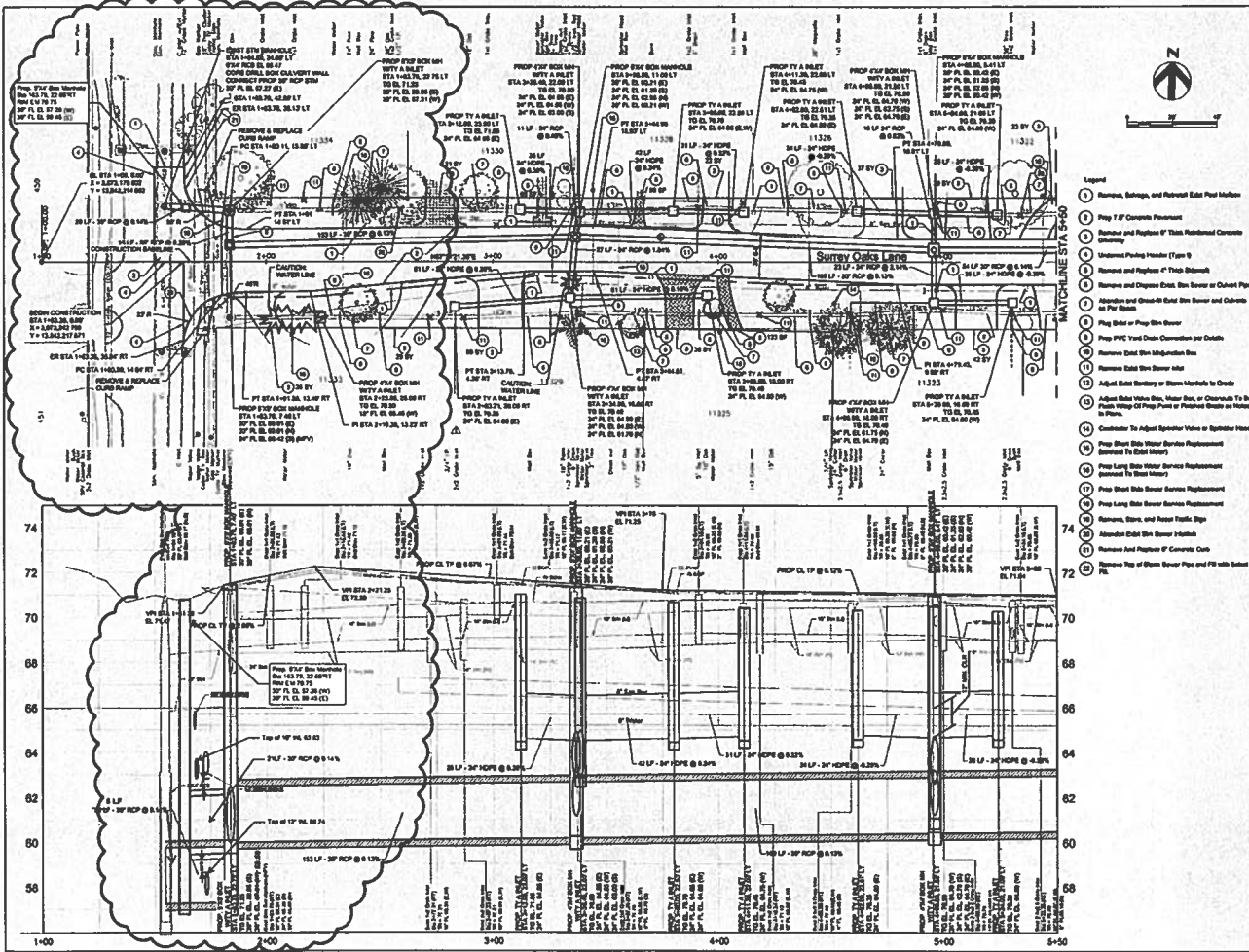
ITEM NO.	ITEM DESCRIPTION	UNIT	QUAN.	UNIT PRICE	TOTAL AMOUNT
<b>ADDITIONS:</b>					
CO3-1	5'X5' Box Manhole Installation due to waterline conflict and core new flow line at 5X5 Manhole at 1+83.78 22.75 LT, complete in place, the sum of:	LS	1	\$10,717.70	\$ 10,717.70
<b>TOTAL ADDITIONS:</b>					<b>\$10,717.70</b>
<b>TOTAL CHANGE ORDER NO. 2:</b>					<b>\$10,717.70</b>

**Summary of Alternative Opinions of Probable Project Costs**  
**Wilding Lane Drainage and Paving Improvements Project**  
HDR Job No. 19-028

Option No.	Description	OPCC	OPPC
1	Asphalt Paving Cross-Section 18-foot Wide	\$1,853,640.00	\$2,252,990.00
2	Asphalt Paving Cross-Section 20-foot Wide	\$1,521,720.00	\$1,921,070.00
3	Concrete Paving Cross-Section 18-foot Wide	\$1,477,810.00	\$1,877,160.00
4	Concrete Paving Cross-Section 20-foot Wide	\$1,498,430.00	\$1,897,780.00
<b>Budgetary Additional Costs for dyed concrete</b>			
Additional cost for dye for 18ft concrete:		\$151,200.00	
Additional cost for dye for 20ft concrete:		\$170,100.00	

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





- Legend
- ① Remove, Salvage, and Reinstall Existing Pool Structure
  - ② Strip 7" of Concrete Pavement
  - ③ Remove and Replace 6" Thick Reinforced Concrete Manhole
  - ④ Remove and Replace 6" Thick Storm
  - ⑤ Remove and Replace 6" Thick Storm
  - ⑥ Remove and Replace 6" Thick Storm
  - ⑦ Remove and Replace 6" Thick Storm
  - ⑧ Remove and Replace 6" Thick Storm
  - ⑨ Remove and Replace 6" Thick Storm
  - ⑩ Remove and Replace 6" Thick Storm
  - ⑪ Remove and Replace 6" Thick Storm
  - ⑫ Remove and Replace 6" Thick Storm
  - ⑬ Remove and Replace 6" Thick Storm
  - ⑭ Remove and Replace 6" Thick Storm
  - ⑮ Remove and Replace 6" Thick Storm
  - ⑯ Remove and Replace 6" Thick Storm
  - ⑰ Remove and Replace 6" Thick Storm
  - ⑱ Remove and Replace 6" Thick Storm
  - ⑲ Remove and Replace 6" Thick Storm
  - ⑳ Remove and Replace 6" Thick Storm
  - ㉑ Remove and Replace 6" Thick Storm
  - ㉒ Remove and Replace 6" Thick Storm
  - ㉓ Remove and Replace 6" Thick Storm
  - ㉔ Remove and Replace 6" Thick Storm
  - ㉕ Remove and Replace 6" Thick Storm
  - ㉖ Remove and Replace 6" Thick Storm
  - ㉗ Remove and Replace 6" Thick Storm
  - ㉘ Remove and Replace 6" Thick Storm
  - ㉙ Remove and Replace 6" Thick Storm
  - ㉚ Remove and Replace 6" Thick Storm
  - ㉛ Remove and Replace 6" Thick Storm
  - ㉜ Remove and Replace 6" Thick Storm
  - ㉝ Remove and Replace 6" Thick Storm
  - ㉞ Remove and Replace 6" Thick Storm
  - ㉟ Remove and Replace 6" Thick Storm
  - ㊱ Remove and Replace 6" Thick Storm
  - ㊲ Remove and Replace 6" Thick Storm
  - ㊳ Remove and Replace 6" Thick Storm
  - ㊴ Remove and Replace 6" Thick Storm
  - ㊵ Remove and Replace 6" Thick Storm
  - ㊶ Remove and Replace 6" Thick Storm
  - ㊷ Remove and Replace 6" Thick Storm
  - ㊸ Remove and Replace 6" Thick Storm
  - ㊹ Remove and Replace 6" Thick Storm
  - ㊺ Remove and Replace 6" Thick Storm
  - ㊻ Remove and Replace 6" Thick Storm
  - ㊼ Remove and Replace 6" Thick Storm
  - ㊽ Remove and Replace 6" Thick Storm
  - ㊾ Remove and Replace 6" Thick Storm
  - ㊿ Remove and Replace 6" Thick Storm

**HDR**  
 4628 Loop Central Drive, Suite 600  
 Houston, Texas 77051  
 (713) 422-6384  
 HDR Engineering, Inc.  
 Texas Permit Reg. No. 7-734

PROJECT FOR  
**PINEY POINT VILLAGE, TEXAS**  
**SURREY OAKS LANE PAVING AND DRAINAGE IMPROVEMENTS PROJECT**

City of Piney Point Village

WARRANTY OF POTENTIAL UTILITY LINES  
 The undersigned warrants that the utility lines shown on this plan are as shown and that the utility lines are not shown on this plan are not shown on this plan. The undersigned warrants that the utility lines shown on this plan are as shown and that the utility lines are not shown on this plan are not shown on this plan. The undersigned warrants that the utility lines shown on this plan are as shown and that the utility lines are not shown on this plan are not shown on this plan.

DATE	BY	DESCRIPTION



SHEET NAME  
**SURREY OAKS LANE**  
**STA 1+00 TO STA 5+00**  
**(LEFT SIDE)**

SCALE  
 1" = 20'-0"  
 1/4" = 2'-0"

SHEET NUMBER  
**5** 01C-01 Left Side

FILE NAME  
 17041.DWG

**Council Agenda Item Cover Memo**

**1/27/2020**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on final design alternatives for Wilding Lane Drainage and Paving Improvement Project.**

**SUMMARY/BACKGROUND (WHY):** Council previously authorized HDR to process with the final design of the Wilding Lane Project based on information provided in the Preliminary Engineering Report. Direction on design of the pavement width and type were no provided as Council requested that the Wilding Lane residents submit their opinion of both alternatives to Council for discussion. HDR is requesting direction from Council on the type of pavement (concrete or asphalt) and the pavement width (18-feet or 20-feet).

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

---

---

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

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

---

---

**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

**Council Agenda Item Cover Memo**

**1/27/2020**

**Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on Piney Point Circle Right-Of-Way Discussion.**

**SUMMARY/BACKGROUND (WHY):** The City has request that HDR obtain a boundary survey of the existing “right-of-way” on Piney Point Circle based on an existing metes and bounds and property corners as found in the field. Surveyors have identified the approximate right-of-way which is presented to Council for further discussion.

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

---

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

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

---

**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

**Council Agenda Item Cover Memo**

**1/27/2020  
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:** \_\_\_\_\_  
\_\_\_\_\_

---

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

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

---

**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



## **Engineer's Status Report**

City of Piney Point Village

HDR Engineering, Inc.

City Council Meeting Date: January 27, 2020

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

RAC Industries is continuing work on the Surrey Oaks Paving & Drainage Improvements Project. As of January 22<sup>nd</sup>, the Contractor has completed the installation of the new water line from North Piney Point Road to 11321 Surrey Oaks, the tapping sleeve & valve on the North Piney Point Road water line, and all new services. The Contractor also performed all required bacteria and hydrostatic pressure testing on the new water line. All tests were passed. The wet connections to switch over from the old water line to the new water line are scheduled to be completed the week of February 3<sup>rd</sup> and residents will be notified of the scheduled water line shut down for this work. The Contractor has excavated the existing 6'x4' concrete box culvert under North Piney Point Road and connected the 30" RCP storm sewer to the box culvert. During excavation, the Contractor discovered a conflict with the existing 10 and 12-inch water lines along North Piney Point Road. A new 5'x5' manhole was designed by HDR and installed to avoid the conflict and allow the Contractor to continue moving forward with the installation of storm sewer. A change order for the additional manhole is presented as part of a separate agenda item. The Contractor has also removed the remaining portion of the existing concrete panel on North Piney Point Road in preparation for the replacement of the concrete paving at the intersection. The Contractor anticipates pouring concrete on Friday or Saturday this week. The contractor will also continue of the installation of storm sewer along the north side of Surrey Oaks.

HDR will continue coordinating with the Contractor on the schedule to re-open the lane on North Piney Point Road to traffic and provide updates to the City as soon as they become available.

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

The Contract for the Beinhorn Drainage & Sidewalk Improvements Project was awarded to T-Construction at the December Council meeting. HDR prepared the contract documents and T-Construction delivered the executed contract documents back to HDR. HDR reviewed the executed copies and is requesting minor corrections, including a revision to the liquidated damages clause in the General Conditions section of the contract requested by Council. HDR anticipates delivering revised contract documents to the City for execution and holding a pre-construction meeting with the Contractor the week of January 27th. The exact start date for construction will be determined at the pre-construction meeting, but HDR anticipates T-Construction to begin in mid-February. HDR will re-contact residents in the project area to provide an update on the project schedule.



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

The City and HDR met with residents on Wilding Lane on December 4th and 9th and at City Hall on December 10th to receive input on the 30% design. Final design tasks for the project were approved at the December Council meeting. HDR is currently working on final design for the project, including incorporating changes requested by residents. HDR requests that Council provide direction on the proposed pavement width and material in order for the project to stay on schedule. There is a separate agenda item for discussion of the Wilding Lane design.

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

Council has accepted the new drainage easement at #2 White Pillars Lane with minor revisions to the documents. HDR has sent easement documents with the changes to Dr. Light for review and acceptance.

The Contract for the 2019 Maintenance Project was awarded to On-Par Civil Services at the December Council meeting. HDR prepared the contract documents and On-Par delivered the executed contract documents back to HDR. HDR reviewed the executed copies and is requesting minor corrections, including a revision to the liquidated damages clause in the General Conditions section of the Contract requested by Council. HDR anticipates delivering revised contract documents to the City for execution and holding a pre-construction meeting with the Contractor the week of January 27th. The exact start date for construction will be determined at the pre-construction meeting, but HDR anticipates On-Par to begin in mid-February.

### **5. City of Houston – Windermere Project**

Based on the review of the metes and bounds of the City of Houston's drainage easement for the project, it appears that the western limits of the easement end 20-feet west of the common lot line of #18 and #19 Windermere Lane, but construction has encroached the private property of #19 Windermere further west than the apparent easement limits. The construction plans show the 20-foot COH easement continuing west beyond the east property line of #19 Windermere, contradicting the metes and bounds. This concern was sent to Mr. Juan Chavira – Assistant Director, Capital Projects at the City of Houston. Mr. Chavira replied that he is sending this information to the Project's Project Manager and the COH real estate section. Once they are ready, the Project Manager will reach out to HDR and the City to answer any questions.



## **6. Illuminated Crosswalk Signage**

The Contractor has received the signs and hardware from the manufacturer and will be working on the sign installation Thursday, January 23rd. They will likely impact traffic on Blalock Road, needing to close one lane for their work with cones and flaggers.

## **7. 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 sent HDR a tentative start date for mid-to-late February. HDR will provide an exact start date to the City and affected residents once received from DonMar.

## **8. Jamestown Culvert Replacement**

Council approved a quote from DonMar Grading to regrade ditches and reset two driveway culverts on the south and north sides of Jamestown Road at the November Council meeting. A Notice to Proceed has been issued to DonMar Grading. DonMar has sent HDR a tentative start date for mid-to-late February. HDR will provide an exact start date to the City and affected residents once received from DonMar.

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

AAA Asphalt has completed the replacement of the cracked storm sewer across Arrowwood Circle near South Piney Point Road and associated point repairs to the asphalt pavement. HDR has contacted AAA to request the replacement of the sod around the disturbed areas in the right-of-way.

## **10. 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 attempted to schedule the work for Saturday, January 25th but due the road closure at North Piney Point and Surrey Oaks, HDR recommended that this work be postponed until the road at Surrey Oaks is reopened. Uretek has reported an anticipated start date of February 1st. The work should be completed in 1-2 business days.

## **11. 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 design and construction of drainage projects on Beinhorn Road and Wilding Lane. Homes



on both streets have previously reported flooding and water frequently overwhelms the roadside ditches filling yards and overtopping the streets. Multiple cul-de-sac streets stemming off of the larger drainage projects the City has completed are good candidates for future drainage improvements projects as further outlined in the Master Drainage Study Update. An additional drainage project is the replacement of the 96-inch CMP along S. Piney Point Road.

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)
- North and South Country Squire (Concrete)
- 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 –
    - Award Contract – December 16<sup>th</sup> Council Meeting
    - Construction Notice to Proceed – February 2020
    - Construction Completion Date – August 2020
- **Wilding Lane Drainage & Paving Improvements Project**
  - Anticipated Schedule –
    - Final Design Authorization – December Council Meeting
    - Final Design Completion – April 2020
    - Authorization and advertise for bidding – May – 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 –
    - Award Contract – December 16, 2019
    - Construction Notice to Proceed – February 2020
    - Construction Completion Date – May 2020



**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
SPECIAL COUNCIL MEETING  
MONDAY, DECEMBER 16, 2019**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL MEETING ON MONDAY, DECEMBER 16, 2019 AT 6:00 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; David Olson, City Attorney

**DECLARATION OF QUORUM AND CALL TO ORDER**

Mayor Kobelan called the meeting to order at 6:00 p.m.

- 1. EXECUTIVE SESSION: The City Council will adjourn into closed executive session for consultation with attorney regarding settlement offer in Huff & Mitchell v. City of Piney Point Village**  
Council adjourned into a closed session at 6:02 p.m.  
Council reconvened into open session at 6:24 p.m.
- 2. Open Session:** No formal action taken.
- 3. Discussion and possible action regarding settlement offer in Huff & Mitchell v. City of Piney Point Village**  
Council Member Kollenberg made a motion to authorize the Mayor to move forward with the execution of the documents, as appropriate, concerning the lawsuit discussed in Executive Session. Council Member Bender seconded the motion and it passed 4 in favor, and 1 not present.
- 4. Adjourn**  
Council Member Bender made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 6:30 p.m.

**PASSED AND APPROVED this 27th day of January 2020**

---

**Mark Kobelan  
Mayor**

---

**Karen Farris  
City Secretary**

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

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, DECEMBER 16, 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 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

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

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

Chief Schultz updated Council:

- Currently under budget due to vacancies through-out the year
- \$230,000 going back to the Villages
- Dispatch is fully staffed
- Short 1 police officer
- ALPR continues to be effective
- Piney Point had 1,902 calls for service; 1,488 House Watches; 11 accidents; 244 citations issued, and 4 Emergency responses. False Alarms are the #1 call for service.

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

Commissioner Nash was present and reported to Council that the VFD is

- Fully staffed
- The big item up for discussion at the Commissioners Meeting is the need to purchase dispatch equipment at a cost of \$380,000. This will be the first of many expenditures needed to renovate the fire station.
- VFD will update Council monthly on expenditures
- Discussed Bunker Hill

- VFD will be reviewing their compensation package
  - Council discussed the fire department lunches
  - Council Member Kollenberg discussed the fire department renovation and expenditures and requested that Council be kept apprised of status and progress of the renovation.
3. **Discussion and possible action on Piney Point Circle**  
Council discussed the current status of Piney Point Circle. No action taken.
  4. **Discuss and take possible action on proposed FY2020 Holidays**  
Council Member Bender made a motion to approve the proposed FY2020 Holidays. Council Member Herminghaus seconded the motion and it passed unanimously.
  5. **Discuss and take possible action on proposed Ordinance 2019.12.16 City Council Meeting Dates for FY2020**  
Council Member Bender made a motion to approve Ordinance 2019.12.16 City Council Meeting Dates for FY 2020. Council Member Herminghaus seconded the motion and it passed unanimously.
  6. **Discuss and take possible action on Temporary Certificates of Occupancy**  
Council Member Thompson made a motion to table Temporary Certificates of Occupancy. Council Member Bender seconded the motion and it passed unanimously.
  7. **Discuss and take possible action on Interlocal Agreement for Joint Landscaping Project with Bunker Hill Village**  
Council Member Kollenberg made a motion to approve with modification, the Interlocal Agreement between the City of Piney Point Village and the City of Bunker Hill for landscaping improvements. The modification to the Interlocal Agreement would be to delete the sentence stating... "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." It is the understanding that the Mayor has some latitude to insert additional language to memorialize the comments. Council Member Kollenberg accepted the amendment. Council Member Thompson seconded the motion and it passed unanimously.
  8. **Discuss and take possible action on the Mayor's monthly report, including but not limited to:**
    - Wine and Cheese Holiday Gathering is on December 17, 2019
  9. **Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**
    - November 2019 Financials
    - Bob Rivas: is a new employee. His position is Code Enforcement Officer in training. There was discussion regarding the Christmas decorations. Currently, a contractor installs the Christmas decorations.

**10. Discuss and take possible action on Beinhorn Project Bids and Letter of Recommendation for Award**

The City Engineer reported that the City received bids for the Beinhorn Drainage and Sidewalk Improvements Project. 6 bids were received and 2 more were received late totaling 8 bids received. The lowest bid was T Construction. The bid tabulation and recommendation were reviewed. There was discussion regarding the crosswalk signal and confirmed that it is included in this bid. Council Member Bender made a motion to accept the bid for the Beinhorn Drainage and Sidewalk Improvements Project from T Construction for \$998,644. Council Member Thompson seconded the motion and it passed unanimously.

**Council moved item #14**

**14. #2 White Pillars Easement**

This item was presented last month. The City Engineer explained this item was moved because a decision on this agenda item was needed before the Maintenance Project agenda item could be awarded. The storm sewer is an added alternative to the Maintenance Project. There was discussion. The City Attorney proposed 2 changes to Section 1 Relocation of Easement and Drainage Pipe:

- The City hereby agrees that Light may tie existing drainage lines serving the Burdened Property into the New Drainage Pipe that deals with the existing problem.
- 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, in a flow and volume not to exceed existing drainage lines.

Council Member Thompson made a motion to accept the drainage easement document as presented with the 2 changes to Section 1. Council Member Dodds seconded. There was additional discussion regarding Section 2. Removal of Existing Driveway. The change would be: The City agrees at its sole cost and expense, to remove the driveway within the limits of the easement. Council Member Thompson amended his motion to include the change to Section 2. Council Member Dodds seconded the amended motion and it passed with 4 in favor and 1 opposed.

**11. Discuss and take Possible action on 2019 Maintenance Bids and Letter of Recommendation for Award**

The City Engineer explained the 2019 Maintenance project includes the concrete point repairs to Memorial Point, Heritage Oaks, Farnham Park, N. Country Squire, the sidewalk along N. Piney Point Rd. from Beinhorn to Bothwell, and #2 White Pillars. Council Member Herminghaus made a motion to accept the low bid from On Par Civil Services for \$325,093 for the 2019 Maintenance Project. Council Member Dodds seconded the motion and it passed unanimously.

**12. Discuss and take possible action on Amendment to HDR contract to reduce scope from full time to half-time site representation on Beinhorn**

HDR previously submitted 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 requested that HDR provide half-time site observation phase services instead of full-time services. This

is a reduction of \$62,500. Council Member Dodds made a motion to accept the Amendment to the HDR contract to reduce scope from full time to half-time site representation on Beinhorn. Council Member Bender seconded the motion and it passed unanimously.

**13. Discuss and take possible action on Authorization of HDR Contract for Construction Management and materials Testing Phase Services on Beinhorn Project**

Council previously approved a portion of the proposal for Professional Engineering Services for the Beinhorn Drainage and Sidewalk Improvements Project to provide bid phase services. Council requested 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. Council Member Dodds made a motion to authorize the HDR contract for Construction Management and materials Testing Phase Services on Beinhorn Project for \$54,000. Council Member Bender seconded the motion and it passed unanimously.

**14. Agenda item moved up (after Agenda Item #10)**

**15. Discuss and take possible action on Wilding Lane – Acceptance of PER**

HDR 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. There was discussion. Council Member Thompson made a motion to accept the PER for Wilding Lane. Council Member Dodds seconded the motion and it passed unanimously.

**16. Discuss and take possible action on Authorization of HDR Contract for Final Design Services on Wilding Lane**

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. Council Member Bender made a motion to authorize the HDR contract for Final Design Services on Wilding Lane for \$58,900. Council Member Dodds seconded the motion and it passed unanimously.

**17. Discuss and take possible action on the City Engineer's monthly report**

The City Engineer's monthly report was included in the Council Agenda Packet.

The City Engineer provided the following updates:

- Windermere: discussion regarding easement issues with lot #19
- Jamestown: discussion regarding ditch regrading

**18. Discuss and take possible action on the minutes of the November 25, 2019 Council meeting**

Council Member Bender made a motion to approve the minutes of the November 25, 2019 Council meeting. Council Member Herminghaus seconded the motion and it passed unanimously.

- 19. Discuss and take possible action on any future agenda items, meeting dates, etc.**
- Temporary Certificates of Occupancy
  - Parking Pads
- 20. EXECUTIVE SESSION: The City Council will adjourn into closed executive session 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.**  
Council adjourned into a closed session at 7:58 p.m.  
Council reconvened into open session at 8:30 p.m.
- 21. Action outside of Executive Session, if any**  
No formal action taken. Council Member Kollenberg made a motion to authorize the Mayor to work with the City Administrator to implement compensation in accordance with discussions. Council Member Bender seconded the motion and it passed unanimously.
- 22. Adjourn**  
Council Member Bender made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 8:30 p.m.

**PASSED AND APPROVED this 27th day of January 2020**

---

**Mark Kobelan**  
**Mayor**

---

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