

**CITY OF PINEY POINT VILLAGE
CITY COUNCIL**

Aliza Dutt, Mayor
Michael Herminghaus, Council Position 1
Dale Dodds, Council Position 2
Joel Bender, Council Position 3, Mayor Pro Tem
Margaret Rohde, Council Position 4
Jonathan C. Curth, Council Position 5



**PROVISIONAL COUNCIL CHAMBERS
325 PINEY POINT RD.
PINEY POINT VILLAGE, TEXAS 77024**

Robert Pennington, City Administrator
David Olson, City Attorney

Phone (713) 782-0271
www.cityofpineypoint.com

**THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, AUGUST 26, 2024**

5:30 PM

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A WORKSHOP AND REGULAR COUNCIL MEETING ON MONDAY, AUGUST 26, 2024, AT 5:30 P.M. LOCATED AT 325 PINEY POINT RD, PINEY POINT VILLAGE, TEXAS 77024, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

- I. DECLARATION OF QUORUM AND CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. CITIZENS WISHING TO ADDRESS COUNCIL** - *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 inquires about a subject that is not explicitly identified on the agenda, a member of the Council or a Staff Member may only respond by stating specific factual information or reciting existing policy. The City Council may not deliberate or vote on the non-agenda matter.*
- IV. WORKSHOP**
 - A. Budget Workshop #2 for Fiscal Year 2025.
 - B. Light Ordinance.
 - C. Park Ordinance.
 - D. Utility Line Improvements.
 - E. Construction Fence Ordinance.
 - F. Disaster Recovery/Storm Preparedness.
 - G. Generator Permit Process & Ordinance.
 - H. Campaign Signs.
 - I. Work Hours Ordinance.
- V. NEW BUSINESS**
 1. Consideration and possible action on approval of the Council Meeting Minutes held on July 29, 2024.

2. Consideration and possible action on the Memorial Villages Police Department.
 - a) Update on activities.
 - b) Hurricane Beryl review.
3. Consideration and possible action on the Village Fire Department.
 - a) Update on activities.
 - b) VFD Financials.
 - c) VFD Agendas & Minutes.
4. Consideration and possible action on the Engineer's Report.
5. Discuss and take possible action as a record vote on the proposed 2024 tax rate.
6. Consideration and possible action regarding an ordinance (ORD 2024.08) amending the City Code Chapter 2, Article II, Division 2, modifying the number of members to the Planning and Zoning Commission under Section 2-57, modifying the number of members for a quorum to the Planning and Zoning Commission under Section 2-58, and declaring an emergency.
7. Consideration and possible action regarding a resolution (RES 2024.08-A), the appointment to the Planning and Zoning Commission.
8. Consideration and possible action regarding a resolution (RES 2024.08-B) approving and establishing a municipal court warrant policy and making other provisions related to the subject.
9. Consideration and possible action on a resolution (RES 2024.08-C) to define decorum guidelines for election-related activities within Piney Point Village.
10. Consideration and possible action regarding the Mayor's Monthly Report.
 - a) Tree Trimming and Outreach Program.
11. Consideration and possible action regarding the City Administrator's Monthly Report, including but not limited to:
 - a) Financial Related Items
 - i. Financial Report – July 2024.
 - ii. Property Tax Report.
 - iii. Disbursements (greater than \$10,000).
 - iv. TCO Reimbursement Request.
 - b) Annual Recycle Event.
 - c) Arbor Day Event.
 - d) Update on Current Specific Use Permits and Permit Activity
12. Discuss and consider possible action on any future agenda items, meeting dates, and similar matters.
 - a) City Holiday – Monday, September 2, 2024.
 - b) Beautification Meeting – Monday, September 9, 2024.
 - c) Engineering Meeting - Wednesday, September 11, 2024.
 - d) Regular Council Meeting – Monday, September 23, 2024.

VI. EXECUTIVE SESSION

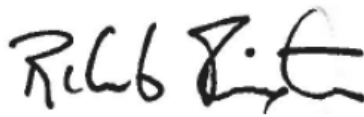
13. The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Texas Government Code, in accordance with the authority contained in:
 - e) **Section 551.071**- Consultation with City Attorney.
 - f) Reconvene into an open session.

14. Consideration and possible action on items discussed in the Executive Session.

VII. ADJOURNMENT

CERTIFICATION

I certify that a copy of the August 26, 2024, agenda of items to be considered by the Piney Point Village City Council was posted in a place convenient to the public on August 23, 2024, in compliance with Chapter 551 of the Texas Government Code.



Robert Pennington
City Administrator / City Secretary



In compliance with the Americans with Disabilities Act, the City of Piney Point Village will provide 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 before the meeting. Please contact Robert Pennington at 713-230-8703. The City Council reserves the right to adjourn into a Closed Executive Session at any time under the Texas Government Code, Section 551.071 to consult with an attorney.



PROPOSED BUDGET

BUDGET WORKSHOP #2

August 26, 2024

GF – CHANGES

	<u>FY2024 PROJECTED</u>	<u>FY2025 PROPOSED</u>	<u>DATE OF CHANGE</u>
Preliminary Revenues:	\$9,173,743	\$9,281,870	
<u>Changes to Preliminary Revenues:</u>			
1 Adjust Property Tax (M&O = 0.227262)		\$35,707	08/26/24
2 Credit Card Fees	\$15,000	\$20,000	08/26/24
Total Revenue Changes:	\$15,000	\$55,707	
Total Revenue with Changes:	\$9,188,743	\$9,337,577	
Preliminary Expenditures:	\$9,173,743	\$9,281,870	
<u>Changes to Preliminary Expenditures:</u>			
1 Public Relation	\$15,000	\$15,000	08/26/24
2 Paving Improvement		\$1,500,000	08/26/24
3 Harris Co. Signal Participation		\$100,000	08/26/24
4 Chuckanut		\$699,490	08/26/24
5 Other Capital Program		\$300,000	08/26/24
6 Country Squire Panel Replace		\$375,000	08/26/24
7 Street Condition Assessment		\$35,000	08/26/24
8 Proposed Capital-Supplemental Base		(\$1,318,392)	08/26/24
Total Change in Expenditures:	\$15,000	\$1,706,098	
Total Expenditures with Changes:	\$9,188,743	\$10,987,968	
Net Revenues Over/(Under) Expenses	\$0	(\$1,650,391)	
Beginning Fund Balance	\$5,595,413	\$5,595,413	
Ending Fund Balance	\$5,595,413	\$3,945,022	

GF – CAPITAL PROJECTS

	FY2024	FILED	CHANGE	ADJUSTED
		FY2025	FY 2025	FY 2025
SPP 96" Drainage Replacement				
Engineering	\$0	\$0	\$0	\$0
Construction	\$4,334	\$0	\$0	\$0
Observation	\$0	\$0	\$0	\$0
Project Total:	\$4,334	\$0	\$0	\$0
Chuckanut				
Engineering	\$82,450	\$39,750	\$0	\$39,750
Construction (City)	\$0	\$590,740	\$0	\$590,740
Observation	\$0	\$69,000	\$0	\$69,000
Project Total:	\$82,450	\$699,490	\$0	\$699,490
Paving Improvements				
Engineering	\$675,000	\$225,000	\$1,262,175	\$1,487,175
Construction	\$33,700	\$2,500	\$0	\$2,500
Observation	\$30,975	\$10,325	\$0	\$10,325
Project Total:	\$739,675	\$237,825	\$1,262,175	\$1,500,000
Williamsburg Drainage				
Engineering	\$50,000	\$0	\$0	\$0
Construction	\$9,500	\$0	\$0	\$0
Observation	\$421	\$0	\$0	\$0
Project Total:	\$59,921	\$0	\$0	\$0
School Zones Signs				
Engineering	\$140,000	\$0	\$0	\$0
Construction	\$10,000	\$0	\$0	\$0
Observation	\$0	\$0	\$0	\$0
Project Total:	\$150,000	\$0	\$0	\$0
Windermere Outfall (V2)				
Engineering	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0
Observation	\$0	\$0	\$0	\$0
Project Total:	\$0	\$0	\$0	\$0
Piney Point Circle				
Engineering	\$0	\$0	\$0	\$0
Construction (City)	\$0	\$0	\$0	\$0
Observation	\$0	\$0	\$0	\$0
Project Total:	\$0	\$0	\$0	\$0
Country Squire Panel Replace				
Engineering	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$300,000	\$300,000
Observation	\$0	\$0	\$75,000	\$75,000
Project Total:	\$0	\$0	\$375,000	\$375,000
Memorial (Greenbay-San Felipe)				
Engineering	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0
Observation	\$0	\$0	\$0	\$0
Project Total:	\$0	\$0	\$0	\$0
Other Projects				
Street Condition Assessment	\$0	\$0	\$35,000	\$35,000
Memorial (Greenbay-San Felipe)	\$0	\$0	\$0	\$0
Greenbay Beautification	\$130,000	\$0	\$0	\$0
Harris Co. Signal Participation	\$100,000	\$100,000	\$0	\$100,000
Other/Future Capital Programs	\$263,334	\$281,077	\$18,923	\$300,000
Project Total:	\$493,334	\$381,077	\$53,923	\$435,000
All Programs & Projects:	\$1,529,714	\$1,318,392	\$1,691,098	\$3,009,490

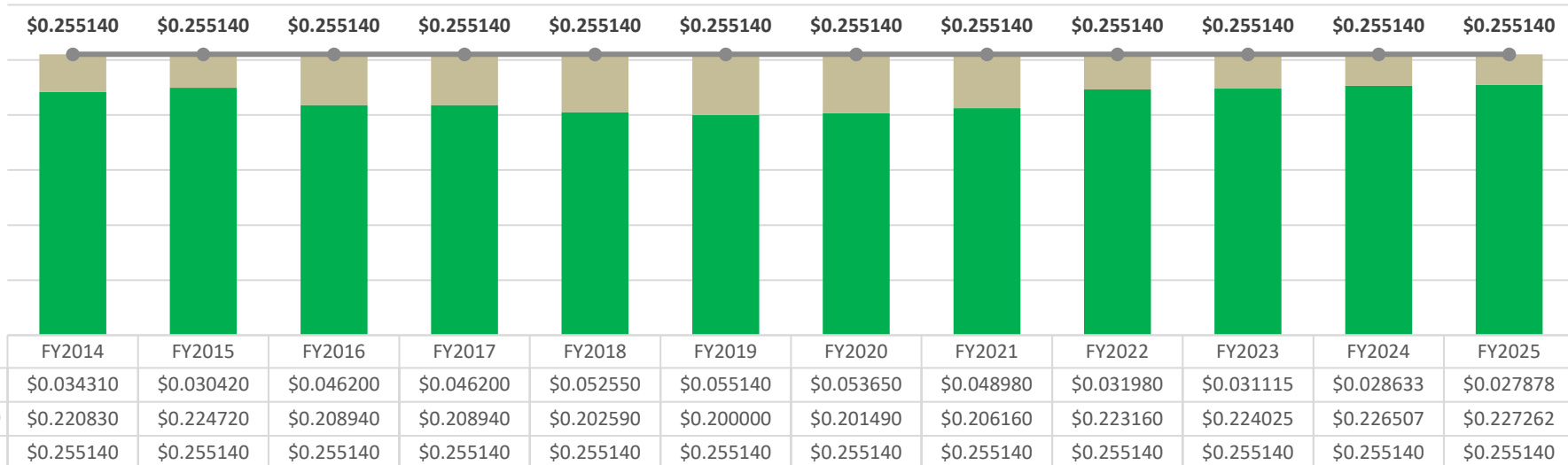
PROPERTY TAX

NNR Rate \$0.265993
Proposed Rate \$0.255140
VA Rate: \$0.285279

Proposed Rate

M&O Rate: \$0.227262
 Debt Rate: \$0.027878
Total \$0.255140

Tax Rate

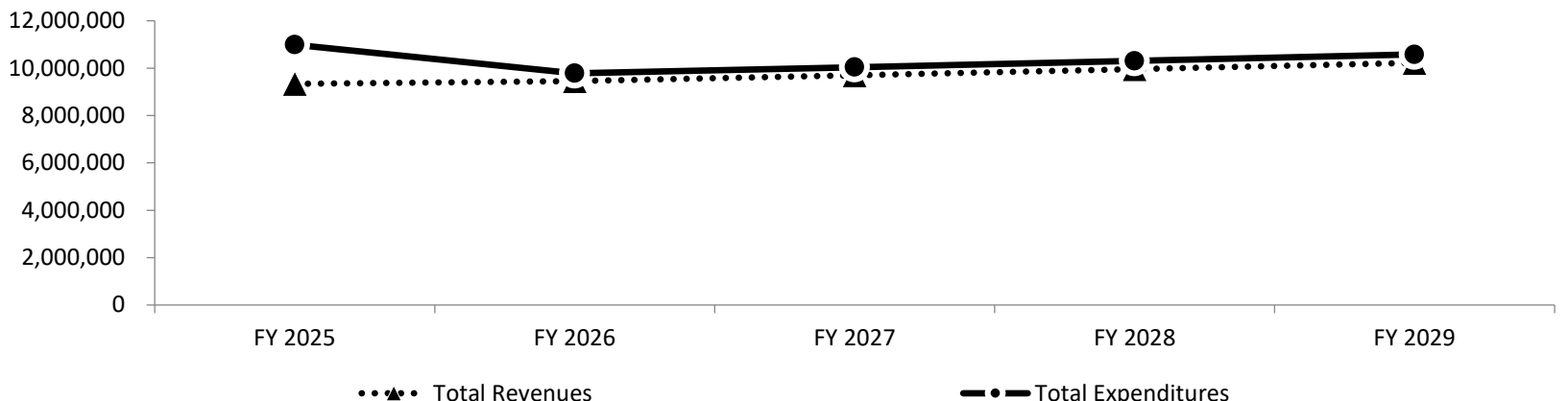


PROPERTY TAX

	<u>Last Year</u>	<u>Proposed</u>	<u>Change</u>
<u>Certified Values</u>			
Taxable Value	\$3,075,347,210.00	\$3,161,363,313.00	\$86,016,103.00
Taxable / \$100	\$30,753,472.10	\$31,613,633.13	\$860,161.03
Tax Ceiling	\$0.00	\$0.00	\$0.00
	<u>Last Year</u>	<u>Proposed</u>	<u>Change</u>
<u>Tax Rate</u>			
Debt Service (I&S) Rate	\$0.028633	\$0.027878	(\$0.00075)
Maintenance & Operating (M&O) Rate	\$0.226507	\$0.227262	\$0.00076
Total Proposed Tax Rate	\$0.255140	\$0.255140	\$0.00000
<u>Percentages</u>			
Debt Service (I&S) %	11.22%	10.93%	-0.30%
Maintenance & Operating (M&O) %	88.78%	89.07%	0.30%
Total Proposed Tax %	100.00%	100.00%	0.00%
<u>Total Adjusted Value</u>			
Debt Service (I&S) Levy	\$880,564.17	\$881,324.86	\$760.70
Maintenance & Operating (M&O) Levy	\$6,965,876.70	\$7,184,577.49	\$218,700.79
Total Tax Levy	\$7,846,440.87	\$8,065,902.36	\$219,461.49
<u>Levy Collection</u>			
Collection Rate (I&S)	100.00%	100.00%	0.00%
Collection Rate (M&O)	99.00%	99.00%	0.00%
Debt Service (I&S) Levy	\$880,564.17	\$881,324.86	\$760.70
Maintenance & Operating (M&O) Levy	\$6,896,217.94	\$7,112,731.72	\$216,513.78
Total Levy Collection Rate	\$7,776,782.10	\$7,994,056.58	\$217,274.48

GF – MULTI-YEAR FORECAST

	FY 2025 PROPOSED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
Total Revenues:	9,337,577	\$9,454,024	\$9,703,217	\$9,959,583	\$10,223,333
Police Services	2,681,789	2,789,061	2,900,623	3,016,648	3,137,314
Fire Services	2,115,943	2,200,581	2,288,604	2,380,148	2,475,354
Sanitation Services	621,596	646,460	672,319	699,211	727,180
Other Public Services	36,900	37,269	37,642	38,018	38,398
Total Public Services:	5,456,229	5,673,371	5,899,188	6,134,026	6,378,247
Operating Expenditures:	2,522,249	2,585,305	2,649,937	2,716,186	2,784,091
Capital Programs	3,009,490	0	0	0	0
New / Expanded Programs	0	1,523,126	1,491,194	1,456,097	1,417,655
Total Non-Operating:	3,009,490	1,523,126	1,491,194	1,456,097	1,417,655
Total Expenditures	10,987,968	9,781,802	10,040,319	10,306,309	10,579,992
<i>Revenues Over Expenditures:</i>	<i>(1,650,391)</i>	<i>(327,778)</i>	<i>(337,102)</i>	<i>(346,726)</i>	<i>(356,659)</i>
Fund Balance - Ending:	3,945,022	\$3,617,244	\$3,280,143	\$2,933,417	\$2,576,758



Proposed Budget
+
Changes to Filed Document

QUESTIONS?

BUDGET WORKSHOP #2

August 26, 2024

CITY OF PINEY POINT VILLAGE, TEXAS
PROPOSED BUDGET
FISCAL YEAR JANUARY 1, 2025 - DECEMBER 31, 2025

ALIZA DUTT
MAYOR

JOEL BENDER
MAYOR PRO-TEM
COUNCIL MEMBER, POSITION 3

MICHAEL HERMINGHAUS
COUNCIL MEMBER, POSITION 1

DALE DODDS
COUNCIL MEMBER, POSITION 2

MARGARET ROHDE
COUNCIL MEMBER, POSITION 4

JONATHAN CURTH
COUNCIL MEMBER, POSITION 5

PRESENTED BY:
ROBERT PENNINGTON
CITY ADMINISTRATOR

MICHELLE YI
FINANCE DIRECTOR

For more information contact:
The City of Piney Point Village
7660 Woodway, Suite 460; Houston, Texas 77063
(713) 782-0271
www.cityofpineypoint.com



PINEY POINT VILLAGE, TEXAS

PROPOSED BUDGET

FISCAL YEAR 2025

PRINCIPAL CITY OFFICIALS

City Elected Officials

Aliza Dutt	Mayor
Michael Herminghaus	Council Member, Position 1
Dale Dodds	Council Member, Position 2
Joel Bender	Council Member, Position 3, Mayor Pro-Tem
Margaret Rohde	Council Member, Position 4
Jonathan Curth	Council Member, Position 5

Board of Adjustment

Lawrence Chapman	Chairman
Vickie Driscoll	Member
Roland Sauermann	Member
Kevin F. Risley	Member
Michael Cooper	Member
Scott Bender	Alternate Member
John Brennan	Alternate Member
Zeb Nash	Alternate Member
Britton Holland	Alternate Member

Planning and Zoning Commission

Don Jones	Chairman
Bill Burney	Member
Buck Ballas	Member
Dana Gompers	Member
William Ogden	Member

Memorial Village Police Commission

James Huguenard	Police Commissioner
Solace Southwick	Police Commissioner
John Ebeling	Alternate Police Commissioner
Ray Schultz	Police Chief

Village Fire Commission

Henry Kollenbert	Fire Commissioner
Aliza Dutt	Alternate Fire Commissioner
Howard Miller	Fire Chief

Appointed Officials

Robert Pennington	City Administrator
David Olson	City Attorney
John J. Klevenhagen	Municipal Court Judge

Primary Staff

Michelle Yi	Finance Director
Annette Arriaga	Director of Planning
Maria Garcia-Ruiz	Municipal Court Clerk

Mayor, Aliza Dutt
Mayor Pro-Tem, Joel Bender

City Council
Michael Herminghaus
Dale Dodds
Margaret Rohde
Jonathan Curth



7660 Woodway, Suite 460
Houston, Texas 77063
Robert Pennington, City Administrator
Phone (713) 782-0271
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July 19, 2024

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

I am pleased to submit the proposed 2025 Budget for your consideration. This budget document is designed to provide a comprehensive overview of the financial plan for the upcoming fiscal year, which runs from January 1, 2025, to December 31, 2025. It includes detailed projections of revenues and expenditures, as well as capital improvement funding for strategic initiatives aligned with the city's goals.

The proposed budget serves as the initial balanced budget, presenting total expected revenues equaling planned spending. This demonstrates our commitment to upholding financial stability while addressing vital community needs. The finalized document will be formally presented for adoption subsequent to a collaborative process aimed at evaluating our requirements and securing funding. As we continue to engage with various stakeholders, the final document will delineate the established priorities aimed at strategically enhancing the community's infrastructure and services. The outlined plan is designed to ensure stability while mitigating potential future risks.

It is imperative to note that the city plans to use additional funding from its reserves for one-time and nonrecurring expenses beyond what is presented in the initial filing. The objective to first show that the city can operate on a balanced budget then include the nonrecurring sources as it is to further improve city infrastructure, including streets and drainage for the citizens. The adjustments, primarily additions, will be meticulously monitored throughout the process and incorporated into the final document with a strong focus on financial transparency. Our team takes pride in presenting a budget that diverges from the conventional approach observed in many cities. Instead of revealing a deficit and subsequently reducing services in order to achieve balance, a practice that constitutes precarious financial planning, our endeavor is to refrain from adopting such a course of action.

As per the current economic outlook, it is advisable to maintain continuous vigilance over inflationary factors. Nevertheless, there are indications of a diminishing trend in overall inflation. In June, the nation reported a 2.7% year-over-year increase, down from a 2.9% rise in May. The once-strong job market is now slowing down, and unemployment has risen to 4.1%. Workers are "quitting" at a slower pace, and college graduates are finding it harder to land jobs. Our staff will continue to monitor economic factors that could impact the final budget for 2025. However, the

city's financial position remains very stable, and the proposed budget includes the following highlights:

- In order to maintain high standards of sanitation collection services, a 5.31% annual increase in the general fund revenue, including the fuel surcharge, is required.
- The proposed plan allows for a salary and wage increase of up to 4% for Piney Point employees. However, the administration acknowledges the need to consider a rate increase that is more in line with market conditions. This will be determined in December, after the budget is adopted. Therefore, there is potential for savings in this area.
- Capital improvement program estimated at \$1,318,392 includes Chuckanut, various street paving, traffic signals, as well as other undesignated programs totaling \$281,077. These funds may be used to support capital improvements or expanded recurring operations for the benefit of the residents.

Thankfully, our council's established practice of responsible budgeting has allowed for these proposed improvements. I eagerly await the council's guidance in finalizing an adopted budget in September.

Respectfully submitted,

Robert Pennington
City Administrator

GENERAL FUND

The General Fund, also known as Fund 10, is the main source of financing for all essential governmental services in Piney Point Village. The primary revenue streams include property tax, sales tax, franchise fees, permits, use fees, and court fines. The expenditures cover various divisions, including public services, contract services, development services, administrative services, municipal court, public works, and capital programs. Public safety services for Piney Point Village residents are provided by the Village Fire Department and Memorial Village Police Department, which are the major funded items in the operational budget.

FISCAL YEAR 2025 PROPOSED BUDGET

	FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
Total Revenues	10,308,959	9,240,418	9,173,743	9,281,870
Total Expenditures	9,344,667	10,143,382	9,173,743	9,281,870
<i>Over/(Under) Expenditures:</i>	<i>964,292</i>	<i>(902,964)</i>	<i>0</i>	<i>0</i>
<i>Fund Balance - Ending:</i>	<i>5,595,413</i>	<i>4,692,449</i>	<i>5,595,413</i>	<i>5,595,413</i>

The projected revenues for 2024 are \$9,173,743, which is \$66,675, or 0.7% less than the budget. This is primarily due to a shift in sales tax trends and a conservative estimate of permit activity. The 2025 proposed revenues total \$9,281,870 and account for increases in property value. Revenues remain relatively flat due to reduced Special Use Permit construction activity.

- **Property Tax:** Maintenance and operating property tax amount to an expected collection levy of \$6,870,898, 0.9% lower than the original budget projection. The 2025 Proposed budget incorporates the 2024 Projected value as its base and a conservative 3.0% increase of \$206,127, making the total \$7,077,025. However, actual certified values, truth-in-taxation, and adjustments to tax rate calculations for debt service will need to be made before the final budget approval. These changes will be monitored throughout the budget process.
- **Sales Tax:** Texas imposes 6.25% state sales and use tax on all retail sales, leases, and rentals of most goods, as well as taxable services. As a local taxing jurisdiction, Piney Point imposes an additional 1%, and METRO also imposes 1%, for a maximum combined rate of 8.25%. The Texas Comptroller reported Piney Point sales tax collections as \$220,718 for May 2024. The projected decline is 5.1% in collections compared to the budgeted \$460,725 for 2024. The proposed amount remains unchanged at \$460,725.
- **Permits and Inspections:** Municipal planning permits are essential for regulating land use to achieve the desired community planning outcome. Piney Point Village recently approved three special use zoning permits to SBISD, Saint Frances, and The Kinkaid School that allow these properties to be used in a council-approved manner that varies from the typical process of accepted use in the residential zone (R1). Plat reviews regulate adjustments of subdivision plat records. The city continues to see high-end residential redevelopment on existing lots. Through May, \$190,021 in Permits & Inspection Fees (10-4207) were collected, only half of the May 2023 report of \$384,673. The remaining months of 2023 recorded an additional \$582,895. The city administration expected the bubble of SUP permit activity; the only unknown was the timing of the permit approval and revenue posting for these colossal projects. For the 2024 Projected, \$460,000 was calculated for the fiscal year-end. The 2024 Proposed is \$90,000 less than the original budget. Staff will continue monitoring 2024 projections as the planned phase of Kinkaid's Upper School is underway. Plat Reviews (10-4203) at \$100,000, Contractor Registration (10-4205) at \$8,800, and

Board of Adjustment fees (10-4208) at \$500 have a more conservative outlook based on current collections. Drainage Reviews (10-4206) reported at \$31,550 is expected to meet the \$50,000 original target. After a revised review, the 2024 Projected total is \$520,300, and the 2025 Proposed total is the same \$52,300.

- **Court Revenue:** Court revenue through May is \$57,428, and \$5,855 less than last year. The city collected \$124,827 for year-end 2023. Both 2024 Projected and 2025 Proposed are adjusted to total \$129,000.
- **Investment Income:** Interest income remains at historical highs due to the Federal Reserve. The May investment income is reported at \$220,450. The following months will see some use of cash reserves, but conservative trends target at least \$40,000 per month. The current outlook indicates that these rates will likely stay high, with a possibility of some planned reduction. The Fed is eager to lower interest rates but is being cautious due to persistent inflationary factors. The 2025 proposed amount is \$50,000 lower than the 2024 projected amount, in anticipation of a moderate reduction in interest rates.
- **Agencies & Alarms:** Alarm Registration for May 2024 is \$21,550, with collections due in January. Both 2024 Projected and 2025 Proposed are adjusted to total \$23,500. Annual alarm registrations prove to be beneficial in maintaining up-to-date emergency information for individual properties.
- **Franchise Revenue:** May franchise taxes are reported at \$145,715. Cable Franchise (10-4602) is reported at \$20,896, with the expectancy of three additional quarterly proceeds for a total of \$85,153. Power/Electric Franchise (10-4605) to total \$113,510. The Gas Franchise (10-4606) budget remains unchanged at \$25,000 as the annual payment is received at the end of the year, and collections are subject to volatile market rates. The Telephone Franchise (10-4607) should include three additional quarterly proceeds to total \$3,300. The Wireless Franchise (10-4608) is \$10,543 and projected at \$24,000. Both the 2024 Projected and 2025 Proposed are adjusted slightly higher than the 2024 Budget by \$21,985 to total \$409,872.
- **Contributions, Donations, & Non-Operating Revenue:** The majority of category funds are from contributions, intergovernmental, and reimbursements.
 - **Contributions:** The Kinkaid School pledged discretionary payments in lieu of real estate taxes relating to Kinkaid's property. Kinkaid pledged \$107,500.
 - **Intergovernmental:** Metro Transit funds are historically received in October each year, totaling \$136,000,
 - **Reimbursement/Other:** Ambulance reimbursement has returned to participating villages at an annual expectancy of \$48,000. This standard practice was held during the reconstruction of the Village Fire Station, and funds are again redirected in 2025 to the VFD capital replacement, to fund apparatuses in the near term. Other forms of reimbursement or non-operating income include forfeitures in temporary certificates of occupancy (TCO), unrealized as non-operating revenue.

The 2024 projected expenditures total \$9,173,743, of which \$1,529,714 is related to nonrecurring capital improvements. The 2025 proposed expenditures total \$9,281,870. It is a balanced budget and confirms that the city can manage current services with the available annual financial resources, meeting the initial objective of this stage of the budget process. This budget allocates \$1,318,392 in new capital programming without additional resources. The council and this administration will likely finalize this budget and ultimately adopt the use of a portion of retained resources toward non-recurring programming while maintaining adequate reserves.

Public Services

The budget categorizes general fund operations into several divisions, with most resources supporting the Public Service Division. This division includes police, fire, and sanitation. Public Services totals \$5,441,229, a \$119,666 (2.2%) increase over the 2024 Projected.

- **Police Services:** The Memorial Village Police Department (MVPD) has a proposed budget of \$2,681,789 for 2025. This is a \$59,521 or 2.3% increase from the projected budget of \$2,622,268. The breakdown of the budget has MVPD Operations at \$2,625,123, MVPD Auto Replacement at \$48,000, and MVPD Capital at \$8,667.

- Fire Services: The VFD 2024 Projected is \$2,081,832, and unchanged from the 2024 Amended. The VFD 2025 Proposed at \$2,115,943 is \$34,111 (1.6%) greater than the 2024 Projected. The VFD will retain ambulance proceeds to fund capital directly.
- Sanitation Collection: Services include traditional “backdoor,” twice each week for municipal solid waste and once each week for recycling from each residential unit. Notification of a rate change increases services by 4.5%. The total cost for 2024 Projected is \$578,520. The 2025 Proposed is calculated on similar terms and future rate expectations for \$578,520.
- Other Public Services: Other services include Community Events at \$6,000, Street Lighting Services at \$14,400, and Library Services at \$1,500, totaling \$21,900.

Other Operating:

The budget allocates over a quarter of the general fund to support contract services, development services, and administrative, court, and public works. These activities are detailed below:

- Contract Service Division: The Contract Service Division includes Engineering, Legal, Auditing, Tax Appraisal, Mosquito Control, and other contracted services Piney Point has with other entities. Most of the division allocates funds for engineering services (46%) and legal services (21%). Total 2025 Proposed is \$476,500, an increase of \$1,000 or 0.2% over the 2024 Amended.
- Development Services: Expenditures within the division remain on target with the original budget. The total proposed for 2025 is \$302,200.
- Administrative Services: Expenditures within the division at \$1,245,106 are projected to be higher than the 2024 Amended at \$1,228,060 but do remain close to the original budget target. Additional costs in moving server equipment and using temporary office space allocation and storage are related to the modest increase of \$17,046. However, there are cost savings in the timing and structure of the new lease, and the review for additional savings will be monitored for the final changes to the budget. The 2025 Proposed supports up to a 4% increase in salary/wages. However, the final salary recommendation will be further reviewed on CPI and market conditions. Any additional changes in personnel and benefits will be presented before budget adoption. The Proposed is \$1,319,609.
- Municipal Court: Expenditures within the division remain below original budget targets. Court funding and operations are commended, as we have been working from temporary locations and have had to pivot for these changes without a decrease in collections. The total 2025 Proposed is \$35,510, the same as the 2024 Budget.
- Public Works/ Maintenance: The year is expected to have some cost savings totaling \$53,500 for landscape maintenance. However, this review occurred before the hurricane and will be reconsidered with these costs in mind. The total 2024 Projected is \$264,150. The 2025 Proposed is \$388,430, with increases to support the improvements to landscaped areas and additional contract services for manicuring the rights-of-way beyond the current level.

Capital and Undefined Programming:

Capital expenditures total \$1,318,392, or 14% of the current annual resources. This total is in addition to the current capital programs underway in the 2024 fiscal year. Capital programming will be detailed after a review by the city engineer and further programmed before final adoption.

Reserves:

The city balances revenues over expenditures. The beginning fund balance is projected at \$5,595,413, with the ending balance unchanged. The city maintains \$1,990,869 as a 90-day reserve, with the unallocated at \$3,604,544 at the filing of this budget.

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

	FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
REVENUES:				
Property Taxes	6,544,370	6,930,156	6,870,898	7,077,025
Sales Taxes	510,017	485,725	460,725	460,725
Permits & Inspections	1,054,409	622,150	520,300	520,300
Court Revenue	135,966	135,000	129,000	129,000
Investment Income	398,488	374,000	450,000	400,000
Agencies & Alarms	26,100	25,000	23,500	23,500
Franchise Taxes	417,322	387,887	409,872	409,872
Contribution & Use Fee	173,000	95,000	107,500	107,500
Other Governmental	136,000	136,500	136,000	136,000
Donations & Other	0	1,000	9,000	9,000
Operating Revenues:	9,395,671	9,192,418	9,116,795	9,272,922
Other Sources	24,000	0	0	0
Ambulance	37,714	48,000	48,000	0
CIP Cost Share	4,155	0	8,948	8,948
Non-Operating Transfers	847,419	0	0	0
Non-Operating Revenues:	913,288	48,000	56,948	8,948
Total Revenues:	\$10,308,959	\$9,240,418	\$9,173,743	\$9,281,870

EXPENDITURES:

Police Services	2,299,184	2,622,267	2,622,268	2,681,789
Fire Services	1,969,287	2,081,832	2,081,832	2,115,943
Sanitation Services	559,622	595,563	595,563	621,596
Other Public Services	31,314	21,900	21,900	21,900
Total Public Services:	4,859,407	5,321,562	5,321,563	5,441,229

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

	FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
Contract Services	466,966	475,500	475,500	476,500
Development Services	364,722	302,200	302,200	302,200
Administrative Services	1,022,722	1,228,060	1,245,106	1,319,609
Municipal Court	28,878	35,510	35,510	35,510
Public Works & Maintenance	263,068	317,650	264,150	388,430
	2,146,356	2,358,920	2,322,466	2,522,249
Operating Expenditures:	7,005,763	7,680,482	7,644,029	7,963,478
Capital Programs	2,338,904	2,462,900	1,529,714	1,318,392
Non-Operating Expenditures:	2,338,904	2,462,900	1,529,714	1,318,392
Total Expenditures:	\$9,344,667	\$10,143,382	\$9,173,743	\$9,281,870
<i>Revenues Over Expenditures</i>	964,292	(902,964)	0	0
Fund Balance - Beginning		5,595,413	5,595,413	5,595,413
Fund Balance - Ending		\$5,595,413	\$5,595,413	\$5,595,413
Reserve Requirement (25%)		1,920,121	1,920,121	1,990,869
Excess/(Deficit)		2,772,329	3,675,293	3,604,544

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
REVENUE					
<u>Tax Collection</u>					
10-4101	Property Tax (M&O)	6,544,370	6,930,156	6,870,898	7,077,025
10-4150	Sales Tax	510,017	485,725	460,725	460,725
	Total Tax Collection:	7,054,386	7,415,881	7,331,623	7,537,750
<u>Permits & Inspections</u>					
10-4203	Plat Reviews	8,750	9,750	1,000	1,000
10-4204	Code Enforcement Citations	0	0	0	0
10-4205	Contractor Registration	9,090	10,650	8,800	8,800
10-4206	Drainage Reviews	68,250	50,000	50,000	50,000
10-4207	Permits & Inspection Fees	967,569	550,000	460,000	460,000
10-4208	Board of Adjustment Fees	750	1,750	500	500
	Total Permits & Inspections:	1,054,409	622,150	520,300	520,300
<u>Municipal Court</u>					
10-4300	Court Fines	124,827	126,000	120,000	120,000
10-4301	Building Security Fund	3,899	3,000	3,000	3,000
10-4302	Truancy Prevention	3,978	3,000	3,000	3,000
10-4303	Local Municipal Tech Fund	3,183	2,950	2,950	2,950
10-4304	Local Municipal Jury Fund	80	50	50	50
	Total Municipal Court:	135,966	135,000	129,000	129,000
<u>Investment Income</u>					
10-4400	Interest Revenue	398,488	374,000	450,000	400,000
	Total Investment Income:	398,488	374,000	450,000	400,000
<u>Agencies & Alarms</u>					
10-4508	SEC-Registration	26,100	25,000	23,500	23,500
	Total Agencies & Alarms:	26,100	25,000	23,500	23,500
<u>Franchise Revenue</u>					
10-4602	Cable Franchise	86,018	85,153	85,153	85,153
10-4605	Power/Electric Franchise	272,421	272,419	272,419	272,419
10-4606	Gas Franchise	30,521	25,000	25,000	25,000
10-4607	Telephone Franchise	3,393	3,515	3,300	3,300
10-4608	Wireless Franchise	24,969	1,800	24,000	24,000
	Total Franchise Revenue:	417,322	387,887	409,872	409,872
<u>Donations & In Lieu</u>					
10-4702	Kinkaid School Contribution	173,000	95,000	107,500	107,500
10-4703	Metro Congested Mitigation	136,000	136,000	136,000	136,000
10-4704	Intergovernmental Revenues	0	500	0	0
10-4705	Ambulance	37,714	48,000	48,000	0
10-4800	Misc. Income	0	1,000	9,000	9,000
10-4801	Donations	0	0	0	0
10-4802	Reimbursement Proceeds	24,000	0	0	0
10-4803	CIP Cost Share	4,155	0	8,948	8,948
10-4850	Transfer In	847,419	0	0	0
	Total Donations & In Lieu:	1,222,288	280,500	309,448	261,448
	TOTAL REVENUES:	10,308,959	9,240,418	9,173,743	9,281,870

**GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET**

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>EXPENDITURES</u>					
<u>PUBLIC SERVICE DIVISION</u>					
<u>Community Events</u>					
10-510-5001	Community Celebrations	13,191	6,000	6,000	6,000
	Community Events:	13,191	6,000	6,000	6,000
<u>Police Services</u>					
10-510-5010	MVPD Operations	2,201,260	2,525,700	2,525,700	2,625,123
10-510-5011	MVPD Auto Replacement	53,333	46,667	46,667	48,000
10-510-5012	MVPD Capital Expenditure	44,591	49,900	49,900	8,667
	Police Services:	2,299,184	2,622,267	2,622,267	2,681,789
<u>Miscellaneous</u>					
10-510-5020	Miscellaneous	0	0	0	0
	Total Miscellaneous:	0	0	0	0
<u>Sanitation Collection</u>					
10-510-5030	Sanitation Collection	550,446	578,520	578,520	604,553
10-510-5031	Sanitation Fuel Charge	9,176	17,043	17,043	17,043
	Sanitation Collection:	559,622	595,563	595,563	621,596
<u>Library Services</u>					
10-510-5040	Spring Branch Library	1,500	1,500	1,500	1,500
	Library Services:	1,500	1,500	1,500	1,500
<u>Street Lighting Services</u>					
10-510-5050	Street Lighting	16,623	14,400	14,400	14,400
	Street Lighting Services:	16,623	14,400	14,400	14,400
<u>Fire Services</u>					
10-510-5060	Villages Fire Department	1,969,287	2,081,832	2,081,832	2,115,943
	Fire Services:	1,969,287	2,081,832	2,081,832	2,115,943
	TOTAL PUBLIC SERVICE:	4,859,407	5,321,562	5,321,562	5,441,229

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>CONTRACT SERVICE DIVISION</u>					
10-520-5101	Grant Administration	28,000	0	0	0
10-520-5102	Accounting/Audit	19,399	25,000	25,000	25,000
10-520-5103	Engineering	244,021	220,000	220,000	220,000
10-520-5104	Legal	68,797	100,000	100,000	100,000
10-520-5105	Tax Appraisal-HCAD	62,982	63,000	63,000	64,000
10-520-5107	Animal Control	1,718	2,300	2,300	2,300
10-520-5108	IT Hardware/Software & Support	22,295	41,200	41,200	41,200
10-520-5109	Urban Forester	0	0	0	0
10-520-5110	Mosquito Control	19,755	24,000	24,000	24,000
TOTAL CONTRACT SERVICE DIVISION:		466,966	475,500	475,500	476,500

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

	FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>BUILDING SERVICE DIVISION</u>				
<u>Building & Inspection Services</u>				
10-530-5152	Drainage Reviews	145,152	103,000	103,000
10-530-5153	Electrical Inspections	22,995	15,000	15,000
10-530-5154	Plat Reviews	0	500	500
10-530-5155	Plan Reviews	48,000	50,000	50,000
10-530-5156	Plumbing Inspections	26,595	18,000	18,000
10-530-5157	Structural Inspections	34,245	30,000	30,000
10-530-5158	Urban Forester	47,680	45,000	45,000
10-530-5160	Mechanical Inspections	11,655	8,500	8,500
	Building and Inspection Services:	336,322	270,000	270,000
<u>Supplies and Office Expenditures</u>				
10-530-5108	Information Technology	0	0	0
10-530-5204	Dues & Subscriptions	0	500	500
10-530-5207	Misc Supplies	650	1,000	1,000
10-530-5209	Office Equipment & Maintenance	0	500	500
10-530-5211	Meeting Supplies	81	0	0
10-530-5213	Office Supplies	498	900	900
10-530-5214	Telecommunications	0	0	0
10-530-5215	Travel & Training	0	300	300
	Supplies and Office Expenditures:	1,230	3,200	3,200
<u>Insurance</u>				
10-530-5353	Employee Insurance	0	0	0
10-530-5403	Credit Card Charges	27,171	29,000	29,000
	Insurance:	27,171	29,000	29,000
	TOTAL BUILDING SERVICE DIVISION:	364,722	302,200	302,200

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>GENERAL GOVERNMENT DIVISION</u>					
<u>Administrative Expenditures</u>					
10-540-5108	Information Technology	22,559	22,000	22,000	42,000
10-540-5201	Admin/Professional Fee	0	0	3,905	3,905
10-540-5202	Auto Allowance/Mileage	10,402	7,200	7,200	7,200
10-540-5203	Bank Fees	2,169	3,000	2,200	2,200
10-540-5204	Dues/Seminars/Subscriptions	4,289	3,600	3,600	3,600
10-540-5205	Elections	619	3,000	750	750
10-540-5206	Legal Notices	7,390	3,500	8,000	8,000
10-540-5207	Miscellaneous	2,367	5,000	5,000	5,000
10-540-5208	Citizen Communication	3,888	5,000	8,000	8,000
10-540-5209	Office Equipment & Maintenance	8,699	10,000	10,000	10,000
10-540-5210	Postage	1,377	2,000	2,000	2,000
10-540-5211	Meeting Supplies	2,507	7,500	7,500	7,500
10-540-5212	Rent/Leasehold/Furniture	137,836	146,000	146,000	155,142
10-540-5213	Supplies/Storage	10,470	10,000	30,000	30,000
10-540-5214	Telecommunications	9,644	16,000	16,000	16,000
10-540-5215	Travel & Training	0	3,000	2,500	2,500
10-540-5216	Statutory Legal Notices	180	1,500	1,500	1,500
	Administrative Expenditures:	224,395	248,300	276,155	305,297
<u>Wages & Benefits</u>					
10-540-5301	Gross Wages	594,544	662,745	662,745	689,255
10-540-5302	Overtime/Severance	3,201	20,809	10,000	10,000
10-540-5303	Temporary Personnel	5,595	0	0	0
10-540-5304	Salary Adjustment(Bonus)	0	0	0	0
10-540-5306	FICA/Med/FUTA Payroll Tax Exp	43,525	50,035	50,035	50,035
10-540-5310	TMRS (City Responsibility)	58,773	138,135	138,135	143,660
10-540-5311	Payroll Process Exp-Paychex	3,215	4,000	4,000	4,000
	Wages & Benefits:	708,853	875,724	864,915	896,950
<u>Insurance</u>					
10-540-5353	Employee Insurance	76,836	88,836	88,836	102,161
10-540-5354	General Liability	11,472	10,000	10,000	10,000
10-540-5356	Workman's Compensation	(33)	4,000	4,000	4,000
	Insurance:	88,275	102,836	102,836	116,161
<u>Other</u>					
10-540-5403	Credit Card Charges (Adm)	1,199	1,200	1,200	1,200
		0	0	0	0
		0	0	0	0
	Intergovernmental:	1,199	1,200	1,200	1,200
	TOTAL GENERAL GOVERNMENT DIVISION:	1,022,722	1,228,060	1,245,106	1,319,609

**GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET**

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>MUNICIPAL COURT DIVISION</u>					
<u>Supplies & Office Expenditures</u>					
10-550-5108	Information Technology	0	0	0	0
10-550-5204	Dues & Subscriptions	0	0	0	0
10-550-5207	Misc Supplies	232	250	250	250
10-550-5211	Meeting Supplies	0	0	0	0
10-550-5213	Office Supplies	0	2,000	2,000	2,000
10-550-5215	Travel & Training	399	1,750	1,750	1,750
	Supplies and Office Expenditures:	631	4,000	4,000	4,000
<u>Insurance</u>					
10-550-5353	Employee Insurance	0	0	0	0
	Insurance:	0	0	0	0
<u>Court Operations</u>					
10-550-5403	Credit Card Charges	3,772	6,510	6,510	6,510
10-550-5404	Judge/Prosecutor/Interpreter	24,475	25,000	25,000	25,000
10-550-5406	State Comptroller/OMNI/Linebar	0	0	0	0
10-550-5408	Supplies/Miscellaneous	0	0	0	0
10-550-5410	OmniBase Services of Texas	0	0	0	0
	Court Operations:	28,247	31,510	31,510	31,510
	TOTAL MUNICIPAL COURT DIVISION:	28,878	35,510	35,510	35,510

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>PUBLIC WORKS MAINTENANCE DIVISION</u>					
<u>Supplies & Office Expenditures</u>					
10-560-5108	Information Technology	1,302	0	2,500	2,500
10-560-5207	Misc Supplies	1,751	500	500	500
10-560-5213	Office Supplies	4,805	0	0	0
10-560-5215	Travel & Training	0	1,000	1,000	1,000
	Supplies and Office Expenditures:	7,858	1,500	4,000	4,000
<u>Insurance</u>					
10-560-5353	Employee Insurance	0	0	0	0
	Insurance:	0	0	0	0
<u>Maintenance & Repair</u>					
10-560-5501	Public Works Maintenance	0	0	0	0
10-560-5501	TCEQ/County Permits	1,756	1,850	1,850	1,850
10-560-5504	Landscape Services	59,253	165,000	120,000	134,280
10-560-5505	Fuel & Oil	512	1,000	1,000	1,000
10-560-5506	Right of Way Mowing	72,888	0	0	0
10-560-5507	Traffic Control	8,652	15,000	20,000	20,000
10-560-5508	Water Utilities	11,390	2,800	2,800	2,800
10-560-5509	Tree Care/Removal	24,860	16,000	40,000	40,000
10-560-5510	Drainage Maintenance	4,259	1,500	1,500	1,500
10-560-5515	Community Beautification	64,736	100,000	60,000	100,000
10-560-5516	Equipment Maintenance	1,731	3,000	3,000	3,000
10-560-5517	Street Maintenance	5,173	10,000	10,000	10,000
	Maintenance and Repair:	255,210	316,150	260,150	314,430
<u>Other</u>					
10-560-5600	Capital Equipment	0	0	0	70,000
	Other:	0	0	0	70,000
	TOTAL PUBLIC WORKS DIVISION:	263,068	317,650	264,150	388,430

GENERAL FUND - 10
FISCAL YEAR 2025 PROPOSED BUDGET

		FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
<u>CAPITAL OUTLAY PROGRAMS</u>					
<u>Capital Maintenance</u>					
10-570-5602	Drainage Ditch Maintenance	0	0	0	0
10-570-5606	Road/Drainage Projects	0	0	0	0
10-570-5701	2019 Maintenance Projects	0	0	0	0
10-570-5702	Paving Improvements	27,151	0	0	0
10-570-5703	2021 Paving Improvements	0	0	0	0
10-570-5806	Drainage Improvements	0	0	0	0
		27,151	0	0	0
<u>Major Capital / Maintenance Programs</u>					
10-570-5640	Surrey Oaks	0	0	0	0
10-570-5808	Wilding Lane	0	0	0	0
10-580-5809	96" Stormwater Replacement	1,661,656	0	4,334	0
10-580-5810	Tokeneke - Country Squire	307,085	0	0	0
10-580-58XX	Williamsburg	49,352	0	0	0
10-580-58XX	Bothwell Way	0	0	0	0
10-580-58XX	Windermere Outfall Project	0	0	0	0
10-580-58XX	Smithdale Landscape/Sidewalk	0	0	0	0
10-580-58XX	Greenbay Beautification	139,984	0	6,894	0
10-580-58XX	Harris Co. Signal Participation	0	0	0	0
10-580-5811	Capital Programming	153,676	2,462,900	1,518,486	1,318,392
		2,311,753	2,462,900	1,529,714	1,318,392
TOTAL CAPITAL OUTLAY PROGRAMS:		2,338,904	2,462,900	1,529,714	1,318,392
TOTAL EXPENDITURES:		9,344,667	10,143,382	9,173,743	9,281,870

DEBT SERVICE FUND

The Debt Service Fund, also known as the interest and sinking fund, is established by ordinance and accounts for the issuance of debt and provides for the payment of debt, including principal, and interest as payments become due. In the Debt Service Fund, an ad valorem (property) tax rate and tax levy are required to be computed and levied, which will be sufficient to produce the money to satisfy annual debt service requirements. The City of Piney Point Village has no general obligation legal debt limit other than a ceiling on the tax rate specified by the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax rate of \$1.50 per \$100 assessed valuation, based on a 90% collection rate.

FISCAL YEAR 2025 PROPOSED BUDGET

	FY 2023 YEAR END ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 YEAR END PROJECTED	FY 2025 PROPOSED BUDGET
Total Revenues	958,248	896,050	902,194	902,719
Total Expenditures	877,950	885,050	885,050	881,325
<i>Over/(Under) Expenditures:</i>	<i>80,298</i>	<i>11,000</i>	<i>17,144</i>	<i>21,394</i>
<i>Fund Balance - Ending</i>	<i>197,293</i>	<i>208,293</i>	<i>214,437</i>	<i>235,831</i>

Based on the values unchanged, the proposed budget assumes a debt service (I&S) tax rate of 2.8633 cents (\$0.028633) per \$100 assessed valuation. The adopted budget will incorporate changes to the tax rate after certified values are received and truth in taxation calculations are finalized. The following is the detail for the proposed tax rate:

Fiscal Year 2025 Proposed Tax Rate / Tax Year 2024

Debt Service (I&S) Rate	\$0.0286330
Maintenance & Operating (M&O) Rate	\$0.2265070
Total Proposed Tax Rate	\$0.2551400

A proposed tax rate of \$0.255140 per \$100 valuation likely exceeds the no-new revenue rates on the unpublished certified rolls. Legislation has been widely overhauled limiting the methods in which local governments can raise proceeds for capital needs. Calculations as to the amount of proceeds available are dependent on the certified valuation of property. The council approves values in a separate action from the budget adoption scheduled for September 2024 that will support the obligated debt structure in the final adopted budget.

The municipality has issued two general obligation bonds, namely Series 2017 and Series 2015. Series 2015, which was issued for a principal amount of \$3,910,000, holds an S&P AAA rating. Interest on the Series 2015 accrues from the date of original delivery and is payable semi-annually on August 15 and February 15 of each year, commencing from August 15, 2015. The proceeds derived from the sale will be allocated to cover the expenses associated with the designing, engineering, and implementation of stormwater drainage and flood control enhancements. The 2017 General Obligation, amounting to \$3,735,000, has obtained a "AAA" rating from Standard & Poor's, featuring a stable outlook. Interest on the Series 2017 commences accruing from the original delivery date and is payable on August 15 and February 15 annually. The accrual period was initiated on February 15, 2018. This capital will be directed toward the essential expenses pertinent to the design, engineering, and execution of stormwater drainage and flood control improvements.

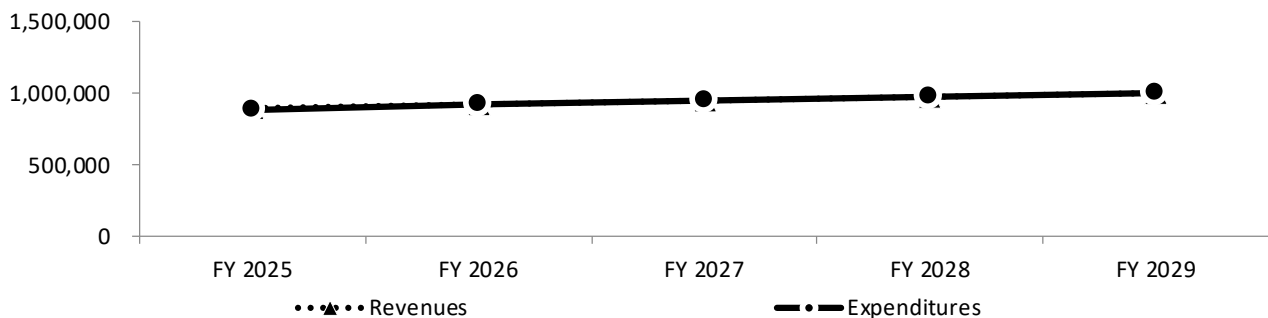
Proposed tax obligations for future years, if unadjusted, would allow debt service the capacity to support annual scheduled payments and is likely additional reserve will be maintained to further secure debt in the final adopted version of the budget.

Municipal Bonds	Principal	Interest	Total
<u>Total Obligation</u>			
Series 2015 General Obligation	430,000	5,375	435,375
Series 2017 General Obligation	1,270,000	57,900	1,327,900
	1,700,000	63,275	1,763,275
<u>Annual Obligation</u>			
Series 2015 General Obligation	430,000	5,375	435,375
Series 2017 General Obligation	410,000	31,950	441,950
	840,000	37,325	877,325

MULTI-YEAR PLAN

The Debt Service Fund is anticipated to uphold a balanced budget for the fiscal years ending 2026 through 2029, with the inclusion of extra debt capacity. The strategy encompasses the upkeep of yearly debt payments on outstanding commitments and the utilization of enhanced capacity as elaborated below. The subsequent five-year plan and graphic representation are furnished exclusively for planning purposes, as the budget is subject to annual adoption by the Council. Consequently, the projection delineated below does not bind future councils to this plan:

	FY 2025 PROPOSED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
Property Taxes	877,325	903,645	930,754	958,677	987,437
Interest	25,394	20,000	20,000	20,000	20,000
Non-Operating / Transfers	0	0	0	0	0
Total Revenues	\$902,719	\$923,645	\$950,754	\$978,677	\$1,007,437
Series 2015 General Obligation	435,375	0	0	0	0
Series 2017 General Obligation	441,950	444,425	441,525	0	0
Future Bond Capacity	0	474,220	504,229	973,677	1,002,437
Fiscal Agent Fees	4,000	5,000	5,000	5,000	5,000
Total Expenditures	\$881,325	\$923,645	\$950,754	\$978,677	\$1,007,437



**DEBT SERVICE FUND
FISCAL YEAR 2024 PROPOSED BUDGET**

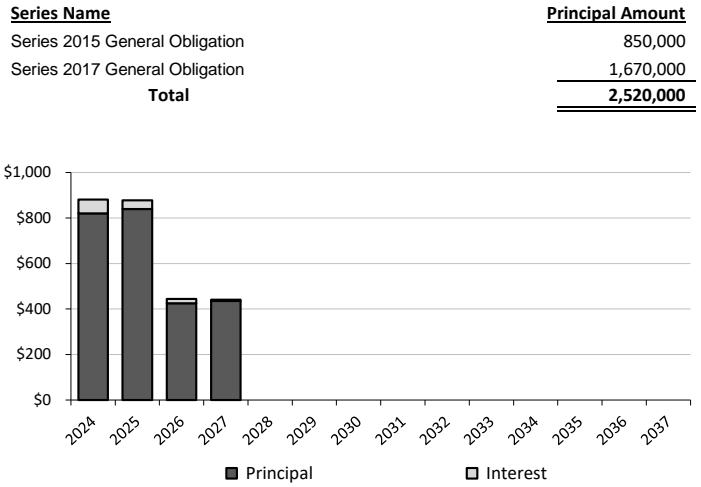
	FY 2022 YEAR END ACTUAL	FY 2023 AMENDED BUDGET	FY 2023 YEAR END PROJECTED	FY 2024 PROPOSED BUDGET
REVENUES:				
Property Taxes	886,381	899,330	905,680	881,050
Interest	67,401	10,000	46,296	15,000
Transfers and Contributions	0	0	0	0
Total Revenues:	\$953,782	\$909,330	\$951,976	\$896,050
EXPENDITURES:				
Debt Service	872,950	874,950	874,950	881,050
Fiscal Agent Fees	3,000	3,000	3,000	4,000
Total Expenditures:	\$875,950	\$877,950	\$877,950	\$885,050
Revenue Over/(Under) Expenditures	77,832	31,380	74,026	11,000
Fund Balance - Beginning	39,163	116,995	116,995	191,021
Fund Balance - Ending	\$116,995	\$148,375	\$191,021	\$202,021
Reserve Requirement (25%)		219,488	219,488	221,263
Excess/(Deficit)		(71,113)	(28,466)	(19,241)

**DEBT SERVICE FUND - DETAIL
FISCAL YEAR 2024 PROPOSED BUDGET**

		FY 2022 YEAR END ACTUAL	FY 2023 AMENDED BUDGET	FY 2023 YEAR END PROJECTED	FY 2024 PROPOSED BUDGET
Revenues					
<u>Property Taxes</u>					
20-4101	Current Taxes	886,381	899,330	905,680	881,050
	Total Property Taxes	886,381	899,330	905,680	881,050
<u>Interest</u>					
20-4400	Interest Income	67,401	10,000	46,296	15,000
	Total Interest	67,401	10,000	46,296	15,000
<u>Non-Operating</u>					
20-4410	Transfer In	0	0	0	0
	Total Non-Operating	0	0	0	0
	TOTAL REVENUES:	953,782	909,330	951,976	896,050
Expenditures					
<u>Financial Obligations</u>					
20-500-5821	Tax Bond Retirement	765,000	790,000	790,000	820,000
20-500-5820	Tax Bond Interest	107,950	84,950	84,950	61,050
20-500-5204	Fiscal Agent Fees	3,000	3,000	3,000	4,000
	Total Financial Obligations	875,950	877,950	877,950	885,050
	TOTAL EXPENDITURES:	875,950	877,950	877,950	885,050
<i>Revenue Over/(Under) Expenditures</i>		<i>77,832</i>	<i>31,380</i>	<i>74,026</i>	<i>11,000</i>

GENERAL LONG-TERM DEBT
AGGREGATE DEBT MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
FY2024	820,000	61,050	881,050
FY2025	840,000	37,325	877,325
FY2026	425,000	19,425	444,425
FY2027	435,000	6,525	441,525
FY2028			
FY2029			
FY2030			
FY2031			
FY2032			
FY2033			
FY2034			
FY2035			
FY2036			
FY2037			
Total	2,520,000	124,325	2,644,325



DISCRETE DEBT MATURITY SCHEDULES

SERIES 2015 GENERAL OBLIGATION BONDS

Fiscal Year	Principal	Interest	Total
FY2024	420,000	14,950	434,950
FY2025	430,000	5,375	435,375
FY2026			
FY2027			
FY2028			
FY2029			
FY2030			
FY2031			
FY2032			
FY2033			
FY2034			
FY2035			
FY2036			
FY2037			
Total	850,000	20,325	870,325

SERIES 2017 GENERAL OBLIGATION BONDS

Fiscal Year	Principal	Interest	Total
FY2024	400,000	46,100	446,100
FY2025	410,000	31,950	441,950
FY2026	425,000	19,425	444,425
FY2027	435,000	6,525	441,525
FY2028			
FY2029			
FY2030			
FY2031			
FY2032			
FY2033			
FY2034			
FY2035			
FY2036			
FY2037			
Total	1,670,000	104,000	1,774,000

ANNUAL ALLOCATION OF DEBT MATURITY

DATE	DESCRIPTION	AMOUNT ISSUED	AMOUNT OUTSTANDING AS OF 12/31/22		PAYMENT TOTAL		AMOUNT OUTSTANDING AS OF 12/31/23
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	
2/15/2024	Series 2015 General Obligation	3,910,000					
8/15/2024					429,575		
	Fiscal Year Total		850,000	14,950	434,950	5,375	430,000
2/15/2024	Series 2017 General Obligation	3,735,000					
8/15/2024					427,050		
	Fiscal Year Total		1,670,000	46,100	446,100	19,050	1,270,000
	TOTAL	7,645,000	2,520,000	61,050	881,050		1,700,000

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Lighting Ordinance.

Agenda Item: B

Summary:

The council has formally requested a review of our lighting ordinance. This is in response to complaints of over-illumination and directional light pollution. Included are our active ordinances detailing outdoor lighting and the general fine for prohibited use. It may be viewed that our ordinances are sufficient; however, the staff recognizes the need to enhance public awareness and ensure enforcement of these regulations.

Current Limits:

1. **Regulations:** Supplementary district regulations (Sec. 74-245) include outdoor lighting regulations on outdoor lighting to prevent glare and brightness that may disturb others. It also limits the illumination from lighting to not exceed 1.5 per square foot beyond the boundary of the lot.
 - a. **Lumens:** 1.5 lumens is considered a very low level of brightness. For example, a standard 25-watt incandescent bulb emits approximately 300-450 lumens, while a 40-watt bulb produces around 480-720 lumens. Also, 1.5 lumens are generally considered too dim for a standard nightlight. Therefore, 1.5 lumens are significantly dimmer than even the lowest wattage incandescent bulbs.
 - b. **Measure:** To measure lumens, which quantify the total amount of light emitted by a source, one can use a Ceiling Bounce Method. A phone app is available for measuring. This involves shining the light at the ceiling in a small room with light-colored walls and using the phone's sensor to measure the reflected light. This can give you a comparative measure of brightness between different light sources.
2. **Penalty:** The violation (Sec. 1-11) of any such section of this Code or any such ordinance shall be punished by a fine not exceeding \$2,000.00 for violation of all such provisions that govern fire safety, zoning or public health ... or not exceeding \$500.00 for all other violations.

Methods and Resources:

1. **Communication:** Addressing outdoor lighting issues can be managed in an educational flyer to bring attention to the issue with solutions, including the use of shielded light fixtures and low-wattage bulbs.

1. **Ordinance:** Although the existing ordinance enforces lighting rules, the council has the authority to make improvements to the ordinances and enforcement.
2. **Dark Sky Initiative:** The International Dark-Sky Association advises directing outdoor lighting downward, using shields, and considering surfaces to minimize unintentional light pollution. The International Dark Sky Places (IDSP) program promotes better lighting choices and public policy.

Attachments:

*Sec. 74-245. - Supplementary district regulations. **Page 3***

*Sec. 74-244. - Regulations. **Page 9***

*Sec. 1-11. - General penalty; continuing violations. City of Hedwig Village - Lighting. **Page 14***

*Outdoor Lighting - Current Ordinances. **Page 24***

SEC. 74-245.

SUPPLEMENTARY DISTRICT REGULATIONS

Sec. 74-245. - Supplementary district regulations.

- (a) *Visibility at intersections.* On a corner lot vegetation shall not be planted or allowed to grow in such a manner as to impede vision between a height of three feet and ten feet above the center line grades of the intersecting streets in the area bounded by the street lines on the corner lots and a line joining points along the street lines 30 feet from the point of the intersection.
- (b) *Driveways, walkways and sidewalks.* Notwithstanding any other provision of this chapter, driveways, walkways and sidewalks are permitted in or along the edge of any required yard. However, no driveway or sidewalk shall be permitted within ten feet of the side and rear lot lines if such driveways or sidewalks are located in the rear third of the lot.
- (c) *Structures to have access.* Every building shall be on a lot adjacent to a public street or an approved private street, and all structures shall be so located on a lot so as to provide safe and convenient access for servicing, emergency and fire protection.
- (d) *Outdoor lighting.*
- (1) It shall be unlawful for any person to cause or permit to be energized on property under his possession or control, or to maintain, any light that projects or is capable of projecting a glare or brightness, directly or indirectly, upon any lot, tract or parcel of land other than that upon which the lighting is situated, that annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the city. Every light shall be installed, regulated and maintained by the owner or person in control thereof in such a manner that the beam of any such light shall be cast so that it will not create glare upon any lot, tract or parcel of land other than that upon which it is situated and so that it will not cause or permit any illumination from lighting in excess of 1½ lumens per square foot in, on or over the ground at any point beyond the boundary of the lot, parcel or tract of land upon which the light emanates. Any light in violation of this article shall be entirely removed or permanently altered in such fashion so to prevent the possibility of future violation.
- (2) *Institutional uses.* The provisions of this paragraph shall apply only to tracts of land containing public or private religious or educational institutions. For the purposes hereof, the term "institutional uses" shall mean and include public or private religious or educational uses if they are the primary use of a tract of land. It shall be unlawful for any person to cause or permit to be energized, or to cause or permit to be maintained, on any tract of land containing an institutional use, any artificial light source that is located more than seven feet above natural grade if not attached to or within 12 inches of a building, or more than nine feet above natural grade if attached to or within 12 inches of a building, unless such light is hooded and cast in a manner to prevent glare on property other than the property upon which the light is situated. For the purposes of this paragraph, the term "hooded" shall mean a fixture containing or attached to an artificial light source that is designed and maintained so

that any light beam therefrom is directed forward from its source only and no light or light beam therefrom can be cast in a direction perpendicular to the main beam of such light. The term "cast in a manner to prevent glare" shall mean hooded light that is pointed at an angle not exceeding 30° from any vertical direction and, if located more than nine feet above natural grade and not within 12 inches of any building, is directed inward toward the center of the property upon which it is located so that the light source is not visible from any adjacent property.

- (3) It shall be unlawful for any person to cause or permit to be energized any light which is attached to a pole, standard or other facility or structure located upon or within a public roadway right-of-way or public street easement; provided, however, nothing contained in this subsection shall prevent the city from erecting street lighting or other lighting deemed necessary or appropriate for vehicular and pedestrian safety.
- (e) *Parking and storage of automobiles.* Not more than five motor vehicles, including not more than one commercial vehicle of not more than three-quarters-ton capacity not used in connection with any business conducted on the same premises, shall be parked or stored overnight outside on any lot or within any open garage or carport, nor shall any occupant of any lot use any nearby street for parking vehicles not permitted to be parked or stored on his lot hereunder.
- (f) *Recreational vehicles.* It shall be unlawful for any person to park or store a recreational vehicle in any front yard, any yard contiguous to a side street, or at any location that is visible from a street or thoroughfare for a period exceeding 72 hours within any consecutive 30-day period.
- (g) *Temporary structures not to be used for living quarters.* No temporary structure shall be erected, used or maintained for living quarters. For the purposes of this section, a temporary structure shall include any form of temporary home or temporary or permanent mobile home, trailer or other vehicle, whether on wheels or not.
- (h) *Cemeteries.* No land shall be used for cemeteries or similar uses; provided however, columbariums may be permitted as an accessory use to a church or other place of worship upon the granting of a specific use permit therefor by the city council.
- (i) *Fences and walls in required yards.* No fence or freestanding fence-type wall shall be permitted in any required yard except as specifically authorized below:
- (1) *Fences, front yard.* Fences and freestanding fence type walls may be constructed within a required front yard if not exceeding three feet in height; however, a fence not exceeding six feet in height above the natural grade of the lot at the lot line adjacent to such fence may be constructed within a required front yard if the front yard is adjacent to a four-lane, esplanaded, curbed and guttered thoroughfare, the fence is set back at least three feet from the adjacent front lot line, and the fence is an 80 percent fence.
- (2)

Fences, side and rear yard not adjacent to a street. Fences and freestanding fence-type walls not exceeding eight feet in height are permitted in or along the edge of any required yard other than a front yard or a side or rear yard adjacent to a street.

- (3) *Fences, side and rear yard adjacent to a street.* Fences may be constructed within a required side or rear yard adjacent to a street if such fence does not exceed eight feet in height above the natural grade of the lot at the lot line adjacent to such fence, and the fence is either (i) an 80 percent fence, or (ii) an authorized wooden fence with landscaping from a city-approved landscaping plan and placed on the side of the fence adjacent to the street. The property owner is responsible for maintaining the fence and the landscaping in accordance with the city-approved landscaping plan, including, but not limited to, removing and replacing any dead landscaping or other landscaping that does not comply with the city-approved landscaping plan. The property owner is also responsible for removing and replacing the landscaping from the street and associated right-of-way if the city has to perform work in the right-of-way encumbered by such landscaping. The city's building official shall be responsible for ensuring compliance with this section, and shall identify and give notice of any deficiencies or other deviations from a city-approved landscaping plan. Failure of the property owner to maintain the fence and landscaping in accordance with the city-approved landscaping plan shall result in the suspension of the fence permit. The city's building official shall give notice, by regular mail, to the property owner at the address of the property at issue identifying all deficiencies with the landscaping and/or fence. If the property owner fails to address all of the deficiencies with the fence and/or landscaping within 30 days from the date the city mails notice of such deficiencies, the fence permit shall be revoked. If the fence permit is revoked, the property owner shall remove the fence and associated landscaping within ten days of such revocation. If the fence and landscaping are not removed within ten days of revocation of the fence permit, the city may remove the fence and landscaping as identified in the city-approved landscaping plan. Any fees incurred by the city shall be the responsibility of the property owner. If the property owner fails to reimburse the city for all expenses incurred during the fence and landscaping removal process within ten days from the date notice of such expenses is mailed to the property owner, the city may assess a lien against the property in the amount of such expenses. Any fence constructed between the main building and an adjacent street shall have the finished exterior side facing the adjacent street, and shall have no posts or rails visible from such adjacent street, irrespective of the distance from the fence and the adjacent lot line or street.
- (4) *Fences, new construction.* In the event of the construction of any dwelling (or remodeling in excess of at least 50 percent of value of any dwelling) as defined in section 714-212(b), subsequent to adoption of this article, all fences shall be replaced so as to conform to the

other provisions of subsections (h)(1), (2), and (3) above. However, exempted from this section shall be any fences constructed originally for a subdivision of more than five acres or more, and any brick or concrete fences along the south side of Greenbay Drive.

- (5) *Replacement of nonconforming fences.* At such time as there is construction of any building or remodeling of any existing building on the lot as defined in section 714-212(b), all fences on the lot shall be replaced so as to conform to all the regulations and articles of the city, including the provisions of subsection (h)(4) above. Notwithstanding any other provision contained in this chapter to the contrary, a fence other than a chain link or wire fence located within a required side or rear yard adjacent to a street, which was lawfully permitted by the city and existing at the time of its construction or erection, but which is nonconforming pursuant to subsection (i)(3), shall be permitted to be replaced or reconstructed to remain non-conforming until such time as there is construction as defined in section 714-212(b), even in the event of total damage or destruction, provided such fence is replaced or reconstructed:
- a. With like materials and construction, so as to be as identical to the fence being replaced as is reasonably possible;
 - b. To a height equal to or less than the height of the nonconforming fence, not to exceed a total height of eight feet above the surrounding natural grade;
 - c. In a manner which does not expand a nonconforming characteristic thereof; and
 - d. If a wooden fence, with the finished exterior side facing the adjacent street, with no posts or rails visible from such adjacent street.

Provided, however, the provisions of this paragraph (5) shall not be construed to permit the replacement or reconstruction of any wire or chainlink fence nor shall they be construed to permit violation of requirements other than those in subsection (i)(3).

- (j) *Animals.* It shall be unlawful for any person to keep or harbor an animal, in other than a stable; however, the keeping of dogs, cats or other domestic household pets of the family is not prohibited.
- (k) *Driveway curbcuts.* Except as provided below, it shall be unlawful for any person to cause or permit the construction of any driveway curbcut which constitutes a driveway with any street other than the street adjacent to the front yard of the lot upon which the driveway is situated.
- (1) On a corner lot, one curbcut shall be allowed in a side yard adjacent to a side street. The curbcut shall be allowed as long as:
- a. No accessory building or structure (except a conforming fence) is located within the side yard containing the curbcut;
 - b. No garage door opening faces the street adjacent to such side yard, and such openings are at angles of not less than 90 degrees to such side street;

c. No driveway located within the front yard of the same lot is connected with the driveway utilizing such side yard curbcut. Notwithstanding the foregoing, no side yard curbcut shall be permitted on or adjacent to the following streets: Memorial Drive, San Felipe Drive, Greenbay Road, Claymore Road, Smithdale Road, Taylorcrest Road, Beinhorn Road, Hedwig Road, Piney Point Road, Blalock Road and/or South Piney Point Road.

(2) No more than two curbcuts shall be allowed in any front yard.

(1) On a corner lot, one curbcut only shall be allowed in a side yard adjacent to a side street if and for as long as (1) no accessory building or structure (except a conforming fence) is located within the side yard containing the curbcut, (2) no garage door opening faces the street adjacent to such side yard, and such openings are at angles of not less than 90 degrees to such side street, (3) no driveway located within the front yard of the same lot is connected with the driveway utilizing such side yard curbcut. Notwithstanding the foregoing, no side yard curbcut shall be permitted on or adjacent to the following streets: Memorial Drive, San Felipe Drive, Greenbay Road, Claymore Road, Smithdale Road, Taylorcrest Road, Beinhorn Road, Hedwig Road, Piney Point Road, Blalock Road and/or South Piney Point Road.

(l) *Mail boxes.* It shall be unlawful for any person to construct or install a mail box which is greater than 30 inches wide at the side running parallel to the street right-of-way, 36 inches deep, and exceeds 66 inches above the ground on which it is located.

(Ord. No. 647, § 3.3, 6-25-84; Ord. No. 762, § 1, 10-25-93; Ord. No. 773, §§ 1, 2, 7-25-94; Ord. No. 811, § 1, 7-28-97; Ord. No. 818, §§ 1, 2, 2-9-98; Ord. No. 854-A, § 2, 3-27-00; Ord. No. 864, § 1, 11-27-00; Ord. No. 885, §§ 27—32, 8-26-02; Ord. No. 892, § 1, 9-23-02; Ord. No. 919, § 1, 9-27-04; Ord. No. 956, § 1, 6-26-06; Ord. No. 958, § 1, 7-24-06; Ord. No. 2021.04.13.A, § 1, 4-13-2021; Ord. No. 2022.02.28, § 1, 2-28-22)

Cross reference— Parking of mobile equipment at construction sites, § 10-2.

SEC. 74-244.
REGULATIONS

Sec. 74-244. - Regulations.

- (a) *Accessory buildings and structures.* Except as provided immediately below, or specifically permitted otherwise in this chapter, no accessory building shall be erected in any yard as required by subsection (c).
- (1) *Rear yard.* A structure or accessory building not attached or made a part of the main building may be placed not less than ten feet from the rear property line, provided that all of such structure or accessory building is with the rear third of the lot.
 - (2) *Side yard.* An accessory structure or accessory building not attached to or made a part of the main building, may be placed not less than ten feet from a side property line, provided that all such accessory structure or accessory building is within the rear third of the lot. Notwithstanding the foregoing, air conditioning and heating equipment, and/or mosquito equipment may be placed within the side yard so long as it is:
 - a. Located no less than ten feet from the side property line;
 - b. Located within six feet of the main structure; and
 - c. Screened so it cannot be viewed from the street.
 - (3) *Equipment/residential structures.* Air conditioning/heating equipment, swimming pool equipment and mosquito equipment are not allowed on any roof or front yard of any residential structure.
 - (4) *Generator.* The generator may only be located:
 - a. On the ground;
 - b. No less than ten feet from the property line; and
 - c. At least five feet from the building.

No generator shall be located in front of the main structure. The generator must be screened from the public view by shrubbery and be fueled only by natural gas. Sound shielding and screening is subject to city approval design.
- (b) *Height regulations.* Except as provided immediately below, or specifically permitted otherwise in this chapter:
- (1) *Building or structure.* No building or structure, or any part thereof, shall exceed 35 feet in height above the natural grade of the existing lot (i.e., the grade at center of proposed building footprint after the lot has been cleared and before any other construction has begun); provided however, if the city requires that the base elevation of the first floor of any building or structure be raised above the natural grade in order to be in compliance with the

city's flood prevention ordinance or other applicable city Code provision, then the height restriction provided for in this paragraph shall be measured from the base of the first floor. Chimneys and antennas shall be allowed not more than ten feet above the building.

(2) *Accessory building or structure in required yard.* No part of any accessory building or structure that is erected in any yard as required by subsection (c) shall:

- a. Exceed 20 feet in height above the adjacent natural grade, except for chimneys (the width of which shall not exceed six feet and the horizontal cross section of which shall not exceed 16 square feet), ordinary plumbing stacks, or antennas, which are not to exceed ten feet above the building;
- b. Contain more than one story; or
- c. Contain any part (other than chimneys, ordinary plumbing stacks, or antennas) which is higher than an imaginary line rising from a point beginning at ten feet high, ten feet from the property line and rising seven feet for each additional 12 feet from the property line.

(3) *Accessory building, church and school.* No accessory building or structure, or any part thereof, shall exceed 35 feet in height.

(4) *Yard lights.* Yard lights attached to vegetation are permitted without height limitation within any required yard; however, no light, if installed on any pole or other structure, shall exceed 25 feet in height. Gas or electric lights not exceeding eight feet in height are permitted in a required front yard.

(5) *Fences.* As permitted in this section.

(c) *Area regulations; size of yards.*

(1) *Front yard.* There shall be a front yard having a depth of not less than 50 feet; provided, however, front yards for Gingham Drive and Jan Kelly Lane shall have a depth of not less than 40 feet. Front yards for Surrey Oaks Lane, Dana Lane and 501, 502, 505, 510, 517, 518, 525, 526, 533, 534, 541 and 542 Lanecrest Lane shall have a depth of not less than 25 feet. Where all or part of a lot abuts on the turnaround portion of a cul-de-sac street, that portion of such lot fronting upon the turnaround portion of a cul-de-sac shall have a front yard depth of not less than 25 feet.

(2) *Side yards.* There shall be two side yards on each lot, neither of which shall be less than 15 percent of the lot width at the building line; provided, however, in no event shall a side yard be less than 15 feet or be required to be more than 30 feet. Notwithstanding, Surrey Oaks Lane, Dana Lane and 501, 502, 505, 510, 517, 518, 525, 526, 533, 534, 541 and 542 Lanecrest Lane shall have a side yard setback of 10 feet.

(3) *Rear yard.* There shall be a rear yard having a depth of not less than 20 feet. Corner lots on the turnaround portion of a cul-de-sac shall have two rear yards.

(d)

Area regulations; size of lot. No building shall be constructed on any lot that does not meet the following regulations;

- (1) *Lot area.* Lots will have not less than 40,000 square feet. The area of any portion of a private street or right-of-way of a private street shall not be considered as part of the lot for purposes of calculating lot size or building location.
- (2) *Lot width.* The width of the lot shall be not less than 100 feet at the front building line, nor shall its average width be less than 100 feet; however, if a lot abuts wholly upon the turnaround portion of a cul-de-sac, the lot width at the building line shall be not less than 50 feet, but the average lot width shall be not less than 100 feet.
- (3) *Lot depth.* The average depth of a lot shall be not less than 100 feet.

Lots that meet the foregoing requirements will be known as conforming lots. Lots that do not meet those requirements will be known as nonconforming lots.

- (e) *Exceptions.* The regulations relating to minimum lot size, width and depth will not prohibit the erection of a single-family dwelling on a nonconforming lot if:
 - (1) Such nonconforming lot or tract was established by legal subdivision after May 12, 1955, and such subdivision is reflected by plat duly approved by the planning and zoning commission of the city and recorded in the map records of the county pursuant to applicable state law.
 - (2) A subdivision plat of such nonconforming lot is submitted to and approved by the planning and zoning commission of the city and duly recorded in the map records of the county pursuant to applicable state law.
- (f) *Standards for approval—Plats of nonconforming lots.* Subdivision plats for nonconforming lots must comply with all applicable platting requirements. If all applicable platting requirements are met, then:
 - (1) *Grandfathered lot.* A subdivision plat of a nonconforming lot or lots will be approved if such lot or tract (a) existed as a separate lot or tract of smaller size prior to May 12, 1955, as shown by a deed duly recorded in the deed records of the county before May 12, 1955, or on a plat duly approved and recorded in the map or deed records of the county before May 12, 1955, and has not been the subject of a plat or re-plat approved by the planning and zoning commission of the city since that time, and (b) has not come under common ownership with any adjoining lot since May 12, 1955; or
 - (2) *Conformity with existing development.* A subdivision plat of a nonconforming lot or lots may be approved if:
 - a. No part of such lot or lots has been included in a legal subdivision described in subsection (e)(1) above (unless all of the lots to be created by the proposed subdivision plat are conforming lots);

- b. Each such nonconforming lot has at least 20 feet of frontage on a public street or lawfully existing private street;
- c. The lot area of each such nonconforming lot is equivalent to other lots on the public or lawfully existing private street that provides access to such lot;
- d. All public utilities and all other public infrastructure are in place to serve each such nonconforming lot;
- e. The development of a single-family dwelling on each such nonconforming lot would be consistent with the development scheme (existing on the date the application for subdivision plat is filed) for the adjacent neighborhood of which the nonconforming lot is a part; and
- f. The plat otherwise complies with applicable platting requirements.

As used herein, the phrase "neighborhood of which the nonconforming lot is a part" means all lots that both (i) lie adjacent to a street that is also adjacent to the nonconforming lot, and (ii) lie within 1,000 feet of the nonconforming lot.

A notice, setting forth the provisions and requirements of this section, will be filed of record in the real property records of the county.

- (g) *Building area*. The building area, exclusive of driveways and uncovered walkways, shall not exceed 30 percent of the lot area, exclusive of roadway easements; and the building area, inclusive of all structures (including driveways, tennis or other play courts, uncovered walkways, all other structures and impervious surfaces), shall not exceed 50 percent of the lot area.
- (h) *Impervious surface* shall be any material applied to the surface of land which does not permit the natural infiltration or passage of water into the ground.
- (i) *Overhang into yard space*. No balcony, porch or eave of any kind may extend into or over any required yard or building line a distance of more than 36 inches.

(Ord. No. 647, § 3.2, 6-25-84; Ord. No. 811, § 1, 7-28-97; Ord. No. 817, § 1, 2-9-98; Ord. No. 818, § 1, 2-9-98; Ord. No. 885, §§ 22—26, 8-26-02; Ord. No. 920, §§ 1, 2, 9-27-04; Ord. No. 930, § 1, 7-25-05; Ord. No. 933, § 1, 9-26-05; Ord. No. 954, § 1, 7-24-06; Ord. No. 961, § 1, 9-25-06; Ord. No. 965, § 1, 11-27-06; Ord. No. 992, § 1, 7-28-08; Ord. No. 2011.10.24C, § 1, 10-24-11; Ord. No. 2016.10.24D, § 1, 10-24-16; Ord. No. 2021.03.08.A, § 1, 3-8-21)

SEC. 1-11.

GENERAL PENALTY; CONTINUING VIOLATIONS

Sec. 1-11. - General penalty; continuing violations.

- (a) Whenever in this Code or in any ordinance of the city an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor or whenever in such Code or ordinance the doing of any act is required or the failure to do any act is declared to be unlawful and no specific penalty is provided, the violation of any such section of this Code or any such ordinance shall be punished by a fine not exceeding \$2,000.00 for violation of all such provisions that govern fire safety, zoning or public health and sanitation, including dumping of refuse, or not exceeding \$500.00 for all other violations. No penalty shall be greater or less than the penalty provided for the same or a similar offense under the laws of the state. Each day any violation of this Code or of any ordinance shall continue shall constitute a separate offense. If any such violation is designated as a nuisance under this Code, such nuisance may be summarily abated pursuant to law.
- (b) In addition to the penalties provided in subsection (a) of this section, the city shall have the right of injunction or other administrative or legal or equitable remedies to enforce or to prevent the violation of any section of this Code or other city ordinance.

State Law reference— Authority to prescribe penalties, V.T.C.A., Local Government Code § 54.001 et seq.; punishment for violation of statute, V.T.C.A., Government Code § 29.003; municipal court criminal jurisdiction, V.T.C.A., Government Code § 29.003; Vernon's Ann. C.C.P. arts. 4.01, 4.14; authority to imprison in default of payment of fine, Vernon's Ann. C.C.P. art. 43.09.

CITY OF HEDWIG VILLAGE - LIGHTING

ARTICLE V. OUTDOOR LIGHTING REGULATIONS¹

Sec. 30-190. Purpose of outdoor lighting.

The purpose of this article is to provide regulations for outdoor lighting that will:

- (1) Minimize adverse offsite impacts of lighting such as light trespass, and obtrusive light.
- (2) Curtail light pollution, reduce skyglow and improve the nighttime environment for astronomy.
- (3) Permit the use of outdoor lighting that does not exceed the minimum levels specified for nighttime safety, utility, security, productivity, enjoyment, and commerce.
- (4) Curtail light pollution, reduce skyglow and improve the nighttime environment.
- (5) Help protect the natural environment from the adverse effects of night lighting from gas or electric sources.
- (6) Conserve energy and resources to the greatest extent possible.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-191. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section:

Adjusted lamplumens mean the lamp of a lamp multiplied by the lamp efficiency. Lamp efficiency is 100 percent for all solid-state lighting lamps and 80 percent for all other lamps.

Astronomic time switch means an automatic lighting control device that switches outdoor lighting relative to time of solar day with time of year correction.

Backlight means lumens emitted in the quarter sphere below horizontal and in the opposite direction of the intended orientation of the luminaire.

Canopy means a covered, unconditioned structure with at least one side open for pedestrian access, vehicular access, or both. An unconditioned structure is one that may be open to the elements and has no heat or air conditioning.

Curfew means a time period set by an ordinance or resolution of the city council during which outdoor lighting is to be reduced as provided by this article.

Diffuser means a device used to diffuse, scatter, or distribute light from a source.

¹Editor's note(s)—Ord. No. 759, § 2(App. A), adopted Sept. 19, 2019, repealed the former art. V, §§ 30-190—30-193, and enacted a new art. V as set out herein. The former art. V pertained to similar subject matter and derived from Ord. No. 754, § 2(App. A), adopted July 18, 2019.

Emergency conditions means lighting that is only energized during an emergency, including, but not limited to, lighting fed from a backup power source during a power failure, lighting for illuminating the path of egress solely during a fire or other emergency situation, and lighting for security purposes used solely during an alarm.

Existing lighting means any lighting existing and installed on or before the effective date of the ordinance from which this article is derived.

Footcandle means the unit measure expressing the quality of light received on a surface. One footcandle is the illuminance produced by a candle by a candle on a surface one square foot from a distance of one foot.

Fully shielded luminaire means a luminaire constructed and installed in such a manner that all light emitted by the luminaire, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the luminaire, is projected below the horizontal plane through the lowest light emitting part of the luminaire.

Glare means lighting entering the eye directly from a luminaire or indirectly from reflective

Hardscape means permanent improvements upon the ground which are constructed of concrete, asphalt, stone, gravel, or other similar material. The term "hardscape" includes, but is not limited to, parking lots, drives, entrances, curbs, ramps, stairs, steps, medians, walkways and non-vegetated landscaping that is ten feet or less in width.

Hardscape area means the area measured in square feet of all hardscape within a particular site.

Lamp means an individual source of light other than a celestial object or fire. The term "lamp" includes, but is not limited to, bulbs, tubes, and modules. For purposes of this article, multiple light-emitting diodes (LEDs) or organic LEDs (OLEDs) within a self-contained bulb, tube, or module are considered a single lamp.

Lamp lumens means all lumens emitted from a lamp. Lamp lumens may be determined by documentation provided by the manufacturer of the lamp, by measurement taken by the building official using a photometric device designed and calibrated to measure lumens, or by the greater of the documentation provided by the manufacturer and the measurement taken by the building official.

Landscape lighting means lighting of trees, shrubs, or other plant material as well as ponds and other landscape features.

Lighting means any electric, manmade, or artificial lighting equipment.

Lighting equipment means equipment specifically intended to provide gas or electric illumination, including, but not limited to, lamps, luminaires, ballasts, poles, posts, lenses, and related structures, electrical wiring, and other necessary or auxiliary components.

Light pollution means any adverse effect of artificial light, including, but not limited to, glare, light trespass, skyglow, energy waste, compromised safety and security, and impacts on the nocturnal environment.

Light trespass means light that falls beyond the property it is intended to illuminate. For purposes of this article, it is presumed that lighting is not intended to illuminate beyond the property line of the property on which the lighting is located, and that light emitted from a luminaire is presumed to fall beyond the property line if the lamp is visible, either directly or indirectly by reflection or otherwise, from beyond the property line.

Low voltage landscape lighting means landscape lighting powered at less than 15 volts and limited to luminaires having less than or equal to 525 luminaire lumens.

Lumen means the unit of measure used to quantify the amount of light produced by a lamp or emitted from a luminaire. The term is not synonymous with the term "watt," which is a measure of power consumption.

Luminaire means the complete lighting unit or fixture, consisting of one or more lamps.

Luminaire lumens means the sum of all adjusted lamp lumens for all lamps within the luminaire.

Luminous elements (of a light fixture) means the lamp, any diffusing elements, and surfaces intended to reflect or refract light emitted from the lamp, individually or collectively.

Mounting height means the height of lowest light emitting point of the lowest lamp of a luminaire above ground level.

Nadir means a vertical line extending from the lowest light emitting point of the lowest lamp of a luminaire to a point on the ground directly beneath the lowest light emitting point of the lowest lamp of the luminaire.

New construction means the construction of entirely new buildings, structures, or hardscape, the construction of an addition to an existing building, structure, or hardscape greater than or equal to 25 percent of the existing building, structure, or hardscape, or the reconstruction or renewal of greater than or equal to 50 percent of an existing building, structure, or hardscape. New construction also includes new or replacement hardscape lighting.

New lighting means any lighting not existing and installed on the effective date of the ordinance from which this article is derived.

Nonresidential means any use other than single-family detached, single-family attached, duplex or quadplex.

Outdoor athletic facility means any outdoor/open air sporting or recreational facility designed for use of organized athletic or extracurricular activities public or private which shall include, but not be limited to, use as a venue for: football, baseball, basketball, softball, soccer, rugby, tennis, track and field events, dressage, polo, rodeo, competitive roping, volleyball, quidditch, cricket, kickball, barrel racing, badminton, band, drum corps, golf, swimming, diving, cycling, ultimate Frisbee or other group event involving athletic or extracurricular competition or the preparation for such competition.

Outdoor lighting means lighting installed within the property line and outside of the non-light-penetrating building envelopes, whether attached to poles, building structures, the earth, or any other location.

Person means an individual, partnership, corporation, or any other legal entity.

Property line means the edges of the legally-defined extent of privately-owned property.

Residential means use for single-family detached, single-family attached, duplex, or quadplex.

Seasonal lighting means temporary lighting installed and operated in connection with holidays or traditions.

Site means the area within the property line of a property.

Skyglow means the brightening of the nighttime sky that results from scattering and reflection of artificial light by moisture and particulates in the atmosphere.

Solid state lighting means lighting based on light-emitting diodes (LEDs) or organic LEDs (OLEDs). The term "solid state lighting" does not include lighting based on filaments, plasma, or gases.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-192. Nuisance declared.

Light pollution is hereby declared to be a public nuisance and is hereby prohibited.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-193. Penalty.

Any person, corporation, or association violating any provision of this article shall be charged with a misdemeanor and if convicted shall be punished by a fine of not more than \$500.00. Each occurrence of any such violation of this article shall constitute a separate offense. Each day on which any such violation of this article occurs shall constitute a separate offense.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-194. Applicability.

- (a) Except as provided by subsection (b) of this section, all outdoor lighting within the city limits must comply with the requirements of this article; however, any special requirements of the following take precedence to the extent of any direct conflict with this article:
 - (1) Lighting specifically provided for within a specific use permit;
 - (2) Lighting specifically provided for within a planned unit development site plan; and
 - (3) Lighting specifically required by a state, federal, or local law.
- (b) The following are not regulated by this article:
 - (1) Lighting within the public right-of-way for the principal purpose of illuminating streets or roads;
 - (2) Temporary lighting used by law enforcement, fire, and other emergency services;
 - (3) Lighting required by law to be installed on motor vehicles;
 - (4) Lighting for public monuments and public statuary, provided the lighting does not constitute a hazard to the operation of motor vehicles upon a public street;
 - (5) Lighting solely for signs;
 - (6) Temporary lighting for theatrical, television, performance areas and construction sites, provided the lighting does not constitute a hazard to the operation of motor vehicles upon a public street;
 - (7) Underwater lighting in swimming pools and other water features; and
 - (8) Temporary lighting and seasonal lighting.
- (c) Outdoor recreation facilities.
 - (1) *Lumen cap exemption.* Illumination levels for sports facilities shall be designed to be no higher than recommended for the appropriate class of play, as defined by the Illuminating Engineering Society of North America (IESNA) publication IES RP-6-15.
 - (2) *Shielding.* Fixtures used for non-aerial sports shall be fully shielded. Fixtures used for aerial sports, such as baseball and softball shall be shielded to the full extent possible while also allowing the minimum of vertical illuminance needed to track the ball.
 - (3) *Certification.* Lighting systems for outdoor recreational facilities shall be designed and certified by an engineer registered in the state as conforming to all applicable restrictions of this Code before construction commences. Further, after installation is complete, the lighting system shall be again certified by a registered engineer to verify that the installation is consistent with the certified design.

- (4) *Curfew.* No illuminated outdoor athletic facility shall be illuminated between 10:30 p.m. and 7:00 a.m., except to conclude any officially sanctioned and scheduled recreational or sporting event in progress prior to the curfew.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-195. Permit required.

A person must apply for and obtain a permit from the city and pay any applicable fee therefor as may be set by the city council in a schedule of fees, prior to the installation of any nonresidential new lighting or new lighting associated with residential new construction. The permit application must include a layout of the property which indicates:

- (1) The location and square footage of any nonresidential hardscape area;
- (2) The location and mounting height of each proposed new lighting luminaire and of each existing lighting luminaire;
- (3) The number of lamps within each proposed new lighting luminaire and each existing lighting luminaire;
- (4) The make, model, and lumen output stated by the manufacturer for each lamp within each proposed new lighting luminaire and each existing luminaire;
- (5) The total luminaire lumens for each proposed new lighting luminaire and each existing lighting luminaire; and
- (6) Photometric drawing is required for all new residential homes, and new non-residential lighting construction.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-196. Non-residential lighting zones.

Where indicated, the limitations for lighting specified by this article will be determined according to the lighting zones set forth in Table 1.

Table 1: Lighting Zones

Light Zone	Zone Districts
LZ-1	Residential Areas A & C
LZ-2	Commercial District B-2
LZ-3	Commercial Districts B-1, B-3, and B-4

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-197. New non-residential lighting.

All new lighting must comply with the requirements of this section:

- (1) *Nonresidential site lumen limit.* The total luminaire lumens of all outdoor lighting within a nonresidential site may not exceed the total site lumen limit set forth for the applicable lighting zone in Table 2. The average footcandle for a site is calculated by adding sum of all footcandle calculations on a rectangle grid, divided by the number of inputs.

Table 2: Maximum nonresidential footcandle average of hardscape area

Maximum average footcandle of hardscape area*	
LZ-1	2.5
LZ-2	3.5
LZ-3	4.0

- (2) *Automatic switching requirements.* All outdoor lighting other than lighting under a canopy, tunnel or parking garage, or over a garage or building entrance must include controls that automatically extinguish the lighting when sufficient daylight is available using a control device or system such as a photoelectric switch, astronomic time switch or equivalent functions from a programmable light controller, building automation system, or lighting energy management system, all with battery or similar backup power or device.
- (3) *Lighting reduction requirements.* The total luminaire lumens of all outdoor lighting intended to be left on more than 30 minutes after closing, or the completion of activities, within a nonresidential site is required to be reduced to 25 percent or less of the total site lumen limit as set forth in subsection (1) of this section. Motion sensor activation may be allowed to cause the light to resume normal lumen output only when activated and to be reduced back to 25 percent or less or normal lumen output within five minutes after activation has ceased, and the light shall not be triggered by activity off the property.

The following are exempt from the application of this subsection:

- a. Residential lighting other than landscape lighting;
 - b. Code required lighting for steps, stairs, walkways, and building entrances;
 - c. Lighting required by an order, resolution, or ordinance of the city to be maintained at a particular level; and
 - d. Lighting for businesses that operate on a 24-hour basis.
- (4) *Light shielding required.* All outdoor lighting must consist of fully shielded luminaires. Low voltage landscape lighting, when within the maximum allowed luminaire lumens prescribed in Table 3 for all other luminaires, may be left unshielded provided a diffuser is utilized and the source of the light is not visible from any other property.
 - (5) *Backlight.* The backlight rating of a luminaire may not exceed the limit set forth for the applicable lighting zone in Table 4. The backlight rating of a luminaire is determined by the building official by measuring the lumens emitted by the luminaire at one mounting height of the luminaire in the direction of the nearest property line at one or more angles indicated in Table 5, as measured from the nadir at the lowest light emitting point on the lowest lamp of the luminaire, using a photometric device designed and calibrated to measure lumens. If measurement is taken at more than one angle, then the backlight rating of the luminaire is the highest rating of the measurements taken. If documentation provided by the manufacturer states a backlight rating for a luminaire, then, at the discretion of the building official, such stated backlight rating may be used in lieu of a measurement taken by the building official.

Table 4: Allowed Backlight Rating

	LZ-1	LZ-1	LZ-3
Luminaires greater than 2 mounting heights from the property line	B3	B4	B4

Luminaires 1 to less than 2 mounting heights from the property line	B2	B3	B3
Luminaires 0.5 to less than 1 mounting height from the property line	B1	B2	B2
Luminaires less than 0.05 mounting height from the property line	B0	B0	B0

Table 5: Backlight Rating

	Lumens at 30 degrees	Lumens at 60 degrees	Lumens at 80 degrees
B0	0—110	0—220	0—110
B1	111—500	221—1,000	111—500
B2	501—1,000	1,001—2,500	501—1,000
B3	1,001—2,500	2,501—5,000	1,001—2,500
B4	2,501—5,000	5,001—8,500	2,501—5,000
B5	>5,000	>8,500	>5,000

- (6) *Glare.* All outdoor lighting must be shielded and installed so that the luminous elements of the fixture are not visible, either directly or indirectly by reflection or otherwise, from any other property.
- (7) *Color temperature.* Nonresidential luminaires shall utilize lamps with a color temperature rating of 3,000 K or below.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-198. Photometric survey.

All new residential homes, and non-residential projects installing lighting shall submit a photometric survey after the exterior lighting has been completed to confirm compliance with this article.

(Ord. No. 759, § 2(App. A), 9-19-2019)

Sec. 30-199. Reserved.

OUTDOOR LIGHTING – CURRENT ORDINANCES

Current Ordinances Referencing Residential Outdoor Lighting –City of Piney Point Village

Sec. 74-1. Definitions.

Glare shall mean emitted light of such intensity or brightness, directly or indirectly, upon any lot, tract or parcel of land other than that upon which the lighting is situated, that annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the city.

Yard light means any artificially energized light source used to illuminate all or part of a yard or the extension of a building or structure for aesthetic, security, recreational or other purposes.

Sec. 74-243. Permitted uses and structures.

Buildings or premises shall be used only for the following purposes:

- (5) Accessory structures, buildings and uses.
 - a. To qualify as accessory structures or uses, tennis courts, including backstops and lighting therefor, must be set back at least ten feet from the nearest lot line; however, no tennis court shall be permitted in any front yard.

Sec. 74-244. Regulations.

- (b) *Height regulations.* Except as provided immediately below, or specifically permitted otherwise in this
 - (4) *Yard lights.* Yard lights attached to vegetation are permitted without height limitation within any required yard; however, no light, if installed on any pole or other structure, shall exceed 25 feet in height. Gas or electric lights not exceeding eight feet in height are permitted in a required front yard.

Sec. 74-245. Supplementary district regulations.

- (d) *Outdoor lighting.*
 - (1) It shall be unlawful for any person to cause or permit to be energized on property under his possession or control, or to maintain, any light that projects or is capable of projecting a glare or brightness, directly or indirectly, upon any lot, tract or parcel of land other than that upon which the lighting is situated, that annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the city. Every light shall be installed, regulated and maintained by the owner or person in control thereof in such a manner that the beam of any such light shall be cast so that it will not create glare upon any lot, tract or parcel of land other than that upon which it is situated and so that it will not cause or permit any illumination from lighting in excess of 1½ lumens per square foot in, on or over the ground at any point beyond the boundary of the lot, parcel or tract of land upon which the light emanates. Any light in violation of this article shall be entirely removed or permanently altered in such fashion so to prevent the possibility of future violation.
 - (2) *Institutional uses.* The provisions of this paragraph shall apply only to tracts of land containing public or private religious or educational institutions. For the purposes hereof, the term "institutional uses" shall mean and include public or private religious or educational uses if they are the primary use of a tract of land. It shall be unlawful for any person to cause or permit to be energized, or to cause or permit to be maintained, on any tract of land containing an institutional use, any artificial light source that is located more than seven feet above natural grade if not attached to or within 12 inches of a building, or more than nine feet above natural grade if attached to or within 12 inches of a building, unless such light is hooded and cast in a manner to prevent glare on property other than the property upon which the light is situated. For the purposes of this paragraph, the term "hooded" shall mean a fixture containing or attached to an artificial light source that is designed and maintained so that any light beam therefrom is directed forward from its source only and no light or light beam therefrom can be cast in a direction perpendicular to the main beam of such light. The term "cast in a manner to prevent glare" shall mean hooded light that is pointed at an angle not exceeding 30° from any vertical direction and, if located more than nine feet above natural grade and not within 12 inches of any building, is directed inward toward the center of the property upon which it is located so that the light source is not visible from any adjacent property.
 - (3) It shall be unlawful for any person to cause or permit to be energized any light which is attached to a pole, standard or other facility or structure located upon or within a public roadway right-of-way or public street easement; provided, however, nothing contained in this subsection shall prevent the city from erecting street lighting or other lighting deemed necessary or appropriate for vehicular and pedestrian safety.

Sec. 74-1. Definitions.

Glare shall mean emitted light of such intensity or brightness, directly or indirectly, upon any lot, tract or parcel of land other than that upon which the lighting is situated, that annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the city.

Yard light means any artificially energized light source used to illuminate all or part of a yard or the extension of a building or structure for aesthetic, security, recreational or other purposes.

Sec. 74-213. Churches.

Buildings and structures lawfully existing and used for religious purposes upon the effective date of this division may be continued, expanded and maintained, subject to the following:

- (1) Provisions of this division and any other ordinance pertinent to the development and use of land are observed.
- (2) Parking on the church property is provided at the ratio of one parking space to every three seats in the main sanctuary. Such parking shall be screened from adjoining property by a wall or fence, properly drained and paved in accordance with city specifications.
- (3) Where lighting is provided, it shall be in conformity with section 74-245 (d) herein.
- (4) Accessory buildings will be located on the same tract of land as the main building or sanctuary.
- (5) No structure shall be built or expanded closer than 50 feet from the front property line or 30 feet from the side or rear property line.

Sec. 74-214. Schools.

Buildings and structures lawfully existing and used for educational purposes upon the effective date of this division may be continued and maintained subject to the following:

- (1) Provisions of this division and any other ordinance pertinent to the development and use of land is observed.
- (2) Parking shall be screened from adjoining property by a wall or fence, properly drained and paved in accordance with city specifications.
- (3) Where lighting is provided, it shall be in conformity with section 74-245 (d) herein.
- (4) Accessory buildings shall be located on the same tract of land as the main building.
- (5) No structure shall be built or expanded closer than 50 feet from the front property line or 30 feet from the side or rear property line.

Sec. 74-244. Regulations.

- (4) *Yard lights.* Yard lights attached to vegetation are permitted without height limitation within any required yard; however, no light, if installed on any pole or other structure, shall exceed 25 feet in height. Gas or electric lights not exceeding eight feet in height are permitted in a required front yard.

Sec. 74-245. Supplementary district regulations.

- (d) *Outdoor lighting.*

- (1) It shall be unlawful for any person to cause or permit to be energized on property under his possession or control, or to maintain, any light that projects or is capable of projecting a glare or brightness, directly or indirectly, upon any lot, tract or parcel of land other than that upon which the lighting is situated, that annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the city. Every light shall be installed, regulated and maintained by the owner or person in control thereof in such a manner that the beam of any such light shall be cast so that it will not create glare upon any lot, tract or parcel of land other than that upon which it is situated and so that it will not cause or permit any illumination from lighting in excess of 1½ lumens per square foot in, on or over the ground at any point beyond the boundary of the lot, parcel or tract of land upon which the light emanates. Any light in violation of this article shall be entirely removed or permanently altered in such fashion so to prevent the possibility of future violation.
- (2) *Institutional uses.* The provisions of this paragraph shall apply only to tracts of land containing public or private religious or educational institutions. For the purposes hereof, the term "institutional uses" shall mean and include public or private religious or educational uses if they are the primary use of a tract of land. It shall be unlawful for any person to cause or permit to be energized, or to cause or permit to be maintained, on any tract of land containing an institutional use, any artificial light source that is located more than seven feet above natural grade if not attached to or within 12 inches of a building, or more than nine feet above natural grade if attached to or within 12 inches of a building, unless such light is hooded and cast in a manner to prevent glare on property other than the property upon which the light is situated. For the purposes of this paragraph, the term "hooded" shall mean a fixture containing or attached to an artificial light source that is designed and maintained so that any light beam therefrom is directed forward from its source only and no light or light beam therefrom can be cast in a direction perpendicular to the main beam of such light. The term "cast in a manner to prevent glare" shall mean hooded light that is pointed at an angle not exceeding 30° from any vertical direction and, if located more than nine feet above natural grade and not within 12 inches of any building, is directed inward toward the center of the property upon which it is located so that the light source is not visible from any adjacent property.
- (3) It shall be unlawful for any person to cause or permit to be energized any light which is attached to a pole, standard or other facility or structure located upon or within a public roadway right-of-way or public street easement; provided, however, nothing contained in this subsection shall prevent the city from erecting street lighting or other lighting deemed necessary or appropriate for vehicular and pedestrian safety.

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Park Ordinance.

Agenda Item: C

Summary:

In response to complaints about homelessness, the council has requested the drafting of a park ordinance to address the safety of transients who occupy our parks and public spaces for unintended uses.

Current Proposal:

1. **Comprehensive Ordinance:** The ordinance prohibits entering restricted areas, staying in parks after closing hours, camping in unauthorized areas, consuming alcohol in open containers, leaving unattended hand carts, and matters of public decency.

Other Methods and Rulings:

1. **SCOTUS Ruling:** The initial proposal comes after clarity from the U.S. Supreme Court's decision in the case of *City of Grants Pass v. Johnson*, as well as recent action in California to dismantle homeless encampments. The Supreme Court's ruling allows local governments to enforce bans on homeless people sleeping outdoors, even if there is no available shelter space. This decision reversed a previous ruling by a San Francisco-based appeals court that had restricted such enforcement. The ruling is seen as providing clarity and authority to local officials, who have been limited by legal ambiguities in addressing homelessness. The Supreme Court's decision is likely to lead to a reevaluation of homelessness policies nationwide, with potential shifts towards more enforcement-oriented strategies, while also sparking discussions on sustainable, long-term solutions.
2. **Regional Implementation:** Have the Memorial Villages collaborate with Harris County and the City of Houston to implement similar measures as California's, which would not only address park misuse but also directly improve the homeless problem.

Attachment:

DRAFT Park Ordinance

SCOTUS City of Grants Pass, Oregon v. Johnson- Syllabus

ORDINANCE NO. _____

AN ORDINANCE OF THE PINEY POINT VILLAGE, TEXAS, AMENDING CHAPTER _____ OF THE CODE OF ORDINANCES BY CREATING A NEW ARTICLE _____ REGARDING MISCELLANEOUS PROVISIONS AND OFFENSES, DELETING DUPLICATE PROVISIONS, CONTAINING A PENALTY AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

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

Purpose. The City recognizes that miscellaneous provisions and offenses are necessary to protect the City's image, maintain a safe community, and enhance the overall quality of life. This article sets forth a mandate and criteria for miscellaneous provisions and offenses. The provisions established below are meant to protect, preserve, and promote the safety and welfare of the public, including but not limited to ensuring the physical safety of residents and visitors.

1. **Restricted areas.** It shall be unlawful for any person to enter or remain in a park or recreation area that is designated as restricted or is closed during designated hours. Restricted areas will be designated by posted signs.
2. **Curfews.** With the exception of designated camping areas and exempt events, individuals are prohibited from entering or remaining in any park while the park is closed. Events that are approved in advance by a city official as exempt from curfew restrictions will be specified by the designated city official. The daily closing hours for all community parks are from 1:00 a.m. to 5:00 a.m., and these closing hours will be visibly posted at all parks.
3. **Camping.** It shall be unlawful for any person, family, or other groups of persons to camp in a park or recreation area or any other public place within the corporate limits.
 - a. The prohibition of this paragraph does not apply to camping under a city-sponsored or authorized event.
4. **Alcoholic beverage in an open container.** It is prohibited for any individual to consume or possess an alcoholic beverage in an open container in a park, recreation area, or any other public place within the city boundaries.
 - a. There exists a rebuttable presumption that an individual in possession of an alcoholic beverage in an open container intends to consume the beverage.
 - b. It is a valid defense against prosecution under this provision if the individual consumed or possessed the alcoholic beverage in an open container at a time and place where the sale or consumption of alcoholic beverages is permitted under a special events permit or obtained from a city-sponsored or authorized event.
5. **Displays and hand carts.** It is prohibited for any individual, family, or group to place or maintain an unattended display or hand cart in a park, recreation area, or any public space within the city's jurisdiction.

- a. An unattended display encompasses any visual depiction or expression of an idea, such as a picture, statue, or symbol, where the responsible party is not present or in close proximity to the displayed item.
 - b. A hand cart is defined as a basket mounted on wheels or a similar device primarily utilized by customers to transport goods within a retail establishment.
 - c. The city reserves the right to remove any display or hand cart found to be in violation of this regulation.
 - d. This prohibition does not extend to an unattended display or hand cart necessitated by, or placed by, the city or another governmental entity for official purposes.
6. **Public urination and defecation.** A violation of this section is declared a nuisance and may be within the city limits. A person commits an offense if the person urinates or defecates:
- a. In or on a public street, alley, sidewalk, yard, park, building, structure, plaza, or right-of-way, or any other public place;
 - b. In any place that may be seen from a residence; or
 - c. In public or open view.
 - d. It is an affirmative defense to prosecution under this section if the person is in a restroom using a receptacle designed for urination or defecation.

Penalty. Anyone violating this ordinance shall be punished as provided in [insert relevant law or regulation].

Syllabus

NOTE: Where it is feasible, a syllabus (headnote) will be released, as is being done in connection with this case, at the time the opinion is issued. The syllabus constitutes no part of the opinion of the Court but has been prepared by the Reporter of Decisions for the convenience of the reader. See *United States v. Detroit Timber & Lumber Co.*, 200 U. S. 321, 337.

SUPREME COURT OF THE UNITED STATES

Syllabus

**CITY OF GRANTS PASS, OREGON *v.* JOHNSON ET AL.,
ON BEHALF OF THEMSELVES AND ALL OTHERS
SIMILARLY SITUATED**

CERTIORARI TO THE UNITED STATES COURT OF APPEALS FOR
THE NINTH CIRCUIT

No. 23–175. Argued April 22, 2024—Decided June 28, 2024

Grants Pass, Oregon, is home to roughly 38,000 people, about 600 of whom are estimated to experience homelessness on a given day. Like many local governments across the Nation, Grants Pass has public-camping laws that restrict encampments on public property. The Grants Pass Municipal Code prohibits activities such as camping on public property or parking overnight in the city’s parks. See §§5.61.030, 6.46.090(A)–(B). Initial violations can trigger a fine, while multiple violations can result in imprisonment. In a prior decision, *Martin v. Boise*, the Ninth Circuit held that the Eighth Amendment’s Cruel and Unusual Punishments Clause bars cities from enforcing public-camping ordinances like these against homeless individuals whenever the number of homeless individuals in a jurisdiction exceeds the number of “practically available” shelter beds. 920 F. 3d 584, 617. After *Martin*, suits against Western cities like Grants Pass proliferated.

Plaintiffs (respondents here) filed a putative class action on behalf of homeless people living in Grants Pass, claiming that the city’s ordinances against public camping violated the Eighth Amendment. The district court certified the class and entered a *Martin* injunction prohibiting Grants Pass from enforcing its laws against homeless individuals in the city. App. to Pet. for Cert. 182a–183a. Applying *Martin*’s reasoning, the district court found everyone without shelter in Grants Pass was “involuntarily homeless” because the city’s total homeless population outnumbered its “practically available” shelter beds. App.

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to Pet. for Cert. 179a, 216a. The beds at Grants Pass’s charity-run shelter did not qualify as “available” in part because that shelter has rules requiring residents to abstain from smoking and to attend religious services. App. to Pet. for Cert. 179a–180a. A divided panel of the Ninth Circuit affirmed the district court’s *Martin* injunction in relevant part. 72 F. 4th 868, 874–896. Grants Pass filed a petition for certiorari. Many States, cities, and counties from across the Ninth Circuit urged the Court to grant review to assess *Martin*.

Held: The enforcement of generally applicable laws regulating camping on public property does not constitute “cruel and unusual punishment” prohibited by the Eighth Amendment. Pp. 15–35.

(a) The Eighth Amendment’s Cruel and Unusual Punishments Clause “has always been considered, and properly so, to be directed at the method or kind of punishment” a government may “impos[e] for the violation of criminal statutes.” *Powell v. Texas*, 392 U. S. 514, 531–532 (plurality opinion). It was adopted to ensure that the new Nation would never resort to certain “formerly tolerated” punishments considered “cruel” because they were calculated to “superad[d]” “‘terror, pain, or disgrace,’” and considered “unusual” because, by the time of the Amendment’s adoption, they had “long fallen out of use.” *Bucklew v. Precythe*, 587 U. S. 119, 130. All that would seem to make the Eighth Amendment a poor foundation on which to rest the kind of decree the plaintiffs seek in this case and the Ninth Circuit has endorsed since *Martin*. The Cruel and Unusual Punishments Clause focuses on the question what “method or kind of punishment” a government may impose after a criminal conviction, not on the question whether a government may criminalize particular behavior in the first place. *Powell*, 392 U. S., at 531–532.

The Court cannot say that the punishments Grants Pass imposes here qualify as cruel and unusual. The city imposes only limited fines for first-time offenders, an order temporarily barring an individual from camping in a public park for repeat offenders, and a maximum sentence of 30 days in jail for those who later violate an order. See Ore. Rev. Stat. §§164.245, 161.615(3). Such punishments do not qualify as cruel because they are not designed to “superad[d]” “terror, pain, or disgrace.” *Bucklew*, 587 U. S., at 130 (internal quotation marks omitted). Nor are they unusual, because similarly limited fines and jail terms have been and remain among “the usual mode[s]” for punishing criminal offenses throughout the country. *Pervear v. Commonwealth*, 5 Wall. 475, 480. Indeed, cities and States across the country have long employed similar punishments for similar offenses. Pp. 15–17.

(b) Plaintiffs do not meaningfully dispute that, on its face, the Cruel and Unusual Punishments Clause does not speak to questions like

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what a State may criminalize or how it may go about securing a conviction. Like the Ninth Circuit in *Martin*, plaintiffs point to *Robinson v. California*, 370 U. S. 660, as a notable exception. In *Robinson*, the Court held that under the Cruel and Unusual Punishments Clause, California could not enforce a law providing that “[n]o person shall . . . be addicted to the use of narcotics.” *Id.*, at 660, n 1. While California could not make “the ‘status’ of narcotic addiction a criminal offense,” *id.*, at 666, the Court emphasized that it did not mean to cast doubt on the States’ “broad power” to prohibit behavior even by those, like the defendant, who suffer from addiction. *Id.*, at 664, 667–668. The problem, as the Court saw it, was that California’s law made the status of being an addict a crime. *Id.*, at 666–667. The Court read the Cruel and Unusual Punishments Clause (in a way unprecedented in 1962) to impose a limit on what a State may criminalize. In dissent, Justice White lamented that the majority had embraced an “application of ‘cruel and unusual punishment’ so novel that” it could not possibly be “ascribe[d] to the Framers of the Constitution.” 370 U. S., at 689. The Court has not applied *Robinson* in that way since.

Whatever its persuasive force as an interpretation of the Eighth Amendment, *Robinson* cannot sustain the Ninth Circuit’s *Martin* project. *Robinson* expressly recognized the “broad power” States enjoy over the substance of their criminal laws, stressing that they may criminalize knowing or intentional drug use even by those suffering from addiction. 370 U. S., at 664, 666. The Court held that California’s statute offended the Eighth Amendment only because it criminalized addiction as a status. *Ibid.*

Grants Pass’s public-camping ordinances do not criminalize status. The public-camping laws prohibit actions undertaken by any person, regardless of status. It makes no difference whether the charged defendant is currently a person experiencing homelessness, a backpacker on vacation, or a student who abandons his dorm room to camp out in protest on the lawn of a municipal building. See Tr. of Oral Arg. 159. Because the public-camping laws in this case do not criminalize status, *Robinson* is not implicated. Pp. 17–21.

(c) Plaintiffs insist the Court should extend *Robinson* to prohibit the enforcement of laws that proscribe certain acts that are in some sense “involuntary,” because some homeless individuals cannot help but do what the law forbids. See Brief for Respondents 24–25, 29, 32. The Ninth Circuit pursued this line of thinking below and in *Martin*, but this Court already rejected it in *Powell v. Texas*, 392 U. S. 514. In *Powell*, the Court confronted a defendant who had been convicted under a Texas statute making it a crime to “‘get drunk or be found in a state of intoxication in any public place.’” *Id.*, at 517 (plurality opinion). Like the plaintiffs here, Powell argued that his drunkenness was

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an “involuntary” byproduct of his status as an alcoholic. *Id.*, at 533. The Court did not agree that Texas’s law effectively criminalized Powell’s status as an alcoholic. Writing for a plurality, Justice Marshall observed that *Robinson*’s “very small” intrusion “into the substantive criminal law” prevents States only from enforcing laws that criminalize “a mere status.” *Id.*, at 532–533. It does nothing to curtail a State’s authority to secure a conviction when “the accused has committed some act . . . society has an interest in preventing.” *Id.*, at 533. That remains true, Justice Marshall continued, even if the defendant’s conduct might, “in some sense” be described as “ ‘involuntary’ or ‘occasioned by’ ” a particular status. *Ibid.*

This case is no different. Just as in *Powell*, plaintiffs here seek to extend *Robinson*’s rule beyond laws addressing “mere status” to laws addressing actions that, even if undertaken with the requisite *mens rea*, might “in some sense” qualify as “ ‘involuntary.’ ” And as in *Powell*, the Court can find nothing in the Eighth Amendment permitting that course. Instead, a variety of other legal doctrines and constitutional provisions work to protect those in the criminal justice system from a conviction. Pp. 21–24.

(d) *Powell* not only declined to extend *Robinson* to “involuntary” acts but also stressed the dangers of doing so. Extending *Robinson* to cover involuntary acts would, Justice Marshall observed, effectively “impe[re]” this Court “into defining” something akin to a new “insanity test in constitutional terms.” *Powell*, 392 U. S., at 536. That is because an individual like the defendant in *Powell* does not dispute that he has committed an otherwise criminal act with the requisite *mens rea*, yet he seeks to be excused from “moral accountability” because of his “condition.” *Id.*, at 535–536. Instead, Justice Marshall reasoned, such matters should be left for resolution through the democratic process, and not by “freez[ing]” any particular, judicially preferred approach “into a rigid constitutional mold.” *Id.*, at 537. The Court echoed that last point in *Kahler v. Kansas*, 589 U. S. 271, in which the Court stressed that questions about whether an individual who committed a proscribed act with the requisite mental state should be “reliev[ed] of responsibility,” *id.*, at 283, due to a lack of “moral culpability,” *id.*, at 286, are generally best resolved by the people and their elected representatives.

Though doubtless well intended, the Ninth Circuit’s *Martin* experiment defied these lessons. Answers to questions such as what constitutes “involuntarily” homelessness or when a shelter is “practically available” cannot be found in the Cruel and Unusual Punishments Clause. Nor do federal judges enjoy any special competence to provide them. Cities across the West report that the Ninth Circuit’s involun-

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tariness test has created intolerable uncertainty for them. By extending *Robinson* beyond the narrow class of pure status crimes, the Ninth Circuit has created a right that has proven “impossible” for judges to delineate except “by fiat.” *Powell*, 392 U. S., at 534. As Justice Marshall anticipated in *Powell*, the Ninth Circuit’s rules have produced confusion and they have interfered with “essential considerations of federalism,” by taking from the people and their elected leaders difficult questions traditionally “thought to be the[ir] province.” *Id.*, at 535–536. Pp. 24–34.

(e) Homelessness is complex. Its causes are many. So may be the public policy responses required to address it. The question this case presents is whether the Eighth Amendment grants federal judges primary responsibility for assessing those causes and devising those responses. A handful of federal judges cannot begin to “match” the collective wisdom the American people possess in deciding “how best to handle” a pressing social question like homelessness. *Robinson*, 370 U. S., at 689 (White, J., dissenting). The Constitution’s Eighth Amendment serves many important functions, but it does not authorize federal judges to wrest those rights and responsibilities from the American people and in their place dictate this Nation’s homelessness policy. Pp. 34–35.

72 F. 4th 868, reversed and remanded.

GORSUCH, J., delivered the opinion of the Court, in which ROBERTS, C. J., and THOMAS, ALITO, KAVANAUGH, and BARRETT, JJ., joined. THOMAS, J., filed a concurring opinion. SOTOMAYOR, J., filed a dissenting opinion, in which KAGAN and JACKSON, JJ., joined.

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Utility Line Improvements.

Agenda Item: D

Summary:

In the Houston region, there is a growing discussion about power lines, particularly whether they should be buried underground. This debate has gained momentum due to frequent power outages worsened by severe weather events. Recent incidents, such as the Derecho and Hurricane Beryl, have left millions without power, leading to conversations about the efficiency and feasibility of underground power lines. Although sources are limited, it is estimated that converting overhead lines is approximately \$1 million per mile.

Current Conditions:

1. **Overhead Line:** Roughly half of CenterPoint Energy's customers in Houston receive electricity from underground power lines. However, a lot of neighborhoods still use overhead lines, which are more prone to outages caused by storms and falling trees. The region has a history of using overhead infrastructure, which makes it difficult and expensive to completely switch to underground systems, especially in older neighborhoods due to logistical issues.

Advantages:

1. **Reduced Outages:** Underground lines are less susceptible to physical damage from storms, making them ten times less likely to experience interruptions compared to overhead lines. (*ABC13, Click2Houston*).
2. **Aesthetic Appeal:** Burying power lines can improve the visual landscape of neighborhoods, although this has not been a primary motivation for Houston's infrastructure decisions. (*Chron*).

Disadvantages:

1. **High Costs:** Burying power lines can cost five to ten times more than maintaining overhead lines. As a result, this expense is often passed on to customers, making large-scale undergrounding economically unfeasible. (*ABC13*).

2. **Repair Challenges:** Locating and repairing faults in underground lines, when they fail, can be significantly more difficult and time-consuming than with overhead lines. Consequently, this can lead to longer outages when issues arise. (*Click2Houston*).

Examples/Outcomes:

1. Several cities, including Fort Collins, Colorado, Colorado Springs, Colorado, and Anaheim, California, have successfully transitioned a significant portion of their utilities to underground systems, enhancing reliability and aesthetics.
2. Palo Alto, California, initially planned to relocate all overhead utilities underground. However, due to high costs and environmental concerns, the city has changed its focus to other infrastructure priorities, effectively stopping its undergrounding efforts.
3. According to sources, burying existing overhead power lines can cost about 10 to 15 times more than installing them overhead. This translates to approximately \$1 million per mile. However, this cost can vary widely based on factors such as labor, materials, and local conditions.

CenterPoint:

1. CenterPoint's resiliency plan proposes to invest in strategic burying, with a line item included to fund the undergrounding of power lines near freeway crossings and other targeted locations. The plan details a \$31.2 million capital investment specifically for the undergrounding of certain power lines. This is one of the less expensive measures among the proposed system hardening strategies. (*HoustonLanding*).

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Construction Fence Ordinance.

Agenda Item: E

Summary:

The council discussed an ordinance updating construction fence screening under Chapter 10, Buildings and Building Regulations. The council requested that the city administration have Planning and Zoning review this proposed requirement. This item was submitted for P&Z review on Thursday, August 22, 2024.

Considerations:

1. **Limited Concern:** Please take note that the request originates from a single resident and may not necessarily reflect the preferences of all residents and potential developers.
2. **More Regulations:** New and sudden requirements can impose financial burdens on developers, particularly those working on smaller sites such as interior residential remodels. These regulations can lead to increased upfront costs, which can be particularly challenging for smaller developers/contractors who may have limited access to financing. This can discourage development and slow delivery of new or remodeled homes.

Other Villages:

1. **Bunker Hill - Construction Fencing (Sec. 4-6):** *“Each permittee for any pre-development activity or major development must provide and maintain construction fencing in accordance with this section during all times when the permit is in effect and for so long thereafter as the site is affected by construction activity. The construction fencing must fully enclose the entire site to screen construction activity from public view. It may enclose the sidewalk area, but only to the extent reasonably necessary to reduce the risk of hazards to sidewalk users. The construction fencing must be at least five and one-half (5.5) feet high and must be the color green. No separate fence permit is required for such a temporary fence erected in connection with pre-development activity or a major development for which a main building permit is in effect.”*
2. **Spring Valley - Construction Fencing (Sec. 3-2501):** *“Each person conducting permitted construction activity which constitutes more than fifty (50) percent of the value of the property must provide and maintain construction fencing in accordance with this section during all times when the permit is in effect and for so long thereafter as the site is affected by construction activity. The construction fencing must fully enclose the entire site to*

screen construction activity from public view; provided, however, that the fencing shall not impair vision for traffic from adjoining streets and driveways. It shall not enclose the sidewalk area. The construction fencing must be chain link and at least five and one-half (5.5) feet high and must be covered in a material to screen the construction activities from public view. No separate fence permit is required for such a temporary fence.”

3. **Hedwig Village - Construction Fencing (Sec. 14-220):** “Each permittee for which a building permit has been issued, must provide construction fencing in accordance with this section during all times when the building permit is in effect and for so long thereafter as the site is affected by construction activity. The construction fencing must fully enclose the entire site to screen construction activity from public view. It may enclose the sidewalk area, but only to the extent reasonably necessary to reduce the risk of hazards to sidewalk users. The height of the construction fence shall be between six feet and eight feet, and the fence material shall be a chain link metal fence overlaid on the exterior with an opaque vinyl screen in a color approved by the building official, or other equivalent fencing and screening material as approved by the building official. No separate fence permit is required for such a temporary fence erected in connection with construction activity for which a building permit is in effect.”
4. **Hunters Creek - Construction Fencing (Sec. 10-3(n)):** *“Security. The construction site shall be secured by fencing the perimeter of all areas where construction activity is to occur. The fencing must be maintained in place until all exterior construction activity, other than landscaping, is complete, the structure has been secured against entry, and all on-site materials have been installed or secured within the structure. The fence must be at least six feet in height and constructed of chain-link, wood, or other sturdy materials. No fencing shall be required where the construction activity is on the site of an occupied single-family residence.”*

Recommendation:

The staff recommends that the Council carefully review this addition to fully comprehend the need for, and potential impact of, the regulation. Additionally, the Council may want to consider specific details of the windscreens or privacy screens, including the durability of materials, standard sizes, and acceptable colors to maintain a professional appearance.

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Disaster Recovery/Storm Preparedness.

Agenda Item: F

Summary:

Creating a Disaster Recovery Plan for a city involves several key steps and considerations to ensure adequate recovery from disasters. Here is a structured approach based on best practices and guidelines:

Recommended Steps to Create a Disaster Recovery Plan:

1. **Planning Team**: Form a diverse team that includes representatives from MVPD, VFD, city administration, or citizens with experience in disaster recovery. This ensures a comprehensive approach that considers all community needs.
2. **Understand the Situation**: Review recent disasters and evaluate potential impacts and consequences, including analyzing previous disasters and existing vulnerabilities.
3. **Goals and Objectives**: Define clear recovery goals and objectives that align with the community's vision. This will help guide recovery efforts toward a common purpose.
4. **Assess City Capacity**: Evaluate the city's ability to respond to and recover from disasters, and identify challenges and gaps in resources or capabilities that need focus.
5. **Establish Decision-Making Processes**: Develop a framework for post-disaster decision-making and policy setting. This includes determining roles, responsibilities, and authorities for recovery leaders.

Resources:

1. **Disaster Recovery Plans**: TEEX (Texas A&M Engineering Extension Service) offers disaster recovery plans and programs. The TEEX Disaster Management Recovery Program is designed to help jurisdictions build recovery capabilities through facilitated training and exercises. This program uses established national frameworks and best practices to enhance and adapt existing recovery plans to better meet community needs. It covers both short-term and long-term recovery efforts and operations, involving public and private sectors, as well as local, state, tribal, and federal governments and non-governmental organizations.
2. **Course Certifications**: TEEX also provides specific courses, such as "Disaster Recovery Awareness," which focuses on identifying key elements of disaster recovery guidance and planning methods, and "Disaster Recovery: A Strategic Overview of the Public Assistance

Process," which provides an overview of the FEMA Public Assistance Process essential for local communities.

Other Actions:

1. **PUC Investigation:** The Public Utility Commission has opened an investigation of Emergency Preparedness and Response by Utilities in Houston and Surrounding Communities during Hurricane Beryl and the May 2024 Derecho event. As part of this investigation, the PUC has issued a Request for Information (RFI) for local governments to share details about how they were affected by electric, water, sewer, and/or telecommunications utility outages during those events with the Commission.
2. **GCCC Assistance:** GCCC can provide responses to these RFIs and work with us to prepare and file them.

Recommendation:

1. It is recommended that available resource solutions be considered through TEXX for disaster recovery and storm preparedness.
2. Respond to the PUC's Request for Information by August 30.



Filing Receipt

Filing Date - 2024-08-02 03:04:26 PM

Control Number - 56822

Item Number - 28

Thomas J. Gleeson
Chairman

Lori Cobos
Commissioner

Jimmy Glotfelty
Commissioner

Kathleen Jackson
Commissioner

Courtney K. Hjaltman
Commissioner



Greg Abbott
Governor

Connie Corona
Executive Director

Public Utility Commission of Texas

TO: Local Governments

FROM: Barksdale English, Deputy Executive Director

DATE: August 2, 2024

RE: **Project No. 56822**, *Investigation of Emergency Preparedness and Response by Utilities in Houston and Surrounding Communities*

Commission Staff opened Project No. 56822 to investigate the underlying causes of repeated power outages in the Greater Houston area in the aftermath of severe weather events, with a focus on Hurricane Beryl and the May 2024 Derecho event. To bolster its understanding of the experiences of the entities most directly impacted by these kinds of weather events, Commission Staff invites Local Governments to share with the Commission details about how they were affected by electric, water, sewer, or telecommunications utility outages during those events.

Attached to this memorandum is a set of 19 questions concerning the effect the May 2024 Derecho and Hurricane Beryl had on Local Governments. The questions are detailed in an effort to elicit specific responses. However, any relevant information you can provide is greatly appreciated and will assist the Commission with this important examination. While encouraged, your participation in this investigation is purely voluntary. Additionally, providing a response to one question does not obligate you to respond to all questions presented.

Commission Staff requests responses be filed electronically on the Commission's filing interchange in Project No. 56822 **no later than August 30, 2024**.¹ Instructions on how to file a response can be found at the beginning of the attached request for information.

Additionally, if you have questions that cannot be answered through the [FAQs on the PUCT's website](#), please direct:

¹ <https://interchange.puc.texas.gov/filer>

- Technical questions related to filing to:
 - Central Records: centralrecords@puc.texas.gov
- Questions related to the substance or subject of the requests for information to:
 - Luisa Venegoni, Chief of Staff for the Executive Director:
luisa.venegoni@puc.texas.gov

On behalf of the Public Utility Commission of Texas and residents of the state of Texas, Commission Staff thanks you for your participation in this investigation.

PROJECT NO. 58622**COMMISSION STAFF'S FIRST REQUEST FOR INFORMATION
TO LOCAL GOVERNMENTS
QUESTION NOS. LG 1-1 THROUGH 1-19****DEFINITIONS**

- 1) "AEP" refers to AEP Texas, Inc.
- 2) "CenterPoint" refers to CenterPoint Energy Houston Electric, LLC.
- 3) "Commission" or "PUCT" refers to the Public Utility Commission of Texas.
- 4) "Derecho" or "Derecho Event" refers to the windstorm event that occurred between May 16, 2024 and May 17, 2024 and impacted the gulf coast of the United States, including the city of Houston and surrounding metropolitan area.
- 5) "Electric service provider" refers to the entity that owns the electric meter, poles, and other distribution infrastructure required to serve an end-use customer. An electric service provider may be a municipally owned utility, electric cooperative, or an investor-owned utility, like CenterPoint or Entergy.
- 6) "Entergy" refers to Entergy Texas, Inc.
- 7) "ERCOT" refers to the Electric Reliability Council of Texas, Inc.
- 8) "Hurricane Beryl" or "Beryl" refers to the hurricane or storm that made landfall in the gulf coast of Texas on July 8, 2024. The term also refers to all life cycles of the storm prior to and after July 8, 2024, that was named Hurricane Beryl.
- 9) "Impacted Area" refers to the 121 Texas counties identified in Acting Governor Dan Patrick's July 6, 2024 Amended Disaster Declaration.
- 10) "Local Government" refers to a city, county, or other governing body.
- 11) "TDEM" refers to the Texas Department of Emergency Management.
- 12) "TNMP" refers to Texas-New Mexico Power Company.
- 13) "Utility" or "Utilities" refers to a person or entity providing electric, water, sewer, or telecommunications service.

**COMMISSION STAFF'S FIRST REQUEST FOR INFORMATION
TO LOCAL GOVERNMENTS
QUESTION NOS. LG 1-1 THROUGH 1-19**

INSTRUCTIONS

- 1) Please provide responses to any of the attached questions. Providing a response to one question does not obligate you to respond to every question; however, the more answers you can provide, the more information the PUCT will have to assess utility preparedness and responses to these events.
- 2) At the beginning of your response, please identify a point of contact in the event Commission Staff has further inquiries based on your responses. Helpful information will include the contact's name, affiliation, telephone number, and email address.
- 3) Please identify the question number and, if applicable, the relevant subpart(s) above each provided response.
- 4) You must file your responses under Project No. 58622 through the Commission's Interchange. You can find instructions and FAQs concerning the Interchange on the Commission's website at <https://www.puc.texas.gov/industry/filings/>. Email Commission Central Records staff at centralrecords@puc.texas.gov if additional assistance is required.
- 5) Because you will file your responses through the Commission's Interchange system, the public will have access to all your responses. Please **do not** include confidential, personal identification, proprietary, privileged, or otherwise sensitive information in your responses.

PROJECT NO. 58622**COMMISSION STAFF'S FIRST REQUEST FOR INFORMATION
TO LOCAL GOVERNMENTS
QUESTION NOS. LG 1-1 THROUGH 1-19**

- LG 1-1** Do you perform your own hurricane or major storm drills? If you do not, please provide a brief explanation of what your jurisdiction would need to start conducting these drills. If you do, please respond to the following questions:
- a) How often do you conduct a drill? When did you last conduct a hurricane or major storm drill?
 - b) Please describe the drill and provide information concerning the category of hurricane drilled and any conditions used in the drill.
 - c) Does your drill change? If so, how did your drill change from the last time you conducted a drill?
 - d) If you used one, please provide the name(s) of any third-party vendor used to assist or conduct the hurricane or major storm drill.
 - e) Please provide the name(s) of departments in your jurisdiction that participated or were invited to participate in the hurricane or major storm drill and describe their level of involvement with the drill.
 - f) Please provide the name(s) of other local governments and any local, community, or county organizations that participated or were invited to participate in the hurricane or major storm drill and describe their level of involvement with the drill.
 - g) Please provide the name(s) of any trade organization that participated or were invited to participate in the hurricane or major storm drill and describe their level of involvement with the drill.
 - h) Please provide the name(s) of any utility company that participated or were invited to participate in the hurricane or major storm drill and describe their level of involvement with the drill.
- LG 1-2** Did AEP, CenterPoint, Entergy, TNMP or other electric, water, or sewer utilities request your participation in their 2024 hurricane or major storm drill? If yes:
- a) Please provide the name(s) of the requesting utility.
 - b) Please provide the date of the drill.
 - c) Please provide information concerning the category of hurricane drilled and any conditions used in the drill.
 - d) Please describe in detail your role and level of participation in the hurricane or major storm drill. In your response, please indicate the role played by individual city or county services.

- e) Did you participate in a post-drill review with the organizing utility? If yes, please describe the post-drill review and what feedback you provided.
- LG 1-3** If known, please provide the date the Texas Department of Emergency management contacted you concerning the May 2024 Derecho and Hurricane Beryl.
- LG 1-4** If known, please provide the date your electric service provider contacted you concerning the May 2024 Derecho and Hurricane Beryl.
- LG 1-5** Were you contacted by any water or sewer utilities concerning Hurricane Beryl? If so, please identify the utilities and provide the date the utility(s) contacted you.
- LG 1-6** To the best of your ability, please provide a timeline of communications between local officials and the utility(s) identified in Staff 1-4 and Staff 1-5 concerning the May 2024 Derecho and Hurricane Beryl.
- LG 1-7** Do you consult or coordinate with utilities about storm hardening within your jurisdiction or help to identify utility infrastructure that needs to be repaired before the start of the hurricane season? If yes:
- a) Please identify the utilities you consulted or coordinated with in 2023 or 2024 and the approximate date you last consulted or coordinated with them.
- b) Please describe the extent of your consultation or coordination.
- c) How often do you consult with utilities about electric distribution and transmission equipment (e.g., powerlines, poles, reclosers, transformers) with regarding strategy or prioritization of repairs and replacement of equipment?
- LG 1-8** Please provide a list of local ordinances, protocols, or policies concerning transportation of heavy equipment through your jurisdiction.
- a) For each of the identified ordinances, protocols, or policies, what is the typical turn-around time from receipt of a request to issuance of a permit?
- b) Please describe, at a high level, the permitting process for the identified ordinances, protocols, or policies.
- c) For each identified ordinance, protocol, or policy, provide the length of time the obtained permit remains valid and enforceable.
- d) Did your jurisdiction waive compliance with any of these ordinances during either the May 2024 Derecho or Hurricane Beryl? If so, please identify which ordinances were waived and for how long the waivers remained in effect.
- LG 1-9** Please identify any specific issues that stand out to you concerning the deployment of mobile generation facilities during the May 2024 Derecho and Hurricane Beryl.

- LG 1-10** Please provide a list of local ordinances, protocols, or policies concerning vegetation management, including any restrictions on the size of utility easements or utility rights-of-way.
- LG 1-11** Please provide a description of any process by which an electric or telecommunications utility may petition the local government to remove dead or damaged trees or branches near, but not within, a utility easement or utility right-of-way.
- LG 1-12** Please provide a list of local ordinances, protocols, or policies that require a property owner to remove dead trees on their property.
- a) Does your jurisdiction have an individual or group that oversees any program related to these ordinances, protocols, or policies?
 - b) How often are properties inspected for compliance with the identified ordinances, protocols, or policies? Please include the date and zip codes for any inspections conducted from January 1, 2024 through June 30, 2024.
 - c) Do you coordinate with utilities about the results of these inspections? If yes, please indicate the last date and nature of such coordination that occurred before July 8, 2024.
- LG 1-13** Do you have a trained arborist on staff? If yes, please describe and define their duties before and after a major storm event.
- LG 1-14** Do you maintain a list of critical infrastructure (e.g., telecommunication systems, police stations, water or sewer facilities), medical and eldercare facilities (e.g., hospitals, in-patient treatment facilities, nursing homes, assisted living facilities), or community centers and organizations (e.g., churches, homeless shelters, schools, daycares) within your area? If yes:
- a) Did your jurisdiction share this information with TDEM or any utility(s) before, during, or in the aftermath of the May 2024 Derecho or Hurricane Beryl?
 - b) Did any utility request the information? If yes, please list which utility(s) requested this information and the date the information was requested.
- LG 1-15** Were you involved in any discussions with any utility(s) or TDEM concerning prioritizing restoration of critical infrastructure or critical care facilities for purposes of determining how mobile generation facilities would be deployed in the aftermath of the May 2024 Derecho or Hurricane Beryl? If yes:
- a) Please identify which entities participated in these discussions.
 - b) Please describe the discussion(s) with each of the entities.
 - c) Please state whether, in your opinion, the identified entities followed the guidance or guidelines you provided concerning the deployment of mobile generation facilities in the aftermath of the May 2024 Derecho or Hurricane Beryl.

- LG 1-16** Describe the level of communication between you and any utility(s) before, during, and in the aftermath of the May 2024 Derecho or Hurricane Beryl.
- LG 1-17** If known, please identify the percentage of homes and businesses in your area that have a smart electric meter connection.
- LG 1-18** If known, please identify the percentage of homes and businesses in your area that have a smart water meter connection.
- LG 1-19** Please provide any additional information that may be helpful to this investigation.

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Generator Permit Process

Agenda Item: G

Summary:

The council has officially requested a review of our generator permit process in response to complaints about its complexity and timing. The current permit packet is included. The staff acknowledges the need to streamline the process while maintaining appropriate regulations on the placement and operating usage of the equipment.

Considerations:

1. **Fire Code:** An idea is to consider situating the generator closer to the residential building, which is advantageous for side lots. In case of emergencies, our staff will hold discussions with the VFD and their Fire Marshal to determine if a clearance of more than 24 inches is required between the generator and the home structure. Research indicates that a 36-inch clearance is recommended for "emergency access," while some other municipalities require either 18 or 24 inches. The initial response from VFD recommends Generac and Kohler, with Generac citing NFPA 37 and emphasizing a minimum clearance of eighteen inches. Considering vegetation, openings, and less obvious entry points for CO. CO entering through attic vents was a major issue during the storm.
2. **Side Yards:** For corner lots, specific regulations may need to be established. The regulations should address whether generators are allowed in a side yard, including those adjacent to the street. If permitted, it should be determined if a fence line is required. It is important to establish the allowable specifications for generators near AC equipment under these circumstances.
3. **Enclosures:** The use of the term "enclosure" in the permit specifications seems unclear, apart from its potential role in reducing noise. It's difficult to imagine a situation where a property owner would build an additional structure solely for a generator. If this requirement isn't practically relevant, it would be wise to remove it from consideration.
4. **Elevations:** When installing generators in flood-prone areas, should they be above ground, or should homeowners seek a variance? Different cities have different regulations, such as a 14-inch requirement in Bellaire and unique definitions in League City. If the pad is in a Special Flood Hazard Area, it should be at Base Flood Elevation plus 24 inches. Ground-mounted pads must use formed and poured concrete, with prefabricated pads and cinder blocks prohibited.

5. **Electric Generators:** Expand the current code to include standby electric generators.
6. **Noise:** The existing ordinance (Sec. 26-2) prohibits a generator from exceeding 75 DBA at 23 feet. Determine if the level is still appropriate.

Other Notes:

1. **Hedwig Village:** There is no specific ordinance or code regarding generators.
2. **Hunters Creek:** Generators are exempt from building setback requirements for accessory structures except when located in a front yard or in front of a residence. They can only be operated during power outages or for maintenance and must adhere to the manufacturer's recommendations. Additionally, any structure enclosing a generator must comply with accessory structure regulations, and generators should be set to minimize noise.
3. **Spring Valley:** There are no specific rules about the location or placement of generators, except for the noise pollution ordinance during power outages.
4. **Bunker Hill:** Generators must comply with the National Electrical Code, 2020, and meet these restrictions: 1) Wiring must meet code requirements 2) Max 70 dB sound level at the property line 3) 24-inch clearance from structures 4) Cannot be in certain areas 5) Load analysis, generator specs, and electrical diagram must be on site with the permit.

Attachments:

Regarding the *Generator Ordinance – Margaret*. **Page 3**

Generac Recommendations. **Page 9**

Kohler Installations. **Page 15**

Ordinance Packet. **Page 17**

Regarding the Generator Ordinance – Margeret

Margaret's Thoughts for COPPV Generator Ordinance

--This draft needs to be discussed with the MVFD and their Fire Marshall –specifically, do they need more than 24in access b/w a generator and home structure for emergency purposes, or is the overall small size of the generator render additional access unnecessary? I've read a few websites that suggest 36 inch clearance from the building for what is termed "emergency access". Other municipalities go with either the 18 or 24 inches.

--Do we want any specific rules for corner lots? Should generator not be in a side yard adjacent to street unless there's a fence line?? What's allowed for AC equipment in this situation?

--I'm still unsure as to what "enclosure" would be other than for sound suppression. I can't imagine a resident wanting to build a true ancillary structure around a generator. If this doesn't really exist, let's delete it.

--Would there possibly be some homes for which a generator would need to be "above ground", due to flood elevations requirements? Do we put in an exception for these, or just allow them to seek a variance? The 14 inch-rule in the proposed ordinance comes from the City of Bellaire. League City uses this definition: "Equipment and/or equipment pads cannot obstruct drainage flow and must be at or above the finished floor level of the primary structure except in Special Flood Hazard Areas (SFHA). If the pad is in a SFHA, the pad and equipment must be at the Base Flood Elevation plus 24". If ground mounted, the pad must be formed and poured concrete. Pre-fabricated pads and cinder blocks are not permitted."

PROPOSED NEW ORDINANCE & CHANGES TO EXISTING ORDINANCES CONTAINING GENERATOR PROVISIONS

Standby Electric Generator

(a) *Definitions.*

- (1) Standby Electric Generator: (Also referred to as "generator") is a device that converts mechanical energy to electrical energy, is fully enclosed in an integral manufacturer-supplied sound attenuating enclosure, is connected to the main electrical panel of a residence by a manual or automatic transfer switch, and is rated for a generating capacity of not less than seven (7) kilowatts.
- (2) Generator Structure: includes the foundation pad, the generator device, and any structural enclosures beyond the manufactured-supplied sound attenuating enclosure.

(b) *Generally.* Standby electric generators may be installed and maintained for the purpose of providing electric power during time periods when normal electric service is unavailable. Generators must be permitted by the city and must be fueled by natural gas.

(c) *Location.*

- (1) Generators are required to meet the building setback requirements applicable to accessory structures, with the following exceptions:
 - a. Front Yard: No generator shall be located in a front yard or in front of the front building line of any residence.
 - b. Rear Yard: A generator may be placed not less than ten (10) feet from the rear property line, provided that the entire generator structure is within the rear one-third (1/3) of the lot.
 - c. Side Yard: A generator may be placed within the side yard so long as it is located no less than ten (10) feet from the side property line.

- (2) The generator shall be positioned so that no structure, roof, overhang, or projections from the wall is directly over the generator structure, not to include the generator pad.
 - (3) Minimum clearance between the generator structure and other structures shall be twenty-four (24) inches or greater as determined by manufacturers' specifications for both the specific generator to be permitted and the material composition of the structures in question. At no time shall the clearance be less than twenty-four (24) inches.
 - (4) Minimum clearance between the generator structure and any door, operable window, vent or other opening in the wall shall be five (5) feet or greater, as determined by manufacturers' specifications. At no time shall the clearance be less than five (5) feet.
 - (5) Minimum clearance between the front and both ends of the generator structure and vegetation to include trees, shrubs and bushes shall be three (3) feet.
 - (6) No portion of the generator or wiring may be located in an easement or right-of-way.
 - (7) The base of the generator equipment must not lie in the floodplain; any generator foundation needing to be higher than fourteen (14) inches above the ground to comply with flood plain requirements is subject to approval from the city building official.
- (e) *Screening and Enclosures.*
- (1) All generators must be screened so it cannot be visible
 - a. from the ground by adjacent side or rear lots, and
 - b. by the public from the street.
 - (2) Any structure intended to enclose or screen a generator, other than a structure designed solely for sound attenuation, shall be considered an accessory structure and must comply with all requirements of this division applicable to accessory structures.
 - (3) The design and materials used for generator screenings and enclosures is subject to approval by the city building official.
- (f) *Installation, Inspection and Operation.*
- (1) All generators must be installed and operated in compliance with the applicable manufacturer's recommendations.
 - (2) A load analysis, generator specifications, and one-line electrical diagram must be posted with the permit on the project site.
 - (3) The inspection requirements for residential generators shall be based on the manufacturer's installation manual, the City's building codes and standards as adopted by Ordinance, and the National Fire Protection Association ("NFPA") standards, whichever is more restrictive.
 - (4) No generator shall be operated except when necessary to provide electric power during time periods when normal electric service is unavailable, or when necessary for maintenance or repair.
- (g) *Sound attenuation.* All generators shall be installed, maintained, and operated in such manner as to reduce, to the greatest extent reasonably possible, the volume of sound produced by their operation. The maximum sound level at anytime shall be 75 DBA measured at 23 feet from the generator.

(EXISTING ORDINANCE Sec. 74-244. Regulations.)

- (a) *Accessory buildings and structures.* Except as provided immediately below, or specifically permitted otherwise in this chapter, no accessory building shall be erected in any yard as required by subsection (c).

- (1) *Rear yard.* A structure or accessory building not attached or made a part of the main building may be placed not less than ten feet from the rear property line, provided that all of such structure or accessory building is with the rear third of the lot.
- (2) *Side yard.* An accessory structure or accessory building not attached to or made a part of the main building, may be placed not less than ten feet from a side property line, provided that all such accessory structure or accessory building is within the rear third of the lot. Notwithstanding the foregoing, air conditioning and heating equipment, and/or mosquito equipment may be placed within the side yard so long as it is:
 - a. Located no less than ten feet from the side property line;
 - b. Located within six feet of the main structure; and
 - c. Screened so it cannot be viewed from the street.
- (3) *Equipment/residential structures.* Air conditioning/heating equipment, swimming pool equipment and mosquito equipment are not allowed on any roof or front yard of any residential structure.
- ~~(4) *Generator.* The generator may only be located:~~
 - ~~a. On the ground;~~
 - ~~b. No less than ten feet from the property line; and~~
 - ~~c. At least five feet from the building.~~

~~No generator shall be located in front of the main structure. The generator must be screened from the public view by shrubbery and be fueled only by natural gas. Sound shielding and screening is subject to city approval design.~~

(EXISTING ORDINANCE Sec. 26-2. Generator noise.)

It shall be unlawful for any person within the city to allow or cause to allow a generator to exceed 75 DBA at 23 feet from the generator unit.

Current Ordinances –City of Piney Point Village

(Sec. 74-244. Regulations.)

- (a) *Accessory buildings and structures.* Except as provided immediately below, or specifically permitted otherwise in this chapter, no accessory building shall be erected in any yard as required by subsection (c).
- (1) *Rear yard.* A structure or accessory building not attached or made a part of the main building may be placed not less than ten feet from the rear property line, provided that all of such structure or accessory building is with the rear third of the lot.
 - (2) *Side yard.* An accessory structure or accessory building not attached to or made a part of the main building, may be placed not less than ten feet from a side property line, provided that all such accessory structure or accessory building is within the rear third of the lot. Notwithstanding the foregoing, air conditioning and heating equipment, generators, and/or mosquito equipment may be placed within the side yard so long as it is:
 - a. Located no less than ten feet from the side property line;
 - b. Located within six feet of the main structure; and
 - c. Screened so it cannot be viewed from the street.
 - (3) *Equipment/residential structures.* Air conditioning/heating equipment, swimming pool equipment and mosquito equipment are not allowed on any roof or front yard of any residential structure.
 - (4) *Generator.* The generator may only be located:
 - a. On the ground;
 - b. No less than ten feet from the property line; and
 - c. At least five feet from the building.

No generator shall be located in front of the main structure. The generator must be screened from the public view by shrubbery and be fueled only by natural gas. Sound shielding and screening is subject to city approval design.

(Sec. 26-2. Generator noise.)

It shall be unlawful for any person within the city to allow or cause to allow a generator to exceed 75DBA at 23 feet from the generator unit.

Current Ordinance --Hedwig Village

No specific ordinance or code regarding generators.

Current Ordinance --Hunters Creek

(Sec. 44-166. Emergency electric generators.)

- (a) *Generally.* Electric generators may be installed and maintained in District R for the purpose of providing electric power during time periods when normal electric service is unavailable.
- (b) *Location.*
 - (1) Generators are not required to meet the building setback requirements applicable to accessory structures except as provided below.
 - (2) No generator shall be located in a front yard or in front of the front line of any residence.

- (c) *Operation.* No generator shall be operated except:
 - (1) When necessary to provide electric power during time periods when normal electric service is unavailable; or
 - (2) When necessary for maintenance or repair.
- (d) *Manufacturer's recommendations.* All generators must be installed and operated in compliance with the applicable manufacturer's recommendations.
- (e) *Enclosures.* Any structure intended to enclose or screen a generator, other than a structure designed solely for sound attenuation, shall be considered an accessory structure and must comply with all requirements of this division applicable to accessory structures.
- (f) *Sound attenuation.* All generators shall be installed, maintained, and operated in such manner as to reduce, to the greatest extent reasonably possible, the volume of sound produced by their operation.

Current Ordinance --Spring Valley

--no specific ordinance as to location or placement; exception made regarding noise pollution ordinance for generator noise during periods of electricity outage.

Current Ordinance –Bunker Hill

(Sec. 4-75. National Electrical Code and International Electrical Code & Sec. 4-76. International Residential Code for One- and Two-Family Dwellings.)

Standby and emergency generators shall be installed in accordance with the National Electrical Code, 2020 and the following restrictions:

- a. All wiring shall meet all requirements outlined in this code.
- b. Maximum sound level at anytime shall be 70db or less measured at the property line.
- c. Generator shall be positioned so that no structure, roof or overhang is over any portion of the generator enclosure.
- d. Minimum clearance between generator foundation and other structures shall be twenty-four (24) inches or greater as determined by manufacturers' specifications. At no time shall the clearance be less than twenty-four (24) inches.
- e. No portion of the generator or wiring may be located in an easement or right-of-way.
- f. Generator may not be located in any restricted area or required green space.
- g. Generator may not be located within the required front yard of a lot.
- h. A generator cannot be visible from a public or private street.
- i. A load analysis, generator specifications and one-line electrical diagram must be posted with the permit on the project site.

Generac Recommendations

Generac Recommendations

What Should I Know About Clearance Requirements When Installing My Generator?

21 Jun 2024•Knowledge

- **Always check local codes as those will trump these recommendations.**
- **Do NOT install a home standby generator under a wooden deck or platform.**
- **Units that do not feature the SwRI logo must be installed 5 ft. from combustible materials and 3 ft. from non-combustible materials.**

Home Standby Generator Clearance Requirements

Clearance requirements ensure the generator is operated at a safe distance where heat and fumes will not cause fires or health hazards. The exhaust gets extremely hot and remains hot after shutdown. Flammable material may ignite and burn from the heat of the exhaust system.

NFPA 37 Overview

- The National Fire Protection Association's standard for the installation and use of stationary generators.
- Its requirements limit the spacing of the generator from a structure or wall.
- The unit must be located where it's readily accessible for maintenance, repair, and first responders.

- Minimum clearance requirements are for adequate airflow, maintenance, and safety.

NFPA 37 Requirements

For a complete and updated list, [see the NFPA 37 web page](#).

- 5ft. from openings in walls (operable windows, doors, vents, window wells, or openings in the wall).
- 18 in. of clearance from the back of the generator to a stationary wall or building (based on testing done by the Southwest Research Institute or SwRI).
- 5 ft. of clearance above the generator.
- 3 ft. of clearance at the front and both ends. This includes trees, shrubs, and bushes. Vegetation not in compliance could obstruct airflow and exhaust fumes could inhibit plant growth.
- In addition to these requirements, verify all potential for water intrusion is directed away from the generator enclosure: sprinklers, roof run-off, down spouts, and sump pump discharge.

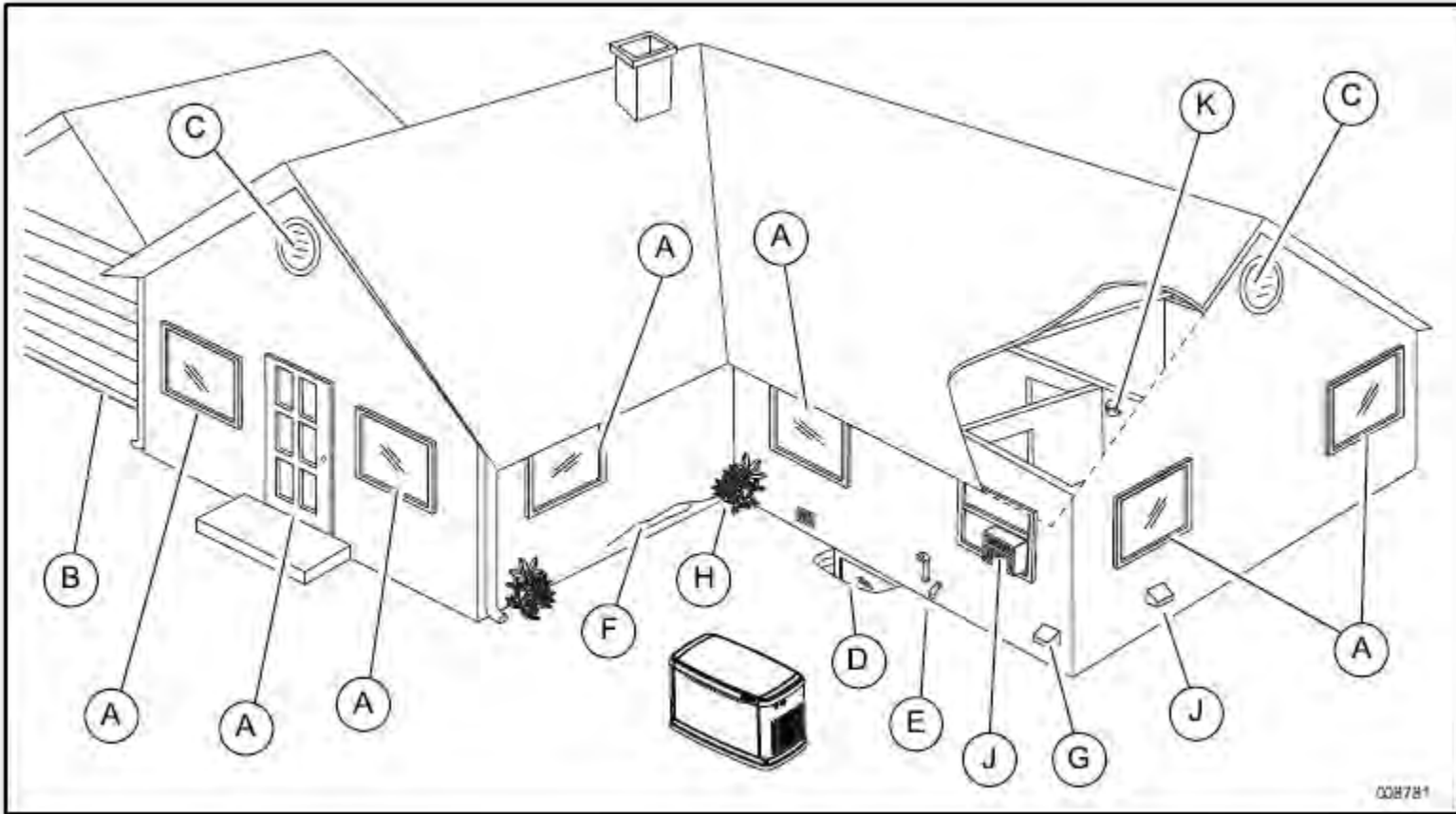
Site selection and preparation

Potential CO entry points

Generator exhaust can enter a structure through large openings, such as windows and doors. However, exhaust and CO can also seep into the structure through smaller, less obvious openings.

Protect the structure

Verify the structure itself as correctly caulked and sealed to prevent air from leaking in or out. Voids, cracks, or openings around windows, doors, soffits, pipes, and vents can allow exhaust gas to be drawn into the structure. Some examples of entry points are described and included in, but not limited to, the accompanying table.



ID	Entry Point	Description / Comments
A	Windows and doors	Architectural details which can be (or are) opened to admit fresh air into the structure.
B	Garage door	CO can leak into garage if door is open, or does not seal correctly when closed.
C	Attic vent	Attic vents, ridge vents, crawl space vents, and soffit vents can all admit generator exhaust.
D	Basement windows	Windows or hatches allowing ventilation to or from lower level of a structure.
E	Furnace intake / exhaust vent	Air intake and exhaust pipes for furnace.
F	Wall cracks	Includes (but not limited to) cracks in wall, foundation, mortar, or air gaps around doors, windows, and pipes. See <i>Protect the Structure</i> .
G	Dryer vent	Exhaust duct for clothes dryer.
H	Airflow restrictions	Structural features, including but not limited to: corners, alcoves, fences, courtyards, and areas with heavy vegetation can restrict correct airflow around unit. Exhaust gases can be collected in these areas.
J	HVAC components	Do not direct generator discharge into HVAC components, including but not limited to: make up air systems, AC condensers, and window AC units. IMPORTANT NOTE: Mechanical and gravity outdoor air intake openings for HVAC supply air systems shall be located according to Section 401 in the ICC Mechanical Code. See ICC Mechanical Code for any additional requirements.

What about other requirements and codes?

Codes vary by region - Contact your local building inspection department. This department can usually be contacted through your local city government web site.

Permitting varies by region - This includes the time frame to receive a permit, what permits must be pulled, and the costs of the permits. See [What factors influence the cost of installing a home standby system?](#)

Plumbing and electrical - Generator installation involves plumbing and electrical work. This should be performed by experienced professionals. We recommend contacting a local certified dealer: [How Can I Find a Generac Service Dealer in My Area?](#)

Kohler Installations

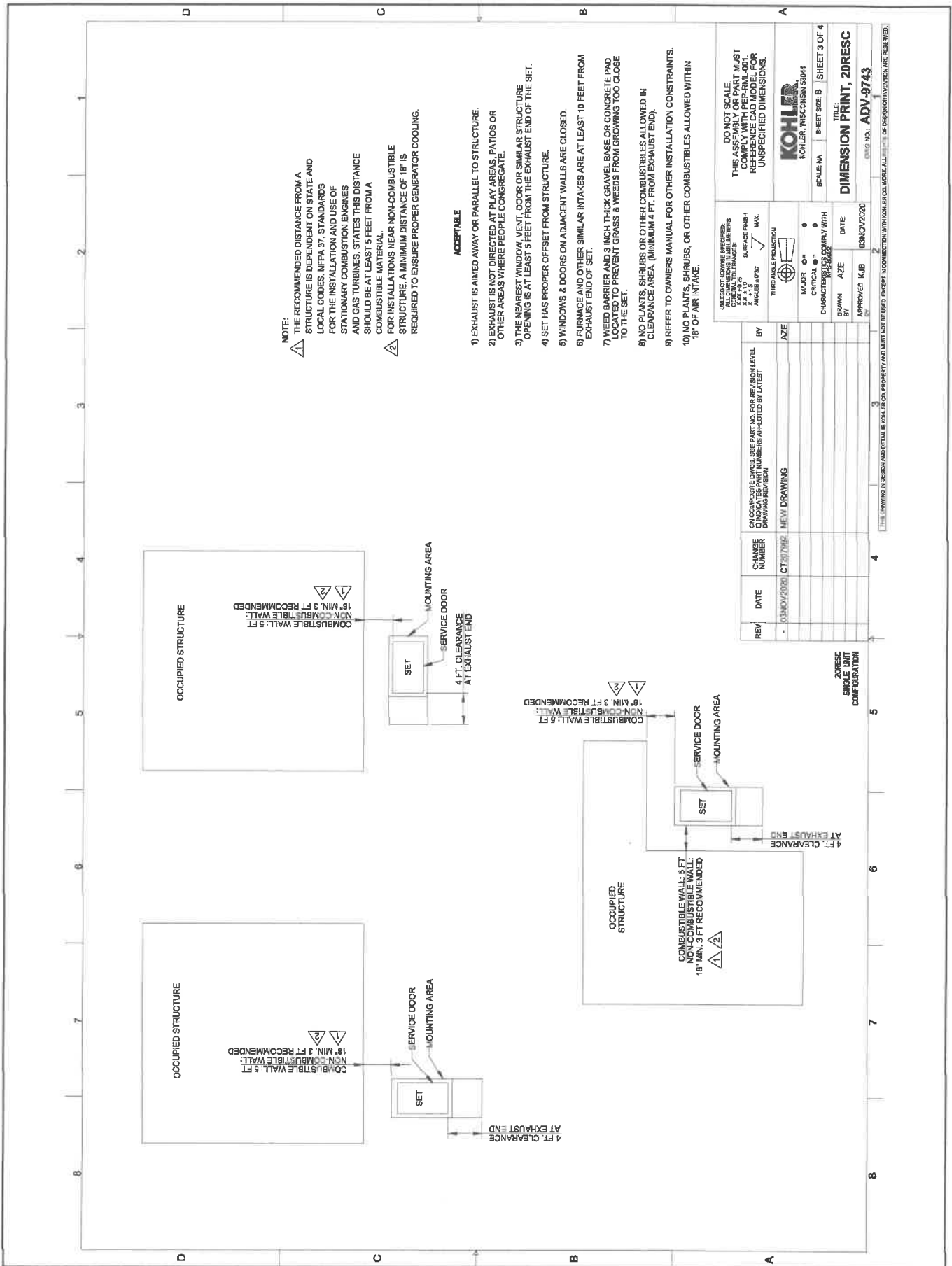


Figure 3-9 Dimension Drawing, Model 20RESC/20RESC L, ADV-9743, Sheet 3 of 4

Ordinance Packet



Generator Permit

**** All Forms Listed Must Be Completed Fully.**

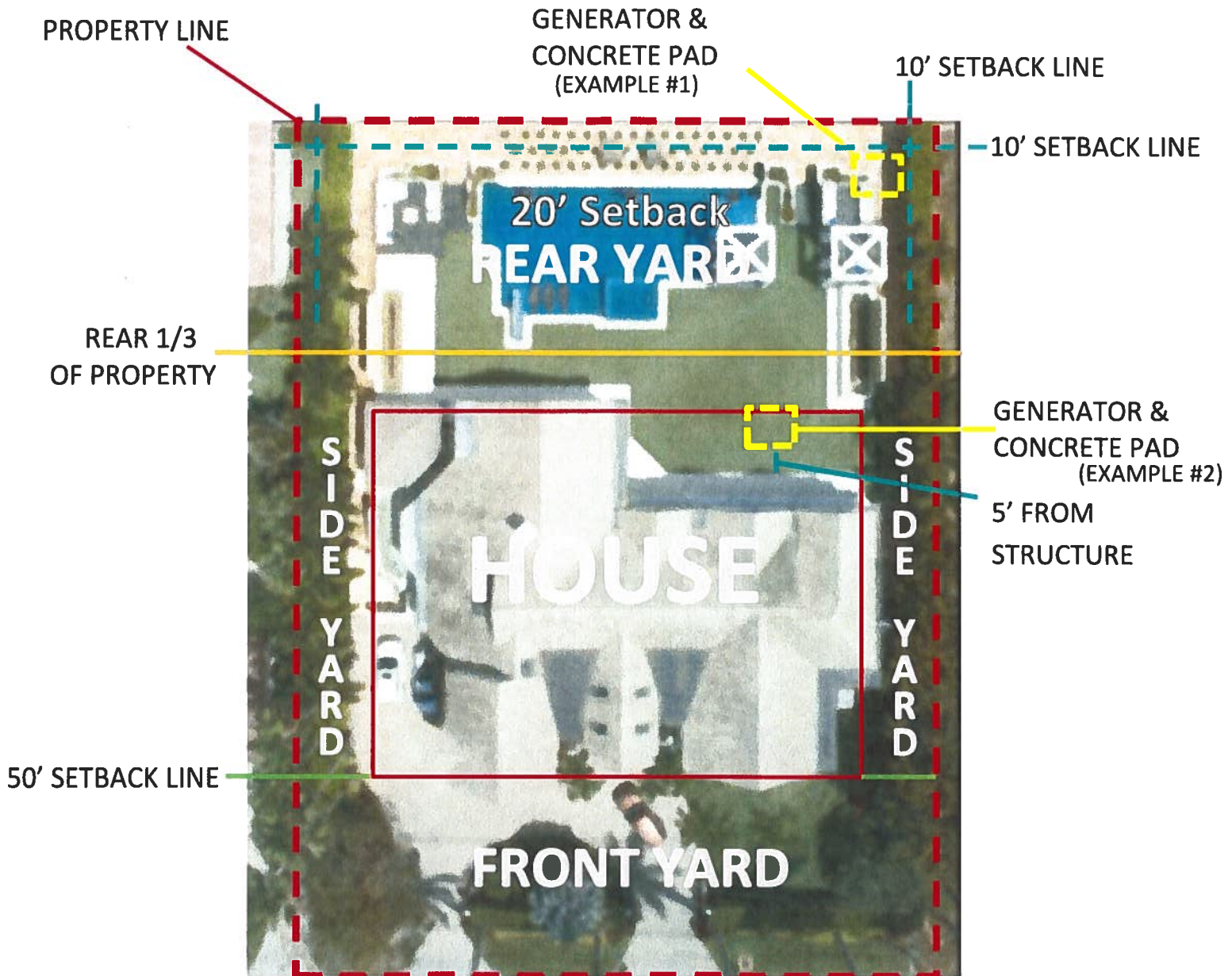
1. Permit Application (for Generator & Concrete Pad)
2. Permit Application (for Electrical)
3. Survey Required (Must include setbacks and distance from structures to generator pad)
4. Generator Pad Location Acknowledgement
5. Home Owner Affidavit Form (Must be signed and Notarized prior to submittal)
6. Home Owner Association Approval Required (if applicable)
7. Area Calculations Form
8. Memorial Village Water Authority Approval (Must obtain approval prior to submittal)
9. Person Responsible for Project Form
10. City of Piney Point Authorized Work Hours Form
11. Copy of Generator's Specifications
12. Generator Decibel Level Specifications
13. CenterPoint Approval (see new form)
14. Electrical Load Analysis Form (add 1 line diagram) (**REQUIRED** to use **our** form)
15. Emergency Transfer Switch Specifications
16. Foundation Concrete Pad Details (see help sheet)
17. Gas Line Location and Connection Details
18. Tree Disposition Form
19. Generator Screening Information
20. Specify Codes to be Used (for example: Structural, Electrical, Plumbing)
21. All generator packets are to be **dropped-off** to the city.

Helpful Notes

- All Generator Packets are subject to plan review by the plan examiner and the City Forester.
- All concrete pads and pre-fabricated pads are **REQUIRED** to be inspected prior to Electrical or Gas connections. This has been implemented to make sure all setbacks are met. (EFFECTIVE 07.29.2021)
- If using a pre-fabricated pad instead of a new concrete pad, you must provide a copy of the generator manufacture specifications for the pad.
- Generators require underground natural gas.
- Generators must be placed no less than 5' from the main structure.
- Generators can be located within any building setback line or in the rear 1/3 of the property, but you can be 10' from the side and rear property lines only.
- Generators must be sized for the correct electrical load so, 1 line diagrams are required.
- You need to show where the transfer switch is going.
- Generators must be screened from street side.
- Specify if trees are to be removed.
- Any tree being removed is subject to the city's current Tree Ordinance.
- Area Calculation Form must be completed because of the added concrete pad.
- When applying for a permit, contractor must submit two complete set of plans.
- A separate plumbing permit is required.
- If a re-connect is necessary for this project a separate permit will be required and subject to an additional inspection fee.
- Copper electrical wiring is only to be used.
- Any failed inspections are \$50.00 and must be paid prior to rescheduling a re-inspection.
- All inspection tickets are left at the project job site.
- **No** transfer switch or any electrical rework can be done prior to the submittal and approval of the generator permit.
- **Must provide a permit doc box for the generator and the document box must be located near the generator project site.**

Plan Reviewers

- Kimberly Perez - Intake
- Jason Bienek – Plan Examiner
- Cary Moran – City Forester



- GENERATOR & CONCRETE PAD EXAMPLE #1:
 - If it is in the rear 1/3 of the property, the generator and the concrete pad must be 10 foot from the property line.
- GENERATOR & CONCRETE PAD EXAMPLE #2:
 - If it is not in the 1/3 rear of the property, the generator and concrete pad must be 5 foot from the structure, but still within the side yard setback.

* Please note that all generators must be screened from street view.



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

FOR OFFICE USE ONLY

P# _____

PERMIT FEE: _____

INSPECTION FEE: _____

GRAND TOTAL: _____

PERMIT APPLICATION REQUEST

(ALL INFORMATION IS REQUIRED)

PROPERTY OWNER INFORMATION

DATE: _____
 SITE ADDRESS: _____
 LOT: _____ BLOCK: _____ SUBDIVISION: _____
 PROPERTY OWNER: _____
 MAILING ADDRESS: _____ STATE: _____ ZIP: _____
 PHONE NUMBER: _____ MOBIL: _____
 FAX NUMBER: _____ E-MAIL: _____

CONTRACTOR INFORMATION

CONTRACTOR COMPANY NAME: _____
 CONTACT NAME: _____ STATE LICENSE# _____
 MAILING ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 PHONE NUMBER: _____ MOBIL: _____
 FAX NUMBER: _____ E-MAIL: _____

TOTAL COST OF IMPROVEMENTS: \$ _____

TYPE OF PERMIT

- | | | |
|--|---|--|
| <input type="checkbox"/> ACCESSORY STRUCTURE | <input type="checkbox"/> ELECTRICAL | <input type="checkbox"/> NEW SINGLE FAMILY |
| <input type="checkbox"/> ADDITION | <input type="checkbox"/> FENCE | <input type="checkbox"/> PLUMBING |
| <input type="checkbox"/> DECKING | <input type="checkbox"/> FIRE SPRINKLER | <input type="checkbox"/> REMODEL |
| <input type="checkbox"/> DEMOLITION | <input checked="" type="checkbox"/> GENERATOR | <input type="checkbox"/> ROOF |
| <input type="checkbox"/> DRAINAGE | <input type="checkbox"/> HVAC | <input type="checkbox"/> SWIMMING POOL |
| <input type="checkbox"/> DRIVEWAY/FLATWORK | <input type="checkbox"/> IRRIGATION SPRINKLER | <input type="checkbox"/> OTHER |

IF OTHER, PLEASE SPECIFY: Concrete Pad and New Generator

JOB DESCRIPTION / DETAILED SCOPE OF WORK

(Job description and detailed scope of work is required.)

SIGNATURE OF APPLICANT

PRINT NAME OF APPLICANT

(Signatures are required for all applications.)

(NOT REQUIRED)

SIGNATURE OF HOMEOWNER

PRINT NAME OF HOMEOWNER

(Homeowner signatures are required for all new single-family homes, additions, and renovations.)

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HEREIN. APPLICANT HEREBY CERTIFIES THAT ALL PROVISIONS OF THE BUILDING LAWS AND ORDINANCES WILL BE COMPLIED WITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

NOTE: No use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated. Not to exclude other penalties. The City of Piney Point Village has the right to include the current resident/home owner in every aspect of the building permitting process.



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

FOR OFFICE USE ONLY

P# _____
 PERMIT FEE: _____
 INSPECTION FEE: _____
 GRAND TOTAL: _____

PERMIT APPLICATION REQUEST

(ALL INFORMATION IS REQUIRED)

PROPERTY OWNER INFORMATION

DATE: _____
 SITE ADDRESS: _____
 LOT: _____ BLOCK: _____ SUBDIVISION: _____
 PROPERTY OWNER: _____
 MAILING ADDRESS: _____ STATE: _____ ZIP: _____
 PHONE NUMBER: _____ MOBIL: _____
 FAX NUMBER: _____ E-MAIL: _____

CONTRACTOR INFORMATION

CONTRACTOR COMPANY NAME: _____
 CONTACT NAME: _____ STATE LICENSE# _____
 MAILING ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 PHONE NUMBER: _____ MOBIL: _____
 FAX NUMBER: _____ E-MAIL: _____

TOTAL COST OF IMPROVEMENTS: \$ _____

TYPE OF PERMIT

- | | | |
|--|--|--|
| <input type="checkbox"/> ACCESSORY STRUCTURE | <input checked="" type="checkbox"/> ELECTRICAL | <input type="checkbox"/> NEW SINGLE FAMILY |
| <input type="checkbox"/> ADDITION | <input type="checkbox"/> FENCE | <input type="checkbox"/> PLUMBING |
| <input type="checkbox"/> DECKING | <input type="checkbox"/> FIRE SPRINKLER | <input type="checkbox"/> REMODEL |
| <input type="checkbox"/> DEMOLITION | <input type="checkbox"/> GENERATOR | <input type="checkbox"/> ROOF |
| <input type="checkbox"/> DRAINAGE | <input type="checkbox"/> HVAC | <input type="checkbox"/> SWIMMING POOL |
| <input type="checkbox"/> DRIVEWAY/FLATWORK | <input type="checkbox"/> IRRIGATION SPRINKLER | <input type="checkbox"/> OTHER |

IF OTHER, PLEASE SPECIFY: _____

JOB DESCRIPTION / DETAILED SCOPE OF WORK

(Job description and detailed scope of work is required.)

SIGNATURE OF APPLICANT

PRINT NAME OF APPLICANT

(Signatures are required for all applications.)

(NOT REQUIRED)

SIGNATURE OF HOMEOWNER

PRINT NAME OF HOMEOWNER

(Homeowner signatures are required for all new single-family homes, additions, and renovations.)

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HEREIN. APPLICANT HEREBY CERTIFIES THAT ALL PROVISIONS OF THE BUILDING LAWS AND ORDINANCES WILL BE COMPLIED WITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

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Area Calculations Form

Property Address: _____ **Date:** _____

Type of Permit: _____ New Generator _____

Area of Lot: _____ **Square Footage:** _____

Lot Coverage Calculations

	Existing Area	Proposed Area	Total Area
Main Structure (Total Covered Area)			
Accessory Structure			
Driveways, Walkways & Sidewalks			
Pool and Pool Decking			
Total Lot Coverage			

Percent of Lot Coverage by Main Structure:

Area of Main Structure/ (divided by)	Area of Lot	=	30% Max Coverage

Percent of Lot Coverage by Main Structure:

Total Lot Coverage/ (divided by)	Area of Lot	=	50% Max. Coverage

Reference, City of Piney Point Code of Ordinances, Chapter 74- Section, 244. Regulations. (g)

The undersigned, in accordance with the provisions of the Zoning Ordinance of the City of Piney Point Village, hereby certifies that all statements made herein are true and correct.

Signature of Property Owner and/or Applicant: _____

Name of Company: _____



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Generator Pad Location Certification Acknowledgement

Project Address: _____

I, _____ (Your Name), with _____
(Company Name), understand that by signing I hereby certify and acknowledge that I meet the City's setback requirements for the location of the Generator concrete Pad. I am aware that in the case that the City's required setbacks are not met, I must make the appropriate changes to comply with The City of Piney Point Village Code of Ordinances.

The location of the proposed Generator Concrete Pad is:

- _____ foot from the _____ (structure)
- _____ foot from the side property line
- _____ foot from the rear property line

I certify that all the information provided is true and correct, and has been field verified and confirmed per the Survey copy submitted to the City.

Print Name of Generator Company Representative

Date

Signature of Generator Company Representative

Date

Generator Company Name

Phone Number

Annette R. Arriaga
City Building Official
Director of Planning, Development & Permits

The City of Piney Point Village
7676 Woodway Suite #300
Houston, Texas 77063
(713) 782-0271 phone (713) 782-0281 fax

THE STATE OF TEXAS § **DEED RESTRICTION AND DEVELOPMENT PLAT**
 § **AFFIDAVIT FOR RESIDENTIAL**
COUNTY OF HARRIS § **BUILDING PERMIT**

ADDRESS OF PROPERTY: _____

TYPE OF PERMIT: _____ New Generator _____

Before me, the undersigned authority, on this day personally appeared _____ (Type or legibly print name of Affiant) who being first duly sworn by me, on her/his oath deposed and said the following:

“This affidavit is given in connection with the application for a building permit that is attached hereto. I am eighteen years or older, and I am of sound mind. I have personal knowledge of the facts set forth in this affidavit including, without limitation, personal knowledge of the title to the real property to which the building permit application appertains, of the plans and specifications for the work to be performed under the building permit, if issued, and of the intended use of the improvements to be constructed thereunder.

(a) **(Each Affiant must initial (1) or (2) as applicable):**

- (1) _____ I am owner of the real property to which this building permit application appertains.
(2) _____ I am the duly designated agent of the owner or owners of the real property to which this building permit application appertains, and I have been expressly authorized by the owner or owners to make this affidavit on their behalf.

(b) **(Each Affiant must initial this term):**

_____ The building permit application to which this affidavit appertains is for the repair, remodeling or construction of a single family detached residence or auxiliary structure thereto (e.g., a garage) that is designed and intended for single family residential use exclusively.

(c) As used in this part (c), the term “deed restrictions” means any and every restriction or covenant running with and affecting the use and enjoyment of the land that is contained in or incorporated by reference in a properly recorded plan, plat, re-plat, deed or any other instrument affecting a subdivision or portion thereof inside its boundaries that relates in any manner to the property to which this building permit application appertains. The term shall not include any covenant or restriction that has expired through lapse of time by its own terms without renewal, revival or extension. Additionally, the term shall not include any covenant or restriction to the extent, that it has expressly been declared invalid by final order of a court of competent national origin of persons who may enjoy the use of the property. **(If there are no deed restrictions, then the Affiant shall initial item (1) below; if there are deed restrictions then the Affiant must initial and complete item (2) below.)**

- (1) _____ I am personally familiar with the title to the real property to which this building permit application appertains, and I swear that this property is not encumbered by any deed restrictions.
(2) _____ I am personally familiar with the title to the real property to which this building application appertains, and I have personal knowledge that this real property is encumbered by deed restrictions, which provide in part as follows:
(3) _____ Nothing on the submitted plans will violate any deed restrictions.

Uses authorized: _____	Back/rear: _____
Setbacks: _____	Side Street: _____
Front: _____	Minimum/minimum house size: _____
Side/interior: _____	Number of structures authorized: _____
Minimum/maximum lot size: _____	
Number of stories authorized: _____	

Application – Affiant

SWORN TO AND SUBSCRIBED before me, the undersigned authority on this _____ day of _____, 20____, to certify witness my hand and seal of office.

Notary Public in and for the State of TEXAS



MEMORIAL VILLAGES WATER AUTHORITY
 8955 GAYLORD DRIVE, HOUSTON, TEXAS 77024-2903
 PH: 713-465-8318 Email: Info@MVWA.ORG FAX: 713-465-8387

APPLICATION FOR CONSTRUCTION PROJECT APPROVAL

(TYPE OR PRINT) Incomplete or illegible applications may be delayed in processing.

Date: _____

PROJECT LOCATION

APPLICANTS NAME: _____ ADDRESS: _____

RETURN ADDRESS: _____ CITY OF: Hedwig – Hunters Creek – Piney Point
 (If different than project address)

City, State, Zip: _____ SIGN: _____

(HM) _____ (Ofc) _____ (Cell) _____

THIS APPLICATION IS FOR: (check all that apply)

- Fence Construction (Submit plans)
- Driveway/sidewalk (Submit plans)
- Drainage Plan (Submit plans)
- Other - Describe: New Generator
 (Submit construction plans if applicable)

COMMENTS: _____

NOTE: ALL PLANS SHALL SHOW LOCATION OF EXITING WATER METER(S), SANITARY SEWER CLEANOUTS, MANHOLES, FIRE HYDRANTS, WATER VALVES and EASEMENTS.

DO NOT WRITE BELOW THIS LINE

DO NOT WRITE BELOW THIS LINE

MVWA ACTION TAKEN

APPROVED APPROVED as noted RE-SUBMIT as noted DENIED as noted

Fence Construction - _____

Driveway/sidewalk - _____

Drainage Plan - _____

Other - _____

Acknowledgement by Owner/Representative

MVWA Official

 Print Name, Initial & Date (at the time form is picked up)

Annette Arriaga

From: Perdue, Anne R <Anne.Perdue@centerpointenergy.com>
Sent: Monday, April 09, 2018 12:18 PM
To: Annette Arriaga
Cc: Holloway Jr, Rayford; Perdue, Anne R
Subject: ATS Approval Documentation
Attachments: ATS Approval.pdf

Hello Annette,

Attached you will find the process for customers to follow for ATS approvals. Or, they may follow the link below:
<https://www.centerpointenergy.com/en-us/residential/save-energy-money/electric-efficiency-programs/emergency-standby-generator?sa=HO>

It was a pleasure meeting with you, and I look forward to working with you.

Thank you,

Anne Perdue

Senior Service Consultant
Power Delivery Solutions
Spring Branch Service Center
3401 Brittmoore Rd
Houston, TX. 77043
Office: 713.945.4509

[Electric Service Standards](#) | [Transfer Switch Approvals](#)





Sign In / Register

Emergency Standby Generator Transfer Switch Approval Application

Emergency standby generators can provide you with an extra sense of security during hurricane season and when power outages occur. At CenterPoint Energy, we understand that an emergency standby generator can be a convenient source of power for your home or business. However, it is very important that an emergency standby generator be properly installed and used safely.

Emergency standby generators use a transfer switch (ATS) to disconnect from utility service in the event of an outage and to reconnect utility service once power is restored. For your safety and the safety of our employees, the ATS for all generator installations must be reviewed and approved by CenterPoint Energy prior to installation. This is to ensure the proper documentation is reviewed and that the proper service disconnection type is identified before the ATS is installed.

It is the customer's responsibility to submit a request for approval of the ATS to CenterPoint Energy. To apply, simply follow the steps below. If you are working with a generator dealer, licensed electrician or other licensed contractor for the generator installation, they can assist in obtaining the needed documentation for approval.

How to apply:

To apply for a generator installation in your home or place of business, please send your request with required documentation to: ATS.Approvals@centerpointenergy.com

The ATS mailbox is monitored Monday-Friday during normal business hours. When your request is received, a response is typically provided within approximately two business days.

Your request must include the following information:

- Electrician name and license number
- Electrical one-line diagram (Click here to view sample) that includes:
 - Meter
 - Generator
 - All load panels
 - ATS specifications
- Manufacturer and model and/or catalog number of the ATS and generator
- Customer name, address and email

Please note: If any of these required details are missing, your request may be rejected.

Once the ATS has been approved, you can proceed with the final stages of installing and connecting the generator to your home's electric service. Please follow the steps below to complete the installation.

Before the approved generator is installed:

1. Your electrician or installing contractor will ask the customer to request a temporary disconnect. To request the temporary disconnect call your retail electric provider or CenterPoint Energy.
2. If the incorrect request is received, CenterPoint Energy will require the customer to request a new transaction.
3. The electrician or installing contractor must wait until CenterPoint Energy has completed the temporary disconnect before beginning work.
4. The customer must request a reconnect after all work is complete by calling either your retail electric provider or CenterPoint Energy.

Please note: A permit is required in most of the CenterPoint Energy territory. The city and/or county where the property is located can advise if a permit is required.

The CenterPoint Energy Distribution Reliability group reserves the right to inspect any generator installation in the field and require corrections before approved for further use.

OWNER: _____ DATE: _____

ADDRESS: _____

LOAD ANALYSIS: OPTIONAL CALCULATION

1 NO. 1	LOAD DESCRIPTION	1 VOLT-AMPERES
_____	GENERAL LIGHTING	SQ. FT. X 3VA = _____ VA
_____	SMALL APPLIANCE CKTS: @ 1500 VA EA	= _____ VA
_____	LAUNDRY CKTS: @ 1500 VA EA	= _____ VA
_____	IRONING BOARD CKT: @ 1440 VA	= _____ VA
_____	DRYER: 240V, 5KW	= _____ VA
_____	RANGE: 240V, 11 KW	= _____ VA
_____	COOKTOP: 240V, 6.7 KW	= _____ VA
_____	DOUBLE OVEN: 240V, 10.2 KW	= _____ VA
_____	SINGLE OVEN: 240V, 7 KW	= _____ VA
_____	MICROWAVE: @ 1500 VA	= _____ VA
_____	DISPOSAL: 120V, 1176 VA	= _____ VA
_____	DISHWASHER: 120 V, 1500 VA	= _____ VA
_____	TRASH COMPACTOR: 120V, 864 VA	= _____ VA
_____	VENT HOOD: 120V, 480 VA	= _____ VA
_____	READY HOT: 120V, 1500 VA	= _____ VA
_____	WARMING DRAWER: 120V, 750 VA	= _____ VA
_____	ICEMAKER: 120V, 528 VA	= _____ VA
_____	REFRIG/FREEZER: 120V, 1320 VA	= _____ VA
_____	BAR REFRIG: 120V 528 VA	= _____ VA
_____	WHIRLPOOL: 120V, 1656 VA	= _____ VA
_____	CEILING FAN: 120V, 336 VA	= _____ VA
_____	VENT FAN: 120V, 96 VA	= _____ VA
_____	VENT FAN/LIGHT: 120V, 180 VA	= _____ VA
_____	VENT FAN/HEAT: 120V, 1540 VA	= _____ VA
_____	VENT FAN/HEAT/LIGHT: 120V, 1640 VA	= _____ VA
_____	ATTIC VENT FANS: 120V, 528 VA	= _____ VA
_____	GARAGE DOOR OPENERS: 120V, 864 VA	= _____ VA
_____	GATE OPENERS: 120V, 1176 VA	= _____ VA
_____	ELEVATOR: 240V, 4080 VA	= _____ VA
_____	DUMB-WAITER: 120V, 864 VA	= _____ VA
_____	OUTSIDE LTG CKTS. 20 A @ 1920VA/15A @ 1440VA	= _____ VA
_____	POOL MOTOR: HP, V, A	= _____ VA
_____	POOL MOTOR: HP, V, A	= _____ VA
_____	POOL MOTOR: HP, V, A	= _____ VA
_____	POOL LIGHTS: 120V, 500W @ 100W	= _____ VA

_____	WATER HEATER:	240V, 5.5 KW / 4.5 KW	=	_____	VA
_____	MISC:	_____	=	_____	VA
_____	MISC.	_____	=	_____	VA
		"OTHER LOAD" TOTAL	=	_____	VA
	"OTHER LOAD" DEMAND	<u>10,000</u> VA @ 100% (1)	=	<u>10,000</u>	VA
	REMAINDER OF LOAD	_____ VA @ 40% (2)	=	_____	VA
	ADD LINES (1) AND (2)	TOTAL DEMAND	=	_____	VA

ENVIRONMENTAL LOAD

HEATING: (OMIT IF SMALLER THAN AIR CONDITIONING LOAD)

_____	UNIT:	240V,	KW	@ 65%	=	_____	VA
_____	UNIT:	240V,	KW	@ 65%	=	_____	VA
_____	UNIT:	240V,	KW	@ 65%	=	_____	VA
_____	UNIT:	240V,	KW	@ 65%	=	_____	VA
_____	UNIT:	240V,	KW	@ 65%	=	_____	VA

AIR CONDITIONING:(OMIT IF SMALLER THAN HEATING LOAD)

_____	UNIT:	TON, 240V,	A @ 100%	=	_____	VA
_____	UNIT:	TON, 240V,	A @ 100%	=	_____	VA
_____	UNIT:	TON, 240V,	A @ 100%	=	_____	VA
_____	UNIT:	TON, 240V,	A @ 100%	=	_____	VA
_____	UNIT:	TON, 240V,	A @ 100%	=	_____	VA

AIR HANDLER MOTORS:

_____	MOTOR:	HP,	V,	A	=	_____	VA
_____	MOTOR:	HP,	V,	A	=	_____	VA
_____	MOTOR:	HP,	V,	A	=	_____	VA
_____	MOTOR:	HP,	V,	A	=	_____	VA
_____	MOTOR:	HP,	V,	A	=	_____	VA
				TOTAL VOLT - AMPERE LOAD	=	_____	VA

SERVICE AMPERE LOAD

I = _____ VA = _____ AMPERES
 240V



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 Phone: (713) 782-1757 / Fax: (713) 782-3178
 bldgofficial@pineypt.org

Important Contractor
Notification & Acknowledgement
NO WORK ON SUNDAYS

Sec. 10-1. - Time limitations on building activities.

(a) It shall be unlawful for any person to cause, permit or perform any construction, renovation, alteration, repair or demolition of any building or structure, or any excavation related thereto ("building activities"), within the city, except between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays, and between the hours of 8:00 a.m. and 6:00 p.m. on Saturdays. All building activities are strictly prohibited on Sundays and Holidays. Holidays shall include Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Years Day.

(b) The provisions of subsection (a) shall not apply to any construction, renovation, alteration, repair, demolition or related excavation which is conducted by a governmental entity, or for which a city permit is not required.

(c) The city building official is hereby authorized and directed to issue stop work orders as are necessary to assure compliance with the provisions of this section.

(d) Any person who shall violate any provision of this section shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as prescribed in section 1-11.

(Ord. No. [20.02.24.B](#), § 1, 2-24-20)

Cross reference— Environment, [ch. 26](#).

Sec. 10-6. - Penalty for violation of chapter.

Any person who shall violate or cause to be violated any provision of this chapter, including a provision of a code adopted by this chapter, or who shall fail to comply with any of the requirements of this chapter or any code adopted by this chapter, shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished as provided in [section 1-11](#) of the City Code. Each such person shall be deemed guilty of a separate offense for each violation and for each day during which any violation is committed or continued.

(Ord. No. [20.02.24.B](#), § 1, 2-24-20)

I have read all of the contractor work hours for the City of Piney Point Village and acknowledge the required work hours and violations. I am aware that no work shall be performed on Sundays for projects that are currently under construction.

Date: _____

Print Name of Applicant: _____

Signature of Applicant: _____

Project Address: _____

Project Type: _____



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7676 Woodway Dr, Suite 300
Houston, Texas 77063
Phone: (713) 782-1757 / Fax: (713) 782-3178
bldgofficial@pineypt.org

Builder Responsible for Construction Correspondence

Date: Permit Number:

Property Address:

Responsible Party

Name & Title: First Last Title (Ex: Superintendent)

Contact Phone Numbers: Cell Phone Home

E-Mail:

Alternate Contact

Name & Title: First Last Title (Ex: Superintendent)

Contact Phone Numbers: Cell Phone Home

E-Mail:

Estimated Build-Out Time:

If any of this information changes or you are no longer in charge of the property as indicated above, please contact the city to inform of the update and/or change. The City of Piney Point Village can contact the current owner of the property, for example the property owner, to discuss any construction activity while the building is still under a permit and all final inspections have not been finalized with the city. All contact information will be passed on to the city's Code Enforcement Department, 832-849-8446.

Annette R. Arriaga
Building Official



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

Tree Disposition Plan

Date: _____

Project Address: _____

SQ FT of Property: _____

Contractor Name: _____

Phone: _____ Fax: _____ E-Mail: _____

Owner: _____

Phone: _____ Fax: _____

The following items must be attached:

- Trees Removed YES _____ NO _____
- Tree Survey (signed by a Certified Forester)
 - Specie, Trees 3" > DBH
 - Narrative/Report on Trees
(i.e. removals, replacements, treatments)
- Proposed Site Plan

Project (Please circle one of the following)

Demolition New Single Family Dwelling Garage **Other: Generator**
 Pool Remodel/Addition Tree Removal

I hereby certify that I have completed the above information to the best of my ability. I understand that any information submitted in error will result in Tree Disposition Plans and Surveys being returned and an additional re-checking fee being assessed.

Signature: _____ Date _____

Name (Print): _____ Title _____

City Forester: _____ Date _____

NO OTHER TREE REMOVALS WITHOUT REVISED TDP AND CITY APPROVAL.

City Urban Forester – Cary Moran – (832) 952-1136 – cary@pineypt.org

ORDINANCE NO. 2016.10.24.D

AN ORDINANCE AMENDING CHAPTER 74 OF THE CODE OF ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, TEXAS, BY DELETING PARAGRAPH (4) OF SUBSECTION (a) OF SECTION 74-244 IN ITS ENTIRETY AND ADDING A NEW PARAGRAPH (4) OF SUBSECTION (a) TO SECTION 74-244, ESTABLISHING REGULATIONS FOR THE LOCATION OF GENERATORS; PROVIDING FOR OTHER MATTERS RELATED TO THE SUBJECT; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. That Paragraph (4) of Subsection (a) of Section 74-244, Chapter 74, Zoning, of the Code of Ordinances of the City of Piney Point Village, Texas, be deleted in its entirety and a new Paragraph (4) of Subsection (a) be added to Section 74-244 to provide as follows:

"Sec. 74-244. - Regulations.

- (a) *Accessory buildings and structures.* Except as provided immediately below, or specifically permitted otherwise in this chapter, no accessory building shall be erected in any yard as required by subsection (c).

* * *

- (4) *Generator.* The generator may only be located:
- a. On the ground;
 - b. No less than ten feet from the property line; and
 - c. At least five feet from the building.

No generator shall be located in front of the main structure. The generator must be screened from the public view by shrubbery and be fueled only by natural gas. Sound shielding and screening is subject to city approval design."

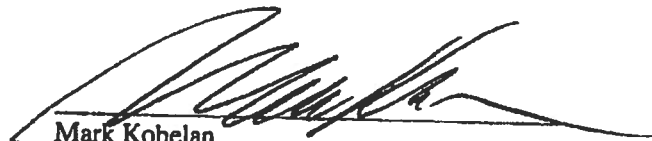
Section 2. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this chapter shall be deemed guilty of a

misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

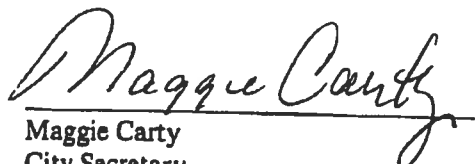
Section 3. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this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

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

PASSED, APPROVED, AND ADOPTED on first and final reading this 24th day of October 2016.


Mark Kobelan
Mayor

ATTEST:


Maggie Carty
City Secretary



Generator Job Card

Required Inspections	Procedure for Inspections
Generator Inspections	
1. Doc Box & Concrete Slab/ Pre-Fabricated Pad REQUIRED - FIRST INSPECTIONS	These inspection are performed together to ensure that there will be a place for your permits and inspection slips and to verify that the location of the generator pad conforms to the City's Ordinance.
Electrical Inspections	
2. Underground	
3. TCI	
4. Reconnect	
5. Final	An electrical final can be requested, once all the other electrical inspections have passed.
Plumbing Inspections	
6. Underground (Gas)	
7. Final (Gas)	A plumbing final can be requested once the underground (gas) inspection has passed.
Final Inspection	
8. Generator Final (Operative)	Once all the other inspections have passed, then can a generator final be scheduled. Generator Final Inspections are by appointment <u>only</u> . Generator must be perable and running. Contractor must be present.



New Building Codes

International Residential Code

- IRC 2018

International Fire Code

- IFC 2018

International Plumbing Code

- IPC 2018

International Mechanical Code

- IMC 2018

International Energy Code Council

- IECC 2018

National Electrical Code

- NFPA 70 2020

For All Code Information

Please go to www.municode.com



Go to:

Municode Library

Click on:

State of Texas

Go To:

Piney Point Village



TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Campaign Signs.

Agenda Item: H

Summary:

This item on campaign signs and decorum guidelines for election-related activities is included as a workshop item to further discuss the issue. In addition, it is to be included on the agenda as an action item.

Recommended Methods:

1. Clearly define the purpose of the sign regulations, prioritizing the preservation of community aesthetics and ensuring safety.
2. Define the different types of signage, including "campaign signs," and outline what is protected by law and what can and should be regulated to maintain community standards.
3. In order to ensure fairness and protect freedom of speech, it is important to establish an election sign placement plan that addresses regulations for both public and private properties.

Other Government Entity Policies:

1. **TXDOT:** The Texas Department of Transportation (TxDOT) prohibits placing political signs on state highway right of way without authorization. Unauthorized signs will be removed without prior notice, but TxDOT may contact campaign headquarters to request compliance before elections. TxDOT will notify the owner within three working days if a sign is removed and provide information on how to retrieve it.
2. **Public Schools:** It is generally illegal to place campaign signs on public property, including school property, in Texas. Schools are expected to remain neutral and not advocate for any candidate.

Policy Options:

1. Pass an ordinance that enforces that political signs include a notice similar to the State's requirement stating that placing the sign in the right of way is a violation of the law.
2. Enforce the proposed ordinance that prohibits the placement of political signs on rights of way without authorization, similar to TxDOT policy.

Note:

This item is included on the agenda as an action item, along with additional information and attachments, as requested.

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: WORKSHOP – Work Hours

Agenda Item: I

Summary:

Members of the council have requested a review of the Work Hours Ordinance.

Considerations:

1. **Piney Point Village:** The existing ordinance includes an emergency exception for work hours, but it is unclear who has the authority to approve it. In light of the recent storms, it may be beneficial to add an exception for natural disasters, allowing cleanup to take place after hours and on Sundays.
2. **Hunters Creek:** The HCV ordinance proposes that indoor construction work be allowed until 9:00 p.m. on permitted days, as long as the work is conducted within an enclosed structure and is not visible or audible from neighboring properties. This provision could significantly benefit finishing trades in residential construction projects and expedite their completion.

Attachments:

Regarding the Work Hour Ordinance – Margeret

Margaret's Thoughts for COPPV Work Hours Ordinance

- Hunters Creek has an interesting ordinance I think we should consider. "On days on which construction work is permitted indoor work may continue until 9:00 p.m. provided that all such work is conducted in an enclosed structure, and is not visible or audible from surrounding properties." This would really assist finishing trades on residential construction projects and hopefully get these projects completed more quickly.
- COPPV currently has an emergency exception to work hours, but it is vague as to who authorizes. And given the last two storms, we may want to include an exception for natural disasters so cleanup can happen after hours and on Sundays

PROPOSED CHANGES TO EXISTING ORDINANCES CONTAINING WORK HOURS PROVISIONS

Sec. 10-1. Time limitations on building activities.

- (a) It shall be unlawful for any person to cause, permit or perform any construction, renovation, alteration, repair or demolition of any building or structure, or any excavation related thereto ("building activities"), within the city, except between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays, and between the hours of 8:00 a.m. and 6:00 p.m. on Saturdays. All building activities are strictly prohibited on Sundays and Holidays. Holidays shall include Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Years Day.
- (b) The provisions of subsection (a) shall not apply to any construction, renovation, alteration, repair, demolition or related excavation which is conducted by a governmental entity, or for which a city permit is not required.
- (c) The provisions of subsection (a) shall not apply where the city building official has approved extended hours up to 9:00pm on days on which construction work is permitted for a specific construction site, for the purpose of conducting work only inside a completely enclosed structure, and that is not visible or audible from surrounding properties.
- (d) The provisions of subsection (a) shall not apply where the city administrator has authorized emergency work necessary to prevent a risk of injury to persons or immediate damage to property, or to provide for the immediate cleanup and repairs of property after a declared natural disaster.
- (c) The city building official is hereby authorized and directed to issue stop work orders as are necessary to assure compliance with the provisions of this section.
- (d) Any person who shall violate any provision of this section shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as prescribed in section 1-11.

Sec. 26-3. Restrictions for certain noise producing activities.

- (a) *Nuisance level noises prohibited generally.* In view of the residential character of the city, any noise that is unreasonably loud, annoying, or disturbing to persons of ordinary sensibilities, at the time and place the noise is being generated, is defined to be a nuisance and is prohibited.
- (b) *The production of nuisance level noises defined as an offense.* Any person who produces or permits the production of nuisance level noise in the city shall be guilty of an offense.

- (c) *Exceptions.* It is recognized that certain noise producing activities are normal and not out of place in a residential area if the activities producing those noises are conducted in a reasonable manner and at a reasonable time. Accordingly, noises emanating from the following activities are not nuisance level noises within the meaning of this ordinance, if the activities are conducted at a reasonable time and in a reasonable manner:
- (1) Construction, grading, repair, remodeling or maintenance activities during hours when such activities are permitted in accordance with this Code;
 - (2) The operation of safety signals, warning devices, emergency pressure relief valves, water wells, and sewer lift stations;
 - (3) Occasional private outdoor gatherings and public events, provided that the volume of any music or mechanical sound amplification equipment is controlled so as to avoid unduly disturbing the occupants of neighboring residential properties;
 - (4) The operation of standard air conditioning, refrigeration systems, swimming pool equipment, or similar mechanical systems customarily found in single-family residential structures, provided that the equipment is kept in reasonable repair and operated in accordance with the manufacturer's recommendations;
 - (5) Repair and maintenance activities of any public entity or utility, provided that reasonable steps are taken to mitigate the effects of excessive noise;
 - (6) The operation of standby electric generators during time periods where normal electric service is unavailable, in compliance with the requirements of section 26-2.
- (d) *Restrictions.* In order to preserve the residential character of the city and to provide hours during which the city's residents can rest free from unnecessary and offensive noise levels, the following activities may be performed only during the allowable hours provided below:
- (1) The use of lawn mowers, edging machines, leaf blowers, chain saws, or any other gasoline, diesel, or electric powered lawn care or landscaping equipment;
 - (2) The use of power washers, air compressors, or any other gasoline, diesel, or electric powered equipment for home maintenance purposes.
- (e) *Allowable hours.* The work hours during which the activities listed in (a) above are allowed are:
- (1) Between 7:00 a.m. and 7:00 p.m. on weekdays;
 - (2) Between 8:00 a.m. and 6:00 p.m. on Saturdays;
 - (3) No work is permitted on Sundays or on holidays on which the city's offices are closed.
- (f) *Exceptions.* The following exceptions apply:
- (1) The restrictions on allowable hours do not apply when the activities are performed by the owner of occupant of the residence where the activities are being performed;
 - (2) The restrictions on allowable hours do not apply in the case of an emergency where the city administrator has authorized work use of powered equipment is necessary to prevent a risk of injury to persons, ~~or~~ immediate damage to property, or to provide for the immediate cleanup and repairs of property after a declared natural disaster;
 - (3) On days on which construction work is permitted, indoor work may continue until 9:00 p.m. provided that all the city building official has approved the extended hours for the specific construction site, the work is conducted in a completely enclosed structure, and is not visible or audible from surrounding properties;
 - (3) The restrictions on allowable hours do not apply to construction activities governed by chapter 10 of this Code.

(Ord. No. 2015.08.24 , § 1, 11-23-15)

Sec. 56-3. Construction standards.

- (a) *Advance notice required.* The city administrator shall be notified 24 hours in advance that construction is ready to proceed by either the right-of-way user, their contractor or representative, including the name, address, and phone numbers of the contractor performing the actual construction, and the name and telephone number of the individual who will be available at all times during construction. Failure to provide the above information will result in the suspension of the permit until the required information is received.
- (b) *Conformance to other laws.* All construction shall be in conformance with all city codes and applicable local, state, and federal laws.
- (c) *Erosion control.* Erosion control measures (*i.e.*, silt fence) and advance warning signs, markers, cones, and barricades must be in place before work begins. Permit holder may be required to show proof of EPA approved plans relating to storm water and erosion when applicable or a letter stating such plans are not required. User shall comply with city, state, and federal guidelines regulating storm water management erosion control. Requirements shall include, but not be limited to, silt fencing around any excavation that will be left overnight, silt fencing in erosion areas until reasonable vegetation is established, barricade fencing around open holes, and high erosion areas will require wire backed silt fencing, or straw bales, as appropriate.
- (d) *Lane closures.* Lane closures on collectors and thoroughfares, as identified by the city's thoroughfare plan, is limited to after 8:30 a.m. and before 4:00 p.m. unless the city administrator grants prior approval. Arrow boards will be required on lane closures, with all barricades, advanced warning signs and 36-inch reflector cones placed according to the specifications of the city administrator.
- (e) *Workmanship.* Users are responsible for the workmanship and any damages caused by a contractor or subcontractor. A responsible representative of the permit holder will be available to city administrator at all times during construction.
- (f) *Notice of damage.* All users shall notify the city administrator immediately of any damage to other utilities, either city or privately owned.
- (g) *Prior approval required for street or sidewalk cut.* Except in the event of an emergency, prior approval must be obtained from the city administrator when a street or sidewalk cut is required and all requirements of the city shall be followed. Repair of all street and sidewalk removals shall be made promptly to avoid safety hazards to vehicle and pedestrian traffic.
- (h) *Interference prohibited.* Newly installed structures shall not interfere with facilities or structures of other users, in particular gravity dependent facilities.
- (i) *Depth.* Structures shall be installed at a minimum of two feet depth, unless approved by the city administrator or as otherwise provided by this Chapter.
- (j) *Working hours.* Except in the event of an emergency, working hours in the rights-of-way are 7:00 a.m. to 7:00 p.m., Monday through Friday and from 8:00 a.m. to 6:00 p.m. Saturday. Except in the event of an emergency [situation authorized by the city administrator](#), any work performed on Sunday is prohibited. Directional boring is permitted only Monday through Friday.

(Ord. No. 2017.08.28 , § 1, 8-30-17)

TO: City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action on approval of the Council Meeting Minutes.

Agenda Item: 1

Informational Summary

The following is the draft of minutes from the special council meeting held on July 29, 2024. The practice of approving minutes at the following meeting allows for corrections while events are recent, formalizes them as the official record in a timely manner, supports legal compliance and accountability, and aligns with principles of effective meeting management and governance.

Recommendation

Staff recommends approving minutes from the council meeting on July 29, 2024.

MINUTES OF A CITY OF PINEY POINT VILLAGE SPECIAL COUNCIL MEETING ON MONDAY, JULY 29, 2024, AT 6:00 P.M. LOCATED AT 325 PINEY POINT RD., PINEY POINT VILLAGE, TEXAS.

Councilmembers Present: Aliza Dutt, Margaret Rohde, Dale Dodds, Joel Bender, and Jonathan Curth.

Councilmembers Absent: Michael Herminghaus.

City Representatives Present: Bobby Pennington, City Administrator; Loren Smith, Acting City Attorney; Jim Huguenard, Police Commissioner; Ray Shultz, Police Chief; Henry Kollenberg, Fire Commissioner; Howard Miller, Fire Chief; Joe Moore, City Engineer. Michelle Yi, Finance Director; Annette Arriaga, Building Services Director.

Call To Order

- At 6:00 p.m., Mayor Dutt declared a quorum and called the meeting to order.

Pledge of Allegiance

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

Citizens Wishing to Address Council

- Mr. Beebe's legal representative addressed the council, requesting that the city consider options for improving utility lines to handle periodic storms.
- Mrs. Freeman spoke about unpermitted construction activity.
- There were no other requests.

Budget Workshop

➔ ***Item #1 was moved to the end of the agenda.***

New Business

2. Consideration and possible action on approval of the Council Meeting Minutes held on June 24, 2024.

- Minor corrections and adjustments were made to the draft minutes, plus further clarification on Item 10, that only engineering services for the Chuckanut project were approved.
- Councilmember Dodds moved to approve the Council Meeting Minutes for the meeting held on June 24, 2024, as presented with the inclusion of the date correction. Bender seconded the motion.

AYES: Dodds, Bender, Rohde and Curth.

NAYS: None.

- The motion carried.

3. Consideration and possible action on the Memorial Villages Police Department, including the update on activities and E-Bicycles (ORD 2024.07).

- In June, the MVPD responded to and handled 2,028 calls and incidents for Piney Point Village alone. Additionally, 1,650 house watch checks were conducted, and 391 citations, with 166 as warnings, were issued during this period.
- The council discussed the E-Bike Ordinance, focusing on the use of e-bikes on sidewalks versus on the roadway. One option discussed was sending a mailer and notification to the schools regarding the proposed ordinance, including key points to reach a wide audience. However, Police Chief Shultz and Police Commissioner Huguenard explained that ample warnings and educational notices would be provided at the time of an offense.
- Councilmember Dodds moved to approve the E-Bicycle Ordinance as presented. Councilmember Rohde seconded the motion.

AYES: Dodds, Bender, and Rohde.

NAYS: Curth.

- The motion passes, 3-1.
- The council clarified that the city would notify residents, schools, and churches about the new ordinance.

- No further action was taken.
- 4. Consideration and possible action on the Village Fire Department, including an update on activities, financials, and agendas/minutes.**
- For the month, the VFD responded to 166 calls, 29 of which were in Piney Point Village, with an average response time of 4:42.
 - Commissioner Kollenberg updated the council on a change in the administrative staff and drafted financial policies.
 - No further action was taken.
- 5. Consideration and possible action on a scheduled update from SBISD regarding the Specific Use Permit Request for extended hours at Memorial Drive Elementary School, as required by Ordinance 05.2024-D.**
- Travis Stanford addressed the council regarding construction activity and the necessity of extended hours. He explained that the rains had caused a delay but provided details on the scheduled completion of inspections to ensure that the school opens on time as expected. They are requesting the full time be provided in the amended SUP and asked for additional time, including Sundays. School starts on August 15; teachers arrive on August 1.
 - The council, staff, and MDE representatives discussed key items that need to be finalized for a Temporary Certificate of Occupancy.
 - Councilmember Curth moved to extend the hours for interior and exterior work at Memorial Drive Elementary School from 8 a.m. to 10 p.m. on Sunday, August 4th, and 11th. Councilmember Dodds seconded the motion.
AYES: Dodds and Curth
NAYS: Bender, Rohde, and Dutt.
 - The motion fails 2-3, and Ordinance 05.2024-D stands unamended.
 - MDE plans to present a final report to the Council at the regular September meeting. The council has delegated the TCO requirements to the city administration by consensus. No further action was taken.
- 6. Consideration and possible action regarding the Mayor's Monthly Report, including Hurricane Beryl, the Generator Permit Process, and the Tree Trimming and Outreach Program.**
- The mayor provided information and a summary on Hurricane Beryl, the Generator Permit Process, and the Tree Trimming and Outreach Program.
 - The council members discussed storm preparedness and the equipment available to manage future storms.
 - No action was taken.
- 7. Consideration and possible action regarding the City Administrator's Monthly Report, including Financial Related Items.**
- Councilmember Bender moved to approve the Quarterly Investment Report for the period ending June 2024. Councilmember Dodds seconded the motion.
AYES: Dodds, Bender, Rohde and Curth.
NAYS: None.
 - The motion carried.
 - Councilmember Bender moved to approve the disbursements of On Par Civil Services LLC at \$55,246.50, Tyler Technologies at \$15,674.88, and Tree Service Design at \$15,090. Councilmember Dodds seconded the motion.
AYES: Dodds, Bender, Rohde and Curth.
NAYS: None.
 - The motion carried.
- 8. Consideration and possible action on waiving specific permit fees related to storm damage occurring on May 16, 2024, and July 8, 2024.**

- The building official clarified the types of permits and stated that no permits will be issued. Residents may replace existing fences or materials with similar materials and to existing standards. Any non-conforming work outside of the replacement will be enforced. A member of the council requested that we put this information on the website.
- Councilmember Bender moved to authorize the City Administrator to take all actions necessary to approve and ratify waivers related to storm damage from May 16, 2024, Derecho and July 8, 2024, Hurricane until December 31, 2024. Councilmember Rohde seconded the motion.

AYES: Dodds, Bender, Rohde and Curth.

NAYS: None.

- The motion carried.

9. Consideration and possible action on the date, time, and location for the budget hearing on the fiscal year 2025 budget.

- Councilmember Bender moved to authorize action on the date, time, and location for the budget hearing on the fiscal year 2025 budget, as presented. Councilmember Rohde seconded the motion.

AYES: Dodds, Bender, Rohde and Curth.

NAYS: None.

- The motion carried.

10. Consideration and possible action as a record vote of the Council on the date, time, and location for the tax hearing on the 2024 tax rate.

- The council reached a consensus and requested the publication of the tax rate and tax hearing for financial transparency, even though it is not required according to the TNT calculation. No formal action was required to proceed.

11. Discuss an ordinance proposal updating construction fence screening under Chapter 10, Buildings and Building Regulations.

- The council requested that the city administration have Planning and Zoning review this proposed requirement.
- No further action was taken.

12. Consideration and possible action on a resolution (RES 2024.07-B) to define decorum guidelines for election-related activities within Piney Point Village.

- The council discussed the proposed guidelines, freedom of speech, what is prohibited, and the level of limitations.
- The item is to be included in a future agenda, considering the discussed elements for potential action.

13. Consideration and possible action on a Certificate of Acceptance 96-inch CMP Replacement Project by AR Turnkee Construction Company, Inc.

- Councilmember Bender moved to approve and issue the Certificate of Acceptance for the 96-inch CMP Replacement Project by AR Turnkee Construction Company, Inc. Councilmember Dodds seconded the motion.

AYES: Dodds, Bender, Rohde and Curth.

NAYS: None.

- The motion carried.

14. Consideration and possible action on quotes received for North Country Squire concrete point repairs.

- HDR has identified panels that are good candidates for replacement and quotes received for the replacements.
- Councilmember Dodds moved to approve the quote from On Par at \$55,150 related to North Country Squire concrete point repairs. Councilmember Bender seconded the motion.

AYES: Dodds, Bender, Rohde and Curth.

NAYS: None.

- The motion carried.

15. Consideration and possible action on quotes received for signage and bollard installations at five T-Intersections in the City.

- HDR provided quotes and exhibits of the proposed intersections chosen for improvement: Hedwig at Greenbay, Hedwig at Beinhorn, Echo at Taylorcrest, Blalock at Taylorcrest, and Taylorcrest at Piney Point.
- Councilmember Dodds moved to approve the quote of \$10,865.57 from A-1 Construction Services for T-intersection improvements, and Councilmember Bender seconded the motion.

AYES: Dodds, Bender, Rohde and Curth.

NAYS: None.

- The motion carried.

16. Consideration and possible action on the Engineer's Report.

- The report incorporates the rainfall data acquired from the gauge located at Buffalo Bayou & San Felipe to evaluate the recent improvements in drainage systems. There were no reports of flooding in homes.
- HDR is ready to advertise the project for bidding and has coordinated advertising and bidding for the 2023 Paving Improvement Project.
- HDR has proposed enhancements between 14 and 15 Windermere that are independent of the Houston easement and outfall work, all at a more favorable cost.

17. Discuss and consider possible action on future agenda items, meeting dates, and similar matters.

- The council is requesting the inclusion of the following topics for an upcoming meeting or workshop: light ordinance, park ordinance, cell nodes, utility line improvements, election signs, and disaster recovery.
- Additionally, upcoming meetings are as follows: Engineering Meeting - Wednesday, August 14, 2024; Regular Council Meeting - Monday, August 26, 2024; City Holiday – Monday, September 2, 2024.

Executive Session

18. Section 551.071- Consultation with City Attorney.

- A closed executive meeting was held at 8:45 pm in accordance with Chapter 551, Texas Government Code, under the authority of Section 551.071 for consultation with the City Attorney.
- The council reconvened into an open meeting at 8:52 pm.

19. Consideration and possible action on items discussed in the Executive Session.

- No action was taken on the item(s) discussed in the executive session.

Budget Workshop

1. FY25 Budget Workshop #1.

- A budget presentation was provided on the proposed fiscal year budget. The staff is to incorporate options and recommendations provided by the council.

Adjournment

- Councilmember Bender made a motion for adjournment, seconded by Councilmember Dodds.
- Mayor Dutt adjourned the meeting at 9:28 p.m.

PASSED AND APPROVED this 29th day of July 2024.

Aliza Dutt
Mayor

Robert Pennington
City Administrator / City Secretary

TO: City Council

VIA: R. Schultz, Police Chief

DATE: August 26, 2024

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

Agenda Item: 2

This agenda item concerns the MVPD department's monthly report, which includes call volume, traffic stops, citations, and other public safety incidents. The attached report contains all the details.

This item also covers the review of Hurricane Beryl by MVPD.

Action:

(1) No action anticipated.

Attachments:

- MVPD Monthly Report.
- Hurricane Beryl review is to be presented at the meeting.



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

Raymond Schultz
Chief of Police

August 12, 2024

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: July 2024 Monthly Report

During the month of July, MVPD responded/handled a total of 10,509 calls/incidents. 8,911 House Watch checks were conducted. 562 traffic stops were initiated with 552 citations being issued for 922 violations. (Note: 19 Assists in Hedwig, 118 in Houston, 3 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	3503/14666	3100/11795	2	195/135/330	9@3:41
Piney Point:	3114/11487	2623/8562	2	182/139/321	13@4:16
Hunters Creek:	3725/16791	3188/13117	6	195/102/297	24@4:52
				Cites/Warn/Total	46@4:29

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	254	Ord. Violations:	14	Speeding:	129
Animal Calls:	27	Information:	4	Exp. Registration	186
ALPR Hits:	24	Suspicious Situations	90	Ins	123
Assist Fire:	146	Loud Party	4	No License	98
Assist EMS:	36	Welfare Checks:	29	Red Light	24
Accidents:	10			Fake Plate	12

*This month the department generated a total of 53 police reports.
 BH-13, PP-16, HC-24, HOU-0, HED-0, SV-0*

Crimes Against of Persons (0)

Assault (DV) 0

Crimes Against Property (10)

Attempted Burglary of a Building	1	Burglary of a Motor Vehicle	2
Theft (Felony)	1	Identity Theft/Fraud	2
Theft (Misdemeanor)	3	Auto Theft	1

Petty/Quality of Life Crimes/Events (43)

ALPR Hits (valid)	5	Weapons Charge	1
Accidents	10	PCS (Drugs)	1
Warrants	7	Misc	18
DWI	1		

Arrest Summary: Individuals Arrested (10)

Warrants	7	Felony	1
Class 3 Arrests	1	DWI	1

Budget YTD:	Expense	Budget	%
• Personnel Expense:	3,385,729	6,466,610	52.4%
• Operating Expense:	790,559	1,110,490	71.1%
• Total M&O Expenditures:	4,176,288	7,577,100	55.1%
• Capital Expenses:	401,877	289,700	138.7%
• Net Expenses:	4,578,165	7,866,800	58.0%

Follow-up on Previous Month Items/Requests from Commission

- An after-action report was created or hurricane Beryl.
- The MVPD finance manager initiated the FEMA/State Emergency assistance process for hurricane Beryl.
- TML reimbursed the department for the cost of the new generator switch and the cost of installation. The failure was linked to the recent Derecho storm event.

Personnel Changes/Issues/Updates

- Officer Shaneca Hamilton completed all hiring requirements and will start August 5, 2025. Officer Hamilton comes from the West University Police Department with 10 years of experience.

Major/Significant Events

- On July 8th, 2024, the area was hit by hurricane Beryl. The department had instituted pre-storm deployment operations and was fully staffed as the storm hit the area. Alpha/Bravo staffing allowed personnel to quickly address downed trees and powerlines. Personnel were required to remain at the MVPD for the first 96 hours of the storm.

Status Update on Major Projects

- All of the AXON in-car video system and equipment was upgraded to Fleet-3 cameras. This was a scheduled change-out of equipment based on our contract.
- The Flock Condor cameras were installed at the intersections of Gessner and Memorial and Voss and Memorial. We are currently awaiting approval from the State of Texas for licensing on the electrical contractor before the cameras go live.

Community Projects

- The new e-bike ordinances were passed by all 3 villages with the last one occurring on 7/29/24. The community education brochure is being finalized. Community outreach and communications on the new ordinance has already started with a v-linc on 8/2/24.
- Officer Vasquez has been meeting with school administrators from all of our schools in preparation of the 2024/25 school year. Facility maps and floor plans are being obtained and added to our master file lists. They will be incorporated and included on vehicle and dispatch CAD computers.
- Commander Baker has completed the “Back to School” operations plan, including temporary school drop-off procedures for Memorial Drive Elementary School as students will return this semester. Officers will be present at all public schools for the first 2 weeks.

V-LINC new registrations in July +63

BH – 1721(+22)
 PP – 1196 (+17)
 HC – 1699 (+21)
 Out of Area – 632 (+3)

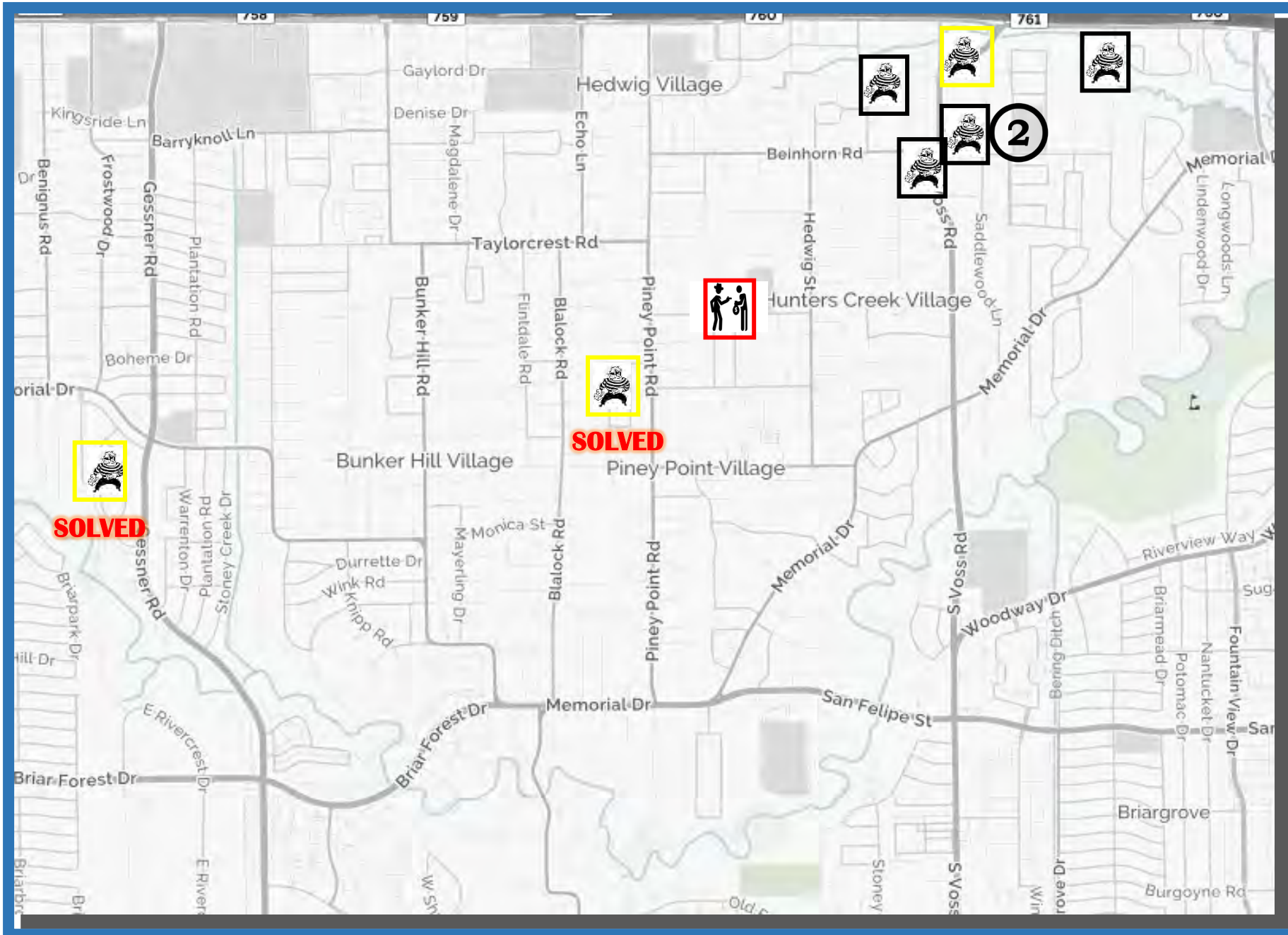
2022 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
ALSALMANI, ALI	42:52:14	21:30:58	37:06:28	39:40:38	29:11:47	21:19:14	66:29:03							38
BAKER, BRIAN C	* 1:42:24	0:00:00	0:35:27	0:00:00	5:28:23	0:00:00	1:31:44							
BALDWIN, BRIAN	18:24:30	18:59:44	28:33:24	12:32:18	25:18:28	17:32:21	9:47:27							
BIEHUNKO, JOHN	29:52:43	23:36:19	16:45:56	2:46:50	31:48:33	14:03:45	22:40:53						1	11
BOGGUS, LARRY	* 17:35:09	2:23:10	2:22:51	2:00:05	8:46:03	2:13:55	6:45:02							
BURLESON, Jason	15:26:34	17:28:59	23:36:15	18:09:57	23:03:35	21:06:52	31:46:03						2	27
BYRD, Rachied	16:41:02	19:39:50	28:19:05	18:59:35	34:27:36	21:25:30	29:07:09						2	32
CANALES, RALPH EDWARD	11:43:19	21:55:59	12:07:49	24:49:15	27:18:18	14:37:47	51:22:08						4	10
CERNY, BLAIR C.	* 8:13:37	4:59:13	6:27:38	1:32:05	11:11:53	0:32:05	1:05:41							
ECKERFIELD, Dillion	28:07:09	19:02:55	24:52:06	21:17:02	32:47:20	29:22:43	25:33:09							20
GONZALEZ, Jose	25:11:16	38:38:30	42:44:53	28:18:25	33:35:21	32:48:15	17:49:19						1	31
HARWOOD, NICHOLAS	23:18:34	3:07:14	17:43:56	28:44:11	23:39:26	21:24:06	16:03:19						5	4
JARVIS, RICHARD	38:50:40	18:16:56	20:10:21	23:20:37	20:00:23	15:05:02	18:13:30						4	15
JOHNSON, JOHN	23:33:58	25:28:12	17:06:23	26:43:12	18:18:53	25:55:58	25:24:29						2	35
JONES, ERIC	* 0:38:31	0:20:04	0:00:00	0:44:28	3:35:26	0:00:00	0:00:00							
KING, JEREMY	25:19:16	3:26:38	8:51:33	15:09:40	14:54:54	9:42:39	16:42:36						1	22
KUKOWSKI, Andy	17:46:52	28:55:17	26:00:53	27:31:26	36:18:46	36:09:41	10:34:58						5	25
MCELVANY, ROBERT	9:50:58	13:31:08	15:27:23	12:42:36	24:15:26	10:58:33	25:01:41							29
ORTEGA, Yesenia	17:06:45	16:36:54	25:13:15	22:16:07	28:41:06	4:19:29	33:36:24						1	26
OWENS, LANE	* 0:00:00	0:00:00	0:00:00	0:00:04	0:43:27	0:00:00	0:00:00							
PAVLOCK, JAMES ADAM	18:45:35	13:47:20	4:25:06	7:20:01	13:50:46	4:19:29	7:03:46						2	29
RODRIGUEZ, CHRISTOPHER	* 10:18:14	7:50:54	8:54:16	4:38:53	5:10:26	0:00:00	13:27:54							
RODRIGUEZ, JOSE	19:14:42	9:18:19	35:52:06	24:27:30	18:17:11	39:53:26	52:18:10						3	34
RODRIGUEZ, REGGIE	21:17:14	16:39:22	21:01:10	25:15:09	19:00:03	20:16:46	20:20:36						6	26
SALAZAR, Efrain	* 5:05:08	9:09:05	19:39:29	9:20:02	18:09:37	6:09:20	19:55:03						1	10
SCHULTZ, RAYMOND	* 0:47:13	0:35:00	0:10:09	1:27:19	8:32:27	0:10:32	1:06:28							
SILLIMAN, ERIC	22:54:37	17:51:55	13:37:07	34:21:51	19:46:38	17:36:23	22:30:09						3	35
SPRINKLE, MICHAEL	10:04:21	9:13:16	15:52:47	9:22:48	12:47:28	12:51:53	5:28:49						1	17
TAYLOR, CRAIG	11:35:43	19:13:52	14:00:25	24:44:23	23:44:56	23:56:03	18:44:46							22
VALDEZ, JUAN	20:53:02	25:56:16	30:29:02	18:24:20	17:19:05	11:47:16	20:10:18						4	22
VASQUEZ, MONICA	* 6:06:52	4:05:50	4:45:31	0:31:31	14:59:43	3:03:36	6:41:18							
WHITE, TERRY	16:04:09	18:55:51	33:33:09	25:22:46	23:51:43	18:24:40	25:57:42						5	38
* = Admin												Total	53	558

Dispatch Committed Time	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
911 Phone Calls	237	243	276	305	488	344	385					
3700 Phone Calls	2489	2291	2385	2429	2297*	2048	3396					
DP General Phone Calls*	78:37:52	57:41:47	60:05:17	52:21:09	41:50:20*	53:21:16	88:20:36					
Radio Transmissions	9871	9754	10382	10946	9991*	9189	10004					

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

* 4 days of data missing due to equip failure.






2024 Burglary Map

Address	Alarm	POE
467 Jan Kelly	No	Open Garage
250 Tamerlaine	No	Rear Door Kick
8 Voss Park	No	R Door
900 Brogden	No	Shed
10802 Beinhorn	No	Open Door
736 Voss	No	Door Kick
736 Voss	No	Door Pry
8525 Katy	Yes	Smash&Grab

2024 Robberies

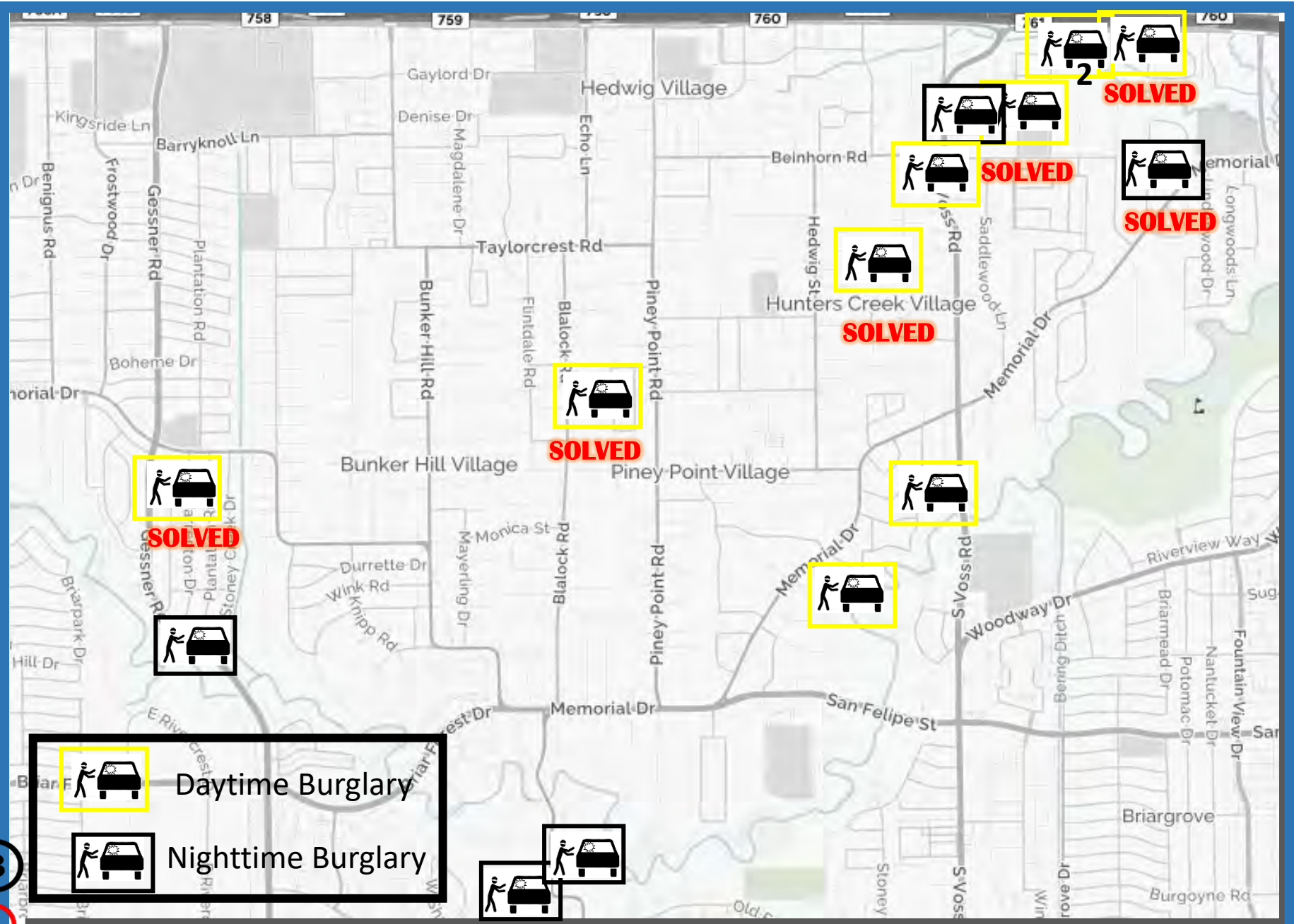
Address	MO
1 Smithdale Estates	Implied

-  Daytime Burglary
-  Nighttime Burglary
-  Robbery



7/31/24

2024 Auto Burglary Map



Address	POE
<u>8333 Katy Fwy</u>	Win
8525 Katy Fwy	UNL*
<u>10614 Gawain</u>	Win
10611 Twelve Oaks	UNL
11615 Starwood	UNL
<u>10710 Marsha</u>	Win
11321 Green Vale	UNL
2102 S. Piney Point	UNL
750 W. Creekside	UNL
29 Windemere	UNL
7 Hunters Ridge	UNL
218 Tamerlaine	UNL
<u>8400 Hunters Creek Drive</u>	UNL
<u>114 Willowend</u>	Win
10700 Marsha	UNK

3



Lock/Win Punch



Blue Entry = Actual
Location Unknown
Underlined Contractor

SOLVED

7/31/24

MVPD – VFD Monthly Response Times Report

July 2024

911/Emergency Designated Calls - EMS and Fire

Total	29@4:45
Bunker Hill	6@3:34
Piney Point	8@5:03
Hunters Creek	15@5:02

EMS Only

Total	14@4:41
Bunker Hill	2@3:39
Piney Point	5@5:34
Hunters Creek	7@4:44

Fire Only

Total	15@4:48
Bunker Hill	4@3:31
Piney Point	3@5:07
Hunters Creek	8@5:19

Radio Calls – Fire Assist

Total	61@4:38
Bunker Hill	12@5:01
Piney Point	23@4:29
Hunters Creek	26@4:36

Radio Calls – EMS Assist

Total	9@7:00
Bunker Hill	1@4:07
Piney Point	6@7:21
Hunters Creek	2@7:22



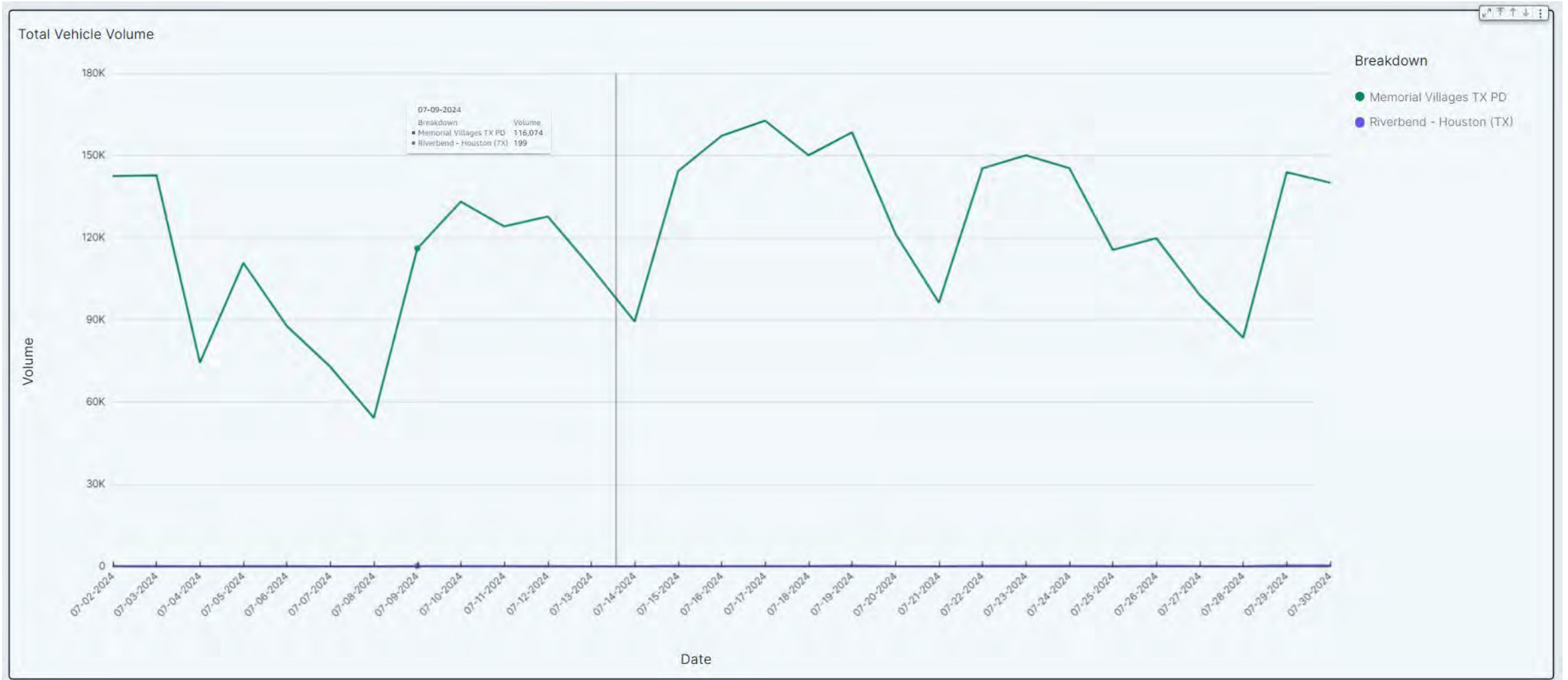
July 2024 ALPR REPORT



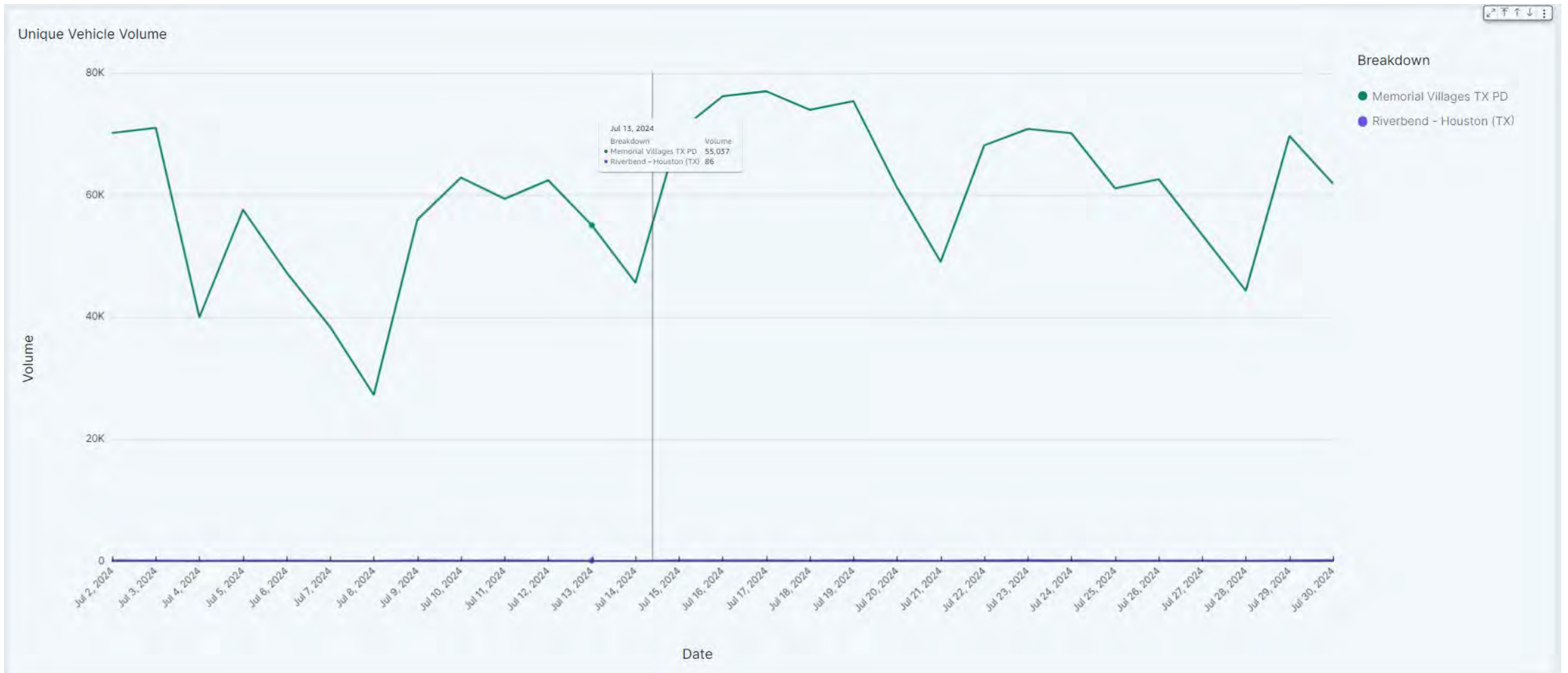
Total Plate Reads, Incl's multiple reads of same plate
Number of Unique Plates Read – Total without repeats
Number of Hits/Alerts - All 14 possible categories
Number of Hits/Alerts of the 6 monitored categories
Number of Sex Offender Hits (not monitored live)
Summary Report
Total Hits-Reads/total vehicles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

2024 ALPR Data Report

Total Reads 3,523,561



Total Unique Reads 741,626



All Categories

Date Range @ -
 Time Granularity
 Cameras
 Networks @

Source Type
 Alert Sources
 Alert Topics
 Breakdown
 Display as @

Total Hotlist Alerts

1,169

Official Hotlist Alerts

159

Your Custom Hotlist Alerts

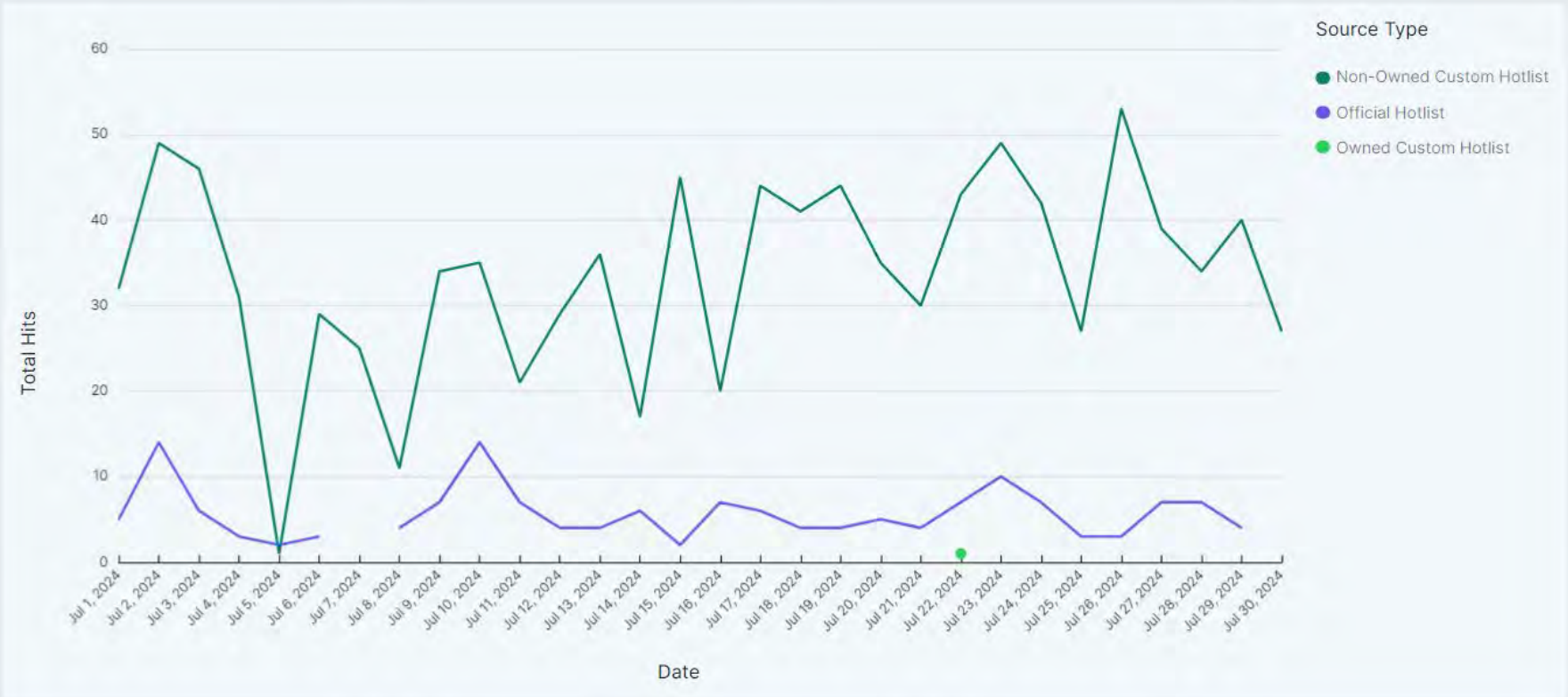
1

Other Custom Hotlist Alerts on Your Networks

1,009

Total Alerts by Topic

Topic	Alerts
Non Owned Custom Hotlist Alert	1,009
Sex Offender	37
Protection Order	36
Gang or Suspected Terrorist	26
Stolen Plate	25
Stolen Vehicle	23
Warrants	12
Custom Hotlist Alert	1



Top 6 Categories

Date Range: 2024/07/01 - 2024/08/01 | Time Granularity: Day | Cameras: All | Networks: Memorial Villages TX PD, Riverbend - Houston (TX)

Source Type: All | Alert Sources: All | Alert Topics: Custom Hotlist Alert, Gang or Suspected Terrorist, Stolen ... | Breakdown: Source Type | Display as: Line Chart

Total Hotlist Alerts

111

Official Hotlist Alerts

110

Your Custom Hotlist Alerts

1

Other Custom Hotlist Alerts on Your Networks

No data

Total Alerts by Topic

Topic	Alerts
Protection Order	36
Gang or Suspected Terrorist	26
Stolen Plate	25
Stolen Vehicle	23
Custom Hotlist Alert	1

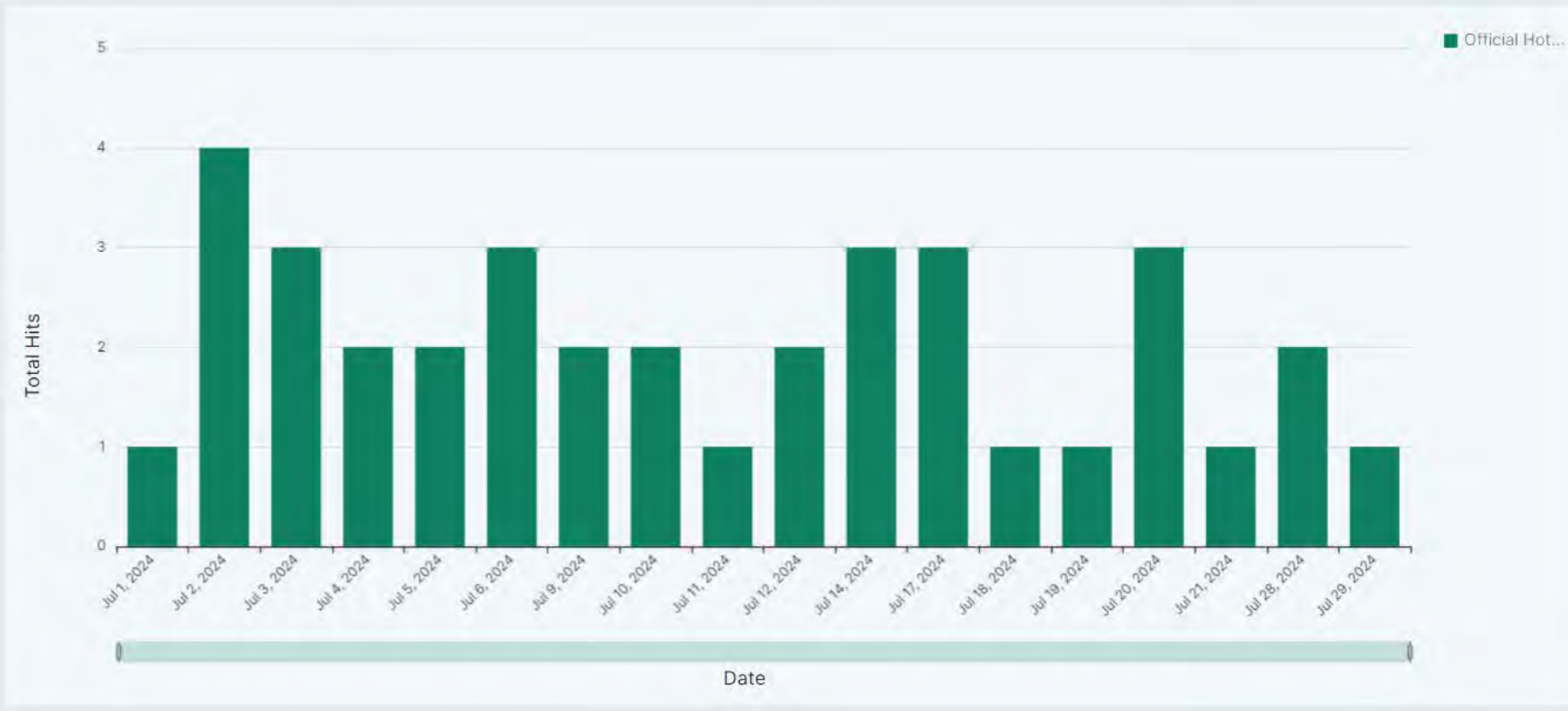


Sex Offenders

Date Range: 2024/07/01 - 2024/08/01 | Time Granularity: Day | Cameras: All | Networks: Memorial Villages TX PD, Riverbend - Houston (TX)

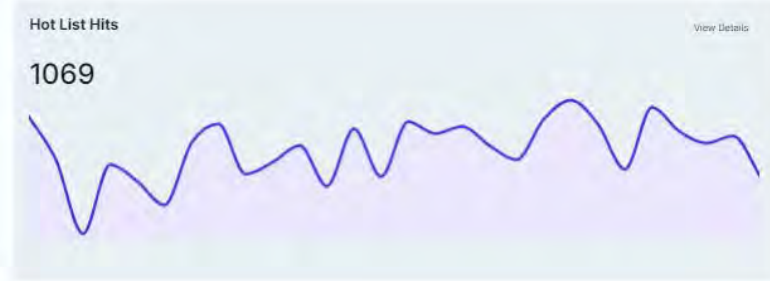
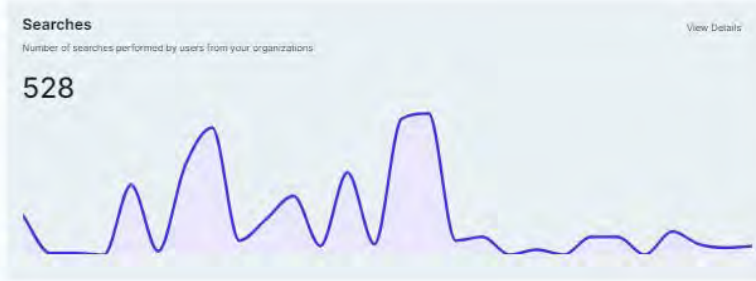
Source Type: All | Alert Sources: All | Alert Topics: Sex Offender | Breakdown: Source Type | Display as: Bar Chart

Total Hotlist Alerts	Official Hotlist Alerts	Your Custom Hotlist Alerts	Other Custom Hotlist Alerts on Your Networks	Total Alerts by Topic				
37	37	No data	No data	<table border="1"><thead><tr><th>Topic</th><th>Alerts</th></tr></thead><tbody><tr><td>Sex Offender</td><td>37</td></tr></tbody></table>	Topic	Alerts	Sex Offender	37
Topic	Alerts							
Sex Offender	37							



Summary Report

Insights Dashboard



Device Sharing

Shared with
Lewisville TX PD,
Sansom Park TX PD,
and 456 others

Access Levels
Search
Hotlist Tool Access

Device Status

38 / 38 [?](#)
Devices Online

< Previous Device

Device Name	Battery	Latency
#01 Inbound, Riverview Way, EB	98%	17.03 s

Next Device >

Recent Searches

#1 Gessner S/B at Frostwood

#2 Memorial E/B at Gessner

#3 NO ALPR - Future Location

#4 Memorial N/B at Briar Forrest

#5 Bunker Hill S/B at Taylorcrest

#6 Taylorcrest W/B at Flintdale

#7 Memorial E/B at Briar Forrest

#8 2200 S. Piney Point N/B

#9 N. Piney Point N/B at Memorial

#10 Memorial E/B at San Felipe

#11 Greenbay E/B Piney Point

#12 Piney Point S/B at Gaylord

#13 Gessner N/B at Bayou

#14 Beinhorn W/B at Pipher

#15 Hunters Creek Drive S/B at I-10

#16 Memorial W/B at Creekside

#17 Memorial W/B at Voss

#18 Memorial E/B at Voss

#19 S/B Voss at Old Voss Ln 1

#20 S/B Voss at Old Voss Ln 2

#21 N/B Voss at Magnolia Bend Ln 1

#22 N/B Voss at Magnolia Bend Ln 2

#23 W/B San Felipe at Buffalo Bayou

#24 N/B Blalock at Memorial

#25 N/B Bunker Hill at Memorial

#26 S/B Hedwig at Beinhorn

#27 Mobile Unit #181

#28 Mobile Speed Trailer/Station

#29 Riverbend Main Entrance

#30 Beinhorn E/B at Voss

#31 Memorial E/B at Tealwood (new)

#32 Greenbay W/B at Memorial

#33 Strey N/B at Memorial

Private Systems monitored by MVPD

US COINS - I-10 Frontage Road

Memorial Manor NA Lindenwood/Memorial

Greyton Lane NA

Calico NA

Windemere NA

Mott Lane

Kensington NA

Stillforest NA

Farnham Park

Riverbend NA

Pinewood NA

Hampton Court

Bridlewood West NA

N Kuhlman NA

Longwoods NA

Memorial City Mall - 22



Yellow = Bunker Hill

Green = Piney Point

Red = Hunters Creek

Blue = MVPD Mobile

Purple = Privately Owned Systems

Total 'Volume' by 'groupbysummary'

groupbysummary	Sum of Volume
#01 Inbound, Riverview Way, EB	5394
#15 Hunters Creek Dr SB at I-10	6100
#29 - Riverbend Main Entrance	6636
Strey NB at Memorial	11896
#32 WB Greenbay @ Memorial Dr	21988
#11 Greenbay St EB at Piney Point Rd	22718
#26 - SB Hedwig x Beinhorn	35288
#30 EB Beinhorn Rd @ Voss Rd	49272
#09 N Piney Point Rd at Memorial Dr	60148
#06 Taylorcrest Rd WB at Flintdale	63784
#16 Memorial Dr WB at E Creekside Dr	65115
#05 Bunkerhill Rd SB at Taylorcrest	72314
#10 On Memorial Dr EB from San Felipe	72728
#27 Unit 181 Blalock S/B at Taylorcrest	79674
#14 Beinhorn Rd WB at Pipher	83633
#01 Gessner SB at Frostwood Elementary	90945
#07 Memorial Dr EB at Briar Forest	95495
#18 Memorial Dr EB at Voss	104186
#19 - SB Voss x Old Voss (Lane 1)	108239
#24 - NB Blalock x Memorial	108899
#28 MVPD Station S/B Memorial Drive	112903
#17 Memorial Dr WB at Voss	116599
#02 Memorial Dr EB at Gessner	125679
#12 Piney Point Dr SB at Gaylord	136966
#31 EB Memorial Dr near Tealwood	138755
#04 Memorial Dr NB at Briar Forest	138938
#23 - WB San Felipe x Buffalo Bayou	179913
#20 - SB Voss x Old Voss (Lane 2)	190175
#08 2200 S Piney Point Rd NB at City Limit	250298
#21 - NB Voss x Magnolia Bend (Lane 1)	291849
#13 NB Gessner Rd	296397
#22 - NB Voss x Magnolia Bend (Lane 2)	380637
Grand Total	3523561

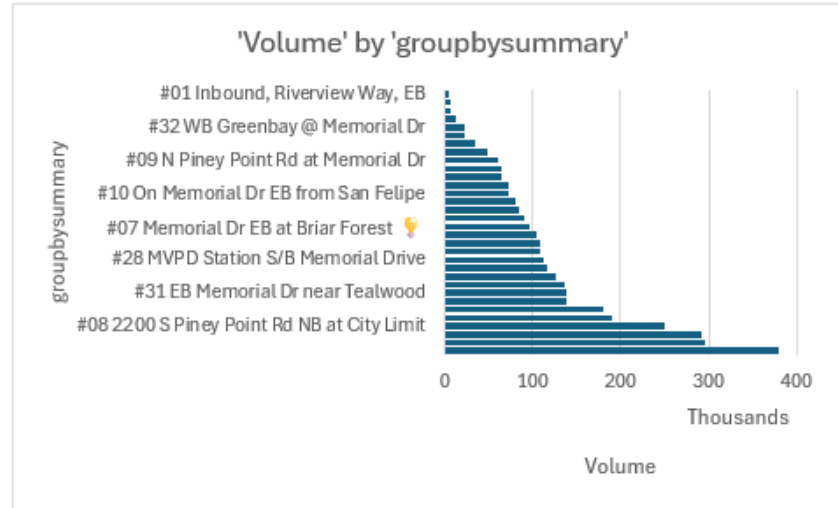


Plate Reads
By Location

July 2024

Controls

Cameras
All

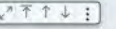
Networks
All

Breakdown
Camera Name

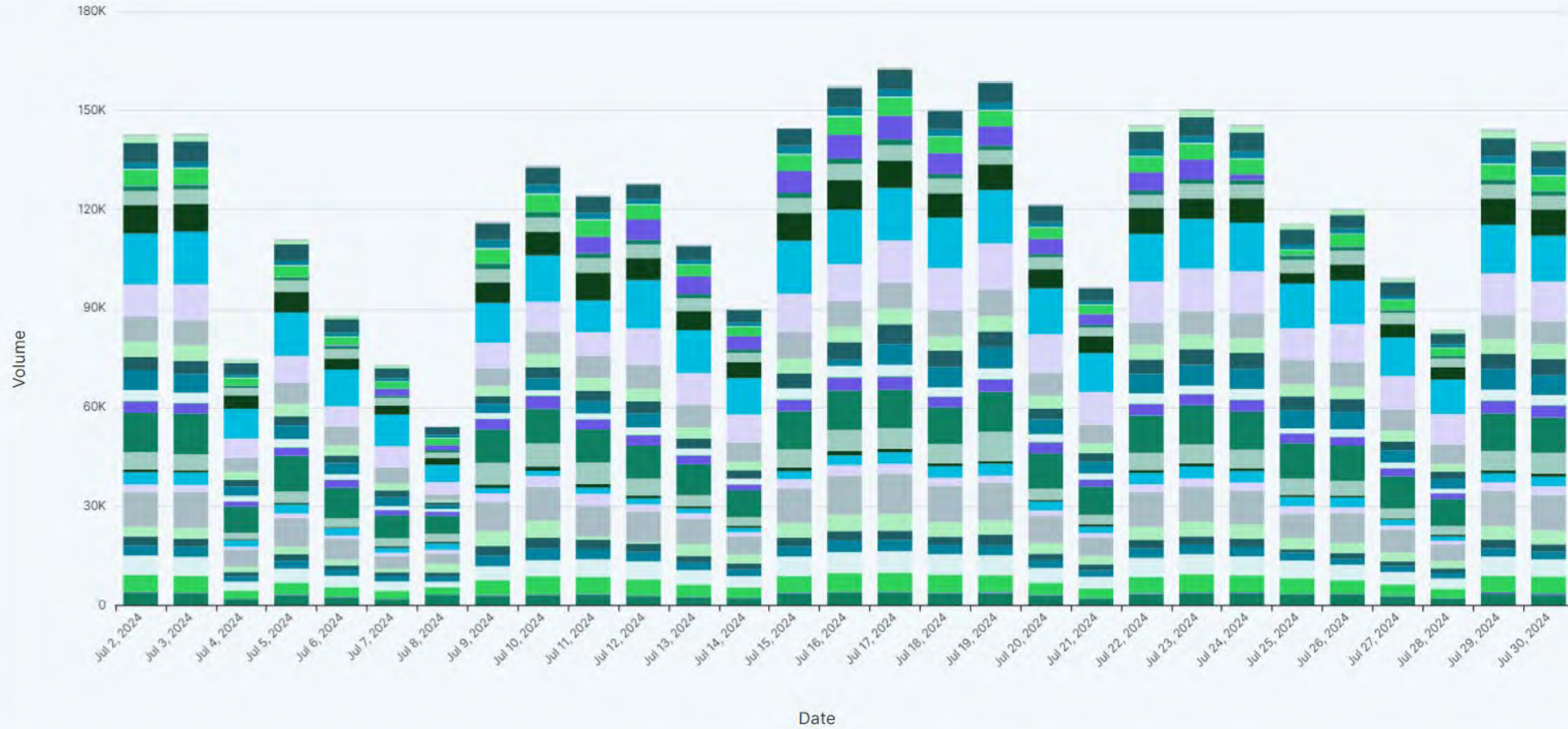
Display Reads As
Total Vehicle Reads

Display Chart As
All

Your CSV is ready.



Total Vehicle Volume



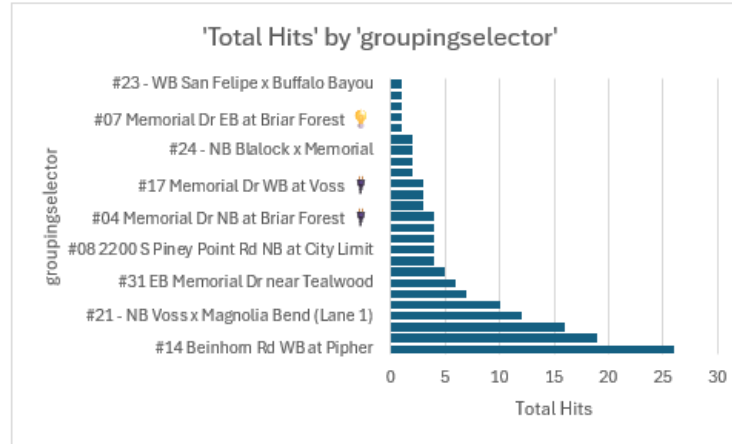
Breakdown

- #10 On Memorial Dr EB from Sa...
- #11 Greenbay St EB at Piney Poi...
- #12 Piney Point Dr SB at Gaylord
- #13 NB Gessner Rd
- #14 Beinhorn Rd WB at Pipher
- #15 Hunters Creek Dr SB at I-10...
- #16 Memorial Dr WB at E Creek...
- #17 Memorial Dr WB at Voss
- #18 Memorial Dr EB at Voss
- #19 - SB Voss x Old Voss (Lane ...
- #20 - SB Voss x Old Voss (Lane...
- #21 - NB Voss x Magnolia Bend ...
- #22 - NB Voss x Magnolia Bend...
- #23 - WB San Felipe x Buffalo B...
- #24 - NB Blalock x Memorial
- #26 - SB Hedwig x Beinhorn
- #27 Unit 181 Blalock S/B at Tayl...
- #28 MVPD Station S/B Memoria...
- #29 - Riverbend Main Entrance ...
- #30 EB Beinhorn Rd @ Voss Rd
- #31 EB Memorial Dr near Tealw...
- #32 WB Greenbay @ Memorial Dr
- Strey NB at Memorial

Hits By Camera

Total 'Total Hits' by 'groupingselector'

groupingselector	Sum of Total Hits
#23 - WB San Felipe x Buffalo Bayou	1
Strey NB at Memorial	1
#25 - NB Bunker Hill x Memorial	1
#07 Memorial Dr EB at Briar Forest	1
#27 Unit 181 Blalock S/B at Taylorcrest	1
#20 - SB Voss x Old Voss (Lane 2)	2
#24 - NB Blalock x Memorial	2
#06 Taylorcrest Rd WB at Flintdale	2
#26 - SB Hedwig x Beinhorn	2
#17 Memorial Dr WB at Voss	3
#32 WB Greenbay @ Memorial Dr	3
#30 EB Beinhorn Rd @ Voss Rd	3
#04 Memorial Dr NB at Briar Forest	4
#02 Memorial Dr EB at Gessner	4
#28 MVPD Station S/B Memorial Drive	4
#08 2200 S Piney Point Rd NB at City Limit	4
#01 Gessner SB at Frostwood Elementary	4
#13 NB Gessner Rd	5
#31 EB Memorial Dr near Tealwood	6
#16 Memorial Dr WB at E Creekside Dr	7
#18 Memorial Dr EB at Voss	10
#21 - NB Voss x Magnolia Bend (Lane 1)	12
#12 Piney Point Dr SB at Gaylord	16
#22 - NB Voss x Magnolia Bend (Lane 2)	19
#14 Beinhorn Rd WB at Pipher	26
Grand Total	143



Total Reads – 3,523,561

Unique Reads – 741,626

Hits- 143

7 Top Hits - 111

- Hotlist
- Stolen Vehicle
- Stolen Plate
- Gang Member
- Missing
- Amber
- Priority Restraining Order

Date Range: 2023/08/02 - 2024/08/01
 Time Granularity: Day
 Cameras: All
 Networks: All

Source Type: Owned Custom Hotlist
 Alert Sources: NCIC, Owned Custom Hotlist
 Alert Topics: Custom Hotlist Alert, Gang or Suspected Terrorist, Missin...
 Breakdown: Camera Name
 Display as: Bar Chart

Your CSV is ready.

Total Hotlist Alerts
143

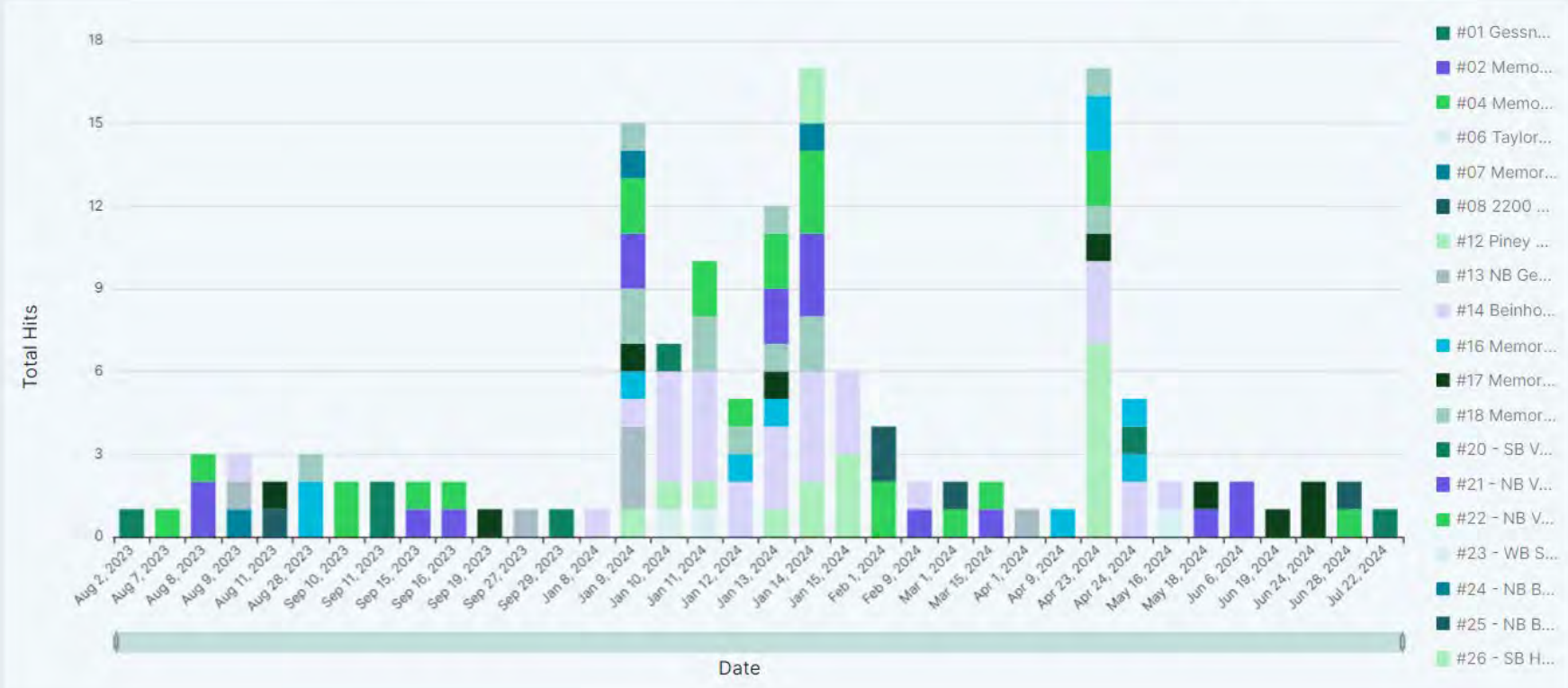
Official Hotlist Alerts
No data

Your Custom Hotlist Alerts
143

Other Custom Hotlist Alerts on Your Networks
No data

Total Alerts by Topic


Topic	Alerts
Custom Hotlist Alert	143



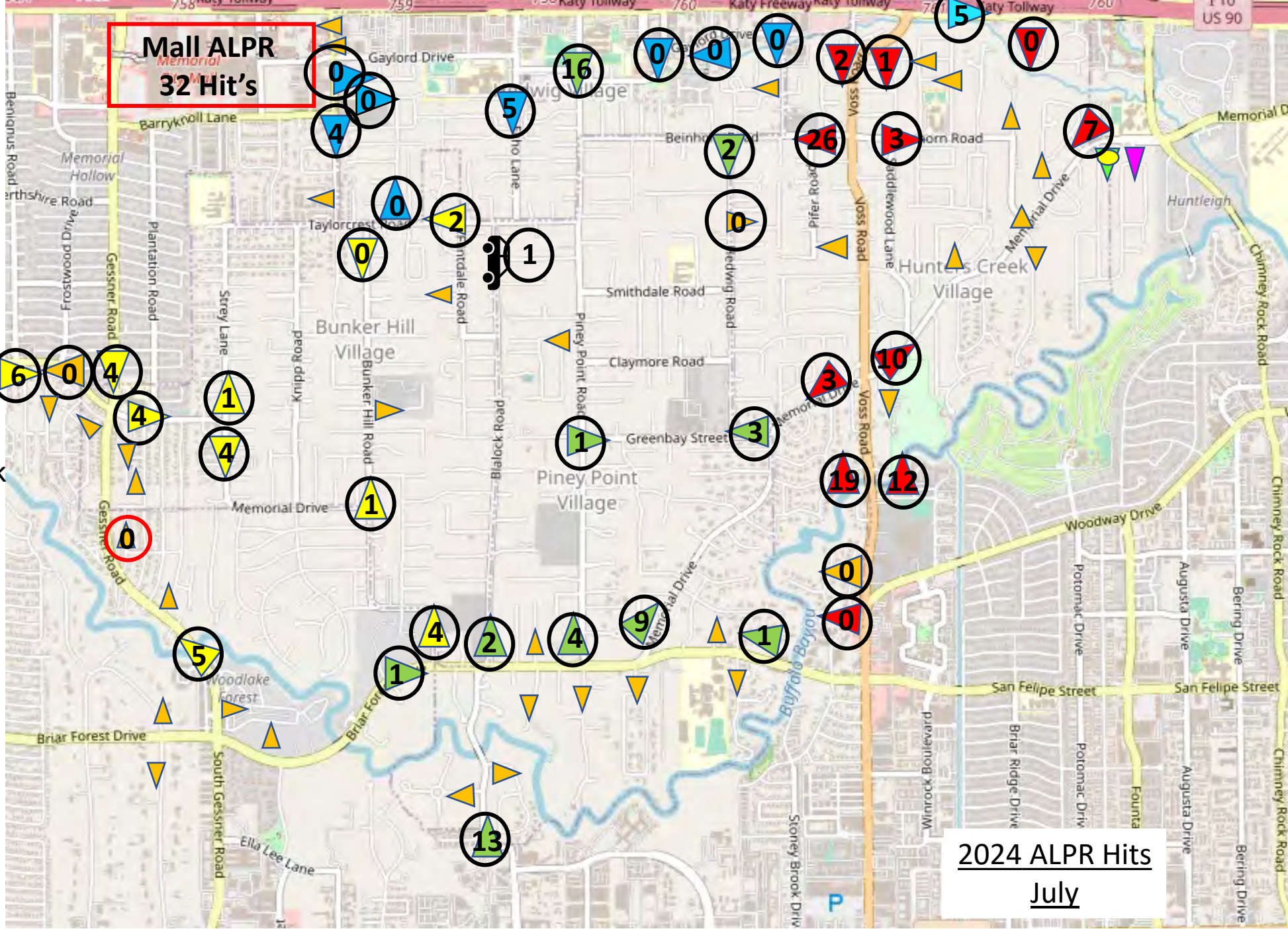
This area contains the legend for the stacked bar chart, listing 26 categories with their corresponding colors:

- #01 Gessn...
- #02 Memo...
- #04 Memo...
- #06 Taylor...
- #07 Memor...
- #08 2200 ...
- #12 Piney ...
- #13 NB Ge...
- #14 Beinho...
- #16 Memor...
- #17 Memor...
- #18 Memor...
- #20 - SB V...
- #21 - NB V...
- #22 - NB V...
- #23 - WB S...
- #24 - NB B...
- #25 - NB B...
- #26 - SB H...

Mall ALPR
32 Hit's

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

- Lindenwood HOA 
- Longwoods HOA 
- US Coins 
- In Process 
- HOA Systems-32 
- 1** 



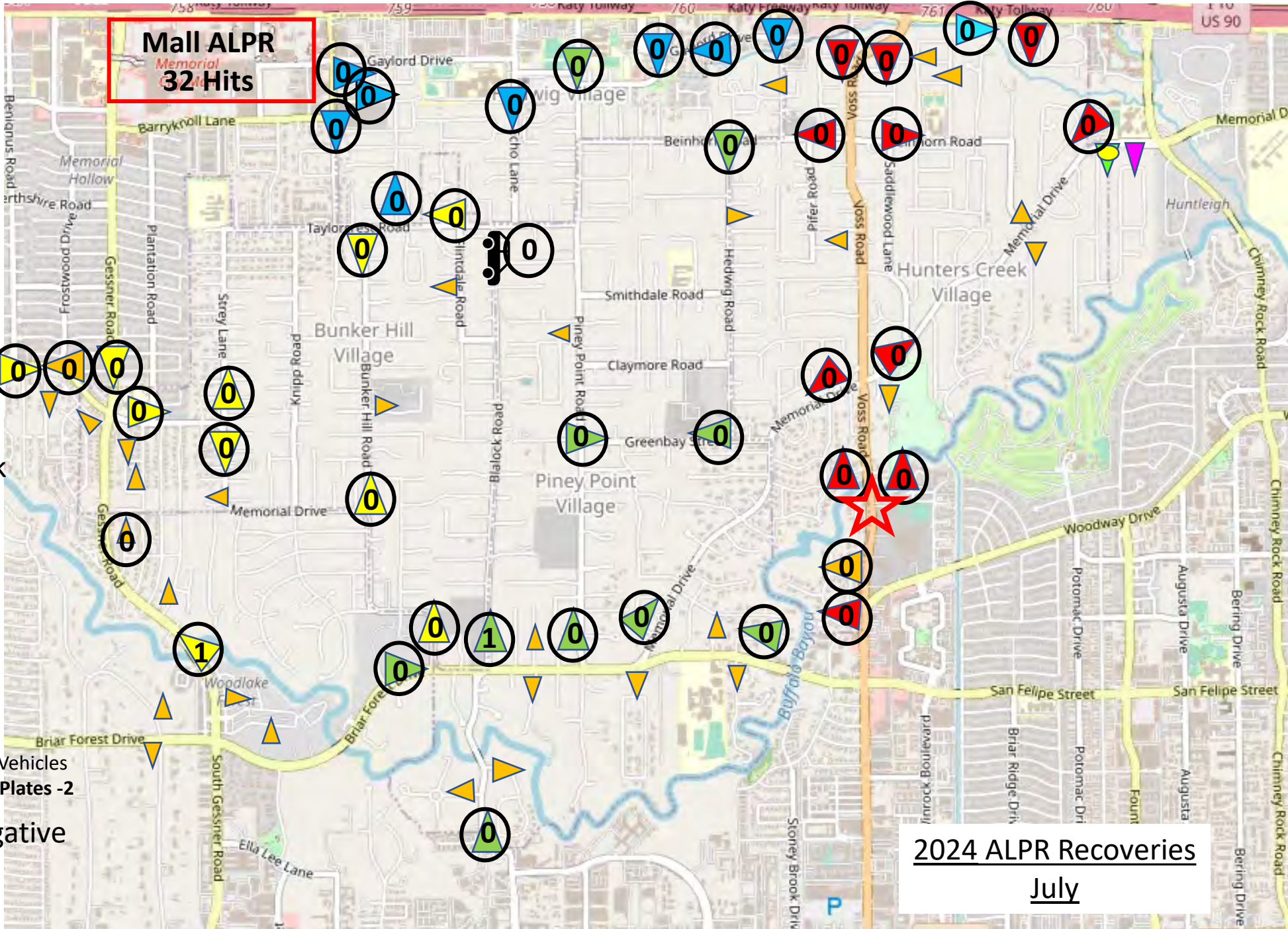
2024 ALPR Hits
July

7/31/24

Mall ALPR
32 Hits

- Hedwig  
- Bunker Hill 
- Piney Point 
- Hunters Creek 
- Frequent Mobile Locations 
-  Recovered Vehicles
Recovered Plates -2
-  Investigative Leads

- Lindenwood HOA 
- Longwoods HOA 
- US Coins 
- In Process 
- HOA Systems 
- 7/31/24 



2024 ALPR Recoveries
July

ALPR Recoveries						
Num	Plate	Vehicle	Loc	Val	Links	Date
1	SVL2616	Kia Soul	24	\$ 16,500.00	CC Fraud/Theft	7-Jan
2	CWS56686	Chev PU	21	\$ 10,000.00		9-Jan
3	SSP9798	GMC Arcac	19	\$ 46,000.00	Fraud	18-Jan
4	KPL1936	Chev1500	12	\$ 40,000.00	Repeat Offender	2-Feb
5	TMV3732	BMW	22	\$ 35,000.00	Fraud	16-Feb
6	SRY8618	ToyMaur	23	\$ 28,000.00		8-Mar
7	MXG5703	ToyRav4	5	\$ 26,000.00	Warrant	9-Mar
8	JBG9307	LexNX	1	\$ 13,000.00	Stolen Plate on veh	11-Mar
9	NVK8218	HyudElan	27	\$ 18,000.00		2-Apr
10	SXW4908	NissV200	2	\$ 14,000.00	Stolen Plate on veh	4-Apr
11	4463G98	Ford Mus	2	\$ 42,000.00	On tow trk	16-Apr
12	W297HO	BMW	31	\$ 55,000.00	Fraud/Fugitive	8-May
13	DOUQ11	Audi	19	\$ 60,000.00	Fraud/Fugitive	10-May
14	AM34158	Chevy	13	\$ 20,000.00	Fugitive	15-May
15	TFH8929	Jeep	22	\$ 30,000.00		9-Jun
16	BY59PS	ToyCor	13	\$ 14,000.00		13-Jun
17	RXS0863	BMW	13	\$ 21,000.00	Eluding HPD arrest	15-Jun
18	LNT9834	Hynd Alnt	13	\$ 18,000.00	Drugs	27-Jun
19	TFK4209	Toy.Alt	24	N/A	IC VIN	10-Jul
20	FCW2228	Hynd/acc	13	\$ 12,500.00		18-Jul
21	SYY4647	Jeep/SUV	16	\$ 18,000.00	HPD Took Case	1-Aug
22						
23						
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62						
63						
64						
65						
66						
67						

\$ 537,000.00

Plate Recoveries					
Plate Recove	Date	Links	Plate Reco	Date	Links
6VKC128	1/23/2024	Owner			
RKN392	2/4/2024	Owner			
DWJ6774	2/15/2024	Owner			
488105K	3/2/2024	Dup/Frd			
SKK6235	3/11/2024	Stolen			
DV7ZHH	3/18/2024	Owner			
	4/5/2024	Driver DNK			
TKX6267	4/11/2024	Arrested			
8LL173	4/29/2024	Cited/Tow			
7B2889H	5/21/2024	Cited/Tow			
KDW2425	5/23/2024	Owner			
386565H	5/25/2024	Cited/Tow			
RGJ6630	5/25/2024	Owner			
TFN6035	6/19/2024	Owner			
KSL1318	6/26/2024	Owner			
5B4575J	7/3/2024	Cited/Towed			
TKW6838	8/10/2024	Owner			

Firearm in vehicle
Temp Tag
Vehicle found to be Stolen
Hotlist

Located but Filed								
Date	Plate	Camera		Date	Plate	Camera		Camera
3-Jan	SFG3451	7						
9-Jan	SGN1517	13						
28-Mar	W197102	22						
19-Jul	TPN1230	20						

Runaways/Missing				Community Safety Hotlist			
5/27/24	SNV9618	2		1/8/2024	LCP9497	32	
7/4/2024	STC8489	9		4/19/2024	LCP9497	58	

10 of 14 involved in other crimes = 69%

HOT List Hits Other Agencies

ALPR Stops Located not Reported as Recovered			
Plate	ALPR	Agency	Date
NLM7574	8	HPD	4-Jan
3882-E22	20	HPD	23-Jan
TLZ3887	13	C5	25-Apr
KDW2425	13	HPD	22-May
TLB1231	13	HPD	23-May
MPS5312	21	HPD	5-Jun
RXJ5040	21	HPD	28-Jul

Program Summary				
2024 Value	\$ 537,000.00	Recovered	13	
2023 Value	\$ 646,500.00	Recovered	30	
2022 Value	\$ 1,733,000.00	Recovered	74	
2021 Value	\$ 1,683,601.00	Recovered	75	
2020 Value	\$ 1,147,500.00	Recovered	61	
2019 Value	\$ 438,000.00	Recovered	22	
Program Total	\$ 6,185,601.00		275	

INVESTIGATIVE LEADS/SOLVES							
Package Theft	TPK9834	3-Jan	P- Kensington	Mail Theft	SJB2869	3/8/2024	29, Bridlewood
BMV-Crim Mischief	100059B	3-Jan	P- US Coins	Mail Theft	SJB2869	3/15/2024	21
Theft of Lawn Eq	4297A98	4-Jan	2	Burglary of a Hab.	1RPFR	3/16/2024	1,31
Mail Theft	SXS7885	5-Jan	6	Burg of Hab	WV TLL2498	4/1/2024	5
Hotlist Theft	TPK9834	7-Jan	13	Auto Theft	TZJ4122	4/11/2024	6
BMV suspects	SGN1517	9-Jan	13	Crim Tres	TFM3379	5/18/2024	7
Package Thief	BW6J592	10-Jan	Bellaire	Robbery	NMF0683	5/21/2024	Hickory Rid
FSGI	PRM6967	23-Jan	P-Still	Burglary of a Buss.	RPY6912	6/28/2024	US Coins
FSGI	8XSG491	27-Jan	1	BMV	RPY6912	8/11/2024	13
Runaway	RKH0399	2-Feb	12	Fraud	LWG4414	8/5/2024	6
Theft of Lawn Eq	BW6J592	9-Feb	2				
BMV Att	TSP9824	16-Feb	18				
BMV		22-Feb	12				
Susp Event	TJJ0901	4-Mar	17				

* ALPR used to prove false report

TO: City Council

FROM: R. Pennington, City Administrator

VIA: H. Miller, Fire Chief

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action on the Village Fire Department.

Agenda Item: 3

Summary:

This agenda item is for VFD monthly reporting to hear and discuss the department's activity, including details on call volume and other public safety-related incidents.

- a) Update on activities.
- b) VFD Financials.
- c) VFD Agendas & Minutes.

Attachments:

*VFD Report Documents. **Page 2***

*VFD Financials. **Page 5***

*VFD Agendas & Minutes. **Page 22***

UPDATE ON ACTIVITIES



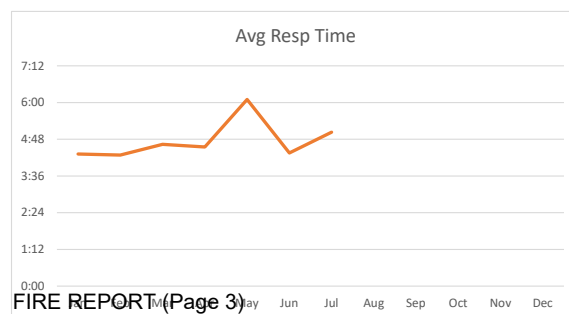
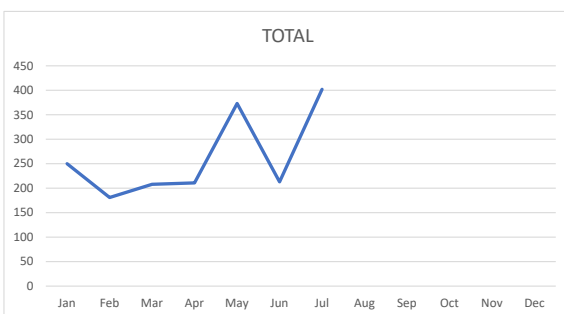
Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

July 2024 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	250	181	208	211	373	213	402						1838
Abdominal Pain	0	1	1	2	4	3	2						13
Allergic Reaction	2	1	2	2	1	1	0						9
Animal Bite	0	0	1	0	0	0	0						1
Apartment Fire	0	0	0	0	0	0	1						1
Assult	0	1	1	0	1	1	0						4
Automatic Aid	3	2	3	4	1	0	0						13
Automatic Aid- Apartment Fire	13	6	13	10	4	2	5						53
Automatic Aid- Building Fire	4	2	2	3	0	1	1						13
Automatic Aid- Elevator Rescue	3	1	1	0	1	2	2						10
Automatic Aid- Entrapment MVC	1	3	1	0	1	0	0						6
Automatic Aid- Gas Leak	1	1	2	3	2	0	3						12
Automatic Aid- High Rise Fire	0	2	1	0	0	0	0						3
Back Pain	0	0	2	1	1	1	0						5
Burn Victim	0	0	0	0	0	0	2						2
Carbon Monoxide Detector With Symptoms	0	1	0	0	2	0	3						6
Carbon Monoxide Detector No Symptoms	2	3	3	1	11	8	11						39
Cardiac/Respiratory Arrest	1	1	0	0	0	1	0						3
Check a Noxious Odor	2	1	0	1	0	0	0						4
Check for Fire	0	0	1	0	1	0	7						9
Check for the Smell of Natural Gas	2	3	6	2	18	2	5						38
Check for the Smell of Smoke	2	2	1	2	5	2	5						19
Chest Pain	3	1	4	1	3	4	4						20
Child Locked in a Vehicle Engine and AC running	0	0	0	0	1	0	1						2
Child Locked in a Vehicle Engine not running	0	1	0	0	1	1	0						3
Choking	1	1	2	0	0	0	0						4
Diabetic Emergency	1	2	2	1	0	1	0						7
Difficulty Breathing	9	5	8	12	4	3	8						49
Dumpster Fire Not near Structure	0	0	0	0	1	1	0						2
Electrical Fire	0	0	1	0	1	0	1						3
Elevator Rescue	1	0	0	0	2	1	4						8
Entrapment- Non MVC	0	0	1	0	1	0	0						2
Eye Problems	0	0	0	0	0	1	0						1
Fall Victim	10	8	13	9	11	8	6						65
Fire Alarm Business	8	6	3	6	9	9	6						47
Fire Alarm Church or School	10	6	3	4	9	8	6						46
Fire Alarm Residence	36	28	23	25	57	38	59						266
Gas Leak	3	0	5	4	15	1	3						31
Grass Fire	0	0	0	0	0	0	1						1
HAZMAT Emergency	0	0	0	0	0	1	0						1
Headache- Stroke symptoms not present	0	0	0	2	0	1	0						3
Heart Problems	8	6	4	6	6	5	2						37
Heat/Cold Exposure	1	0	0	0	0	2	2						5
Hemorrhage/Laceration	1	2	1	1	1	1	1						8
House Fire	2	0	1	1	6	4	3						17
Injured Party	4	4	4	3	4	4	4						27
Medical Alarm	6	5	4	2	9	3	5						34
Motor Vehicle Collision	23	15	21	25	21	24	31						160
Motor Vehicle Collision with Entrapment	0	0	1	1	2	0	1						5
Object Down in Roadway	6	1	5	6	17	5	67						107
Oven/Appliance Fire	1	0	0	0	0	0	1						2
Overdose/Poisoning	1	1	2	0	3	0	2						9
Possible D.O.S.	1	0	1	2	0	0	0						4
Powerlines Down Arcing/Burning	3	0	3	6	41	14	66						133
Pregnancy/ Childbirth	1	0	0	0	0	0	0						1
Psychiatric Emergency	3	6	2	2	3	2	4						22
Seizures	4	2	8	4	2	1	7						28
Service Call Non-emergency	14	16	12	15	36	8	17						118
Shooting/Stabbing	1	0	0	0	2	1	0						4
Sick Call	21	15	15	19	23	20	19						132
Smoke in Business	1	0	0	0	0	0	0						1
Smoke in Residence	1	0	1	1	0	1	0						4
Stroke	5	1	3	2	3	1	5						20
Transformer Fire	3	0	2	2	11	1	11						30
Trash Fire	0	0	0	0	1	0	0						1
Traumatic Injury	1	3	0	1	0	0	0						5
Unconscious Party/Syncope	14	9	7	10	10	11	7						68
Unknown Medical Emergency	1	2	3	5	1	3	1						16
Vehicle Fire	4	3	1	2	3	0	0						13
Wash Down	1	1	1	0	0	0	0						3

Month	# of Incidents	Avg Resp Time
Jan	174	4:19
Feb	126	4:17
Mar	151	4:38
Apr	148	4:33
May	279	6:06
Jun	166	4:21
Jul	267	5:02
Aug		
Sep		
Oct		
Nov		
Dec		
Total	1311	4:45

Note: Nat'l Std Fire Response Time: 6:50
 Note: Nat'l Std Fire EMS Time: 6:30

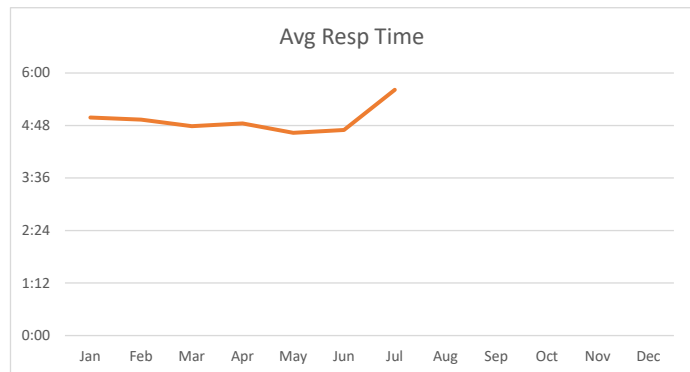
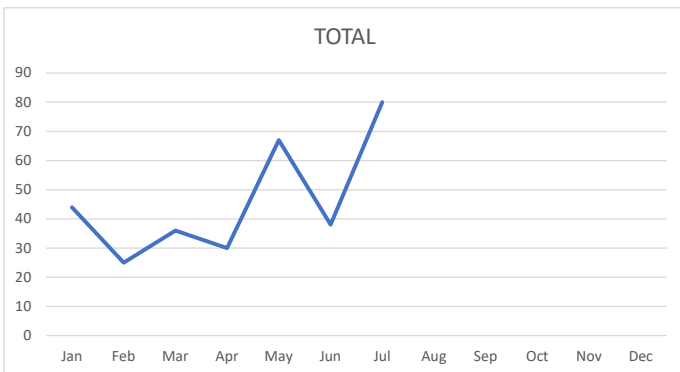




Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

July 2024 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Month	# of Incidents	Avg Resp Time
TOTAL	44	25	36	30	67	38	80						320	Jan	23	4:59
Abdominal Pain	0	0	1	0	1	0	0						2	Feb	16	4:56
Allergic Reaction	0	1	0	0	0	0	0						1	Mar	29	4:47
Assult	0	0	0	0	1	0	0						1	Apr	18	4:51
Back Pain	0	0	1	0	0	0	0						1	May	47	4:38
Carbon Monoxide Alarm with Symptoms	0	0	0	0	0	0	2						2	Jun	29	4:42
Carbon Monoxide Detector No Symptoms	0	0	1	0	1	0	3						5	Jul	50	5:37
Cardiac/Respiratory Arrest	0	1	0	0	0	0	0						1	Aug		
Check for the Smell of Natural Gas	0	1	2	0	2	1	0						6	Sep		
Check for the Smell of Smoke	0	0	0	0	0	0	1						1	Oct		
Chest Pain	0	0	2	0	0	0	0						2	Nov		
Child Locked in a Vehicle Engine not running	0	0	0	0	0	1	0						1	Dec		
Choking	0	1	0	0	0	0	0						1		212	4:55
Difficulty Breathing	2	2	3	0	1	0	0						8			
Fall Victim	1	1	4	1	3	1	2						13			
Fire Alarm Business	0	0	0	0	1	0	0						1			
Fire Alarm Church or School	5	0	1	1	2	4	0						13			
Fire Alarm Residence	13	7	7	8	11	12	18						76			
Gas Leak	3	0	0	3	0	0	1						7			
Headache- Stroke symptoms not present	0	0	0	1	0	0	0						1			
Heart Problems	0	1	1	1	1	0	0						4			
Heat/Cold Exposure	0	0	0	0	0	1	0						1			
Hemorrhage/Laceration	1	0	0	0	0	0	0						1			
House Fire	0	0	0	0	2	1	0						3			
Injured Party	0	0	0	1	2	0	0						3			
Medical Alarm	2	1	1	1	1	0	2						8			
Motor Vehicle Collision	1	1	2	1	3	1	1						10			
Motor Vehicle Collision with Entrapment	0	0	0	0	1	0	0						1			
Object Down in Roadway	3	0	2	1	4	1	19						30			
Overdose/Poisoning	0	0	0	0	1	0	0						1			
Possible D.O.S.	1	0	1	0	0	0	0						2			
Powerlines Down Arcing/Burning	2	0	1	1	9	5	16						34			
Psychiatric Emergency	0	0	0	1	0	0	2						3			
Seizures	0	0	0	0	1	0	0						1			
Service Call Non-emergency	4	4	3	6	9	2	2						30			
Shooting/Stabbing	0	0	0	0	2	1	0						3			
Sick Call	2	1	1	2	3	4	3						16			
Smoke in Residence	0	0	0	0	0	1	0						1			
Stroke	2	0	2	0	1	0	0						5			
Transformer Fire	1	0	0	0	2	0	4						7			
Traumatic Injury	1	0	0	0	0	0	0						1			
Unconscious Party/Syncope	0	2	0	1	2	1	3						9			
Unknown Medical Emergency	0	1	0	0	0	1	1						3			



VFD FINANCIALS

Oliver, Rainey, & Wojtek, LLP
2909 Sherwood Way Ste. 300
San Angelo, TX 76901
512-756-4904

Independent Accountants' Compilation Report

To Management
Village Fire Department
Houston, TX

Management is responsible for the accompanying financial statements of Village Fire Department General Fund, Capital Replacement Fund, Facility Fund, and Ambulance Billing Fund, which comprise the statements of assets, liabilities, and fund balance - cash basis as of July 31, 2024, the related statements of receipts and expenditures - from cash transactions for the one month and seven months then ended, the changes in fund balance from cash transactions for the seven months then ended, and the statements of changes in cash balances - from cash transactions for the one month and seven months then ended, and for determining that the cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

However, we did become aware of departures from financial statements prepared from cash transactions. The Village Fire Department maintains its accounting records using the modified cash basis method of accounting. Such accounting method differs from U.S. generally accepted accounting principles. Inventory, prepaids, deferred revenue, and payroll payables are currently reported in the financial statements. The effects of these departures from the cash basis of accounting have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Department's assets, liabilities, fund balance, receipts, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Oliver, Rainey, & Wojtek, LLP

San Angelo, TX
August 15, 2024

Village Fire Department
Statement Of Assets, Liabilities, and Fund Balance
Cash Basis
July 31, 2024

	<u>General Fund</u>	<u>Capital Replacement Fund</u>	<u>Facility Fund</u>	<u>Ambulance Billing Fund</u>	<u>Combined Total</u>
Assets					
Cash					
Stellar Bank General Fund	\$ 354,531.90	\$ 0.00	\$ 0.00	\$ 0.00	\$ 354,531.90
Stellar Bank Savings	478,700.11	0.00	0.00	0.00	478,700.11
Texas Class - General Fund (0003)	372,038.45	0.00	0.00	0.00	372,038.45
Stellar Bank-Capital Replacement	0.00	711.49	0.00	0.00	711.49
Texas Class - Capital Replacement (0001)	0.00	525,412.20	0.00	0.00	525,412.20
Stellar Bank-Ambulance Billing	0.00	0.00	0.00	147,381.58	147,381.58
WFB - Ambulance Billing Account	0.00	0.00	0.00	4,939.58	4,939.58
Texas Class - Ambulance (0004)	0.00	0.00	0.00	361.76	361.76
Stellar Bank-Facility Fund	0.00	0.00	3,117.46	0.00	3,117.46
Texas Class - Facility Fund (0002)	0.00	0.00	95,337.09	0.00	95,337.09
Total Cash & Certificates	<u>1,205,270.46</u>	<u>526,123.69</u>	<u>98,454.55</u>	<u>152,682.92</u>	<u>1,982,531.62</u>
Gasoline & Oil Inventory	8,691.84	0.00	0.00	0.00	8,691.84
Prepaid Insurance	20,617.04	0.00	0.00	0.00	20,617.04
Interfund Receivables/Payables	88,064.97	(88,053.96)	0.00	(11.01)	0.00
Total Assets	<u>\$ 1,322,644.31</u>	<u>\$ 438,069.73</u>	<u>\$ 98,454.55</u>	<u>\$ 152,671.91</u>	<u>\$ 2,011,840.50</u>
Liabilities and Fund Balance					
Liabilities					
FICA Payable	\$ 36,013.52	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36,013.52
Fed Income Tax W/H Payable	27,496.15	0.00	0.00	0.00	27,496.15
Retirement Contrib. Payable	35.02	0.00	0.00	0.00	35.02
Ambulance Funds Payable	0.00	0.00	0.00	152,671.91	152,671.91
Retainage Payable	0.00	0.00	234,038.94	0.00	234,038.94
Assessments Paid in Advance	396,395.33	16,666.67	0.00	0.00	413,062.00
Total Liabilities	<u>459,940.02</u>	<u>16,666.67</u>	<u>234,038.94</u>	<u>152,671.91</u>	<u>863,317.54</u>
Fund Balance	<u>862,704.29</u>	<u>421,403.06</u>	<u>(135,584.39)</u>	<u>0.00</u>	<u>1,148,522.96</u>
Total Liabilities & Fund Balance	<u>\$ 1,322,644.31</u>	<u>\$ 438,069.73</u>	<u>\$ 98,454.55</u>	<u>\$ 152,671.91</u>	<u>\$ 2,011,840.50</u>

See Accountants' Compilation Report

**Village Fire Department
General Fund
Statement of Receipts and Expenditures
From Cash Transactions**

	Actual For 1 Month Ended <u>July 31, 2024</u>	Actual For 7 Months Ended <u>July 31, 2024</u>	Budget For 7 Months Ended <u>July 31, 2024</u>	Variance Over/(Under) <u>Budget</u>	Total Annual <u>Budget</u>
Receipts					
City Assessments (Note 1)	\$ 792,790.66	\$ 5,549,534.62	\$ 5,549,534.62	\$ 0.00	\$ 9,513,487.85
Miscellaneous Income	141.49	4,133.88	0.00	4,133.88	0.00
Interest/Dividend Income	4,449.47	27,816.84	0.00	27,816.84	0.00
Total Receipts	<u>797,381.62</u>	<u>5,581,485.34</u>	<u>5,549,534.62</u>	<u>31,950.72</u>	<u>9,513,487.85</u>
Capital Expend. (Note 3)	<u>0.00</u>	<u>93,705.11</u>	<u>112,602.85</u>	<u>(18,897.74)</u>	<u>193,033.25</u>
Personnel Expenditures					
Salaries	432,852.59	3,072,853.63	3,232,999.60	(160,145.97)	5,542,285.00
Overtime Regular	56,047.81	178,986.92	120,166.70	58,820.22	206,000.00
Overtime-Medical Standby	0.00	1,979.43	0.00	1,979.43	0.00
Overtime-Training	0.00	0.00	26,436.70	(26,436.70)	45,320.00
Overtime-CPR	692.82	5,544.89	5,883.36	(338.47)	10,085.76
Longevity	1,974.00	13,742.00	12,833.35	908.65	22,000.00
Higher Class	2,585.10	13,764.71	10,815.00	2,949.71	18,540.00
Prof. Certification Pay	5,192.92	37,746.20	33,250.00	4,496.20	57,000.00
457 Plan Contribution	0.00	0.00	64,660.00	(64,660.00)	110,845.70
FICA Tax	34,506.57	229,546.17	265,132.58	(35,586.41)	454,512.98
Basic Life, ADD & LTD Ins.	1,625.48	20,566.81	20,095.24	471.57	34,448.94
Retirement - TMRS	31,522.54	211,459.65	234,972.02	(23,512.37)	402,809.12
Health Insurance	72,476.42	505,776.49	727,344.39	(221,567.90)	1,246,876.09
Workmens' Comp Insurance	6,607.75	41,922.96	41,796.73	126.23	71,651.48
Meal Allowances	3,833.31	27,333.15	26,830.56	502.59	46,000.05
Total Personnel Expenditures	<u>649,917.31</u>	<u>4,361,223.01</u>	<u>4,823,216.23</u>	<u>(461,993.22)</u>	<u>8,268,375.12</u>
Operational Expenditures					
Ambulance Medical Supplies	2,444.35	24,889.15	40,834.91	(15,945.76)	69,999.99
Dues/Subscriptions/Manuals	0.00	2,198.10	1,422.75	775.35	2,439.00
Building Maintenance	1,097.95	14,775.52	15,687.17	(911.65)	26,892.22
Station Supplies	2,909.82	9,880.04	10,850.00	(969.96)	18,600.00
IP Address VPN-PS Lightwave	779.62	3,755.75	5,145.00	(1,389.25)	8,820.00
Internet, Phones & TV-Comcast	1,499.52	12,991.42	11,550.00	1,441.42	19,800.00
Mobile Device Serv.-T Mobile	526.42	2,698.74	2,372.30	326.44	4,066.80
City of Houston Radio System	0.00	0.00	11,480.00	(11,480.00)	19,680.00
Comm.-Motorola 47 & Nice	0.00	40,819.43	25,083.35	15,736.08	43,000.00
Inc. Rec&CAD-Propheonix	0.00	0.00	14,000.00	(14,000.00)	24,000.00
Trn.Soft.&Veh.Checks-Vector	8,078.07	8,078.07	4,083.35	3,994.72	7,000.00
EMS Protocol App - Handevy	0.00	5,234.25	1,341.70	3,892.55	2,300.00
EMS Eq Maint-ProCare/Stryker	0.00	20,544.63	12,250.00	8,294.63	21,000.00
Public Education & Relations	0.00	0.00	2,916.70	(2,916.70)	5,000.00
Inspections	0.00	0.00	116.70	(116.70)	200.00
Fire Investigations	0.00	576.72	554.20	22.52	950.00
Law Enforcement Equipment	0.00	3,070.00	1,662.50	1,407.50	2,850.00
Dispatch Alerting System	0.00	0.00	4,620.65	(4,620.65)	7,921.05
Elect. Protocol Cards-Pro QA	0.00	53.04	1,458.35	(1,405.31)	2,500.00
Translation Ser.-Language Line	0.00	6.38	116.70	(110.32)	200.00
VFD Fire Comm & Meet. Exp.	0.00	1,831.16	4,421.70	(2,590.54)	7,580.00
VFD Events	154.85	778.95	14,583.35	(13,804.40)	25,000.00
CPR Supplies, Cards, & Equip.	0.00	6,764.14	4,083.35	2,680.79	7,000.00
Emergency Contingency	0.00	0.00	11,666.70	(11,666.70)	20,000.00

See Accountants' Compilation Report
3 & 4

FIRE REPORT (Page 8)

**Village Fire Department
General Fund
Statement of Receipts and Expenditures
From Cash Transactions**

	Actual For 1 Month Ended <u>July 31, 2024</u>	Actual For 7 Months Ended <u>July 31, 2024</u>	Budget For 7 Months Ended <u>July 31, 2024</u>	Variance Over/(Under) <u>Budget</u>	Total Annual <u>Budget</u>
Gas & Oil (Note 4)	(2,973.99)	54,738.01	28,000.00	26,738.01	48,000.00
Property & Casualty Insurance	6,751.33	47,263.33	42,178.72	5,084.61	72,306.32
Maint. of Equip. (Note 5)	9,799.09	68,655.78	145,541.75	(76,885.97)	249,500.00
Miscellaneous Expense	1,050.00	1,069.00	0.00	1,069.00	0.00
Office Expenses	6,195.44	21,066.06	26,637.54	(5,571.48)	45,664.14
Rent	0.00	10.00	5.85	4.15	10.00
Public Utilities	3,922.48	24,193.05	31,640.00	(7,446.95)	54,240.00
Fire Certification Fees	1,405.32	3,508.91	4,270.00	(761.09)	7,320.00
Software&Email-Microsoft 365	0.00	4,000.99	4,083.35	(82.36)	7,000.00
Legal Services	3,720.60	46,984.60	21,000.00	25,984.60	36,000.00
IT Services	0.00	11,060.00	16,333.35	(5,273.35)	28,000.00
Health Ins. Consulting Serv.	0.00	10,186.48	6,708.35	3,478.13	11,500.00
Medical Director Services	1,596.14	7,846.14	11,666.70	(3,820.56)	20,000.00
Legal Notices & Advert.	0.00	2,341.48	1,750.00	591.48	3,000.00
Other Professional Services	1,058.00	14,479.45	9,333.35	5,146.10	16,000.00
Training Programs	255.67	17,239.87	50,598.45	(33,358.58)	86,740.00
Uniforms	0.00	8,319.60	11,666.70	(3,347.10)	19,999.96
Total Operational Expenditures	<u>50,270.68</u>	<u>501,908.24</u>	<u>613,715.54</u>	<u>(111,807.30)</u>	<u>1,052,079.48</u>
Transfers					
Total Expenditures	<u>700,187.99</u>	<u>4,956,836.36</u>	<u>5,549,534.62</u>	<u>(592,698.26)</u>	<u>9,513,487.85</u>
Excess of Receipts (Expenditures)	<u>\$ 97,193.63</u>	<u>\$ 624,648.98</u>	<u>\$ 0.00</u>	<u>\$ 624,648.98</u>	<u>\$ 0.00</u>

**Village Fire Department
Capital Replacement Fund
Statement of Receipts and Expenditures
From Cash Transactions**

	Actual For 1 Month Ended <u>July 31, 2024</u>	Actual For 7 Months Ended <u>July 31, 2024</u>	Budget For 7 Months Ended <u>July 31, 2024</u>	Variance Over/(Under) <u>Budget</u>	Total Annual <u>Budget</u>
Receipts					
City Assesments (Note 2)	\$ 33,333.34	\$ 233,333.37	\$ 233,333.37	\$ 0.00	\$ 400,000.00
Sale of Assets	0.00	57,000.00	0.00	57,000.00	0.00
Interest/Dividend Income	<u>2,142.36</u>	<u>6,189.41</u>	<u>0.00</u>	<u>6,189.41</u>	<u>0.00</u>
Total Receipts	<u>35,475.70</u>	<u>296,522.78</u>	<u>233,333.37</u>	<u>63,189.41</u>	<u>400,000.00</u>
Capital Expenditures					
Escrow	<u>0.00</u>	<u>4,088.79</u>	<u>233,333.37</u>	<u>(229,244.58)</u>	<u>400,000.00</u>
Total Capital Expenditures	<u>0.00</u>	<u>4,088.79</u>	<u>233,333.37</u>	<u>(229,244.58)</u>	<u>400,000.00</u>
Excess of Receipts (Expenditures)	<u>\$ 35,475.70</u>	<u>\$ 292,433.99</u>	<u>\$ 0.00</u>	<u>\$ 292,433.99</u>	<u>\$ 0.00</u>

See Accountants' Compilation Report

**Village Fire Department
Facility Fund
Statement of Receipts and Expenditures
From Cash Transactions**

	Actual For 1 Month Ended <u>July 31, 2024</u>	Actual For 7 Months Ended <u>July 31, 2024</u>	Budget For 7 Months Ended <u>July 31, 2024</u>	Variance Over/(Under) <u>Budget</u>	Total Annual <u>Budget</u>
Receipts					
Interest/Dividend Income	\$ 494.72	\$ 5,583.17	\$ 0.00	\$ 5,583.17	\$ 0.00
Total Receipts	<u>494.72</u>	<u>5,583.17</u>	<u>0.00</u>	<u>5,583.17</u>	<u>0.00</u>
Operational Expenditures					
Professional Services	9,125.00	177,038.42	0.00	177,038.42	0.00
Total Operational Expenditures	<u>9,125.00</u>	<u>177,038.42</u>	<u>0.00</u>	<u>177,038.42</u>	<u>0.00</u>
Excess of Receipts (Expenditures)	<u>\$ (8,630.28)</u>	<u>\$ (171,455.25)</u>	<u>\$ 0.00</u>	<u>\$ (171,455.25)</u>	<u>\$ 0.00</u>

See Accountants' Compilation Report

**Village Fire Department
Statement of Changes in Fund Balance
From Cash Transactions
For the Seven Months Ended July 31, 2024**

	General Fund	Capital Replacement Fund	Facility Fund	Ambulance Billing Fund	Combined Total
Fund Balance - January 01, 2024	\$ 238,055.31	\$ 128,969.07	\$ 35,870.86	\$ 0.00	\$ 402,895.24
Excess of Receipts (Expenditures) for the Seven Months Ended July 31, 2024	<u>624,648.98</u>	<u>292,433.99</u>	<u>(171,455.25)</u>	<u>0.00</u>	<u>745,627.72</u>
Fund Balance - July 31, 2024	<u>\$ 862,704.29</u>	<u>\$ 421,403.06</u>	<u>\$ (135,584.39)</u>	<u>\$ 0.00</u>	<u>\$ 1,148,522.96</u>

See Accountants' Compilation Report

**Village Fire Department
General Fund
Statement of Changes in Cash Balances
From Cash Transactions**

	<u>1 Month Ended</u> <u>July 31, 2024</u>	<u>7 Months Ended</u> <u>July 31, 2024</u>
Sources (Uses) of Cash from Operations		
Excess of Receipts (Expenditures)	\$ 97,193.63	\$ 624,648.98
Other Sources of Cash		
Decrease in Accounts Receivable	2,184.00	25,656.93
Decrease in Due To/From	(304,720.66)	(88,064.97)
Prepaid Insurance Amortization	101,081.56	256,342.95
Assessments Paid in Advance	0.00	553,358.86
Retirement Contribution Accruals	66,252.18	444,233.50
Payroll Withholding		
FICA Withholding	69,013.14	459,092.34
Fed Income Tax Withholding	51,244.40	321,721.33
Employee Med Plan 125 W/H	13,864.62	97,378.20
Deferred Comp Withholding	18,127.00	126,548.00
Firefighters Dues W/H	2,075.00	14,800.00
Prepaid Legal Svcs W/H	146.50	1,025.50
Special Employee Withholding	5,420.00	37,940.00
Supp. Life Ins. W/H	1,473.02	10,119.65
Total Other Sources of Cash	<u>26,160.76</u>	<u>2,260,152.29</u>
Uses of Cash		
Prepaid Insurance Payments	0.00	(197,525.81)
Advance Payments Amortization	0.00	(156,963.53)
Decrease in Accounts Payable	0.00	(224,479.75)
Retirement Plan Contribution Payments	(66,217.16)	(444,198.48)
Payroll Withholding Payments		
FICA Deposits	(63,627.26)	(423,078.82)
Fed Income Tax Deposits	(44,251.85)	(294,225.18)
Employee Med Plan 125 Paymnts	(13,864.62)	(97,378.20)
Deferred Comp Payments	(18,127.00)	(126,548.00)
Firefighters Dues Payments	(2,075.00)	(14,800.00)
Prepaid Legal Svcs Payments	(146.50)	(1,025.50)
Spec Employee W/H Payments	(5,420.00)	(37,940.00)
Supp Life Ins W/H Payments	(1,473.02)	(10,119.65)
Total Uses of Cash	<u>(215,202.41)</u>	<u>(2,028,282.92)</u>
Increase (Decrease) in Cash	(91,848.02)	856,518.35
Cash - Beginning of Period	<u>1,297,118.48</u>	<u>348,752.11</u>
Cash - End of Period	<u>\$ 1,205,270.46</u>	<u>\$ 1,205,270.46</u>

See Accountants' Compilation Report

**Village Fire Department
Capital Replacement Fund
Statement of Changes in Cash Balances
From Cash Transactions**

	1 Month Ended <u>July 31, 2024</u>	7 Months Ended <u>July 31, 2024</u>
Sources (Uses) of Cash from Operations		
Excess of Receipts (Expenditures)	\$ <u>35,475.70</u>	\$ <u>292,433.99</u>
 Other Sources of Cash		
Assessments Paid in Advance	<u>0.00</u>	<u>16,666.67</u>
Total Other Sources of Cash	<u>0.00</u>	<u>16,666.67</u>
 Uses of Cash		
Decrease in Due To/From	<u>304,720.66</u>	<u>88,053.96</u>
Total Uses of Cash	<u>304,720.66</u>	<u>88,053.96</u>
 Increase (Decrease) in Cash	 340,196.36	 397,154.62
 Cash - Beginning of Period	 <u>185,927.33</u>	 <u>128,969.07</u>
 Cash - End of Period	 <u><u>\$ 526,123.69</u></u>	 <u><u>\$ 526,123.69</u></u>

See Accountants' Compilation Report

**Village Fire Department
Facility Fund
Statement of Changes in Cash Balances
From Cash Transactions**

	1 Month Ended <u>July 31, 2024</u>	7 Months Ended <u>July 31, 2024</u>
Sources (Uses) of Cash from Operations		
Excess of Receipts (Expenditures)	\$ (8,630.28)	\$ (171,455.25)
Other Sources of Cash		
Total Other Sources of Cash	<u>0.00</u>	<u>0.00</u>
Uses of Cash		
Decrease in Retainage Payable	0.00	0.20
Advance Payments Amortization	<u>0.00</u>	<u>0.00</u>
Total Uses of Cash	<u>0.00</u>	<u>0.20</u>
Increase (Decrease) in Cash	(8,630.28)	(171,455.05)
Cash - Beginning of Period	<u>107,084.83</u>	<u>269,909.60</u>
Cash - End of Period	<u>\$ 98,454.55</u>	<u>\$ 98,454.55</u>

See Accountants' Compilation Report

Village Fire Department
Selected Information - Substantially all Disclosures Required by
Generally Accepted Accounting Principles Are Not Included
July 31, 2024

	Actual For 1 Month Ended <u>July 31, 2024</u>	Actual For 7 Months Ended <u>July 31, 2024</u>	Budget For 7 Months Ended <u>July 31, 2024</u>	Variance Over/(Under) <u>Budget</u>	Total Annual <u>Budget</u>
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Note 1: City Assessments - City Assessments as of July 31, 2024 Consist of the Following:

Bunker Hill Village	\$ 150,630.23	\$ 1,054,411.61	\$ 1,054,411.61	\$ 0.00	\$ 1,807,562.68
Hedwig Village	146,666.27	1,026,663.89	1,026,663.89	0.00	1,759,995.25
Hilshire Village	23,783.72	166,486.04	166,486.04	0.00	285,404.64
Hunter's Creek Village	176,395.92	1,234,771.44	1,234,771.44	0.00	2,116,751.05
Piney Point Village	166,486.04	1,165,402.28	1,165,402.28	0.00	1,997,832.45
Spring Valley Village	128,828.48	901,799.36	901,799.36	0.00	1,545,941.78
Total City Assessments	<u>\$ 792,790.66</u>	<u>\$ 5,549,534.62</u>	<u>\$ 5,549,534.62</u>	<u>\$ 0.00</u>	<u>\$ 9,513,487.85</u>

Note 2: Capital Replacement Fund City Assessments - City Assessments as of July 31, 2024 Consist of the Following:

Bunker Hill Village	\$ 6,333.33	\$ 44,333.30	\$ 44,333.30	\$ 0.00	\$ 76,000.00
Hedwig Village	6,166.67	43,166.69	43,166.69	0.00	74,000.00
Hilshire Village	1,000.00	7,000.00	7,000.00	0.00	12,000.00
Hunter's Creek Village	7,416.67	51,916.69	51,916.69	0.00	89,000.00
Piney Point Village	7,000.00	49,000.00	49,000.00	0.00	84,000.00
Spring Valley Village	5,416.67	37,916.69	37,916.69	0.00	65,000.00
Total City Assessments	<u>\$ 33,333.34</u>	<u>\$ 233,333.37</u>	<u>\$ 233,333.37</u>	<u>\$ 0.00</u>	<u>\$ 400,000.00</u>

Note 3: Capital Expenditures - Capital Expenditures from the General Fund as of July 31, 2024 Consist of the Following:

Contingency-Physical Plant	\$ 0.00	\$ 1,180.00	\$ 5,833.35	\$ (4,653.35)	\$ 10,000.00
Misc. Tools, & Equip.-Fire	0.00	29,068.97	18,885.45	10,183.52	32,375.00
Misc. Tools & Equip.-EMS	0.00	27,307.98	15,374.50	11,933.48	26,356.25
Protective Gear	0.00	28,433.00	24,313.35	4,119.65	41,680.00
Apparatus Computers	0.00	0.00	8,011.50	(8,011.50)	13,734.00
Offie Computers	0.00	0.00	2,289.00	(2,289.00)	3,924.00
Radio Purchases	0.00	7,715.16	37,895.70	(30,180.54)	64,964.00
Total Capital Expenditures	<u>\$ 0.00</u>	<u>\$ 93,705.11</u>	<u>\$ 112,602.85</u>	<u>\$ (18,897.74)</u>	<u>\$ 193,033.25</u>

SUPPLEMENTARY INFORMATION

Village Fire Department
Selected Information - Substantially all Disclosures Required by
Generally Accepted Accounting Principles Are Not Included
July 31, 2024

Note 4: Gas & Oil Expense - The cities of Bunker Hill, Hedwig Village, Hunter's Creek, Spring Valley, Piney Point, the Memorial Villages Police Department and the Memorial Villages Water Authority purchase gasoline from the Department at cost plus three cents per gallon administrative fee. Payments received from the cities for the gasoline cost are recorded as reductions in gas and oil expense. The administrative fees are recorded as an offset to maintenance expense.

	Actual For 1 Month Ended <u>July 31, 2024</u>	Actual For 7 Months Ended <u>July 31, 2024</u>	Budget For 7 Months Ended <u>July 31, 2024</u>	Variance Over/(Under) <u>Budget</u>	Total Annual <u>Budget</u>
Purchases	\$ 11,876.11	\$ 118,673.82	\$ 28,000.00	\$ 90,673.82	\$ 48,000.00
Gasoline Cost Reimbursements:					
Hedwig Village	(3,787.24)	(21,700.88)	0.00	(21,700.88)	0.00
Spring Valley	(10,685.47)	(38,386.67)	0.00	(38,386.67)	0.00
Bunker Hill	(195.04)	(3,174.54)	0.00	(3,174.54)	0.00
Hunter's Creek	0.00	(48.87)	0.00	(48.87)	0.00
Piney Point	(182.35)	(624.85)	0.00	(624.85)	0.00
Total Cost Reimbursements:	(14,850.10)	(63,935.81)	0.00	(63,935.81)	0.00
Net Gas & Oil Expense	<u>\$ (2,973.99)</u>	<u>\$ 54,738.01</u>	<u>\$ 28,000.00</u>	<u>\$ 26,738.01</u>	<u>\$ 48,000.00</u>

1 Month Ended <u>July 31, 2024</u>	7 Months Ended <u>July 31, 2024</u>
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Note 5: Maintenance of Equipment - Maintenance of Equipment as of July 31, 2024 Consist of the Following:

Maint. of Equipment-Maint. of Equipment	\$ 1,099.70	\$ 5,139.57
Maint. of Equipment-Maint.-Chief's Truck	0.00	171.41
Maint. of Equipment-Maint. Fire Marshall's Car	0.00	852.41
Maint. of Equipment-Maint. of Utility Truck	0.00	3,545.20
Maint. of Equipment-Maint.-Pumper (E1)	274.76	13,575.54
Maint. of Equipment-Maint.-Ladder (L1)	3,468.36	(7,555.13)
Maint. of Equipment-Maint. Ambulance (Medic 1)	0.00	551.37
Maint. of Equipment-Maint.-Ambulance (Medic 2)	0.00	1,495.69
Maint. of Equipment-Other	(134.21)	(291.83)
Maint. of Equipment-Maint. Contracts	0.00	10,510.64
Maint. of Equipment-Maint.-Pumper (E2) 2000	0.00	670.20
Maint. of Equipment-Maint.-Ambulance (Medic 3)	0.00	2,210.40
Maint. of Equipment-Deputy Chief's Car	1,275.48	2,245.18
Equipment & Supplies Maintenance	3,744.59	16,954.35
Knox Contracts	0.00	3,703.70
Bunker Gear Maint.	0.00	9,196.72
SCBA Maintenance	70.41	4,855.61
Fuel System	0.00	775.00
Vehicle Licenses & Permits	0.00	49.75
Total Maint. of Equipment	<u>\$ 9,799.09</u>	<u>\$ 68,655.78</u>

Oliver, Rainey, & Wojtek, LLP
2909 Sherwood Way Ste. 300
San Angelo, TX 76901
512-756-4904

Village Fire Department
Houston, TX

The accompanying supplementary information contained in the supplementary schedule for the seven months ended July 31, 2024, is presented only for analysis purposes and has been compiled by us without audit or review, from information that is the representation of management, and we do not express an opinion or any other form of assurance on such information.

Oliver, Rainey, & Wojtek, LLP

San Angelo, TX
August 15, 2024

**Village Fire Department
General Fund
Statement of Receipts and Expenditures
From Cash Transactions**

	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
Receipts						
City Assessments (Note 1)	\$ 792,790.66	\$ 792,790.66	\$ 792,790.66	\$ 792,790.66	\$ 792,790.69	\$ 792,790.63
Miscellaneous Income	0.00	0.00	0.00	2,008.96	1,878.07	105.36
Interest/Dividend Income	2,922.89	3,036.87	3,780.31	4,153.48	4,449.39	5,024.43
Total Receipts	<u>795,713.55</u>	<u>795,827.53</u>	<u>796,570.97</u>	<u>798,953.10</u>	<u>799,118.15</u>	<u>797,920.42</u>
Capital Expend. (Note 3)	<u>(5,974.62)</u>	<u>30,069.62</u>	<u>27,307.98</u>	<u>26,333.67</u>	<u>8,372.46</u>	<u>7,596.00</u>
Personnel Expenditures						
Salaries	439,034.20	440,043.81	446,829.06	439,366.42	434,771.10	439,956.45
Overtime Regular	20,426.81	454.83	15,323.60	30,515.33	24,739.92	31,478.62
Overtime-Medical Standby	0.00	0.00	(69.06)	923.77	692.83	431.89
Overtime-CPR	0.00	0.00	(560.00)	1,657.98	1,444.69	2,309.40
Longevity	1,954.00	1,950.00	1,956.00	1,968.00	1,970.00	1,970.00
Higher Class	819.07	1,671.52	1,626.76	3,392.73	2,113.99	1,555.54
Prof. Certification Pay	5,950.42	5,245.42	5,469.55	5,344.55	5,297.92	5,245.42
FICA Tax	31,533.09	31,671.21	32,148.72	33,372.43	32,820.64	33,493.51
Basic Life, ADD & LTD Ins.	1,598.67	1,674.57	1,679.31	10,682.79	1,652.80	1,653.19
Retirement - TMRS	29,109.59	29,264.37	29,674.79	30,767.38	30,256.20	30,864.78
Health Insurance	71,640.77	75,235.41	74,830.72	65,450.72	72,915.44	73,227.01
Workmens' Comp Insurance	5,580.33	3,303.88	6,607.75	6,607.75	3,303.87	9,911.63
Meal Allowances	4,333.29	3,833.31	3,833.31	3,833.31	3,833.31	3,833.31
Total Personnel Expenditures	<u>611,980.24</u>	<u>594,348.33</u>	<u>619,350.51</u>	<u>633,883.16</u>	<u>615,812.71</u>	<u>635,930.75</u>
Operational Expenditures						
Ambulance Medical Supplies	954.29	3,995.69	5,300.09	2,585.29	5,765.90	3,843.54
Dues/Subscriptions/Manuals	0.00	0.00	2,198.10	0.00	0.00	0.00
Building Maintenance	4,096.83	548.75	3,341.97	2,549.13	1,494.00	1,646.89
Station Supplies	502.49	654.09	1,020.91	1,037.42	1,768.47	1,986.84
IP Address VPN-PS Lightwave	0.00	756.43	0.00	(12.92)	2,232.62	0.00
Internet, Phones & TV-Comcast	846.35	2,569.00	1,466.54	1,752.63	2,504.93	2,352.45
Mobile Device Serv.-T Mobile	526.49	535.79	526.52	526.52	57.00	0.00
Comm.-Motorola 47 & Nice	0.00	40,819.43	0.00	0.00	0.00	0.00
EMS Protocol App - Handevy	835.27	0.00	0.00	0.00	4,398.98	0.00
EMS Eq Maint-ProCare/Stryker	0.00	0.00	0.00	20,544.63	0.00	0.00
Fire Investigations	0.00	0.00	0.00	89.09	487.63	0.00
Law Enforcement Equipment	0.00	3,070.00	0.00	0.00	0.00	0.00
Elect. Protocol Cards-Pro QA	0.00	53.04	0.00	0.00	0.00	0.00
Translation Ser.-Language Line	0.00	0.00	0.00	4.64	0.00	1.74
VFD Fire Comm & Meet. Exp.	0.00	0.00	1,076.53	381.57	0.00	373.06
VFD Events	0.00	0.00	0.00	0.00	337.10	287.00
CPR Supplies, Cards, & Equip.	0.00	0.00	(105.87)	6,637.52	0.00	232.49
Gas & Oil (Note 4)	29,842.82	(6,499.77)	4,852.35	14,438.58	7,338.85	7,739.17
Property & Casualty Insurance	6,752.67	6,752.67	6,752.67	6,751.33	6,751.33	6,751.33
Maint. of Equip. (Note 5)	2,647.51	5,091.55	12,283.80	18,440.62	13,997.49	6,395.72
Miscellaneous Exp.	0.00	0.00	0.00	19.00	0.00	0.00
Office Expenses	1,215.47	1,160.04	3,053.08	1,806.41	2,611.95	5,023.67
Rent	10.00	0.00	0.00	0.00	0.00	0.00
Public Utilities	3,885.63	1,195.14	2,952.66	3,530.09	2,987.56	5,719.49
Fire Certification Fees	523.02	0.00	174.34	719.89	0.00	686.34
Software&Email-Microsoft 365	0.00	457.16	745.37	510.63	458.54	1,829.29
Legal Services	(1,960.00)	3,622.48	2,722.52	11,620.00	23,862.00	3,397.00
IT Services	0.00	2,200.00	2,200.00	2,200.00	2,200.00	2,260.00
Health Ins. Consulting Serv.	10,186.48	0.00	0.00	0.00	0.00	0.00
Medical Director Services	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	0.00
Legal Notices & Advert.	0.00	0.00	0.00	0.00	2,341.48	0.00
Other Professional Services	0.00	1,147.00	3,373.00	37.50	8,439.95	424.00
Training Programs	986.49	2,115.36	3,239.49	4,229.03	2,520.63	3,893.20
Uniforms	0.00	1,692.55	0.00	1,953.18	3,583.87	1,090.00
Total Operational Expenditures	<u>63,101.81</u>	<u>73,186.40</u>	<u>58,424.07</u>	<u>103,601.78</u>	<u>97,390.28</u>	<u>55,933.22</u>
Total Expenditures	<u>669,107.43</u>	<u>697,604.35</u>	<u>705,082.56</u>	<u>763,818.61</u>	<u>721,575.45</u>	<u>699,459.97</u>
Excess of Receipts (Expenditures)	<u>\$ 126,606.12</u>	<u>\$ 98,223.18</u>	<u>\$ 91,488.41</u>	<u>\$ 35,134.49</u>	<u>\$ 77,542.70</u>	<u>\$ 98,460.45</u>

**Village Fire Department
General Fund
Statement of Receipts and Expenditures
From Cash Transactions**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>
Receipts						
City Assessments (Note 1)	\$ 792,790.66	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Miscellaneous Income	141.49	0.00	0.00	0.00	0.00	0.00
Interest/Dividend Income	4,449.47	0.00	0.00	0.00	0.00	0.00
Total Receipts	<u>797,381.62</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Personnel Expenditures						
Salaries	432,852.59	0.00	0.00	0.00	0.00	0.00
Overtime Regular	56,047.81	0.00	0.00	0.00	0.00	0.00
Overtime-CPR	692.82	0.00	0.00	0.00	0.00	0.00
Longevity	1,974.00	0.00	0.00	0.00	0.00	0.00
Higher Class	2,585.10	0.00	0.00	0.00	0.00	0.00
Prof. Certification Pay	5,192.92	0.00	0.00	0.00	0.00	0.00
FICA Tax	34,506.57	0.00	0.00	0.00	0.00	0.00
Basic Life, ADD & LTD Ins.	1,625.48	0.00	0.00	0.00	0.00	0.00
Retirement - TMRS	31,522.54	0.00	0.00	0.00	0.00	0.00
Health Insurance	72,476.42	0.00	0.00	0.00	0.00	0.00
Workmens' Comp Insurance	6,607.75	0.00	0.00	0.00	0.00	0.00
Meal Allowances	3,833.31	0.00	0.00	0.00	0.00	0.00
Total Personnel Expenditures	<u>649,917.31</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Operational Expenditures						
Ambulance Medical Supplies	2,444.35	0.00	0.00	0.00	0.00	0.00
Building Maintenance	1,097.95	0.00	0.00	0.00	0.00	0.00
Station Supplies	2,909.82	0.00	0.00	0.00	0.00	0.00
IP Address VPN-PS Lightwave	779.62	0.00	0.00	0.00	0.00	0.00
Internet, Phones & TV-Comcast	1,499.52	0.00	0.00	0.00	0.00	0.00
Mobile Device Serv.-T Mobile	526.42	0.00	0.00	0.00	0.00	0.00
Trn.Soft.&Veh.Checks-Vector	8,078.07	0.00	0.00	0.00	0.00	0.00
VFD Events	154.85	0.00	0.00	0.00	0.00	0.00
Gas & Oil (Note 4)	(2,973.99)	0.00	0.00	0.00	0.00	0.00
Property & Casualty Insurance	6,751.33	0.00	0.00	0.00	0.00	0.00
Maint. of Equip. (Note 5)	9,799.09	0.00	0.00	0.00	0.00	0.00
Miscellaneous Exp.	1,050.00	0.00	0.00	0.00	0.00	0.00
Office Expenses	6,195.44	0.00	0.00	0.00	0.00	0.00
Public Utilities	3,922.48	0.00	0.00	0.00	0.00	0.00
Fire Certification Fees	1,405.32	0.00	0.00	0.00	0.00	0.00
Legal Services	3,720.60	0.00	0.00	0.00	0.00	0.00
Medical Director Services	1,596.14	0.00	0.00	0.00	0.00	0.00
Other Professional Services	1,058.00	0.00	0.00	0.00	0.00	0.00
Training Programs	255.67	0.00	0.00	0.00	0.00	0.00
Total Operational Expenditures	<u>50,270.68</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expenditures	<u>700,187.99</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess of Receipts (Expenditures)	<u>\$ 97,193.63</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

VFD AGENDAS & MINUTES

VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
Wednesday, July 24, 2024, 6:00 P.M

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **Wednesday, July 24, 2024, at 6:00 P.M.**, 901 Corbindale Road, Hedwig Village, Texas 77024.

1. **CALL TO ORDER**
2. **COMMENTS FROM THE PUBLIC** – Comments are limited to 3 minutes each.
3. **CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
 - A. Approval of Minutes – Regular Monthly Board Meeting Minutes June 26, 2024
 - B. Approval of Bills Paid – June 2024
4. **REPORTS**
 - A. Treasurer’s Financial Reports and possible action – June 2024
 - B. Fire Chief’s Report and possible action – Events of June 2024, Monthly Performance; Incidents, Record of Calls, Projects, Response Times, etc.
5. **CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following:
None
6. **CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:
None
7. **DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** – The Board will discuss and consider possible action on the following:
 - A. Financial management policy draft
 - B. Payroll
8. **DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:
 - A. Generator
 - B. Emergency Communications
 - C. Budgeting on consulting/inspector on capital projects
9. **EXECUTIVE SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to seek legal advice related to the following matters:
None
10. **FUTURE TOPICS**
11. **NEXT MEETING DATE**
August 28, 2024
12. **ADJOURNMENT**

I certify that the agenda for the 24th of July 2024 Regular Monthly Board Meeting was posted at the fire department this the 19th day of July 2024, at 12:00 P.M. - Katherine Stuart, Administrative Specialist

Minutes

*VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
Wednesday, June 26, 2024, 6:00 P.M.*

1. CALL TO ORDER

A regular fire commission meeting of the Village Fire Department was held on June 24, 2024, at 901 Corbindale Houston, Texas 77024. It began at 6:00 p.m. and was presided over by the Commission Chair, Keith Brown. The secretary was present.

Present & Voting Were:

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

Commissioner Keith Brown, Chair
Commissioner Henry Kollenberg, Vice Chair
Commissioner Rob Adams, Secretary
Commissioner Mike Garofalo, Member
Commissioner Matt Woodruff, Member

Present Were:

City of Bunker Hill Village
City of Piney Point Village
City of Spring Valley Village
City of Hilshire Village
Village Fire Department

Alternate Clara Towsley
Alternate Aliza Dutt
Alternate John Lisenby
Alternate Robert (Bob) Buesinger, Member
Fire Chief, Howard Miller
Administrative Staff, Marlo Longoria & Katherine Stuart
Attorney Brandon Morris

Randle Law Firm

Not Present Were:

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

Alternate Fidel Sapien
Commissioner Allen Carpenter, Treasurer
Alternate Patrick Breckon

2. COMMENTS FROM THE PUBLIC (Comments are limited to 3 minutes each)

None

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

- Approval of Minutes –
May 22, 2024 – Regular Commission Meeting
- Approval of Bills Paid – May 2024

Commissioner Woodruff made a motion to approve the items presented in the consent agenda. Seconded by Commissioner Kollenberg

Motion carries unanimously

4. REPORTS and POSSIBLE ACTION

A. Treasurer Report

Ms. Marlo Longoria presented the Treasurer’s Financial Report for May 2024. Ms. Longoria stated that all cities have adopted the 2025 proposed budget. The financials overall are on track. There are a few line items that will go over budget due to the contract amount being higher than budgeted, but no significant amount that will need additional funding from the cities. It should be an intra-budgetary transfer of funds. Overtime for the month of May is 44% just over the May percentage.

B. Fire Chief’s Report – Events of May 2024, Monthly Performance; Staffing, Record of Calls, Response Times, etc.

a. Staffing

Firemedic on workers comp from a medical event a few weeks ago.
4 applicants were interviewed. Pre-employment background and drug testing underway.
Part-time Dispatcher: The hiring process continues. Pre-employment background and drug testing underway.
Full -Time Dispatcher terminated 5/30.
Full-time Dispatcher: 1 applicant continuing with the pre-employment background and drug testing.
Deputy Chief will be retiring on January 1, 2025. He will be riding his time down to the end of the year.

b. Apparatus and Equipment

Ladder 1 is back from the body shop & in Service.
Engine 2: A new turbo (refurbished) was installed on June 21st. Saturday, June 22nd, the check engine light came on. The mechanic came out and said there is an issue with the new turbo.
Engine 2 is out of service until a new turbo is found and installed

Major incidents
Hilshire House Fire 1226 Ridgeley
Straight Line Windstorm.

c. May 2024 Incidents

Fire Incidents: 216
EMS type Incidents: 94
Service Calls Non-Emergency: 53
HFD Calls: 9
Total incidents: 372 (177 Calls made 5/16/2024)

Average Response Time: 6 Minutes 6 Seconds
EMS 1st response time: (Natl Standard is 6:30)
Fire: (Natl Standard is 6:50)

d. Major Projects (2024):

Main Roof: The construction contract will be executed when it is updated with the changes that were recommended by counsel.

CPR Program: Large increase in the number of classes. Will need to purchase new cards that will go beyond the budgeted amount. Would request to use revenue from the classes.

e. Consideration items

Department Guidelines are currently on SharePoint. The drafts will be placed on SharePoint when completed and ready for review.

The finance policy drafts will be sent out before the next Fire Commission meeting.

V-Link: MVPD is adding Spring Valley, Hilshire Village, and Hedwig Village. Homeowners can register and provide special information that we can add to our CAD. (Medical or Special Hazard) Special messaging can be generated with this system.

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

None

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

None

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

A. Departmental Guidelines

Commissioner Kollenberg requested a budget committee

Commissioner Brown requested a “departmental guidelines committee” to assist the chief in preparing departmental guidelines.

Commissioner Brown appointed himself as a committee member and Commissioner Woodruff for the “departmental guidelines committee.”

B. Staffing, Payroll, and Hiring paramedics vs. firefighters for the open positions

Commissioner Kollenberg presented information on staffing, payroll, and hiring paramedics vs. firefighters. He suggested that the manner in which the recent increase in staffing was accomplished, could have been accomplished by other means, resulting in annual cost savings in the neighborhood of \$250,000. He suggested that the fire commission analyze and review these topics as the year progresses and before the new budget year. He indicated that the discussion specific to payroll would be deferred to another meeting.

Commissioner Woodruff stated this topic has been reviewed and discussed, however, if it is a concern and the commission feels that it is appropriate to reevaluate the topics then it should be placed as a future topic.

Commissioner Adams stated the commission has reviewed and spent a tremendous amount of time discussing and analyzing this topic. He feels that it should not be a discussion topic.

Fire Chief, Howard Miller stated that it is difficult to staff overtime. When the additional staffing was approved, it provided the needed staff for the apparatuses.

Commissioner Brown stated that Bunker Hill Village is very happy and comfortable with the staffing model at the fire department.

No action was taken.

C. Firemedic hiring

Commission Brown stated that there is no written policy to hire firemedics over an EMT, however, the need for paramedics is greater and preferred.

No action was taken.

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

A. Audit change made to TMRS information on page – 39

Commissioner Woodruff moved to accept the audit as amended on page 39 referencing TMRS. Seconded by Commissioner Kollenberg

Motion carries unanimously

B. Possible vehicle purchases in 2025

Commissioner Woodruff made a motion that no money be spent of the \$150,000 or no commitments be made to spend any part of that money pending further action of the commission. Seconded by Commissioner Garafolo.

Motion carries unanimously

C. Foundation funding

Commissioner Brown stated that the Bunker Hill Village First Responders Foundation (FRF) does have the legal capability to do fundraising on behalf of the Village Fire Department and distribute those funds to the fire department to purchase such items as a boat. Commissioner Brown stated before the process can take place, Bunker Hill Village FRF will need the current boat situation and the size, type, and what is needed for the new boat. The fire commission will review and determine the number to move forward on the fundraising for the purchase.

Discussion only, no action taken.

9. EXECUTIVE SESSION - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551, Texas Government Code, to seek legal advice related to the following matters:

Commissioner Brown requested to retire into executive session at 8:05 p.m.

A. Executive session pursuant to Section 551.074 authorizing a governmental body to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the following positions:

- (1) Fire Chief
- (2) Administrator
- (3) Administrative Specialist

Commissioner Kollenberg reconvened into public session at 8:22 p.m.

10. ACTION – CLOSED SESSION – The Board of Directors will reconvene in open session to consider and

take any actions necessary on items discussed in Executive Session

No action was taken

11. FUTURE TOPICS

**Generator
Emergency Communications**

12. NEXT MEETING DATE

July 24, 2024

13. ADJOURNMENT

Commissioner Brown asked for a motion to adjourn at 8:24 p.m. Commissioner Woodruff moved, seconded by Commissioner Adams.

Recording: On the website if needed.

<https://villagefire.org/fire-commission-agenda/>

TO: City Council

FROM: City Engineer

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action on the Engineer's Report.

Agenda Item: 4

Summary

These reports are crucial for maintaining and improving a city's infrastructure, ensuring public safety, and planning for future growth and development.

Attachments:

Engineer Report (handout).

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator
M. Yi, Finance Director

MEETING DATE: August 26, 2024

SUBJECT: Discuss and take possible action as a record vote on the proposed 2024 tax rate.

Agenda Item: 5

An unchanged tax rate of \$0.255140 per \$100 valuation is proposed for the Council of the City of Piney Point Village.

PROPOSED TAX RATE	\$0.255140 per \$100
NO-NEW-REVENUE TAX RATE	\$0.265993 per \$100
VOTER-APPROVAL TAX RATE	\$0.285279 per \$100

The no-new-revenue tax rate is the tax rate for the 2024 tax year that will raise the same amount of property tax revenue for the City of Piney Point Village from the same properties in both the 2023 tax year and the 2024.

The voter-approval rate is the highest tax rate that the City of Piney Point Village may adopt without holding an election to seek voter approval of the rate. ***The city is below this rate and is not required to seek voter approval.***

The proposed tax rate is not greater than the no-new-revenue tax rate. ***This means that the City of Piney Point Village is not proposing to increase property taxes for the 2024 tax year.***

Date, Time, and Location:

A PUBLIC MEETING TO VOTE ON THE PROPOSED TAX RATE WILL BE HELD ON September 23, 2024, AT 6:00 PM AT Ecclesia 325 Piney Point Dr., Houston, TX 77024.

Recommended Action:

Note: The council reached a consensus at the last meeting and requested the publication of the tax rate and tax hearing for financial transparency, even though it is not required according to the TNT calculation.

However, the following is needed:

- A record vote from each council member on the proposed 2024 tax rate at \$0.255140 per \$100 of taxable value.

NOTICE OF MEETING TO VOTE ON TAX RATE

A tax rate of \$0.255140 per \$100 valuation has been proposed by the governing body of City of Piney Point Village.

PROPOSED TAX RATE	\$0.255140 per \$100
NO-NEW-REVENUE TAX RATE	\$0.265993 per \$100
VOTER-APPROVAL TAX RATE	\$0.285279 per \$100

The no-new-revenue tax rate is the tax rate for the 2024 tax year that will raise the same amount of property tax revenue for City of Piney Point Village from the same properties in both the 2023 tax year and the 2024 tax year.

The voter-approval rate is the highest tax rate that City of Piney Point Village may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is not greater than the no-new-revenue tax rate. This means that City of Piney Point Village is not proposing to increase property taxes for the 2024 tax year.

A PUBLIC MEETING TO VOTE ON THE PROPOSED TAX RATE WILL BE HELD ON September 23, 2024 AT 6:00 PM AT Ecclesia 325 Piney Point Dr., Houston, TX 77024.

The proposed tax rate is also not greater than the voter-approval tax rate. As a result, City of Piney Point Village is not required to hold an election to seek voter approval of the rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the City of Piney Point Village of City of Piney Point Village at their offices or by attending the public meeting mentioned above. YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

FOR the proposal:

AGAINST the proposal:

PRESENT and not voting:

ABSENT:

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Piney Point Village last year to the taxes proposed to be imposed on the average residence homestead by City of Piney Point Village this year.

	2023	2024	Change
--	------	------	--------

Total tax rate (per \$100 of value)	\$0.255140	\$0.255140	increase of 0.000000 per \$100, or 0.00%
Average homestead taxable value	\$2,688,264	\$2,753,914	increase of 2.44%
Tax on average homestead	\$6,858.84	\$7,026.34	increase of 167.50, or 2.44%
Total tax levy on all properties	\$8,263,018	\$8,065,902	decrease of -197,116, or -2.39%

For assistance with tax calculations, please contact the tax assessor for City of Piney Point Village at Spring Branch ISD at 713-251-7960 or taxoffice@springbranchisd.com, or visit www.cityofpineypoint.com for more information.

TO: The Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action regarding an ordinance amending the City Code Chapter 2, Article II, Division 2, modifying the number of members to the Planning and Zoning Commission under Section 2-57, modifying the number of members for a quorum to the Planning and Zoning Commission under Section 2-58, and declaring an emergency.

Agenda Item: 6

The membership of the Planning and Zoning Commission needs to be clarified. The commission should have eight members, but only 5 are required by state law to be sitting members when a meeting is called. In practice, the additional members have served as alternates only to ensure that there are enough individuals present to hold a quorum. This amending ordinance aims to make this clearer. Additionally, the state law only requires a simple majority to be present for a Planning and Zoning Commission to have a quorum, and this amendment clarifies the number needed for a quorum.

Recommendation:

It is recommended that the council take the necessary action to pursue the requisite steps for the eventual adoption of the proposed ordinance.

Attachment:

Ordinance No. 2024.08 (Draft)

ORDINANCE NO. 2024.08

AN ORDINANCE AMENDING CITY CODE CHAPTER 2, ARTICLE II, DIVISION 2, MODIFYING THE NUMBER OF MEMBERS TO THE PLANNING AND ZONING COMMISSION UNDER SECTION 2-57, MODIFYING THE NUMBER OF MEMBERS FOR A QUORUM TO THE PLANNING AND ZONING COMMISSION UNDER SECTION 2-58, AND DECLARING AN EMERGENCY.

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

PART 1. City Code Chapter 2, Article II, Division 2, Section 2-57 (Membership) is amended to read as follows:

The planning and zoning commission shall be composed of ~~eight~~ five members, and three alternate members, each of whom shall be at the time of his or her appointment and at all times while serving as a member, or as an alternate member, of the commission a resident citizen, qualified voter and property owner of the city. ~~The All~~ members of the commission shall be appointed by the mayor subject to approval by city council. Alternate members are selected to stand in for regular members who are absent, designated by the chairperson before the meeting officially commences, without requiring further board action. Any member of the commission may be removed at the will of the mayor subject to concurrence of the city council.

PART 2. City Code Chapter 2, Article II, Division 2, Section 2-58 (Quorum) is amended to read as follows:

For the purposes of the conduct of its business, ~~four~~ three members of the planning and zoning commission shall constitute a quorum.

PART 3. The Commission is directed to adopt amended bylaws that reflect the new amended language at its first regular meeting after the adoption of this ordinance.

PART 4. The council is to appoint members to the city's planning and zoning commission as required by ordinance, which constitutes an emergency. This ordinance takes effect immediately upon its passage for the immediate preservation of public peace, health, and safety.

PASSED AND APPROVED THIS 26TH DAY OF AUGUST 2024.

Aliza Dutt
Mayor

Attest:

Robert Pennington
City Administrator / City Secretary

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action regarding a resolution (RES 2024.08-A), the appointment to the Planning and Zoning Commission.

Agenda Item: 7

The Planning and Zoning Commission is comprised, in total, eight members, each of whom must be a resident citizen, qualified voter, and property owner of the city both at the time of their appointment and throughout their tenure on the commission. The mayor appoints the commission members, and the city council must approve their appointments. The mayor can remove any member of the commission subject to the city council's agreement.

Currently there are three (3) positions that remain open on the Planning & Zoning Commission. In addition, the Council should appoint the existing or new members to the Commission for the next term. The Council did suggest Don Jones as the chairperson at the May 14 meeting. The list below contains current members and available positions:

- Position #1 - Bill Burney
- Position #2 - Buck Ballas
- Position #3 - Dana Gompers
- Position #4 - Don Jones (Commission Chair)
- Position #5 - William Ogden
- Position Alternate #6 – Vacant
- Position Alternate #7 – Vacant
- Position Alternate #8 – Vacant

Recommendation:

The mayor recommends appointing specific individuals who meet the criteria. Approval from the council is necessary to finalize the appointments to commission positions. A nominee should have a thorough understanding of urban planning, zoning, and development practices.

Attachment:

Resolution No. 2024.08-A(Draft)

RESOLUTION NO. 2024.08-A

**A RESOLUTION AND ORDER OF THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS,
TO APPOINT MEMBERSHIP TO THE PLANNING AND ZONING COMMISSION.**

WHEREAS, The Texas Local Government Code's Chapter 211, "Municipal Zoning Authority," allows municipalities in Texas to regulate land use through zoning ordinances to better public health, safety, morals, or general welfare. This also includes the preservation of places and areas of historical, cultural, or architectural importance and significance.

WHEREAS, the governing body of a general-law municipality can appoint a zoning commissioner. By City Ordinance, the planning and zoning commission must be composed of eight members, each of whom must be a resident citizen, qualified voter, and property owner of the city.

WHEREAS, the commission members must be appointed by the mayor, subject to approval from the city council. Any member of the commission may be removed at the mayor's will, subject to the concurrence of the city council.

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

Section 1. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 2. The City Council hereby finds that the qualified citizens are appointed to serve on the City of Piney Point Village Planning and Zoning Commission as follows:

- Position 1: _____
- Position 2: _____
- Position 3: _____
- Position 4: _____
- Position 5: _____
- Position Alt. 6: _____
- Position Alt. 7: _____
- Position Alt. 8: _____

Section 3. It is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

Section 4. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED THIS 26TH DAY OF August 2024.

Aliza Dutt
Mayor

Attest:

Robert Pennington
City Administrator / City Secretary

TO: Mayor and City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action regarding a resolution (RES 2024.08-B) approving and establishing a municipal court warrant policy and making other provisions related to the subject.

Agenda Item: 8

It is imperative for municipal courts to take proactive measures to withdraw, cancel, or rescind aging writs of *habeas corpus*, aging writs of *habeas corpus pro fine*, and aging arrest warrants in order to uphold accuracy and fairness within the judicial system.

- Correcting Errors: If a writ or warrant was issued in error or based on incorrect information, rescinding it can prevent unjust consequences for the defendant.
- Focused Resources: Withdrawing unnecessary writs and warrants enables law enforcement to concentrate its efforts on current, legitimate cases rather than pursuing outdated or resolved matters.
- Court Docket Management: Canceling inactive writs and warrants helps streamline the court's docket and reduces administrative burden.
- Avoiding Liability: Canceling invalid writs and warrants protects the court and law enforcement from potential legal liability associated with improper arrests or detentions.

Recommendation:

If individuals are improperly arrested or detained due to outdated writs, the municipality could face costly lawsuits. The MVPD and city staff support this request and recommend the adoption of a resolution (RES 2024.08-B) approving and establishing a municipal court warrant policy and making other provisions related to the subject.

Attachment:

Resolution No. 2024.08-B(Draft)
Exhibit A - Municipal Court Warrant Policy

RESOLUTION NO. 2024.08-B

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINEY
POINT VILLAGE, TEXAS, APPROVING AND ESTABLISHING A
MUNICIPAL COURT WARRANT POLICY; AND MAKING OTHER
PROVISIONS RELATED TO THE SUBJECT**

* * * * *

WHEREAS, the City Council desires to establish a written policy regarding the issuance, by the City's Municipal Court, of writs of capias, writs of capias pro fine, and other writs or warrants authoring arrests; and

WHEREAS, the presiding judge of the City's Municipal Court has approved the proposed written policy;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Piney Point Village, Texas:

Section 1. The findings set forth in the preamble of this Ordinance are found to be true and correct.

Section 2. The City Council approves and establishes the "Municipal Court Warrant Policy" attached to this resolution as Exhibit A as an official policy of the City of Piney Point Village.

PASSED, APPROVED, AND RESOLVED this 26th day of August 2024.

Aliza Dutt
Mayor

Attest:

Robert Pennington
City Administrator / City Secretary

Exhibit "A"

City of Piney Point Village, Texas
Municipal Court Warrant Policy

1. Effective September 1, 2024, the Judges and the Clerk of the Municipal Court shall cease the practice of routinely issuing writs of capias, writs of capias pro fine, or warrants of arrest in cases where the Defendant has failed to appear or to satisfy the terms of a judgment. The Judges of the Municipal Court shall retain the authority to issue warrants, including writs of capias, writs of capias pro fine, and warrants of arrest, on a case-by-case basis.
2. Effective September 1, 2024, the Judges of the Municipal Court shall take action to withdraw, cancel, or rescind all writs of capias, writs of capias pro fine, or warrants of arrest issued before January 1, 2019.
3. For writs of capias, writs of capias pro fine, or warrants of arrest issued between January 1, 2019, and December 31, 2023, the Judges of the Municipal Court shall take action to withdraw, cancel, or rescind those writs of capias, writs of capias pro fine and warrants of arrest on or before December 31, of the fifth year after the year of their issuance.
4. This policy shall become effective on September 1, 2024.

Presiding Municipal Court Judge

Police Chief

City Attorney

City Prosecutor

City Administrator

TO: City Council

FROM: R. Pennington; City Administrator

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action on a resolution (RES 2024.08-C) to define decorum guidelines for election-related activities within Piney Point Village.

Agenda Item: 9

Summary:

Decorum guidelines for election-related activities are to be set to maintain an environment conducive to fair, respectful, and productive election-related activities, ultimately strengthening the democratic process. The draft mainly includes the guidelines for campaign signs.

Recommendation:

Additional discussion is likely needed before the guidelines are acceptable to all members and citizens.

Attached:

Draft of Decorum Guidelines for Election-Related Activities.
Draft of Resolution (RES 2024.08-C)

Decorum Guidelines for Election-Related Activities Within the City of Piney Point Village

Given the small, residential nature of the City of Piney Point Village, we invite and encourage all residents, candidates for elected office, political committees, and all others conducting election-related activities within the City to make election season a positive, affirming experience for our City. Our residents appreciate positive messages and platforms. Residents desire for campaign communications to be respectful of their privacy, diversity of backgrounds, alternate viewpoints, and time. Residents wish for the aesthetics of our community to remain untarnished and free from an overabundance of campaign signs.

Therefore, be it resolved that the City of Piney Point Village requests each resident, candidate for elected office, political committees, and all other persons conducting election-related activities within the City to adhere to the following guidelines:

- Conduct yourself in a positive and ethical manner, limiting public criticisms of other candidates to that candidate's record and stated positions on issues. Be respectful of the viewpoints of all residents and candidates.
- Uphold the right of every qualified voter to full and equal participation in elections, and do not engage in activity aimed at intimidating voters or encouraging residents not to vote.
- Any in-person canvassing by or for a candidate should be conducted during daylight hours. Wear identifying clothing or a badge to identify the purpose of your outreach.
- Be respectful of residents who do not want solicitors. If requested by a resident, remove that person from all campaign communications lists.
- Conform to the following standards for campaign signs:
 - Do not put out signs until at least 60 days prior to election day (or in the case of City municipal elections, until after the municipal election filing period has ended).
 - Ensure signs are NOT placed on public property, in the City's right-of-way, in an area that creates a traffic hazard, or in an area that could impede drainage. The City will enforce all sign-related ordinances –these signs will be removed and a fine may be imposed.
 - Under most circumstances, the City's right of way includes ALL areas adjacent to a City street between either a side yard or a backyard fence line and the street, and between a front yard sidewalk and the street. Specific questions regarding the City's right-of-way may be directed to the City Manager. Signs removed from the City's right-of-way will be kept at City Hall and will be disposed of 5 days after election day, if not picked up by the owner.
 - Obtain permission of property owner prior to placing signs on private property.
 - Limit signs to a maximum of two (2) per property.
 - Ensure all signs have professional graphics, are ground-mounted, and have measurements not to exceed current City Ordinances. Signs should be neatly placed, secured in the ground, and level with the adjacent roadway.
 - Signs should not include lighting, balloons, streamers or other decorative components that would otherwise be distracting to motorists.
 - Signs should not contain language, graphics or any displays that would be offensive to the ordinary person.
 - All signs should be removed no later than 5 days after the election.
 - Confirm signs otherwise conform to state laws and applicable City Ordinances.

RESOLUTION No. _____

**A RESOLUTION OF THE CITY OF PINEY POINT VILLAGE, TEXAS, ESTABLISHING DECORUM
GUIDELINES FOR ELECTION-RELATED ACTIVITIES**

* * * * *

WHEREAS, election candidates are required to take specific oaths before performing their duties, swearing to support and defend the constitution and laws of the United States and Texas;

WHEREAS, every candidate has a moral obligation to observe and uphold basic principles of decency, honesty, and fair play so that, campaigns are fairly conducted;

WHEREAS, all candidates are expected to conduct themselves in a manner that upholds ethical standards, refraining from publicly criticizing fellow candidates and demonstrating respect for the viewpoints of all residents and candidates alike;

WHEREAS, all candidates are required to safeguard the right of every eligible voter to full and equal participation in elections and must refrain from engaging in any activities intended to intimidate voters or dissuade residents from voting;

WHEREAS, canvassing on behalf of a candidate should be conducted during daylight hours, with individuals required to wear identifiable clothing or a badge that clearly indicates the purpose of their neighborhood outreach efforts, respectful of residents who do not want solicitors;

WHEREAS, all candidates are expected to adhere to the campaign sign standards outlined in Exhibit A, the Decorum Guidelines for Election-Related Activities, and educate candidate advocates on these guidelines;

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

Section 1. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law, and the public notice of the time, place, and purpose of said meeting was given as required.

Section 2. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Piney Point Village, Texas declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED, APPROVED, AND ADOPTED on first and final reading this _____ day of
_____ 2024.**

TO: City Council

FROM: Aliza Dutt, Mayor

MEETING DATE: August 26, 2024

SUBJECT: Consideration and possible action on the monthly report presented by the Mayor.

Agenda Item: 10

Summary:

This agenda item pertains to the mayor's reports, which provide updates on city operations to the council and community.

- a) Tree Trimming and Outreach Program

TO: City Council

FROM: R. Pennington; City Administrator

MEETING DATE: August 26, 2024

SUBJECT: Discuss and take possible action on the City Administrator's Monthly Report, including selected items.

Agenda Item: 11

The City Administrator will provide information for the Council and the community that contains updates on important city initiatives that are not generally included on a city council agenda for action. Some items listed may call for Council approval and/or delegate authorization under the direction of the Council. Note the following items:

A. Financial Related Items:

- i. Financial Report: This report provides an overview of financial activity as of July 2024.
 - (1) The General Fund (GF) has generated revenues of \$8,162,584, which accounts for 88.3% of the budget. This amount is 0.5% lower than the previous year-to-date (YTD) figure. Out of the total budget, \$7,695,485 has been allocated for operating expenses, with an additional \$2,462,900 designated for capital programming. The GF has incurred total expenditures of \$ 5,242,707, which is 51.6% of the budget and 10.6% higher than the last YTD. Operating expenditures specifically amount to \$4,702,877, representing 56.1% of the budget and a 12.7% increase from the previous YTD. GF's revenue over expenditures stands at \$2,919,878.
 - (2) Debt Service (DS) Revenues total \$890,235, accounting for 99.4% of the budget, with \$873,793 stemming from I&S property tax collections. Meanwhile, DS Expenditures total \$884,200, representing 99.9% of the budget. Subsequently, DS Revenues surpass expenditures by \$6,035.
 - ii. Property Tax Report: Attached is the latest report from our tax assessor-collector regarding tax collection.
 - iii. TCO Reimbursement Request: 11419 Shadow Way Lane.
- B. **Annual Recycle Event:** The Memorial Villages annual recycling event will be held on Saturday, October 26, 2024, from 8:00 a.m. to 12:00 noon. The event location is 955 Piney Point Rd.
 - C. **Arbor Day Event:** The annual Piney Point Arbor Day event is scheduled to take place on Saturday, November 2, 2024. The event location is Ecclesia.
 - D. **Update on Current Specific Use Permits and Permit Activity.**

Recommendation:

Unfortunately, the TCO presented does not match the timing requirements for reimbursement. No action is recommended.

FINANCIAL RELATED ITEMS



CITY OF PINEY POINT VILLAGE FINANCIAL REPORT

JULY 2024 FINANCIALS (PRELIMINARY)

The following report presents a comprehensive overview of the municipality's financial operations up to July 2024, marking the seventh month of the fiscal year 2024. An independent auditor completed the annual audit for the end of fiscal year 2023, providing the initial balances. The figures in the budget reflect the original plan adopted for the fiscal year, as no adjustments to the budget have been warranted or implemented.

General Fund

	Prior YTD	Budget	Month	YTD
Total Revenues	\$8,202,578	\$9,240,418	\$198,140	\$8,162,584
Total Expenditures	\$4,742,174	\$10,158,382	\$917,320	\$5,242,707
Over/(Under)	\$3,460,404	(\$917,964)	(\$719,180)	\$2,919,878

	Prior YTD	Budget	Month	YTD
Operating Revenues	\$8,108,619	\$9,191,418	\$201,203	\$8,101,827
Operating Expenditures	\$4,172,077	\$7,695,482	\$653,376	\$4,702,877
Over/(Under)	\$3,936,541	\$1,495,936	(\$452,173)	\$3,398,949

1. Year-to-date, total revenues amount to \$8,162,584, which is 88.3% of the budget, and 0.5% lower than last year. This decrease is primarily attributed to the timing of property tax collection and activity in permitting fees.
 - a. Property tax received for the M&O or the general fund totals \$6,913,349, which is 99.8% of the budget. To meet the budget target precisely, an additional \$16,807 is needed and anticipated. The amount collected year-to-date represents 84.7% of the total general fund revenue. The current Property Tax collected over last year-to-date amount is \$294,244, which is 4.4% higher. The calculated adopted tax rate is \$0.255140, with \$0.226507 designated as M&O providing the remaining \$0.028633 as the I&S requirement to finance the annual bond debt. Payments of property taxes are due by

January 31, 2024, and are delinquent as of February 1, 2024. The City currently contracts with Spring Branch ISD as the tax assessor-collector. Please review the monthly tax office report for additional details and adjustments to current taxable values.

- b. In July, we collected \$292,208 in sales tax, which is 60.2% of our annual projection of \$485,725. The year-to-date amount collected is \$19,977 less than the amount collected through July 2023, which was \$312,185, showing a decrease of 6.4%. It's important to note that the budget projection for sales tax can vary significantly. However, the collection only represents 5.26%, a fraction of all general fund revenue. The projected year-end is \$460,725.
 - c. Franchise fee collections through July totaled \$191,119, including \$20,896 for the cable franchise, \$158,914 for the electric franchise, and \$11,309 for telephone and wireless franchise fees. The city anticipates collecting over \$387,000 in franchise fees.
 - d. Court revenue is \$74,839, which accounts for 55.4% of the budget and is \$13,001 lower than last year. Court fines total \$69,089, and the remaining \$5,750 is mainly reserved for special purposes, like court security or technology. In 2023, the city collected \$135,000 in court revenue. Based on current trends, the anticipated total court collection for 2024 is \$129,000.
 - e. License and permits total \$304,673, which is projected less the target at 49%. Permits and inspection fees alone account for 88.4% of the category revenue. Drainage reviews are currently at \$36,100. The administration expected a bubble of SUP permit activity; the only unknown was the timing of the permit approval and revenue posting for these colossal projects. The conservative projected year-end amount is anticipated to reach \$520,300.
 - f. The current total for alarm registrations is \$22,050, representing 88.2% of the annual budget projection and reflecting a \$3,100 decrease compared to the same period last year. The practice of annual alarm registration significantly contributes to keeping emergency information current for individual properties. Despite the decrease in activity, it is notable that this revenue stream is minimal.
 - g. Interest revenue is \$303,588, 81.2% of the budget, and represents a significant increase of \$71,295 compared to the same period last year. Interest income remains at historical highs due to the Federal Reserve. The Fed is eager to lower interest rates but is being cautious due to persistent inflationary factors. According to sources, the Federal Reserve is expected to reduce interest rates at the upcoming meeting. If this happens, it will be the first rate cut since the beginning of the pandemic. These cuts are anticipated to be gradual, so it is expected that interest revenue collection will remain high.
2. The city has designated \$7,695,485 for operating expenses, with an additional \$2,462,900 allocated for capital programming. Presently, total current expenditures stand at \$5,242,707,

representing 51.6% of the budget, which is 10.6% higher than the corresponding period last year. Operating expenditures alone amount to \$4,702,877, constituting 56.1% of the budget and reflecting a programmed increase of 12.7% in comparison to the same period last year. Anticipated savings are primarily expected in capital programs.

3. Divisions and categories that are currently trending higher in expenditures are as follows:
 - a. Police Services at \$1,780,367 or 67.89% due to the practice of providing two months of service payments at the beginning of the year as agreed for adequate MVPD operational cash flow.
 - b. Fire Services at \$1,301,145 or 62.5%. representing 1.5 months of service payments at the beginning of the year for adequate VFD operational cash flow.
 - c. Contract Services at \$282,894 or 59.5% is slightly higher than the budget target by only 1.17%. The mayor requested additional mosquito spraying, and all audit expenses have been fully paid.

4. Capital expenditures at \$539,829 or 21.9% due to the timing of this report. The following capital projects are scheduled for the current year.
 - a. 96" Stormwater Replacement CIP – This project was completed in April 2024.
 - b. Other projects include Williamsburg, Bothwell Way, Windermere Outfall Project, Smithdale Landscape/Sidewalk, Community Beautification, and traffic signals.

5. The budget adopted the use of \$917,964 in reserved cash and supports a portion of the \$2,462,900 in capital programs. In 2022, the audited ending balance for the general fund was reported at 4,588,764. In 2023, the audited revenue over expenditures by revenue over expenditures was \$2,919,878, increasing fund balance to the fund balance to nearly \$5.6 million.

Debt Service Fund

	Prior YTD	Budget	Month	YTD
Total Revenues	\$960,734	\$896,050	\$8,038	\$890,235
Total Expenditures	\$876,450	\$885,050	\$25,925	\$884,200
Over/(Under)	\$84,284	\$11,000	(\$17,887)	\$6,035

6. Revenues are \$890,235, 99.4% of the budget, with \$873,793 from property tax collections. The adopted rate designated for interest and sinking is \$0.028633 as the requirement to finance the annual bond debt. The budget incorporates a 99% collection rate based on trends from past collection years.

7. Expenditures are \$884,200, 99.9% of the budget, as debt service principal payment payments are semiannual.
 - a. Two Principal payments were disbursed, \$420,000 for GO Series 2015 and \$400,000 for GO Series 2017.
 - b. In addition, interest payments due include \$18,950 for GO Series 2015 and \$46,100 for GO Series 2017, as well as \$3,150 for Paying Agent Fees. Current debt obligations are scheduled through 2027.
8. Although revenues are over expenditures by \$6,035, debt service restricts a portion of cash to support fund balance. The budget projects an end-the-year reserve estimated at \$205K with a for the debt service fund.

FOR MORE INFORMATION: This summary report is based on detailed information generated by the City's Administration. If you have any questions or would like additional information on this report, please contact city administration at 713-230-8703.



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: July 31, 2024

GENERAL FUND SUMMARY

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES						
PROPERTY TAXES	6,619,106	6,930,156	54,709	6,913,349	99.8%	16,807
SALES TAXES	312,185	485,725	34,858	292,208	60.2%	193,517
FRANCHISE TAXES	204,120	387,887	22,702	191,119	49.3%	196,768
COURT REVENUE	86,601	135,000	10,376	74,839	55.4%	60,161
PERMITS & INSPECTIONS	563,664	622,150	37,291	304,673	49.0%	317,477
ALARM REGISTRATIONS	25,150	25,000	150	22,050	88.2%	2,950
GOVERNMENTAL CONT. (METRO)	0	136,500	0	0	0.0%	136,500
PILOT FEES (KINKAID)	65,500	95,000	0	0	0.0%	95,000
INTEREST	232,293	374,000	41,117	303,588	81.2%	70,412
TOTAL OPERATING	8,108,619	9,191,418	201,203	8,101,827	88.1%	1,089,591
OTHER NON-OPERATING PROCEEDS	93,959	49,000	(3,063)	60,758	124.0%	(11,258)
TOTAL NON-OPERATING	93,959	49,000	(3,063)	60,758	124.0%	(11,258)
TOTAL REVENUES	\$8,202,578	\$9,240,418	\$198,140	\$8,162,584	88.3%	\$1,078,334
EXPENDITURES						
<u>PUBLIC SERVICE DIVISION</u>						
POLICE SERVICES	1,594,272	2,622,267	210,475	1,780,367	67.9%	841,900
FIRE SERVICES	1,171,831	2,081,832	173,486	1,301,145	62.5%	780,687
SANITATION COLLECTION	274,861	595,563	48,285	289,711	48.6%	305,852
OTHER PUBLIC SERVICES	9,593	36,900	1,374	8,517	23.1%	28,383
PUBLIC SERVICE DIVISION	3,050,558	5,336,562	433,621	3,379,740	63.3%	1,956,822
<u>OPERATIONS</u>						
CONTRACT SERVICES	232,858	475,500	63,294	282,894	59.5%	192,606
BUILDING SERVICES	191,544	302,200	26,207	177,682	58.8%	124,518
GENERAL GOVERNMENT	551,160	1,228,060	94,734	679,921	55.4%	548,139
MUNICIPAL COURT	14,343	35,510	1,381	13,858	39.0%	21,652
PUBLIC WORKS	131,616	317,650	34,139	168,782	53.1%	148,868
OPERATION DIVISIONS	1,121,520	2,358,920	219,755	1,323,138	56.1%	1,035,782
TOTAL PUBLIC & OPERATING	\$4,172,077	\$7,695,482	\$653,376	\$4,702,877	61.1%	\$2,992,605
<u>NON-OPERATING</u>						
CAPITAL PROGRAMS	570,097	2,462,900	263,944	539,829	21.9%	1,923,071
TOTAL NON-OPERATING	570,097	2,462,900	263,944	539,829	21.9%	1,923,071
TOTAL EXPENDITURES	\$4,742,174	\$10,158,382	\$917,320	\$5,242,707	51.6%	\$4,915,675
REVENUE OVER/(UNDER) EXPENDITURES	3,460,404	(917,964)	(719,180)	2,919,878		



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: July 31, 2024

GENERAL FUND REVENUES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>Tax Collection</u>						
10-4101 Property Tax (M&O)	6,619,106	6,930,156	54,709	6,913,349	99.8%	16,807
<i>Unearned/Adjusted</i>	0	0	0			0
<i>Total Property Tax :</i>	<u>6,619,106</u>	<u>6,930,156</u>	<u>54,709</u>	<u>6,913,349</u>	<u>99.8%</u>	<u>16,807</u>
10-4150 Sales Tax	312,185	485,725	34,858	292,208	60.2%	193,517
Total Tax Collection:	6,931,291	7,415,881	89,567	7,205,557	97.2%	210,324
<u>Permits & Inspections</u>						
10-4203 Plat Reviews	7,000	9,750	0	0	0.0%	9,750
10-4205 Contractor Registration	5,190	10,650	240	4,380	41.1%	6,270
10-4206 Drainage Reviews	34,600	50,000	6,400	36,100	72.2%	13,900
10-4207 Permits & Inspection Fees	516,124	550,000	30,401	263,443	47.9%	286,557
10-4208 Board of Adjustment Fees	750	1,750	250	750	42.9%	1,000
Total Permits & Inspections:	563,664	622,150	37,291	304,673	49.0%	317,477
<u>Municipal Court</u>						
10-4300 Court Fines	79,457	126,000	9,497	69,089	54.8%	56,911
10-4301 Building Security Fund	2,500	3,000	308	2,012	67.1%	988
10-4302 Truancy Prevention	2,551	3,000	314	2,054	68.5%	946
10-4303 Local Municipal Tech Fund	2,041	2,950	251	1,643	55.7%	1,307
10-4304 Local Municipal Jury Fund	51	50	6	41	82.1%	9
Total Municipal Court:	86,601	135,000	10,376	74,839	55.4%	60,161
<u>Investment Income</u>						
10-4400 Interest Revenue	232,293	374,000	41,117	303,588	81.2%	70,412
Total Investment Income:	232,293	374,000	41,117	303,588	81.2%	70,412
<u>Agencies & Alarms</u>						
10-4508 SEC-Registration	25,150	25,000	150	22,050	88.2%	2,950
Total Agencies & Alarms:	25,150	25,000	150	22,050	88.2%	2,950
<u>Franchise Revenue</u>						
10-4602 Cable Franchise	42,577	85,153	0	20,896	24.5%	64,257
10-4605 Power/Electric Franchise	158,912	272,419	22,702	158,914	58.3%	113,505
10-4606 Gas Franchise	0	25,000	0	0	0.0%	25,000
10-4607 Telephone Franchise	1,782	3,515	0	766	0.0%	2,749
10-4608 Wireless Franchise	850	1,800	0	10,543	585.7%	(8,743)
Total Franchise Revenue:	204,120	387,887	22,702	191,119	49.3%	196,768
<u>Donations & In Lieu</u>						
10-4702 Kinkaid School Contribution	65,500	95,000	0	0	0.0%	95,000
10-4703 Metro Congested Mitigation		136,000	0	0	0.0%	136,000
10-4704 Intergovernmental Revenues		500	0	0	0.0%	500
10-4705 Ambulance	14,854	48,000	0	31,744	66.1%	16,256
10-4800 Misc Income	55,105	1,000	(4,512)	7,888	788.8%	(6,888)
10-4803 CIP Cost Share	24,000	0	0	8,948		(8,948)
10-4804 Credit Card Fees		0	1,449	12,179		(12,179)
Total Donations & In Lieu:	159,459	280,500	(3,063)	60,758	21.7%	219,742
Total Revenue Received	8,202,578	9,240,418	198,140	8,162,584	88.3%	1,077,834
<i>FY21: Unearned Adjusted</i>	0	0	0	0		0
TOTAL REVENUES:	\$8,202,578	\$9,240,418	198,140	8,162,584	88.3%	\$1,077,834



Piney Point Village TEXAS

Statement of Revenue & Expenditures
For Month Ended: July 31, 2024

GENERAL FUND EXPENDITURES

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE	
<u>PUBLIC SERVICE DIVISION</u>							
<u>Community Events</u>							
10-510-5001	Community Celebrations	975	6,000	0	(74)	0	5,000
10-510-5002	Public Relations		15,000	0	0	0.0%	15,000
	Community Events:	975	21,000	0	(74)	-0.4%	15,000
<u>Police Services</u>							
10-510-5010	MVPD Operations	1,446,348	2,525,700	210,475	1,683,800	66.7%	841,900
10-510-5011	MVPD Auto Replacement	53,333	46,667	0	46,667	100.0%	0
10-510-5012	MVPD Capital Expenditure	94,591	49,900	0	49,900	n/a	0
	Police Services:	1,594,272	2,622,267	210,475	1,780,367	67.9%	841,900
<u>Miscellaneous</u>							
10-510-5020	Miscellaneous		0	0	0	n/a	0
	Total Miscellaneous:	0	0	0	0	n/a	0
<u>Sanitation Collection</u>							
10-510-5030	Sanitation Collection	271,268	578,520	47,338	284,977	49.3%	293,543
10-510-5031	Sanitation Fuel Charge	3,593	17,043	947	4,734	27.8%	12,309
	Sanitation Collection:	274,861	595,563	48,285	289,711	48.6%	305,852
<u>Library Services</u>							
10-510-5040	Spring Branch Library		1,500			0.0%	1,500
	Library Services:	0	1,500	0	0	0.0%	1,500
<u>Street Lighting Services</u>							
10-510-5050	Street Lighting	8,618	14,400	1,374	8,591	59.7%	5,809
	Street Lighting Services:	8,618	14,400	1,374	8,591	59.7%	5,809
<u>Fire Services</u>							
10-510-5060	Villages Fire Department	1,171,831	2,081,832	173,486	1,301,145	62.5%	780,687
	Fire Services:	1,171,831	2,081,832	173,486	1,301,145	62.5%	780,687
	TOTAL PUBLIC SERVICE:	\$3,050,558	\$5,336,562	\$433,621	\$3,379,740	63.3%	\$1,950,748

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>CONTRACT SERVICE DIVISION</u>							
10-520-5101	Grant Administration	0	0			n/a	0
10-520-5102	Accounting/Audit	19,399	25,000	0	24,989	100.0%	11
10-520-5103	Engineering	100,964	220,000	39,380	143,410	65.2%	76,590
10-520-5104	Legal	50,187	100,000	1,665	39,601	39.6%	60,399
10-520-5105	Tax Appraisal-HCAD	33,826	63,000	0	40,833	64.8%	22,167
10-520-5107	Animal Control	240	2,300	0	3,420	148.7%	(1,120)
10-520-5108	IT Hardware/Software & Support	18,662	41,200	15,675	15,675	38.0%	25,525
10-520-5110	Mosquito Control	9,580	24,000	6,575	14,965	62.4%	9,035
TOTAL CONTRACT SERVICE DIVISION:		\$232,858	\$475,500	\$63,294	\$282,894	59.5%	\$192,606
<u>BUILDING SERVICE DIVISION</u>							
<u>Building & Inspection Services</u>							
10-530-5108	Information Technology	0					
10-530-5152	Drainage Reviews	78,590	103,000	9,998	72,340	70.2%	30,660
10-530-5153	Electrical Inspections	10,980	15,000	1,485	11,520	76.8%	3,480
10-530-5154	Plat Reviews	0	500	0	0	0.0%	500
10-530-5155	Plan Reviews	24,000	50,000	4,000	24,000	48.0%	26,000
10-530-5156	Plumbing Inspections	12,555	18,000	1,260	15,255	84.8%	2,745
10-530-5157	Structural Inspections	18,765	30,000	3,420	20,250	67.5%	9,750
10-530-5158	Urban Forester	24,040	45,000	3,920	19,520	43.4%	25,480
10-530-5160	Mechanical Inspections	5,805	8,500	450	4,095	48.2%	4,405
Building and Inspection Services:		174,735	270,000	24,533	166,980	61.8%	103,020
<u>Supplies and Office Expenditures</u>							
10-530-5204	Dues & Subscriptions	0	500	0	0	0.0%	500
10-530-5207	Misc Supplies		1,000	0	350	35.0%	650
10-530-5209	Office Equipment & Maintenance		500	0	0	0.0%	500
10-530-5211	Meeting Supplies	81	900	0	0	0.0%	900
10-530-5213	Office Supplies	300					
10-530-5215	Travel & Training		300	0	0	0.0%	300
Supplies and Office Expenditures:		381	3,200	0	350	10.9%	2,850
<u>Insurance</u>							
10-530-5403	Credit Card Charges	16,427	29,000	1,673	10,353	35.7%	18,647
Insurance:		16,427	29,000	1,673	10,353	35.7%	18,647
TOTAL BUILDING SERVICE DIVISION:		\$191,544	\$302,200	\$26,207	\$177,682	58.8%	\$124,518

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
GENERAL GOVERNMENT DIVISION							
<u>Administrative Expenditures</u>							
10-540-5108	Information Technology	10,730	22,000	4,442	25,484	115.8%	(3,484)
10-540-5201	Administrative/Professional Fe		0	0	3,905	#DIV/0!	(3,905)
10-540-5202	Auto Allowance/Mileage	5,707	7,200	917	5,112	71.0%	2,088
10-540-5203	Bank Fees	1,883	3,000	45	490	16.3%	2,510
10-540-5204	Dues/Seminars/Subscriptions	3,142	3,600	1,177	1,955	54.3%	1,645
10-540-5205	Elections	619	3,000	0	489	16.3%	2,511
10-540-5206	Legal Notices	1,795	3,500	0	4,732	135.2%	(1,232)
10-540-5207	Miscellaneous	1,617	5,000	0	633	12.7%	4,367
10-540-5208	Citizen Communication	3,888	5,000	0	4,691	93.8%	309
10-540-5209	Office Equipment & Maintenance	3,905	10,000	559	2,618	26.2%	7,382
10-540-5210	Postage	360	2,000	0	232	11.6%	1,768
10-540-5211	Meeting Supplies	1,868	7,500	328	5,207	69.4%	2,293
10-540-5212	Rent/Leasehold/Furniture	81,306	146,000	4,625	103,032	70.6%	42,968
10-540-5213	Supplies/Storage	6,159	10,000	1,932	20,770	207.7%	(10,770)
10-540-5214	Telecommunications	4,918	16,000	1,638	7,375	46.1%	8,625
10-540-5215	Travel & Training	0	3,000	0	0	0.0%	3,000
10-540-5216	Statutory Legal Notices	180	1,500	0	0	0.0%	1,500
	Administrative Expenditures:	128,078	248,300	15,663	186,727	75.2%	61,573
<u>Wages & Benefits</u>							
10-540-5301	Gross Wages	302,751	662,745	65,136	342,369	51.7%	320,376
10-540-5302	Overtime/Severance	1,160	20,809	131	2,044	9.8%	18,765
10-540-5303	Temporary Personnel	5,595	0	0	0		0
10-540-5306	FICA/Med/FUTA Payroll Tax Exp	24,223	50,035	4,752	26,974	53.9%	23,061
10-540-5310	TMRS (City Responsibility)	32,900	138,135	0	67,404	48.8%	70,731
10-540-5311	Payroll Process Exp-Paychex	1,750	4,000	421	2,306	57.7%	1,694
	Wages & Benefits:	368,379	875,724	70,439	441,097	50.4%	434,627
<u>Insurance</u>							
10-540-5353	Employee Insurance	53,537	88,836	7,632	51,073	57.5%	37,763
10-540-5354	General Liability		10,000	1,000	1,000	10.0%	9,000
10-540-5356	Workman's Compensation	(33)	4,000	0	24	0.6%	3,976
	Insurance:	53,504	102,836	8,632	52,097	50.7%	50,739
<u>Other</u>							
10-540-5403	Credit Card Charges (Adm)	1,199	1,200	0	0	0.0%	1,200
10-540-5710	Intergovernmental Expenditure		0				
	Intergovernmental:	1,199	1,200	0	0	0.0%	1,200
	TOTAL GENERAL GOVERNMENT DIVISION:	\$551,160	\$1,228,060	\$94,734	\$679,921	55.4%	\$548,139

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>MUNICIPAL COURT DIVISION</u>						
<u>Supplies & Office Expenditures</u>						
10-550-5207 Misc Supplies	127	250	0	0	n/a	250
10-550-5211 Meeting Supplies		2,000	0	0	n/a	2,000
10-550-5213 Office Supplies			1,029	1,029		
10-550-5215 Travel & Training	150	1,750	0	500	n/a	1,250
Supplies and Office Expenditures:	277	4,000	1,029	1,529	n/a	3,500
<u>Insurance</u>						
10-550-5353 Employee Insurance		0			n/a	0
Insurance:	0	0	0	0	n/a	0
<u>Court Operations</u>						
10-550-5403 Credit Card Charges	2,169	6,510	352	3,580	55.0%	2,930
10-550-5404 Judge/Prosecutor/Interpreter	11,897	25,000	0	8,750	35.0%	16,250
Court Operations:	14,066	31,510	352	12,330	39.1%	19,180
TOTAL MUNICIPAL COURT DIVISION:	\$14,343	\$35,510	\$1,381	\$13,858	39.0%	\$22,680
<u>PUBLIC WORKS MAINTENANCE DIVISION</u>						
<u>Supplies & Office Expenditures</u>						
10-560-5108 Information Technology		0	0	765		(765)
10-560-5207 Misc Supplies	194	500	246	269	53.9%	231
10-560-5213 Office Supplies		0			n/a	0
10-560-5215 Travel & Training		1,000	0	0	n/a	1,000
Supplies and Office Expenditures:	194	1,500	246	1,034	69.0%	466
<u>Insurance</u>						
10-560-5353 Employee Insurance		0			n/a	0
Insurance:	0	0	0	0	n/a	0
<u>Maintenance & Repair</u>						
10-560-5501 TCEQ & Harris CO Permits	100	0	0	1,766	n/a	(1,766)
10-560-5504 Landscaping Maintenance	36,243	1,850	12,824	48,777	2636.6%	(46,927)
10-560-5505 Gator Fuel & Maintenance	0	165,000	267	1,014	0.6%	163,986
10-560-5506 Right of Way Mowing	41,019	1,000	0	22,380	2238.0%	(21,380)
10-560-5507 Traffic Control	4,044	15,000	0	15,329	102.2%	(329)
10-560-5508 Water Utilities	2,430	2,800	690	3,325	118.8%	(525)
10-560-5509 Tree Care/Removal	11,890	16,000	17,240	43,570	272.3%	(27,570)
10-560-5510 Road/Drainage Maintenance	1,719	1,500	0	3,301	220.1%	(1,801)
10-560-5515 Community Beautification	18,995	100,000	2,008	21,342	21.3%	78,658
10-560-5516 Equipment Maintenance	1,332	3,000	865	1,174	39.1%	1,826
10-560-5517 Street Maintenance	900	10,000	0	5,771	57.7%	4,229
Maintenance and Repair:	118,672	316,150	33,893	167,748	53.1%	148,402
<u>OTHER EXPENSES</u>						
10-560-5600 CAPITAL EQUIPMENT	12,750					
Other Expenses:	12,750	0	0	0		0
TOTAL PUBLIC WORKS DIVISION:	\$131,616	\$317,650	\$34,139	\$168,782	53.1%	\$148,868

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY PROGRAMS</u>						
<u>General Capital / Maintenance Programs</u>						
10-570-5602		0				0
10-570-5606		0			n/a	0
10-570-5701		0			n/a	0
10-570-5702		0			n/a	0
10-570-5703		0			n/a	0
10-570-5806		0			n/a	0
	0	0	0	0	n/a	0
<u>Major Capital / Maintenance Programs</u>						
		0			n/a	0
10-570-5808	0	0			n/a	0
10-580-5809	152,392	0	190,457	194,791	n/a	(194,791)
10-580-5810	305,398	0	0	0		
10-580-5811		2,462,900	73,487	338,145	13.7%	
10-580-5821	37,152	0				
10-580-5822						
10-580-5823						
10-580-5824						
10-580-5825	75,155	0	0	6,894		
10-580-5826		0				
		0				
	570,097	2,462,900	263,944	539,829	21.9%	(194,791)
TOTAL CAPITAL OUTLAY PROGRAMS:	\$570,097	\$2,462,900	\$263,944	\$539,829	21.9%	(\$194,791)
TOTAL EXPENDITURES:	\$4,742,174	\$10,158,382	\$917,320	\$5,242,707	51.6%	\$2,792,769



Piney Point Village TEXAS

Statement of Revenue & Expenditures For Month Ended: July 31, 2024

DEBT SERVICE FUND

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES						
PROPERTY TAXES	919,315.57	881,050	6,837	873,793	99.2%	7,257
<i>Unearned/Adjusted</i>	<i>0</i>	<i>0</i>		<i>0</i>		<i>0</i>
<i>Total Property Tax :</i>	<i>919,316</i>	<i>881,050</i>	<i>6,837</i>	<i>873,793</i>	<i>99.2%</i>	<i>7,257</i>
INTEREST	41,419	15,000	1,201	16,442		(1,442)
TOTAL OPERATING	960,734	896,050	8,038	890,235	99.4%	5,815
TOTAL REVENUES	\$960,734	\$896,050	\$8,038	\$890,235	99.4%	\$5,815
EXPENDITURES						
TAX BOND PRINCIPAL	790,000	820,000	0	820,000	100.0%	0
TAX BOND INTEREST	84,950	61,050	24,425	61,050	100.0%	0
FISCAL AGENT FEES	1,500	4,000	1,500	3,150	78.8%	850
OPERATING EXPENDITURES	876,450	885,050	25,925	884,200	99.9%	850
TOTAL EXPENDITURES	\$876,450	\$885,050	\$25,925	\$884,200	99.9%	\$850
REVENUE OVER/(UNDER) EXPENDITURES	84,284	11,000	(17,887)	6,035		

City of Piney Point Village
Monthly Tax Office Report
July 31, 2024

Prepared by: C A Porter, Tax Assessor/Collector

A. Current Taxable Value \$ 3,075,347,210

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

	Current 2023 Tax Year	Delinquent 2022 & Prior Tax Years	Total
Original Levy 0.25514	\$ 7,602,266.60	\$ -	\$ 7,602,266.60
Carryover Balance	-	142,575.84	142,575.84
Adjustments	244,174.39	(18,497.25)	225,677.14
Adjusted Levy	7,846,440.99	124,078.59	7,970,519.58
Less Collections Y-T-D	7,755,334.38	(10,075.44)	7,745,258.94
Receivable Balance	<u>\$ 91,106.61</u>	<u>\$ 134,154.03</u>	<u>\$ 225,260.64</u>

C. COLLECTION RECAP:

	Current 2023 Tax Year	Delinquent 2022 & Prior Tax Years	Total
Current Month:			
Base Tax	\$ 65,736.58	\$ (7,208.39)	\$ 58,528.19
Penalty & Interest	3,017.72	-	3,017.72
Attorney Fees	2,255.88	-	2,255.88
Other Fees	-	-	-
Total Collections	<u>\$ 71,010.18</u>	<u>\$ (7,208.39)</u>	<u>\$ 63,801.79</u>

	Current 2023 Tax Year	Delinquent 2022 & Prior Tax Years	Total
Year-To-Date:			
Base Tax:	\$ 7,755,334.38	\$ (10,075.44)	\$ 7,745,258.94
Penalty & Interest	39,107.49	2,692.83	41,800.32
Attorney Fees	2,865.63	1,467.25	4,332.88
Other Fees	63.94	19.65	83.59
Total Collections	<u>\$ 7,797,371.44</u>	<u>\$ (5,895.71)</u>	<u>\$ 7,791,475.73</u>

Percent of Adjusted Levy	<u>99.37%</u>		<u>99.30%</u>
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MONTHLY TAX OFFICE REPORT
Tax A/R Summary by Year
July 31, 2024

YEAR	BEGINNING BALANCE AS OF 12/31/2023	ADJUSTMENTS	COLLECTIONS	ENDING BALANCE AS OF 07/31/2024
2022	\$ 34,483.77	\$ (16,404.59)	\$ (8,982.45)	\$ 27,061.63
21	25,589.37	(1,533.91)	(1,248.04)	25,303.50
20	16,377.43	-	-	16,377.43
19	16,339.74	(223.50)	(221.64)	16,337.88
18	10,157.48	(234.72)	(232.86)	10,155.62
17	4,616.54	-	1.86	4,614.68
16	4,546.52	-	1.86	4,544.66
15	4,154.86	-	1.86	4,153.00
14	3,771.63	-	1.86	3,769.77
13	3,443.45	(55.85)	1.86	3,385.74
12	2,672.50	-	1.57	2,670.93
11	3,180.89	-	78.53	3,102.36
10	3,007.68	-	78.53	2,929.15
09	2,737.28	-	78.53	2,658.75
08	2,491.47	-	78.53	2,412.94
07	2,455.76	-	70.67	2,385.09
06	2,365.71	-	74.81	2,290.90
05	75.13	-	75.13	-
04	63.95	-	63.95	-
03	44.68	(44.68)	-	-
	<u>\$ 142,575.84</u>	<u>\$ (18,497.25)</u>	<u>\$ (10,075.44)</u>	<u>\$ 134,154.03</u>

TCO REIMBURSEMENT REQUEST

Check Refund Request

(Temporary Certificate of Occupancy)

Date Request: 08/07/2024	Check Request Amount: \$25,000.00	Trans Code: Incode
Original Check Date: 03/04/2022	Original Check Processed On: 03/04/2022	Property Address: 11419 Shadow Way Lane (New Single Family)
Permit #: Incode; P# 17052	Applicant Name: Resident: Anne Taylor & Ed Harris	Contact Phone Number: [REDACTED]
Builder Contact Name and Address: Matt Powers Custom Homes [REDACTED]	Original Resident Address: [REDACTED]	*Notes: The builder paid the deposit for the temporary certificate of occupancy. The builder's deadline was April 23rd, 2022 . Final as Built Topo was approved by HDR Engineering on [REDACTED] 775 Days to Close.
Builder Phone & E-Mail; [REDACTED]	Resident Name: Anne Taylor & Ed Harris	Original Permit Number: P# 17052
Original Receipt Transaction Receipt: #00021711 Trans: # 110.0000 Type: Check No. 5760 Term: 998 Ref: Date: 03/04/2022 Time:	Notes; See the attached copy of all supporting documents. Pending city council approval.	Notes: Although the builder finally complied, there were too many long periods of time in between of no activity, not enough movement and follow through to complete the final closing process in a timely manner. I am not recommending approval for reimbursement.
Requested by : <i>Annette Arriaga</i> 	Notes: <u>Not recommending reimbursement of \$25,000.00 deposit.</u> ✓	Check Refund Amount \$0.00 For Temp Certificate of Occupancy Deposit



City of Piney Point Village

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

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

March 09, 2022

Anne Taylor-Harris & Ed Harris
11419 Shadow Way Street
Houston, Texas 77024

RE: Temporary Certificate of Occupancy

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy authorizing your occupancy of 11419 Shadow Way Street before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next 45 days. Specifically, you are agreeing that the \$25,000 fiscal security posted to the City, will serve as a security to the City that the following items will be completed no later than the end of the day, **April 23rd, 2022:**

- Drainage Final
- Irrigation Final
- Tree Final
- Final As-Built Topo Final

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

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

Sincerely,

Bobby Pennington
City Administrator
City of Piney Point Village

Agreed: Anne Taylor-Harris, Owner _____

Agreed: Ed Harris, Owner _____

Agreed: Jeff Kowalski, Builder _____
(Matt Powers Custom Homes)



City of Piney Point Village

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

TELEPHONE (713) 783-0271
FAX (713) 783-0281

CITY OF PINEY POINT VILLAGE

Certificate of Occupancy



THIS FORM WAS PRINTED ON 6/20/2024

11419 SHADOW WAY STREET

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

PROJECT #: 17052

OCCUPATION TYPE: NEW SINGLE
FAMILY HOME

PROPERTY OWNER: ANNE TAYLOR-HARRIS &
ED HARRIS

BUILDER/CONTRACTOR NAME: MATT POWERS CUSTOM HOMES

PROJECT COMPLETION DATE: June 20, 2024


(APPROVED BY)

Annette R. Arriaga
Director of Planning, Development & Permits

6/20/2024
(DATE)



June 6, 2024

Mr. Albert A. Syzdek, Jr.


Re: On-Going Services
As-Built Review of 11419 Shadow Way – Third Submittal
Piney Point Village, Texas
HDR Job No. 10391488

Dear Mr. Syzdek Jr.,

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 5/23/2024. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the as-built drainage plan contingent upon the following:

- The east side driveway elevations and mechanical yard on the southeast side of the house structure do not conform to City Ordinance Chapter 34 – Article IV. The engineer of record and the developer of this property acknowledge this nonconformance in the letter dated 3/14/2024, have appeared to mitigate the effects of the non-conformance with the existing drainage plan signed and sealed on 5/20/2024, and have indicated no adverse impact from the nonconformance to the drainage on the adjacent properties.

Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

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

Sincerely,

HDR Engineering, Inc.



Aaron Croley, P.E., CFM
Project Engineer

Enclosures

cc: Annette Arriaga – City of Piney Point Village

hdrinc.com

4828 Loop Central Drive, Suite 700
Houston, TX 77081-2220
T (713) 622-9264 F (713) 622-9265
Texas Registered Engineering Firm F-754



PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450 ▲ 281.829.0034 ▲ 281.829.0233 FAX

DATE: March 14, 2024

TO: Annette Arriaga
City of Piney Point Village
Director of Planning
Development & Permits/Building Official
7676 Woodway, Suite 300
Houston, Texas 77063

RE: HDR Job No. 10391488 ~ 1% grade Appeal Request for As-Built Review of 11419 Shadow Way Street

Dear Ms. Arriaga,

We are in receipt of the second submittal (sixth revision) as-built review of 11419 Shadow Way Street dated 3/6/2024. The site consists of 0.8194 acres of land with approximately 49% of total impervious coverage and located outside of any floodplain. There is a constructed 2-story brick and frame residence with covered areas, pool gravel, paver and tile areas. There is adequate drainage in and around the property that captures all the site runoff and does not allow any runoff to neighboring properties. The drainage system outfalls into a catch basin located in the front storm system in Shadow Way Street right of way with an 8" pvc pipe and pump discharge line.

This is a formal appeal to the fill ordinance which requires the limitation of fill on the property to maximum elevation equal to a 1% slope from the existing, preconstruction perimeter lot elevations. The east side driveway is raised in order to keep the slope from the garage entry lip to the side at a minimum. This elevation is raised due to the slab being raised at construction to avoid any potential flooding issues since the owners have had property flooding in the past. The mechanical yard adjacent to the east driveway is also raised above the 1% ordinance criteria in order to keep water from damaging the a/c, pool equipment and generator. This area sheet flows across the said east driveway into catch basins that capture the runoff from the drive and lawn area between the drive and east property line

All hardscape areas that do not adhere to the fill ordinance do have adjacent ground elevations that adhere to the city ordinance.

The builder does meet the fill ordinance for the rest of the property and is only appealing the requirements in the ordinances for the hardscapes commented on at the driveway and both hardscape and finished grades in the mechanical area.

There are no concerns regarding the drainage with the addition of fill stated above since there is an adequate existing drainage system in place and will not have any adverse impacts on neighboring properties to the east and south. Furthermore, no areas of the property hold standing water now or in the 2+ years the owners have occupied the residence. Nor has any neighbor complained to the owner, builder or city of water flowing across the property line(s).

If there is anything else you are anticipating you will need for this appeal, feel free to contact me anytime and I will do my best to accommodate your requests!

Regards,



3-14-2024

ALBERT A. SYZDEK, JR., P.E.
Probstfeld & Associates, Inc.
Texas Engineering Firm Registration No. F-14349



3-14-2024

JEFF KOWALSKI, CGP, GMB, CGB
Matt Powers Custom Homes & Renovations



PART OF PROPERTY
PROBSTFELD & ASSOCIATES, INC.
 AT 11155 HUNTERS HILL STREET, FORT WORTH, TEXAS, 76116
 FOR THE PURPOSES OF A SURVEY OF THE PROPERTY SHOWN ON THIS PLAN, THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS SUBJECT TO THE FOLLOWING EASEMENTS AND ENCUMBRANCES:
 1. EASEMENT FOR THE CONDUIT AND CABLES FOR THE TELEPHONE COMPANY, THE CABLE TELEVISION COMPANY, AND THE POWER COMPANY, ALL OF WHICH ARE SHOWN ON THE PLAN.
 2. EASEMENT FOR THE CONDUIT AND CABLES FOR THE TELEPHONE COMPANY, THE CABLE TELEVISION COMPANY, AND THE POWER COMPANY, ALL OF WHICH ARE SHOWN ON THE PLAN.
 3. EASEMENT FOR THE CONDUIT AND CABLES FOR THE TELEPHONE COMPANY, THE CABLE TELEVISION COMPANY, AND THE POWER COMPANY, ALL OF WHICH ARE SHOWN ON THE PLAN.
 4. EASEMENT FOR THE CONDUIT AND CABLES FOR THE TELEPHONE COMPANY, THE CABLE TELEVISION COMPANY, AND THE POWER COMPANY, ALL OF WHICH ARE SHOWN ON THE PLAN.
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 9. EASEMENT FOR THE CONDUIT AND CABLES FOR THE TELEPHONE COMPANY, THE CABLE TELEVISION COMPANY, AND THE POWER COMPANY, ALL OF WHICH ARE SHOWN ON THE PLAN.
 10. EASEMENT FOR THE CONDUIT AND CABLES FOR THE TELEPHONE COMPANY, THE CABLE TELEVISION COMPANY, AND THE POWER COMPANY, ALL OF WHICH ARE SHOWN ON THE PLAN.

NOTES:
 1. The survey was made by the use of the following instruments:
 a. A Leica Total Station Model 1200, Serial No. 1200000000, with a 2" EDM, used for all measurements.
 b. A Leica Auto Level Model 1200, Serial No. 1200000000, used for all elevation measurements.
 c. A Leica Tripod Model 1200, Serial No. 1200000000, used for all measurements.
 2. The survey was made on the following dates:
 a. 11/15/2024
 b. 11/16/2024
 c. 11/17/2024
 3. The survey was made under the following conditions:
 a. The weather was clear and the visibility was good.
 b. The ground was dry and the soil was firm.
 c. The survey was made during the day.
 4. The survey was made in accordance with the following standards:
 a. The standards of the State of Texas.
 b. The standards of the International Association of Professional Surveyors.
 5. The survey was made in accordance with the following standards:
 a. The standards of the State of Texas.
 b. The standards of the International Association of Professional Surveyors.

PROBSTFELD & ASSOCIATES, INC.

DATE	11/15/2024
TIME	08:00 AM
LOCATION	11155 HUNTERS HILL STREET, FORT WORTH, TEXAS
PROJECT	2-Story Brick & Frame
CLIENT	PROBSTFELD & ASSOCIATES, INC.
DATE	11/15/2024
TIME	08:00 AM
LOCATION	11155 HUNTERS HILL STREET, FORT WORTH, TEXAS
PROJECT	2-Story Brick & Frame
CLIENT	PROBSTFELD & ASSOCIATES, INC.



MATTHEW J. PROBSTFELD
 Registered Professional Surveyor
 State of Texas, License No. 1200000000
 The professional preparation of this land survey requires the best talent of the surveying profession. The surveyor is not a mere technician, but a professional who is responsible for the accuracy and reliability of the survey. The surveyor is a member of the International Association of Professional Surveyors and the Texas Society of Professional Surveyors.

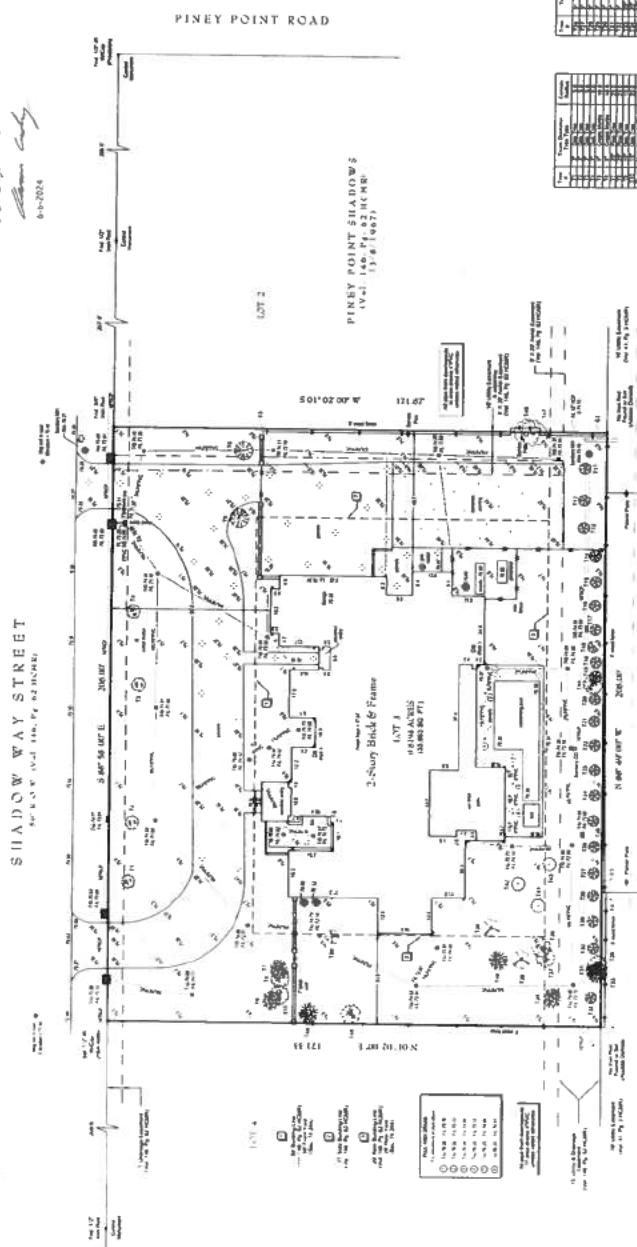


ALBERT J. STORK, JR.
 Registered Professional Surveyor
 State of Texas, License No. 1200000000
 The professional preparation of this land survey requires the best talent of the surveying profession. The surveyor is not a mere technician, but a professional who is responsible for the accuracy and reliability of the survey. The surveyor is a member of the International Association of Professional Surveyors and the Texas Society of Professional Surveyors.

PROBSTFELD & ASSOCIATES
 PROFESSIONAL LAND SURVEYORS

2100 W. UNIVERSITY STREET • FORT WORTH, TEXAS 76102 • PHONE: 817.335.1111

No Objections Taken
Signature
 6-8-2024



PROBSTFELD & ASSOCIATES, INC.

Lot	Area (sq. ft.)	Area (sq. m.)
1	10,000.00	914.40
2	10,000.00	914.40
3	10,000.00	914.40
4	10,000.00	914.40

ALBERT STORK, JR.
 Registered Professional Surveyor
 State of Texas, License No. 1200000000
 The professional preparation of this land survey requires the best talent of the surveying profession. The surveyor is not a mere technician, but a professional who is responsible for the accuracy and reliability of the survey. The surveyor is a member of the International Association of Professional Surveyors and the Texas Society of Professional Surveyors.

THIS SURVEY IS THE PROPERTY OF PROBSTFELD & ASSOCIATES, INC. IS CERTIFIED FOR THIS TRANSACTION ONLY, AND IS NOT TRANSFERABLE TO ANY OTHER INSTITUTIONS OR COMPANIES.



MATT POWERS

custom homes

June 22, 2024

RE: Temporary Certificate of Occupancy Extension Request – As-Built Update

Project Address:

Anne Taylor Harris & Ed Harris
11419 Shadow Way
Houston, TX 77024

Hello City of Piney Point Village,

The Temporary Certificate of Occupancy issued on March 09, 2022 after posting a \$25,000 fiscal security to the City for a term of 45 days has expired as of April 23, 2022. I would like to request an extension of the Temporary Certificate of Occupancy. We have made much progress toward complying with the City's checklist for occupancy. These accomplishments were made prior to the April 23rd expiration date –

Irrigation Final – Passed

Generator Final – Passed (not on TCO document – verbally communicated by Annette Arriaga)

Final As-Built Topo Final –

4-12-22 – received document from survey company

4-16-22 – document submitted to civil engineer for review

4-21-22 – submitted documents to Annette Arriaga electronically via email message and requested an extension of the Temporary Certificate of Occupancy

Drainage Final –

4-21-22 – inspection requested with submittal of Final As-Built Topo Final

Tree Final –

4-21-22 – inspection requested with submittal of Final As-Built Topo Final

These events are in process and/or have taken place –

Drainage Final –

4-28-22 – inspected, Result – Failed with comments by Aaron Crowley of HDR

4-29-22 –

Annette called and left a voicemail about failed **Drainage Final** inspection and failed **Final As-Built Topo Final**. She requested that I attend the Monthly Drainage meeting on Monday, May 2, 2022.

I emailed Annette to confirm to her that I received her voicemail message and planned to attend the drainage meeting. I also wrote and asked about an extension for the Temporary Certificate of Occupancy.

5-2-22 –





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I was at City Hall for the Monthly Drainage meeting. Annette informed that it was on-line only. I asked Annette about the **Tree Final** inspection. I was told that the Tree Final would not be scheduled until the As-Built Topo Final was Approved and that I would not need to request the inspection again.

I attended the Monthly Drainage meeting on-line hosted by Aaron Crowley. We discussed the failed drainage inspection and he advised me on the next steps required for Drainage Approval.

I contacted the civil engineer to produce revisions to the Approved Drainage Plan for the City to review – per Aaron’s direction.

Annette emailed me about the failed Drainage and As-Built Topo.

5-6-22 – Drainage Plan Revisions were submitted electronically to Annette Arriaga and Kimberly Perez – per direction from Aaron Crowley with HDR.

5-13-22 – I visited City Hall to meet with Annette to inquire about the plans submitted on 5-6-22. Annette told me that the plans were received and sent to HDR for review. I also asked about extending the Temporary Certificate of Occupancy – I had previously emailed two requests with no response. Annette asked me to write a detailed paragraph explaining why I needed an extension and about the work completed and ongoing.

5-16-22 – Annette informed me that the Drainage Plan revisions submitted were inaccurate. HDR commented that there was more pipe in the ground than shown on the revised plans. I contacted BEC and verified what was installed on-site. They worked to revise the ‘revision plans.’

5-19-22 – Revised Drainage Plans were emailed to Annette for HDR to review.

6-14-22 – Follow-up email message sent to Annette to inquire about the status of the revised plans submitted 5-19-22 – no response

6-27-22 – Follow-up email message sent to Annette to inquire about the status of the revised plans submitted 5-19-22. Annette responded the revised plan was turned down and requested a meeting with MPCH, BEC Engineering, City of Piney Point, and HDR Engineers. Comments attached to the plan by HDR dated 6-23-22.

Many emails exchanged about scheduling a meeting date.

7-14-22 – Meeting with City of Piney Point, HDR Engineers, BEC Engineers, MPCH at Piney Point office. We reviewed the HDR plan comments and discussed a path forward.

Action Item - BEC Engineers to revise and Drainage Plan for Approval

8-30-22 – MPCH submitted Drainage Plan Revision for Piney Point and HDR review

10-20-22 – MPCH and BEC Engineers meet with HDR at Piney Point Office for discussion

1-12-23 – Drainage Plan Revision submitted for review

3-10-23 – Field repairs begin to correct work per Approved Drainage Plan

5-4-23 – MPCH meet with HDR at Piney Point office

8-31-23 – Revised As-Built submitted for review

10-2-23 – MPCH changed Survey Company – engaged Probstfeld

11-2-23 – Revised As-Built submitted for review





MATT POWERS

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- 2-14-24 – MPCH has engaged Probstfeld to perform Civil Engineering work on this project and submitted a Plan Revision for review
- 3-26-24 – MPCH submitted a Revised Drainage Plane and Variance Letter for review
- 5-28-24 – As-Built submitted for review
- 6-11-24 – As-Built Approved
- 6-18-24 – As-Built fee paid
- 6-20-24 – CO Issued by Piney Point

This information is a snapshot of the many challenges and components that have occurred to arrive at this point in the process. I have listened to Annette Arriaga and Aaron Crowley for direction and attempted to comply with the requests in an efficient manner for all parties involved.

Sincerely,

Jeff Kowalski
Matt Powers Custom Homes



11419 Shadow Way TCO Receipt

Michelle Yi <myi@pineypt.org>

Thu 8/8/2024 7:52 AM

To: Annette Arriaga <bldgofficial@pineypt.org>

Receipt Inquiry

File Edit Options Help Chat

Payments

Receipt 21711
Operator AA ANNETTE ARRIAGA
Terminal 998
Batch 05595 BP AA FOR 03/04/2022
Date 3/04/2022
Time 8:32

Method	Reference	Name	Amount
3-CHECK	CK# 5760		25,000.00CR

Charges

Tran Code	SYS	Account #	Name	Amount
110.0000- GAS METER DEPOSIT	GLB	N/A	MATT POWERS CUSTOM HOMES	25,000.00CR

Receipt

Clear



Michelle Yi
Finance Director
City of Piney Point Village
7660 Woodway Dr. Suite
460
Houston, TX 77063
713-230-8702
www.cityofpineypt.com

ANNUAL RECYCLE EVENT

Memorial Villages Recycling Event

Donations, Shredding, Recycling, & Rx Disposal

Saturday, October 26th 8:00 a.m. – 12:00 p.m.

Hedwig Village City Hall Parking Lot
955 Piney Point, Houston, TX 77024

DONATIONS

(must be in good/working condition)

Gently Used Clothing * Gently Used Toys * Irons * Cameras * Game Consoles * Décor *
Furniture/Household Items (in good condition and gently used)

Trees for Houston

Trees for Houston will provide trees for residents.
Quantities are limited so please come early.

ELECTRONICS

Computers * Routers/Servers/Switches/Hubs * Laptops * Power Cords/Cables * Cell
Phones/Telephones * Monitors * Printers/Scanners/Fax Machines/Desktop Copiers *
VCRs/DVD Players * TVs (CRTs up to 36") * Flat Panel TVs (up to 55") * Toner/ Ink Jet
Cartridges * UPS/Battery Backup * Mice/Keyboards * Cable Boxes * Wire/Scrap Metal

Not Accepted:

Large Appliances * Microwaves * Freezers * Televisions Requiring Digital Converters/Wood
Console TVs/ Projection TVs * Vacuum Cleaners * Thermostats (any type) *
Cassettes/VHS Tapes * CD-Roms/Media DLT Tapes/Thumb Drives * Power Supplies *
Copiers (other than desktop) * Modems * PDAs * Memory Chips/ RAM/Processor
Chips/Circuit Boards/Electronic Components * Smoke and Carbon Monoxide Alarms *
A/Cs * Dehumidifiers * Hazardous Materials * Oil Waste * Paint * Medical/Biohazard
Waste * Alkaline Batteries (AA, AAA, C, D, 9v, Hearing Aid, Watch, etc.) * Solar Panels *
Light Bulbs * Mattresses/Box Springs * Pillows * Sleeper Sofas * Car Seats * Cribs *
Encyclopedias * Artificial Christmas Trees * Used Bike Helmets * Radios * Weed Eaters
* Space Heaters * Rice Cookers * Clocks * Broken/Damaged Items/Furniture Needing
Repair

SHREDDING

Paper Only!

Not Accepted:
Cardboard Boxes

RX DISPOSAL

Pill Form Medications only

Not Accepted:
Liquid Medications * Medicine in containers
and/or packaging * No needles

*Sponsored by the Cities of Bunker Hill, Hedwig, Hilshire,
Hunters Creek, Piney Point and Spring Valley Villages*