



# 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, MARCH 22, 2021 6:30 PM

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR MEETING ON MONDAY, MARCH 22, 2021 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS, AND VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

Piney Point Village is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/8848416839?pwd=WGNPWi82bXdSdUlMSmhGd2l2Z3QwZz09>

Meeting ID: 884 841 6839

Passcode: 147258

### DECLARATION OF QUORUM AND CALL TO ORDER

### PLEDGE OF ALLEGIANCE

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

1. Discuss and consider possible action on the MVPD monthly report.
2. Discuss and consider possible action on the VFD monthly report.
3. Discuss and consider possible action on a Resolution in Support of Greater Harris County 9-1-1 Legislation.
4. Discuss and consider possible action on ratifying Resolution No. 2021.03.15 approving certain persons to be authorized to act as signatories on City accounts at Amegy Bank.

5. Discuss and consider possible action to adopt Resolution 2021.03.22 suspending the GRIP Adjustment from CenterPoint Energy for 45 days.
6. Discuss and consider possible action on the 2020 Audit.
7. Discuss and consider possible action on Bright Landscape.
8. Discuss and consider possible action on the Mayor's Monthly report
9. Discuss and consider possible action on the City Administrator's Monthly Report, including but not limited to:
  - February 2021 Financials
  - Public Utility Commission
  - WCA Waste/GSL Environmental, Anne Wilhite, Government Contracts Manager/Matt Cartier, VP Operations
10. Discuss and consider possible action on the approval of Verizon/MCI Fiber Optic Cable Improvements Plans on Taylorcrest Road and North Piney Point Road.
11. Discuss and consider possible action on change order for double sided flashing crosswalk signs at Beinhorn and North Piney Point Road.
12. Discuss and consider possible action on the City Engineer's Monthly Report.
13. Discuss and consider possible action on the Minutes of the March 1, 2021, and the Minutes of the March 8, 2021 Special Council Meetings.
14. Discuss and consider possible action on any future agenda items, meeting dates, etc.
15. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney), and pursuant to Section 551.072 of the Texas Government Code (Personnel), specifically to deliberate the appointment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator.
16. Action outside of Executive Session, if any.
17. Adjourn

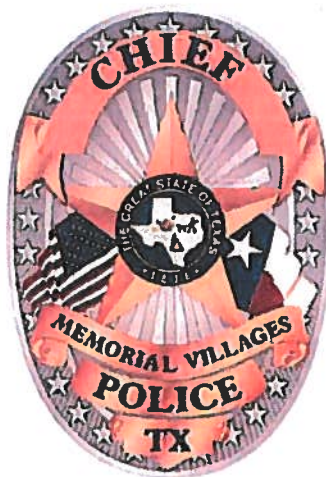
### **CERTIFICATION**

I certify that a copy of the March 22, 2021 agenda of items to be considered by the Piney Point Village City Council was posted in a place convenient to the general public in compliance with Chapter 551 of the Texas Government Code on March 19, 2021.

Karen Farris  
Karen Farris  
City Secretary



In compliance with the Americans with Disabilities Act, the City of Piney Point Village will provide for reasonable accommodations for persons attending City Council meetings. This facility is wheelchair accessible and accessible parking spaces are available. To better serve you, your requests should be received 48 hours prior to the meeting. Please contact Maggie Carty, City Secretary, at 713-230-8702. The City Council reserves the right to adjourn into a Closed Executive Session at any time under the Texas Government Code, Section 551.071 to consult with an attorney.



**MEMORIAL VILLAGES POLICE  
DEPARTMENT  
COMMISSION MEETING PACKAGE**



## MEMORIAL VILLAGES POLICE DEPARTMENT NOTICE OF A REGULAR MEETING

Notice is hereby given of a Regular Meeting of the Board of Commissioners of the Memorial Villages Police Department, a combined police department of the Cities of Bunker Hill Village, Hunters Creek Village and Piney Point Village, Texas, to be held at 6:00 PM or upon the conclusion of the Regular Meeting on March 8, 2021, by teleconference for the purpose of considering the agenda items as listed.

A limited number of the members of the Board of Commissioners and Department staff will be physically present in the City Council chambers at the City of Hunters Creek City Hall at #1 Hunters Creek Place, while other members of the board and department will be participating in the meeting by teleconference.

### a) JOINING THE MEETING ON ZOOM:

<https://zoom.us/j/94361600498?pwd=NmtLTGhsbEZnOi9leFovL0l5ZnITZz09>

Meeting ID 943 6160 0498  
Passcode: 816490

### b) DIALING THE FOLLOWING TOLL-FREE NUMBER:

1+346-248-7799 (Houston) and entering the Meeting ID: 943 6160 0498 and password 816490

This meeting agenda, and the agenda packet, are posted online at <http://www.mvpx.org>. Members of the public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request. The matters to be discussed and acted on at the meeting are as follows:

## AGENDA

- a. Citizen Comments – At this time, any person may speak to the Police Commission. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, the Police Commission may only respond by giving a statement of specific 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 February 8<sup>th</sup> Meeting Minutes.
- c. Financial Report - Update, discussion and possible action.
  1. FY21 Budget Review and Discussion.
- d. New Business – Discussion and possible action.
  1. Amendment to Capital Funds & Funding Policy related to inter and intra-fund transfers to be consistent with the intercity agreement.
  2. Sergeant Promotional Process Professional Services Assistance.
- e. Chief's updates – Summary overview of monthly reports and activities.
  1. COVID-19 Pandemic updates and discussion of possible actions that may be required, due to staffing/ Vaccine Distributions.

2. Preliminary Proposed 2022 Budget – Review and discussion and possible action.

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

1. Salary Benefits Review and Analysis. Review Proposals for Services.
2. Early Retirement Health Benefits Proposal for Commander.
3. 2.1 Rules of Conduct – Updated policy to include “Duty to Intervene” – requires review/approval by Police Commission.

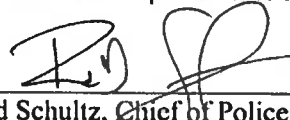
g. Executive Session - It is anticipated that all, or a portion of the discussion of the following item will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on this item until the Commission reconvenes in open session.

1. Legal advice from the Commission’s attorney regarding pending claims against the Department.
2. EPI’s Update – discussion and possible action.
3. Legal Advice and discussion of personnel matters related to the contemplated retirement of one of the commanders.

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

#### Adjournment

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



Raymond Schultz, Chief of Police  
Memorial Villages Police Department

POSTED: 3/5/2021 @ 11981 Memorial Drive at 11:00 a.m.  
(date) (time)

City of Bunker Hill Village

Jay Smyre, Commissioner  
William Murphy, Commissioner  
Bert Rosenbaum, Alt. Commissioner

City of Hunters Creek Village

Sean Johnson, Commissioner  
Brooke Hamilton, Commissioner  
Stephen Reichck, Alt. Commissioner

City of Piney Point Village

James Huguenard, Chairman  
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**  
**February 8th, 2021, 6:01 p.m.**

A quorum was established, and Commissioner Huguenard called the February 8th, 2021 meeting to order at 6:01 p.m. via. Zoom Teleconference, the toll-free number used for the meeting was 1-346-248-7799.

In attendance were:

**From the Commission:**

City of Piney Point

Commissioner Huguenard  
Commissioner Southwick  
Alt. Commissioner Ebeling

City of Hunters Creek

Commissioner Hamilton  
Commissioner Johnson  
Alt. Commissioner Reichek

City of Bunker Hill

Commissioner Smyre  
Commissioner Murphy  
Alt. Commissioner Rosenbaum

**Legal Counsel**

John Hightower/ Keila Garcia

**From Memorial Village PD**

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

**Guests**

Alliant – Sean Waggoner & Caroline Chu  
Karen Glynn

**MINUTES**

At 6:01 p.m. Commissioner Huguenard called the Zoom teleconference to order as allowed by the Governor's order to suspend certain portions of the open meetings act. This meeting is being recorded and will be available to the public in accordance with the Open Meetings Act upon written request. Our Zoom moderator is Keila Garcia of Olson and Olson.

Any members of the public who may wish to address the board during the meeting must wait until recognized by Commissioner Huguenard. All participants in the meeting should make efforts to minimize any background noise at their location. Meeting participants should identify themselves by stating their name when speaking. Commissioner Huguenard proceeded to call roll of all participants of the meeting and stated that we have a virtual quorum.

**a. Citizen Comments**

None

Commissioner Huguenard announced that we would skip to item D3 bid proposals for Medical, Dental and Vision.

Sean Waggoner from Alliant Employee Benefits presented the results of the Bid Proposals for Medical/Dental/Vision plans. The original bid for medical through BCBS came in at 19.6% increase and was later reduced to 10% increase with a one-time Wellness Credit of \$29,148 which is equivalent to about 5% increase on current premiums.

Alliant and the review committee recommend that the department move forward and renew with United Healthcare.

Motion was made by Commissioner Southwick and seconded by Commissioner Hamilton to accept the United Healthcare proposal as presented for medical, dental and vision and for the Standard Insurance for life, LTD and disability benefits. The Commission voted unanimously to approve the motion.

**b. Approval of Minutes**

Motion was made by Commissioner Smyre and seconded by Commissioner Southwick to approve the January 11th, 2021 minutes as presented. The Commission voted unanimously to approve the minutes.

**c. Financial Report**

Mrs. Bowman presented the financial report, we have received 2 months of the appropriation from the villages, expending 6%, at the same point last year expenditures totaled 7%. The Department submitted for reimbursement of expenditures through the villages that were not reimbursable by FEMA. We received \$52,876.98 for that claim which was reimbursement for wages and partial fringe benefits paid to employees who were either out due to COVID or suffered exposure. In collaboration with Hunters Creek Village the Department received \$29,051.82. The Department also received \$48,482.93 for asset seizure revenue which was deposited into the Special Capital Asset Fund.

**d. New Business**

1. Consultants Compensation Surveys.
2. Early Retirement Health Benefits Proposal for Commander.
3. Bid Proposals for Medical/Dental/Vision Insurances – Presentation by Alliant Employee Benefits.
4. 2021 HSA Contributions.
5. Forfeiture Monies \$42K Deposited in the Capital Account.
6. Chief Schultz Annual Reports for 2020.

Chief Schultz indicated that the department has received 2 bids from consultants to conduct a compensation survey, and we are waiting for a third.

Commissioner Huguenard asked whether retiree benefits could be included in the survey. Chief Schultz responded that additional information will be provided at the next Commission meeting.



Relating to HSA contributions, Chief Schultz stated that we are currently budgeted this year to provide HSA contributions for employee only \$1,500; employee plus dependents \$2,700 and is proposing the continued contributions of \$1,000 for completion of a physical wellness program, and \$500 for physical assessment as were provided last year.

New this year, the department proposes an HSA incentive to encourage our employees to receive the COVID-19 vaccinations. We request authorization for a \$250 HSA incentive to be paid after the employee receives the series of vaccinations.

Motion was made by Commissioner Hamilton and seconded by Commissioner Murphy to accept Chief Schultz proposal for the employer HSA contributions as presented this evening. The Commission voted unanimously to approve the motion.

Commissioner Huguenard stated that we would move to item D5 forfeiture monies and noted that our Capital Funds and Funding Policy does permit us to place these funds from a forfeiture in the Capital Funds account.

Motion was made by Commissioner Smyre and seconded by Commissioner Johnson to transfer the forfeiture funds to the Capital Account in the amount of \$48,482.93. The Commission voted unanimously to approve the motion.

Chief Schultz stated that every year as part of the recognition process and our own internal policy he is charged with reviewing the high-risk activities involving the department. He presented the 2020 Annual Reports which will require signatures. These include the Citizens Police Review – Complaint Analysis, Fleet Accidents, Non-Vehicle Accidents, Profiling Report and Pursuit Analysis. The profiling report will be filed with the State of Texas through the state portal.

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

Chief Schultz presented his monthly report. Top calls for service are the ALPR hits. We had 4,008 calls/incidents, 3,019 house watches, 129 traffic stops with 137 citations, resulting in 218 violations. There were 16 emergency calls for service with an average response time of 3:36. We had 14 new V-LINC registrations.

Sergeant Nowlin has submitted his letter of resignation with the department which will result in a vacancy. We have a valid list of people that have applied and tested for us in the past and should be able to fill this position quickly, at the officer level. But this will mean we will need to prepare a promotional process for the Sergeant position.

We completed a Grant application to apply for another speed trailer which will have a variable message board on it.

#### **f. Follow Up Item from a Previous Meeting**

1. 2.1 Rules of Conduct – Updated policy to include “Duty to Intervene” – requires review/approval by Police Commission.

Commissioner Johnson stated that he is working on this and will have it available for the next meeting.

At 7:41p.m. Commissioner Huguenard stated that the Commission would move into Executive Session under the legal exception of Texas Governmental codes §551.071 and §551.074 related to personnel matters.

**g. Executive Session**

1. Legal advice from the Commission's attorney regarding pending claims against the Department.
2. EPI's Update – discussion and possible action.

The Commission reconvened into public session at 8:00p.m.

No action was taken by the Board of Commissioners in the Executive Session.

**h. Suggestions for future agenda items**

1. Amendment to Capital Funds and Funding Policy related inter and intra-fund transfers to be consistent with the intercity agreement.
2. Salary Surveys/Proposals review – update and discussion.
3. Early retirement health benefits proposal option for the Commander – update and discussion.
4. 2.1 Rules of Conduct – Updated policy requires review/approval by Police Commission.

Motion was made by Commissioner Southwick and seconded by Commissioner Smyre to adjourn the meeting at 8:01p.m. The Commission voted unanimously to approve the motion.

Approved and accepted on \_\_\_\_\_, 2021.

By: \_\_\_\_\_  
James Huguenard, Chairman  
Board of Commissioners  
Memorial Villages Police Department



**Memorial Villages Police Department  
11981 Memorial Drive  
Houston, Texas 77024**

*Raymond Schultz  
Chief of Police*

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Submitted for your review is the FY21 Budget Performance Report and accompanying documents as of February 28, 2021. Projections will resume after the first quarter of the fiscal year.

Two months of operations equates to 16.67% of the annual budget. The department is trending below that having expended 13%. As a comparison, expenditures totaled 14.5% during the same period last fiscal year. Line item expenditures above 16.67% are due to annual first quarter expenditures or contracts paid at the beginning of the fiscal year.

**Updates:**

Audit:

Onsite audit scheduled to begin this month.

**Memorial Villages Police Department  
General Fund**

**For the two months ended February 2021**

16.67% 15.38%

DESCRIPTION		ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/21	Projected Saving / (Deficits)	% Forecasted
<i>Expenditures</i>								
100	Regular Wages	3,679,271	452,348	3,226,923	12.29%			
110	Overtime	125,000	11,493	113,507	9.19%			
115	Court/Bailiff/OT	12,000		12,000	0.00%			
120	Retirement	450,483	67,265	383,218	15%			
125	457b Employer contribution	32,869		32,869	0%			
130	Health Insurance	592,828	79,795	513,033	13.46%			
140	Workers Compensation	70,500	12,458	58,042	17.67%			
150	Life/LTD	21,709	3,201	18,508	14.75%			
160	Medicare/SS	55,403	8,293	47,110	14.97%			
	<b>Personnel Services</b>	<b>5,040,063</b>	<b>634,853</b>	<b>4,405,210</b>	<b>12.6%</b>			
200	Auto	41,100	4,317	36,783	10.5%			
210	General Liability	720	43	677	6.0%			
220	Public Official Bond	960	141	819	14.7%			
230	Professional Liability	21,400	2,945	18,455	13.8%			
240	Real & Personal Property	8,000	1,218	6,782	15.2%			
	<b>Total Other Insurance</b>	<b>72,180</b>	<b>8,664</b>	<b>63,516</b>	<b>12.0%</b>			
300	Gas & Oil	70,500	5,312	65,188	7.5%			
310	Maintenance	35,000	3,187	31,813	9.1%			
320	Tires	7,000	618	6,382	8.8%			
330	Damage Repair	10,000	1,834	8,166	18.3%			
	<b>Maintenance &amp; Misc.</b>	<b>122,500</b>	<b>10,950</b>	<b>111,550</b>	<b>8.9%</b>			
400	General Maintenance	25,000	1,217	23,783	4.9%			
410	Janitorial Services	21,000	3,400	17,600	16.2%			
420	Jail	1,000		1,000	0.0%			
430	Building Furnishings	15,000		15,000	0.0%			
	<b>Total Building</b>	<b>62,000</b>	<b>4,617</b>	<b>57,383</b>	<b>7.4%</b>			
500	Computers	13,000	1,828	11,172	14.1%			
510	Postage/Postage Machine	1,100	260	840	23.6%			
520	Stationery/Expendables	15,000	1,103	13,897	7.4%			
530	Bank Finance Charges	550	51	499	9.3%			
540	Payroll	17,400	3,325	14,075	19.1%			
	<b>Total Office</b>	<b>47,050</b>	<b>6,568</b>	<b>40,482</b>	<b>14.0%</b>			
600	Telephone	36,003	7,134	28,869	19.8%			
310	Electric	20,000	1,008	18,992	5.0%			
620	Water/Sewer	5,320		5,320	0.0%			
630	Natural Gas	600	101	499	16.9%			
	<b>Total Utilities</b>	<b>61,923</b>	<b>8,243</b>	<b>53,680</b>	<b>13.3%</b>			
700	Equipment Maint Contracts	118,340	56,065	62,275	47.4%			
710	SETCIC fees	3,600		3,600	0.0%			
720	Legal/Professional	55,000	5,618	49,382	10.2%			
730	IT Services	101,850	16,526	85,324	16.2%			
740	Software Maintenance Contracts	56,202	32,035	24,167	57.0%			
	<b>Total Contract Services</b>	<b>334,992</b>	<b>110,243</b>	<b>224,749</b>	<b>32.9%</b>			
800	Accreditation	1,200		1,200	0.0%			
810	Uniforms	30,500	578	29,922	1.9%			
820	Radio parts and labor	33,036		33,036	0.0%			
830	Firearms Training & Ammo	5,500	3,627	1,873	66.0%			
835	Tasers	15,000		15,000	0.0%			
840	Training & Prof Dues	58,000	3,002	54,998	5.2%			
850	Travel	9,000		9,000	0.0%			
860	Recruiting Costs	5,000		5,000	0.0%			
870	Criminal Investigations	3,500	100	3,400	2.9%			
880	Contingency	25,000		25,000	0.0%			
890	Small Equipment	13,500		13,500	0.0%			
	<b>Total Office</b>	<b>199,236</b>	<b>7,308</b>	<b>191,928</b>	<b>3.7%</b>			
	<b>TOTAL GENERAL</b>	<b>5,939,944</b>	<b>791,447</b>	<b>5,148,497</b>	<b>13.3%</b>			

Memorial Villages Police Department Vehicle Replacement								
For the two months ended February 2021		16.67%						
Prior Year Cash Carryover	77,861.11							
FY21 Sale of vehicles	-							
FY21 Assessment collected to date	38,250.00	FY21 Assessment remaining	114,750.00					
FY21 Interest earned to date	44.09							
FY21 Expenditures	(25.39)							
FY20 A/P	(50,253.00)							
Cash Balance @ 02/28/21	<u>65,876.81</u>							
DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/21	Projected Saving / (Deficits)	% Forecasted	
<i>Expenditures</i>								
1000 Vehicle Replacement	153,000	25	152,975	0.02%				
<b>Total Vehicle Replacement</b>	<b>153,000</b>	<b>25</b>	<b>152,975</b>					
Memorial Villages Police Department Special Capital Assats								
For the two months ended February 2021		16.67%						
Prior Year Cash Carryover	84,147.81							
Asset Seizure Funds	48,482.93							
FY21 Assessment collected to date	16,500.00	FY21 Assessment remaining	0.00					
FY21 Interest earned to date	104.74							
FY21 Expenditures	(25.24)							
Cash Balance @ 02/28/21	<u>149,210.24</u>							
DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/21	Projected Saving / (Deficits)	% Forecasted	
<i>Expenditures</i>								
2880 Capital Projects	16,500	25	16,475	0.0%				
<b>Total Capital Items</b>	<b>16,500</b>	<b>25</b>	<b>16,475</b>	<b>0.0%</b>				
<b>Total Vehicle and Capital Fund</b>	<b>169,500</b>	<b>51</b>	<b>169,449</b>	<b>0.0%</b>				
Memorial Villages Police Department								
DESCRIPTION	ADOPTED BUDGET	ACTUAL	DIFF	% Executed	Forecasted Annualized 12/31/21	Projected Saving / (Deficits)	% Forecasted	
GENERAL FUND	5,939,944	791,447	5,148,497	13%				
VEHICLE & CAPITAL FUNDS	169,500	51	152,975	0%				
<b>TOTAL BUDGET</b>	<b>6,109,444</b>	<b>791,498</b>	<b>5,301,471</b>	<b>13%</b>				

**MEMORIAL VILLAGES POLICE DEPARTMENT  
PROJECTED CASH BALANCE  
28-Feb-21**

**3-Mar-21**

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

Cash collected for FY21 @ 02/28/21 \$ 1,671,910  
 Estimated Expenditures (Feb 20) \$ 791,498  
 Estimated cash on hand @ 02/28/21 for FY21 activities \$ 880,412

**Cash Balances@ 02/28/21:**

Health Benefits \$20,309  
 General \$1,011,822  
 Vehicle Replacement \$65,877  
 Dare Fund \$14,411  
 Special Capital Assets \$149,210  
 Actual cash balance @ 02/28/21 all accounts \$1,261,630

All Funds (Modified Accrual Basis Projections)	2021 YTD Budget	2021 YTD Actual	2021 YTD Difference (Budget vs. Actual)	2021 Total Adopted Budget
GENERAL FUND REVENUES	1,484,997	1,568,528	83,531	5,939,944
GENERAL FUND EXPENDITURES		791,447		
GENERAL FY 21 REVENUES OVER EXPENDITURES		777,081		
VEHICLE REPLACEMENT REVENUES	38,250	38,294	44	153,000
VEHICLE REPLACEMENT EXPENDITURES		25		
VEHICLE FY 21 REVENUES OVER EXPENDITURES		38,269		
SPECIAL CAPITAL ASSETS REVENUES	16,500	65,088	48,588	16,500
CAPITAL EXPENDITURES		25		
CAPITAL FY 21 REVENUES OVER EXPENDITURES		65,062		
COMBINED REVENUES	1,539,747	1,671,910	83,575	6,109,444
COMBINED EXPENDITURES		791,498		
COMBINED FY 21 NET REVENUES / EXPENDITURES		880,412		
Formal reserves:				
		DARE		\$14,411
		VEHICLE REPLACEMENT		\$65,877
		SPECIAL CAPITAL ASSETS		\$149,210
		WORKING CAPITAL		\$60,000
		STATE TRAINING FUNDS		\$4,572
				<u>\$294,071</u>



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

*Raymond Schultz*  
 Chief of Police

March 8, 2021

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

During the month of February MVPD responded/handled a total of 4,833 calls/incidents. 3,411 House watch checks were conducted. 92 traffic stops were initiated with 94 citations being issued for 154 violations. (Note: 11 Assists in Hedwig, 47 in Houston, 1 in Spring Valley and 0 in Hillshire)

*Calls/Events by Village were:*

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1543/2921	1099/2176	1	15	6@3:34
Piney Point:	1099/2252	699/1575	3	55	5@2:48
Hunters Creek:	2112/3489	1610/2672	5	24	6@2:05 17@2:47

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

Call Type	#	Call Type	#	Citations	#
False Alarms:	189	Ord. Violations:	3	Speeding:	42
Accidents:	9	Information:	124	Exp. Registration:	3
ALPR Hits:	117	Suspicious Situations:	87	No Ins:	16
Assist Fire:	100	Welfare Checks:	36	No License:	18
Assist EMS:	55			Stop Sign	7

*This month the department generated a total of 64 police reports.*

Crimes Against of Persons (1)

Assault 1

Crimes Against Property (26)

Burglary of a Motor Vehicle	6	CC Abuse	1
Fraud/ID	10	Forgery	4
Theft Misd.	5		

Petty/Quality of Life Crimes/Events (37)

ALPR Hits (valid)	8	ALPR Hit Investigations	5
Misc. Reports	22	Information Reports	9
Death Calls	3		

Arrest Summary: Individuals Arrested (3)

Warrants	1	Felony	1
Class 3 Arrests	1	DWI	0

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	634,853	5,040,063	12.6%
• Operating Expense:	156,594	899,881	17.4%
• Total M&O Expenditures:	791,447	5,939,944	13.3%
• Capital Expenses:	51	169,500	0%
• Net Expenses:	791,498	6,109,444	13%

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

- Staff worked on preparing a preliminary FY22 budget for the Commission.
- Personnel have been obtaining quotes for the 5-year Strategic Capitol Projects Plan.
- Personnel continue to obtain formal quotes for a Salary and Benefits survey. A third company finally responded and conducted their initial assessment of the organization in order to provide a comprehensive bid.
- Employee vaccines for the COVID-19 pandemic began with the first inoculations beginning on February 16, 2021 through the County.
- On March 1, 2021 a special vaccine clinic was hosted by HEB and a resident who is a pharmacist for them. A total of 60 employees were vaccinated from MVPD, Bunker Hill, Piney Point, Hunters Creek and Hedwig PD.

#### Personnel Changes/Issues/Updates

- Police applicant Lowrie was presented and accepted a preliminary offer of employment. He has been scheduled for his psychological examine on March 2, 2021.
- Officer Frank Lerma resigned effective February 24, 2022.
- Officer Larry Boggus was selected to fill the position of Community Relations Officer and started his new assignment on February 28, 2021.
- 2021 Firearms qualifications began on February 23, 2021 along with the semi-annual Use of Force review.

#### Major/Significant Events

- The Villages suffered a hard freeze along with a snowstorm the week of February 17<sup>th</sup>. MVPD had prepared for the storm by asking personnel to stay at near-by hotels in the event of roads being impassable. Personnel who lived more than 45 minutes or approximately 30 miles away stayed at 2 hotels. This included both dispatchers and officers. The roads were indeed extremely hazardous. MVPD remained fully staffed throughout the week. Extra personnel were brought in to assist in dispatch due to the high call volume. Officer Miller was placed in the field at 0500 hours each day as an extra change-over officer. The MVPD created a special CAD Event titled "Water Break Assist" and logged 298 calls for assistance. 112 911 calls and 1680 10-digit calls were received during the storm.
- MVPD hosted the 2021 Memorial Area Ferrari Car Club, Groundhog Day Charity Run on February 6, 2021 at the MVPD. 60 participants attended the event.

#### Status Update on any Major Projects

- Staff has been preparing for the sergeant's promotional process by developing a testing tool and obtaining the services of an outside consultant for the assessment center.

V-LINC new registrations in February: +98

BH – 1338 (+47)

PP – 918 (+20)

HC – 1381 (+25)

Out of Area – 454 (+6)

03/05/2021





## 2021 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	14:27:08	6:19:50											2	4
BIEHUNKO, JOHN	23:07:01	19:19:59											7	8
BOGGUS, LARRY	7:55:02	20:20:04											8	7
BRACHT, DANIEL	17:07:03	11:15:42												1
BURLESON, Jason	12:12:34	18:10:56											2	0
CADENA, VANESSA	18:00:04	12:07:28											3	3
CANALES, RALPH EDWARD	16:04:00	7:27:16											3	8
CERNY, BLAIR C.	* 7:56:59													0
HARWOOD, NICHOLAS	18:15:14	15:46:27											5	0
JARVIS, RICHARD	10:46:12	28:53:18											8	9
JOLIVET, CHARLES	11:59:12	9:59:43												0
JONES, ERIC	* 0:31:48	0:06:32												0
KELSO JR, RONALD K	15:55:08	2:04:16											3	20
LERMA, FRANK	* 5:48:56													
MCELVANY, ROBERT	15:06:05	10:55:03											3	1
MILLER, OSCAR	* 11:42:37	16:13:37											2	0
NASH, CHRISTOPHER	13:30:51	14:08:19											2	3
OWENS, LANE	* 4:42:45	0:12:48												0
PAVLOCK, JAMES ADAM	7:56:41	9:16:17											1	0
RODRIGUEZ, CHRISTOPHER	* 5:37:51	7:31:36												0
SCHANMEIR, CHRISTIAN	† 2:03:24	11:09:37											4	5
SCHULTZ, RAYMOND	* 0:00:00	0:49:06												0
SILLIMAN, ERIC	16:45:18	18:58:22											4	8
SISSION, KYLE J	* 0:58:16	0:15:03												0
SPRINKLE, MICHAEL	1:19:49	4:18:27											1	1
TAYLOR, CRAIG	14:41:29	12:18:05												1
TORRES, PATRICK	14:43:57	13:30:08											1	2
TUGGLE, JAMES	8:01:57	13:07:32												1
VALDEZ, JUAN	17:55:02	21:37:31											2	7
VASQUEZ, MONICA	23:38:14	15:16:42											2	2
WHITE, TERRY	23:35:00	19:20:08											1	4

\* = Admin Asmt.

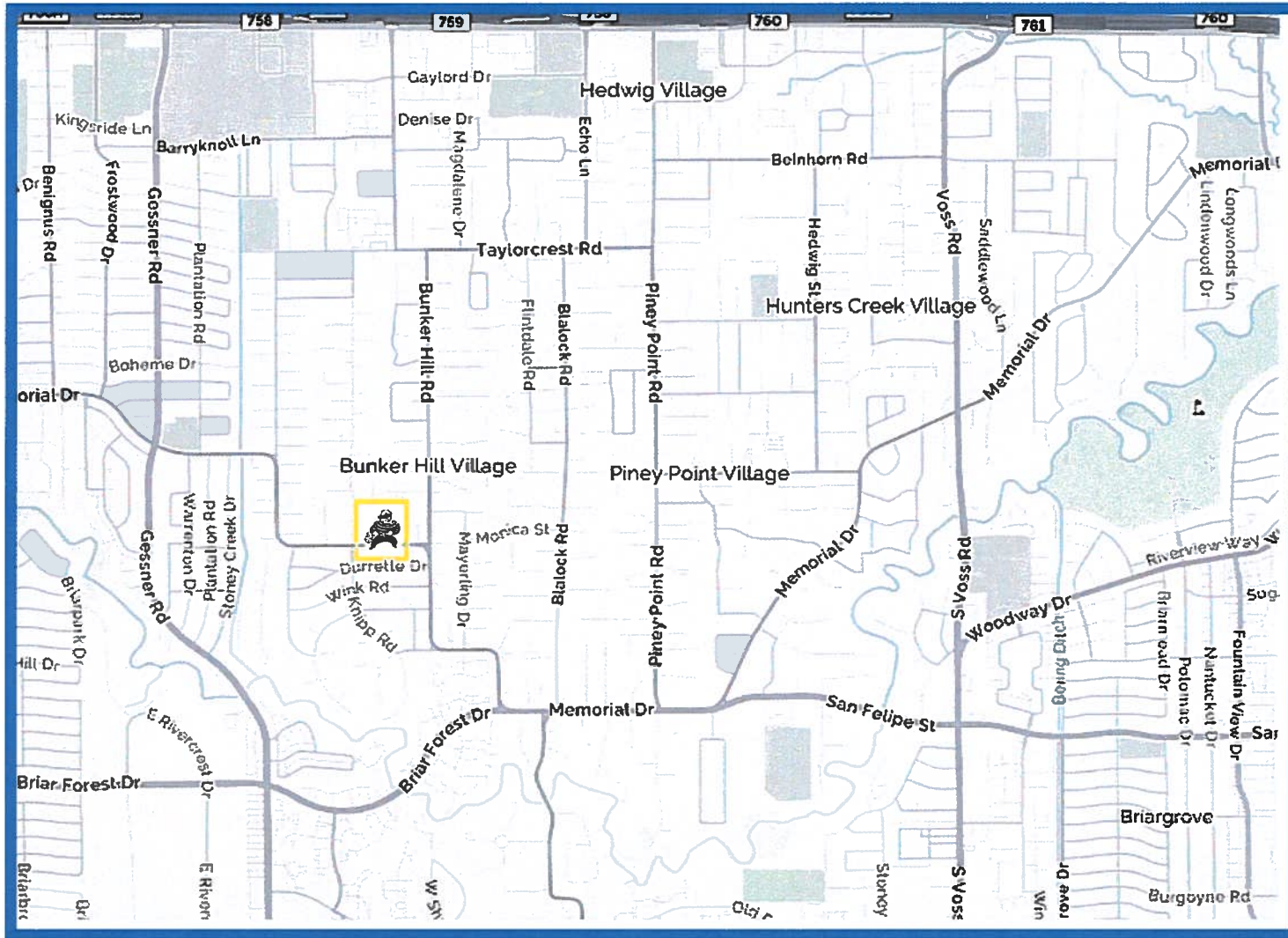
† = temporary

64

95

Dispatch Committed Time	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
911 Phone Calls	302	314											616
3700 Phone Calls	2189	3536											5725
DP General Phone Calls*	54:30:49	90:01:08											

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



### 2021 Burglary Map

Address	Alarm	POE
302 Chapel Bell	No	Vacant (none)

### 2021 Robberies

Address	MO



Daytime Burglary



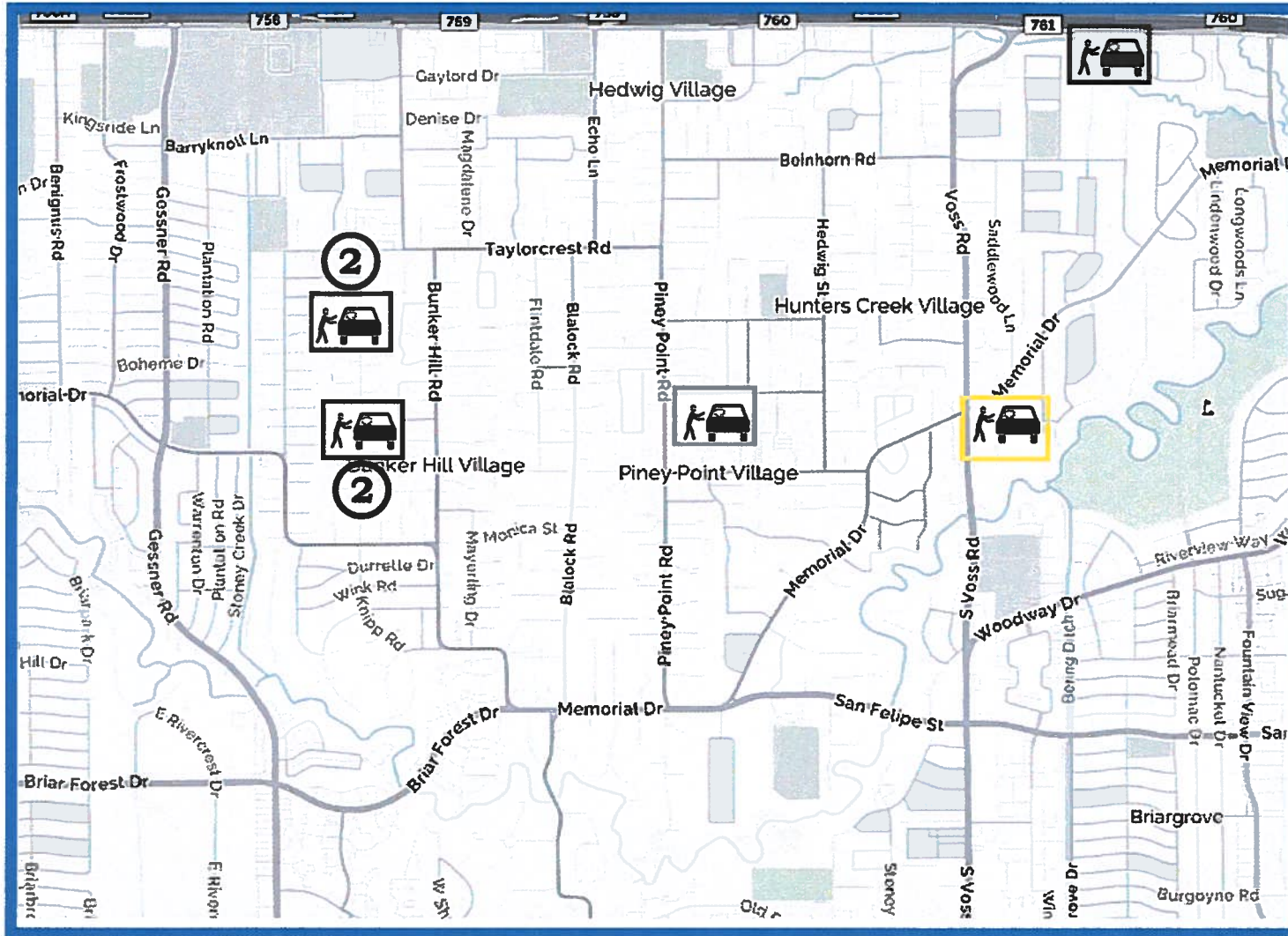
Nighttime Burglary



Robbery

2/28/21

## 2021 Auto Burglary Map



Address	POE
10709 Memorial (jugging)	Side Win Smash
335 Knipp	UNL Door
11931 Broken Bough	UNL Door
348 Knipp	UNL Door
512 Knipp	UNL Door
8435 Katy Fwy	Side Win Smash
11322 Surrey Oaks	UNL Door

	Daytime Burglary
	Nighttime Burglary

② ③ ④

Num	Plate	Vehicle	ALPR Recoveries			Links	
			Loc	Val			
1	KHM2376	Ford F350	22	\$ 48,000.00	Drugs-Meth	1/5/2021	
2	MVL8705	Hyndi	10	\$ 14,000.00		11-Jan	
3	GKR5588	Hond Civ	8	\$ 12,500.00	Fugitive/poss c	18-Jan	
4	MWV2069	Chev Cruz	8	\$ 9,800.00	Fraud	20-Jan	
5	R000293	Toy Cor	17	\$ 12,000.00	Rental/Cluck	21-Jan	
6	LJP9550	Hynd SFE	19	\$ 14,000.00		28-Jan	
7	DV48493	VW Jetta	14	\$ 17,500.00	Fel Warrant	29-Jan	
8	MHT8564	Hond Acc	2	\$ 16,000.00	Car Jacking	31-Jan	
9	9.49E+09	Chev Volt	8	\$ 38,000.00		2-Feb	
10	DLJ392	Hond Acc	6	\$ 21,000.00	Fel Warrant	4-Feb	
11	MPR6064	Toy Cor	12	\$ 14,000.00	Fug/Drugs	5-Feb	
12	N541138	Chev Mal	8	\$ 21,000.00	Fug/Burg	8-Feb	
13	BZ8K588	Ford Taur	23	\$ 8,000.00	Fraud	10-Feb	
14	MNC3563	Cadi CTS	8	\$ 28,500.00		21-Feb	
15	MYR3265	ToyHigh	US Coins	\$ 18,000.00	Fraud	3-Mar	
16	89686F5	HYNson	7	\$ 18,500.00	Fraud	4-Mar	

Plate Recoveries		
Plate Recove	Date	Links
90561S4	3/1/2021	Paper Fraud Tag

Firearm in vehicle

2021 Value	\$ 310,800.00
2020 Value	\$ 1,147,500.00
2019 Value	\$ 438,000.00
<b>Program Total</b>	<b>\$ 1,896,300.00</b>

#### INVESTIGATIVE LEADS

103	NVK8808	Chev Tahoe	MDE Harrassment Case	SBISD	Solved	21-Jan
18	92350G3	Jeep Cherokee	Jugger Belaire to Racquet Club		CID-Open	22-Jan
21	BXR4783	Chev Pickup	FSGI		Solved	8-Feb
WIND HOA	FDC2680	Niss Alt	Mail Thieves		Solved	16-Feb
US Coins	MPV1209	Toy	BMV Jugger		CID-Open2	27-Feb
Strey	LYN9642	Toy Cor	Package Thief		CID-Open	27-Feb
17	CNB1734	BLK F150	FSGI		ID's	3-Mar



Hedwig

Bunker Hill

Piney Point

Hunters Creek

Frequent Mobile Locations

6 Recovered Vehicles



3 Investigative Leads



Lindenwood HOA



Longwoods HOA



US Coins



In Process

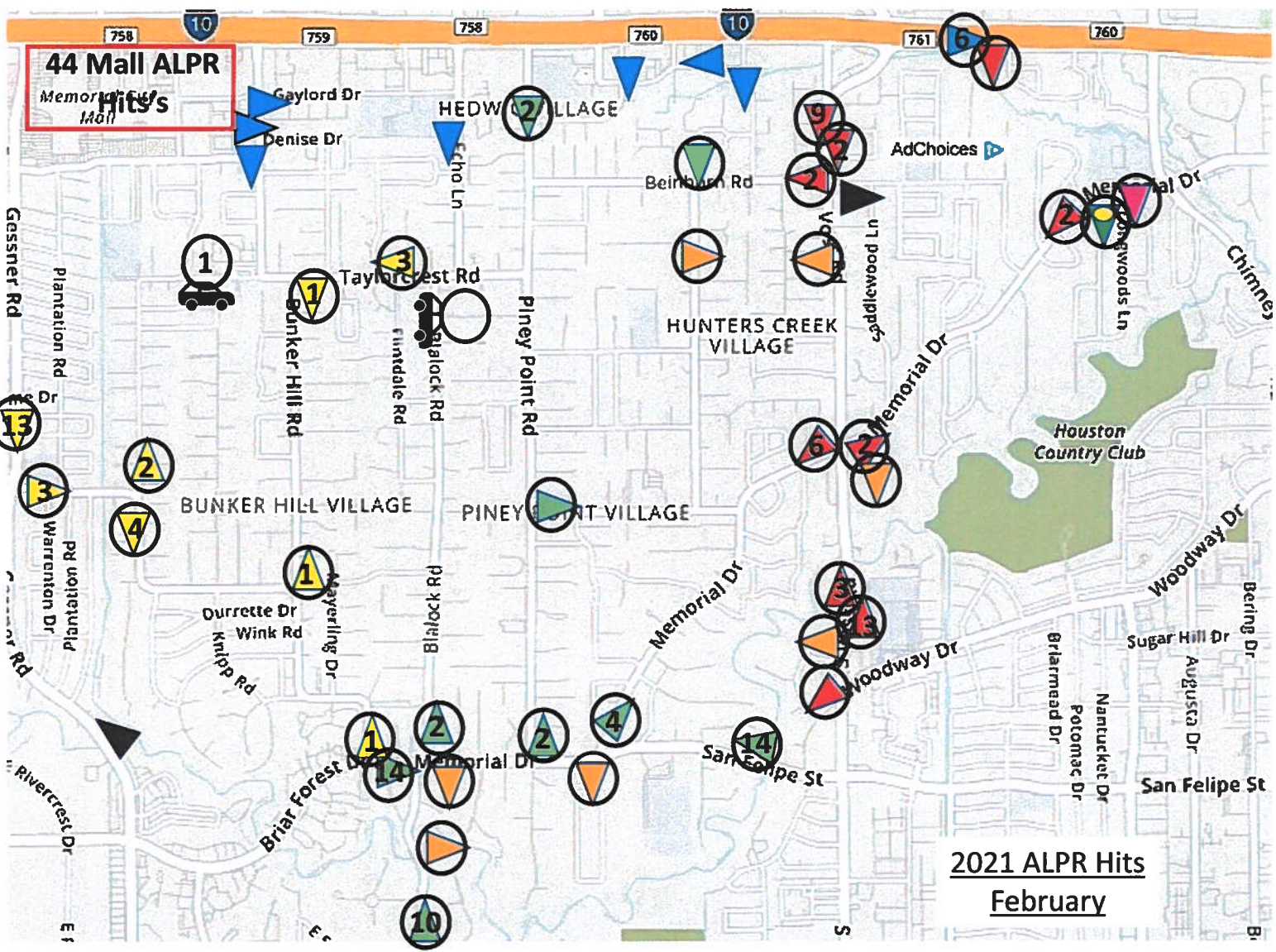


HOA Systems



2021 ALPR Recoveries  
February

02/28/21



- Hedwig
- Bunker Hill
- Piney Point
- Hunters Creek
- Frequent Mobile Locations
- 117** Total Hits

- Lindenwood HOA
  - Longwoods HOA
  - US Coins
  - In Process
  - HOA Systems
- 02/28/21

## February VFD Assists

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

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

Total – 9	3:25
-----------	------

Fire – 1	2:35
----------	------

EMS – 8	3:31
---------	------

#### By Village

BH Fire – 0	0
-------------	---

BH EMS – 4	3:37
------------	------

PP Fire – 0	0
-------------	---

PP EMS – 3	3:00
------------	------

HC Fire -1	2:35
------------	------

HC EMS -1	4:46
-----------	------

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

Total – 95	3:44
------------	------

Fire – 65	3:54
-----------	------

EMS – 30	3:28
----------	------

#### Radio Call Events

Total – 86	3:42
------------	------

Fire- 64	3:55
----------	------

EMS- 22	3:25
---------	------

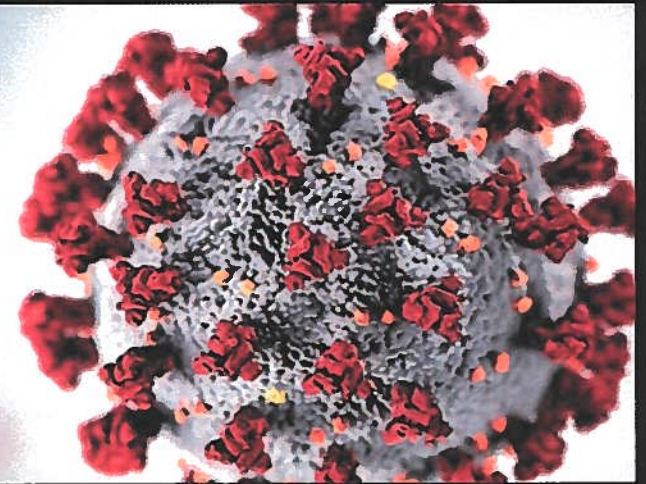




# FY22 Budget

Bunker Hill Village - Piney Point Village - Hunters Creek Village

Facing the Challenges of  
Today, Tomorrow and Beyond



Hunters Creek



Village





Hunters Creek



Village

## FY22 Budget Goals and Objectives

### Goals:

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

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

### Objective:

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



Hunters Creek



Village

# FY22 Budget Results from Previous Budgets



- Staffing ✓
- Building the Brand ✓
- Tackling Crime ✓
- Technology ✓
- Response Times ✓
- Officer and Community Safety ✓



Hunters Creek



Village

## FY22 Budget

### Investment in Personnel – Fully Staffed

Build on our Solid Base

2.5% Increase in Salary and Benefit Budget

- Avg Base Salary Increase – 3.5%  
(1% STEP + 2.5% Salary Adjustment)
- Fully Fund 457b City contribution at 2% (+1%)

Average Salary

w/pay incentives will be:

Sergeant            \$107,205

Patrol Officer    \$87,576

Dispatcher        \$60,611



Hunters Creek



Village

# FY22 Budget

## Salary Adjustments - Justification

Maintain our Competitiveness in the LE Community  
If not at the Top of the Scale – Be very close

- Base Salary Increase – Recognize the quality work performed along with the additional duties and attention to detail performed by MVPD employees
- 1% STEP – Annual Individual Performance Based Pay Incentive
- Additional 1% 457b Contribution taking total to 2% – Long term savings incentive to compensate for Windfall Act Penalty, Fixed TMRS benefit and Post Employment Health Care.



Hunters Creek



Village

# FY22 Budget



## Technology = Efficiency + Risk Reduction

- ALPR – The Department ALPR Project has been extremely effective at pro-actively identifying criminals who are within the jurisdiction of the MVPD and as an investigative tool for Detectives. This budget adds 3 additional systems.
- Server – Computer technology touches every aspect of the department. The primary domain server is at end of life.
- Back-up System DATTO – System back-up and Security Hardware and Software is intragyral. Current equipment is at end of life. Back-up of Data will reside both on-site and in the Cloud.



Hunters Creek



Village

## FY22 Budget Proposal

### FY22 Budget Adjustments/Increases/Decreases

Vehicle Maintenance Adjustment +\$5,000

General Maintenance Contracts +\$5,690

- Phone System
- Generator
- E-RAD
- Copier
- Elevator
- Fire Safety Systems

Office

- Firearms and Ammo +\$1,000
- Small Equipment +\$600

Equipment

- 3 ALPR's \$7,500
- 4 Replacement Ticket Writers \$6,800
- 4 Urban Rifles +7,300

Vehicle Replacement Budget Adjustment +\$7,000



Hunters Creek



Village

## FY22 Budget Proposal

### Proposed Total Budget Package for 2022

Personnel and Benefits \$5,162,098 (+2.4%)

Total Operations \$198,836 (-0.2%)

Total M&O \$6,115,049 (+2.94%)

Auto – \$160,000 (+5%)

(Vehicles)

Proposed 2022 Budget – \$6,293,049 (+2.99%)

Cost per Village \$2,097,683

Increase of \$61,066 per village over FY21





## Future Capital Projects 2022-2025

The Memorial Villages Police Department administration has identified several capital projects that will likely need Funding from participating cities over the next 1-5 years.

These projects include:

- Roof Replacement \$93,385+
- HVAC Replacement \$56,000-\$148,000+
- Radio System Upgrades \$130,000+
- CAD/RMS/ARS Replacement \$190,000-\$470,000
- Building Upgrades – \$TBD  
Gutters, Overhead Doors, Paint, Jail Fixtures



Hunters Creek



Village

Although the Memorial Villages Police Department has a fund in place to account for capital projects, this fund has not been regularly used as a vehicle to hold funds for these projects. Instead, the three cities have essentially employed a pay as you go methodology whereby the participating cities provide funding for capital projects as needed. A Capital Strategic Plan has been prepared that estimates these costs and an approximate timeline of the needed Repairs/Replacements/Improvements.



Memorial Villages



Hunters Creek



Village

# Future Capital Projects 2022-2025

5 Projects requiring attention within the next 4-5 years



Roof  
\$93,400 - \$110,000+



HVAC  
\$56,000 - \$148,000



Radio System  
\$130,000+



Gutters  
Unknown Custom Fab



CAD/RMS/ARS  
\$190,000 - \$400,000



Hunters Creek



Village

**THANK YOU  
FOR INVESTING IN  
PUBLIC SAFETY**



**DRAFT FY 2019 - 2021  
LINE ITEM BUDGET REQUEST SUMMARY  
MEMORIAL VILLAGES POLICE DEPARTMENT**

Maintenance & Operations					
ACCOUNT NAME	EXPLANATION	2020	2021	2022	
100	- Salaries And Wages				
110	- Overtime	3,520,578	3,679,271	3,794,898	3.1%
115	- Bailiff/court	120,000	125,000	125,000	
120	- Retirement	21,600	12,000	10,000	
125	- 457b Contribution	432,315	450,483	460,339	
130	- Health Insurance	0	32,869	67,993	
	- H.SA Contributions	90,000	88,800	91,200	
	- H.SA Annual exam and PT assessment	66,000	66,000	66,000	
	- Health & Dental	423,228	438,028	397,500	
		579,228	592,828	554,700	
140	- Workers Compensation				
150	- Life/LTD	66,712	70,500	75,000	
160	- Medicare	21,523	21,709	22,083	
	- Medicare & Fica	53,169	55,403	57,044	
	<b>TOTAL PERSONNEL/BENEFITS</b>	<b>4,815,125</b>	<b>5,040,063</b>	<b>5,187,059</b>	<b>2.5%</b>
200	- Auto Insurance Liability				
210	- General Liability	25,332	41,100	27,500	
220	- Public Official Bond	720	720	400	
230	- Professional Liability	960	960	900	
240	- Real & Personal Property	25,200	21,400	21,000	
	- Texas Municipal League Intergovernmental Risk Pool	15,840	8,000	9,600	
	<b>TOTAL OTHER INSURANCE</b>	<b>68,052</b>	<b>72,180</b>	<b>59,400</b>	<b>-17.7%</b>
300	- Gas & Oil				
	- Annual fuel	70,500	70,500	75,000	
		70,500	70,500	75,000	
310	- Maintenance				
	- Various Vendors	27,500	35,000	35,500	
		27,500	35,000	35,500	
320	Tires				
	- Tires	7,000	7,000	7,000	
		7,000	7,000	7,000	
330	Damage Repair				
	- Various vendors	10,000	10,000	10,000	
		10,000	10,000	10,000	
	<b>TOTAL FLEET MAINTENANCE</b>	<b>115,000</b>	<b>122,500</b>	<b>127,500</b>	<b>4.1%</b>

**DRAFT FY 2019 - 2021  
LINE ITEM BUDGET REQUEST SUMMARY  
MEMORIAL VILLAGES POLICE DEPARTMENT**

Maintenance & Operations					
ACCOUNT NAME	EXPLANATION	2020	2021	2022	
400	- General Maintenance - Building				
	- Various vendors	28,400	25,000	30,000	
		28,400	25,000	30,000	
410	- Janitorial Services				
	- Coverall	21,000	21,000	21,000	
		21,000	21,000	21,000	
420	- Jail				
	- Life Assist Inc	1,000	1,000	1,000	
		1,000	1,000	1,000	
430	- Building Furnishings				
	- Building refresh ie (Filing cabinets, lockers, limited paint refresh)	17,800	15,000	15,000	
		17,800	15,000	15,000	
	<b>TOTAL BUILDING</b>	<b>68,200</b>	<b>62,000</b>	<b>67,000</b>	<b>8.1%</b>
500	- Computers				
	- Various vendors	10,000	13,000	13,000	
		10,000	13,000	13,000	
510	- Postage/Postage Machine				
	- Reserve Account	200	200	200	
	- American Express - USPS	100	100	100	
	- Pitney Bowes	1,000	800	1,000	
		1,300	1,100	1,300	
520	- Stationery/Expendables				
	- Various vendors includes meetings exp	18,000	15,000	15,000	
		18,000	15,000	15,000	
530	- Bank/Finance Charges				
	- Credit card and other misc service fees	300	150	150	
	- Current Banking Institution	400	400	400	
		700	550	550	
540	- Payroll Processing				
	- Payroll/HR software	17,400	17,400	17,900	
		17,400	17,400	17,900	
	<b>TOTAL OFFICE</b>	<b>47,400</b>	<b>47,050</b>	<b>47,750</b>	<b>1.5%</b>
600	- Communications Telephone/Internet				
	- EE allowance 11@35 per month	4,620	4,620	4,620	
	- Comcast 1867 - Courtesy account TV workout/breakroom	180	180	180	
	- Comcast 5732 - Dispatch cable TV	1,380	1,421	1,421	
	- Comcast Business 1188 (Ethernet dedicated Internet)	8,442	8,695	8,695	
	- Comcast Business 8962 (Business Phone)	6,834	6,834	5,600	
	- Comcast 6512 - Analog for fax and copy machine	3,112	3,205	3,300	
	- Verizon 4215 - Air cards	9,600	9,600	10,800	
	- Verizon 8420 - Backup router	240	247	300	
	- ICS maintenance agreement			1,800	
	- Mitel phone maintenance contract			2,000	
	- Evertel	0	1,200	1,890	
		34,408	36,003	40,606	
610	- Electric				
	- Cavallo Energy	23,000	20,000	20,000	

**DRAFT FY 2019 - 2021  
LINE ITEM BUDGET REQUEST SUMMARY  
MEMORIAL VILLAGES POLICE DEPARTMENT**

Maintenance & Operations		2020	2021	2022
ACCOUNT NAME	EXPLANATION			
620 - Water/Sewer				
630 - Natural Gas	- City of Bunker Hill	5,000	5,320	5,500
	- Center Point Energy	600	600	600
	<b>TOTAL UTILITIES</b>	<b>63,008</b>	<b>61,923</b>	<b>66,705</b>
700 - Equipment Maint. Contracts				7.7%
	- Schindler Elevator Corp	3,500	3,740	3,740
	- Generator - Texas Elite Generator	2,500	2,500	1,400
	- Konica Minolta Business Solutions	2,600	2,600	2,600
	- Cintas - Fire Extinguisher	1,200	1,200	1,000
	- Ready Fresh	2,500	3,200	3,200
	- Misc	100	1,000	1,000
	- ALPR Camera annual maintenance @2000 each (28) + 3@2500	40,000	56,000	63,500
	- In Car video systems (13) - fleet unlimited - Axon	45,900	23,000	20,124
	- Body worn cameras and evidence.com - Axon	30,800	23,000	23,886
	- Fire Wall - Meraki	0	2,100	0
	- ALPR replacement for damage	0	0	1,500
		<b>129,100</b>	<b>118,340</b>	<b>121,950</b>
710 - SETCIC Fees				
	- Harris County Treasurer	3,600	3,600	3,600
		<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
720 - Legal/Professional				
	- Belt Harris Pechacek, LLP	14,500		
	Brooks Watson		18,000	18,000
	- ALPR installation costs (Electric, solar expansion)	8,000		
	- Houston Community Newspaper - Ad for RFP	3,900	3,900	3,900
	- Olson & Olson	30,000	30,000	50,000
	- TML-claim deductibles	3,000	3,000	5,000
	- Lauterbach & Amen, LLP			2,760
	- Various Vendors...ie language line	1,000	100	1,000
		<b>60,400</b>	<b>55,000</b>	<b>80,660</b>
730 - IT Services				
	- Comdata-Right Networks	3,000	3,000	2,800
	- Comdata-Bill.com	6,000	6,600	7,000
	- Misc	1,500	1,500	1,500
	- MergerTree	90,000	90,000	90,000
	- The Productivity Center - TCLEDDS	750	750	750
		<b>101,250</b>	<b>101,850</b>	<b>102,050</b>
740 - Software Maintenance Contracts				
	- Capers	27,800	27,800	27,800
	- Office 365	9,200	9,200	9,200
	- Revcard-Annual contract 24/7 helpdesk & monitoring	1,740	1,800	1,800
	- Power DMS	3,652	3,652	3,750
	- Quickbooks	3,600	3,600	3,600
	- Tyler Technologies -Ticket Writer annual support	5,500	5,500	5,500
	- Signal Scape - Field Interviewer annual support	350	350	350
	- LeadsOnline	2,600	2,600	2,600
	- Netsential - web hosting maclf.org/mvptdx.org	1,400	1,400	1,300
	- Domain Listing- mvptdx.org	250	300	
	Fire Wall - Meraki			2,100
	- Misc	0	0	1,000
		<b>56,091</b>	<b>56,202</b>	<b>59,000</b>

DRAFT FY 2019 - 2021  
 LINE ITEM BUDGET REQUEST SUMMARY  
 MEMORIAL VILLAGES POLICE DEPARTMENT

Maintenance & Operations		2020	2021	2022	
ACCOUNT NAME	EXPLANATION				
<b>TOTAL CONTRACTS/SERVICES</b>		<b>350,441</b>	<b>334,992</b>	<b>367,260</b>	<b>9.6%</b>
800 - Accreditation	- Accreditation	1,200	1,200	1,200	
		1,200	1,200	1,200	
810 - Uniforms	- Various vendors	32,000	30,500	30,500	
		32,000	30,500	30,500	
820 - Radio parts & Labor	- City of Houston Public Safety Radio System	28,536	28,536	28,536	
	- Handheld radio batteries at EOL	2,500	2,500	2,500	
	- Misc Repairs	2,000	2,000	2,000	
		33,036	33,036	33,036	
830 - Firearms Training and Ammo	- Various vendors	5,500	5,500	6,500	
		5,500	5,500	6,500	
835 - Tasers	- Tasers	11,000	15,000	15,000	
		11,000	15,000	15,000	
840 - Training & Professional Dues	- Employee training (incl on-line Police One)	44,000	48,000	48,000	
	RAD training	10,000	10,000	10,000	
		54,000	58,000	58,000	
850 - Travel	- Various employees	7,000	9,000	7,000	
		7,000	9,000	7,000	
860 - Recruiting Cos/EE Retention	- Advertising and tuition reimbursement	10,000	5,000	5,000	
		10,000	5,000	5,000	
870 - Criminal Investigations	ERAD group			1,600	
	Lexis Nexis			1,200	
	- Various vendors	3,500	3,500	700	
		3,500	3,500	3,500	
880 - Contingency	- Unforeseen expenditures/Emergency	25,000	25,000	25,000	
		25,000	25,000	25,000	
890 - Small Equipment	Misc. + 4 rifles	2,500	6,900	7,300	
	- Ticket writers (EOL 4 units)	0	6,600	6,800	
		2,500	13,500	14,100	
<b>TOTAL OPERATIONS</b>		<b>184,736</b>	<b>199,236</b>	<b>198,836</b>	<b>-0.2%</b>
<b>TOTAL M&amp;O EXPENDITURES -</b>		<b>5,711,962</b>	<b>5,939,944</b>	<b>6,101,510</b>	<b>2.72%</b>
<b># of FTE's</b>		<b>44.5</b>	<b>44.5</b>	<b>44.5</b>	

DRAFT FY 2019 - 2021  
 LINE ITEM BUDGET REQUEST SUMMARY  
 MEMORIAL VILLAGES POLICE DEPARTMENT

Auto, Capital, Retirement Fund					
ACCOUNT NAME	EXPLANATION	2020	2021	2022	
1000 - Auto Replacement					
	- Vehicle replacement (3 marked units)	138,000	153,000	160,000	
		138,000	153,000	160,000	
	- AED's	0	0	0	
	<b>TOTAL AUTO</b>	<b>138,000</b>	<b>153,000</b>	<b>160,000</b>	<b>5%</b>
2600 - Physical plan updates					
	- 12TB Backup Dato SBR	0	0	6,000	
	- Radar message board	0	16,500		
	<b>TOTAL CAPITAL ITEMS</b>	<b>0</b>	<b>16,500</b>	<b>6,000</b>	
	<b>TOTAL OTHER FUNDS -</b>	<b>138,000</b>	<b>169,500</b>	<b>166,000</b>	<b>-2.06%</b>
	<b>TOTAL M&amp;O -</b>	<b>5,939,944</b>	<b>5,940,351</b>	<b>6,101,510</b>	<b>2.71%</b>
	<b>GRAND TOTALS -</b>	<b>6,077,944</b>	<b>6,109,851</b>	<b>6,267,510</b>	<b>2.58%</b>
	<b># of FTE's</b>	<b>44.5</b>	<b>44.5</b>	<b>44.5</b>	



# Memorial Villages Police Department

## FY22 BUDGET PROPOSAL

### GENERAL FUND

**2.5% COLA, 1% STEP**

Acct. No	Category	2019 Actual	2020 Unaudited Actual	2021 Adopted	2022 Requested	\$ Increase/ 2021-2022	% Increase
<b>100</b>							
100	Salaries	3,279,467	3,557,690	3,679,271	3,785,751	106,480	3%
110	Overtime	115,094	92,292	125,000	125,000	0	0%
115	Court/Bailiff	6,010	1,269	12,000	10,000	(2,000)	-17%
120	Retirement	379,669	430,477	450,483	459,268	8,785	2%
125	475b contribution		31,865	32,869	62,870	30,001	91%
130	Health Insurance	503,527	513,331	592,828	565,314	(27,514)	-5%
140	Workers Compensation - TML	65,000	59,982	70,500	75,000	4,500	6%
150	Life/LTD	17,847	18,946	21,709	21,982	273	1%
160	Medicare	47,252	52,046	55,403	56,911	1,508	3%
	<b>TOTAL PERSONNEL/BENEFITS</b>	<b>4,413,866</b>	<b>4,757,898</b>	<b>5,040,063</b>	<b>5,162,096</b>	<b>122,033</b>	<b>2%</b>
<b>200</b>							
	<b>TML INTERGOVERNMENTAL RISK POOL</b>						
200	Auto	26,604	25,201	41,100	27,500	(13,600)	-33%
210	General Liability	430	330	720	400	(320)	-44%
220	Public Official Bond	849	848	960	900	(60)	-6%
230	Professional Liability	18,858	18,998	21,400	21,000	(400)	-2%
240	Real & Personal Property	12,637	11,923	8,000	9,600	1,600	20%
	<b>TOTAL OTHER INSURANCE</b>	<b>59,378</b>	<b>57,300</b>	<b>72,180</b>	<b>59,400</b>	<b>(12,780)</b>	<b>-18%</b>
<b>300</b>							
300	Gas and Oil	66,046	69,296	70,500	75,000	4,500	6%
310	Fleet maintenance	31,154	33,539	35,000	40,000	5,000	14%
320	Tires	6,565	6,569	7,000	7,000	0	0%
	Damage Repair	5,783	5,010	10,000	10,000	0	0%
	<b>TOTAL FLEET MAINTENANCE</b>	<b>109,548</b>	<b>114,414</b>	<b>122,500</b>	<b>132,000</b>	<b>9,500</b>	<b>8%</b>
<b>400</b>							
400	General/Building Maintenance	18,848	21,849	25,000	30,000	5,000	20%
410	Janitorial Services	18,000	19,078	21,000	21,000	0	0%
420	Jail	773	299	1,000	1,000	0	0%
430	Building Furnishings	7,450	8,775	15,000	15,000	0	0%
	<b>TOTAL BUILDING</b>	<b>45,070</b>	<b>50,001</b>	<b>62,000</b>	<b>67,000</b>	<b>5,000</b>	<b>8%</b>
<b>500</b>							
500	Computers	10,640	8,521	13,000	13,000	0	0%
510	Postage/postage machine	840	1,129	1,100	1,300	200	18%
520	Office Supplies	12,063	11,974	15,000	15,000	0	0%
530	Bank/Finance Service Chgs	329	400	550	550	0	0%
540	Payroll Services	16,220	17,210	17,400	17,900	500	3%
	<b>TOTAL OFFICE</b>	<b>40,093</b>	<b>39,233</b>	<b>47,050</b>	<b>47,750</b>	<b>700</b>	<b>1%</b>
<b>600</b>							
600	Telephone	33,954	32,499	36,003	40,606	4,603	13%
610	Electric	16,051	14,704	20,000	20,000	0	0%
620	Water/Sewer	5,067	5,153	5,320	5,500	180	3%
630	Natural Gas	510	439	600	600	0	0%
	<b>TOTAL UTILITIES</b>	<b>55,582</b>	<b>52,794</b>	<b>61,923</b>	<b>66,706</b>	<b>4,783</b>	<b>8%</b>
<b>700</b>							
700	Equipment Maint. Contracts	58,797	134,984	118,340	135,950	17,610	15%
710	SETCIC fees	3,262	3,065	3,600	3,600	0	0%
720	Legal/Professional	51,406	76,802	55,000	80,660	25,660	47%
730	IT Services	98,578	100,055	101,850	102,050	200	0%
740	Software Maintenance Contracts	52,170	56,252	56,202	59,000	2,798	5%
	<b>TOTAL CONTRACTS/SERVICES</b>	<b>264,214</b>	<b>371,159</b>	<b>334,992</b>	<b>381,260</b>	<b>46,268</b>	<b>14%</b>
<b>800</b>							
800	Accreditation	0	0	1,200	1,200	0	0%
810	Uniforms	26,518	25,131	30,500	30,500	0	0%
820	Radio parts and labor	29,686	31,328	33,036	33,036	0	0%
830	Firearms Trng and Ammo	5,323	5,880	5,500	6,500	1,000	18%
	Tasers	9,656	10,122	15,000	15,000	0	0%

**Memorial Villages Police Department  
FY22 BUDGET PROPOSAL**

**GENERAL FUND CONTINUED**

Acct. No	Category	2019 Actual	2020 Unaudited Actual	2021 Adopted	2022 Requested	\$ Increase/ 2021-2022	% Increase
840	Training & Prof. Dues	38,311	23,113	58,000	58,000	0	0%
850	Travel	7,642	592	9,000	7,000	(2,000)	-22%
860	Recruiting Costs	5,154	958	5,000	5,000	0	0%
870	Criminal Investigations (CID)	3,084	3,003	3,500	3,500	0	0%
880	Contingency - Miscellaneous	13,481	4,179	25,000	25,000	0	0%
892	Small Equipment	4,182	2,255	13,500	14,100	600	4%
	COVID expenditures		47,884			0	
	<b>TOTAL OPERATIONS</b>	<b>143,038</b>	<b>154,444</b>	<b>199,236</b>	<b>198,836</b>	<b>(400)</b>	<b>0%</b>
	<b>TOTAL M&amp;O</b>	<b>5,130,790</b>	<b>5,597,244</b>	<b>5,939,944</b>	<b>6,115,048</b>	<b>175,104</b>	<b>2.95%</b>
<b>OTHER FUNDS</b>							
Acct. No	Category	2019 Actual	2020 Unaudited Actual	2021 Adopted	2022 Requested	\$ Increase/ 2021-2022	% Increase
<b>1000</b>							
1000	Auto Replacement	158,332	165,670	153,000	160,000	7,000	5%
	Rifle Locking System						
	AEDs						
	<b>TOTAL VEHICLE REPLACEMENT</b>	<b>158,332</b>	<b>165,670</b>	<b>153,000</b>	<b>160,000</b>	<b>7,000</b>	<b>4.58%</b>
<b>2000</b>							
2880	Capital Projects Contingency	518	150				
	Radar message board			16,500		(16,500)	
	12TB Dato and Replacement Server				18,000	18,000	
	<b>TOTAL SPECIALCAPITAL ASSETS</b>	<b>518</b>	<b>150</b>	<b>16,500</b>	<b>18,000</b>	<b>1,500</b>	
	<b>TOTAL OTHER FUNDS</b>	<b>158,850</b>	<b>165,821</b>	<b>169,500</b>	<b>178,000</b>	<b>8,500</b>	<b>5%</b>
Category	2019 Actual	2020 Unaudited Actual	2021 Adopted	2022 Requested	\$ Increase/ 2021-2022	% Increase	
<b>GENERAL FUND</b>	<b>5,130,790</b>	<b>5,597,244</b>	<b>5,939,944</b>	<b>6,115,048</b>	<b>175,104</b>	<b>2.95%</b>	
<b>OTHER FUNDS</b>	<b>158,850</b>	<b>165,821</b>	<b>169,500</b>	<b>178,000</b>	<b>8,500</b>	<b>5.01%</b>	
<b>COMBINED TOTALS</b>	<b>5,289,639</b>	<b>5,763,064</b>	<b>6,109,444</b>	<b>6,293,048</b>	<b>183,604</b>	<b>3.01%</b>	

## Karen Farris

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**From:** Ray Schultz <rschultz@mvpdtx.org>  
**Sent:** Tuesday, March 16, 2021 9:50 AM  
**To:** Karen Glynn; Tom Fullen; Karen Farris  
**Cc:** Jim Huguenard  
**Subject:** MVPD Monthly Data  
**Attachments:** FY22 Budget PowerPoint Summary.pptx; 2021 Crime Maps Master.pptx; PC Monthly Report 2 2021.doc; Committed Time Chart FY2021 New.xlsx; ALPR Color Maps Feb 2021.pptx; Copy of 2021 Total Crime Stats.xlsx; Copy of 2021 ALPR Recovery Totals.xlsx; Council 2022 budget prop.pdf

Good Morning,

Attached is our monthly info. The Commission has asked that I include a summary of our 2022 budget for preliminary discussion. Next month we would like to request approval of the 2022 budget. We are at a 3% increase.

Thank You,  
Ray

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
A	Total Number of YTD Incidents 2021			Life Threatening (LT) EMS Incidents				Life Threatening (LT) Fire Incidents							
	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 2021 Calls are:		Fire Alarms	% of Fire Calls
													Fire	EMS	
Bunker Hill Village	70	25	95	11	3:04	100%	7:13	100%	1	3:25	100%	74%	26%	27	39%
Hedwig Village	38	36	74	18	3:21	100%	3:21	100%	6	3:26	100%	51%	49%	6	16%
Hilshire Village	9	11	20	5	3:13	100%	2:59	100%	0		100%	45%	55%	3	0%
Hunters Creek Village	88	43	131	18	3:14	100%	5:33	100%	9	4:18	100%	67%	33%	43	49%
Piney Point Village	67	38	105	15	3:59	100%	5:06	100%	5	5:46	100%	64%	36%	29	43%
Spring Valley Village	57	27	84	12	2:29	100%	4:18	100%	3	2:03	100%	68%	32%	15	26%
Houston	24	0	24												
<b>Totals</b>	<b>353</b>	<b>180</b>	<b>533</b>	<b>79</b>	<b>3:13</b>	<b>100%</b>	<b>4:45</b>	<b>100%</b>	<b>24</b>	<b>3:47</b>	<b>100%</b>	<b>66%</b>	<b>34%</b>	<b>123</b>	<b>29%</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.

## Karen Farris

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**From:** Zeb Nash <zebnash@sbcglobal.net>  
**Sent:** Wednesday, March 17, 2021 3:49 PM  
**To:** Karen Farris  
**Cc:** Henry Kollenberg; Mark Kobelan; Allen Carpenter; David Foster  
**Subject:** Pictures of the renovation

Continuing to make good progress. New concrete will be poured in the front of the building in about 2 weeks.













Sent from my iPhone

## Karen Farris

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**From:** Zeb Nash <zebnash@sbcglobal.net>  
**Sent:** Wednesday, March 17, 2021 4:01 PM  
**To:** Karen Farris  
**Cc:** Henry Kollenberg  
**Subject:** More pictures

This is from the north end of the building where we had to take down the wall.

-----  
This email has been scanned for spam and viruses by Proofpoint Essentials. Visit the following link to report this email as spam:

[https://us3.proofpointessentials.com/index01.php?mod\\_id=11&mod\\_option=logitem&mail\\_id=1616014883-xXWs14FPBOCV&r\\_address=citysec%40pineypt.org&report=1](https://us3.proofpointessentials.com/index01.php?mod_id=11&mod_option=logitem&mail_id=1616014883-xXWs14FPBOCV&r_address=citysec%40pineypt.org&report=1)







Sent from my iPhone

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: Greater Harris County 9-1-1 Emergency Network

Agenda Item: 3

The Board of Managers of the Greater Harris County 9-1-1 Emergency Communication Network (GHC 9-1-1) is requesting support to continue to enhance their 9-1-1 system. GHC 9-1-1 is requesting the City to consider adopting the attached resolution.

## ***Resolution in Support of Greater Harris County 9-1-1 Legislation***

***Whereas***, for over 37 years, since its establishment in November 1983, Greater Harris County 9-1-1 Emergency Network's (GHC 9-1-1) has provided a highly reliable, accurate, technologically advanced and effective 9-1-1 system to the jurisdictions it serves within the counties of Harris and Fort Bend; and,

***Whereas***, today, GHC 9-1-1 administers service for 49 cities, two counties, and over 150 police, fire, and emergency medical agencies with 39 fully equipped 9-1-1 answering points within GHC 9-1-1's service area; and,

***Whereas***, GHC 9-1-1 has maintained, without incurring debt, a high level of service to an expanded service area and population at the same fee level set over 23 years ago and this fee level is no longer sustainable in such a rapidly growing area; and,

***Whereas***, on behalf of the citizens served, GHC 9-1-1 strives to implement the latest life-saving emergency communications technology commonly known as Next Gen 9-1-1. Next Gen 9-1-1 promises to bring further enhanced capabilities for quick and accurate determination of a caller's location, more reliability and redundancy across the GHC 9-1-1 territory, and the ability to receive critical emergency event data in multi-media formats, such as text and video to 9-1-1; and

***Whereas***, GHC 9-1-1 Board of Managers recognizes that the decades old funding mechanism set by the Texas Legislature in 1997 for wireless devices will not fully cover the cost of implementing Next Gen 9-1-1 to meet a high consumer expectation of 9-1-1 capabilities on wireless devices; and

***Whereas***, it is a major challenge to maintain the current system and keep up with current advancements with a fee level adopted more than two decades ago; and

***Whereas***, GHC 9-1-1 will seek legislation during the upcoming 87th Session of the Texas Legislature to provide for technology improvements of its system by allowing its Board of Managers to set the 9-1-1 wireless fee in the same manner as the Board currently sets the wireline fee—as part of the annual budget; and

***Whereas***, GHC 9-1-1 requests the support of its legislative effort allowing for flexibility, local control, and ability to maintain the lowest 9-1-1 fee possible;

***Now, therefore, be it resolved*** by the City of Piney Point Village that this Resolution be adopted in support of the Greater Harris County 9-1-1 Emergency Network's legislative effort to continue the technological enhancements and operational advancements of the 9-1-1 system to better serve the 9-1-1 emergency needs in Harris and Fort Bend counties, on this the 22 day of March, 2021.

City of Piney Point Village, Texas

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**Mark Kobelan, Mayor**

ATTEST:

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Karen Farris, City Secretary



# Greater Harris County 9-1-1 Emergency Network

January 8, 2021

**Subject: Requesting Support of Legislation for the Enhanced Structure of the GHC 9-1-1 System**

Dear Mayor,

On behalf of the Board of Managers of the Greater Harris County 9-1-1 Emergency Communication Network (GHC 9-1-1), we respectfully ask for your support of our effort to continue to enhance our 9-1-1 system. Attached is a draft resolution for your city to consider adopting. If you choose to adopt the resolution we encourage you to send it to the members that represent your city in the Texas Legislature and a copy to us. We plan to ask the Texas Legislature to allow GHC 9-1-1's Board of Managers to set the 9-1-1 wireless fee in the same manner as the Board currently sets the wireline fee—as part of the annual budget.

When established in 1983, the mission of GHC 9-1-1 was to implement and administer 9-1-1 emergency service—emergency call delivery—for all cities wholly or partially within Harris County and for the unincorporated area of the county. With the enactment of SB 621 by the 79<sup>th</sup> Legislature, GHC 9-1-1's territory was expanded to include all of Fort Bend County. Today, GHC 9-1-1 administers service for 49 cities, two counties, and over 150 police, fire, and emergency medical agencies. There are 39 fully equipped 9-1-1 answering points within GHC 9-1-1's service area.

The 9-1-1 system in Texas is funded by emergency service fees assessed on wireline and wireless services. The wireline fee is set locally by the boards of the local 9-1-1 jurisdictions and by the Commission on State Emergency Communications for those areas in the state's system. The wireless fee of \$0.50 was set by the Legislature in 1997 and is one of the nation's lowest fees. Over the past 23 years, it is essential to note that wireline calls have plummeted, and wireless calls account for approximately 90% of the total annual 9-1-1 call volume in Texas.

As telecommunications technology continues to change rapidly, the 9-1-1 communications community constantly is faced with the challenge of keeping up with current advancements to enable users to access 9-1-1 with a fee adopted more than two decades ago. Just as our Board responsibly sets the rate for the fee charged on wireline phones, we believe it is time we should be allowed to do the same for wireless.

As Chairman of the Board of Managers and Executive Director, we stand committed to continue providing the most advanced, state-of-the-art 9-1-1 emergency call network to your constituents in Harris County and we urge you to support our legislative effort. We are available to discuss this issue or any other as it relates to 9-1-1 emergency communication.

Sincerely,

Russell Rau  
Chairman

Laverne Schwender  
Executive Director

## Karen Farris

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**From:** GHC 9-1-1 Info <info@911.org>  
**Sent:** Friday, March 12, 2021 1:34 PM  
**To:** Daveda Hughes  
**Subject:** Follow-Up: Requesting Support of Legislation for the Enhanced Structure of the GHC 9-1-1 System  
**Attachments:** Memo\_GHC 9-1-1 Resolution in Support of Greater Harris County 9-1-1 Legislation.pdf; Draft\_Resolution in Support of Greater Harris County 9-1-1 Fee Legislation.docx  
**Importance:** High

Good Afternoon,

In January, 2021 Greater Harris County 9-1-1 Emergency Network (GHC 9-1-1) emailed personalized copies of the attached memo and draft resolution to your city (and Mayor) requesting support of legislation for the enhanced structure of the local 9-1-1 system. I am following up today to see if your city has voted on and adopted this resolution. If the resolution has been adopted, please forward a copy to members of the State Legislature that represent your city and send a copy to GHC 9-1-1 for our file. If the resolution has not been adopted, will it be on an upcoming council agenda for considered?

As of this email, this legislation has been filled in the Texas House of Representatives—HB 2248, and the Texas Senate—HB 2911.

GHC 9-1-1 would greatly appreciate the support of your City on this effort. Let contact us if there are any questions.

Best Regards,

**Daveda Hughes**  
Office Manager



**Main:** 832.237.9911  
**Office:** 281.949.5503  
**Fax:** 832.912.1911



<http://www.911.org>

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Greater Harris County 9-1-1 Emergency Network

10220 Fairbanks N. Houston • Houston TX 77064-3406 • USA

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TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: Amegy Bank Signatories

Agenda Item: 4

A Resolution approving certain persons to be authorized to act as signatories on city accounts at Amegy Bank.

RESOLUTION NO. 2021.03.15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS, APPROVING CERTAIN PERSONS TO BE AUTHORIZED TO ACT AS SIGNATORIES ON CITY ACCOUNTS AT AMEGY BANK, THE CITY'S BANKING DEPOSITORY.**

\* \* \* \* \*

**WHEREAS**, the official depository for City funds is Amegy Bank; and

**WHEREAS**, pursuant to its depository contract with Amegy Bank, the governing body of the City shall designate persons authorized to act as signatories for checks or other instruments that provide for withdrawals from the various accounts of the City at such bank; now therefore;

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


**Section 1.** That Mayor Mark Kobelan, Councilmember Michael Herminghaus, and Council Member Conrad H. Kollenberg, Jr. are hereby authorized to act as signatories on the various accounts of the City, in accordance with the terms and conditions of the depository contract.

**Section 2.** The City Secretary is hereby authorized and directed to cause a true and correct copy of this Resolution to be served upon Amegy Bank

PASSED, APPROVED, and RESOLVED this 15 day of March, 2021.

  
\_\_\_\_\_  
Joel Bender, Mayor Pro-Tem

ATTEST

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



## Karen Farris

---

**From:** Karen Farris  
**Sent:** Monday, March 15, 2021 11:00 AM  
**To:** David Olson; Joel Bender  
**Subject:** REVISED Update Amegy Bank Resolution  
**Attachments:** Resolution No. 21.03.15 - bank signatories.doc.pdf

Joel,

Please see attached revised Resolution for bank signatories.

Thank you,

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

---

**From:** David Olson <DOlson@olsonllp.com>  
**Sent:** Monday, March 15, 2021 10:54 AM  
**To:** Karen Farris <citysec@pineypt.org>; Joel Bender <Joel.Bender@cactuswellhead.com>  
**Subject:** RE: [EXTERNAL] Update Amegy Bank Resolution

Looks fine. Just to be picky, you could put an "and" between Michael and Henry's names.

David W. Olson  
Olson & Olson, L.L.P.  
Wortham Tower, Suite 600  
2727 Allen Parkway  
Houston, TX 77019  
Ph: 713.533.3800  
Fx: 713.533.3888  
[dolson@olsonllp.com](mailto:dolson@olsonllp.com)

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**From:** Karen Farris <[citysec@pineypt.org](mailto:citysec@pineypt.org)>  
**Sent:** Monday, March 15, 2021 10:33 AM  
**To:** Joel Bender <[Joel.Bender@cactuswellhead.com](mailto:Joel.Bender@cactuswellhead.com)>; David Olson <[DOlson@olsonllp.com](mailto:DOlson@olsonllp.com)>  
**Subject:** RE: [EXTERNAL] Update Amegy Bank Resolution

Joel & David,

Please review the attached Resolution for bank signatories. You can sign it and email it to me and then when you come in the office I will have an original for you to sign for city records....if that's ok.

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

---

**From:** Joel Bender <[Joel.Bender@cactuswellhead.com](mailto:Joel.Bender@cactuswellhead.com)>  
**Sent:** Monday, March 15, 2021 9:27 AM  
**To:** David Olson <[DOlson@olsonllp.com](mailto:DOlson@olsonllp.com)>; Karen Farris <[citysec@pineypt.org](mailto:citysec@pineypt.org)>  
**Subject:** RE: [EXTERNAL] Update Amegy Bank Resolution

I can come in today if Karen wants me to sign in her presence.

Joel A. Bender  
Cactus Wellhead  
920 Memorial City Way  
Suite 300  
Houston, TX 77024  
713-396-5755 Direct  
713-626-8800 Main  
713-206-3940 Cell

---

**From:** David Olson <[DOlson@olsonllp.com](mailto:DOlson@olsonllp.com)>  
**Sent:** Monday, March 15, 2021 9:25 AM  
**To:** 'Karen Farris' <[citysec@pineypt.org](mailto:citysec@pineypt.org)>  
**Cc:** Joel Bender <[Joel.Bender@cactuswellhead.com](mailto:Joel.Bender@cactuswellhead.com)>  
**Subject:** [EXTERNAL] Update Amegy Bank Resolution

Karen, as discussed, see revised Resolution changing the authorized signees for Amegy Bank. I know you under a time crunch, so I would suggest that you coordinate with Joel (assuming the Mayor is still in Colorado), have him execute the Resolution, and we will ratify approval of the Resolution at the next regular meeting. If Amegy Bank requires an agenda and/or minutes, then we may have to call a special zoom meeting. As another reminder, I still need to review a contract for Paul Davis.

David W. Olson  
Olson & Olson, L.L.P.  
Wortham Tower, Suite 600  
2727 Allen Parkway  
Houston, TX 77019  
Ph: 713.533.3800  
Fx: 713.533.3888  
[dolson@olsonllp.com](mailto:dolson@olsonllp.com)

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TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: CenterPoint Energy 2021 Annual GRIP Adjustment

Agenda Item: 5

Resolution 2021.03.22 suspending the GRIP Adjustment for 45 days.

**RESOLUTION NO. 2021.03.22**

A RESOLUTION BY THE CITY OF PINEY POINT VILLAGE, TEXAS SUSPENDING THE MAY 3, 2021 EFFECTIVE DATE OF THE PROPOSAL BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – HOUSTON DIVISION TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2020 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Piney Point Village, Texas (“City”) is a gas utility customer of CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas–Houston Division, (“CenterPoint” or “the Company”) and a regulatory authority with an interest in the rates and charges of CenterPoint; and

WHEREAS CenterPoint made filings with the City and the Railroad Commission of Texas (“Railroad Commission”) in March 2021, proposing to implement interim rate adjustments (“GRIP Rate Increases”) pursuant to Texas Utilities Code § 104.301 on all customers served by CenterPoint, effective May 3, 2021; and

WHEREAS, it is incumbent upon the City, as a regulatory authority, to examine the GRIP Rate Increases to determine its compliance with the Texas Utilities Code.

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

1. The May 3, 2021, effective date of the GRIP Rate Increases proposed by CenterPoint is hereby suspended for the maximum period allowed by Texas Utilities Code § 104.301(a) to permit adequate time to review the proposed increases, analyze all necessary information, and take appropriate action related to the proposed increases.

2. A copy of this Resolution shall be sent to CenterPoint, care of Keith L. Wall, at 1111 Louisiana Street, CNP Tower 19<sup>th</sup> Floor, Houston, Texas 77002 and to Thomas Brocato,



legal counsel to the City, at Lloyd Gosselink, 816 Congress Ave., Suite 1900, Austin, Texas  
78701.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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

ATTEST:

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

## Karen Farris

---

**From:** David Olson <DOlson@olsonllp.com>  
**Sent:** Thursday, March 11, 2021 10:07 AM  
**To:** Karen Farris  
**Subject:** FW: GCCC : CenterPoint Gas GRIP Filings

Add this email to the agenda packet information for this item, along with the letter from CenterPoint Energy. Once Thomas Brocato sends me the Resolution, we will add that as well.

Consider and take possible action to adopt Resolution suspending the GRIP Adjustment from CenterPoint Energy for 45 days.

David W. Olson  
Olson & Olson, L.L.P.  
Wortham Tower, Suite 600  
2727 Allen Parkway  
Houston, TX 77019  
Ph: 713.533.3800  
Fx: 713.533.3888  
[dolson@olsonllp.com](mailto:dolson@olsonllp.com)

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**From:** Thomas Brocato <[tbrocato@lglawfirm.com](mailto:tbrocato@lglawfirm.com)>  
**Sent:** Friday, March 5, 2021 5:21 PM  
**To:** Thomas Brocato <[tbrocato@lglawfirm.com](mailto:tbrocato@lglawfirm.com)>  
**Cc:** Taylor P. Denison <[tdenison@lglawfirm.com](mailto:tdenison@lglawfirm.com)>; Chris Brewster <[CBrewster@lglawfirm.com](mailto:CBrewster@lglawfirm.com)>  
**Subject:** GCCC : CenterPoint Gas GRIP Filings

### Gulf Coast Coalition of Cities Members:

Yesterday CenterPoint Gas made Interim Rate Adjustment or "GRIP" filings with the cities in their Houston and Texas Coast divisions. For cities in the Houston Division, the Company is seeking recovery of \$153,689,801 in invested capital. This compares to \$157,664,708 last year, \$99,461,495 in 2019 and \$112,238,512 in 2018. The current filing will increase rates to residential customers by \$.99 per month. This will increase the current residential customer charge from \$17.39 to \$18.38 per month. Last year the increase was \$.89 per month.

For cities in the Texas Coast Division, the Company is seeking recovery of \$45,065,113 in invested capital. This compares to \$37,937,732 last year, \$46,935,293 in 2019 and \$31,889,184 in 2018. The current filing will increase rates to residential customers by \$.88 per month. This will increase the current residential customer charge from \$17.77 to \$18.65 per month. Last year the increase was \$.67 per month.

Increases in both divisions are currently scheduled to go into effect on May 3.

Under the GRIP statute cities may not challenge the Company's request. The only action you may take is to suspend the effective date of the rate increase by 45 days. If you are interested in doing so, please let me know and I will provide you with a resolution. You have until May 3 to adopt a resolution suspending the date the rate increase would otherwise go into effect. Please feel free to contact me if you have questions. Thomas



**THOMAS L. BROCATO**

Principal

512-322-5857 Direct

512-914-5061 Cell

Lloyd Gosselink Rochelle & Townsend, P.C.

816 Congress Ave., Suite 1900, Austin, TX 78701

[www.lglawfirm.com](http://www.lglawfirm.com) | 512-322-5800

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March 4, 2021

CenterPoint Energy  
1111 Louisiana Street  
Houston, TX 77002-5231  
P.O. Box 2628  
Houston, TX 77252-2628

Mayor and City Council  
City of Piney Point Village  
Piney Point Village, Texas

**Delivered by Certified Mail**

Re: CenterPoint Energy 2021 Annual GRIP Adjustment for the Houston Division

Dear Madam or Sir:

CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas ("CenterPoint" or the "Company"), files the tariffs and supporting documents, in electronic form, with the City of Piney Point Village ("City") consistent with Section 7.7101 of the Railroad Commission of Texas ("Commission") Gas Services Division Rules and Section 104.301 of the Texas Utilities Code to establish the annual gas reliability infrastructure program ("GRIP") interim rate adjustment ("IRA") for the Company's Houston Division, which includes the City. The proposed IRA will affect rates for natural gas service customers located in the City. Simultaneously with this filing, CenterPoint makes the same GRIP filing with the Commission for customers located in the City's environs and cities of the Houston Division that have ceded original jurisdiction to the Commission.

CenterPoint consistently supplies its customers in the Houston Division with safe and dependable natural gas service by prudently investing in additions and upgrades to its delivery system. The Company will continue to prudently invest in its infrastructure in order to improve its natural gas service to its customers and to anticipate and meet their needs under all operating conditions. The GRIP program enables a gas utility such as CenterPoint to begin recovery of its incremental capital investment in the system, subject to a prudence review in its next rate case. This reduces regulatory lag and incentivizes needed investment. Consistent with Section 104.301 of the Texas Utilities Code and Commission precedent, the City's review of this GRIP filing is limited to a ministerial review to ensure compliance with the GRIP statute.

Pursuant to applicable law, the proposed IRA will become effective on May 3, 2021, unless the City suspends that date for a period of no longer than forty-five (45) days. The approved IRA will be applied to the monthly customer charge and will remain in effect until superseded by the earlier of (1) the effective date of the Company's next annual GRIP adjustment for the Houston Division; or (2) the issuance of a final order in a rate setting proceeding for the Houston Division.

As detailed in the attached schedules and supporting material, the Company invested \$153,689,801 in its Houston Division in calendar year 2020 and the applicable IRA is:

<b>Rate Schedule</b>	<b>Current Customer Charge</b>	<b>Proposed 2021 Interim Rate Adjustment<sup>1</sup></b>	<b>Adjusted Charge</b>	<b>Increase Per Bill</b>
R-2095-I-GRIP 2021; R-2095-U-GRIP 2021 Residential	\$17.39 per customer per month	\$0.99 per customer per month	\$18.38 per customer per month	\$0.99 per customer per month
GSS-2095-I-GRIP 2021; GSS-2095-U-GRIP 2021 General Service Small	\$20.87 per customer per month	\$1.54 per customer per month	\$22.41 per customer per month	\$1.54 per customer per month
GSLV-626-I-GRIP 2021; GSLV-626-U-GRIP 2021 General Service Large Volume	\$224.06 per customer per month	\$23.22 per customer per month	\$247.28 per customer per month	\$23.22 per customer per month

Along with and in support of the proposed IRA, CenterPoint includes the following:

- (a) An earnings monitoring report showing the Company’s earnings for the Houston Division during the 2020 calendar year (under the “Earnings Monitoring Report” section of the enclosed filing).
- (b) An Interim Rate Adjustment Application containing accounting schedules and project reports for the GRIP Adjustment Period including a description of (i) the projects undertaken during the GRIP Adjustment Period (ii) the investment to provide utility service in the Houston Division, which were both completed and placed in service during the GRIP Adjustment Period, (iii) the Company’s prior utility investments in the Houston Division that were either retired or abandoned during the GRIP Adjustment Period, and (iv) the cost, need and customers benefited by those investments and retirements located in IRAs 12, 13, 14 and 15 which are voluminous and are being provided in electronic form only.
- (c) The Company’s calculations of the GRIP Adjustment amount to go into effect on the later of the Planned Effective Date or the end of any suspension period

<sup>1</sup> On December 22, 2017, the Tax Cuts and Jobs Act of 2017 (the “TCJA”) was signed into law. The TCJA reduced the federal corporate income tax rate from 35% to 21%. The Company has calculated the GRIP Adjustment using the 35% federal corporate income tax rate approved in GUD No. 10567. The Company has also calculated and is seeking approval of the GRIP Adjustment using the 21% federal corporate income tax rate under the Tax Cuts and Jobs Act of 2017. The Proposed 2021 Interim Rate Adjustment in the table above has been calculated using the reduced corporate income tax rate of 21%.

imposed (under the “Interim Rate Adjustment Application” section of the enclosed filing). The Company has calculated the GRIP Adjustment using the 35% federal corporate income tax rate approved in GUD No. 10567. The Company has also calculated and is seeking approval of the GRIP Adjustment using the 21% federal corporate income tax rate under the Tax Cuts and Jobs Act of 2017.

(d) Affidavits by Kristie Colvin, Brian K. Gower and Tal R. Centers, Jr. (under the “Affidavits” section of the enclosed filing).

- Ms. Colvin’s affidavit verifies (i) that the Houston Division’s books and records are kept in accordance with the rules of the Commission and (ii) that the reports enclosed accurately reflect the Houston Division’s books and records related to the information in those reports.
- Mr. Gower’s affidavit verifies the notice of the GRIP filing through customer bill inserts.
- Mr. Centers’ affidavit concerns the reimbursement of relocation expenses.

In addition, the source documentation and workpapers supporting the data and calculations contained in the foregoing reports is maintained in CenterPoint’s electronic databases which are available for review. To schedule an opportunity to review the electronic databases or any hard copy project files related to the new investment or retirements, please contact me at (713) 207-5946.

Notice of this proceeding will be provided to affected customers in the Houston Division by bill insert or by separate mailing within 45 days after the date of this filing in accordance with the applicable law.

Please accept for filing the above-mentioned tariffs, filing package and enclosures. Instead of a binder with a hard copy of the filing, the Company has provided the equivalent in electronic form in the folder called Electronic Copy of Filing.

Although only the incorporated tariffs are applicable to the City, the Company has also included in its filing package both incorporated and unincorporated tariffs.

There have been no changes to the IRA forms since the Company’s last filing, other than adding a column on IRA-18 and IRA-19 to show ‘Allocated Original Cost’.


If the City takes any action regarding this filing, please send signed documents, such as, ordinances, resolutions and minutes to the following address:

City of Piney Point Village  
March 4, 2021  
Page 4

Keith L. Wall  
1111 Louisiana Street  
CNP Tower 19<sup>th</sup> Floor  
Houston, Texas 77002

Please do not hesitate to contact me with any questions you may have regarding this filing.

Sincerely,

A handwritten signature in black ink that reads "Keith L. Wall". The signature is written in a cursive style with a large, sweeping "K" and "W".

Keith L. Wall  
Director of Regulatory Affairs

Attachments

cc: Mr. Tal Centers  
Mr. Sam Chang  
Ms. Gracy Rodriguez

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: 2020 Audit

Agenda Item: 6





March 19, 2021

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

We have audited the financial statements of the City of Piney Point Village, Texas (the "City"), for the year ended December 31, 2020, and have issued our report thereon dated March 19, 2021. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility under Government Auditing Standards**

As communicated in our engagement letter dated Jun 26, 2020, our responsibility, as described by professional standards, is to plan and perform our audit to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of City of Piney Point Village, Texas solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material weaknesses, and other matters noted during our audit in a separate letter to you dated March 19, 2021.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

Our firm and staff do not have any existing relationships, conflicts of interest, or other conditions or circumstances that would impair our independence with the City under U.S. GAAS or *Government Auditing Standards*

For any nonattest service provided by our firm management maintained responsibility for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

### **Qualitative Aspects of the Entity's Significant Accounting Practices**

#### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note I to the financial statements. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

#### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive

because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate of the useful lives of capital assets is based on industry standards relating to capital assets. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

#### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting City of Piney Point Village's financial statements relate to long-term debt.

#### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

#### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. We noted no such misstatements whose effects, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. Management has corrected all material misstatements. See EXHIBIT 1 for a list of corrected misstatements.

#### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to City of Piney Point Village's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated March 19, 2021.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Modification of the Auditor's Report**

Our audit opinion includes an emphasis-of-a-matter paragraph. As discussed in Note V.F to the financial statements, there was a restatement of beginning net position within governmental type activities due to the change in deferred inflows. Our opinion is not modified with respect to this matter.

### **Other Significant Findings or Issues**

In the normal course of our professional association with City of Piney Point Village, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as City of Piney Point Village's auditors.

### **Other Information in Documents Containing Audited Financial Statements *(if applicable)***

Pursuant to professional standards, our responsibility as auditors for other information in documents containing the City of Piney Point Village's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform any procedures to corroborate such other information.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

Auditor's Communication with Governance  
City of Piney Point Village, Texas

This report is intended solely for the information and use of the City Council and management of City of Piney Point Village and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

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

BrooksWatson & Co. PLLC

Houston, Texas

**EXHIBIT 1**

**Corrected Misstatements**

<b>Account</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
<b>Adjusting Journal Entries JE # 1</b>			
To adjust fund balance to roll from PY			
10-3003	Fund Balance	55,909.40	
40-2300	Construction Retainage Payable	120,074.15	
10-2001	Accounts Payable		36,227.21
10-2601	Construction Retainage Payable		19,682.19
40-3000	Fund Balance		120,074.15
<b>Total</b>		<b>175,983.55</b>	<b>175,983.55</b>
<b>Adjusting Journal Entries JE # 2</b>			
To restate for unprocessed invoices improperly accrued for in PY			
10-2001	Accounts Payable	43,800.21	
10-3003	Fund Balance		43,800.21
<b>Total</b>		<b>43,800.21</b>	<b>43,800.21</b>
<b>Adjusting Journal Entries JE # 3</b>			
To correct bond principal and interest payments			
20-500-5820	Interest Expense for Bonds	99,475.00	
20-500-5821	Bond Principal Payments	1,320,000.00	
20-2001	Accounts Payable		1,419,475.00
<b>Total</b>		<b>1,419,475.00</b>	<b>1,419,475.00</b>
<b>Adjusting Journal Entries JE # 4</b>			
To true up accrued wages for FY 20			
10-540-5301	Gross Wages	7,272.16	
10-2500	Accrued Wages		7,272.16
<b>Total</b>		<b>7,272.16</b>	<b>7,272.16</b>
<b>Adjusting Journal Entries JE # 5</b>			
To record transfer of capital funds to general fund per ordinance 2020.03.22.10			
10-1100	Claim on Cash	26,937.47	
40-4850	Transfer Out	26,937.47	
10-4850	Transfer In		26,937.47
40-1100	Claim on Cash		26,937.47
<b>Total</b>		<b>53,874.94</b>	<b>53,874.94</b>
<b>Adjusting Journal Entries JE # 6</b>			
BWC noted the below invoice should not have been accrued for as of 12/31/20.			
10-2001	Accounts Payable	7,573.00	
10-560-5506	Right-of-Way Mowing		7,573.00
<b>Total</b>		<b>7,573.00</b>	<b>7,573.00</b>

Auditor's Communication with Governance  
City of Piney Point Village, Texas

**Adjusting Journal Entries JE # 7**

To adjust prop tax receivables and deferred/unearned revenue

10-1203	Property Tax receivable-PY	48,638.75	
10-1204	Property Tax Receivable-CY	226,604.17	
10-2109 audit	Due from other fund	348,914.48	
10-4101	Property Tax Revenue (M&O Portion)	1,683,752.79	
20-1200	Property Tax Receivable-PY	10,671.69	
20-2701	Unearned Revenue-Property Tax	148,823.27	
20-4101	Property Tax Revenue	390,317.75	
10-1108	Cash with Agent		488,574.18
10-2130	Deferred Revenue-Property Tax		1,784,743.62
10-2704	Unearned Revenue-CY Prop Taxes		34,592.39
20-1108	Cash with Agent		144,914.14
20-1201	Property Tax Receivable-CY		42,918.40
20-1300	Due to/From General Fund		348,914.48
20-2130	Deferred Revenue-Property Tax		13,065.69
<b>Total</b>		<b>2,857,722.90</b>	<b>2,857,722.90</b>

**Adjusting Journal Entries JE # 8**

To true up retainage payable as of year-end

10-570-5640	Surrey Oaks	63,076.95	
10-570-5806	Drainage and Sidewalks	71,423.13	
10-2601	Construction Retainage Payable		63,076.95
10-2602	Construction Retainage Payable- Beinhorn		71,423.13
<b>Total</b>		<b>134,500.08</b>	<b>134,500.08</b>

**Adjusting Journal Entries JE # 9**

To removed settlement to Hayden paving that was paid and accrued for in PY

40-2200	Deferred Revenue	286,000.00	
40-500-5670	N. Piney Point Road Project		286,000.00
<b>Total</b>		<b>286,000.00</b>	<b>286,000.00</b>

**Adjusting Journal Entries JE # 10**

To correct accounting of employer taxes incorrectly reported as part of wages.

10-540-5306	FICA/Medicare/FUTA	21,612.80	
10-540-5301	Gross Wages		21,612.80
<b>Total</b>		<b>21,612.80</b>	<b>21,612.80</b>

**Adjusting Journal Entries JE # 11**

To correct gross wages and accrued liability accounts for benefits that were improperly accounted by third party firm.

10-540-5301	Gross Wages	21,784.30	
10-2052	Employee Insurance Payable		10,933.45
10-2062	TMRS Payable		10,850.85
<b>Total</b>		<b>21,784.30</b>	<b>21,784.30</b>

**Adjusting Journal Entries JE # 12**

To correct entry made by 3rd party firm for Metro fund close out

10-4800	Miscellaneous Income	68,671.93	
50-4850	Transfer In	68,671.93	
10-4850	Transfer In		68,671.93
50-4400	Interest		68,671.93
<b>Total</b>		<b>137,343.86</b>	<b>137,343.86</b>

Auditor's Communication with Governance  
City of Piney Point Village, Texas

**Adjusting Journal Entries JE # 13**

Below items should have been accrued for as of 12/31/20.

10-510-5020	Miscellaneous	9,405.00	
10-570-5606	Road/Drainage Projects	7,694.89	
10-2001	Accounts Payable		17,099.89
<b>Total</b>		<b>17,099.89</b>	<b>17,099.89</b>

**Adjusting Journal Entries JE # 15**

To true up current year revenues and receivables for franchise taxes.

10-4602	Franchise Fees/Cable Communications	19,102.40	
10-4607	Franchise Fees/Telephone	6,691.70	
10-1205	Other Receivables		5,343.27
10-2131	Other Deferred Revenue		20,450.83
<b>Total</b>		<b>25,794.10</b>	<b>25,794.10</b>

**Adjusting Journal Entries JE # 16**

To correct allocation of court fines and fees recognized as revenue and that due to the state comptroller as of year end.

10-2106	Due To-State Comptroller	8,994.29	
10-4300	Municipal Court Net Fees/Fines		8,994.29
<b>Total</b>		<b>8,994.29</b>	<b>8,994.29</b>

**Adjusting Journal Entries JE # 17**

To reverse entry 3553 in fund 99. (Entry 3554 was booked by the City to reverse this entry, but only reverse the fund 10 portion of entry 3553.)

99-2190	Due to Other Funds	1,000,000.00	
99-1101	Cash		1,000,000.00
<b>Total</b>		<b>1,000,000.00</b>	<b>1,000,000.00</b>

**Adjusting Journal Entries JE # 18**

To reverse prepaid alarm fees from prior year.

10-2702	Deferred Revenue-Alarm Fees	22,500.00	
10-4508	Security Alarm Systems Registrations		22,500.00
<b>Total</b>		<b>22,500.00</b>	<b>22,500.00</b>





March 19, 2021

To the City Council and Management  
City of Piney Point Village, Texas

In planning and performing our audit of the financial statements of the City of Piney Point Village, Texas (the "City"), as of and for the year ended December 31, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control that we consider to be material weaknesses. However, as discussed below, we identified certain matters involving the internal control and other operational matters that are presented for your consideration. This letter does not affect our report dated March 19, 2021 on the financial statements of the City. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, perform any additional study of these matters, or assist you in implementing the recommendations. Our comments are summarized as follows:

## 1. GENERAL ACCOUNTING AND ACCOUNTING CLOSE PROCESSES

### Finding

Management is responsible for its closing process and assuring the yearend trial balance is consistent with generally accepted accounting principles "GAAP". As a part of our audit we encountered several accounts that required adjustment to be consistent with GAAP. These adjustments are listed in the audit communication letter provided to the Council.

### Recommendation

Management should evaluate errors and determine extent of any necessary improvements in processes to implement.

## 2. BANK RECONCILIATION

### Finding

Reconciling items within the bank reconciliation were recorded in error causing the book balance per the bank reconciliation not to match the bank balance per the trial balance.

### Recommendation

The City should review the reconciliations completed by the third party accountant to ensure there are no discrepancies between the reconciliation and the trial balance, and should research any noted items in order to resolve the discrepancies.

Other matters are any additional noteworthy items that are unrelated to internal control such as compliance with laws and regulations. We noted other matters involving the internal control and its operation as follows:

## 3. DEFICIT POOLED CASH BALANCES

### Finding

The City has 5 accounts that make up the City's pooled cash. Of these 5 accounts 1 contained a negative account balance, effectively receiving a loan from another fund.

**Recommendation**

The City should ensure that each fund does not have a deficit cash balance by replenishing the pooled cash account with unrestricted funds available within the corresponding fund, or by approving a transfer from another fund.

**4. PERMITS**

**Finding**

The City is still using the value of a remodel when determining the permit fee. House Bill 852 prohibits this practice for residential structures or improvements.

**Recommendation**

The City should review the adopted permit fees and ensure that residential structures and improvements are consistent with House Bill 852.

**5. OLD RECONCILING ITEMS**

**Finding**

Various old immaterial reconciling items were identified when examining bank reconciliations.

**Recommendation**

The City should consider addressing the old balances (i.e. writing them off, escheating them, etc.)

The following are additional noteworthy items concerning recent laws, regulations or accounting pronouncements that may impact the City's operations and procedures:

**1. Government Accounting Standards Board (GASB) Statement No. 87, *Leases* (GASB-87)**

GASB-87 was postponed by GASB 95 due to COVID-19 and is now effective for reporting periods beginning after June 15, 2021. GASB-87 will replace the current operating and capital lease categories with a single model for lease accounting based on the concept that leases are a means to finance the right to use an asset. Under the new rules, the City will recognize a lease liability and an intangible asset for all noncancelable leases greater than one year while the lessor will recognize a lease receivable and a deferred inflow of resources. The intangible asset will have similar characteristics to other capital assets and may be amortized depending on various provisions of the asset (or the lease) and if need be, may be impaired.

The accounting for a lessor is complimentary. A lease receivable is established at contract inception equal to the present value of the expected payments over the lease

Auditor's Communication of Significant Deficiencies and Material Weaknesses  
City of Piney Point Village, Texas

term. As payments are received the lease receivable is reduced and interest revenue is recognized. A deferred inflow is recorded equal to the lease receivable and any payments that are made at the beginning of the lease.

The initial application of this accounting standard will require substantial evaluation and will result in additional accounting and reporting requirements.

This communication is intended solely for the information and use of the City Council and management, and others within the City, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

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

BrooksWatson & Co., PLLC

Houston, Texas

# ANNUAL FINANCIAL REPORT 2020

FOR FISCAL YEAR ENDED  
DECEMBER 31, 2020



**CITY OF PINEY POINT VILLAGE, TEXAS**

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*ANNUAL FINANCIAL REPORT*

of the

**City of Piney Point Village, Texas**

**For the Year Ended  
December 31, 2020**

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# City of Piney Point Village, Texas

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## *INDEPENDENT AUDITOR'S REPORT*

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

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Piney Point Village, Texas (the "City"), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

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

### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City as of December 31, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### *Emphasis of Matter*

As discussed in Note V.G. to the financial statements, the City restated its beginning fund balance and net position within governmental activities to correct accounts payable and change the reporting of nonmajor funds. Our opinion is not modified with respect to this matter.

### *Other Matters*

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the general fund budgetary comparison information, the schedule of changes in net pension liability and related ratios, the schedule of employer contributions to pension plan, and schedule of changes in the other postemployment benefits liability and related ratios, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

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

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

BrooksWatson & Co., PLLC  
Certified Public Accountants  
Houston, Texas  
March 19, 2021

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

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# City of Piney Point Village, Texas

## MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

### December 31, 2020

As management of the City of Piney Point Village, Texas (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2020.

#### **Financial Highlights**

- The City's total combined net position is \$32,689,237 at December 31, 2020. Of this, \$4,655,996 (unrestricted net position) may be used to meet the City's ongoing obligations to its citizens and creditors.
- At the close of the current fiscal year, the City's governmental funds reported combined fund balances of \$4,591,616, a decrease of \$2,047,389.
- As of the end of the year, the unassigned fund balance of the general fund was \$4,329,064 or 48% of total general fund expenditures.
- The City had an overall increase in net position of \$630,980. The majority of the City's net position is invested in capital assets and restricted for specific purposes.

#### **Overview of the Financial Statements**

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

#### **Government-Wide Statements**

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

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

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

**City of Piney Point Village, Texas**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued**  
**December 31, 2020**

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

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

## **FUND FINANCIAL STATEMENTS**

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

### **Governmental Funds**

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

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

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

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

**City of Piney Point Village, Texas**  
*MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued*  
December 31, 2020

**Notes to Financial Statements**

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

**Other Information**

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

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted previously, net position may serve over time as a useful indicator of the City's financial position. For the City, assets exceeded liabilities by \$32,689,237 as of December 31, 2020, in the primary government.

The largest portion of the City's net position, \$27,752,537, reflects its investments in capital assets (e.g., land, infrastructure, and streets), less any debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the assets themselves cannot be used to liquidate these liabilities.

**City of Piney Point Village, Texas**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued**  
**December 31, 2020**

**Statement of Net Position:**

The following table reflects the condensed Statement of Net Position:

	<b>Governmental Activities</b>	
	<b>2020</b>	<b>2019</b>
Current and other assets	\$ 12,303,271	\$ 14,831,403
Long-term assets	33,648,227	32,450,388
<b>Total Assets</b>	45,951,498	47,281,791
<b>Deferred Outflows of Resources</b>		
	47,069	70,191
Other liabilities	1,890,487	2,321,070
Long-term liabilities	4,409,821	5,879,019
<b>Total Liabilities</b>	6,300,308	8,200,089
<b>Deferred Inflows of Resources</b>		
	7,009,022	7,093,636
Net Position:		
Net investment in capital assets	27,752,537	24,826,846
Restricted	280,704	330,080
Unrestricted	4,655,996	6,901,331
<b>Total Net Position</b>	\$ 32,689,237	\$ 32,058,257

**City of Piney Point Village, Texas**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued**  
**December 31, 2020**

**Statement of Activities:**

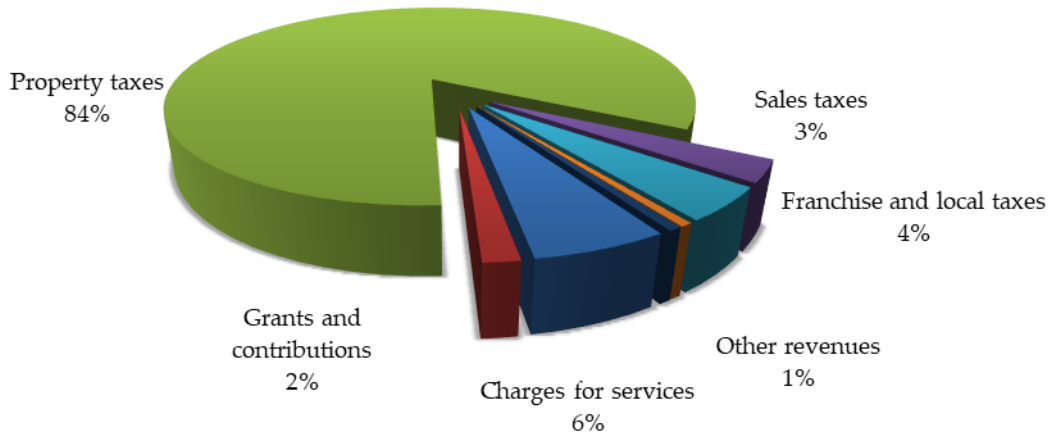
The following table provides a summary of the City's changes in net position:

	<b>Governmental Activities</b>	
	<b>2020</b>	<b>2019</b>
<b>Revenues</b>		
Program revenues:		
Charges for services	\$ 500,737	\$ 593,497
Grants and contributions	136,398	213,358
General revenues:		
Property taxes	7,123,898	6,802,062
Sales taxes	261,210	228,761
Franchise and local taxes	383,715	390,942
Investment income	47,002	198,019
Other revenues	51,655	163,630
<b>Total Revenues</b>	<b>8,504,615</b>	<b>8,590,269</b>
<b>Expenses</b>		
General government	1,337,506	1,286,387
Public safety	4,146,949	4,383,780
Municipal court	45,506	93,483
Public works	2,240,342	1,760,908
Interest and fiscal charges	103,332	145,348
<b>Total Expenses</b>	<b>7,873,635</b>	<b>7,669,906</b>
<b>Change in Net Position</b>	<b>630,980</b>	<b>920,363</b>
Beginning Net Position	32,058,257	31,137,894
<b>Ending Net Position</b>	<b>\$ 32,689,237</b>	<b>\$ 32,058,257</b>

**City of Piney Point Village, Texas**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued**  
**December 31, 2020**

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

**Governmental Activities - Revenues**

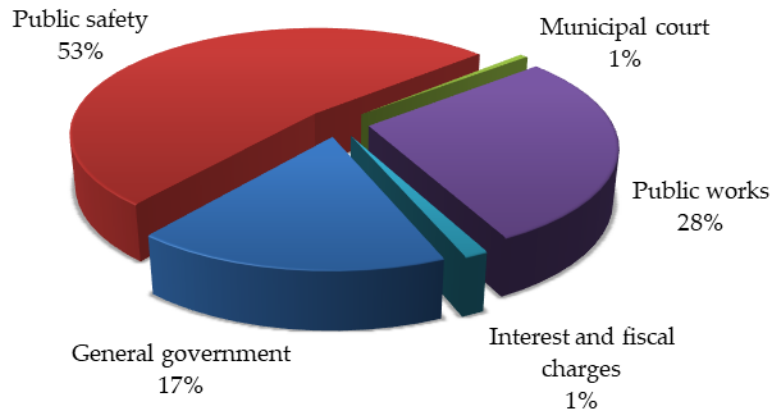


For the year ended December 31, 2020, revenues from governmental activities totaled \$8,504,615. Property tax is the City's largest revenue source at \$7,123,898, an increase of \$321,836 or 5% due to an increase in assessed property value. Charges for services decreased \$92,760 or 16%, which is primarily a result of the reduction in court activity caused by the COVID-19 pandemic. Grants and contributions decreased \$76,960 or 56% due to some nonrecurring contributions received in the previous year. Sales taxes increased \$32,449 or 14% due to added online sales. In addition, investment income decreased \$151,017 or 76% primarily due to lower interest rates caused by changing market conditions. Other revenues decreased by \$111,975 primarily due to nonrecurring reimbursements received in the previous year for the cost of repairs made to a privately owned street, as well as nonrecurring settlement recoveries. All other revenues remained relatively stable when compared to the previous year.

**City of Piney Point Village, Texas**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued**  
**December 31, 2020**

This graph shows the governmental function expenses of the City:

**Governmental Activities - Expenses**



For the year ended December 31, 2020, expenses for governmental activities totaled \$7,873,635. This represents an increase of \$203,729 or 3% from the prior year. The City's largest functional expense is public safety of \$4,146,949, which decreased by \$236,831 or 5% from the previous year. The decrease is primarily due to the nonrecurring costs of the Village Fire Department development costs in the previous year. General government expenses increased \$51,119 or 4% due primarily to the added costs of noncapital information and technology expenses during the year. Municipal court expenses decreased \$47,977 due to a reduction in personnel costs, as well as the nonrecurring utilization of available municipal court child safety funds in the previous year. Public works expenses increased by \$479,434 or 27% primarily due to higher repairs and maintenance costs in the current year. Interest and fiscal charges decreased \$42,016 or 29%, which is consistent with debt service schedules for long-term debt. All other expenses remained relatively stable when compared to the previous year.

**FINANCIAL ANALYSIS OF THE CITY'S FUNDS**

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

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

As of the end of the year the general fund reflected a total unassigned fund balance of \$4,329,064. The general fund decreased by \$1,934,869 primarily due to the utilization of available funds for planned capital expenditures.

The debt service fund reflected a total balance of \$170,531, a decrease of \$2,552. The change was due to the City utilizing available funds to service the debt.

**City of Piney Point Village, Texas**  
*MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued*  
**December 31, 2020**

The capital projects fund had a decrease of \$113,664, eliminating the remainder of the fund balance. The change is due to the utilization of funds for capital projects throughout the year.

There was a decrease in governmental fund balance of \$2,047,389 from the prior year. The change is primarily attributable to the utilization of funds on hand for capital expenditures. The total of all governmental funds reflected a total fund balance of \$4,591,616. Of this, \$92,021 is restricted for municipal court and \$170,531 is restricted for debt service.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

There was a total positive budget variance of \$66,875 in the general fund. This is a combination of a negative revenue variances of \$187,375 and a positive expenditure variances of \$158,641. In addition, there were unbudgeted transfers in of \$95,609. Expenditures exceeded appropriations for general government by \$18,979, public safety by \$83,113, municipal court by \$14,987, and public works by \$186,346.

**CAPITAL ASSETS**

As of the end of the year, the City's governmental activities funds had invested \$33,645,953 in a variety of capital assets and infrastructure, net of accumulated depreciation. Depreciation is included with the governmental capital assets as required by GASB Statement No. 34.

Major capital asset events during the current year include the additions of construction in progress over road and drainage construction totaling \$2,175,492. More detailed information about the City's capital assets is presented in note IV. C to the financial statements.

**LONG-TERM DEBT**

At the end of the current year, the City had total bonds outstanding of \$5,440,000. During the year, the City experienced a net decrease in the long-term debt of \$1,320,000. More detailed information about the City's long-term liabilities is presented in note IV. D. to the financial statements.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

While the City is an entirely residential community, it has continued to maintain new growth as an attractive destination for Houston-based families. The City's appraised values continue to grow and this has allowed the City to retain its 2020 tax rate for 2021.

The City adopted a budget similar to last year's budget for 2021, retaining the same tax rate with no increases. Since the City's largest revenue source is property taxes, it is important to note that the City's collection rate is near 100%. The City's 2021 budget will continue to provide necessary services. Long-



**City of Piney Point Village, Texas**  
*MANAGEMENT'S DISCUSSION AND ANALYSIS, Continued*  
**December 31, 2020**

term funds, including new debt funds that will be used to continue improving drainage and maintaining streets while holding tax rates level.

**CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

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

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## ***FINANCIAL STATEMENTS***

# City of Piney Point Village, Texas

## STATEMENT OF NET POSITION (Page 1 of 2)

December 31, 2020

	<u>Primary Government Governmental Activities</u>
<b><u>Assets</u></b>	
Current assets:	
Cash and cash equivalents	\$ 7,753,666
Receivables, net	4,549,605
	<hr/>
<b>Total Current Assets</b>	<b>12,303,271</b>
	<hr/>
Net pension asset	2,274
Capital assets:	
Non-depreciable	2,505,278
Net depreciable capital assets	31,140,675
	<hr/>
<b>Total Noncurrent Assets</b>	<b>33,648,227</b>
	<hr/>
<b>Total Assets</b>	<b>45,951,498</b>
	<hr/>
<b><u>Deferred Outflows of Resources</u></b>	
Deferred charge on refunding	3,897
Pension contributions	36,826
Pension changes in assumptions	3,825
OPEB contributions	213
OPEB changes in assumptions	2,308
	<hr/>
<b>Total Deferred Outflows of Resources</b>	<b>\$ 47,069</b>
	<hr/>

# City of Piney Point Village, Texas

## STATEMENT OF NET POSITION (Page 2 of 2)

December 31, 2020

### Liabilities

#### Current liabilities:

Accounts payable and accrued liabilities	\$	299,094
Customer deposits		149,485
Accrued interest payable		61,257
Compensated absences due within one year		15,651
Long-term debt due within one year		1,365,000

**Total Current Liabilities** 1,890,487

#### Noncurrent liabilities:

Compensated absences due in more than one year		1,739
Long-term debt due in more than one year		4,378,131
OPEB liability		29,951

**Total Noncurrent Liabilities** 4,409,821

**Total Liabilities** 6,300,308

### Deferred Inflows of Resources

Pension difference in experience		3,517
Pension difference in earnings		21,256
OPEB difference in experience		1,830
Unavailable revenue - property taxes		6,982,419

**Total Deferred Inflows of Resources** 7,009,022

### Net Position

Net investment in capital assets		27,752,537
Restricted		280,704
Unrestricted		4,655,996

**Total Net Position** \$ 32,689,237

See Notes to Financial Statements.

# City of Piney Point Village, Texas

## STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2020

Functions/Programs	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
<b>Primary Government</b>			
<b>Governmental Activities</b>			
General government	\$ 1,337,506	\$ -	\$ -
Public safety	4,146,949	-	-
Municipal court	45,506	95,168	-
Public works	2,240,342	405,569	136,398
Interest and fiscal charges	103,332	-	-
<b>Total Governmental Activities</b>	<b>7,873,635</b>	<b>500,737</b>	<b>136,398</b>

**General Revenues:**

Taxes

Property taxes

Sales taxes

Franchise and local taxes

Investment income

Other revenues

**Total General Revenues**

**Change in Net Position**

Beginning Net Position

**Ending Net Position**

See Notes to Financial Statements.

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

---

**Primary  
Government  
Governmental  
Activities**

---

\$ (1,337,506)  
(4,146,949)  
49,662  
(1,698,375)  
(103,332)  

---

(7,236,500)  

---

7,123,898  
261,210  
383,715  
47,002  
51,655  

---

7,867,480  

---

630,980  
32,058,257  

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\$ 32,689,237  

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# City of Piney Point Village, Texas

## BALANCE SHEET GOVERNMENTAL FUNDS December 31, 2020

	General	Debt Service	Nonmajor Capital Projects	Nonmajor Special Revenue
<b><u>Assets</u></b>				
Cash and cash equivalents	\$ 4,508,592	\$ 2,511,773	\$ 1,350	\$ 92,021
Cash with fiscal agent	517,074	122,856	-	-
Receivables, net	3,689,741	859,864	-	-
Due from other funds	1,934,954	-	-	-
<b>Total Assets</b>	<b>\$ 10,650,361</b>	<b>\$ 3,494,493</b>	<b>\$ 1,350</b>	<b>\$ 92,021</b>
<b><u>Liabilities</u></b>				
Accounts payable and accrued liabilities	\$ 297,744	\$ -	\$ 1,350	\$ -
Customer deposits	149,485	-	-	-
Due to other funds	-	1,934,954	-	-
<b>Total Liabilities</b>	<b>447,229</b>	<b>1,934,954</b>	<b>1,350</b>	<b>-</b>
<b><u>Deferred Inflows of Resources</u></b>				
Unavailable revenue - franchise taxes	20,451	-	-	-
Unavailable revenue - property taxes	5,853,617	1,389,008	-	-
<b>Total Deferred Inflows of Resources</b>	<b>5,874,068</b>	<b>1,389,008</b>	<b>-</b>	<b>-</b>
<b><u>Fund Balances</u></b>				
Restricted:				
Municipal court	-	-	-	92,021
Debt service	-	170,531	-	-
Unassigned:	4,329,064	-	-	-
<b>Total Fund Balances</b>	<b>4,329,064</b>	<b>170,531</b>	<b>-</b>	<b>92,021</b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b>\$ 10,629,910</b>	<b>\$ 3,494,493</b>	<b>\$ 1,350</b>	<b>\$ 92,021</b>

See Notes to Financial Statements.



**Total  
Governmental  
Funds**

---

\$ 7,113,736  
639,930  
4,549,605  
1,934,954  

---

**\$ 14,238,225**

\$ 299,094  
149,485  
1,934,954  

---

**2,383,533**

20,451  
7,242,625  

---

**7,263,076**

92,021  
170,531  
4,329,064  

---

**4,591,616**

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**\$ 14,217,774**

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# City of Piney Point Village, Texas

## RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION GOVERNMENTAL FUNDS

December 31, 2020

<b>Fund Balances - Total Governmental Funds</b>		\$ 4,591,616
 <b>Adjustments for the Statement of Net Position:</b>		
Capital assets used in governmental activities are not current financial resources and, therefore, not reported in the governmental funds.		
Capital assets - non-depreciable		2,505,278
Capital assets - net depreciable		31,140,675
 Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the governmental funds.		
Property tax receivables		260,206
Franchise tax receivables		20,451
 Deferred outflows of resources, represent a consumption of net position that applies to a future period(s) and is not recognized as an outflow of resources (expense/ expenditure) until then.		
Deferred charge on refunding		3,897
Pension contributions		36,826
Pension difference in earnings		(21,256)
Pension change in assumptions		3,825
Pension difference in experience		(3,517)
OPEB contributions		213
OPEB difference in experience		(1,830)
OPEB change in assumptions		2,308
 Some liabilities, including bonds payable and deferred charges, are not reported as liabilities in the governmental funds.		
Accrued interest		(61,257)
Compensated absences		(17,390)
Bond premium		(303,131)
Long-term debt		(5,440,000)
Net pension liability		2,274
OPEB liability		(29,951)
<b>Net Position of Governmental Activities</b>	<b>\$</b>	<b><u><u>32,689,237</u></u></b>

See Notes to Financial Statements.

# City of Piney Point Village, Texas

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

For the Year Ended December 31, 2020

	General	Debt Service	Nonmajor Capital Projects	Nonmajor Special Revenue
<b>Revenues</b>				
Property tax	\$ 5,575,705	\$ 1,486,488	\$ -	\$ -
Sales tax	261,210	-	-	-
Franchise and local taxes	363,264	-	-	-
License and permits	405,569	-	-	-
Intergovernmental	136,398	-	-	-
Fines and forfeitures	89,507	-	-	5,661
Investment income	34,363	12,585	50	4
Other revenue	51,655	-	-	-
<b>Total Revenues</b>	<b>6,917,671</b>	<b>1,499,073</b>	<b>50</b>	<b>5,665</b>
<b>Expenditures</b>				
Current:				
General government	1,339,861	-	-	-
Public safety	4,146,949	-	-	-
Municipal court	43,537	-	-	1,969
Public works	576,146	-	-	-
Capital outlay	2,841,656	-	18,105	-
Debt Service:				
Principal	-	1,320,000	-	-
Interest and fiscal charges	-	181,625	-	-
<b>Total Expenditures</b>	<b>8,948,149</b>	<b>1,501,625</b>	<b>18,105</b>	<b>1,969</b>
<b>Excess of Revenues Over (Under)</b>				
<b>Expenditures</b>	<b>(2,030,478)</b>	<b>(2,552)</b>	<b>(18,055)</b>	<b>3,696</b>
<b>Other Financing Sources (Uses)</b>				
Transfers in	95,609	-	-	-
Transfers (out)	-	-	(95,609)	-
<b>Total Other Financing Sources (Uses)</b>	<b>95,609</b>	<b>-</b>	<b>(95,609)</b>	<b>-</b>
<b>Net Change in Fund Balances</b>				
	<b>(1,934,869)</b>	<b>(2,552)</b>	<b>(113,664)</b>	<b>3,696</b>
Beginning fund balances	6,263,933	173,083	113,664	88,325
<b>Ending Fund Balances</b>	<b>\$ 4,329,064</b>	<b>\$ 170,531</b>	<b>\$ -</b>	<b>\$ 92,021</b>

See Notes to Financial Statements.

**Total  
Governmental  
Funds**

---

\$ 7,062,193  
261,210  
363,264  
405,569  
136,398  
95,168  
47,002  
51,655

---

8,422,459

---

1,339,861  
4,146,949  
45,506  
576,146  
2,859,761

1,320,000  
181,625

---

10,469,848

---

(2,047,389)

95,609  
(95,609)

---

-

---

(2,047,389)

6,639,005

---

\$ 4,591,616

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# City of Piney Point Village, Texas

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

**For the Year Ended December 31, 2020**

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

Net changes in fund balances - total governmental funds	\$ (2,047,389)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	2,175,492
Depreciation expense	(979,927)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

82,156

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

Compensated absences	898
Accrued interest	15,007

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

Amortization of deferred charges on refunding	(3,901)
Amortization of premium	67,187
Principal payments	1,320,000
Pension expense	4,478
OPEB expense	(3,021)

<b>Change in Net Position of Governmental Activities</b>	<b>\$ 630,980</b>
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See Notes to Financial Statements.

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# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2020

### I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Description of Government-Wide Financial Statements

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

#### B. Reporting Entity

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

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### Joint Venture

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

#### Village Fire Department

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

#### Memorial Villages Police Department

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

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

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

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

The government reports the following governmental funds:

### **Governmental Funds**

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

#### **General Fund**

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

#### **Debt Service Fund**

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

#### **Capital Projects Funds**

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

#### **Special Revenue Fund**

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

### **D. Measurement Focus and Basis of Accounting**

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

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

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

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

#### **1. Deposits and Investments**

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

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

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

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

#### **2. Fair Value Measurement**

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

#### **3. Receivables and Interfund Transactions**

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "interfund receivables/payables" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

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

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

#### **4. Property Taxes**

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

#### **5. Inventories and Prepaid Items**

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

#### **6. Capital Assets**

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

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

<u>Asset Description</u>	<u>Estimated Useful Life</u>
Furniture and equipment	5 to 10 years
Infrastructure	20 to 65 years

### 7. Deferred Outflows/Inflows of Resources

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

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

### 8. Net Position Flow Assumption

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### 9. Fund Balance Flow Assumptions

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

### 10. Fund Balance Policies

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

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

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

### 11. Pensions

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



# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

### **12. Other Postemployment Benefits (“OPEB”)**

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

### **13. Compensated Absences**

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

### **14. Long-Term Obligations**

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

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

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

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

### 15. Estimates

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

## II. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

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

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

### III. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

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

The legal level of control as defined by the City Charter is the function level. No funds can be transferred or added to a budgeted item without Council approval. Appropriations lapse at the end of the year. No supplemental budget appropriations were made during the year. For the year ended December 31, 2020, expenditures exceeded appropriations at the legal level of control within the general fund for general government by \$18,979, public safety by \$83,113, municipal court by \$14,987, public works by \$186,346, and transfers out by \$646,173.

### IV. DETAILED NOTES ON ALL FUNDS

#### A. Deposits and Investments

As of December 31, 2020, the primary government had the following investments:

<u>Investment Type</u>	<u>Carrying Value</u>	<u>Weighted Average Maturity (Years)</u>
External investment pools	\$ 5,704,529	0.12
Total carrying value	<u>\$ 5,704,529</u>	
Portfolio weighted average maturity		0.12

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

ongoing operations; monitoring credit ratings of portfolio position to assure compliance with rating requirements imposed by the Public Funds Investment Act; and invest operating funds primarily in short-term securities or similar government investment pools.

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

*Custodial credit risk – deposits:* In the case of deposits, this is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. State statutes require that all deposits in financial institutions be insured or fully collateralized by U.S. government obligations or its agencies and instrumentalities or direct obligations of Texas or its agencies and instrumentalities that have a market value of not less than the principal amount of the deposits. As of December 31, 2020, the market values of pledged securities and FDIC exceeded bank balances.

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

### TexPool

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

TexPool operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool uses amortized cost rather than market value to report net position to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of TexPool shares. There were no limitations or restrictions on withdrawals.

### Texas CLASS

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

### B. Receivables

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

	<b>General</b>	<b>Debt Service</b>	<b>Total</b>
Property taxes	\$ 3,644,068	\$ 859,864	\$ 4,503,932
Sales tax	21,374	-	21,374
Franchise & local taxes	21,485	-	21,485
Other	2,814	-	2,814
	\$ 3,689,741	\$ 859,864	\$ 4,549,605

### C. Capital Assets

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

	<b>Beginning Balances</b>	<b>Increases</b>	<b>Decreases/ Reclassifications</b>	<b>Ending Balances</b>
Capital assets, not being depreciated:				
Construction in progress	\$ 329,786	\$ 2,175,492	\$ -	\$ 2,505,278
Total capital assets not being depreciated	329,786	2,175,492	-	2,505,278
Capital assets, being depreciated:				
Infrastructure	39,288,827	-	-	39,288,827
Equipment	78,924	-	-	78,924
Total capital assets being depreciated	39,367,751	-	-	39,367,751
Less accumulated depreciation				
Infrastructure	7,168,225	979,927	-	8,148,152
Equipment	78,924	-	-	78,924
Total accumulated depreciation	7,247,149	979,927	-	8,227,076
Net capital assets being depreciated	32,120,602	(979,927)	-	31,140,675
<b>Total Capital Assets</b>	<b>\$ 32,450,388</b>	<b>\$ 1,195,565</b>	<b>\$ -</b>	<b>\$ 33,645,953</b>

Depreciation was charged to governmental functions as follows:

Public works	\$ 979,927
<b>Total Governmental Activities Depreciation Expense</b>	<b>\$ 979,927</b>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

### D. Long-term Debt

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

	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due within One Year
<b>Governmental Activities:</b>					
Bonds, notes and other payables:					
General Obligation Bonds	\$ 6,760,000	\$ -	\$ (1,320,000)	\$ 5,440,000	\$ 1,365,000
Premium	370,318	-	(67,187)	303,131	-
<b>Total Governmental Activities</b>	<u>\$ 7,130,318</u>	<u>\$ -</u>	<u>\$ (1,387,187)</u>	<u>\$ 5,743,131</u>	<u>\$ 1,365,000</u>
<b>Long-term liabilities due in more than one year</b>				<u>\$ 4,378,131</u>	

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

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

#### General Obligation Bonds:

\$5,450,000 General Obligation Refunding Bond, Series 2011, due in installments through 2021, interest at 2-3%	\$ 615,000
\$3,910,000 General Obligation Bond, Series 2015, due in installments through 2025, interest at 2-2.5%	2,055,000
\$3,735,000 General Obligation Bond, Series 2017, due in installments through 2027, interest 2-4%	2,770,000
<b>Total General Obligation bonds</b>	<u>\$ 5,440,000</u>
Premiums	<u>\$ 303,131</u>
<b>Total Deferred Amounts</b>	<u>\$ 303,131</u>
<b>Total Debt</b>	<u>\$ 5,743,131</u>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

Year ending December 31,	General Obligation Bonds	
	Principal	Interest
2021	\$ 1,365,000	\$ 139,525
2022	765,000	107,950
2023	790,000	84,950
2024	820,000	61,050
2025	840,000	37,325
2026	425,000	19,425
2027	435,000	6,525
<b>Total</b>	\$ 5,440,000	\$ 456,750

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

### E. Other Long-term Liabilities

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

	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due within One Year
<b>Governmental Activities:</b>					
Compensated absences	\$ 18,288	\$ 21,299	\$ (22,197)	\$ 17,390	\$ 15,651
<b>Total Governmental Activities</b>	\$ 18,288	\$ 21,299	\$ (22,197)	\$ 17,390	\$ 15,651
<b>Other long-term liabilities due in more than one year</b>				\$ 1,739	

### F. Deferred Charges on Refunding

Deferred charges resulting from the issuance of the series 2011 general obligation refunding bonds have been recorded as deferred outflows of resources and are being amortized to interest expense over the shorter of either the remaining term of the refunded debt or the refunding bonds. Current year balances for governmental activities totaled \$3,897. Current year amortization expense for governmental activities totaled \$3,901.



# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### G. Customer Deposits

The City had customer deposits of \$149,485 in the general fund as of yearend. The City requires a \$25,000 refundable gas meter deposit for all new home building permits. This amount will be refunded upon completion of the project and by meeting certain criteria set by the City.

### H. Interfund Transactions

The composition of internal balances as of the year ended December 31, 2020 is as follows:

<u>Due to:</u>	<u>Due from:</u>	
	Debt	
	<u>Service</u>	<u>Total</u>
General Fund	\$ 1,934,954	\$ 1,934,954
<b>Total</b>	<u>\$ 1,934,954</u>	<u>\$ 1,934,954</u>

The composition of transfers for the year ended December 31, 2020 is as follows:

<u>Transfer in:</u>	<u>Transfer out:</u>	
	Capital	
	<u>Projects</u>	<u>Total</u>
General Fund	\$ 95,609	\$ 95,609
<b>Total</b>	<u>\$ 95,609</u>	<u>\$ 95,609</u>

Transfers were used to reclassify capital assets.

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### I. Fund Equity

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

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

	<b>Restricted Fund Balance</b>
Municipal court	* \$ 92,021
Debt service	170,531
<b>Total</b>	<b>\$ 262,552</b>

\*Restricted by enabling legislation.

### J. Leases

The City's operating lease obligation is for the rental of office space to house City Hall. Basic rent shall be payable monthly in advance commencing on the commencement date of August 1, 2007 and continuing throughout the term and shall be accompanied by all applicable state and local sales or use taxes. The first monthly installment of basic rent shall be payable contemporaneously with the execution of the lease; thereafter, basic rent shall be payable on the first day of each month beginning on the first day of the second full calendar month of the term. The monthly basic rent for any partial month at the beginning of the term shall equal the product of 1/365 of the annual basic rent in effect during the partial month and the number of days in the partial month from and after the commencement date. The contract expired August 1, 2017. The contract has been renewed to November 30, 2024. The City paid \$117,759 in rental expense during the year. The City's lease obligations are as follows:

<b>Period ending:</b>	<b>Operating Leases</b>
December 31, 2021	\$ 120,264
December 31, 2022	122,769
December 31, 2023	125,275
December 31, 2024	117,132
<b>Total Minimum Lease Payments</b>	<b>\$ 485,440</b>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### V. OTHER INFORMATION

#### A. Risk Management

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

#### B. Contingent Liabilities

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

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

#### C. Arbitrage

The Tax Reform Act of 1986 instituted certain arbitrage consisting of complex regulations with respect to issuance of tax-exempt bonds after August 31, 1986. Arbitrage regulations deal with the investment of tax-exempt bond proceeds at an interest yield greater than the interest yield paid to bondholders. Generally, all interest paid to bondholders can be retroactively rendered taxable if applicable rebates are not reported and paid to the Internal Revenue Service at least every five years for applicable bond issues. Accordingly, there is the risk that if such calculations are not performed correctly, a substantial liability to the City could result. The City does anticipate that it will have an arbitrage liability and performs annual calculations to estimate this potential liability. The City will also engage an arbitrage consultant to perform the calculations in accordance with Internal Revenue Service's rules and regulations if indicated.

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### D. Pension Plans

#### Texas Municipal Retirement System

##### 1. Plan Description

The City of Piney Point Village, Texas participates as one of 888 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) that can be obtained at [www.tmr.com](http://www.tmr.com).

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

##### 2. Benefits Provided

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

	<u>Plan Year 2018</u>	<u>Plan Year 2017</u>
Employee deposit rate	5%	5%
Matching ratio (city to employee)	2 to 1	2 to 1
Years required for vesting	5	5
Service retirement eligibility (expressed as age / years of service)	60/5, 0/25	60/5, 0/25
Updated service credit	0% Repeating Transfers	0% Repeating Transfers
Annuity increase (to retirees)	0% of CPI	0% of CPI

### Employees covered by benefit terms

At the December 31, 2019 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	6
Inactive employees entitled to but not yet receiving benefits	7
Active employees	<u>6</u>
<b>Total</b>	<b><u>19</u></b>

### 3. Contributions

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

Employees for the City of Piney Point Village, Texas were required to contribute 5% of their annual gross earnings during the fiscal year. The contribution rates for the City of Piney Point Village, Texas was 6.92% in calendar year 2019. The City's contributions to TMRS for the year ended December 31, 2020, were \$36,826, and were equal to the required contributions.

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### 4. Net Pension Liability (Asset)

The City's Net Pension Liability (Asset) was measured as of December 31, 2019, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability (Asset) was determined by an actuarial valuation as of that date.

#### **Actuarial assumptions**

The Total Pension Liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions:

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

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

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

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

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

### Discount Rate

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

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

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

1% Decrease 5.75%	Current Single Rate Assumption 6.75%	1% Increase 7.75%
\$ 83,714	\$ (2,274)	\$ (74,323)

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

### Changes in the Net Pension (Asset) Liability

	<u>Total Pension Liability (a)</u>	<u>Plan Fiduciary Net Position (b)</u>	<u>Net Pension (Asset) Liability (a) – (b)</u>
<b>Balance at 12/31/18</b>	\$ 627,496	\$ 586,683	\$ 40,813
Changes for the year:			
Service cost	54,795	-	54,795
Interest	43,255	-	43,255
Difference between expected and actual experience	(3,007)	-	(3,007)
Changes of assumptions	8,547	-	8,547
Contributions – employer	-	32,745	(32,745)
Contributions – employee	-	23,557	(23,557)
Net investment income	-	90,902	(90,902)
Benefit payments, including refunds of emp. contributions	(28,151)	(28,151)	-
Administrative expense	-	(513)	513
Other changes	-	(14)	14
Net changes	75,439	118,526	(43,087)
<b>Balance at 12/31/19</b>	<u>\$ 702,935</u>	<u>\$ 705,209</u>	<u>\$ (2,274)</u>

### Pension Plan Fiduciary Net Position

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



# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

For the year ended December 31, 2020, the City recognized pension expense of \$32,617.

At December 31, 2020, the City reported deferred outflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred (Inflows) of Resources</b>
Difference between projected and actual earnings	\$ -	\$ 21,256
Differences between expected and actual economic experience	-	3,517
Change in assumptions	3,825	-
Contributions subsequent to the measurement date	36,826	-
<b>Total</b>	<b>\$ 40,651</b>	<b>\$ 24,773</b>

The City reported \$36,826 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability for the year ending December 31, 2021. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended December 31:</b>	
2020	\$ (5,530)
2021	(5,830)
2022	672
2023	(10,260)
2024	-
Thereafter	-
<b>Total</b>	<b>\$ (20,948)</b>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

### 6. Other Postemployment Benefits

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

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

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

#### **Employees covered by benefit terms**

At the December 31, 2019 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	4
Inactive employees entitled to but not yet receiving benefits	2
Active employees	6
Total	12

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

The City's contributions to the TMRS SDBF for the years ended 2020, 2019, and 2018 were \$201, \$111, and \$116 respectively, which equaled the required contributions each year.

Plan/ Calendar Year	Annual Required Contribution (Rate)	Actual Contribution Made (Rate)	Percentage of ARC Contributed
2018	0.03%	0.03%	100.0%
2019	0.03%	0.03%	100.0%
2020	0.04%	0.04%	100.0%

### Total OPEB Liability

The City's Postemployment Benefits Other Than Pensions Liability (OPEB) was measured as of December 31, 2019, and the Total OPEB Liability was determined by an actuarial valuation as of that date.

### Actuarial assumptions:

The Total OPEB Liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.5% to 11.5%, including inflation per year
Discount rate	2.75%
Retirees' share of benefit-related costs	\$0
Administrative expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68

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

### Discount Rate:

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

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

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

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

1% Decrease 1.75%	Current Single Rate Assumption 2.75%	1% Increase 3.75%
\$ 36,085	\$ 29,951	\$ 25,114

### Changes in the Total OPEB Liability:

	Total OPEB Liability
<b>Balance at 12/31/18</b>	\$ 26,059
Changes for the year:	
Service Cost	1,743
Interest	997
Change in benefit terms	-
Difference between expected and actual experience	(2,874)
Changes of assumptions	4,167
Benefit payments	(141)
Net changes	3,892
<b>Balance at 12/31/19</b>	<b>\$ 29,951</b>

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

For the year ended December 31, 2020, the City recognized OPEB expense of \$3,892.

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

At September 30, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to the OPEB liability from the following sources:

	Deferred Outflows of Resources	Deferred (Inflows) of Resources
Difference between expected and actual experience	\$ -	\$ 1,830
Change in assumption	2,308	-
Contributions subsequent to measurement date	213	-
<b>Total</b>	<b>\$ 213</b>	<b>\$ 1,830</b>

The City reported \$213 as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the OPEB liability for the year ending December 31, 2021.

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

<b>Year ended December 31:</b>	
2020	\$ 485
2021	(7)
2022	-
2023	-
2024	-
Thereafter	-
	<b>\$ 478</b>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, *Continued*

For the Year Ended December 31, 2020

### E. Related Organizations and Joint Ventures

The City has entered into an interlocal agreement with the cities of Hunters Creek Village, Hedwig Village, Hilshire Village, Bunker Hill Village, and Spring Valley Village to create the Village Fire Department (VFD). The agreement automatically renews for a period of five years unless terminated by at least one of the contracting cities. Under the terms of the agreement, the City is liable for 21 percent of VFD's budget. For the year ended December 31, 2020, the City paid \$1,685,349 to the VFD.

Consolidated financial information of the VFD extracted from the audited financial statements for the year ended December 31, 2019, on which VFD's auditors expressed an unmodified opinion, are as follows:

	<b>Net Position</b>
Total assets	\$ 5,660,641
Total deferred outflows of resources	2,185,634
Total liabilities	2,496,993
Total deferred inflows of resources	1,043,082
<b>Total Net Position</b>	<b>\$ 4,306,200</b>
	<b>Change in</b>
	<b>Net Position</b>
Total revenues	\$ 9,881,052
Total expenses	7,391,422
<b>Change in Net Position</b>	<b>2,489,630</b>
Beginning net position	1,816,570
<b>Ending Net Position</b>	<b>\$ 4,306,200</b>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

The City has also entered into an interlocal agreement with the cities of Bunker Hill Village and Hunters Creek Village to create the Memorial Village Police Department (MVPD). Under the terms of the agreement, the City is liable for 33 1/3 percent of MVPD's budget. Separate financial statements may be obtained directly from MVPD. For the year ended December 31, 2020 the City paid \$1,819,396 to the MVPD.

Consolidated financial information of the MVPD extracted from the MVPD's audited financial statements for the year ended December 31, 2019, on which the MVPD's auditors expressed an unmodified opinion, are as follows:

	<b>Net Position</b>
Total assets	\$ 1,506,105
Total deferred outflows of resources	1,302,489
Total liabilities	4,194,595
Total deferred inflows of resources	3,460
<b>Total Net Position</b>	<b>\$ (1,389,461)</b>
	<b>Change in</b>
	<b>Net Position</b>
Total revenues	\$ 5,216,661
Total expenditures/expenses	5,790,371
<b>Change in Net Position</b>	<b>(573,710)</b>
Beginning net position	(815,751)
<b>Ending Net Position</b>	<b>\$ (1,389,461)</b>

# City of Piney Point Village, Texas

## NOTES TO FINANCIAL STATEMENTS, Continued

For the Year Ended December 31, 2020

### F. Restatement

The City restated its beginning net position and beginning fund balance within governmental activities to correct accrued liabilities and change the reporting of the METRO Fund tracked within the capital projects fund. The restatement of beginning net position and fund balance is as follows:

	<u>Governmental Activities</u>	<u>General Fund</u>	<u>Capital Projects</u>	<u>METRO Project</u>
Prior year ending net position fund balance as reported	\$ 32,014,457	\$ 6,220,133	\$ 44,992	\$ 68,672
Correction of unprocessed invoices	43,800	43,800	-	-
Change in reporting of metro funds	-	-	68,672	(68,672)
Restated beginning net position/fund	<u>\$ 32,058,257</u>	<u>\$ 6,263,933</u>	<u>\$ 113,664</u>	<u>\$ -</u>

### G. Restatement Subsequent Events

There are no material subsequent events through March 19, 2021, the date the financial statements were issued.



***REQUIRED SUPPLEMENTARY INFORMATION***

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

**For the Year Ended December 31, 2020**

	Original and Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b><u>Revenues</u></b>			
Property tax	\$ 5,639,546	\$ 5,575,705	\$ (63,841)
Sales tax	200,000	261,210	61,210
Franchise and local taxes	397,000	363,264	(33,736)
License and permits	366,500	405,569	39,069
Intergovernmental	136,000	136,398	398
Fines and forfeitures	151,500	89,507	(61,993)
Investment income	150,000	34,363	(115,637)
Other revenue	64,500	51,655	(12,845)
<b>Total Revenues</b>	7,105,046	6,917,671	(187,375)
<b><u>Expenditures</u></b>			
Current:			
General government	1,320,882	1,339,861	(18,979) *
Public safety	4,063,836	4,146,949	(83,113) *
Municipal court	28,550	43,537	(14,987) *
Public works	389,800	576,146	(186,346) *
Capital outlay	3,303,722	2,841,656	462,066
<b>Total Expenditures</b>	9,106,790	8,948,149	158,641
<b>Revenues Over (Under) Expenditures</b>	(2,001,744)	(2,030,478)	(28,734)
<b><u>Other Financing Sources (Uses)</u></b>			
Transfers in	-	95,609	95,609
<b>Total Other Financing (Uses)</b>	-	95,609	95,609
<b>Net Change in Fund Balance</b>	\$ (2,001,744)	(1,934,869)	\$ 66,875
Beginning fund balance		6,263,933	
<b>Ending Fund Balance</b>		\$ 4,329,064	

Notes to Required Supplementary Information

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

\* Expenditures exceeded appropriations at legal level of control.

# City of Piney Point Village, Texas

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

Years Ended:

	<u>12/31/2020</u>	<u>12/31/2019</u>	<u>12/31/2018</u>	<u>12/31/2017</u>
Total pension liability				
Service cost	\$ 54,795	\$ 58,644	53,851	\$ 44,402
Interest	43,255	38,860	34,623	32,502
Differences between expected and actual experience	(3,007)	(6,997)	(8,987)	(21,689)
Changes of assumptions	8,547	-	-	-
Benefit payments, including refunds of participant contributions	(28,151)	(18,787)	(19,429)	(37,623)
<b>Net change in total pension liability</b>	<u>75,439</u>	<u>71,720</u>	<u>60,058</u>	<u>17,592</u>
<b>Total pension liability - beginning</b>	<u>627,496</u>	<u>555,776</u>	<u>495,718</u>	<u>478,126</u>
<b>Total pension liability - ending (a)</b>	<u>702,935</u>	<u>627,496</u>	<u>555,776</u>	<u>495,718</u>
<b>Plan fiduciary net position</b>				
Contributions - employer	\$ 32,745	\$ 36,410	36,304	\$ 25,738
Contributions - members	23,557	25,497	23,977	19,238
Net investment income	90,902	(16,820)	63,354	28,490
Benefit payments, including refunds of participant contributions	(28,151)	(18,787)	(19,429)	(37,623)
Administrative expenses	(513)	(325)	(328)	(322)
Other	(14)	(16)	(17)	(17)
<b>Net change in plan fiduciary net position</b>	<u>118,526</u>	<u>25,959</u>	<u>103,861</u>	<u>35,504</u>
<b>Plan fiduciary net position - beginning</b>	<u>586,683</u>	<u>560,724</u>	<u>456,863</u>	<u>421,359</u>
<b>Plan fiduciary net position - ending (b)</b>	<u>\$ 705,209</u>	<u>\$ 586,683</u>	<u>560,724</u>	<u>\$ 456,863</u>
<b>Fund's net pension liability (asset) - ending (a) - (b)</b>	<u>\$ (2,274)</u>	<u>\$ 40,813</u>	<u>(4,948)</u>	<u>\$ 38,855</u>
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	100.32%	93.50%	100.89%	92.16%
<b>Covered payroll</b>	\$ 471,149	\$ 509,946	479,531	\$ 384,769
<b>Fund's net position as a percentage of covered payroll</b>	-0.48%	8.00%	-1.03%	10.10%

**Notes to schedule:**

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

<u>12/31/2016</u>	<u>12/31/2015</u> <sup>1</sup>
\$ 44,331	\$ 38,858
29,095	25,044
8,742	20,456
13,192	-
(21,424)	(37,007)
<u>73,936</u>	<u>47,351</u>
<u>404,190</u>	<u>356,839</u>
<u>478,126</u>	<u>404,190</u>
\$ 24,090	\$ 17,566
20,041	19,183
588	21,588
(21,424)	(37,007)
(358)	(225)
(18)	(19)
<u>22,919</u>	<u>21,086</u>
<u>398,440</u>	<u>377,354</u>
<u>\$ 421,359</u>	<u>\$ 398,440</u>
<u>\$ 56,767</u>	<u>\$ 5,750</u>
88.13%	98.58%
\$ 400,824	\$ 383,660
14.16%	1.50%

# City of Piney Point Village, Texas

## SCHEDULE OF EMPLOYER CONTRIBUTIONS TO PENSION PLAN

Years Ended:

	12/31/2020	12/31/2019	12/31/2018	12/31/2017
Actuarially determined employer contributions	\$ 36,882	\$ 32,778	\$ 36,328	\$ 36,300
Contributions in relation to the actuarially determined contribution	\$ 36,882	\$ 32,778	\$ 36,328	\$ 36,300
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
Annual covered payroll	\$ 532,172	\$ 471,149	\$ 509,947	\$ 479,531
Employer contributions as a percentage of covered payroll	6.93%	6.96%	7.12%	7.57%

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

### NOTES TO SCHEDULE OF EMPLOYER CONTRIBUTIONS TO PENSION PLAN

**Valuation Date:**

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

**Methods and Assumptions Used to Determine Contribution Rates:**

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	24 years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.5%
Salary Increases	3.50% to 11.50% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2014 - 2018
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUB(10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

**Other Information:**

Notes There were no benefit changes during the year.

<u>12/31/2016</u>	<u>12/31/2015</u>	<sup>1</sup>
\$ 25,738	\$ 24,090	
<u>\$ 25,738</u>	<u>\$ 24,090</u>	
\$ -	\$ -	
\$ 384,770	\$ 400,823	
6.69%	6.01%	

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# City of Piney Point Village, Texas

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

Years Ended:

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

**Notes to schedule:**

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

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

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## Karen Farris

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**From:** Louis Breedlove <LBreedlove@brookswatsoncpa.com>  
**Sent:** Monday, March 1, 2021 4:07 PM  
**To:** Karen Farris; Alysa Shalloup  
**Subject:** RE: Feb GL Detail & questions

Thank you, Karen. We are on track to be able to present at the March 22<sup>nd</sup> meeting. We need to test all of February activity and wrap up a couple of things, but currently I see no issue with being able to make that happen.

**Louis Breedlove**  
**Senior Audit Manager**  
BrooksWatson & Co. PLLC  
Phone 281.907.9188 | Fax 888.875.0587  
14950 Heathrow Forest Pkwy | Ste 530  
Houston, TX 77032

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**From:** Karen Farris <citysec@pineypt.org>  
**Sent:** Monday, March 1, 2021 2:37 PM  
**To:** Louis Breedlove <LBreedlove@brookswatsoncpa.com>; Alysa Shalloup <AShalloup@brookswatsoncpa.com>  
**Subject:** RE: Feb GL Detail & questions

Louis,

Our March council meeting will be March 22<sup>nd</sup> at 6:30 p.m. in person or by Zoom.

Our Court clerk is out on sick leave. I just noticed we have some web payments to process. I will process those and resend the GL for Feb and the check reconciliation for Feb.

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

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**From:** Louis Breedlove <[LBreedlove@brookswatsoncpa.com](mailto:LBreedlove@brookswatsoncpa.com)>  
**Sent:** Monday, March 1, 2021 12:13 PM  
**To:** Karen Farris <[citysec@pineypt.org](mailto:citysec@pineypt.org)>; Alysa Shalloup <[AShalloup@brookswatsoncpa.com](mailto:AShalloup@brookswatsoncpa.com)>  
**Subject:** RE: Feb GL Detail & questions

Karen,

1. When would the meeting in March be scheduled for?
2. Will you please send us the check reconciliation register for the month of February as well?

Thank you!

**Louis Breedlove**  
**Senior Audit Manager**  
BrooksWatson & Co. PLLC  
Phone 281.907.9188 | Fax 888.875.0587  
14950 Heathrow Forest Pkwy | Ste 530  
Houston, TX 77032

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**From:** Karen Farris <[citysec@pineypt.org](mailto:citysec@pineypt.org)>  
**Sent:** Monday, March 1, 2021 10:14 AM  
**To:** Alysa Shalloup <[AShalloup@brookswatsoncpa.com](mailto:AShalloup@brookswatsoncpa.com)>; Louis Breedlove <[LBreedlove@brookswatsoncpa.com](mailto:LBreedlove@brookswatsoncpa.com)>  
**Subject:** Feb GL Detail & questions

Good morning,

Attached is the GL Detail for the month of February 2021.

Louis,

We are having our February Council Meeting tonight. Henry would like to know where we are on the audit. Can you please email me and let me know so I can inform Council at the meeting tonight?

Thank you,

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**From:** Alysa Shalloup <[AShalloup@brookswatsoncpa.com](mailto:AShalloup@brookswatsoncpa.com)>  
**Sent:** Thursday, February 25, 2021 2:24 PM  
**To:** Karen Farris <[citysec@pineypt.org](mailto:citysec@pineypt.org)>  
**Subject:** GL Detail

Hi Karen,

At the end of the day tomorrow or on Monday could you please send me the GL detail for the month of February?

Thank you,



[www.BrooksWatsonCo.com](http://www.BrooksWatsonCo.com)

**Alysa Shalloup**  
**Audit Associate**  
Phone 936-495-4030 | Fax 888.875.0587  
14950 Heathrow Forest Pkwy | Ste 530  
Houston, TX 77032

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TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: Bright Landscape

Agenda Item: 7

Discuss and take possible action on Bright Landscape.

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: Mayor's Monthly Report

Agenda Item: 8

TO: The Honorable Mayor and Members of the City Council

FROM: Karen Farris, City Secretary

MEETING DATE: March 22, 2021

SUBJECT: City Administrator's Monthly Report

Agenda Item: 9

- February 2021 Financials
- Public Utility Commission
- WCA Waste/GSL Environmental, Anne Wilhite, Government Contracts Manager/Matt Cartier, VP Operations



CITY OF PINEY POINT VILLAGE  
YEAR TO DATE BALANCE SHEET (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

.0 -GENERAL FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<b>ASSETS</b>					
10-1100	Claim on Cash	2,697,527.43	185,501.07	( 77,253.47)	2,620,273.96
10-1101	Cash- GF Texpool	1,797,554.53	1,527,277.78	3,814,429.25	5,611,983.78
10-1105	Cash with Amegy	0.00	0.00	0.00	0.00
10-1108	Cash with Agent	1,005,648.00	0.00	0.00	1,005,648.00
10-1120	Cash-Texas Class	3,725,625.39	( 648,320.48)	( 1,642,701.09)	2,082,924.30
10-1200	Accounts Receivable	0.00	0.00	0.00	0.00
10-1201	Sales Tax Receivable	21,374.37	0.00	0.00	21,374.37
10-1202	FEMA Reimbursement Receivable	0.00	0.00	0.00	0.00
10-1203	Property Tax receivable-PY	162,995.18	0.00	0.00	162,995.18
10-1204	Property Tax Receivable-CY	3,205,830.36	0.00	0.00	3,205,830.36
10-1205	Other Receivables	26,827.96	0.00	0.00	26,827.96
10-1209	A/R Willet	2,813.36	0.00	0.00	2,813.36
10-1301	Accrued Interest	0.00	0.00	0.00	0.00
10-1400	Prepaid Expenses	0.00	0.00	0.00	0.00
10-1507	Due from Debt Service Fund	0.00	0.00	0.00	0.00
10-1508	Due from Capital Projects Fund	0.00	0.00	0.00	0.00
10-1509	Due from Non-Major Fund	0.00	0.00	0.00	0.00
10-1510	Due from Metro Fund	0.00	0.00	0.00	0.00
10-1550	Due from Other Governments	0.00	0.00	0.00	0.00
10-1802	Street and Drainage System	0.00	0.00	0.00	0.00
	<b>TOTAL ASSETS</b>	<b>12,646,196.58</b>	<b>1,064,458.37</b>	<b>2,094,474.69</b>	<b>14,740,671.27</b>
<b>LIABILITIES</b>					
10-2001	Accounts Payable	412,242.41	44,483.61	( 28,896.54)	383,345.87
10-2002	Other Accrued Liabilities	0.00	0.00	0.00	0.00
10-2005	Misc Payables	0.00	0.00	0.00	0.00
10-2051	Payroll Tax Payable	0.00	0.00	0.00	0.00
10-2052	Employee Insurance Payable	( 3,847.90)	( 1,012.71)	( 1,144.64)	( 4,992.54)
10-2062	TMRS Payable	15.28	( 24.77)	( 100.17)	( 84.89)
10-2101	Property Tax Overpayments	0.00	0.00	0.00	0.00
10-2102	MC-Child Safety Fees Due	( 28.50)	0.00	0.00	( 28.50)
10-2103	MC-Bonds Due	0.00	0.00	0.00	0.00
10-2104	Due To - MC Technology	0.36	0.00	0.00	0.36
10-2105	Due To-MC Security	0.00	0.00	0.00	0.00
10-2106	Due To-State Comptroller	0.00	7,634.33	14,666.51	14,666.51
10-2107	Due To OMNI Base	3,441.81	36.00	42.00	3,483.81
10-2108	RESTITUTION	( 270.00)	0.00	0.00	( 270.00)
10-2110	Bond Payable - FAST	4,386.05	2,706.00	2,637.00	7,023.05
10-2111	Other Accrued Liabilities	0.00	0.00	0.00	0.00
10-2130	Deferred Revenue-Property Tax	162,995.18	0.00	( 1,736,104.87)	( 1,573,109.69)
10-2131	Other Deferred Revenue	0.00	0.00	0.00	0.00
10-2302	Due to State-CJ Fee	315.34	3.23	8.95	324.29
10-2303	Due To-Debt Service Fund	0.00	0.00	0.00	0.00
10-2402	Permit Deposits	0.00	0.00	0.00	0.00
10-2403	Drainage Deposit Payable	0.00	0.00	0.00	0.00
10-2404	Gas Meter Deposit	155,485.00	50,000.00	2,000.00	157,485.00
10-2405	P&Z Deposit	0.00	0.00	0.00	0.00

CITY OF PINEY POINT VILLAGE  
 YEAR TO DATE BALANCE SHEET (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

10 -GENERAL FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
10-2500	Accrued Wages	14,499.15	0.00	0.00	14,499.15
10-2501	Gordon Estate Bond	0.00	0.00	0.00	0.00
10-2601	Construction Retainage Payable	0.00	0.00	0.00	0.00
10-2701	Deferred Taxes	0.00	0.00	0.00	0.00
10-2702	Deferred Revenue-Alarm Fees	22,500.00	0.00	0.00	22,500.00
10-2703	Deferred Franchise Taxes	0.00	0.00	0.00	0.00
10-2704	Unearned Revenue-CY Prop Taxes	5,598,421.05	0.00	0.00	5,598,421.05
10-2801	General LT Debt-N/P	0.00	0.00	0.00	0.00
10-2802	GO Bonds Payable	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	<u>6,370,155.23</u>	<u>103,825.69</u>	<u>( 1,746,891.76)</u>	<u>4,623,263.47</u>
<b>FUND EQUITY</b>					
10-3000	Fund Balance	726,631.20	0.00	0.00	726,631.20
10-3003	Fund Balance	5,549,410.15	0.00	0.00	5,549,410.15
10-3900	Earnings	0.00	0.00	0.00	0.00
	TOTAL BEGINNING EQUITY	<u>6,276,041.35</u>	<u>0.00</u>	<u>0.00</u>	<u>6,276,041.35</u>
	TOTAL REVENUES	0.00	1,681,564.93	5,449,956.64	5,449,956.64
	TOTAL EXPENSES	0.00	<u>720,932.25</u>	<u>1,608,590.19</u>	<u>1,608,590.19</u>
	INCREASE/(DECREASE) IN FUND BAL.	0.00	960,632.68	3,841,366.45	3,841,366.45
	TOTAL LIABILITIES, EQUITY & FUND BAL.	<u>12,646,196.58</u>	<u>1,064,458.37</u>	<u>2,094,474.69</u>	<u>14,740,671.27</u>

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -GENERAL FUND  
FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	5,839,546.00	1,555,122.01	5,230,248.70	89.57	609,297.30
PERMITS & INSPECTIONS	368,000.00	26,465.50	67,586.80	18.37	300,413.20
COURT	150,000.00	12,343.45	24,136.32	16.09	125,863.68
INVESTMENT INCOME	150,000.00	10,440.09	20,599.55	13.73	129,400.45
AGENCIES & ALARMS	30,000.00	8,400.00	9,300.00	31.00	20,700.00
FRANCHISE REVENUE	397,000.00	68,793.88	98,085.27	24.71	298,914.73
DONATIONS & IN LIEU	170,500.00	0.00	0.00	0.00	170,500.00
TOTAL REVENUES	7,105,046.00	1,681,564.93	5,449,956.64	76.71	1,655,089.36
<u>EXPENDITURE SUMMARY</u>					
<u>PUBLIC SERVICE</u>					
COMMUNITY	10,000.00	0.00	0.00	0.00	10,000.00
POLICE	1,949,987.00	162,498.00	487,505.00	25.00	1,462,482.00
MISCELLANEOUS	0.00	0.00	1,800.00	0.00	( 1,800.00)
SANITATION COLLECTION	570,000.00	48,704.44	97,408.88	17.09	472,591.12
LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
STREET LIGHTING	12,000.00	960.70	1,965.77	16.38	10,034.23
FIRE	1,520,349.00	140,445.73	351,114.32	23.09	1,169,234.68
TOTAL PUBLIC SERVICE	4,063,836.00	352,608.87	939,793.97	23.13	3,124,042.03
<u>CONTRACT SERVICES</u>					
CONTRACT SERVICES	438,000.00	35,670.69	58,017.33	13.25	379,982.67
TOTAL CONTRACT SERVICES	438,000.00	35,670.69	58,017.33	13.25	379,982.67
<u>BUILDING</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
BUILDING SERVICES	125,500.00	19,816.06	42,071.41	33.52	83,428.59
ADMIN EXPENSE	1,800.00	0.00	15.53	0.86	1,784.47
OFFICE EXPENSE	0.00	0.00	39.99	0.00	( 39.99)
WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00	510.53	1,021.06	0.00	( 1,021.06)
TOTAL BUILDING	127,300.00	20,326.59	43,147.99	33.89	84,152.01
<u>GENERAL GOVERNMENT</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
ADMIN EXPENSE	38,900.00	2,595.42	4,645.88	11.94	34,254.12
OFFICE EXPENSE	155,000.00	12,132.85	24,997.78	16.13	130,002.22
WAGES & BENEFITS	601,474.00	45,942.69	92,484.08	15.38	508,989.92
INSURANCE	87,508.00	2,051.63	4,103.26	4.69	83,404.74
TOTAL GENERAL GOVERNMENT	882,882.00	62,722.59	126,231.00	14.30	756,651.00

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

0 -GENERAL FUND  
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
ADMIN EXPENSE	0.00	393.25	393.25	0.00 (	393.25)
OFFICE EXPENSE	0.00	250.00	344.99	0.00 (	344.99)
WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00	1,217.35	2,200.59	0.00 (	2,200.59)
COURT OPERATIONS	28,550.00	4,012.51	4,493.29	15.74	24,056.71
TOTAL MUNICIPAL COURT	28,550.00	5,873.11	7,432.12	26.03	21,117.88
<u>PUBLIC WORKS MAINTENANCE</u>					
CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
ADMIN EXPENSE	0.00	39.01	414.89	0.00 (	414.89)
OFFICE EXPENSE	0.00	500.00	528.79	0.00 (	528.79)
WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00	922.80	1,737.40	0.00 (	1,737.40)
PUBLIC WORKS OPERATIONS	352,500.00	48,006.86	68,907.21	19.55	283,592.79
TOTAL PUBLIC WORKS MAINTENANCE	352,500.00	49,468.67	71,588.29	20.31	280,911.71
<u>GOF CAPITAL OUTLAYS</u>					
OTHER EXPENSES	3,213,722.00	194,261.73	362,379.49	11.28	2,851,342.51
TOTAL GOF CAPITAL OUTLAYS	<u>3,213,722.00</u>	<u>194,261.73</u>	<u>362,379.49</u>	<u>11.28</u>	<u>2,851,342.51</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
=====					
EVENUES OVER/(UNDER) EXPENDITURES	( 2,001,744.00)	960,632.68	3,841,366.45		( 5,843,110.45)

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -GENERAL FUND

16.67% OF FISCAL YEAR

EVENTS	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>AXES</u>					
10-4101 Property Tax Revenue	5,639,546.00	1,520,563.00	5,174,314.97	91.75	465,231.03
10-4150 Sales Tax	200,000.00	34,559.01	55,933.73	27.97	144,066.27
TOTAL TAXES	5,839,546.00	1,555,122.01	5,230,248.70	89.57	609,297.30
<u>PERMITS &amp; INSPECTIONS</u>					
10-4203 Plat Reviews	3,500.00	0.00	3,500.00	100.00	0.00
10-4204 Code Enforcement Citations	1,000.00	0.00	0.00	0.00	1,000.00
10-4205 Contractor Registration	12,000.00	1,500.00	2,880.00	24.00	9,120.00
10-4206 Drainage Reviews	50,000.00	2,850.00	4,350.00	8.70	45,650.00
10-4207 Permits	300,000.00	22,115.50	56,856.80	18.95	243,143.20
10-4208 Board of Adjustment Fees	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL PERMITS & INSPECTIONS	368,000.00	26,465.50	67,586.80	18.37	300,413.20
<u>COURT</u>					
10-4300 Court Fines	150,000.00	12,343.45	24,136.32	16.09	125,863.68
TOTAL COURT	150,000.00	12,343.45	24,136.32	16.09	125,863.68
<u>INVESTMENT INCOME</u>					
10-4400 Interest Income	150,000.00	10,440.09	20,599.55	13.73	129,400.45
TOTAL INVESTMENT INCOME	150,000.00	10,440.09	20,599.55	13.73	129,400.45
<u>AGENCIES &amp; ALARMS</u>					
10-4501 Agencies	0.00	0.00	0.00	0.00	0.00
10-4507 Sec-False Alarm	0.00	0.00	0.00	0.00	0.00
10-4508 SEC-Registration	30,000.00	8,400.00	9,300.00	31.00	20,700.00
10-4520 FEMA - State Reimbursement	0.00	0.00	0.00	0.00	0.00
TOTAL AGENCIES & ALARMS	30,000.00	8,400.00	9,300.00	31.00	20,700.00
<u>FRANCHISE REVENUE</u>					
10-4602 Cable	75,000.00	19,102.40	19,102.40	25.47	55,897.60
10-4605 Power/Electric	272,000.00	47,797.47	70,495.58	25.92	201,504.42
10-4606 Franchise Fees-Gas	15,000.00	0.00	0.00	0.00	15,000.00
10-4607 Telephone	35,000.00	1,767.74	8,361.02	23.89	26,638.98
10-4608 Wireless Communication	0.00	126.27	126.27	0.00	(126.27)
TOTAL FRANCHISE REVENUE	397,000.00	68,793.88	98,085.27	24.71	298,914.73
<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	0.00	0.00	136,000.00
10-4704 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
10-4705 Ambulance	0.00	0.00	0.00	0.00	0.00
10-4706 Donation to Historical Preserv	0.00	0.00	0.00	0.00	0.00
10-4800 Miscellaneous Income	500.00	0.00	0.00	0.00	500.00
10-4850 Transfer In	0.00	0.00	0.00	0.00	0.00
10-4900 Prior Period Adjustments	0.00	0.00	0.00	0.00	0.00
10-4907 Unearned Revenue	0.00	0.00	0.00	0.00	0.00
TOTAL DONATIONS & IN LIEU	170,500.00	0.00	0.00	0.00	170,500.00

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

.0 -GENERAL FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	7,105,046.00	1,681,564.93	5,449,956.64	76.71	1,655,089.36

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

.0 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PUBLIC SERVICE</u>					
<u>COMMUNITY</u>					
10-510-5001 Community Celebrations	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL COMMUNITY	10,000.00	0.00	0.00	0.00	10,000.00
<u>POLICE</u>					
10-510-5010 MEMORIAL VILLAGE POLICE DEPT	1,949,987.00	158,665.00	476,002.00	24.41	1,473,985.00
10-510-5011 MVPD - AUTO REPLACEMENT	0.00	3,833.00	11,503.00	0.00	( 11,503.00)
TOTAL POLICE	1,949,987.00	162,498.00	487,505.00	25.00	1,462,482.00
<u>MISCELLANEOUS</u>					
10-510-5020 Miscellaneous	0.00	0.00	1,800.00	0.00	( 1,800.00)
TOTAL MISCELLANEOUS	0.00	0.00	1,800.00	0.00	( 1,800.00)
<u>SANITATION COLLECTION</u>					
10-510-5030 SANITATION COLLECTION	570,000.00	47,749.45	95,498.90	16.75	474,501.10
10-510-5031 SANITATION FUEL CHARGE	0.00	954.99	1,909.98	0.00	( 1,909.98)
TOTAL SANITATION COLLECTION	570,000.00	48,704.44	97,408.88	17.09	472,591.12
<u>LIBRARY</u>					
10-510-5040 Spring Branch Library	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL LIBRARY	1,500.00	0.00	0.00	0.00	1,500.00
<u>STREET LIGHTING</u>					
10-510-5050 Street Lighting	12,000.00	960.70	1,965.77	16.38	10,034.23
TOTAL STREET LIGHTING	12,000.00	960.70	1,965.77	16.38	10,034.23
<u>FIRE</u>					
10-510-5060 Villages Fire Department	1,520,349.00	140,445.73	351,114.32	23.09	1,169,234.68
10-510-5070 Contribution to Fire Dept	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE	1,520,349.00	140,445.73	351,114.32	23.09	1,169,234.68
TOTAL PUBLIC SERVICE	4,063,836.00	352,608.87	939,793.97	23.13	3,124,042.03
<u>CONTRACT SERVICES</u>					
<u>CONTRACT SERVICES</u>					
10-520-5102 Accounting/Audit	32,000.00	762.00	762.00	2.38	31,238.00
10-520-5103 Engineering	150,000.00	12,104.88	25,611.77	17.07	124,388.23
10-520-5104 Legal	90,000.00	3,314.50	9,129.50	10.14	80,870.50
10-520-5105 Tax Appraisal-HCAD	60,000.00	19,628.00	19,628.00	32.71	40,372.00
10-520-5107 Animal Control	44,000.00	( 1,200.00)	380.00	0.86	43,620.00
10-520-5108 IT Hardware/Software & Support	40,000.00	1,061.31	2,506.06	6.27	37,493.94
10-520-5110 Mosquito Control	22,000.00	0.00	0.00	0.00	22,000.00
TOTAL CONTRACT SERVICES	438,000.00	35,670.69	58,017.33	13.25	379,982.67

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL CONTRACT SERVICES	438,000.00	35,670.69	58,017.33	13.25	379,982.67
<u>BUILDING</u>					
<u>CONTRACT SERVICES</u>					
10-530-5108 Information Technology	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
<u>BUILDING SERVICES</u>					
10-530-5152 Drainage Reviews	45,000.00	7,416.06	17,971.41	39.94	27,028.59
10-530-5153 Electrical Inspections	12,000.00	1,845.00	2,565.00	21.38	9,435.00
10-530-5154 Plat Reviews	500.00	0.00	0.00	0.00	500.00
10-530-5155 Plan Reviews	25,000.00	4,000.00	8,000.00	32.00	17,000.00
10-530-5156 Plumbing Inspections	18,000.00	0.00	1,440.00	8.00	16,560.00
10-530-5157 Structural Inspections	20,000.00	2,475.00	5,040.00	25.20	14,960.00
10-530-5158 Urban Forester	0.00	3,720.00	6,200.00	0.00	( 6,200.00)
10-530-5160 Mechanical Inspections	5,000.00	360.00	855.00	17.10	4,145.00
TOTAL BUILDING SERVICES	125,500.00	19,816.06	42,071.41	33.52	83,428.59
<u>ADMIN EXPENSE</u>					
10-530-5204 Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
10-530-5206 Legal Notices	0.00	0.00	0.00	0.00	0.00
10-530-5207 Misc Supplies	1,800.00	0.00	15.53	0.86	1,784.47
10-530-5209 Office Equipment & Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	1,800.00	0.00	15.53	0.86	1,784.47
<u>OFFICE EXPENSE</u>					
10-530-5210 Postage	0.00	0.00	0.00	0.00	0.00
10-530-5211 Meeting Supplies	0.00	0.00	0.00	0.00	0.00
10-530-5213 Office Supplies	0.00	0.00	39.99	0.00	( 39.99)
10-530-5214 Telecommunications	0.00	0.00	0.00	0.00	0.00
10-530-5215 Travel & Training	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE EXPENSE	0.00	0.00	39.99	0.00	( 39.99)
<u>WAGES &amp; BENEFITS</u>					
10-530-5301 Gross Wages	0.00	0.00	0.00	0.00	0.00
10-530-5311 Payroll Processing	0.00	0.00	0.00	0.00	0.00
10-530-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
<u>INSURANCE</u>					
10-530-5353 Employee Insurance	0.00	510.53	1,021.06	0.00	( 1,021.06)
TOTAL INSURANCE	0.00	510.53	1,021.06	0.00	( 1,021.06)
TOTAL BUILDING	127,300.00	20,326.59	43,147.99	33.89	84,152.01



CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>GENERAL GOVERNMENT</u>					
<u>CONTRACT SERVICES</u>					
10-540-5108 Information Technology	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
<u>ADMIN EXPENSE</u>					
10-540-5201 Administrative	0.00	0.00	0.00	0.00	0.00
10-540-5202 Auto Allowance/Mileage	13,000.00	850.00	1,700.00	13.08	11,300.00
10-540-5203 Bank Fees	1,900.00	0.00	204.33	10.75	1,695.67
10-540-5204 Dues & Subscriptions	4,000.00	160.00	230.00	5.75	3,770.00
10-540-5205 Elections	5,000.00	0.00	0.00	0.00	5,000.00
10-540-5206 Legal Notices	3,000.00	0.00	0.00	0.00	3,000.00
10-540-5207 Miscellaneous	0.00	149.00	923.95	0.00	( 923.95)
10-540-5208 Citizen Communication	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5209 Office Equipment & Maintenance	10,000.00	1,436.42	1,587.60	15.88	8,412.40
TOTAL ADMIN EXPENSE	38,900.00	2,595.42	4,645.88	11.94	34,254.12
<u>OFFICE EXPENSE</u>					
10-540-5210 Postage	2,000.00	0.00	520.99	26.05	1,479.01
10-540-5211 Meeting Supplies	5,000.00	303.12	1,208.07	24.16	3,791.93
10-540-5212 Rent/Leasehold/Furniture	125,000.00	9,913.21	19,841.42	15.87	105,158.58
10-540-5213 Office Supplies	10,000.00	428.43	547.55	5.48	9,452.45
10-540-5214 Telecommunications	13,000.00	1,213.09	2,479.75	19.08	10,520.25
10-540-5215 Travel & Training	0.00	275.00	400.00	0.00	( 400.00)
10-540-5216 Statutory Legal Notices	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE EXPENSE	155,000.00	12,132.85	24,997.78	16.13	130,002.22
<u>PAGES &amp; BENEFITS</u>					
10-540-5301 Gross Wages	515,000.00	36,744.41	74,424.96	14.45	440,575.04
10-540-5302 Overtime/Severance	0.00	1,575.42	2,709.89	0.00	( 2,709.89)
10-540-5303 Temporary/Part-time Personnel	5,000.00	966.00	1,661.52	33.23	3,338.48
10-540-5304 Salary Adjustment (Bonus)	3,000.00	0.00	0.00	0.00	3,000.00
10-540-5306 Payroll Tax Expense	30,000.00	2,936.93	5,911.76	19.71	24,088.24
10-540-5310 TMRs (retirement)	45,000.00	3,530.07	7,224.61	16.05	37,775.39
10-540-5311 Payroll Processing	1,474.00	189.86	551.34	37.40	922.66
10-540-5312 TWC-Unemployment	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	601,474.00	45,942.69	92,484.08	15.38	508,989.92
<u>INSURANCE</u>					
10-540-5353 Employee Insurance	83,508.00	2,051.63	4,103.26	4.91	79,404.74
10-540-5354 General Liability	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5355 Bonds for City Staff	0.00	0.00	0.00	0.00	0.00
10-540-5356 Workman's Compensation	2,000.00	0.00	0.00	0.00	2,000.00
10-540-5357 Drainage Study	0.00	0.00	0.00	0.00	0.00
TOTAL INSURANCE	87,508.00	2,051.63	4,103.26	4.69	83,404.74
<b>TOTAL GENERAL GOVERNMENT</b>	<b>882,882.00</b>	<b>62,722.59</b>	<b>126,231.00</b>	<b>14.30</b>	<b>756,651.00</b>

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT</u>					
<u>CONTRACT SERVICES</u>					
10-550-5108 Information Technology	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
<u>ADMIN EXPENSE</u>					
10-550-5204 Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
10-550-5207 Misc Supplies	0.00	393.25	393.25	0.00 (	393.25)
10-550-5209 Office Equipment & Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	393.25	393.25	0.00 (	393.25)
<u>OFFICE EXPENSE</u>					
10-550-5210 Postage	0.00	0.00	0.00	0.00	0.00
10-550-5211 Meeting Supplies	0.00	0.00	0.00	0.00	0.00
10-550-5213 Office Supplies	0.00	0.00	39.99	0.00 (	39.99)
10-550-5214 Telecommunications	0.00	0.00	0.00	0.00	0.00
10-550-5215 Travel & Training	0.00	250.00	305.00	0.00 (	305.00)
TOTAL OFFICE EXPENSE	0.00	250.00	344.99	0.00 (	344.99)
<u>WAGES &amp; BENEFITS</u>					
10-550-5301 Gross Wages	0.00	0.00	0.00	0.00	0.00
10-550-5311 Payroll Processing	0.00	0.00	0.00	0.00	0.00
10-550-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
<u>INSURANCE</u>					
10-550-5353 Employee Insurance	0.00	1,217.35	2,200.59	0.00 (	2,200.59)
TOTAL INSURANCE	0.00	1,217.35	2,200.59	0.00 (	2,200.59)
<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	461.51	1,040.29	20.81	3,959.71
10-550-5404 Judge/Prosecutor/Interpreter	22,000.00	4,125.00	4,125.00	18.75	17,875.00
10-550-5405 Jury Pay	0.00	0.00	0.00	0.00	0.00
10-550-5406 State Comptroller/OMNI/Linebar	0.00	0.00	0.00	0.00	0.00
10-550-5407 SETCIC	200.00	0.00	0.00	0.00	200.00
10-550-5408 Supplies/Miscellaneous	750.00	0.00	0.00	0.00	750.00
10-550-5409 Collection Agency	0.00	0.00	0.00	0.00	0.00
10-550-5410 OmniBase Services of Texas	600.00	0.00	0.00	0.00	600.00
10-550-5412	0.00	0.00	0.00	0.00	0.00
10-550-5413 Building Security Fund	0.00 (	200.90) (	235.20)	0.00	235.20
10-550-5414 Truancy Prevention	0.00 (	205.00) (	240.00)	0.00	240.00
10-550-5415 Local Municipal Tech Fund	0.00 (	164.00) (	192.00)	0.00	192.00
10-550-5416 Local Municipal Jury Fund	0.00 (	4.10) (	4.80)	0.00	4.80
10-550-5417 Time Payment Reimbursement Fee	0.00	0.00	0.00	0.00	0.00
TOTAL COURT OPERATIONS	28,550.00	4,012.51	4,493.29	15.74	24,056.71
TOTAL MUNICIPAL COURT	28,550.00	5,873.11	7,432.12	26.03	21,117.88

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

.0 -GENERAL FUND

16.67% 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	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00
<b>ADMIN EXPENSE</b>					
10-560-5207 Misc Supplies	0.00	39.01	414.89	0.00 (	414.89)
10-560-5209 Office Equipment & Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	39.01	414.89	0.00 (	414.89)
<b>OFFICE EXPENSE</b>					
10-560-5213 Office Supplies	0.00	0.00	28.79	0.00 (	28.79)
10-560-5214 Telecommunications	0.00	0.00	0.00	0.00	0.00
10-560-5215 Travel & Training	0.00	500.00	500.00	0.00 (	500.00)
TOTAL OFFICE EXPENSE	0.00	500.00	528.79	0.00 (	528.79)
<b>PAGES &amp; BENEFITS</b>					
10-560-5301 Gross Wages	0.00	0.00	0.00	0.00	0.00
10-560-5311 Payroll Processing	0.00	0.00	0.00	0.00	0.00
10-560-5313 Fringe Benefits	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES & BENEFITS	0.00	0.00	0.00	0.00	0.00
<b>INSURANCE</b>					
10-560-5353 Employee Insurance	0.00	922.80	1,737.40	0.00 (	1,737.40)
TOTAL INSURANCE	0.00	922.80	1,737.40	0.00 (	1,737.40)
<b>PUBLIC WORKS OPERATIONS</b>					
10-560-5500 Public Works Maintenance	40,000.00	0.00	0.00	0.00	40,000.00
10-560-5501 TCEQ & Harris CO Permits	2,000.00	0.00	1,656.25	82.81	343.75
10-560-5504 Landscaping Maintenance	15,000.00	1,447.42	1,447.42	9.65	13,552.58
10-560-5505 Gator Fuel	2,000.00	58.40	123.85	6.19	1,876.15
10-560-5506 Right of Way Mowing	80,000.00	7,573.00	15,146.00	18.93	64,854.00
10-560-5507 Road & Sign Repair	50,000.00	58.13	486.13	0.97	49,513.87
10-560-5508 ROW Water/Planting	1,000.00	69.70	187.35	18.74	812.65
10-560-5509 Tree Care/Removal	12,500.00	0.00	0.00	0.00	12,500.00
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	38,800.21	49,860.21	66.48	25,139.79
10-560-5516 Gator Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL PUBLIC WORKS OPERATIONS	352,500.00	48,006.86	68,907.21	19.55	283,592.79
<b>TOTAL PUBLIC WORKS MAINTENANCE</b>	<b>352,500.00</b>	<b>49,468.67</b>	<b>71,588.29</b>	<b>20.31</b>	<b>280,911.71</b>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

10 -GENERAL FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>10 OF CAPITAL OUTLAYS</u>					
<u>10 OF 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	80.00	0.00 (	80.00)
10-570-5606 Road/Drainage Projects	0.00	0.00	44,471.41	0.00 (	44,471.41)
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	0.00	0.00	0.00	0.00	0.00
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	801,749.00	125,534.35	227,141.20	28.33	574,607.80
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	330,000.00	61,308.38	63,534.38	19.25	266,465.62
10-570-5702 2020 Paving Improvements	0.00	0.00	0.00	0.00	0.00
10-570-5705 Tynewood Ditch Washout Project	0.00	0.00	0.00	0.00	0.00
10-570-5800 Lanecrest Improvements Project	0.00	0.00	0.00	0.00	0.00
10-570-5805 Beinhorn Paving Project	876,650.00	0.00	0.00	0.00	876,650.00
10-570-5806 Drainage and Sidewalks	0.00	2,114.00	5,932.50	0.00 (	5,932.50)
10-570-5808 Wilding Lane	1,205,323.00	5,305.00	21,220.00	1.76	1,184,103.00
TOTAL OTHER EXPENSES	3,213,722.00	194,261.73	362,379.49	11.28	2,851,342.51
TOTAL GOF CAPITAL OUTLAYS	3,213,722.00	194,261.73	362,379.49	11.28	2,851,342.51
TOTAL EXPENDITURES	9,106,790.00	720,932.25	1,608,590.19	17.66	7,498,199.81
REVENUES OVER/(UNDER) EXPENDITURES	( 2,001,744.00)	960,632.68	3,841,366.45		( 5,843,110.45)

CITY OF PINEY POINT VILLAGE  
 YEAR TO DATE BALANCE SHEET (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

0 -DEBT SERVICE

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
20-1100	Claim on Cash	( 447,971.67)	0.00	( 1,055,917.86)	( 1,503,889.53)
20-1105	Cash - Amegy Bank	0.00	0.00	0.00	0.00
20-1108	Cash with Agent	267,769.99	0.00	0.00	267,769.99
20-1109	Texpool-DS	862,809.10	407,147.61	1,016,638.82	1,879,447.92
20-1110	Texas Class-DS	122,500.81	172.29	365.22	122,866.03
20-1200	Property Tax Receivable-PY	35,505.82	0.00	0.00	35,505.82
20-1201	Property Tax Receivable-CY	856,604.64	0.00	0.00	856,604.64
20-1300	Due to/From General Fund	0.00	0.00	0.00	0.00
20-1301	Accrued Interest Receivable	0.00	0.00	0.00	0.00
	TOTAL ASSETS	1,697,218.69	407,319.90	( 38,913.82)	1,658,304.87
=====					
<u>LIABILITIES</u>					
20-2001	Accounts Payable	1,500.00	0.00	( 1,420,975.00)	( 1,419,475.00)
20-2002	Other Accrued Liabilities	0.00	0.00	0.00	0.00
20-2130	Deferred Revenue-Property Tax	35,505.82	0.00	0.00	35,505.82
20-2200	Deferred Property Tax Rec	0.00	0.00	0.00	0.00
20-2300	Other Accrued Liabilities	0.00	0.00	0.00	0.00
20-2701	Unearned Revenue-Property Tax	1,487,128.77	0.00	0.00	1,487,128.77
	TOTAL LIABILITIES	1,524,134.59	0.00	( 1,420,975.00)	103,159.59
<u>FUND EQUITY</u>					
20-3000	Fund Balance	173,084.10	0.00	0.00	173,084.10
	TOTAL BEGINNING EQUITY	173,084.10	0.00	0.00	173,084.10
	TOTAL REVENUES	0.00	407,319.90	1,382,061.18	1,382,061.18
	TOTAL EXPENSES	0.00	0.00	0.00	0.00
	INCREASE/(DECREASE) IN FUND BAL.	0.00	407,319.90	1,382,061.18	1,382,061.18
	TOTAL LIABILITIES, EQUITY & FUND BAL.	1,697,218.69	407,319.90	( 38,913.82)	1,658,304.87
=====					

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

NO -DEBT SERVICE  
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	1,501,625.00	404,873.47	1,377,718.07	91.75	123,906.93
INVESTMENT INCOME	10,000.00	2,446.43	4,343.11	43.43	5,656.89
TOTAL REVENUES	<u>1,511,625.00</u>	<u>407,319.90</u>	<u>1,382,061.18</u>	<u>91.43</u>	<u>129,563.82</u>
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	2,250.00	0.00	0.00	0.00	2,250.00
OTHER EXPENSES	1,499,375.00	0.00	0.00	0.00	1,499,375.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	<u>1,501,625.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,501,625.00</u>
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	10,000.00	407,319.90	1,382,061.18	( 1,372,061.18)	

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -DEBT SERVICE

16.67% OF FISCAL YEAR

EVENTUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>AXES</u>					
20-4101 Property Tax Revenue	1,501,625.00	404,873.47	1,377,718.07	91.75	123,906.93
TOTAL TAXES	1,501,625.00	404,873.47	1,377,718.07	91.75	123,906.93
<u>INVESTMENT INCOME</u>					
20-4400 Bank Interest	10,000.00	2,446.43	4,343.11	43.43	5,656.89
20-4410 Bond Premium	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	10,000.00	2,446.43	4,343.11	43.43	5,656.89
<u>TOTAL REVENUES</u>	<u>1,511,625.00</u>	<u>407,319.90</u>	<u>1,382,061.18</u>	<u>91.43</u>	<u>129,563.82</u>

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

0 -DEBT SERVICE

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>					
<u>ADMIN EXPENSE</u>					
20-500-5204 Paying Agent Fees	2,250.00	0.00	0.00	0.00	2,250.00
TOTAL ADMIN EXPENSE	2,250.00	0.00	0.00	0.00	2,250.00
<u>OTHER EXPENSES</u>					
20-500-5820 Interest Expense-Bonds	179,375.00	0.00	0.00	0.00	179,375.00
20-500-5821 Bond Principal Payments	1,320,000.00	0.00	0.00	0.00	1,320,000.00
20-500-5822 Amortization of Bonds	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,499,375.00	0.00	0.00	0.00	1,499,375.00
<u>TRANSFERS</u>					
20-500-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,501,625.00	0.00	0.00	0.00	1,501,625.00
TOTAL EXPENDITURES	1,501,625.00	0.00	0.00	0.00	1,501,625.00
REVENUES OVER/(UNDER) EXPENDITURES	10,000.00	407,319.90	1,382,061.18		( 1,372,061.18)



CITY OF PINEY POINT VILLAGE  
YEAR TO DATE BALANCE SHEET (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

10 -SPECIAL REVENUE FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
30-1100	Claim on Cash	64,179.36	441.59	1,059.72	65,239.08
30-1102	Donation	0.02	0.00	0.00	0.02
30-1103	MC Security	0.36	0.00	0.00	0.36
30-1104	MC Technology	0.05	0.00	0.00	0.05
30-1106	Child Safety	24,145.08	331.70	657.79	24,802.87
30-1200	Due To/From General Fund	0.00	0.00	0.00	0.00
30-1301	Accrued Interest Receivable	0.00	0.00	0.00	0.00
	TOTAL ASSETS	88,324.87	773.29	1,717.51	90,042.38
=====					
<u>LIABILITIES</u>					
30-2001	Accounts Payable	0.00	164.85	164.85	164.85
30-2100	Grants Payable	0.00	0.00	0.00	0.00
30-2200	Due To General Fund	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	0.00	164.85	164.85	164.85
<u>FUND EQUITY</u>					
30-3000	Fund Balance	17,709.38	0.00	0.00	17,709.38
30-3001	Fund Balance-Child Safety	55,694.92	0.00	0.00	55,694.92
30-3002	Fund Balance-MC Security	11,838.88	0.00	0.00	11,838.88
30-3003	Fund Balance-MC Technology	3,081.69	0.00	0.00	3,081.69
30-3010	Unrestricted Retained Earnings	0.00	0.00	0.00	0.00
30-3300	Fund Balance-MC Security	0.00	0.00	0.00	0.00
30-3400	Fund Balance- MC Technology	0.00	0.00	0.00	0.00
30-3904	Earnings-MC Technology	0.00	0.00	0.00	0.00
	TOTAL BEGINNING EQUITY	88,324.87	0.00	0.00	88,324.87
	TOTAL REVENUES	0.00	773.29	1,717.51	1,717.51
	TOTAL EXPENSES	0.00	164.85	164.85	164.85
	INCREASE/(DECREASE) IN FUND BAL.	0.00	608.44	1,552.66	1,552.66
	TOTAL LIABILITIES, EQUITY & FUND BAL.	88,324.87	773.29	1,717.51	90,042.38
=====					

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

0 -SPECIAL REVENUE FUND  
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	0.00	772.34	1,715.52	0.00 (	1,715.52)
INVESTMENT INCOME	0.00	0.95	1.99	0.00 (	1.99)
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	773.29	1,717.51	0.00 (	1,717.51)
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00
<u>QUALIFIED EXPENSES</u>					
COURT	0.00	164.85	164.85	0.00 (	164.85)
TOTAL QUALIFIED EXPENSES	0.00	164.85	164.85	0.00 (	164.85)
<u>ADMINISTRATION</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	608.44	1,552.66	(	1,552.66)

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -SPECIAL REVENUE FUND

16.67% OF FISCAL YEAR

EVENTUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>COURT</u>					
30-4305 MC Security Revenue	0.00	167.83	432.73	0.00 (	432.73)
30-4310 MC Technology Revenue	0.00	223.76	576.99	0.00 (	576.99)
30-4315 Child Safety Revenues	0.00	380.75	705.80	0.00 (	705.80)
TOTAL COURT	0.00	772.34	1,715.52	0.00 (	1,715.52)
<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	0.00	0.95	1.99	0.00 (	1.99)
30-4420 Donations-Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	0.00	0.95	1.99	0.00 (	1.99)
<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
<hr/>					
TOTAL REVENUES	0.00	773.29	1,717.51	0.00 (	1,717.51)
	=====	=====	=====	=====	=====

0 -SPECIAL REVENUE FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>					
<u>MISCELLANEOUS</u>					
30-500-5029 Gen Govt Qualified Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00
<u>QUALIFIED EXPENSES</u>					
<u>COURT</u>					
30-510-5121 Child Safety	0.00	0.00	0.00	0.00	0.00
30-510-5122 MC Security	0.00	164.85	164.85	0.00 (	164.85)
30-510-5123 MC Technology	0.00	0.00	0.00	0.00	0.00
30-510-5129 Donation	0.00	0.00	0.00	0.00	0.00
TOTAL COURT	0.00	164.85	164.85	0.00 (	164.85)
TOTAL QUALIFIED EXPENSES	0.00	164.85	164.85	0.00 (	164.85)
<u>ADMINISTRATION</u>					
<u>ADMIN EXPENSE</u>					
30-520-5203 Bank Fees	0.00	0.00	0.00	0.00	0.00
TOTAL ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
<u>OTHER EXPENSES</u>					
30-520-5702 Other Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERS</u>					
30-520-5902 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	164.85	164.85	0.00 (	164.85)
REVENUES OVER/(UNDER) EXPENDITURES	0.00	608.44	1,552.66	(	1,552.66)

CITY OF PINEY POINT VILLAGE  
 YEAR TO DATE BALANCE SHEET (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

10 -CAPITAL PROJECTS FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
40-1100	Claim on Cash	323,417.46	( 286,000.00)	( 286,000.00)	37,417.46
40-1101	Texpool	0.00	0.00	0.00	0.00
40-1105	Cash - Amegy Checking	0.00	0.00	0.00	0.00
40-1120	Texas Class	7,573.74	10.63	22.57	7,596.31
40-1200	Accounts Receivable	0.00	0.00	0.00	0.00
40-1220	A/R - General Fund	0.00	0.00	0.00	0.00
40-1250	Due To Metro	0.00	0.00	0.00	0.00
40-1300	Accrued Interest Receivable	0.00	0.00	0.00	0.00
	TOTAL ASSETS	330,991.20	( 285,989.37)	( 285,977.43)	45,013.77
=====					
<u>LIABILITIES</u>					
40-2001	Accounts Payable	0.00	0.00	0.00	0.00
40-2002	Other Accrued Liabilities	0.00	0.00	0.00	0.00
40-2200	Deferred Revenue	286,000.00	0.00	0.00	286,000.00
40-2300	Construction Retainage Payable	120,074.15	0.00	0.00	120,074.15
40-2400	Accrued Liabilities	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	406,074.15	0.00	0.00	406,074.15
<u>FUND EQUITY</u>					
40-3000	Fund Balance	( 75,082.95)	0.00	0.00	( 75,082.95)
	TOTAL BEGINNING EQUITY	( 75,082.95)	0.00	0.00	( 75,082.95)
	TOTAL REVENUES	0.00	10.63	22.57	22.57
	TOTAL EXPENSES	0.00	286,000.00	286,000.00	286,000.00
	INCREASE/(DECREASE) IN FUND BAL.	0.00	( 285,989.37)	( 285,977.43)	( 285,977.43)
	TOTAL LIABILITIES, EQUITY & FUND BAL.	330,991.20	( 285,989.37)	( 285,977.43)	45,013.77
=====					

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -CAPITAL PROJECTS FUND  
FINANCIAL SUMMARY

16.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INVESTMENT INCOME	0.00	10.63	22.57	0.00 (	22.57)
DONATIONS & IN LIEU	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>0.00</b>	<b>10.63</b>	<b>22.57</b>	<b>0.00 (</b>	<b>22.57)</b>
<u>EXPENDITURE SUMMARY</u>					
<u>NON-DEPARTMENTAL</u>					
ADMIN EXPENSE	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0.00	286,000.00	286,000.00	0.00 (	286,000.00)
TRANSFERS	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>0.00</b>	<b>286,000.00</b>	<b>286,000.00</b>	<b>0.00 (</b>	<b>286,000.00)</b>
<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>EVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0.00 (</b>	<b>285,989.37) (</b>	<b>285,977.43)</b>		<b>285,977.43</b>

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -CAPITAL PROJECTS FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>INVESTMENT INCOME</u>					
40-4400 Interest Income	0.00	10.63	22.57	0.00 (	22.57)
TOTAL INVESTMENT INCOME	0.00	10.63	22.57	0.00 (	22.57)
<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	10.63	22.57	0.00 (	22.57)

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

10 -CAPITAL PROJECTS FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>					
<u>ADMIN EXPENSE</u>					
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	0.00	0.00	0.00
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	286,000.00	286,000.00	0.00 (	286,000.00)
40-500-5675 Lanecrest Drainage Improvement	0.00	0.00	0.00	0.00	0.00
40-500-5702 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0.00	286,000.00	286,000.00	0.00 (	286,000.00)
<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
TOTAL NON-DEPARTMENTAL	0.00	286,000.00	286,000.00	0.00 (	286,000.00)
TOTAL EXPENDITURES	0.00	286,000.00	286,000.00	0.00 (	286,000.00)
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (	285,989.37) (	285,977.43)		285,977.43



CITY OF PINEY POINT VILLAGE  
 YEAR TO DATE BALANCE SHEET (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

9 - POOLED CASH FUND

CCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>SSETS</u>					
99-1101	Cash	2,707,560.51	( 100,057.34)	( 1,417,830.61)	1,289,729.90
99-1510	DUE FROM GENERAL FUND	0.00	0.00	0.00	0.00
99-1520	DUE FROM DEBT SERVICE	0.00	0.00	0.00	0.00
99-1530	DUE FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00
99-1540	DUE FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00
99-1550	DUE FROM METRO FUND	0.00	0.00	0.00	0.00
99-1599	Due From Other Funds	<u>1,833,217.41</u>	<u>44,648.46</u>	<u>( 1,449,706.69)</u>	<u>383,510.72</u>
	TOTAL ASSETS	<u>4,540,777.92</u>	<u>( 55,408.88)</u>	<u>( 2,867,537.30)</u>	<u>1,673,240.62</u>
<u>LIABILITIES</u>					
99-2000	Accounts Payable	1,834,953.41	44,648.46	( 1,449,425.69)	385,527.72
99-2190	Due to Other Funds	<u>2,705,824.51</u>	<u>( 100,057.34)</u>	<u>( 1,418,111.61)</u>	<u>1,287,712.90</u>
	TOTAL LIABILITIES	<u>4,540,777.92</u>	<u>( 55,408.88)</u>	<u>( 2,867,537.30)</u>	<u>1,673,240.62</u>
<u>UND EQUITY</u>					
99-3000	Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL BEGINNING EQUITY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL REVENUES	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	INCREASE/(DECREASE) IN FUND BAL. (WILL CLOSE TO FUND BAL.)	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES, EQUITY & FUND BAL.	<u>4,540,777.92</u>	<u>( 55,408.88)</u>	<u>( 2,867,537.30)</u>	<u>1,673,240.62</u>

CITY OF PINEY POINT VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 29TH, 2020

0 -METRO FUND

16.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>INVESTMENT INCOME</u>					
50-4400 Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	0.00	0.00	0.00	0.00	0.00
<u>AGENCIES &amp; ALARMS</u>					
50-4550 Income	0.00	0.00	0.00	0.00	0.00
TOTAL AGENCIES & ALARMS	0.00	0.00	0.00	0.00	0.00
<u>DONATIONS &amp; IN LIEU</u>					
50-4800 Other Income	0.00	0.00	0.00	0.00	0.00
50-4850 Transfer In	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	0.00	0.00	0.00	0.00

CITY OF PINEY POINT VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 29TH, 2020

0 -METRO FUND

16.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>=====</b>					
<b>OTHER EXPENSES</b>					
50-500-5651 Interest Expense	0.00	0.00	0.00	0.00	0.00
50-500-5652 Claymore/Hedwig	0.00	0.00	0.00	0.00	0.00
50-500-5653 Hedwig (Beinhorn-SC)	0.00	0.00	0.00	0.00	0.00
50-500-5654 Smithdale(Hedwig-N Piney PT)	0.00	0.00	0.00	0.00	0.00
50-500-5655 Blalock/S. Piney Pt Drainage	0.00	0.00	0.00	0.00	0.00
50-500-5680 Beinhorn Paving	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TRANSFERS</b>					
50-500-5901 Transfer In	0.00	0.00	0.00	0.00	0.00
50-500-5902 Transfer Out	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<hr/>					
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

**City of Piney Point Village  
Monthly Tax Office Report  
February 28, 2021**

Prepared by: Tiffany D. Morawiec, Tax Assessor/Collector

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A. Current Taxable Value \$ 2,742,985,012

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

	Current 2020 Tax Year	Delinquent 2019 & Prior Tax Years	Total
Original Levy 0.25514	\$ 6,254,063.32	\$ -	\$ 6,254,063.32
Carryover Balance	-	259,611.44	259,611.44
Adjustments	744,388.59	(1,905.13)	742,483.46
Adjusted Levy	6,998,451.91	257,706.31	7,256,158.22
Less Collections Y-T-D	6,512,989.79	2,000.75	6,514,990.54
Receivable Balance	<u>\$ 485,462.12</u>	<u>\$ 255,705.56</u>	<u>\$ 741,167.68</u>

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C. COLLECTION RECAP:

Current Month:	Current 2020 Tax Year	Delinquent 2019 & Prior Tax Years	Total
Base Tax	\$ 967,787.89	\$ (545.81)	\$ 967,242.08
Penalty & Interest	3,218.43	252.25	3,470.68
Attorney Fees	-	260.72	260.72
Other Fees	0.33	-	0.33
Total Collections	<u>\$ 971,006.65</u>	<u>\$ (32.84)</u>	<u>\$ 970,973.81</u>

Year-To-Date:	Current 2020 Tax Year	Delinquent 2019 & Prior Tax Years	Total
Base Tax:	\$ 6,512,989.79	\$ 2,000.75	\$ 6,514,990.54
Penalty & Interest	3,218.43	897.51	4,115.94
Attorney Fees	-	860.86	860.86
Other Fees	2.11	-	2.11
Total Collections	<u>\$ 6,516,210.33</u>	<u>\$ 3,759.12</u>	<u>\$ 6,519,969.45</u>

Percent of Adjusted Levy	<u>93.11%</u>	<u>93.16%</u>
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**MONTHLY TAX OFFICE REPORT**  
**Tax A/R Summary by Year**  
**February 28, 2021**

YEAR	BEGINNING BALANCE AS OF 12/31/2020	ADJUSTMENTS	COLLECTIONS	RECEIVABLE BALANCE AS OF 2/28/21
2019	\$ 62,289.97	\$ (1,619.38)	\$ 2,286.50	\$ 58,384.09
18	32,827.45	(285.75)	(285.75)	32,827.45
17	18,998.39	-	-	18,998.39
16	17,824.69	-	-	17,824.69
15	17,894.67	-	-	17,894.67
14	18,424.08	-	-	18,424.08
13	14,151.07	-	-	14,151.07
12	11,751.79	-	-	11,751.79
11	9,318.42	-	-	9,318.42
10	9,145.21	-	-	9,145.21
09	9,141.92	-	-	9,141.92
08	8,767.71	-	-	8,767.71
07	8,462.68	-	-	8,462.68
06	8,152.59	-	-	8,152.59
05	2,687.68	-	-	2,687.68
04	2,510.18	-	-	2,510.18
03	2,490.91	-	-	2,490.91
02	2,476.24	-	-	2,476.24
01	2,251.11	-	-	2,251.11
00	44.68	-	-	44.68
1999	-	-	-	-
	<u>\$ 259,611.44</u>	<u>\$ (1,905.13)</u>	<u>\$ 2,000.75</u>	<u>\$ 255,705.56</u>

**PINEY POINT VILLAGE  
PROPERTY TAX REVENUE SUMMARY FOR BUDGET YEAR 2021**

MONTH	2020 BUDGET YEAR (2019 tax yr)		2021 BUDGET YEAR (2020 tax yr)		2022 BUDGET YEAR (2021 tax yr)		TEX POOL DEPOSITS		CHECKED
	M/O	I/S	M/O	I/S	M/O	I/S	M/O	I/S	
Oct-20	\$ 8,599.32	\$ 2,310.64	\$ 8,969.79	\$ 2,130.76			\$ 17,569.11	\$ 4,441.40	YES
Nov-20	\$ 909.37	\$ 242.14	\$ 300,019.38	\$ 71,279.36			\$ 300,928.75	\$ 71,521.50	YES
Dec-20	\$ (836.98)	\$ (223.64)	\$ 1,383,770.72	\$ 328,759.57			\$ 1,382,933.74	\$ 328,535.93	YES
Jan-21			\$ 1,966,245.12	\$ 467,219.38			\$ 1,966,245.12	\$ 467,219.38	
Feb-21			\$ 1,580,488.45	\$ 375,531.40			\$ 1,580,488.45	\$ 375,531.40	
Mar-21							\$ -	\$ -	
Apr-21							\$ -	\$ -	
May-21							\$ -	\$ -	
Jun-21							\$ -	\$ -	
Jul-21							\$ -	\$ -	
Aug-21							\$ -	\$ -	
Sep-21							\$ -	\$ -	
Oct-21							\$ -	\$ -	
Nov-21							\$ -	\$ -	
Dec-21							\$ -	\$ -	
<b>TOTALS</b>	\$ 8,671.71	\$ 2,329.14	\$ 5,239,493.46	\$ 1,244,920.47	\$ -	\$ -	\$ 5,248,165.17	\$ 1,247,249.61	
<b>2020 COMBINED TOTAL TAX REVENUE:</b>			<b>\$ 6,484,413.93</b>						

The dollar amounts for OCT, NOV and DEC 2020 shown above in blue need to be added to the JAN 2021 revenues to match the 2021 budget.

Jan-21	\$ 3,659,005.01	\$ 869,389.07
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<b>2021 BUDGET (M/O I/S)</b>	\$ 5,557,210	\$ 1,333,692
<b>2021 BUDGET COMBINED</b>	\$ 6,890,902	

<b>2021 ACTUAL - BUDGET</b>	\$ (317,716.54)	\$ (88,771.53)
	\$ (406,488.07)	



# **Public Utility Commission of Texas**

1701 N. Congress Ave., PO Box 13326, Austin, TX 78711-3326

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## **2021 CONSUMER PRICE INDEX (CPI) ADJUSTMENT TO MUNICIPAL TELECOMMUNICATIONS RIGHT-OF-WAY ACCESS LINE RATES**

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**March 9, 2021**

### **PURPOSE**

This letter is to notify you that your city's 2021 maximum access line rates have increased by 0.4820% due to inflation, as measured by the CPI. This adjustment has been made pursuant to Chapter 283 of the Local Government Code (House Bill 1777).

### **DEFAULT RATES FOR 2021: INCREASE**

Based on the choices made by your city in April 2021, your city's 2021 rate will either be adjusted for inflation, or will remain the same as your 2020 rate. According to our records, when similar CPI adjustments were made in April 2020, your city chose the MAXIMUM allowable CPI-adjusted rates. Therefore, your 2021 rates will reflect an increase of 0.4820% from your 2020 rates. You have the option to decline this increase in rates by taking the action explained below.

### **ACTION BY CITY: TO REFUSE THE INCREASE**

(1) You do not have to respond to accept the increased access line rates. (2) Respond ONLY if you want to DECLINE the increase in access line rates. (3) To decline, notify the PUC using page 2 of this letter no later than April 30, 2021. (4) The PUC does not require City council authorization; however, if your city charter requires it, please do so immediately. (5) Verify your contact information and highlight any changes. (6) Make a copy of this document.

### **WHAT HAPPENS IF A CITY DOES NOT RESPOND BY APRIL 30, 2021?**

If a city does not respond by April 30, 2021, the rates for your city will increase from 2020 levels to the newly established 2021 levels. The next opportunity to adjust your rates will be September 1, 2021.

### **WHAT HAPPENS NEXT?**

The PUC will notify telephone companies of your desired rates and you will be compensated accordingly no later than July 1, 2021.

### **FUTURE REVISIONS TO CPI**

The access line rates will be revised annually in March depending on whether the CPI changes for the previous year. If the CPI changes for the year 2021, you will receive a similar letter in March 2022.

See over...

**City of Piney Point Village**

**SECTION 1: Your 2020 city preferred rates are as follows:**

Residential:       \$0.43       Non-Residential:       \$0.84       Point-to-Point:       \$1.26      

**SECTION 2: Your default rates for 2021 are as follows. Note: These are higher than the 2020 rates (above) due to the CPI inflation adjustment.**

Residential:       \$0.44       Non-Residential:       \$0.85       Point-to-Point:       \$1.27      

**To decline your default increase in rates, notify the PUC by completing the section below. You can mail or fax this page to the PUC. To accept rates in SECTION 2, no action is required.**

I \_\_\_\_\_, Title \_\_\_\_\_, am an authorized representative for the City/Town/Village of \_\_\_\_\_. The City declines to accept the default rates indicated in SECTION 2 above. Instead, we choose the following rates: Residential \_\_\_\_\_; Non-Residential \_\_\_\_\_; Point-to-Point \_\_\_\_\_.

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

Other Comments:

**HOW TO RESPOND**

Mail: Stephen Mendoza  
Public Utility Commission  
P.O. Box 13326  
Austin, Texas 78711-3326

**INQUIRIES**

Inquiries only. NOT for sending your response.  
HB1777@puc.texas.gov  
Phone No: 512-936-7394

Or FAX to Stephen Mendoza at: 512-936-7428

**CITY CONTACT INFORMATION**

Please notify us if the contact information we have on file for your city has changed. Thank you.

Phone No. 1: (713) 782-0271 \_\_\_\_\_

Phone No. 2: \_\_\_\_\_

Fax No: (713) 782-0281 \_\_\_\_\_

Email: \_\_\_\_\_

**Address**

AMANDA DAVENPORT CITY SECRETARY-TREASU  
or current city official responsible for right-of-way issues  
CITY OF PINEY POINT VILLAGE  
7676 WOODWAY DRIVE, SUITE 300  
HOUSTON TX 77063



## Karen Farris

---

**From:** David Olson <DOlson@olsonllp.com>  
**Sent:** Thursday, March 11, 2021 3:28 PM  
**To:** Karen Farris  
**Subject:** RE: Public Utility Commission-Adj to Municipal Telecommunications ROW Access Line Rates

Council is not going to decline the increase in rates due the City, so there is no action that will be needed; however, it would be a good idea for it to be discussed, or at least provided, under the City Administrator's update to make Council aware of the rate increase for telecommunications right-of-way access.

David W. Olson  
Olson & Olson, L.L.P.  
Wortham Tower, Suite 600  
2727 Allen Parkway  
Houston, TX 77019  
Ph: 713.533.3800  
Fx: 713.533.3888  
[dolson@olsonllp.com](mailto:dolson@olsonllp.com)

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**From:** Karen Farris <citysec@pineypt.org>  
**Sent:** Thursday, March 11, 2021 3:18 PM  
**To:** David Olson <DOlson@olsonllp.com>  
**Subject:** Public Utility Commission-Adj to Municipal Telecommunications ROW Access Line Rates

David,

Does the attached need to go on the Council Agenda?

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

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## EMERGENCY RECOVERY SERVICES CONTRACT

Our mission is to provide the best service possible to our communities. Waste Corporation of Texas, L.P. ("WCA") and **Customer Name**, additional collection and disposal services are subject to the negotiation of the terms and rates to be mutually agreed upon by WCA and Customer, which is the purpose of this Contract.

This agreement is independent of any other waste and/or recycling collection or disposal services agreement between WCA (or any of its affiliates and the undersigned Customer.

### PAYMENT

For services furnished pursuant to this Emergency Recovery Services Contract, WCA shall invoice Customer and Customer agrees to make full payment of **\$400.00 per hour for the truck and crews and \$37.65 per ton for disposal, to WCA within thirty (30) days of receipt of WCA's invoice.** \_\_\_\_\_ (Customer's Initial).

### MODIFICATION

This Contract embodies the entire agreement between the parties as to the subject matter hereof and may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought.

This Contract may be executed in identical counterparts. If so executed, each of such counterparts is to be deemed an original for all purposes and all such counterparts shall, collectively, constitute one agreement.

This Contract is agreed to and entered by WCA and Customer as of the date provided below.

### **Customer Name**

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

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

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

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

## Karen Farris

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**From:** Anne Wilhite <awilhite@gflenv.com>  
**Sent:** Thursday, March 18, 2021 10:15 AM  
**To:** Karen Farris  
**Subject:** RE: Storm Debris  
**Attachments:** EMERGENCY RECOVERY SERVICES CONTRACT.docx

Karen – please see attached.

**Anne Wilhite** | Govt Contracts Mgr  
GFL Environmental  
8515 Hwy 6 S, Houston, TX, 77083  
| C (713) 539-9075 | awilhite@gflenv.com | www.gflenv.com

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**From:** Karen Farris <citysec@pineypt.org>  
**Sent:** Saturday, March 13, 2021 8:55 AM  
**To:** Anne Wilhite <awilhite@gflenv.com>  
**Subject:** RE: Storm Debris

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

Anne,

Yes, can you please send the details of the rates for the city to review.

Thank you,

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

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**From:** Anne Wilhite <awilhite@gflenv.com>  
**Sent:** Friday, March 12, 2021 6:58 PM  
**To:** Karen Farris <citysec@pineypt.org>  
**Subject:** Storm Debris

Karen – is the city thinking about offering a special pick up for storm debris? If so, please let me know and I will send you the details of the rates.

**Anne Wilhite** | Municipal Sales Representative

GFL Environmental

8515 Highway 6 South, Houston, TX, 77083

| C (713) 539-9075 | [awilhite@gflenv.com](mailto:awilhite@gflenv.com) | [www.gflenv.com](http://www.gflenv.com)

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**Council Agenda Item Cover Memo**

**3/22/2021  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on the approval of Verizon/MCI Fiber Optic Cable Improvements Plans on Taylorcrest Road and North Piney Point Road.**

**SUMMARY/BACKGROUND (WHY):** Verizon/MCI is currently constructing conduits for fiber optic cable throughout the Memorial Villages. Verizon/MCI has submitted two sets of plans to the City for the installation of approximately 1,400 linear feet of fiber optic cable along Taylorcrest Road and Blalock Road from east of Derham Parc to south of Summerhill Lane and 2,400 linear feet of fiber optic cable along North Piney Point Road from Beinhorn Road to south of Jeffers Court.

**STAFF RECOMMENDATION:**

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**ESTIMATED COST:** See attached                      **FUNDING SOURCE:** N/A

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



March 9, 2021

Mr. Eleuterio Galvan Jr., P.E.  
Teo Engineering Organization LLC  
5510 Community Dr.  
Houston, TX 77005

Re: On-Going Services  
Review of Telecommunications Improvement Plans – **Third Submittal**  
Verizon/MCI Site Name HP\_HOU05\_GESSNER 7  
Piney Point Village, Texas  
HDR Job No. 10279751

Dear Mr. Galvan:

We are in receipt of the proposed Verizon/MCI telecommunications improvement plans for Taylorcrest Road and Blalock Road. Based on the proposed plans provided, the City interposes no objection to the proposed telecommunications improvements, contingent upon the following:

- Welded Wire Fabric may **not** be used in lieu of the reinforcing steel given in Table 1 of the City of Houston concrete sidewalk detail as is stated in Note 1 on Sheet 6A of the plans. Steel rebar must be used for all concrete sidewalk reinforcement.
- Please be advised that the plans will need to be presented to the City Council for approval of the proposed improvements in the City right-of-way prior to construction.

This does not necessarily mean that the entire plan including survey layout has been completely checked and verified. Verizon/MCI assumes all responsibility and accountability for the proposed improvements. The Contractor will immediately notify the City in the event any storm sewer or utilities are impacted during construction. Please note that any grass, landscaping, sidewalks, storm sewer, water and sanitary utilities, etc. damaged during construction must be restored to a condition acceptable to the City.





Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your copy of the approved set of plans and permit.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in blue ink that reads "Aaron Croley".

Aaron Croley, P.E., CFM  
Project Engineer

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







**Building, Planning & Development Department**  
**PERMITS AND INSPECTIONS DIVISION**  
 7676 Woodway Dr, Suite 300  
 Houston, Texas 77063  
 Phone: (713) 782-1757 / Fax: (713) 782-3178  
 bldgofficial@pineypt.org

## Right-of-Way Request Checklist

The purpose of this checklist is to provide guidance to the applicants on the requirements and ensure that the application packet submitted to the city is complete.

### 1. What is the Purpose of the Request?

- Emergency
- Routine Maintenance
- Future Project

### 2. Type of Repair

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Underground | <input type="checkbox"/> Network Nodes                      |
| <input type="checkbox"/> Overhead               | <input type="checkbox"/> New Pole(s)                        |
| <input type="checkbox"/> Electrical Equipment   | <input checked="" type="checkbox"/> New Optic Fiber Install |
| <input type="checkbox"/> Equipment Boxes        | <input type="checkbox"/> Sidewalk Point Repair              |
| <input type="checkbox"/> Equipment Maintenance  | <input type="checkbox"/> Street Point Repair                |
| <input type="checkbox"/> Cell Towers            | <input type="checkbox"/> Telecommunication                  |
| <input type="checkbox"/> Manholes               |   |

### 3. Agency Applying

- AT&T
- CenterPoint Energy (Electric)
- CenterPoint Energy (Gas)
- Comcast
- Memorial Village Water Authority
- Other  
 If Other, Please Specify: MCImetro Access Transmission Services Corp

### 4. Detailed Scope of Work

- Describe the project with as much detail as possible. *See below description*
- Specify the estimated time frame of the project. *Less than 4 weeks once approved and started*
- Describe the installation methods. *Directional Boring*
- Show the location of where the material will be staged. *Outside of city limits, not onsite*
- Show where the proposed equipment will be located. *Underground fiber optic, no equipment*
- Show and describe new meter boxes, pad-mounted transformers, and service equipment. *No above ground appurtenances, Hand Holes will be level with existing grade.*

*On Taylorcrest Rd. at Crestwood Estates Dr. DB West 804 LF of 1-2"HDPE e/w 1-864F cable.*

## 5. Location of Project

Provide a description of the proposed location, including whether such location will be within or adjacent to one of the following:

- Church / School
- Residential Development
- In the Street (BOC in PROW)
- In the Esplanade

## 6. Plan Requirements

- All plans are to have a cover sheet, detailed notes, and show a vicinity map with North Arrow.
- Hard copy and electronic drawings are required (three sets of 11x15 paper plans).
- Provide an aerial map and street-view images of Network Facilities and related equipment you are requesting to install, maintain, modify, operate, or replace.
- Provide scaled dimensioned construction plans showing the current ROW line, proposed underground conduit and equipment, and its spacing from existing utilities (water lines, sewer, storm sewer, and other existing utilities).
- Drawings must include before and after scaled dimensioned drawings/pictures of all proposed attachments and associated standalone equipment indicating the spacing from the existing curb, driveways, sidewalk, existing poles, and/or appurtenances.
- If working on a network node, include the certificate of compliance with applicable regulations of the Federal Communications Commission.
- If working with an existing pole, include the latitude, longitude, and elevation of the pole along with the pole identification number.
- If installing a new pole(s), show the intersection and the aerial location, as well as specifying the quantity of new poles.
- All plans are to be prepared, signed, and sealed by a professional engineer licensed in the State of Texas.

## 7. Trees

- Show trees in the general work area and the description of such trees. For example, the type of tree, the height, and the measurement of branches.
- Indicate if trees are to be removed
- Provide a tree forester report and tree protection fencing, to ensure that the proposed work will not damage trees or tree roots.
- Tree trimming may require the city's forester input and verification prior to work performed.

**Please Note:** When trees are involved, include a forester report and/or recommendation in regards to that area.

## 8. Proposed Equipment/Machinery

- Boring
- Trenching
- Hand Digging
- Other Excavation Work

**Please Note:** No utility trucks / vehicles are to be staged on our city's planted esplanade.

## 9. Third Party Information

It is required that we know who the Third Party is. Please provide the following:

- Name of Superintendent **HP Communications**
- Company Address **13711 Rankin circle west Houston, TX 77073**
- Superintendent Contact Information **JJ Olomi**
- Emergency Contact Information **951-457-0131**
- Proof of required insurance or self-insurance to be provided prior to any commencement of work. **Attached**
- We require a copy of general liability insurance from the Third Party. **included in attached**
- Certificate shall state the policy number; name of insurance company; name and address of the agent or authorized representative of the insurance company; name, address, and phone number of insured; policy expiration date; and specific coverage amounts. **All Included in attached**
- If any changes were to happen to the Third Party contractor during the length of the project, the city must be immediately notified and updated with the requesting information. **Understood**

## 10. Restoration of Property

The restoration of the affected property is required. Users of the right-of-way shall restore property affected by construction/installation to a condition that is equal to or better than the condition of the property prior to the performance of the work.

The restoration shall include, but not limited to:

- Replacing all natural ground cover with an equal or better type of ground cover damaged during work, either by sodding or seeding.
- Installation of all manholes and handholes, as required
- All bore pits, potholes, trenches, or any other holes shall be covered or barricaded daily
- Leveling of all trenches and backhoe lines
- Restoration of excavation site tot city specifications
- All locator flags shall be removed during the cleanup process
- Repair of all street and sidewalk removals shall be made promptly to avoid safety hazards to vehicle and pedestrian traffic.

## 11. Damage

- Users are responsible for the workmanship of any damages caused by a Third Party contractor, to any of the following:
  - Water/Sewer Lines
  - Gas Pipelines

- Grass
- Plants, Flowers, and Bushes
- Trees and Tree Roots
- Streets, Curbs, Potholes
- Street Poles/Street Signs
- Mailboxes
- Residential Fencing
- All users shall notify the city immediately of any damage to other utilities, either city or privately owned.

#### **12. Permits**

- Permits may be required for electrical reconnect and gas.  
(Subject to scope of work)
- A copy of right-of-way permits should be posted and visible.

#### **13. Inspections**

- Electrical and gas permits will need to be inspected prior to being released to CenterPoint Energy.
- The city will inspect the areas of all right-of-way work.

#### **14. Plan Examiners**

- City Director of Planning, Development, & Permits
- HDR Engineering
- City Forester
- Memorial Village Water Authority
- Piney Point Village City Council

#### **Helpful Notes:**

- A copy of the construction permit and approved engineering plans shall be maintained at the site and made available for inspection by the city at all times when installation work is occurring.
- Prior approval must be obtained from the city when a street or sidewalk cut is required.
- Precautionary measures need to be taken when a sidewalk is repaired or redone.
- Any work done to a sidewalk needs to be secured with cones and temporary fencing around the perimeter for pedestrian safety.
- The city may require notification letters to adjacent residential developments and neighborhoods.
- The City of Piney Point Village must approve the work being performed.
- Any and all changes to the original project scope must have city approval.
- City Council approval is not required for all applicants; it is subject to the scope of work.
- In addition to the scanned PDF set, the city does require paper submissions. These must be dropped off to the city.
- For questions regarding water and sewer line markings, please call the Memorial Village Water Authorities at (713) 465-8318.
- Electronic drawings must be emailed to Annette Arriaga at [bldofficial@pineypt.org](mailto:bldofficial@pineypt.org)
- Please allow two to three weeks for plans to be reviewed and receive a response.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/15/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Marsh & McLennan Agency LLC; INSURED: HP Communications Inc.; CONTACT NAME: Gloria Bell; INSURER(S) AFFORDING COVERAGE: Greenwich Insurance Company, The Continental Insurance Company, XL Specialty Insurance Company, Atlantic Specialty Insurance Company.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation, and Contractors.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) City of Piney Point Village is included as additional insured per the attached. Coverage is primary and non contributory. Waiver of subrogation applies.

CERTIFICATE HOLDER: City of Piney Point Village; CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Gloria Bell.

MCImetro  
ACCESS TRANSMISSION SERVICES CORPORATION

OUTSIDE PLANT CONSTRUCTION

FIBER OPTIC CABLE ROUTE

HP\_HOU05\_GESSNER 7  
MEMORIAL CITY: 014, 015, 058, 061, 063, 064, 065  
PINEY POINT VILLAGE, TX

SITE CODE: HODATX

*No Objections Taken*

*Carson Cady*

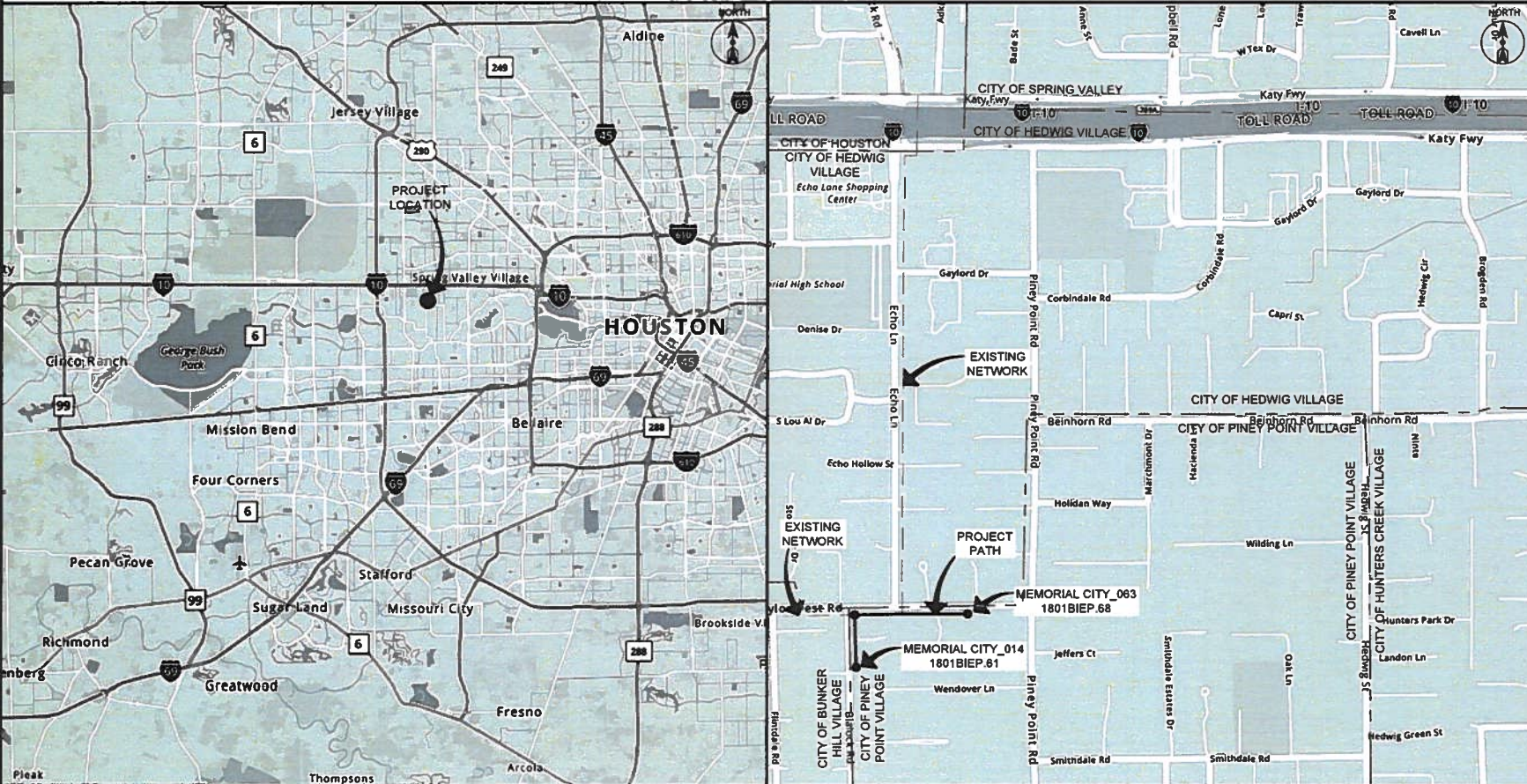
3-9-2021

PROJECT STATUS: CONSTRUCTION

DATE: 3/3/21

# LOCATION MAP

THE MEMORIAL VILLAGES, TX  
HARRIS COUNTY



**PROJECT**  
 THE PINEY POINT VILLAGES, TX  
 HP\_HOU05\_GESSNER 7  
 MEMORIAL CITY 014, 015, 008, 001, 002, 004, 005

NO.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVISED	AGK

MC Metro  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION  
 OUTSIDE PLANT CONSTRUCTION  
 TITLE: FIBER OPTIC ROUTE  
 HP\_HOU05\_GESSNER 7  
 THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
 ENGINEER: CHRIS JONES  
 DRAWN BY: G.F.S. (TJS)

**REVISIONS**

NO.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVISED	AGK

NO.	DATE	DESCRIPTION	BY

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**SCALE**  
 HORIZONTAL: 1"= N/A  
 VERTICAL: 1"= N/A  
 MP TO MP  
 SHEET 2 OF 11  
 FILE

## VICINITY MAP



## PROJECT MAP







# MCI OUTSIDE PLANT FOCUS

## FIBER OPTIC CABLE UNCOVERING SYSTEM

1. THE TITLE OF THIS PROGRAM, **F.O.C.U.S.**, AN ACRONYM FOR "FIBER OPTIC CABLE UNCOVERING SYSTEM," WAS SELECTED TO REMIND EVERYONE INVOLVED WITH WORKING NEAR MCI'S ACTIVE FIBER OPTIC SYSTEMS TO FOCUS ON PROTECTING THE FACILITIES. IF, DURING THE COURSE OF THE PROJECT, YOU NOTICE ANY ACTIVITY WHICH MAY JEOPARDIZE THE MCI OSP FACILITIES, IT IS YOUR DUTY TO STOP THE WORK AND RE-F.O.C.U.S.
2. F.O.C.U.S. RULES MUST BE FOLLOWED ON ALL MCI PROJECTS INVOLVING WORK ON OR NEAR MCI OSP FACILITIES. SAFETY IS MCI'S NUMBER ONE PRIORITY; EVERYONE MUST REFRAIN FROM UNSAFE AND IMPROPER PRACTICES.
3. REVIEW OF F.O.C.U.S. IS MANDATORY AT EVERY PRE-BID, PRE-CONSTRUCTION SITE MEETING AND DAILY TAILGATE MEETING. F.O.C.U.S. DISCUSSION MUST INCLUDE SITE-SPECIFIC HISTORY, UNIQUE PROBLEMS, FACILITY CONFIGURATIONS THAT MAY BE ENCOUNTERED, AND PAST ERRORS. "THOSE WHO DO NOT LEARN FROM HISTORY ARE DOOMED TO REPEAT IT." DO NOT LET THIS HAPPEN TO YOU.
4. ANY WORK NEAR OR REQUIRING HANDLING OF MCI OUTSIDE PLANT FACILITIES CAN ONLY BE PERFORMED WITH AN MCI EMPLOYEE OR CONTRACT REPRESENTATIVE PRESENT – THIS MEANS OUT OF HIS OR HER VEHICLE AND DIRECTLY MONITORING THE WORK. THE REPRESENTATIVE MUST HAVE A PROPERLY OPERATING CABLE LOCATOR CHECKED FOR ACCURACY EVERY DAY PRIOR TO COMMENCEMENT OF WORK (COMPARISON OF LINE AND DEPTH READINGS TO ACTUAL LINE AND DEPTH OF THE CABLE).
5. LOCATE AND POT HOLE REQUIREMENTS:
  - PRIOR TO ANY EXCAVATION, THE MCI EMPLOYEE OR CONTRACT REPRESENTATIVE MUST VERIFY THE INITIAL LOCATE MARKS COMPLETED BY MCI OPERATIONS. DO NOT TRUST LOCATE RESULTS COMPLETED BY OTHERS THE MCI OR CONTRACT REPRESENTATIVE MUST LOCATE THE CABLE RUNNING LINE BY MAKING AT LEAST ONE PASS IN EACH DIRECTION. LOCATE RESULTS MUST THEN BE COMPARED WITH PREVIOUS MARKS AND THE AS-BUILTS.
  - IF THE PROPOSED WORK INVOLVES DIGGING OR EXCAVATING WITHIN 3 FEET OF THE CABLE, THE CABLE ROUTE WILL BE MARKED CONTINUALLY WITH ORANGE PAINT AND SUPPLEMENTED BY MARKER FLAGS PLACED EVERY 10 FT. THE EXCAVATION CONTRACTOR MUST POT HOLE (ALL POT HOLES MUST BE COMPLETED BY HAND DIGGING OR VACUUM EXCAVATION) A MINIMUM OF EVERY 15 FT., THEN EXPOSE THE ENTIRE LENGTH OF THE CABLE BY HAND DIGGING OR VACUUM EXCAVATION.
  - IF THE PROPOSED WORK INVOLVES DIGGING OR EXCAVATING WITHIN 5 FEET (BUT NOT CLOSER THAN 3 FEET) OF THE CABLE, THE CABLE ROUTE WILL BE MARKED CONTINUALLY WITH ORANGE PAINT AND SUPPLEMENTED BY MARKER FLAGS PLACED EVERY 10 FT. THE EXCAVATION CONTRACTOR MUST POT HOLE THE CABLE A MINIMUM OF EVERY 15 FT.
  - IF THE PROPOSED WORK INVOLVES DIGGING OR EXCAVATING WITHIN 5 FEET (BUT NOT CLOSER THAN 3 FEET) OF THE CABLE, THE CABLE ROUTE WILL BE MARKED CONTINUALLY WITH ORANGE PAINT AND SUPPLEMENTED BY MARKER FLAGS PLACED EVERY 10 FT. THE EXCAVATION CONTRACTOR MUST POT HOLE THE CABLE A MINIMUM OF EVERY 15 FT.
  - THE CABLE WILL ALSO BE POT HOLED AT ANY CHANGE IN THE RUNNING LINE OF MORE THAN 1 FT. IN ANY DIRECTION, ANYTIME THE ACCURACY OF THE ELECTRONIC LOCATE IS QUESTIONED, OR THE MARKED RUNNING LINE DOES NOT MATCH THE AS-BUILTS.
6. EXPOSING REQUIREMENTS:
  - NO MECHANICAL EXCAVATION WITHIN 3 FT. OF OSP FACILITIES WILL BE ALLOWED UNLESS THE FACILITIES HAVE FIRST BEEN PROPERLY LOCATED, POT HOLED, POSITIVELY IDENTIFIED, CONTINUOUSLY EXPOSED BY HAND DIGGING OR VACUUM EXCAVATION, AND THE FACILITIES ARE CLEARLY VISIBLE.
  - IN ADDITION, MECHANICAL EXCAVATION WITHIN 3 FT. OF OSP FACILITIES REQUIRES ON-SITE PRIOR APPROVAL FROM MCI'S EMPLOYEE OR CONTRACT REPRESENTATIVE.
7. PLEASE REFER TO THE LATEST EDITION OF THE MCI OSP HANDBOOK FOR ADDITIONAL DETAILS. KNOW IT AND FOLLOW IT.

## MCI OUTSIDE PLANT CONSTRUCTION GENERAL REQUIREMENTS

- ALL FEDERAL, STATE AND LOCAL SAFETY REGULATIONS MUST BE FOLLOWED WITHOUT EXCEPTION.
- PERSONAL PROTECTIVE EQUIPMENT APPROPRIATE FOR THE SPECIFIC WORK SITE SHALL BE USED AT ALL TIMES. AT A MINIMUM, HARD HAT, SAFETY SHOES/STEEL-TOED BOOTS, AND FLORESCENT ORANGE OR GREEN WORK VEST ARE REQUIRED UPON ENTERING ANY MCI WORK SITE.
- USE OF INTOXICANTS, DRUGS, INHALANTS OR ANY OTHER SUBSTANCES THAT MAY IMPAIR ALERTNESS ARE STRICTLY PROHIBITED.
- CONTRACTORS ARE NOT ALLOWED TO CUT ANY CABLE. CABLES SCHEDULED FOR REMOVAL WILL BE CUT BY MCI OPERATIONS PERSONNEL, AND ONLY AFTER VERIFICATION THAT ALL TRAFFIC HAS BEEN OFF-LOADED.
- EXTREME CAUTION MUST BE USED AT ALL TIMES WHEN WORKING ON OR NEAR ACTIVE CABLES. AN MCI EMPLOYEE OR CONTRACT REPRESENTATIVE MUST APPROVE AND BE PRESENT PRIOR TO AND DURING ALL CABLE HANDLING ACTIVITIES.
- TOOLS AND EQUIPMENT SPECIFICALLY DESIGNED FOR THE JOB AT HAND ARE REQUIRED. USE THE PROPER TOOL FOR THE JOB.
- CONDUIT WORK INVOLVING ACTIVE CABLES REQUIRES SPECIALIZED TOOLS SPECIFICALLY DESIGNED TO ACCESS DUCTS WITH ACTIVE CABLES.
- PROTECTING MCI FACILITIES IS EXTREMELY IMPORTANT; HOWEVER, SAFETY REGARDING YOURSELF AND OTHERS IS THE MOST IMPORTANT PART OF ANY PROJECT.



PROJECT  
 THE PINEY POINT VILLAGES, TX  
 HP\_HOUDS\_GESSNER 7  
 MEMORIAL CITY 014, 015, 058, 051, 053, 054, 055

MCI/metro  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION  
 OUTSIDE PLANT CONSTRUCTION  
 TITLE: FIBER OPTIC ROUTE  
 HP\_HOUDS\_GESSNER 7  
 THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
 ENGINEER: CHRIS JONES

DRAWN BY: G.F.S. (TJS)

### REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVS	AGK

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### SCALE

HORIZONTAL: 1"= N/A

VERTICAL: 1"= N/A

MP TO MP

SHEET 4A OF 11

FILE



# SYMBOLS KEY

	EXISTING	PROPOSED
BURIED CABLE	_____	_____
AERIAL CABLE	_____ A _____	_____ A _____
SUBMARINE CABLE	_____ SUBM _____	_____ SUBM _____
FOGWIRE CABLE	_____ FOGW _____	_____ FOGW _____
DIRECT BURIED HDPE	_____ H _____	_____ H _____
PVC OR SPLIT PVC CONDUIT	=====	=====
BSP/GSP OR SPLIT BSP/GSP CONDUIT	=====	=====
STEEL CASING	=====	=====
REMOVE AND RESTORE ASPHALT OR CONCRETE (WIDTH AS INDICATED)	46" _____	46" _____
CORE BORE	_____	_____
JACK AND BORE	_____	_____
DIRECTIONAL BORE	_____ DB _____	_____ DB _____
FUTURE CABLE	_____ → _____	_____ → _____
REMOVE CABLE	_____ R _____	_____ R _____
TO BE REMOVED OR ABANDONED (SHOWN FOR HDPE)	_____ X H _____	_____ H X _____
AERIAL UTILITY (ELECTRIC)	_____ E _____	_____ E _____
UNDERGROUND UTILITY (TELEPHONE)	_____ T _____	_____ T _____
MAIN TRACKS	_____	_____
AUXILIARY TRACKS	_____	_____
CENTERLINE	_____ CL _____	_____ CL _____
RIGHT-OF-WAY	_____ RW _____	_____ RW _____
EDGE OF PAVEMENT	_____ EOP _____	_____ EOP _____
SIDEWALK	_____ SW _____	_____ SW _____
DITCH LINE	_____ DL _____	_____ DL _____
TAX DISTRICT	_____	_____
CITY, COUNTY OR STATE BOUNDARY LINE	_____	_____
PROPERTY LINE	_____	_____
FENCE LINE	F/L — O — F/L F/L — O — F/L	F/L — O — F/L F/L — O — F/L
GUARDRAIL	_____	_____
TOP OF SLOPE	_____	_____
TOE OF SLOPE	_____	_____

STEEL MARKER AND SIGN-(A)  
 ALUMINUM "HUB"-STYLE MARKER-(B)  
 FLAT MARKER-(C)  
 TUBULAR MARKER-(D)  
 TUBULAR MARKER, & ISOLATOR PROTECTOR-(E)

MILE POST MARKER  
 NOTE  
 DASHED = NOT FOUND IN FIELD

PERMIT TRACKING FORM IDENTIFIER

ROCK PROBE (DEPTH AS INDICATED)

UTILITY COVER DEPTH

HANDHOLE, MANHOLE OR PULLBOX

POLE

ANCHOR ONLY

GUY ONLY

OVERHEAD GUY (ARROW IN DIRECTION OF PULL)

ANCHOR AND GUY

SIDEWALK ANCHOR AND GUY

FOREIGN ANCHOR AND GUY

PUSH BRACE (EXISTING POLE)

ACCOUNT CODE CHANGE (BURIED TO AERIAL)

BOND AND GROUND

CULVERT (SIZE AS INDICATED)

BRIDGE

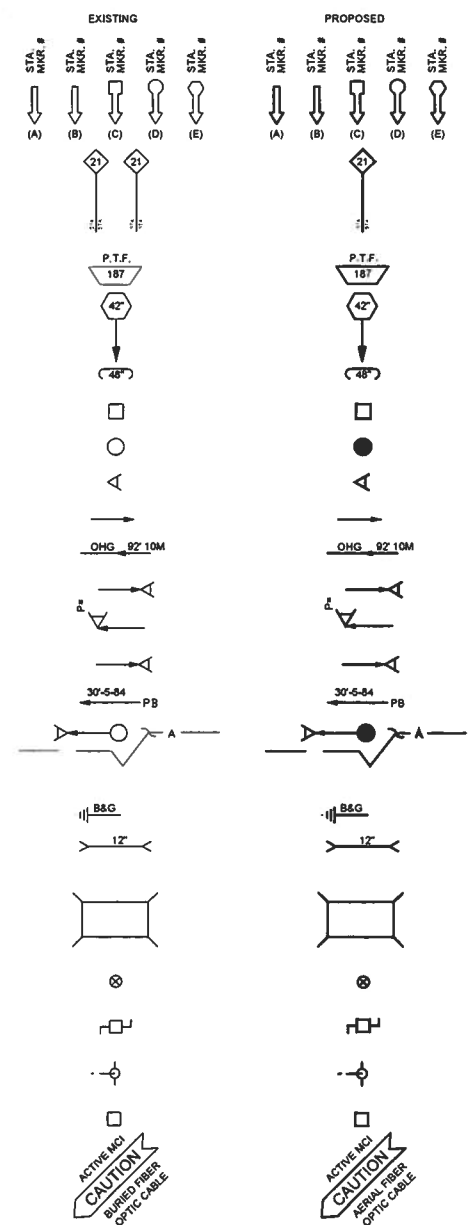
WATER METER

GAS VALVE

FIRE HYDRANT

RAILROAD SIGNAL CONTROL BOX

CAUTION NOTE



**verizonbusiness**

PROJECT:  
 THE PINEY POINT VILLAGES, TX  
 HP\_HOU05\_GESSNER 7  
 MEMORIAL CITY 014, 015, 028, 061, 063, 064, 065

MCIMetro  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION

OUTSIDE PLANT CONSTRUCTION  
 TITLE: FIBER OPTIC ROUTE  
 HP\_HOU05\_GESSNER 7  
 THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
 ENGINEER: CHRIS JONES  
 DRAWN BY: G.F.S. (TJS)

REVISIONS		
No.	DATE	DESCRIPTION
1	3/3/21	CITY OF PINEY POINT REVS AGK

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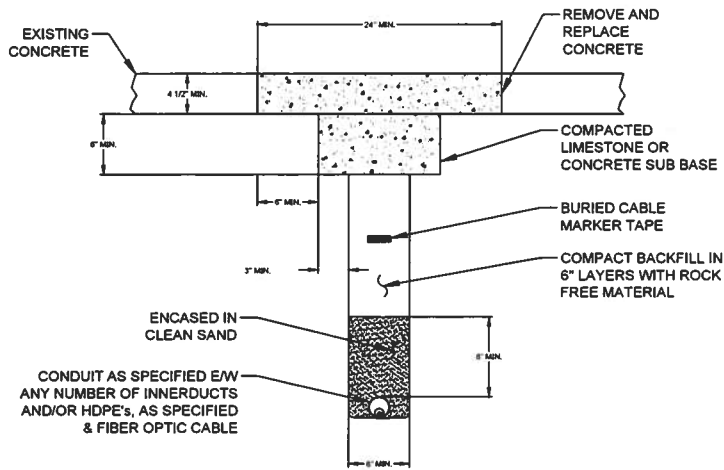
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 VERTICAL: 1"= N/A

MP \_\_\_\_\_ TO MP \_\_\_\_\_  
 SHEET 5 OF 11  
 FILE:



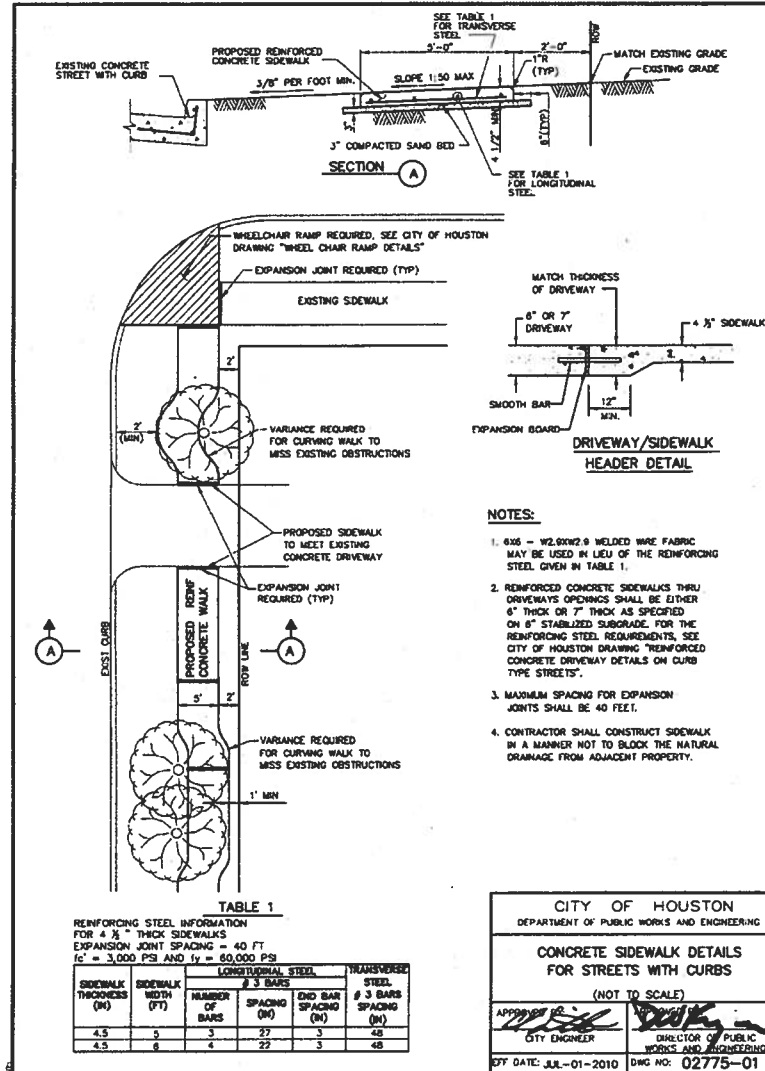
# CONCRETE SIDEWALK DETAILS

## SIDEWALK RESTORATION DETAIL FOR CONDUIT



**NOTE: SIDEWALK TO BE REPAIRED OR REPLACED TO MATCH PREVIOUS FOOTPRINT AND CONFORM TO CURRENT COH STANDARDS, INCLUDING REINFORCING STEEL DOWELLED INTO EXISTING SIDEWALK ON BOTH ENDS.**

## CONCRETE SIDEWALK DETAILS



PROJECT:  
THE PINEY POINT VILLAGES, TX  
HP\_HOURS\_GESSNER 7  
MEMORIAL CITY 014, 015, 058, 061, 062, 064, 065

MCIMUTO  
ACCESS TRANSMISSION SERVICES CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
HP\_HOURS\_GESSNER 7  
THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. (TJS)

REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVS AGK	

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SCALE

HORIZONTAL: 1" = N/A  
VERTICAL: 1" = N/A

MP TO MP

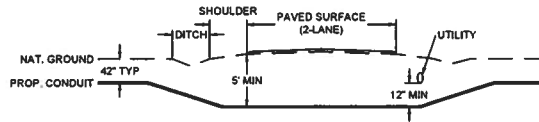
SHEET 6A OF 11

FILE

# TYPICAL CROSSING PROFILE DETAILS: UNDERGROUND

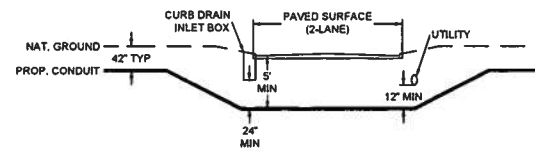
TYPICAL DETAIL "A"

TWO LANE - ASPHALT ROAD - NO CURB



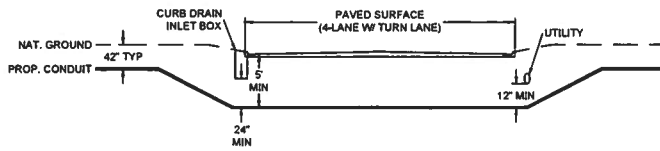
TYPICAL DETAIL "B"

TWO LANE - CURBED ROAD



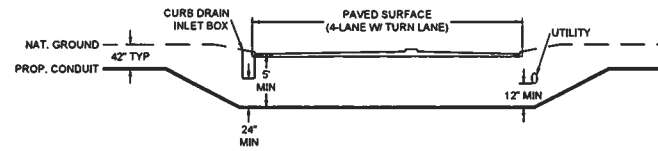
TYPICAL DETAIL "C"

FOUR LANE (W/ TURN LANE) - CURBED ROAD - NO MEDIAN



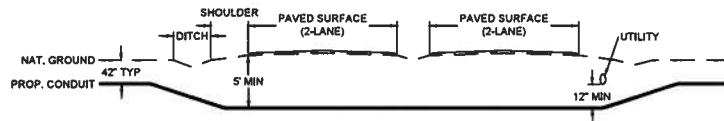
TYPICAL DETAIL "D"

FOUR LANE (W/ TURN LANE) - CURBED ROAD - WITH MEDIAN



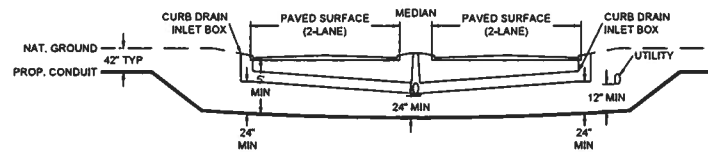
TYPICAL DETAIL "E"

4 LANE - SPLIT ASPHALT ROAD - NO CURB



TYPICAL DETAIL "F"

4 LANE - SPLIT CURBED ROAD



PROJECT:  
THE PINEY POINT VILLAGES, TX  
HP\_H0005\_GESSNER 7  
MEMORIAL CITY 014, 015, 058, 061, 063, 064, 065

MC/MIRACO  
ACCESS TRANSMISSION SERVICES  
CORPORATION  
OUTSIDE PLANT CONSTRUCTION  
TITLE: FIBER OPTIC ROUTE  
HP\_H0005\_GESSNER 7  
THE PINEY POINT VILLAGES, TX

DATE 3/3/21  
ENGINEER CHRIS JONES

DRAWN BY: G.F.S. (TJS)

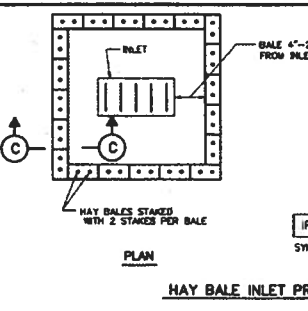
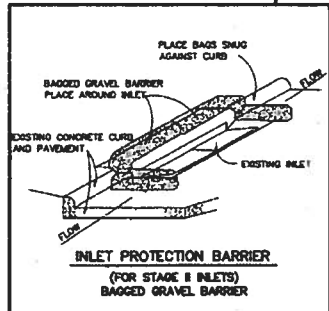
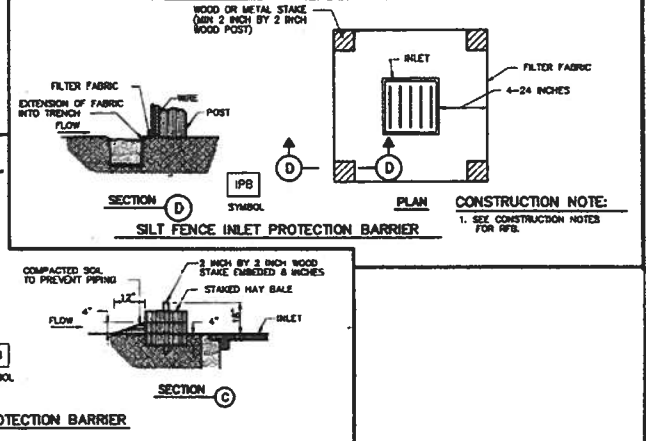
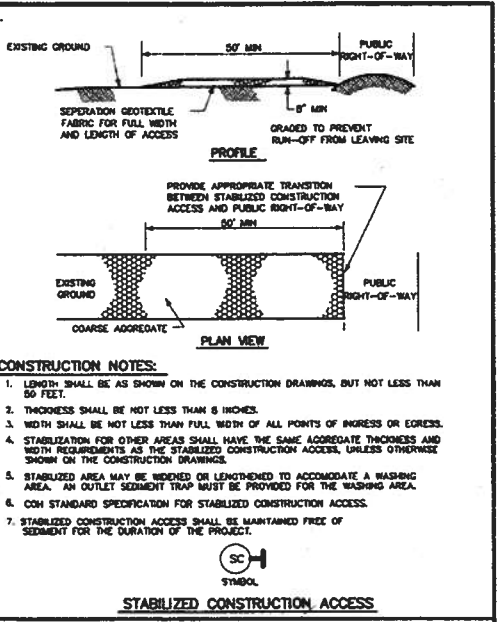
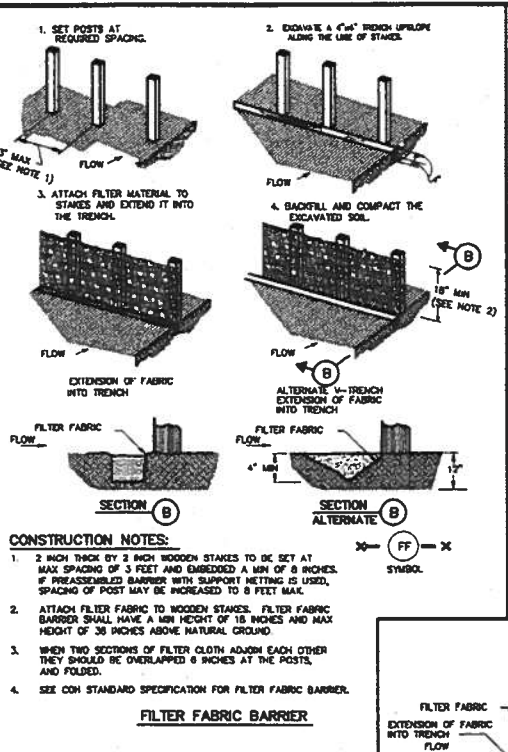
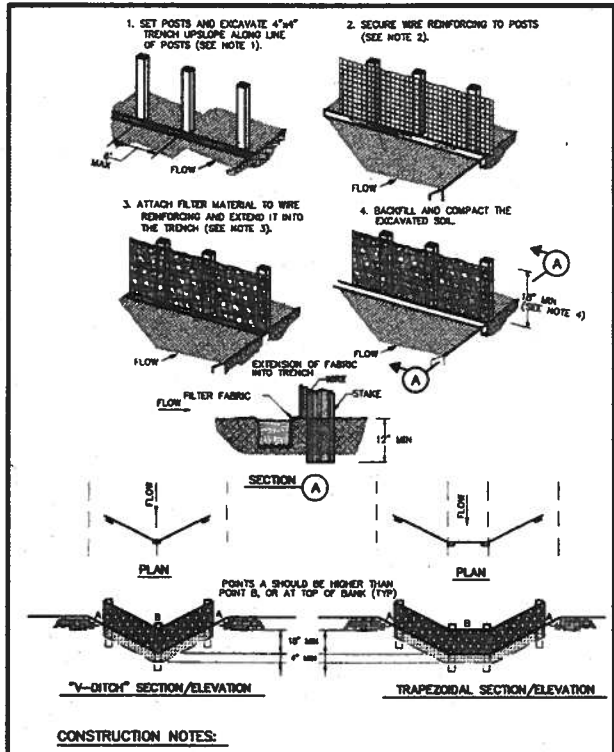
REVISIONS		
No.	DATE	DESCRIPTION
1	3/3/21	CITY OF PINEY POINT REVS AGK

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SCALE  
HORIZONTAL: 1"= NA  
VERTICAL: 1"= NA  
MP TO MP  
SHEET 08 OF 11  
FILE: 006 B

# STORM WATER POLLUTION PREVENTION PLAN DETAILS

**PROJECT:**  
 THE PINEY POINT VILLAGES, TX  
 HP\_HOU05\_GESSNER 7  
 MEMORIAL CITY 014 015 058 061 063 064 065



McMetric  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
 HP\_HOU05\_GESSNER 7  
 THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
 ENGINEER: CHRIS JONES  
 DRAWN BY: G.F.S. (TJS)

REVISIONS			
No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REV'S AGK	

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**SCALE**

HORIZONTAL: 1"= N/A  
 VERTICAL: 1"= N/A

MP TO MP

SHEET 6C OF 11

FILE

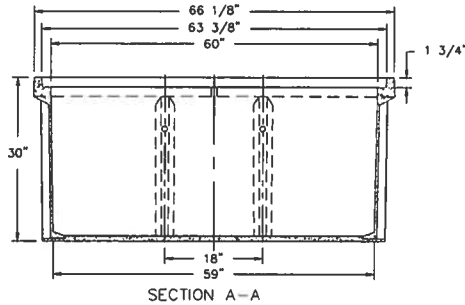
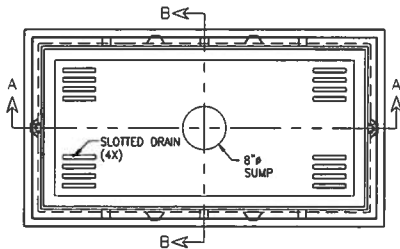




# 30" x 60" x 30" 30K STANDARD HANDHOLE DETAILS

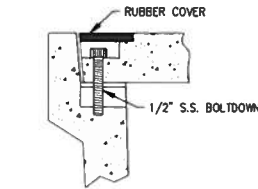
DETAIL "A"

LOCKING DEVICE  
CROSS SECTION

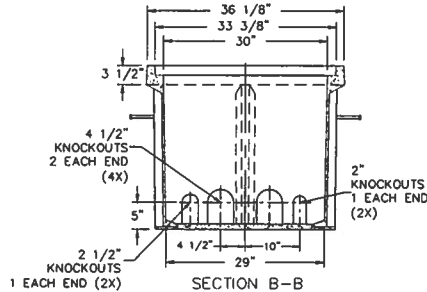


DETAIL "B"

FLUSH MOUNT  
COVER DETAIL

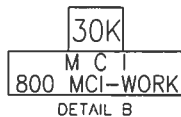
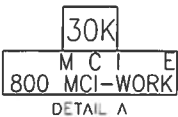
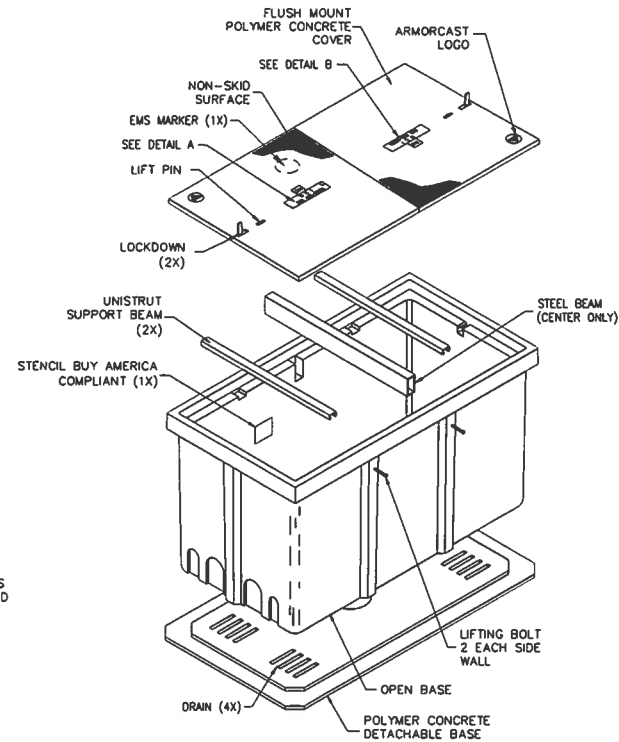


FLUSH MOUNT COVER DETAIL



DETAIL "C"

EXPLODED ISOMETRIC DETAIL



SEALED PLASTIC BAG PLACED INSIDE VAULT TO CONTAIN

- | ITEM | QTY | DESCRIPTION                                |
|------|-----|--|
| 1    | (1) | JOHNNY LOCK KEY                            |
| 2    | (2) | S.S. JOHNNY BOLTS W/FLAT WASHFR.           |
| 3    |     | SHRINK WRAP COVERS TO FRAME FOR PACKAGING. |

**30K STANDARD HANDHOLE**  
 30"x60"x30" POLYMER CONCRETE FLUSH MOUNT ASSEMBLY  
 MEETS SCTE/ANSI 77-TIER 22 LOADING CRITERIA  
 ADDITIONAL REQUIREMENTS:  
 DESIGNED LOAD: 30,000 LBS  
 MINIMUM FAILURE LOAD: 45,000 LBS



PROJECT:  
 THE PINEY POINT VILLAGES, TX  
 HP\_HOLOS\_GESSNER 7  
 MEMORIAL CITY 014, 015, 054, 051, 053, 054, 055

MCImetro  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION  
 OUTSIDE PLANT CONSTRUCTION  
 TITLE: FIBER OPTIC ROUTE  
 HP\_HOLOS\_GESSNER 7  
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DATE: 3/3/21  
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1	3/3/21	CITY OF PINEY POINT REV#	AGK

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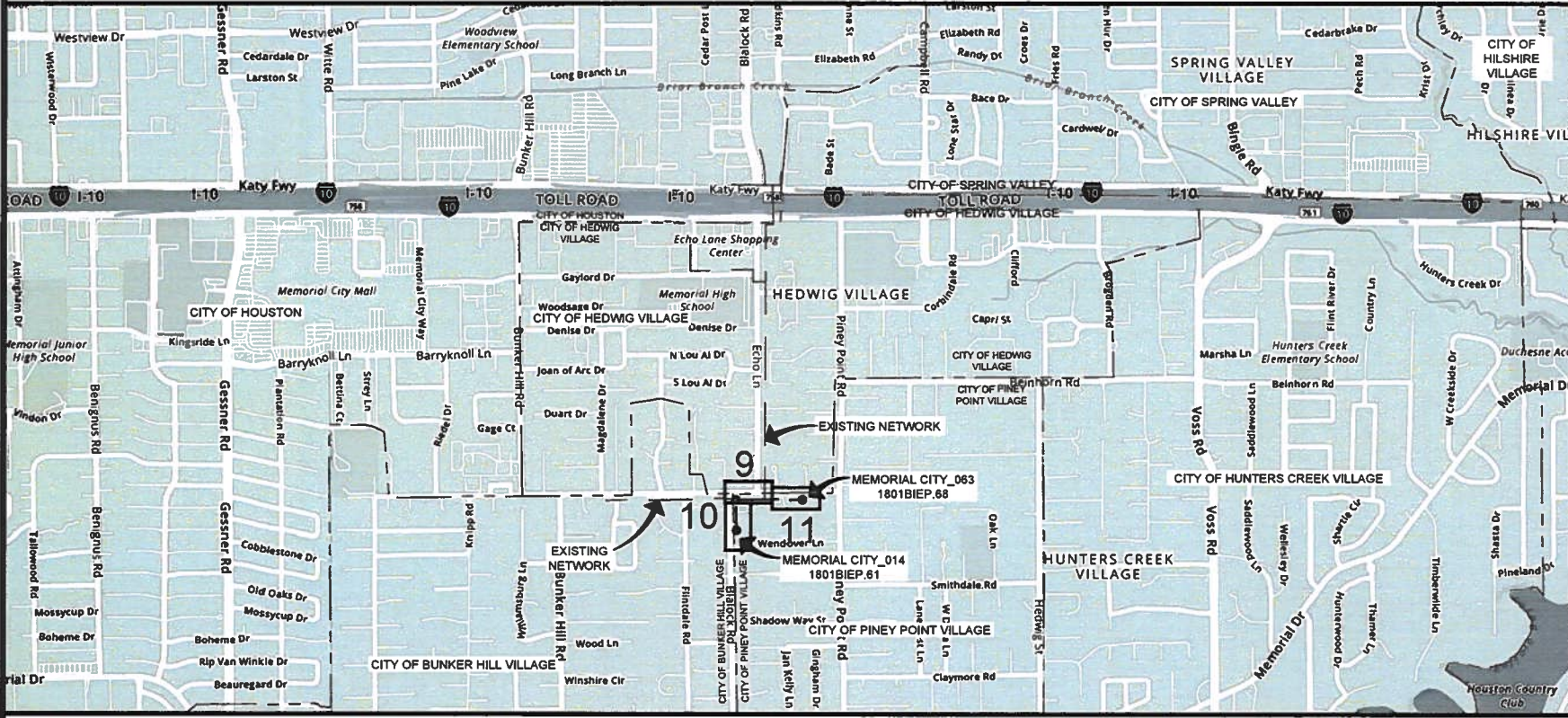
SCALE  
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 VERTICAL: 1"= N/A  
 MP TO MP  
 SHEET 7A OF 11  
 FILE 07

# INDEX SHEET

HOUSTON, TX  
HARRIS COUNTY



PROJECT  
THE PINEY POINT VILLAGES, TX  
HP\_HO05\_GESSNER 7  
MEMORIAL CITY 014, 015, 026, 051, 053, 064, 065



LEGEND	
	PROPOSED MCI UNDERGROUND CABLE
	PROPOSED MCI OVERLASH TO EXISTING AERIAL
	EXISTING MCI NETWORK CABLE
	EXISTING CITY BOUNDARY LINES

MCImetro  
ACCESS TRANSMISSION SERVICES  
CORPORATION

OUTSIDE PLANT CONSTRUCTION  
TITLE: FIBER OPTIC ROUTE  
HP\_HO05\_GESSNER 7  
THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. (TJS)

REVISIONS		
No.	DATE	DESCRIPTION
1	3/3/21	CITY OF PINEY POINT REVISED

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SCALE

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VERTICAL: 1"= N/A

MP TO MP

SHEET 8 OF 11

FILE

# TRAFFIC CONTROL PLAN DETAILS

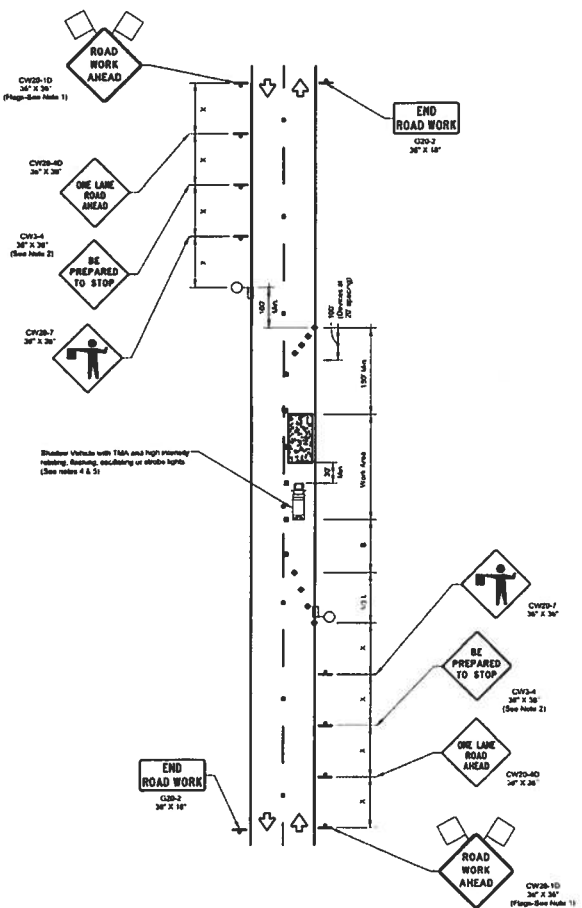


PROJECT:  
THE PINNEY POINT VILLAGES, TX  
HP\_HOUDS\_GESSNER 7  
MEMORIAL CITY #14, #15, #16, #17, #18, #19, #20

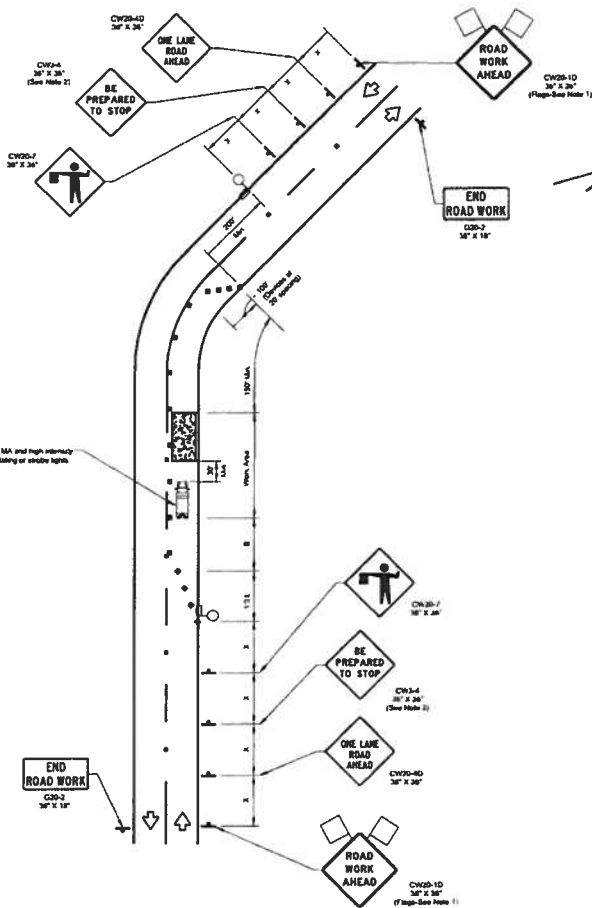
**TEO, LLC**  
5510 Community DRIVE  
Houston, Texas  
77005  
281-536-5123 OFFICE  
713-668-6334 FAX  
teollic@gmail.com  
FIRM # F-8978



3-3-2021



**ONE-LANE TWO-WAY SINGLE LANE CLOSURE  
CONTROL WITH FLAGGERS  
(ON STRAIGHT SECTION OF ROADWAY)**



**ONE-LANE TWO-WAY SINGLE LANE CLOSURE  
CONTROL WITH FLAGGERS  
(ON CURVED SECTION OF ROADWAY)**

TRAFFIC CONTROL PLAN SECTION SHALL BE COMPLETED BY ENGINEER

ROADWAY	POSTED SPEED	TAPER LENGTH	CHANNELLING DEVICES TAPER   LENGTH	SIGN SPACING	BUFFER SPACE

**LEGEND**

	Type 3 Barricade		Channeling Device
	Shakedown Vehicle		Traffic Sign
	Traffic Sign		Flag

Posted Speed	Formula	Minimum Detachable Taper Lengths "L"			Suggested Spacing of Channeling Devices		Minimum Sign Spacing "S"	Suggested Longitudinal Buffer Space "B"
		10' Offset	11' Offset	12' Offset	On a Taper	On a Tangent		
35	L = 150'	165'	180'	30'	62'	120'	82'	
40	L = 200'	225'	240'	35'	70'	160'	120'	
45	L = 250'	285'	300'	40'	80'	240'	150'	
50	L = 300'	345'	360'	45'	90'	320'	180'	
55	L = 350'	405'	420'	50'	100'	400'	240'	
60	L = 400'	465'	480'	55'	110'	500'	280'	
65	L = 450'	525'	540'	60'	120'	600'	320'	
70	L = 500'	585'	600'	65'	130'	700'	400'	
75	L = 550'	645'	660'	70'	140'	800'	470'	
80	L = 600'	705'	720'	75'	150'	900'	540'	

Conventional Roads Only  
Taper lengths have been rounded up  
L = Length of Taper; W = Width of Offset; S = Posted Speed/MPH

- GENERAL NOTES**
- Flags attached to signs when shown are OPTIONAL.
  - All public worked devices, authorized are REQUIRED, except those denoted with the triangle symbol are OPTIONAL.
  - Shakedown vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
  - Shakedown Vehicles with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew equipment without adversely affecting the performance or quality of the work. If shakedown are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channeling devices may be substituted for the Shakedown Vehicles and TMA.
  - Advanced Shakedown Vehicles with TMA may be positioned off the paved surface, next to those shown in order to protect under work zones.
  - Contractor shall provide and install traffic control devices in accordance with part VI of Texas Manual on Uniform Traffic Control Devices (TMUD) - Latest edition with amendments during construction.
  - All signs shall be checked from 7am to 8am and again to 8:30pm Monday thru Friday.
  - Off road safety officers/flaggers are required in direct traffic when applicable.
  - If placed at an intersection with a signalized intersection, the Contractor shall contact Harris County Engineering Department, Traffic Signal Maintenance at (713) 991-3270 five (5) days prior to the start of construction.
  - No lane closures permitted during peak hours.  
Peak hours are from 7:00 AM to 9:00 AM and from 4:00 PM to 6:00 PM.

MICRANTO TRANSMISSION SERVICES CORPORATION  
 ACCESS TRANSMISSION SERVICES CORPORATION  
 OUTSIDE PLANT CONSTRUCTION  
 TITLE: FIBER OPTIC ROUTE  
 HP\_HOUDS\_GESSNER 7  
 THE PINNEY POINT VILLAGES, TX

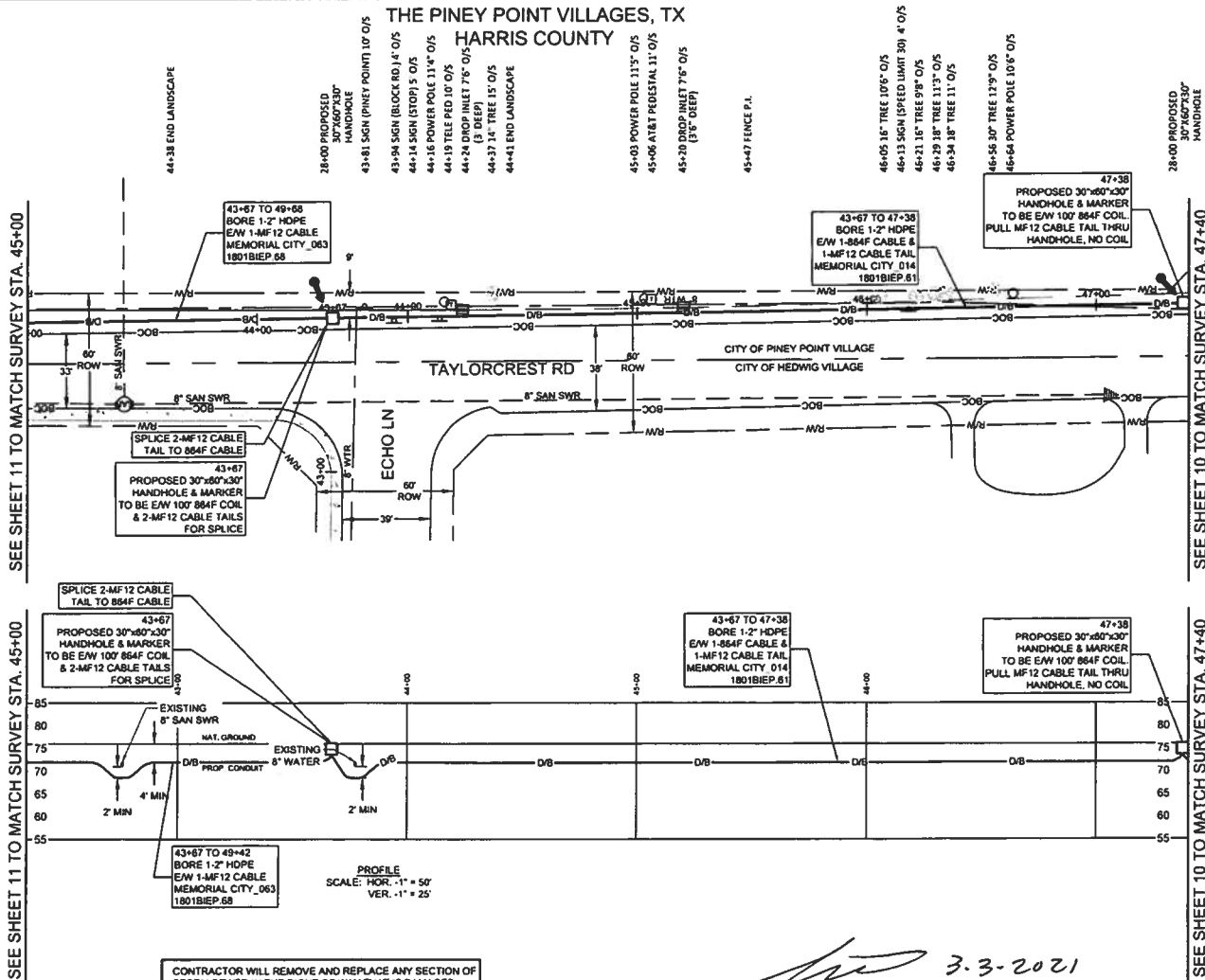
DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. (TJS)

**REVISIONS**

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINNEY POINT REVS	AGK

**SCALE**  
HORIZONTAL: 1" = N/A  
VERTICAL: 1" = N/A  
MP TO MP  
SHEET 8A OF 11  
FILE:

THE PINEY POINT VILLAGES, TX  
HARRIS COUNTY



SEE SHEET 11 TO MATCH SURVEY STA. 45+00

SEE SHEET 10 TO MATCH SURVEY STA. 47+40

- CONSTRUCTION NOTES:**  
TREE PROTECTION
- COORDINATE WITH THE CITY'S URBAN FORESTER ON ANY NECESSARY TREE PROTECTION MEASURES PRIOR TO BEGINNING WORK.
  - FIVE (5) FEET MIN. DEPTH REQUIRED, ADJACENT TO TREES.
  - BORE PITS TO BE A MIN. 15' FROM TREES.
  - FENCING REQUIRED NEXT TO TREES ADJACENT TO CONSTRUCTION ACTIVITIES.
  - NO OPEN CUT WITHIN 15' OF TREES.
  - MINIMUM BORE DEPTH OF 4' UNDER TREES.

CONTRACTOR WILL REMOVE AND REPLACE ANY SECTION OF STORM SEWER IN THE RIGHT OF WAY THAT IS DAMAGED DURING CONSTRUCTION WITH MATERIAL THAT IS EQUAL TO OR SUPERIOR TO THE EXISTING MATERIAL.

THE CONTRACTOR SHALL NOTIFY THE CITY A MINIMUM OF 48-HOURS PRIOR TO BEGINNING WORK.

ANY DAMAGE TO EXISTING ROADS, DRIVEWAYS, SIDEWALKS, OR OTHER APPURTENANCES WITHIN THE CITY'S RIGHT OF WAY, SHALL BE SAW CUT, REMOVED AND REPLACED WITH MATERIAL EQUAL TO OR SUPERIOR TO EXISTING MATERIAL, AND BE INSTALLED IN A MANNER ACCEPTABLE TO THE CITY.

RIGHT OF WAY LINES WERE ESTABLISHED BY RESEARCH OF PUBLIC INFORMATION. NO BOUNDARY SURVEY OR PROPERTY LINE SURVEY WAS ESTABLISHED. RIGHT OF WAY BOUNDARY MUST BE FIELD VERIFIED BY A REGISTERED PROFESSIONAL LAND SURVEYOR TO ACCURATELY VERIFY RIGHT OF WAY AND PROPERTY LINES PRIOR TO CONSTRUCTION.

*[Signature]* 3.3.2021



**TEO, LLC**  
5510 Community DRIVE  
Houston, Texas  
77005  
281-536-5123 OFFICE  
713-668-6334 FAX  
teollc@gmail.com  
FIRM # F-8978



CALL BEFORE YOU DIG  
1-800-545-6005  
48 HOURS NOTICE REQUIRED

**PROJECT:**  
THE PINEY POINT VILLAGES, TX  
HP\_HOURS\_GESSNER 7  
MEMORIAL CITY 014, 015, 044, 061, 063, 064, 065

CLARIFICATION NO.	QUANTITY
PLACE 30"x60"x30" HH	2
BORE 1-2" HDPE	506'
PULL 1-864F CABLE	706'
PLACE MARKER	2

McMetro  
ACCESS TRANSMISSION SERVICES CORPORATION  
OUTSIDE PLANT CONSTRUCTION  
TITLE: FIBER OPTIC ROUTE  
HP\_HOURS\_GESSNER 7  
THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. REL

**REVISIONS**

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REV'S	AGK

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**SCALE**  
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VERTICAL: 1"= N/A

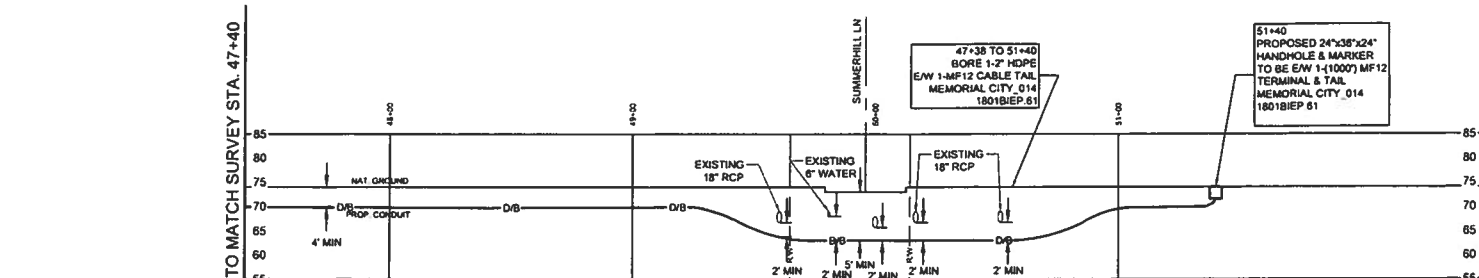
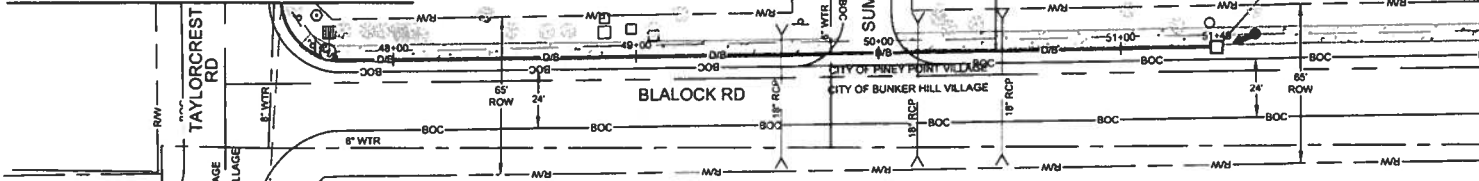
MP TO MP  
SHEET 9 OF 11  
FILE:

THE PINEY POINT VILLAGES, TX  
HARRIS COUNTY



- 47+43.14" TREE 9" O/S
- 47+45 FENCE P1
- 2+71.50 SIGN (PINEY POINT) 12' O/S
- 47+53 TRAFFIC LIGHT POLE 17'9" O/S
- 47+60 SIDEWALK
- 47+73 SIGN (STOP) 13'3" O/S
- 47+73 STORM DRAIN M.H. 8'4" O/S (15" DEEP)
- 47+73 DROP INLET 15'10" O/S (17" DEEP)
- 47+75.30" TREE 17' O/S
- 47+89.14" TREE 17' O/S
- 47+95.24" TREE 17' O/S
- 48+02.8" TREE 17' O/S
- 48+07.24" TREE 17' O/S
- 48+11.12" TREE 15' O/S
- 48+37.8" TREE 23'5" O/S
- 48+58.16" TREE 23'5" O/S
- 48+48.30" TREE 17' O/S
- 48+63.24" TREE 16'6" O/S
- 48+72.14" TREE 17' O/S
- 48+87 AT&T H. 15' O/S
- 48+87 AT&T CABINET 20'7" O/S
- 48+98 AT&T CABINET 16'2" O/S
- 49+07 AT&T CABINET 13'5" O/S
- 49+07.30" TREE 16' O/S
- 49+18.14" TREE 22' O/S
- 49+60.18" RCP (END 2' AFTER SW)
- 49+68 SIGN (STOP) 18' O/S
- 49+78 EDGE OF PAVEMENT
- 50+12 EDGE OF PAVEMENT
- 50+16.18" RCP (END 4' AFTER SW) 17' O/S
- 50+28.24" TREE 19' O/S
- 50+35.24" TREE 22' O/S
- 50+29.18" TREE 15' O/S
- 50+40.24" TREE 16' O/S
- 50+51.18" RCP (CROSSING STREET)
- 50+87 FENCE P.1
- 51+03.18" TREE 21' O/S
- 51+23.18" TREE 14' O/S
- 51+36 POWER POLE 15' O/S
- 51+40 PROPOSED 24"x36"x24" HANDHOLE

SEE SHEET 9 TO MATCH SURVEY STA. 47+40



PROFILE  
SCALE HOR. 1" = 50'  
VER. 1" = 25'

CONSTRUCTION NOTES.  
TREE PROTECTION

1. COORDINATE WITH THE CITY'S URBAN FORESTER ON ANY NECESSARY TREE PROTECTION MEASURES PRIOR TO BEGINNING WORK.
2. FIVE (5) FEET MIN. DEPTH REQUIRED, ADJACENT TO TREES.
3. BORE PITS TO BE A MIN 15' FROM TREES
4. FENCING REQUIRED NEXT TO CONSTRUCTION ACTIVITIES.
5. NO OPEN CUT WITHIN 15' OF TREES.
6. MINIMUM BORE DEPTH OF 4' UNDER TREES.

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ANY AREAS OF GRASS WITHIN THE CITY'S RIGHT OF WAY, WHICH ARE DISTURBED OR DUG UP DURING CONSTRUCTION, SHALL BE REPLACED WITH ST. AUGUSTINE OR GRASS WHICH MATCHES THE GRASS REMOVED.

THE WORKING HOURS IN THE CITY OF PINEY POINT ARE FROM 7:00 AM TO 7:00 PM MONDAY THROUGH FRIDAY AND 8:00 AM TO 8:00 PM ON SATURDAY. SUNDAY WORK IS NOT ALLOWED. THE CONTRACTOR MUST SUBMIT A REQUEST IN WRITING, 72-HOURS PRIOR TO THE WEEKEND IF THE CONTRACTOR DESIRES TO WORK ON A SUNDAY.

UNDERGROUND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE RECORDS AND FIELD OBSERVATIONS BUT ARE NOT NECESSARILY EXACT. IT IS THE CONTRACTOR'S RESPONSIBILITY TO FIELD LOCATE ALL UNDERGROUND OBSTRUCTIONS AND UTILITIES PRIOR TO CONSTRUCTION. COMPLETE REPAIR OF ANY AND ALL DAMAGES INCURRED SHALL BE AT THE EXPENSE OF THE CONTRACTOR.

*[Signature]* 3-3-2021



**TEO, LLC**  
5510 Community DRIVE  
Houston, Texas  
77005  
281-536-5123 OFFICE  
713-668-6334 FAX  
teolc@gmail.com  
FIRM # F-8978



CALL BEFORE YOU DIG  
1-800-545-0005  
48 HOURS NOTICE REQUIRED

PROJECT:  
THE PINEY POINT VILLAGES, TX  
HP\_HOUDS\_GESSNER 7

CLARIFICATION NO.	QUANTITY
PLACE 24"x36"x24" MH	1
BORE 1-2" HDPE	400'
PULL 1-864F CABLE	400'
1000' MF12 TBL. E TAIL	1
PLACE MARKER	1

McImetro  
ACCESS TRANSMISSION SERVICES  
CORPORATION

OUTSIDE PLANT CONSTRUCTION  
TITLE: FIBER OPTIC ROUTE  
HP\_HOUDS\_GESSNER 7  
THE PINEY POINT VILLAGES, TX

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. REL

REVISIONS			
NO.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVISION	AGK

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SCALE

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MP TO MP

SHEET 10 OF 11

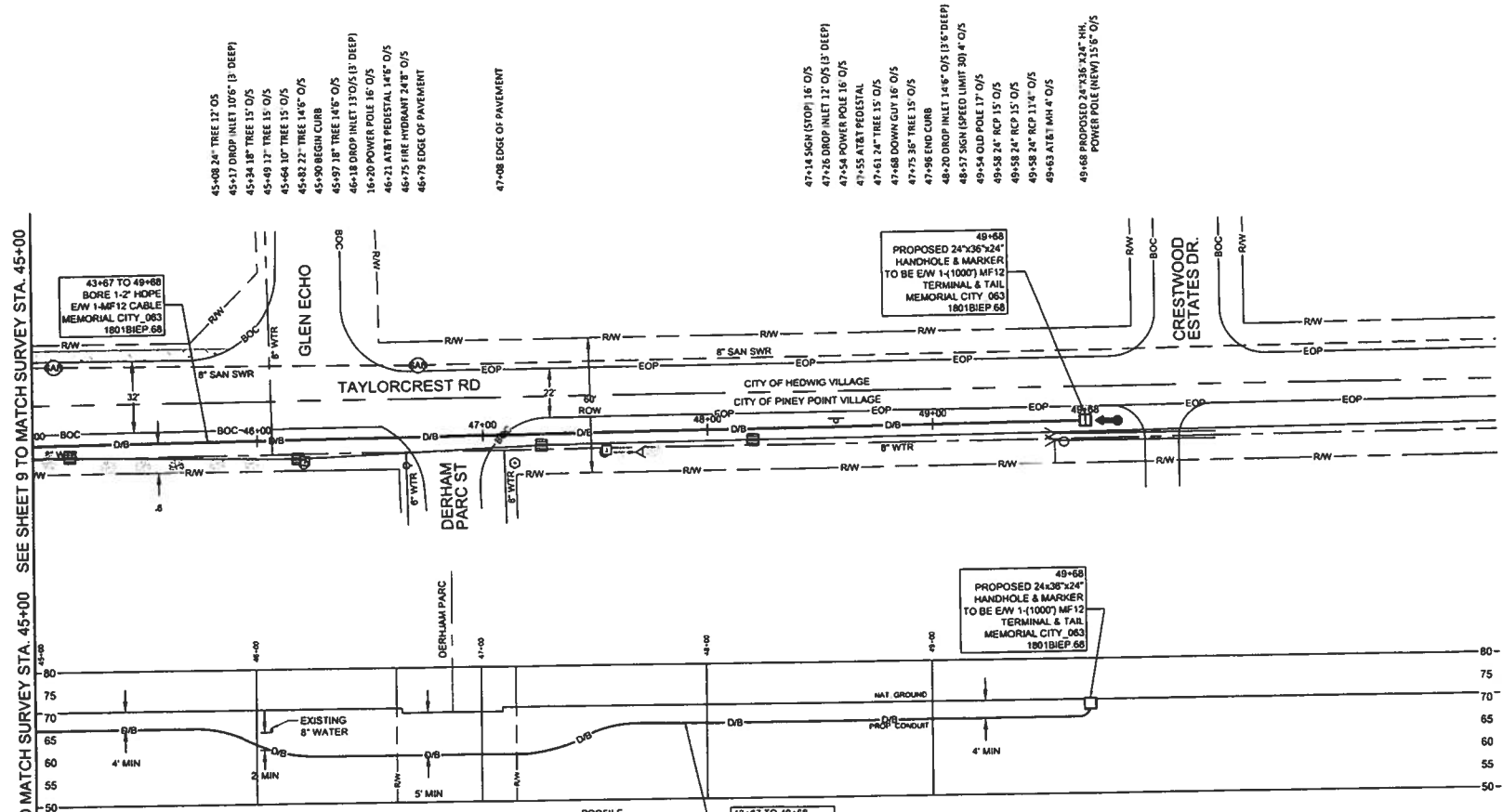
FILE:

THE PINEY POINT VILLAGES, TX  
HARRIS COUNTY



PROJECT:  
THE PINEY POINT VILLAGES, TX  
HP\_H0005\_GESSNER 7

CLARIFICATION NO.	QUANTITY
PLACE 24"x36"x24" MH	1
BORE 1-2" HDPE	468'
1000' MF12 TML & TAIL	1
PLACE MARKER	1



SEE SHEET 9 TO MATCH SURVEY STA. 45+00

- 45+08.24" TREE 12" O/S
- 45+17 DROP INLET 10"6" D DEEP
- 45+34.18" TREE 15" O/S
- 45+49.17" TREE 15" O/S
- 45+64.10" TREE 15" O/S
- 45+82.22" TREE 14"6" O/S
- 45+90 BEGIN CURB
- 45+97.18" TREE 14"6" O/S
- 46+18 DROP INLET 13"0"5"13" DEEP
- 16+20 POWER POLE 16" O/S
- 46+21.1 AT BT PEDESTAL 14"6" O/S
- 46+75 FIRE HYDRANT 24"8" O/S
- 46+78 EDGE OF PAVEMENT
- 47+08 EDGE OF PAVEMENT
- 47+14 SIGN (STOP) 16" O/S
- 47+26 DROP INLET 12" O/S 13" DEEP
- 47+54 POWER POLE 16" O/S
- 47+55 AT BT PEDESTAL
- 47+61.74" TREE 15" O/S
- 47+68 DOWN GUY 16" O/S
- 47+75.36" TREE 15" O/S
- 47+96 END CURB
- 48+20 DROP INLET 14"6" O/S 13" DEEP
- 48+57 SIGN (SPEED LIMIT 30) 4" O/S
- 49+54 OLD POLE 17" O/S
- 49+58.24" RCP 15" O/S
- 49+58.24" RCP 11"4" O/S
- 49+63 AT BT MH 4" O/S
- 49+68 PROPOSED 24"x36"x24" MH  
POWER POLE (NEW) 15"6" O/S

PROFILE  
SCALE: HOR. -1" = 50'  
VER. -1" = 25'

43+67 TO 49+68  
BORE 1-2" HDPE  
E/W 1-4" MF12 CABLE  
MEMORIAL CITY\_063  
1801BIEP.68

- CONSTRUCTION NOTES:
- COORDINATE WITH THE CITY'S URBAN FORESTER ON ANY NECESSARY TREE PROTECTION MEASURES PRIOR TO BEGINNING WORK.
  - FIVE (5) FEET MIN. DEPTH REQUIRED, ADJACENT TO TREES
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  - NO OPEN CUT WITHIN 15' OF TREES.
  - MINIMUM BORE DEPTH OF 4' UNDER TREES.



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DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. REL

REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVS	AGC

SCALE  
HORIZONTAL: 1" = 50'  
VERTICAL: 1" = N/A  
MP TO MP  
SHEET 11 OF 11  
FILE:

MCImetro  
ACCESS TRANSMISSION SERVICES  
CORPORATION  
OUTSIDE PLANT CONSTRUCTION  
TITLE: FIBER OPTIC ROUTE  
HP\_H0005\_GESSNER 7  
THE PINEY POINT VILLAGES, TX

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March 9, 2021

Mr. Eleuterio Galvan Jr., P.E.  
Teo Engineering Organization LLC  
5510 Community Dr.  
Houston, TX 77005

Re: On-Going Services  
Review of Telecommunications Improvement Plans – **Third Submittal**  
Verizon/MCI Site Name HP\_HOU04\_KANSAS 1  
Piney Point Village, Texas  
HDR Job No. 10279751

Dear Mr. Galvan:

We are in receipt of the proposed Verizon/MCI telecommunications improvement plans for North Piney Point Road. Based on the proposed plans provided, the City interposes no objection to the proposed telecommunications improvements, contingent upon the following:

- Welded Wire Fabric may **not** be used in lieu of the reinforcing steel given in Table 1 of the City of Houston concrete sidewalk detail as is stated in Note 1 on Sheet 6A of the plans. Steel rebar must be used for all concrete sidewalk reinforcement.
- Please be advised that the plans will need to be presented to the City Council for approval of the proposed improvements in the City right-of-way prior to construction.

This does not necessarily mean that the entire plan including survey layout has been completely checked and verified. Verizon/MCI assumes all responsibility and accountability for the proposed improvements. The Contractor will immediately notify the City in the event any storm sewer or utilities are impacted during construction. Please note that any grass, landscaping, sidewalks, storm sewer, water and sanitary utilities, etc. damaged during construction must be restored to a condition acceptable to the City.





Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your copy of the approved set of plans and permit.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in blue ink that reads "Aaron Croley".

Aaron Croley, P.E., CFM  
Project Engineer

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





**Building, Planning & Development Department**  
**PERMITS AND INSPECTIONS DIVISION**  
 7676 Woodway Dr, Suite 300  
 Houston, Texas 77063  
 Phone: (713) 782-1757 / Fax: (713) 782-3178  
 bldgofficial@pineypt.org

## **Right-of-Way Request Checklist**

The purpose of this checklist is to provide guidance to the applicants on the requirements and ensure that the application packet submitted to the city is complete.

### **1. What is the Purpose of the Request?**

- Emergency
- Routine Maintenance
- Future Project

### **2. Type of Repair**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Underground | <input type="checkbox"/> Network Nodes                      |
| <input type="checkbox"/> Overhead               | <input type="checkbox"/> New Pole(s)                        |
| <input type="checkbox"/> Electrical Equipment   | <input checked="" type="checkbox"/> New Optic Fiber Install |
| <input type="checkbox"/> Equipment Boxes        | <input type="checkbox"/> Sidewalk Point Repair              |
| <input type="checkbox"/> Equipment Maintenance  | <input type="checkbox"/> Street Point Repair                |
| <input type="checkbox"/> Cell Towers            | <input type="checkbox"/> Telecommunication                  |
| <input type="checkbox"/> Manholes               |   |

### **3. Agency Applying**

- AT&T
- CenterPoint Energy (Electric)
- CenterPoint Energy (Gas)
- Comcast
- Memorial Village Water Authority
- Other

If Other, Please Specify: MCImetro Access Transmission Services Corp

### **4. Detailed Scope of Work**

- Describe the project with as much detail as possible. *See below description*
- Specify the estimated time frame of the project. *Less than 4 weeks once approved and started*
- Describe the installation methods. *Directional Boring*
- Show the location of where the material will be staged. *Outside of city limits, not onsite*
- Show where the proposed equipment will be located. *Underground fiber optic, no equipment*
- Show and describe new meter boxes, pad-mounted transformers, and service equipment. *No above ground appurtenances, Hand Holes will be level with existing grade.*

On Piney Point Rd, near Beinhorn Rd. DB South 2,450LF of 1-2"HDPE e/w 1-432F cable.

## 5. **Location of Project**

Provide a description of the proposed location, including whether such location will be within or adjacent to one of the following:

- Church / School
- Residential Development
- In the Street (BOC in PROW)
- In the Esplanade

## 6. **Plan Requirements**

- All plans are to have a cover sheet, detailed notes, and show a vicinity map with North Arrow.
- Hard copy and electronic drawings are required (three sets of 11x15 paper plans).
- Provide an aerial map and street-view images of Network Facilities and related equipment you are requesting to install, maintain, modify, operate, or replace.
- Provide scaled dimensioned construction plans showing the current ROW line, proposed underground conduit and equipment, and its spacing from existing utilities (water lines, sewer, storm sewer, and other existing utilities).
- Drawings must include before and after scaled dimensioned drawings/pictures of all proposed attachments and associated standalone equipment indicating the spacing from the existing curb, driveways, sidewalk, existing poles, and/or appurtenances.
- If working on a network node, include the certificate of compliance with applicable regulations of the Federal Communications Commission.
- If working with an existing pole, include the latitude, longitude, and elevation of the pole along with the pole identification number.
- If installing a new pole(s), show the intersection and the aerial location, as well as specifying the quantity of new poles.
- All plans are to be prepared, signed, and sealed by a professional engineer licensed in the State of Texas.

## 7. **Trees**

- Show trees in the general work area and the description of such trees. For example, the type of tree, the height, and the measurement of branches.
- Indicate if trees are to be removed
- Provide a tree forester report and tree protection fencing, to ensure that the proposed work will not damage trees or tree roots.
- Tree trimming may require the city's forester input and verification prior to work performed.

**Please Note:** When trees are involved, include a forester report and/or recommendation in regards to that area.

## 8. Proposed Equipment/Machinery

- Boring
- Trenching
- Hand Digging
- Other Excavation Work

**Please Note:** No utility trucks / vehicles are to be staged on our city's planted esplanade.

## 9. Third Party Information

It is required that we know who the Third Party is. Please provide the following:

- Name of Superintendent **HP Communications**
- Company Address **13711 Rankin circle west Houston, TX 77073**
- Superintendent Contact Information **JJ Olomi**
- Emergency Contact Information **951-457-0131**
- Proof of required insurance or self-insurance to be provided prior to any commencement of work. **Attached**
- We require a copy of general liability insurance from the Third Party. **included in attached**
- Certificate shall state the policy number; name of insurance company; name and address of the agent or authorized representative of the insurance company; name, address, and phone number of insured; policy expiration date; and specific coverage amounts. **All Included in attached**
- If any changes were to happen to the Third Party contractor during the length of the project, the city must be immediately notified and updated with the requesting information. **Understood**

## 10. Restoration of Property

The restoration of the affected property is required. Users of the right-of-way shall restore property affected by construction/installation to a condition that is equal to or better than the condition of the property prior to the performance of the work.

The restoration shall include, but not limited to:

- Replacing all natural ground cover with an equal or better type of ground cover damaged during work, either by sodding or seeding.
- Installation of all manholes and handholes, as required
- All bore pits, potholes, trenches, or any other holes shall be covered or barricaded daily
- Leveling of all trenches and backhoe lines
- Restoration of excavation site to city specifications
- All locator flags shall be removed during the cleanup process
- Repair of all street and sidewalk removals shall be made promptly to avoid safety hazards to vehicle and pedestrian traffic.

## 11. Damage

- Users are responsible for the workmanship of any damages caused by a Third Party contractor, to any of the following:
  - Water/Sewer Lines
  - Gas Pipelines

- Grass
- Plants, Flowers, and Bushes
- Trees and Tree Roots
- Streets, Curbs, Potholes
- Street Poles/Street Signs
- Mailboxes
- Residential Fencing
- All users shall notify the city immediately of any damage to other utilities, either city or privately owned.

#### **12. Permits**

- Permits may be required for electrical reconnect and gas.  
(Subject to scope of work)
- A copy of right-of-way permits should be posted and visible.

#### **13. Inspections**

- Electrical and gas permits will need to be inspected prior to being released to CenterPoint Energy.
- The city will inspect the areas of all right-of-way work.

#### **14. Plan Examiners**

- City Director of Planning, Development, & Permits
- HDR Engineering
- City Forester
- Memorial Village Water Authority
- Piney Point Village City Council

#### **Helpful Notes:**

- A copy of the construction permit and approved engineering plans shall be maintained at the site and made available for inspection by the city at all times when installation work is occurring.
- Prior approval must be obtained from the city when a street or sidewalk cut is required.
- Precautionary measures need to be taken when a sidewalk is repaired or redone.
- Any work done to a sidewalk needs to be secured with cones and temporary fencing around the perimeter for pedestrian safety.
- The city may require notification letters to adjacent residential developments and neighborhoods.
- The City of Piney Point Village must approve the work being performed.
- Any and all changes to the original project scope must have city approval.
- City Council approval is not required for all applicants; it is subject to the scope of work.
- In addition to the scanned PDF set, the city does require paper submissions. These must be dropped off to the city.
- For questions regarding water and sewer line markings, please call the Memorial Village Water Authorities at (713) 465-8318.
- Electronic drawings must be emailed to Annette Arriaga at [bldofficial@pineypt.org](mailto:bldofficial@pineypt.org)
- Please allow two to three weeks for plans to be reviewed and receive a response.



MCImetro  
ACCESS TRANSMISSION SERVICES CORPORATION

OUTSIDE PLANT CONSTRUCTION

FIBER OPTIC CABLE ROUTE


HP\_HOU04\_KANSAS\_1  
MEMORIAL CITY: 018, 019, 067, 068, 069, 070, 071, 072  
PINEY POINT VILLAGE, TX

SITE CODE: HODATX

PROJECT STATUS: CONSTRUCTION

DATE: 3/3/21

*No Objections Taken*



3-9-2021

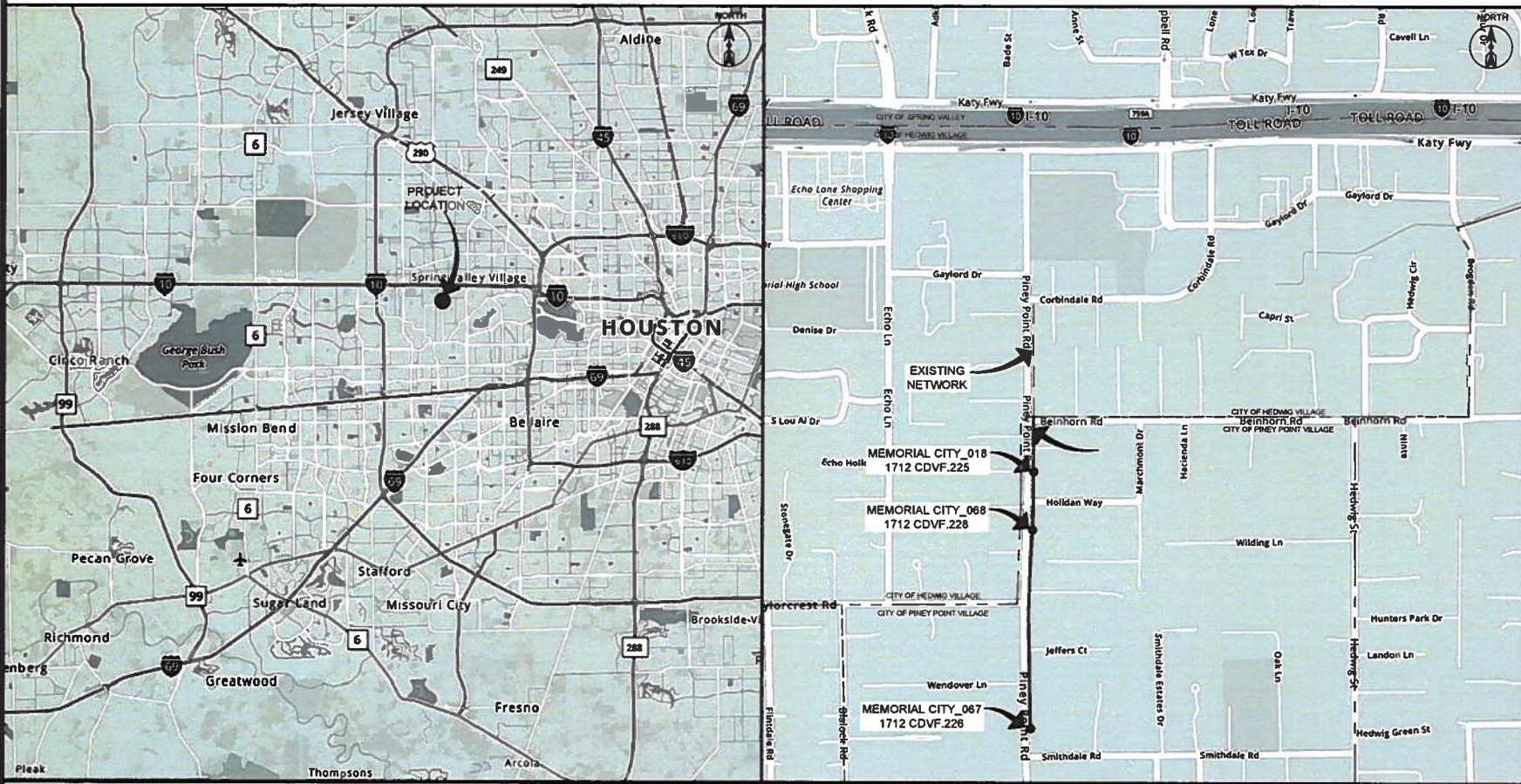
# LOCATION MAP

## THE MEMORIAL VILLAGES, TX

### HARRIS COUNTY



PROJECT  
 THE MEMORIAL VILLAGES, TX  
 HP\_HOUM\_KANSAS 1  
 MEMORIAL CITY\_018, 019, 027, 028, 029, 071, 072



MCI/Verizon  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
 HP\_HOUM\_KANSAS 1  
 THE MEMORIAL VILLAGES, TX

DATE: 3/3/21  
 ENGINEER: CHRIS JONES  
 DRAWN BY: G.F.S. (TJS)

REVISIONS		
No.	DATE	DESCRIPTION
1	3/3/21	CITY OF PINEY POINT REVISED

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SCALE  
 HORIZONTAL: 1" = 1/4" NA  
 VERTICAL: 1" = 1/4" NA  
 MP TO MP  
 SHEET 2 OF 13  
 FILE:

### VICINITY MAP



### HOUSTON, TX



### PROJECT MAP













# SYMBOLS KEY

	EXISTING	PROPOSED
BURIED CABLE	_____	_____
AERIAL CABLE	_____ A _____	_____ A _____
SUBMARINE CABLE	_____ SUBM _____	_____ SUBM _____
FOGWIRE CABLE	_____ FOGW _____	_____ FOGW _____
DIRECT BURIED HDPE	_____ H _____	_____ H _____
PVC OR SPLIT PVC CONDUIT	=====	=====
BSP/GSP OR SPLIT BSP/GSP CONDUIT	=====	=====
STEEL CASING	=====	=====
REMOVE AND RESTORE ASPHALT OR CONCRETE (MDTH AS INDICATED)	48" ↑ =====	48" ↑ =====
CORE BORE	=====	-----
JACK AND BORE	=====	=====
DIRECTIONAL BORE	_____ DB _____	_____ DB _____
FUTURE CABLE	====>	====>
REMOVE CABLE	_____ R _____	_____ R _____
TO BE REMOVED OR ABANDONED (SHOWN FOR HDPE)	_____ X H _____	_____ H X _____
AERIAL UTILITY (ELECTRIC)	_____ E _____	_____ E _____
UNDERGROUND UTILITY (TELEPHONE)	_____ T _____	_____ T _____
MAIN TRACKS	-----	-----
AUXILIARY TRACKS	-----	-----
CENTERLINE	_____ CL _____	_____ CL _____
RIGHT-OF-WAY	_____ RW _____	_____ RW _____
EDGE OF PAVEMENT	_____ EOP _____	_____ EOP _____
SIDEWALK	_____ SW _____	_____ SW _____
DITCH LINE	_____ DL _____	_____ DL _____
TAX DISTRICT	-----	-----
CITY, COUNTY OR STATE BOUNDARY LINE	_____	_____
PROPERTY LINE	_____	_____
FENCE LINE	F/L — O — F/L F/L — O — F/L	F/L — O — F/L F/L — O — F/L
GUARDRAIL	-----	-----
TOP OF SLOPE	-----	-----
TOE OF SLOPE	-----	-----

STEEL MARKER AND SIGN-(A)  
ALUMINUM "HUB"-STYLE MARKER-(B)  
FLAT MARKER-(C)  
TUBULAR MARKER-(D)  
TUBULAR MARKER, & ISOLATOR PROTECTOR-(E)

MILE POST MARKER  
NOTE:  
DASHED = NOT FOUND IN FIELD

PERMIT TRACKING FORM IDENTIFIER

ROCK PROBE (DEPTH AS INDICATED)

UTILITY COVER DEPTH

HANDHOLE, MANHOLE OR PULLBOX

POLE

ANCHOR ONLY

GUY ONLY

OVERHEAD GUY (ARROW IN DIRECTION OF PULL)

ANCHOR AND GUY

SIDEWALK ANCHOR AND GUY

FOREIGN ANCHOR AND GUY

PUSH BRACE (EXISTING POLE)

ACCOUNT CODE CHANGE (BURIED TO AERIAL)

BOND AND GROUND

CULVERT (SIZE AS INDICATED)

BRIDGE

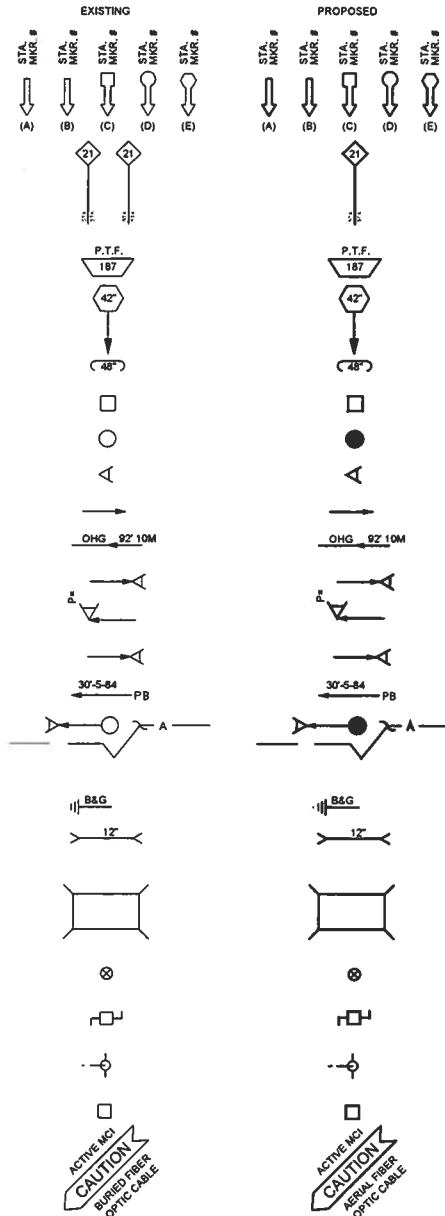
WATER METER

GAS VALVE

FIRE HYDRANT

RAILROAD SIGNAL CONTROL BOX

CAUTION NOTE



**verizonbusiness**

PROJECT: \_\_\_\_\_

THE MEMORIAL VILLAGES, TX

HP\_HOUMA\_KANSAS 1

MEMORIAL CITY 014, 019, 057, 061, 062, 070, 071, 072

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MCI/MCS ACCESS TRANSMISSION SERVICES CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE

HP\_HOUMA\_KANSAS 1

THE MEMORIAL VILLAGES, TX

---

DATE: 3/3/21

ENGINEER: CHRIS JONES

DRAWN BY: G.F.S. (TJS)

REVISIONS		
No.	DATE	DESCRIPTION
1	3/3/21	CITY OF FINNEY POINT REVS. AGK

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SCALE

HORIZONTAL: 1"= N/A

VERTICAL: 1"= N/A

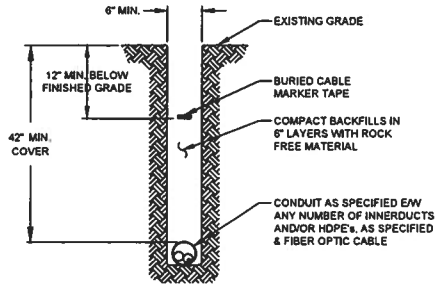
MP \_\_\_\_\_ TO MP \_\_\_\_\_

SHEET 5 OF 13

FILE \_\_\_\_\_

# CONSTRUCTION DETAILS

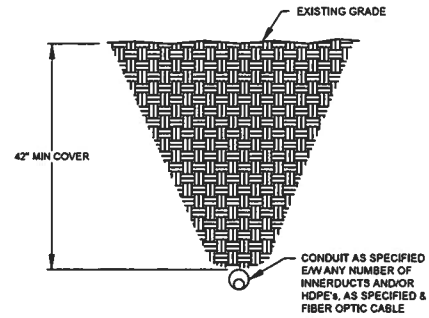
**TYPICAL DETAIL "A"**  
TRENCH & PLACE CONDUIT



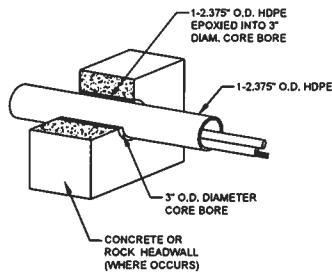
**TYPICAL DETAIL "B"**  
CROSS SECTION OF PROPOSED HDPE



**TYPICAL DETAIL "C"**  
DIRECTIONAL BORE CROSS SECTION FOR CONDUIT



**TYPICAL DETAIL "D"**  
3" CORE BORE



NOTE:  
EPOXY GROUT IS USED AT BOTH ENDS OF CORE BORE TO SEAL GAP BETWEEN 2.375" CONDUIT AND PVC SLEEVE.

**verizonbusiness**

PROJECT: \_\_\_\_\_  
THE MEMORIAL VILLAGES, TX  
HP\_HOUM\_KANSAS 1  
MEMORIAL CITY 018, 019, 027, 028, 029, 070, 071, 072

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MCI metro  
ACCESS TRANSMISSION SERVICES  
CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
HP\_HOUM\_KANSAS 1  
THE MEMORIAL VILLAGES, TX

---

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. (TJS)

REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF FINEY POINT REVS	AGK

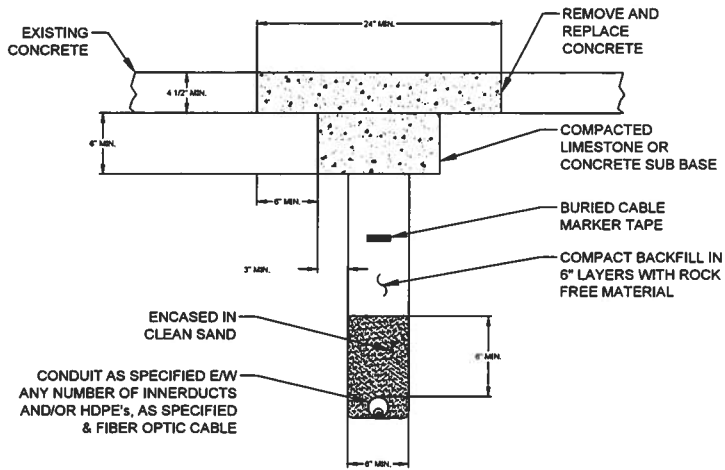
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SCALE  
HORIZONTAL: 1"= N/A  
VERTICAL: 1"= N/A

MP \_\_\_\_\_ TO MP \_\_\_\_\_  
SHEET 6 OF 13  
FILE \_\_\_\_\_

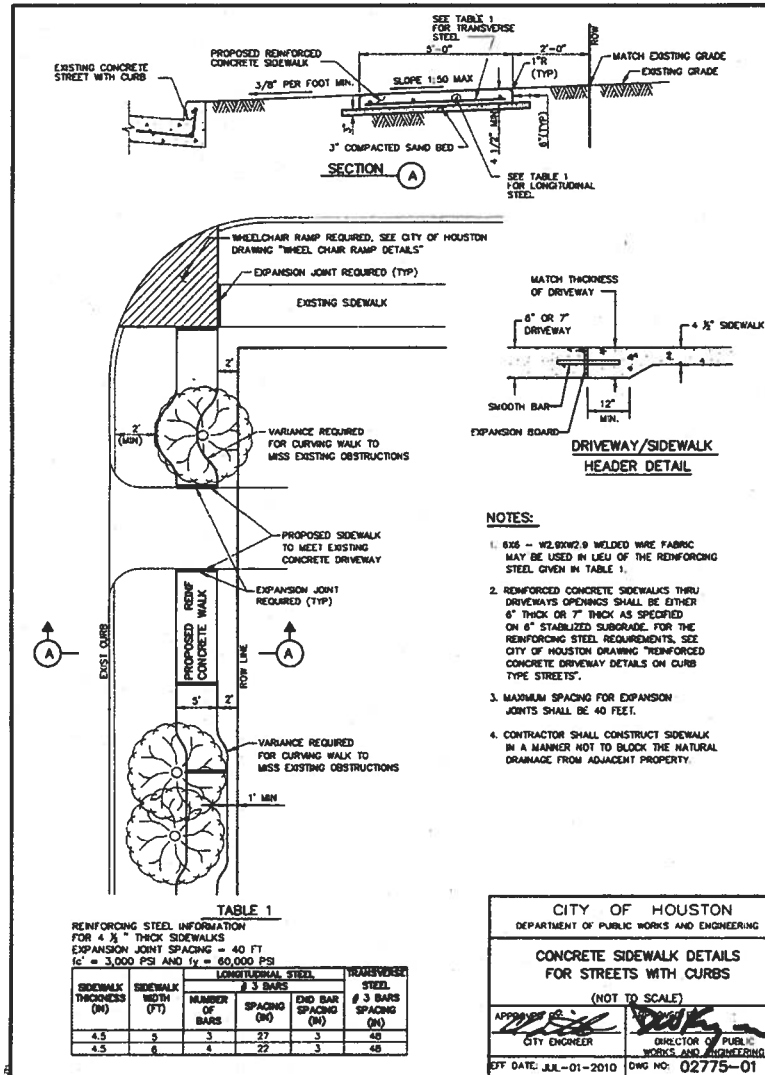
# CONCRETE SIDEWALK DETAILS

## SIDEWALK RESTORATION DETAIL FOR CONDUIT



**NOTE: SIDEWALK TO BE REPAIRED OR REPLACED TO MATCH PREVIOUS FOOTPRINT AND CONFORM TO CURRENT COH STANDARDS, INCLUDING REINFORCING STEEL DOWELLED INTO EXISTING SIDEWALK ON BOTH ENDS.**

## CONCRETE SIDEWALK DETAILS



PROJECT:  
THE MEMORIAL VILLAGES, TX  
HP\_HOUDA\_KANSAS 1  
MEMORIAL CITY 248, 019, 067, 068, 069, 070, 071, 072

MCMimoto  
ACCESS TRANSMISSION SERVICES CORPORATION  
OUTSIDE PLANT CONSTRUCTION  
TITLE: FIBER OPTIC ROUTE  
HP\_HOUDA\_KANSAS 1  
THE MEMORIAL VILLAGES, TX

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. (TJS)

**REVISIONS**

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF FINEY POINT REVISED	ADK

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**SCALE**  
HORIZONTAL: 1"= N/A  
VERTICAL: 1"= N/A  
MP TO MP  
SHEET 6A OF 13

FILE:





# STORM WATER POLLUTION PREVENTION PLAN DETAILS



PROJECT:  
 THE MEMORIAL VILLAGES, TX  
 HP\_HOUDA\_KANSAS 1  
 MEMORIAL CITY 01A, 01B, 02, 03, 04, 05, 06, 07, 08

MCMicro  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION  
 OUTSIDE PLANT CONSTRUCTION  
 TITLE: FIBER OPTIC ROUTE  
 HP\_HOUDA\_KANSAS 1  
 THE MEMORIAL VILLAGES, TX

DATE: 3/3/21

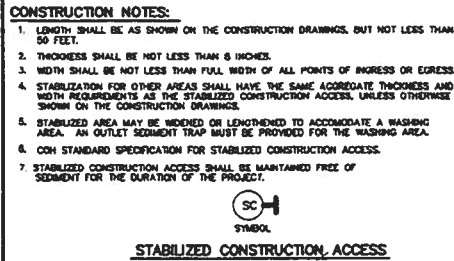
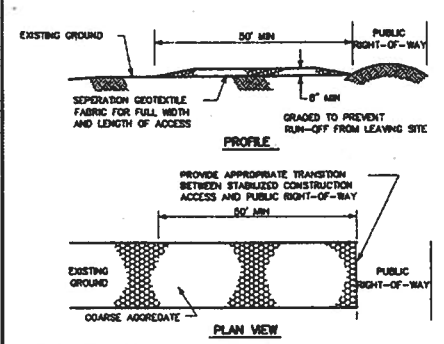
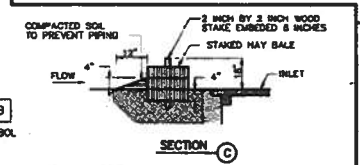
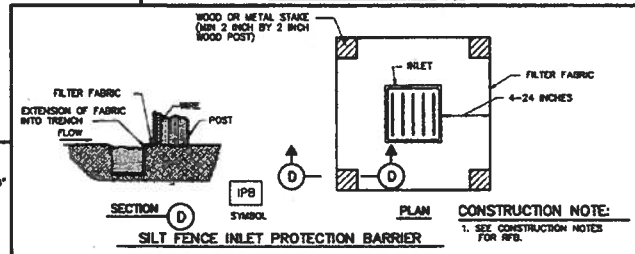
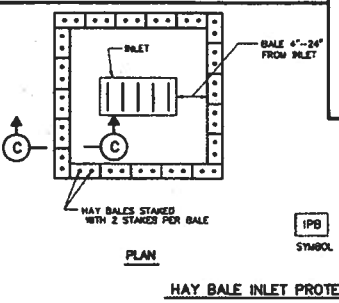
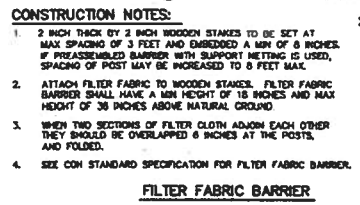
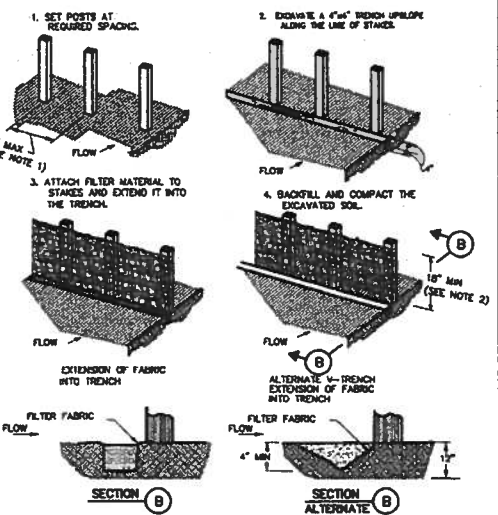
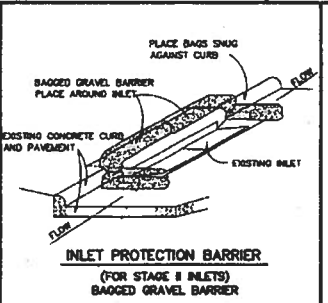
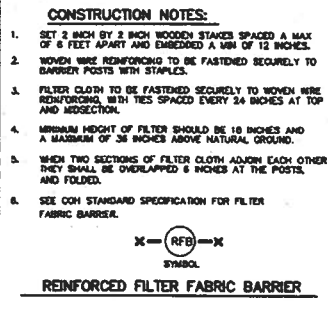
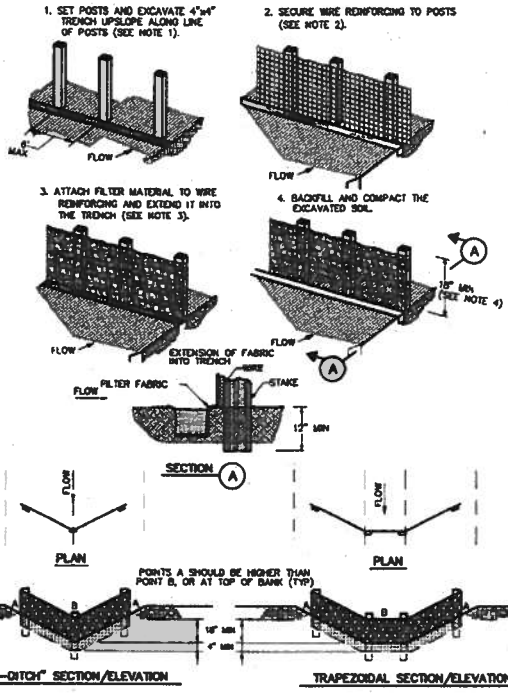
ENGINEER: CHRIS JONES

DRAWN BY: G.F.S. (TJS)

REVISIONS		
No.	DATE	DESCRIPTION
1	3/3/21	CITY OF PINEY POINT REVS. ADG

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SCALE  
 HORIZONTAL: 1"= N/A  
 VERTICAL: 1"= N/A  
 MP TO MP  
 SHEET 68 OF 13  
 FILE

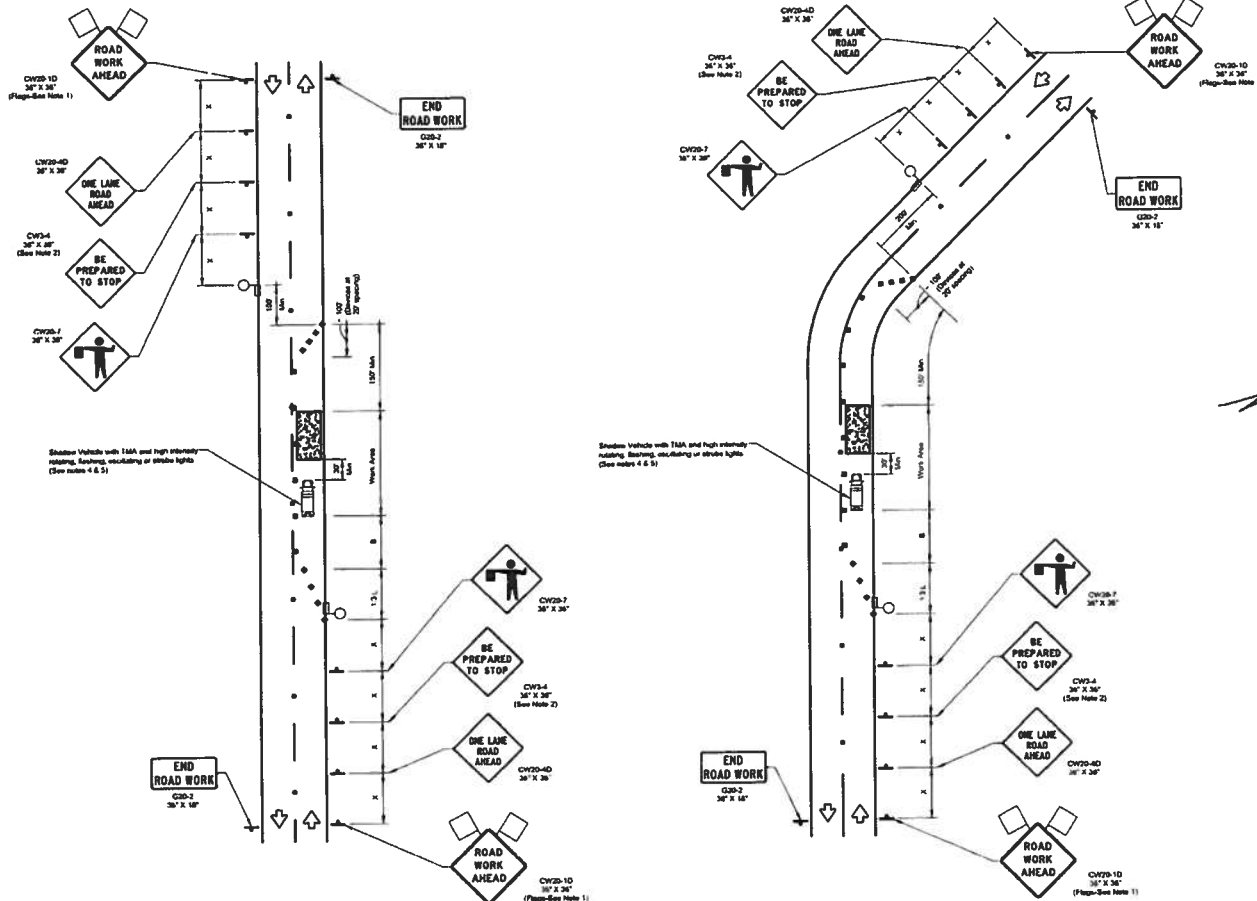








# TRAFFIC CONTROL PLAN DETAILS



**ONE-LANE TWO-WAY SINGLE LANE CLOSURE  
CONTROL WITH FLAGGERS  
(ON STRAIGHT SECTION OF ROADWAY)**

**ONE-LANE TWO-WAY SINGLE LANE CLOSURE  
CONTROL WITH FLAGGERS  
(ON CURVED SECTION OF ROADWAY)**



**TEO, LLC**  
5510 Community DRIVE  
Houston, Texas  
77005  
281-536-5123 OFFICE  
713-668-6334 FAX  
teolc@gmail.com  
FIRM # F-6978

*[Signature]* 3-7-2021

LEGEND			
	Type 3 Barricade		Chaining Device
	Heavy Work Vehicle		Traffic Message Board (TMB)
	Traffic Mounted Flashing Arrow Board		Portable Computer Message Sign (PCMS)
	Sign		Traffic Flag
	Flag		Flagger

Posted Speed	Formula	Minimum Obstructed Taper Lengths "L"			Suggested Minimum Spacing of Chaining Devices		Minimum Sign Spacing "S"	Suggested Longitudinal Buffer Space "B"
		12' Offset	11' Offset	12' Offset	On a Taper	On a Longitudinal		
30		150'	160'	160'	32'	80'	120'	80'
35	1.5S	200'	225'	245'	36'	70'	160'	120'
40	1.5S	260'	290'	320'	40'	80'	240'	150'
45	1.5S	320'	360'	400'	44'	90'	320'	160'
50	1.5S	380'	430'	480'	48'	100'	400'	200'
55	1.5S	450'	510'	560'	52'	110'	500'	250'
60	1.5S	520'	590'	650'	56'	120'	600'	300'
65	1.5S	600'	680'	750'	60'	130'	700'	400'
70	1.5S	680'	770'	860'	64'	140'	800'	450'
75	1.5S	770'	870'	970'	68'	150'	900'	500'

\* Conventional Roads Only  
 \* \* \* \* \* taper lengths have been rounded off  
 L=Length of Taper(1) W=Width of Offset(FT) S=Posted Speed(MPH)

- GENERAL NOTES**
- Plans attached to sign sheets shown are OPTIONAL.
  - All traffic control devices described are REQUIRED, except those denoted with the triangle symbol are OPTIONAL.
  - Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
  - A shutoff vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the end of lane closures without adversely affecting the performance or quality of the work. If vehicles are no longer present but need or work conditions require the traffic control to remain in place, Type 3 Barricades or other chaining devices may be substituted for the shutoff vehicle and TMA.
  - Additional shutoff vehicles with TMAs may be purchased off the paved surface used to those shown in order to protect wider work areas.
  - Contractors shall provide and install traffic control devices in accordance with part VI of Texas Manual on Uniform Traffic Control Devices (TMUCD). Labelation with reflective sheeting during construction.
  - No work shall be started before 7am to 5pm and 9pm to 5pm on Monday, Wednesday, and Friday.
  - All duty police officers/flaggers are required to direct traffic around the site.
  - If posted in advance 400 feet from a signal and emergency, the Contractor shall contact Harris County Engineering Department, Traffic Signal Maintenance at (713) 881-3510 two (2) days prior to the start of construction.
  - No lane closures permitted during peak hours.  
Peak hours are from 7:00 AM to 5:00 PM and from 4:00 PM to 6:00 PM.

**verizonbusiness**

PROJECT:  
 THE MEMORIAL VILLAGES, TX  
 HP HOUDA, KANSAS 1  
 77005  
 MEMORIAL CITY #11, 719, 967, 922, 933, 970, 971, 972

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MCI Metrics  
 ACCESS TRANSMISSION SERVICES  
 CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
 HP HOUDA, KANSAS 1  
 THE MEMORIAL VILLAGES, TX

---

DATE: 3/3/21  
 ENGINEER: CHRIS JONES  
 DRAWN BY: G.F.S. (TJS)

REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVISION	AGR

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SCALE  
 HORIZONTAL: 1"= 8' N/A  
 VERTICAL: 1"= 8' N/A

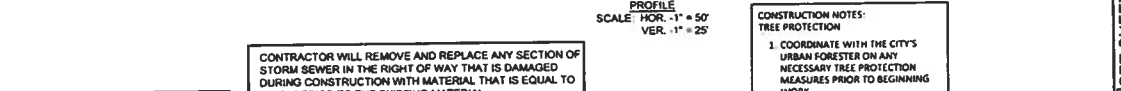
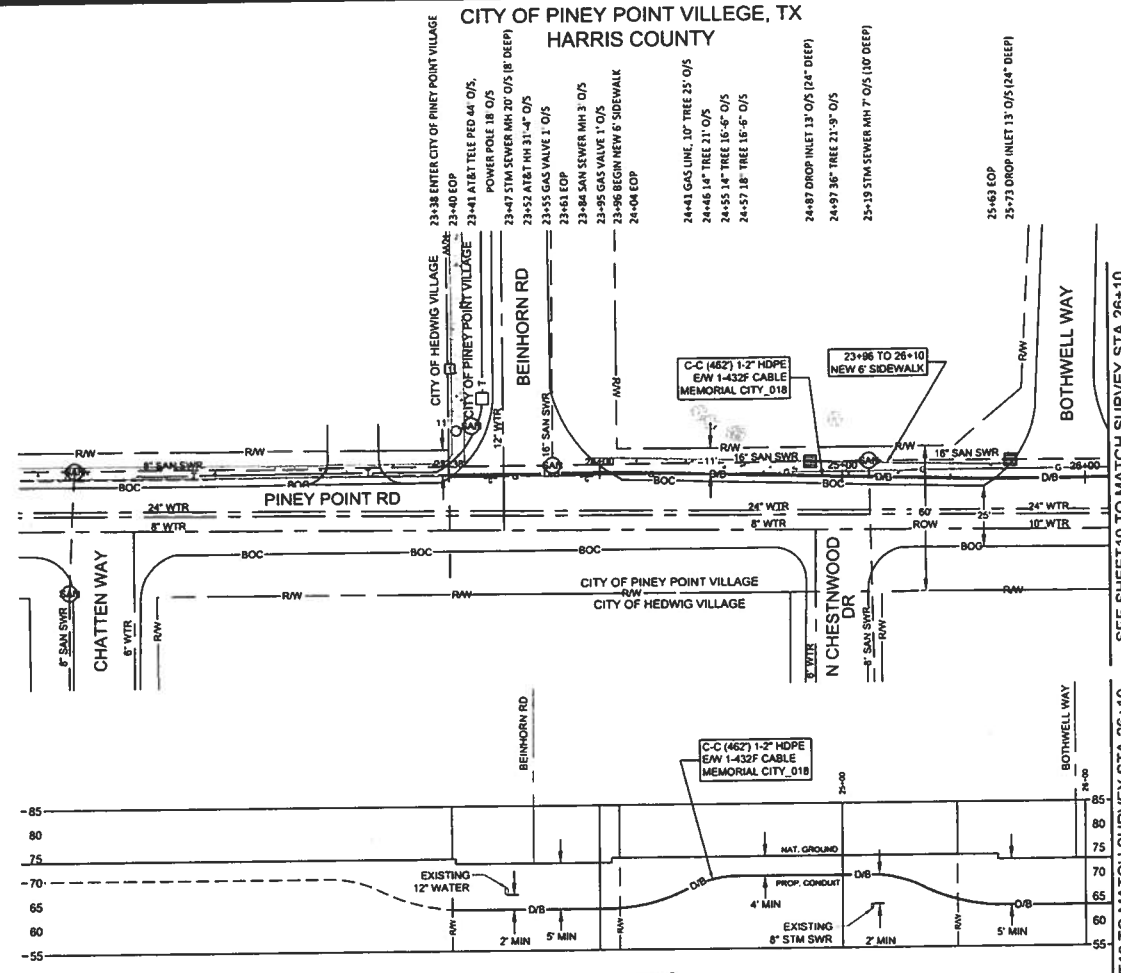
MP TO MP

SHEET 8A OF 13

FILE:



### CITY OF PINEY POINT VILLEGE, TX HARRIS COUNTY



PROFILE  
SCALE HOR. - 1" = 50'  
VER. - 1" = 25'

CONTRACTOR WILL REMOVE AND REPLACE ANY SECTION OF STORM SEWER IN THE RIGHT OF WAY THAT IS DAMAGED DURING CONSTRUCTION WITH MATERIAL THAT IS EQUAL TO OR SUPERIOR TO THE EXISTING MATERIAL.

THE CONTRACTOR SHALL NOTIFY THE CITY A MINIMUM OF 48-HOURS PRIOR TO BEGINNING WORK.

ANY DAMAGE TO EXISTING ROADS, DRIVEWAYS, SIDEWALKS, OR OTHER APPURTENANCES WITHIN THE CITY'S RIGHT OF WAY SHALL BE SAW CUT, REMOVED AND REPLACED WITH MATERIAL EQUAL TO OR SUPERIOR TO EXISTING MATERIAL AND BE INSTALLED IN A MANNER ACCEPTABLE TO THE CITY.

RIGHT OF WAY LINES WERE ESTABLISHED BY RESEARCH OF PUBLIC INFORMATION NO BOUNDARY SURVEY OR PROPERTY LINE SURVEY WAS ESTABLISHED. RIGHT OF WAY BOUNDARY MUST BE FIELD VERIFIED BY A REGISTERED PROFESSIONAL LAND SURVEYOR TO ACCURATELY VERIFY RIGHT OF WAY AND PROPERTY LINES PRIOR TO CONSTRUCTION.

- CONSTRUCTION NOTES:  
TREE PROTECTION
- COORDINATE WITH THE CITY'S URBAN FORESTER ON ANY NECESSARY TREE PROTECTION MEASURES PRIOR TO BEGINNING WORK.
  - FIVE (5) FEET MIN. DEPTH REQUIRED, ADJACENT TO TREES.
  - BORE PITS TO BE A MIN. 15' FROM TREES.
  - FENCING REQUIRED NEXT TO TREES ADJACENT TO CONSTRUCTION ACTIVITIES.
  - NO OPEN CUT WITHIN 15' OF TREES.
  - MINIMUM BORE DEPTH OF 4' UNDER TREES.

ANY AREAS OF GRASS WITHIN THE CITY'S RIGHT OF WAY, WHICH ARE DISTURBED OR DUG UP DURING CONSTRUCTION, SHALL BE REPLACED WITH ST. AUGUSTINE OR GRASS WHICH MATCHES THE GRASS REMOVED.

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SEE SHEET 10 TO MATCH SURVEY STA. 26+10



**TEO, LLC**  
5510 Community DRIVE  
Houston, Texas  
77005  
281-536-5123 OFFICE  
713-668-6334 FAX  
teolc@gmail.com  
FIRM # F-8978

3-9-2021



CALL BEFORE YOU DIG  
1-800-545-0005  
48 HOURS NOTICE REQUIRED

PROJECT:

THE MEMORIAL VILLAGES, TX  
HP HOU04\_KANSAS 1

MEMORIAL CITY, P.O. #18, 02, 02A, 06, 07, 07A, 07B

CLARIFICATION NO	QUANTITY
BORE 1-2" HDPE	650'
PULL 1-432F CABLE	650'

MCI metro  
ACCESS TRANSMISSION SERVICES  
CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
HP HOU04\_KANSAS 1  
THE MEMORIAL VILLAGES, TX

DATE: 3/2/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. REL

REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/2/21	CITY OF PINEY POINT REVS AOK	

SCALE

HORIZONTAL: 1"= 50'  
VERTICAL: 1"= N/A

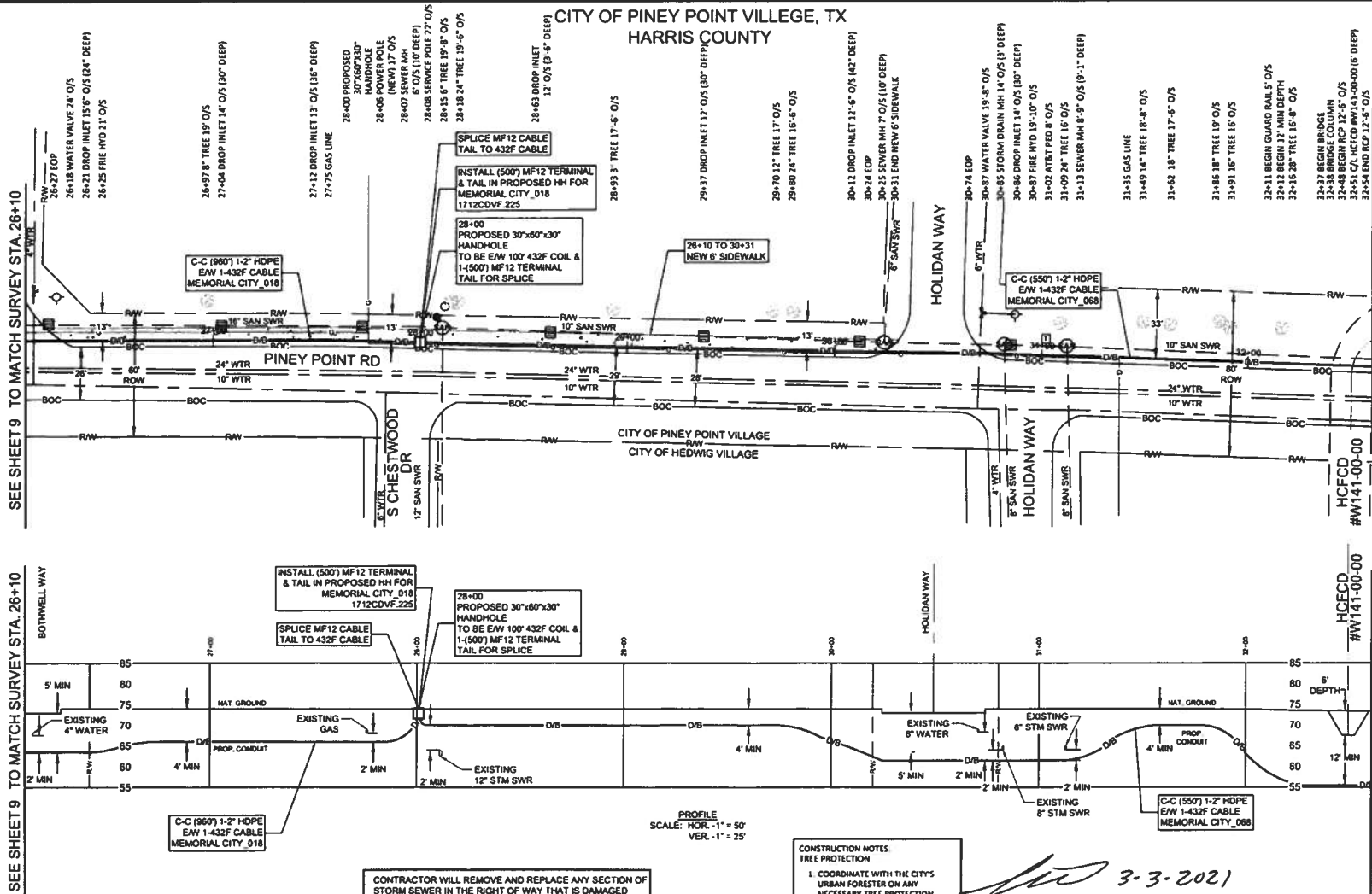
MP TO MP

SHEET 9 OF 19

FILE:

EXCEPT AS MAY BE OTHERWISE PROVIDED BY CONTRACT, THESE DRAWINGS AND SPECIFICATIONS SHALL REMAIN THE PROPERTY OF MCI COMMUNICATIONS SERVICES INC. BOTH IN ORIGINAL AND REPRODUCED FORM AND SHALL NOT BE REPRODUCED, COPIED, OR USED FOR ANY PURPOSE WITHOUT SPECIFIC WRITTEN PERMISSION.

CITY OF PINEY POINT VILLAGE, TX  
HARRIS COUNTY



SEE SHEET 9 TO MATCH SURVEY STA. 26+10

SEE SHEET 9 TO MATCH SURVEY STA. 26+10

SEE SHEET 11 TO MATCH SURVEY STA. 32+60

SEE SHEET 11 TO MATCH SURVEY STA. 32+60

PROJECT:

THE MEMORIAL VILLAGES, TX

HP HOUDA, KANSAS 1

MEMORIAL CITY QTY	DATE	BY
018, 019, 020, 021, 022, 023, 024, 025, 026, 027, 028, 029, 030, 031, 032		

CLARIFICATION NO.	QUANTITY
PLACE 30x30x30" HH	1
BORE 1-432" HDPE	650'
PULL 1-432" CABLE	750'
(500') MF-12 TERM TAIL	1

Mcimetro  
ACCESS TRANSMISSION SERVICES  
CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE

HP HOUDA, KANSAS 1

THE MEMORIAL VILLAGES, TX

DATE: 3/3/21

ENGINEER: CHRIS JONES

DRAWN BY: G.F.S. REL

REVISIONS

No.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVISED	AKG

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SCALE

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MP TO MP

SHEET 10 OF 13

FILE:

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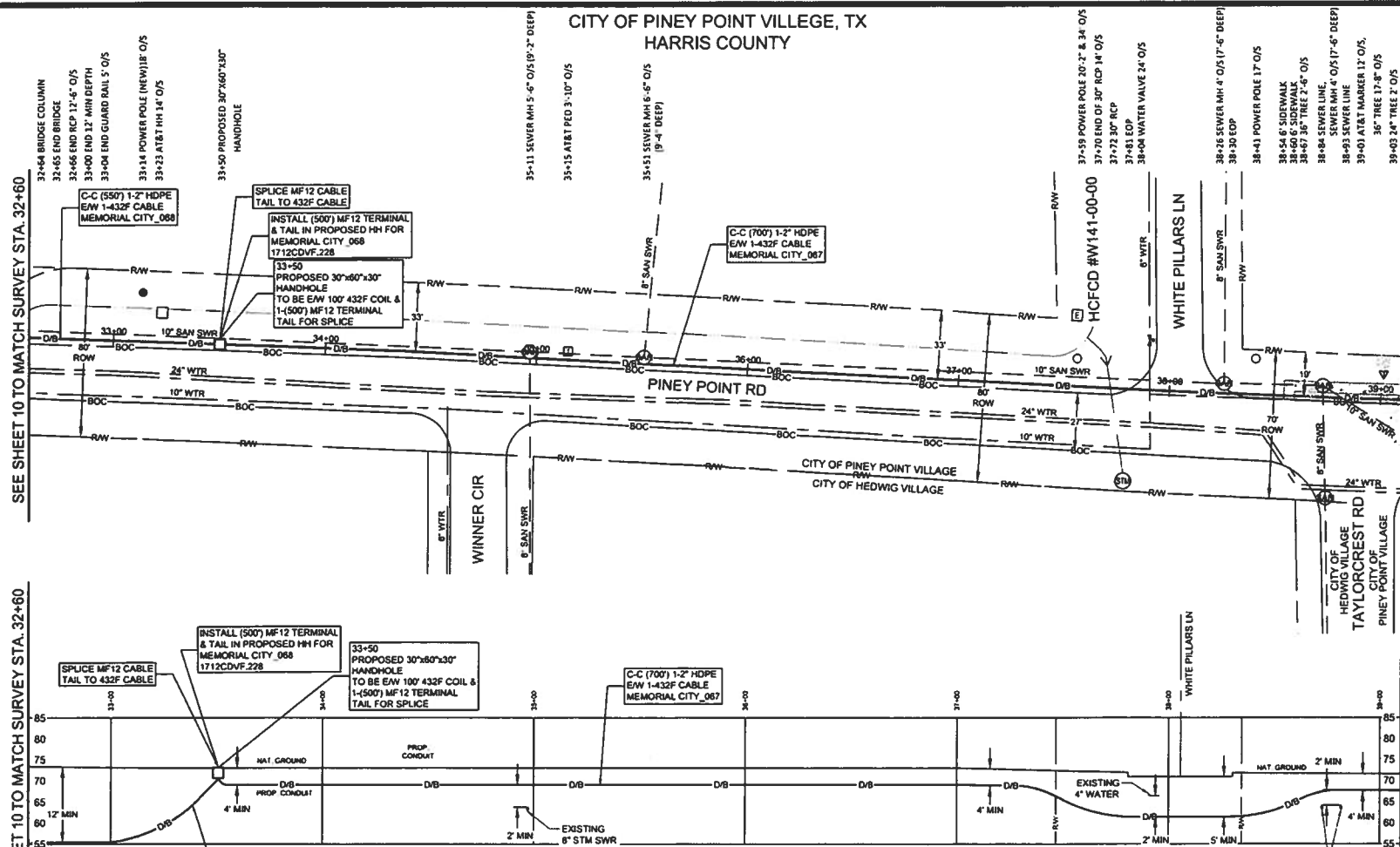
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3-3-2021

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CITY OF PINEY POINT VILGE, TX  
HARRIS COUNTY



SEE SHEET 10 TO MATCH SURVEY STA. 32+60

SEE SHEET 10 TO MATCH SURVEY STA. 32+60

SEE SHEET 12 TO MATCH SURVEY STA. 39+10



PROJECT:

THE MEMORIAL VILLAGES, TX	
HP_HOU04_KANSAS 1	
MEMORIAL CITY 011, 012, 027, 028, 029, 031, 011, 012	
CLARIFICATION NO.	QUANTITY
PLACE 30x60x30\"/>	

CLARIFICATION NO.	QUANTITY
PLACE 30x60x30\"/>	

MCMIBIRO ACCESS TRANSMISSION SERVICES CORPORATION	
OUTSIDE PLANT CONSTRUCTION	
TITLE: FIBER OPTIC ROUTE	
HP_HOU04_KANSAS 1	
THE MEMORIAL VILLAGES, TX	

DATE: 3/3/21  
ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. REL

REVISIONS		
NO.	DATE	DESCRIPTION
1	3/3/21	CITY OF PINEY POINT REVISED

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SCALE	
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MP	TO MP
SHEET	11 OF 13
FILE:	

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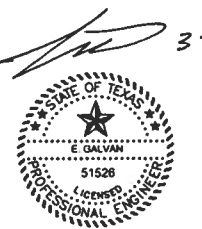
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3-3-2021

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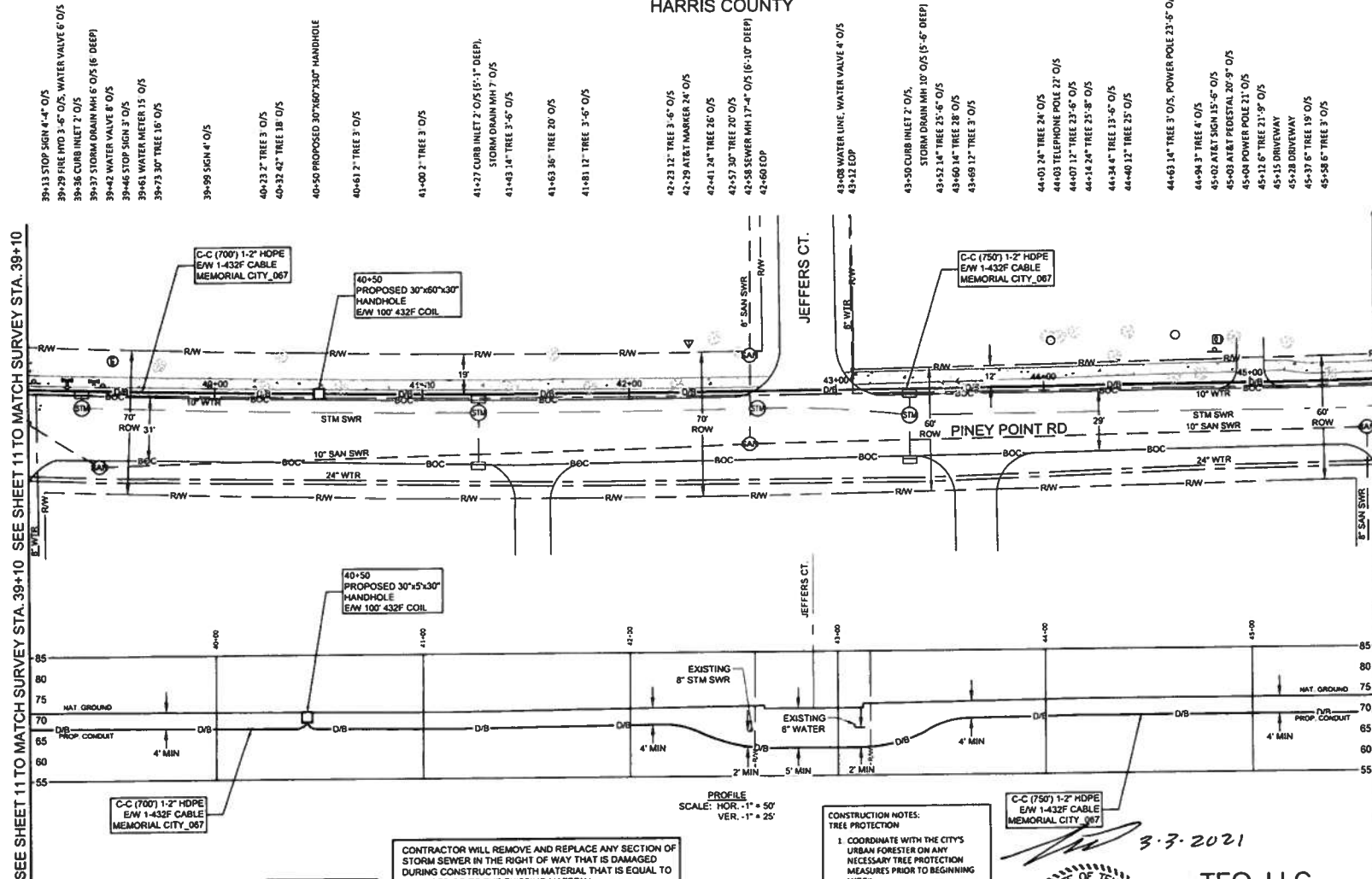


CITY OF PINEY POINT VILLAGE, TX  
HARRIS COUNTY



PROJECT:

THE MEMORIAL VILLAGES, TX	
HP_HOUM_KANSAS 1	
MEMORIAL CITY #11, #12, #13, #14, #15, #16, #17, #18	
CLARIFICATION NO.	QUANTITY
PLACE 306x60x30" MH	1
BORE 1-2" HDPE	850'
PULL 1-432F CABLE	750'



SEE SHEET 11 TO MATCH SURVEY STA. 39+10 SEE SHEET 13 TO MATCH SURVEY STA. 45+60

SEE SHEET 11 TO MATCH SURVEY STA. 39+10 SEE SHEET 13 TO MATCH SURVEY STA. 45+60

- 39+13 STOP SIGN 4'-4" O/S
- 39+29 FIRE HYD 3'-6" O/S, WATER VALVE 6' O/S
- 39+36 CURB INLET 2' O/S
- 39+37 STORM DRAIN MH 6' O/S (6' DEEP)
- 39+42 WATER VALVE 8' O/S
- 39+46 STOP SIGN 3' O/S
- 39+61 WATER METER 15' O/S
- 39+73 30" TREE 15' O/S
- 39+95 SIGN 4' O/S
- 40+23 2" TREE 3' O/S
- 40+32 42" TREE 18' O/S
- 40+50 PROPOSED 30"x60"x30" HANDHOLE
- 40+61 2" TREE 3' O/S
- 41+00 2" TREE 3' O/S
- 41+27 CURB INLET 2' O/S (5'-11" DEEP), STORM DRAIN MH 7' O/S
- 41+43 14" TREE 3'-6" O/S
- 41+63 36" TREE 20' O/S
- 41+81 12" TREE 3'-6" O/S
- 42+23 12" TREE 3'-6" O/S
- 42+29 AT&T MARKER 24" O/S
- 42+41 24" TREE 26' O/S
- 42+57 30" TREE 20' O/S
- 42+58 SEWER MH 17'-4" O/S (6'-10" DEEP)
- 42+60 EOP
- 43+08 WATER LINE, WATER VALVE 4' O/S
- 43+12 EOP
- 43+50 CURB INLET 2' O/S, STORM DRAIN MH 10' O/S (5'-6" DEEP)
- 43+52 14" TREE 25'-6" O/S
- 43+60 14" TREE 28' O/S
- 43+69 12" TREE 3' O/S
- 44+01 24" TREE 24' O/S
- 44+03 TELEPHONE POLE 27' O/S
- 44+07 12" TREE 23'-6" O/S
- 44+14 24" TREE 25'-8" O/S
- 44+34 4" TREE 13'-5" O/S
- 44+40 12" TREE 25' O/S
- 44+63 14" TREE 3' O/S, POWER POLE 23'-6" O/S
- 44+94 3" TREE 4' O/S
- 45+02 AT&T SIGN 15'-6" O/S
- 45+03 AT&T PEDestal 20'-9" O/S
- 45+08 POWER POLE 21' O/S
- 45+12 6" TREE 21'-9" O/S
- 45+15 DRIVEWAY
- 45+28 DRIVEWAY
- 45+37 6" TREE 19' O/S
- 45+58 6" TREE 3' O/S

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C-C (750') 1-2" HDPE E/W 1-432F CABLE MEMORIAL CITY 087

3-7-2021



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DRAWN BY: G.F.S. REL

REVISIONS			
NO.	DATE	DESCRIPTION	BY
1	3/2/21	CITY OF PINEY POINT REVISED	AGK

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SCALE  
HORIZONTAL: 1"= 50'  
VERTICAL: 1"= N/A

MP TO MP  
SHEET 12 OF 13  
FILE:

CITY OF PINEY POINT VILGE, TX  
HARRIS COUNTY



PROJECT:

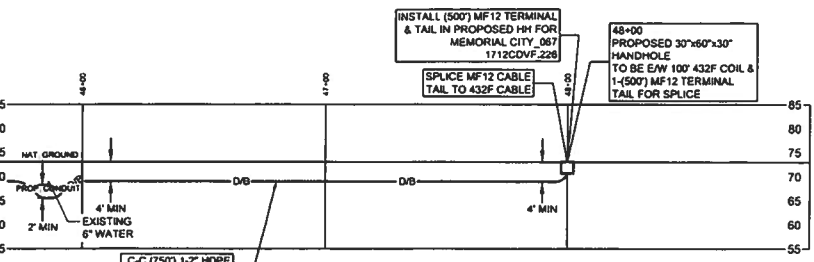
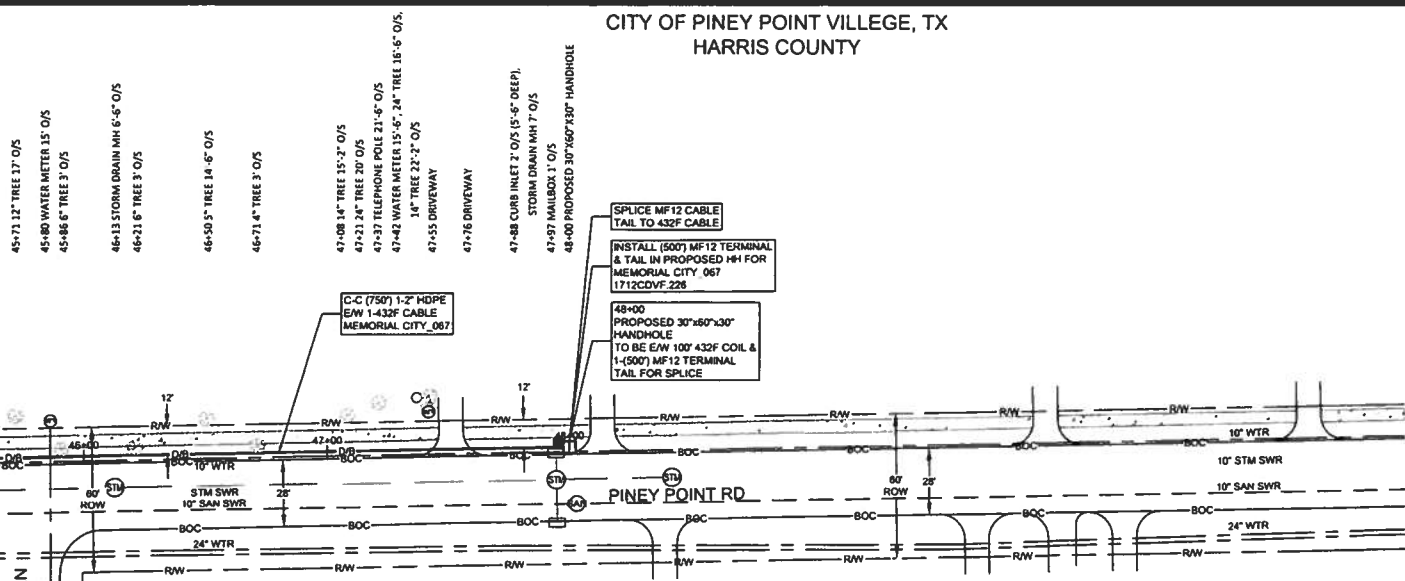
THE MEMORIAL VILLAGES, TX  
HP\_HOUDA\_KANSAS 1

MEMORIAL CITY 067, 068, 069, 070, 071, 072

CLARIFICATION NO.	QUANTITY
PLACE 30x60x30" HH	1
BORE 1-2" HDPE	240'
PULL 1-432F CABLE	340'
(500') MF12 TERM TAIL	1

SEE SHEET 12 TO MATCH SURVEY STA. 45+60

SEE SHEET 12 TO MATCH SURVEY STA. 45+60



PROFILE  
SCALE: HOR. -1" = 50'  
VER. -1" = 25'

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*[Signature]* 3-3-2021



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ENGINEER: CHRIS JONES  
DRAWN BY: G.F.S. REL

REVISIONS

NO.	DATE	DESCRIPTION	BY
1	3/3/21	CITY OF PINEY POINT REVS	ACK

SCALE

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MP TO MP

SHEET 13 OF 13

FILE:

Mcimetro  
ACCESS TRANSMISSION SERVICES  
CORPORATION

OUTSIDE PLANT CONSTRUCTION

TITLE: FIBER OPTIC ROUTE  
HP\_HOUDA\_KANSAS 1  
THE MEMORIAL VILLAGES, TX

**Council Agenda Item Cover Memo**

**3/22/2021  
Date of Meeting**

**To: Mayor and City Council**

**Agenda Item:**

**Discuss and take possible action on change order for double sided flashing crosswalk signs at Beinhorn and North Piney Point Road.**

**SUMMARY/BACKGROUND (WHY):** The City requested that HDR obtain quotes for updating the ordered flashing crosswalk sign system to add double sided, edgelight crosswalk and arrow signs so that the crosswalk is more visible to drivers. A quote was obtained from T-Construction to add the additional signs to the crosswalk system order. The quote received is included in the agenda packet.

**STAFF RECOMMENDATION:**

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

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes

Bid Date 2/28/2020  
Location City of Houston  
Pedestrian Crossing



5128  
3/2/2021  
Mark O'Barr  
(817)265-3421  
[Estimator@ctc-traffic.com](mailto:Estimator@ctc-traffic.com)

Please Reference our Quote Number on your PO, thanks.

CTC Part Number	Description	Qty	Unit Price	Total Price
<b>RTC Pedestrian Crossing Systems</b>				
	Includes Cabinet, "Push to Activate" Sign, 40 Watt Solar Panel and 53 Ah Battery for Solar Stations	2	\$	-
	Add Poles, Pole Anchors, Signal Heads, LED's or RRFB's or Other Signs if Required	2	\$	-
	Other Signs if Required	2	\$	-
PNS10-600008M	DC Pedestrian Crossing Master W/ Pushbutton (1 -2 Remotes)	1	\$ 2,388.00	\$ 2,388.00
PNS10-600008R	DC Pedestrian Crossing Remote W/ Pushbutton	1	\$ 2,388.00	\$ 2,388.00
PNS10-SUB65W	Substitute 65 Watt for 20 Watt Solar Panel	2	\$ 216.00	\$ 432.00
PNS10-SUB108A	Substitute 108Ah for 58Ah Battery	2	\$ 152.00	\$ 304.00
PNS10-S1W16-7P24-GK	W16-7P Arrow Pointing Left to Crossing Sign (24"x12")	2	\$ 79.00	\$ 158.00
PNS10-S1W16-7P24-RGK	W16-7P Arrow Pointing Right to Crossing Sign (24"x12")	2	\$ 79.00	\$ 158.00
PNS10-ELW11-2L36K	W11-2 Edge Light Pedestrian Sign Walking Left HV Green (36"x36")	2	\$ 1,101.00	\$ 2,202.00
PNS10-ELW11-2R36K	W11-2 Edge Light Pedestrian Sign Walking Right HV Green (36"x36")	2	\$ 1,101.00	\$ 2,202.00
PNS10-503658DC2	Back to Back Solar RRFBs W/ One Confirmation Light	2	\$ 1,232.00	\$ 2,464.00
PNS10-POLE15SPALASSY	15' Spun Aluminum Pole, Base and Collar and Anchor Bolts	2	\$ 571.00	\$ 1,142.00
	<b>If you want to use a Screw-In Anchor instead of Anchor Bolts select an Anchor</b>			
PNS10-5013125A4	4" Anchor Pelco PB-5364	(2)	\$ 35.00	\$ (70.00)
		2	\$ 278.00	\$ 556.00
CTCINSTALL	On Site Time One Man and Pickup Truck (2 Hr minimum including drive time)	8	\$ 130.00	\$ 1,040.00
CTCINSTALL	Second Man (Include Both Drive and On Site time)	8	\$ 85.00	\$ 680.00
CTCINSTALL	Mobilization Charge Per Hour (includes Site Survey and Line Locates)	1	\$ 130.00	\$ 130.00
	Paint Adder for Signs	4	\$ 81.00	\$ 324.00
	Paint Adder for Poles	2	\$ 159.00	\$ 318.00
<b>Total Before Tax</b>				\$ 16,816.00
Sales Tax (if applicable)				0.00% \$ -
Shipping				
<b>Grand Total</b>				<b>\$ 16,816.00</b>

Notes
Paint is to be Tiger Drylac Series 38 Hunter Green

**Council Agenda Item Cover Memo**

**3/22/2021**

**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 2020 Paving Project, other various maintenance projects, and future projects.

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

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

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

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**PREPARED BY:** Joe Moore

**ATTACHMENTS:** Yes



**Engineer's Status Report**  
City of Piney Point Village  
HDR Engineering, Inc.  
City Council Meeting Date: March 22, 2021

**CURRENT PROJECTS**

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

HDR has submit the project closeout paperwork to the City.

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

At City Council's request, HDR obtained a quote from T-Construction to install a double-sided illuminated crosswalk sign in lieu of the single sided crosswalk sign included in the project. The quote received for the double-sided sign is \$16,816 which is \$5,722 more than the single sided sign priced at \$11,094. Mayor Kobelan discussed the increase in the sign cost with Mayor Muecke and Mayor Muecke agreed that the City of Hedwig Village is willing to pay half of the cost of the double-sided sign.

A change order has been included in a separate agenda item for discussion and possible action.

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

A Notice to Proceed was issues for March 8, 2021. As of Marcy 17, 2021 the Contractor as been working on the installation of SWPPP, Tree Protection Fencing, Tree Clearance Pruning, Tree Removal, survey layout staking, utility locates, pavement sawcut (for removal), and temporary pavement installation. HDR has received several complaints about tree clearance pruning and tree removal and is coordinating with the Contractor and Cary Moran to make sure the tree protection plans are followed.

**4. 2020 Paving Improvements**

AAA Asphalt has substantially complete the project. A project walkthrough is scheduled for Thursday, March 18<sup>th</sup>. A punchlist of items for the Contractor to correct or complete will be prepared from the walkthrough.

Additionally, the Mayor approved of the additional \$4,710 for inlet modifications on the Jeffers Court cul-de-sac as presented at the March Engineering Meeting. These modifications include the installation of a Type E Inlet top set on top of the existing Type BB Inlet to reduce the frequency of debris blockage on the inlet during large storm events.

**5. Farnham Park Washout**

HDR has prepared a draft design for the repair of the storm sewer and backfilling of the sinkhole at 15/16 Farnham Park. HDR is meeting with a Contractor in the field on Thursday, March 18<sup>th</sup> to perform a constructability review on the proposed improvements, most specifically the ability to perform the repair work around the existing retaining wall. The existing retaining wall provides bank stabilization, important to protect against erosion along Buffalo Bayou. If the retaining wall cannot be left in place, additional design and construction costs will need to be included for bank stabilization.



Additionally, as discussed during the March Engineering Meeting, it appears that there may be a joint separation or hole in the existing storm sewer on the north side of the sinkhole. To determine the limits of the repair work, HDR recommends televising the storm sewer to identify any failures in the storm sewer. HDR has obtained a quote from AIMS Companies to clean & televise the storm sewer and has presented that quote to the Mayor for review and approval.

**6. Maintenance Projects**

- Kensington

- i. Council previously approved a quote from ISI Contracting to repair the damaged section of guardrail on the northbound side of the road between the Buffalo Bayou bridge and Carlton Park and increase its visibility with reflectors. A Notice to Proceed has been issued for this work and it is our understanding that David Olson has been in contact with the insurance company for the driver that hit the guardrail.

**7. City of Houston Water Line (N. Piney Point Road at Greenbay)**

The City of Houston reported to have completed their repair of the leak on their 24-inch surface water line on N. Piney Point Road at Greenbay. The next day, the water line appeared to be leaking again. This was reported to the City of Houston who came back to the site to review the issue. The City shut the gate valve on their water line to stop the leak but have not returned to repair the water line. HDR and Jose have reached out to the City of Houston multiple times requesting an update on their schedule to repair the water line but have not received a schedule from the City. HDR has also had several phone calls and emails with the City of Houston with regard to providing traffic control for their crews and lane closure. The City has not responded to those emails or phone calls. HDR contact T-Construction to obtain a cost for flaggers. T-Construction can provide flaggers for a cost of \$18/hr/person during a weekday and \$23/hr/person on a weekend to flag traffic around the construction work if requested.



## FUTURE PROJECTS

### 8. Tokeneke Drainage

**Status Update:** HDR presented the existing site conditions drawings at the February Engineering Meeting and discussed specific deficiencies in the existing drainage system along the street and option for possible improvements. Council did not direct HDR to proceed with the design of any proposed drainage improvements for Tokeneke at this time. HDR did contact the resident at both 1 & 2 Tokeneke to discuss the potential installation of a storm sewer in the drainage easement along their side/backyards and its potential impacts to trees. Both residents were interested in a storm sewer improvements project and said that they would like to have continuing conversations about tree impacts.

**Discussion Background:** A Lanecrest resident Mr. Kelly Coughlan has approached HDR and Dale about the possibility of installing storm sewer in the existing ditch behind 1 Tokeneke/541 Lanecrest/555 Lanecrest. The ditch drains runoff from approximately 2/3<sup>rd</sup> of Tokeneke along the north line of 1 Tokeneke and then turns south along the east property line of 1 Tokeneke. The ditch outfalls into a Type E Inlet and 30-inch storm sewer installed during the Claymore & Smithdale Project. The existing 30-inch pipe is approximately 5.5-foot deep and had adequate depth to be extended. The ditch was regraded by hand digging during the project to protect trees. The initial Opinion of Probable Construction Cost for discussion is approximately \$86,225, however this could be refined with additional engineering, tree evaluation, survey, etc. Below is an exhibit of the existing drainage for discussion:







### 9. North Country Squire

HDR met with Councilman Dodds and resident John Brennan to discuss the bird bath at 11125 N. Country Squire as well as the pavement condition of the street in front of the property. It was noted that several of the concrete panels in front of the property are in poor condition. Mr. Brennan indicated that he would be interested in partnering with the City for the costs of paving improvements or the installation of storm sewer to relieve the bird bath.



HDR has received the survey data from the surveyor and is currently working to CAD the background drawings. Once completed, the issues will be identified and alternatives for improvements will be developed. At that time another meeting with Dale and Mr. Brennan will be scheduled.

### 10. Memorial Drive Elementary Rebuild

As requested, HDR will schedule a meeting between SBISD and the City to begin discussions of the City's expectations on the proposed rebuild.

The reported re-build schedule as reported by Travis Stanford, Director of Planning & Construction Services

- Design – Begin Jan. 2022 – 1 year duration
- Construction – Begin Jan. 2023 – 18 month duration
- Students to be in south transition campus until August 2024
- Project Advisory Board – Comprised of representatives from the Village – October or November 2021



### **11. Additional Future Projects:**

At Council's request, HDR has identified multiple projects for the City to consider performing. The Master Drainage Study identified several drainage projects. 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. Councilman Kollenberg has requested that Council hold a strategic planning meeting to discuss the results of the 2018 Update to the Street Assessment and the Update to the Master Drainage Study. HDR will gladly provide any additional documentation to facilitate the meeting and City's strategic planning effort.

### **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.*

- **Beinhorn Drainage & Sidewalk Improvements Project**
  - Anticipated Schedule –
    - Construction Notice to Proceed – March 9, 2020
    - Construction Completion Date – November 4, 2020
  
- **Wilding Lane Drainage & Paving Improvements Project**
  - Anticipated Schedule –
    - Start of Construction: March 8, 2021
    - Phase 1 – 3/13/2021 - 5/1/2021
    - Phase 2 – 5/2/2021 - 6/15/2021
    - Phase 3 – 6/16/2021 - 7/30/2021
    - Phase 4 – 7/31/2021 - 9/8/2021
    - Phase 5 – 9/9/2021 - 10/18/2021
    - Phase 6 – 10/19/2021 - 12/3/2021
    - Construction Completion Date – December 3, 2021
  
- **2020 Paving Improvements Project**
  - Anticipated Schedule –
    - Present Letter of Recommendation to Council: Monday, October 26, 2020
    - Contract Awards and Execution: November 2020
    - Construction Notice to Proceed: January 2021
    - Construction Completion: March 2021

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
SPECIAL COUNCIL MEETING  
MONDAY, MARCH 1, 2021**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL COUNCIL MEETING ON MONDAY, MARCH 1, 2021 AT 6:30 P.M. IN PERSON AT PINEY POINT CITY HALL AND VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.**

**Zoom Meeting ID: 884 841 6839**

**COUNCIL MEMBERS PRESENT:** Mayor Mark Kobelan, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson present through Zoom

**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 6:33 p.m.

**PLEDGE OF ALLEGIANCE**

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

There were no citizens wishing to address Council.

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

Chief Schultz provided the report for the month of January.

- Piney Point had 1,137 calls for service, 876 house watches, 3 accidents, 65 citations, with priority response time averaged at 3:28.
- The police department is under budget.
- Personnel Committee met to review year end reports, and reviewed a citizen generated complaint. As a result, Sergeant Nowlin resigned. The police department will begin the selection process. The police department received notice from Officer Lerma of his retirement. A tentative offer has been made to a person on the waiting list.
- Mail Theft
- Storm: Council thanked the Memorial Villages Police Department for an excellent job done during the storm. Chief Schultz added that Memorial Villages Water Authority did an outstanding job also.

- Proposals were opened and reviewed for Health, Dental and Vision. There will be a 12.6% decrease in the cost of health care. Benefits will be with United Health Care.
- COVID-19 vaccines for employees began.
- Commissioner Huguenard thanked the police department and dispatch for their work during the storm.

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

Commissioner Nash was not present as he was dealing with an urgent personal matter. Council Member Kollenberg presented an update for the Village Fire Department. During the winter storm, and since the fire department was in temporary housing, they had to use space heaters to keep the engines warm. There were numerous calls and plumbing issues. The Village Fire Department did a great job during the winter storm.

**3. Discuss and take possible action on Ordinance 21.03.01 and Certification of Unopposed Candidates for the May 2021 General Election.**

Council Member Kollenberg made a motion to approve Ordinance 21.03.01 and the Certification of Unopposed Candidates for the May 2021 General Election. Council Member Bender seconded the motion and it passed unanimously.

**4. Discuss and take possible action on DRC contract for debris removal for 2021.**

Council discussed renewing the City's contract with DRC for disaster debris clearance and removal. DRC has served as the City of Piney Point Village's disaster debris removal since 2013. There is no annual cost associated with this contract. Council Member Bender made a motion to renew the contract with DRC for debris removal for 2021. Council Member Herminghaus seconded the motion and it passed unanimously.

**5. Discuss and take possible action on Bright Landscape – first Esplanade west of San Felipe on Memorial Drive.**

Mayor Kobelan explained the Bright Landscape project at the first esplanade west of San Felipe on Memorial Drive. There was discussion regarding possibility of replacing plants that were frozen during the winter storm. Council Member Bender made a motion to accept the estimate from Bright Landscape in the amount of \$28,087.61 for the project at the first esplanade west of San Felipe on Memorial Drive. Council Member Dodds seconded the motion and it passed unanimously.

**6. Discuss and take possible action on Blue Water Irrigation Systems.**

Blue Water Irrigation Systems submitted a proposal for landscape sprinklers for the project at the first esplanade west of San Felipe on Memorial Drive. Council Member Herminghaus made a motion to accept the proposal from Blue Water Irrigation Systems for \$5,837. Council Member Dodds seconded the motion and it passed unanimously.

**7. Discuss and take possible action on the Investment Policy.**

The City is required to review the Investment Policy on an annual basis. There was discussion regarding a typographical error on the Investment Policy Objective

section. The first sentence should read, "Public funds management should primarily emphasize safety of principal and liquidity". Council Member Bender made a motion to approve the Investment Policy with the correction to the first sentence of the Objective. Council Member Dodds seconded the motion and it passed unanimously.

**8. Discuss and take possible action on school trash deliveries before 7:00 a.m.**

Council Member Herminghaus requested this item be on the agenda. There are two issues:

- The removal of trash at Ecclesia at 5:30 a.m.
- Food delivery at St. Francis between 3:30 a.m. and 4:30 a.m.

Council discussed. There is an Ordinance prohibiting construction work and landscaping before 7:00 a.m. Council discussed Special Use Permits and possibly drafting an ordinance to address situations with businesses. Council discussed contacting Ecclesia and St. Francis to resolve these issues and will follow-up next month. There was no action taken.

**9. Discuss and take possible action regarding replacement of Banners and Brackets.**

There was discussion regarding the placement of the new banners. The proposal is for two banners on the east side of Piney Point Road at Memorial Dr. and two on the west side of Piney Point Road. Council Member Herminghaus made a motion to accept the proposal for \$763.91 for the purchase of new banners. Council Member Bender seconded the motion and it passed unanimously.

**10. Discussion concerning upcoming public hearing and procedure for consideration of proposed changes to the Zoning Ordinance.**

Council discussed changing the March 8<sup>th</sup> Public Hearing to allow Piney Point Village residents time to review and understand the proposed zoning ordinance changes. Notification to residents by V-Link had delivery issues. Not all Piney Point residents that are registered with V-Link are receiving notifications from the City, some Piney Point residents receive notifications only from the Police Department. Council discussed and decided to mail a letter to all Piney Point residents informing them of the Public Hearing and proposed zoning ordinance changes. Council also decided to continue with the March 8<sup>th</sup> Public Hearing for 3 ordinances and set another Public Hearing for April 12<sup>th</sup> for the fence zoning ordinance.

**11. Discuss and take possible action on the Mayor's Monthly Report.**

- Property tax revenue collected as of the end of February was \$6.484 million of \$6.890 million.
- V-Link list to compare email addresses.
- Water leak at Piney Point Rd.
- Incode: Council Member Kollenberg reported that Incode Version 10 Paperless Court is not compatible with Incode Version 9 General Ledger. An option is to go with Version 9 Paperless Court until the City upgrades to a complete Version 10.

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

- January 2021 Financials: The January 2021 Financials were not available. The winter storm created power outages that prevented the bank reconciliation from being completed timely.
- 2020 Audit: The audit is on schedule for the March 22<sup>nd</sup> Council Meeting.

**13. Discuss and take possible action on Surrey Oaks Cost for Exposing Water Line.**  
 The City Engineer explained to Council the final punch-list item remaining on the Surrey Oaks Paving and Drainage Improvements Project is the soggy parking pad at 11319 Surrey Oaks Lane. The MVWA stated the leak test performed on the water line would not satisfy their requirements and that the contractor would need to excavate to determine if the water line is damaged. The contractor objected since they did not work on the water line and felt that the issue was not caused by their construction. The contractor decided to excavate, and it was concluded that the soggy issue was not caused by the water line since the ground was dry. The Contractor is requesting payment for the work to excavate. Council Member Dodds made a motion to approve payment to RAC for excavating and after investigation found the ground was dry. Council Member Herminghaus seconded the motion and it passed unanimously.

**14. Discuss and take possible action on Beinhorn Rut Repair.**  
 HDR obtained quotes for repairing the rut that has formed between the street and sidewalk at Beinhorn and North Piney Point Road. There were 2 options. One quote was obtained to fill the rutted areas with asphalt. The second quote was to install a concrete curb with cutouts along the turn radius where the rut has formed. The curb quote which consists of installing monolithic concrete curb and gutter section with slotted curbs. Council Member Dodds made a motion to accept the quote for \$6,765 for the broken curb quote. Council Member Bender seconded the motion and it passed unanimously.

**15. Discuss and take possible action on the City Engineer's Monthly Report.**

- Beinhorn Drainage & Sidewalk Improvements Project: This project is almost complete. Council had inquired at the Engineering Meeting about a double-sided crosswalk sign. HDR has requested a quote for a crosswalk sign for the other side of the street. Another issue was the illuminated crosswalk signs had to be sent back to the manufacturer as they were not painted green as specified.
- Wilding Lane Drainage & Pavement Improvements Project: The Contractor has requested a Notice to Proceed date of March 8<sup>th</sup>. There was discussion regarding new home and pool construction during the Wilding Lane Drainage and Pavement Improvements Project.
- 2020 Paving Improvements: The Contractor finished paving Arrowwood and started on Grecian Way. HDR and the Contractor discussed the inside of Arrowwood Circle. The existing condition consisted of a 12 inch drop off from the edge of the pavement to the high bank of the ditch. The cost for this work is \$4,860. The cost was presented to the Mayor and he approved the cost.
- S. Piney Point Road Guardrail Repair is finished.
- Farnham Park Washout: HDR is preparing a design for the storm sewer repairs and washout restoration and will send to contractors for quotes.
- North Country Squire: Survey was approved. Once the survey is obtained and the backgrounds are drawn, HDR can evaluate improvement options.

- 16. Discuss and take possible action on the Minutes of the January 25, 2021 Council Meeting.**  
Council Member Bender made a motion to approve the Minutes of the January 25, 2021 Council Meeting. Council Member Dodds seconded the motion and it passed unanimously.
- 17. Discuss and take possible action on future agenda items, meeting dates, etc.**
- March 8, 2021 – Public Hearing
  - March 22, 2021 – Council Meeting
  - April 12, 2021 – Public Hearing
- 18. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to 551.071 of the Texas Government Code (Consultation with Attorney) and pursuant to Section 551.072 of the Texas Government Code (Personnel), specifically to deliberate the appointment, evaluation, reassignment duties, discipline, or dismissal of the City Administrator.**  
Council adjourned into a closed session at 8:18 p.m.  
Council reconvened into an open session at 9:01 p.m.
- 19. Consider and take possible action on the items discussed in Executive Session.**  
No formal action taken.
- 20. Adjourn**  
Council Member Bender made a motion to adjourn. Council Member Dodds seconded the motion and it passed unanimously. The meeting adjourned at 9:01 p.m.

**PASSED AND APPROVED this 22nd day of March 2021.**

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Mark Kobelan  
Mayor

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Karen Farris  
City Secretary

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
SPECIAL COUNCIL MEETING  
MONDAY, MARCH 8, 2021**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL COUNCIL MEETING ON MONDAY, MARCH 8, 2021 AT 6:30 P.M. IN PERSON AT PINEY POINT CITY HALL, 7676 WOODWAY DR., SUITE 300, HOUSTON, TEXAS, AND VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.**

**Zoom Meeting ID: 884 841 6839  
Passcode: 147258**

**COUNCIL MEMBERS PRESENT:** Mayor Mark Kobelan, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

**CITY STAFF:** 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 6:33 p.m.

**PLEDGE OF ALLEGIANCE**

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

There were no citizens wishing to address Council.

Mayor Kobelan opened the public hearing to give all those interested the right to express support for or opposition to 3 ordinance changes:

- 1. Certificate of Occupancy:** An ordinance amending division 6 of Article II of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 176, for certificates occupancy or completion, temporary certificates of occupancy and related fiscal security. This ordinance changes the Temporary Certificate of Occupancy specifically to allow for two 30-day extensions. There were no questions or comments.
- 2. Establishing regulations for side and rear yards:** An ordinance amending Article IV of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 244, Regulations for establishing regulations for the size of front and side yards on specific streets.



- Front yards: There are certain streets in Piney Point that have smaller lots. The setback is the same for all streets. Those residents with smaller lots are required to get a variance. The change to this ordinance is identifying specific streets and establishing the setbacks for those streets. The changes to the setbacks are the same exceptions that are always granted.
- Side yards: The change to this ordinance is identifying streets and establishing the side yard setback. Certain streets shall have a side yard setback of 10 feet.

There were no questions or comments.

3. **Continuance of Nonconforming Buildings and Structures:** An ordinance amending Article III of Chapter 74, Code of Ordinance of the City of Piney Point Village, Section 212, Nonconforming buildings, and structures. The City Attorney explained this ordinance establishes regulations for Nonconforming buildings and structures that already encroach into a newly established setback. This change to this ordinance will allow expansion along the same encroachment line all the way down the rear yard to the rear setback.

There was a question regarding what determines being grandfathered in. The City Attorney explained if it existed prior to the adoption of a rule that would otherwise preclude it.

There were no other questions or comments.

Mayor Kobelan closed the public hearing.

4. **Discuss and take possible action on an ordinance amending division 6 of Article II of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 176, for certificates of occupancy or completion, temporary certificates of occupancy and related fiscal security.**

There was no discussion. Council Member Thompson made a motion to adopt the ordinance as presented. Council Member Herminghaus seconded the motion and it passed unanimously.

5. **Discuss and take possible action on an ordinance amending Article IV of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 244, Regulations for establishing regulations for the size of front and side yards on specific streets.**

There was no discussion. Council Member Bender made a motion to amend Article IV of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 244, Regulations for establishing regulations for the size of front and side yards on specific streets. Council Member Thompson seconded the motion and it passed unanimously.

6. **Discuss and take possible action on an ordinance amending Article III of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 212, Nonconforming buildings, and structures.**

There was no discussion. Council Member Bender made a motion to amend Article III of Chapter 74, Code of Ordinances of the City of Piney Point Village, Section 212, Nonconforming buildings, and structures. Council Member Herminghaus seconded the motion and it passed unanimously.

7. **EXECUTIVE SESSION:** The City Council will adjourn into closed executive session pursuant to 551.071 of the Texas Government Code (Consultation with Attorney) and pursuant to Section 551.074 of the Texas Government Code (Personnel), specifically to deliberate the appointment, evaluation, reassignment duties, discipline, or dismissal of the City Administrator.

Council adjourned into a closed session at 6:46 p.m.

Council reconvened into an open session at 7:17 p.m.

8. **Consider and take possible action on the items discussed in Executive Session.**

Council Member Kollenberg made a motion to authorize the Mayor or in his absence the Mayor Pro Tem to execute an agreement for Interim City Administrator services with Texas First Group Replacement Services Inc. in conjunction with advice from City Council and the City Attorney. Council Member Dodds seconded the motion and it passed unanimously.

9. **Adjourn**

Council Member Bender made a motion to adjourn. Council Member Thompson seconded the motion and it passed unanimously. The meeting adjourned at 7:19 p.m.

**PASSED AND APPROVED this 22nd day of March 2021.**

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Mark Kobelan  
Mayor

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Karen Farris  
City Secretary