



Regular Council Meeting Agenda

Tuesday, September 16, 2025 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

The City Council of Hilshire Village, Texas will meet on Tuesday, September 16, 2025, at 6:30 PM in the City Hall Council Chambers at 8301 Westview, Houston, Texas 77055.

Individuals may personally engage with the City Council during the meeting at City Hall or through written communication. Please ensure your comments are submitted in advance to Cassie.Stephens@HilshireVillageTexas.com.

Participants attending the meeting via videoconference will not have audio or video functionalities enabled.

View Meeting via Teams

Meeting ID: 295 774 453 970 2

Passcode: mU9co69c

1. CALL TO ORDER

1.A. Invocation

1.B. Pledge of Allegiance

1.C. Roll Call

2. CITIZEN'S COMMENTS

Citizens may address the Council for up to three minutes on any topic, whether on the agenda or not. Speakers can choose to speak immediately or wait until the relevant agenda item is discussed, if applicable. When addressing the Council, speakers must use the microphone and state their name and address before speaking. Any prepared remarks should be submitted to the City Secretary before the meeting begins. Please note that due to Open Meetings Act regulations, the Council cannot deliberate on non-agenda items raised during this time. Such items may be scheduled for a future meeting if Council action is required.

3. PRESENTATION BY LOWEST BIDDER

3.A. Presentation and Consideration of Contractor Qualifications for the Hickory Shadows Paving, Drainage, and Water Line Replacement Project

The apparent low bidder, Caan Construction, will be given the opportunity to present their qualifications and respond to questions regarding their ability to complete the project. City Council will consider the qualifications and may take

action to award the contract to the lowest responsible bidder in accordance with Texas Local Government Code, Chapter 252.

4. TAX RATE PUBLIC HEARING

- 4.A.** Public Hearing on the Proposed 2025 Property Tax Rate (Voter-Approval Rate of \$0.529226 per \$100 valuation, comprised of \$0.440076 for Maintenance & Operations and \$0.089150 for Debt Service).

5. REPORTS TO COUNCIL

- 5.A.** Spring Valley Police Report
- 5.B.** Fire Commissioner's Report (Commissioner Garofalo, Mayor Buesinger) Announcement of Brian Croft as the New Fire Chief
- 5.C.** City Engineer's Report (HDR Engineering)
- 5.D.** Building Official's Report (Secretary Stephens)
- 5.E.** Mayor Buesinger's Report
- 5.F.** City Secretary's Report: (Secretary Stephens)
Call Log
Consent Agenda
- 5.G.** City Treasurer's Report (Secretary Stephens)

6. CONSENT AGENDA

- 6.A.** Approve Disbursements
- 6.B.** Approve Minutes from the Regular Council Meeting July 15, 2025
- 6.C.** Approve Minutes from the Public Hearing and Special Council Meeting August 9, 2025
- 6.D.** Approve Check Registers August 2025
- 6.E.** Approve Proclamation Recognizing Domestic Violence Awareness Month
- 6.F.** Approve Proclamation Recognizing World Teacher Day
- 6.G.** Approve Proclamation for National Night Out to be held at Mallie Court.
- 6.H.** Approve Proclamation for Halloween night to be celebrated on Archley Drive

7. DISCUSSION AND POSSIBLE ACTION

- 7.A.** Discussion and possible action to award the bid for the Hickory Shadows Paving, Drainage and Water Line Replacement Project. (HDR Engineering)

- 7.B.** Discussion and possible authorization to amend the scope of work to be performed by Infrastructure Construction Services (ICS) for the 1209 Pine Chase Drive Drainage Easement Improvements Project to include the removal and replacement of the deteriorated concrete slope paving, removal and replacement of the broken segment of 24-inch RCP at the pipe outfall entrance, and the installation of a turf reinforcement mat/erosion control blanket along the drainage easement ditch for an additional cost of \$9,675.00, or a total project cost of \$23,025.00. (HDR Engineering)
- 7.C.** Discussion and possible action to approve Ordinance 851-2025 adopting the Ad Valorem tax rate of \$0.529226 per \$100 valuation, which is comprised of \$0.440076 for maintenance and operations, and \$0.089150 for debt service. [ROLL CALL VOTE] (Secretary Stephens)
- 7.D.** Discussion and possible action to approve of Ordinance 852-2025 amending Appendix “A” Fee Schedule of the Code of Ordinances of the City of Hilshire Village, Texas by deleting section 7.200 and replacing with a new section 7.200 establishing new utility rates. (Secretary Stephens)

8. FUTURE AGENDA TOPICS

9. ADJOURNMENT

NOTES:

*Agenda items may be considered in any order.

* In the event a quorum of the city council is not present, the members who are present may meet as a sub-committee of the council to discuss the agenda items above.

*City Council may recess into a closed meeting at any time during the open 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).

I, Cassie Stephens, 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 September 10, 2025 at 5:00 p.m.

This facility is wheelchair-accessible and accessible parking spaces are available. Requests for accommodations or interpretative service must be made 48 hours before 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

08\01\2025
thru 08\31\2025
Zone is: HILSHIRE VILLAGE

Type	Description	# Of Calls
21	911 HANG UP	1
22	ALARM	16
23	AMBULANCE CALL	8
24	ANIMAL CALL	4
43	ASSIST OUTSIDE AGENCY	1
135	BUSINESS CHECK	954
60	FIRE CALL	1
68	HOUSE CHECK	262
70	INFORMATION	11
71	INVESTIGATION	1
81	OPEN DOOR	2
162	PARKING VIOLATION	12
86	PUBLIC RELATIONS	36
96	SOLICITOR	2
97	SPECIAL ASSIGNMENT	1
103	SUSPICIOUS ACTIVITY	1
105	SUSPICIOUS VEHICLE	3
11	TRAFFIC STOP	20
111	VEHICLE BLOCKING ROADWAY	2
112	VEHICLE CHECK	2
117	WELFARE CONCERN	4
	Total	1,344

SPRING VALLEY VILLAGE POLICE DEPARTMENT

**MONTHLY NEWSLETTER:
SEPTEMBER 2025**

**1025 CAMPBELL ROAD
HOUSTON, TX 77055
PHONE: 713-465-8323**



**COMMUNITY MATTERS.
WE ARE A TEAM.**

INTRODUCTION

Hilshire Village Residents,

Fall will soon be here, which should bring us cooler weather. With school back in session, please continue to be mindful of school zones and school buses. Look for our information concerning National Night Out coming up in October.

KEEP IN MIND:

- Be sure to lock all doors and windows in your home, when you are not on the premises.
- Lock your vehicle when it is unoccupied.
- Take all valuables out of your vehicle.

As always we are here if you need us!

*Sincerely,
Chief M. Schulze*



SEPTEMBER 2025

DATE	DAY	SPECIAL DAYS FOR THIS MONTH
09-01-2025	MONDAY	LABOR DAY
09-01-2025	MONDAY	CITY HALL CLOSED
09-22-2025	MONDAY	FIRST DAY OF FALL



**COMMUNITY MATTERS.
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Safety Tips: Phone Scams

What You Need to Know About Phone Scams

Have you ever received a call from someone who purported to be a law enforcement or government agent who said you were about to be arrested for outstanding traffic fines or back taxes unless you immediately wired money to pay the fines? Or have you received calls offering to rebuild your credit or relieve your debts; Such calls seek your money or information about your identity by making promises or threats and they are almost always bogus. As preposterous as these offers or threats sound, phone scammers bilk billions of dollars annually from unwitting Americans. These crooks typically research you through your social media accounts (another reason to protect your privacy on-line!) so their calls sound creditable. The following basic rules can protect you from identity theft:

- 1.If an offer sounds too good to be true, it may be a scam.
- 2.**Law enforcement and government agents do not conduct their business, solicit money, or make threats over the telephone.**
- 3.Scammers will pressure you to make an immediate decision and won't want to send documentation.
- 4.**There is never a good reason to mail cash or a gift card to unknown callers.**

Here are some things you can do to stop calls from scammers:

1. Hang up!
2. Get on the Do Not Call Registry. Go to www.donotcall.gov to sign up.
3. Consider a call-blocking app for your phone.
4. **Don't trust your caller ID.** Scammers can make any name and number show up on your caller ID. This strategy is called "spoofing."
5. Copy the number of the scammer and any other information you obtain and send it to the Federal Trade Commission: www.reportfraud.ftc.gov. You can also sign up for email updates at www.ftc.gov/scams.

Detective Clay Spriggs



**COMMUNITY MATTERS.
WE ARE A TEAM.**

SPRING VALLEY POLICE DEPARTMENT

HOW TO EDUCATE YOUR CHILD ABOUT 9-1-1



- Teach your child how to contact 9-1-1 and what to say during an emergency.
- Practicing the skills used to contact 9-1-1 will ensure that your child recalls the steps in a stressful situation like an emergency.
- Ensure your child knows their home address and their parent's name to relay to the 9-1-1 call taker if needed.

Remind your child to **ONLY** contact 9-1-1 for life-threatening emergencies.



**COMMUNITY MATTERS.
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1025 CAMPBELL ROAD, HOUSTON, TX 77055

PHONE: 713-465-8323 / EMAIL:
DISPATCH@SPRINGVALLEYTX.COM



**COMMUNITY MATTERS.
WE ARE A TEAM.**

National Night Out is scheduled for Tuesday, October 7, 2025. If you plan on hosting a neighborhood gathering in either Spring Valley Village or Hilshire Village, the police department would like to join you in building even stronger relationships between neighbors and law enforcement. To arrange for officers to stop by your event, please contact Officer Moore at rmoores@springvalleytx.com to coordinate it.



SPRING VALLEY POLICE DEPARTMENT HILSHIRE VILLAGE

CALLS BY TYPE: 08-01-2025 THRU 08-31-2025

TYPE	DESCRIPTION	#OF
21	911 HANG UP	1
22	ALARM	16
23	AMBULANCE CALL	8
24	ANIMAL CALL	4
43	ASSIST OUTSIDE AGENCY	1
135	BUSINESS CHECK	954
60	FIRE CALL	1
68	HOUSE CHECK	262
70	INFORMATION	11
71	INVESTIGATION	1
81	OPEN DOOR	2
162	PARKING VIOLATION	12
86	PUBLIC RELATIONS	36
96	SOLICITOR	2
97	SPECIAL ASSIGNMENT	1
103	SUSPICIOUS ACTIVITY	1
105	SUSPICIOUS VEHICLE	3
11	TRAFFIC STOP	20
111	VEHICLE BLOCKING ROADWAY	2
112	VEHICLE CHECK	2
117	WELFARE CONCERN	4
	TOTAL	1344



**COMMUNITY MATTERS.
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1025 CAMPBELL ROAD, HOUSTON, TX 77055

PHONE: 713-465-8323 / EMAIL:
DISPATCH@SPRINGVALLEYTX.COM

IMPORTANT NUMBERS AT A GLANCE



**COMMUNITY MATTERS.
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EMERGENCY

NON - EMERGENCY

911 - FOR ALL EMERGENCY	713-465-8323
988 – NATIONAL SUICIDE & MENTAL HEALTH	

SPRING VALLEY VILLAGE

VILLAGE FIRE DEPARTMENT

SPRING VALLEY - CITY HALL	713-465-8308	VILLAGE FIRE DEPARTMENT	713-465-2323
SPRING VALLEY - PD	713-465-8323	VFD - NON-EMERGENCY	713-468-7941
SPRING VALLEY - PD FAX	713-465-3135		
SPRING VALLEY - COURT	713-465-0333		

HILSHIRE VILLAGE

HILSHIRE VILLAGE – CITY HALL	713-973-1779		
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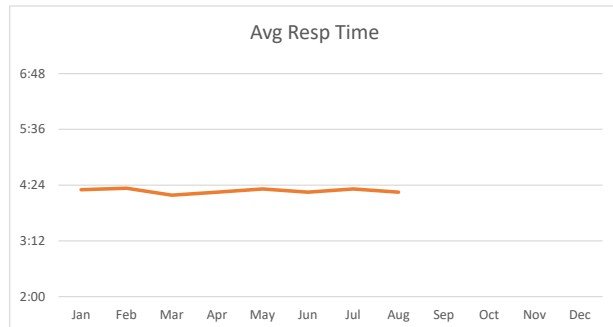
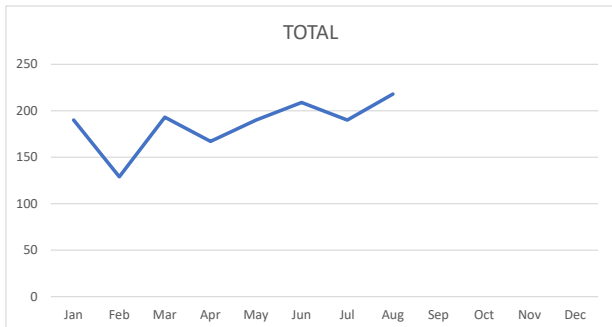
Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	190	129	193	167	190	209	190	218					1486
Abdominal Pain	1	2	4	2	0	6	3	4					22
Allergic Reaction	0	1	1	0	0	0	0	3					5
Animal Bite	0	0	0	0	1	0	0	0					1
Assault	0	0	0	0	0	0	0	1					1
Back Pain	0	0	1	0	0	2	1	0					4
Carbon Monoxide Alarm with Symptoms	0	0	0	0	1	0	0	0					1
Carbon Monoxide Detector No Symptoms	5	2	2	3	2	4	6	5					29
Cardiac/Respiratory Arrest	1	2	1	2	0	1	2	0					9
Check a Noxious Odor	1	2	1	0	2	1	1	1					9
Check for Fire	0	2	0	3	4	2	6	1					18
Check for the Smell of Natural Gas	5	1	9	4	1	1	2	6					29
Check for the Smell of Smoke	1	0	1	2	1	2	1	3					11
Chest Pain	5	1	7	2	11	7	7	6					46
Child Locked in a Vehicle Engine not running	0	0	0	0	2	2	0	0					4
Choking	0	0	0	2	1	0	0	1					4
Diabetic Emergency	0	1	0	0	1	1	1	2					6
Difficulty Breathing	11	4	9	5	4	9	4	7					53
Dumpster Fire Not near Structure	0	0	0	0	1	0	1	1					3
Elevator Rescue	0	0	0	1	0	1	3	0					5
Entrapment- Non MVC	0	0	0	0	0	0	0	1					1
Explosion	0	0	0	0	0	0	0	1					1
Fall Victim	12	10	15	12	11	14	14	15					103
Fire Alarm Business	23	4	5	4	8	9	5	9					67
Fire Alarm Church or School	4	3	9	11	4	10	8	4					53
Fire Alarm Residence	31	23	18	25	28	35	49	38					247
Gas Leak	4	3	1	2	1	3	1	1					16
Grass Fire	0	0	0	0	2	0	0	0					2
HAZMAT Emergency	0	0	0	0	0	0	0	1					1
Headache- Stroke symptoms not present	0	0	0	0	0	1	0	0					1
Heart Problems	8	4	7	8	8	5	13	5					58
Heat/Cold Exposure	0	0	0	0	0	1	1	2					4
Hemorrhage/Laceration	1	3	4	4	2	1	0	2					17
House Fire	1	1	0	2	0	0	1	0					5
Injured Party	4	2	5	2	4	5	0	2					24
Medical Alarm	3	1	2	3	2	1	6	4					22
Motor Vehicle Collision	22	14	23	11	15	19	11	14					129
Motor Vehicle Collision with Entrapment	1	0	0	0	0	0	0	1					2
Motor Vehicle vs Motorcycle	0	1	0	1	1	0	0	1					4
Motor Vehicle vs Pedestrian	0	0	0	2	2	2	0	0					6
Object Down in Roadway	0	0	3	5	0	3	1	1					13
Oven/Appliance Fire	0	0	1	0	1	0	0	0					2
Overdose/Poisoning	0	3	2	0	1	0	1	0					7
Possible D.O.S.	1	0	0	0	0	1	0	0					2
Powerlines Down Arcing/Burning	1	0	4	1	2	4	3	6					21
Psychiatric Emergency	2	2	4	3	6	1	4	3					25
Seizures	0	0	4	2	0	1	4	5					16
Service Call Non-emergency	11	8	10	7	14	16	16	21					103
Shooting/Stabbing	0	0	0	1	0	0	0	0					1
Sick Call	9	12	16	17	19	15	8	19					115
Smoke in Business	0	0	0	0	0	1	0	0					1
Smoke in Residence	2	0	0	0	0	0	0	1					3
Stroke	3	2	3	4	3	1	2	0					18
Transformer Fire	0	1	0	3	1	1	0	1					7
Trash Fire	0	0	1	0	0	0	0	0					1
Traumatic Injury	0	1	0	2	1	2	0	0					6
Unconscious Party/Syncope	10	8	12	8	15	9	3	10					75
Unknown Medical Emergency	6	3	5	1	6	3	0	5					29
Vehicle Fire	1	2	3	0	1	6	1	4					18

Month	# of Incidents	Avg Resp Time
Jan	144	4:18
Feb	105	4:20
Mar	161	4:11
Apr	135	4:15
May	156	4:19
Jun	166	4:15
Jul	146	4:19
Aug	175	4:15
Sep		
Oct		
Nov		
Dec		
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	1188	4:16

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

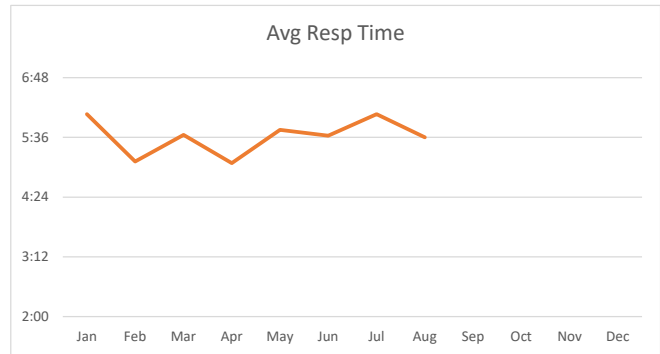
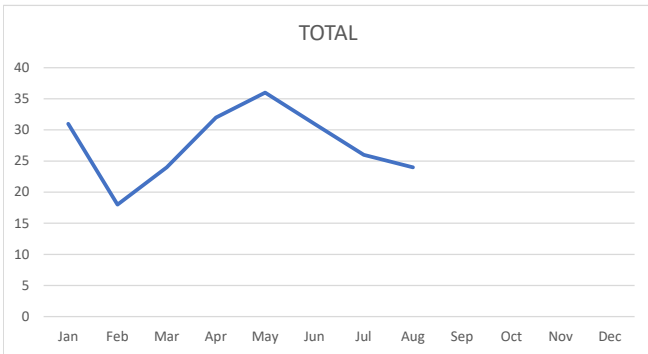




Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 Summary - Bunker Hill

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	31	18	24	32	36	31	26	24					222	Jan	21	6:04
Abdominal Pain	0	0	1	0	0	0	1	0					2	Feb	10	5:07
Allergic Reaction	0	1	0	0	0	0	0	0					1	Mar	16	5:39
Animal Bite	0	0	0	0	1	0	0	0					1	Apr	24	5:05
Carbon Monoxide Detector No Symptoms	2	0	2	0	0	0	4	2					10	May	33	5:45
Cardiac/Respiratory Arrest	0	0	0	0	0	0	1	0					1	Jun	22	5:38
Check a Noxious Odor	0	0	0	0	1	0	1	0					2	Jul	20	6:04
Check for Fire	0	1	0	1	1	1	0	0					4	Aug	12	5:36
Check for the Smell of Natural Gas	1	0	2	1	0	1	1	0					6	Sep		
Check for the Smell of Smoke	1	0	0	0	0	0	0	0					1	Oct		
Chest Pain	0	0	1	2	2	0	2	0					7	Nov		
Choking	0	0	0	1	0	0	0	1					2	Dec		
Difficulty Breathing	4	1	0	0	1	2	0	1					9			
Fall Victim	3	1	0	2	2	2	2	3					15		158	5:37
Fire Alarm Church or School	2	0	0	1	0	0	1	0					4			
Fire Alarm Residence	5	5	3	6	11	8	5	3					46			
Gas Leak	1	0	0	1	0	0	0	1					3			
Heart Problems	1	0	2	0	1	1	2	0					7			
Heat/Cold Exposure	0	0	0	0	0	0	0	1					1			
Hemorrhage/Laceration	0	1	0	2	0	0	0	0					3			
House Fire	0	1	0	0	0	0	1	0					2			
Injured Party	0	1	0	0	2	1	0	0					4			
Medical Alarm	1	0	1	0	0	0	1	1					4			
Motor Vehicle Collision	2	1	3	0	2	1	0	0					9			
Motor Vehicle vs Pedestrian	0	0	0	0	1	1	0	0					2			
Object Down in Roadway	0	0	1	0	0	1	1	1					4			
Oven/Appliance Fire	0	0	1	0	1	0	0	0					2			
Overdose/Poisoning	0	1	0	0	0	0	0	0					1			
Possible D.O.S.	0	0	0	0	0	1	0	0					1			
Powerlines Down Arcing/Burning	0	0	0	0	1	0	0	2					3			
Seizures	0	0	1	1	0	1	0	0					3			
Service Call Non-emergency	5	3	3	4	1	5	2	7					30			
Sick Call	1	0	0	8	4	1	1	1					16			
Stroke	0	0	1	0	2	1	0	0					4			
Transformer Fire	0	0	0	1	0	1	0	0					2			
Unconscious Party/Syncope	1	1	2	1	2	1	0	0					8			
Unknown Medical Emergency	1	0	0	0	0	1	0	0					2			



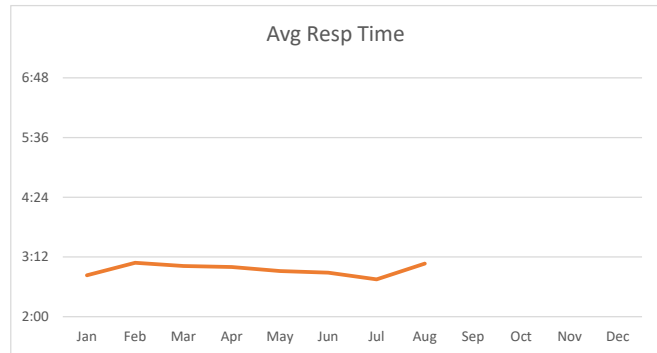
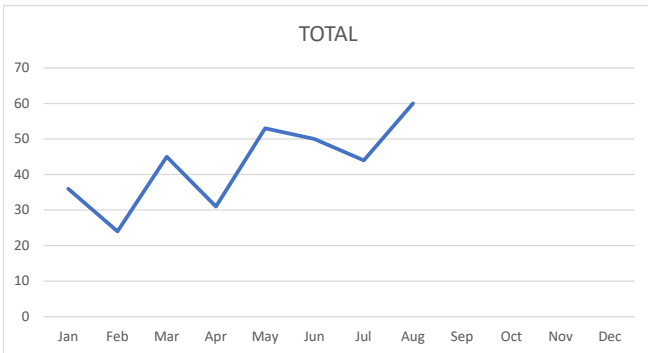


Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 Summary - Hedwig

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	46	27	48	32	60	60	48	66					387
Abdominal Pain	1	0	0	1	0	2	0	4					8
Allergic Reaction	0	0	0	0	0	0	0	1					1
Assault	0	0	0	0	0	0	0	1					1
Back Pain	0	0	0	0	0	0	1	0					1
Carbon Monoxide Detector No Symptoms	0	0	0	0	0	0	1	0					1
Cardiac/Respiratory Arrest	0	0	1	0	0	0	0	0					1
Check a Noxious Odor	0	1	1	0	0	0	0	0					2
Check for Fire	0	1	0	0	2	0	1	0					4
Check for the Smell of Natural Gas	1	0	1	2	1	0	1	4					10
Check for the Smell of Smoke	0	0	1	0	0	1	0	0					2
Chest Pain	2	1	1	0	3	3	4	2					16
Child Locked in a Vehicle Engine not running	0	0	0	0	0	1	0	0					1
Diabetic Emergency	0	1	0	0	0	1	0	1					3
Difficulty Breathing	2	0	4	1	0	5	1	2					15
Dumpster Fire Not near Structure	0	0	0	0	1	0	1	0					2
Elevator Rescue	0	0	0	0	0	0	2	0					2
Fall Victim	4	2	6	4	6	5	3	5					35
Fire Alarm Business	12	2	3	1	5	7	2	6					38
Fire Alarm Church or School	0	0	2	0	1	2	3	1					9
Fire Alarm Residence	3	1	1	1	3	2	1	4					16
Gas Leak	1	0	0	0	0	0	0	0					1
Grass Fire	0	0	0	0	1	0	0	0					1
HAZMAT Emergency	0	0	0	0	0	0	0	1					1
Heart Problems	0	2	0	3	4	3	6	2					20
Heat/Cold Exposure	0	0	0	0	0	0	1	1					2
Hemorrhage/Laceration	1	0	0	0	1	0	0	1					3
Injured Party	2	1	1	0	1	2	0	0					7
Medical Alarm	0	0	0	0	1	0	1	2					4
Motor Vehicle Collision	4	3	6	3	3	4	4	4					31
Motor Vehicle vs Motorcycle	0	0	0	0	1	0	0	0					1
Motor Vehicle vs Pedestrian	0	0	0	1	1	0	0	0					2
Overdose/Poisoning	0	0	0	0	0	0	1	0					1
Powerlines Down Arcing/Burning	1	0	1	1	0	2	2	0					7
Psychiatric Emergency	1	1	1	2	1	0	0	2					8
Seizures	0	0	2	0	0	0	4	3					9
Service Call Non-emergency	2	2	3	1	4	7	2	2					23
Sick Call	3	4	2	4	9	3	4	9					38
Smoke in Residence	1	0	0	0	0	0	0	0					1
Stroke	0	0	1	3	0	0	0	0					4
Transformer Fire	0	1	0	1	0	0	0	1					3
Traumatic Injury	0	0	0	1	0	0	0	0					1
Unconscious Party/Syncope	1	3	5	2	9	5	2	2					29
Unknown Medical Emergency	3	1	3	0	2	1	0	4					14
Vehicle Fire	1	0	2	0	0	4	0	1					8

Month	# of Incidents	Avg Resp Time
Jan	36	2:50
Feb	24	3:05
Mar	45	3:01
Apr	31	3:00
May	53	2:55
Jun	50	2:53
Jul	44	2:45
Aug	60	3:04
Sep		
Oct		
Nov		
Dec		
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	343	2:56



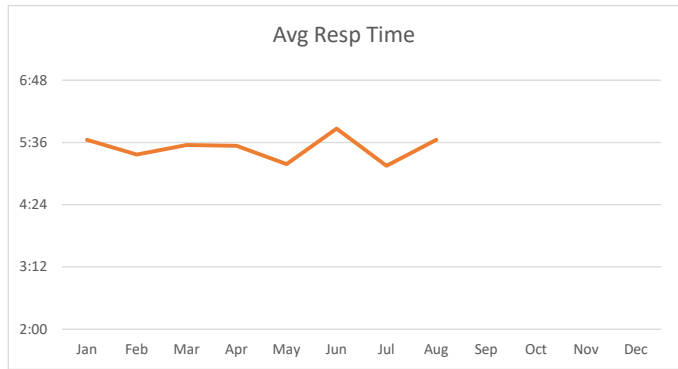
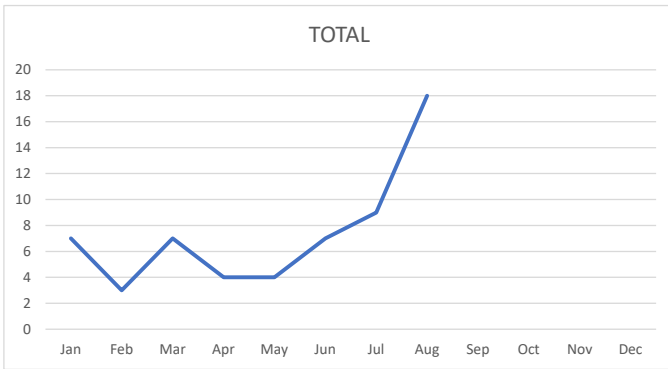


Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	7	3	7	4	4	7	9	18					59
Abdominal Pain	0	1	0	0	0	1	0	0					2
Cardiac/Respiratory Arrest	1	0	0	1	0	0	0	0					2
Difficulty Breathing	1	0	1	0	0	0	0	0					2
Dumpster Fire Not near Structure	0	0	0	0	0	0	0	1					1
Fall Victim	0	0	1	0	0	0	0	2					3
Fire Alarm Church or School	0	0	0	1	0	1	0	1					3
Fire Alarm Residence	1	0	0	1	0	1	3	1					7
Heart Problems	1	0	0	0	0	0	1	0					2
Medical Alarm	0	0	0	1	0	0	0	0					1
Motor Vehicle Collision	1	1	1	0	1	1	2	1					8
Overdose/Poisoning	0	1	0	0	0	0	0	0					1
Psychiatric Emergency	1	0	1	0	0	0	2	1					5
Service Call Non-emergency	0	0	0	0	0	0	1	9					10
Sick Call	0	0	0	0	0	2	0	1					3
Trash Fire	0	0	1	0	0	0	0	0					1
Traumatic Injury	0	0	0	0	1	0	0	0					1
Unconscious Party/Syncope	1	0	1	0	0	0	0	0					2
Unknown Medical Emergency	0	0	0	0	1	0	0	0					1
Vehicle Fire	0	0	1	0	1	1	0	1					4

Month	# of Incidents	Avg Resp Time
Jan	7	5:39
Feb	3	5:22
Mar	7	5:33
Apr	2	5:32
May	4	5:11
Jun	6	5:52
Jul	7	5:09
Aug	9	5:39
Sep		
Oct		
Nov		
Dec		
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	45	5:29



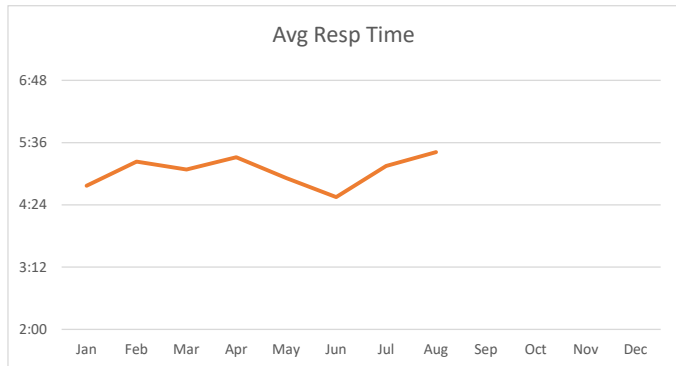
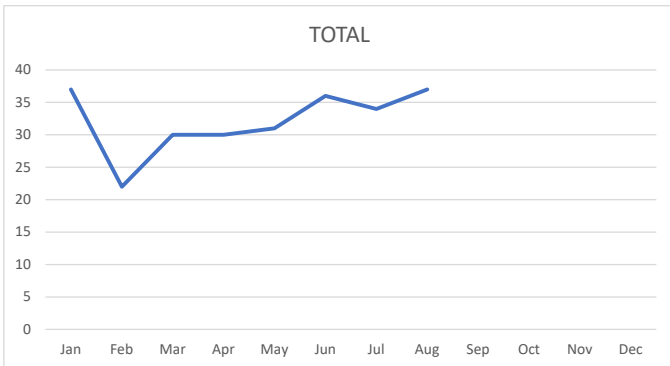


Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	37	22	30	30	31	36	34	37					257
Abdominal Pain	0	0	2	1	0	2	1	0					6
Allergic Reaction	0	0	1	0	0	0	0	1					2
Carbon Monoxide Alarm with Symptoms	0	0	0	0	1	0	0	0					1
Carbon Monoxide Detector No Symptoms	1	2	0	0	0	2	0	1					6
Cardiac/Respiratory Arrest	0	0	0	0	0	1	0	0					1
Check a Noxious Odor	0	1	0	0	0	0	0	0					1
Check for Fire	0	0	0	0	1	0	3	1					5
Check for the Smell of Natural Gas	1	0	1	1	0	0	0	1					4
Check for the Smell of Smoke	0	0	0	1	0	1	0	1					3
Chest Pain	0	0	1	0	0	1	0	2					4
Child Locked in a Vehicle Engine not running	0	0	0	0	2	0	0	0					2
Diabetic Emergency	0	0	0	0	0	0	1	0					1
Difficulty Breathing	1	0	1	2	2	0	1	2					9
Elevator Rescue	0	0	0	0	0	1	0	0					1
Entrapment- Non MVC	0	0	0	0	0	0	0	1					1
Fall Victim	3	1	4	2	1	2	4	0					17
Fire Alarm Business	2	0	1	1	2	1	1	1					9
Fire Alarm Church or School	0	0	0	0	0	1	0	0					1
Fire Alarm Residence	15	9	6	10	7	13	17	19					96
Gas Leak	0	1	0	1	1	0	0	0					3
Heart Problems	3	1	1	0	0	0	1	0					6
Hemorrhage/Laceration	0	1	1	0	1	0	0	0					3
House Fire	0	0	0	1	0	0	0	0					1
Injured Party	1	0	2	1	0	1	0	0					5
Medical Alarm	0	1	0	0	1	0	0	0					2
Motor Vehicle Collision	2	2	4	1	4	3	1	1					18
Motor Vehicle Collision with Entrapment	1	0	0	0	0	0	0	0					1
Motor Vehicle vs Motorcycle	0	0	0	1	0	0	0	0					1
Motor Vehicle vs Pedestrian	0	0	0	0	0	1	0	0					1
Object Down in Roadway	0	0	0	1	0	1	0	0					2
Overdose/Poisoning	0	0	1	0	1	0	0	0					2
Powerlines Down Arcing/Burning	0	0	0	0	0	0	0	2					2
Psychiatric Emergency	0	0	0	0	2	0	0	0					2
Seizures	0	0	1	0	0	0	0	0					1
Service Call Non-emergency	0	0	0	1	0	2	1	1					5
Sick Call	1	3	2	1	2	0	1	1					11
Stroke	2	0	0	1	0	0	1	0					4
Traumatic Injury	0	0	0	0	0	1	0	0					1
Unconscious Party/Syncope	4	0	1	2	2	2	0	1					12
Unknown Medical Emergency	0	0	0	1	1	0	0	0					2
Vehicle Fire	0	0	0	0	0	0	1	1					2

Month	# of Incidents	Avg Resp Time
Jan	29	4:46
Feb	16	5:14
Mar	27	5:05
Apr	23	5:19
May	22	4:55
Jun	25	4:33
Jul	25	5:09
Aug	31	5:25
Sep		
Oct		
Nov		
Dec		
	<hr/> 198	<hr/> 5:03

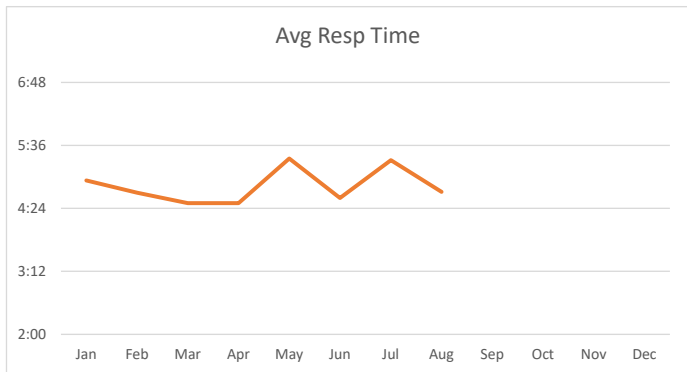
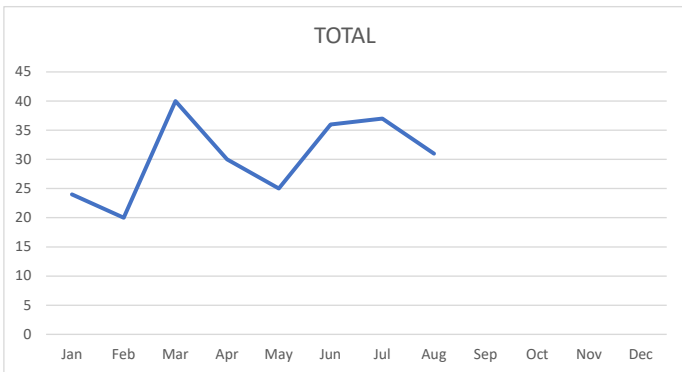




Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 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	24	20	40	30	25	36	37	31					243	Jan	16	4:56
Abdominal Pain	0	0	1	0	0	1	0	0					2	Feb	14	4:42
Carbon Monoxide Detector No Symptoms	2	0	0	0	1	2	1	1					7	Mar	26	4:30
Cardiac/Respiratory Arrest	0	1	0	0	0	0	0	0					1	Apr	23	4:30
Check a Noxious Odor	1	0	0	0	1	0	0	1					3	May	15	5:21
Check for Fire	0	0	0	0	0	1	1	0					2	Jun	27	4:36
Check for the Smell of Natural Gas	1	0	2	0	0	0	0	0					3	Jul	22	5:19
Check for the Smell of Smoke	0	0	0	0	1	0	1	1					3	Aug	23	4:43
Chest Pain	1	0	1	0	3	0	0	2					7	Sep		
Choking	0	0	0	1	0	0	0	0					1	Oct		
Elevator Rescue	0	0	0	0	0	0	0	0					0	Nov		
Difficulty Breathing	0	0	1	1	1	1	1	0					5	Dec		
Fall Victim	2	3	3	1	0	2	3	3					17		166	4:49
Fire Alarm Business	0	0	1	1	0	0	0	0					2			
Fire Alarm Church or School	1	2	7	7	2	3	1	2					25			
Fire Alarm Residence	5	5	8	6	5	8	18	8					63			
Gas Leak	1	0	0	0	0	1	0	0					2			
Headache- Stroke symptoms not present	0	0	0	0	0	1	0	0					1			
Heart Problems	1	0	1	0	1	0	0	1					4			
Hemorrhage/Laceration	0	0	0	1	0	0	0	0					1			
House Fire	0	0	0	1	0	0	0	0					1			
Injured Party	0	0	0	0	0	1	0	1					2			
Medical Alarm	1	0	1	2	0	1	1	1					7			
Motor Vehicle Collision	1	1	2	3	1	5	0	1					14			
Object Down in Roadway	0	0	2	2	0	1	0	0					5			
Overdose/Poisoning	0	1	0	0	0	0	0	0					1			
Powerlines Down Arcing/Burning	0	0	1	0	0	1	1	0					3			
Psychiatric Emergency	0	0	1	0	2	0	1	0					4			
Seizures	0	0	0	0	0	0	0	1					1			
Service Call Non-emergency	3	3	2	0	5	1	7	1					22			
Sick Call	2	1	5	1	2	4	1	3					19			
Smoke in Residence	1	0	0	0	0	0	0	1					2			
Stroke	0	1	1	0	0	0	0	0					2			
Transformer Fire	0	0	0	1	0	0	0	0					1			
Traumatic Injury	0	1	0	1	0	1	0	0					3			
Unconscious Party/Syncope	1	1	0	1	0	0	0	3					6			
Unknown Medical Emergency	0	0	0	0	0	1	0	0					1			



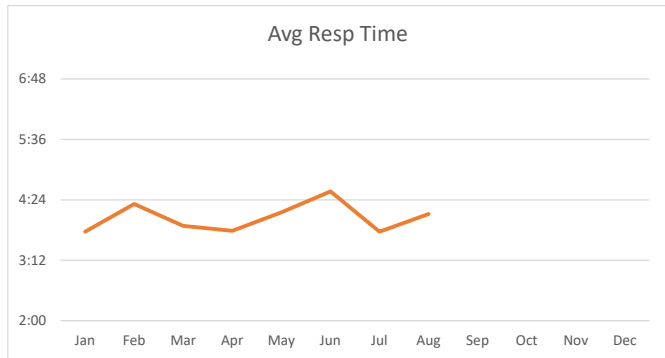
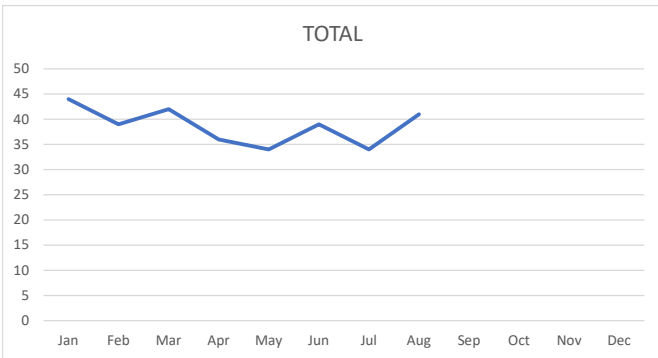


Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

August 2025 Summary - Spring Valley

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	39	42	36	34	39	34	41					309	Jan	35	3:46
Abdominal Pain	0	1	0	0	0	0	1	0					2	Feb	38	4:19
Allergic Reaction	0	0	0	0	0	0	0	1					1	Mar	40	3:53
Back Pain	0	0	1	0	0	2	0	0					3	Apr	32	3:47
Carbon Monoxide Detector No Symptoms	0	0	0	2	1	0	0	1					4	May	29	4:09
Cardiac/Respiratory Arrest	0	1	0	1	0	0	1	0					3	Jun	36	4:34
Check a Noxious Odor	0	0	0	0	0	1	0	0					1	Jul	28	3:46
Check for Fire	0	0	0	2	0	0	1	0					3	Aug	39	4:07
Check for the Smell of Natural Gas	1	1	3	0	0	0	0	1					6	Sep		
Check for the Smell of Smoke	0	0	0	1	0	0	0	1					2	Oct		
Chest Pain	2	0	3	0	3	3	1	0					12	Nov		
Child Locked in a Vehicle Engine not running	0	0	0	0	0	1	0	0					1	Dec		
Choking	0	0	0	0	1	0	0	0					1			
Diabetic Emergency	0	0	0	0	1	0	0	1					2			
Difficulty Breathing	3	3	2	1	0	1	2	1					13			
Elevator Rescue	0	0	0	1	0	0	0	0					1			
Explosion	0	0	0	0	0	0	0	1					1			
Fall Victim	0	3	1	3	2	3	2	2					16			
Fire Alarm Business	9	2	0	1	1	1	2	2					18			
Fire Alarm Church or School	1	1	0	2	1	3	3	0					11			
Fire Alarm Residence	2	3	0	1	2	3	4	3					18			
Gas Leak	1	2	1	0	0	2	1	0					7			
Grass Fire	0	0	0	0	1	0	0	0					1			
Heart Problems	2	1	3	5	2	1	3	2					19			
Heat/Cold Exposure	0	0	0	0	0	1	0	0					1			
Hemorrhage/Laceration	0	1	3	0	0	1	0	1					6			
Injured Party	1	0	2	1	1	0	0	1					6			
Medical Alarm	1	0	0	0	0	0	2	0					3			
Motor Vehicle Collision	12	6	6	4	4	5	4	7					48			
Motor Vehicle Collision with Entrapment	0	0	0	0	0	0	0	1					1			
Motor Vehicle vs Motorcycle	0	1	0	0	0	0	0	1					2			
Motor Vehicle vs Pedestrian	0	0	0	1	0	0	0	0					1			
Object Down in Roadway	0	0	0	1	0	0	0	0					1			
Overdose/Poisoning	0	0	1	0	0	0	0	0					1			
Possible D.O.S.	1	0	0	0	0	0	0	0					1			
Powerlines Down Arcing/Burning	0	0	2	0	1	1	0	2					6			
Psychiatric Emergency	0	1	1	1	1	1	1	0					6			
Seizures	0	0	0	1	0	0	0	1					2			
Service Call Non-emergency	1	0	1	1	4	1	3	1					12			
Shooting/Stabbing	0	0	0	1	0	0	0	0					1			
Sick Call	2	4	7	3	2	5	1	4					28			
Smoke in Business	0	0	0	0	0	1	0	0					1			
Stroke	1	1	0	0	1	0	1	0					4			
Transformer Fire	0	0	0	0	1	0	0	0					1			
Unconscious Party/Syncope	2	3	3	2	2	1	1	4					18			
Unknown Medical Emergency	2	2	2	0	2	0	0	1					9			
Vehicle Fire	0	2	0	0	0	1	0	1					4			

277 4:02





September 12, 2025

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

Re: Engineer's Report for September 16, 2025, Council Meeting
HDR Job No. 10420677

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from August 16, 2025 to September 12, 2025:

1) On-Going Services (10420677):

a) 8002 Anadell Street –

- On September 2, 2025, HDR reviewed and returned the 4th Drainage Plan submittal for 8002 Anadell Street. The drainage plan was approved with exceptions as noted.

b) 8013 Anadell Street –

- On September 5, 2025, HDR conducted a silt fencing inspection for 8013 Anadell Street. The inspection passed.

c) 8205 Burkart Road –

- On September 8, 2025, HDR received the 2nd submittal for 8205 Burkart Road. The Drainage Plan is currently under review.

d) 1306 Glourie Drive –

- On September 10, 2025, HDR reviewed and returned the 1st Pool Drainage Plan submittal for 1306 Glourie Drive. However, the Drainage Plan requires corrections (e.g. elevations at greater than 25-ft spacing, existing drainage system not shown, existing trees not shown, positive drainage not demonstrated, proposed overflow and main drain line for pool not shown, bends in pipe without cleanouts or inlets, incorrectly labeled inlets, missing City Standard Notes, etc.); therefore, the plans need to be revised and resubmitted.

hdrinc.com 4828 Loop Central Drive, Suite 700
Houston, Texas 77081
T 713-622-9264 F 713-622-9265
Texas Registered Engineering Firm F-754

e) 1117 Guinea Drive –

- On September 5, 2025, HDR conducted a drainage cover inspection for 1117 Guinea Drive. The inspection failed due to filter fabric fencing and inlet protection barriers not being installed on the rear of the property, erosion control rocks not in place, and cracks in the inlet grouting.
- On September 9, 2025, HDR conducted a drainage cover re-inspection for 1117 Guinea Drive. The inspection passed.

f) 8 Hilshire Oaks Court –

- On September 5, 2025, HDR reviewed and returned the 2nd Pool Drainage Plan submittal for 8 Hilshire Oaks Court. The drainage plan was approved with exceptions as noted.

g) 1311 Pine Chase Drive –

- On August 20, 2025, HDR conducted a drainage cover inspection for 1311 Pine Chase Drive. The inspection failed due to filter fabric fencing not being installed, bends in the pipe without cleanouts or inlets, and the outfall on west side not being installed.
- On September 4, 2025, HDR conducted a drainage cover re-inspection for 1311 Pine Chase Drive. The inspection passed.

h) 16 Pine Creek Lane –

- On August 27, 2025, HDR reviewed and returned the 2nd Drainage Plan submittal for 16 Pine Creek Lane. However, the Drainage Plan requires corrections (e.g. missing benchmark information, perimeter elevations at greater distance than 25-ft, missing building lines, trees not shown on the lot, etc.); therefore, the plans need to be revised and resubmitted.

i) 1214 Ridgeley Drive –

- On September 5, 2025, HDR conducted a drainage cover and driveway inspection for 1214 Ridgeley Drive. The cover inspection failed due to silt fencing measures not being installed properly, inlets not being set to grade, bends in pipe without cleanouts or inlets in order to avoid conflict with the existing sanitary sewer. The driveway inspection; however, did pass.

j) 1326 Ridgeley Drive –

- On September 3, 2025, HDR reviewed and returned the 2nd Drainage Plan submittal for 1326 Ridgeley Drive. However, the Drainage Plan requires corrections (e.g. incorrect drainage calculations were not addressed, not

showing pool main drain line, etc.); therefore, the plans need to be revised and resubmitted.

- On September 4, 2025, HDR received the 3rd submittal for 1326 Ridgeley Drive. The Drainage Plan is currently under review.

k) 1209 Pine Chase Dr & 1307 Friarcreek Ln Drainage Easement Improvements –

- 1209 Pine Chase Drive Drainage Easement – As previously reported, in the April 15, 2025 City Council Meeting, the City awarded the 1209 Pine Chase Drainage Easement improvements work (e.g. installation of a concrete headwall for the 24-inch and 30-inch pipes at the outfall entrance, regrading of the existing ditch, and installation of uniform mortar coating over the recently stabilized slope paving in the area) to Infrastructure Construction Services (ICS) for a total cost of \$13,350.00. HDR coordinated with ICS (Contractor) and issued the Notice to Proceed on April 30, 2025. ICS will complete the work on the Pine Chase Grove Cul-De-Sac Site & Drainage Improvements Project before they begin work at the 1209 Pine Chase Drainage Easement. On August 4, 2025, HDR met with the Contractor to discuss the work being done. It was determined that the original slope paving was not appropriately reinforced or anchored to the ground and it is falling/breaking apart, therefore, it needs to be replaced. Additionally, it was noticed that the ditch has significantly eroded in a short period of time, as well as at the entrance of the outfall pipes which caused an approximate 4-ft section of 24-inch RCP pipe to separate and break. For these reasons, HDR requested and secured a proposal from the Contractor to remove and replace the concrete slope paving, remove and replace the broken segment of 24-inch RCP pipe at the pipe outfall entrance, and install an erosion control blanket/turf reinforcement mat along the drainage easement ditch. The proposal from Infrastructure Construction Services (ICS) for the revised scope of work is for a total project cost of \$23,025.00 or a supplemental cost of \$9,675.00 for the additional work. An action item has been included in the September 16, 2025 City Council Meeting for review and approval of the supplemental work.
- 1307 Friarcreek Lane Drainage Easement – As previously reported, in order to better assess the existing conditions and constraints within the site, HDR engaged the services of Landtech, Inc. to perform a topographic survey of the drainage easement and outfall area at Spring Branch Creek. HDR has processed the survey and we are currently coordinating and working with our structural engineer, Jeff Mitchell and his team, on evaluation of alternatives and preparation of exhibits for recommended drainage improvements along the drainage easement and creek outfall.

l) Wirt Road Safety Project –

ANTICIPATED PROJECT TIMELINE:

Approval from COH: *March 18, 2025 (Updated)*
Construction NTP: *TBD with Harris County Precinct 3*

- As previously reported, HDR formally submitted the relevant information for the sidewalk easement dedication by The School of The Woods to the City of Houston Permitting Center (e.g. Form 548, Metes and Bounds, Survey, and Deed) on July 10, 2025.
- On August 13, 2025, HDR received notice that the Easement Dedication would be approved; however, on August 14, 2025, the City informed us that the project would require a ROW encroachment permit. HDR is coordinating with Shapoor Golshan (COH TDO Interagency), Leon Zhu (COH ROW Permit) and Jordan Fairchild (COH Real Estate) to address these matters.
- As previously reported, HDR followed up again with Mr. Jason Hains (Project Manager at Harris County Precinct 3) on August 5, 2025 and September 12, 2025 to request an update from the County; however, no response has been received to date.

m) Hickory Shadows Paving, Drainage & Water Line Improvements Project –

ANTICIPATED PROJECT TIMELINE:

70% Submittal: *Tuesday, April 22, 2025 (Completed)*
Public Meeting: *Wednesday, May 14, 2025 (Completed)*
100% Submittal: *Thursday, June 4, 2025 (Completed)*
City Council (Authorization to Bid): *Tuesday, June 17, 2025 (Completed)*
Advertisements (2 weeks): *Weeks of July 9/16, 2025 (Completed)*
Pre-Bid Meeting: *Thursday, July 17, 2025 (Completed)*
Bid Opening: *Thursday, August 7, 2025 (Completed)*
Recommendation to Award: *TBD*
City Council (Contract Award): *TBD*
Construction NTP: *TBD*

- As previously reported, the Bid Opening was held at City Hall on Thursday, August 7, 2025. The lowest apparent bidder was CAAN Construction, with a total bid cost of \$1,106,335.00. However, upon calling references, it appears that CAAN Construction does not have significant and relevant experience on similar residential projects within the last three years. A significant amount of their experience relevant to our project is with projects they performed for the City of Houston over 10+ years ago, and we only are able to contact one of their references to verify their qualifications and performance on the project.
- On August 25, 2025, HDR met with CAAN Construction and Match & Mix Construction (Subcontractor) to discuss their qualifications, experience and performance in other projects relevant and similar to this project.

- Match & Mix (Subcontractor) provided information on their qualifications, experience and references. HDR was not able to reach any additional references for CAAN Construction; however, we checked the references for Match & Mix Construction (Subcontractor). The references call information will be provided to the City for their information and use in evaluating the Contractor and Subcontractor qualifications and experience.
- CAAN Construction has been invited to present their qualifications, experience and commitment to the project during the September 16, 2025 Council Meeting, in order for the City and HDR to make an informed decision on whether to award the project to them or move on to the next apparent low bidder.

n) Pine Chase Grove Water Meters –

- As previously reported, Infrastructure Construction Services (ICS) was awarded the contract for the Pine Chase Grove Water Meters for a total amount of \$23,900.00 at the January 28, 2025, Council Meeting. HDR coordinated with ICS (Contractor) and issued the Notice to Proceed on April 30, 2025.
- The Contractor began work on June 6, 2025. The Contractor has installed the conduit, backfilled the trench, re-graded the area, and installed the enclosure over the existing water valve and hose bib. Low profile fencing was chosen by the residents, and the Contractor has ordered the chosen option. On September 9, 2025, HDR received an update that the fencing had been shipped and should be installed in the next week. The Contractor is also coordinating separately with the resident at 1324 Pine Chase Grove for regrading on their property as well as the replacement of a section of their fencing. Once this private agreement is finalized, the Contractor will proceed to re-grade and re-sod the area, plant the shrubs around the water meter vaults and install the low-profile fence in front of the back flow preventers to complete the project.
- As previously reported, on August 14, 2025, HDR received confirmation from the COH that the painting and installation of rubber bumpers at the water meter vaults have been completed; however, the control panel relocation work is still pending.
- On September 3, 2025, HDR received an update from the COH that the 65-ft long cables ordered were not long enough to connect the water meters to the relocated panels. COH determined that 90-ft long cables would be required and the cost for these cables would be \$1,521.00; however, the COH currently does not have available funds to cover this additional cost, therefore, they requested assistance from Hilshire Village and/or the HOA/Residents to order and cover this cost, in order to avoid further delays

to the project. If we wait for COH to secure additional funding, it may delay the completion of this work by 2 or more months. Since the conduit installation work has been completed by ICS, the COH can come back later to pull the new wires, connect the water meters to the newly relocated panels, and remove the old panels, without impacting ICS work, therefore, HDR recommends that the COH purchase the new cables as initially agreed.

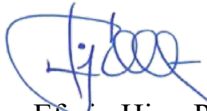
o) City-Wide Ditch Cleaning –

- As previously reported, Experts Underground Solutions (EUS) was awarded the contract for the City-Wide Ditch Cleaning for a total amount of \$52,135.00 at the May 20, 2025, Council Meeting. HDR coordinated with EUS and issued the Notice to Proceed on May 30, 2025.
- On August 25, 2025, the Contractor's Surveyor provided additional survey information to HDR for review and processing. HDR is currently confirming and working with the Contractor on recommended ditch cleaning cuts/regrading and culvert cleaning, and anticipates work to begin next week.

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.



Efrain Him, P.E.
City Engineer for City of Hilshire Village

cc: Files (10420677)

Construction Status Log

Status	Address	Street	Construction Type
Active	1117	Guinea Drive	New Construction
Active	1214	Ridgeley	New Construction
Active	1234	Glourie Dr	New Construction
Active	1311	Pine Chase	New Construction
Active	1326	Ridgeley	New Construction
Active	7907	S Villa Court	New Construction
Active	8002	Anadell	New Construction
Active	8205	Burkhart	New Construction
Active	8013	Anadell	New Construction
Active	16	Pine Creek	Remodel/Addition
Active	1026	Glourie Dr	Remodel/Addition
Active	1202	Glourie Dr	Remodel/Addition
Active	1023	Ridgeley	Remodel/Addition
Active	1119	Guinea Drive	Swimming Pool
Active	1306	Glourie	Swimming Pool
CCO/Pending ReSubmittal	1201	Archley	New Construction
CCO/Pending ReSubmittal	1236	Archley	New Construction
CCO/Pending ReSubmittal	1315	Friarcreek Ln	New Construction
COMPLETE	1022	Glourie Circle	Remodel/Addition

Plan Review Permit Log

	Date	Permit Number	Address	Issued To	Amount Received	Description / Scope
1	8/1/2025	HV-25-076B	8205 Burkhart Road	Alair Homes	\$ 4,093.75	Plan Review - NSFR
	8/1/2025	HV-25-076D	8205 Burkhart Road	Alair Homes	\$ 1,800.00	Plan Review - Drainage
	8/1/2025	HV-24-035SP	1214 Ridgeley Dr	Swimming Pool	\$ 280.00	Swimming Pool
2	8/4/2025	HV-25-066R	16 Pine Creek	Alpha Construction	\$ 4,164.56	Interior Remodel
3	8/4/2025	HV-25-068E	1201 Archley	Freedom Forever	\$ 160.00	Solar Panels
4	8/5/2025	HV-25-069T	1311 Friarcreek	RF Tree Service	\$ -	Tree Removal - Diseased
5	8/13/2025	HV-25-070UD	8013 Aandell	Daily Plumbing	\$ 180.00	Plumbing - Sewer Disconnect
6	8/13/2025	HV-25-071P	1127 Glourie Drive	Nicks Plumbing	\$ 180.00	Plumbing - Sewer Repair
7	8/13/2025	HV-24-038T	1326 Ridgeley	Scott Sicinski	\$ 25.00	Tree Removal
8	8/15/2025	HV-24-035SPE	1214 Ridgeley Dr	ServTech Electric Co	\$ 205.00	Electric - Swimming Pool
9	8/15/2025	HV-24-035SPP	1214 Ridgeley Dr	Kalin Plumbing	\$ 280.00	Plumbing - Swimming Pool
10	8/21/2025	HV-25-041TP	8205 Burkhart Road	IES Residential	\$ 170.00	Electric - Temporary Pole
11	8/22/2025	HV-25-006FW	1022 Glourie Circle	Ironstone Buuilders	\$ 380.00	Driveway

Permits	
Driveway	1
Electrical	2
Plumbing	3
Solar Panels	1
Swimming Pool	1
Remodel	1
Tree Removal	2
Total	11

Inspection Log

Log #	Address	Permit #	Inspection Type	Result	Date	Inspector
25-295	1119 Guinea Drive	HV-25-010SP	Silt & Cover - Pool	PASS	8/5/25	HDR
25-296	1311 Pine Chase	HV-25-033M	Mechanical Cover	PASS	8/4/2025	SafeBuilt
25-297	1214 Ridgeley Drive	HV-25-010SP	Pool Layout	PASS	8/4/2025	SafeBuilt
25-298	1026 Glourie Circle	HV-24-035SP	Shower Pan	PASS	8/4/2025	SafeBuilt
25-299	16 Pine Creek	HV-25-067R	Pre-Construction	PASS	8/5/25	SafeBuilt
25-300	1230 Glourie Drive	HV-25-037GE	Gen - Electric Final	PASS	8/5/25	SafeBuilt
25-301	1230 Glourie Drive	HV-25-037GP	Gen - Plumbing Final	PASS	8/5/25	SafeBuilt
25-302	1327 Pine Chase	HV-25-030P	Plumbing Rough-in	Partial PASS	8/6/25	SafeBuilt
25-303	1022 Glourie Circle	HV-25-006M	HVAC Vent Hood	PASS	8/8/25	SafeBuilt
25-304	1022 Glourie Circle	HV-25-006M	HVAC Final	PASS	8/8/25	SafeBuilt
25-305	7907 S Villa Court	HV-24-115B	Hurricane Clip/Strp	PASS	8/8/25	SafeBuilt
25-306	1214 Ridgeley	HV-24-035SP	Pool Steel	PASS	8/8/25	SafeBuilt
25-307	1234 Glourie Drive	HV-24-121P	Shower Pan inspections	PASS	8/8/25	SafeBuilt
25-308	1236 Archley	HV-23-080D	Drainge Final	FAIL	8/8/25	HDR
25-309	7907 S Villa Court	HV-24-115B	Nail Pattern	PASS	8/11/25	SafeBuilt
25-310	1327 Pine Chase	HV-25-030R	Framing	FAIL	8/12/25	SafeBuilt
25-311	8013 Anadell	HV-25-070UD	Sewer Disconnect	PASS	8/14/2025	SafeBuilt
25-312	8013 Anadell	HV-25-070DEMO	Pre-demo	PASS	8/14/2025	SafeBuilt
25-313	1214 Ridgeley	HV-25-035SPE	Pool - Cover	PASS	8/18/2025	SafeBuilt
25-314	1214 Ridgeley	HV-25-035SPE	Pool - Bond	PASS	8/18/2025	SafeBuilt
25-315	1311 Pine Chase	HV-25-033D	Drainage Cover	FAIL	8/19/25	HDR
25-316	1311 Pine Chase	HV-25-033B	Frame	PASS	8/20/2025	SafeBuilt
25-317	1311 Pine Chase	HV-25-033B	Brick Tie	PASS	8/20/2025	SafeBuilt
25-319	8013 Anadell	HV-25-070DEMO	Tree Protection	FAIL	8/21/25	SafeBuilt
25-321	1130 Ridgeley	HV-25-060GE	Generator Slab Pour	PASS	8/21/25	SafeBuilt
25-320	1311 Pine Chase	HV-25-033D	Drainage Cover	CANCELLED	8/22/25	HDR
25-322	1127 Glourie	HV-25-071P	Partial Cover - Sewer Repair	PASS	8/22/25	SafeBuilt
25-323	1022 Glourie Circle	HV-25-060B	Driveway Forms	CANCEELED	8/25/25	SafeBuilt
25-324	1311 Pine Chase	HV-25-033D	Drainage Cover	FAIL	8/25/25	HDR
25-325	1022 Glourie Circle	HV-25-060B	Driveway Forms	PASS	8/26/25	SafeBuilt
25-326	1327 Pine Chase	HV-25-030B	Brick Tie	PASS	8/26/2025	SafeBuilt
25-327	1246 Ridgeley	HV-25-049DEMO	Demo Final	PASS	8/27/2025	SafeBuilt

25-328	1022 Glourie Drive	HV-25-006B	Plumbing Final	PASS	8/28/2025	SafeBuilt
25-329	1022 Glourie Drive	HV-25-006B	Electrical Final	PASS	8/28/2025	SafeBuilt
25-330	1022 Glourie Drive	HV-25-006B	Driveway Final	PASS	8/28/2025	SafeBuilt
25-331	1022 Glourie Drive	HV-25-006B	Building Final	PASS	8/28/2025	SafeBuilt
25-332	1130 Ridgeley	HV-25-060GE	gen-elec underground	PASS	8/28/2025	SafeBuilt
25-333	1130 Ridgeley	HV-25-060GP	gen- plbg underground	PASS	8/28/2025	SafeBuilt
25-334	1130 Ridgeley	HV-25-060GP	gen- plbg gas test	PASS	8/28/2025	SafeBuilt
25-335	1311 Pine Chase	HV-25-006P	Drainge Cover	FAIL	9/2/2025	HDR

Inspections	
Cancelled	2
Consultation	
Failed	6
Pass	34
Total	40

City of Hilshire Village
Call Log

Date Notified	Message	Address of Concern	Action	Results	Date Resolved
1/29/25	Dead tree in Houston ROW causing a hazard, citizen reported to Houston, Parks department created a work order to remove the tree but no action since. Asking for help to escalate.	Westview Drive outside Pine Chase Grove	Sent the photo of the door tag from the Parks department to a contact at City of Houston for assistance.	Both City Hall and citizen have been following up regularly with no success.	
2/10/25	Hanging wires in backyard	8010 Anadell	Comcast tech stated that the homeowner had been notified the hanging lines are AT&T's responsibility. Contacted AT&t 4/4/25	Following up with property owners, no update from AT&T yet.	
5/15/25	Newly installed street lights are too bright.	Pine Creek Lane	Executed order with CNP to remove middle lamp. Also was informed that shields can be installed at no cost, requested that shields be installed on all 3 lights which can be installed quickly while waiting for the middle to be removed which could be 30-60 days pending schedule availability.	Middle lamp was removed and shields were installed. A short opinion survey was distributed by email to Pine Creek citizens for input and presentation to City Council at a future meeting.	
7/8/25	Street sign is fading and not reflective anymore - said he saw a company refurbishing street signs in Spring Branch by sanding and refinishing, asked if we could do the same since we have nice signs.	Hickory Shadows	Other signs are also damaged, researching vendors.	Added funds in 2026 Budget for replacement.	
7/9/25	Expressed concern that city ordinances are not being consistently enforced across the city and stated that he intends to pursue legal action.	City-Wide	Reviewing discussion topics for potential action.	With no specific examples to research or address, there is no action to be taken.	9/2/2025
7/18/25	Questioned why circular driveway appeals have been approved by City Council as she feels this is direct conflict with the ordinance, and expressed concern that a conditional certificate of occupancy had been issued when the property has pending revisions	City-Wide	Reviewing discussion topics for potential action.	The City is operating within its established ordinances and procedures. Any exceptions or variances must be formally requested through the Board of Adjustments or Council with specific details for review.	9/2/2025
7/22/25	Street sign illegible from Wirt.	Hilshire Grove Lane @ Wirt	Other signs are also damaged, researching vendors.	Added funds in 2026 Budget for replacement.	
8/11/25	Garbage skipped	21 Hickory Shadows	Contacted GFL to investigate, this has happened several times over the last few weeks.	GFL stated gate was locked, homeowner disagrees. Continuing to work with both parties.	
8/19/25	Perimeter fencing of construction site fell over into ditch during storm.	8013 Anadell	Contacting contractor to put back up and stabilize.	Corrected, no further action required.	8/25/2025
8/19/25	Dead armadillo in yard.	City Hall	Called vendor to have animal removed, scheduled for tomorrow morning.		8/20/2025
8/19/25	Found loose dog while driving through city.	Glourie @ Anadell	Dog was friendly, picked up in car and called SVVPD to bring chip scanner to City Hall.	Owners arrived at the same time as PD, owners picked up dog and we discussed registration and microchipping.	8/19/2025
8/25/25	Requested that City Council review the requirements for landscaping and material consistency in construction.	City-wide	There are currently no ordinances that require landscaping beyond minimum tree count.	The City can regulate landscaping for commercial or multifamily developments, but authority over single-family lots is limited, and adopting such rules would be complex to enforce. Will present to the Council to gauge interest.	
8/20/25	Armadillo carcass in the r-o-w	Wirt r-o-w @ Ridgeley	Carcass was flattened and had been run over by heavy mowing equipment.	Reported to Houston 3-1-1, animal was removed.	8/25/2025
9/12/25	Construction delivery outside of permitted hours, 5:30am material delivery	1311 Pine Chase	Gave contractor 1st warning, advised resident to call the police if it happens again.	No further action at this time.	9/12/2025



Regular Council Meeting Minutes

Tuesday, August 19, 2025 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

1. CALL TO ORDER Mayor Buesinger called the meeting to order at 6:30 PM

1.A. Invocation was given by Council Member Butts

1.B. Pledge of Allegiance

1.C. Present

Council Member Mike Gordy
Council Member Justin Crawford
Mayor Pro Tem Andy Carey
Mayor Bob Buesinger
Council Member David Schwarz
Council Member Matthew Butts

Also Present: City Attorney Hayes, Olson & Olson, Spring Valley Police Department Sgt. Spriggs, HDR Engineers Him & Moylan, Village Fire Department Deputy Chief Witt, City Secretary Stephens and Assistant City Secretary Ray.

2. CITIZEN'S COMMENTS

None

3. DISCUSSION AND POSSIBLE ACTION

3.A. Discussion and possible action to increase awareness and readiness for emergency situations.

Citizen Mark Huber addressed Council regarding an April 28 emergency response, reporting difficulty reaching 911 and the need for residents to have direct Police and Fire dispatch numbers. He requested that the City distribute this information clearly and host CPR training at City Hall, offering to cover certification costs.

Council discussed ensuring updated emergency contacts are provided to residents, noted CPR training could be offered at no cost through the Fire Department, and considered AED placement at City Hall. Mr. Huber also expressed support for the Fire Department, encouraged continued funding for public safety, and presented a personal contribution.

Council directed staff to coordinate with the Fire Department on training and information distribution. No formal action was required.

4. REPORTS TO COUNCIL

4.A. Spring Valley Police Report

In July, the department responded to 23 calls for service, conducted 841 business checks, 103 house checks, and 213 traffic stops, issuing 27 citations. Officers also

investigated a suspicious vehicle that fled during a traffic stop, resulting in a pursuit. The vehicle was stopped in a parking lot, where one individual was arrested on a felony charge and suspected stolen power tools were recovered and turned over to Houston PD.

4.B. Fire Commissioner's Report

In July, the Village Fire Department responded to five incidents, four of which were EMS and one was non-emergency with an average response time of 5:09. EMS revenue through July 31 totaled \$267,000, an improvement over prior years after payouts and fees. One firefighter is out due to injury and another with an extended illness. Equipment updates included the aerial ladder truck expected back in service next week, rescue boat repairs nearing completion, and progress on capital projects such as training tower bids and fuel system replacement.

July activities included station tours, participation in July 4th events, and submission of the hazard mitigation plan to TDEM for five-year renewal. Preparations are also underway for the 2026 FIFA World Cup.

Revisions to the Fire Commission bylaws, aligning with the interlocal agreement and updating notice procedures, were included in the Council packet; no City approval is required but all cities have been notified.

4.C. City Engineer's Report

1209 Pine Chase Easement: On August 4, one reinforced concrete pipe was found collapsed and requires replacement before the retaining wall can be installed. A 36-inch plastic pipe remains in service but will also need future attention. Erosion concerns were noted due to improperly reinforced slope pavement; HDR recommends erosion control mats. No additional approval from Harris County Flood Control is required.

1303 & 1307 Friarcreek Easement: Landtek completed the topographic survey. HDR is coordinating with structural engineer Jeff Mitchell on design options. Due to a 15-foot elevation change, a stepped gabion system may be required to address erosion.

Hilshire Green Paving Improvements: Project is complete. Final payment and acceptance documents are on the agenda for Council's consideration. The City of Houston leak has been repaired, but sod replacement in that area is yet to be done.

Wirt Road Safety Project: HDR requested an update from the Harris County on whether the project will proceed in this fiscal year or the next. No response has been received yet. The City is awaiting confirmation from the City of Houston regarding permitting requirements. Initial feedback indicated approval of the easement, but a right-of-way permit still may be required.

Pine Chase Grove Meter Vault Improvements: The City of Houston has installed covers and curb bumpers. The relocation of electrical control panels remains pending due to the wiring being too short. Grading, landscaping, fencing and irrigation improvements will follow in coordination with property owners.

Citywide Ditch Cleaning Project: Survey data has been received and is under review.

Hickory Shadows Paving, Drainage, and Water Improvements: Bids opened August 7 with eight submissions. The two lowest bids were competitive and within budget. The lowest bidder's similar work dates back more than 10 years, and the second-lowest bidder also has limited comparable experience. HDR recommends allowing the low bidder to present qualifications at a special meeting before Council makes a final decision.

4.D. Building Official's Report

Secretary Stephens presented the Building Official's report. A summary handout was available at the desk for Council and residents, which included comments from past years and feedback received through calls and inspections. The report highlighted ongoing challenges within the Building Department.

The City currently offers Temporary Certificates of Occupancy (TCOs) to allow residents to move in while exterior items are still being completed. While convenient for residents, this practice has created delays in receiving final documents, collecting fees, and ensuring drainage compliance through the As-Built Topo Survey. Research indicated that Hilshire Village is the only city in the area offering TCOs, which has caused complications on the back end of projects.

Updates were also provided on other building-related issues:

Tree Preservation: The City is working to address concerns about tree removal by requiring replanting when removals occur.

Artificial Turf: With rising popularity, an ordinance is being developed to ensure installations are properly permitted and inspected.

Setback Rules: Unique second-story setback requirements continue to cause confusion and require additional staff explanation during plan review.

Property Registration: Staff is considering a property registration ordinance for rental homes vacant longer than six months, stagnant construction projects, or part-time residences. This would allow the City to track, inspect, and generate modest annual revenue.

Substandard Buildings: Hilshire Village has adopted the International Property Maintenance Code, but staff is reviewing additional language used in other cities to strengthen enforcement. Progress has been made on long-standing code enforcement cases, including the property at the corner with a circular driveway and gate.

No action items were requested at this time, though staff will begin working on these topics after budget season. Council was encouraged to review existing ordinances and provide feedback on provisions that may be ineffective or need updating.

During discussion, Council raised concerns about tree safety, noting that heavy rains and past drought conditions have led to large branches falling in public rights-of-way. It was suggested that the City Arborist inspect trees along sidewalks and rights-of-way to ensure they are healthy and trimmed as needed for public safety.

Finally, staff noted that the upcoming adoption of the 2024 Building Codes include changes compared to the 2018 codes. Details will be reviewed in future sessions.

4.E. Mayor Buesinger's Report

Mayor Businger reported that school is back in session and reminded residents to be cautious of increased traffic in the mornings and afternoons, particularly watching for children walking or riding bicycles. The Mayor noted that pedestrian and bicycle activity in the neighborhood has increased, which is positive, but also expressed concern about non-resident drivers speeding and disregarding stop signs, especially at the intersection of Archley and Ridgely. Many of these vehicles appear to be delivery or rideshare drivers.

Additionally, the Mayor addressed parking concerns related to ongoing construction projects. In particular, vehicles have been clustering near 1214 Ridgely, parking partially off the road but still obstructing traffic flow. This congestion has made it difficult for cars to pass safely. The Mayor emphasized the importance of monitoring these issues and will follow up with a communication to address driver behavior and parking enforcement.

4.F. City Secretary's Report:

Secretary Stephens reported that the month's activities were relatively light but noted a few updates. A new control panel has been ordered and will be picked up tomorrow.

She reminded residents of proper garbage collection procedures, as there have been recent issues with trash and accidental disposal of personal items. Trash should be placed in containers visible from the street by 7:00 a.m. on collection day. Items should not be left behind gates, as this creates hazards for collection crews. Residents are encouraged to remind neighbors to properly dispose of trash and keep personal belongings stored securely.

Regarding lighting, the City's representative Jonathan Leach has reestablished contact with CenterPoint to address outstanding light issues. Payment has already been made, and the City is awaiting CenterPoint's work to be scheduled and completed.

Finally, Secretary Stephens reported that the contractor for the ditch project will also be relocating "No Parking" signs as part of the work. One sign near a resident's driveway on Ridgely will be removed, and another will be repositioned further back once construction begins.

4.G. City Treasurer's Report

Secretary Stephens presented the City Treasurer's report, noting finances are on track and monthly reports were provided in the Council packets. Redline versions of the Finance and Investment Policies were also reviewed. Missing items from last year's policy (beginning with Item #12) have been restored, and updates were made for clarity, target ranges, flexibility in contracting, and formatting consistency. The revised Finance Policy will be presented for approval with the annual budget on September 9.

5. CONSENT AGENDA

Motion made by Mayor Pro Tem Carey, Seconded by Council Member Gordy.

5.A. Approve Disbursements

5.B. Approve Minutes from the Regular Council Meeting July 15, 2025

- 5.C. Approve Check Registers July 2025
- 5.D. Approve Resolution 2025-275 recognizing 9/11/2025 as 9-1-1 Day
- 5.E. Approve Resolution 2025-276 to opt into the new opioid settlement involving Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus
- 5.F. Approve Resolution 2025-277 to opt into the new opioid settlement involving Purdue and Sackler Family
- 5.G. Approve Resolution 2025-278 appointing Mayor Buesinger as Fire Commissioner and Mike Garofalo as Alternate Fire Commissioner

Voting Yea: Council Member Gordy, Council Member Crawford, Mayor Pro Tem Carey, Council Member Schwarz, Council Member Butts

The motion carried 5-0.

6. DISCUSSION AND POSSIBLE ACTION

6.A. Discussion and possible approval of City of Hilshire Village Ordinance 849-2025 adopting the 2021 International Fire Code with exceptions.

Motion made by Mayor Pro Tem Carey, Seconded by Council Member Schwarz.

The ordinance, drafted by the Building Official with assistance from the Fire Marshal, updates chapter section numbering and primarily affects commercial buildings. Under the 2021 model, facilities such as dental offices or those in areas with limited radio coverage may be required to install an Emergency Responder Application System if deemed necessary. While such systems are not yet widely available, the ordinance ensures future compliance.

Voting Yea: Council Member Gordy, Council Member Crawford, Mayor Pro Tem Carey, Council Member Schwarz, Council Member Butts

The motion carried 5-0.

6.B. Discussion and possible action to authorize payment to Expert Underground Solutions, LLC’s Final Invoice for Construction Services provided to the City for the Hilshire Green Paving, Drainage & Utility Improvements Project, Invoice #5 in the amount of \$37,206.03, as well as acceptance and closeout of the project.

Motion made by Mayor Pro Tem Carey, Seconded by Council Member Crawford.

Council discussed a persistent water leak flowing onto the street, possibly tied to severed interconnects with Houston’s water system. The issue has worsened, raising concerns about waste, safety, and sanitation. Council emphasized the need for a permanent solution and improved communication with Houston officials.

Concerns were also noted about paving quality, with minor driveway approach cracks added to the project punch list. The contractor’s work remains under a one-year warranty.

Voting Yea: Council Member Gordy, Council Member Crawford, Mayor Pro Tem Carey, Council Member Schwarz, Council Member Butts

The motion carried 5-0.

6.C. Discussion and possible action to select a new IT vendor for the City.

Motion made by Council Member Gordy, Seconded by Mayor Pro Tem Carey.

Council reviewed IT service proposals, narrowed to two finalists after several months of evaluation. Goals include ensuring system reliability, password management, help desk support, improved Wi-Fi, stronger security, and modernized service options such as cloud-based platforms. Proposals ranged from \$15,000–\$20,000 annually with setup fees included.

Council discussed warranties, monthly costs, and cybersecurity risks, noting RSI as a strong candidate based on prior positive experience. Council authorized moving forward within a budgeted scope of \$20,000 or less, with final vendor selection and contract details to be refined.

Voting Yea: Council Member Gordy, Council Member Crawford, Mayor Pro Tem Carey, Council Member Schwarz, Council Member Butts

The motion carried 5-0.

7. BUDGET WORKSHOP #2

Council reviewed the proposed operating budget, tax rates, capital improvement projects, utility rates, and salary considerations. Some figures remain estimates pending final reports. Property tax discussion covered adjusted taxable values, the no-new-revenue rate and voter-approval rates. The proposed combined M&O and I&S rate reflect a reduction from last year.

Council reviewed historical tax rate comparisons, budget methodology, and market trends, noting steady new home construction but slightly reduced future projections due to changes in the construction market. Utility rates were examined, with options for modest new or adjusted fees and discussion of smart meters as a long-term investment.

The capital improvement summary was updated with cost escalation factors and discussion was had about prioritization and resident feedback. The budget will be presented at the September 9th special meeting with final adoption of tax rates and utility rates scheduled for September 16th.

8. FUTURE AGENDA TOPICS

September 9 Public Hearing, Adopt Budget, Finance & Investment Policy

September 16 Public Hearing, Adopt Tax Rate, Adopt Utility Rates

9. ADJOURNMENT

With no further items on the agenda Mayor Buesinger adjourned the meeting at 8:39 P.M.

ATTEST:

Robert Buesinger, Mayor

Cassie Stephens, City Secretary



Special Council Meeting Minutes

Tuesday, September 09, 2025 at 6:00 PM
8301 Westview Drive, Houston, Tx 77055

1. CALL TO ORDER Mayor Buesinger called the meeting to order at 6:04 PM.

1.1 PRESENT:

Mayor Buesinger
Council Member Gordy
Council Member Crawford
Council Member Schwarz
Council Member Butts

Also Present: City Attorney Hays, Olson & Olson, Secretary Stephens.

ABSENT:

Mayor Pro Tem Carey

2. PUBLIC HEARING

2.1 Public Hearing on Proposed Budget for Fiscal Year Ending 2026.

There were no comments or questions from the audience.

Mayor Buesinger adjourned the Public Hearing at 6:05 PM.

3. DISCUSSION AND POSSIBLE ACTION

3.1 Discussion and possible approval of Ordinance Number 850-2025 adopting the City of Hilshire Village, Texas General Budget for the Fiscal Year Ending 2026 in accordance with Section 102.007 of the Local Government Code.

Motion made by Council Member Schwarz, Seconded by Council Member Butts.

Roll Call Vote:

Council Member Gordy	Aye
Council Member Crawford	Aye
Council Member Schwarz	Aye
Council Member Butts	Aye

Absent:

Mayor Pro Tem Carey

The motion carried 4-0.

3.2 Discussion and possible approval to ratify the proposed 2025 tax rate in accordance with Section 102.007(c) of the Local Government Code.

Motion made by Council Member Gordy, Seconded by Council Member Schwarz.

Given the limited surplus generated under the No New Revenue tax rate, the Council expressed a preference for the Voter Approval Rate, which still represents a reduction in the overall tax rate from last year.

Council Member Gordy amended the motion to ratify the proposed 2025 tax rate at 0.440076 for Maintenance and Operations and 0.089150 for Interest & Sinking, resulting in a total 2025 tax rate of 0.529226, seconded by Council Member Schwarz.

Roll Call Vote:

Council Member Gordy	Aye
Council Member Crawford	Aye
Council Member Schwarz	Aye
Council Member Butts	Aye

Absent:

Mayor Pro Tem Carey

The amended motion carried 4-0.

3.3 Discussion and possible approval of Finance & Investment Policies.

Motion made by Council Member Crawford, Seconded by Council Member Gordy.

Voting Yea: Council Member Gordy, Council Member Crawford, Council Member Schwarz, Council Member Butts

The motion carried 4-0.

4. ADJOURNMENT

With no further agenda items, Mayor Buesinger adjourned the meeting at 6:46 PM.

ATTEST:

Robert Buesinger, Mayor

Cassie Stephens, City Secretary

**A PROCLAMATION OF THE CITY OF HILSHIRE VILLAGE, TEXAS
RECOGNIZING DOMESTIC VIOLENCE AWARENESS MONTH**

WHEREAS, domestic violence is a serious public health issue that affects individuals and families in every community regardless of age, gender, or background; and

WHEREAS, the City of Hilshire Village is committed to raising awareness about domestic violence, supporting survivors, and promoting safe, healthy relationships; and

WHEREAS, organizations and advocates across the nation dedicate the month of October to educating the public, offering resources, and working to break the cycle of abuse; and

WHEREAS, together, through community awareness and action, we can support survivors, hold offenders accountable, and build a culture that prioritizes safety and respect for all;

NOW, THEREFORE, I, Robert F. Buesinger, Mayor of the City of Hilshire Village, Texas, do hereby proclaim the month of October 2025 as DOMESTIC VIOLENCE AWARENESS MONTH in the City of Hilshire Village and encourage all residents to join in raising awareness, supporting survivors, and working together toward a safer community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hilshire Village to be affixed this 16th day of September, 2025.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary



**A PROCLAMATION OF THE CITY OF HILSHIRE VILLAGE, TEXAS
RECOGNIZING WORLD TEACHER DAY**

WHEREAS, World Teachers' Day is celebrated annually on October 5th to honor the invaluable contributions of teachers in educating, inspiring, and guiding students of all ages; and

WHEREAS, teachers play a vital role in shaping future leaders by fostering curiosity, encouraging growth, and instilling the knowledge and skills that strengthen our community; and

WHEREAS, the City of Hilshire Village recognizes the dedication, creativity, and resilience of teachers in surrounding schools and across the world, and desires to express heartfelt gratitude for their work; and

WHEREAS, it is fitting that we join communities around the globe in celebrating World Teachers' Day and encouraging all citizens to participate in honoring teachers on this special occasion;

NOW, THEREFORE, I, Robert F. Buesinger, Mayor of the City of Hilshire Village, Texas, do hereby proclaim October 5, 2025, as WORLD TEACHERS' DAY in the City of Hilshire Village and encourage all residents to recognize and thank teachers for their extraordinary service and enduring impact.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hilshire Village to be affixed this 16th day of September, 2025.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary



**A PROCLAMATION OF THE CITY OF HILSHIRE VILLAGE, TEXAS
RECOGNIZING HALLOWEEN NIGHT**

WHEREAS, National Night Out is an annual community-building campaign that promotes strong police-community partnerships and neighborhood camaraderie; and

WHEREAS, the event provides an opportunity for neighbors to come together, build friendships, and strengthen the bonds that make our city a safe and welcoming place to live; and

WHEREAS, National Night Out also serves as a reminder of the importance of collaboration between residents, local officials, and law enforcement in promoting public safety and preventing crime; and

WHEREAS, the City of Hilshire Village is proud to join millions of Americans in support of this event, recognizing the value of neighbors looking out for one another and celebrating community spirit;

NOW, THEREFORE, I, Robert F. Buesinger, Mayor of the City of Hilshire Village, Texas, do hereby proclaim TUESDAY, OCTOBER 7, 2025 as NATIONAL NIGHT OUT in the City of Hilshire Village and encourage all residents to participate by joining us at Mallie Court from 6:00 PM – 7:00 PM to celebrate with neighbors, first responders, and community leaders in the spirit of building a safer and stronger city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hilshire Village to be affixed this 16th day of September, 2025.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary



**A PROCLAMATION OF THE CITY OF HILSHIRE VILLAGE, TEXAS
RECOGNIZING HALLOWEEN NIGHT**

WHEREAS, Halloween is a time for children and families to enjoy community spirit, creativity, and safe fun; and

WHEREAS, the City of Hilshire Village encourages family-friendly celebrations that bring neighbors together in fellowship; and

WHEREAS, Archley Drive has long been a central gathering place for the City's Halloween festivities, creating a welcoming tradition for residents and visitors alike; and

WHEREAS, safety and community enjoyment remain the City's top priorities, and designated hours help ensure a fun, secure environment for trick-or-treaters of all ages;

NOW, THEREFORE, I, Robert F. Buesinger, Mayor of the City of Hilshire Village, Texas, do hereby proclaim HALLOWEEN ON ARCHLEY DRIVE October 31, 2025 from 5:30 P.M. to 7:30 P.M. as the official time for trick-or-treating in Hilshire Village and encourage all residents to celebrate responsibly, look out for one another, and enjoy this festive tradition.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hilshire Village to be affixed this 16th day of September, 2025.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary





Date of Proposal: 9-9-2025
 Proposal To: Hillshire Village (the "Customer")
 Serving: Pine Chase Drainage (the "Site")

Acceptance: The Customer may accept this Proposal either by A) signing where indicated or B) asking Infrastructure Construction Services (the "Company" herein) to begin work in writing. In the event of either form of acceptance, this Proposal shall become the contract between the Customer and the Company (the "Agreement" herein). This Proposal is valid for one hundred and twenty (120) days following the Date of Proposal listed above, but may, at the Company's sole option, be withdrawn or revised at any time prior to acceptance by the Customer.

Scope: The Company will provide consultative, construction, and/or field services regarding the Customer's construction project, construction punch list, or other infrastructure rehabilitation project (collectively, the "Project"). The parties agree that these services are labor and materials on behalf of the Customer and may or may not occur during the construction phase. In addition, the Company may:

- Facilitate the Customer's obtaining permit authorization to perform the Project;
- Prepare, modify, and/or maintain the Customer's construction documents including plans, specifications, certificates, or other documents required by the Customer's Project (collectively, the "Construction Documents");
- Provide inspections, testing, walk-throughs, and/or records concerning the Company's observations of site conditions;
- Provide debris removal, grading, or other handiwork.
- Construct amenities, structures, appurtenances, water quality features, drainage features, or concrete paving;
- Provide training, educational material, public notices, or consultation; or

ITEM	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	REMOVE DISPOSE AND REPLACE ROAD SIDE COLLECTOR STRUCTURE 5" w/ TOE WALL. EXSISTING HEADWALL TO REMAIN	1	EA	\$ 4,500.00	\$ 4,500.00
2	INSTALLATION OF HEADWALL	1	EA	\$ 6,500.00	\$ 6,500.00
3	INSTALATION OF NAG C 350 INCLUDES 1 LOAD OF SELECT FILL	800	SF	\$ 9.00	\$ 7,200.00
4	SOLID SOD	900	SF	\$ 3.50	\$ 3,150.00
5	INSTALLATION OF 8' OF 24" RCP	1	EA	\$ 1,675.00	\$ 1,675.00
6	ADDITIONAL SELECT FILL IMPORTED PLACED AND COMPACTED	1	LD	\$ 350.00	
				Total	\$ 23,025.00

***** CONSTRUCTION STAKING TO BE PROVIDED BY OWNER**
**** WATER PROVIDED BY OWNER**

Excludes: BONDS, LABORATORY TESTING, SURVEY, UTILITY RELOCATES, IRRIGATION REPAIRS, HAUL OFF OF SPOILS, SALES TAX (IF PROJECT IS TAX EXEMPT, CERTIFICATE MUST BE PROVIDED BEFORE START OF PROJECT), FEES & FINES ASSOCIATED WITH DAMAGE OF UN AND MISMARKED UTILITY LINES, DAMAGE TO ANY SURROUNDING STRUCTURES.

Standard Traffic Control includes installation, maintenance and removal of barrels, delineators, work ahead and lane closed ahead signs. Electronic message boards, detour and custom signs are not included.



Schedule: The Company may provide schedules suggesting when work may be done in the future and/or a general plan for frequency of work. The Customer understands that schedules are subject to change, based on weather and other factors. The Customer agrees to make no claim against the Company for Work not being performed according to any schedule.

Pricing of Services: The Company has offered pricing at rates as shown in this Agreement for the items of work that are agreed to be performed. This pricing is shown with subtotals based on estimated quantities for the Customer's information. However, the Company will invoice and the Customer shall pay the unit price(s) for Work based on actual quantities performed. All services and materials will be charged sales tax unless a valid Texas Sales and Use Tax Resale Certificate/Exemption Certificate is furnished.

Changes: This is a unit price contract and includes only items for which the Company and the Customer have agreed on the Work described in the agreed line items. No claim shall be made against the Company for any variance between estimated quantities and the quantities actually requested or performed under the Agreement. The parties anticipate that the actual Work will involve performance of quantities that may differ from the estimated quantities, and as part of this Agreement, the Customer will pay for actual quantities performed and invoiced. Work for which there is no line item is not in the Scope of the Agreement, and will be added to this Agreement only if the Company and the Customer agree in writing on the scope and price of that additional work and the Customer indicates its agreement by signature or other express agreement.

The Customer's Responsibility: The Company cannot guarantee, assure, nor warrant the Customer's compliance with its permit authorization to perform the Project nor its compliance with Local, State, and/or Federal requirements. The Company is only advising the Customer on the site conditions and requirements, and the Customer has primary responsibility to perform the work recommended by the Company and stated in the permit authorization to perform the Project. The Customer therefore agrees that Customer's performance of certain work is a condition precedent to the Company's obligation and/or ability to perform work, and further agrees that Customer will perform at least the following work:

- Obtain permit authorization to perform the Project;
- Maintain and enforce good housekeeping practices;
- Maintain and enforce the best management practices described in the Customer's permit authorization to the maximum extent practicable, including routine maintenance and/or repair/replacement of pollution prevention devices or erosion and sedimentation controls;
- Manage the Customer's contractors, sub-contractors and suppliers at every tier, and all other visitors and deliveries to the site to make sure they are maintaining best management practices;
- Notify the Company of the start and completion of any construction, the termination of any permit authorization, the transfer of any parcels, of lot take-down schedules, or of any transfer of operational control to another operator or operators;
- Notify the Company of any responsibilities assigned to other agents, designers, consultants, trades, contractors, subcontractors and/or suppliers at any tier;
- Provide access to the areas in which the Company will provide services;
- Allow periodic inspections by the Company by any reasonable means, technology, or methodology;
- Implement best management practices as the Company recommends and/or suggests to the maximum extent practicable; and
- Comply promptly with the requirements of any permit authorization to perform the Project and with the requirements of Local, State, and Federal authorities.

Term: The Agreement will continue as long as the Customer requests services from the Company. However, when the Customer accepts a project as completed, the Company will cease service in that area and will no longer be responsible for providing services for that area.

Termination: Either party may terminate this agreement upon seven (7) days written notice to the other. If the Customer terminates the Agreement, the Company will immediately be due payment for services performed up to and resulting from



termination, including demobilization, and after the date of termination, the Company will not be responsible for maintenance or storage of any records of services performed during this Agreement. If the Company terminates the agreement, the Company will immediately be due payment for services performed up to termination and after the date of termination. The Company will not be responsible for maintenance or storage of any records of services performed during this Agreement.

Invoicing: The Company will invoice by the last day of each month for services performed during that month, based on actual quantities of the Work performed.

Payment: Payment is due in full upon receipt, without retainage or withholding. Amounts unpaid after one hundred eighty (180) days will bear interest from seven days after the invoice date at 1 ½% interest per month.

The Company Rights Upon Non-Payment: If payment is not received timely, the Company may, at its sole discretion, suspend any or all work for the Customer. In addition, the Company will be under no obligation to maintain records that it has kept for the Customer on any Project for which payment is late. **NOTWITHSTANDING ANY OTHER PROVISION IN THIS DOCUMENT, THE CUSTOMER AGREES TO INDEMNIFY THE COMPANY FOR ANY DAMAGES INCURRED BY THE CUSTOMER ARISING OUT OF OR RELATED TO OR RESULTING FROM RECORDS THAT THE COMPANY DOES NOT MAINTAIN WHILE THE CUSTOMER'S ACCOUNT IS DELINQUENT.**

Limitation of Responsibility / Liability: The Company will be responsible for damages incurred by the Customer only to the extent that such damages are directly caused by the Company' actions or omissions. The Customer agrees that the Company is not liable for the Customer's failure to perform the Customer's responsibilities under this agreement, including following the recommendations and suggestions of the Company and maintaining best management practices. The Customer agrees that the Company's total liability for any one year of services provided under this Agreement for this Project will not exceed 50% of the amount billed to the Customer for this Project during that year. Under no circumstances will the Company be liable for damages due to the Customer's failure to perform any of its responsibilities outlined above, or damages caused by the actions or inactions of any of the Customer's employees, agents, designers, consultants, trades, contractors, subcontractors and/or suppliers at any tier.

Waiver of Consequential Damages: The Company and the Customer waive any and all claims against each other for consequential damages arising out of or relating to this Agreement. This mutual waiver includes:

- Damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- Damages incurred by the Company for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

Assurance: The Customer agrees that, both at the beginning of the job and any other time at which the Company may request, the Customer will provide the Company assurance of the Customer's ability to pay for the Work, as well as A) if this is a private project, the information described in subparagraphs 1-5 of Texas Business & Commerce Code Section 56.054 (d), or B) if this is a public projects, the information described in subparagraphs 1-3 of Texas Business & Commerce Code Section 56.054 (e).

Limited Warranty: The Company will perform the Work in a manner consistent with the standard of care expected of a company performing such services in this geographical area at this time under these circumstances. The Company provides no other warranties, and the Customer agrees that all other warranties, express or implied, are excluded.

Disputes: The parties will attempt to resolve any disputes arising out of or relating to this Proposal or the resulting Agreement and/or the Work by a) direct discussions between the parties, followed by b) mediation. If disputes remain unresolved after mediation, they will be resolved by arbitration, with the award of the arbitrator(s) binding pursuant to Texas Civil Practices and remedies Code Ch. 171. Mediation and/or arbitration will be conducted by the American Arbitration Association ("AAA") under their Construction Industry Rules in effect at the time that the dispute is first submitted to the AAA.



Insurance: The Company will carry its standard insurance, including general liability, auto liability, workers' compensation, and professional liability coverage.

No Third Party Beneficiary: Notwithstanding any provision of the Agreement, no other person or entity besides the Company and the Customer, whether or not mentioned in this Agreement or in the Work, is intended to be or will be considered to be a third party beneficiary of or entitled to assert any rights under this Agreement.

MUTUAL INDEMNITY: THE COMPANY AND THE CUSTOMER AGREE THAT EACH WILL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE OTHER FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, AND LIABILITIES, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEYS' FEES, OF EVERY KIND OR CHARACTER ("CLAIMS"), TO THE EXTENT THAT SUCH CLAIMS ARISE FROM DAMAGES CAUSED BY A) THE INDEMNIFYING PARTY, B) ANY OF THE INDEMNIFYING PARTY'S EMPLOYEES, REPRESENTATIVES, DESIGNERS, SUBCONTRACTORS, AND/OR SUPPLIERS AT ANY TIER, AND/OR C) ANY OTHER PARTY FOR WHOM THE INDEMNIFYING PARTY IS RESPONSIBLE.

THESE DUTIES EXTEND TO CLAIMS INCLUDING THOSE ARISING FROM PERSONAL INJURY, INCLUDING DEATH, EMOTIONAL DISTRESS, REAL AND PERSONAL PROPERTY DAMAGE, AND ECONOMIC LOSS.

THESE DUTIES EXTEND TO ALL CLAIMS THAT ARE BASED ON, IN CONNECTION WITH, RELATING TO, OR ARISING OUT OF WORK AND/OR THE AGREEMENT.

THESE DUTIES ARE NOT LIMITED BY OR TO THE AMOUNT OR TYPE OF DAMAGES, COMPENSATION OR BENEFITS PAYABLE BY OR FOR ANY PARTY UNDER WORKERS' COMPENSATION ACTS, DISABILITY BENEFIT ACTS OR OTHER EMPLOYEE BENEFIT ACTS.

APPROVED AS TO FORM AND SUBSTANCE:

_____	Infrastructure Construction Services
("Customer")	("Company")
_____	_____
Signature of the Customer Representative	Signature of the Company Representative
_____	_____
Printed Name of the Customer Representative	Printed Name of the Company Representative
_____	_____
Title of the Customer Representative	Title of the Company Representative
_____	_____
Date	Date



ORDINANCE NO. 851-2025

* * * * *

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF HILSHIRE VILLAGE, TEXAS, FOR THE YEAR 2025; PROVIDING FOR TWO COMPONENTS TO THE PROPOSED TAX RATE, CONSISTING OF A TAX RATE OF \$0.089150 ON EACH ONE HUNDRED DOLLARS OF VALUATION FOR THE PURPOSE OF PAYING THE ACCRUING INTEREST AND TO PROVIDE A SINKING FUND FOR PAYMENT OF THE INDEBTEDNESS OF THE CITY AND A TAX RATE OF \$0.440076 ON EACH ONE HUNDRED DOLLARS OF VALUATION FOR THE PURPOSE OF FUNDING THE MAINTENANCE AND OPERATION EXPENDITURES; PROVIDING FOR THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH AND PROVIDING FOR SEVERABILITY.

WHEREAS, Section 26.05 of the Texas Property Tax Code provides that before the later of September 30th, or the 60th day after the date the certified appraisal roll is received by the taxing unit, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and

WHEREAS, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the unit's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the unit for the next year); and

WHEREAS, the proposed tax rate for the current tax year of the City of Hilshire Village, Texas, consists of two components:

A. a tax rate of \$0.089150 on each one hundred dollars of valuation for the purpose of paying the accruing interest and to provide a sinking fund for payment of the indebtedness of the City, and

B. a tax rate of \$0.440076 on each one hundred dollars of valuation for the purpose of funding the maintenance and operation expenditures of the City for the next fiscal year; and

WHEREAS, THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

C. a total tax rate of \$ 0.529226 on each one hundred dollars of valuation for the purpose of funding fiscal year ending 2026 municipal budget; and

WHEREAS, THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$1.63; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of this Ordinance have been timely and properly given and held; now, therefore,

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

Section 1. The facts and recitations set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified and confirmed.

Section 2. There is hereby levied, for the tax year 2025, to fund the City's fiscal year ending 2026 municipal budget, an ad valorem tax at the total rate of \$0.529226 on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal and mixed, within the corporate limits of the City, upon which an ad valorem tax is authorized by law to be levied by the City of Hilshire Village, Texas. All such taxes shall be assessed and collected in current money of the United States of America.

Section 3. Of such total tax levied in Section 2 hereof, \$0.440076/100 is levied to fund maintenance and operation expenditures of the City for the fiscal year ending 2026. Of the total tax levied in Section 2 hereof, \$0.089150/100 of valuation is levied for the purpose of paying the interest on bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City of Hilshire Village, Texas, including the various installments of principal due on the serial bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City as such installments shall respectively mature in the fiscal year ending 2026.

Section 4. All ad valorem taxes levied hereby, in the total amount of \$0.529226 on each One Hundred Dollars (\$100.00) of assessed valuation, as reflected by Sections 2 and 3 hereof, shall be due and payable on or before January 31, 2026. All ad valorem taxes due the City of Hilshire Village, Texas, and not paid on or before January 31st following the year for which they were levied, shall bear the maximum penalty and interest prescribed in the Texas Tax Code. Provided, however, that 1) a person who pays one-half (1/2) of the taxes before December 1, 2025 may pay the remaining taxes without incurring any penalty or interest before July 1, 2026; or 2) a person may pay in four equal installments without penalty or interest if the first installment is paid before the delinquency date (February 1) and is accompanied by notice that the person will pay the remaining taxes in three equal installments before April 1, June 1 and August 1, respectively.

Section 5. All ordinances and parts of ordinances inconsistent or in conflict herewith are, to the extent of such conflict, hereby repealed; provided, however, nothing in this Ordinance shall be construed to alter the residential homestead exemption, over 65 residential homestead exemption, or disabled individual property owner's exemption provided by the City, if any.

Section 6. 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 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.

THE 2025 TAX RATE PASSED, APPROVED, AND ADOPTED on this 16th day of September, 2025 by a roll call vote:

Pos. 1, Mike Gordy
Pos. 2, Justin Crawford
Pos. 3, Andy Carey
Pos. 4, David Schwarz
Pos. 5, Matthew Butts

CITY OF HILSHIRE VILLAGE

Robert F. Buesinger, Mayor

Attest:

Cassie Stephens, City Secretary

ORDINANCE NO. 852-2025

* * * * *

AN ORDINANCE AMENDING APPENDIX “A” FEE SCHEDULE OF THE CODE OF ORDINANCES OF THE CITY OF HILSHIRE VILLAGE, TEXAS, BY DELETING SECTION 7.200 OF APPENDIX “A” THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 7.200 OF APPENDIX “A”, ESTABLISHING NEW WATER, WATER DEPOSITS, BILLING CHARGES, SANITARY SEWER AND SOLID WASTE COLLECTION RATES; 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 Section 7.200 of Appendix A and substituting therefore a new Section 7.200 of Appendix A to provide as follows with an effective date for all invoices rendered after date of Ordinance.

Sec. 7.200 Water Rates Established

(a) Residential and Non-Residential, Bi-Monthly Charges:

- (1) The charge for water is \$9.00/1000 gallons – no minimum
- (2) The flat rate bi-monthly sewer charge is \$95.00, and the maintenance charge is \$30.00.

(b) Commercial “C”, Bi-Monthly Charges

- (1) The charge for water is \$9.00/1000 gallons – no minimum
- (2) The flat rate bi-monthly sewer charge is \$95.00 and the maintenance charge of \$30.00.

(c) Commercial-Holy Cross Church, Bi-Monthly Charges:

- (1) The charge for water is \$9.00/1000 gallons – no minimum.
- (2) The flat rate bi-monthly sewer charge is \$600.00, and the maintenance charge is \$30.00.

Meter Deposit

- (1) A deposit for water meter hookup for any new residential, non-residential, or commercial customer shall be required in the amount of \$500.00 per meter. The refund will be returned on the last water bill after a call for disconnection.
- (2) If in the event an existing resident’s water is turned off due to non-payment, a deposit will be required, in an amount necessary to cause a total deposit balance of \$500.00, prior to reconnection of water service. Such deposit shall be mandatory if there is no deposit, or there is a deposit in an amount less than \$500.00 remaining on the account.

Billing Charges Established for Residential, Non-Residential, and Commercial

*All Payments, as described below, shall be made in person or online (if applicable) at such place that payments are received, unless otherwise approved by the City or an authorized contractor for the City, with an authorized payment method (not to include personal checks).

- (1) Returned Check Fee is \$25.00
- (2) Meter Verification/Re-Read will be no charge if the meter was read incorrectly, one free re-read per year, and \$20.00 thereafter if the meter was read correctly by Inframark Water & Infrastructure Services.
- (3) A Service Account Transfer fee of \$15.00 will be charged for new accounts or when a resident moves from one address to another within the city, so that the records follow the resident.
- (4) Billing statements shall be mailed bi-monthly by the tenth (10th) day of each billing month.
- (5) The payment due date shall be thirty (30) calendar days from the statement mailed date.
- (6) If payment has not been received by the tenth (10th) day after the statement due date, a delinquent letter shall be mailed to the billing address and a delinquent letter fee of \$10.00 shall be applied to the account. The account holder shall have ten (10) business days (excluding holidays), from the date that such delinquent letter is issued, to pay all delinquent bills before a red tag is issued.
- (7) Red tag fee is \$20.00. Once a red tag is issued, the account holder shall have five (5) business days (excluding holidays), from the date that such red tag is issued, to pay all delinquent bills before the water is turned off.
- (8) Turn off fee is \$50.00.
- (9) Reconnect fee is \$50.00.
- (10) Removal of Meter due to unauthorized usage after turn off is \$100.00.
- (11) Insufficient Funds Fee is \$25.00.

Solid waste collection charges:

Per residential unit, school, church, public building, or similar use is \$51.50 bi-monthly, excluding sales tax. Additionally, a fuel surcharge and disposal environmental fee will be charged by the City if and when the Vendor's bill includes these fees.

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 September, 2025.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary

ORDINANCE NO. 852-2025

* * * * *

AN ORDINANCE AMENDING APPENDIX “A” FEE SCHEDULE OF THE CODE OF ORDINANCES OF THE CITY OF HILSHIRE VILLAGE, TEXAS, BY DELETING SECTION 7.200 OF APPENDIX “A” THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 7.200 OF APPENDIX “A”, ESTABLISHING NEW WATER, WATER DEPOSITS, BILLING CHARGES, SANITARY SEWER AND SOLID WASTE COLLECTION RATES; 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 Section 7.200 of Appendix A and substituting therefore a new Section 7.200 of Appendix A to provide as follows with an effective date for all invoices rendered after date of Ordinance.

Sec. 7.200 Water Rates Established

(a) Residential and Non-Residential, Bi-Monthly Charges:

- (1) The charge for water is \$9.00/1000 gallons – no minimum
- (2) The flat rate bi-monthly sewer charge is \$95.00, and the maintenance charge is \$30.00.

(b) Commercial “C”, Bi-Monthly Charges

- (1) The charge for water is \$9.00/1000 gallons – no minimum
- (2) The flat rate bi-monthly sewer charge is \$95.00 and the maintenance charge of \$30.00.

(c) Commercial-Holy Cross Church, Bi-Monthly Charges:

- (1) The charge for water is \$9.00/1000 gallons – no minimum.
- (2) The flat rate bi-monthly sewer charge is \$600.00, and the maintenance charge is \$30.00.

Meter Deposit

- (1) A deposit for water meter hookup for any new residential, non-residential, or commercial customer shall be required in the amount of \$500.00 per meter. The refund will be returned on the last water bill after a call for disconnection.
- (2) If in the event an existing resident’s water is turned off due to non-payment, a deposit will be required, in an amount necessary to cause a total deposit balance of \$500.00, prior to reconnection of water service. Such deposit shall be mandatory if there is no deposit, or there is a deposit in an amount less than \$500.00 remaining on the account.

Billing Charges Established for Residential, Non-Residential, and Commercial

*All Payments, as described below, shall be made in person or online (if applicable) at such place that payments are received, unless otherwise approved by the City or an authorized contractor for the City, with an authorized payment method (not to include personal checks).

- (1) Returned Check Fee is \$25.00
- (2) Meter Verification/Re-Read will be no charge if the meter was read incorrectly, one free re-read per year, and \$20.00 thereafter if the meter was read correctly by Inframark Water & Infrastructure Services.
- (3) A Service Account Transfer fee of \$15.00 will be charged for new accounts or when a resident moves from one address to another within the city, so that the records follow the resident.
- (4) Billing statements shall be mailed bi-monthly by the tenth (10th) day of each billing month.
- (5) The payment due date shall be thirty (30) calendar days from the statement mailed date.
- (6) If payment has not been received by the tenth (10th) day after the statement due date, a delinquent letter shall be mailed to the billing address and a delinquent letter fee of \$10.00 shall be applied to the account. The account holder shall have ten (10) business days (excluding holidays), from the date that such delinquent letter is issued, to pay all delinquent bills before a red tag is issued.
- (7) Red tag fee is \$20.00. Once a red tag is issued, the account holder shall have five (5) business days (excluding holidays), from the date that such red tag is issued, to pay all delinquent bills before the water is turned off.
- (8) Turn off fee is \$50.00.
- (9) Reconnect fee is \$50.00.
- (10) Removal of Meter due to unauthorized usage after turn off is \$100.00.
- (11) Insufficient Funds Fee is \$25.00.

Solid waste collection charges:

Per residential unit, school, church, public building, or similar use is \$51.50 bi-monthly, excluding sales tax. Additionally, a fuel surcharge and disposal environmental fee will be charged by the City if and when the Vendor's bill includes these fees.

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 September, 2025.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary