



Regular City Council Meeting
December 10, 2019
6:00 p.m.

Tom S. Ramsey, Mayor
David Dominy
Joy McCormack

Allen Carpenter, Mayor Pro Tem
Tom Donaho
Marcus Vajdos



Notice is Hereby Given of a Regular Meeting of the City Council City of Spring Valley Village, Texas, 1025 Campbell Road, Spring Valley Village, Texas, in the Council Chambers, Tuesday, December 10, 2019, beginning at 6:00 p.m., For the Purpose of Considering and Acting upon the Following Items of Business:

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

2. INTRODUCTIONS

3. PROCLAMATIONS / ANNOUNCEMENTS

None.

4. PUBLIC COMMENTS

At this time, any person with City-related business may speak to the Council. In compliance with the Texas Open Meetings Act, the City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

5. CONSENT AGENDA

All matters listed under consent agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

5.1 Minutes for City Council Meeting on November 19, 2019

OLD BUSINESS

6. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: November 2019 Police Department Staff Report (Chief Evans):

1. Number of Calls for Service
2. Number of Traffic Violations
3. Number of K-9 Deployments

7. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on November 20, 2019 and Any Special Meetings That May Have Occurred and Status of Village Fire Commission's Reinstatement of Bunker Hill Village as a Full Member of the Village Fire Department. (Mayor Pro Tem Carpenter / Mayor Ramsey)

NEW BUSINESS

8. **CONDUCT A PUBLIC HEARING CONCERNING:** A Preliminary and Final Re-Plat of Wyngayle Oaks Partial Re-Plat No. 1, A Plot Containing 0.6684 Acres Of Land, Situated In Dwelling District 'A', City Of Spring Valley Village, Harris County, Texas Bearing The Addresses of 8942 Croes Drive and 1303 Fries Road.
 - A. Presentation of Preliminary and Final Re-Plat by Applicant
 - B. Those In Favor
 - C. Those Opposed
 - D. Adjourn Public Hearing
9. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** A Preliminary and Final Re-Plat of Wyngayle Oaks Partial Re-Plat No. 1, A Plot Containing 0.6684 Acres Of Land, Situated In Dwelling District 'A', City Of Spring Valley Village, Harris County, Texas Bearing The Addresses of 8942 Croes Drive and 1303 Fries Road.
10. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Award Of Request For Applications #2019-08-501 For Primary Depository Bank Services To Wells Fargo Bank, N.A For The Term Beginning February 1, 2020 And Ending January 31, 2022 With Three One-Year Extension Options Under The Same Terms And Conditions.
11. **RECESS REGULAR CITY COUNCIL MEETING**
 - 11.1 Regular Meeting of the Board of Directors of the Spring Valley Legacy Fund, Inc.
12. **RECONVENE MEETING OF CITY COUNCIL**
13. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2019-XX - AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, ADOPTING AMENDMENT NO. 2 TO THE ORIGINAL BUDGET OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, FOR THE FISCAL YEAR 2018-2019; FUNDING CERTAIN OBLIGATIONS OF THE CITY DURING THE BUDGET PERIOD NECESSARY FOR THE PROVISION OF CITY SERVICES; CONTAINING FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER DETAILS RELATING TO THE SUBJECT.
14. **BRIEFING AND DISCUSSION CONCERNING:** Status of 2019 CenterPoint Energy Houston Rate Case. (Mayor Ramsey)
15. **DISCUSSION AND DIRECTION CONCERNING:** Possible Sponsorship Policy for City Facilities and Park. (Council Member Dominy)
16. **DISCUSSION AND DIRECTION CONCERNING:** Addition of Audio Recordings and Live Streaming of City Meetings to City Website.
17. **DISCUSSION AND DIRECTION CONCERNING:** Possible Revisions to City's Current Solicitation Regulations.

18. **DISCUSSION AND DIRECTION CONCERNING:** Possible Mobile App for City Website.
19. **DISCUSSION AND DIRECTION CONCERNING:** Possible Development of Regulations for Short-Term Vacation Rentals.
20. **DISCUSSION AND DIRECTION CONCERNING:** Existing and Possible Future City Events.
21. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Briefing by City Administrator:
 1. Status of Hilldale, Bade & Cardwell Paving and Utility Improvements Project
 2. Status of Automated Meter Project
 3. Status of New Production Well
 4. Status of Phase II Park Renovations Landscape Improvements
 5. Status of Search for Municipal Court Administrator

22. **ADJOURNMENT**

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

The City Council reserves the right to convene in executive session from time to time as deemed necessary during this meeting to discuss any of the matters listed in the agenda, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 551.076 (Deliberations Regarding Security Devices) or 551.087 (Deliberations Regarding Economic Development Negotiations).

I certify that a copy of the December 10, 2019 agenda of items to be considered by City Council was posted on or before the 6th day of December, 2019, at 9:30 a.m. pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code.

Attest: 
Roxanne Benitez, TRMC, CPM, CMCC
City Secretary

In compliance with the Americans with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. To better serve attendees, requests for accommodations or interpretive services should be made 48 hours prior to this meeting. Please contact the City Secretary's office at 713-465-8308, Fax 713-461-7969, or Email secretary@springvalleytx.com for further information.

Consent Agenda Items

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, NOVEMBER 19, 2019 AT 6:00 P.M.
IN THE COUNCIL CHAMBERS OF CITY HALL
1025 CAMPBELL ROAD, HOUSTON, TEXAS**

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Council Members present, the Regular Meeting of the Spring Valley Village City Council was called to order by Mayor Ramsey at 6:02 p.m.

Members Present:

Mayor Tom Ramsey

Mayor Pro Tem Allen Carpenter

Council Member Tom Donaho

Council Member David Dominy

Council Member Joy McCormack

Council Member Marcus Vajdos (arrived at 6:53 p.m.)

Members Absent:

None.

2. INTRODUCTIONS

Loren Smith, City Attorney

Roxanne Benitez, City Secretary

Pat Riley, Public Works Director

Michelle Yi, City Treasurer

Matthew Hitt, Assistant to the City Administrator

Loyd Evans, Chief of Police

Mark Schulze, Police Captain

3. PROCLAMATIONS / ANNOUNCEMENTS

3.1 Recognition to Eagle Scout Kenan Oldham in Appreciation of his Contributions to the City of Spring Valley Village City Park.

Mayor Ramsey presented Kenan Oldham, Eagle Scout with Troop #852, a certificate of appreciation in recognition of his contribution of four (4) pet waste stations to the Spring Valley Village City Park.

4. PUBLIC COMMENTS

None.

5. CONSENT AGENDA

All matters listed under consent agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

5.1 Minutes for City Council Meeting on October 15, 2019

- 5.2 Resolution No. 19-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN AUTHORIZING A PAYMENT IN THE AMOUNT OF \$290,222.64 TO TRIPLE B SERVICES, LLC FOR PAY ESTIMATE NO. 4 OF THE HILLDALE, BADE & CARDWELL PAVING AND UTILITY IMPROVEMENTS PROJECT; PROVIDING FOR INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.
- 5.3 Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 1 (FINAL) TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND DVL ENTERPRISES, LLC. FOR ADJUSTMENT OF FINAL QUANTITIES TO ACTUAL MEASURED QUANTITIES; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.
- 5.4 Approval of Pay Estimate No. 4 (Final) for 2019 Westview Drive Sidewalk Improvements Project to DVL Enterprises, LLC in the Amount of \$33,368.04.
- 5.5 Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 2 (FINAL) TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND H & N CONTRACTOR MANAGEMENT SERVICES LLC. FOR ADJUSTMENT OF FINAL QUANTITIES TO ACTUAL MEASURED QUANTITIES; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.
- 5.6 Approval of Pay Estimate No. 3 (Final) for Cedarbrake Drive Drainage Improvements Project to H&N Contractor Management Services, LLC in the Amount of \$23,213.80.
- 5.7 Approval of Pay Estimate No. 1 for Spring Valley Village Park Renovation Phase II Landscape Improvements Project to Jerdon Enterprises, L.P. in the Amount of \$239,799.95.
- 5.8 Approval of Pay Estimate No. 2 for the New Production Well Project to W. W. Payton Corporation in the Amount of \$1,127,070.00.
- 5.9 Resolution No. 19-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING A MEMBER TO THE BOARD OF DIRECTORS OF THE HARRIS-GALVESTON SUBSIDENCE DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.
- 5.10 Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS

AND CONDITIONS OF A REVISED DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND SPRING BRANCH MEMORIAL SPORTS ASSOCIATION FOR CONSTRUCTION OF A WALKING TRAIL OR SIDEWALK ON THE PROPERTY LOCATED AT 9016 WESTVIEW DRIVE WITHIN THE CITY LIMITS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

- 5.11 Approval of Pay Estimate No. 5 for Hilldale, Bade, and Cardwell Paving and Utility Improvements Project to Triple B Services, LLC in the Amount of \$177,069.50.
- 5.12 Resolution No. 19-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE CHANGE TO THE ORIGINAL TERMS AND CONDITIONS OF CONTRACT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND PROJECT SURVEILLANCE, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE HILLDALE, BADE & CARDWELL PAVING AND UTILITY IMPROVEMENTS PROJECT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

Council Member Donaho made a motion to approve all items on the Consent Agenda, and Council Member Dominy seconded the motion. Motion carried 4-0.

OLD BUSINESS

6. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** October 2019 Police Department Staff Report (Chief Evans):

Chief Evans provided the report.

1. Number of Calls for Service – 1,246
2. Number of Traffic Violations – 456
3. Number of K-9 Deployments – 94

7. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Village Fire Department Commissioners Meeting on October 23, 2019 and Any Special Meetings That May Have Occurred and Status of Village Fire Commission's Reinstatement of Bunker Hill Village as a Full Member of the Village Fire Department. (Mayor Pro Tem Carpenter / Mayor Ramsey)

Mayor Pro Tem Carpenter advised that Bunker Hill Village approved the reinstatement as well as all agreements. City Attorney Loren Smith advised that the legal fees were also approved by Bunker Hill Village and that the Village Fire Department would be reimbursed for those fees. Mayor Pro Tem Carpenter advised that the Village Fire Department would submit a request to retain the ambulance reimbursement funds so that the funds could be used to purchase new dispatch equipment.

NEW BUSINESS

8. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 1 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND FERGUSON ENTERPRISES, Inc. FOR THE SUPPLY AND INSTALLATION OF AMI FIXED BASED METER READING SYSTEM; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ramsey read the Resolution by caption only. Assistant to the City Administrator Matthew Hitt advised that the purpose of Change Order No. 1 was for additional work that was out of the scope of the original contract with Ferguson Enterprises, Inc. and totaled \$72,332.00 with \$62,000 coming from the contingency funds previously budgeted for the project and the remainder from the Utility Fund Fund Balance. Karen Ellis and Zeb Wright were present on behalf of Ferguson Enterprises, Inc. Council Member Dominy made a motion to approve Resolution Number 19-45, approving the terms and conditions of Change Order Number 1 to the agreement by and between the City of Spring Valley Village, Texas and Ferguson Enterprises, Inc. for the supply and installation of AMI fixed based meter reading system, and Council Member Donaho seconded the motion. Motion carried 4-0.

9. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 2 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND FERGUSON ENTERPRISES, Inc. FOR THE SUPPLY AND INSTALLATION OF AMI FIXED BASED METER READING SYSTEM; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE

Mayor Ramsey read the Resolution by caption only. Assistant to the City Administrator Matthew Hitt advised that the purpose of Change Order No. 2 was for the installation of 71 new meters and taps and totaled \$42,804 with the funding coming from the Utility Fund Fund Balance. Council Member Dominy made a motion to approve Resolution Number 19-46, approving the terms and conditions of Change Order Number 2 to the agreement by and between the City of Spring Valley Village, Texas and Ferguson Enterprises, Inc. for the supply and installation of AMI fixed based meter reading system, and Council Member Donaho seconded the motion. Motion carried 4-0.

10. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Villages Mutual Insurance Group Recommended Insurance Carriers for Plan Year 2020 Being United Health Insurance (Medical), Guardian Life (Dental), Lincoln National Insurance (Life/AD&D/LTD), and Superior Vision (Vision) For The City of Spring Valley Village's Employee Benefits.

Council Member Dominy made a motion to approve the Villages Mutual Insurance Group's recommended insurance carriers for Plan Year 2020 being United Health Insurance

(Medical), Guardian Life (Dental), Lincoln National Insurance (Life/AD&D/LTD), and Superior Vision (Vision) for the City of Spring Valley Village's employee benefits, and Council Member Carpenter seconded the motion. Motion carried 4-0.

- 11. BRIEFING AND DISCUSSION CONCERNING:** Quarterly Investment Report For Period Ending September 30, 2019.

City Treasurer Michelle Yi presented the Quarterly Investment Report for the period ending September 30, 2019.

- 12. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING AND ADOPTING AN INVESTMENT POLICY FOR THE CITY OF SPRING VALLEY VILLAGE AND A LIST OF QUALIFIED BROKERS/DEALERS THAT ARE AUTHORIZED TO ENGAGE IN INVESTMENT TRANSACTIONS WITH THE CITY; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ramsey read the Resolution by caption only. Council Member Carpenter made a motion to approve Resolution Number 19-47, approving and adopting an investment policy for the City of Spring Valley Village and a list of qualified brokers/dealers that are authorized to engage in investment transactions with the City, and Council Member McCormack seconded the motion. Motion carried 4-0.

- 13. DISCUSSION AND DIRECTION CONCERNING:** Development of Annual Street Sweeping Program for the City.

After a brief discussion, it was the consensus of the City Council to have Public Works Director Pat Riley to develop a proposed Street Sweeping Program and present the proposed Program at a future Council meeting.

- 14. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 19-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, CASTING ITS BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ramsey read the Resolution by caption only. Council Member Dominy made a motion to approve Resolution Number 19-42, casting its ballot for Mike Sullivan to the Board of Directors of the Harris County Appraisal District, and Council Member Donaho seconded the motion. Motion carried 4-0.

- 15. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Briefing by City Staff:

1. Status of Hilldale, Bade & Cardwell Paving and Utility Improvements Project

Public Works Director Pat Riley provided an update for the Council and advised that the contractor is anticipated to submit a request for a time extension as the project is estimated to be complete by the end of January.

3. Status of New Production Well

Public Works Director Pat Riley advised that the pumping and bacteriological tests were performed and suggested that different enclosures be constructed as Spring Valley Village is in a hurricane prone area.

4. Status of Westview Drive Sidewalk Project

Public Works Director Pat Riley advised that the project was substantially complete with only landscaping left in some areas.

2. Status of Automated Meter Project

Assistant to the City Administrator Matthew Hitt advised that the project should be complete in the next 4-6 weeks with reinstallation beginning in January.

5. Status of Phase II Park Renovations Landscape Improvements

Assistant to the City Administrator Matthew Hitt advised that picnic tables and benches would be installed the first week of December and added that Clark Condon submitted a design for the new, more durable bridges.

16. EXECUTIVE SESSION: The City Council Will Now Hold A Closed Executive Meeting Pursuant To The Provision Of Chapter 551, Government Code, Vernon's Texas Codes Annotated, In Accordance With The Authority Contained In:

16.1 Section 551.072. Deliberation Regarding Real Property: Discussion To Deliberate The Purchase, Exchange, Lease, Or Value Of Real Property If Deliberation In An Open Meeting Would Have A Detrimental Effect On The Position Of The Governmental Body In Negotiations With A Third Person.

Council adjourned into the Executive Session at 7:02 p.m.

17. RECONVENE

The City Council meeting reconvened at 7:24 p.m.

18. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters Discussed in Executive Session.

No action was taken.

19. ADJOURNMENT

Council Member Carpenter made a motion to adjourn the meeting at 7:25 p.m., and Council Member Donaho seconded the motion. Motion carried 5-0.

Signed: _____
Tom S. Ramsey
Mayor

Attest: _____
Roxanne Benitez, TRMC, CPM, CMCC
City Secretary

Police Department Staff Report

SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

11\01\2019
thru 11\30\2019

Type	Description	# Of Calls
6	ACCIDENT	27
22	ALARM	62
23	AMBULANCE CALL	12
24	ANIMAL CALL	5
43	ASSIST OUTSIDE AGENCY	19
135	BUSINESS CHECK	409
48	CITY CREW REPAIRS	5
49	CIVIL MATTER	1
38	DAMAGE TO CITY PROPERTY	1
53	DEBRIS IN ROADWAY	11
56	DISTURBANCE	1
60	FIRE CALL	10
62	FOUND PROPERTY	1
68	HOUSE CHECK	105
70	INFORMATION	42
71	INVESTIGATION	11
76	LOUD NOISE	5
81	OPEN DOOR	23
86	PUBLIC RELATIONS	386
88	RECOVERY STOLEN VEHICLE	1
90	REPOSSESSED VEHICLE	3
92	SERVICE CALL	1
96	SOLICITOR	7
97	SPECIAL ASSIGNMENT	1
99	STALLED VEHICLE	48
103	SUSPICIOUS ACTIVITY	9
104	SUSPICIOUS PERSON	10
105	SUSPICIOUS VEHICLE	39
11	TRAFFIC STOP	402
111	VEHICLE BLOCKING ROADWAY	5
112	VEHICLE CHECK	27
42	WARRANT SERVICE	3
117	WELFARE CONCERN	5
Total		1,697

Spring Valley Village, TX PD

Nov 1, 2019 - Nov 30, 2019

Citation Violation Audit By Offense

Total Charges: 555

Description	Counts
BACKED UPON SHOULDER(OR ROADWAY) OF CONTROLLED ACCESS HIGHWAY / ILLEGAL BACKING	1
CHANGE NAME/MAILING ADDRESS LATER THAN 30 DAYS (CDL)	1
CHANGED LANE WHEN UNSAFE	2
CITY ORDINANCE - SOLICITING WITHOUT A PERMIT - PEDDLER	3
CRIMINAL TRESPASSING	2
DEFECTIVE EQUIPMENT - WHITE LIGHT TO THE REAR	2
DEFECTIVE EQUIPMENT / NO LICENSE PLATE LIGHT	38
DEFECTIVE EQUIPMENT- EXCESSIVE NOISE, SPINNING TIRES	1
DEFECTIVE HEAD LAMPS	48
DEFECTIVE HEAD LIGHTS	28
DEFECTIVE STOP LAMP(S)	10
DEFECTIVE TAIL LAMP(S)	16
DISPLAY FICTITIOUS/WRONG/UNCLEAN LICENSE PLATES	1
DISPLAY/ EXPIRED REGISTRATION	24
DISREGARD NO LANE CHANGE SIGN	1
DRIVING WHILE LICENSE INVALID UNDER PROVISIONS OF DL LAWS	5
DRIVING WITHOUT ANY LICENSE	3
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	24
EXPIRED DRIVERS LICENSE	4
FAIL TO CONTROL SPEED	4
FAIL TO DISPLAY DRIVERS LICENSE	1
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	19
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	8
FAIL TO OBEY TRAFFIC CONTROL SIGNAL	1
FAIL TO REPORT CHANGE OF ADDRESS	5
FAILED TO DIM HEADLIGHTS - FOLLOWING	7
FAILED TO DIM HEADLIGHTS - MEETING	21
FAILED TO PASS TO RIGHT SAFELY/IMPROPER PASSING	1

CONFIDENTIAL

Spring Valley Village, TX PD

Nov 1, 2019 - Nov 30, 2019

Citation Violation Audit By Offense

Total Charges: 555

Description	Counts
FAILED TO SIGNAL INTENT TO TURN	2
FAILED TO SIGNAL TURN	1
FAILED TO SIGNAL TURN / LANE CHANGE	3
FAILED TO STOP AT DESIGNATED POINT (STOP SIGN)	4
ILLEGAL BUYERS TAGS	3
ILLEGAL PARKING - NO PARKING ANY TIME	6
IMPROPER START FROM PARKED POSITION	1
LICENSE PLATE OBSCURED	3
NO DRIVERS LICENSE	46
NO FRONT LICENSE PLATE	2
NO SEAT BELT - DRIVER	4
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WITH ONE LICENSE PLATE	1
PARKED FACING TRAFFIC	18
PASSING AUTHORIZED EMERGENCY VEHICLE	3
PASSING/DISREGARD NO PASSING ZONE	2
RAN RED LIGHT	40
RAN STOP SIGN	24
SPEEDING >10% ABOVE POSTED LIMIT	102
SPEEDING IN SCHOOL ZONE	7
	1

MONTHLY K-9 REPORT

FOR THE MONTH OF: Nov-19

MOYER, NABORS

FRITZ, ODIN

TOTALS

K-9 CALLS FOR SERVICE

SPRING VALLEY VILLAGE

128

OUTSIDE AGENCY

2

K-9 APPREHENSIONS

1

NARCOTICS CASES

1

PUBLIC RELATIONS EVENT

8

**City of Spring Valley Village
City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:

CONDUCT A PUBLIC HEARING CONCERNING:

A PRELIMINARY AND FINAL RE-PLAT OF WYNGAYLE OAKS, PARTIAL RE-PLAT NO. 1, A PLOT CONTAINING 0.6684 ACRES OF LAND, SITUATED IN DWELLING DISTRICT "A", CITY OF SPRING VALLEY VILLAGE, HARRIS COUNTY, TEXAS BEARING THE ADDRESSES OF 8942 CROES DRIVE AND 1303 FRIES ROAD.

BACKGROUND:

In August of 2018, the Planning & Zoning Commission and City Council approved Wyngayle Oaks Partial Re-Plat No. 1. Partial Re-Plat No. 1 divided the two properties into 13,737 square feet for Lot 3 (8942 Croes Drive) and 15,379 square feet for Lot 6 (1303 Fries Road). The owners now wish to change the square footage of their properties a second time.

Anthony and Jane Collins, the property owners of Lot 6 (commonly known as 1303 Fries Road), have agreed to release additional land to Edward and Melissa Tredennick, the property owners of Lot 3 (commonly known as 8942 Croes), to provide the Tredennicks with an additional 12 feet of buildable area on their property to accommodate a swimming pool. Consequently, both property owners have jointly filed the preliminary and final re-plat of the two properties to reflect their agreed upon property changes as Partial Re-Plat No. 2.

The new Lot 3 (8942 Croes Drive) will contain 14,679.32 square feet, and the new Lot 6 (1303 Fries Road) will contain 14,437.22 square feet. Additionally this proposed Re-Plat has added the existing aerial easement adjacent to the 10-foot wide Utility easement on Lot 3. The proposed Re-plat does not create any non-conforming setbacks, as approximately 30 feet will be maintained on the rear property line to the detached garage on Lot 6. The proposed Preliminary and Final Re-Plat meets the requirements of the City's Subdivision Regulations.

New Information Received After Planning & Zoning Commission Meeting on December 3, 2019

During the Planning & Zoning Commission meeting, there were questions about measurements on the Re-Plat document and whether approval of the Re-Plat would create any nonconforming issues for Lot 6, and the approval of Re-Plat No. 2 was contingent upon these issues being addressed. On December 4, 2019, City Staff had a telephone conversation with Carlos Espinoza y Sanchez from Windrose Land Surveying & Platting to ensure that he understood the corrections that were needed. During that conversation, the City learned for the first time that the previously-approved Re-Plat No. 1 had never been recorded in the Harris County Real Property Records and that the property owners had abandoned Re-Plat No. 1. Neither Mr. Espinoza y

ACTIONS TAKEN

APPROVAL	READING PASSED	OTHER
☐ YES ☐ NO		

**City of Spring Valley Village
City Council
Agenda Item Data Sheet**

	Sanchez nor the property owners had previously advised the City of this information. In light of this new information, the document for Re-Plat No. 2 was reviewed by City Attorney Loren Smith to determine if it was sufficient to be considered Re-Plat No. 1 and whether the public notice that had been provided would need to be republished. Mr. Smith determined that the document was sufficient and the public notice did not need to be republished. Therefore, the document that is being considered by the City Council during this agenda item is a Preliminary and Final Re-Plat of Wyngayle Oaks, Partial Re-Plat No. 1 and not Re-Plat No. 2.
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RECOMMENDATION:	None
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ATTACHMENTS:	- Plat/General Plan Submittal Application including Supporting Application Documents - Revised Preliminary and Final Re-Plat of Wyngayle Oaks, Partial Re-Plat No. 1, for the Properties Located at 8942 Croes Drive and 1303 Fries Road - Copy of Published Notice of Public Hearing - Copy of Notice of Public Hearing Letters and Mailing Labels for Property Owners Within 200 Feet of Property - Zoning Signage Criteria Affidavits
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FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____
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FINANCE VERIFICATION OF FUNDING:	
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SUBMITTING STAFF MEMBER:	CITY ADMINISTRATOR APPROVAL:
Roxanne Benitez, City Secretary	

ACTIONS TAKEN		
APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER

STATE OF TEXAS
COUNTY OF HARRIS

WE, Edward Coe Tredennick, Melissa McBride Tredennick Anthony Collins and Jane F. Collins, hereinafter referred to as Owners of the 0.6684 acre tract described in the above and foregoing map of WYNGAYLE OAKS PARTIAL REPLAT NO 1, do hereby make and establish said subdivision and development plan of said property for and on behalf of said Edward Coe Tredennick, Melissa McBride Tredennick and Anthony Collins, according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets, or permanent access easements), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves our heirs, successors and assigns to warrant and forever defend the title on the land so dedicated.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional eleven feet, six inches (11'-6") for ten feet (10'-0") perimeter ground easements or seven feet, six inches (7'-6") for fourteen feet (14'-0") perimeter ground easements or five feet, six inches (5'-6") for sixteen feet (16'-0") perimeter ground easements, from a plane sixteen feet (16'-0") above the ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals twenty one feet, six inches (21'-6") in width.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional ten feet (10'-0") for ten feet (10'-0") back-to-back ground easements, or eight feet (8'-0") for fourteen feet (14'-0") back-to-back ground easements or seven feet (7'-0") for sixteen feet (16'-0") back-to-back ground easements, from a plane sixteen feet (16'-0") above ground level upward, located adjacent to both sides and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals thirty feet (30'-0") in width.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tanks into any public or private street, permanent access easement, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, Owners do hereby dedicate to the public a strip of land fifteen (15) feet wide on each side of the center line of any and all bayous, creeks, gullies, ravines, draws, sloughs, or other natural drainage courses located in said plat, as easements for drainage purposes, giving the City of Spring Valley Village, Harris County, or any other governmental agency, the right to enter upon said easement at any and all times for the purpose of construction and maintenance of drainage facilities and structures.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, planting and other obstructions to the operations maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, Owners do hereby declare that all parcels of land designated as lots on this plat are originally intended for the construction of single-family residential dwelling units thereon and shall be restricted for same under the terms and conditions of any such restrictions, filed separately.

FURTHER, Owners hereby certify that this replat does not attempt to alter amend, or remove any covenants or restrictions: we further certify that no portion of the preceding plat was limited by deed restriction to residential use for not more than two (2) residential units per lot.

WITNESS our hand in the City of Spring Valley Village, Texas this the ____ day of _____, 2020.

By: _____
Edward Coe Tredennick, Owner

By: _____
Melissa McBride Tredennick, Owner

By: _____
Anthony Collins, Owner

By: _____
Jane F. Collins, Owner

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Edward Coe Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Melissa McBride Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Anthony Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Jane F. Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

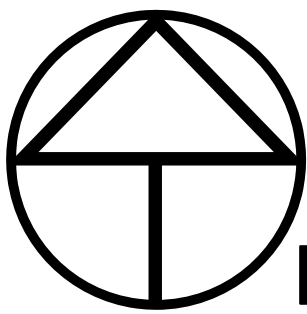
My Commission Expires:

GENERAL NOTES

- Bearings are based on the Texas State Plane Coordinate System, South Central Zone (NAD 83).
- Lots 3 and 6, Block B, are hereby restricted to single-family residential uses.
- The surveyed tract is subject to the City of Spring Valley's Zoning Ordinance.
- According to the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Map No.48201C064SL, with the effective date of June 28, 2017, the property is located in Zone "X" (Areas determined to be outside of) the 100 year floodplain.
- All Floodplain information noted in the plat reflects the status per the FEMA FIRM map that is effective at the time that the plat is recorded. Floodplain status is subject to change as FEMA FIRM maps are updated.

ABBREVIATIONS

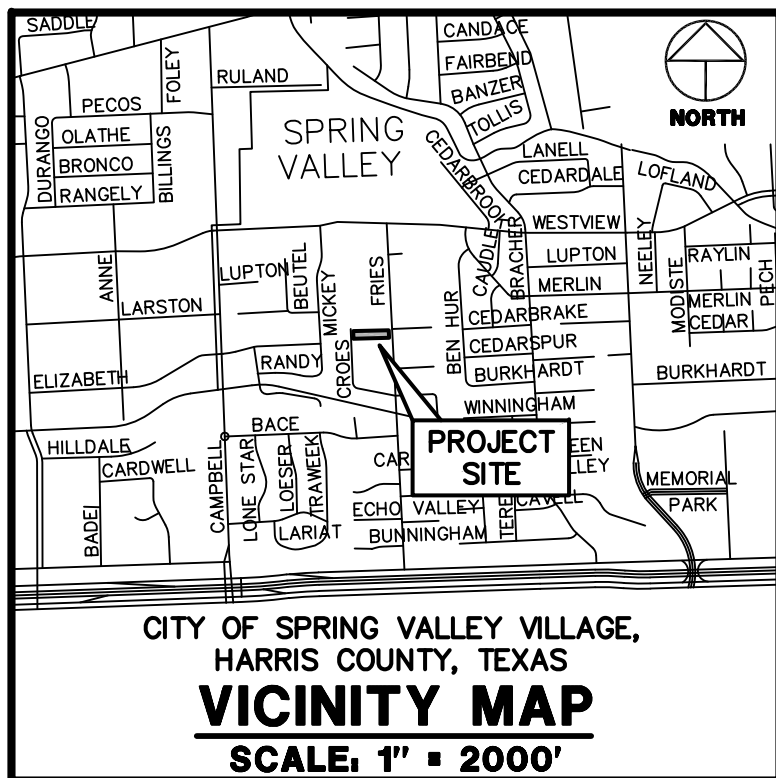
A.E. - AERIAL EASEMENT
D.E. - DRAINAGE EASEMENT
ESMT. - EASEMENT
FND - FOUND
H.C.C.F. - HARRIS COUNTY CLERK FILE
H.C.D.R. - HARRIS COUNTY DEED RECORDS
H.C.M.R. - HARRIS COUNTY MAP RECORDS
IP - IRON PIPE
IR - IRON ROD
NO. - NUMBER
PG. - PAGE
R.O.W. - RIGHT-OF-WAY
AC. - ACRES
SQ. FT. - SQUARE FEET
VOL. - VOLUME
B.L. - BUILDING LINE
W.L.E. - WATER LINE EASEMENT
S.S.E. - SANITARY SEWER EASEMENT
U.E. - UTILITY EASEMENT
(S) - SET 5/8" CAPPED IR "WINDROSE"



NORTH

GRAPHIC SCALE: 1" = 30'

30 0 30 60 90 Feet



DESCRIPTION

A TRACT OR PARCEL CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND BEING ALL OF LOT 3, BLOCK "B", WYNGAYLE OAKS, AS RECORDED IN VOL. 46, PG. 31, OF THE HARRIS COUNTY MAP RECORDS (H.C.M.R.) CONVEYED TO EDWARD COE TREDENNICK, ET UX, AS RECORDED UNDER HARRIS COUNTY CLERK'S FILE (H.C.C.F.) NO. RP-2017-208019, AND ALL OF LOT 6, SAID BLOCK "B", CONVEYED TO ANTHONY COLLINS, AS RECORDED UNDER H.C.C.F. NO. T102742, SITUATED IN THE A. H. OSBORNE SURVEY, ABSTRACT NO. 610, HARRIS COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

BEGINNING AT A CAPPED 5/8-INCH IRON ROD STAMPED "WINDROSE" SET ON THE WEST RIGHT-OF-WAY LINE OF FRIES ROAD (60 FEET WIDE) AS RECORDED IN VOL. 14, PG. 1, H.C.M.R., FOR THE NORTHEAST CORNER OF LOT 14; INVERNESS PARK, AS RECORDED ON VOL. 340, PG. 50, H.C.M.R., THE NORTHEAST CORNER OF SAID LOT 6, AND THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 02 DEG. 06 MIN. 48 SEC. EAST, WITH THE WEST RIGHT-OF-WAY LINE OF SAID FRIES ROAD, A DISTANCE OF 78.50 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 5, SAID BLOCK "B", THE SOUTHEAST CORNER OF SAID LOT 6, AND THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 88 DEG. 34 MIN. 40 SEC. WEST, A DISTANCE OF 371.61 FEET TO A CAPPED 5/8-INCH IRON ROD STAMPED "PRECISION" FOUND ON THE EAST RIGHT-OF-WAY LINE OF CROES DRIVE (60 FEET WIDE) AS RECORDED ON VOL. 46, PG. 31, H.C.M.R., FOR THE NORTHWEST CORNER OF LOT 4, SAID BLOCK "B", THE SOUTHWEST CORNER OF SAID LOT 3, AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 01 DEG. 06 MIN. 20 SEC. WEST, WITH THE EAST RIGHT-OF-WAY LINE OF SAID CROES DRIVE, A DISTANCE OF 78.50 FEET TO A BENT 1/2-INCH IRON ROD FOUND ON THE SOUTH LINE OF LOT 10, SAID INVERNESS PARK, FOR THE NORTHWEST CORNER OF SAID LOT 3 AND THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 88 DEG. 34 MIN. 40 SEC. EAST, WITH THE SOUTH LINE OF SAID INVERNESS PARK, A DISTANCE OF 370.23 FEET TO THE PLACE OF BEGINNING AND CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND.

WYNGAYLE OAKS PARTIAL REPLAT NO 1

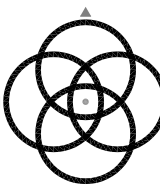
A SUBDIVISION OF 0.6684 AC. / 29,117 SQ. FT. BEING A REPLAT OF ALL OF LOTS 3 AND 6, BLOCK B, WYNGAYLE OAKS, RECORDED IN VOL. 46, PG. 31, H.C.M.R., SITUATED IN THE A.H. OSBORNE SURVEY, A-610, CITY OF SPRING VALLEY VILLAGE, HARRIS COUNTY, TEXAS.

1 BLOCK 2 LOTS
FEBRUARY 2020

REASON FOR REPLAT: TO CREATE TWO SINGLE-FAMILY RESIDENTIAL LOTS

Owners
Edward Coe Tredennick and
Melissa McBride Tredennick
8942 Croes Drive
Houston, TX 77055

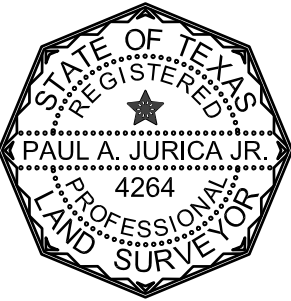
Surveyor



WINDROSE
LAND SURVEYING | PLATING

11111 RICHMOND, SUITE 150 | HOUSTON, TX 77082 | 713.458.2281
FIRM REGISTRATION NO. 10108800 | WINDROSESERVICES.COM

I, Paul A. Jurica Jr., am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and accurate; was prepared from an actual survey of the property made under my supervision on the ground; that, except as shown all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other objects of a permanent nature) pipes or rods having an outside diameter of not less than five eighths (5/8) inch and a length of not less than three (3) feet; and that the plat boundary corners have been tied to the Texas Coordinate System of 1983, south central zone.



PAUL A. JURICA, JR.
Registered Professional Land Surveyor
Texas Registration No. 4264

We, Mortgage Electronic Registration Systems, Inc., owner and holder of a lien against the property described in the plat known as WYNGAYLE OAKS PARTIAL REPLAT NO 1, said lien being evidenced by instrument of record in the Clerk's File No. RP-2017-208019 of the O.P.R.O.R.P. of Harris County, Texas, do hereby in all things subordinate our interest in said property to the purposes and effects of said plat and the dedications and restrictions shown herein to said subdivision plat and we hereby confirm that we are the present owner of said lien and have not assigned the same nor any part thereof.

By: _____
Print name: _____

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 20__.

Notary Public in and for the
State of Texas

My Commission Expires:

This is to certify that the City Council of the City of Spring Valley Village, Texas has approved this replat and subdivision of WYNGAYLE OAKS PARTIAL REPLAT NO 1 as shown herein.

In testimony whereof, witness this official signature of the mayor of the City of Spring Valley Village, Texas, this ____ day of _____, 2020.

ATTEST:

Tom S. Ramsey, Mayor
City of Spring Valley Village, Texas

Roxanne Benitez, City Secretary
City of Spring Valley Village, Texas

I, Diane Trautman, County Clerk of Harris County, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on _____, 2020, at _____ o'clock____M., and duly recorded on _____, 2020, at _____ o'clock____M., and at Film Code No. _____ of the Map Records of Harris County for said county.

Witness my hand and seal of office, at Houston, the day and date last above written.

Diane Trautman
County Clerk
of Harris County, Texas

By: _____
Deputy

DIVIDER PAGE



LETTER OF TRANSMITTAL

TO: City of Spring Valley Village
City Hall
1025 Campbell Road
Houston, TX 77055

FROM: Carlos G. Espinoza y Sánchez

DATE: 10/9/2019

ATTN: Planning and Zoning

WJN: 54372-P109004

PHONE: 713-465-8308

FAX:

PROJECT: Wyngayle Oaks partial replat no 2

ITEM#	COPIES	DESCRIPTION
1	1	Replat Application Fee - \$1,000
2	15	Application
3	15	Applicant Letter
4	15	Property Owner Letter of Authorization
5	15	Metes & Bounds
6	30	Preliminary & Final Plat Drawing – 24" x 36"
7	N/A	PDF of Plat Package – Emailed to secretary@springvalleytx.com

Please let me know if anything else is required.

Very Respectfully,

A handwritten signature in black ink that reads "Carlos G. Espinoza y Sanchez". The signature is written in a cursive, flowing style.

Carlos G. Espinoza y Sánchez
346-998-3792



EST. 1955
SPRING VALLEY
VILLAGE

CITY OF SPRING VALLEY VILLAGE

Plat / General Plan Submittal Application

(Please type or print legibly)

Fees: Plat or Replat Application - \$500
Specific Use Permit Application - \$500
Planned Area Development District (PADD) Application - \$7,000
Amendment to Planned Area Development District (PADD) Application - \$1,000

Submittal Requirements Checklist:

Fifteen (15) packets, each one shall include all of the items listed below:

- ☒ Application
- ☒ Letter stating the applicant's reasons for request, the type of request, and other pertinent information
- ☒ Letter from property owner
- ☒ Metes and bounds of the site and county slide number of plat (if recorded)
- ☒ Scale drawings, on 24" x 36" paper (1" = 100'), blue line/black line copies of plat, re-plat or amending plat, and a vicinity/key map
- ☒ A pdf of the entire packet submitted to secretary@springvalleytx.com

Subdivision / Development Name: Wyn gayle Oaks Partial Replat NO 1

Geographical Location: Between Croes Drive and Fries Road

(List specific address, major streets, bayous, creeks, and adjacent subdivisions)

Survey/Abstract No.: A.H. Osborne Survey, A-610; Lots 3 & 6, Block B, Wyn gayle, Vol. 46, Pg. 31, H.C.M.R.

Submittal Type:

- ☐ Preliminary Plat
- ☐ Final Plat
- ☐ Amending Plat
- ☒ Preliminary Replat
- ☒ Final Replat
- ☐ Specific Use Permit
- ☐ Specific Use Permit Amendment

Reason for Replat or Amending Plat:

Shifting the dividing line between Two Single-Family Lots

Type of Plat:

- ☒ Single Family Residential
- ☐ Zero Lot Line Patio Homes
- ☐ Planned Area Development District
- ☐ Planned Area Development
- ☐ Amendment to Planned Area Development

Plat/PADD Data:

Total Acreage: 0.6684 AC. Typical Lot Size: 14,559 square feet
Number Lots: 2 Number of Streets: 2
Numbers and Types of Reserves: 0 Total Acres in Reserve: 0
Zoning District: DWELLING DISTRICT A

Applicant: Windrose

Contact Name: Carlos G. Espinoza y Sanchez

Address: 11111 Richmond Ave Suite 150, Houston, TX 77082

Phone: 713-458-2281 Fax: 713-461-1151

Email: Carlos.Espinoza@windroseservices.com

Owner: Edward Coe Tredennick & Melissa McBride Tredennick and Anthony Collins & Jane Collins

Contact Name: Edward Coe Tredennick & Melissa McBride Tredennick and Anthony Collins & Jane Collins

Address: 8942 Croes Drive & 1303 Fries, Houston, TX 77055

Phone: 713-917-0024 x202 Fax: 713-917-0026

Email: Ted@DTlawyers.com

Engineer or Planner: G&G Engineering and Consulting, LLC

Contact Name: Stephen Wilson, PE

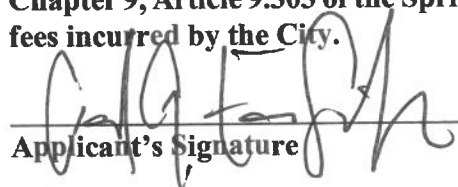
Address: 3535 Briarpark, Suite 245, Houston TX 77042

Phone: 281-974-5280 Fax: 832-668-5650

Email: dgregory@g-gdesign.com

Authorization:

My signature below certifies that I am authorized to submit this application and that the information on the application is COMPLETE, TRUE, and CORRECT. Furthermore, I understand that, in accordance with Chapter 9, Article 9.303 of the Spring Valley Village Code of Ordinances, I am responsible for all engineering fees incurred by the City.


Applicant's Signature

10/04/2019

Date



PLAT SUBMITTAL LETTER

DATE: October 8th, 2019

TO: City of Spring Valley Village
City Hall
ATTN: Planning and Zoning
1025 Campbell Road, Houston, TX 77055

FROM: Carlos G. Espinoza y Sánchez, Project Manager
Windrose

RE: Final Replat Request – Wyngayle Oaks Partial Replat No 2 (WJN 54372)

We hereby request that the attached plat be processed by the City of Spring Valley Village as a final replat. The site is 0.6684 acre located between Fries Road and Croes Drive. The property owners, Edward Coe Tredennick & Melissa McBride Tredennick and Anthony Collins & Jane F. Collins, desire to create two single-family residential lots. Please note the following development contacts for this project:

<i>Property Owner/Developer:</i>	<i>Applicant:</i>
Anthony L. Collins & Jane F. Collins 1303 Fries Road – and - Edward C. & Melissa M. Tredennick 8942 Croes Drive Houston, TX 77055 Phone: 713-917-0024 x 202 Ted@DTlawyers.com	Windrose Land Services Carlos G. Espinoza y Sánchez, Project Manager 11111 Richmond Avenue, Suite 150 Houston, TX 77082 Office: 713.458.2281 Carlos.Espinoza@WindroseServices.com

Please do not hesitate to contact me if you require additional information or if you have any questions or concerns.

Very Respectfully,

Carlos G. Espinoza y Sánchez
346-998-3792

LETTER OF AUTHORIZATION

From: Anthony Collins & Jane Collins
1303 Fries Road
Houston, Texas 77055

To: Planning and Zoning Commission
City of Spring Valley Village, Texas

To Whom It May Concern:

The undersigned Anthony Collins & Jane Collins, the record owners of the property depicted on the proposed plat of WYNGALE OAKS PARTIAL REPLAT NO 2, do hereby authorize Windrose Surveying and Land Services, LLC, doing business as Windrose Land Services, to submit for review, and ultimately recording upon final approvals, a plat (whether a single submittal or multiple submittals if necessary) within the corporate limits of the City of Spring Valley Village, Harris County, Texas.

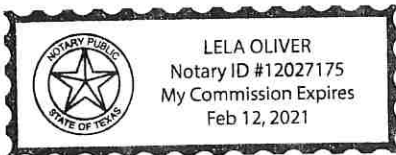
By: [Signature]
Anthony Collins

By: _____
Jane Collins

State of Texas
County of Harris

Before me, Lela Oliver, on this day personally appeared Anthony Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 27 day of September, 2019.



[Signature]
Notary Public

State of Texas
County of _____

Before me, _____, on this day personally appeared Jane Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 201+.

Notary Public

LETTER OF AUTHORIZATION

From: Anthony Collins & Jane Collins
1303 Fries Road
Houston, Texas 77055

To: Planning and Zoning Commission
City of Spring Valley Village, Texas

To Whom It May Concern:

The undersigned Anthony Collins & Jane Collins, the record owners of the property depicted on the proposed plat of WYNGALE OAKS PARTIAL REPLAT NO 2, do hereby authorize Windrose Surveying and Land Services, LLC, doing business as Windrose Land Services, to submit for review, and ultimately recording upon final approvals, a plat (whether a single submittal or multiple submittals if necessary) within the corporate limits of the City of Spring Valley Village, Harris County, Texas.

By: _____
Anthony Collins

By: Jane Collins
Jane Collins

State of Texas
County of _____

Before me, _____, on this day personally appeared Anthony Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

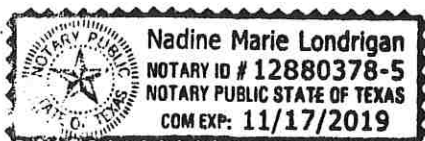
Given under my hand and seal of office this _____ day of _____, 2019.

Notary Public

State of Texas
County of Tarrant

Before me, Nadine Londrigan, on this day personally appeared Jane Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 30th day of Sept, 2019.



Nadine Londrigan
Notary Public

LETTER OF AUTHORIZATION

From: Edward Coe Tredennick & Melissa McBride Tredennick
8942 Croes Drive
Houston, Texas 77055

To: Planning and Zoning Commission
City of Spring Valley Village, Texas

To Whom It May Concern:

The undersigned Edward Coe Tredennick & Melissa McBride Tredennick, the record owners of the property depicted on the proposed plat of WYNGAYLE OAKS PARTIAL REPLAT NO 2, do hereby authorize Windrose Surveying and Land Services, LLC, doing business as Windrose Land Services, to submit for review, and ultimately recording upon final approvals, a plat (whether a single submittal or multiple submittals if necessary) within the corporate limits of the City of Spring Valley Village, Harris County, Texas.

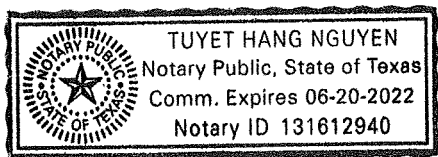
By: [Signature]
Edward Coe Tredennick

By: [Signature]
Melissa McBride Tredennick

State of Texas
County of Harris

Before me, Edward Tredennick, on this day personally appeared Edward Coe Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 26 day of Sep, 2019.



[Signature]

Notary Public

State of Texas
County of Harris

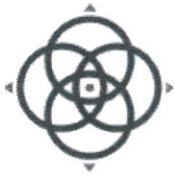
Before me, Melissa Tredennick, on this day personally appeared Melissa McBride Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 26 day of Sep, 2019.



[Signature]

Notary Public



WINDROSE

LAND SURVEYING | PLATTING

DESCRIPTION OF 0.6684 ACRES OR 29,117 SQ. FT.

A TRACT OR PARCEL CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND BEING ALL OF LOT 3, BLOCK "B", WWYNGAYLE OAKS, AS RECORDED IN VOL. 46, PG. 31, OF THE HARRIS COUNTY MAP RECORDS (H.C.M.R.) CONVEYED TO EDWARD COE TREDENNICK, ET UX, AS RECORDED UNDER HARRIS COUNTY CLERK'S FILE (H.C.C.F.) NO. RP-2017-208018, AND ALL OF LOT 6, SAID BLOCK "B", CONVEYED TO ANTHONY COLLINS, AS RECORDED UNDER H.C.C.F. NO. T102742, SITUATED IN THE A. H. OSBORNE SURVEY, ABSTRACT NO. 610, HARRIS COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

BEGINNING AT A CAPPED 5/8-INCH IRON ROD STAMPED "WINDROSE" SET ON THE WEST RIGHT-OF-WAY LINE OF FRIES ROAD (60 FEET WIDE) AS RECORDED IN VOL. 14, PG. 1, H.C.M.R., FOR THE SOUTHEAST CORNER OF LOT 14, INVERNESS PARK, AS RECORDED ON VOL. 340, PG. 50, H.C.M.R., THE NORTHEAST CORNER OF SAID LOT 6, AND THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

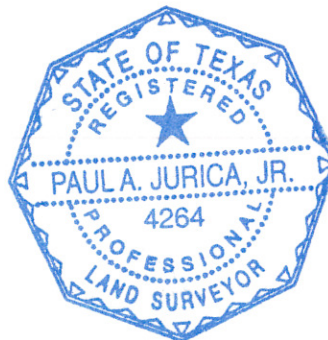
THENCE, SOUTH 02 DEG. 06 MIN. 48 SEC. EAST, WITH THE WEST RIGHT-OF-WAY LINE OF SAID FRIES ROAD, A DISTANCE OF 78.50 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 5, SAID BLOCK "B", THE SOUTHEAST CORNER OF SAID LOT 6, AND THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 88 DEG. 34 MIN. 40 SEC. WEST, A DISTANCE OF 371.61 FEET TO A CAPPED 5/8-INCH IRON ROD STAMPED "PRECISION" FOUND ON THE EAST RIGHT-OF-WAY LINE OF CROES DRIVE (60 FEET WIDE) AS RECORDED ON VOL. 46, PG. 31, H.C.M.R., FOR THE NORTHWEST CORNER OF LOT 4, SAID BLOCK "B", THE SOUTHWEST CORNER OF SAID LOT 3, AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 01 DEG. 06 MIN. 20 SEC. WEST, WITH THE EAST RIGHT-OF-WAY LINE OF SAID CROES DRIVE, A DISTANCE OF 78.50 FEET TO A BENT 1/2-INCH IRON ROD FOUND ON THE SOUTH LINE OF LOT 10, SAID INVERNESS PARK, FOR THE NORTHWEST CORNER OF SAID LOT 3 AND THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 88 DEG. 34 MIN. 40 SEC. EAST, WITH THE SOUTH LINE OF SAID INVERNESS PARK, A DISTANCE OF 370.23 FEET TO THE **PLACE OF BEGINNING** AND CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND.

PAUL A. JURICA JR.
R.P.L.S. NO. 4264
STATE OF TEXAS
FIRM REGISTRATION NO. 10108800



04-27-2018

DATE

STATE OF TEXAS
COUNTY OF HARRIS

WE, Edward Coe Tredennick, Melissa McBride Tredennick Anthony Collins and Jane F. Collins, hereinafter referred to as Owners of the 0.6684 acre tract described in the above and foregoing map of WYNGAYLE OAKS PARTIAL REPLAT NO 2, do hereby make and establish said subdivision and development plan of said property for and on behalf of said Edward Coe Tredennick, Melissa McBride Tredennick and Anthony Collins, according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets, or permanent access easements), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves our heirs, successors and assigns to warrant and forever defend the title on the land so dedicated.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional eleven feet, six inches (11'-6") for ten feet (10'-0") perimeter ground easements or seven feet, six inches (7'-6") for fourteen feet (14'-0") perimeter ground easements or five feet, six inches (5'-6") for sixteen feet (16'-0") perimeter ground easements, from a plane sixteen feet (16'-0") above the ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals twenty one feet, six inches (21'-6") in width.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional ten feet (10'-0") for ten feet (10'-0") back-to-back ground easements, or eight feet (8'-0") for fourteen feet (14'-0") back-to-back ground easements or seven feet (7'-0") for sixteen feet (16'-0") back-to-back ground easements, from a plane sixteen feet (16'-0") above ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals thirty feet (30'-0") in width.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tanks into any public or private street, permanent access easement, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, Owners do hereby dedicate to the public a strip of land fifteen (15) feet wide on each side of the center line of any and all bayous, creeks, gullies, ravines, draws, sloughs, or other natural drainage courses located in said plat, as easements for drainage purposes, giving the City of Spring Valley Village, Harris County, or any other governmental agency, the right to enter upon said easement at any and all times for the purpose of construction and maintenance of drainage facilities and structures.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, planting and other obstructions to the operations maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, Owners do hereby declare that all parcels of land designated as lots on this plat are originally intended for the construction of single-family residential dwelling units thereon and shall be restricted for same under the terms and conditions of such restrictions, filed separately.

FURTHER, Owners hereby certify that this replat does not attempt to alter amend, or remove any covenants or restrictions: we further certify that no portion of the preceding plat was limited by deed restriction to residential use for not more than two (2) residential units per lot.

WITNESS our hand in the City of Spring Valley Village, Texas this the ____ day of _____, 2020.

By: _____
Edward Coe Tredennick, Owner

By: _____
Melissa McBride Tredennick, Owner

By: _____
Anthony Collins, Owner

By: _____
Jane F. Collins, Owner

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Edward Coe Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Melissa McBride Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Anthony Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Jane F. Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

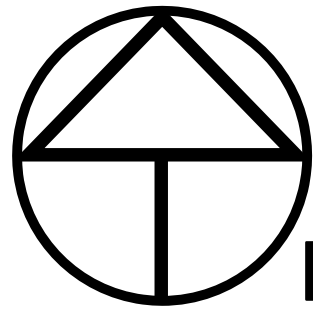
GENERAL NOTES

- Bearings are based on the Texas State Plane Coordinate System, South Central Zone (NAD 83).
- Lots 1 thru 2, Block 1 are hereby restricted to single-family residential uses.

ABBREVIATIONS

FND - FOUND
F.C. - FILM CODE
H.C.C.F. - HARRIS COUNTY CLERKS FILE
H.C.D.R. - HARRIS COUNTY DEED RECORDS
H.C.M.R. - HARRIS COUNTY MAP RECORDS
IP - IRON PIPE
IR - IRON ROD
NO. - NUMBER
PG. - PAGE
R.O.W. - RIGHT-OF-WAY

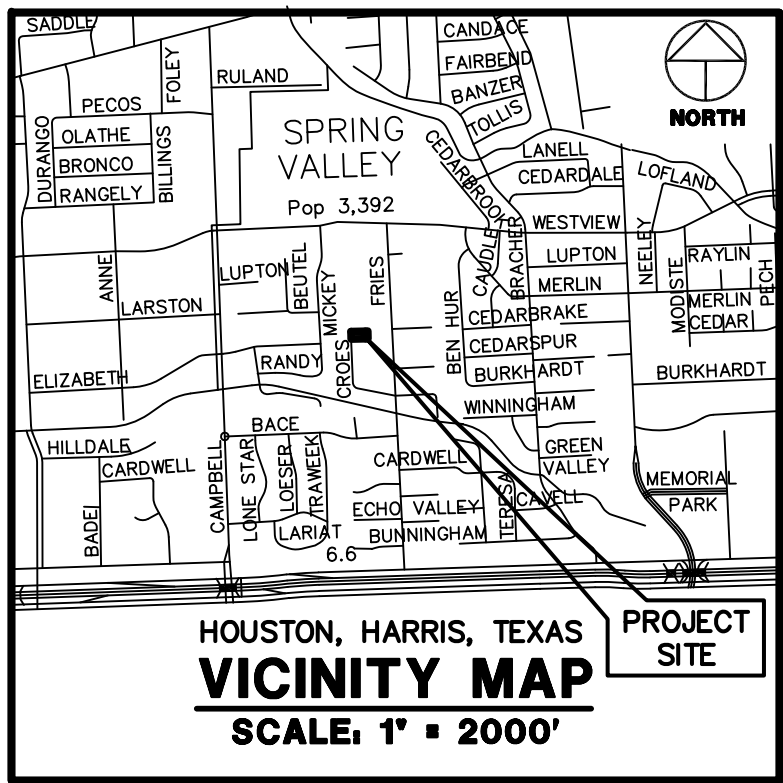
SQ. FT. - SQUARE FEET
VOL. - VOLUME
A.E. - AERIAL EASEMENT
B.L. - BUILDING LINE
S.S.E. - SANITARY SEWER EASEMENT
S.T.S.E. - STORM SEWER EASEMENT
U.E. - UTILITY EASEMENT
W.L.E. - WATER LINE EASEMENT
(S) - SET 5/8" CAPPED IR "WINDROSE"



NORTH

GRAPHIC SCALE: 1" = 30'

30 0 30 60 90 Feet



DESCRIPTION

A TRACT OR PARCEL CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND BEING ALL OF LOT 3, BLOCK "B", WYNGAYLE OAKS, AS RECORDED IN VOL. 46, PG. 31, OF THE HARRIS COUNTY MAP RECORDS (H.C.M.R.) CONVEYED TO EDWARD COE TREDENNICK, ET UX, AS RECORDED UNDER HARRIS COUNTY CLERK'S FILE (H.C.C.F.) NO. RP-2017-208018, AND ALL OF LOT 6, SAID BLOCK "B", CONVEYED TO ANTHONY COLLINS, AS RECORDED UNDER H.C.C.F. NO. T102742, SITUATED IN THE A. H. OSBORNE SURVEY, ABSTRACT NO. 610, HARRIS COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

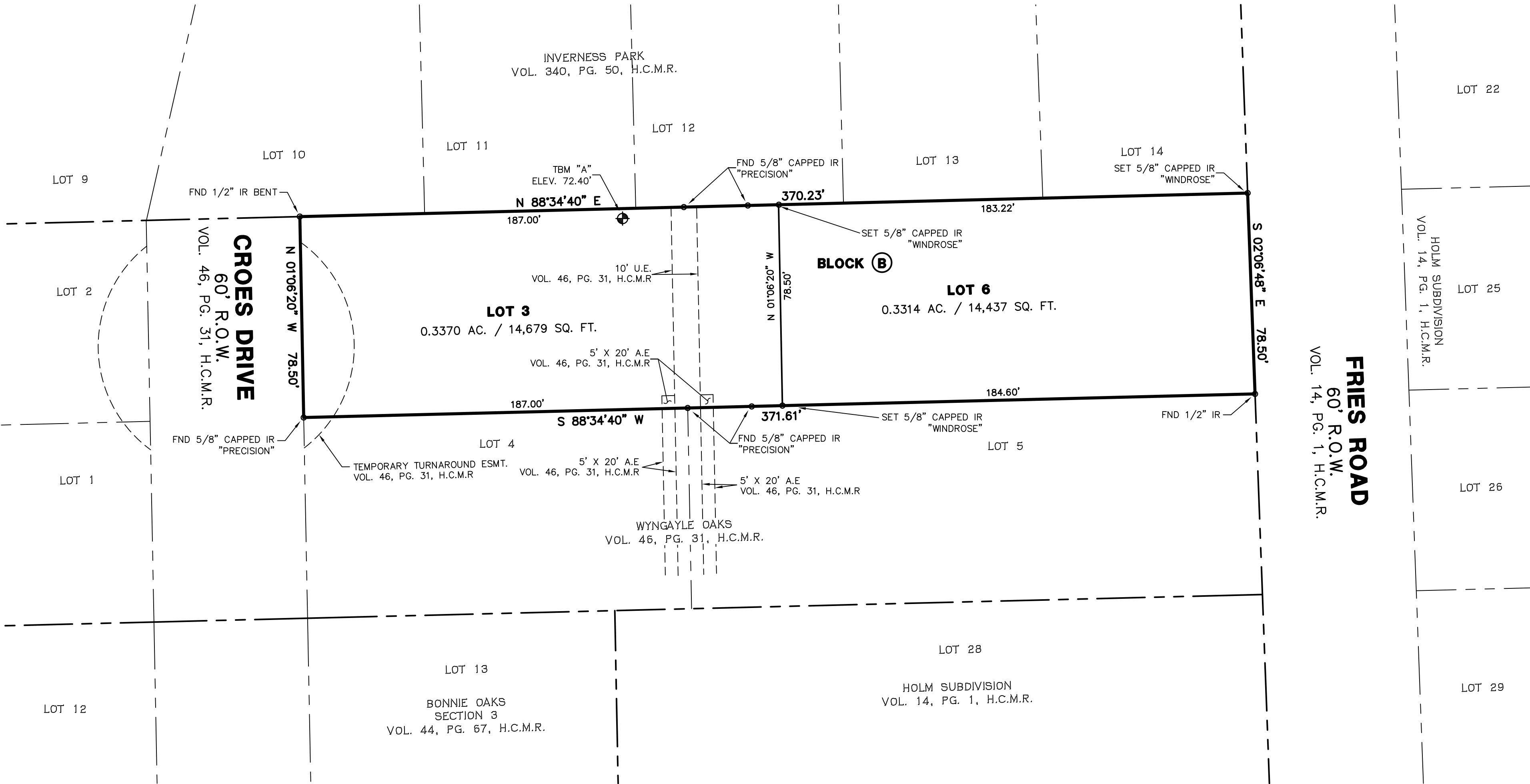
BEGINNING AT A CAPPED 5/8-INCH IRON ROD STAMPED "WINDROSE" SET ON THE WEST RIGHT-OF-WAY LINE OF FRIES ROAD (60 FEET WIDE) AS RECORDED IN VOL. 14, PG. 1, H.C.M.R., FOR THE SOUTHEAST CORNER OF LOT 14; INVERNESS PARK, AS RECORDED ON VOL. 340, PG. 50, H.C.M.R., THE NORTHEAST CORNER OF SAID LOT 6, AND THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 02 DEG. 06 MIN. 48 SEC. EAST, WITH THE WEST RIGHT-OF-WAY LINE OF SAID FRIES ROAD, A DISTANCE OF 78.50 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 5, SAID BLOCK "B", THE SOUTHEAST CORNER OF SAID LOT 6, AND THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

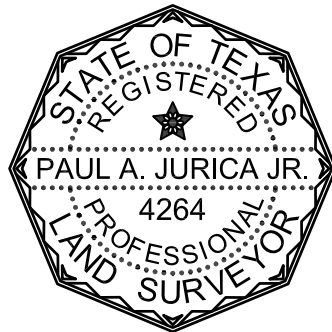
THENCE, SOUTH 88 DEG. 34 MIN. 40 SEC. WEST, A DISTANCE OF 371.61 FEET TO A CAPPED 5/8-INCH IRON ROD STAMPED "PRECISION" FOUND ON THE EAST RIGHT-OF-WAY LINE OF CROES DRIVE (60 FEET WIDE) AS RECORDED ON VOL. 46, PG. 31, H.C.M.R., FOR THE NORTHWEST CORNER OF LOT 4, SAID BLOCK "B", THE SOUTHWEST CORNER OF SAID LOT 3, AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 01 DEG. 06 MIN. 20 SEC. WEST, WITH THE EAST RIGHT-OF-WAY LINE OF SAID CROES DRIVE, A DISTANCE OF 78.50 FEET TO A BENT 1/2-INCH IRON ROD FOUND ON THE SOUTH LINE OF LOT 10, SAID INVERNESS PARK, FOR THE NORTHWEST CORNER OF SAID LOT 3 AND THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 88 DEG. 34 MIN. 40 SEC. EAST, WITH THE SOUTH LINE OF SAID INVERNESS PARK, A DISTANCE OF 370.23 FEET TO THE PLACE OF BEGINNING AND CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND.



I, Paul A. Jurica Jr., am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and accurate; was prepared from an actual survey of the property made under my supervision on the ground; that, except as shown all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other objects of a permanent nature) pipes or rods having an outside diameter of not less than five eighths (5/8) inch and a length of not less than three (3) feet; and that the plat boundary corners have been tied to the Texas Coordinate System of 1983, south central zone.



PAUL A. JURICA, JR.
Registered Professional Land Surveyor
Texas Registration No. 4264

This is to certify that the City Council of the City of Spring Valley Village, Texas has approved this replat and subdivision of WYNGAYLE OAKS PARTIAL REPLAT NO 2 as shown hereon.

In testimony whereof, witness this official signature of the mayor of the City of Spring Valley Village, Texas, this ____ day of _____, 2020.

ATTEST:

Tom S. Ramsey, Mayor
City of Spring Valley Village, Texas

Roxanne Benitez, City Secretary
City of Spring Valley Village, Texas

I, Diane Trautman, County Clerk of Harris County, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on _____, 2020, at _____ o'clock____M., and duly recorded on _____, 2020, at _____ o'clock____M., and at Film Code No. _____ of the Map Records of Harris County for said county.

Witness my hand and seal of office, at Houston, the day and date last above written.

Diane Trautman
County Clerk
of Harris County, Texas

By: _____
Deputy

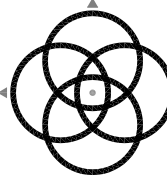
WYNGAYLE OAKS PARTIAL REPLAT NO 2

A SUBDIVISION OF 0.6684 AC. / 29,117 SQ. FT. BEING A REPLAT OF ALL OF LOTS 3 AND 6, BLOCK B, WYNGAYLE OAKS, RECORDED IN VOL. 46, PG. 31, H.C.M.R., SITUATED IN THE A.H. OSBORNE SURVEY, A-610, CITY OF SPRING VALLEY VILLAGE, HARRIS COUNTY, TEXAS.

1 BLOCK 2 LOTS
FEBRUARY, 2020

Owners
Edward Coe Tredennick and
Melissa McBride Tredennick
8942 Croes Drive
Houston, TX 77055

Surveyor



WINDROSE
LAND SURVEYING | PLATING

11111 RICHMOND, SUITE 150 | HOUSTON, TX 77082 | 713.458.2281
FIRM REGISTRATION NO. 10108800 | WINDROSESERVICES.COM

Anthony Collins and
Jane F. Collins
1303 Fries Road
Houston, TX 77055

STATE OF TEXAS
COUNTY OF HARRIS

WE, Edward Coe Tredennick, Melissa McBride Tredennick Anthony Collins and Jane F. Collins, hereinafter referred to as Owners of the 0.6684 acre tract described in the above and foregoing map of WYNGAYLE OAKS PARTIAL REPLAT NO 2, do hereby make and establish said subdivision and development plan of said property for and on behalf of said Edward Coe Tredennick, Melissa McBride Tredennick and Anthony Collins, according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets, or permanent access easements), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves our heirs, successors and assigns to warrant and forever defend the title on the land so dedicated.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional eleven feet, six inches (11'-6") for ten feet (10'-0") perimeter ground easements or seven feet, six inches (7'-6") for fourteen feet (14'-0") perimeter ground easements or five feet, six inches (5'-6") for sixteen feet (16'-0") perimeter ground easements, from a plane sixteen feet (16'-0") above the ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals twenty one feet, six inches (21'-6") in width.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional ten feet (10'-0") for ten feet (10'-0") back-to-back ground easements, or eight feet (8'-0") for fourteen feet (14'-0") back-to-back ground easements or seven feet (7'-0") for sixteen feet (16'-0") back-to-back ground easements, from a plane sixteen feet (16'-0") above ground level upward, located adjacent to both sides and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals thirty feet (30'-0") in width.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tanks into any public or private street, permanent access easement, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, Owners do hereby dedicate to the public a strip of land fifteen (15) feet wide on each side of the center line of any and all bayous, creeks, gullies, ravines, draws, sloughs, or other natural drainage courses located in said plat, as easements for drainage purposes, giving the City of Spring Valley Village, Harris County, or any other governmental agency, the right to enter upon said easement at any and all times for the purpose of construction and maintenance of drainage facilities and structures.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, planting and other obstructions to the operations maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, Owners do hereby declare that all parcels of land designated as lots on this plat are originally intended for the construction of single-family residential dwelling units thereon and shall be restricted for same under the terms and conditions of such restrictions, filed separately.

FURTHER, Owners hereby certify that this replat does not attempt to alter amend, or remove any covenants or restrictions: we further certify that no portion of the preceding plat was limited by deed restriction to residential use for not more than two (2) residential units per lot.

WITNESS our hand in the City of Spring Valley Village, Texas this the ____ day of _____, 2020.

By: _____
Edward Coe Tredennick, Owner

By: _____
Melissa McBride Tredennick, Owner

By: _____
Anthony Collins, Owner

By: _____
Jane F. Collins, Owner

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Edward Coe Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Melissa McBride Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Anthony Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Jane F. Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

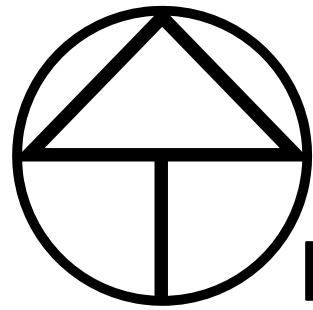
GENERAL NOTES

- Bearings are based on the Texas State Plane Coordinate System, South Central Zone (NAD 83).
- Lots 1 thru 2, Block 1 are hereby restricted to single-family residential uses.

ABBREVIATIONS

FND - FOUND
F.C. - FILM CODE
H.C.C.F. - HARRIS COUNTY CLERKS FILE
H.C.D.R. - HARRIS COUNTY DEED RECORDS
H.C.M.R. - HARRIS COUNTY MAP RECORDS
IP - IRON PIPE
IR - IRON ROD
NO. - NUMBER
PG. - PAGE
R.O.W. - RIGHT-OF-WAY

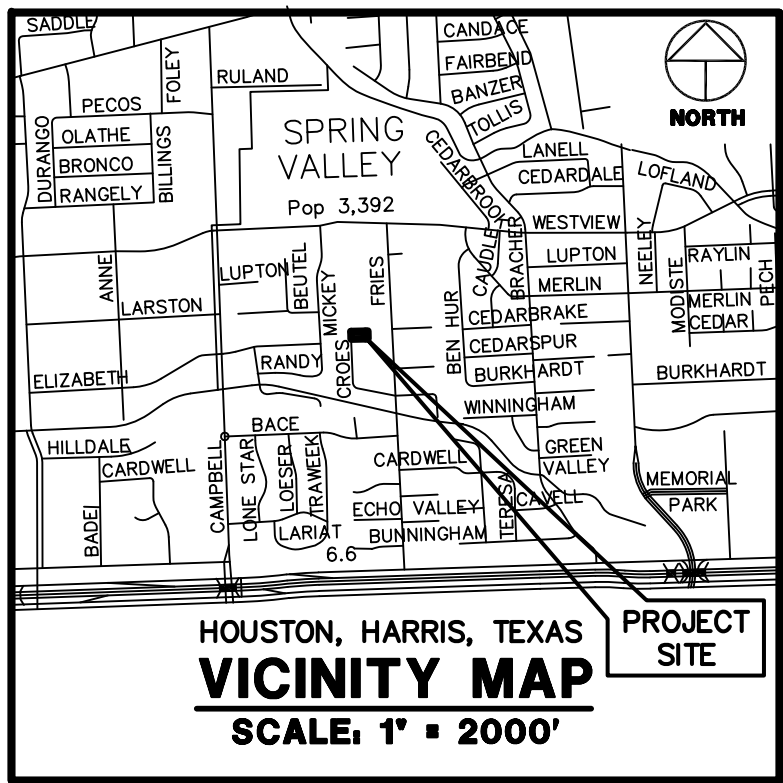
SQ. FT. - SQUARE FEET
VOL. - VOLUME
A.E. - AERIAL EASEMENT
B.L. - BUILDING LINE
S.S.E. - SANITARY SEWER EASEMENT
S.T.S.E. - STORM SEWER EASEMENT
U.E. - UTILITY EASEMENT
W.L.E. - WATER LINE EASEMENT
S - SET 5/8" CAPPED IR "WINDROSE"



NORTH

GRAPHIC SCALE: 1" = 30'

30 0 30 60 90 Feet



DESCRIPTION

A TRACT OR PARCEL CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND BEING ALL OF LOT 3, BLOCK "B", WYNGAYLE OAKS, AS RECORDED IN VOL. 46, PG. 31, OF THE HARRIS COUNTY MAP RECORDS (H.C.M.R.) CONVEYED TO EDWARD COE TREDENNICK, ET UX, AS RECORDED UNDER HARRIS COUNTY CLERK'S FILE (H.C.C.F.) NO. RP-2017-208018, AND ALL OF LOT 6, SAID BLOCK "B", CONVEYED TO ANTHONY COLLINS, AS RECORDED UNDER H.C.C.F. NO. T102742, SITUATED IN THE A. H. OSBORNE SURVEY, ABSTRACT NO. 610, HARRIS COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

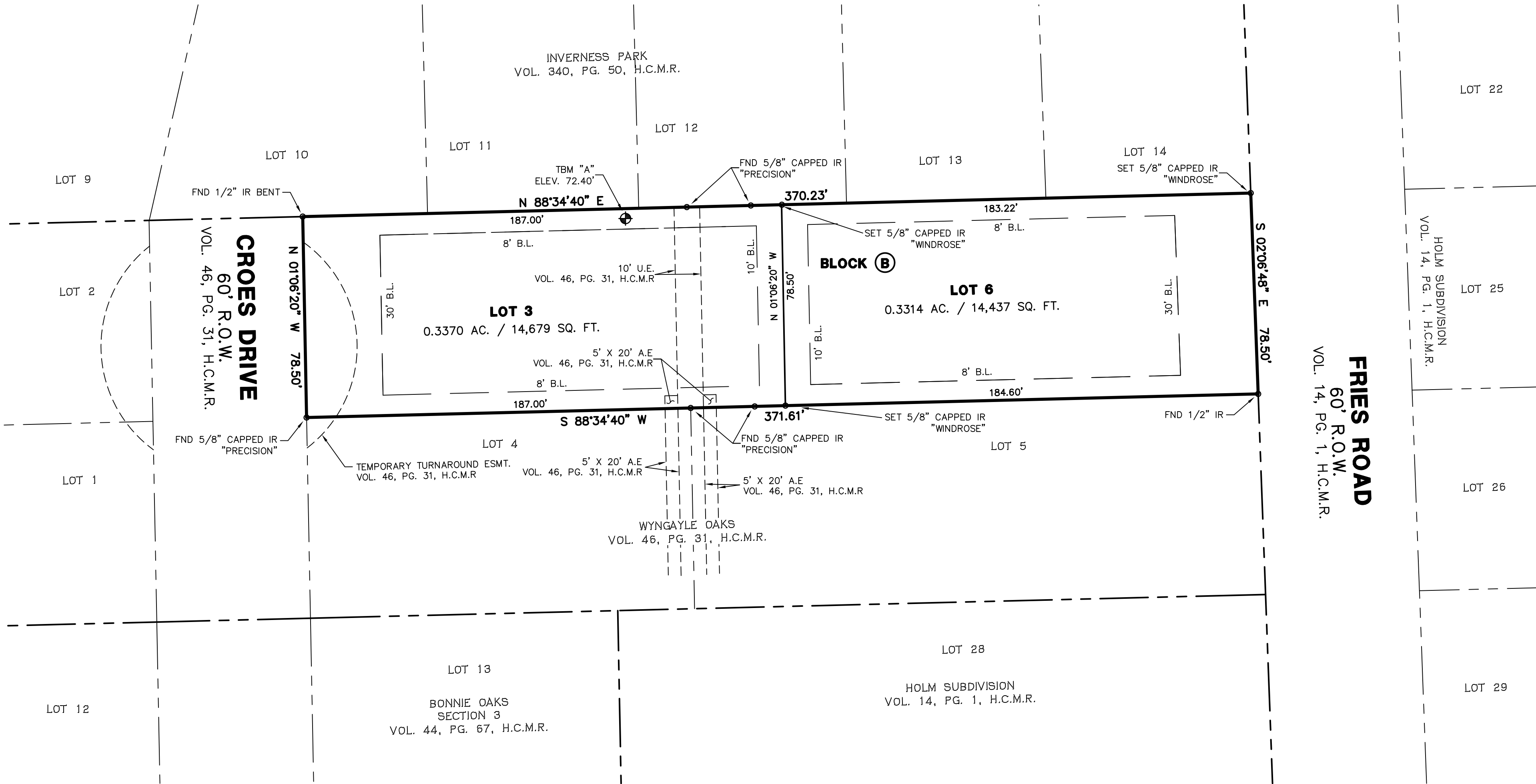
BEGINNING AT A CAPPED 5/8-INCH IRON ROD STAMPED "WINDROSE" SET ON THE WEST RIGHT-OF-WAY LINE OF FRIES ROAD (60 FEET WIDE) AS RECORDED IN VOL. 14, PG. 1, H.C.M.R., FOR THE SOUTHEAST CORNER OF LOT 14; INVERNESS PARK, AS RECORDED ON VOL. 340, PG. 50, H.C.M.R., THE NORTHEAST CORNER OF SAID LOT 6, AND THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 02 DEG. 06 MIN. 48 SEC. EAST, WITH THE WEST RIGHT-OF-WAY LINE OF SAID FRIES ROAD, A DISTANCE OF 78.50 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 5, SAID BLOCK "B", THE SOUTHEAST CORNER OF SAID LOT 6, AND THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

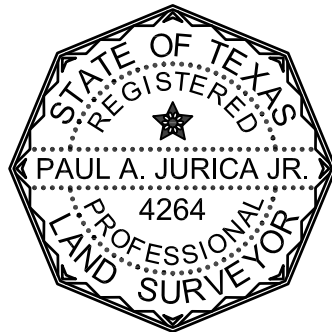
THENCE, SOUTH 88 DEG. 34 MIN. 40 SEC. WEST, A DISTANCE OF 371.61 FEET TO A CAPPED 5/8-INCH IRON ROD STAMPED "PRECISION" FOUND ON THE EAST RIGHT-OF-WAY LINE OF CROES DRIVE (60 FEET WIDE) AS RECORDED ON VOL. 46, PG. 31, H.C.M.R., FOR THE NORTHWEST CORNER OF LOT 4, SAID BLOCK "B", THE SOUTHWEST CORNER OF SAID LOT 3, AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 01 DEG. 06 MIN. 20 SEC. WEST, WITH THE EAST RIGHT-OF-WAY LINE OF SAID CROES DRIVE, A DISTANCE OF 78.50 FEET TO A BENT 1/2-INCH IRON ROD FOUND ON THE SOUTH LINE OF LOT 10, SAID INVERNESS PARK, FOR THE NORTHWEST CORNER OF SAID LOT 3 AND THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 88 DEG. 34 MIN. 40 SEC. EAST, WITH THE SOUTH LINE OF SAID INVERNESS PARK, A DISTANCE OF 370.23 FEET TO THE PLACE OF BEGINNING AND CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND.



I, Paul A. Jurica Jr., am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and accurate; was prepared from an actual survey of the property made under my supervision on the ground; that, except as shown all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other objects of a permanent nature) pipes or rods having an outside diameter of not less than five eighths (5/8) inch and a length of not less than three (3) feet; and that the plat boundary corners have been tied to the Texas Coordinate System of 1983, south central zone.



PAUL A. JURICA, JR.
Registered Professional Land Surveyor
Texas Registration No. 4264

This is to certify that the City Council of the City of Spring Valley Village, Texas has approved this replat and subdivision of WYNGAYLE OAKS PARTIAL REPLAT NO 2 as shown hereon.

In testimony whereof, witness this official signature of the mayor of the City of Spring Valley Village, Texas, this ____ day of _____, 2020.

ATTEST:

Tom S. Ramsey, Mayor
City of Spring Valley Village, Texas

Roxanne Benitez, City Secretary
City of Spring Valley Village, Texas

I, Diane Trautman, County Clerk of Harris County, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on _____, 2020, at _____ o'clock____M., and duly recorded on _____, 2020, at _____ o'clock____M., and at Film Code No. _____ of the Map Records of Harris County for said county.

Witness my hand and seal of office, at Houston, the day and date last above written.

Diane Trautman
County Clerk
of Harris County, Texas

By: _____
Deputy

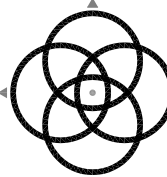
WYNGAYLE OAKS PARTIAL REPLAT NO 2

A SUBDIVISION OF 0.6684 AC. / 29,117 SQ. FT. BEING A REPLAT OF ALL OF LOTS 3 AND 6, BLOCK B, WYNGAYLE OAKS, RECORDED IN VOL. 46, PG. 31, H.C.M.R., SITUATED IN THE A.H. OSBORNE SURVEY, A-610, CITY OF SPRING VALLEY VILLAGE, HARRIS COUNTY, TEXAS.

1 BLOCK 2 LOTS
FEBRUARY, 2020

Owners
Edward Coe Tredennick and
Melissa McBride Tredennick
8942 Croes Drive
Houston, TX 77055

Surveyor



WINDROSE
LAND SURVEYING | PLATING

11111 RICHMOND, SUITE 150 | HOUSTON, TX 77082 | 713.458.2281
FIRM REGISTRATION NO. 10108800 | WINDROSESERVICES.COM

Anthony Collins and
Jane F. Collins
1303 Fries Road
Houston, TX 77055

DIVIDER PAGE

**PUBLIC NOTICE
CITY OF SPRING VALLEY VILLAGE, TEXAS
NOTICE OF PUBLIC HEARING**

Notice Is Hereby Given To Hear Comments And Testimony Regarding The Following:

A Preliminary and Final Re-Plat of Wyngayle Oaks Partial Re-plat No. 2, A Plot Containing 0.6684 Acres Of Land, Situated In Dwelling District 'A', City Of Spring Valley Village, Harris County, Texas Bearing The Addresses of 8942 Croes Drive and 1303 Fries Road.

The **Planning and Zoning Commission** of the City of Spring Valley Village will hold a public hearing regarding this request to provide all interested parties the right to appear and request information on:

Date: Tuesday, December 3, 2019

Time: 7:00 p.m.

Location: Council Chambers
Spring Valley Village City Hall
1025 Campbell Road
Houston, TX 77055

The **City Council** of the City of Spring Valley Village will hold a public hearing regarding this request to provide all interested parties the right to appear and request information on:

Date: Tuesday, December 10, 2019

Time: 6:00 p.m.

Location: Council Chambers
Spring Valley Village City Hall
1025 Campbell Road
Houston, TX 77055

For additional information regarding these public hearings, please contact the City Secretary, Roxanne Benitez, at (713) 465-8308.



EST. 1955
SPRING VALLEY
V I L L A G E

November 12, 2019

Dear Property Owner:

Notice Is Hereby Given To Hear Comments And Testimony Regarding The Following:

A Preliminary and Final Re-Plat of Wyngayle Oaks Partial Re-plat No. 2, A Plot Containing 0.6684 Acres Of Land, Situated In Dwelling District 'A', City Of Spring Valley Village, Harris County, Texas Bearing The Addresses of 8942 Croes Drive and 1303 Fries Road.

The **Planning and Zoning Commission** of the City of Spring Valley Village will hold a public hearing regarding this request to provide all interested parties the right to appear and request information on:

Date: Tuesday, December 3, 2019

Time: 7:00 p.m.

Location: Council Chambers of Spring Valley Village City Hall, 1025 Campbell Road

The **City Council** of the City of Spring Valley Village will hold a public hearing regarding this request to provide all interested parties the right to appear and request information on:

Date: Tuesday, December 10, 2019

Time: 6:00 p.m.

Location: Council Chambers of Spring Valley Village City Hall, 1025 Campbell Road

This notice is being sent to you as current property records indicate that you own property in close proximity to 8942 Croes Drive and/or 1303 Fries Road. All interested parties are invited to attend both public hearings and will have the opportunity to be heard. For further information, you may contact me directly at (832) 910-8576 or rbenitez@springvalleytx.com.

Sincerely,

Roxanne Benitez, TRMC, CPM, CMCC
City Secretary



Current Owner
1228 Mickey Way
Houston, Texas 77055

Betty Huff
1230 Mickey Way
Houston, Texas 77055

Hubertus and Clare Thomeer
1232 Mickey Way
Houston, Texas 77055

Jeffrey & Lauren Fennell
1238 Mickey Way
Houston, Texas 77055

Joyce Taylor
1242 Mickey Way
Houston, Texas 77055

Katherine Murray
1 Inverness Park Circle
Houston, Texas 77055

Olaoluwa & Elizabeth Adeoye
2 Inverness Park Circle
Houston, Texas 77055

Lawrence & Marcia Wilson
3 Inverness Park Circle
Houston, Texas 77055

Brian Chandler
4 Inverness Park Circle
Houston, Texas 77055

Current Owner
5 Inverness Park Circle
Houston, Texas 77055

Roy & Michelle Rodney
6 Inverness Park Circle
Houston, Texas 77055

David & Rebecca Ressler
7 Inverness Park Circle
Houston, Texas 77055

Current Owner
8 Inverness Park Circle
Houston, Texas 77055

Gregory & Erin Klenke
9 Inverness Park Circle
Houston, Texas 77055

David & Cynthia Capron
10 Inverness Park Circle
Houston, Texas 77055

David & Cynthia Capron
P.O. Box 55609
Houston, Texas 77255-5609

THIS NOTICE IS IN REGARDS
TO YOUR PROPERTY AT:
10 INVERNESS PARK CIRCLE
HOUSTON, TEXAS 77055

Mary Jo Gilbride
11 Inverness Park Circle
Houston, Texas 77055

Christopher & Paige McInturff
12 Inverness Park Circle
Houston, Texas 77055

Stephen & Julie Mitchell
13 Inverness Park Circle
Houston, Texas 77055

Robert & Sheila Partin
14 Inverness Park Circle
Houston, Texas 77055

Drew & Krystyna Popovich
8930 Croes Drive
Houston, Texas 77055

William & Fredrick Fester
8934 Croes Drive
Houston, Texas 77055

William Fester
8938 Croes Drive
Houston, Texas 77055

Narasa & Rachel Duvvuri
8941 Croes Drive
Houston, Texas 77055

Edward & Melissa Tredennick
8942 Croes Drive
Houston, Texas 77055

Michael & Diane Bailey
8945 Croes Drive
Houston, Texas 77055

Bradley & Patricia Walden
8949 Croes Drive
Houston, Texas 77055

James & Annette Covey
8953 Croes Drive
Houston, Texas 77055

Scott & Pamela Coleman
1245 Fries Road
Houston, Texas 77055



Don & Marsha Hartsell
1258 Fries Road
Houston, Texas 77055

Lillian Bean
1262 Fries Road
Houston, Texas 77055

Jamie & Rebecca Gabriel
1263 Fries Road
Houston, Texas 77055

Anthony & Jane Collins
1303 Fries Road
Houston, Texas 77055

Monique Pappas
1257 Fries Road
Houston, Texas 77055

Stephen White
1260 Fries Road
Houston, Texas 77055

Roseann Engeldorf
8888 Cedarspur Lane
Houston, Texas 77055

Kathy Coan
8892 Cedarspur Lane
Houston, Texas 77055

Donald & Julie Nordin
8849 Larston Street
Houston, Texas 77055

Patrick & Katharine Ponce
8851 Larston Street
Houston, Texas 77055

Cassandra Haymaker
8853 Larston Street
Houston, Texas 77055

Current Owner
8860 Larston Street
Houston, Texas 77055

Joel & Patricia Gittemeier
8856 Larston Street
Houston, Texas 77055

DIVIDER PAGE



CITY OF SPRING VALLEY VILLAGE

ZONING SIGNAGE CRITERIA SUBMITTAL PACKET

(Planning & Zoning Commission - Residential)

SPRING VALLEY VILLAGE 1025 CAMPBELL ROAD HOUSTON, TEXAS 77055

RESIDENTIAL ZONING CHANGE NOTIFICATION SIGN CRITERIA

A zoning sign is a sign erected on property for which a zoning case has been filed with the City, including, but not limited to, zoning changes, Specific Use Permits, Variances, or Special Exceptions. **The number of signs and the placement of signs shall be determined by the Building Official at the time of submittal.** It is the responsibility of the owner/project representative to contact the Building Department to verify the number and location of signs needed.

Residential property owners/applicants need to contact the City Secretary to schedule pick up and drop off times for the signs.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL (713) 465-8308.

ADHERE TO THE FOLLOWING INSTRUCTIONS:

PLACEMENT

- One (1) sign shall be erected by the applicant adjacent to each street frontage on the property that is the subject of the application and for each two hundred feet (200') of frontage along a street with a maximum of three (3) signs required per street frontage.
- Signs shall be placed in a location on private property and clearly visible from all streets adjacent to the property included in the application.
- Where land does not have frontage on a public street, signs shall be posted on the nearest public street with a notation indicating the location of the land subject to the application.
- Signs shall be no greater than twenty (20) feet from the property line and shall be a minimum of two (2) feet off the ground, unless otherwise directed by the Building Official or his/her designee.
- Signs shall be placed perpendicular to the roadway to ensure they are readable from both sides.

- Signs shall be located so that the lettering is visible and may be clearly read from the street.

PROOF OF POSTING

- The applicant shall erect the sign(s) on the property that is the subject of the application a minimum of fourteen (14) calendar days immediately preceding the date of the public hearing before the Planning & Zoning Commission ("Commission").
- The applicant is responsible for maintaining the sign(s) on the property throughout the review process.
- A minimum of seven (7) calendar days prior to the public hearing, the applicant shall file an affidavit, on a form provided by the City, with the Building Official verifying that the sign(s) was posted as required.

REMOVAL OF SIGNS

- The applicant shall be responsible for removing the sign(s) from the property within seven (7) calendar days of the final action by the City of Spring Valley Village.

Preparer's Name: Carlos G. Espinoza y Sanchez

Preparer's Signature: _____



NOTE: Violations of the sign ordinance will result in fines to the property owner and will delay the request for Zoning or Specific Use Permit. Failure to remove zoning signs per the sign ordinance will result in a citation of \$500 per sign/per day until removed.

**AFFIDAVIT OF SIGN POSTING**

(Re)Zoning Case No. _____

Date of Planning and Zoning Commission Meeting: December 3rd, 2019

In accordance with the requirements of Section 01:04:03 of Exhibit 'A' of Chapter 12 of the Code of Ordinances of the City of Spring Valley Village, Texas, I Carlos G. Espinoza y Sanchez hereby certify that I have posted or caused to be posted Zoning Change Notification sign(s) on the property subject to zoning change, located at 8942 Croes Drive and 1303 Fries Road

8942 Croes Drive and 1303 Fries Road

Posting of said signs was accomplished on November 11th, 2019 as provided for in Section 01:04:03 of Exhibit 'A' of Chapter 12 of the Code of Ordinances of the City of Spring Valley Village. Said signs have been posted in a manner which provides an unobstructed view and which allows clear reading from the public right(s)-of-way along Croes Drive and Fries Road

I further certify that this affidavit was filed with the Building Department of the City of Spring Valley Village within the time provisions of Section 01:04:03 of Exhibit 'A' of Chapter 12 of the Code of Ordinances of the City of Spring Valley Village.

Executed this date: 11/12/2019

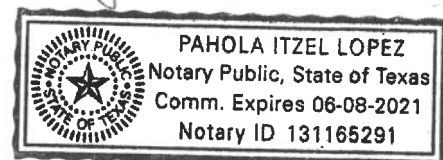
Printed Name of Applicant or Authorized Representative for Zoning Case No. _____

Signature of Applicant or Authorized Representative for Zoning Case No. _____

Sworn and subscribed before me on this date: 11-12-19

Notary Public _____

(Seal)



PLEASE NOTE: Failure to post the notification sign(s) on the property by the close of business (4:30 pm) seven (7) days prior Planning and Zoning Commission public hearing shall result in the postponement of consideration by the Commission.

STAFF USE ONLY:

Date/Time submitted: _____ Verified by: _____



AFFIDAVIT OF SIGN MAINTENANCE

(Re)Zoning Case No. _____

Date of Council Meeting: December 10th, 2019

In accordance with the requirements of Section 01:04:03 of Exhibit 'A' of Chapter 12 of the Code of Ordinances of the City of Spring Valley Village, Texas, I Carlos G. Espinoza y Sanchez hereby certify that Zoning Change Notification sign(s) have been maintained on the property subject to zoning change, located at Croes Drive and Fries Road

Croes Drive and Fries Road

Said sign(s) have been maintained in a manner consistent with the requirements contained in Section 01:04:03 of Exhibit 'A' of Chapter 12 of the Code of Ordinances of the City of Spring Valley Village.

I further certify that this affidavit was filed with the Building Department of the City on date 11/12/2019 within the time provisions of Section 01:04:03 of Exhibit 'A' of Chapter 12 of the Code of Ordinances of the City of Spring Valley Village.

I understand that I am required to remove said signs within seven (7) calendar days of any final action on the application taken by the City of Spring Valley Village regarding the zoning change, and return them to the City Secretary at the City Hall.

Executed this date: 11/12/2019

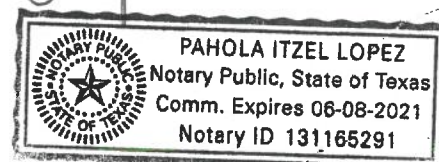
Printed Name of Applicant or Authorized Representative for Zoning Case No. _____

Signature of Applicant or Authorized Representative for Zoning Case No. _____

Sworn and subscribed before me on this date: 11-12-19

Notary Public PAHOLA ITZEL LOPEZ

(Seal)



PLEASE NOTE: Failure to maintain the signs prior to City Council public hearing may result in postponement of consideration if the applicant has not attempted to replace damaged or missing signs upon notification by Staff.

FOR STAFF USE ONLY:

Date/Time submitted: _____ Verified by: _____

**City of Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: A PRELIMINARY AND FINAL RE-PLAT OF WYNGAYLE OAKS, PARTIAL RE-PLAT NO. 1, A PLOT CONTAINING 0.6684 ACRES OF LAND, SITUATED IN DWELLING DISTRICT "A", CITY OF SPRING VALLEY VILLAGE, HARRIS COUNTY, TEXAS BEARING THE ADDRESSES OF 8942 CROES DRIVE AND 1303 FRIES ROAD.
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BACKGROUND:	In the previous agenda item, the City Council held a public hearing concerning a Preliminary and Final Re-plat of the properties located at 8942 Croes Drive and 1303 Fries Road. BBG Consulting, Inc. has reviewed the submittal and determined that it meets the subdivision requirements. A copy of Mr. Duvall's letter is provided with this agenda item.
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RECOMMENDATION:	On December 3, 2019, the Planning and Zoning Commission recommended approval of the Preliminary and Final Re-Plat.
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ATTACHMENTS:	- Preliminary and Final Re-Plat of Wyngayle Oaks, Partial Re-Plat No. 1, for the Properties Located at 8942 Croes Drive and 1303 Fries Road - Review letter from Evan Duvall with BBG Consulting, Inc. - Recommendation from the Planning & Zoning Commission
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FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____
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FINANCE VERIFICATION OF FUNDING:	
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SUBMITTING STAFF MEMBER: Roxanne Benitez, City Secretary	CITY ADMINISTRATOR APPROVAL:
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ACTIONS TAKEN		
APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER

STATE OF TEXAS
COUNTY OF HARRIS

WE, Edward Coe Tredennick, Melissa McBride Tredennick Anthony Collins and Jane F. Collins, hereinafter referred to as Owners of the 0.6684 acre tract described in the above and foregoing map of WYNGAYLE OAKS PARTIAL REPLAT NO 1, do hereby make and establish said subdivision and development plan of said property for and on behalf of said Edward Coe Tredennick, Melissa McBride Tredennick and Anthony Collins, according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets, or permanent access easements), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves our heirs, successors and assigns to warrant and forever defend the title on the land so dedicated.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional eleven feet, six inches (11'-6") for ten feet (10'-0") perimeter ground easements or seven feet, six inches (7'-6") for fourteen feet (14'-0") perimeter ground easements or five feet, six inches (5'-6") for sixteen feet (16'-0") perimeter ground easements, from a plane sixteen feet (16'-0") above the ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals twenty one feet, six inches (21'-6") in width.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional ten feet (10'-0") for ten feet (10'-0") back-to-back ground easements, or eight feet (8'-0") for fourteen feet (14'-0") back-to-back ground easements or seven feet (7'-0") for sixteen feet (16'-0") back-to-back ground easements, from a plane sixteen feet (16'-0") above ground level upward, located adjacent to both sides and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals thirty feet (30'-0") in width.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tanks into any public or private street, permanent access easement, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, Owners do hereby dedicate to the public a strip of land fifteen (15) feet wide on each side of the center line of any and all bayous, creeks, gullies, ravines, draws, sloughs, or other natural drainage courses located in said plat, as easements for drainage purposes, giving the City of Spring Valley Village, Harris County, or any other governmental agency, the right to enter upon said easement at any and all times for the purpose of construction and maintenance of drainage facilities and structures.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, planting and other obstructions to the operations maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, Owners do hereby declare that all parcels of land designated as lots on this plat are originally intended for the construction of single-family residential dwelling units thereon and shall be restricted for same under the terms and conditions of of such restrictions, filed separately.

FURTHER, Owners hereby certify that this replat does not attempt to alter amend, or remove any covenants or restrictions: we further certify that no portion of the preceding plat was limited by deed restriction to residential use for not more than two (2) residential units per lot.

WITNESS our hand in the City of Spring Valley Village, Texas this the ____ day of _____, 2020.

By: _____
Edward Coe Tredennick, Owner

By: _____
Melissa McBride Tredennick, Owner

By: _____
Anthony Collins, Owner

By: _____
Jane F. Collins, Owner

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Edward Coe Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Melissa McBride Tredennick, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Anthony Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Jane F. Collins, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgment to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 2020.

Notary Public in and for the
State of Texas

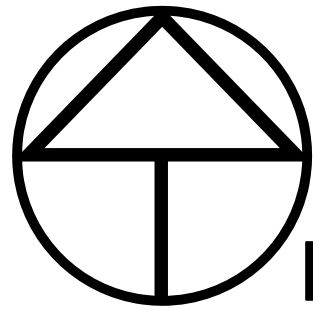
My Commission Expires:

GENERAL NOTES

- Bearings are based on the Texas State Plane Coordinate System, South Central Zone (NAD 83).
- Lots 3 and 6, Block B, are hereby restricted to single-family residential uses.
- The surveyed tract is subject to the City of Spring Valley's Zoning Ordinance.
- According to the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Map No.48201C064SL, with the effective date of June 28, 2017, the property is located in Zone "X" (Areas determined to be outside of) the 100 year floodplain.
- All Floodplain information noted in the plat reflects the status per the FEMA FIRM map that is effective at the time that the plat is recorded. Floodplain status is subject to change as FEMA FIRM maps are updated.

ABBREVIATIONS

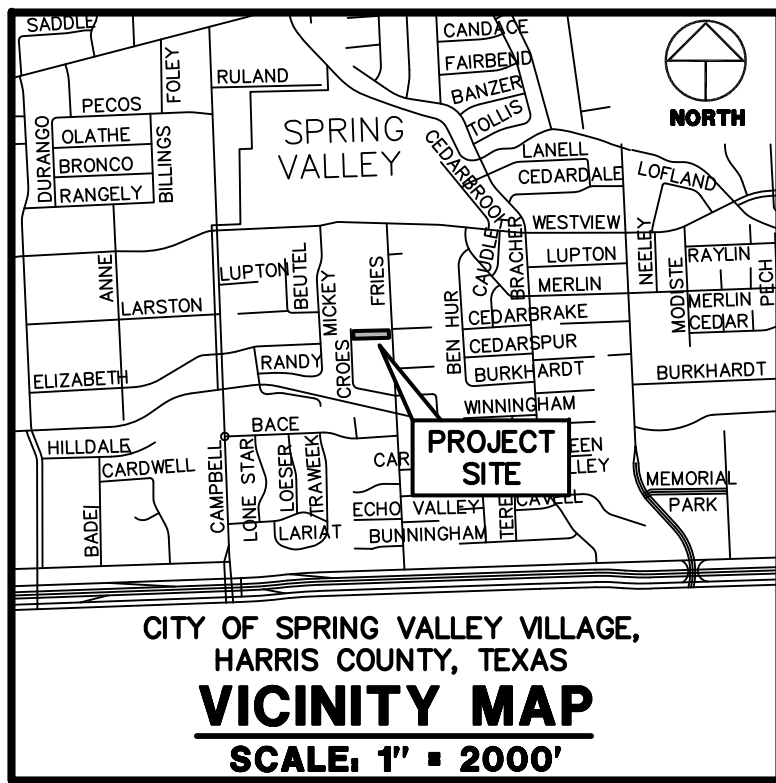
A.E. - AERIAL EASEMENT
D.E. - DRAINAGE EASEMENT
ESMT. - EASEMENT
FND - FOUND
H.C.C.F. - HARRIS COUNTY CLERK FILE
H.C.D.R. - HARRIS COUNTY DEED RECORDS
H.C.M.R. - HARRIS COUNTY MAP RECORDS
IP - IRON PIPE
IR - IRON ROD
NO. - NUMBER
PG. - PAGE
R.O.W. - RIGHT-OF-WAY
AC. - ACRES
SQ. FT. - SQUARE FEET
VOL. - VOLUME
B.L. - BUILDING LINE
W.L.E. - WATER LINE EASEMENT
S.S.E. - SANITARY SEWER EASEMENT
U.E. - UTILITY EASEMENT
(S) - SET 5/8" CAPPED IR "WINDROSE"



NORTH

GRAPHIC SCALE: 1" = 30'

30 0 30 60 90 Feet



DESCRIPTION

A TRACT OR PARCEL CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND BEING ALL OF LOT 3, BLOCK "B", WYNGAYLE OAKS, AS RECORDED IN VOL. 46, PG. 31, OF THE HARRIS COUNTY MAP RECORDS (H.C.M.R.) CONVEYED TO EDWARD COE TREDENNICK, ET UX, AS RECORDED UNDER HARRIS COUNTY CLERK'S FILE (H.C.C.F.) NO. RP-2017-208019, AND ALL OF LOT 6, SAID BLOCK "B", CONVEYED TO ANTHONY COLLINS, AS RECORDED UNDER H.C.C.F. NO. T102742, SITUATED IN THE A. H. OSBORNE SURVEY, ABSTRACT NO. 610, HARRIS COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

BEGINNING AT A CAPPED 5/8-INCH IRON ROD STAMPED "WINDROSE" SET ON THE WEST RIGHT-OF-WAY LINE OF FRIES ROAD (60 FEET WIDE) AS RECORDED IN VOL. 14, PG. 1, H.C.M.R., FOR THE NORTHEAST CORNER OF LOT 14; INVERNESS PARK, AS RECORDED ON VOL. 340, PG. 50, H.C.M.R., THE NORTHEAST CORNER OF SAID LOT 6, AND THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 02 DEG. 06 MIN. 48 SEC. EAST, WITH THE WEST RIGHT-OF-WAY LINE OF SAID FRIES ROAD, A DISTANCE OF 78.50 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 5, SAID BLOCK "B", THE SOUTHEAST CORNER OF SAID LOT 6, AND THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 88 DEG. 34 MIN. 40 SEC. WEST, A DISTANCE OF 371.61 FEET TO A CAPPED 5/8-INCH IRON ROD STAMPED "PRECISION" FOUND ON THE EAST RIGHT-OF-WAY LINE OF CROES DRIVE (60 FEET WIDE) AS RECORDED ON VOL. 46, PG. 31, H.C.M.R., FOR THE NORTHWEST CORNER OF LOT 4, SAID BLOCK "B", THE SOUTHWEST CORNER OF SAID LOT 3, AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 01 DEG. 06 MIN. 20 SEC. WEST, WITH THE EAST RIGHT-OF-WAY LINE OF SAID CROES DRIVE, A DISTANCE OF 78.50 FEET TO A BENT 1/2-INCH IRON ROD FOUND ON THE SOUTH LINE OF LOT 10, SAID INVERNESS PARK, FOR THE NORTHWEST CORNER OF SAID LOT 3 AND THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 88 DEG. 34 MIN. 40 SEC. EAST, WITH THE SOUTH LINE OF SAID INVERNESS PARK, A DISTANCE OF 370.23 FEET TO THE PLACE OF BEGINNING AND CONTAINING 0.6684 AC. OR 29,117 SQUARE FEET OF LAND.

WYNGAYLE OAKS PARTIAL REPLAT NO 1

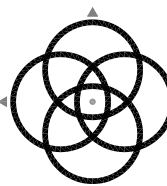
A SUBDIVISION OF 0.6684 AC. / 29,117 SQ. FT. BEING A REPLAT OF ALL OF LOTS 3 AND 6, BLOCK B, WYNGAYLE OAKS, RECORDED IN VOL. 46, PG. 31, H.C.M.R., SITUATED IN THE A.H. OSBORNE SURVEY, A-610, CITY OF SPRING VALLEY VILLAGE, HARRIS COUNTY, TEXAS.

1 BLOCK 2 LOTS
FEBRUARY 2020

REASON FOR REPLAT: TO CREATE TWO SINGLE-FAMILY RESIDENTIAL LOTS

Owners
Edward Coe Tredennick and
Melissa McBride Tredennick
8942 Croes Drive
Houston, TX 77055

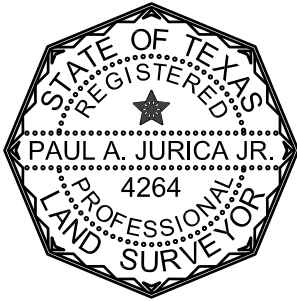
Surveyor



WINDROSE
LAND SURVEYING | PLATING

11111 RICHMOND, SUITE 150 | HOUSTON, TX 77082 | 713.458.2281
FIRM REGISTRATION NO. 10108800 | WINDROSESERVICES.COM

I, Paul A. Jurica Jr., am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and accurate; was prepared from an actual survey of the property made under my supervision on the ground; that, except as shown all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other objects of a permanent nature) pipes or rods having an outside diameter of not less than five eighths (5/8) inch and a length of not less than three (3) feet; and that the plat boundary corners have been tied to the Texas Coordinate System of 1983, south central zone.



PAUL A. JURICA, JR.
Registered Professional Land Surveyor
Texas Registration No. 4264

We, Mortgage Electronic Registration Systems, Inc., owner and holder of a lien against the property described in the plat known as WYNGAYLE OAKS PARTIAL REPLAT NO 1, said lien being evidenced by instrument of record in the Clerk's File No. RP-2017-208019 of the O.P.R.O.R.P. of Harris County, Texas, do hereby in all things subordinate our interest in said property to the purposes and effects of said plat and the dedications and restrictions shown herein to said subdivision plat and we hereby confirm that we are the present owner of said lien and have not assigned the same nor any part thereof.

By: _____
Print name: _____

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the ____ day of _____, 20__.

Notary Public in and for the
State of Texas

My Commission Expires:

This is to certify that the City Council of the City of Spring Valley Village, Texas has approved this replat and subdivision of WYNGAYLE OAKS PARTIAL REPLAT NO 1 as shown herein.

In testimony whereof, witness this official signature of the mayor of the City of Spring Valley Village, Texas, this ____ day of _____, 2020.

ATTEST:

Tom S. Ramsey, Mayor
City of Spring Valley Village, Texas

Roxanne Benitez, City Secretary
City of Spring Valley Village, Texas

I, Diane Trautman, County Clerk of Harris County, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on _____, 2020, at _____ o'clock____M., and duly recorded on _____, 2020, at _____ o'clock____M., and at Film Code No. _____ of the Map Records of Harris County for said county.
Witness my hand and seal of office, at Houston, the day and date last above written.

Diane Trautman
County Clerk
of Harris County, Texas
By: _____
Deputy

DIVIDER PAGE



EST. 1955

**SPRING VALLEY
VILLAGE**

**PLANNING & ZONING
COMMISSION
VOTING FORM**

DATE: DECEMBER 3, 2019

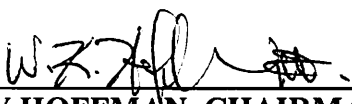
AGENDA ITEM #4:

CONSIDERATION AND POSSIBLE ACTION CONCERNING: A Preliminary and Final Re-Plat of Wyngayle Oaks Partial Re-Plat No. 2, A Plot Containing 0.6684 Acres Of Land, Situated In Dwelling District 'A', City Of Spring Valley Village, Harris County, Texas Bearing The Addresses of 8942 Croes Drive and 1303 Fries Road.

<u>MEMBER NAME</u>	<u>MOTIONED</u>	<u>SECONDED</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAINED</u>
CHARLIE CALDERWOOD	✓		✓		
TREY HOFFMAN			✓		
PATRICK JOHNSON	<i>absent</i>				
MARYELLEN MCGLOTHLIN	<i>absent</i>				
ANNE-MARIE MCMICHAEL	<i>absent</i>				
LOUISE RICHMAN			✓		
AMY WINSTEAD			✓		
JOHN LIENBY, ALTERNATE		✓	✓		

MOTION CARRIED 5-0

MOTION DENIED _____



**TREY HOFFMAN, CHAIRMAN
PLANNING & ZONING COMMISSION**

DIVIDER PAGE



BBG CONSULTING, INC.

November 17 2019
Preliminary & Final Re-Plat
Wygyle Oaks Re-Plat
City of Spring Valley Village, Texas

RE: Review of Wygyle Oaks Re-Plat

Ms. Roxanne Benitez,

Our team has reviewed the above referenced Preliminary & Final Re-Plat, for conformance with the City's Ordinance Section 9.1000, Subdivision Regulations. We have no objections and our recommendation is to approve the plat.

I hope this information is helpful. Please call me if you have any questions.

Sincerely,

Evan DuVall

Evan DuVall
Deputy Building Official
Spring Valley Village

**Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE December 10, 2019

TOPIC	Award Of Request For Applications #2019-08-501 For Primary Depository Bank Services To Wells Fargo Bank, N.A For The Term Beginning February 1, 2020 And Ending January 31, 2022 With Three One-Year Extension Options Under The Same Terms And Conditions.
--------------	--

BACKGROUND	The City's current depository contract with Wells Fargo Bank, N.A. expires on January 31, 2020. Pursuant to Section 105.012 of the Texas Local Government Code, the City issued a request for application ("RFA") on August 14, 2019 detailing the requirements to serve as the City's primary depository bank for the two-year period of February 1, 2020 through January 31, 2022 with the option for three one-year extensions under the same terms and conditions. Notice of the RFA was advertised in the <i>Memorial Examiner</i> on August 14, 2019 and August 21, 2019. Notice was also published in the <i>Houston Chronicle</i> on August 14, 2019 in compliance with the requirement for solicitation boundary expansion as council approved by City policy. Application documents were posted to the City's website and notifications were emailed to seventeen financial institutions within the City's expanded municipal boundaries. A pre-application conference was held on August 21, 2019 with five banks in attendance. Six banks, Allegiance Bank, Capital One Bank, East West Bank, Independent Bank, JPMorgan Chase Bank, N.A., and Wells Fargo Bank, N.A., submitted applications by the 10:00 A.M. deadline on September 13, 2019. Valley View Consulting, LLC, the City's consultant, assisted the City's staff with the process of developing the RFA, evaluating the applications, and providing a recommendation to the Council. After careful consideration of the criteria such as potential interest earnings throughout the life of the agreement, bank fees, bank service capabilities and responsiveness, online banking technology, and reference checks, it is the recommendation of both City staff and Valley View Consulting that Wells Fargo Bank be selected as the City's primary depository bank. Tom Ross of Valley View Consulting will be available to answer questions regarding the solicitation and evaluation process. A copy of Valley View's recap and detailed analysis of the submitted applications is provided with this agenda item for your review.
-------------------	---

RECOMMENDATION	Staff recommends awarding RFA #2019-08-501 for Primary Bank
-----------------------	---

ACTIONS TAKEN		
APPROVAL ☐ YES ☐ NO	READINGS PASSED ☐ 1 st ☐ 2 nd ☐ 3 rd	OTHER

**Spring Valley Village City Council
Agenda Item Data Sheet**

Depository Services to Wells Fargo Bank, N.A. for the Term Beginning February 1, 2020 and Ending January 31, 2022, with three (3) one-year extension options under the same terms and conditions.

ATTACHMENTS	• Copy of Request for Applications #2019-08-501 for Primary Depository Bank Services • Bid Tab for Request for Applications #2019-08-501 for Primary Depository Bank Services • Review of Applications by Valley View Consulting
--------------------	--

FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____
------------------------	---

FINANCE VERIFICATION OF FUNDING:

[Signature]

SUBMITTING STAFF MEMBER	CITY ADMINISTRATOR APPROVAL
Michelle Yi, City Treasurer	 

ACTIONS TAKEN		
APPROVAL ☐ YES ☐ NO	READINGS PASSED ☐ 1 st ☐ 2 nd ☐ 3 rd	OTHER

DIVIDER PAGE



SPRING VALLEY VILLAGE, TEXAS

SOLICITATION OVERVIEW

The City of Spring Valley Village is soliciting applications for:

TITLE: Primary Depository Bank Services
RFA # 2019-08-501

Due Date: 10:00 A.M., Friday, September 13, 2019

Deliver to: City of Spring Valley Village, City Secretary
1025 Campbell Road
Houston, Texas 77055

Pre-Application Conference*:

Date & Time: Wednesday, August 21, 2019 @ 11:00 A.M.

Location: Spring Valley Village City Hall
1025 Campbell Road
Houston, Texas 77055

***Attendance at this conference is strongly recommended, but not mandatory.**

Public Opening of Applications:

There will be a public opening of applications in the City Council Chambers immediately following the submission due time/date. Only the names of applicants will be read aloud. Interested parties are invited to attend.

Submit written questions to: Michelle Yi, City Treasurer, myi@springvalleytx.com

Questions may be submitted through 4:30 P.M., Monday, August 26, 2019. No verbal questions will be accepted. Questions of a substantial nature will be addressed in a response to all interested parties.



EST. 1955

SPRING VALLEY VILLAGE, TEXAS

REQUEST FOR APPLICATIONS PRIMARY DEPOSITORY BANK SERVICES

The City of Spring Valley Village, TX (the “City”) is soliciting sealed applications from qualified banking institutions to provide primary depository bank services. The initial contract period will begin February 1, 2020 and end January 31, 2022. The contract may be extended for three additional one-year periods under the same terms and conditions, at the option of the City. Sealed applications will be accepted until 10:00 A.M. on Friday, September 13, 2019 in the City Secretary’s Office at, City of Spring Valley Village, 1025 Campbell Road, Houston, TX 77055. Application envelopes shall be sealed and designate on the front lower, left hand corner the following:

Subject: 2019 Depository Bank Services RFA #2019-08-501
Submission Deadline: 10:00 A.M., Friday, September 13, 2019

Note: Applications received after this deadline cannot be considered.

The sealed application submission shall include the following:

1. One original (so marked) and three (3) complete bound copies of the application.
2. One complete copy of the application response as a PDF file on a Flash Drive; and,
3. The MS-Excel Fee Schedule on a Flash Drive.
4. The good faith performance check.

The application shall be accompanied by a good faith performance check, in the form of a cashier’s check, in the amount of \$5,000 made payable to the City of Spring Valley Village and shall be returned to each unsuccessful applicant immediately following contract award, and to the successful applicant upon final execution of the contract and implementation of services. Should the institution selected as the successful applicant by the City fail to become the bank service provider, for whatever reason, the good faith performance check will be forfeited to the City as liquidated damages. All prospective applicants are strongly encouraged to attend a non-mandatory pre-application conference at the Spring Valley Village City Hall, 1025 Campbell Road, Houston, Texas 77055 on Wednesday, August 21, 2019 beginning at 11:00 AM.

Note: Attendees are expected to bring a business card and an electronic or printed copy of the RFA Document in order to facilitate the discussion.

The City reserves the right to reject any and all applications and to waive all formalities except time of filing.

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INTRODUCTION

The City of Spring Valley Village (the “City”), pursuant to Chapter 105, Texas Local Government Code, is requesting applications to provide Depository Bank Services from eligible and qualified financial institutions.

Financial institutions with a physical location in/or within two (2) miles of the City’s municipal boundaries are eligible to submit applications. The services provided will be in accordance with this Request for Application (the “RFA”) and attachments. It is City’s intent that a Depository Bank Services Agreement detailing the services to be provided will be duly executed between the City and the selected financial institution.

Any and all charges and fees associated with the Depository Bank Services Agreement must be clearly and accurately included in the RFA response. The charges and fees represented in the RFA response shall overrule any and all previous bank service or other agreements between the City and the financial institution, as they relate to the accounts and services included herein. The City will not be obligated by any charges and fees not clearly and accurately presented in the RFA response. Services initiated after consummation of the Depository Bank Services Agreement shall carry charges and fees mutually agreed to, in writing, by the City and the financial institution. Regardless of time delay, the financial institution shall refund or credit the City for any erroneous charges and fees not agreed to in writing.

The philosophy incorporated into this RFA is to solicit applications for banking services currently utilized or being considered by the City. The City intends to manage its funds to minimize service charges and optimize investment income as authorized by policy and permitted by State law. Depending upon market conditions, future collected funds balances may be increased, or reduced and invested in other available investment alternatives.

While the City expects the contract duration to be five years, the new agreement period will be for a two-year period of February 1, 2020 through January 31, 2022, with a provision for three (3) one-year extensions under the same terms and conditions, at the option of the City. The agreement will also provide for a transition period not to exceed ninety (90) days for migration to a new bank at the end of the term.

The City reserves the right to open or close any number or types of accounts, as it deems necessary throughout the term of the agreement. Any fee charged for services not listed but later requested by the City will be mutually agreed upon in writing. All fees, rate formulas, rate floors and conditions shall be fixed for the entire contract period, including extensions.

The Depository Bank Services Agreement is an important component of the treasury and cash management program of the City. From this perspective, the City is seeking a financial institution that is:

- Capable of providing the services required by the City,
- Willing to be attentive and responsive to the City’s financial matters,
- Financially sound, and
- Meets the City’s requirements.

REQUEST FOR APPLICATION

Pursuant to Chapter 105 of the Texas Local Government Code, this RFA is intended to serve as the application form for the Bank Depository Services Agreement. There are multiple blanks to fill in and questions to be answered. The evaluation of the applications will be based on the responses included herein.

Exceptions, conditions, or qualifications to the provisions of the City's specifications or requirements must be clearly identified as such, with the reasons therefore, and alternate language proposed by respondent, if any, clearly stated and inserted in the appropriate place in the application submission.

Each of these exceptions, conditions, or qualifications to the City's specifications may be included, as appropriate, in the contract documents. Items and matters not explicitly excepted in this manner shall be deemed to be in conformance with the City's specifications.

The RFA also requests certain information to be attached and specifically labeled. Responses must be complete, address all aspects of the RFA, and include all requested information to receive full consideration by the City in the selection process. The City may choose to waive any irregularities in any responses received and reserves the right to reject any and all applications.

The City desires to enter into a contract of mutual party benefit and will answer all questions pertaining to this RFA. Please note the following calendar of events for the dates and times of key elements in the application process.

CALENDAR OF EVENTS

Wednesday, August 14, 2019	RFA distributed to prospective financial institutions
Wednesday, August 21, 2019	Non-Mandatory Pre-Application Conference (11:00 A.M.)
Monday, August 26, 2019	Deadline for Questions/Requests for Additional Information (4:30 P.M.)
Friday, August 30, 2019	Responses to related questions provided to prospective financial institutions (4:30 P.M.)
Friday, September 13, 2019	Responses due to the City Secretary (10:00 A.M.)
Week of October 14, 2019	Applicant demonstrations, if required
Tuesday, December 10, 2019	City Council consideration of contract award (6:00 P.M.)
Saturday, February 1, 2020	New Depository Bank Services Agreement period begins

APPLICATION REQUIREMENTS

One original (so marked) and three (3) complete bound copies of the application, the good faith performance check, and the Flash Drive containing the completed MS–Excel Fee Schedule and the PDF of the complete application, sealed and clearly marked “2019 Primary Depository Bank Services RFA # 2019-08-501”, shall be delivered to the City Secretary by 10:00 A.M., on Friday, September 13, 2019 and addressed:

City Secretary
City of Spring Valley Village
1025 Campbell Road
Houston, TX 77055
(832) 910-8576

NO APPLICATION SHALL BE RECEIVED AFTER 10:00 A.M. ON THE DATE DUE.

The applicant shall use this RFA as the Official Response Form. Submitted prices, rates, conditions, and answers shall be included as part of the final contract. The signed, submitted response must include printed copies of all completed worksheets and will be deemed the respondent’s official response. To reduce errors and increase the ease of both response and evaluation, the City is providing the RFA in a MS-Word format and Fee Schedule in MS-Excel format. The RFA is a protected Word document to enable the applicant to respond to the questions and incorporate comments into the RFA. The MS-Excel worksheet of the Fee Schedule is to provide unit prices for the bank service items listed and will be extended for the activity volume indicated for each item, to arrive at a total service cost.

The Excel fee schedule information and a PDF of the complete application are required to be provided on a flash drive with the application.

BASIS OF AWARD

The City will award the contract to the applicant(s) whose response provides the best value for the City based on all factors which have a bearing on price and performance of the required services including, but not limited to, compliance with all RFA requirements, delivery, and the City’s needs.

The City reserves the right to contact any applicant, at any time, to clarify, verify or request information with regard to any application. Unless stipulated in the attached RFA, the contract will be awarded to the applicant who provides the goods and services specified herein at the best value for the City in compliance with Chapter 105 of the Texas Local Government Code. The City reserves the right to waive any formality or irregularity, to make awards to more than one applicant, or to reject any or all applications.

Applicants must qualify under current Texas law to serve as a municipal depository bank.

Applicants shall supply a good faith performance check of \$5,000.00. The good faith performance check shall be in the form of a cashier’s check made payable to the City and shall be returned to each unsuccessful applicant immediately following contract award and to the successful applicant upon final acceptance and execution of the contract and implementation of services. Should the institution selected as the successful applicant by the City fail to become the bank service provider, for whatever reason, the good faith performance check will be forfeited to the City as liquidated damages.

Transfer of funds will commence at such time the successful applicant has provided the City with all required forms and supplies necessary to ensure uninterrupted day-to-day operations. The successful applicant commits its “best efforts” to complete the execution of documentation and receipt of funds by the February 1, 2020 contract period start date. Failure to complete the execution of documentation and receipt of funds by the start date, at the discretion of the City, could be considered grounds for the good faith performance check forfeiture and alternative bank selection.

The successful applicant, upon termination of this contract, agrees to cooperate with a new bank for transfer of funds.

There will be no reading of the applications or other details provided when the sealed applications are opened following the application submission deadline. Upon written request, non-confidential information on the accepted application will be available after the City Council selects the successful applicant.

Any questions concerning this RFA should be directed in writing no later than Monday, August 26, 2019 at 4:30 P.M. to:

Michelle Yi, City Treasurer
City of Spring Valley Village
1025 Campbell Road
Houston, TX 77055

Email: myi@springvalleytx.com

APPLICATION SUBMITTED BY

This Application is being submitted to the City by the following person duly authorized to act on behalf of this financial institution.

Name of Financial Institution

FDIC or NCUA Certificate #

Address of Financial Institution

Telephone #

Email Address

Officer Name & Title (printed)

Officer Signature

Signature indicates respondent accepts the specifications, terms and conditions of this solicitation and that respondent is not delinquent on any payment due the City or involved in any lawsuit against the City.

Date:

CRITERIA FOR EVALUATION

The City shall carefully review the submitted applications. The evaluation of the applications will be made based on, but not limited to, the following criteria, in no particular order of priority:

1. Ability to perform and provide the required and requested services;
2. Reputation of applicant and quality of services;
3. Cost of services;
4. Transition cost, retention and transition offers and incentives;
5. Funds availability;
6. Interest paid on interest bearing accounts and deposits;
7. Earnings credit calculation on compensating balances;
8. Completeness of application and agreement to points outlined in the RFA;
9. Convenience of locations;
10. Previous service relationship with the City;
11. Financial strength and stability of institution.

The City reserves the right, at its sole discretion, to accept the application which it considers most favorable to the City's interest.

The City reserves the right to negotiate with any and all applicants regarding their applications, and to request oral presentations and/or demonstrations from any one or all respondents.

The City reserves the right to accept or reject any qualified applications, to reject any and all applications, and to waive minor informalities.

REQUIRED DISCLOSURES

As defined in Section 105.015 (c), each applicant shall comply with the conflict of interest provision of Section 131.903 of the Texas Local Government Code in regard to the selection of the depositories:

Sec. 131.903. CONFLICT OF INTEREST.

- (a) A bank is not disqualified from serving as a depository for funds of a political subdivision if:
 - (1) an officer or employee of the political subdivision who does not have the duty to select the political subdivision's depository is an officer, director, or shareholder of the bank; or
 - (2) one or more officers or employees of the political subdivision who have the duty to select the political subdivision's depository are officers or directors of the bank or own or have a beneficial interest, individually or collectively, in 10 percent or less of the outstanding capital stock of the bank, if:
 - (A) a majority of the members of the board, commission, or other body of the political subdivision vote to select the bank as a depository; and
 - (B) the interested officer or employee does not vote or take part in the proceedings.
- (b) This section may not be construed as changing or superseding a conflicting provision in the charter of a home-rule municipality.

In addition, the following disclosures apply:

Disclosure of interest: Pursuant to Chapter 176 of the Texas Local Government Code, a person, or agent of a person, who contracts or seeks to contract for the sale or purchase of property, goods, or services with the City of Spring Valley Village, Texas must file a completed conflict of interest questionnaire which is available at www.ethics.state.tx.us. The conflict of interest questionnaire must be filed with the City of Spring Valley Village, Texas no later than the seventh business day after the later of the date that the person or agent begins contract discussions or negotiations with the City or submits to the City an application, response to a request for proposal or bid, correspondence, or writing related to a potential agreement. An updated conflict of interest questionnaire must be filed in accordance with Chapter 176 of the Texas Local Government Code. An offense under Chapter 176 is a Class C misdemeanor.

Certificate of interested parties: Section 2252.908 of the Texas Local Government Code applies to all contracts entered into on or after January 1, 2016. The law states that a governmental entity may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity at the time the business entity submits the signed contract to the governmental entity. The law applies, with a few exceptions, to all contracts/purchases of a governmental entity that require action or vote by the governing body of the entity. The electronic filing application process can be started on the Texas Ethics Commission website at www.ethics.state.tx.us. The City acknowledges that publicly traded business entities are exempt from this requirement.

Written Verification of Compliance with Chapter 2270: In compliance with HB 793, the successful applicant will be required to submit a written statement that the applicant affirms that it abides by Chapter 2270 of the Texas Local Government Code and does not boycott Israel and will not boycott Israel during the term of the contract.

In compliance with Chapter 2252 Subchapter F, of the Texas Local Government Code, Prohibiting government contracts with a company doing business with Iran, Sudan or a foreign terrorist organization, the City of Spring Valley Village, Texas will not enter into a contract with a company reported on the LISTED COMPANIES per Section 2252.153.

ACCOUNT ACTIVITIES

The City anticipates establishing an account configuration that consists of the following bank accounts:

- Pooled Cash
- General Fund Savings
- Online Payments
- Revenue Bond Reserve Fund
- CO/GO Bonds
- District Attorney Seized Funds
- Child Safety Fees
- Spring Valley Legacy Fund Inc.

The **Pooled Cash** serves as the City's master operating account.

The remainder of the accounts are specialized accounts with limited transaction activity.

The activity for May 2019 with balance information for these accounts is tabulated in Exhibit 1 and Exhibit 2 and reflected on the Fee Schedule. Actual balances and transaction activity could vary significantly.

REQUIRED SERVICES

The following services are required to be provided as described and/or be provided in an alternative form that results in essentially the same outcome or capability.

1. ON-LINE BANKING SERVICES – The City **requires** on-line banking services accessible through the internet that at a minimum include balance reporting, initiation of ACH debits and credits and wire transfers, and placement of stop payments on checks. Additional capabilities should include the ability to reprint statements and export information to MS-Excel. The minimum balance reporting information should be for intra-day and previous business day and include: ledger balance, collected balance, total credits, total debits, and detail debits and credits, and should allow transaction search capability. Historical information should be maintained on-line and accessible for a minimum of twelve (12) continuous months.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

2. POSITIVE PAY AND ACCOUNT RECONCILIATION SERVICE – The City **requires** positive pay and the ability to offer full account reconciliation services on designated accounts from which checks are issued. The City would electronically transmit the issued check file to the bank. The bank would only honor those checks issued by the City that are pre-authorized through the positive pay system. Payment verification criteria will be date, check number, amount, and payee name. Please indicate what time exceptions are reported and when City instruction must be received.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

3. REVERSE POSITIVE PAY SERVICE – The City **requires** reverse positive pay on the check issuing accounts with limited and infrequent issuance. The Bank would notify the City of the checks being presented for payment and the City would select the items to be honored.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

4. ACH DIRECT DEBIT – As an additional service to its patrons, the City **requires** the capability to direct debit customer accounts for certain charges. Currently, the City allows and encourages this option to its utility customers. Approximately 496 transactions are processed this way per month reflecting approximately \$65,018. The City anticipates expanding this function to include other services in the direct debit system, and transaction volume to increase.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

5. ACH DEBIT BLOCKING – The City **requires** ACH debit blocking capabilities on its accounts, with the ability to selectively permit specified ACH debits on certain accounts and restrict all ACH debits from certain accounts.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

6. ACH POSITIVE PAY – The City **requires** ACH Positive Pay

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

7. WIRE TRANSFERS – The City **requires** an online banking system that provides for initiating wire transfers. Wires may be one-time wires or set up as repetitive wires of varying amounts. The City currently utilizes dual controls for fraud prevention; please indicate the bank's process for fraud control.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

8. POST NO CHECKS – The City **requires** the fraud protection feature or service that prevents checks being presented for payment to be posted to the accounts from which checks are not issued.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

9. FUNDS AVAILABILITY – The City **requires**, at a minimum, same day credit for all transactions submitted before 4:00 PM, subject to the bank's availability schedule.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

10. EMPLOYEE CHECK CASHING – The City **requires** the bank to cash checks issued to employees (with proper identification) without service charges or fees to the employee or the City and without requiring the employee to open an account with the bank.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

11. RETURNED CHECK REPROCESSING – The City **requires** deposited checks to be processed for collection at least twice before making non-paid checks available for pick-up by the City within two business days of the final rejected presentment. The City **requires** same day notification of all returned items in excess of \$5,000.00.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

12. ACCOUNT ANALYSIS – The City **requires** account analysis statements by individual account and at group level, which will reflect average ledger balance, average uncollected funds, average collected balance, reserve requirement, average available balance, rate and amount of earnings credit, detail of services provided with quantities and unit fees for each, and total service cost,

delivered to the City on a monthly basis. **This is also a requirement for “No Fee” or “Fee Waiver” applications.**

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

13. BANK STATEMENTS – The City **requires** that Statements be rendered within five (5) working days after the close of the calendar month. The City prefers the ability to have online access to all statements with images within one (1) business day following the end of each monthly statement cycle. Accounts shall not be placed in dormant mode for inactivity. The statement shall include debits and credits made on the last day of the period and the detail items. Bank statements should be received on a monthly basis, even if there is no activity for the account.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

14. PAYMENT FOR SERVICES – The City **intends** to pay for all services provided by the earnings credit amount generated by account balances, or by direct payment, or a combination of both.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

15. ACCOUNT SETTLEMENT – Settlement of the excess/deficient condition as reflected by the group level account analysis is **required** to occur on a quarterly basis. If deficient, settlement is to be made by direct debit to the City’s Pooled Cash Account.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

16. RESEARCH – The City **requires** that all research requests are responded to within three business days of the request.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

17. BANK ERRORS – Bank errors resulting in lost interest to the City will be reimbursed by the Bank to the City. The Bank and the City will agree upon the method of reimbursement.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

18. INVESTMENT ACCOUNT – Please provide a description of the bank’s **best** “hard dollar” interest earnings option the City may utilize for cash in excess of general operating needs. If a sweep option is proposed, confirm its compliance with Texas Local Government Code Chapter 2256, the “Public Funds Investment Act”, and the City’s Investment Policy.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

19. AUDIT CONFIRMATIONS – Bank will provide Account Balance Audit Confirmations to the City’s audit firm annually at no charge.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

20. BALANCE ASSESSMENT – State how the Bank will treat any Balance Assessment or balance-based fee applicable to the City (i.e. Deposit Supervisory Fee, Premium Assessment Fee, etc.): **(Also, please reflect treatment on the attached Fee Schedule).** Please indicate if the assessment will be for all depository balances or analyzed non-interest bearing balances only.

☐ Fees to be waived.

☐ Fees to be partially waived.

☐ Fee to be passed in full to the City.

Comment:

21. RESERVE REQUIREMENT – State whether or not the Bank imposes a reserve requirement on balances used in calculating earnings credit.

☐ Yes.

☐ No

Reserve Requirement %

Comment:

22. EARNINGS CREDIT RATE – The bank must state the ECR and rate formula being proposed.

ECR %

Rate Formula:

Rate Floor:

Comment:

SERVICES THAT MAY BE CONSIDERED

The following services may be considered; please indicate the Bank's ability to provide the services as described and the associated set-up, maintenance and/or per item processing charges:

1. INTEGRATED DISBURSEMENT SERVICES – The City is interested in considering different levels of outsourcing for its disbursement function including, but not necessarily limited to, check printing and distribution.

☐ Yes, can provide.

☐ No, cannot provide.

Comment:

2. CONSUMER BILL PAY PROCESSING - The City may consider this service (sometimes referred to E-Lockbox) for receipts of utility and other payments generated from personal customer bank bill pay programs. On a daily basis, the remittance data and payment amount captured during processing would be transmitted to the City for the update of the accounts receivable file.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

3. REMOTE DEPOSIT CAPTURE – The City **is not currently using** remote deposit capture services and is interested in considering for use in the following departments; Utility Billing, Courts, and Building Permits. Please provide details for this service including make/model of scanners provided, software utilized as well as any cost for the equipment and processing of items.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

COLLATERAL REQUIREMENTS

1. COLLATERALIZATION – The successful bank shall pledge collateral to satisfy the requirements of the Public Funds Collateral Act, Chapter 2257, Government Code, and the City's Investment Policy. **Ledger balance** shall determine the total balance level. The successful bank shall pledge collateral equal to or in excess of the required level on a **same day basis**.

The City shall approve, in advance and in writing, all proposed collateral.

If **prior day ending ledger balance** is to be used as the basis for calculating the required collateral pledge, in order to minimize any period where the City balances could be under collateralized, the City will require that the pledged amount be maintained at a minimum of 110% of the **prior day ending ledger balance**.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

2. COLLATERAL AMOUNT – The maximum ledger balances could exceed \$10,000,000 in the aggregate. Historically, the average balances are less than \$2,500,000. Please clearly explain any collateral limitations or fees. The City shall approve, in advance, all proposed collateral increase and reduction requests. The City reserves the right to maximize or minimize bank balances regardless of historical patterns. It is required that the successful bank will monitor the collateral adequacy daily and provide additional collateral to secure balances as required.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

3. COLLATERAL CUSTODY – The pledged securities shall be held at an independent custodian acceptable to both the City and the successful bank. Monthly holding reports shall be filed with the designated contact of the City. Please provide the name of the proposed independent custodian as well as any related fees.

Name of Proposed Custodian:

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

4. COLLATERAL RELEASES AND SUBSTITUTIONS – Any releases and or substitutions of the pledged securities or reductions in the total amount pledged shall be made only by and with the proper written authorization of an authorized City signatory. City shall approve, in advance, all proposed collateral. In case of reductions request, the Bank shall provide in writing that collateral shall be available when needed to meet balance increases throughout the Agreement period.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

5. COLLATERAL REPORT – The successful applicant **and** the custodial bank shall provide City a monthly pledged securities report or additional reports at any time requested by City. The report should describe the total pledged securities by:

Name
Type / Description
CUSIP
Par Value
Current Face Value
Market Value
Maturity Date
Rating by Moody's or Standard & Poor's

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

6. BOARD RESOLUTION – The Board of Directors or designated committee of the successful bank will be required to provide a FIRREA compliant resolution of certification approving the award of the agreement and commitment for delivery of the collateral to the custodian not later than five days before the commencement of the agreement period. The following is an extract of the FIRREA requirement from the FDIC Code:

e) AGREEMENTS AGAINST INTERESTS OF CORPORATION.--

(1) IN GENERAL.--No agreement which tends to diminish or defeat the interest of the Corporation in any asset acquired by it under this section or section 11, either as security for a loan or by purchase or as receiver of any insured depository institution, shall be valid against the Corporation unless such agreement--

(A) is in writing,

(B) was executed by the depository institution and any person claiming an adverse interest thereunder, including the obligor, contemporaneously with the acquisition of the asset by the depository institution,

(C) was approved by the board of directors of the depository institution or its loan committee, which approval shall be reflected in the minutes of said board or committee, and

(D) has been, continuously, from the time of its execution, an official record of the depository institution.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

INVESTMENT ACTIVITIES

The Public Funds Investment Act in conjunction with the City's Investment Policy shall govern the City's investment activity and the successful applicant will be required to provide services within the constraints of both.

1. **DIRECT INVESTMENT ALTERNATIVE** – The City's direct investment activities may take place in any and all of the City accounts. The City shall have the right, at its sole discretion, to direct investment of its funds. Interest earnings on interest bearing accounts shall be credited monthly regardless of the amount, with no minimum amount restriction.

As part of the City's investment strategy the City reserves the right to open any number of accounts at other financial institution(s), in the form of DDA, MMA, and/or CDs as deemed appropriate by the City's management and adopted Investment Policy. The Investment Policy outlines the City's options for investing. The Policy is subject to annual review and revision by the City Council.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

2. **CERTIFICATES OF DEPOSIT** – Certificates of Deposit (CDs) purchased for the City shall be non-negotiable and shall be registered in the name of the City. The CDs must be fully insured by the FDIC or collateralized in accordance with the RFA requirements. Proof of collateral must be supplied to the City prior to CD settlement.

Extension of CDs – The successful bank agrees to honor and continue any CD made during the term of the agreement that will mature after the expiration date of the agreement at the same rate established at the time of placement.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

3. **SECURITY CLEARANCE/SAFEKEEPING SERVICES** – The City requests that the bank provide safekeeping services for the securities owned by the City, or offers an alternative option for safekeeping services. All securities will be handled on a Delivery Versus Payment (DVP) basis as they are cleared into and out of the City's account.

The bank will act as securities clearing agent for all security purchases made by the City and for sales of securities from the investment portfolio and will provide the necessary wire transfer and physical delivery services required to support investment activities. Necessary controls will be negotiated with the bank. Confirmation of trades must be provided to the City within one (1) business day.

Security clearance and safekeeping services shall be governed by a "Safekeeping Agent" or similar agreement executed between the City and the bank. All interest payments on securities held are to be posted on the due date or on the next business day in the event the due date falls on a weekend or bank holiday. The City must be notified within seven (7) days of a call date notice for any securities being called prior to maturity.

The City prefers a web-based safekeeping transaction monitoring and reporting mechanism.

All fees related to investment services provided by the bank, including safekeeping services, should be itemized and included on the Fee Schedule submitted in response to this RFA. Also, please provide a schedule of securities safekeeping fees as a part of the Response Attachments.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

OVERDRAFT PROVISIONS

1. NET OVERDRAFT DEFINED – The City does not intend to have a net overdraft position occur during the course of the Agreement period. A net overdraft shall be defined as a negative balance in the City’s accounts **collectively**, not by individual account.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

2. NOTIFICATION – In the event a check or checks shall be presented for payment where there are insufficient funds in City’s collective accounts, the successful applicant agrees to promptly notify the City Administrator, City Treasurer, or other signatory person, by telephone, email, online banking alerts or other means, of the overdraft condition, and to provide the City a period not exceeding one business day to respond and rectify the condition.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

3. STIPULATIONS – Should a net overdraft condition occur; the following shall apply:

Maximum number of banking days the overdraft shall be allowed:

Maximum amount of the overdraft: \$

Interest rate per annum computed on the overdraft: %

Comment:

4. DAYLIGHT OVERDRAFTS – Describe the Banks policy concerning daylight overdrafts.

Comment:

OTHER STIPULATIONS

1. REGULATION NOTIFICATIONS – The successful applicant shall notify City in writing within thirty (30) days of any changes in Federal or State regulations or laws that would affect the Agreement.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

2. INCOMING WIRE TRANSFERS - Notification of incoming wire transfers shall be made by telephone, fax, online banking alerts, or email to the City Administrator and the City Treasurer within one hour of the transaction and a written confirmation mailed to the City the same day of the transaction.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

3. RIGHT TO CANCEL UNDER FEDERAL OR STATE LAW RULINGS – In the event it would be ruled illegal under the provisions of any Federal or State laws or regulations for the successful applicant to comply with the requirements of the Agreement, then the City expressly reserves the right and privilege to cancel the Agreement and to re-solicit applications.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

4. ACCESS TO BANK RECORDS – The successful applicant's records relating to the City's accounts shall be open for review during normal business hours by designated City staff members or appointed independent auditors.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

5. RIGHT TO OPEN & MAINTAIN OTHER ACCOUNTS – The City reserves the right to open and maintain one or more demand accounts at financial institutions not affiliated with the successful applicant.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

6. RIGHT TO TERMINATE – The City expressly reserves the right to terminate the Agreement with or without cause at any time by providing ninety (90) days written notice to the successful applicant to close its accounts.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

7. TERMS FIXED – All fees, rate formulas, rate floors, and conditions shall be fixed for the entire Agreement period, including any and all continuations.

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

8. SECONDARY BANK DEPOSITORY – As a component of its disaster recovery plan, the City would consider maintaining a contractual agreement for a secondary depository bank relationship should an event occur that makes the primary depository bank inaccessible to the City. Depending on the outcome of this solicitation for a primary depository bank relationship, would the bank consider entering into this secondary relationship?

☐ Yes, can provide as requested/required. ☐ No, cannot provide as requested/required.

Comment:

9. ONE RELATIONSHIP OFFICER – City requests **one** relationship manager to coordinate the successful applicant's efforts directly responsible for facilitating all City/applicant interaction:

Description	Name	Title	Phone
Relationship Officer			
Address		Email Address	

Note: Valley View Consulting, L.L.C. is assisting the City with the preparation of this RFA and the evaluation of applications received.

MISCELLANEOUS

1. SEMI-ANNUAL MEETING – The City shall **require** a review meeting at least once every six months to evaluate the working relationship between the City and the successful bank. The objective shall be to address any problems and to seek solutions, as well as keeping abreast of changes, new services, or new requirements.

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

2. FORMAL AGREEMENT REQUIRED – The final appointment of the successful applicant shall be made by the City Council of Spring Valley Village. The successful bank shall be required to enter into an agreement that incorporates all of the requirements of their official response to this RFA, along with the accompanying related schedules and materials as called for in this RFA. The formal agreements should include: a depository bank services agreement, a collateral custodial agreement, and a FIRREA compliant resolution of certification (see #6 under the Collateral Requirements). ***A sample of the Proposed Agreement form is found as Exhibit 3.***

☐ Yes, can provide as requested/required.

☐ No, cannot provide as requested/required.

Comment:

This Request for Application is being offered by the following person duly authorized to act on behalf of the City.

Michelle Yi, City Treasurer

EXHIBIT 1

BANK TRANSACTIONS BY ACCOUNT

CITY OF SPRING VALLEY VILLAGE, TEXAS								
BANK TRANSACTIONS								
Based on May 2019 Transactions								
	BEGINNING	CREDITS		DEBITS		CHECKS PROCESSED		ENDING
DESCRIPTION	BALANCE	NUMBER	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT	BALANCE
Pooled Cash	\$ 3,845	159	\$ 2,224,316	35	\$ 1,331,096	106	\$ 892,709	\$ 4,356
General Fund Savings	415,965	0	71	0	-	0	-	416,035
Online Payments	353,565	31	49,486	2	300,691	0	-	102,360
Revenue Bond Reserve Fund	358,408	0	-	0	-	0	-	358,408
CO / GO Bonds	6,740,610	0	113	1	6,000,000	0	-	740,724
District Attorney Seized Funds	16,105	1	2,948	0	-	0	-	19,054
Child Safety Fees	52,003	1	446	0	-	0	-	52,449
Spring Valley Legacy Fund Inc.	7,556	1	197	0	-	0	-	7,753
TOTALS	\$ 7,948,057	193	\$ 2,277,577	38	\$ 7,631,787	106	\$ 892,709	\$1,701,139

EXHIBIT 2

ACCOUNT ANALYSIS SUMMARY

CITY OF SPRING VALLEY VILLAGE, TEXAS			
BANK ACCOUNT ANALYSIS SUMMARY			
June 2018 - May 2019			
Period	Avg Ledger	Less Avg Float	Avg Collected
Jun-18	\$ 3,231,224	\$ -	\$ 3,231,224
Jul-18	1,008,933	-	1,008,933
Aug-18	784,169	-	784,169
Sep-18	811,963	-	811,963
Oct-18	798,785	-	798,785
Nov-18	945,875	-	945,875
Dec-18	1,016,840	-	1,016,840
Jan-19	1,054,099	-	1,054,099
Feb-19	1,085,789	-	1,085,789
Mar-19	2,221,998	-	2,221,998
Apr-19	7,921,058	-	7,921,058
May-19	1,827,985		1,827,985
Total	\$ 22,708,718	\$ -	\$ 22,708,718
Average	\$ 1,892,393	\$ -	\$ 1,892,393

EXHIBIT 3

SAMPLE DEPOSITORY BANK SERVICES AGREEMENT

THIS DEPOSITORY BANK SERVICES AGREEMENT hereinafter called the “Agreement”, is made and entered into on the date last herein written by and between the City of Spring Valley Village, Texas, hereinafter called the “City”, and _____ a banking association, organized under the law of the United States and authorized by law to do banking business in the State of Texas, hereinafter called the “Bank”, and provides as follows:

1. **Designation of Depository.** The City, through action of the City Council, on December 10, 2019, hereby designates Bank as a primary depository bank for the period beginning February 1, 2020, and **continuing** through January 31, 2022, with the option for three (3) one-year extensions under the same terms and conditions.

2. **General.** All services rendered to City by Bank under this Agreement shall be performed in accordance with accepted commercial banking standards for public fund organizations and under the overall direction and instructions of City pursuant to Bank’s standard operations, policies, and procedures.

3. **Scope of Services.** Bank agrees to provide those services as described in the City of Spring Valley Village, Texas Request for Application for Depository Bank Services released on August 14, 2019 hereinafter referred to as the “RFA”. The RFA and Bank’s response to the RFA, hereinafter referred to as the “Application”, are incorporated herein by reference. Bank acknowledges that all services performed by Bank are subject to the approval of City.

4. **City Representatives.** During the term of this Agreement, City will, through appropriate action of its City Council, designate the officer, or officers, who singly or jointly will be authorized to represent and act on behalf of City in any and all matters of every kind arising under this Agreement and to (a) appoint and designate, from time to time, a person or persons who may request withdrawals, orders for payment or transfer on behalf of City in accordance with the electronic funds or funds transfer agreement and addenda, and (b) make withdrawals or transfer by written instrument.

5. **Custodian.** City and Bank, by execution of this Agreement, hereby designate _____ as custodian, hereinafter called “Custodian”, to hold in trust, according to the terms and conditions of this Agreement, the collateral described and pledged by Bank in accordance with the provisions of this Agreement.

6. **Custodian Fees.** Any and all fees associated with Custodian’s holding of collateral for the benefit of City will be paid by Bank and City will have no liability therefore.

7. **Entire Agreement.** The entire agreement between Bank and City shall consist of this Agreement, City’s RFA (except to the extent Bank took specific exceptions in the Bank’s Application), Bank’s Application, the Custodial Agreement with Custodian, and other such bank service agreements, policies and documents as may be required and approved by the parties (together, the “Banking Agreements”), each incorporated by reference as they presently exist and each listed in governing order of precedence in the event of conflict among the documents. This Agreement supersedes any and all prior representations, statements, and agreements, whether written or oral. The terms and provisions of this Agreement may not be amended, altered, or waived except by mutual agreement evidenced by a written instrument signed by duly authorized representatives of both parties.

8. **Collateralization.** All funds on deposit with Bank to the credit of City shall be secured by collateral as provided for in the Public Funds Investment Act (Chapter 2256 of the Texas Government

Code as amended), the Public Funds Collateral Act (Chapter 2257 of the Texas Government Code), City's Investment Policy, and Bank's Application.

If marketable securities are pledged, the total market value of the securities securing such deposits will be in an amount at least equal to the minimum required amount as per City's Investment Policy. The market value of any pledged securities (collateral) will be obtained from non-Bank-affiliated sources. Bank will monitor and maintain the required collateral margins and levels at all times.

Bank has heretofore, or will immediately hereafter, deliver to Custodian collateral of the kind and character above mentioned of sufficient amount and market value to provide adequate collateral for the funds of City deposited with Bank. Custodian will accept said collateral and hold the same in trust for the purposes herein stated. Said collateral or substitute collateral, as hereinafter provided for, shall be kept and retained by Custodian in trust so long as deposits of City remain with Bank. Bank hereby grants a security interest in such collateral to City.

If at any time the collateral in the hands of Custodian shall have a market value in excess of the required balances, City may authorize the withdrawal of a specified amount of collateral, and Custodian shall deliver this amount of collateral (and no more) to Bank.

If surety bonds or letters of credit are utilized, City shall agree as to the issuer and form of contract prior to the pledge. The amount of surety bonds or letters of credit will be at least equal to the minimum required amount as per City's Investment Policy. The termination or expiration of any surety bond or letter of credit shall be a minimum of two (2) business days after City anticipates withdrawing the secured deposit.

9. Successors. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Whenever a reference is made herein to either party, such reference shall include the party's successors and assigns.

10. Compensation. City and Bank agree that any compensation for the performance of all duties and services is set forth in the Application accepted by City. Except as may otherwise be provided in the Banking Agreements, said compensation shall constitute full payment for all services, liaison, products, materials, and equipment required to provide the professional banking services, including services, materials, training, equipment, travel, overhead, and expenses. Fees shall be fixed for the term of the Banking Agreements, including all extensions.

11. Consideration. The Banking Agreements are executed by the parties hereto without coercion or duress and for substantial consideration, the sufficiency of which is forever confessed.

12. Counterparts. The Banking Agreements may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes. A facsimile signature will also be deemed to constitute an original if properly executed.

13. Authority to Execute. The individuals executing the Banking Agreements on behalf of the respective parties below represent to each other and to others that all appropriate and necessary action has been taken to authorize the individual who is executing the Banking Agreements to do so for and on behalf of the party for which his or her signature appears, that there are no other parties or entities required to execute the Banking Agreements in order for the same to be authorized and binding on the party for whom the individual is signing and that each individual affixing his or her signature hereto is authorized to do so.

14. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Texas. Harris County will be the venue for any lawsuit arising out of this Agreement.

15. Notices. Except as may otherwise be specified in the applicable service-level agreements and/or set-up forms, any demand, notice, request, instruction, designation, or other communication(s) required in writing under this Agreement shall be personally delivered or sent certified mail, return receipt requested, to the other party as follows:

Bank: _____,

_____, _____

City: Julie Robinson
City Administrator
City of Spring Valley Village
1025 Campbell Road
Houston, TX 77055

Changes to notice information may be made by either party with written notification to the other party.

16. Severability. If any provision of this Agreement is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, the parties, shall, if possible, agree on a legal, valid, and enforceable substitute provision that is as similar in effect to the illegal, invalid, or unenforceable provision as possible. The remaining portion of the Agreement not declared illegal, invalid, or unenforceable shall remain valid and in full force and effect for the term remaining.

17. Binding Commitment. Bank hereby acknowledges itself duly and firmly bound for the faithful performance of all the duties and obligations required by applicable law, including the Government Code and Texas Local Government Code, such that all funds deposited with it as depository shall be faithfully kept by it and accounted for according to law.

18. Continuation. Unless this Agreement is terminated sooner, Bank's designation as the primary City Depository will remain continuously in effect through January 31, 2022 subject to execution of the extension options if applicable.

19. Termination. This Agreement may be terminated by either the City or the Bank, for any reason or no reason, by giving ninety (90) days prior written notice to the other party. Notices will be delivered as required and addressed in paragraph 15.

20. Default. Should the Bank (a) fail at any time to pay and satisfy, when due, any check, draft, voucher, wire, or ACH transfer lawfully drawn against any deposit and the interest on such deposits, the City shall give written notice of such failure or breach to the Bank, and the Bank shall have one (1) business day to cure such failure or breach, or (b) in any other manner breach its contract with the City, the City shall give written notice of such failure or breach to the Bank, and the Bank shall have twenty-one (21) days to cure such failure or breach. In the event the Bank shall fail to cure such failure or breach within such period or should the Bank be declared insolvent by a Federal bank regulatory agency, it shall be the duty of the Custodian, upon demand of the City, to surrender the above-described collateral to the City; or it shall be the duty of the surety bond or letter of credit provider to perform under the terms of their respective contract. The City may sell all or any part of such collateral, or receive all or any part of a surety bond or letter of credit settlement, and out of the proceeds thereof, pay the City all damages and losses sustained by it, together with all expenses of any and every kind incurred by it on account of such failure or insolvency, or sale, accounting to the Bank for the remainder, if any, of said proceeds or

collateral remaining unsold. In exercising its rights in and to the collateral, or any part thereof, City must act in a commercially reasonable manner. Any sale of such collateral, or any part thereof, made by the City hereunder may be either at public or private sale; provided, however, it shall give to both the Custodian and the Bank two (2) hour's notice of the time and place where such sale shall take place, and such sale shall be to the highest bidder therefore for cash. The City and the Bank shall have the right to bid at such sale.

Executed by the undersigned duly authorized officers of the parties hereto:

CITY OF SPRING VALLEY VILLAGE,

TEXAS

By: _____

Name: _____

Title: _____

Date: _____

ATTEST:

By: _____

Name: _____

Title: _____

BANK

By: _____

Name: _____

Title: _____

Date: _____

ATTEST

By: _____

Name: _____

Title: _____

FEE SCHEDULE

FEE SCHEDULE

CITY OF SPRING VALLEY VILLAGE, TEXAS

Based on May 2019 Transaction Volumes With Estimates

Please include Unit Price for each item listed even if NO ACTIVITY is shown. Also highlight any changes to descriptions or measurement units in both the written and electronic responses.

Service	Monthly # Of Units	Monthly Unit Price	Estimated Monthly Charge For Service
<u>Balance Assessment Fee</u>			
Balance Assessment Fee	1,900,000		-
<u>General Account Services</u>			
Account Maintenance	5		-
Account Maintenance Check Storage	3		-
Debits Posted	31		-
Online Banking - Transfer	1		-
<u>Depository Services</u>			
Branch Deposit	43		-
On-Us Deposits	144		-
Transit Item Deposit	796		-
Cash Deposited In Branch	28,473		-
Cash Order In Branch	2		-
Currency Order In Branch	251		-
<u>Paper Disbursement Services</u>			
Payment Authorized Max Check Monthly Base	3		-
Stop Payment Online	1		-
Online Image View < 90 Days - Item	2		-
Positive Pay Monthly Base	1		-
Check Cashing Threshold Monthly Base	4		-
Debit Block Monthly Base	4		-
Checks Pay to Individual Block Monthly Base	3		-
DDA Checks Paid	106		-
Paid Checks Image	111		-
IFI Maintenance Per Product	1		-
Payee Validation Standard - Item	106		-

Paper Disbursement Services Reconciliation Services

Online Check Issues - Item	123		-
ARP Monthly Base - Partial	1		-
ARP Positive Pay Issue - Item	123		-
ARP Aged Issue Records on File - Item	382		-
Online ARP Statement and Reports Monthly Base	1		-
ARP Partial Reconciliation - Item	106		-

General ACH Services

Electronic Credits Posted	143		-
ACH Vendor Monthly Base	1		-
ACH Online Return Subscription - Account	1		-
ACH Monthly Base	1		-
ACH Two Day Item	635		-
ACH Received Item	82		-
ACH Transmission Charge	5		-
ACH Online Fraud Filter Monthly Base	2		-
ACH Online Fraud Filter Stop Monthly Base	6		-
ACH Online Fraud Filter Review - Item	3		-
ACH NOC - Information Reporting Advice	1		-

Wire and Other Funds Transfer Services

Wire In - Domestic	4		-
Wire Mail Confirmation	4		-

Information Services

Remote Deposit Monthly Base	1		-
Online Search	6		-
Online Previous Day Reporting Maintenance	1		-
Online Event Messaging Service - Email	61		-
Online Banking Monthly Base	1		-
Online Banking Additional Account - Monthly Base	7		-

Sweep Services

Monthly Base			-
Sweep Report			-

Security Clearance/Safekeeping

Safekeeping Account Maintenance			-
Safekeeping Account Maintenance - Book Entry			-

32

Safekeeping Account Maintenance - FRB			-
Security Clearance Charges/Trade			-
Safekeeping Charges/Security			-
Interest Collection			-
MBS Paydown			-

Monthly Total Estimated Fees (ex. One time charges)		-
--	--	---

Other

Night Depository Bags (one time charge)			-
Large Safe Deposit Box (annual charge)			-
Small Safe Deposit Box (annual charge)			-
Endorsement Stamps (one time charge)			-
Checks & Deposit Slips			-
ACH Software Charge			-
CD-ROM Software Charge			-

Other Fees for Contract term (including one time charges)		-
--	--	---

Collected Balances/Earnings Credit

Rate Basis		
Current Rate	0.000%	
Average Collected Balance	1,900,000	
Less Reserve Requirement		
Investable Balance	1,900,000	
Estimated Earnings Credit per Month		-

Investment Account Interest Rate

Please specify type of account offered		
Rate Basis		
Current Rate	0.000%	
Average Collected Balance	1,900,000	
Estimated Monthly Earnings	-	
Less Sweep Fee		
Net Estimated Monthly Earnings		-

RESPONSE ATTACHMENTS

(PLEASE ATTACH IN THE ORDER LISTED)

1. ACCOUNT ANALYSIS – A **pro-forma** account analysis statement using your format and service descriptions that reflect your proposed fees based on the volumes provided in this RFA and indicate any capability to provide the information electronically.
2. RATE BASIS – Explanation of the institution's policy and methodology used in setting rates paid on interest bearing accounts and account analysis earnings credit. Indicate if they are based on a market rate such as T-Bill discount or yield rate, or the Federal Funds rate, etc., and when the rates are changed. Also, please provide a historical schedule of rates paid.
3. SAMPLE COLLATERAL AGREEMENT.
4. SECURITY MEASURES – Information describing the institution's security measures to prevent fraud and unauthorized electronic and non-electronic transfers, and protect the integrity of computer banking services and internal computer systems.
5. TECHNOLOGY SPECIFICATIONS – Technology specifications for use of all proposed electronic systems and services.
6. SAMPLE SAFEKEEPING REPORT OF CITY OWNED SECURITIES – Sample safekeeping report of the City owned securities that the City will receive monthly.
7. SECURITIES SAFEKEEPING FEES – Schedule of Securities Safekeeping Fees.
8. INVESTMENT ACCOUNT INFORMATION – Information on the investment account recommended for use by the City. Provide information for the bank's most attractive interest yielding option.
9. SUMMARY BUSINESS CONTINUITY PLAN – Summary of the institution's business continuation plans as they pertain to the City's ability to perform normal banking functions during natural and unnatural bank operation disruptions, including a Statement of Commitment to provide the City continuous and ongoing bank depository services to the best of the financial institution's ability.
10. REFERENCES – List of at least three (3) comparable references and current Texas public funds clients, with total number of collateralized Texas public fund clients.
11. SAMPLE FIRREA COMPLIANT DOCUMENT – A sample copy of the bank's document that clearly shows that the bank's Board or designated committee has accepted the depository contract and authorized the pledge of collateral, with a permanent record of this action to be maintained in the minutes of the bank.
12. COMPLETED FEE SCHEDULE IN EXCEL – Be sure to provide a completed copy of the Fee Schedule in Excel on the flash drive provided with the application submission.

DIVIDER PAGE



RFA OPENING
PRIMARY DEPOSITORY BANK SERVICES
FRIDAY, SEPTEMBER 13, 2019
10:02 A.M.

PROPOSALS RECEIVED

COMPANY NAME

1. Independent Bank
2. Wells Fargo Bank, N.A.
3. Capital One Bank
4. East West Bank
5. J.P. Morgan Chase Bank, N.A.
6. Allegiance Bank

DIVIDER PAGE



November 19, 2019

Ms. Michelle Yi
City Treasurer
City of Spring Valley Village
1025 Campbell Road
Houston, Texas 77055

Dear Ms. Yi:

We sincerely appreciated and welcomed the opportunity to assist the City of Spring Valley Village (the “City”) with this Primary Depository Bank Services Request for Applications (the “RFA”) project.

The objective of this engagement was to select a primary depository bank, award the contract, and execute the agreements necessary to bind the City and bank. This agreement, when approved, will commence on February 1, 2020 and terminate on January 31, 2022. At the option of the City, the contract may be extended for three additional one-year periods under the same terms and conditions.

Procedure

The project began with the establishment of a calendar of events to ensure that the required project steps were performed in a timely and sequential manner.

The process for selecting a Primary Depository Bank is governed by the State of Texas Local Government Codes: Chapter 105 Municipal Depository Act; Chapter 176 Conflict of Interest Act; Chapter 2256 Public Funds Investment Act; and Chapter 2257 Public Funds Collateral Act.

In addition to complying with these State statutory requirements, it was necessary to understand and comply with the City’s financial and purchasing policies and Investment Policy.

The RFA project was conducted as follows:

1. Analyzed historical bank service usage and balance records.
2. Reviewed the minimum banking services and potential additional services.
3. Developed a list of eligible financial institutions within the expanded municipal boundaries, or not more than two miles beyond municipal boundaries:
 - a. Allegiance Bank
 - b. Amegy Bank of Texas
 - c. American First National Bank
 - d. Bank of America, N.A.
 - e. Bank of Hope

- f. BBVA USA
 - g. Capital One Bank, N.A.
 - h. Comerica Bank
 - i. East West Bank
 - j. First Community Credit Union – Spring Branch
 - k. Frost Bank
 - l. Independent Bank
 - m. JPMorgan Chase Bank, N.A.
 - n. Prosperity Bank
 - o. Trustmark National Bank
 - p. Veritex Community Bank
 - q. Wells Fargo Bank, N.A. (incumbent)
4. Contacted the financial institutions to confirm distribution information, describe the process, and identify the designated recipient.
 5. Drafted the RFA for City review and approval.
 6. Posted the notice and advertised the RFA.
 7. Distributed RFAs to the identified and receptive financial institutions.
 8. Held a non-mandatory pre-application conference that was attended by representatives of:
 - a. Allegiance Bank
 - b. Capital One Bank, N.A.
 - c. Independent Bank
 - d. JPMorgan Chase Bank, N.A.
 - e. Wells Fargo Bank, N.A. (incumbent)
 9. By the closing deadline, applications were received from:
 - a. Allegiance Bank
 - b. Capital One Bank, N.A.
 - c. East West Bank
 - d. Independent Bank
 - e. JPMorgan Chase Bank, N.A.
 - f. Wells Fargo Bank, N.A. (incumbent)
 10. The City also received a letter from Frost Bank stating that they were declining to submit a proposal due to time constraints inherent in the RFA schedule.
 11. No additional RFA responses were received as a result of the advertisement.

The evaluation of the applications was based on, but not limited to, the following criteria, in no particular order of priority:

1. Ability to perform and provide the required and requested services;
2. Reputation of applicant and quality of services;
3. Cost of services;
4. Transition cost, retention and transition offers and incentives;

5. Funds availability;
6. Interest paid on interest bearing accounts and deposits;
7. Earnings credit calculation on compensating balances;
8. Completeness of application and agreement to points outlined in the RFA;
9. Convenience of location(s);
10. Previous service relationship with the City; and
11. Financial strength and stability of the institution.

Application Analysis

The attached analysis of the applications began with an overall review of each financial institution's general financial strength and ability to provide the services necessary to meet the City's current and future service needs. Each of the qualified responding financial institutions exhibited acceptable financial strength and the ability to provide services the City requested.

The analysis of proposed fees, earnings credit, and investment income potential is summarized below.

Net Income/(Cost)

Each financial institution's fee schedule was analyzed based on the City's banking service needs and estimated activity levels. Where quantifiable and appropriate, the estimated service fees were adjusted for any incentives (including waived fees and transition allowances).

Historically, average annual deposit balances of \$1,900,000 have been maintained by the City, therefore the analysis was completed assuming the same historic average balance.

The Local Government Investment Pools (LGIP's) may offer a higher yielding investment option than bank alternatives at this time. When that is the case, it is in the best interest of the City to keep minimum operating balances in the depository bank and place the remaining available balances in the higher yielding LGIP.

The summary below is for both the two (2) year initial contract term, and the full five (5) year term, allowing for the three (3) possible one-year extensions at the option of the City.

Two-Year Term	Allegiance	Capital One	East West	Independent	JPM Chase	Wells Fargo
Proposed Fees	\$ (13,734)	\$ (16,396)	\$ (23,814)	\$ (17,593)	\$ (25,823)	\$ (16,843)
Waived Fees	3,434	3,228	5,954	-	12,912	-
Earnings Credit or Hard Interest at Depository	66,500	43,465	65,233	35,496	50,480	74,420
Net Income (Cost)	\$ 56,200	\$ 30,297	\$ 47,373	\$ 17,903	\$ 37,568	\$ 57,577

Five-Year Term	Allegiance	Capital One	East West	Independent	JPM Chase	Wells Fargo
Proposed Fees	\$(34,335)	\$(40,990)	\$(59,536)	\$(43,984)	\$(64,558)	\$(42,106)
Waived Fees	3,434	3,228	5,954	-	12,912	-
Earnings Credit or Hard Interest Depository	166,250	108,663	163,085	88,743	126,200	186,050
Net Income (Cost)	\$ 135,349	\$70,901	\$ 109,503	\$ 44,759	\$74,554	\$ 143,944

Recommendation

As the incumbent, Wells Fargo Bank, N.A. has been a good business partner, being accessible and responsive to the City's needs while providing reliable and effective services. The City was fortunate to receive attractive, competitive applications from six capable financial institutions but there is no financial or operational advantage or benefit that would warrant a move to another financial institution.

Based on the analysis results, evaluation criteria, and discussion with staff, it was determined that the application provided by Well Fargo Bank, N.A. represents the "best value" to the City. We concur with the staff recommendation that the Council award the Primary Depository Bank Services contract to Wells Fargo Bank, N.A. and authorize the City Administrator to execute the agreements necessary to continue the banking relationship.

Upon approval, the new contract will commence on Saturday, February 1, 2020.

Please contact Bill Koch, Tom Ross, Dick Long, or me to discuss any questions or additional information needs.

Thank you for this opportunity to serve the City of Spring Valley Village.

Sincerely,



E. K. Hufstедler, III
Valley View Consulting, L.L.C.

Attachment

City of Spring Valley Village, Texas

Primary Depository Bank Services Analysis



November 19, 2019

Allegiance Bank

Capital One Bank

Chase Bank

EastWest Bank

Independent Bank

Wells Fargo Bank
(Incumbent)

Evaluation Criteria

- 1 Ability to perform and provide the required and requested services;
- 2 Reputation of applicant and quality of services
- 3 Cost of services;
- 4 Transition cost, retention and transition offers and incentives;
- 5 Funds availability;
- 6 Interest paid on interest bearing accounts and deposits;
- 7 Earnings credit calculation on compensating balances;
- 8 Completeness of application and agreement to points outlined in the RFA;
- 9 Convenience of location(s);
- 10 Previous service relationship with the City; and
- 11 Financial strength and stability of the institution.

DETAIL RESPONSE ANALYSIS OF DEPOSITORY BANK SERVICES

Required Bank Services

1	Online Banking Services	Yes	Yes	Yes	Yes	Yes	Yes
2	Positive Pay and Account Reconciliation Service	Yes	Yes and No	Yes	Yes	Yes	Yes
3	Reverse Positive Pay	Yes	Yes	Yes	Yes	Yes	Yes
4	ACH Direct Debit	Yes	Yes	Yes	Yes	Yes	Yes
5	ACH Debit Blocking	Yes	Yes	Yes	Yes	Yes	Yes
6	ACH Positive Pay	Yes	Yes	Yes	Yes	Yes	Yes
7	Wire Transfers	Yes	Yes	Yes	Yes	Yes	Yes
8	Post No Checks	Yes	Yes	Yes	Yes	Yes	Yes
9	Funds Availability	Yes	Yes	Yes	Yes	Yes	Yes
10	Employee Check Cashing	Yes	Yes	Yes	Yes	Yes	Yes
11	Returned Check Reprocessing	Yes	Yes	Yes	Yes	Yes	Yes
12	Account Analysis	Yes	Yes	Yes	Yes	Yes	Yes
13	Bank Statements	Yes	Yes	No but appears acceptable	Yes	Yes	Yes
14	Payment for Services	Yes	Yes	Yes	Yes	Yes	Yes
15	Account Settlement - Quarterly	Yes	Yes	Yes	No - Monthly	No - Monthly	Yes
16	Research	Yes	Yes	Yes	Yes	Yes	Yes
17	Bank Errors	Yes	Yes	Yes	Yes	Yes	Yes
18	Investment Account	Yes	Yes	Yes	Yes	Yes - tiered MMA	Yes
19	Audit Confirmations	Yes	Yes	Yes - thru a 3rd party service (Confirmation.com)	Yes	Yes	Yes
20	Balance Assessment	Waived	Waived	Passed in full to City	Passed in full to City	Passed in full to City	Passed in full to City
21	Reserve Requirement	Yes - 10%	No	No	Yes - 10%	Yes - 10%	No
22	Earnings Credit Rate / Formula / Floor	1.00%/BM/1.00%	1.50%/BM/No Floor	1.25%/BM/Floor 1.00%	0.55%/BM/No Floor	0.55%-0.65%/BM/No Floor	0.55%/BM/No Floor

Services That May Be Considered

1	Integrated Disbursement Services	No	Yes	Yes	Yes	No	Yes
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City of Spring Valley Village, Texas

Primary Depository Bank Services Analysis



November 19, 2019		Allegiance Bank	Capital One Bank	Chase Bank	EastWest Bank	Independent Bank	Wells Fargo Bank (Incumbent)
2	Consumer Bill Pay Processing	Yes	Yes	Yes	Yes	No	Yes
3	Remote Deposit Capture	Yes	Yes	Yes	Yes	Yes	Yes
Collateral Requirements							
1	Collateralization	Yes - LOC	Yes	Yes- w/exceptions	Yes - LOC	Yes	No pre approval
2	Collateral Amount	Yes	Yes and No	Yes- w/exceptions	Yes	Yes	No pre approval
3	Collateral Custody	Yes - FHLB	Yes - BNYM	Yes- w/exceptions; FRB	Yes - FHLB San Francisco	Yes - FHLB or TIB	Yes - BNYM
4	Collateral Substitution	Yes	No	Yes- w/exceptions	Yes	Yes	No
5	Collateral Report	Yes	No - Only provided by Custodian not from Bank	FRB does not report Market Value	Yes	Yes	No Ratings on Report
6	Board Resolution	Yes	Yes	Yes	Yes	Yes	Yes
Investment Activities							
1	Direct Investment Alternative	Yes	Yes	Yes	Yes	Yes	Yes
2	Certificates of Deposit	No Response	Yes	Yes	Yes	Yes	Yes
3	Security Clearance/Safekeeping Services	No	Yes w/Disclaimers	Not Offered	Yes - Thru BNYM	Yes - Thru TIB	No
Overdraft Provisions							
1	Net Overdraft Defined	Yes	Yes	Yes	Yes	Yes	No - Account Level
2	Notification	Yes	Yes	Yes	Yes	Yes	Yes
3	Stipulations: Days/Max. Amt./NSF Fee/Interest Rate	Case/Case	Case/Case	Case/Case	\$34/EWB Prime +3% or 8.25%	5days/Case by Case/ \$35/5.00%	Case/Case
4	Daylight Overdrafts	Case/Case	Case/Case	Case/Case	Case/Case	Not currently tracked	Case/Case
Other Stipulations							
1	Regulation Notifications	Yes	Yes	No - in normal course of business	Yes	Yes	No - ASAP
2	Notification of Incoming Wire Transfers	Yes	Yes	Yes	Yes	Yes	Yes
3	Right to Cancel Under Federal or State Law Rulings	Yes	Yes	Yes- w/modifications	Yes	Yes	Yes
4	Access to Bank Records	Yes	Yes	Yes	Yes	Yes	No - Only City's records
5	Right to Open and Maintain Other Accounts	Yes	Yes	Yes	Yes	Yes	Yes
6	Right to Terminate	Yes	Yes	Yes- w/reciprocity	Yes	Yes- w/reciprocity	Yes- w/reciprocity
7	Terms Fixed	No Response	Yes	Yes	Yes	Yes - Negotiate for extension period	Yes
8	Secondary Bank Depository	Yes	Yes		Yes	Yes	Yes
9	One Relationship Officer	Ignacio Pujol, EVP, 281.517.6411	Kevin Grothouse, VP, 202.253.2568	Cary Gilliam; Relationship Manager, 713.868.6727	Esau Liu; SVP, 832.973.8938	Maritza Mayora, Branch Services Manager, 713.600.6680	Orlando Saenz, Relationship Manager, 2819712160
Miscellaneous							
1	Semi-Annual Meeting	Yes	Yes	Yes	Yes	Yes	Yes
2	Formal Agreement Required	Yes	Yes	Yes	Yes	Yes	Yes
Required Response Attachments							
1	Account Analysis - pro-forma	Provided	Provided Sample	Provided	Provided	Provided	Provided
2	Rate Basis	Provided	Provided	Provided	Provided	Provided	Provided
3	Sample Collateral Agreement	Provided	Provided	Provided	Not in pdf	Provided	Provided

City of Spring Valley Village, Texas

Primary Depository Bank Services Analysis



November 19, 2019		Allegiance Bank	Capital One Bank	Chase Bank	EastWest Bank	Independent Bank	Wells Fargo Bank (Incumbent)
4	Security Measures	Provided	Provided	Provided	Provided	Provided	Provided
5	Technology Specifications	Provided	Provided	Provided	Provided	Provided	Provided
6	Sample Safekeeping Report	SK not Offered	Provided	SK not Offered	Provided - BNYM	Provided Collateral Pledge Report	SK not Offered
7	Securities Safekeeping Fees	SK not Offered	No Charge for SK Services	SK not Offered	Provided - In Fee Schedule	Provided using TIB	SK not Offered
8	Investment Account Information	Provided	Provided	Provided	Provided	Provided	Provided
9	Summary Business Continuity Plan	Provided	Provided	Provided	Provided	Provided	Provided
10	References	Provided	Provided	Provided	Provided	Provided	Provided
11	Sample FIRREA Compliant Document	Provided	Provided	Can Provide	Provided	Provided	Can Provide
12	Completed Fee Schedule in Excel	Provided	Provided	Provided	Provided	Provided	Provided
Other Considerations							
1	Transition Allowance						
2	Waived Service Fees	First 6 Months	First 3 Months	First 12 months	First 6 Months - Max. \$7,500		
3	Remote Deposit Scanners	1 free scanner	3 free scanners	2 free Scanners	Free Scanners	1 free scanner	
4	New Supplies	No Charge		Allowance of \$1,000 Annually		First order of checks/deposit slips	
FEE ANALYSIS OF DEPOSITORY BANK SERVICES							
Proposed Fees - Banking Services							
	Monthly Fee Estimate	(572)	(683)	(1,076)	(992)	(733)	(702)
	Monthly Estimated Assessment Fee	Waived	Waived	0	38	65	0
	Fees for Two Year Term	(13,734)	(16,396)	(25,823)	(23,814)	(17,593)	(16,843)
	Fees for Five Year Term	(34,335)	(40,990)	(64,558)	(59,536)	(43,984)	(42,106)
	Total Fees for Two Year Term	(13,734)	(16,396)	(25,823)	(23,814)	(17,593)	(16,843)
	Total Fees for Five Year Term	(34,335)	(40,990)	(64,558)	(59,536)	(43,984)	(42,106)
Earnings Credit							
	Earnings Credit Rate	1.00%	1.50%	1.25%	0.55%	0.75%	0.55%
	Rate Basis	Bank Managed / Floor 1.00%	Bank Managed / No Floor	Bank Managed / Floor 1.00%	Bank Managed / No Floor	Bank Managed / Tier Rates / No Floor	Bank Managed / No Floor
	Target DDA Compensating Balance	0	546,530	0	546,525	1,303,220	0
	Monthly Earnings Credit less Reserve	0	683	0	225	733	0
	Earnings Credit for Two Year Term	0	16,396	0	5,411	17,593	0
	Earnings Credit for Five Year Term	0	40,990	0	13,526	43,984	0
	Reserve Requirement	10.00%	0.00%	0.00%	10.00%	10.00%	0.00%
	Net Fees for Two Year Term	(13,734)	0	(25,823)	(18,404)	0	(16,843)
	Net Fees for Five Year Term	(34,335)	0	(64,558)	(46,009)	0	(42,106)
Interest Income Estimate							
	Investment Option	Interest Bearing Option	Public Funds NOW Account	Sweep - JPM US Gov't MMF	MMA	PF Index Fund Account - MMA	MMMF Sweep

City of Spring Valley Village, Texas

Primary Depository Bank Services Analysis



November 19, 2019	Allegiance Bank	Capital One Bank	Chase Bank	EastWest Bank	Independent Bank	Wells Fargo Bank (Incumbent)
Rate Basis	Bank Managed / Floor 0.50%	Bank Managed / No Floor	7 Day Avg SEC Yld	Texpool + 5 bps	Tier Rates Indexed to Federal Funds Rate / Floor 0.50%	Fund Performance
Interest Rate	1.75%	1.00%	1.36%	2.21%	1.50%	1.99%
Investment Balance	1,900,000	1,353,470	1,900,000	1,353,475	596,780	1,900,000
Monthly Investment Income	2,771	1,128	2,103	2,493	746	3,101
Two Year Investment Income	66,500	27,069	50,480	59,824	17,903	74,420
Five Year Investment Income	166,250	67,674	126,200	149,559	44,759	186,050
Two Year Income/(Cost)	52,766	27,069	24,657	41,420	17,903	57,577
Five Year Income/(Cost)	131,915	67,674	61,642	103,550	44,759	143,944
Contract Incentives						
Estimated Waived Fees	3,434	3,228	12,912	5,954	0	0
Transition Allowance	0	0	0	0	0	0
Total Income (Cost) Estimate						
Two Years - Income (Cost) Estimate	56,200	30,297	37,568	47,373	17,903	57,577
Five Years - Income (Cost) Estimate	135,349	70,901	74,554	109,503	44,759	143,944
Rates on Date of Submission						
9/13/19						
Historical Bank Balance	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000
91-Day T-Bill Discount Rate	1.92%	1.92%	1.92%	1.92%	1.92%	1.92%
Fed Funds Rate (Effective)	2.14%	2.14%	2.14%	2.14%	2.14%	2.14%
Fed Funds Rate Target	2.00 - 2.25%	2.00 - 2.25%	2.00 - 2.25%	2.00 - 2.25%	2.00 - 2.25%	2.00 - 2.25%
Local Government Investment Pool	2.16%	2.16%	2.16%	2.16%	2.16%	2.16%

**Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:	Ordinance Number 2019-XX AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS ADOPTING AMENDMENT NO. 2 TO THE ORIGINAL BUDGET OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, FOR THE FISCAL YEAR 2018-2019; FUNDING CERTAIN OBLIGATIONS OF THE CITY DURING THE BUDGET PERIOD NECESSARY FOR THE PROVISION OF CITY SERVICES; CONTAINING FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER DETAILS RELATING TO THE SUBJECT.
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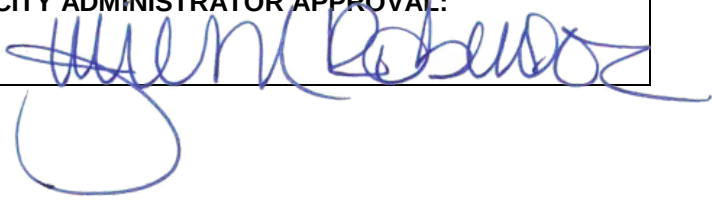
BACKGROUND:	This second FY 2019 Budget Amendment as outlined in the attached exhibit to the Ordinance is recommended to true-up fluctuations in the FY 2019 budget based on actuals. Finance staff continues to work on the year-end closing of FY 2019. Additional transfers or amendments will be brought to Council if needed.
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RECOMMENDATION:	Staff recommends approval of the Ordinance.
------------------------	---

ATTACHMENTS:	• Ordinance Number 2019-XX
---------------------	--

FUNDING ISSUES:	☐ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☒ Not budgeted, if approved, the recommended Budget Amendment No. 2 will be included as part of the FY 2019 Budget.
------------------------	--

FINANCE VERIFICATION OF FUNDING:	
---	---

SUBMITTING STAFF MEMBER: Michelle Yi, City Treasurer	CITY ADMINISTRATOR APPROVAL: 
--	---

ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
---	-----------------------	--------------

ORDINANCE NUMBER 2019-XX

AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, ADOPTING AMENDMENT NO. 2 TO THE ORIGINAL BUDGET OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, FOR THE FISCAL YEAR 2018-2019; FUNDING CERTAIN OBLIGATIONS OF THE CITY DURING THE BUDGET PERIOD NECESSARY FOR THE PROVISION OF CITY SERVICES; CONTAINING FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER DETAILS RELATING TO THE SUBJECT.

WHEREAS, the Original Budget of the City of Spring Valley Village, Texas, for the fiscal year beginning October 1, 2018, and ending September 30, 2019 ("Original Budget"), was adopted within the time and in the manner required by State law; and

WHEREAS, on October 15, 2019, by Ordinance No. 2019-23, the City Council adopted Amendment No. 1 to the Original Budget; and

WHEREAS, the City Council hereby finds and determines that it is necessary to fund the attached Amendment No. 2 to such Original Budget which reflect expenditures necessary for the provision of City services; and

WHEREAS, the City Council further finds that these changes are warranted and necessary for the municipal purposes stated, and that the second amendment of such Original Budget is an emergency and a matter of public necessity warranting action at this time.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, THAT:

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

Section 2. The Original Budget of the City of Spring Valley Village, Texas, for the fiscal year beginning October 1, 2018, and ending September 30, 2019 is hereby amended to fund the changes reflected on the attached Amendment No. 2 to the Original Budget of The City of Spring Valley Village, Texas, for the Fiscal Year 2018-2019, which shall be attached to and made a part of such Original Budget by the City Secretary and filed as required by State law, and a true and correct copy of which is attached hereto as Exhibit "A" and is made a part of this Ordinance for all purposes.

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

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2019.

Tom S. Ramsey, Mayor
City of Spring Valley Village, Texas

ATTEST:

Roxanne Benitez, City Secretary
City of Spring Valley Village, Texas

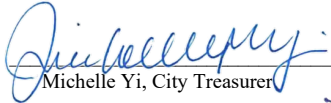
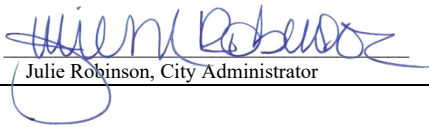
EXHIBIT "A"

TO

ORDINANCE NUMBER 2019-XX

CITY OF SPRING VALLEY VILLAGE
BUDGET AMENDMENT NO. 2
For the Fiscal Year October 1, 2018 - September 30, 2019

Staff would like to request a budget amendment for following line items.

From Account		Amount	To Account		Amount
10-10-4130	Workers Comp	(158)	10-10-4100	Health Insurance	158
10-11-6000	Insurance - Liability	(700)	10-11-6003	Insurance - Vehicle	2,285
10-11-6001	Insurance - Property	(890)	10-40-4110	TMRS	2,950
10-11-6002	Insurance - Surety Bonds	(695)	10-40-4520	Dues & Subscriptions	60
10-40-4130	Workers Comp	(2,950)	10-40-4526	General Expenses	690
10-40-4521	Printing Cost	(750)	10-40-4600	Auto Expenses - Maintenance	553
10-40-4602	Mach & Equipment Maint & Repair	(553)	10-50-4505	Auto Expenses -Gasoline	740
10-50-4526	General Expenses	(950)	10-50-4511	Uniforms	210
20-10-4506	Mach & Equipment Gasoline	(900)	20-10-4511	Uniforms	402
20-10-4505	Auto Expenses-Gasoline	(400)	20-10-4521	Printing Cost	2,865
20-10-4600	Auto Expenses-Maintenance	(1,500)	20-10-4601	Mach & Equip - Maint & Repair	3,200
20-10-5027	Travel & Tuition	(467)	20-60-4525	Water Supplies	28,600
20-10-4527	Postage	(1,000)	15-10-9000	transfer out	212,500
20-10-5032	Recruiting Bonus	(1,000)	20-60-4607	Well Repair	212,500
20-10-4605	Software	(1,200)	20-60-5500	Contract Labor	1,165
20-01-5710	Trasnfer In	(212,500)	20-60-6023	Water Treatment	2,831
20-60-5628	Electrical Power	(1,165)	25-50-5540	Eng. Westview	1,200
20-60-6021	Ground Water Charge	(2,831)			
Requested by: 			Date: <u>12/04/2019</u>		
Approved By: 			Date: <u>12-04-2019</u>		
Michelle Yi, City Treasurer			Julie Robinson, City Administrator		

**Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:	Briefing and Discussion Concerning 2019 CenterPoint Energy Houston Rate Case
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BACKGROUND:	Electric companies are now required by State law to file a rate case every four years. Because of this requirement, CenterPoint Energy Houston ("CenterPoint") filed its first rate case in 10 years in April of this year requesting an increase of \$161 million. On April 23, 2019, the Council adopted Resolution No. 19-07 suspending the May 10, 2019 effective date of CenterPoint's rate increase for the maximum period permitted by law to allow the City, working in conjunction with other cities served by CenterPoint to evaluate the filing. The rate case went through the usual rate case process including a hearing before an Administrative Law Judge ("ALJ") at the State Office of Administrative Hearings in June. After hearing evidence, the ALJ rendered a Proposal for Decision recommending an increase of \$2.6 million. The Proposal for Decision was considered by the Public Utility Commission of Texas ("PUC") for the first time on November 14, 2019. At the November 14th meeting, the PUC Commissioners considered the Proposal for Decision and reached a variety of decisions. In many instances, the Commissioners approved the result reached by the ALJ, but in other instances, they proposed changing the ALJ's decisions. The Commission reserved several difficult issues for final decision at its open meeting on December 13, 2019, at which the entire case will be finalized. As a result of the pending rate case and the discussion at the PUC, several market analyst reports have reflected potential negative impacts for the Houston region. On December 4, 2019, a letter was sent to the PUC Commissioners from Mayor Ramsey asking that the Commission reconsider their decisions based on the negative impacts that could occur. A copy of the letter is provided with this agenda item. Mayor Ramsey will brief the Council on this issue.
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RECOMMENDATION:	Not applicable
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ATTACHMENTS:	Copy of Letter from Mayor Ramsey to PUC Dated December 4, 2019
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FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received.
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ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

	☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____
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FINANCE VERIFICATION OF FUNDING:

Julie M. Robinson

SUBMITTING STAFF MEMBER:

Julie M. Robinson, City Administrator

CITY ADMINISTRATOR APPROVAL:

Julie M. Robinson

ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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EST. 1955

SPRING VALLEY VILLAGE

December 4, 2019

Chairman DeAnn T. Walker
Commissioner Arthur C. D'Andrea
Commissioner Shelly Botkin
Public Utility Commission of Texas
1701 N. Congress Avenue
PO Box 13326
Austin, Texas 78711-3326

RE: PUC Docket No. 49421, SOAH Docket No. 473-19-3864, Application of CenterPoint Energy Houston Electric, LLC for Authority to Change Rates

Dear Chairman Walker, Commissioner D'Andrea, and Commissioner Botkin:

As a follow-up to several market analyst reports regarding CenterPoint Energy's pending electric rate case before the Public Utility Commission of Texas (PUC), I would like to express my serious concerns about the importance of the Houston region maintaining a robust utility to ensure the continued investment in infrastructure in order to address our Region's growing needs.

Our role as municipal regulators of the electric utility is to help ensure that our residents receive the best possible electric service at reasonable rates. And, while cities participated in this case to provide a balanced perspective, I am deeply concerned by the market's reaction to the PUC's discussion on several key issues which, if adopted in its totality, requires CenterPoint Energy to recover costs below national average and other Texas utilities.

My concern is shared by analysts who opine that this decision would send a signal that not only the Houston region, but also Texas, is closed for business.

This decision could also have widespread negative consequences for our Region as CenterPoint Energy may not be able to continue investing in our electric system to ensure reliable, resilient service.

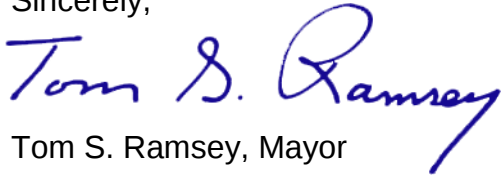
Houston has among the strongest demographic trends in the country and Texas is consistently rated as a top state for business. Additionally, Houston-area consumers enjoy reliable service and some of the lowest electric rates in the country. Furthermore, we appreciate CenterPoint Energy's quick actions in restoring service in the face of major storms like Hurricane Harvey.

Public Utility Commission of Texas
December 4, 2019
Page Two

This level of reliability can continue, only if the PUCT allows CenterPoint Energy to remain financially healthy to make investments that keep pace with growth in our great cities and to deploy new technologies to strengthen the reliability and resiliency of the electric grid.

I am hopeful that Houston and Texas can continue to be economic leaders in the future which are supported by Texas' positive qualities including reliable and affordable electricity rates. I urge the PUCT to reconsider their position with a focus on the long-term interests of Houston-area infrastructure needs, reliability, and ensure we are prepared for the future.

Sincerely,

A handwritten signature in blue ink that reads "Tom S. Ramsey". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Tom S. Ramsey, Mayor

**Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:	DISCUSSION AND DIRECTION CONCERNING: Addition of Audio Recordings and Live Streaming of City Meetings to City Website
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BACKGROUND:	In the Governance Model adopted by the City Council in 2017, two of the objectives the Council focused on were transparency and communication. Two options for achieving additional transparency and communication for the Council to consider are: (1) Adding the audio recordings for the meetings of the City Council as well as Boards and Commissions to the City's website in the Agenda Center for each of the meetings. (2) Adding live streaming of City meetings to the City's website. <u>Adding Audio Recordings of City Meetings</u> Since City Council and City Board and Commission meetings are already recorded in compliance with the Texas Open Meetings Act, it would be easy to link to those recordings on the City's website in the Agenda Center. There would be an additional cost for adding the recordings of approximately \$6,000.00 annually as well as a one-time set up fee of \$1,000.00. <u>Adding Live Streaming of City Meetings</u> Many of the cities that currently live stream City meetings also operate Public, Educational and Governmental Access Channels ("PEG Channels") that are made available to cities by the cable companies and are funded through an additional franchise fee on the cable bill. There are specific regulations that apply to the operation of a PEG Channel, and additional research would have to be done in order to clarify all of the regulations. In any event, these cities already have the infrastructure in place and were able to easily extend that infrastructure to video recording City meetings. The Texas Open Meetings Act does allow live streaming of City Council and other City meetings. There are specific requirements in the Act regarding the retention and availability of the video recordings that do not apply to a city the size of Spring Valley Village. Therefore, retention of the video recordings would be in accordance with the City's records retention schedule. It should be noted, as well, that it would not be permissible to edit any of the video recordings.
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ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

The City is not currently recording any City meetings in video format. Therefore, in order to provide live streaming, the City will need to purchase the required infrastructure to do so. This would include the equipment, software, implementation costs and annual fees for the City's website, potentially additional server space due to records retention requirements, and a company to install, operate and maintain the live streaming infrastructure.

RECOMMENDATION: Staff requests direction from the City Council as to whether it wishes to proceed with adding either of the two options to the City's website.

ATTACHMENTS: None

FUNDING ISSUES:

- ☒ Not applicable – no dollars are being spent or received.
- ☐ Full amount already budgeted in Acct/Project# _____
- ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment:
 - ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____
 - ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____
 - ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____

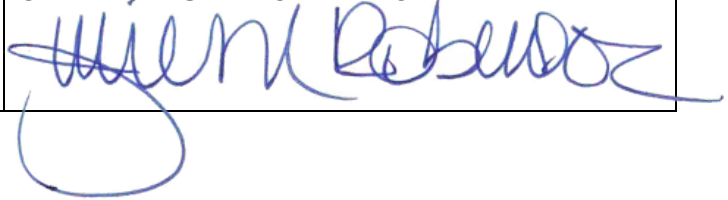
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Julie M. Robinson, City Administrator
and Loren Smith, City Attorney

CITY ADMINISTRATOR APPROVAL:



ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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Spring Valley Village City Council
Agenda Item Data Sheet

MEETING DATE: December 10, 2019

TOPIC:	DISCUSSION AND DIRECTION CONCERNING: Possible Revisions to City's Current Solicitation Regulations.
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BACKGROUND:	During the October 15, 2019 meeting, the City Council discussed solicitation regulations, and Council requested that possible revisions to the City's current solicitation regulations be brought forward that would provide citizens have the right to restrict solicitors from their homes. At the time of the discussion, I had not had an opportunity to review the City's current solicitation regulations. However, upon review, the current regulations are fairly detailed. A copy of Section 4.400, Peddlers, Solicitors and Itinerant Vendors, of the Code of Ordinances is included with this agenda item. The biggest issue in prohibiting solicitation is providing notice to the solicitor that the solicitation is unwanted. Spring Valley's current regulations already address this issue in some detail. Section 4.404 details the signage to be placed on a residence and provides that these signs can be obtained from the City at the City's own cost. Some cities maintain a "No Solicitation" list that the residents can opt to join. This "No Solicitation" list would be provided to solicitors when they register to solicit in Spring Valley. The problem with a "No Solicitation" list is that Spring Valley's regulations provide exemptions to this registration requirement in Section 4.402. The most significant exemption is "[a]ny person representing or acting for on behalf of a non-commercial or non-profit cause..." Accordingly, these persons would not have notice that their solicitation is unwanted. Finally, it should be noted that Section 4.05 of Spring Valley's current ordinance prohibits <u>any</u> soliciting before 9:00 a.m. and after 15 minutes after sunset. I look forward to discussing these issues and possible revisions with the Council.
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RECOMMENDATION:	None.
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ATTACHMENTS:	• Copy of Section 4.400, Peddlers, Solicitors, Itinerant Vendors, of the Code of Ordinances
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FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the
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ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READINGS PASSED ☐ 1 st ☐ 2 nd ☐ 3 rd	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____	
FINANCE VERIFICATION OF FUNDING: 	
SUBMITTING STAFF MEMBER: Loren Smith, City Attorney	CITY ADMINISTRATOR APPROVAL: 

ACTIONS TAKEN		
APPROVAL ☐ YES ☐ NO	READINGS PASSED ☐ 1 st ☐ 2 nd ☐ 3 rd	OTHER

DIVIDER PAGE

ARTICLE 4.400 - PEDDLERS, SOLICITORS, ITINERANT VENDORS^[4]

Footnotes:

--- (4) ---

State Law reference— Authority to license, tax, and regulate peddlers and hawkers, V.T.C.A., Local Government Code, § 215.031.

§ 4.401 - Definitions

For the purposes of this article the following definitions shall apply:

Business or commerce. Any activity pursued or engaged in for or having as a goal the generation of a profit or the remuneration of individuals.

Commodities, Goods, or Merchandise. Personal property of any nature whatsoever.

Itinerant vendors. Any individual, firm, organization, or corporation, as well as the representatives, agents, and employees thereof, who or which engages in the temporary business in the city of selling or offering for sale any commodity or service or exhibiting the same for sale, or for the purpose of taking orders for the sale thereof, who displays, exhibits, advertises, sells, or offers for sale such commodities or services upon or from a vehicle, building, structure, other enclosure, or any vacant lot within the city.

Non-Commercial or Non-Profit Purpose or Cause. A purpose or cause not created, existing, pursued, or espoused for the generation of a profit or the remuneration of individuals, including for illustration, but not limited to, the religious able solicitation of contributions, the seeking of political support or contributions, the promotion of civic or educational causes, the promotion of conservation of resources or animals, or the advocacy of a philosophy or religion.

Peddler. Any individual, firm, organization, or corporation, as well as the representatives, agents, and employees thereof, who or which engages in the business in the city of selling, offering for sale, or exhibition for sale of any commodity or service, from house to house or from place to place and not from one established spot, and who delivers the commodity or service at the time of sale.

Services. The performance of labor for the benefit of another or at another's command.

Solicitor or Canvasser. Any individual, firm, organization, or corporation, as well as the representatives, agents, and employees thereof, who or which engages in the business in the city of distributing advertising materials and/or taking orders for future delivery of commodities or services, or solicits subscriptions, orders, contributions, or any kind of support, for remuneration or gain, from house to house or from place to place and not from one established spot.

Temporary business. The business or commercial use of any real property in the city for which definite written arrangements with the owner have not been made for occupancy of the premises for a term in excess of ninety (90) days. (Ordinance 97, Book II, Section 1, adopted 3-24-87)

§ 4.402 - Specific Exemptions from Coverage

- (a) A peddler, solicitor, canvasser, or itinerant vendor who conducts activities on the property of a customer which are directed to only that customer, by express, prior invitation of the customer is exempt from the coverage of this article.
- (b) A peddler, solicitor, canvasser, or itinerant vendor who sells or exhibits for sale commodities, goods, merchandise, or services to persons engaged in the business of buying, selling, and dealing in the same within the city, is exempt, from the coverage of this article.

- (c) Any person representing or acting for or on behalf of a non-commercial or non-profit purpose or cause, as defined herein, is exempt, except as otherwise provided in Section 4.403 and Section 4.405 of this article.
- (d) This article shall not be construed to limit or regulate the activities of any newspaper of general circulation in the city. (Ordinance 97, Book II, Section 2, adopted 3-24-87)
- (e) Persons involved in interstate commerce shall not be subject to the fees required herein, but shall be required to register with the city as would any other person subject to the provisions of this article. For the purposes of this subsection, "interstate commerce" shall be defined as the soliciting, selling or taking orders for any goods, wares, merchandise, photographs, newspapers or magazines which, at the time the order is taken are in another state or will be produced in another state and shipped or introduced into this city in the fulfillment of such orders. (Ordinance adopting Code)

§ 4.403 - Unlawful Conduct

- (a) Peddlers, solicitors, canvassers, itinerant vendors. It shall be unlawful for any peddler, solicitor, canvasser, or itinerant vendor to:
 - (1) Conduct a business or related activities in the city without a valid registration certificate required by this article.
 - (2) Conduct a business related activities in the city without a valid identification card required by this article.
 - (3) Conduct a business or related activities in the city without visibly displaying the identification card issued to that individual.
 - (4) Alter a registration certificate or identification card issued by the city.
 - (5) Conduct a business or related activities within the city after the expiration of the registration certificate issued by the city.
 - (6) Conduct a business or related activities within the city different from that described in the registration statement.
 - (7) Provide false, inaccurate, or misleading information in the required registration statement.
 - (8) Use a vehicle or vehicles in the conduct of a business or related activities not identified in the registration statement.
 - (9) Conduct a business or related activities from a location or locations within the city not listed in the registration statement.
 - (10) Conduct a business or related activities of selling, offering for sale, exhibiting for sale, advertising, or taking of orders for delivery of any commodities, goods, merchandise, or services not listed and described in the registration statement.
 - (11) Sell, assign, or transfer, or attempt to sell, assign, or transfer a registration certificate or identification card.
 - (12) Conduct a business or related activities on any public sidewalk, hike and bike trail, public street right of way, esplanade, public property designated for pedestrian or other non-vehicular traffic, or other public property or property dedicated to public use within the city; however, this limitation shall not apply to any person who is acting in compliance with a franchise granted by the city, or to activities authorized by the city.
 - (13) Construct or erect any structure on public property or property dedicated to public use within the city.
 - (14) Conduct a business during hours other than those permitted by this article.
- (b) Non-commercial or non-profit purpose or cause. It shall be unlawful for any person to:

- (1) Conduct the activities of a non-commercial or non-profit purpose or cause within the paved or unpaved portion of any street or street right of way, for the purposes of drawing or attracting the attention of motorists either verbally or through distribution of written materials, or by display of signs, posters, or other written materials.
- (2) Construct or erect any structure on public property or property dedicated to public use within the city.

(Ordinance 97, Book II, Section 3, adopted 3-24-87)

§ 4.404 - "No Commercial Peddlers, Solicitors, or Canvassers Invited" Signs

- (a) The residents of the City of Spring Valley, Texas, shall determine whether solicitors shall be, or shall not be, invited to their respective residence. So that such determinations of the residents are made in a similar manner, every resident desiring to secure the protection of the regulations contained in this section shall give notice of the determination of an invitation or refusal of the invitation to commercial peddlers, solicitors or canvassers by posting a notice on the resident's private property, clearly visible to approaching persons, as follows: "No Commercial Peddlers, Solicitors or Canvassers Invited". The letters shall be at least two inches (2") in height. For the purpose of uniformity, signs or cards, bearing the above message, shall be available on request to residents requesting them from the city, at the city's cost to produce such signs or cards.
- (b) It shall be unlawful for any peddler, solicitor or canvasser to go upon any private property and ring the doorbell upon or near any door, or create any sound in any other manner calculated to attract the attention of the occupant, for the purpose of securing an audience with the occupant and to engage in the business activities of a peddler, solicitor, or canvasser, in defiance of the notice exhibited on the property in accordance with this section. (Ordinance 97, Book II, Section 4, adopted 3-24-87)

§ 4.405 - Hours

Business activities and the activities of non-commercial or non-profit purposes or causes, as defined in this article, shall be carried out only between and during the daylight hours of 9:00 a.m. through fifteen (15) minutes after sunset. (Ordinance 97, Book II, Section 5, adopted 3-24-87)

§ 4.406 - Trespass, Fraud, or Other Charges Not Limited by This Article

Nothing in this article shall be construed to limit the right of any person to file criminal trespass charges or to bring any action for fraud or other offense, pursuant to state or federal law. (Ordinance 97, Book II, Section 6, adopted 3-24-87)

§ 4.407 - Registration Statement

Prior to commencement of business and related activities a registration statement shall be completed on a form provided by the city secretary for that purpose, stating the following:

- (a) Name of applicant (person who completes the registration statement).
- (b) Height, weight, sex, and hair color, of applicant.
- (c) A recent color or black and white photograph of the applicant, no larger than two inches (2") by two inches (2").
- (d) Social security number of applicant.
- (e) Permanent home address, and local address, if different.
- (f) Applicant's driver's license number and state of issuance. If the applicant has no driver's license other identification showing the applicant's date of birth shall be provided.

- (g) Name of individual, firm, company, or organization represented, if any, and the permanent address and local address thereof, if any.
 - (1) If said applicant, or individual, firm, company, or organization represented is a Corporation incorporated under the laws of the State of Texas, the applicant shall provide a true and correct copy of the charter or articles of incorporation; or
 - (2) If said applicant, or individual, firm, company, or organization represented is a Corporation incorporated under the laws of a state other than Texas, the applicant shall provide a true and correct copy of its certificate of authority to do business in the State of Texas.
- (h) Description, vehicle license number, and state of registration of each vehicle, if any, that will be operated under the registration certificate being applied for.
- (i) The name, height, weight, sex, hair color, social security number, permanent home address, date of birth, and driver's license number and state of issuance for each individual who will be conducting business under the registration certificate.
- (j) Prior to issuance of the registration certificate and identification cards provided for in this article, each individual whose name is listed by the applicant shall present his or her driver's license or other identification in person to the city secretary for verification of the information provided by the applicant.
- (k) A recent color or black and white photograph of each individual who is listed by the applicant, no larger than two inches (2") by two inches (2") shall be provided.
- (l) A description of the business and related activities to be conducted.
- (m) A copy of the applicant's Texas sales tax permit, if applicable.
- (n) Character and description of the commodities, goods, merchandise, or services to be offered for sale.
- (o) Location or locations from which business and other activities will be conducted.
- (p) Prior to issuance of the registration certificate and identification cards provided for in this article, the applicant, and each individual whose name is listed by the applicant, shall answer on the registration statement, or on an attachment thereto, whether he or she has ever been convicted of a felony or a misdemeanor, other than misdemeanor traffic law offenses.
- (q) Prior to issuance of the registration certificate and identification cards provided for in this article, the applicant and each individual whose name is listed by the applicant, shall, on the registration statement, or attachment thereof, (1) separately list and explain the nature of each and every conviction, whether for felony or misdemeanor offenses, other than convictions for misdemeanor traffic law offenses, and give the state where the conviction occurred, and the year of such conviction, and (2) authorize the city, by that person's signature, to verify that person's criminal history, or lack thereof.
- (r) The term or period during which the business and activities will be conducted, not to exceed six (6) months. Upon expiration of the six (6) month period, or shorter period indicated by the applicant on the registration statement, the applicant must complete a new registration statement, in accordance with the requirements of this section, if renewal is desired. (Ordinance 97, Book II, Section 7, adopted 3-24-87)

§ 4.408 - Registration Fee

Every registration statement shall be accompanied by a registration fee as provided for in the fee schedule found in the appendix of this code to compensate the city for the cost of administration of this article. A fee as provided for in the fee schedule found in the appendix of this code shall be charged for replacement of a registration certificate. (Ordinance 97, Book II, Section 8, adopted 3-24-87)

§ 4.409 - Registration Certificate

- (a) When all prerequisites of this article have been complied with, the city administrator shall initiate appropriate action to process the application. The city administrator shall make an appropriate investigation of an applicant, any person listed by the applicant, and any information provided. The city administrator or city secretary shall issue a registration certificate to the applicant authorizing the sale, offer for sale, taking of orders for sale, and exhibition, of commodities, goods, merchandise, and services within five (5) working days after the applicant has fully complied with all applicable provisions of this article, subject to the denial of registration certificate or identification card as outlined in this article.
- (b) The registration certificate shall state the effective term, and the beginning and ending dates, not to exceed six (6) months as provided in Section 4.4077(r). Upon expiration, the registration certificates may be renewed upon full compliance with the requirements of this article.
- (c) A registration certificate issued hereunder shall be personal to the applicant and shall not be sold, assigned, or transferred to any other person, firm, corporation, or association. Any attempted sale, assignment, or transfer of a registration certificate or identification card shall be grounds for revocation of the registration certificate. (Ordinance 97, Book II, Section 9, adopted 3-24-87)

§ 4.410 - Identification Cards

- (a) In conjunction with issuance of a registration certificate the city secretary shall issue identification cards for each individual whose name is listed in the registration statement. The identification card shall be laminated in clear plastic, shall have a metal clothing clip, shall contain the photograph of the holder, and shall state the holder's name, driver's license number and state of issuance, and the height, weight, sex, and hair color, of the card holder, the term of the permit, and the nature of the business and related activities. The card shall contain a conspicuous disclaimer of any endorsement by the City of Spring Valley: "The City of Spring Valley, Texas, Does Not Endorse These Activities."
- (b) An identification card issued in accordance with this article shall be personal to the card holder and shall not be sold, assigned, or transferred to any other person. Any attempted sale, assignment, or transfer of an identification card shall be grounds for revocation of the registration certificate and the identification cards issued thereunder.
- (c) The city shall issue up to five (5) identification cards with the registration certificate without any additional charge. The applicant may obtain additional or replacement identification cards by paying to the city a fee as provided for in the fee schedule found in the appendix of this code. (Ordinance 97, Book II, Section 10, adopted 3-24-87)

§ 4.411 - Display of Identification Card

While conducting business covered by the registration certificate, an identification card holder shall visibly display the identification card for identification by clipping the identification card to the clothing of the holder, so that the identification card is in plain view. (Ordinance 97, Book II, Section 11, adopted 3-24-87)

§ 4.412 - Inspection

A representative of the city designated by the city administrator shall have the authority to request admission to inspect, at a reasonable time without advance notice, a business operating under a registration certificate issued pursuant to this article to determine whether the certificate holder's business and related activities are as represented in the registration statement. If admission is denied, or if the city administrator deems it advisable, then the city administrator shall have the authority to obtain a warrant, in accordance with applicable law, for the purpose of conducting the inspection. (Ordinance 97, Book II, Section 12, adopted 3-24-87)

§ 4.413 - Denial of Registration Certificate or Denial of Identification Card to Specified Individual(s)

The issuance of a registration certificate or identification card may be denied if:

- (a) any violation of this article, or other city ordinances or laws relating to the business or related activities to be conducted under the registration certificate applied for, has been committed by any individual or individuals who would operate under said registration certificate; or
- (b) false, inaccurate, or misleading information is contained in the registration statement; or
- (c) the applicant is overdue in payment to the city of taxes, fees, fines, or penalties assessed or imposed against him or her; or
- (d) the applicant fails to fully comply with applicable provisions of this article.

Denial of a registration certificate, or denial of an identification card to any individual, shall be by written notice, pointing out the reason(s) for the denial and the action that will be required before a certificate or card can be issued, provided to the applicant by mailing a copy regular mail to the applicant's local address, if provided, otherwise to the permanent business or home address listed on the registration statement, and by affixing a copy of said written notice to the registration statement on file with the city. (Ordinance 97, Book II, Section 13, adopted 3-24-87)

§ 4.414 - Revocation of Certificate or Card

The city may revoke a registration certificate or identification card if:

- (a) any violation of this article, or any violation of other city ordinances or laws relating to the business or related activities covered by the registration certificate, is committed by any individual or individuals operating under the registration certificate during the original term or any renewal thereof; or
- (b) false, inaccurate, or misleading information is contained in the registration statement. (Ordinance 97, Book II, Section 14, adopted 3-24-87)

§ 4.415 - Appeal of Denial or Revocation

An applicant or other individual who has been denied a registration certificate or identification card, or who has had a registration certificate or identification card revoked, may appeal that action to the city council by submitting a letter to the city secretary's office within ten (10) days of the action complained of. A hearing on the denial will be schedule for the next regular city council meeting. The city council will, if possible, render its decision on the appeal at the meeting during which the appeal is considered; otherwise an alternate time for rendering a decision shall be announced at the city council meeting. (Ordinance 97, Book II, Section 15, adopted 3-24-87)

§ 4.416 - Signage

The city administrator is authorized to place signs pertaining to this article in the city as appropriate and necessary. (Ordinance 97, Book II, Section 16, adopted 3-24-87)

Spring Valley Village City Council
Agenda Item Data Sheet

MEETING DATE: December 10, 2019

TOPIC:	Discussion and Direction Concerning Possible Mobile App for City Website
BACKGROUND:	This is a Parking Lot item that Staff has recently researched and evaluated. Research Findings - Of the cities that had a mobile app and provided information on the number of users of the mobile app, the average percentage of mobile app downloads as a part of a City's population was 3.4%. Several cities previously had mobile apps but discontinued them due to low use and ongoing costs. The top recommendation received was to have a mobile-friendly website as this incurs no additional recurring cost and is more user friendly since no download is needed. Benefits - Another potential communication outlet to residents. Costs - The costs of providing a mobile app for the City website are a one-time fee of \$6,000.00 for implementation and \$6,000.00 annually.
RECOMMENDATION:	Based on our research, Staff recommends that the City not pursue a mobile app, but instead focus on continued support of our mobile-friendly website. Staff requests direction from the Council as to how it wishes to proceed on this item.
ATTACHMENTS:	NA
FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$_____ will be added to Revenue Acct# ____-____ and \$_____ added to Expenditure Acct/Project# _____
FINANCE VERIFICATION OF FUNDING:	
	
SUBMITTING STAFF MEMBER: Matthew Hitt, Assistant to The City Administrator	CITY ADMINISTRATOR APPROVAL: 

ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:	Discussion and Direction Concerning Possible Development of Regulations for Short-Term Vacation Rentals
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BACKGROUND:	This is a Parking Lot item on which Staff is requesting Council direction. Properties that are used for short-term vacation rentals such as Airbnb and VRBO have been the topic of discussion for many Texas cities over the last several years. For cities that are not typical tourist destinations (i.e., Galveston, South Padre, Fredericksburg, New Braunfels, etc.), short-term vacation rentals became an issue when Houston hosted the 2017 Super Bowl. However, based on Staff research, it does not appear that it was an issue for Spring Valley Village during the 2017 Super Bowl. Staff searched both Airbnb and VRBO and found three houses listed that appear to be within the City limits. All three houses have zero reviews and unlimited availability. It appears that there has been little to no activity for the three houses over the last couple of years – including during the 2017 Super Bowl and the 2019 World Series time periods. Additionally, none of the houses are booked for any amount of time in the foreseeable future. The City of Spring Valley Village does not currently have regulations that govern Short-Term Vacation Rentals. Based on Staff research, it does not appear that the City has any active short-term vacation rental properties. In event that Council wishes to develop such regulations, Staff will research the statutory parameters of these types of regulations, initiate a zoning text amendment case and go through the regular zoning process with the Planning & Zoning Commission and City Council.
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RECOMMENDATION:	Staff requests direction from the Council as to whether it wishes to proceed with the development of short-term vacation rental regulations.
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ATTACHMENTS:	Not applicable
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FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$ _____ from Acct/Project# _____ will be
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ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

	transferred to Acct/Project# _____ ☐ \$ _____ from unassigned fund balance will be used and added to Acct/Project# _____ ☐ \$ _____ will be added to Revenue Acct# ____-____ and \$ _____ added to Expenditure Acct/Project# _____
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FINANCE VERIFICATION OF FUNDING:

Matthew Hitt

SUBMITTING STAFF MEMBER:

Matthew Hitt, Assistant to The City Administrator

CITY ADMINISTRATOR APPROVAL:

William Robison

ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

MEETING DATE: December 10, 2019

TOPIC:	Discussion and Direction Concerning Current and Possible Future City Events
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BACKGROUND:	Currently, the City hosts the following events during the calendar year: • Snow Day (January) • Movie Nights (March – November)(Normally 1st Friday of the Month) • Fall Festival (October) • Holiday Lights Contest (December) It would be beneficial to establish consistent dates for each of these events to allow our Team to create an annual Event Calendar and so both our Team and the public know when to expect these events. This will also allow the City to order signage and publicity for the events that does not need to be reordered every year because the date changes. Additionally, many companies set their sponsorships for community events at the end of the previous calendar year. Consequently, if the City is going to seek sponsorships, the process needs to begin early in the year for the different events. Consistency in the event dates will allow our Team to update sponsorship packets and distribute those to companies early in the year. Over the last couple of years, the Council has indicated a desire to hold additional City events. Staff would like feedback from the Council concerning the types of future events desired.
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RECOMMENDATION:	Staff requests direction from the Council concerning the current events hosted by the City and any future events the Council would like to see developed.
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ATTACHMENTS:	None
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FUNDING ISSUES:	☒ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$ _____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$ _____ from unassigned fund balance will be used and added to Acct/Project# _____
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ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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**Spring Valley Village City Council
Agenda Item Data Sheet**

☐ \$ _____ will be added to Revenue Acct# ____-____ and \$ _____ added to Expenditure Acct/Project# _____

FINANCE VERIFICATION OF FUNDING:

Julie M. Robinson

SUBMITTING STAFF MEMBER:

Julie M. Robinson, City Administrator

CITY ADMINISTRATOR APPROVAL:

Julie M. Robinson

ACTIONS TAKEN

APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER
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