



Regular Council Meeting Agenda

Tuesday, November 16, 2021 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

Notice is hereby given of a Regular Council Meeting of the City of Hilshire Village, Texas Council to be held on Tuesday, November 16, 2021 at 6:30 PM in the City Hall Council Chambers at 8301 Westview, Houston, Texas 77055

The meeting will be in person and social distancing is requested. Face Mask are recommended.

Any person may participate and address the City Council at the meeting or public hearing by Zoom, telephone, personal appearance at City Hall, or by writing.

Zoom Information for those attending via Zoom

Time: Nov 16, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/95400701707?pwd=RnpPeVd5SnY5cDU5RlFVR3pCMGJMdz09>

Meeting ID: 954 0070 1707

Passcode: 864707

One tap mobile

+13462487799,,95400701707#,,,,*864707# US (Houston)

Dial by your location

+1 346 248 7799 US (Houston)

This written notice, the meeting agenda, and the agenda packet, are posted online at <http://www.hilshirevillagetexas.com>.

The public will be permitted to offer public comments in person or electronically as provided by the agenda and as permitted by the presiding officer during the meeting.

IF YOU WOULD LIKE TO SEND YOUR COMMENTS PRIOR TO THE MEETING PLEASE SEND TO susan.blevins@hilshirevillagetexas.com.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request. The matters to be discussed and acted on at the meeting are shown on the agenda below: If you need extra instructions for the use of Zoom please call prior to one (1) hour before meeting (713-973-1779).

1. CALL TO ORDER

1.A. Invocation - Council Member Schwarz

1.B. Pledge of Allegiance

1.C. Roll Call

2. CITIZEN'S COMMENTS

This is an opportunity for citizens to speak to Council relating to agenda and non- agenda items. Comments are limited up to three minutes. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer comments until such time the item is discussed.

Speakers are required to address council at the microphone and give their name and address prior to voicing their concerns.

Note: To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. Items that cannot be referred to the City staff for action may be placed on a future City Council agenda. A copy of any prepared remarks or notes to be used and/or distributed by the speaker must be presented to the City Secretary prior to the beginning of the meeting.

3. REPORTS TO COUNCIL

3.A. Police Report

3.B. Building Official Report

3.C. Engineer Report:
1334 Glourie Drive
8201 Mallie Court
1306 Pine Chase Drive
14 Pine Creek Lane
7915 S. Villa Circle
Wirt Road Safety Project
Water Meter Vault Upgrades
Lift Station Generator

4. DISCUSSION AND POSSIBLE ACTION

4.A. Discussion and Possible Approval of a variance to allow small boulders to remain in the Right-of-Way for the purpose of protecting a city water valve at 8307 Creekstone

4.B. Discussion and Possible Approval of a variance to allow the parking pad and drainage ditch at 8210 Burkhart Road to remain in the right-of-way as constructed

- [4.C.](#) Approving Resolution # 2021-222 of the City of Hilshire Village nominating Mike Sullivan as a candidate for a position on the Board of Directors of the Harris County Appraisal District for a two (2) year term. (Mayor Herron)
- [4.D.](#) Approving Resolution # 2021-221 of the City of Hilshire Village amending the city's Purchasing Policy. (City Administrator Blevins)
- [4.E.](#) Approval of Villages Mutual Insurance Group Recommended Insurance Carriers for Plan Year 2021 being Blue Cross Blue Shield (Medical), Guardian Life (Dental), Lincoln National Insurance (Life/AD&D/LTD), and Superior Vision (Vision) for the City of Hilshire Village's Employee Benefits. (City Administrator Blevins)
- [4.F.](#) Discussion and Possible Adoption of Ordinance Number 814-2021 of the City of Hilshire Village amending Chapter 1, by deleting Article 1.400 and substituting a new Article 1.400 meetings of Corporation Court (City Administrator Blevins)
- [4.G.](#) Discussion and Possible Adoption of Ordinance Number 815-2021 of the City of Hilshire Village amending Chapter 1, by deleting Section 1.1410 (c) and substituting a new Section 1.1410 (c) for signatory for the Records Control Schedule (City Administrator Blevins)

5. CLOSED EXECUTIVE SESSION: City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters on this agenda as authorized by Texas Government Code, Sections 551.071 (Consultation with Attorney) Sections 551.074 (Personnel Matters) and Sections (Security Devices or Security Audits).

- 5.A.** None at the time of the Agenda Posting
- 5.B.** Discussion and Possible Action to deliberate and consider any actions necessary on any items discussed in the Executive Session. **(NONE AT THE TIME AGENDA POSTED)**

6. DISCUSSION AND POSSIBLE ACTION

- [6.A.](#) Discussion on Street Lights
- [6.B.](#) Discussion on the status of the installation of Storz connectors on fire hydrants

7. REPORTS TO COUNCIL

- [7.A.](#) Fire Commissioner's Report (Commissioner Byrne)
- 7.B.** Mayor Herron's Report
- [7.C.](#) City Administrator's Report: (City Administrator Blevins)
Complaint Log
Consent Agenda
- [7.D.](#) City Treasurer's Report (City Administrator Blevins)

8. CONSENT AGENDA

8.A. Disbursements

8.B. Minutes from the Regular Council Meeting October 19, 2021

8.C. Check Registers

9. ADDITIONAL COUNCIL COMMENTS

10. FUTURE AGENDA TOPICS

11. ANNOUNCEMENTS

12. ADJOURNMENT

NOTE: Agenda items may not necessarily be considered in the order that they appear. With regard to any item, Council may take various actions, including but not limited to rescheduling an item in its entirety or for particular action at a future date or time.

NOTE: IN THE EVENT A QUORUM OF THE CITY COUNCIL IS NOT PRESENT, THE REPORTING MEMBERS WHO ARE PRESENT WILL MEET AS A SUB-COMMITTEE, FOR DISCUSSION PURPOSE ONLY, REGARDING THE ABOVE AGENDA ITEM(S).

City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), and 551.086 (Certain Public Power Utilities: Competitive Matters). Following the executive session, if any, City Council may act in open session on any item discussed in the executive session.

I, Susan Blevins, do hereby certify that the above Notice of Meeting and Agenda for the City Council of the City of Hilshire Village was posted in a place convenient and readily accessible November 12, 2021 at 11:00 a.m.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative service must be made 48 hours prior to this meeting. Please contact the City Hall at 713-973-1779 or FAX -713-973-7793 for further information.

SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

10\01\2021
thru 10\31\2021
Zone is: HILSHIRE VILLAGE

Type	Description	# Of Calls
21	911 HANG UP	2
22	ALARM	4
23	AMBULANCE CALL	4
135	BUSINESS CHECK	64
53	DEBRIS IN ROADWAY	1
60	FIRE CALL	1
70	INFORMATION	4
76	LOUD NOISE	1
81	OPEN DOOR	2
86	PUBLIC RELATIONS	43
103	SUSPICIOUS ACTIVITY	1
104	SUSPICIOUS PERSON	1
105	SUSPICIOUS VEHICLE	3
11	TRAFFIC STOP	5
111	VEHICLE BLOCKING ROADWAY	4
112	VEHICLE CHECK	1
123	VEHICLE MAINTENANCE	1
117	WELFARE CONCERN	1
	Total	143

BUILDING REPORT SUMMARY

October 2021

Plan Review:

1. 7915 S Villa Circle Swimming Pool

Permits:

New Construction	1
Remodel / Add-On	1
Accessory Building	1
HVAC	2
Electrical	2
Plumbing	4
Tree Removal	1
Swimming Pool Demo	1

Total: 13

Change of Occupancy Use:

- None

Extended Permit Request:

- None

Inspections:

Pass	16
Fail	2
Consult Only	1

Total: 19

Red Tag Stop Work Orders Issued:

1. 7 Hilshire Oaks Ct

Building Finals / Certificates of Occupancy:

- None

Plan Review and Permit Log

	Date	Permit Number	Address	Issued To	Amount Received	Description / Scope
1	Fri 10/1/21	HV-21-090T	1210 Archley Dr	M Rosales Tree Service	\$ -	Tree Removal - Dead
2	Thu 10/7/21	HV-21-091M	8 Hilshire Oaks	ARS of Houston North	\$ 160.00	Mechanical - Repair/Replace
3	Fri 10/8/21	HV-21-092M	4 Hilshire Oaks Ct	Sanz Central	\$ 160.00	Mechanical - Repair/Replace
4	Tue 10/12/21	HV-21-093AB	1311 Pine Chase Dr	(Homeowner) David Labbe	\$ 80.00	Accessory Building
5	Wed 10/13/21	HV-21-045B	7907 Hilshire Green	David Weekley Homes	\$ 6,952.26	Building - New Construction
6	Fri 10/15/21	HV-21-094P	8210 Mallie Ct	Gold Plumbing Co	\$ 380.00	Plumbing - Addition/Remodel
7	Mon 10/11/21	HV-21-095SP	1334 Glourie Dr	Platinum Pools	\$ 140.00	Plan Review - Swimming Pool
8	Fri 10/15/21	HV-21-061P	1123 Guinea Dr	BacTrac Plumbing	\$ 530.00	Plumbing - New Construction
9	Wed 10/20/21	HV-21-096E	7 Hilshire Oaks	Homeowner	\$ 125.00	Electrical - Low Voltage for Fountain
10	Wed 10/20/21	HV-21-096P	7 Hilshire Oaks	Homeowner	\$ 240.00	Plumbing - Fountain
11	Thu 10/21/21	HV-21-097SPDEMO	8214 Mallie Ct	Doty Deconstruction & Flo Cam Plumbing	\$ 250.00	Demolition - Swimming Pool
12	Wed 10/20/21	HV-21-078B	14 Pine Creek Ln	Steadfast Custom Homes	\$ 807.82	Building - Addition
13	Mon 10/25/21	HV-21-098I	7906 N Villa Ct	Gold Rose Irrigation	\$ 240.00	Plumbing - Irrigation
14	Fri 10/29/21	HV-21-041T	1123 Guinea Dr	CPL Technical Services	\$ 160.00	Electrical - New Construction

Inspection Log

Log #	Address	Permit #	Request Type	Pass or Fail	Date	Inspector	
1	21-206	8209 Mallie Ct	HV-21-077R	Roofing Final	Pass	10/1/21	BBG
2	21-211	1226 Ridgeley Dr	HV-21-085F	Fence Final	Pass	10/5/21	BBG
3	21-212	1202 Ridgeley	HV-21-046GP	Gas Test - Generator	Pass	10/5/21	BBG
4	21-213	7919 Hilshire Green	HV-21-064FN	Foundation	Pass	10/7/21	BBG
5	21-214	4 Hilshire Oaks Ct	HV-21-092M	HVAC Final - 2 Furnaces	Pass	10/15/21	BBG
6	21-215	7907 Hilshire Green	HV-21-084DEMO	Demolition Final	Pass	10/15/21	BBG
7	21-216	8210 Mallie Ct	HV-21-094P	Plumbing Rough-In	Pass	10/18/21	BBG
8	21-217	7 Hilshire Oaks	N/A	Stop Work	Stop Work Order was given	10/8/21	BBG
9	21-218	1205 Archley Dr	HV-21-031GP	Gas Test	Fail	10/20/21	BBG
10	21-219	1119 Glourie Dr	N/A	Generator Location Consult	N/A - Consult	10/20/21	BBG
11	21-220	8210 Mallie Ct	HV-21-094P	Plumbing Shower Pan	Pass	10/22/21	BBG
12	21-221	8210 Mallie Ct	HV-21-094E	Electrical Cover	Pass	10/22/21	BBG
13	21-222	1306 Pine Chase Dr	HV-21-070V	Site Inspection	Pass	10/22/21	BBG
14	21-223	7 Hilshire Oaks	HV-21-096	Fountain Plumbing & Electrical	Pass	10/22/21	BBG
15	21-224	1306 Pine Chase Dr	HV-21-070V	Parking Pad Pre-Fill	Pass	10/22/21	Javier Vasquez
16	21-225	1123 Guinea Dr	HV-21-060P	Plumbing Ground & Sewer	Pass	10/26/21	BBG
17	21-226	7906 N Villa Ct	HV-21-098I	Irrigation Cover	Pass	10/26/21	BBG
18	21-227	1205 Archley Dr	HV-21-031GP	Generator Gas Test	Pass	10/26/21	BBG
19	21-228	1326 Glourie	HV-20-099B	Hurricane Clips & Straps	Pass	10/29/21	BBG



November 12, 2021

Mayor and City Council
City of Hilshire Village
8301 Westview Drive
Houston, Texas 77055

Re: Engineer's Report for November 16, 2021 Council Meeting
HDR Job No. 10281855

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from October 16, 2021 to November 12, 2021.

1. On-Going Services (10281855):

a. 1334 Glourie Drive –

- On November 9, 2021, HDR received a resubmittal of the drainage plan on is currently reviewing the resubmitted pool drainage plan amendment.

b. 8201 Mallie Court –

- On October 21, 2021, HDR provided an inspection to review the current site conditions and the construction activities at 8201 Mallie Court. The Contractor (Erosion Control Systems) was continuing work of installing the proposed concrete bag wall erosion control system. The Contractor was reminded to provide continued maintenance of the job site and to ensure they monitor weather conditions for rain events in order to properly secure the job site to avoid any impacts to the drainage of existing ravine.

c. 1306 Pine Chase Drive –

- HDR has been coordinating with the City and property owner (Mr. Greg Truax) on the follow up inspections and parking pad installation requirements. An inspection was performed on October 28, 2021 to review the completed work pertaining to the area of compacted soil under the parking pad. In review of the completed work, it appeared the area was compacted in accordance to the City parking pad requirements. The Resident was advised to coordinate the completion of the work with City Staff including the materials to be placed and painting of the parking pad edging.

hdrinc.com 4828 Loop Central Drive, Suite 800
Houston, Texas 77081
T 713-622-9264 F 713-622-9265
Texas Registered Engineering Firm F-754

- On November 8, 2021, the Resident provided information regarding the parking materials; however, the installation of the items was already performed including painting of the parking pad edging. An inspection was performed by HDR on November 9, 2021 to review the completed parking pad and noted there were still some coordination items to complete for finalizing the parking pad. The City is currently working with the Resident on a few completion items of the parking pad.
- d. 14 Pine Creek Lane –
- On November 3, 2021, HDR received a Drainage Plan Resubmittal for 14 Pine Creek Lane. HDR is currently reviewing the drainage plan resubmittal.
- e. 7915 S. Villa Circle
- On November 11, 2021, HDR received the proposed Pool Drainage Resubmittal for 7915 S. Villa Circle. HDR is currently reviewing the pool drainage plan resubmittal.
- f. Wirt Road Safety Project –
- HDR has been coordinating with the COH regarding the Wirt Road Safety Project. The COH provided the contact information at Cobb Fendley & Associates (CF&A) for the Engineer of Record in charge of the proposed I-10 (Feeder Road) and Wirt Road Intersection Improvements. HDR has reached out to Mr. Mahmoud Salehi, P.E. (CF&A) to request plans and project information on their proposed improvements.
- g. Water Meter Vault Upgrades –
- HDR has coordinated with Ms. Sherri Winslow, COH Director of Customer Account Services to request a meeting to discuss the upgrade/change of existing combination- fire/domestic flow meter assemblies at the Pine Chase Grove (2) and Hickory Shadows Water Meter Vaults with electromagnetic flow meters similar to the one installed at City Hall. Ms. Winslow is coordinating with her staff and will be setting up a meeting to discuss within the next two (2) weeks.
- h. Lift Station Generator –
- HDR is providing assistance to the City on the Lift Station Generator on an as-needed basis.
 - HDR has also coordinated with the City regarding the replacement of the Fleetzoom Remote Monitoring Unit at the lift station which was damaged during the Winter Freeze Uri back in February 2021.

If there are any questions concerning the information contained in this report, we will be glad to discuss them with you.

Sincerely,

HDR Engineering, Inc.

Javier Vasquez, P.E., CFM
Civil Engineer

cc: Files (10281855)



Karin and Gregg Donovan
8307 Creekstone Circle
Residents since 2003

Request for variance to keep landscape rocks in
city ROW to protect city equipment and my
yard



City box for water line flush valve is 27 inches from the street

Item 4.A.



Delivery trucks make a 3-point turn in the cul-de-sac and often back onto my yard

City box for water line flush valve has been run over multiple times



It is not feasible to park a vehicle in front of my house, as there is not enough room.



15 feet between my driveway and my neighbor's driveway

- 2021 Toyota Camry: 16 feet
- 2021 Ford F150: 19 feet
- 2021 Chevy Tahoe: 18 feet

A Parking Pad will not resolve the issues, as:

- 1. It is not feasible to park in front of our house**
- 2. The City box would still be exposed to damage**



On Monday, Nov 8, the garbage truck did a 3-point turn and almost hit the city water box.

8210 Burkhart Parking Pad

Resident installed parking pad in October 2019

Resident stated he was unaware that plans needed to be approved and a permit was required.

Item was placed on March 2020 Agenda requesting a variance from homeowner

March 2020 in person Meeting was cancelled. Agenda item was not discussed. Item fell off the radar.

October 2021

City Engineer was asked to visit jobsite. Results: The parking pad is in perfect condition. The actual drainage is an improvement over the original drainage.

8210 Burkhart
(original condition)



finished area

City of Hilshire Village
Request for Variance from Right of Way Ordinance

8210 Burkhart Road
Vanita Esphahanian and Jeff Sechelski
March 17, 2020

I. Background

- A. Vanita and I have owned our property on Burkhart since November of 1992. Our property is the last lot on the street, on the right hand (north) side as you approach from Ridgely. We have a circular driveway with approaches on the east and west side of our lot, with a culvert only under the east approach.

- B. Our landscape architect/contractor is: Mark McKinnon, McKinnon Associates, 1137 W. 26th St., Houston, TX, 77008. Phone: (713) 869-2797; Email: mckinnon@mckinnonassociates.com.

II. Project Motivation

- A. We wanted to add a new walkway to provide easier access to our front door from the street. As we thought through our design we decided to incorporate a rehabilitation of the street shoulder and ditch area to correct various long-standing problems plaguing that area:
 - 1. Soil compaction - The shoulder area of the street has never been conducive to growing grass and as a result the default state of that area over the years has been bare, compacted soil.
 - 2. Burkhart Road exists not only in Hilshire Village, but picks up again across the bayou with sections in Spring Valley and beyond Bingle Road as well. This results in drivers reaching the dead end of our street and having to turn around, often tracking through the off-pavement shoulder area. When it's been raining this causes ruts and mud tracking; when it's dry, soil compaction results.
 - 3. It's notable that there are ten dead-end streets in Hilshire Village. Burkhart Road is the only one without a cul-de-sac circle.
 - 4. The culvert under our eastern driveway approach tends to collect sediment over time.

- B. The following photo shows the condition of the area before the project:



III. Project Goals and Philosophy

- A. Enhanced tree health
- B. Enhance retainage of runoff before it enters the drainage system
- C. Reduce standing water in culvert prevents mosquito breeding
- D. Reduce sediment washed down into culvert which reduces capacity for flash flood events.
- E. **Our design was guided by two main ideas:**
 - 1. **Our entire design of the pad, shoulder, and ditch area was predicated on the fact that our lot sits at the head of the ditch gradient for our section of Burkhart. In other words, runoff initiates at our west driveway and flows east to the gulley at the intersection of Burkhart and Ridgely. It is important to note that as a consequence of this our lot doesn't inherit any water, because there is nothing upstream of us. Another consequence of this is that the only water flowing in our section of ditch comes from the front yard area immediately around the ditch. (Runoff from areas away from the front yard flows either into the gulley behind our house, or directly into Spring Branch.)**
 - 2. **We wanted to capture and absorb as much rainfall runoff as possible before it entered the ditch system and moved on to our neighbors, which we believe is in agreement with Hilshire Village's drainage philosophy.**

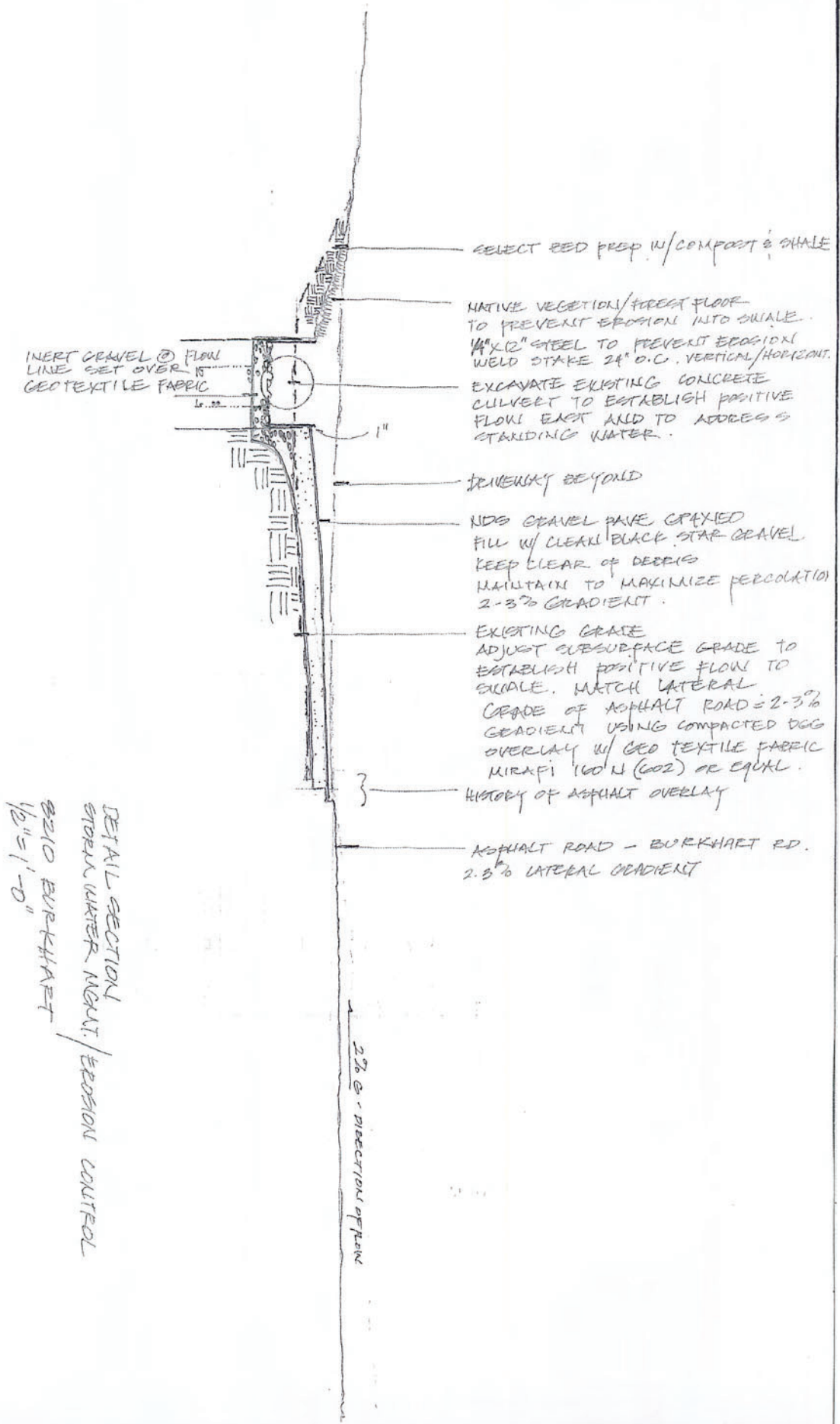
IV. Design Details

- A. Parking Pad
 - 1. McKinnon Associates designed the shoulder/pad area with a lateral grade that approximately matches that of the street surface. Starting from the bottom there is a layer of geo-textile fabric, a layer of compacted decomposed granite, a second layer of fabric, and topped with the hexagonal permeable paver grid, filled with blackstar gravel. The following photos illustrate:



B. Swale and ditch area

1. To prevent erosion of soil and deposition of sediment downstream we designed a channel to collect the runoff from the yard and pad area. The bottom of this channel was constructed with a grade matching the natural slope of the lot, starting at near zero elevation on the west end and matching the culvert level on the east end.
2. To increase the opportunity for water to percolate into the soil we lined the bottom of the channel with aggregate to slow the flow down before it reached the culvert. *We realize slowing the flow is contrary to an acceptable design for other lots in the Village, but in our case since we are at the head of the grade we are not impeding water; rather we are preventing a net addition of runoff into the drainage system.*
3. Additionally, three “sump wells” were dug at intervals along the course of the channel. These resemble the gutter downspout wells that were required for our recent addition that we completed in 2016. These were a hole about five inches in diameter and about 36 inches deep, filled with the same aggregate used in the bottom of the ditch channel. We felt these would help even more runoff percolate into the soil rather than contribute to runoff entering our neighbor’s ditch.
4. An additional “wall” of aggregate about three inches wide was placed against the street side of the steel channel liner to give further absorption opportunity for runoff from the street/pad area. The depth of this wall extends to the same depth as the inner channel.
5. The following illustrations will make these details clearer.



DETAIL SECTION
 STOPPED WATER NEGAT. / EROSION CONTROL
 8210 BURKHART
 1/2" = 1'-0"

2% @ - PROTECTION OF PLAN





Item 4.B.



Item 4.B.

V. Conclusions

- A. We feel that this project was executed with high standards of professional landscaping design and construction, and that it provides benefits not only to us the homeowners but also to our neighbors in the Village as well.

- B. We also feel that our lot position at the head of the drainage gradient combined with the absence of a cul-de-sac circle creates a set of conditions not found at any other spot in the Village. We hope that the Council will agree, and grant us a variance to the applicable ordinances.



Harris County Appraisal District
Interoffice Memorandum

OFFICE OF THE CHIEF APPRAISER

TO: Presiding Officers of Taxing Units
Served by the Harris County Appraisal District

FROM: Roland Altinger, Chief Appraiser

SUBJECT: Election of Board of Directors of the
Harris County Appraisal District

DATE: October 26, 2021

The nomination period for board candidates representing the small cities, school districts, junior college districts and conservation and reclamation districts closed October 15, 2021. The names of all candidates officially nominated to me on or before that date are reflected on the enclosed "Certification of Ballot" forms.

Candidates for contested positions are listed alphabetically on the ballots in the manner required by the Texas Tax Code.

Mike Sullivan was the only person nominated for the board position representing cities other than the City of Houston.

Martina Lemond Dixon was the only nominee for the position representing school districts other than Houston Independent School District and the junior college districts.

Charles Brandman, Erin Corken, Jonathan Cowen, Sandra Jaramillo, Shantai Magec, Wayne Mentz, and Patricia Morlen are nominees for the position representing the conservation and reclamation districts.

To assist you in the election procedure, I have enclosed a Certification of Ballot and a suggested form of resolution for casting your vote for the candidate representing your type of taxing unit. ***Ballot forms for all four types of units are enclosed to make you aware of all nominees, even though only taxing units of a particular type may vote in the election applicable to that type of unit.*** The governing body of each taxing unit is entitled to one vote for the candidate of its choice from the names appearing on the appropriate Certification of Ballot. Please note, the junior college districts vote collectively. Each board of trustees for the respective junior college districts may file a vote by resolution with the chief appraiser, however, the collective vote of the junior college

districts will thereafter be cast for the candidate who receives the most votes from among the junior college districts.

Each governing body must cast its vote for one of the nominees, formally adopt a resolution naming the person for whom it votes, and submit a certified copy to the chief appraiser. ***The vote must be by resolution.*** The resolution, or a certified copy thereof, together with the completed Certification of Ballot, must be delivered to Roland Altinger, Chief Appraiser, 13013 Northwest Freeway, Houston, Texas 77040, or mailed to P. O. Box 920975, Houston, Texas 77292-0975 ***to arrive before 5:00 p.m. on December 15, 2021.*** The outside of the envelope should be marked "Ballot for Board of Directors." Ballots that arrive after that day and time will not be counted. ***Resolutions and Certification of Ballot may be submitted via e-mail to cguerra@hcad.org. However, if they are submitted via e-mail, the original must also be mailed to the address shown above via regular first-class mail.***

Prior to December 20, 2021, the chief appraiser will count the votes, declare the results, and notify the winners, the nominees, and the presiding officers of each taxing unit. A tie vote will be resolved by a method of chance chosen by the chief appraiser.

These procedures do not apply to Harris County, the City of Houston, or the Houston Independent School District. Those units will select their board member by adopting a resolution appointing such member by December 15, 2021, and delivering an original or certified copy to the Office of the Chief Appraiser.

If you have questions about the board selection process, please call me at 713/957-5299.

Sincerely,



Roland Altinger, RPA
Chief Appraiser

Attachments

c: HCAD Board Members
Tax Assessors
Attorneys

RESOLUTION # 2021-222

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HILSHIRE VILLAGE, CASTING ITS BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT

WHEREAS, the chief appraiser of the Harris County Appraisal District has delivered to the mayor of this city, the names of those persons duly nominated as candidates to serve in that position on the board of directors of the Harris County Appraisal District, representing and to be filled by the cities other than the City of Houston, participating in said appraisal district; and

WHEREAS, this city deems it appropriate and in the public interest to cast its vote for the candidate of its choice to fill such position; now, therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILSHIRE VILLAGE

Section 1. That the facts and recitations set forth in the preamble of this resolution be, and they are hereby, adopted, ratified, and confirmed.

Section 2. That the City of Hilshire Village does hereby cast its vote for Mike Sullivan, to fill the position on the board of directors of the Harris County Appraisal District, representing and to be filled by the cities, other than the City of Houston, participating in the appraisal district.

Section 3. That the mayor be, and he is hereby, authorized and directed to deliver or cause to be delivered an executed or certified copy of this resolution to the chief appraiser of the Harris County Appraisal District no later than December 16, 2021.

PASSED AND APPROVED this 16th day of November, 2021.

Russell Herron, Mayor

ATTEST:

Susan Blevins, City Secretary



CERTIFICATION OF BALLOT
FOR BOARD OF DIRECTORS
HARRIS COUNTY APPRAISAL DISTRICT

I, Russell Herron, Mayor, certify that on the 16th day of November, 2021, the City Council of the City of Hilshire Village did by resolution cast its ballot for the following nominee to serve as a member of the Board of Directors of the Harris County Appraisal District.

(Place an "X" in the square next to the candidate of your choice.)

Mike Sullivan

I further certify that a true and correct copy of the resolution casting such ballot is attached hereto.

WITNESS MY HAND this 16th day of November, 2021.

Russell Herron, Mayor

ATTEST:

Susan Blevins, City Secretary

RESOLUTION 2021-221

A RESOLUTION OF THE CITY COUNCIL AMENDING THE CITY OF HILSHIRE VILLAGE'S PURCHASING POLICY .

WHEREAS, the City of Hilshire Village (the "Village") is a general law municipality and local government of the State of Texas; and

WHEREAS, the management and control of the Village is vested in its City Council (the "Council"); and

WHEREAS, the City Council has been presented with and has reviewed its Purchasing Policy; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILSHIRE VILLAGE, TEXAS, that:

Section 1. That the recitals to these resolutions are hereby approved by the City Council and incorporated into this resolution.

Section 2. That the City Council has reviewed, and hereby authorizes and confirms the adoption and amendment of the Purchasing Policy, attached hereto as Exhibit "A".

PASSED AND ADOPTED this 16th day of November, 2021.

Russell Herron, Mayor



ATTEST:

Susan Blevins, City Secretary

Policy and Procedure Manual	Policy Date	Policy Number
Title: PURCHASING		Section 8-19

POLICY

The goal of the City’s purchasing policy and procedures is to ensure that the City procures the best goods and services, in a timely manner, at the lowest possible cost to the City, and to also ensure that purchasing is conducted with strict adherence to applicable federal, state and local laws.

Purchasing is a major component of a City’s operations and it is important that good controls be in place. Since public funds are being used, the City is accountable for all funds utilized.

The annual budget shall be used by the City as the basic control over purchases to ensure that funds are spent as planned and purchases are spent in categories approved by the City Council. Any violations of the City’s purchasing policy and procedures should be reported to the mayor.

PROCEDURES

Purchases are divided into several categories.

1. Purchases less than \$2,000.00

A. Purchases will be made through Petty Cash, Credit Card or a Purchase Order and are included in the approved budget can be approved by City Administrator or Mayor.

2. Purchases from \$2,000 to \$5,000.00

A. Purchases will be made through Petty Cash, Credit Card or a Purchase Order acknowledged or authorized by the mayor. Purchases over \$3,000 require contacting at least two (2) HUBs (Historically Underutilized Businesses). 252.0215*.

3. Purchases of \$5000.00 to \$50,000.00

A. Require contacting at least two (2) HUBs (Historically Underutilized Businesses). 252.0215*.

B. These purchases shall require three (3) or more quotes from qualified vendors, which may include a HUB. These quotes may be received by telephone, email or fax.

C. Two (2) no quotes returned equal one quote.

D. All requisitions over \$5,000.00 will require approval by Council prior to purchase order being issued.

4. Purchases over \$50,000.00

A. Requisitions for item(s) whose aggregate total cost is more than \$50,000 must be processed as a competitive solicitation (e.g., sealed bids, request for proposal and request for offers). Texas Local Government Code, Subchapter B, Section 252.021 defines the requirements for competitive bids. The City Secretary/Administrator will be responsible for assuring proper steps are taken.

B. An invitation for bid is issued by the City Administrator's office upon approval of the Mayor or a request by the City Council. The general requirement for bidding by state law is that invitation for bids must be advertised in the newspaper once a week for two consecutive weeks. In cases of bidding, a public bid opening is scheduled no less than fifteen days after the first day of advertising. Exact notification requirements may vary according to the type of item or service being bid. The City Secretary must be present at the bid opening for a bid item. The invitation for bid must include the instruction that all bids must be addressed to the City Office. All bids will be opened and read aloud. Once the bid has been opened, bid prices and information is made public except information that is confidential or constitutes a trade secret.

C. Receiving competitive bids and proposals must be done in a manner that no possibility of favoritism or even the appearance of favoritism exists.

1. Each bid/proposal must be returned to the City Office in a separate sealed envelope and should be identified as such on the outside of the envelope.
2. The bid/proposal envelope shall be time and date stamped as soon as it is received at the City Administrator's office.
3. The bid/proposal envelope shall be filed unopened until the scheduled bid opening date.
4. Bids/proposals are opened and read aloud at the hour specified in the invitation/request in the City Council chambers and the public as well as the vendors/bidders are invited and encouraged to attend.
5. Any bid not received in time or not properly receipted will not be considered and will be returned, if possible.
6. Grounds for disqualification of a bid are:
 - (a) Unsigned bids or bids with unauthorized signatures;
 - (b) Bids received after the date and time for opening;
 - (c) Where prices are conditioned on the award of another bid, or when prices are subject to unlimited or unspecified escalation;
 - (d) Bid Tabulation-After opening, bids are tabulated and evaluated.

At this time, there is an apparent low bidder. The low dollar bid shall not be assumed to be the successful bid. There may be a number of other factors which may cause another bid to be selected. The most common factors are:

- (a). An item/service bid must conform to the specifications;

- (b) Bids may be evaluated on a combination of purchase price plus the cost to operate;
- (c) Bids may be evaluated on an entire life cycle of goods.

The City of Hilshire Village shall award contracts based on criteria deemed in the best interest of the City.

The final responsibility for bid evaluation rests with the requesting departments. The City Council, during a City Council meeting will take the action whether to accept or reject the bid/proposal. The award of the bid shall appropriately be noted in the minutes of the City Council meeting. Certain contracts for the construction, repair or renovation of a public structure, road, or improvement or addition to real property may be subject to additional statutory requirements and the Mayor, City Engineer and/or City Attorney should be consulted.

5. Exemptions from Competitive Bids.

Competitive bids shall not be required for any purchase exempt from competitive bids by state law, including:

A. Professional Services

Professional services are exempted from the competitive bidding process and are procured through the use of Request for Qualifications (RFQ) documents. The Texas Government code, Chapter 2254, Subchapter A, Professional Services, states that contracts for the procurement of defined professional services may not be awarded on the basis of competitive bids. Instead, they must be awarded on the basis:

- (a) Of demonstrated competence and qualifications to perform the services; and
- (b) For a fair and reasonable price;
- (c) The fees may not exceed any maximum provided by law.
- (d) Professional Services for the purposes of Government Code Chapter 2254 include services within the scope of the practice, as defined by state law, of accounting, architecture, landscape architecture, land surveying, medicine, optometry, professional engineering, real estate appraising, or professional nursing, or provided in connection with the professional employment or practice of a person who is licensed, or registered as a certified public accountant, an architect, a landscape architect, a land surveyor, a physician, including a surgeon, an optometrist, a professional engineer, a state certified or state licensed real estate appraiser, or a registered nurse.

B. Emergency Purchases

Valid emergencies are those that occur as a result of the breakdown of equipment which must be kept in operation to maintain the public's safety or health, or whose breakdown would result in the disruption of City operations. When this situation occurs, the City Secretary/City Administrator may conduct the procurement of supplies and services in accordance with the Purchasing Manual. Emergency procurements including but are not limited to:

- (a) A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
- (b) A procurement necessary to preserve or protect the public health or safety of the municipality's residents;
- (c) A procurement necessary because of unforeseen damage to public machinery, equipment or other property.

C. Sole Source purchases

Sole Source purchases may not require bidding, e.g., where there is no competitive product or where the compatibility of equipment, accessories or replacement parts is the consideration and can only be supplied by one source.

D. Cooperative purchases

Purchases through a cooperative purchasing program that has complied with the State's competitive bidding requirements are exempt from the City's competitive bidding requirements.

5. Disbursements:

A. After a vendor's invoice is received and reviewed by the City Secretary, and if all amounts, dates, prices, etc., are correct and appropriate approval is evident, then the invoice is put on the consent agenda and approved by Council. Utility bills, budgeted reoccurring invoices and contract accounts, e.g., police, fire, etc. do not have to be approved by Council monthly.

***Texas Local Government Code**

Sec. 252.0215. Competitive Bidding in Relation to Historically Underutilized Business

A municipality, in making an expenditure of more than \$3,000 but less than \$50,000, shall contact at least two historically underutilized businesses on a rotating basis, based on information provided by the comptroller pursuant to Chapter [2161 \(Historically Underutilized Businesses\)](#), Government Code. If the list fails to identify a historically underutilized business in the county in which the municipality is situated, the municipality is exempt from this section.

MEMORANDUM

TO: Honorable Tom Jinks, Mayor, City of Hedwig Village Honorable Jimmy Pappas, Mayor, City of Hunters Creek Village Honorable Marcus Vajdos, Mayor, City of Spring Valley Village Honorable Russell Herron, Mayor, City of Hilshire Village
Mr. Jay Carlton, Chair, Village Fire Department
Mr. Gary Schenk, President, Memorial Villages Water Authority

FROM: Ray Thomas, Chair, Villages Mutual Insurance Group

CC: Villages Mutual Insurance Group Board
Members' City/Board Secretaries

DATE: October 29, 2021

SUBJECT: Board Recommendation for Plan Year 2022 Insurance Carriers

The Board Members of the Villages Mutual Insurance Group ("VMIG") met on Tuesday, October 19, 2021, to review and discuss the renewal proposal submitted by Blue Cross/Blue Shield ("BCBS"), as well as renewal proposals from Guardian Dental, Superior Vision, and Lincoln National Life.

The renewal proposals from Guardian Dental (dental coverage), Superior Vision (vision coverage), and Lincoln National Life (Life/AD&D and LTD) included no rate increases for Plan Year 2022. Therefore, the Board accepted the renewal proposals from these three providers without any changes.

Regarding medical coverage, for Plan Year 2021, the Board had switched carriers from UnitedHealthcare (which had proposed a 16% rate increase) to BCBS. BCBS agreed to an increase of 1.5% for 2021, with a rate increase renewal cap of 9.9% for 2022.

After recent negotiations based on a slightly improving 2021 loss ratio for our Group and the large volume of business that our consultant Gallagher has with BCBS, the Board accepted a 5.0% increase from BCBS for 2022. The BCBS renewal offers three different plans for our Members that are the same as our existing plans, with an improved network of medical providers. Most Members seem to be satisfied with BCBS.

MEMORANDUM

Therefore, the Board's recommendation for Plan Year 2022 is as follows:

Type of Insurance	Carrier
Medical	Blue Cross/Blue Shield
Dental	Guardian Dental
Vision	Superior Vision
Life/AD&D	Lincoln National Life
Long-Term Disability	Lincoln National Life
Supplemental Life	Lincoln National Life

Please place the above-recommended types of insurance and carriers on your Council or Board Agendas as soon as possible in November for consideration and advise us in writing of your Council's or Board's action.

If you have any questions, please feel free to contact Patti Torres at Village Fire Department at (713)468- 7941 .

O R D I N A N C E N O . 814-2021

AN ORDINANCE AMENDING CHAPTER 1 OF THE CODE OF ORDINANCES OF THE CITY OF HILSHIRE VILLAGE, TEXAS, BY DELETING FROM CHAPTER 1 ALL OF ARTICLE 1.400 THEREOF AND SUBSTITUTING THEREFOR A NEW ARTICLE 1.400, MEETINGS OF CORPORATION COURT; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. The Code of Ordinances of the City of Hilshire Village, Texas (the “Code”), is hereby amended by deleting from Chapter 1 thereof all of Article 1.400 and substituting therefore a new Article 1.400 to provide as follows:

ARTICLE 1.400. MEETINGS OF CORPORATION COURT

The Corporation Court of the City of Hilshire Village, Texas shall hold proceedings, regular sittings and jury trials at such times as determined by the Judge of the Municipal Court.

Section 2. All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

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 circumstances 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 Hilshire 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 this 16th day of November, 2021.

Russell Herron, Mayor

ATTEST:

Susan Blevins, City Secretary

O R D I N A N C E N O . 815-2021

AN ORDINANCE AMENDING CHAPTER 1 OF THE CODE OF ORDINANCES OF THE CITY OF HILSHIRE VILLAGE, TEXAS, BY DELETING FROM CHAPTER 1 SUBSECTION 1.1410(c) AND SUBSTITUTING THEREFOR A NEW SUBSECTION 1.1410(c) PERMITTING DESTRUCTION OF CERTAIN RECORDS WITHOUT APPROVAL BY THE CITY ATTORNEY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

* * * * *

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

Section 1. The Code of Ordinances of the City of Hilshire Village, Texas (the “Code”), is hereby amended by deleting from Chapter 1 thereof Subsection 1.1410(c) and substituting therefore a new Subsection 1.1410(c) to provide as follows:

“Section 1.410. IMPLEMENTATION OF RECORDS CONTROL SCHEDULES; DESTRUCTION OF RECORDS UNDER SCHEDULE

(c) Prior to the destruction of a record under an approved records control schedule, authorization for the destruction must be obtained from the mayor and the city administrator or city treasurer.”

Section 2. All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

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 circumstances 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 Hilshire 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 this 16th day of November, 2021.

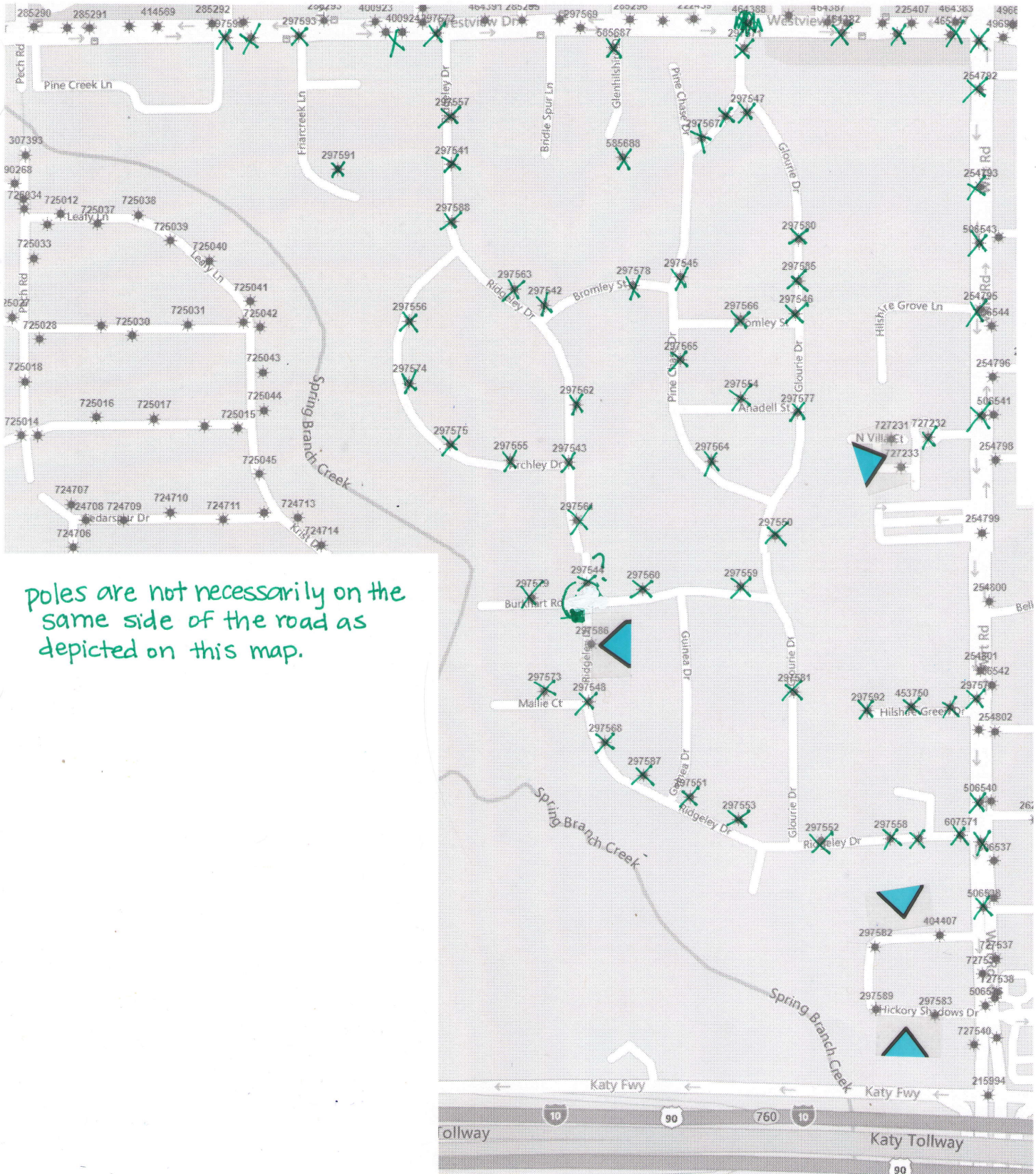
Russell Herron, Mayor

ATTEST:

Susan Blevins, City Secretary

Pole #	Address #	Street Address	Position	Pole Type	Output	Bulb Type	Overhead / Underground	Distance from the road	Condition	Date Inspected	Time Inspected	Actions Taken
297577	0	ANADELL	8001 Anadell	COBR	100W	HPS	1 OH					
297554	8000	ANADELL	Between 8006 & 8010 Anadell	COBR	100W	HPS	1 OH					
297555	1200	ARCHLEY	Between 1205 & 1209 Archley	COBR	100W	HPS	1 OH					
297556	1200	ARCHLEY	Between 1240 & 1249 Archley	COBR	100W	HPS	1 OH					
297574	1200	ARCHLEY	Between 1235 & 1240 Archley	COBR	100W	HPS	1 OH					
297575	1200	ARCHLEY	Between 1217 & 1221 Archley	COBR	100W	HPS	1 OH					
297566	8000	BROMLEY	Between 8005 & 8009 Bromley	COBR	100W	HPS	1 OH					
297578	8100	BROMLEY	Between 8108 & 8116 Bromley	COBR	100W	HPS	1 OH					
297560	8000	BURKHART	Between 1202 Ridgeley & 8014 Burkhart	COBR	100W	MV	1 OH					
297579	8000	BURKHART	Between 8205 & 8211 Burkhart	COBR	100W	HPS	1 OH					
297559	8600	BURKHART	On Burkhart between 1131 Glourie & 1126 Guinea	COBR	100W	HPS	1 OH					
297591	1300	FRIARCREEK	Between 1310 & 1314 Friarcreek	COBR	100W	HPS	1 OH					
585687	1300	GLENHILSHIRE	1319 Glenhilshire	POST	100W	HPS	1 UG					
585688	1332	GLENHILSHIRE	1307 Glenhilshire	POST	100W	HPS	1 UG					
297550	1100	GLOURIE	Between 1201 Pine Chase & 8002 Burkhart, Glourie side	COBR	100W	MV	1 OH					
297581	1100	GLOURIE	Between 1119 & 1123 Glourie	COBR	100W	HPS	1 OH					
297546	1234	GLOURIE	8002 Bromley	COBR	100W	HPS	1 OH					
297580	1300	GLOURIE	1309 Glourie	COBR	100W	HPS	1 OH					
297585	1301	GLOURIE	Between 8002 Bromley & 1301 Glourie	COBR	100W	HPS	1 OH					
297571	1327	GLOURIE	Lot 1 Glourie	COBR	175W	MV	1 OH		Very tall			
297584	1335	GLOURIE	1322 Pine Chase, side	COBR	100W	HPS	1 OH					
404407	7900	HICKORY SHADOWS		COBR	100W	HPS	1 UG					
297582	7922	HICKORY SHADOWS		COBR	100W	HPS	1 UG					
297589	7938	HICKORY SHADOWS		COBR	100W	HPS	1 UG					
297583	7950	HICKORY SHADOWS		COBR	100W	HPS	1 UG					
297592	7900	HILSHIRE GREEN	Between 7922 & 7923 Hilshire Green	COBR	100W	HPS	1 OH					
453749	7906	HILSHIRE GREEN	Between 7902 & 7906 Hilshire Green	COBR	100W	HPS	1 UG		Metal pole			
453750	7914	HILSHIRE GREEN	Between 7910 & 7914 Hilshire Green	COBR	100W	HPS	1 UG		Metal pole			
727232		HILSHIRE VILLA	1210 Hilshire Villa	POST								
727231		HILSHIRE VILLA		POST								
727233		HILSHIRE VILLA		POST								
297573	8000	MALLIE	Between 8206 Mallie & 8210 Mallie	COBR	100W	HPS	1 OH		Pole #s are broken on Google image			
297564	1200	PINE CHASE	Between 1200 & 1206 Pine Chase	COBR	100W	MV	1 OH					
297565	1200	PINE CHASE	Between 8013 Bromley & 8014 Anadell, Pine Chase side	COBR	100W	HPS	1 OH		Large bush obstructing pole			
297567	1300	PINE CHASE	1322 Pine Chase, corner before Pine Chase Grove	COBR	100W	HPS	1 OH					
297545	1302	PINE CHASE	8014 Bromley, Pine Chase rear corner	COBR	100W	HPS	1 OH					
297547	1321	PINE CHASE	1320 Pine Chase where the road splits	COBR	100W	MV	1 OH					
607571	0	RIDGELEY	1005 Ridgeley	FULL	250W	HPS	1 OH					
297551	1000	RIDGELEY	1101 Guinea at the corner	COBR	100W	HPS	1 OH					
297552	1000	RIDGELEY	Between 1027 Ridgeley & 1030 Glourie	COBR	100W	HPS	1 OH					
297553	1000	RIDGELEY	Between 1102 Guinea & 1103 Glourie	COBR	100W	HPS	1 OH		Pole # is falling off			
297548	1100	RIDGELEY	8201 Mallie, corner of Mallie & Ridgeley	COBR	100W	HPS	1 OH					
297568	1100	RIDGELEY	Between 1109 Ridgeley & 8201 Mallie	COBR	100W	HPS	1 OH					
297587	1100	RIDGELEY	1101 Guinea & 1100 Ridgeley	COBR	100W	HPS	1 OH					
297586	1125	RIDGELEY		COBR	100W	HPS	1 OH					
297561	1200	RIDGELEY	Between 1201 Archley & 8202 Burkhart	COBR	100W	HPS	1 OH		Behind brush, set back from the road			
297562	1200	RIDGELEY	Between 1222 & 1226 Ridgeley	COBR	100W	HPS	1 OH		Pole numbers might be missing, unable to see on Google			
297544	1202	RIDGELEY	Possibly at the corner of Ridgeley & Burkhart	COBR	100W	HPS	1 OH		Covered with overgrowth, need to confirm pole #			
297543	1218	RIDGELEY	1201 Archley	COBR	100W	HPS	1 OH					
297542	1242	RIDGELEY	1242 Ridgeley	COBR	100W	HPS	1 OH					

297541	1300	RIDGELEY	1305 Ridgeley	COBR	100W	HPS	1 OH					
297557	1300	RIDGELEY	Between 1305 & 1309 Ridgeley	COBR	100W	HPS	1 OH					
297563	1300	RIDGELEY	Between 1242 & 1246 Ridgeley	COBR	100W	HPS	1 OH					
297588	1305	RIDGELEY	1257 Archley	COBR	100W	HPS	1 OH					
297558	7900	RIDGELEY	1027 Ridgeley	COBR	100W	HPS	1 OH			Could not find pole # on Google		
297576	7900	RIDGELEY	1007 Ridgeley	COBR	100W	HPS	1 OH					
297572	0	WESTVIEW	Corner of Westview & Ridgeley	COBR	175W	MV	1 OH					
297590	0	WESTVIEW	Corner of Westview & Pine Creek - in front of City Hall	COBR	100W	MV	1 OH					
297593	0	WESTVIEW	Corner of Westview & Friarcreek	COBR	100W	HPS	1 OH			One digit in the pole # is missing		
297569	1300	WESTVIEW		COBR	100W	MV	1 OH					
596907	8301	WESTVIEW	Westview near ravine between City Hall and 1339 Creekstone	COBR	100W	HPS	1 OH					
465147		WESTVIEW	Next to 7901 Westview	COBR						Metal pole		
465148		WESTVIEW	Next to 7901 Westview parking lot	COBR						Metal pole		
464382		WESTVIEW	Next to 7901 Westview parking lot	COBR								
109551		WESTVIEW	Westview between 8201 Ridgeley & 8306 Creekstone	COBR								
297570	0	WIRT	Wirt next to 7902 Hilshire Green	COBR	100W	HPS	1 OH					
297549	6900	WIRT	Wirt @ Ridgeley, south side	COBR	100W	HPS	1 OH					
506538		WIRT	1035 Wirt	COBR	115W	LED						
506536		WIRT	North corner of Hickory Shadows entrance	COBR	115W	LED						
727536		WIRT	Between the entrance and exit of Hickory Shadows	COBR	115W	LED						
506540		WIRT	Wirt behind 2 & 4 Hilshire Oaks	COBR	115W	LED						
254797		WIRT	1231 Wirt	COBR	115W	LED						
254795		WIRT	Wirt next to 1 Hilshire Grove	COBR	115W	LED						
506543		WIRT	Wirt in front of 1321 Wirt	COBR	115W	LED						
254793		WIRT	Wirt in front of 1321 Wirt	COBR	115W	LED						
254792		WIRT	Wirt between 7901 Westview & 1321 Wirt									
223027		WIRT	Corner of Wirt & Westview	COBR	110W	LED				Metal pole		




Edustrial Solutions
 PO Box 10879
 Houston, TX 77206
 T.832.545.2299
www.edustrialsolutions.com

QUOTE NO 5083-4570
 DATE October 21, 2021
 CUSTOMER ID Inframark
 PO# Assigned

TO Tracy Butcher
 Inframark
 10431 Westmoor Rd
 Richmond, TX 77407
 T. 281.578.4200 F. 281.578.4294

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Mike Johnson	City Of Hillshire Village Install Mueller Fire Hydrant Connections		

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
23 Fire Hydrant Apdaters	To Install ADPT-5.0ST-BC Adapters For Front Cap Fire Hydrant Connectors At The Location Of The City Of Hillshire Village.	\$157.34	\$3,618.91
37 Fire Hydrant Connections	To Install Mueller Fire Hydrant Storz Pumper Connections Quick Connect/Full Pressure Ratings At The Location Of The City Of Hillshire Village.	\$160.49	\$5,938.13
SUBTOTAL			\$
SALES TAX			
TOTAL			\$9,557.04

A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		Total Number of YTD Incidents 2021			Life Threatening (LT) EMS Incidents				Life Threatening (LT) Fire Incidents						
		Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90%	Natl. Stand 10:30 ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	% of 2021 Calls are:	Fire Alarms	% of Fire Calls
Bunker Hill Village	208	101	309	41	3:56	100%	6:16	100%	12	4:51	100%	67%	33%	97	47%
Hedwig Village	179	200	379	117	3:20	100%	3:22	100%	28	3:21	100%	47%	53%	83	46%
Hilshire Village	29	44	73	24	2:54	100%	5:02	100%	4	4:16	100%	40%	60%	10	0%
Hunters Creek Village	359	165	524	69	3:58	100%	5:38	100%	31	5:24	100%	69%	31%	160	45%
Piney Point Village	254	123	377	51	4:21	100%	5:18	100%	20	5:24	100%	67%	33%	118	46%
Spring Valley Village	231	168	399	79	2:48	100%	4:05	100%	23	4:07	100%	58%	42%	64	28%
Houston	94	0	94												
Totals	1354	801	2155	381	3:33	100%	4:57	100%	118	4:34	100%	63%	37%	532	35%

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

Column 1: Reflects the cities listed within the chart.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CITY OF HILSHIRE VILLAGE
COMPLAINT FORM

Date Notified	Person Taking Call	Resident Reporting Problem	Complaint/Issue	Address of Concern	Action	Results	Date Resolved
2/11/20	Cassie Stephens	Javier - HDR Engineering	Illegal parking pad installed without permit.	8210 Burkhart	Emailed property owner with sections of ordinance in violation. Asked for plan to achieve compliance.	Property owner said he would have the rocks removed from the ditch but wants to seek a variance for the parking pad considering the existing terrain and material choices. Susan will discuss with council. City engineer has scheduled an inspection to see if the parking pad meets the new ordinance. Item is on the agenda for 11/16/21 Council Meeting	
6/28/21	Cassie Stephens	Cassie Stephens	Tire in the water vault area	Pine Chase Grove	The tire was filled with concrete/asphalt and looks to have been a base for a pole for tetherball. Heavier equipment is needed to remove. Will try to find someone to pick up and dispose of.		
9/13/21	Cassie Stephens	Bill Bristow	Damage on the drainage pipes going underground	1209 Pine Chase Dr	HDR investigating		
9/13/21	Cassie Stephens	Bill Bristow	Tree trimming needed in the utility easement.	1209 Pine Chase Dr	HDR investigating		
9/30/21	Susan Blevins	Council Member	City entrance markers need to be power washed.	HV entrances	Susan asked Katherine Bodron if the beautification committee handles this.		
10/11/21	Cassie Stephens	Cassie Stephens	Lawn needs mowing and tree limbs and lawn debris cleaned up.	1306 Glourie Dr	Cassie emailed the realtor listing the lot.	Realtor non-responsive. Will send certified letter to the owner of record.	
10/11/21	Cassie Stephens	Cassie Stephens	Dead limbs and vines were left after the lot was mowed.	1202 Hilshire Villa Drive	Cassie sent an email to the owner of the lot to remove the debris.	Developer said they will have the dead trees removed by the landscaping crew.	
10/11/21	Cassie Stephens	Cassie Stephens	Rocks in the right-of-way	8307 Creekstone Cir	Cassie emailed the homeowner, suggested submitting a design for a parking pad if that is the issue.	Homeowner says delivery vehicles tear up the yard and a parking pad wouldn't keep them from back up into their yard. Advised that he can come to council but the ordinance does not allow items in the right-of-way. Item is on the agenda for 11/16/21 Council Meeting	
10/14/21	Susan Blevins	Scott Hunsaker	Their garbage was skipped again, neighbors are getting picked up.	7910 N Villa Ct	Susan sent a message to the GFL rep asking for a truck to return.	Garbage was collected.	10/14/2021
10/15/21	Susan Blevins	Andy Carey	Medians along Wirt road are not being maintained, landscaping debris in the turning lanes.	Wirt Rd	Susan said she would ask the beautification committee if they maintain this area.	The committee said they were working in the area	
10/25/21	Susan Blevins	Jon Simon	Ditch holding water.	1323 Pine Chase	Cassie drove by to investigate, saw the water in the ditch but also noticed moisture on the bottom of the culverts through most of the city.	Not enough time has passed without rain to tell how much water is not draining. Informed homeowner that we will keep an eye on the area.	10/26/2021

CITY OF HILSHIRE VILLAGE
COMPLAINT FORM

Date Notified	Person Taking Call	Resident Reporting Problem	Complaint/Issue	Address of Concern	Action	Results	Date Resolved
10/27/21	Cassie Stephens	Bridget - Finial Group	Vehicles are parking on Pech and in their parking lot during school pick up then walking through the parking lot impeding clients and other commercial area vistors.	8399 Westview	Susan contacted Spring Valley PD to monitor the area and make sure people are walking on sidewalks and crosswalks, not through the parking lot.	The business was advised to install private parking signs in their parking lot to deter non-customers and call SVPD for vehicles blocking the roadway, driveways or fire lane gate to Pine Creek Ln.	10/27/2021
10/28/21	Cassie Stephens	Unknown	An anonymous letter was sent to City Hall containing pictures of a garage renovation for a recording studio at a residential address. The letter contained no call to action or request for information and did not have a return address on the envelope.	1318 Bridle Spur	This address was previously investigated by City Staff who found social media posts related to the sound recording studio but no business name or advertisements were found. Additionally, the owners of the property were contacted in 2018 who confirmed their son has the studio as a hobby.	It is unclear when the stated addition and secondary buildings were constructed, therefore research on ordinances requiring permits is not possible. The photos provided do not show construction activities that would definitively require permitting. The stated issues with HCAD valuations are not the responsibility of this office. No further action taken.	11/3/2021
10/29/21	Cassie Stephens	Cynthia Blaine	There is a hazardous dead tree in the backyard.	1122 Glourie Drive	Cassie will contact the owners to have the tree removed safely.		
10/31/21	Susan Blevins	Spring Valley PD	A tree fell and is blocking the street.	8001 Bromley	Village Fire Department move the tree into the yard clearing the street. Susan sent an email to the realtor in control of the property.	The realtor responded that he will have it taken care of. The permit is being prepared to also include hazardous leaning trees.	
11/1/21	Cassie Stephens	Cassie Stephens	Dead tree limb leaning into the ditch	1023 Ridgeley	Cassie emailed the homeowners.	Owners said it belongs to their neighbors at 1025 Ridgeley Drive	
11/1/21	Cassie Stephens	Cassie Stephens	Tree limbs leaning into the ditch after the storm.	1027 Ridgeley	Cassie emailed the homeowners.		
11/4/21	Cassie Stephens	Cassie Stephens	Construction materials visible on a lot that is no longer pending development. Also asked the current property owners to remove the large pots at the front of the ravine.	1210 Ridgeley	Property owner responded that they will have the items removed.		
11/11/21	Susan Blevins	Andy Carey	Spring Valley Residents walking children to school reported a dangerous broken guard rail in front of commercial area on Westview	Westview Commercial Area	This has been reported several times to 311 however City of Houston does not see the issue. Susan found a supervisor to report the issue to and City of Houston is checking into the proplem		

CDARS DETAIL ACCOUNT OVERVIEW

GENERAL FUND CDARS ACCOUNT

ACCOUNT	DATE	TERM	MATURITY DATE	AMOUNT	RATE	INTEREST
1023895346	6/11/2020	26 WEEK	12/10/2020	\$1,000,000.00	0.09%	
	6/30/2020					\$ 49.30
	7/30/2020					\$ 76.47
	8/30/2020					\$ 76.42
	9/30/2020					\$ 74.02
	10/30/2020					\$ 76.47
	11/30/2020					\$ 73.98
						\$1,000,426.66

ACCOUNT	DATE	TERM	MATURITY DATE	AMOUNT	RATE	INTEREST
1023895346	6/11/2020	26 WEEK	12/10/2020	\$1,000,000.00	0.09%	
	12/10/2020					\$ 22.24
						\$1,000,448.90
MATURED AND DEPOSITED INTO SAVINGS						\$ (1,000,448.90)

ACCOUNT	DATE	TERM	MATURITY DATE	AMOUNT	RATE	INTEREST
1024451077	12/10/2020	52 WEEK	12/9/2021	\$1,000,000.00	0.06%	
	12/31/2020					\$36.14
	1/29/2021					\$50.96
	2/28/2021					\$46.04
	3/31/2021					\$50.96
	4/30/2021					\$49.36
	5/30/2021					\$50.97
	6/30/2021					\$49.33
	7/31/2021					\$51.00
	8/31/2021					\$50.97
	9/30/2021					\$49.32
	10/31/2021					\$51.01
						\$1,000,536.06



Regular Council Meeting Minutes

Tuesday, October 19, 2021 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

This meeting was held in person at City Hall with remote attendees present.

1. CALL TO ORDER

Mayor Pro Tem Maddock called to order the Regular Council Meeting at 6:30 P.M.

1.A. Pledge of Allegiance

1.B. The **invocation** was given by Mayor Pro Tem Maddock

1.C. PRESENT

Mayor Russell Herron
Council Member Robert Byrne
Council Member Andy Carey
Mayor Pro Tem Paul Maddock
Council Member David Schwarz

Present remotely: Mayor Herron, Council Member Schwarz*, Spring Valley Police Captain Lane

**Council Member Schwarz was not eligible to vote due to Texas Open Meetings Act regulations.*

Also present: City Attorney Bounds, Administrator Blevins, Assistant City Secretary Stephens, Captain Schulze

ABSENT

Council Member Mike Gordy

2. CITIZEN'S COMMENTS

Gregg & Karin Donovan, 8307 Creekstone Circle, said they are longtime residents and serve on their subdivision board. Mr. Donovan said he has four (4) large rocks in front of his house and there is a City water flush valve in a water box located 27-inches from the road's edge. He said delivery trucks do a 3-point turn to get out of the cul-de-sac and have run into his yard multiple times a month. He said trucks have also run over the water box and broken it twice. Mr. Donovan said the roadside area in front of his house is only 15-foot wide and not big enough to accommodate a vehicle, therefore, there is no benefit to installing a parking pad. Mr. Donovan asked for an exception to the city ordinance to allow the rocks to remain for the protection of his yard as well as the City's water box.

Council Member Carey entered the building.

Mayor Pro Tem Maddock said the citizen is requesting to be put on the next agenda to allow the rocks to remain in the right-of-way.

Bill Bristow, 1233 Pine Chase Drive, asked if the National Night Out was sponsored by the City because there were no police or fire department presence. He said he didn't see many council members at the function either and he would like for that to be a City function instead of the Civic Club.

Council Member Byrne asked Attorney Bounds for legal advice regarding council members attendance at social events to avoid a walking quorum. Attorney Bounds said as long as it is a social event and no City business is discussed between council members then there is no problem.

Ron Presswood, 8202 Burkhardt Rd, said he is against the addition of street lights as they are not conducive to the aesthetic of the City. He stated that he has an aunt who lives in Spring Valley and has a street lamp in her yard. Additionally, Mr. Presswood said he has talked to his neighbors who were also not interested in adding street lamps to the city.

3. REPORTS TO COUNCIL

3.A. **Police Report:** Captain Lane said for the month of September there were a total of 127 calls for service including 61 business checks, 34 public relations, 2 suspicious vehicles, and 5 traffic stops.

Captain lane said the site surveys for the **License Plate Reader Cameras** was conducted and now and they are waiting for the equipment to arrive. Administrator Blevins said there will need to be an 811 Dig request for those installations.

3.B. **Building Official's Report:** Administrator Blevins said there were no outstanding items to report.

3.C. **Engineer's Report:** Engineer Vasquez said he prepared the engineer's report for this month's meeting. He stated that there were no outstanding items in the report.

Wirt Road Safety Project - Mayor Herron asked if there is anything the City can do to appeal to the City of Houston for a swifter response. Engineer Him said he has begun communications with Patrick Nguyen who is taking over during Thomas Kern's leave of absence. Engineer Him said the City of Houston owes us information from 2019 plans to improve I-10, the feeder road, and Wirt Road. He said if he cannot get a response from Mr. Nguyen then he will start reaching out to other avenues.

Water Meter Vault Upgrades - Mayor Pro Tem Maddock asked about the meeting with Ms. Winslow, the City of Houston Director of Account Services. Engineer Him said he sent a request for a meeting two weeks ago but has not heard back.

Mayor Pro Tem Maddock asked about the status of the **Lift Station Generator**. Engineer Him said Administrator Blevins and Council Member Gordy are managing the project. Administrator Blevins said they have been looking for records of

easements but have not been successful. She said Council Member Gordy is researching generators and the location for the equipment in the available space.

Council Member Byrne raised concerns about the quality of workmanship on the **parking pad at 1306 Pine Chase Drive**. He said the construction appears to be rough, and that the stakes that were used for forming the concrete were left in the concrete and aesthetically looks poor. He asked if there is a plan to make this look better. Engineer Vasquez said he will coordinate with the homeowner who is constructing the parking pad himself. Engineer Him said typically they do not inspect the contractor throughout the job but they will inspect the form and if the texture of the concrete is not correct then it will be addressed with the homeowner so that the final product matches what was approved. Mayor Pro Tem Maddock said he agrees with Council Member Byrne on the construction and aesthetics. **Bill Bristow, 1233 Pine Chase Drive**, said the parking pad at 1306 Pine Chase Drive not only looks terrible, but there have been no barricades or warning signs to keep people from driving or walking on it. He said if a vehicle were to run into the raised concrete blocks, then the driver would be able to fault the City.

4. DISCUSSION AND POSSIBLE ACTION

4.A. Discussion and Possible authorization of Council to authorize engineering to get pricing for a pilot program for paving repairs for erosion problems at the paving edge throughout the asphalt roads

Motion made by Council Member Byrne, Seconded by Council Member Carey.

Bill Bristow, 1233 Pine Chase Drive, said he thinks the drop-offs at the side of the street are not as big of an issue as the drainage problems in the City.

Council Member Byrne asked Mayor Herron if there is a possibility to install this product in front of every residential address. Mayor Herron said the product needs to be tested in the City first, minimizing the expense if it didn't work.

Council Member Byrne asked Engineer Vasquez about the sustainability of this material. Engineer Vasquez said proper application by a qualified contractor who will follow the specifications will minimize the maintenance issue. He also said that there are different types of materials available based on the user's needs and traffic patterns. Engineer Him said a key factor of any installation is having the right contractor do the right application. He said the grids have proven to be successful in other cities and that he believes this will work for the proposed use in Hilshire Village. Engineer Him approved of this pilot program to test the product. Council Member Byrne stated that future ditch grading and improvements should also be considered.

Council Member Carey asked what the width of the parking area would be with this material installed. Engineer Him said it will differ based on the space available, but he would suggest the inside edge be no closer than one (1) foot from the top of the ditch.

Council Member Carey asked if this proposal is a result of the parking pad issue. Engineer Him said it could solve two problems, the pavement edge drop-off and parking pads. Mayor Herron said when Pine Chase Drive was re-paved the shoulder was not built up to the new surface. Administrator Blevins said there are areas where the pavement is breaking. Council Member Byrne said the focus should be on the pavement, parking pad benefits are secondary.

Voting Yea: Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock

The motion passed unanimously.

4.B. Discussion of Street Lights

Mayor Herron explained that there are two types of light poles, an overhead and a classic style light. He stated that the characteristic of an overhead light is that it focuses light downward and usually has an arm extending out to direct the light. Mayor Herron reviewed photos taken in Spring Valley Village of some classic style lights as well as overhead style. He also reviewed after dark photos on Glourie Drive displaying an intersection that has a street light but is not illuminating the area properly.

Mayor Herron said there are some classic-style light poles in the curb and gutter streets eight (8) inches from the curb which light the street well. He stated, however, that in an open ditch situation the pole would be eight (8) to twelve (12) feet from the edge of the pavement. Council Member Carey said the classic lights would not work on the open ditch streets. He said there are consulting groups that can analyze the output and advise on the needs of the City.

Council Member Schwarz stated that crime is increasing in the City of Houston and he personally knows victims. He said other cities have moved forward on these actions to protect their citizens. Council Member Schwarz said the Spring Valley Police Chief has already acknowledged the benefits of more lighting and said there are a lot more people including children using the city streets after dark. He said he encourages the idea to contract with a consultant and for the safety of the citizens more lighting is necessary.

Council Member Byrne asked the Mayor if all of the lights that are currently in the City are functioning properly, and suggested that an audit should be done for possible repairs. The council agreed to the research of lighting consultants and to provide more information at the next council meeting.

Brett Williams, 1201 Pine Chase Drive, said he lives on a corner with his wife and children who exercise in the City regularly. He stated that as a citizen, the lighting situation in the Village is embarrassing. He said there are streets that they walk which aren't lit at all and the City needs to get information from a professional about the proper equipment and positioning to increase the lighting and safety of the City.

- 4.C. **Discussion and Possible approval of the City of Hilshire Village, Texas, Resolution # 2021-220 authorizing participation in the National Opioid Settlement Agreements secured by the Office of the Attorney General as a "Non-Litigating subdivision"; and authorizing the Mayor to execute certain settlement participation documentation**

Motion made by Council Member Byrne, Seconded by Council Member Carey.

Attorney Bounds said this was a Class Action Suit brought by the State Attorney General's Office against opioid manufacturers. He stated that if the cities, counties, and governors agree to the settlement then it would distribute monies intended to offset costs of opioid abuse in the community.

Voting Yea: Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock

The motion passed unanimously.

- 5. **CLOSED EXECUTIVE SESSION:** The Council did not convene into executive session.

- 6. **DISCUSSION AND POSSIBLE ACTION**

- 7. **REPORTS TO COUNCIL**

- 7.A. **Fire Commissioner's Report:** Commissioner Byrne said there have been zero (0) fire calls to Hilshire Village year-to-date, but there have been nine (9) alarm calls.

Fire Station Renovation Project - Commissioner Byrne said the department is close to moving into the new facility. He said they are finalizing the brick and entryway and hope to be fully moved in on the 25th of this month.

- 7.B. **Mayor Herron's Report:** Mayor Herron said there are no additional items.

- 7.C. **City Administrator's Report:** Administrator Blevins said the City-wide tree trimming will be getting back on schedule soon.

Administrator Blevins stated that Inframark conducted an annual inspection of the City's fire hydrants and noted the sizes of each for the new **Storz fire hydrant connections**.

- 7.D. **City Treasurer's Report:** Administrator Blevins provided the investment report to the Council.

- 8. **CONSENT AGENDA**

Motion made by Council Member Byrne, Seconded by Council Member Carey.

- 8.A. Disbursements

- 8.B. Minutes From the Regular Council Meeting of September 21, 2021

8.C. Check Registers

8.D. Minutes From the Special Council Meeting of September 22, 2021

8.E. 4th Quarter Investment Report

Voting Yea: Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock

The motion passed unanimously.

9. ADDITIONAL COUNCIL COMMENTS: No comments were made regarding items outside of the scope of the agenda.

10. FUTURE AGENDA TOPICS: No new topics were raised.

11. ANNOUNCEMENTS: Administrator Blevins reminded the Council that the Memorial Villages Recycling Event is taking place this Saturday, October 23rd at the Hedwig Village City Hall Parking Lot.

12. ADJOURNMENT

Motion made by Council Member Carey, Seconded by Council Member Byrne.

Voting Yea: Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock

The motion passed unanimously.

The meeting was adjourned at 8:09 P.M.

Paul Maddock, Mayor Pro Tem

ATTEST:

Susan Blevins, City Secretary

CITY OF HILSHIRE VILLAGE
Check Register
 For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
8583	10/1/21	Village Fire Department	11114	17,403.29
8584	10/1/21	Villages Mutual Insurance	11114	1,676.02
8585	10/1/21	GFL Environmental	11114	6,799.59
8586	10/19/21	Mark Schulze	11114	200.00
8587	10/19/21	Amegy Bank	11114	98.00
8588	10/19/21	TML Intergovernmental R	11114	4,852.96
8589	10/19/21	A T & T	11114	102.22
8590	10/19/21	VOID	11114	
8591	10/19/21	HDR	11114	22,874.89
ACH 10-06-21	10/6/21	A T & T	11114	388.69
ACH 10-12-21	10/12/21	Sprg.Valley GenFund- Pol	11114	46,511.84
ACH 10-15-21	10/15/21	Susan N. Blevins	11114	3,149.29
ACH 10-29-21	10/29/21	Susan N. Blevins	11114	3,149.29
ACH1 10-15-21	10/15/21	Cassandra L. Stephens	11114	1,762.60
ACH1 10-29-21	10/29/21	Cassandra L. Stephens	11114	1,616.78
ELECTRONIC 10-18-21	10/18/21	State Comptroller	11114	1,160.89
ELECTRONIC 10-22-21	10/22/21	Internal Revenue Service	11114	1,943.42
ELECTRONIC 10-29-21	10/29/21	Internal Revenue Service	11114	1,879.58
Total				<u><u>115,569.35</u></u>

CITY OF HILSHIRE VILLAGE - UTILITY FUND

Check Register

For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
4087	10/19/21	Inframark, LLC	11012	45.54
4088	10/19/21	A T & T	11012	308.64
4089	10/19/21	Inframark, LLC	11012	7,909.71
4090	10/19/21	City of Hilshire Village	11012	15,351.15
4083	10/28/21	Cityof Houston#7099-300	11012	<u>18,177.30</u>
Total				<u><u>41,792.34</u></u>