



Regular Council Meeting Minutes

Tuesday, October 18, 2022 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

This meeting was held in person with remote attendees present.

1. CALL TO ORDER

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

1.A. The **invocation** was given by Council Member Schwarz

1.B. **Pledge of Allegiance**

1.C. **PRESENT**

Council Member Andy Carey
Council Member Justin Crawford
Mayor Pro Tem Paul Maddock
Council Member David Schwarz

ABSENT

Mayor Bob Buesinger
Council Member Mike Gordy

Also present were: City Administrator Blevins, Assistant City Secretary Stephens, City Clerk Ray, City Engineer Him, City Engineer Vasquez, City Attorney Bounds* and Attorney Ramsey, Olson & Olson, Spring Valley Police Chief Schulze, Spring Valley Police Sergeant Menchaca, Village Fire Chief Foster, and Fire Commissioner Presswood.

*Present remotely

2. CITIZEN'S COMMENTS

Bill Bristow, 1233 Pine Chase Drive, asked the Council to address the drainage easement at 1209 Pine Chase Drive. He stated that he is concerned about his house flooding if this area does not drain properly.

3. DISCUSSION AND POSSIBLE ACTION

3.A. **Discussion and Possible Approval of a Proclamation recognizing Domestic Violence Awareness Month**

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

Mayor Pro Tem Maddock introduced State Representative Lacey Hull. Representative Hull said that she looks forward to continuing her work on domestic abuse awareness and prevention in the coming legislative session as well as other crime issues. She said she serves on the Health and Human Service Committee and the Insurance Committee and enjoys working on the issues that affect day to day lives of citizens.

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

The motion carried 4-0.

4. REPORTS TO COUNCIL

4.A. Police Report

Sergeant Menchaca said that in September there were 210 calls for service, 117 business checks, 49 public relations, and 12 traffic stops. He stated that Spring Valley Police Officers stopped an 18-year-old male who matched the description of an individual of interest who confessed to illegally entering vehicles.

Sergeant Menchaca stated that the Flock license plate reader cameras were utilized in a mail theft case. He stated that the vehicle license plate was captured and the photo on the registered owner's ID matched the video provided by the bank where the check was cashed. Sergeant Menchaca said that this individual has a criminal history for similar offenses.

Sergeant Menchaca said opportunistic criminals look for unlocked vehicles where they can easily get cash and valuables that can be sold.

4.B. Building Official Report

Administrator Blevins said in September there were various plan reviews, two (2) generator permits, and three (3) new construction projects. She said that one (1) red tag was issued for overgrown grass.

4.C. Engineer Report

Engineer Vasquez said that there was new infrastructure installed at **12 Pine Creek Lane** and the asphalt patch will need to be rebuilt.

Engineer Vasquez stated that there is a scheduled meeting on Monday with representatives of the **City of Houston Public Works** to coordinate direct contacts and operating procedures.

Engineer Him said the Interlocal Agreement for the **Wirt Road Safety Project** is under review by the City of Houston. He also stated that he sent a follow-up email to Harris County, who informed him that they were reviewing the Interlocal Agreement.

Engineer Vasquez said that the City of Houston has not responded regarding the **Pine Chase Grove** water meter vault area improvements. Engineer Him said that the City of Houston should not be flushing the backflow preventer in this area. Administrator Blevins said that she will remind Inframark how to flush the area, and asked residents to call City Hall if the water is being improperly flushed.

4.D. Fire Commissioner's Report

Commissioner Presswood said that the protective film on the windows on the fire station overhead doors has been installed.

Mayor Pro Tem Maddock asked what should have been done to prevent the issues with the roof. Commissioner Presswood said that the architect was supposed to do an inspection after the first layer of roofing, but that was not done. Chief Foster said that the contract required a superintendent on site, but they did not coordinate properly. He also stated that the contractor was supposed to perform twice weekly inspections.

Mayor Pro Tem Maddock asked about staffing the third ambulance. Chief Foster said they get assistance from the City of Houston when all their vehicles are in use.

5. DISCUSSION AND POSSIBLE ACTION

5.A. Discussion and Possible Action to use part of the contingency account in the FYE 2023 Budget for the purchase of three (3) additional flock cameras

Motion made by Council Member Gordy, seconded by Council Member Schwarz

Administrator Blevins said that the approved 2023 Budget included the cost to rent three (3) Flock License Plate Reader Cameras. She stated that she did not realize at the time that the rental fees are annual and asked the Council if they would like to increase the budget item to include funds for three (3) additional camera rentals to be installed at Hickory Shadows Drive, Pine Creek Lane, and Friarcreek Lane. The funds can be transferred from the contingency budget item or the HVCEFFC revenue.

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

The motion carried 4-0.

5.B. Discussion and possible approval of a property owner's request to waive the cost of installation of a sewer line for the new development of # 12 Pine Creek Lane

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

Brian Gaudet, **12 Pine Creek Lane**, said that he disagrees with the cost of the water and sewer line installation, but is more concerned with the way that the City

communicated during the process. He stated that he agreed for the water line to be installed but was billed for both the water and sewer line before he approved the sewer work. He said that the City set a precedent by asking for his approval but did not wait for approval on both utility lines.

Attorney Bounds said that he represents a water district, and the charges are in line with those assessed to Mr. Gaudet.

Engineer Him said that there are several factors that could affect the cost of infrastructure work at any time including the economy of scale and increases in construction rates.

The council discussed the eventual need for a sewer connection for the new development, the costs and municipal procedures as compared with industry standards, and the right of the City to direct a contractor to install utility lines. It was decided that the infrastructure had to be installed, and the cost is the responsibility of the developer and/or property owner.

Voting Nay: Council Member Crawford, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

The motion failed 0-4.

5.C. Discussion and Possible action regarding a letter from the Village Fire Department's Board of Commissioners dated October 5, 2022, related to Funding of Significant Incidents (emergency events).

Motion made by Council Member Schwarz, seconded by Council Member Carey

Attorney Bounds stated that the letter conflicts with the Interlocal Agreement which states that all cities must approve budget transfers. He said if a city does not approve the budget, then they have the option to leave the Interlocal Agreement. Attorney Bounds said if the commission is going to spend money outside of the approved amounts in the budget, then they need the participating city's approval.

Commissioner Presswood said that the letter is a result of the effects that the COVID pandemic had on the department's budget and the need to staff a second ambulance. He said if there is a potential of exceeding the budget then the commission will adjust for that at the next regularly scheduled meeting. Commissioner Presswood said this is for emergency situations.

City Attorney Bounds said that there are procedures for city councils to meet in declared emergency situations in order to approve fund expenditures.

Chief Foster said that the Fire Department historically has not had a contingency fund and in emergency spending situations waited for additional money from the participating cities through a budget amendment. He said that the attorney for the Fire Department issued a different opinion than the participating city's attorneys regarding the letter issued by Commissioner Presswood.

Attorney Bounds said that a contingency limit could be approved by the participating cities, but the Village Fire Department cannot transfer allocated funds on other budget items without approval. He added that the budget presented by the Fire Department does not show all revenue sources.

The council did not take action on agenda item 5.C.

5.D. Discussion and Possible Appointment of Cassandra Stephens as City Secretary

Motion made by Council Member Schwarz, seconded by Council Member Crawford

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

The motion carried 4-0.

5.E. Administer Oath of Office for City Secretary

Assistant City Secretary Stephens took the oath of office as City Secretary.

The Council recessed for a reception in honor of City Secretary Stephens at 8:39 P.M. and reconvened at 8:45 P.M.

5.F. Discussion and Possible Approval for the City of Hilshire Village to become an ERCOT Corporate Member with a \$100.00 annual membership fee

Motion made by Council Member Carey, seconded by Council Member Crawford

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

The motion carried 4-0.

5.G. Discussion of front yard obstructions

Council Member Crawford said that the ordinance from the Town of Trophy Club may be too simple but does not require definitions of open-air structures.

Council Member Schwarz stated that he did not want to create an ordinance that was too restrictive on outdoor living and therefore not family-friendly.

Mayor Pro Tem Maddock said that he thought the ordinance from the City of Hunters Creek Village looked good but might be too specific.

Administrator Blevins asked if an ordinance is passed can the City give the property owner notice of a timeframe to remove the items that would be in violation?

6. CLOSED EXECUTIVE SESSION: The Council did not convene into an Executive Session.

7. REPORTS TO COUNCIL

- 7.A. **Mayor Buesinger's Report:** No outstanding items to report.
- 7.B. **City Administrator's Report:** City Administrator Blevins said that the water line break caused by Verizon's right-of-way work on Ridgeley Drive was repaired.
- 7.C. **City Treasurer's Report:** City Administrator Blevins stated that there was fraudulent activity on an account that is rarely used, and the funds have been recovered.

8. CONSENT AGENDA

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

- 8.A. Disbursements
- 8.B. Minutes From the Public Hearing and Special Council Meeting, September 19, 2022
- 8.C. Minutes From the Regular Council Meeting, September 20, 2022
- 8.D. Check Registers
- 8.E. 4th Quarter Investment Report

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

The motion carried 4-0.

9. ADDITIONAL COUNCIL COMMENTS

Council Member Carey asked that a reminder be sent to the residents on Pine Creek Lane regarding loose dogs as he has received multiple notices from Pine Creek Lane citizens.

10. FUTURE AGENDA TOPICS

The Council would like to review a draft ordinance regarding playground equipment in residential front yards.

11. ANNOUNCEMENTS None

12. ADJOURNMENT

Motion made by Council Member Schwarz, seconded by Council Member Crawford.

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

The motion carried 4-0.

The meeting was adjourned at 9:06 P.M.

Paul Maddock, Mayor Pro Tem

ATTEST:

Cassie Stephens, City Secretary

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

* * * * *

WHEREAS, The City of Hilshire Village recognizes the important work done by survivors, domestic violence programs and victim service providers; and

WHEREAS, in just one day, across the U.S. and its territories, nearly 75,000 victims of domestic violence sought services from domestic violence programs and shelters. That same day, more than 9,000 requests for services, including emergency shelter, housing, transportation, childcare and legal representation, could not be provided because programs lacked the resources to meet victims' needs; and

WHEREAS, the impact of domestic violence is wide ranging, directly affecting individuals and society as a whole, here in this community, throughout the United States and the world; and

WHEREAS, racism, homophobia, transphobia, ageism and discrimination based on physical ability, nationality or other factors help to perpetuate domestic violence and make finding safety even more difficult for some victims; and

WHEREAS, the need for safe housing continues to be rated as survivors' most urgent need; and

NOW, THEREFORE, BE IT RESOLVED, The City of Hilshire Village joins with others across Texas and the nation in supporting victims of domestic violence, as well as local programs, state coalitions, national organizations, and other agencies nationwide who are committed to increasing public awareness of domestic violence and sending a clear message to abusers that domestic violence is not tolerated in Hilshire Village; and

IN WITNESS WHEREOF, I have hereunto set my signature and the seal of the City of Hilshire Village, this 18th day of October 2022.

Attest

Robert F. Buesinger, Mayor

Susan Blevins, City Secretary



SPRING VALLEY VILLAGE POLICE DEPARTMENT

**MONTHLY NEWSLETTER:
OCTOBER 2022**

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



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

INTRODUCTION

Hilshire Village Residents,

Fall is officially upon us. Hopefully everyone is adjusting to being back to school and getting ready for cooler weather.

KEEP IN MIND:

- Be sure to lock all doors and windows in your home and set your alarm, when you are not on the premises.
- Lock your vehicle when it is unoccupied and take valuables and keys with you.
- Trick-or-treaters will be out and about on Halloween, so please be cautious while driving through neighborhoods. Lets make this a fun, spooky, and safe event for everyone.

*Sincerely,
Acting Chief M. Schulze*

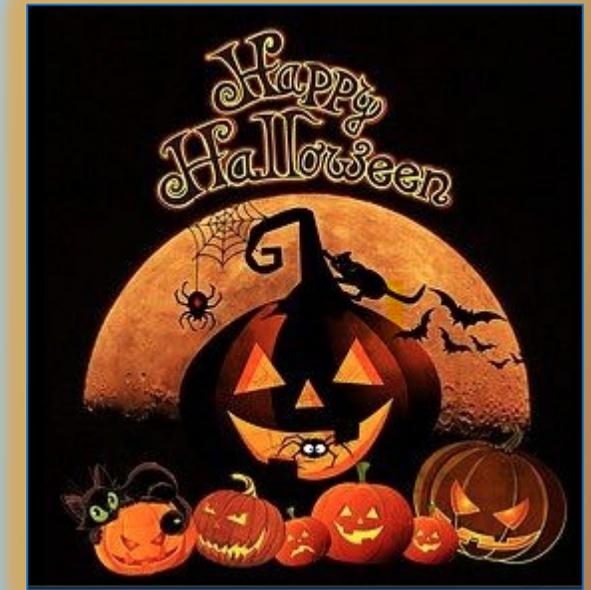


OCTOBER 2022

DATE	DAY	SPECIAL DAYS FOR THIS MONTH
OCTOBER 01, 2022	SATURDAY	BREAST CANCER AWARENESS MONTH
OCTOBER 01, 2022	SATURDAY	DOMESTIC VIOLENCE AWARENESS MONTH
OCTOBER 04, 2022	TUESDAY	NATIONAL NIGHT OUT
OCTOBER 10, 2022	MONDAY	COLUMBUS DAY
OCTOBER 24, 2022	MONDAY	UNITED NATIONS DAY
OCTOBER 28, 2022	FRIDAY	NATIONAL FIRST RESPONDERS DAY
OCTOBER 31, 2022	MONDAY	HALLOWEEN



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



IMPORTANT NUMBERS AT A GLANCE



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

<u>EMERGENCY</u>		<u>NON - EMERGENCY</u>	
911 - FOR ALL EMERGENCY		713-465-8323	
988 – NATIONAL SUICIDE & MENTAL HEALTH			
<u>SPRING VALLEY VILLAGE</u>		<u>VILLAGE FIRE DEPARTMENT</u>	
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		
<u>HILSHIRE VILLAGE</u>			
HILLSHIRE VILLAGE – CITY HALL	713-973-1779		

SPRING VALLEY POLICE DEPARTMENT

HILSHIRE VILLAGE

CALLS BY TYPE: 09/01/22 THRU 09/30/22

TYPE	DESCRIPTION	# OF CALLS
22	ALARM	8
23	AMBULANCE CALL	3
135	BUSINESS CHECK	117
47	CHILD LOCKED IN VEHICLE	1
60	FIRE CALL	2
65	GAS LEAK	1
70	INFORMATION	3
71	INVESTIGATION	1
76	LOUD NOISE	1
81	OPEN DOOR	1
86	PUBLIC RELATIONS	49
99	STALLED VEHICLE	1
104	SUSPICIOUS PERSON	3
105	SUSPICIOUS VEHICLE	2
154	THEFT	1
11	TRAFFIC STOP	12
111	VEHICLE BLOCKING ROADWAY	1
163	VIOLATION CITY ORDINANCE	1
117	WELFARE CONCERN	2
	TOTAL	210



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

1025 CAMPBELL ROAD, HOUSTON, TX 77055

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

IDENTITY THEFT

What are the 3 types of identity theft?

- Financial Identity Theft
- Medical Identity Theft
- Online Identity Theft

Identity theft is a crime in which an imposter obtains key pieces of personally identifiable information (PII), such as Social Security or driver's license numbers, to impersonate someone else.

Prevent identity theft

- Check your credit report regularly.
- Shred unsolicited credit card applications.
- Monitor your account statements for unauthorized transactions.
- Follow up with creditors if your bills are missing.
- Keep your Social Security card and number in a safe location.
- Do not respond to spam email.



Item 4.A.



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

1025 CAMPBELL ROAD, HOUSTON, TX 77055

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

IDENTITY THEFT



What to Do If Your Identity Is Stolen.

- File a claim with your identity theft insurance.
- Notify companies of your stolen identity.
- File a report with the Federal Trade Commission.
- Contact your local police department.
- Place a fraud alert on your credit reports.
- Freeze your credit.
- Sign up for a credit monitoring service.

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

Identity theft recovery

Depending on the type of information stolen, victims should contact the appropriate organization and inform it of the situation. This could be a bank, credit card company, health insurance provider or the IRS. Victims should request to have their account frozen or closed to prevent further fraudulent charges, claims or actions.

Identity theft victims should file a complaint with the Federal Trade Commission (FTC) and inform one of the three major credit bureaus -- Equifax, Experian, or TransUnion -- to have a fraud alert or security freeze placed on their credit records.

Victims can visit the FTC website to obtain a recovery plan and put it into action. The plan includes the collection of forms and letters necessary to guide the victim through the recovery process. If your identity is compromised in a data security breach, victims should follow up with the company responsible about what assistance and protections it may have in place for victims and their data.

BURGLARY OF A MOTOR VEHICLE

Crime Prevention Tips:

By practicing the suggested crime prevention tips you can help reduce the chances that you will become the victim of a burglary of a motor vehicle. **BE AWARE of your surroundings at all times.** Criminals target people that might be distracted (walking while looking at their cell phone or talking on their cell phone, wearing earphones). **PARK ONLY** in well-lit areas near other vehicles. **PARK ONLY** in high traffic areas of a parking lot. **DO NOT jeopardize your safety or the safety of your family for convenience.** Never leave valuables in your vehicle. Criminals watch parking lots to see where you might be hiding valuables, for example your trunk. This is especially true if you are going to be away from your vehicle for a long period of time or overnight. Criminals targets of choice: Guns, purses, laptops, tablets, hand tools, jewelry, coins or anything they might feel is valuable.

Always LOCK all doors and ensure windows are rolled up!

Never leave a gun unsecured in your vehicle! Car break-ins where guns were stolen has increased. Thieves like to specifically target shooting ranges and then follow you to your next location and break into your vehicle. If you notice anyone acting suspicious or hanging around the parking lot, return to the store or business and notify management or call police.

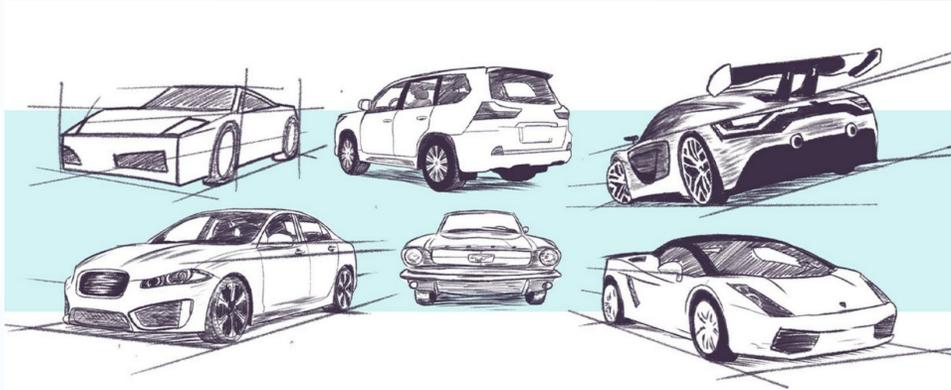
Don't think dark -tinted windows will hide your valuables. Thieves often use flashlights to see through tint. Even if your vehicle is locked and alarmed, if you leave valuables (or the hint of valuables) in plain sight, a thief may target your car, even knowing it's locked and alarmed. But, without a clear prize in sight, a locked/alarmed car will likely be bypassed for an easier "target of opportunity". **AT HOME**, if possible, put your vehicle in a garage and lock the door if you're not able to park your vehicle in the garage at least park the vehicle in the driveway. Always park in a well-lit areas and be familiar with your surroundings. Use auto theft deterrents such as car alarms, kill switches, steering wheel locks and tracking devices.

Burglary of a motor vehicle is a crime of opportunity. Don't become a victim, protect your car and personal property.



**** NEW ****

VEHICLE REPORT CARD



Spring Valley Village Police Department will be implementing a new program called "Vehicle Report Card" as of September 2022. Our officers will place this card (example on the right) on your windshield to indicate a quick overview of what they observed when patrolling the area. These cards have no penalty whatsoever, they are only to let the owner know that our officers were in the area checking the safety and security of your vehicle. The new program will include both residential and businesses in our jurisdiction.

If you have any questions regarding this, please feel free to call our department.

1025 CAMPBELL ROAD, HOUSTON, TX 77055

Item 4.A.

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

SPRING VALLEY VILLAGE POLICE DEPARTMENT



Vehicle Report Card

PASS

**Congratulations! Your Vehicle has passed the
Anti-theft Inspection.**

**Your actions can assist the officer's at Spring
Valley to deter crime.**

FAIL

PASS

FAIL

DOOR UNLOCKED

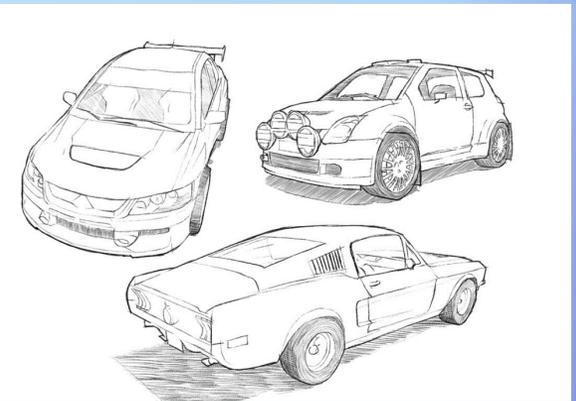
WINDOW OPEN OR CRACKED

PACKAGES OR VALUABLES
IN PLAIN VIEW

OTHER

OFFICER: _____

DATE INSPECTED: _____



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

OCTOBER AWARENESS:



<p>1 in 8 women will get breast cancer.</p>	<p>It is the most common cancer in women, among nearly every racial and ethnic group.</p>
<p>Every year, approximately 232,000 women get diagnosed with breast cancer. 40,000 die.</p>	<p>Men get breast cancer too. Approximately 400 die from the disease every year.</p>

For every 1,000 women who have a screening mammogram

100* out of the 1,000 will return for additional mammogram and/or ultrasound due to something seen in the initial mammogram

61 out of the 1,000 will have the additional imaging and find nothing is wrong

20* out of the 1,000 will find what was seen in the imaging is likely not cancer and return in 6 months to keep watch on the finding

19 out of the 1,000 will have a minimally invasive needle biopsy

When breast cancer is found this way the *cure rate is very high*

5 out of the 1,000 will be diagnosed with breast cancer

To learn more about the benefits and risks of annual mammography, visit MammographySavesLives.org.

*This will be lower for women who have had prior mammograms and higher for women who are having their first mammogram.

MammographySavesLives™
... one of them may be yours

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

OCTOBER AWARENESS:



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

DOMESTIC VIOLENCE IMPACTS THE ENTIRE FAMILY



30-60%

of Intimate Partner Violence cases also include child abuse.

Children's Hospital of Philadelphia Research Institute
American Academy of Pediatrics

275 MILLION CHILDREN
are currently exposed to domestic
violence world-wide.

UNICEF - "Behind Closed Doors: The Impact of Domestic Violence on Children"



SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

09\01\2022
 thru 09\30\2022
 Zone is: HILSHIRE VILLAGE

Type	Description	# Of Calls
22	ALARM	8
23	AMBULANCE CALL	3
135	BUSINESS CHECK	117
47	CHILD LOCKED IN VEHICLE	1
60	FIRE CALL	2
65	GAS LEAK	1
70	INFORMATION	3
71	INVESTIGATION	1
76	LOUD NOISE	1
81	OPEN DOOR	1
86	PUBLIC RELATIONS	49
99	STALLED VEHICLE	1
104	SUSPICIOUS PERSON	3
105	SUSPICIOUS VEHICLE	2
154	THEFT	1
11	TRAFFIC STOP	12
111	VEHICLE BLOCKING ROADWAY	1
163	VIOLATION OF CITY ORDINANCE	1
117	WELFARE CONCERN	2
Total		210

BUILDING REPORT SUMMARY

for the month of
September 2022

Plan Review:

1. Fence- 1326 Glourie
2. Generator – 7906 N Villa, 8210 Mallie, 1202 Glourie
3. New Construction –1315 Friarcreek, 1126 Guinea, 8005 Anadell
4. Pergola – 7907 Hilshire Green
5. Swimming Pool – 1131 Wirt Rd

Change of Occupancy Use: None

Extended Permit Request: None

Permits:

Driveway Extension	1
Erosion Control	1
Fence	1
Generator	2
Irrigation	1
Parking Pad	1
Plumbing	3
Reroof	1
Tree Removal	1
Total:	12

Inspections:

Pass	12
Fail	1
Consult	
Canceled	

Total: 13

Red Tag / Stop Work Orders Issued:

1. Red Tag 1226 Glourie: Grass height above 8”

Building Finals / Certificates of Occupancy:

Plan Review Permit Log

	Date	Permit Number	Address	Issued To	Amount Received	Description / Scope
1	Thu 9/1/22	HV-22-085	2 Pine Creek Ln	Valco Instruments	\$ 980.00	Erosion Control
	Fri 9/2/22	HV-22-079GE	1202 Glourie Drive	A & A GenPro		Plan Review -Generator
2	Wed 9/7/22	HV-22-081V	1330 Glourie	Hogue Landscaping	\$ 460.00	Parking Pad
3	Mon 9/12/22	HV-22-086R	8205 Burkhart Road	Kathleen Stafford	\$ 240.00	Reroof
	Tue 9/13/22	HV-22-087GE	7906 N Villa Court	A&A GenPro		Plan Review -Generator
4	Wed 9/14/22	HV-22-081V2	1330 Glourie	Hogue Landscaping	\$ 240.00	Driveway Extension
5	Thu 9/15/22	HV-22-079GE	1202 Glourie Drive	A&A GenPro	\$ 330.00	Generator-Electrical
6	Thu 9/15/22	HV-22-087GE	7906 N Villa Court	A&A GenPro	\$ 330.00	Generator-Electrical
	Thu 9/15/22	HV-22-091	8005 Anadell	Jeff Paul Custom Domes	0	Plan Review -NSFR
7	Mon 9/19/22	HV-22-059P	1311 Friarcreek Ln	Living Solutions Limite	\$ 180.00	Plumbing -Sewer Disconnect
8	Tue 9/20/22	HV-20-099I	1326 Glourie	Superior Lawn Care	\$ 240.00	Irrigation
9	Wed 9/21/22	HV-22-048T	1210 Ridgeley Dr	McCollum Custom Hor	\$ 25.00	Tree Removal
	Wed 9/21/22	HV-22-092	8210 Mallie Ct	Kiss Generator	\$ -	Plan Review -Generator
	Thu 9/22/22	HV-22-089F	1326 Glourie Drive	Tony Munoz Fence	\$ -	Plan Review - Fence
10	Mon 9/26/22	HV-22-079GP	1202 Glourie Drive	Freddie Bailey Plumbir	\$ 280.00	Generator - Plumbing
11	Tue 9/27/22	HV-22-089F	1326 Glourie Dr	Tony Munoz Fence	\$ 175.00	Fence
	Tue 9/27/22	HV-22-093	1126 Guinea	Enterprise Builders	\$ -	Plan Review -NSFR
12	Thu 9/29/22	HV-22-090	1324 Pine Chase Dr	Herndon Muncey	\$ 160.00	Plumbing
	Wed 9/28/22	HV-21-045AB	7907 Hilshire Green	Helms Landscape Des	\$ -	Plan Review - Pergola
	Wed 9/28/22	HV-22-080SP	1131 Wirt Rd	Whale Pools		Resubmittal Plan Review - Pool
	Fri 9/30/22	HV-22-094	1315 Friarcreek	Lihn Tran	\$ -	Resubmittal Plan Review - NSFR

Inspection Log

Log #	Address	Permit #	Request Type	Pass or Fail	Date	Inspector
22-271	1123 Guinea Drive	HV-21-041E2	Meter Release	PASS	9/2/22	BBG
22-271	7907 Hilshire	HV-21-084	Fence Final	PASS	9/9/22	BBG
22-272	1015 Ridgeley	HV-22-062P	Electrical	PASS	9/12/22	BBG
22-273	1330 Glourie	HV-22-066B	Hurrican Clips	Pass	9/15/22	BBG
22-274	1311 Friarcreek Ln	HV-22-078	Tree Protection - Pre-Construction	PASS	9/16/22	Cary Moran
22-275	8205 Burkhart	HV-22-086R	Final roof inspection	PASS	9/20/22	BBG
22-276	1326 Glourie	HV-20-099B	Flatwork - driveway and walkway, back patio	PASS	9/21/22	BBG
22-277	1210 Ridgeley Dr	HV-22-048I	Tree Protection - Pre-Construction	PASS	9/21/22	Cary Moran
22-279	1202 Glourie	HV-22-081GE	Generator Pad Pre-Pour	PASS	9/22/22	BBG
22-280	7906 N Villa Ct	HV-22-087GE	Generator Pad Pre-Pour	PASS	9/22/22	BBG
22-281	12 Pine Creek	HV-22-018P	Sewer top-out	PASS	9/22/22	BBG
22-282	12 Pine Creek	HV-22-018B	Frame	FAIL	9/27/22	BBG
22-283	1326 Glourie	HV-20-099I	Irrigation - Underground	PASS	9/27/22	BBG
22-284	12 Pine Creek	HV-22-018B	Frame	PASS	9/31/22	BBG



October 14, 2022

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

Re: Engineer's Report for October 18, 2022 Council Meeting
HDR Job No. 10281855

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from September 16, 2022 to October 14, 2022.

1. On-Going Services (10336207):

a. 8005 Anadell Street –

- On October 14, 2022, HDR provided a pre-construction inspection for 8005 Anadell Street. The inspection passed with exceptions noted.

b. 1302 Friarcreek Lane –

- On September 21, 2022, HDR received an As Built Erosion Control plan for 1302 Friarcreek Lane. The as built erosion control plan is currently being reviewed for comments.

c. 1311 Friarcreek Lane –

- On October 14, 2022, HDR reviewed and returned comments for the Drainage Plan for 1311 Friarcreek Lane.

d. 1315 Friarcreek Lane –

- On October 12, 2022, HDR received a revised Drainage Plan for 1315 Friarcreek Lane. The drainage plan is currently being reviewed for comments.

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

- e. 1330 Glourie Drive –
 - On September 22, 2022 and October 5, 2022, HDR provided final inspection of the parking pad, and driveway extension/ rear landscaping (artificial turf drainage) respectively for 1330 Glourie Drive. The inspection passed with exceptions noted.
- f. 7907 Hilshire Green Drive –
 - On October 13, 2022, HDR provided a re-inspection of the As Built Drainage for 7907 Hilshire Green Drive. The inspection passed with exceptions noted and the As Built Drainage Plan is currently being reviewed.
- g. 2 Pine Creek Lane –
 - On September 22, 2022, HDR provided a site visit to 2 Pine Creek Lane to review erosion control work taking place along rear property adjacent to the creek. The Contractor was continuing work to rebuild a retaining wall that had collapsed and is in coordination with the City on submitting plans and details for completing permitting and construction of the project.
- h. 12 Pine Creek Lane –
 - On October 3, 2022, HDR provided a site visit to 12 Pine Creek Lane to review the utility paving repair on Pine Creek Lane. Upon review of the paving repair, it was found that the asphalt surface course requires corrections. HDR has requested a proposed work schedule from the Contractor to perform the repairs to the asphalt paving surface. The work will be coordinated with City accordingly once a date has been scheduled.
- i. 1210 Ridgeley Drive –
 - On October 14, 2022, HDR provided a pre-construction inspection for 1210 Ridgeley Drive. The inspection passed with exceptions noted.
- j. 1310 Ridgeley Drive –
 - On September 22, 2022, HDR provided an interim site visit to review the erosion control project at 1310 Ridgeley Drive. The Contractor was reminded of maintaining drainage within the site and the ravine running through the property.
- k. 7915 S. Villa Circle –
 - On October 14, 2022, HDR requested additional information for the As Built Pool Drainage plan for 7915 S. Villa Circle and is currently being reviewed for comments.

l. 1131 Wirt Road –

- On October 14, 2022, HDR reviewed and returned comments for the Pool Drainage Plan for 1131 Wirt Road.

m. Pine Chase Grove Water Meters –

- HDR continues efforts to coordinate with the City of Houston to provide guidance on options to improve the appearance and safety of the Pine Chase Grove easement area.

n. Water Quality Issues –

- HDR has coordinated an initial meeting with the City of Houston Drinking Water Operations at the end of this month. The meeting objective is to discuss water utility operations/procedures, coordinate concerns and outstanding issues, and establish an on-going coordination effort with their team regarding operations and water service to the City of Hilshire Village.

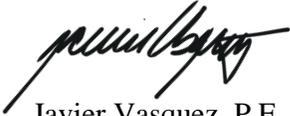
o. Wirt Road Safety Project/ Interlocal Agreements –

- HDR is currently coordinating with the Survey Subconsultant to begin the route topographic survey on the west side of Wirt Road from Hickory Shadows Drive to Westview Drive. HDR is also coordinating with private utilities requesting records research of their existing facilities within the project area that may be in conflict with the proposed work.
- After survey data is received, HDR will process the survey, prepare the plan view background, and redline the proposed sidewalk and wheelchair ramp improvements along the west side of Wirt Road. Once a preliminary schematic layout is completed, HDR will coordinate and meet with the City of Houston (COH) to obtain preliminary approval of plans and coordinate on any other requirements (i.e. crosswalks) the City may have on this project.
- As previously authorized by City Council, HDR has transmitted the Draft Interlocal Agreement (ILA) between the COH and City of Hilshire Village (HV) to the COH for review and comments. No comments have been received to date.
- HDR has also been coordinating with Ms. Amanda Jones, Director, Customer Services & Client Relations at Harris County (HC) regarding the status of the ILA between HC and HV. Ms. Jones reported that the ILA has been drafted by the County Attorney, it is currently being reviewed internally by County Staff, and once this review is completed, it will be transmitted to HV for review and comments, or approval.

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.

A handwritten signature in black ink, appearing to read 'Javier Vasquez', written in a cursive style.

Javier Vasquez, P.E., CFM
Civil Engineer

cc: Files (10336207)

A	1	2		3			4		5			6		7		8		9		10			11		12		13		14		15	
		Total Number of Incidents 2022			Life Threatening (LT) EMS Incidents					Life Threatening (LT) Fire Incidents																						
		Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90%	Natl. Stand 10:30 ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	% of 2022 Calls are:		Fire Alarms	% of Fire Calls																
Bunker Hill Village	126	100	226	41	3:16	100%	5:48	100%	20	5:35	100%	56%	44%	63	50%																	
Hedwig Village	157	221	378	126	3:03	100%	3:01	100%	16	3:17	100%	42%	58%	61	39%																	
Hilshire Village	25	37	62	20	3:26	100%	5:10	100%	1	5:42	100%	40%	60%	8	32%																	
Hunters Creek Village	192	101	293	40	3:46	100%	5:20	100%	14	4:35	100%	66%	34%	82	43%																	
Piney Point Village	175	83	258	44	3:32	100%	5:00	100%	12	4:19	100%	68%	32%	83	47%																	
Spring Valley Village	159	153	312	70	2:37	100%	4:22	100%	20	4:17	100%	51%	49%	40	25%																	
Houston	81	3	84																													
Totals	915	698	1613	341	3:16	100%	4:47	100%	83	4:37	100%	57%	43%	337	39%																	

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

Column 1: Reflects the cities listed within the chart.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

flock safety

Created Date: 10/05/2022

Expiration Date: 11/02/2022

Quote Number: Q-06059

Prepared By: Dale Anzalone

Phone: 7133052672

Email: dale.anzalone@flocksafety.com

Address Information

Bill To:
8301 Westview Drive
Houston, Texas 77055

Ship To:
8301 Westview Drive
Houston, Texas 77055

Billing Company Name: TX - Hilshire Village
Billing Contact Name:
Billing Email Address:

Billing Phone:
Billing Fax:

Terms and Conditions

Contract Start Date: 10/28/2022

Billing Method: Net 30

Subscription Term:

Billing Frequency: 50%/25%/25%

Services

Product	Description	List Price	Sales Price	Quantity	Total Price
Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.	\$5,000.00	\$5,000.00	3.00	\$15,000.00

flock safety

Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.	\$350.00	\$350.00	3.00	\$1,050.00
---	--	----------	----------	------	------------

Total Price: \$16,050.00

Estimated Tax: \$

Recurring Total: \$

Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice – this document is a non-binding proposal for providing informational purposes only. Pricing is subject to change. This proposal shall be valid until the documented expiration date.

Discussion and possible approval of a property owner's request to waive the cost of installation of a sewer line for new development of # 12 Pine Creek Lane

It is the City's Policy to have all new development pay for the cost of any additional infrastructure needed. Including Water and Sewer.

Sewer and water were installed by the city for the 4 new lots on Glourie. Each new developer was charged their portion of the cost.

12/1/21 Checked with HDR for drawings regarding the sewer line
As built drawings showed the sewer was installed for the property

8/9/22 Contractor informed the city that they were unable to locate sewer clean-out per the as-built drawings
Contractor asked that the water meter be moved to the other side of the property than his drawings refer to.

8/10/22 The City requested that the location be marked, and a photo sent

8/16/22 The City requested a price for the installation of water line and sewer from Houston Plumbing (they have been used in the past and were usually the low bidder)

8/18/22 Received a quote for work

8/24/22 Sent Paul McHugh (builder) the full quote for both the water and sewer from Houston Plumbing

8/31/22 Received email from Paul McHugh asking if the water meter was installed, Lisa forwarded the email that was sent regarding the pricing asking for approval of the work
Paul came back and stated that he did not know there was not sewer on the property

8/31/22 City check with Engineer regarding the sewer line. He suggested area to be excavated to look for sewer. He said he would also look at the sewer videos to see if he could locate.

9/1/22 City informed the builder that it was the city's policy to use their vendors and not the vendors of the builder and that the City could go to another source but that their pricing came in more and lead time was longer.

9/1/22 The builder repeated "so it is confirmed there is no sewer connection existing, what about water when will that be done?"

9/1/22 the city office stated they would check with city engineer to confirm that the video did not show the sewer connection (Engineer said he was not able to locate video footage of sewer cleanout on property) he would like our plumber to hand dig on both side of the property searching from the street to the area that the clean out is usually located.

- 9/6/22 Email from builder "Any word from the engineer? I guess the confusion for our part is that originally, we were told to dig at this location for the sewer connection, but I guess now we're saying it doesn't exist? Is there anyway we can get the water meter installs first without doing the sewer
- 9/6/22 Another email from builder: "Good afternoon I came in this morning to discuss the issue I was told that you guys would circle back when you got in. I just need to make sure we're really pushing forward with a water meter. The owner Bryan who I CC on this sent over all the information on August 3 and then you guys asked about the location. I thought at that point we were already a go for the water. So at this point we need to know what is missing for us to do the water. This sewer issue just came up last week and is new and we need time to figure that out but the water we assume was already going to get installed any day now. Can you help us and expedite this process for us so that we can get the water installed ASAP. Please let us know anything that we need to do and then the expectations of installation"
- 9/6/22 Email from the City "just spoke with Brian. We are moving forward with the water line and meter tap upgrade. We have a separate process for pricing and scheduling, and we appreciate your patience. I've attached the map you provided with the approved location of the water meter, please confirm. The city engineer was unable to find video footage. We will have the plumber do additional exploratory work for the sewer line.
- 9/6/22 City Engineer sent google map picture which appeared to have lines under the street so the plumbing contractor was told to dig from right of way towards property to search the for sewer line just to make sure it was not there.
- 9/7/22 Homeowner paid for water meter line installation
- 9/12/22 City Plumber on job searching for sewer line so that he can make sure it is not there. Sewer line and water line needed to be a certain distance apart. Need to confirm the location of sewer before starting water line
- 9/12/22 Dug on both sides of property no sewer line was found. City Administrator made the decision to do work for sewer line while the street was cut. She did not want to cut the street twice. It was decided the builder could reimburse the city for that portion when ready to connect to the city's line.
- 9/19/22 Contractor emailed regarding his displeasure with the city installing the sewer line without his authority. Email that was sent to the builder in response.

“It was decided by our office that we would approve both the sanitary and water line connections for several reasons.

First, we would not approve of the street being cut or excavated twice when it did not need to be. This only weakens the pavement and causes undue disruptions to the nearby citizens.

Second, both water and sanitary sewer are required for the lot regardless and waiting on the sewer would mean even further delays for the owners.

Third, this price is non-negotiable. The city has the authority to establish the charges for utility work. We will not be reducing the cost for the damages you claim, but if you would like to send me clear photos of your assets or equipment that was damaged, I will submit it to the city attorney for an opinion on reimbursement. Any item that was in the right-of-way should have been removed by you before this work started.

Fourth, the city does not allow any plumber other than those pre-approved to work directly on the city’s infrastructure. I am not aware of any city that allows this. The discussion in the initial communications regarding obtaining other quotes should not have been offered, and we have addressed that internally.

CONTRACT

HOUSTON PLUMBING SPECIALIST

8520 SWEETWATER LN. STE.15-B

HOUSTON, TX 77037

OFFICE:281-809-3937 / FAX:281-836-5499

houstonplumbingspecialist@yahoo.com

Page 1

To:	CASSIE STEPHENS CITY OF HILSHIRE VILLAGE 8301 WESTVIEW, HOU.TX.77055	DATE:	08/16/2022
email:	Cassie.stephens@hilshirevillagetexas.com	JOB LOCATION:	12 PINE CREEK LN. HOUSTON, TX.77055
Phone:	713-973-1779	JOB SITE:	12 PINE CREEK LN. HOU.TX.77055

PROPOSAL FOR: (ONE) SANITARY SEWER TAP & (ONE) 1" WATER TAP

- | | |
|--|------------|
| ➤ 1. 1" SHORT WATER TAP TO PROPERTY LINE ONLY. | |
| ➤ 2. SAW CUT PAVEMENT | |
| ➤ 3. RESTORATION OF 5x5 CEMENT PAD. | |
| ➤ 4. HAUL OFF OF HPS DEBRIS | \$5,600.00 |

- | | |
|--|------------|
| 1.SANITARY SEWER TAP TO MAIN, 12"AND UNDER | |
| 2.WITH (ONE) 8x6 SADDLE | |
| 3.6" EXTENSION 26 PIPE TO PROPERTY LINE. | |
| 4.HAUL OFF OF HPS DEBRIS. | |
| 5.SAW CUT 5 x 5 CEMENT PAD. | |
| 6.RESTORATION 8x6 CEMENT. | \$7,200.00 |

NOTE: PRICE DOES NOT INCLUDE ANY OTHER WORK NOT SPECIFIED

TOTAL JOB: \$12,800.00

Permits:

- PERMITS - Permit processing fees, expired permits, and plan runner fees may apply to the builder apply to HPS
- BONDS – HPS to pay all bonds needed including expired bonds.
- PERMITTED AND INSPECTED BY CITY. (All necessary communications and meetings to complete City Inspections and required permits> NOTE- All excavated soil to be stored on site for duration of jobs. Any unnecessary extra soil or debris will be removed by HPS NOTE-HPS while on location is not responsible for and cannot guarantee the survival of plant life and grass. Though after plumbing excavation and install, any grass, soil, crushed granite, or landscape will be placed back in its original locations by HPS or hauled away if extra, per above NOTE. NOTE- HPS is responsible for replacement of SOD, concrete, and/or any other material that's part of this contract. NOTE-HPS is responsible for any damage to any un-marked public or private services or utilities. If necessary, HPS is responsible to mark any utilities or services around excavation.

NOTE- All excavated soil to be stored on site for duration of jobs.

NOTE-HPS while on location is not responsible for any grass or landscape damage and cannot guarantee the survival of plant life and grass and they may have to be replaced by customer.

NOTE- HPS is not responsible for replacement of SOD, concrete, and/or any other material that's not stated in this contract.

CONTRACT

HOUSTON PLUMBING SPECIALIST

8520 SWEETWATER LN. STE. 15-B

HOUSTON, TX 77037

OFFICE: 281-809-3937 / FAX: 281-836-5499

houstonplumbingspecialist@yahoo.com

Page: 2

Job Site: 12 PINE CREEK LANE, HOU. TX. 77055

FOR THE LUMP SUM OF:

TWELVE THOUSAND EIGHT HUNDRED AND NO/100

PAYMENTS TO BE MADE AS FOLLOWS: Half Due Upon Signed Contract = \$6,400.00 and HALF ON SITE AT COMPLETION OF HPS WORK \$6,400.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices and ordinances and laws. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders and may become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance on, 12 PINE CREEK LANE, property. Unforeseen underground obstacles will be the responsibility of HPS for repairs. Delayed payment will not void any warranties. Acceptance of Contract - The above prices, specification and conditions are satisfactory and are hereby accepted. Once appropriate and necessary permits are received and parties agree, HPS is authorized to do the work as specified. Payment will be made as outlined above. Tests or inspections postponed due to incorrect and/or lack of paperwork or outdated plans will constitute noncompletion of any work performed and give reason for delayed payment of such. Any alterations or deviations from above specifications involving extra costs will be executed upon written order or verbal authorization. Any new costs incurred due to 8373 Group Inc negligence, will become an extra charge over and above the estimate submitted. All agreements contingent upon strikes, accidents, or delays beyond our control.

Acceptance of Contract - The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Payment will be made as outlined above.

Tests or inspections postponed due to incorrect and/or lack of paperwork or outdated plans does not constitute incompleteness of any work performed, nor give reason for delayed payment of such.

Any alterations or deviations from above specifications involving extra costs will be executed upon written order or verbal authorization. The new costs incurred will become an extra charge over and above the estimate submitted. All agreements contingent upon strikes, accidents, or delays beyond our control.

We assume the debt is valid. This contract will deem valid once the first payment is made. Any outstanding payments made after 30 days are subject to 1% per month, which is calculated from the 31st day through payment.

Signature: *[Handwritten Signature]*
Authorized Builder / Company Representative

Date: 8/18/22

Print Name: Cassie Stephens - Asst. City Secretary
Authorized Builder / Company Representative

**** BID PRICE WILL EXPIRE IN 30 DAYS FROM THE BID SUBMISSION DATE ****

From: Scott Bounds <sbounds@olsonllp.com>
Sent: Tuesday, October 11, 2022 12:16 PM
To: Susan Blevins <susan.blevins@hilshirevillagetexas.com>
Subject: FW: Information regarding 10/4/2022

Susan,

The commission's guidance is generally inconsistent with the advice I give my Councils and Boards.

I generally advise:

- 1) An emergency meeting can be called on one hour notice;
- 2) The City Manager/Mayor may expend money in an emergency up to the amount provided in the City/Board's internal policy delegating such authority to the City Manager/Mayor. NOTE: the issue here is not state law, but the City's own operating policy.
- 3) In no event can a City Manager/Mayor expend more money than budgeted without approval of Council/Board in advance. (Again- a meeting may be called on one hour notice).

Scott Bounds

Village Fire Department



901 Corbindale Rd
Houston, Texas 77024
(713) 468-7941
(713) 468-5039 FAX

Protecting and Serving the Cities of:
BUNKER HILL VILLAGE
HEDWIG VILLAGE
HILSHIRE VILLAGE
HUNTERS CREEK VILLAGE
PINEY POINT VILLAGE
SPRING VALLEY VILLAGE

October 5, 2022

The Honorable Robert Buesinger & Members of the City Council, City of Hilshire Village
The Honorable Tom Jinks & Members of the City Council, City of Hedwig Village
The Honorable Marcus Vajdos & Members of the City Council, City of Spring Valley Village
The Honorable Robert P. Lord & Members of the City Council, City of Bunker Hill Village
The Honorable Mark Kobelan & Members of the City Council, City of Piney Point Village
The Honorable Jimmy Pappas & Members of the City Council, City of Hunters Creek Village

RE: City of Hilshire, Chair, Ron Presswood – Funding of Significant Incidents

Mayors, Commissioners, Alternates, & City Administrators:

During a special meeting held on October 4, 2022, at 6:00 p.m. the Village Fire Department's Board of Commissioners confirmed that in the past and moving forward the Fire Chief has the authority to spend necessary funds possibly exceeding the budget to staff, purchase and/or make accommodations to operate the department during disasters or significant emergency situations. If the budget is exceeded the fire department will notify the fire commission at a subsequent meeting for a possible budget amendment.

Respectfully,

Fire Commissioner, Ron Presswood

Commissioner's letter of explanation of his letter

Subject: RE: Commissioner's letter

Susan,

Overtime is not a "non-budgeted expense", it is a line item on the current 2022 budget. There is historical precedent for this definition when taken in full context of paragraph 5.01(d) of the interlocal agreement and based on previous document interpretation of the interlocal agreement. There is money in the overtime budget line item that should get the Fire Department to the end of the year. In the past, in times of emergency, the cities have told the fire department to do what is necessary to protect the health and safety of the citizens of the villages. This letter is just restating this commitment to the VFD to do what is necessary in times of an emergency, but to square the budget at the next commission meeting. This is not creating a new budget item so it is not non-budgeted.

For at least the past 15 years the villages have directed the VFD to not maintain an emergency or contingency fund, as "these funds are held by the cities". Since the election, there has been a change in direction, expressed by a couple of the cities, that now want the VFD to have a contingency fund. This and next year's budgets were not built on the VFD having a contingency fund. The commission can address this new directive, but at this time the VFD must rely on the cities for emergency or contingency funding. Even if the commission establishes a contingency fund, if there are multiple emergencies in a year that deplete the fund, the VFD will still need to come back to the cities for additional funds.

QUOTE FROM INTERLOCAL AGREEMENT PROVIDED BY SUSAN

"All non -budgeted expenditures, regardless of amount, must first be approved by the governing body of each of the contracting cities".

IN THE NAME AND BY THE AUTHORITY OF
CITY OF HILSHIRE VILLAGE
OATH OF OFFICE

I, CASSANDRA STEPHENS, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of

*****CITY SECRETARY*****

of the City of Hilshire Village, State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Affiant – CASSANDRA STEPHENS

**SWORN TO AND SUBSCRIBED BEFORE ME BY AFFIANT ON THIS
18TH DAY OF OCTOBER, 2022.**

Signature of Person
Administering Oath

SUSAN BLEVINS, CITY ADMINISTRATOR
Printed or typed Name & Title

From: Thomas Brocato <tbrocato@lglawfirm.com>
Sent: Friday, October 7, 2022 8:25 AM
To: Susan Blevins <susan.blevins@hilshirevillagetexas.com>
Subject: RE: 2023 ERCOT MEMBERSHIP - CORRECTED FORM

Hello Susan. Basically, for a modest price ERCOT membership allows cities to have representatives serve on the Technical Advisory Committee and other committees. These groups are critical to protecting ratepayers and the market. More members increases our ability to put people on these committees. This is especially important in a time of change, given the blackout last year and cities role in police fire and emergency service. If we are not at the table, then we have no input into the process. I hope this is helpful. Let me know if you have other questions. Thomas



THOMAS BROCATO

Principal
512-322-5857 Direct
512-914-5061
Lloyd Gosselink Rochelle & Townsend, P.C.
816 Congress Ave., Suite 1900, Austin, TX 78701
www.lglawfirm.com | 512-322-5800

From: Thomas Brocato
Sent: Tuesday, October 4, 2022 3:54 PM
To: Thomas Brocato <tbrocato@lglawfirm.com>
Subject: 2023 ERCOT MEMBERSHIP
Importance: High

Subject: ACTION REQUESTED: 2023 ERCOT Membership

ERCOT Member Cities and Political Subdivisions:

You have likely received the email below from ERCOT announcing that the 2023 ERCOT membership renewal period has begun. As we have done in previous years, we recommend that you join ERCOT for 2023 so that city representatives can be re-elected to ERCOT's policy-setting bodies –the Technical Advisory Committee and Wholesale Market Subcommittee. **To be eligible to vote in the 2023 ERCOT election, ERCOT must receive your completed 2023 Membership Application and Agreement (attached) and \$100 fee.** Please do so no later than **November 18, 2022**. We have

attached the necessary form, as well as a memorandum explaining ERCOT membership generally and providing instructions for completion of the form's questions.

Like last year, ERCOT continues to have reduced staff available onsite to receive, distribute, and manage incoming postal mail on a daily basis due to remote work arrangements, and it will not receive membership checks this year. **Instead, ERCOT requires that membership dues be paid by wire transfer.** A check is not acceptable. ERCOT wiring instructions are attached to this email. **If your city is unable to pay its \$100 fee by wire transfer, please email me.** And, as always, please contact me if you have any questions about the membership form or ERCOT matters in general.

Thanks,
Thomas



**ELECTRIC RELIABILITY COUNCIL OF TEXAS, INC.
MEMBERSHIP APPLICATION AND AGREEMENT FOR MEMBERSHIP YEAR 2023**

This Membership Application and Agreement for Membership Year 2023 (Agreement) is made and entered into by and between Electric Reliability Council of Texas, Inc. (ERCOT) and (Applicant). In consideration of the mutual covenants contained herein Applicant hereby submits its application for ERCOT Membership (Membership) and agrees to be bound by the obligations of Membership as further described herein and the ERCOT Bylaws. ERCOT will review this application and will provide Member services and benefits described herein, subject to the terms and conditions of this Agreement and the ERCOT Bylaws, provided that Applicant meets the requirements to become an ERCOT Member (Member). This Agreement shall be effective as of the date that ERCOT provides written notice approving this application for Membership Year 2023 (Effective Date). Please note that being registered as a Market Participant is independent from being a Member. Membership is completely optional and does not interfere with your Market Participant status.

Capitalized terms that are not defined in this Agreement shall have the meaning as defined in the ERCOT Bylaws, as amended from time to time.

A. Membership Application Information.

1. Legal Name of Applicant.

Provide full corporate name and, if applicable, assumed “doing business as” name, of Applicant applying for Membership.

2. Type of Membership.

Select **ONE** of three available types of Membership below (that is, Corporate, Associate or Adjunct).

Members who are Affiliates (as defined in the ERCOT Bylaws) may hold only one Corporate Membership among such Members.

Other applicants applying for additional ERCOT Memberships, such as an Associate Membership, must use a separate Agreement for each Membership.

The applicable Annual Member Dues listed below for each Membership type provide Corporate Members with rights pursuant to the ERCOT Bylaws and entitle Members to services ERCOT provides such as hosting ERCOT meetings, providing Members with necessary information and such other Member services as ERCOT may from time-to-time offer.

Corporate. Voting. \$2,000 per Membership Year (except Residential and Commercial Consumer Members' Annual Member Dues are \$100 per Membership Year). Corporate Membership includes the right to vote on matters submitted to the general Membership, such as election of Technical Advisory Committee (TAC) Representatives and TAC subcommittee representatives.

Associate. Non-voting. \$500 per Membership Year (except Residential and Commercial Consumer Members' Annual Member Dues are \$50 per year). Associate Membership does not provide any voting rights for matters submitted to the general Membership. However, an Associate Member may be elected by Corporate Members to serve as a voting member of TAC or a TAC subcommittee.

Adjunct. Non-voting. \$500 per Membership Year. Applicants not meeting the Segment requirements for Membership may join as Adjunct Members upon Board of Directors approval. Adjunct Membership does not provide any voting rights for matters submitted to the general Membership nor any right to be elected or appointed to TAC or a TAC subcommittee. Adjunct Members shall be bound by the same obligations as other Members.

3. **Payment of Annual Member Dues.**

The applicable Annual Member Dues must be paid and received by ERCOT by the Record Date, as determined pursuant to the ERCOT Bylaws and defined in Section B.3. below, in order for the Member to participate in the elections for the Membership Year 2023. **ERCOT has reduced staff available onsite to receive, distribute, and manage incoming postal mail, deliveries, faxes on a daily basis. As such, all Annual Member Dues shall be submitted by wire transfer. Please contact ERCOT at membership@ercot.com for electronic funds transfer instructions.**

4. **Segment Eligibility.**

Check **ONE** Segment designation, as further described in the ERCOT Bylaws, for which Applicant believes in good faith that Applicant is eligible.

Consumer. Any entity meeting the definition for Residential Consumers, Commercial Consumers or Industrial Consumers as set forth in the ERCOT Bylaws.

Check **ONE** Subsegment designation:

Residential Consumer. The appointed Board Director representing residential consumer interests, an organization or agency representing the interests of residential consumers in the ERCOT Region, or the Residential Consumer TAC Representative.

Small Commercial Consumer. A commercial consumer having a peak demand of 1000 KW or less (or an organization representing such consumers).

Large Commercial Consumer A commercial consumer having a peak demand greater than 1000 KW.

Industrial Consumer. An industrial consumer with at least one meter with average monthly demand greater than 1 megawatt consumed within the ERCOT Region engaged in an industrial process.

An entity applying for ERCOT membership as a Residential Consumer, Small Commercial Consumer or Large Commercial Consumer is ineligible if that entity has interests in the electric industry in any other capacity than as an end-use consumer or represents the interests of another entity that has interests in the electric industry in any other capacity than as an end-use consumer.

Cooperative. An Entity operating in the ERCOT Region that is:

- (i) A corporation organized under Chapter 161 of the Texas Utilities Code or a predecessor statute to Chapter 161 and operating under that chapter;
- (ii) A corporation organized as an electric cooperative in a state other than Texas that has obtained a certificate of authority to conduct affairs in the State of Texas;
- (iii) A cooperative association organized under Chapter 251 of the Texas Business Organizations Code or a predecessor to that statute and operating under that statute; or
- (iv) A River Authority as defined in Tex. Water Code §30.003.

Independent Generator. Any entity that is not a Transmission and Distribution Entity (T&D Entity) or an Affiliate of a T&D Entity and that (i) owns or controls generation of at least 10 MW in the ERCOT Region; or (ii) is preparing to operate and control generation of at least 10 MW in the ERCOT Region, and has approval of the appropriate governmental authority, has any necessary real property rights, has given the connecting transmission provider written authorization to proceed with construction and has provided security to the connecting transmission provider.

If Applicant is a Member in the Independent Generator segment for the current Membership Year, check this box to confirm that as of the date of this Application, Applicant and/or one or more Affiliates is registered as a Power Generation Company (PGC) with the Public Utility Commission of Texas (PUCT) with respect to generation of at least 10 MW in the ERCOT Region.

If Applicant is **not** a Member in the Independent Generator segment for the current Membership Year, please include with this Application a copy of PGC registration(s) with the PUCT for Applicant and/or its Affiliates for generation of at least 10 MW in the ERCOT Region.

Independent Power Marketer. Any entity that is not a T&D Entity or an Affiliate of a T&D Entity and is registered at the PUCT as a Power Marketer to serve in the ERCOT Region.

Independent Retail Electric Provider (REP). Any entity that is certified by the PUCT to serve in the ERCOT Region as a Retail Electric Provider under PURA §39.352 and that is not an Affiliate of a T&D Entity.

Aggregator. For purposes of Segment classification, an aggregator may register to participate in this Segment if unable to qualify in any other Segment.

Investor-Owned Utility.

- (i) An investor-held, for-profit “electric utility” as defined in PURA §31.002(6) that:
 - (a) Operates within the ERCOT Region;
 - (b) Owns 345 kV interconnected transmission facilities in the ERCOT Region;
 - (c) Owns more than 500 pole miles of transmission facilities in the ERCOT Region; or
 - (d) Is an Affiliate of an entity described in (a), (b) or (c); or
- (ii) A public utility holding company of any such electric utility.

Municipal. An entity operating in the ERCOT Region that owns or controls transmission or distribution facilities, owns or controls dispatchable generating facilities, or provides retail electric service and is either:

- (i) A municipally owned utility as defined in PURA §11.003 or
- (ii) A River Authority as defined in Tex. Water Code §30.003.

5. Identification of Applicant’s Designated Representative and Designated Representative Alternate.

a. Designated Representative.

ERCOT requires Applicant to designate an official representative in order for ERCOT to conduct ERCOT’s corporate business (that is, for ERCOT to provide notice to each of its Members and for Members to participate and/or vote at Membership meetings, as applicable). Applicant identifies its designated representative for required notices to ERCOT Members, participation in meetings of the Corporate Members and voting issues, as applicable, as follows:

Name:
Title:
Address:
City, State, Zip:
Phone:
Email:

b. Designated Representative Alternate.

In the event that ERCOT is unable to contact Applicant’s designated representative for any reason after reasonable attempts, Applicant identifies a designated representative alternate to receive required notices to ERCOT Members and to participate in meetings of the Corporate Members and voting issues, as applicable, as follows:

Name:
Title:
Address:
City, State, Zip:
Phone:
Email:

6. **Identification of Other Members who are Affiliates of Applicant.**

Applicant identifies other ERCOT Memberships held by Applicant or Affiliates of Applicant, if any (attach extra pages if necessary) as:

(a) Member name:

Segment:

(b) Member name:

Segment:

(c) Member name:

Segment:

B. Membership Agreement.

1. **Membership.** Any entity that qualifies for any of the Segment definitions set forth in the ERCOT Bylaws is eligible for Membership. Members must be an organization that either operates in the ERCOT Region or represents consumers within the ERCOT Region as provided in the ERCOT Bylaws. Members may join as a Corporate, Associate or Adjunct Member subject to the criteria set forth in the ERCOT Bylaws. Applicants must apply for Membership through an authorized officer or agent.

2. **Term.** The Membership Year 2023 begins on January 1, 2023, and ends on December 31, 2023. The term of this Agreement begins on the Effective Date and ends on December 31, 2023.

3. **Record Date.** The record date for Membership Year 2023 is Friday, November 18, 2022 (Record Date). Only applicants who have been approved as Corporate Members for Membership Year 2023 as of the Record Date shall be provided notice of the Annual Membership Meeting on December 20, 2022.

4. **Membership Dues.** Annual Member Dues are provided in the ERCOT Bylaws. Any change in or waiver of Annual Member Dues must be approved pursuant to the procedures set forth in the ERCOT Bylaws. Any change in Member Dues for a particular category of Members shall automatically become effective as to all ERCOT Members without the necessity of amending this Agreement.

All Memberships must be renewed annually. Annual Member Dues renewals shall be due by the Record Date for the Annual Membership Meeting. Annual Member Dues will not be prorated.

Any Applicant may request that the Member's Annual Member Dues be waived for good cause shown.

5. **Application for Membership.** Applicant must submit the following items in order to apply for Membership:

- (i) Payment of the applicable Annual Member Dues;
- (ii) A copy of this Agreement, signed by an authorized representative of Applicant; and
- (iii) For Independent Generator segment applicants that are not Members in the Independent Generator segment for the current Membership Year, a copy of PGC registration(s) with the PUCT for Applicant and/or its Affiliates for generation of at least 10 MW in the ERCOT Region.

For the reasons stated in Paragraph 3, all Annual Member Dues shall be submitted by wire transfer and all signed Applications for Membership shall be submitted by email to membership@ercot.com.

Upon receipt of payment and a signed copy of this Agreement, ERCOT will promptly notify Applicant of Membership status in writing, whether approved or not.

6. **Change of Designated Representative or Designated Representative Alternate.** All ERCOT Members shall maintain current contact information on file with ERCOT for their designated representative and designated representative alternate. An ERCOT Member may change its designated representative or designated representative alternate at any time by written request of a duly authorized representative of the ERCOT Member submitted to the ERCOT Legal Department at membership@ercot.com.

7. **Changes in Affiliates.** All ERCOT Members are required to notify ERCOT of any changes in their Affiliates in accordance with the ERCOT Bylaws.

8. **Suspension and Expulsion.** All ERCOT Members shall abide by the ERCOT Bylaws, as they may be amended from time to time, and any other rule or regulation duly adopted by the Board of Directors. Any ERCOT Member who violates any provision of this Agreement, the ERCOT Bylaws, or any other rule or regulation duly adopted by the Board of Directors may be reprimanded, suspended, and/or expelled in accordance with procedures adopted by the Board of Directors or set forth in the ERCOT Bylaws. Such action will affect all entities deriving Membership privileges through such ERCOT Member. Suspension and expulsion are cumulative and non-exclusive remedies that may be pursued against Applicant or any other ERCOT Member in addition to any other remedy available under the Standard Form Market Participant Agreement, any other agreement executed by the ERCOT Member, or any other applicable statutes, laws, rules, or regulations.

9. **Amendment.** This Agreement may be amended, modified, superseded, canceled, renewed, or extended and the terms and conditions hereof may be

waived only by a written instrument executed by both parties hereto or, in the case of a waiver, by the party waiving compliance.

10. **Governing Law.** This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of Texas that apply to contracts executed in and performed entirely within the State of Texas, without reference to any rules of conflict of laws. Parties consent to the exclusive jurisdiction of Texas.

IN WITNESS WHEREOF, Applicant certifies that:

- (i) Applicant meets the requirements for ERCOT Membership in the Segment designated herein;
- (ii) All information provided herein is true and correct to the best of Applicant's knowledge;
- (iii) The signatory for Applicant is a representative authorized by Applicant with authority to bind Applicant contractually; and
- (iv) Through the signature of its authorized representative below, Applicant agrees to be bound by the terms of this Agreement, the ERCOT Bylaws, applicable ERCOT Protocols, and any other requirements duly adopted by the Board of Directors or required by the PUCT or applicable law.

APPLICANT

By: _____

Printed Name:

Title:

Date:

SUBJECT: STRUCTURES IN FRONT OF BUILDING LINE:

From: Scott Bounds

In response to Council's discussion regarding batting cages and other play equipment in the front yard, I provided the City of Hilshire's current regulations. I also provided examples of other Texas municipal regulations I found by a google search, in no particular order:

Hilshire Village, Texas:

02:Y-01 Yard: "Yard" shall mean an open, unoccupied space, other than a court, unobstructed from the ground to the sky by any building or structure, except where specifically provided by this code, on the lot on which a building is situated.

02:Y-02 Yard, front: "Front yard" shall mean a yard extending across the lot front between the right of way line of the street of address and the support foundation of the building (front line of building) including extension therefrom to the side property lines, not including porches, steps, or other minor extensions of the dwelling.

11:12 POOL. 11:12.01 Location: No part of a pool shall be placed closer to a street right-of-way than the main building on the lot on which it is situated, nor closer than eight (8) feet to any side lot line or ten (10) feet from rear lot line; all measurements shall be taken from the back of the top beam of the pool.

11:16 Decking: Uncovered decking not more than eight (8) inches above natural grade or the ground floor of the dwelling, whichever is higher, may extend into the area between a side or rear property line and a required building line.

Rockwall, Texas:

Batting cages permitted in residential district by conditional use permit: Example of permit: That the Conditional Use Permit shall be subject to the following conditions: 1. A minimum setback of fifteen feet (15') from all property lines will be required for all structures (including accessory buildings, batting cages, ... etc.) 2. No lighting as part of the batting cage facility. 3. The batting cage facility is subject to administrative review after a period of five (5) years from date of final approval. 4. The accessory building is subject to administrative review in the event that the subject property is sold to another party, conveyed in any manner to another party, subdivided, or replatted.

Hunters Creek, Texas:

-*Open-air structure* means a trampoline, batting cage, swing set, pergola, trellis or other structure that does not have a roof or cover (whether of metal, wood, canvas or other material) that is impermeable to the sun or rain.

-The maximum height is 14 feet for any trampoline or batting cage located less than 15 feet from the rear or side property lines.

-*Structures in front yard.* Except for signs in compliance with [section 44-157\(3\)](#) and fences in compliance with [section 44-163](#). No structure, regardless of height, shall be constructed or placed in front of the front line of the residence.

-*Structure* means anything constructed or erected which: (i) requires permanent location on the ground; or (ii) is attached to something having a permanent location on the ground; or (iii) has a roof or cover (whether of metal, wood, canvas or other material) that is impermeable to the sun or rain, including but not limited to signs, billboards, poster panels, swimming pools, trampolines, batting cages, umbrellas, playhouses, play forts, swing sets, sheds, gazebos,

pergolas, trellises, tennis courts, paddle courts or game-type courts. Yard lights, bird baths, flagpoles, basketball goals, fountains and similar items are not considered as structures herein.

Corsicana, Texas:

-Open-Air Structure - Trampoline, swing set, children's play house, animal shelter, batting cage, tent, or other permanent structure with or without a roof or cover.

Permanent structure shall be defined as that in place greater than one week.

-No structure, including open-air structures, regardless of height shall be constructed or placed in the designated front yard of residences in all zones.

Trophy Club, Texas:

Sec. 14.02.255 Required yards. (d) Play area equipment. Play area equipment shall be located in the required rear yard.

Piney Point, Texas:

Yard means an open space at grade between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward, other than as specifically permitted by this chapter.

Yard, front, means a yard extending across the front of a lot between the side lot lines and being the horizontal distance between the street line providing access to such lot and the main building other than the usual uncovered steps, sidewalks and driveways.

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

Spring Valley, Texas

11:01.005:0203:F-02 - Front Yard: A yard extending across the full width of a lot between the front lot line and primary structure.

.08 - Keeping Animals: No structure of any kind used for the purpose of housing animals or fowls may be located or maintained in the front yard or within twenty-five (25') feet of the rear or any side property line of the Lot of land upon which a building or structure is located. No more than four (4) adult domestic animals or fowls may be kept on any one Lot.

05:02.10 - Storage of Motor Vehicles, Trailers and Other Contrivances:

Storage Requirements: No boat, houseboat, canoe, raft, surfboard, or other contrivance designed for use on water, including trailers therefor, and no vehicle which is or which customarily is equipped with living or sleeping facilities, whether self-propelled or designed to be used as a trailer or for use otherwise in conjunction with any vehicle, whether occupied or not, or any type trailer shall be kept on a public street or in a driveway in public view for more than four (4) occurrences during any thirty (30) day period, except where such vehicle, trailer or contrivance is for use incidental to construction on the site. Each day shall constitute an occurrence. Permanent and semi-permanent storage of such items and vehicles must be screened from public view from any public street by storing the vehicle, trailer or contrivance deeper on the Lot than the front building line

9 - SPORTS COURT FENCES: Fencing for sport or tennis courts located in Dwelling District "A" shall be constructed out of vinyl clad chain link. Sports court fences are limited to a maximum height of ten feet (10').

Hedwig Village, Texas

Front Yard. An open, unoccupied space on a lot facing a street, extending across the front of the lot between the side lot lines and from the outermost surface of the main building to the front lot line, with the minimum distance between the front lot line and the main building line as specified for the district in which the lot is located. In the case of a lot which borders upon more than one street, the front yard shall face the same as the front yard of the lot whose side yard is adjacent to such lot.

Other property. No property not incidental to a permitted use in residential districts A and C, and no utility trailer shall be kept in a front yard for a period longer than a total of 48 hours during any consecutive eight-day period.

Accessory buildings. No accessory building shall be located in a front yard.

Highland Park, Texas

Sec. 8.01.013 Statuaries and landscape receptacles

(a) Statues/sculptures, topiaries, pots, planters, containers, and other similar free-standing landscape receptacle(s) that individually or collectively take up space in excess of 5% of the area of the front yard shall be prohibited in the front yard in all residential districts.

(b) Where side yards are visible from a public roadway, statues/sculptures, topiaries, pots, planters, containers, and other similar free-standing landscape receptacle(s) that take up space individually or collectively in excess of 5% of the side yard area are prohibited in all residential districts.

(c) No front yard or side yard in residential districts, visible from a public roadway, is allowed to have more than 1 statue/sculpture, topiary, pot, planter, container or other similar free-standing receptacle per 100 square feet of yard area (measured in minimum increments of one square foot). The area of coverage will be calculated in a square based on the widest point of the statue/sculpture, topiary, pot, planter, container or landscape receptacle.

(d) Topiaries, pots, planters and other free-standing landscape containers are required to have year-round living vegetation.

(e) Exceptions:

(1) Holiday themed decorations occurring between the time period of November 15th and January 6th each year.

(2) Architecture features and/or extension of the main structure are not intended to be included.

8-402 Special Front Yard Regulations

(14) Permanently installed recreational sports equipment (including, but not limited to, basketball goals) shall be prohibited in the front yard of residential districts. Permanently installed recreational sports equipment attached to the residential structure shall be set back a minimum of fifteen (15) feet behind the front building line.

Exception: Detached, portable recreational sports equipment is excluded from this regulation.

Table 7-6. Projections Schedule

Projections Schedule		<i>General Rule:</i> This schedule describes certain structures which are allowed to "project" into yards (or setbacks). It also provides special rules for calculating open and pervious areas affected by such structures. See the "Yards (or 'setbacks')" and the "Open & Pervious Areas" tables.				
Type of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
Buildings And Attached Structures	Items above ground level: Eaves, cornices, roof extensions, "greenhouse" and bay windows (no floor space), window sills, cantilevered building space, window boxes, belt courses, window air conditioners and similar parts of buildings.	15" See Note 1.1.	15" See Notes 1.1 and 13	24" except that no item below the eave may be closer than 36" to the SPL. See Notes 1.1 and 13.	15" See Notes 1.1 and 13.	The area does not count as open area.
	Porches/platforms/decks higher than 14 inches, and similar structures attached to a building.	0, but see Note 1.2. See	0 See Notes 1.1 and 13.	0 See Notes 1.1 and 13.	0 See Notes 1.1 and 13.	The area does not count as either open or pervious area. The

Projections Schedule		<i>General Rule:</i> This schedule describes certain structures which are allowed to "project" into yards (or setbacks). It also provides special rules for calculating open and pervious areas affected by such structures. See the "Yards (or 'setbacks')" and the "Open & Pervious Areas" tables.				
Type of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
		<i>Note 1.1.</i>				area beneath a deck may count as pervious area if rain is allowed to pass through the deck.

Table 7-6. Projections Schedule, cont.

EXPAND

Type Of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard.				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
Buildings And Attached Structures, Cont.	Items near ground level: porches, platforms and decks higher than six inches but not higher than 14 inches, and similar structures attached to buildings	120" See Note 1.1.	No limit. See Note 1.1.	0 See Note 13.	No limit	The area counts as open area. The area beneath a deck may count as pervious area if rain is allowed to pass through the deck.
	Other parts of buildings and structures attached to buildings.	0, but see Note 2. See Note 1.1.	0, but see Notes 3 and 4. See Notes 1.1 and 13.	0, but see Note 5. See Note 13.	0, but see Note 3. See Notes 1.1 and 13.	The area does not count as either open or pervious area.
Ground level and underground items	Sidewalks, patios, porches/platforms/decks, retaining walls, driveways, parking areas and similar structures not higher than six inches; all underground structures. See also Table 7-3 regarding pervious pavement.	No limit, except that decks may not project more than 120"	No limit	No limit	No limit	The area counts as open area but not as pervious area unless the material is completely pervious to water. The area beneath a

Type Of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard.				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
						deck may count as pervious area if rain is allowed to pass through the deck. <i>See Table 7-3.</i>
Mechanical Equipment	Air conditioning equipment, pool equipment, and similar freestanding mechanical equipment	0	<i>See Note 6.</i>	<i>See Note 6.</i>	0	The area does not count as either open or pervious area.
	Utility meters and related apparatus	0	No limit	15"	12"	The area may count as both open area and pervious area.

Table 7-6. Projections Schedule, cont.

EXPAND

Type Of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard.				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
Certain Accessory Structures	Basketball goals	120"	No limit	No limit generally, <i>but see Note 7.</i>	No limit	The area may count as both open area and pervious area.
	Playground equipment	0	No limit	0	No limit	The area may count as both open area and pervious area.
	Flagpoles	120"	0	0	0	The area may count as both open area and pervious area.
	Fences	<i>0, but see Notes 8.1, 8.2, and 12.</i>	No limit	No limit, <i>but see Notes 8.1, 8.2 and 11.</i>	No limit	The area does not count as either open or pervious area.
	Swimming pools	0	<i>0, but see Note 9</i>	<i>0, but see Note 9.</i>	No limit	The area counts as open area. Only

Type Of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard.				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
						the water area counts as pervious area.
	Tennis courts (with associated screens)	0	0	0	No limit	The area counts as open area but not pervious area (unless the area is made of grass).
	Lights and lampposts	No limit generally, <i>but see Note 10.</i>	No limit generally, <i>but see Note 10.</i>	No limit generally, <i>but see Note 10.</i>	No limit generally, <i>but see Note 10.</i>	The area may count as both open area and pervious area.
	Gate closers	24"	No limit	No limit	No limit	The area may count as both open area and pervious area.
	Signs (see Code of	No limit	0	0	0	The area does not count as

Type Of Structure		Maximum Allowed Projection (In Inches), Measured From The Inside Edge Of The Yard.				Special Rules For Calculating Open & Pervious Areas
		Front Yard	Rear Yard	Side Yard	SF Bufferyard	
	Ordinances)					either open or pervious area.

Note 1.2. Porch In Front Yard. On a building site in a residential district with a front yard depth of 20 feet or more, a porch may project up to 120 inches into the front yard if it meets all of the following criteria:

- (i) It is neither designed nor usable for motor vehicles;
- (ii) The volume of the projecting part of the porch does not exceed 50 cubic feet per foot of front street line (Example: the maximum projecting volume on a 52½-foot wide site would be 50 cubic feet x 52.5, or 2,625 cubic feet);
- (iii) The porch's outside perimeter is open and unobstructed, except for the following features: (a) Ordinary window screens. (b) A solid or partially open safety rail not higher than 3.5 feet above the porch floor. (c) Supporting vertical columns, if the total width of the outer faces of the columns does not exceed either 50% of the outside perimeter of the porch or 25% of the theoretical outside perimeter of a maximum-sized porch. The width of a column is measured at its thickest point above 3.5 feet above the porch floor. The "maximum-sized porch" is 120 inches deep and extends from one side yard line to the other, but it is limited by the open area requirement for the front yard. The "outside perimeter" of a porch is the portion of the perimeter out in the front yard; it does not include the portion of the perimeter adjacent to a building or lying along the front setback line;
- (iv) At no point in the front yard does the porch have a height greater than the depth of the front yard (Example: if the depth of the front yard is 20 feet, the maximum height in the front yard is also 20 feet); and
- (v) No projecting balcony or enclosed, habitable space shall be constructed or placed above the ceiling of a projected porch.

Note 6. Equipment in Rear or Side Yard.

REAR YARD: Indicated equipment may project into a rear yard only if: (a) separating the equipment from any building site across the rear lot line, there is a solid wall at least one foot higher than the highest part of the equipment; (b) if the equipment occupies any part of an easement under the control of the City, the City has issued a separate acquiescence or consent to the occupancy of the easement; (c) there has been formally granted to the city any utility easement deemed necessary by the City's chief utility official; (d) the base of the equipment is not higher than 14 inches above the ground (*Exception:* The base may be elevated to the minimum level of the lowest floor of the principal building, as established by the City's flood damage prevention ordinance, if that level is higher than 14 inches above the ground.); and (e) if located within five feet of any property line, the equipment is fully

encased in a sound-absorbing cabinet or is otherwise designed and operated to comply with the City's noise regulations; see [Chapter 54](#) of the Code of Ordinances.

SIDE YARD: Indicated equipment may project into an interior or street side yard (but not closer than three feet to a property line) only if it is fully encased in a sound-absorbing cabinet, or is otherwise designed and operated to comply with the City's noise regulations; see [Chapter 54](#) of the Code of Ordinances. However, equipment replacing older equipment in a side yard may project as close as 18 inches to a property line, if the fire marshal determines that such projection will not significantly interfere with emergency access, either on the same site or on another site.

NEW AND REPLACEMENT EQUIPMENT: These rules apply to all new and replacement equipment. *Exception:* If older equipment was lawfully installed on an elevated structure in a rear yard, replacement equipment may be installed on the same structure. If the older equipment was lawfully installed without the required separating wall, the wall must be provided, but it may be either solid or at least 50% solid (e.g., lattice). All other rules apply.

Note 7. Basketball Goals. No part of the equipment may be closer than ten feet to any street line.

Note 8.1 Fences. Fences may project into front and side yards to the extent expressly required or authorized by city ordinance (e.g., provisions in [Chapter 18](#) of the Code of Ordinances; provisions in PDD schedules for front fences). Also in the Code of Ordinances, there are: (i) requirements for emergency portals in fences (Chapter 18) and (ii) restrictions on fences, certain "fence-like hedges" and other things in visibility areas (Chapter [82](#)). In a QMDS low fences (3.5 feet or lower) may be located anywhere, if made of ornamental metal or pickets.

Note 8.2. Fence-like hedges. Fence-like hedges within the front yard (setback) of a building site containing no principal building are prohibited. This provision applies to all adjacent side yard building sites and rear through building sites. Visibility triangles and visibility areas, as defined by this ordinance, are subject to further restrictions as contained in [Chapter 82](#) of the Code of Ordinances.

Note 9. Swimming Pools. Except as specifically allowed by another ordinance of the City governing setbacks for swimming pools and appurtenances.

Note 10. Lampposts. Maximum diameter of projecting posts is six inches; maximum height is eight feet.

Sugar Land:

Sec. 2-176. - Allowed Yard Obstructions.

Every part of a required Yard must be open and unobstructed from the general ground level of the graded Lot to the sky, except as indicated in the table below:

"Y" indicates a permitted or allowed obstruction. "N" indicates not a permitted or allowed obstruction.

EXPAND

Table 2-176.1: Allowed Yard Obstructions

	Obstruction
1.	Living plant material, landscaping, fountains, sculptures, planter boxes, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, which are situated and constructed in compliance with all other ordinances.
2.	Awnings and canopies attached to a Principal Building and projecting not more than 3 ft. from the side of the Building, and located at least 8 ft. above adjoining walkways and driveways.
3.	Air conditioning window or wall units not projecting more than 18 in.
4.	Sidewalks and driveways.
5.	Signs as permitted by the Sign regulations.
6.	Fences, in compliance with this Code.
7.	Architectural entrance Structures on a Lot 1 acre or greater in area; or subdivision entrance signs at entrance roadways into subdivisions or planned developments containing 50 or more Lots.
8.	Bay windows projecting not more than 3 ft., but not within 5 ft. of a Lot Line.
9.	Eaves, gutters, and attached chimneys, projecting not more than 24 in. into the Yard.
10.	Open entrances, stoops, and porches, when not covered, may project not more than 10 ft. from a Principal Building, and not more than 18 in. above grade. This type of obstruction is not allowed in the HR-1 District.
<u>11.</u>	Sills, belt courses, cornices, and ornamental features of a Principal Building, projecting not more than 12 in.
12.	Steps, 4 ft. or less above grade, which are necessary for access to a permitted Building or for access to a Lot from a Street or public way.
13.	Mechanical equipment such as central air conditioning units, heat pumps solar collecting equipment, pool equipment, and backup generators.
14.	Balconies not projecting more than 3½ feet into the Yard.

Table 2-176.1: Allowed Yard Obstructions

	Obstruction
15.	Open off-street Parking Spaces and Loading Spaces. <i>*See Table 2-216.1 and 2-216.2 for Parking Lot Setback Requirements.</i>
16.	Arbors, pergolas, trellises, playgrounds and playhouses, and clotheslines.
17.	Satellite dishes, as permitted by this Chapter.
18.	Swimming pools not located within 3 ft. of a Lot Line. <i>*Swimming pools are not permitted in a Front Yard, but may be located in a Street Side Yard.</i>
19.	Access ramps for the disabled.
20.	Subdivision Entrance Signs.

Scott Bounds

CITY OF HILSHIRE VILLAGE
COMPLAINT FORM

Date Notified	Complaint/Issue	Address of Concern	Action	Results	Date Resolved
3/2/22	Drainage issues in the right-of-way caused by hydrant flushing.	1324 Pine Chase Grove	Area was reported on 11/13/19 and addressed by DonMar Grading on 10/20/20.	City of Houston has been contacted and we are awaiting a meeting to discuss the area. The homeowners do not want the area fenced.	
6/29/22	Water has strange smell	7914 Hilshire Green	Emailed resident City of Houston's public notice	Susan also notified the city engineer who contacted city of Houston Patrick Nguyen and Veronica Davis. The City continues to work with City of Houston for a resolution.	
8/30/22	Water bill high	1310 Pine Chase Dr	Asked resident to document the meter after shutting off the valve to rule out leaks		
9/6/22	The grass at the vacant house next door is getting tall.	8005 Anadell	Lisa will contact the owner/builder	Contractor cleaned the property.	9/30/2022
9/14/22	Grass at the vacant lot across the street needs to be mowed	1306 Glourie Dr	Cassie called the builder who said they would have someone come out to mow.	Lot was mowed.	9/19/2022
9/16/22	8005 Anadel backyard grass high and tree limbs hanging	8005 Anadell	Lisa will contact the owner/builder	Tree limbs trimmed and backyard mowed	9/21/2022
9/19/22	Why didn't the city notify homeowner of sanitation line being installed at the same time as the water line	12 Pine Ccreek	Sent email to Cassie	Cassie repsonded to builder that the decision to install both lines was up to the city and did not require approval from the homeowner	9/19/2022
9/19/22	Builder says that plumber destroyed portion of the fencing, plumber removed sign, and board preventing mud from spilling onto street	12 Pine Creek	Cassie sent email to builder stating that any remibursement the builder would need to provide receipts and approval would come from the city attorney	Builder has not sent receipts	
9/21/22	Power line down, blocking the street	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022
9/21/22	Power line down, blocking the street	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022
9/21/22	Power line down, blocking the street	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022
9/21/22	Power outage	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022
9/21/22	Power Outage	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022

CITY OF HILSHIRE VILLAGE
COMPLAINT FORM

Date Notified	Complaint/Issue	Address of Concern	Action	Results	Date Resolved
9/21/22	Power Outage	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022
9/21/22	Power Outage	1200 Block of Ridgeley, between Archley and Burkhart	CenterPoint, VFD and SVPD are working to restore the area.	Power restored	9/21/2022
9/24/22	Resident complaining that plumber and asphalt crew did a haphazard and unworkmanlike job	12 Pine Creek	Susan and Lisa spoke with Mr. Harbison	Plumber went back to try and do additional cleaning of the street and curbs	
9/24/22	Resident complained about asphalt crew.	12 Pine Creek			
9/26/22	Resident came to City Office	12 Pine Creek			
9/26/22	tree thrown away by GFL	1103 Glourie Dr	Contacted GFL	GFL reimbursing the owner.	9/30/2022
9/26/22	palm trees dead, dead grass, trash cans	1317 Ridgeley	Contacted homeowner	Palm tress cut down	9/26/2022
9/30/22	The erosion control work at the ravine is causing vibrations from the driving of the pilings. Mr. Byrne said there is a better method and is concerned about the nearby gas main.	1310 Ridgeley	Contacted the owners of the erosion control project, advised they work with the neighbor.	No further action, the city cannot dictate methods of construction like this.	10/10/2022



Public Hearing and Special Council Meeting Minutes

Monday, September 19, 2022, at 6:00 PM
8301 Westview Drive, Houston, Texas 77055

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

1. CALL TO ORDER

Mayor Buesinger called to order the Public Hearing and Special Council Meeting at 6:05 P.M.

1.A. PRESENT

Mayor Bob Buesinger
Council Member Mike Gordy
Council Member Andy Carey
Council Member Crawford
Mayor Pro Tem Paul Maddock
Council Member David Schwarz

Also present were: City Administrator Blevins, Assistant City Secretary Stephens, HDR Engineer Efrain Him*, Olson & Olson Attorney Tommy Ramsey, and Spring Valley Police Chief Schulze.

*Present remotely.

2. PUBLIC HEARING

2.A. Public Hearing on the proposed Annual Budget for the Fiscal Year Ending 2023

There were no public comments.

2.B. Public Hearing on the proposed Tax Rate for Fiscal Year 2022

A tax rate of \$0.577588 per \$100 valuation has been proposed by the governing body of the City of Hilshire Village.

PROPOSED TAX RATE \$0.577588 PER \$100

NO NEW REVENUE TAX RATE \$0.559686 PER \$100

VOTER-APPROVAL TAX RATE \$0.5775 PER \$100

The no-new-revenue tax rate is the tax rate for the 2022 tax year that will raise the same amount of property tax revenue for the City of Hilshire Village from the same properties in both the 2021 tax year and 2022 tax year.

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

The proposed tax rate is greater than the no-new-revenue tax rate. This means that the City of Hilshire Village is proposing to increase property taxes for the 2022 tax year.

There were no public comments.

3. BUDGET AND TAX RATE WORKSHOP

3.A. Capital Improvements

City Administrator Blevins said that Engineer Him updated the Capital Improvements Project list which was provided to the Council. She said that the **Ridgeley Lift Station Generator** is expected to arrive in approximately one more month, and a purchase order has been issued.

City Administrator Blevins stated that the **Hilshire Green Drive** infrastructure project, the **Hickory Shadows Water Vault** replacement, and the water line tie-in at **Hilshire Villas** were also included in the Capital Improvement Project List. Engineer Him said that he increased the budgets for Capital Improvement Projects by five (5) percent as a contingency due to the supply and demand issues in the market right now. He said these numbers may need to be adjusted in the coming years based on the market.

Council Member Carey asked about the funding for these projects. City Administrator Blevins said that the City could obtain a Certificate of Obligation or an Anticipation Note and only pay on the interest for the first year, then pay on the note when the Series 2014 Note is paid off. Council Member Carey said that the engineering costs are a given, and the construction portion will be paid with debt. Administrator Blevins said that if the engineering is initiated by the end of the 2023 fiscal year, then the loan can be obtained after that.

Engineer Him said the American Rescue Plan Act (ARPA) funds need to be committed before December 2024. Administrator Blevins said that ARPA money can also be used for the **Lift Station Generator** and **Hickory Shadows Meter Vault** updates.

Engineer Him said that the City is still waiting on a response from TxDOT for the easement for the Hickory Shadows meter vault to the City of Houston so they can update and maintain that facility. Administrator Blevins said that this issue likely needs to be escalated to the City Attorney, funds for which are included in the proposed budget.

Council Member Carey asked if other Capital Improvement Projects fall outside of the infrastructure category. Administrator Blevins said that METRO money can be used for **ditch grading** and there may be areas that need **curb repairs**. Council Member Schwarz asked if the streetlights would be considered a miscellaneous Capital Improvement Project. Administrator Blevins said that streetlights are not

currently in the budget, and that is a discussion that Council needs to have.

Mayor Buesinger referenced low-priority but older streets in the Capital Improvement Project list. Administrator Blevins explained that the water and sewer lines have been replaced in those areas, and the paving is the only repair needed so they are less of a priority.

3.B. Budget and Tax Rate Discussion

Administrator Blevins said the proposed budget includes \$7,000 of Child Safety money for aesthetic improvements at the **Pine Chase Grove meter vault area**. Council Member Schwarz asked if there was an update from the City of Houston on relocating the magmeter equipment. Engineer Him stated that they have been trying to contact the City of Houston through multiple contacts and have not received a response.

Administrator Blevins said that \$50,000 previously allocated to Hilshire Green Drive curb repairs could be moved to another street improvement project. Council Member Gordy said repairs are needed on **Guinea Drive** at the Burkhart Road intersection. Engineer Him suggested allocating \$20,000 for asphalt point repairs at Guinea Drive and Burkhart Road and that other damaged areas be included to get a better price from the contractor.

Administrator Blevins said the proposed budget includes \$89,385 for the **Wirt Rd Safety Project**. Engineer Him said a proposal would be presented at tomorrow's Regular Council Meeting, representing the worst-case scenario. He stated that he does not anticipate the final cost to be that expensive, but it depends on whether the City of Houston will require pedestrian crossings across Wirt Road and ramps on the east side of Wirt Road.

Administrator Blevins said that the **Hilshire Green Drive** Infrastructure Project would be funded by several sources including the balance of the ARPA funds being \$80,990, a \$38,010 transfer from the Utility Fund, \$100,000 from METRO Fund, and an Anticipation Note for \$560,000. Council Member Crawford suggested obtaining an Anticipation Note for the entire project cost. Administrator Blevins said that the ARPA funds need to be used, but that she could eliminate the transfer from the Utility Fund and apply for a larger Anticipation Note.

Administrator Blevins said the line item for **decorative light poles** is being zeroed out and street illumination needs will be reassessed after the LED upgrades are installed. Additionally, light fixtures can be added to existing poles where a power source is present at no cost to the City. Administrator Blevins said that the electrical allocation for the decorative street lights could be applied to the LED upgrade cost, which is yet to be determined.

The Council agreed to include funds for three (3) additional Flock License Plate Reader cameras as well as the annual maintenance fee.

Administrator Blevins said the budget is based on using the voter approval **M&O**

Tax Rate of 0.447917 and Debt Tax Rate of 0.129671 for a total tax rate of 0.577588.

Administrator Blevins said that the City will receive \$103,000 annually from METRO until 2025. She stated that when the agreement allocation is re-negotiated, it benefits the City to be paid at a set rate instead of based on sales tax.

3.C. Utility Rates - Water, Sewer, and Trash

Administrator Blevins said it makes fiscal sense to increase the water rate to \$7.50 per 1,000 gallons. She stated that a lower rate would cause a deficit, and this is a fifty-cent increase from the current rate. Administrator Blevins said that the sewer rate is not based on water usage, but is a flat rate.

Administrator Blevins stated that the City's cost for garbage collection will increase at the beginning of the calendar year.

4. DISCUSSION AND POSSIBLE ACTION

- 4.A. Discussion and Possible approval of Ordinance Number 824-2022 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 water and trash rates: 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 THEREFOR 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.**

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

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

The motion carried 5-0.

- 4.B. Discussion and Possible approval of Ordinance Number 825-2022 adopting the City of Hilshire Village, Texas General Budget for the FYE 2023: In accordance with Section 102.007(c) of the Local Government Code, adoption of this year's budget will require raising more revenue from property taxes than in the previous year;**

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

Administrator Blevins conducted a Roll Call Vote:

**Council Member Gordy - Yea
Council Member Carey - Yea
Council Member Crawford - Yea
Mayor Pro Tem Maddock - Yea
Council Member Schwarz - Yea**

The motion carried 5-0.

- 4.C. **Discussion and Possible action to ratify the proposed property tax increase reflected in the FY 2022-2023 Budget in accordance with Section 102.007 (c) of the Local Government Code. THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$72,481 OR 4.58%, AND OF THAT AMOUNT, \$25,784 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.**

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

City Administrator Blevins said that this vote is to ratify the budget, and the budget adoption as well as tax rate approval will take place at tomorrow's Regular Council Meeting.

Administrator Blevins conducted a Roll Call Vote:

**Council Member Gordy - Yea
Council Member Carey - Yea
Council Member Crawford - Yea
Mayor Pro Tem Maddock - Yea
Council Member Schwarz - Yea**

The motion carried 5-0.

5. ANNOUNCEMENTS

Mayor Buesinger announced that the tax Rate will be adopted at the Regular Council Meeting on September 20, 2022, at 6:30 P.M.

6. ADJOURNMENT

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

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

The motion carried 5-0.

The meeting was adjourned at 7:28 P.M.

ATTEST:

Robert F. Buesinger, Mayor

Susan Blevins, City Secretary



Regular Council Meeting Minutes

Tuesday, September 20, 2022, at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

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

1. CALL TO ORDER

Mayor Buesinger called to order the Regular Council Meeting at 6:30 P.M.

1.A. The invocation was given by Council Member Crawford

1.B. Pledge of Allegiance

1.C. Roll Call

PRESENT

Mayor Bob Buesinger

Council Member Mike Gordy

Council Member Andy Carey

Council Member Crawford

Mayor Pro Tem Paul Maddock

Council Member David Schwarz

Also present: City Administrator Blevins, Assistant City Secretary Stephens*, City Clerk Ray, City Attorney Bounds, City Engineer Him, and Spring Valley Police Chief Schulze

*Present remotely.

2. CITIZEN'S COMMENTS.

Bill Bristow, 1233 Pine Chase Drive, said that he has missed some council meetings over the summer but looks forward to being in attendance more in the future.

Glennie Scott-Allen, 7923 Hilshire Green Drive, said she is in support of the sidewalk on the west side of Wirt Road. She said when she moved to Hilshire Green Drive Wirt Road was not as busy as it is today. Ms. Scott-Allen said she walks in the grass and gets bitten by bugs and therefore encouraged the Council to approve the sidewalk.

Janis Hooker, 5 Pine Creek Lane, asked for a status update on the construction at 2 Pine Creek Lane. She said that the owner does not live there, and she has witnessed people in his yard.

3. DISCUSSION AND POSSIBLE ACTION

3.A. Discussion and Possible Approval of Resolution # 2022-236 approving tax-exempt financing by the Hilshire Village Cultural Education Facilities Finance Corporation for the benefit of Odyssey 2020 Academy, and related matters.

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

Council Member Crawford, Chair of the HVCEFFC, said that the Officers approved the tax-exempt financing for the expansion of educational facilities which is at no risk to the City.

Administrator Blevins said that the approved resolution is needed for Odyssey 2020 Academy to proceed.

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

The motion carried 5-0.

4. REPORTS TO COUNCIL

4.A. Police Report

Spring Valley Police Chief Schulze stated that in August there were 231 calls for service and 13 traffic citations were issued.

Chief Schulze said there was an accident on Wirt Road where a vehicle struck and broke through the brick wall of a residential backyard. He stated that the driver was cited for excessive speed.

Administrator Blevins said that she spoke with Captain Lane about three (3) Flock cameras to be installed. It was suggested that the cameras be installed at Hickory Shadows, Friarcreek Lane, and Pine Creek Lane. Administrator Blevins said that each year the City could budget three (3) additional cameras including maintenance contracts.

4.B. Building Official Report

City Administrator Blevins said that there are no outstanding items to report.

4.C. Engineer Report

Engineer Him said that at **2 Pine Creek Lane** a section of the retaining wall collapsed, so the contractor was approved to repair that section. He stated that complete plans have still not been received.

Engineer Him said that the aesthetic improvements to the **Pine Chase Grove Water Meter Vault** area are pending a response from the City of Houston. He stated that this is not the only project in the City that is waiting on the City of Houston. Engineer Him said that once the communication is established a meeting

with the citizens will be scheduled.

Engineer Him stated that the **water quality** has improved and he is asking the City of Houston for direct contacts and confirmation of the resolution actions. Administrator Blevins said that she spoke with a City of Houston Public Works Technician who stated that the problems were identified and resolved. She said that the improvement has been noticed at City Hall as well.

Engineer Him said that the **Wirt Road Safety Project** budget currently includes a crosswalk at Wirt Road and Westview Drive. He said although he does not feel that it will be required, it is listed in the standard checklist from the City of Houston. He stated that a draft of the Interlocal Agreement with the City of Houston has been prepared.

4.D. Fire Commissioner's Report

Commissioner Presswood said that the new roof on the Fire Station Renovation was not installed correctly and will need either repair or a new layer on top. He stated that the windows are having a protective film installed for added strength from flying objects during storms.

Commissioner Presswood said that the money in the budget for overtime could be used to hire three (3) additional staff members. Council Member Gordy asked what the overtime budget was. Commissioner Presswood said it is **approximately \$150,000**.

Commissioner Presswood said that the Fire Department has historically not had a contingency fund. He said this is on their next agenda.

Council Member Gordy said that it is important to include the revenue sources on the budget worksheets. He said sources of income other than the participating city assessments, such as the ambulance fund revenue, are unknown to the Council. Commissioner Presswood said that in the packet that the commissioners received there is a line item for revenue and transfers are shown.

Commissioner Presswood said that Fire Marshal Kattner is retiring sometime next year.

Commissioner Presswood said that the firefighter turnout gear contains carcinogenic chemicals. Mayor Buesinger asked how old the current equipment is. Commissioner Presswood said approximately two (2) years old.

Mayor Buesinger asked if a lot of other fire departments are doing the same thing. Commissioner Presswood answered "yes".

Council Member Gordy asked where the money is coming from and if it affects next year's budget for protective gear. Commissioner Presswood stated that the fire department has 42 sets of Turnout Gear; 10 sets have been previously ordered as they are replaced on a rolling cycle, and 3 sets were ordered for the 3 new

hires. The remaining 29 sets were manufactured with the PFAS mentioned in the documents provided by the International Associations of Firefighters and Fire Chiefs. For the replacement equipment to be ordered, it must be done with a Purchase Order with available funds allocated. The lead time is unknown at this time as other fire departments are in the same situation replacing their gear manufactured with PFAs.

Council Member Gordy asked what would happen with 2023 funds in the Budget of \$55,000 for Protective Gear, would it be returned to the cities?

Council Member Schwarz asked what happens to excess revenue. Commissioner Presswood said it gets redistributed to other budget items. Administrator Blevins said that the Ambulance Funds used to be given back to the City. Commissioner Presswood said that he is still learning the Village Fire Department Budget allocations.

5. DISCUSSION AND POSSIBLE ACTION

5.A. Discussion of Wirt Road Safety Project presented by Bill Bristow

Bill Bristow, 1233 Pine Chase Drive, said that he is in opposition to the Wirt Road Sidewalk. He stated that there was an accident where a vehicle ran over the curb and into a brick wall at Hickory Shadows Drive. Mr. Bristow said the proposed sidewalk will be in the City of Houston easement and he does not want to spend City funds on another municipality. He stated that the sidewalk will encourage cut-through foot traffic. Mr. Bristow said that traffic control is needed at the Ridgeley Drive and Wirt Road intersection.

Mayor Pro Tem Maddock said that the Hilshire Oaks HOA also opposes the sidewalk for safety and nearby structure reasons.

Council Member Gordy said that the other side of Wirt Road has sidewalks, and he has not noticed any suspicious behavior or accidents. He stated that taxpayers on the Wirt Road side streets deserve access to the rest of the City.

Mayor Buesinger said that he sees people walking on the grass and it would be safer to have a sidewalk.

Bill Bristow said he is concerned for children and asked if there was a way to create a walking path through the City instead of next to Wirt Road. Council Member Gordy stated the funding from Harris County is only available for the location along Wirt Road.

5.B. Discussion and possible approval of the draft Interlocal Agreement between the City of Hilshire Village and the City of Houston for the installation of sidewalks along the west side of Wirt Road from Westview to Hickory Shadows Park

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

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

The motion carried 4-1.

5.C. Discussion and possible authorization for the Engineering work and permitting fees for the sidewalk along the west side of Wirt Road from Westview to Hickory Shadows Park for a not to exceed the amount of \$89,385.

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

City Administrator Blevins displayed the cost details for the Council to discuss.

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

The motion carried 4-1.

5.D. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2022-238 approving a Budget Amendment of \$150,000 for the Village Fire Department's 2022 Budget for bunker gear.

Motion made by Council Member Schwarz, Seconded by Council Member Carey. This was discussed in the Fire Commissioner's report.

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

The motion carried 5-0.

5.E. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of a component of the tax rate in the amount of \$0.129671/100 for the purpose of paying the accruing interest and to provide a sinking fund for payment of the indebtedness of the City for the FYE 2023, Seconded by Council Member Gordy.

Administrator Blevins conducted a Roll Call Vote:

Council Member Gordy - Aye
Council Member Carey - Aye
Council Member Crawford - Aye
Mayor Pro Tem Maddock - Aye
Council Member Schwarz - Aye

The motion carried 5-0.

5.F. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of a component of the tax rate in the amount of \$0.447917/100 for the purpose of funding the maintenance and operation expenditures of the City for the FYE 2023. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.95 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-9.50, Seconded by Council Member Gordy.

Administrator Blevins conducted a Roll Call Vote:
Council Member Gordy - Aye
Council Member Carey - Aye
Council Member Crawford - Aye
Mayor Pro Tem Maddock - Aye
Council Member Schwarz - Aye

The motion carried 5-0.

5.G. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of the 2022 property tax rate to be increased by the adoption of a tax rate of \$0.577588/100 which is effectively a 3.20 percent increase in the tax rate, Seconded by Council Member Carey.

Administrator Blevins conducted a Roll Call Vote:
Council Member Gordy - Aye
Council Member Carey - Aye
Council Member Crawford - Aye
Mayor Pro Tem Maddock - Aye
Council Member Schwarz - Aye

The motion carried 5-0.

5.H. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of the City of Hilshire Village Ordinance Number 826-2022 providing for the Levy and Collection of Ad Valorem Taxes for the Year 2022 Providing for Two components to the Proposed Tax Rate consisting of a Tax Rate of \$0.129671/100 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 \$0.447917/100 for the purpose of funding Maintenance and Operation Expenditures. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.95 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-9.50. THE TOTAL PROPERTY TAX RATE IS A 3.20 PERCENT INCREASE, Seconded by Council Member Gordy

Administrator Blevins conducted a Roll Call Vote:
Council Member Gordy - Aye
Council Member Carey - Aye

Council Member Crawford - Aye
Mayor Pro Tem Maddock - Aye
Council Member Schwarz - Aye

The motion carried 5-0.

- 6. CLOSED EXECUTIVE SESSION:** Mayor Pro Tem Maddock made a motion to convene into an Executive Session at 8:20 P.M. to discuss the appointment and duties of the Alternate Fire Commissioner, Seconded by Council Member Crawford.

The council reconvened the Regular Council Meeting at 8:34 P.M.

7. DISCUSSION AND POSSIBLE ACTION

- 7.A. **Mayor Pro Tem Maddock made a motion for the approval of Resolution # 2022-237 appointing John Cooper as the Alternate Fire Commissioner, Seconded by Council Member Crawford.**

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

The motion carried 5-0.

8. REPORTS TO COUNCIL

8.A. Mayor Buesinger's Report

Mayor Buesinger stated that he appreciated the work that Administrator Blevins has done to prepare and explain the proposed budget and tax rate.

8.B. City Administrator's Report

City Administrator Blevins said that she met with a representative from the East Spring Branch Food Pantry who asked if an amendment to the Specific Use Permit was requested would the City allow them to expand their existing building. She stated that they also asked if they would be allowed to stay if another church entity took ownership.

Administrator Blevins said that there was a water line break on Friarcreek Lane caused by a contractor erecting the perimeter fencing in preparation for demolition. She stated that the contractor has been billed for the cost of repairs.

8.C. City Treasurer's Report

Administrator Blevins said that additional invoices were received for the consent agenda from Houston Chronicle advertisements for the Budget and Tax Rate, Inframark, and Office Depot.

She stated that she received an email from Generators of Houston stating that the

original contract requires a 40% payment down 10 days before the release of equipment and asked for the Council's approval for \$13,404.

Administrator Blevins said that \$100 was transferred from the Amegy General Fund to the TexPool General Fund to test the processing time. Council Member Crawford said that additional funds can be added because the account has a good interest rate. Administrator Blevins said that she can move money from the METRO account to the TexPool General Fund Account.

9. CONSENT AGENDA

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

- 9.A. Disbursements
- 9.B. Approve Minutes from the Special Council Meeting and Budget Workshop, August 9, 2022
- 9.C. Approve Minutes from the Regular Council Meeting, August 16, 2022
- 9.D. Check Registers
- 9.E. Approving a Proclamation recognizing National Night Out to be held October 4, 2022, on Ridgeley Drive
- 9.F. Approving a Proclamation recognizing Halloween Night to be held October 31, 2022, on Archley Drive
- 9.G. Approving a Proclamation recognizing Teacher Day as October 5, 2022

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

The motion carried 5-0.

10. ADDITIONAL COUNCIL COMMENTS

11. FUTURE AGENDA TOPICS

Administrator Blevins asked if the Council would like to discuss equipment in the front yard at the next regular council meeting.

12. ANNOUNCEMENTS

None

13. ADJOURNMENT

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

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

The motion carried 5-0.

The meeting was adjourned at 8:54 P.M.

Robert Buesinger, Mayor

ATTEST:

Susan Blevins, City Secretary

CITY OF HILSHIRE VILLAGE
Check Register
 For the Period From Sep 1, 2022 to Sep 30, 2022

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
8790	9/1/22	GFL Environmental	11114	6,799.59
8791	9/1/22	A T & T	11114	380.06
8792	9/2/22	Sanchez Landscaping	11114	400.00
8793	9/2/22	Salt Grass Chapter	11114	75.00
8794	9/6/22	City of Hilshire Village	11114	917.57
8795	9/8/22	Centerpoint-Energy	11114	32.60
8796	9/16/22	Cary M. Moran	11114	160.00
8797	9/16/22	Hudson Energy Services LLC	11114	650.93
8798	9/16/22	Sanchez Landscaping	11114	400.00
8799	9/19/22	A T & T	11114	134.45
8800	9/20/22	Amegy Bank	11114	958.81
8801	9/20/22	Lisa Ray	11114	23.15
8802	9/20/22	Olson & Olson, Attys at Law	11114	1,752.50
8803	9/20/22	OFFICE DEPOT	11114	405.00
8804	9/20/22	Cassie Stephens	11114	21.36
8805	9/20/22	Robert Blevins	11114	987.16
8806	9/20/22	Hour Messenger Service	11114	28.66
8807	9/20/22	Friends of SpringBranch Mem. Librar	11114	250.00
8808	9/20/22	Robert Blevins	11114	40.88
8808V	9/20/22	Robert Blevins	11114	-40.88
8809	9/20/22	Robert Blevins	11114	600.00
8809V	9/20/22	Robert Blevins	11114	-600.00
8810	9/20/22	Northwest Pest Patrol	11114	254.40
8811	9/20/22	BBG Consulting	11114	2,750.00
8812	9/20/22	Houston Chronicle	11114	1,691.80
8813	9/20/22	Petty Cash	11114	244.44
8814	9/20/22	TML Administrative Services	11114	591.00
8815	9/20/22	CivicPlus LLC	11114	1,216.27
8816	9/20/22	EZTASK	11114	1,500.00
8817	9/20/22	Mark Schulze	11114	250.00
8817V	9/20/22	Mark Schulze	11114	-250.00
8818	9/20/22	Mark Schulze	11114	250.00
8819	9/22/22	Susan Blevins	11114	600.00
8820	9/22/22	Susan Blevins	11114	40.88
8821	9/22/22	Cary M. Moran	11114	80.00
Item 8.D.	9/23/22	HDR	11114	10,567.47

CITY OF HILSHIRE VILLAGE
Check Register
 For the Period From Sep 1, 2022 to Sep 30, 2022

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
8823	9/23/22	Susan Blevins	11114	2,001.60
8824	9/23/22	Harris County	11114	102.00
8825	9/27/22	OFFICE DEPOT	11114	223.78
8826	9/29/22	Gov Finance Officers Assoc of Texas	11114	60.00
8827	9/29/22	Susan Blevins	11114	64.94
8828	9/29/22	Tron Electric, Inc	11114	3,624.30
8829	9/30/22	Hilshire Village Utility	11114	5,600.00
8830	9/30/22	Sanchez Landscaping	11114	320.00
8831	9/30/22	Tron Electric, Inc	11114	18,286.91
8832	9/30/22	MH Brothers	11114	4,293.00
8833	9/30/22	Centerpoint-Energy	11114	36.33
ACH 09-01-22	9/1/22	Sprg. Valley GenFund- Police/Court	11114	46,511.84
ACH 09-15-22	9/15/22	Ray, Lisa	11114	1,359.98
ACH 09-30-2022	9/30/22	Texas Municipal Retirement System	11114	2,286.99
ACH 09-30-22	9/30/22	Blevins, Susan N.	11114	3,152.59
ACH 1 09-01-22	9/1/22	Village Fire Department	11114	22,107.81
ACH 1 09-30-22	9/30/22	Stephens, Cassandra L.	11114	1,845.89
ACH 2 09-01-22	9/1/22	Villages Mutual Insurance Coop	11114	4,580.89
ACH 2 09-30-22	9/30/22	Ray, Lisa	11114	1,359.98
ACH1 09-15-22	9/15/22	Stephens, Cassandra L.	11114	1,845.89
ACH2 09-15-22	9/15/22	Blevins, Susan N.	11114	3,152.59
ANT 1057	9/8/22	City of Hilshire Village	11117	5,000.00
ELECTRONIC 09-20-22	9/20/22	State Comptroller	11114	1,148.49
ELECTRONIC 09-30-22	9/30/22	Internal Revenue Service	11114	2,201.46
METRO 1 2114	9/29/22	Flores Tree Service	11114	1,850.00
METRO 1 2115	9/30/22	Flores Tree Service	11114	4,900.00
Total				<u>172,080.36</u>

CITY OF HILSHIRE VILLAGE - UTILITY FUND

Check Register

For the Period From Sep 1, 2022 to Sep 30, 2022

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
4207	9/1/22	Inframark, LLC	11012	2,000.00
4208	9/1/22	Cityof Houston#7099-300	11012	29,663.78
4209	9/1/22	Cityof Houston#7099-300	11012	37,597.86
4210	9/1/22	Robert Stuber	11012	473.72
4211	9/1/22	Harry Gill	11012	83.58
4212	9/1/22	Mark & Margaret Huber	11012	468.90
4213	9/2/22	City of Hilshire Village	11012	15,310.27
4214	9/2/22	City of Hilshire Village	11012	15,366.54
4215	9/6/22	A T & T	11012	434.01
4216	9/6/22	Hudson Energy Services L	11012	19.65
4217	9/6/22	City of Hilshire Village	11012	15,197.56
4218	9/20/22	Houston Plumbing Special	11012	12,800.00
4219	9/20/22	USIC Locating Services	11012	370.02
4220	9/20/22	Texas Excavation Safety S	11012	16.15
4221	9/22/22	Cathy Moore	11012	628.29
4222	9/22/22	Inframark, LLC	11012	4,271.07
4223	9/23/22	HDR	11012	3,926.54
4224	9/23/22	Generators of Houston	11012	13,404.00
4225	9/27/22	Inframark, LLC	11012	2,000.00
4226	9/29/22	Inframark, LLC	11012	1,885.50
4227	9/30/22	Hudson Energy Services L	11012	21.07
4228	9/30/22	Generators of Houston	11012	<u>20,106.00</u>
Total				<u><u>176,044.51</u></u>

Reporting Period 4th Quarter FYE 2022 (using actual bank statements)

Values as of 30-Sep-22

<u>Investments</u>			Market Value as of 12/31/21	Market Value as of 03/31/22	Market Value as of 06/30/22	Market Value as of 09/30/22	% Int	Maturity	Account Name
Petty Cash							0.00%		Operating
Checking Account	2500702761	Amegy Bank	\$234,372.27	\$134,358.78	\$91,134.93	\$226,466.41	0.00%		General Operating Fund includes \$100,303.36 belongs to Utility for grant payment
Checking Account	3692515	Amegy Bank	\$100,189.96	\$14,229.30	\$24,176.27	\$1,224.04	0.00%		Debt Service Account
Checking Account	2500702795	Amegy Bank	\$408,537.71	\$551,162.27	\$595,640.18	\$446,604.03	0.00%		Utility Fund* *Includes \$100,105.53 grant funds
Total Checking Accounts			\$743,099.94	\$699,750.35	\$710,951.38	\$674,294.48			
Savings Account	2500702803	Amegy Bank	\$363,485.90	\$363,353.46	\$360,578.46	\$60,578.46	0.00%		Savings Metro 1
Savings Account	2500702787	Amegy Bank	\$440,570.56	\$298,160.75	\$1,748,988.24	\$612,430.85	0.00%		General Fund
Savings Account	53740293	Amegy Bank	\$7,778.27	\$7,778.27	\$7,778.27	\$8,695.84	0.00%		Child Safety
Total Savings Account			\$811,834.73	\$669,292.48	\$2,117,344.97	\$681,705.15			
CDARS Interest Accrued		Amegy Bank	\$1,000,598.60	\$1,700,634.74	\$0.00	\$0.00			General Fund
Total CD's			\$1,000,598.60	\$1,700,634.74	\$0.00	\$0.00			
Tex Pool		Tex Pool				\$1,000,793.17	2.41%		General Fund
Tex Pool		Tex Pool	\$57,084.87	\$57,096.86	\$57,188.31	\$357,597.82	2.41%		Metro # 1
Total Tex Pool			\$57,084.87	\$57,096.86	\$57,188.31	\$1,358,390.99			Total Tex Pool
Total Investments			\$2,612,618.14	\$3,126,774.43	\$2,885,484.66	\$2,714,390.62			

These investments are in compliance with the investment policy of the City of Hilshire Village
And with the relevant provisions of Chapter 2256 of the Texas Government Code.

Susan Blevins

Susan Blevins 10/18/2022