



Regular City Council Meeting
June 22, 2021
6:00 p.m.

Marcus Vajdos, Mayor
Bo Bothe
Tom Donaho

Allen Carpenter, Mayor Pro Tem
David Dominy
Joy McCormack



SPRING VALLEY
VILLAGE

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, June 22, 2021, beginning at 6:00 p.m., For the Purpose of Considering and Acting upon the Following Items of Business:

In accordance with order of the Office of the Governor issued May 18, 2021, the City Council of Spring Valley Village will conduct the meeting scheduled at 6:00 p.m. on Tuesday, June 22, 2021 in the City Hall Council Chambers, located at 1025 Campbell Road, in part by telephone conference.

The meeting agenda and agenda packet are posted online at www.springvalleytx.com.

The video link to this meeting is <https://us02web.zoom.us/j/89093140589>

The public toll-free dial-in numbers to participate in the telephonic meeting are 1-346-248-7799 (Houston), 1-253-215-8782 (US), and 1-301-715-8592 (US); enter the Meeting ID: 890 9314 0589 and #.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

2. INTRODUCTIONS

3. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

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 Special Called City Council Meeting on May 25, 2021
- 5.2 Minutes for Regular City Council Meeting on May 25, 2021
- 5.3 Resolution Number 21-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT FOR TAX ASSESSMENT AND COLLECTION SERVICES BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.
- 5.4 Approval of Pay Estimate No. 8 for Green Valley Drive & Winningham Lane Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$19,856.25.
- 5.5 Approval of Pay Estimate No. 1 for Loeser, Traweek, Lone Star, West Tex Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$149,265.00.
- 5.6 Resolution Number 21-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 TO THE SWITCHVOX PHONE SYSTEM IMPLEMENTATION AND SUPPORT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND BEMA INFORMATION SYSTEMS LLC; 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.

OLD BUSINESS

- 6. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** May 2021 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 May 26, 2021 and Any Special Meetings That May Have Occurred since May 26, 2021. (Mayor Pro-Tem Carpenter / Council Member Bothe)
- 8. **DISCUSSION AND DIRECTION CONCERNING:** Possible Inclusion of Early

Completion Incentive Language in Contracts for Capital Infrastructure Projects.

9. **DISCUSSION AND DIRECTION CONCERNING:** Technical Specifications Utilized for City Capital Infrastructure Projects and Consistency with Sustainability Policies.
10. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 21-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROPOSAL FOR A LICENSE PLATE READER PROGRAM AND EQUIPMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND FLOCK SAFETY; 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.

NEW BUSINESS

11. Demonstration Of Non-Lethal Weapons (Tasers) By The Spring Valley Village Police Department To Be Conducted In The Lobby Of City Hall.
12. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Proposed FY 2022 Village Fire Department Budget In The Amount Of \$7,453,447.31 With The City Of Spring Valley Village's Annual Assessment Being \$1,211,185.19 (16.25%).
13. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Receipt of Report On The Village Fire Department FY 2020 Annual Audit And Approving The FY 2020 Intra-Budgetary Transfers Based on the FY 2020 Audit
14. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Award Of Competitive Sealed Bid Number 2021-05-101 For Ground Storage Tank Replacement To W. W. Payton Corporation In An Amount Not To Exceed \$675,000.00.
15. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 21-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING AN ADDITIONAL PROSECUTING ATTORNEY AND NEW MUNICIPAL COURT ADMINISTRATOR TO THE SPRING VALLEY VILLAGE MUNICIPAL COURT; AND PROVIDING AN EFFECTIVE DATE.
16. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2021-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX “A” THEREOF SECTION 6.003 AND SUBSTITUTING THEREFOR A NEW SECTION 6.003; ESTABLISHING A SCHEDULE OF FEES FOR POTABLE WATER; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.
17. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2021-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX

"A" THEREOF SECTION 6.004; ESTABLISHING A SCHEDULE OF FEES FOR SANITARY SEWER SERVICES; AND REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH.

18. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Briefing by City Staff:

1. Status of New Production Well
2. Status of Loeser, Traweek, Lone Star and W. Tex Paving and Utility Improvements Project
3. Green Valley Drive & Winningham Lane (West of Voss) Roadway, Drainage and Utility Improvements 2020
4. Status of Implementation of New Telephone System.
5. Status of Implementation of New Access Control and Camera System.
6. Virtual Public Meeting for Bingle Road Road Diet.

19. 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 June 22, 2021 agenda of items to be considered by City Council was posted on or before the 18th day of June, 2021, at 9:00 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 SPECIAL CALLED CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, MAY 25, 2021 AT 5:00 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 Special Called Meeting of the Spring Valley Village City Council was called to order by Mayor Vajdos at 5:12 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro-Tem Allen Carpenter

Council Member Bo Bothe

Council Member David Dominy

Council Member Tom Donaho (by video conference)

Council Member Joy McCormack

Members Absent:

None.

2. DISCUSSION AND DIRECTION CONCERNING: Budget Policy Assumptions To Use In Development of Fiscal Year 2021-2022 Budget.

City Administrator Julie Robinson presented the budget policy assumptions that City staff are currently using to develop the FY 2022 Budget and requested direction from the Council with regard to those assumptions to ensure that both Staff and the Council are on the same page. The budget policy assumptions were:

Revenues

- To forecast revenues, use a conservative approach including trend analysis and take into account factors that may not be reflected in data yet such as financial fluctuations related to COVID-19.
- For purposes of property tax revenues, Staff utilized the low end of HCAD's Projected 2021 Taxable Value Range. A copy of the 2021 Certified Estimate of Taxable Value from Harris County Appraisal District Dated April 30, 2021 was provided in the packet.
- Using the low end of the Projected 2021 Taxable Value Range is close to the 30% commercial property tax loss that Staff projected last year and would result in approximately \$270,000 in lost revenue (\$2.06 cents on the tax rate).
- Evaluate current tax rate of \$0.4250 and determine whether any reduction is possible after analyzing current and anticipated future impacts related to COVID-19 and current rate of inflation.
- Use 99% collection rate to estimate property tax revenues.
- Possibility of designating a portion of the General Fund Fund Balance to offset any property tax revenue losses. A copy of the General Fund – Fund Balance as of May 19, 2021 that reflects the current total of the unassigned fund balance was provided in the packet. This would allow the City to budget for its needs and not increase the tax rate to do so.

- If needed, reduce transfer from General Fund to CIP Fund by the amount needed to balance the FY 2022 Budget.
- Continue not to include ambulance fee revenue to allow Village Fire Department to retain that revenue to support the service.

Expenditures/Expenses

- With the exception of Salaries & Benefits and specific line items that are already known, the FY 2021 Adopted Budget was used as the FY 2022 base budget. Line items that have been identified for increases include: Fuel, Audit Services, funding for the Village Fire Department, and Janitorial Services.
- To forecast expenditures/expenses, a conservative approach was used including trend analysis and taking into account factors that may not be reflected in data yet such as unfunded mandates, and specific needs of Departments in order to maintain and/or improve service levels to the residents.
- Inclusion of 9.9% increase for health insurance. One of the reasons that the Villages Mutual Insurance Group selected Blue Cross and Blue Shield of Texas ("BCBS") for Plan Year 2021 was that the proposal from BCBS included a Plan Year 2022 Premium Cap of 9.9%. Consequently, that is the increase that is proposed to be incorporated into the FY 2022 Budget.
- Based on the discussion last year, Staff pulled the Consumer Price Index For All Urban Consumers (CPI-U) for the Houston-The Woodlands-Sugar Land MSA from the U.S. Bureau of Labor Statistics, a copy of which was provided in the packet. As of the end of April, the CPI-U had risen to 4.5% - the largest yearly increase in the all items index since August 2008. Based on the CPI-U, Police Chief Loyd Evans and City Administrator Julie Robinson proposed to include a 5% increase for salaries for all City employees [Police Department (approximately \$107,700 including benefits) and all other City Departments (approximately \$70,200 including benefits)].

After discussion, it was the consensus of the Council for Staff to present information for 2% and 3% salary increase scenarios for the June Budget Workshop and that there would be further discussions concerning a metric or policy for Staff to use in presenting future salary scenarios.

- Once the Pay Classification Structure Update has been completed, Staff will evaluate any changes and present it to the Council for discussion concerning any market adjustments that may need to be considered.
- It has become clear over the last month that an additional person is needed for the Municipal Court to ensure that the increased volume of communications (calls, emails, in-person) and cases are handled quickly and efficiently. Staff is currently reviewing Municipal Court operations, procedures, and processes to determine the exact need; however, they are anticipating either a part-time or a contract employee for the Municipal Court.
- Replacement of 3-4 Police Department vehicles. Chief Evans is currently reviewing the vehicles that need to be replaced in FY 2022. However, for purposes of developing the FY 2022 Budget, Staff proposes to build in replacement of 4 vehicles.
- Replacement of 1 Public Works vehicle utilizing the funding that is already reserved for the purchase in the Capital Replacement Fund.

- Use of Harris County Child Safety Fund revenues to fund the License Plate Reader Program for the Police Department. After a brief discussion, it was the e consensus of Council to implement the License Plate Reader Program in the FY 2021 instead of FY 2022.

Capital Improvement Projects

- 2019 & 2020 Certificates of Obligation debt payment amounts would be transferred from the General Fund Budget to Debt Service Fund Budget instead of rolling into tax rate. The FY 2022 Debt Service Fund Transfer will be \$975,713.00.
- Continue with the 5-Year Capital Improvement Projects list approved on March 23, 2021, a copy of which was provided in the packet. The City has a new funding source for the water and wastewater projects identified in the CIP - The American Rescue Plan Act of 2021 ("ARPA").

Under ARPA, the City is anticipated to receive an allocation of approximately \$941,710 split over the next two years, and these funds are to be used for investments in water, wastewater and broadband. Staff is working with Public Management, Inc. to decipher the Treasury Department Interim Final Rule on how cities may use these funds so they can prepare water and wastewater projects accordingly. Staff will provide additional information to the Council once they fully understand what will be required.

3. ADJOURNMENT

Council Member McCormack made a motion to adjourn the meeting at 6:03 p.m., and Council Member Carpenter seconded the motion. Motion carried 5-0.

Signed: _____
 Marcus Vajdos
 Mayor

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

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, MAY 25, 2021 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 Vajdos at 6:13 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro-Tem Allen Carpenter

Council Member Bo Bothe

Council Member David Dominy

Council Member Tom Donaho (by video conference from 6:13 p.m. to 7:01 p.m., left at 7:01 p.m., returned at 7:11 p.m., virtual from 7:11 p.m. to 7:48 p.m., in person from 7:55 p.m. until adjournment)

Council Member Joy McCormack

Members Absent:

None.

2. INTRODUCTIONS

Julie M. Robinson, City Administrator

Roxanne Benitez, City Secretary

Pat Riley, Public Works Director

Michelle Yi, City Treasurer

Zachary Meadows, Director of Community Development

Matthew Hitt, Assistant to the City Administrator

Loyd Evans, Police Chief (by phone conference)

Mark Schulze, Police Captain

David Dixon, Police Commissioner

Loren Smith, City Attorney

3. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

3.1 Appoint Terry Teri as Municipal Court Administrator

Mayor Vajdos administered the oath to Municipal Court Administrator Ms. Teri.

3.2 Administer Oaths of Office

- Council Member Bo Bothe
- Council Member David Dominy
- Council Member Tom Donaho

Mayor Vajdos administered the oaths in person to Council Members Bothe and Dominy and virtually to Council Member Donaho.

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.**

- 4.1 Sheri Harvin, who lives at 8846 Inverness Park Way, commended Chief Evans, and Police Administrative Operations Manager Sandra Maldonado for meeting her at the intersection of Westview Drive and Fries Road to witness traffic issues. She also commended City Administrator Julie Robinson and Public Works Director Pat Riley for their assistance in installing flashing lights on the existing pedestrian crossing signage at that intersection, increasing awareness of the crosswalk for vehicular traffic.

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 Special Called City Council Meeting on April 27, 2021
- 5.2 Minutes for Regular City Council Meeting on April 27, 2021
- 5.3 Resolution Number XX-21 – A Resolution Of The City Council Of The City Of Spring Valley Village, Texas, Approving The Terms And Conditions Of An Interlocal Agreement For Purchasing Between The County Of Tarrant, Texas, And The City Of Spring Valley Village, Texas; Providing For The Incorporation Of Preamble; Authorizing Execution Of The Interlocal Agreement By The City Administrator; And Providing An Effective Date.
- 5.4 Approval of Pay Estimate No. 7 for Green Valley Drive & Winningham Lane Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$111,785.32
- 5.5 Approval of Pay Estimate No. 6 for the New Production Well Project to W. W. Payton Corporation in the Amount of \$298,980.00

Council Member McCormack made a motion to approve all items on the Consent Agenda, and Council Member Carpenter seconded the motion. Motion carried 5-0.

OLD BUSINESS

6. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: April 2021 Police Department Staff Report (Chief Evans):

Captain Schulze provided the report on behalf of Chief Evans.

1. Number of Calls for Service – 2,685
2. Number of Traffic Violations – 2,830
3. Number of K-9 Deployments – 120

7. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on April 28, 2021 and Any Special Meetings That May Have Occurred since April 28, 2021. (Mayor Pro Tem Carpenter /

Council Member Bothe)

Mayor Pro Tem Carpenter advised that the Board conducted a special meeting regarding next year's budget and added that the proposed budget would be on the June 22, 2021 City Council meeting agenda. He also advised that the proposed budget increase was \$500,000, with the City's portion being \$80,000, and included a 9% increase to healthcare benefit premiums and an increase in dependent healthcare coverage from 50% to 75%, 0.7% cost-of-living increase, an increase to the Step program, and the purchase of new capital equipment. Mayor Pro Tem Carpenter advised that the Village Fire Department renovation project was going well, in budget, and still on schedule. He also advised that all funds for the project manager had been exhausted, so the architect was now overseeing the project.

NEW BUSINESS

8. **PRESENTATION, BRIEFING AND DISCUSSION CONCERNING:** Property Values In The City Of Spring Valley Village Including, But Not Limited To, Historical Value Trends, Property Tax Revenue Changes, And Litigated Properties For The Last Ten Years. (Roland Altinger, Harris County Appraisal District)

Roland Altinger, Chief Appraiser, and Mike Sullivan (appeared virtually), the City's HCAD Representative, appeared before the Council. Mr. Altinger gave a PowerPoint presentation regarding property tax history and revenue changes as well as historical value trends for the City of Spring Valley Village.

9. **DISCUSSION AND DIRECTION CONCERNING:** 2021 Villages Independence Day Parade and Possible Associated Event in Spring Valley Village's City Park.

Mayor Vajdos advised that all events were cancelled last year. He also advised that the Villages Mayors had met and agreed that a parade would occur on Monday, July 5, 2021 at 10:00 a.m. or 11:00 a.m. Mayor Vajdos suggested having a small event in the Spring Valley Village City Park after the parade that would include various food trucks and a snow cone truck. He also advised that his intention was that the event would not require involvement from City Staff.

There was discussion concerning whether Council Members would be in town on July 5, 2021, the length of time needed to plan this type of event, availability of City Staff for the event, and the inability of other Villages to provide staffing assistance for the event. After discussion, it was the consensus of the Council that the City would not have an event in the City Park for 2021. Ms. Robinson advised that City Staff were looking at options for other community events, including re-starting Movie Nights, later in the year.

10. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Implementation of a Road Diet for Bingle Road through the City Limits to Connect to a New Road Diet Being Implemented by City of Houston and as Recommended by Traffic Engineers, Inc. ("TEI").

Public Works Director Pat Riley advised that, in March of this year, he had received a lengthy Traffic Analysis of Bingle Road from Westview Drive to I-10 from Traffic Engineers, Inc. ("TEI"), and one of their recommendations was the implementation of a "road diet" for Bingle Road from Westview Drive to the I-10 Feeder Road that would convert the current four-lane roadway to a three-lane roadway with directional bike lanes through re-striping. The restriping would reserve a section of pavement that could serve as

either a future bike lane or simply a buffer between vehicular traffic and the existing sidewalks which would improve safety for pedestrians.

Mr. Riley also advised that he received an email from the City of Houston Public Works Department in April concerning a “road diet” that they were proposing for Bingle Road from just south of Long Point Road and south to the Spring Branch bridge. The project would be re-striping only and not re-construction. The proposed “road diet” or re-striping would reduce Bingle Road from four lanes to three lanes with the intent of enhancing safety and accessibility for stakeholders along that section of Bingle Road. Due to possible flow benefits, the City of Houston contacted the City of Spring Valley Village to inquire about the possibility of extending the 3-lane cross section to the intersection with Westview Drive. Mr. Riley attended a virtual public meeting held by the City of Houston on May 4, 2021 to obtain more information about the proposed project.

Since the City was already planning to begin the annual restriping of the major thoroughfares, including Bingle Road, in the next couple of months, Mr. Riley brought forward the proposed “road diet” for Bingle Road for discussion with the City Council. Additionally, Lauren Grove, Senior Staff Analyst, with the City of Houston Public Works Department, spoke with the Council regarding the City of Houston’s proposed road diet project on Bingle Road and presented data and information concerning the impact to traffic resulting from road diets implemented in other cities. There was discussion concerning:

- How traffic would be impacted on Bingle Road as well as on other streets as a result of the proposed “road diet”;
- The need to adjust the signalization of the traffic signals;
- Whether bike lanes would be striped or a section of existing pavement reserved as a buffer between vehicular traffic and pedestrians or for future bike lanes. Ms. Grove advised that bike lanes would not be included in the City of Houston’s proposed project as there was no connection to other bike lanes.;
- The possible installation of hand rails along Bingle Road;
- The inability of the City to widen the pavement or the sidewalks due to lack of right-of-way;
- The use of the proposed continuous center turn lane by vehicles to reduce the number of lanes of traffic that would be crossed in order to turn onto Bingle Road;
- Traffic time increases resulting from road diets. Ms. Grove advised that she had experienced an increase in traffic time of approximately 30 seconds.;
- The City of Houston’s timing for implementing its section of the “road diet”. Ms. Grove advised that it was scheduled to be done in approximately six (6) months.

Dennis Griffith, who lives at 8444 Winningham Lane, advised that he was on the I-10 Traffic Committee in the past and provided some history regarding the widening of Bingle Road and the placement of the entering and exiting ramps on I-10.

Following discussion, it was the direction of the Council to hold a public meeting concerning the proposed “road diet” on Bingle Road to obtain feedback from the residents and not to proceed with the annual street re-striping until a decision has been made with regard to implementing a “road diet” on Spring Valley Village’s portion of Bingle Road. Ms. Robinson advised that Staff would look at scheduling a public meeting in June or July to allow for adequate notice of the meeting for the residents. Additionally, Staff would send

out a survey to residents to obtain additional feedback, and all feedback will be brought back to Council once complete.

11. BRIEFING AND DISCUSSION CONCERNING: Quarterly Investment Report For Period Ending March 31, 2021.

City Treasurer Michelle Yi presented the Quarterly Investment Report for the period ending March 31, 2021.

12. 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:

12.1 Section 551.071 – Consultation With Attorney Regarding Pending Or Contemplated Litigation Or A Matter In Which The Duty Of The City Attorney Requires To Be Discussed In Closed Meeting.

12.2 Section 551.076. Deliberation Regarding Security Devices Or Security Audits: Discussion to Deliberate The Deployment, Or Specific Occasions For Implementation, Of Security Personnel Or Devices Or A Security Audit.

Council adjourned into the Executive Session at 7:48 p.m.

13. RECONVENE

The City Council meeting reconvened at 8:25 p.m.

14. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Proposal for Camera System for City Park from Design Security Controls, LLC ("DSC") in an Amount Not to Exceed \$90,756.49.

No action was taken.

15. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Selection of Payment Option for Storm Recovery Assessment and Authorizing City Administrator to Execute All Documents Related Thereto.

Council Member Dominy made a motion to approve the lump sum payment option for the storm recovery assessment, and authorize the City Administrator to execute all documents related thereto, and Council Member Donaho seconded the motion. Motion carried 5-0.

16. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Briefing by City Staff:

1. Update Regarding Telephone System for City Hall and Police Building

Assistant to the City Administrator Matthew Hitt advised that the new telephone system would be installed and deployed on Friday, May 28, 2021. He also advised that there were eighteen (18) phones on the Police Department side of the building that were not accounted for in the original total, and, consequently, a change order of approximately \$12,888.00 would be submitted to the Council at the June 22, 2021 meeting. City Administrator Julie Robinson advised that a list of problems/issues experienced with the ESI telephone system was being compiled to dispute their early termination fee.

2. Status of New Production Well

Public Works Director Pat Riley advised that the project is going well. He also advised that the panels and motor have been installed.

3. Status of Loeser, Traweek, Lone Star and W. Tex Paving and Utility Improvements Project

Public Works Director Pat Riley advised that drainage work has begun on the project and that the contractor is working with residents. There was some discussion concerning the depth that the street would be lowered.

4. Green Valley Drive & Winningham Lane (West of Voss) Roadway, Drainage and Utility Improvements 2020

Public Works Director Pat Riley advised that a walk through was completed earlier that day and that they are going through the punch list. He also advised that the contractor will present a letter of substantial completion soon.

6. Pedestrian Crossing at Westview Drive and Fries Road

Public Works Director Pat Riley advised that flashing lights were installed on the existing pedestrian crossing signs today.

5. Legislative Update

City Administrator Julie Robinson advised that the Regular Session would end on May 31, 2021, and a special session is anticipated. Ms. Robinson advised that she will have more information to present at the June 22, 2021 Council meeting.

17. ADJOURNMENT

Council Member Donaho made a motion to adjourn the meeting at 8:40 p.m., and Council Member Bothe seconded the motion. Motion carried 5-0.

Signed: _____
Marcus Vajdos
Mayor

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

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

MEETING DATE: June 22, 2021

TOPIC:	Resolution Number 21-XX A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT FOR TAX ASSESSMENT AND COLLECTION SERVICES BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.
BACKGROUND:	The City of Spring Valley Village has contracted with Spring Branch Independent School District ("Spring Branch ISD") for tax assessment and collection services for many years. The proposed Interlocal Agreement for Tax Assessment and Collection Services would renew the Agreement between Spring Valley and Spring Branch ISD for two (2) years beginning on September 1, 2021 and ending on August 31, 2023. The annual fee contained in the proposed Interlocal Agreement is the same as current annual fee of \$7,700.00. This fee is paid by February 1 of each year and, if approved, will be included in the City's Fiscal Years 2022 and 2023 Proposed Budgets.
RECOMMENDATION:	Staff recommends approval of the Resolution.
ATTACHMENTS:	• Resolution Number 21-XX
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: Michelle Yi, City Treasurer	CITY ADMINISTRATOR APPROVAL:  

RESOLUTION NUMBER 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT FOR TAX ASSESSMENT AND COLLECTION SERVICES BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, authorizes governmental entities to contract with each other to perform government functions and services under the terms thereof; and

WHEREAS, the City Council has before it a proposed Interlocal Agreement for Tax Assessment and Collection Services between the City of Spring Valley Village, Texas and Spring Branch Independent School District ("the Agreement"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS, upon full review and consideration of the Agreement and all related matters, the City Council finds that the City of Spring Valley Village's best interests are served, desires to approve the terms and conditions of the Agreement and to authorize the Mayor to execute the Agreement on behalf of the City of Spring Valley Village.

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

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The City Council, after review of the terms and conditions thereof, hereby approves the attached Interlocal Agreement for Tax Assessment and Collection Services between the City of Spring Valley Village, Texas and Spring Branch Independent School District.

Section 3. The City Council also authorizes the Mayor to execute the Agreement on behalf of the City of Spring Valley Village and all other documents in connection therewith.

Section 4. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED this the 22nd day of June, 2021.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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

EXHIBIT "A"

TO

RESOLUTION NUMBER 21-XX

THE STATE OF TEXAS

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF HARRIS

This memorandum of contract is made and executed this ____ day of August, 2021 by and between the City of Spring Valley Village, Texas a municipal corporation of the State of Texas, hereinafter called "City," and the Spring Branch Independent School District, a body politic and corporate, hereinafter called "District";

WHEREAS, City has requested District to assess and collect ad valorem taxes for said City; and

WHEREAS, it will be to the mutual benefit of both parties to enter into such an agreement; now therefore

FOR AND IN CONSIDERATION of the premises and benefits described below, City and District hereby enter into the following agreement:

1. District agrees that its Tax Assessor-Collector will assess and collect all ad valorem taxes for City and perform all the necessary services with regard to assessment and collection of said City's taxes with the exception of legal services incidental to the collection of delinquent taxes. In the performance of such necessary services, the Tax Assessor-Collector will apply the applicable rules, regulations, and ordinances of City.

2. This contract shall be for a period of two (2) years , beginning on the 1st day of September 2021, and ending on the 31st day of August 2023.

3. District agrees to make deposits to the Depository of City of all taxes collected on behalf of City at least once each week.

4. City agrees that it will pay to District, as compensation for performing this service, a fee which shall be the sum of \$7,700.00 for each annual tax period, plus postage expenses incurred by District on behalf of the City. District will submit a statement for the services so rendered and payment

for said services will be made to District on or before February 1. Payment for said services shall be made from current revenues available to City.

5. City and District recognize that the Harris County Appraisal District is responsible for appraising the property that is subject to taxation by City and District. City or District, separately in its own name and on its own behalf, may challenge any act or omission of the Appraisal District and any decision to make such challenge or not, by either City or District, shall not be binding on the other.

6. District will not be liable to City for any failure to collect taxes, nor shall District's Tax Assessor-Collector be liable unless such failure to collect results from the failure of the Tax Assessor-Collector to perform such duties in the manner and in accordance with the standards imposed by law. District's Tax Assessor-Collector shall furnish a bond in the sum of \$25,000. payable to and approved by City and conditioned on the faithful performance of the duties as Tax Assessor-Collector. The cost of such bond shall be paid by City.

7. District's Tax Assessor-Collector shall prepare a written monthly statement of all amounts collected for the benefit of City, and such reports of collection made in the months of October through January are due on the twenty-fifth (25th) day of the month following the month that is the subject of the report. Reports of collections made in all other months are due the fifteenth (15th) day of the month following the month that is the subject of the report. City will be permitted to audit the tax records at a reasonable time mutually agreed upon by both parties.

8. The tax office is to remain under the administrative control of the Tax Assessor-Collector of District.

9. In the event any provision of this contract is inconsistent with the statutes of the State of Texas, the statutes of the State of Texas shall control and the District's Tax Assessor-Collector will discharge these duties in accordance therewith.

10. District agrees to furnish to City a written list of each delinquent taxpayer, the delinquent taxpayer's address, the amount of the delinquency, and the designation of the property involved, by July 1st of each year. District further agrees that by August 1st, or as soon thereafter as practical each year, the Tax Assessor-Collector will provide City with the Harris County Appraisal District's certified estimate of the total appraised value of all property in the Appraisal District that is taxable by City.

11. This agreement shall replace all prior agreements with regard to the assessing and collecting of ad valorem taxes heretofore made between the parties hereto.

ATTEST:

CITY OF SPRING VALLEY VILLAGE, TEXAS

Roxanne Benitez
City Secretary

Marcus Vajdos
Mayor

ATTEST:

SPRING BRANCH INDEPENDENT
SCHOOL DISTRICT

Karen Peck
Secretary
Board of Trustees

Chris Gonzalez
President
Board of Trustees

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

MEETING DATE: June 22, 2021

TOPIC:	Approval of Pay Estimate No. 8 for Green Valley Drive & Winningham Lane Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$19,856.25.
---------------	---

BACKGROUND:	This is the eight pay estimate to be submitted by Conrad Construction Co., LTD. for the Green Valley Drive & Winningham Lane Pavement & Utility Improvements Project (2020-07-100) for work completed on the Project from May 1, 2021, to May 31, 2021. Contractor has requested substantial completion May 14, 2021. Contractor is substantial complete and performing final punch list.
--------------------	---

RECOMMENDATION:	Gessner Engineer Project Manager Sean Ray, ME, P.E. and City Staff have reviewed Pay Estimate No. 8 and recommend approval.
------------------------	---

ATTACHMENTS:	• Pay Estimate No. 8 Submitted By Conrad Construction Co., LTD.
---------------------	---

FUNDING ISSUES:	☐ Not applicable – no dollars are being spent or received. ☒ Full amount already budgeted in Acct/Project #25-50-7518 ☐ 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# _____
------------------------	---

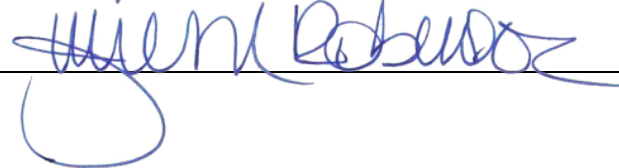
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Pat Riley, Public Works Director

CITY ADMINISTRATOR APPROVAL:





Cover Letter: Payment Application #8



GESSNER
ENGINEERING

TO: **City of Spring Valley Village**
(Owner)

Contract: **Green Valley & Winningham Lane Roadway, Drainage, and Utility Improvements**
(Insert name of Contract as it appears in the Contract Documents)

Owner's Contract No. **2020-07-100**

Engineer: **Gessner Engineering**

Contractor: **Conrad Construction Co., LTD**

Conrad Construction Co., LTD has submitted **Payment Application #8** for work through **May 1, 2021 to May 31, 2021**, in the amount of **\$19,856.25**. After review of work complete to date and material stored on-site, Gessner Engineering recommends the payment of **\$19,856.25** to Conrad Construction Co., LTD.

1. <u>Original Contract Amount:</u>	<u>\$1,095,283.75</u>
2. <u>Total Change Orders:</u>	<u>-\$20,511.00</u>
3. <u>Total Current Contract Amount:</u>	<u>\$1,074,772.75</u>
4. <u>Construction Materials Testing to Date:</u>	<u>\$20,517.75</u>
5. <u>Payment to Centerpoint:</u>	<u>\$13,194.75</u>
6. <u>Total Value of Work Completed to Date:</u>	<u>\$920,735.10</u>
7. <u>Total Materials Stored to Date:</u>	<u>\$0.00</u>
8. <u>Total Completed & Stored to Date:</u>	<u>\$920,735.10</u>
9. <u>Retainage (10%):</u>	<u>\$92,073.51</u>
10. <u>Total Completed, Less Retainage:</u>	<u>\$828,661.59</u>
11. <u>Total Amount of Prior Payments:</u>	<u>\$808,805.34</u>
12. <u>Current Due Amount:</u>	<u>\$19,856.25</u>
13. <u>Total Balance Remaining (Including Retainage):</u>	<u>\$246,111.17</u>
14. <u>Notice to Proceed Date:</u>	<u>October 26, 2020</u>
15. <u>Project Estimated Completion Date:</u>	<u>June 3, 2021</u>

Cover Letter: Payment Application #8



GESSNER
ENGINEERING

Recommend Payment:
See attached (Pay App)

Sean Ray, ME, PE

(ENGINEER)

PROJECT MANAGER

(TITLE)

BRYAN • BRENHAM • FORT WORTH • GEORGETOWN • SAN ANTONIO

Corporate: 401 26th Street, Suite 3 / Bryan, Texas 77803 • 1-877-GESSNER • www.gessnerengineering.com

CIVIL • **CONSTRUCTION MATERIALS TESTING** • **GEOTECHNICAL** • **STRUCTURAL** • **SURVEYING**

Conrad Construction Co., Ltd.
P.O. Box 841134
Houston, Texas 77284

Project: Green Valley Dr. & Winningham Ln. , Project No. 2020-07-100

Pay Application No.	8	Work To Date:	\$ 920,735.10
Application Period	5-1-21 thru 5-31-21		
Original Contract Amount	\$ 1,095,283.75	Remaining Work	\$ 154,037.65
Revised Contract Amount	\$ 1,074,772.75		
Notice To Proceed	10/26/2020		
Total Work To Date:			\$ 920,735.10
Materials Stored to Date			\$ -
Total Work To Date & Stored Materials			\$ 920,735.10
Retainage (10%)			\$ 92,073.51
Total Work Complete, Less Retainage			\$ 828,661.59
Less Previous Payments			\$ 808,805.34
Total Due This Application			\$ 19,856.25


James R. Bolin
Conrad Const. Co., Ltd.

Sean Ray, M.E., P.E.
Engineer - Gessner Engineering

Pat Riley
Public Works Director
City of Spring Valley Village

CONTRACTOR'S AFFIDAVIT OF BILLS PAID/LIEN RELEASE

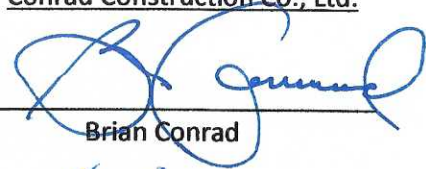
OWNER : City of Spring Valley Village

PROJECT : Green Valley Dr. and Winningham Ln. – Reconstruction , Bid No. 2020-07-100

CONTRACTOR : Conrad Construction Co., Ltd.

I certify that all just and lawful bills against the below-named Contractor for labor, material and expendable equipment employed in the performance of said Contract for the period covering 5.1.21 through 5.31.21 have been paid in full. This is to certify that I am relieving the City of Spring Valley Village from any claims from debt occurring in connection with this project prior to 6.1.21.

Firm: Conrad Construction Co., Ltd.

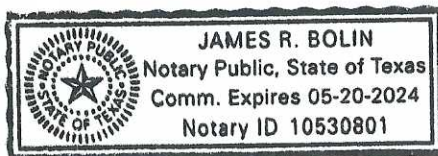
By : 

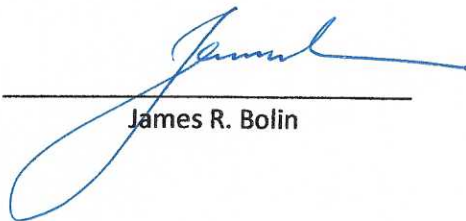
Brian Conrad

Date : 6.2.21

Title : Vice President

Signed and sworn to before me a Notary Public in and for Harris County, Texas this 2nd day of June, 2021.




James R. Bolin

Green Valley Drive and Winningham Lane – Project No. 2020-07-100

Conrad Construction Co., Ltd.

Pay Application No. : 8

Reporting Period : 5.1.21 thru 5.31.21

Subcontractor and Work Performed During This Period

Highway 1, LLC - Traffic Control maintenance

TCH Drillers - Electrical pull boxes

FROM: CONRAD CONSTRUCTION CO.,LTD.
P.O. BOX 841134
HOUSTON, TEXAS 77284

TO: CITY OF SPRING VALLEY VILLAGE
ACCOUNTS PAYABLE
1025 CAMPBELL ROAD
HOUSTON, TEXAS 77055
ATTN: SEAN RAY, M.E., P.E. - PROJECT MANAGER
REF: GREEN VALLEY DR. AND WINNINGHAM LN.
PROJ #: BID NO. 2020-07-100 , CC# 20/0324
DATE: 5/31/2021

PAY APPLICATION # : 8

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
GENERAL ITEMS								
1. MOBILIZATION, BONDS & INSURANCE	1.00	LS		1.00	1.00	100%	\$ 75,000.00	\$ 75,000.00
2. TRAFFIC CONTROL FOR ALL PHASES	1.00	LS		1.00	1.00	100%	\$ 45,000.00	\$ 45,000.00
3. SODDING UP TO R.O.W.	32200.00	SF	21150.00	450.00	21600.00	67%	\$ 0.75	\$ 16,200.00
4. EROSION CONTROL (SWPPP)	1.00	LS		1.00	1.00	100%	\$ 2,500.00	\$ 2,500.00
5. TREE PROTECTION, C.I.P.	1.00	LS		1.00	1.00	100%	\$ 7,500.00	\$ 7,500.00
DEMOLITION								
6. DEMOLITION OF EXISTING ROADWAY PAVEMENT AND BASE MATERIAL, INCL. HAUL OFF	3851.00	SY		3837.39	3837.39	100%	\$ 6.00	\$ 23,024.34
7. DEMOLITION OF EXISTING DRIVEWAYS AND BASE MATERIAL, INCL. HAUL OFF	648.00	SY		532.70	532.70	82%	\$ 7.00	\$ 3,728.90
8. DEMOLITION OF EXISTING SIDEWALK, INCL. HAUL OFF	70.00	SY		47.33	47.33	68%	\$ 10.00	\$ 473.30
9. EXISTING LIGHT POLES TO BE TRANSPORTED TO AND FROM THE CITY OF SPRING VALLEY PUBLIC WORKS YARD, AFTER REMOVAL FROM CENTERPOINT ENERGY	1.00	LS		0.50	0.50	50%	\$ 5,000.00	\$ 2,500.00
10. EXISTING STREET/STOP SIGN TO BE SALVAGED AND REINSTALLED	3.00	EA		3.00	3.00	100%	\$ 350.00	\$ 1,050.00
11. EXISTING 24" CMP STORM SEWER TO BE COMPLETELY REMOVED	69.00	LF		20.00	20.00	29%	\$ 25.00	\$ 500.00
12. EXIST. CURB INLET TO BE REMOVED	1.00	EA		1.00	1.00	100%	\$ 650.00	\$ 650.00

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
13. REMOVAL OF EXIST. TREES (5-14")	11.00	EA		10.00	10.00	91%	\$ 650.00	\$ 6,500.00
14. REMOVAL OF EXIST. TREES (15-25")	5.00	EA		3.00	3.00	60%	\$ 1,200.00	\$ 3,600.00
15. REMOVAL OF EXIST. TREES (SIZE 25" AND LARGER)	1.00	EA		1.00	1.00	100%	\$ 2,000.00	\$ 2,000.00
16. LANDSCAPED AREAS IN R.O.W. TO BE CLEARED	1.00	LS		1.00	1.00	100%	\$ 1,500.00	\$ 1,500.00
17. REMOVE EXISTING 6"X2" REDUCER	1.00	EA			0.00	0%	\$ 500.00	\$ -
18. REMOVE EXISTING 8"X6" REDUCER	1.00	EA			0.00	0%	\$ 500.00	\$ -
19. REMOVE EXISTING SANITARY SEWER MANHOLE	2.00	EA		2.00	2.00	100%	\$ 750.00	\$ 1,500.00
20. REMOVE EXISTING 8" PVC SANITARY SEWER	48.00	LF		48.00	48.00	100%	\$ 25.00	\$ 1,200.00
21. CAP EXISTING 2" WATERLINE	1.00	EA			0.00	0%	\$ 750.00	\$ -
22. REMOVE EXISTING 6" GATE VALVE AND BOX	1.00	EA			0.00	0%	\$ 750.00	\$ -
PAVEMENT AND EARTHWORK								
23. EARTHWORK - CUT TO FILL TO DESIGN GRADES (IN PLACE)	145.00	CY		145.00	145.00	100%	\$ 20.00	\$ 2,900.00
24. EARTHWORK - CUT TO HAUL TO DESIGN GRADES (IN PLACE) [1]	225.00	CY		225.00	225.00	100%	\$ 25.00	\$ 5,625.00
25. LIME STABILIZATION OF SUBGRADE WITH COMPACTION (DOES NOT INCLUDE COST OF LIME)	4987.00	SY		4360.76	4360.76	87%	\$ 4.00	\$ 17,443.04
26. LIME FOR STABILIZATION OF SUBGRADE WITH COMPACTION (ASSUME 6% BY WEIGHT)	108.00	TON		67.06	67.06	62%	\$ 190.00	\$ 12,741.40
27. 6" CRUSHED LIMESTONE BASE TXDOT ITEM 247 TYPE A, GRADES 1 OR 2 [1]	0.00	SY			0.00	####	\$ 21.50	\$ -
28. 6" CONCRETE PAVEMENT FOR ROAD- WAY AND DRIVEWAYS, INCLUDING 6" MONOLITHIC CURB AND 6" MONOLITHIC SPILL CURB, C.I.P. [1]	801.00	SY		517.79	517.79	65%	\$ 57.00	\$ 29,514.03

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
29. 4" CONCRETE SIDEWALK, C.I.P.	76.00	SY		47.33	47.33	62%	\$ 65.00	\$ 3,076.45
30. STANDARD CURB OUTFALL AT 6" CURB, C.I.P.	31.00	EA		24.00	24.00	77%	\$ 150.00	\$ 3,600.00
STORM AND DRAINAGE								
31. 24" RCP TYPE III (STRUCTURAL BACK-FILL), C.I.P.	468.00	LF		462.00	462.00	99%	\$ 95.00	\$ 43,890.00
32. 30" RCP TYPE III (STRUCTURAL BACK-FILL), C.I.P.	23.00	LF		23.00	23.00	100%	\$ 150.00	\$ 3,450.00
33. 5' CURB INLET, TXDOT TYPE 2 - INSET (ON GRADE), C.I.P.	2.00	EA		7.00	7.00	350%	\$ 5,000.00	\$ 35,000.00
34. 10' CURB INLET, TXDOT TYPE 2 - INSET (ON GRADE), C.I.P.	6.00	EA		1.00	1.00	17%	\$ 6,000.00	\$ 6,000.00
35. EXISTING PRIVATE STORM SYSTEMS TO BE REPAIRED IF NECESSARY, UP TO R.O.W. (PIPE AND INLETS)	31.00	EA		41.00	41.00	132%	\$ 200.00	\$ 8,200.00
36. CONNECT TO EXISTING 5'X5' RCBS, CORE AND GROUT CONNECTION	2.00	EA		2.00	2.00	100%	\$ 2,500.00	\$ 5,000.00
37. REPAIR OF CONCRETE CHANNEL WALL FOR RELOCATION OF 24" RCP OUTFALL	1.00	EA		1.00	1.00	100%	\$ 5,000.00	\$ 5,000.00
38. TRENCH SAFETY FOR PROPOSED STORM SEWER	491.00	LF		485.00	485.00	99%	\$ 1.00	\$ 485.00
WATER								
39. TRENCH SAFETY FOR PROPOSED WATER LINE	615.00	LF		615.00	615.00	100%	\$ 1.00	\$ 615.00
40. 6" PVC C-900 DR18 WATER LINE, CIP	265.00	LF		265.00	265.00	100%	\$ 71.00	\$ 18,815.00
41. 6" PVC C-900 DR18 WATER LINE, STRUCTURAL BACKFILL, C.I.P.	224.00	LF		224.00	224.00	100%	\$ 75.00	\$ 16,800.00
42. 8" PROPOSED WATER LINE CROSSING AT EXISTING 8" SANITARY SEWER LINE	1.00	EA		1.00	1.00	100%	\$ 1,000.00	\$ 1,000.00
43. 8" PVC C-900 DR18 WATER LINE, CIP	350.00	LF		350.00	350.00	100%	\$ 75.00	\$ 26,250.00
44. 8" PVC C-900 DR18 WATER LINE, STRUCTURAL BACKFILL, C.I.P.	309.00	LF		309.00	309.00	100%	\$ 80.00	\$ 24,720.00

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
45. 8" 45 DEGREE BEND, C.I.P.	3.00	EA		3.00	3.00	100%	\$ 350.00	\$ 1,050.00
46. 8" 22.5 DEGREE BEND, C.I.P.	2.00	EA		2.00	2.00	100%	\$ 350.00	\$ 700.00
47. 8"X 6" TEE, C.I.P.	1.00	EA		1.00	1.00	100%	\$ 450.00	\$ 450.00
48. 6"X6" TEE, C.I.P.	1.00	EA		1.00	1.00	100%	\$ 450.00	\$ 450.00
49. 8" GATE VALVE AND BOX, C.I.P.	3.00	EA		3.00	3.00	100%	\$ 2,250.00	\$ 6,750.00
50. 8"X6" REDUCER, C.I.P.	1.00	EA		1.00	1.00	100%	\$ 350.00	\$ 350.00
51. 6" GATE VALVE AND BOX, C.I.P.	5.00	EA		5.00	5.00	100%	\$ 1,750.00	\$ 8,750.00
52. 6" 45 DEGREE BEND, C.I.P.	5.00	EA		4.00	4.00	80%	\$ 250.00	\$ 1,000.00
53. 6" 22.5 DEGREE BEND, C.I.P.	1.00	EA		1.00	1.00	100%	\$ 250.00	\$ 250.00
54. 6" 11.25 DEGREE BEND, C.I.P.	2.00	EA			0.00	0%	\$ 250.00	\$ -
55. STANDARD FIRE HYDRANT ASSEMBLY C.I.P.	1.00	EA		2.00	2.00	200%	\$ 5,500.00	\$ 11,000.00
56. NEW WATER LINE SHORT SERVICE AND RECONNECTION TO NEW METER VAULT (2-1" TAPS), C.I.P.	9.00	EA		11.00	11.00	122%	\$ 1,500.00	\$ 16,500.00
57. NEW WATER LINE LONG SERVICE AND RECONNECTION TO NEW METER VAULT (1-2" TAP), C.I.P.	13.00	EA		14.00	14.00	108%	\$ 2,000.00	\$ 28,000.00
58. NEW WATER METER VAULT, SIZED FOR TWO METERS	22.00	EA		16.00	16.00	73%	\$ 300.00	\$ 4,800.00
59. CONNECT TO EXISTING 8" PVC WATER LINE	1.00	EA		1.00	1.00	100%	\$ 1,250.00	\$ 1,250.00
60. CONNECT TO EXISTING 6" PVC WATER LINE	1.00	EA		2.00	2.00	200%	\$ 1,000.00	\$ 2,000.00
61. RELOCATE EXISTING FIRE HYDRANT	1.00	EA		1.00	1.00	100%	\$ 1,500.00	\$ 1,500.00
SANITARY								
62. 8" PVC, SDR-26 SANITARY SEWER, C.I.P., BY OPEN CUT	48.00	LF		48.00	48.00	100%	\$ 105.00	\$ 5,040.00
63. 8" HDPE DR-19 SANITARY SEWER BY PIPE BURSTING, C.I.P.	191.00	LF		197.00	197.00	103%	\$ 107.50	\$ 21,177.50

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
64. STANDARD 4' INSIDE DIA. SANITARY SEWER MANHOLE, C.I.P.	2.00	EA		2.00	2.00	100%	\$ 3,750.00	\$ 7,500.00
65. EXISTING MANHOLE TO BE REHABILITATED LINE INTERIOR W/ RAVEN 405 LINING SYSTEM (125 MILS THICK, MINIMUM) AND REPLACE RING AND COVER	2.00	EA			0.00	0%	\$ 2,000.00	\$ -
66. 4" SANITARY SHORT SERVICE CONNECTION PROVIDE CLEANOUT AT R.O.W.	5.00	EA		4.00	4.00	80%	\$ 1,450.00	\$ 5,800.00
67. 8" SANITARY SEWER ACCESS CHAMBER	1.00	EA	1.00		1.00	100%	\$ 1,750.00	\$ 1,750.00
68. POST CONSTRUCTION CCTV INSPECTION ON PIPE BURST SECTION (191 LF) AND SECTION REPAIRED BY OPEN CUT (48 LF)	1.00	LS			0.00	0%	\$ 3,000.00	\$ -
69. VACUUM TEST NEW SANITARY SEWER MANHOLE	2.00	EA	2.00		2.00	100%	\$ 500.00	\$ 1,000.00
70. PIPE BURSTING MOBILIZATION	1.00	LS		1.00	1.00	100%	\$ 3,750.00	\$ 3,750.00
71. TRENCH SAFETY FOR PROPOSED SANITARY SEWER (OPEN CUT)	48.00	LF		48.00	48.00	100%	\$ 5.00	\$ 240.00
CASH ALLOWANCE ITEMS								
72. FURNISH CONSTRUCTION MATERIALS TESTING, IN ACCORDANCE WITH PLANS AND SPECS.	1.00	LS		0.6839	0.6839	68%	\$ 30,000.00	\$ 20,517.75
73. PAYMENT TO CENTERPOINT ENERGY FOR DECORATIVE STREET LIGHTING AND REMOVAL OF EXISTING STREET LIGHTS	1.00	LS		1.00	1.00	100%	\$ 13,194.00	\$ 13,194.00
74. 6" PVC C-900 DR18 WATER LINE, STRUCTURAL BACKFILL, C.I.P.	87.00	LF		60.00	60.00	69%	\$ 75.00	\$ 4,500.00
75. 8"X6" TEE , C.I.P.	1.00	EA		1.00	1.00	100%	\$ 250.00	\$ 250.00
76. 6" GATE VALVE AND BOX, C.I.P.	2.00	EA		2.00	2.00	100%	\$ 1,500.00	\$ 3,000.00
10 % CITY OF SPRING VALLEY VILLAGE CONTINGENCY	1.00	LS			0.00	0%	\$ 99,571.25	\$ -
CHANGE ORDERS								

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
77. 7" CONCRETE PAVING [1]	3710.00	SY		3823.53	3823.53	103%	\$ 63.00	\$ 240,882.39
78. RELOCATE, REPLACE AND REPAIR PRIVATE IRRIGATION SYSTEMS LOCATED IN ROW OF EACH PARCEL DISTURBED [1]	15.00	EA		15.00	15.00	100%	\$ 500.00	\$ 7,500.00
79. FLEXIBLE BASE COURSE FOR TEMPORARY DRIVEWAYS [1]	23.00	EA		23.00	23.00	100%	\$ 500.00	\$ 11,500.00
80. 2" PVC STREET LIGHT CONDUIT [1]	1040.00	LF		1040.00	1040.00	100%	\$ 19.55	\$ 20,332.00
81. PULL BOXES [1]	4.00	EA	4.00		4.00	100%	\$ 862.50	\$ 3,450.00

CONTRACT TIME: 220 CALENDAR DAYS
CONTRACT DATE: 8/25/2020
WORK ORDER DATE: 10/26/2020

CONTRACT AMOUNT:	\$ 1,095,283.75
CHANGE ORDER: (1)	\$ (20,511.00)
REVISED CONTRACT AMOUNT:	\$ 1,074,772.75
TOTAL WORK TO DATE:	\$ 920,735.10
MATERIALS ON SITE:	\$ -
TOTAL:	\$ 920,735.10
LESS RETAINAGE:	\$ 92,073.51
LESS PREVIOUS PAYMENTS	\$ 808,805.34
AMOUNT DUE FOR PAYMENT:	\$ 19,856.25

AMOUNT EARNED THIS PERIOD	\$ 22,062.50
LESS RETAINAGE THIS PERIOD	\$ 2,206.25
AMOUNT DUE THIS PERIOD	\$ 19,856.25

APPROVAL: 
CONRAD CONSTRUCTION CO., LTD.
JAMES R. BOLIN
PROJECTS ADMINISTRATOR

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

MEETING DATE: June 22, 2021

TOPIC:	Approval of Pay Estimate No. 1 for Loeser, Traweek, Lone Star, West Tex Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$149,265.00
---------------	---

BACKGROUND:	This is the first pay estimate to be submitted by Conrad Construction Co., LTD. for the Loeser, Traweek, Lone Star, West Tex Pavement & Utility Improvements Project (2020-11-101) for work completed on the Project from May 17, 2021, to May 31, 2021.
--------------------	--

RECOMMENDATION:	IDS Engineer Project Manager Coy P. Custer, P.E., ENV SP, and City Staff have reviewed Pay Estimate No. 1 and recommend approval.
------------------------	---

ATTACHMENTS:	• Pay Estimate No. 1 Submitted By Conrad Construction Co., LTD.
---------------------	---

FUNDING ISSUES:	☐ Not applicable – no dollars are being spent or received. ☒ Full amount already budgeted in Acct/Project #25-50-7517 ☐ 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# _____
------------------------	---

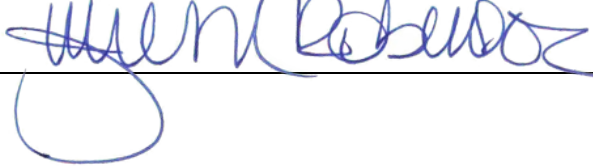
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Pat Riley, Public Works Director

CITY ADMINISTRATOR APPROVAL:



DIVIDER PAGE



June 7, 2021

Spring Valley Village
1025 Campbell Road
Houston, TX 77055

Attention: Mr. Pat Riley

Reference: Paving and Utility Improvements to Serve Lone Star Dr, Loeser Dr, Traweek Dr, West
Tex Dr and Lariat Dr
CSB #2021-11-101; IDS Project No. 2316-001-00

Dear Mr. Riley:

Enclosed is an Application and Certificate for Payment No. 1 for the above referenced project for the period of May 17, 2021 to May 31, 2021. As itemized in this estimate, we recommend payment to Conrad Construction Co., Ltd in the amount of \$149,265.00 at this time.

As of May 31, 2021, the project was approximately 5.26% complete of the contract sum to date. A qualified project representative was assigned to the project to observe the work as it was being performed. To the best of my knowledge, all work has been performed in accordance with the construction plans and contract specifications.

1	Original Contract Amount	\$ 2,837,491.00
2	Total Change Orders	\$ -
3	Total Current Contract Amount	\$ 2,837,491.00
4	Construction Materials Testing to Date	\$ -
5	Payment to Centerpoint	\$ -
6	Total Value of Work Completed to Date	\$ 165,850.00
7	Total Materials Stored to Date	\$ -
8	Total Completed & Stored to Date	\$ 165,850.00
9	Retainage (10%)	\$ 16,585.00
10	Total Completed, Less Retainage	\$ 149,265.00
11	Total Amount of Prior Payments	\$ -
12	Current Due Amount	\$ 149,265.00
13	Total Balance Remaining (Including Retainage)	\$ 2,688,226.00

Sincerely,

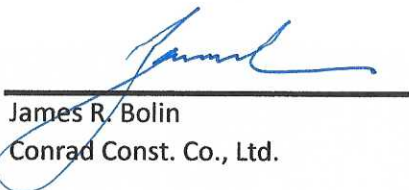
Coy P. Custer, P.E., ENV SP
Project Manager

Conrad Construction Co., Ltd.
P.O. Box 841134
Houston, Texas 77284

Project: Lone Star Dr., et al , Project No. 2020-11-101

Pay Application No.	1	Work To Date:	\$ 165,850.00
Application Period	5/17/21 thru 5/31/21		
Original Contract Amount	\$ 2,837,491.00	Remaining Work	\$ 2,671,641.00
Revised Contract Amount	\$ -		
Notice To Proceed	5/17/2021		

Total Work To Date:	\$ 165,850.00
Materials Stored to Date	\$ -
Total Work To Date & Stored Materials	\$ 165,850.00
Retainage (10%)	\$ 16,585.00
Total Work Complete, Less Retainage	\$ 149,265.00
Less Previous Payments	\$ -
Total Due This Application	\$ 149,265.00


James R. Bolin
Conrad Const. Co., Ltd.


Coy P. Custer, P.E.
Engineer - IDS Engineering Group

Pat Riley
Public Works Director
City of Spring Valley Village

CONTRACTOR'S AFFIDAVIT OF BILLS PAID/LIEN RELEASE

OWNER: City of Spring Valley Village

PROJECT: Lone Star Dr., et al – Paving & Utilities, Bid No. 2020-11-101

CONTRACTOR: Conrad Construction Co., Ltd.

I certify that all just and lawful bills against the below-named Contractor for labor, material and expendable equipment employed in the performance of said Contract for the period covering 5.17.21 through 5.31.21 have been paid in full. This is to certify that I am relieving the City of Spring Valley Village from any claims from debt occurring in connection with this project prior to 6.1.21.

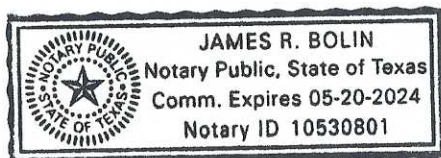
Firm: Conrad Construction Co., Ltd.

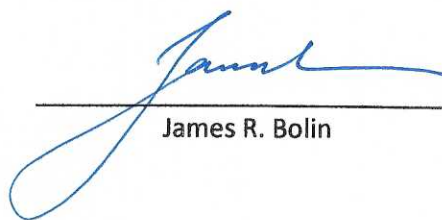
By: 
Brian Conrad

Date: 6.7.21

Title: Vice President

Signed and sworn to before me a Notary Public in and for Harris County, Texas this 7th day of June, 2021.




James R. Bolin

Lone Star Drive, et al – Project No. 2020-11-101

Conrad Construction Co., Ltd.

Pay Application No.: 1

Reporting Period: 5.17.21 thru 5.31.21

Subcontractor and Work Performed During This Period

South Point Surveying – survey / construction staking

Highway 1, LLC – Traffic Control

TCH Directional Drilling – Water Line and Appurtenances

FROM: CONRAD CONSTRUCTION CO.,LTD.
P.O. BOX 841134
HOUSTON, TEXAS 77284

TO: CITY OF SPRING VALLEY VILLAGE
ACCOUNTS PAYABLE
1025 CAMPBELL ROAD
HOUSTON, TEXAS 77055
ATTN: COY P. CUSTER, P.E. - PROJECT MANAGER
REF: LONE STAR DR., ET AL - PAVING & UTILITIES
PROJ #: BID NO. 2020-11-101 , CC# 20/0330
DATE: 5/31/2021

PAY APPLICATION # : 1

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
GENERAL ITEMS								
1. MOBILIZATION, BONDS & INSURANCE	1.00	LS	0.75		0.75	75%	\$ 80,000.00	\$ 60,000.00
2. TRAFFIC CONTROL & REGULATION	1.00	LS	0.15		0.15	15%	\$ 50,000.00	\$ 7,500.00
3. FLAGMAN	1.00	LS	0.10		0.10	10%	\$ 7,500.00	\$ 750.00
4. ELECTRONIC MESSAGE BOARD	10.00	MO			0.00	0%	\$ 1,250.00	\$ -
5. TREE PROTECTION PLAN	1.00	LS	0.15		0.15	15%	\$ 30,000.00	\$ 4,500.00
6. TREE REMOVAL (0" TO 11.99" DIA.)	4.00	EA			0.00	0%	\$ 750.00	\$ -
7. TREE REMOVAL (12" TO 29.99" DIA.)	2.00	EA			0.00	0%	\$ 1,250.00	\$ -
8. TREE REMOVAL (30" TO 45" DIA.)	1.00	EA			0.00	0%	\$ 2,000.00	\$ -
9. FLEXIBLE BASE COURSE FOR TEMP. DRIVEWAYS	56.00	EA			0.00	0%	\$ 500.00	\$ -
10. 8" TEMPORARY ASPHALT PAVING TYPE "B" BLACK BASE	460.00	SY			0.00	0%	\$ 50.00	\$ -
11. REMOVE & DISPOSE PIPE CULVERT, SEWERS AND SEWER LEADS (ALL SIZES)	1486.00	LF			0.00	0%	\$ 12.00	\$ -
12. REMOVE & DISPOSE OF EXISTING CURB INLETS	2.00	EA			0.00	0%	\$ 750.00	\$ -
13. REMOVE & DISPOSE OF EXISTING STORM MANHOLES, ALL DEPTHS	2.00	EA			0.00	0%	\$ 750.00	\$ -
14. REMOVE & DISPOSE OF EXISTING SAFETY END TREATMENTS (SETs)	6.00	EA			0.00	0%	\$ 400.00	\$ -
15. REMOVE & DISPOSE OF WATER LINES AND WATER SERVICE LINES	60.00	LF			0.00	0%	\$ 20.00	\$ -

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
16. REMOVE & DISPOSE EXISTING ASPH. SURFACE & BASE MATERIAL INCLUDING OLD ASPHALTIC DRIVEWAYS, (ALL DPTH	10014.00	SY			0.00	0%	\$ 5.00	\$ -
17. REMOVE & DISPOSE OF CONCRETE PAVEMENT, (ALL THICKNESS)	220.00	SY			0.00	0%	\$ 10.00	\$ -
18. REMOVE & DISPOSE OF CONCRETE DRIVEWAYS & SIDEWALKS (ALL THK.)	1896.00	SY			0.00	0%	\$ 7.00	\$ -
19. ABANDON MANHOLES, ALL SIZES & DEPTHS	7.00	EA			0.00	0%	\$ 1,250.00	\$ -
20. ABANDON & GROUT FILL 10" DIA. SANITARY SEWER	1720.00	LF			0.00	0%	\$ 7.00	\$ -
21. TRENCH SAFETY SYSTEM (5' TO 10')	5822.00	LF			0.00	0%	\$ 1.00	\$ -
PAVING ITEMS								
22. STORAGE & RELOCATION OF PERMANENT SIGNS (SIGNS, POLES, ANCHORS AND HARDWARE PROVIDED BY CONTRACTOR	6.00	EA			0.00	0%	\$ 400.00	\$ -
23. ROADWAY EXCAVATION WITH OR WITHOUT BASE INCLUDING LEGAL DISPOSAL & TRANSPORT OF WASTE MATERIAL	2785.00	CY			0.00	0%	\$ 15.00	\$ -
24. LIME (6% BY DRY WEIGHT)	255.00	TON			0.00	0%	\$ 195.00	\$ -
25. LIME TREATED SUBGRADE (8")	11770.00	SY			0.00	0%	\$ 4.00	\$ -
26. REINFORCED CONCRETE PAVEMENT (6")	10961.00	SY			0.00	0%	\$ 57.00	\$ -
27. HIGH EARLY STRENGTH REINFORCED CONCRETE PAVEMENT (6")	199.00	SY			0.00	0%	\$ 65.00	\$ -
28. FULL DEPTH SAW CUT	140.00	LF			0.00	0%	\$ 14.00	\$ -
29. REINFORCED CONCRETE DRIVEWAY PAVEMENT (6")	14578.00	SF			0.00	0%	\$ 8.00	\$ -
30. RAISED REFLECTIVE PAVEMENT MARKERS (DOUBLE-SIDED)(TY II-C-R) (BLUE) AT FIRE HYDRANT LOCATIONS	6.00	EA			0.00	0%	\$ 50.00	\$ -
31. THERMOPLASTIC PAVEMENT MARKINGS (24" WIDE, TYPE I, SOLID, WHITE)	68.00	LF			0.00	0%	\$ 25.00	\$ -

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
32. CONCRETE CURB (6")	5818.00	LF			0.00	0%	\$ 3.00	\$ -
33. CONCRETE PAVING HEADER	140.00	LF			0.00	0%	\$ 12.00	\$ -
34. REINFORCED CONCRETE SIDEWALK (4-1/2")	37.00	SF			0.00	0%	\$ 12.00	\$ -
35. PIPE BOLLARD	20.00	EA			0.00	0%	\$ 400.00	\$ -
STORM SEWER ITEMS								
36. TYPE C MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS	23.00	EA			0.00	0%	\$ 3,550.00	\$ -
37. TYPE C CONFLICT MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS	1.00	EA			0.00	0%	\$ 5,800.00	\$ -
38. 24" DIA. RCP STORM SEWER BY OPEN CUT	1796.00	LF			0.00	0%	\$ 120.00	\$ -
39. 30" DIA. RCP STORM SEWER BY OPEN CUT	288.00	LF			0.00	0%	\$ 150.00	\$ -
40. 36" DIA. RCP STORM SEWER BY OPEN CUT	180.00	LF			0.00	0%	\$ 170.00	\$ -
41. YARD DRAINAGE REPAIR, INCL. SCH. 40 PVC, CURB DRAINAGE OUTLET AND CURB REPAIR	31.00	EA			0.00	0%	\$ 500.00	\$ -
42. REPAIR STORM INLET SIDE WALL	6.00	EA			0.00	0%	\$ 1,200.00	\$ -
43. TYPE B-B INLET	27.00	EA			0.00	0%	\$ 3,450.00	\$ -
WASTEWATER ITEMS								
44. ADJUST MANHOLE TO FINISHED GRADE	4.00	EA			0.00	0%	\$ 1,000.00	\$ -
45. TYPE C MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS	11.00	EA			0.00	0%	\$ 3,250.00	\$ -
46. TYPE C ECCENTRIC MANHOLE TOP	1.00	EA			0.00	0%	\$ 1,850.00	\$ -
47. 10" DIAMETER SANITARY SEWER BY OPEN CUT (PVC)	1630.00	LF			0.00	0%	\$ 120.00	\$ -
48. SANITARY SEWER SERVICE STUB OR RECONNECTION WITHOUT STACK	51.00	EA			0.00	0%	\$ 1,000.00	\$ -

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
49. 6" DIAMETER SANITARY SEWER SERVICE LINES	1049.00	LF			0.00	0%	\$ 22.50	\$ -
WATER ITEMS								
50. 8" DIAMETER WATER LINE BY OPEN-CUT WITH RESTRAINED JOINTS	2099.00	LF	531.00		531.00	25%	\$ 88.00	\$ 46,728.00
51. 6" DIAMETER WATER LINE BY OPEN-CUT WITH RESTRAINED JOINTS	153.00	LF			0.00	0%	\$ 70.00	\$ -
52. 8" DIAMETER WATER LINE BY TRENCH-LESS CONSTRUCTION WITH RESTRAINED JOINTS	674.00	LF	309.00		309.00	46%	\$ 88.00	\$ 27,192.00
53. 3/4" TO 1" DIAMETER WATER TAPS AND COPPER SERVICE LINE, SHORT SIDE	49.00	EA	8.00		8.00	16%	\$ 950.00	\$ 7,600.00
54. 1-1/2" TO 2" DIAMETER WATER TAPS AND COPPER SERVICE LINE WITH 1" WYE LONG SIDE	24.00	EA	2.00		2.00	8%	\$ 2,500.00	\$ 5,000.00
55. 1" DOUBLE METER BOX	51.00	EA			0.00	0%	\$ 300.00	\$ -
56. 8" DIAMETER WET CONNECTION	2.00	EA			0.00	0%	\$ 4,400.00	\$ -
57. CUT, PLUG AND ABANDON EXISTING 6" DIAMETER WATER LINE	1.00	EA			0.00	0%	\$ 1,200.00	\$ -
58. CUT, PLIG AND ABANDON EXISTING 8" WATER LINE	3.00	EA			0.00	0%	\$ 1,250.00	\$ -
59. 6" DIAMETER FIRE HYDRANT BRANCH BY OPEN-CUT	35.00	LF	6.00		6.00	17%	\$ 55.00	\$ 330.00
60. REMOVE & SALVAGE EXISTING FIRE HYDRANT	3.00	EA			0.00	0%	\$ 500.00	\$ -
61. FIRE HYDRANT ASSEMBLY, ALL DEPTHS, INCLUDING 6" DIA. GATE VALVE AND BOX	5.00	EA	1.00		1.00	20%	\$ 6,250.00	\$ 6,250.00
62. FIRE HYDRANY ASSEMBLY, BACK-TAP WITH 8"X 6" TS&V	1.00	EA			0.00	0%	\$ 15,500.00	\$ -
63. STORZ PUMPER CONNECTION (FURNISH ONLY)	6.00	EA			0.00	0%	\$ 450.00	\$ -
64. 2" DIA. BLOW-OFF VALVE W/ BOX	1.00	EA			0.00	0%	\$ 2,700.00	\$ -

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
65. 8"X 8" TS&V	3.00	EA			0.00	0%	\$ 11,000.00	\$ -
SWPPP								
66. IMPLEMENTATION OF SWPPP INCLUDING MAINTENANCE, PERMITTING, INSPECTIONS, AND REPORTING FOR ALL POLLUTION PREVENTION MEASURES AS SHOWN ON THE PLANS, COPY OF NOI, CERTIFICATE OF MAILING AND PROOF OF PAYMENT	1.00	LS			0.00	0%	\$ 2,500.00	\$ -
67. INLET PROTECTION BARRIER (STG.I)	29.00	EA			0.00	0%	\$ 75.00	\$ -
68. INLET PROTECTION BARRIER (STG.II)	30.00	EA			0.00	0%	\$ 75.00	\$ -
69. REINFORCED FILTER FABRIC BARRIER	7337.00	LF			0.00	0%	\$ 1.50	\$ -
70. SODDING DISTURBED AREAS BETWEEN BACK OF CURB AND ROW (ST. AUGUSTINE OR ZOYSIA - VARIOUS WIDTHS)	15463.00	SY			0.00	0%	\$ 5.00	\$ -
STREET LIGHT ITEM								
71. STREET LIGHT CONDUIT, INCLUDING INSTALLATION OF PULL BOXES AND WARNING TAPE. PULL BOXES AND WARNING TAPE TO BE FURNISHED BY CENTERPOINT ENERGY	2693.00	LF			0.00	0%	\$ 18.00	\$ -
IRRIGATION SYSTEMS								
72. FURNISH & INSTALL AN AUTOMATICALLY CONTROLLED IRRIGATION SYSTEM INCL. PIPING, VALVES, SPRINKLERS, ACCESSORIES CONTROLS, AND WIRING ADJACENT TO TRAWECK DRIVE AND LARIAT DRIVE PER IRRIGATION PLAN	1.00	LS			0.00	0%	\$ 22,000.00	\$ -
73. RELOCATE, REPLACE AND REPAIR PRIVATE IRRIGATION SYSTEMS LOCATED WITHIN THE ROW FOR EACH PARCEL DISTURBED	53.00	EA			0.00	0%	\$ 500.00	\$ -
CASH ALLOWANCE								
74. FURNISH CONSTRUCTION MATERIALS TESTING IN ACCORD. WITH PLANS AND SPECS.	1.00	CA			0.00	0%	\$ 30,000.00	\$ -

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
75. CENTERPOINT STREET LIGHT ALLOWANCE STREET LIGHT AND POLE ASSEMBLY	1.00	CA			0.00	0%	\$ 50,000.00	\$ -
TOTAL WORK TO DATE								\$ 165,850.00

CONTRACT TIME: 315 CALENDAR DAYS

CONTRACT DATE: 12/15/2020

WORK ORDER DATE: 5/17/2021

CONTRACT AMOUNT:	\$ 2,837,491.00
CHANGE ORDER:	
REVISED CONTRACT AMOUNT:	\$ 2,837,491.00
TOTAL WORK TO DATE:	\$ 165,850.00
MATERIALS ON SITE:	\$ -
TOTAL:	\$ 165,850.00
LESS RETAINAGE: (10%)	\$ 16,585.00
LESS PREVIOUS PAYMENTS	
AMOUNT DUE FOR PAYMENT:	\$ 149,265.00

AMOUNT EARNED THIS PERIOD	\$ 165,850.00
LESS RETAINAGE THIS PERIOD	\$ 16,585.00
AMOUNT DUE THIS PERIOD	\$ 149,265.00

APPROVAL: 
CONRAD CONSTRUCTION CO., LTD.

JAMES R. BOLIN
PROJECTS ADMINISTRATOR

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

MEETING DATE: June 22, 2021

TOPIC: **RESOLUTION NUMBER 21-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 TO THE SWITCHVOX PHONE SYSTEM IMPLEMENTATION AND SUPPORT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND BEMA INFORMATION SYSTEMS LLC; 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.

BACKGROUND: During the May 25, 2021 meeting, I informed Council of the need to order more phones for the Police Department for the new phone system than originally anticipated. The Change Order totals \$10,853.00 in one-time expenses for the additional phones, licenses and installation. Consequently, the monthly support cost for the entire phone system will be increase to \$697.00.

RECOMMENDATION: Staff recommends approval of the Resolution.

ATTACHMENTS: • Resolution No. 21-XX

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# _____
 - ☒ \$10,853.00 from unassigned fund balance will be used and added to Acct/Project# 10-11-7002
 - ☐ \$ _____ will be added to Revenue Acct# ____-____ and \$ _____ added to Expenditure Acct/Project# _____

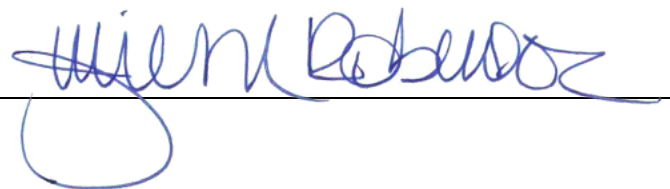
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Matthew Hitt, Assistant to the City Administrator

CITY ADMINISTRATOR APPROVAL:



RESOLUTION NUMBER 21-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 TO THE SWITCHVOX PHONE SYSTEM IMPLEMENTATION AND SUPPORT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND BEMA INFORMATION SYSTEMS LLC; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH CHANGE ORDER NUMBER 1; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented Change Order Number 1 to the Switchvox Phone System Implementation and Support Agreement by and between the City of Spring Valley Village, Texas and BEMA Information Technology LLC (hereinafter called "Change Order Number 1"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS, upon full review and consideration of the Change Order Number 1 and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the Mayor should be authorized to execute the Change Order Number 1 and any and all documents necessary to effectuate the Change Order Number 1 on behalf of the City of Spring Valley Village.

NOW, THEREFORE, BE IT RESOLVED 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 Resolution are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The terms and conditions of Change Order Number 1, having been reviewed by the City Council of the City of Spring Valley Village and found to be acceptable and in the best interests of the City of Spring Valley Village and its citizens, are hereby in all things approved.

Section 3. The Mayor is hereby authorized to execute Change Order Number 1 and empowered, for and on behalf of the City, to take all such actions and to execute, verify, acknowledge, certify to, file and deliver all such instruments and documents required in Change Order Number 1 as shall in the judgment of the Mayor be appropriate in order to effect the purposes of the foregoing resolution and Change Order Number 1.

Section 4. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED on this the 22nd day of June, 2021.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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

EXHIBIT “A”
TO
RESOLUTION NUMBER 21-XX



Date	Invoice #
5/17/2021	49608

accounting@bemaservices.com

Bill To
City of Spring Valley Village 1025 Campbell Road Houston, Texas 77055

P.O. No.	Terms	Due Date
	Due on receipt	5/17/2021

[illegible]

Balance Due	50	\$10,853.00
--------------------	-----------	--------------------

Police Department Staff Report

SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

05\01\2021
thru 05\31\2021

Type	Description	# Of Calls
6	ACCIDENT	40
22	ALARM	43
23	AMBULANCE CALL	18
24	ANIMAL CALL	6
144	ARREST	4
43	ASSIST OUTSIDE AGENCY	19
135	BUSINESS CHECK	412
48	CITY CREW REPAIRS	2
49	CIVIL MATTER	1
134	COURTESY TRANSPORT	1
53	DEBRIS IN ROADWAY	6
60	FIRE CALL	9
62	FOUND PROPERTY	1
65	GAS LEAK	2
68	HOUSE CHECK	13
70	INFORMATION	21
71	INVESTIGATION	11
76	LOUD NOISE	8
81	OPEN DOOR	9
86	PUBLIC RELATIONS	342
88	RECOVERY STOLEN VEHICLE	3
96	SOLICITOR	3
97	SPECIAL ASSIGNMENT	2
99	STALLED VEHICLE	26
103	SUSPICIOUS ACTIVITY	19
104	SUSPICIOUS PERSON	16
105	SUSPICIOUS VEHICLE	28
11	TRAFFIC STOP	1,498
111	VEHICLE BLOCKING ROADWAY	7
112	VEHICLE CHECK	7
42	WARRANT SERVICE	4
116	WATER LEAK	4
117	WELFARE CONCERN	3
Total		2,588

Spring Valley Village, TX PD

May 1, 2021 - May 31, 2021

Citation Violation Audit By Offense

Total Charges: **2564**

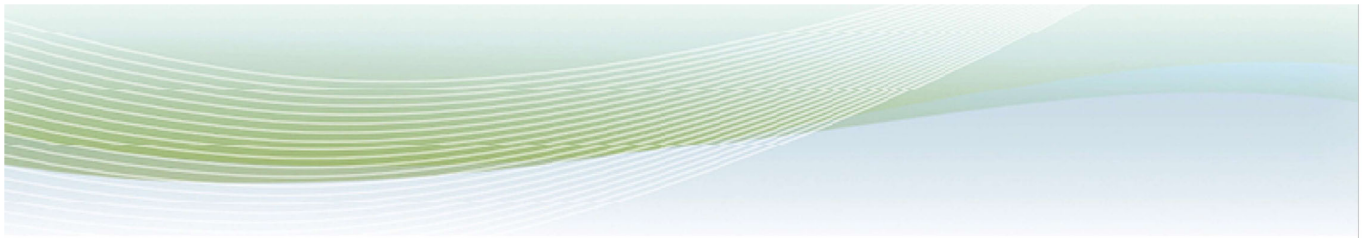
Description	Counts
CHANGED LANE WHEN UNSAFE	1
CHILD (4-17) NOT SECURED BY SAFETY BELT	1
CITY ORDINANCE - SOLICITING WITHOUT A PERMIT - PEDDLER	1
CONSTRUCTION REGULATIONS OBSTRUCTIONS TO TRAFFIC	1
CRIMINAL TRESPASSING	2
CUT CORNER LEFT TURN	1
CUT IN AFTER PASSING	1
DEFECTIVE EQUIPMENT - WHITE LIGHT TO THE REAR	5
DEFECTIVE EQUIPMENT / NO LICENSE PLATE LIGHT	102
DEFECTIVE HEAD LAMPS	56
DEFECTIVE HEAD LIGHTS	19
DEFECTIVE STOP LAMP(S)	100
DEFECTIVE STOP LIGHTS-TRAILER	8
DEFECTIVE TAIL LAMP(S)	23
DISPLAY FICTITIOUS/WRONG/UNCLEAN LICENSE PLATES	58
DISPLAY SUSPENDED DRIVER LICENSE	1
DISPLAY/ EXPIRED REGISTRATION	621
DISREGARD LANE CONTROL SIGNAL/DEVICE	1
DRIVING WHILE LICENSE INVALID UNDER PROVISIONS OF DL LAWS	18
DRIVING WITHOUT ANY LICENSE	10
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	14
DROVE WRONG SIDE OF ROAD	1
DROVE WRONG WAY ON ONE-WAY ROADWAY	2
EXPIRED DRIVERS LICENSE	49
FAIL TO CONTROL SPEED	5
FAIL TO DISPLAY DRIVERS LICENSE	12
FAIL TO GET A TEXAS DRIVERS LICENSE AFTER 90 DAYS OF RESIDENCE IN THIS STATE	2
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	180

CONFIDENTIAL

Page: 1 of
135

Report Created on: Jun 1, 2021 4:37 PM





Spring Valley Village, TX PD

May 1, 2021 - May 31, 2021

Citation Violation Audit By Offense

Total Charges: **2564**

Description	Counts
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	134
FAIL TO OBEY TRAFFIC CONTROL DEVICE-MARKINGS	1
FAIL TO REPORT CHANGE OF ADDRESS	28
FAILED TO DIM HEADLIGHTS - FOLLOWING	19
FAILED TO DIM HEADLIGHTS - MEETING	45
FAILED TO DRIVE IN A SINGLE LANE	1
FAILED TO SIGNAL INTENT TO TURN	2
FAILED TO SIGNAL TURN / LANE CHANGE	4
FAILED TO STOP AT DESIGNATED POINT (STOP SIGN)	3
FAILED TO STOP AT PROPER PLACE (TRAFFIC LIGHT)	1
ILLEGAL BUYERS TAGS	1
ILLEGAL PASSING - 100FT OF INTERSECTION	1
ILLEGAL PASSING - LEFT TURN ONLY LANE	1
ILLEGAL USE OF CELLULAR PHONE IN SCHOOL ZONE	3
ILLEGAL WINDOW TINT	12
IMPEDING TRAFFIC	1
IMPROPER RIGHT HAND TURN	1
LICENSE PLATE - NO TRAILER PLATE	3
LICENSE PLATE OBSCURED	23
NO DRIVERS LICENSE	363
NO FRONT LICENSE PLATE	41
NO SEAT BELT - DRIVER	2
OPEN CONTAINER	1
OPERATE MOTOR VEHICLE WITH FICTITIOUS LICENSE PLATES	1
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WITH ONE LICENSE PLATE	9
OPERATE UNREGISTERED MOTOR VEHICLE	3
ORDINANCE UNLAWFUL TRESPASSING	1
PARKING ON ROADWAY	1

CONFIDENTIAL

Page: 2 of
135

Report Created on: Jun 1, 2021 4:37 PM



Spring Valley Village, TX PD

May 1, 2021 - May 31, 2021

Citation Violation Audit By Offense

Total Charges: **2564**

Description	Counts
PASSING AUTHORIZED EMERGENCY VEHICLE	5
PASSING/DISREGARD NO PASSING ZONE	1
RAN RED LIGHT	50
RAN STOP SIGN	20
SPEEDING - REDUCED SPEED	1
SPEEDING (NU)	16
SPEEDING >10% ABOVE POSTED LIMIT	193
SPEEDING IN SCHOOL ZONE	233
TRAFFIC - OTHER	1
UNRESTRAINED CHILD 5 YEARS OF AGE TO 17	11
UNRESTRAINED CHILD YOUNGER THAN 5 OR UNDER 36 INCHES	9
UNRESTRAINED CHILD YOUNGER THAN 8 OR UNDER 4FT 9IN	3
VIOLATE DL RESTRICTION	1
VIOLATE DL RESTRICTION B	11
WRONG/ALTERED/OBSCURED LICENSE PLATE	8

CONFIDENTIAL

Page: 3 of
135

Report Created on: Jun 1, 2021 4:37 PM



MONTHLY K-9 REPORT

FOR THE MONTH OF: May-21

MOYER, NABORS

FRITZ, ODIN

TOTALS

K-9 CALLS FOR SERVICE

SPRING VALLEY VILLAGE

70

OUTSIDE AGENCY

0

K-9 APPREHENSIONS

1

NARCOTICS CASES

0

PUBLIC RELATIONS EVENT

5

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

MEETING DATE: June 22, 2021

TOPIC:	Possible Inclusion of Early Completion Incentive Language in Contracts for Capital Infrastructure Projects.
---------------	--

BACKGROUND:	During the March 23, 2021 meeting, the Council requested that City staff research the possibility of utilizing a contracting method for capital infrastructure projects that would incentivize contractors to complete these types of projects earlier while still providing quality work.
--------------------	---

Over the last couple of months, I researched different types of incentives that are available and talked with several engineers, including lengthy discussions with Kevin O'Beirne, the author of "Contractor Incentives, The Carrot vs. The Stick." A copy of Mr. O'Beirne's article may be found at <https://www.ejcdc.org/contractor-incentives-the-carrot-vs-the-stick-by-kevin-obeirne/>. Some of the specific questions I asked are:

- Are there certain kinds of projects that are better suited for using early completion bonus clauses (ie., paving & utilities, water/sewer plants, buildings & facilities)?
- Are there any cities that have/are successfully using bonus clauses? For what types of projects?
- How do you determine the amount of the early completion bonus? Is there a formula or calculation that can be used?
- Are there any other incentives that contractors are more interested in?

Based on my research and discussions, there is not a standard incentive, incentive amount or incentive calculation that applies to all projects. Whether to include an early completion incentive and the amount of the incentive should be determined on a project basis.

One thing that Mr. O'Beirne suggested is that, in addition to a possible early completion incentive, the City should also closely review its contract language (including any standard general conditions from other entities such as AIA that may be incorporated into the bid and/or contract documents) to ensure that the contract is not structured for failure. This can be accomplished in the contract by:

1. Ensuring that the stipulated contract times indicated in the contract are reasonable in the first place.
2. Providing the contractor an appropriate contract time extension when the contractor is not the cause of the

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

delay and addressing the topic of concurrent delays.

3. Determining a liquidated damages amount that is specific to the project.

I have already begun reviewing the City's standard bid documents and contract language concerning these provisions and am also reviewing the standard general conditions that organizations other than the AIA have adopted to determine the other language that may be beneficial for the City to include in its form documents.

If the Council wishes to consider some type of early completion incentive for projects, I am happy to discuss each project with the selected engineering firm to determine whether the project lends itself to an early completion incentive and, if so, a recommended incentive for consideration by the Council.

RECOMMENDATION: Staff requests direction as to how the Council wishes to proceed with the inclusion of early completion incentive language in contracts for future Capital Infrastructure Projects.

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

CITY ADMINISTRATOR APPROVAL:



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

MEETING DATE: June 22, 2021

TOPIC:	Technical Specifications Utilized for City Capital Infrastructure Projects and Consistency with Sustainability Policies
---------------	--

BACKGROUND:	During the April 27, 2021 Workshop Meeting and May 25, 2021 Regular Meeting, there was discussion concerning the technical specifications currently being used by the City with regard to capital infrastructure projects and whether those specifications are consistent with the sustainability policies being included in the proposed Sustainability & Resiliency Chapter of the new Comprehensive Plan. On June 8, 2021, Director of Public Works Pat Riley and I met with Charles Eastland with CobbFendley to discuss the issues related to the technical specifications for sewer pipes. The City currently utilizes the standard specification for sewer pipe adopted by TCEQ which allows a sewer pipe to leak up to 10 gallons per diameter inch per mile of pipe. Some older specifications, such as the City of Galveston, are not up-to-date with current TCEQ requirements. The majority of the City's sewer pipes are 6-8" in diameter, and we estimate that the City has 17.3 miles of sewer pipe within the City limits. We have been unable to locate actual "zero leakage" specifications. Mr. Eastland advised us that zero leakage is probably related to testing individual gasketed joints but that the practicality of achieving zero leakage for the entire assembly, including pipes, manholes and services would certainly be a challenge to achieve and costly to correct minor leaks. While the allowable leakage for sewer pipes was the initial issue, it became apparent during our discussion that there may be other technical specifications that should be reviewed to ensure that they are tailored to reflect the City's sustainability policies. For the most part, the City uses the standard design and construction technical specifications developed by the City of Houston for public works infrastructure projects. Those technical specifications have been modified to incorporate the recently adopted Public Infrastructure Design Manual for the City of Spring Valley Village. However, there has not been a review of the technical specifications to ensure that they are consistent with the City's sustainability policies. Mr. Eastland has reviewed the City of Houston's Standard Specification Table of Contents and identified several sections that should be reviewed for consistency with the City's
--------------------	---

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

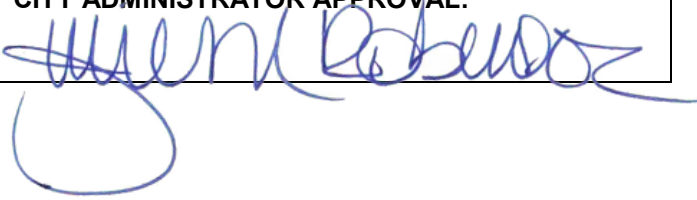
	sustainability policies, and a copy of the Table of Contents with those sections highlighted is provided with this agenda item. Due to the size of such a review and the technical expertise required, our recommendation is to retain CobbFendley to undertake the review of the identified sections and propose any revisions to the sections in order to ensure they reflect the City's policies. The City would be billed for this project on an hourly basis under our current contract. Mr. Eastland will attend the Council meeting to provide additional information and answer any questions the Council may have.
--	---

RECOMMENDATION:	Staff requests direction from the Council concerning whether to proceed with utilizing CobbFendley to undertake a review of the identified sections of the City of Houston's Standard Specifications and propose revisions thereto to ensure the City's technical specifications reflect the City's sustainability policies.
------------------------	--

ATTACHMENTS:	• Copy of City of Houston's Standard Specifications Table of Contents with Highlighted Sections for Review
---------------------	--

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:	CITY ADMINISTRATOR APPROVAL:
Pat Riley, Director of Public Works	

DIVIDER PAGE

<u>Document</u>	<u>Title</u>	<u>Pages</u>
SPECIFICATIONS		
DIVISION 2- SITE WORK		
<u>UTILITY MATERIALS</u>		
02081	CAST-IN-PLACE CONCRETE MANHOLES	10
02082	PRECAST CONCRETE MANHOLES	12
02083	FIBERGLASS MANHOLES.	8
02085	VALVE BOXES, METER BOXES, AND METER VAULTS	7
02086	ADJUSTING MANHOLES, INLETS, AND VALVE BOXES TO GRADE	3
02088	PRECAST POLYMER CONCRETE MANHOLE	11
02090	FRAMES, GRATES, RINGS, AND COVERS.	4
02091	NON METALLIC FRAMES, GRATES, RINGS, AND COVERS.....	4
<u>SITE DEMOLITION</u>		
02136	WASTE MATERIAL HANDLING, TESTING AND DISPOSAL	7
02201	SITE PREPARATION, GRADING, RESTORATION AND CLEAN UP FOR WATER STORAGE TANKS.....	3
02221	REMOVING EXISTING PAVEMENTS, STRUCTURES, WOOD, AND DEMOLITION DEBRIS	5
02222	ABANDONMENT OF SEWERS	8
02233	CLEARING AND GRUBBING	2
02260	TRENCH SAFETY SYSTEM.....	4
<u>EXCAVATION AND FILL</u>		
02315	ROADWAY EXCAVATION	4
02316	EXCAVATION AND BACKFILL FOR STRUCTURES.....	9
02317	EXCAVATION AND BACKFILL FOR UTILITIES	19
02318	EXTRA UNIT PRICE WORK FOR EXCAVATION AND BACKFILL	2
02319	BORROW	2
02320	UTILITY BACKFILL MATERIALS	10
02321	CEMENT STABILIZED SAND.	8
02322	FLOWABLE FILL.	3
<u>EMBANKMENT</u>		
02330	EMBANKMENT	4
<u>SUBGRADE AND ROADBED</u>		
02336	LIME STABILIZED SUBGRADE	8
02337	LIME/FLY ASH STABILIZED SUBGRADE	3
02338	PORTLAND CEMENT STABILIZED SUBGRADE	5
02340	COMPACT SAND FILL UNDER TANK FLOOR PLATE	3
<u>TUNNELING, BORING AND JACKING</u>		
02400	TUNNEL SHAFTS.....	7
02401	COMMON TUNNEL SHAFTS	6

02425	TUNNEL EXCAVATION AND PRIMARY LINER.....	11
02426	SEWER LINE IN TUNNELS	4
02427	PLASTIC LINER FOR LARGE-DIAMETER CONCRETE SEWERS AND STRUCTURES.....	13
02431	TUNNEL GROUT.....	8
02441	MICRO TUNNELING AND PIPE-JACKED TUNNELS.....	12
02447	AUGERING PIPE AND CONDUIT.....	9
02448	PIPE AND CASING AUGERING FOR SEWERS	6
 <u>FOUNDATION AND LOAD BEARING ELEMENTS</u>		
02465	DRILLED SHAFT FOUNDATIONS	4
02476	CAISSON FOR LIFT STATION.....	6
 <u>PIPE MATERIALS</u>		
02501	DUCTILE IRON PIPE AND FITTINGS	9
02502	STEEL PIPE AND FITTINGS	10
02503	COPPER TUBING	3
02504	CENTRIFUGALLY CAST FIBERGLASS PIPE.....	6
02505	HIGH DENSITY POLYETHYLENE (HDPE) SOLID AND PROFILE WALL PIPE.....	7
02506	POLYVINYL CHLORIDE PIPE	10
02507	PRESTRESSED CONCRETE CYLINDER PIPE	16
02508	EXTRA STRENGTH CLAY PIPE	4
02509	FIBERGLASS REINFORCED PIPE FOR PRESSURE MAINS.....	11
02510	POLYPROPYLENE (PP) CORRUGATED WALL PIPE.....	5
 <u>WATER DISTRIBUTION</u>		
02511	WATER LINES	19
02512	WATER TAP AND SERVICE LINE INSTALLATION	7
02513	WET CONNECTIONS.....	3
02514	DISINFECTION OF WATER LINES	3
02515	HYDROSTATIC TESTING OF PIPELINES	3
02516	CUT, PLUG, AND ABANDONMENT OF MAINS	2
02517	WATER LINE IN TUNNELS	6
02518	STEEL PIPE AND FITTINGS FOR LARGE DIAMETER WATER LINES.....	29
02520	FIRE HYDRANTS	5
02521	GATE VALVES	6
02522	BUTTERFLY VALVES.....	8
02523	PRESSURE REDUCING VALVES	3
02524	AIR RELEASE AND VACUUM RELIEF VALVES	4
02525	TAPPING SLEEVES AND VALVES	6
02526	WATER METERS	13
02527	POLYURETHANE COATINGS ON STEEL OR DUCTILE IRON PIPE	11
02528	POLYETHYLENE ENCASEMENT/WRAP.....	8
02529	TAPE COATINGS ON STEEL PIPE	6

	<u>SANITARY SEWER</u>	
02531	GRAVITY SANITARY SEWERS.....	7
02532	SANITARY SEWER FORCE MAINS.....	6
02533	ACCEPTANCE TESTING FOR SANITARY SEWERS	13
02534	SANITARY SEWER SERVICE STUBS OR RECONNECTIONS	12
02550	SLIPLINING SANITARY SEWERS.....	13
02551	SANITARY SEWER RENEWAL BY SPIN CAST PIPE LINING METHOD.....	10
02553	POINT REPAIRS AND OBSTRUCTION AND REMOVALS	9
02555	MANHOLE REHABILITATION	12
02556	CURED-IN-PLACE PIPE	12
02557	FOLDED AND FORMED PIPE.....	8
02558	CLEANING AND TELEVISION INSPECTION.....	11
02571	PIPE BURSTING/CRUSHING SANITARY SEWERS.....	14
	<u>ELECTRICAL AND COMMUNICATION STRUCTURES</u>	
02581	STREET LIGHTING CONDUIT	2
02582	TRAFFIC SIGNAL POLE ASSEMBLIES - STEEL.....	6
02590	STREETLIGHT LUMINAIRES	5
	<u>PIPE CULVERTS</u>	
02611	REINFORCED CONCRETE PIPE	4
02612	PRECAST REINFORCED CONCRETE BOX SEWERS.....	3
02613	BAR WRAPPED STEEL CYLINDER PIPE	16
	<u>SUBDRAINAGE</u>	
02621	GEOTEXTILE	3
	<u>STORM DRAINAGE</u>	
02631	STORM SEWERS	6
02632	CAST-IN-PLACE INLETS, HEADWALLS, AND WINGWALLS	3
02633	PRECAST CONCRETE INLETS, HEADWALLS, AND WINGWALLS	4
	<u>CULVERTS AND MANUFACTURED CONSTRUCTION</u>	
02642	CORRUGATED METAL PIPE	7
02643	PLATE CULVERT STRUCTURES	7
02662	PIPING, VALVES, FITTINGS, AND ACCESSORIES FOR	10
	WATER STORAGE TANKS	
	<u>BOUND BASE COURSES</u>	
02711	HOT MIX ASPHALT BASE	8
02712	CEMENT STABILIZED BASE COURSE	7
02713	RECYCLED CRUSHED CONCRETE BASE COURSE.....	7
02714	FLEXIBLE BASE COURSE FOR TEMPORARY DRIVEWAYS.....	4

	<u>FLEXIBLE PAVING</u>	
02741	ASPHALTIC CONCRETE PAVEMENT.....	9
02742	PRIME COAT.	4
02743	TACK COAT.....	3
	<u>RIGID PAVING</u>	
02751	CONCRETE PAVING.....	14
02752	CONCRETE PAVEMENT JOINTS.....	7
02753	CONCRETE PAVEMENT CURING	3
02754	CONCRETE DRIVEWAYS	2
	<u>PAVING SPECIALTIES</u>	
02761	COLORED CONCRETE FOR MEDIANS AND SIDEWALKS.....	2
02762	BLAST CLEANING OF PAVEMENT.....	2
02764	RAISED PAVEMENT MARKERS	2
02765	PERFORMED PAVEMENT MARKINGS	3
02767	THERMOPLASTIC PAVEMENT MARKINGS	6
02768	EPOXY PAVEMENT MARKINGS	7
	<u>CURBS, GUTTERS AND SIDEWALKS</u>	
02771	CURB, CURB AND GUTTER, AND HEADERS.....	4
02772	CONCRETE MEDIANS AND DIRECTIONAL ISLANDS	2
02775	CONCRETE SIDEWALKS	5
	<u>IRRIGATION SYSTEM</u>	
02811	LANDSCAPE IRRIGATION.....	5
02893	TRAFFIC SIGNAL CONSTRUCTION	19
	<u>PLANT PREPARTION</u>	
02911	TOPSOIL	2
02912	TREE, PLANT, & LANDSCAPE PROTECTION.....	6
	<u>SHRUB AND TREE TRANSPLANTING</u>	
02915	TREE PLANTING.....	9
	<u>LAWNS AND GRASS</u>	
02921	HYDRO MULCH SEEDING.....	4
02922	SODDING.....	5
	<u>SITE RESTORATION AND REHABILITATION</u>	
02951	PAVEMENT REPAIR AND RESTORATION	3
02960	MILLING PAVEMENT.....	4
02983	REMOVAL AND RESTORATION OF BRICK PAVED STREETS	4

DIVISION 3 - CONCRETE

03315	CONCRETE FOR UTILITY CONSTRUCTION	17
-------	---	----

DIVISION 4 - MORTAR

04061	MORTAR.	4
04210	BRICK MASONRY FOR UTILITY CONSTRUCTION	4

DIVISION 5 – METALS

05501	METAL FABRICATIONS.....	5
-------	-------------------------	---

DIVISION 9 – FINISHES

09901	PROTECTIVE COATINGS.....	28
09971	PAINING AND PROTECTIVE COATINGS FOR POTABLE..... WATER STORAGE TANKS	23

DIVISION 13 – SPECIAL CONSTRUCTION

13111	CATHODIC PROTECTION FOR WATER TANK INTERIORS..... (SACRIFICIAL ANODE)	7
13112	CATHODIC PROTECTION FOR WATER TANK INTERIORS (ICCP).....	10
13113	CATHODIC PROTECTION FOR NEW TANK BOTTOMS	12
13201	WELDED STEEL WATER STORAGE TANK.....	13
13202	REHABILITAION OF WELDED STEEL WATER STORAGE TANKS.....	11
13203	TANK CLEAN-UP AND DISINFECTION	5
13501	SPEED CUSHIONS	3

DIVISION 15 – MECHANICAL

15640	JOINT BONDING AND ELECTRICAL ISOLATION.....	9
15641	CORROSION CONTROL TEST STATIONS.....	6

DIVISION 16 – ELECTRICAL

16010	BASIC ELECTRICAL REQUIREMENTS	4
16640	CATHODIC PROTECTION FOR PIPELINES.....	17
16641	CATHODIC PROTECTION FOR EXISTING TANK BOTTOMS.....	12
16642	CATHODIC PROTECTION FOR PLANT PIPING	17
16644	CATHODIC PROTECTION FOR CLARIFIERS	3
16645	CATHODIC PROTECTION FOR WET WELLS	3

	<u>TRAFFIC</u>	
16709	COMMUNICATIONS CONDUIT	5
16710	PULL BOXES	4
16711	TRAFFIC SIGNAL CONDUIT	4
16712	SOLAR POWERED SCHOOL ZONE FIELD EQUIPMENT	21
16713	PRE-FORMED LOOPS.....	4
16715	VEHICLE SIGNAL HEADS	7
16716	PEDESTRIAN SIGNAL HEADS	3
16717	PROGRAMMABLE VEHICLE SIGNAL HEAD	3
16718	VEHICLE TRAFFIC CONTROL SIGNAL HEADS – LIGHT EMITTING DIODE (LED) CIRCULAR SIGNAL SUPPLEMENT	18
16719	COUNTDOWN PEDESTRIAN SIGNAL MODULE	8
16720	TRAFFIC SIGNAL CABLE	2
16724	EMERGENCY VEHICLE PREEMPTION	9
16725	DYNAMIC MESSAGE SIGN(DMS)	19
16727	TRAFFIC SIGNAL SAW-CUT LOOP DETECTOR.....	19
16730	ITS CONTROLLER CABINET ASSEMBLY	211
16731	MODEL 2070 CONTROLLER UNIT	36
16732	UNINTERRUPTIBLE POWER SUPPLY (UPS) SYSTEM FOR TRAFFIC SIGNAL CABINETS.....	11
16733	FIELD HARDENED ETHERNET SWITCH... ..	6
16734	WIMAX	2
16735	FIBER OPTIC SPLICE ENCLOSURE.....	4
16736	FIBER DISTRIBUTION UNIT.....	2
16737	COMMUNICATION SERVICE BOX.....	4
16738	WIRELESS COMMUNICATION SYSTEM	8
16739	BLUETOOTH SPECIFICATION	5
16740	SINGLE MODE FIBER OPTIC CABLE SYSTEM.....	19
16741	VIDEO COLOR QUAD UNIT	4
16742	VIDEO DETECTION SYSTEMS.....	7
16743	CDMA MODEM.	11
16744	ETHERNET VIDEO MPEG-4 ENCODER.....	5
16745	ETHERNET VIDEO MPEG-4 DECODER.....	5
16746	VIDEO MANAGEMENT SOFTWARE.....	3
16747	PERMANENT COUNT STATION	10
16748	SYSTEM INTEGRATION.....	2
16750	ACCESSIBLE PEDESTRIAN SIGNAL PUSH BUTTON.....	6
16751	WIRELESS MAGNETOMETER VEHICLE DETECTION SYSTEM	12
16780	CCTV FIELD EQUIPMENT	7
16785	GPS SERIAL COMMUNICATIONS	5

*Bold Specifications have been revised

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

MEETING DATE: June 22, 2021

TOPIC: Resolution Number 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF PROPOSAL FOR A LICENSE PLATE READER PROGRAM AND EQUIPMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND FLOCK SAFETY; 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.

BACKGROUND: As discussed during the May 25, 2021 Workshop Meeting, the Police Department wishes to purchase and implement a license plate reader system during the current fiscal year. The proposal from Flock Safety for the license plate reader system that was distributed by Police Commissioner Dixon during that Workshop Meeting is provided with this agenda item.

The City currently has approximately \$60,200.00 available in the Harris County Child Safety Fund and approximately \$70,000.00 in the Municipal Court Child Safety Fund (a statutorily-restricted special revenue fund) available to fund the initial implementation cost and the first year of recurring costs. Both of these Funds will be completely depleted with these expenditures. In terms of replenishing these Funds, the Harris County Child Safety Fund receives approximately \$3,000.00 annually, and the Municipal Court Child Safety Fund receives approximately \$6,500.00 annually. Therefore, beginning in Fiscal Year 2023, funding for the recurring costs of the system will need to be included in the annual budget.

Since this expenditure was not anticipated as part of the FY 2021 Budget, funding for the Flock Safety Proposal is recommended from the Municipal Court Child Safety Fund as needed and would be included in the City's Budget Amendment. The first year of recurring costs for the Flock Safety Proposal would be included in the FY 2022 Budget with funding coming from the Harris County Child Safety Fund.

RECOMMENDATION: Staff recommends approval of the Resolution.

ATTACHMENTS: • Resolution Number 21-XX

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

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

next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ \$_____ from Municipal Court Child Safety Fund fund balance will be used and added to Acct/Project# _35-30-7002_ ☐ \$_____ will be added to Revenue Acct# __-__ and \$_____ added to Expenditure Acct/Project# _____	
FINANCE VERIFICATION OF FUNDING: J. Kelly	
SUBMITTING STAFF MEMBER: Police Commissioner David Dixon	CITY ADMINISTRATOR APPROVAL: J. Kelly

RESOLUTION NUMBER 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF PROPOSAL FOR A LICENSE PLATE READER PROGRAM AND EQUIPMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND FLOCK SAFETY; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH PROPOSAL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented a Proposal for a license plate reader program and equipment by and between the City of Spring Valley Village, Texas and Flock Safety (hereinafter called "Proposal"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS, upon full review and consideration of the Proposal and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the Mayor should be authorized to execute the Proposal and any and all documents necessary to effectuate the Proposal on behalf of the City of Spring Valley Village.

NOW, THEREFORE, BE IT RESOLVED 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 Resolution are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The terms and conditions of the Proposal, having been reviewed by the City Council of the City of Spring Valley Village and found to be acceptable and in the best interests of the City of Spring Valley Village and its citizens, are hereby in all things approved.

Section 3. The Mayor is hereby authorized to execute the Proposal and empowered, for and on behalf of the City, to take all such actions and to execute, verify, acknowledge, certify to, file and deliver all such instruments and documents required in the Proposal as shall in the judgment of the Mayor be appropriate in order to effect the purposes of the foregoing resolution and Proposal.

Section 4. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED on this the ____ day of _____, 2021.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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

EXHIBIT "A"

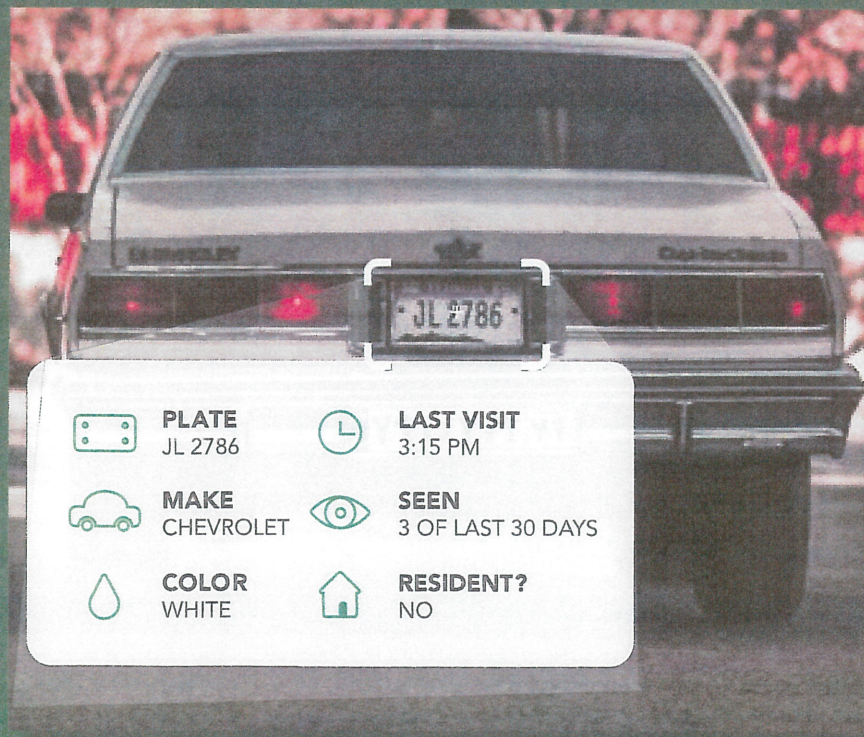
TO

RESOLUTION NUMBER 21-XX

flock safety

flocksafety.com
866.831.5326

Your partner in eliminating crime



Protecting your jurisdiction is of the utmost importance. Thank you for considering Flock Safety as part of your comprehensive strategy to protect your city, citizens, and officers. We are more than just a camera company - we are a public safety operating system that empowers private communities and law enforcement to work together to eliminate crime. We build devices that detect and capture objective evidence, machine learning that uncovers investigative leads, and real-time alerts that prepare officers to be effective in the field.

What makes Flock Safety's technology different



PUBLIC & PRIVATE PARTNERSHIPS

Thousands of communities use privately funded Flock Safety cameras throughout the country, which provides a huge benefit to local law enforcement as they can have access to those cameras without having to pay for them.



VEHICLE FINGERPRINT™ TECHNOLOGY

Capture far more than just license plates. Allow your investigators to search footage by vehicle type, make, and color; identify the state of a license plate; capture temporary plates, paper plates, and vehicles without plates. Our cameras also capture two (2) lanes of traffic traveling up to 100 MPH with a single camera.



INFRASTRUCTURE FREE

Use cameras that are solar powered and include LTE internet connectivity (unlimited use included in cost), so they can be rapidly deployed virtually anywhere.



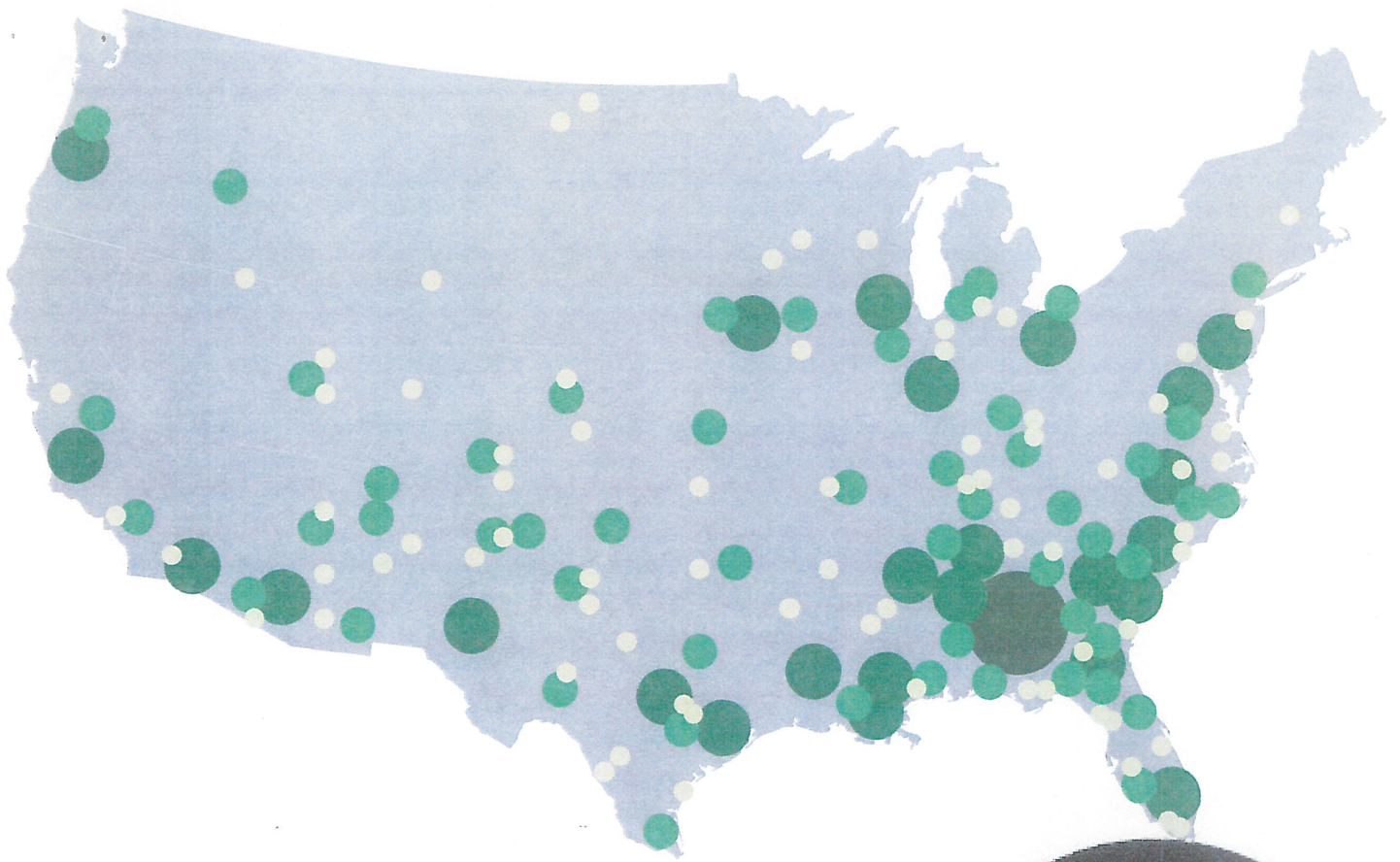
SIMPLE & AFFORDABLE

Our cameras cost \$2,500 per camera per year which includes hardware, software, solar power, LTE connectivity, unlimited users, and unlimited data storage.

We look forward to hearing from you and hope you will join the "flock"!

Thank you,

flock safety



600+

Police
departments

1000+

US cities

120

Stolen vehicle
reads/hr



Flock Safety's technology includes fixed license plate reading cameras and software for unlimited users to access footage and receive hotlist notifications.

Proposal Summary

Police departments need a scalable solution to increase clearance rates and deter crime. The Flock Safety camera sees like a detective to make actionable evidence available when needed that is easily searchable by vehicle type, make, model, color, timeframe, or plate details. We deliver this detail through Machine Learning technology that scans each image for distinguishing features, instead of traditional metal plates. This means we can also detect vehicles with no plates, temporary plates, dirty/covered plates, and even get accurate state detection.

30% ▲

Our solution **captures 30% more plates** than our leading competitor, according to a side-by-side study done by LASD in 2019, largely due to using AI and Machine Learning to analyze the entire vehicle profile, instead of legacy Infrared based technology.

34% ▼

In April 2019, Marietta Police Department released a study that shows they experienced a **34% reduction in calls for service** by targeting crime hot spots throughout the city with Flock Safety cameras.

60% ▼

In October 2019, Cobb County Police Department released a study based on their installation of 13 Flock Safety cameras in March. Over the six month period, Cobb police reported a **60% reduction in overall crime** by focusing on the beat with the highest



Company Overview

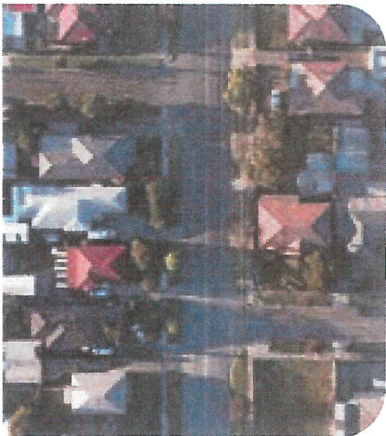
Flock Safety's mission is to eliminate crime. This is possible with city-wide coverage of automatic license plate readers (ALPRs) for both public safety organizations and private citizens. When a crime occurs, Flock Safety devices deliver the actionable evidence you need to make an arrest.

Our company is headquartered in Atlanta, Georgia. Flock

Safety camera systems live in over 1000 cities in 38 states and over 600 police departments. With an average of 120 Hot List notifications sent an hour with jurisdictions throughout the U.S., our team is helping agencies solve and prevent crime every minute.

Customer Results

Flock Safety unites law enforcement and the communities they serve in the pursuit of a safer, more equitable society, with the use of force-multiplying technology. Our devices, which are owned by both public and private customers, see like a detective. They capture objective evidence, decode investigative leads using machine learning technology, and deliver real-time, actionable alerts to officers so they can clear cases more efficiently. Over 1000 U.S. cities enlist the help of Flock Safety's public safety operating system to reduce crime by up to 70%. These are some of their stories.



JERSEY VILLAGE, TEXAS

A camera on every street to create a virtual gate

Within one week, Flock Safety cameras notified officers of two vehicles on the NCIC Hot List. During the seizure of one of the vehicles, a wanted murderer in the state of Louisiana was arrested. Both vehicles were returned to their owners.

- Location: Houston suburb
- Flock Cameras: 50+
- Residents: 8,000
- Installation: Two months from purchase

MARIETTA, GEORGIA

34% reduction in calls for service in targeted hotspots

Cameras within the city led to the arrest of a suspect who allegedly brutally attacked a woman. Officers were able to locate and arrest the suspect using Flock cameras after weeks of the suspect being on-the-run.

- Location: Atlanta suburb, in Cobb County, Georgia
- Flock Cameras: 70 and growing within the county (30 police and 40 private cameras)
- Residents: 65,000 in Marietta
- Installation: Two months from purchase for first hotspot created





COBB COUNTY, GEORGIA

Containment strategy in highest crime beat of the county

Cobb County Police Department utilized 35 Flock cameras in 2 containment zones in their highest crime beats to reduce crime by over 60%.

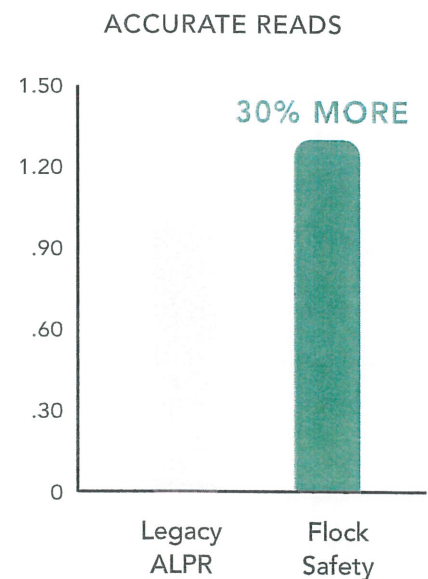
- Location: Cobb County, GA is just outside of Atlanta
- Flock Cameras: 35 for PD, over 100 including private sector cameras
- Residents: 750,000 in Cobb County
- Installation: Phased approach
- Contact: Deputy Chief Stuart Vanhoozer at stuart.vanhoozer@

LOS ANGELES, CALIFORNIA

Sheriff's Department performs detection accuracy test

Los Angeles Sheriff's Department performed a head-to-head test of the Flock Safety camera versus a legacy ALPR solution.

- The results showed that the Flock Safety camera captures 30% more vehicle images and provides more accurate reads than traditional cameras triggered by infrared technology.
- Conducted in limited lighting from 2:00 AM to 8:00 AM, and from 11:00 PM to 6:00 AM.
- Causes for missed vehicles and/or misread plates were associated with the amount of reflectivity of the plate (older/dirtier tags, and dealer provided paper plates).



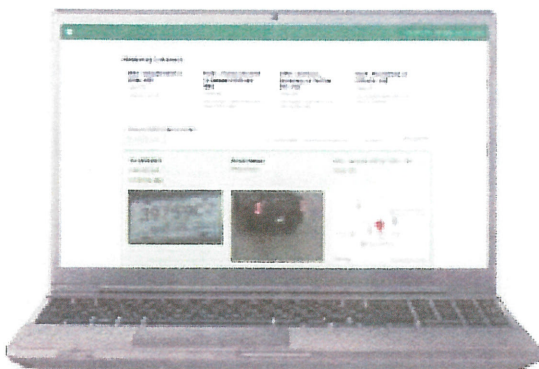


Product

Flock Safety Automatic License Plate Reading (ALPR) cameras do not just identify the plate seen, but all the objects within the frame. Even if the vehicle does not have a tag, the image can be captured for review. The user interface is a simple search with unlimited user licenses. Within the software component, law enforcement can receive hotlist alerts and create custom alerts for plates under your investigation.

SOFTWARE USER INTERFACE

Included at no additional cost with unlimited user licenses. Receive alerts to help detect crime and search footage to access evidence — with any internet-connected device (based on user credentials that are easily managed/approved by admin).

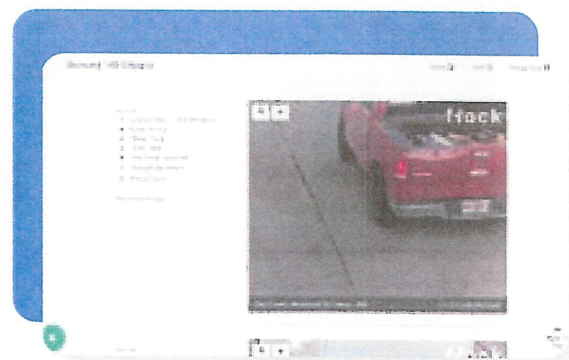


Detect Crime

- Connected to the NCIC Hot List & CJIS compliant
- State detection to ensure quality alerts
- Hotlist alerts (includes privately owned cameras in your jurisdiction)
- Create custom alerts for tags under investigation with your organization
- Filter notifications by reason codes (exclude sex offenders, include stolen plates, etc.)
- Email and SMS alerts to users
- Audible and visual alerts

Access Evidence

- Filter search by specific camera location
- Capture vehicles regardless of plate type (paper, no plate, etc.)
- Search results with vehicle summary in multiple formats
- Filter by Vehicle Fingerprint™
 - Date and time
 - Vehicle Characteristics
 - Plate (partial/full)
 - Plate Type (in state, out of state, temporary tag)
 - Build & Color
 - Resident status
 - Location/Date/Time



Insights

Give city council an ROI report

- Discover crime and traffic patterns
- Prioritize changes by greatest impact
- Change your community for the better

Lookup

Search plates across your jurisdiction

- "I have the plate where is the car?"
- Designed to search all cameras, all time
- Get a full view of all activity tied to one vehicle in your network





Shared Footage Search Network for Law Enforcement

A new way to solve cross-jurisdiction crimes

- New privacy setting (National + State search)
- 1B + monthly reads
- Attached to "Lookup" experience

Performance

DAY TIME FOOTAGE



NIGHT TIME FOOTAGE



TEMPORARY PLATE



NO PLATE



COVERED PLATE



TWO LANES OF TRAFFIC



CAMERA SPECIFICATIONS

Design

Dimensions: 8.75" x 3"
Weight: 3 lbs
IP65 Waterproof

Power

14Ah Battery
30W Solar Panel (14" x 21")
AC Power (5 ft. range)

Data

16GB local storage, ~2 weeks

Image

5MP Image Sensor

Motion

Passive Infrared Motion Detection

Connectivity

Embedded Cellular LTE Connection
Cellular service provider depends on area

Production

Designed & manufactured in the U.S.

Night Vision

850nm Custom IR Array

Cloud Storage

30 days storage (Amazon Web Services)
Accessible via secure website
Images can be downloaded and stored by department

CAMERA PERFORMANCE

Traffic

NCIC and Custom Alert Notifications

- Average of 10-15 seconds

Includes time, location, plate, and vehicle image
Includes state specific alerts based on image

Power Source

100-240 VAC <1 amp
60 W Solar
11-14 Volt

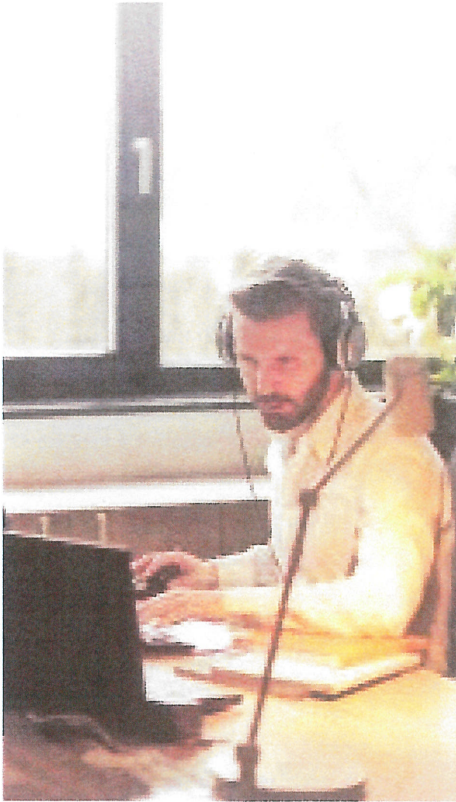
Processing Power

1.4GHz
64-bit quad-core CPU

Image Capture

20-90 ft from vehicles
Up to 2 lanes of traffic per camera
Date and time with camera location
Plate (state, partial, paper, and none)
Vehicle details (Make, type, and color)





Training, Ongoing Support & Timeline

New customers will first get connected with their dedicated Onboarding Specialist who will spearhead the installation project to completion. Once cameras are successfully capturing footage, customers get introduced to their dedicated Market Manager. This person serves as the main point of reference for all things Flock Safety (training, setup questions, etc). In addition, the Flock Safety Support team monitors the support@flocksafety.com inbox Monday through Friday, 8:00 AM to 5:00 PM EST.

SAFETY-AS-A-SERVICE

- Regular software updates at no additional cost
- Camera maintenance is included in the subscription
- Unlimited users for hotlist integration and alerts, and camera

INSTALLATION & CAMERA LOCATIONS

The average installation is to 6-8 weeks. Camera locations and installation timing is coordinated by the Flock Safety Customer Support team.

City intersection

Solar & existing pole



Entrance to Hotel

Solar & Flock 14 foot pole



City Foot Traffic Street

Electric & existing pole



wing

The Wing™
integration

**Transform your cameras
into cameras that
see like a detective.**



The Flock Safety Wing integration is for law enforcement agencies who want to transform existing cameras into cameras that see like a detective. Unlike buying new hardware, you can upgrade your existing cameras with the power of Flock Safety's Vehicle Fingerprint™ technology.

Detectives are key to solving crime

They see things differently, pick up on clues, and identify leads. They might notice that a suspect vehicle had a roof rack, tinted windows, a trailer hitch, bumper stickers, step boards, aftermarket wheels, etc. Those details can unlock an investigation and solve crime.

Cities already have 100s or 1000s of cameras

For years, cameras have promised a safer future. But who has the resources to scroll through hours and hours of footage? Even if you do have time, how can you be sure that you'll catch all the unique features of a suspect vehicle? When every second matters, you need to find the single frame that gives an investigator a lead.



Learn how your agency can take advantage of the Wing integration.

flocksafety.com/police

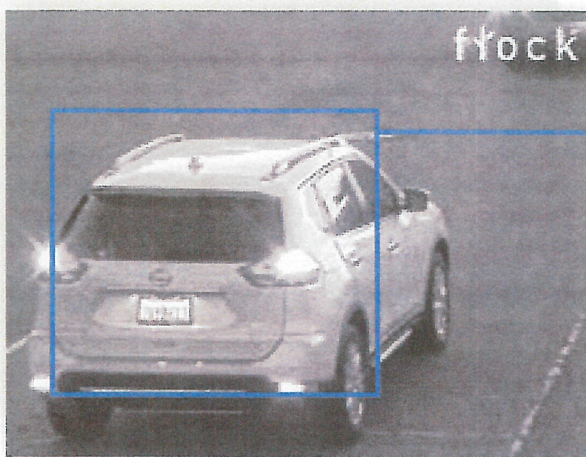
flock safety

Solve more crime by putting Flock Safety software on your IP cameras.



Black Chevy truck

Day Footage



Nissan car
Lic: 7VYB613

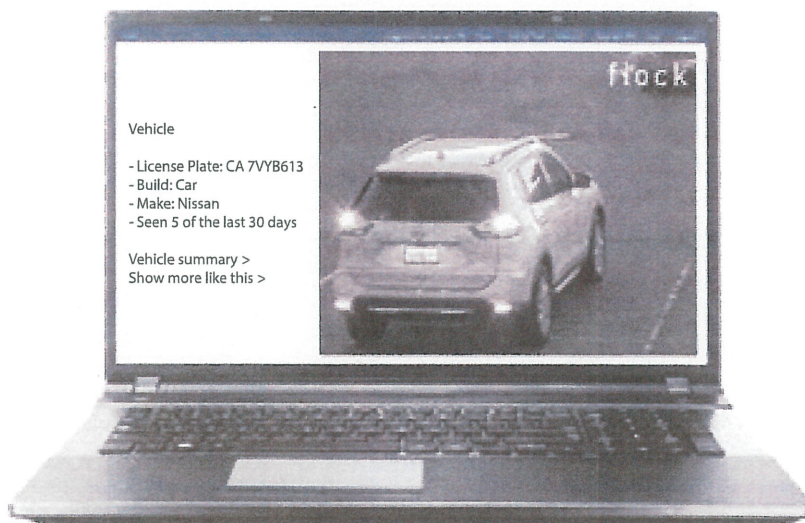
Night Footage

Filter hours of footage to find actionable evidence

Leverage Flock Safety's patented
Vehicle Fingerprint technology on your
3rd party camera and use machine
vision to find your suspect vehicle.

Think:

- Vehicle make, type, color
- License plate (full, partial, missing)
- Temporary tags and state of plate



Let's get started today. Transform your cameras
into cameras that see like a detective.

flock safety

flocksafety.com/police

Is the Wing integration right for my cameras?

The Wing integration is compatible with all Axis ® cameras and a variety of other IP cameras. If your cameras meet the requirements listed here, the Wing integration is right for you.

Axis ® Camera Requirements

- ✓ Camera can talk outbound to the cloud (over 80/443)
- ✓ Camera contains an SD card (>1GB)
- ✓ Camera produces clear footage

Other IP Camera Requirements

- ✓ Real-Time Streaming Protocol (RTSP) is secure and publicly available
- ✓ Camera has stable bandwidth, either wired wireless, excluding 4G

**Still not sure? Speak with a Wing
integration specialist to learn more.**

Pricing

\$79/camera per month
+
base implementation fee*

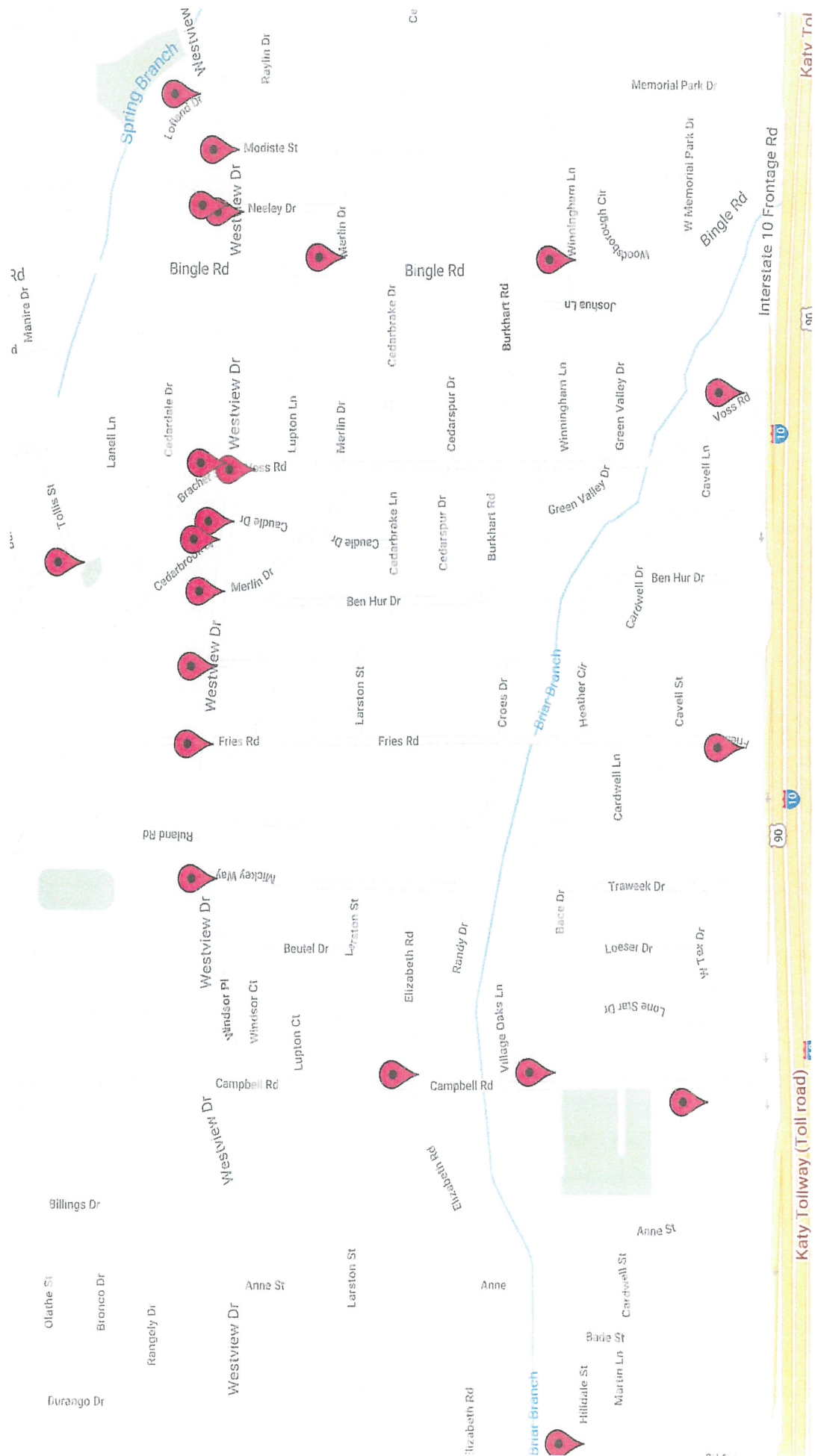
*≤15 licenses = \$1500 +
\$75 implementation fee per
each additional license

📞 Call Us
866-522-8863

✉ Email Us
police@flocksafety.com

💻 Learn More
flocksafety.com/police





Subscription Details	Price	QTY	Subtotal
2 Year Warranty			
Annual Subscription Price per year	\$2,500.00	25	\$62,500.00
Automatic License Plate Reader (ALPR) Solar or DC Power 2 Year Maintenance Warranty	\$0.00	25	\$0.00
Hosting & Analytics Cloud Hosting Unlimited User Licenses Hotlist Integration & Alerts Neighborhood Camera Integration Ongoing Software Enhancements	\$0.00	25	\$0.00
Implementation Camera Setup Shipping & Handling	\$250.00	25	\$6,250.00
Other Cellular Mounting Equipment	\$0.00	25	\$0.00
Total			\$68,750.00

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

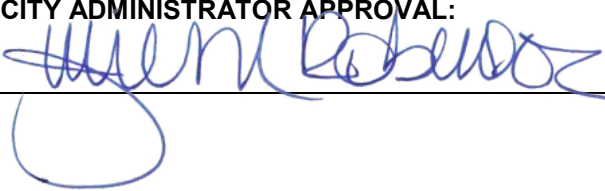
MEETING DATE: June 22, 2021

TOPIC:	Proposed FY 2022 Village Fire Department Budget In The Amount Of \$7,453,447.31 With The City Of Spring Valley Village's Annual Assessment Being \$1,211,185.19 (16.25%).
BACKGROUND:	On April 28, 2021, the Fire Commission approved the Village Fire Department Proposed FY 2022 Budget, and it is submitted for the City Council's consideration and approval. The total FY 2022 Budget is \$7,453,447.31, and the City of Spring Valley Village's proportionate share of the total budget is \$1,211,185.19 (16.25%). The VFD Total Proposed FY 2022 Budget is 7.19% higher than the FY 2021 Adopted Budget. - Capital Expenditures is increased by \$158,400 or 220%, the increase is related to Contingency – Facility, Misc. Tools and Computer/Radio equipment. - Personnel Expenditures is increased by \$206,297.31 or 3%, the increase is related to a 0.07% cost of living increase, the standard Department's 2% step increase, an increase in dependent health insurance coverage from 50% to 75%, and a 2% base salary contribution to the employees' 457 Plan. - Operational Expenditures is increased by \$127,436 or 18.25%, the increase is related to increases in Dues/subscriptions and Insurance-Casualty and maintenance expenditures. Please see the Budget Transmittal Memo from Chair Jay Carlton dated April 29, 2021 that is provided with this agenda item for further explanation of the VFD Proposed FY 2022 Budget. Consequently, the City's annual assessment for FY 2022 will be 6.99% higher in the General Fund than the FY 2021 annual assessment. In anticipation that the Council will approve the VFD Proposed FY 2022 Budget, the City's proposed FY 2022 budget will include the increased assessment.
RECOMMENDATION:	None
ATTACHMENTS:	- Village Fire Department Budget Transmittal Letter Dated April 29, 2021 - Village Fire Department Proposed FY 2022 Budget

ACTIONS TAKEN

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

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

FUNDING ISSUES:	☐ Not applicable – no dollars are being spent or received. ☐ Full amount already budgeted in Acct/Project# _____ ☒ Not budgeted, if approved, the amount will be included in the 2022 Budget in Acct/Project# 10-20-5628 ☐ \$_____ 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: Michelle Yi, City Treasurer	CITY ADMINISTRATOR APPROVAL: 

ACTIONS TAKEN		
APPROVAL ☐ YES ☐ NO	READING PASSED	OTHER

DIVIDER PAGE

Village Fire Department



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

Protecting and Serving the Cities of:

**BUNKER HILL VILLAGE
HEDWIG VILLAGE
HILSHIRE VILLAGE
HUNTERS CREEK VILLAGE
PINEY POINT VILLAGE
SPRING VALLEY VILLAGE**

April 29, 2021

The Honorable Mark Kobelan
Mayor, City of Piney Point Village

The Honorable Marcus Vajdos
Mayor, City of Spring Valley Village

The Honorable Brian T. Muecke
Mayor, City of Hedwig Village

The Honorable Russell Herron
Mayor, City of Hilshire Village

The Honorable Jimmy Pappas
Mayor, City of Hunters Creek Village

Dear Mayors:

In accordance with the terms of the Interlocal Agreement, the Village Fire Department's 2022 Proposed Budget is hereby submitted for consideration and approval by the Contracting Cities. Pursuant to Section 5.02 of the Interlocal Agreement, by a unanimous vote of Commissioners, the Board has approved and recommended this budget. Please place this item on your council's agenda for consideration, and within the time and manner specified in the Interlocal, then advise the department of your City Council's action.

The 2022 Proposed Budget consists of three funds. The General Budget is Fund-01, the Capital Replacement Fund, Fund-02, and the Facility Fund, Fund-04. The board is recommending that \$180,000 be placed into the Capital Replacement Fund. This budget also includes a .007% CPI and a 2% base salary contribution into the employees' 457 Plan.

The total General Fund Budget proposed has an increase of 7.19% from the 2021 Budget.

Among other information, this year's budget package includes:

- 2022 Proposed Budget and Assessments per city
- General Fund Detail
- Comparison Charts
- Capital Replacement Fund Detail for projected capital outlays
- VFD Organizational Structure
- VFD Commissioners and Alternates 2021/2022

Your Commissioners and VFD personnel are prepared to answer your questions regarding this proposed budget.

Respectfully submitted,



Jay Carlton, Chair
Village Fire Department Board of Commissioners

Attachment

cc: Village Fire Department Commissioners and Alternates
Council Members
City Administrators/Secretaries

2020 Intra Budgetary Transfers A

B

C

D

E

Village Fire Department

Actual 2020
ExpendituresApproved
2020Intra-Budgetary
Transfers-2020
Plus/(Minus)Adjusted
2020
Budget**CAPITAL EXPENDITURES**

Contingency-Physical Plant	2,726.84	35,000.00	26,882.27	8,117.73
Misc Tools & Equip./Hose	29,390.89	24,000.00	0.00	24,000.00
Protective Gear	17,005.70	20,000.00	2,994.30	17,005.70
Radio Purchase	0.00	0.00	0.00	0.00
			0.00	
	49,123.43	79,000.00	29,876.57	49,123.43

PERSONNEL EXPENDITURES

Salaries	4,063,701.28	3,992,496.00	0.00	3,992,496.00
Salaries-O/T	100,273.94	105,000.00	0.00	105,000.00
457 Plan contribution	0.00	78,730.00	0.00	78,730.00
Prof Certification	52,207.85	44,400.00	(2,400.31)	46,800.31
FICA Tax	320,170.41	322,419.00	0.00	322,419.00
Disability Insurance	24,657.98	23,000.00	0.00	23,000.00
Employee Retirement	277,337.21	271,000.00	0.00	271,000.00
Hospitalization Ins.	624,809.66	701,235.00	0.00	701,235.00
Meal Allowances	33,793.00	35,000.00	0.00	35,000.00
Workers Compensation	34,998.96	35,000.00	0.00	35,000.00
Accrual - 2020	17,581.71			
	5,549,532.00	5,608,280.00	(2,400.31)	5,610,680.31

OPERATIONAL EXPENDITURES

Ambulance Med. Sup.	56,324.64	55,000.00	0.00	55,000.00
Bldg. Supplies/Maint.	66,124.88	47,000.00	0.00	47,000.00
Chemicals	0.00	2,000.00	0.00	2,000.00
Emergency Contingency	5,374.52	20,000.00	0.00	20,000.00
Dues/Subscrip/Manuals	10,067.47	6,500.00	0.00	6,500.00
Fire Prevent/Relations	9,537.51	15,000.00	0.00	15,000.00
Fuel Software expense	0.00	0.00	0.00	0.00
Gas & Oil	75,454.03	45,000.00	(30,454.03)	75,454.03
Insurance-Casualty	49,084.79	42,000.00	0.00	42,000.00
Maint of Equipment	232,117.82	135,000.00	(52,768.46)	187,768.46
Miscellaneous Exp.	6,771.47	7,200.00	0.00	7,200.00
Office Expenses	65,233.33	37,000.00	(22,547.80)	59,547.80
Prof. Services	103,745.62	145,480.00	0.00	145,480.00
Public Utilities	71,510.33	60,000.00	0.00	60,000.00
Rent	10.00	10.00	0.00	10.00
State Cert. Fees	3,554.11	6,000.00	0.00	6,000.00
Training Programs	21,052.56	30,000.00	0.00	30,000.00
Uniforms	7,997.23	25,000.00	0.00	25,000.00
misc.	(220.31)			
	783,740.00	678,190.00	(105,770.29)	783,960.29
	6,382,395.43	6,365,470.00		6,443,764.03

City Fuel Payment

other

Ambulance Contribution for 2019 Deficit

interest 2020

Beginning Fund Balance 2020

	6,382,395.43	6,551,095.00	168,699.57	157,438.57
Transfers out GF to FF Close out CA FUND			11,261.00	(87,252.00)
			157,438.57	0.00

Page 19

2020 Excess of Revenues - Page 19

Printed On 01/27/2021 9:36 AM

Village Fire Department

Proposed 2022 Budget

Prepared For:

City of Spring Valley Village

City of Hunters Creek Village

City of Hilshire Village

City of Hedwig Village

City of Piney Point Village

Prepared by: Village Fire Department

April 28, 2021



**VILLAGE FIRE DEPARTMENT BUDGET
2022 BUDGET WORKSHEET DRAFT 4**

* See note

FUND 1		2020		2021	2022	DELTA
Line Item		BUDGET	Actual	BUDGET	BUDGET	
1	CAPITAL EXPENDITURES:					
2	CONTINGENCY - FACILITY	35,000.00	2,726.84	10,000.00	40,000.00	30,000.00
3	MISC. TOOLS & EQUIP./HOSE(cardiac Lifepak)	24,000.00	29,390.89	36,000.00	75,000.00	39,000.00
4	PROTECTIVE GEAR	20,000.00	17,005.70	26,000.00	26,000.00	0.00
5	Computer/ Radios Equipment				89,400.00	89,400.00
6	CAPITAL EXPENDITURE TOTAL	79,000.00	49,123.43	72,000.00	230,400.00	158,400.00
		2020		2021		DELTA
		BUDGET		BUDGET		
7	PERSONNEL EXPENDITURES:					
8	SALARIES:				0.07% CPI	
9	Base Salary	3,936,496.00		4,131,596.00	4,211,342.88	79,746.88
10	2% 457 Deferred Compensation	78,730.00		82,632.00	84,226.86	1,594.86
11	Longevity	22,000.00		22,000.00	22,000.00	0.00
12	Higher Class	28,000.00		28,000.00	28,000.00	0.00
13	TOTALS	4,065,226.00	4,063,701.28	4,264,228.00	4,345,569.74	81,341.74
14	SALARIES - OVERTIME	105,000.00	100,273.94	110,000.00	110,000.00	0.00
16	Professional Certification	44,400.00	52,207.85	46,000.00	50,000.00	4,000.00
17	FICA TAX - 7.65%	322,419.00	320,170.41	338,175.00	344,408.34	6,233.34
18	LIFE/LTD INSURANCE	23,000.00	24,658.00	25,500.00	26,000.00	500.00
	*RETIREMENT:					
19	Contribution - 7.21%, 2020-6.43 and 2019 6.22	271,000.00	277,337.21	284,221.00	324,599.23	40,378.23
20	*HOSPITALIZATION INSURANCE (9% Estimate) (Final % TBD in October)	701,235.00	624,809.66	723,000.00	941,760.00	218,760.00
21	MEAL ALLOWANCE	35,000.00	33,793.00	35,000.00	35,000.00	0.00
22	WORKMEN'S COMP. INSURANCE	35,000.00	34,998.96	35,000.00	40,084.00	5,084.00
23	*Total Rewards Adjustment			150,000.00		
24	PERSONNEL EXPENDITURES TOTAL	5,602,280.00	5,531,950.31	6,011,124.00	6,217,421.31	206,297.31

Line Item	2020 BUDGET	2021 BUDGET	2022 BUDGET	DELTA
25 OPERATIONAL EXPENDITURES:				
26 AMBULANCE MEDICAL SUPPLIES	55,000.00	62,000.00	62,000.00	0.00
27 BUILDING SUPPLIES & MAINTENANCE	47,000.00	45,000.00	45,000.00	0.00
28 CHEMICALS	2,000.00	2,000.00	0.00	
29 EMERGENCY CONTINGENCY	20,000.00	20,000.00	20,000.00	0.00
30 DUES/SUBSCRIPTIONS/RADIOS/MANUALS	6,500.00	6,500.00	8,000.00	1,500.00
31 FIRE PREVENTION/ Pub Relations	15,000.00	15,000.00	15,000.00	0.00
32 Fuel Software Expense				
33 GAS & OIL	45,000.00	45,000.00	45,000.00	0.00
34 INSURANCE - CASUALTY	42,000.00	42,000.00	49,066.00	7,066.00
35 TOTALS	232,500.00	237,500.00	244,066.00	6,566.00
36 MISCELLANEOUS:				
37 Legal Notices/Advertising	1,000.00	1,000.00	1,000.00	0.00
38 License/Permits	6,000.00	6,000.00	6,000.00	0.00
39 Other Expenses	200.00	200.00	200.00	0.00
40 MISCELLANEOUS TOTAL	7,200.00	7,200.00	7,200.00	0.00
41 OFFICE EXPENSE:				
42 Office Supplies, Paper, Staples, Toner, Ink	7,000.00	7,000.00	7,000.00	0.00
43 Batteries, SCBA, PASS,	5,300.00	5,300.00	5,300.00	0.00
44 Shipping	1,200.00	1,200.00	1,200.00	0.00
45 Printing (letterhead, envelope, forms)	200.00	200.00	200.00	0.00
46 Office/PC Equipment Maintenance Contracts	10,200.00	10,200.00	98,800.00	87,800.00
47 Hospitality Supplies	6,000.00	6,000.00	6,000.00	0.00
48 Postage Meter Rental	1,500.00	1,500.00	1,500.00	0.00
49 Chairs, Tables, Printers	4,000.00	4,000.00	4,000.00	0.00
50 Bank Services Charges	400.00	400.00	1,000.00	600.00
51 Misc. Office Expenses	1,200.00	1,200.00	4,000.00	2,800.00
52 Total	37,000.00	37,000.00	128,200.00	91,200.00
53 PROFESSIONAL SERVICES:				
54 CPA	21,000.00	21,000.00	21,000.00	0.00
55 Legal	32,000.00	32,000.00	32,000.00	0.00

56	IT Services	26,400.00		26,400.00	26,400.00	0.00
57	Health Insurance Consultation	8,080.00		8,080.00	8,750.00	670.00
58	Medical	7,000.00		7,000.00	7,000.00	0.00
59	Medical Director - Dr. Osborn	15,000.00		15,000.00	15,000.00	0.00
60	Salary/Benefit Survey	20,000.00		0.00	0.00	
61	Professional Services Other	16,000.00		16,000.00	16,000.00	0.00
62	PROFESSIONAL SERVICES TOTAL	145,480.00	103,745.62	125,480.00	126,150.00	670.00
63	PUBLIC UTILITIES	60,000.00	71,510.33	65,000.00	65,000.00	0.00
64	RENT	10.00	10.00	10.00	10.00	0.00
65	STATE CERTIFICATION FEES	6,000.00	3,554.11	6,000.00	6,000.00	0.00
66	TRAINING	30,000.00	21,052.56	33,000.00	33,000.00	0.00
67	EMS/ TRAINING			17,000.00	17,000.00	0.00
68	UNIFORMS	25,000.00	7,997.23	25,000.00	20,000.00	(5,000.00)
69	MAINTENANCE EXPENDITURES:					
70	MAINTENANCE OF VEHICLES	100,000.00	155,764.57	100,000.00	120,000.00	20,000.00
71	MAINTENANCE OF EQUIP. & SUPPLIES	25,000.00	51,817.60	35,000.00	35,000.00	0.00
72	MAINTENANCE CONTRACTS	10,000.00	24,535.65	10,000.00	24,000.00	14,000.00
73	MAINTENANCE EXPENDITURES TOTAL	135,000.00	232,117.82	145,000.00	179,000.00	34,000.00
74	OPERATIONAL EXPENDITURE TOTAL	678,190.00	729,398.35	698,190.00	825,626.00	127,436.00
75	OPERATING BUDGET	\$6,359,470.00	\$6,310,472.09	6,781,314.00	7,273,447.31	492,133.31
76	CAPITAL REPLACEMENT FUND	160,000.00		180,000.00	180,000.00	0.00
77	FACILITY FUND	1,500,000.00		0.00	0.00	
78	FUNDS TOTAL	1,660,000.00		180,000.00	180,000.00	0.00
79	TOTAL BUDGET (assessed to Cities)	8,019,470.00		6,961,314.00	7,453,447.31	492,133.31
		2020 BUDGET		2021 BUDGET	2022 Budget	

*** Note**—"When the 2021 budget was put together, the line item for "total rewards adjustment" was included on the basis that the then ongoing salary and benefits survey was likely to lead to adjustment in salary and/or benefits. It did and those adjustments were in retirement and health insurance contributions.

If the total rewards line item were restated as part of those 2 line items, then the Retirement line item in the 2021 budget column would be 314,221 and the Hospitalization Insurance line item would be 843,000."

HK- Piney Point

**VILLAGE FIRE DEPARTMENT
2022 BUDGET ASSESSMENTS
PER CITY**

<u>CITY</u>	<u>%</u>	<u>JANUARY 1-1/2 MONTHS</u>	<u>MONTHLY, FEBRUARY THROUGH NOVEMBER</u>	<u>DECEMBER</u>	<u>ANNUAL ASSESSMENT</u>
BUNKER HILL VILLAGE	19.00%	177,019.37	118,012.92	59,006.46	1,416,154.99
HEDWIG VILLAGE	18.50%	172,360.97	114,907.31	57,453.66	1,378,887.75
HILSHIRE VILLAGE	3.00%	27,950.43	18,633.62	9,316.81	223,603.42
HUNTERS CREEK VILLAGE	22.25%	207,299.00	138,199.34	69,099.67	1,658,392.03
PINEY POINT VILLAGE	21.00%	195,652.99	130,435.33	65,217.66	1,565,223.94
SPRING VALLEY VILLAGE	16.25%	151,398.15	100,932.10	50,466.05	1,211,185.19
		-			
	100%	\$ 931,680.91	\$ 621,120.61	\$ 310,560.30	\$ 7,453,447.31
			\$ 6,211,206.09		
					\$ 7,453,447.31

7,453,447.31

**Village Fire Department
2022 Proposed Budget Budget Summary**

CAPITAL EXPENDITURES:

CONTINGENCY - FACILITY	40,000	
MISC. TOOLS & EQUIP./HOSE:	75,000	DEFIB. (2)
PROTECTIVE GEAR	26,000	
COMPUTER/RADIO EQUIPMENT	89,400	
		\$230,400.00

PERSONNEL EXPENDITURES:

Salaries	4,261,343	
457 Plan Contribution	84,227	
Salaries - Overtime	110,000	
Professional Certification	50,000	
FICA	344,408	
Life/Disability Insurance	26,000	
Retirement	324,599	
Hospitalization	941,760	
Meal Allowance	35,000	
Workers Compensation	40,084	
Total Rewards Adjustment	0	
		\$6,217,421

OPERATIONAL EXPENDITURES

Ambulance Medical Supplies	62,000	
Building Supplies & Maintenance	45,000	
Chemicals	0	
Emergency Contingency	20,000	
Dues/Subscriptions	8,000	
Fire Prevention/Public Relations	15,000	
GAS & OIL	45,000	
INSURANCE - CASUALTY	49,066	
Miscellaneous	7,200	
Office Expenses/Postage/Printing/Stationary	128,200	EQUIPMENT MAINT. CONTRACTS
Professional Services	126,150	
Public Utilities	65,000	
Rent	10	
State Certification Fees	6,000	
Training Programs	33,000	
EMS Training	17,000	
Uniforms	20,000	
Maintenance of Equipment	179,000	

OPERATING BUDGET

\$825,626
\$7,273,447

CAPITAL REPLACEMENT FUND 2

Escrow	<u>180,000</u>	
		<u>\$180,000</u>

FACILITY FUND 4

Escrow	<u>0</u>	
		\$0
		<u> </u>
		<u>\$180,000</u>

TOTAL BUDGET	<u><u>\$7,453,447</u></u>
---------------------	----------------------------------

**Capital Replacement Fund For
Projected Capital Projects
Updated 4/27/2022**

Equipment	Life	2020	2021	2022	2023	2024	2025	2026	2027
Ladder	15								
Pumper	20								650,000.00
Reserve Pumper	20	650,000.00							
Battalion Chief's Vehicle	9					53,000.00			
Fire Chief's Vehicle	10								
Utility Vehicle	10								
Medic 1	9				220,000.00				
Medic 2	9			200,000.00					
Inspector's Vehicle	8								36,500.00
Medic 3	9								
Major Equipment									
Total Cash Outlay		658,346.00	0.00	200,000.00	220,000.00	53,000.00	0.00	0.00	686,500.00
Beginning Cash		438,641.19	8,476.19	189,226.19	181,976.19	159,726.19	303,726.19	495,726.19	687,726.19
Planned Budgeted Yearly Contrib.		160,000.00	180,000.00	180,000.00	180,000.00	180,000.00	180,000.00	180,000.00	400,000.00
Extra For 5 year purchase heavy trucks									400,000.00
Funds From Sale of Vehicles		67,395.00	0.00	12,000.00	17,000.00	5,000.00	0.00	0.00	2,700.00
Disbursements		658,346.00	0.00	200,000.00	220,000.00	53,000.00	0.00	0.00	686,500.00
Add't. Unbudgeted Contributions									
Interest on CD's (see note 1)		786.00	750.00	750.00	750.00	12,000.00	12,000.00	12,000.00	12,000.00
Ending Cash		\$8,476.19	\$189,226.19	\$181,976.19	\$159,726.19	\$303,726.19	\$495,726.19	\$687,726.19	\$415,926.19

Capital Replacement Fund For Projected Capital Projects Updated 4/27/2022						
Equipment	Life	2028	2029	2030	2031	2032
Ladder	15					\$2,000,000.00
Pumper	20					
Reserve Pumper	20					
Battalion Chief's Vehicle	9					
Fire Chief's Vehicle	10				\$30,000.00	
Utility Vehicle	10	30,000.00				
Medic 1	9					
Medic 2	9					\$250,000.00
Inspector's Vehicle	8					
Medic 3	9					
Major Equipment						
Total Cash Outlay		30,000.00	0.00	0.00	30,000.00	2,250,000.00
Beginning Cash		415,926.19	857,926.19	1,269,926.19	1,681,926.19	2,068,926.19
Planned Budgeted Yearly Contrib.		400,000.00	400,000.00	400,000.00	400,000.00	190,000.00
Extra For 5 year purchase heavy trucks		400,000.00	400,000.00	400,000.00	400,000.00	
Funds From Sale of Vehicles		50,000.00	0.00	0.00	5,000.00	12,000.00
Disbursements		20,000.00	0.00	0.00	30,000.00	2,250,000.00
Add't. Unbudgeted Contributions						
Interest on CD's (see note 1)		12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
Ending Cash		\$857,926.19	\$1,269,926.19	\$1,681,926.19	\$2,068,926.19	\$32,926.19

Village Fire Department Organizational Chart 2021



**VILLAGE FIRE DEPARTMENT
2022/2023 BOARD OF COMMISSIONERS
REVISED 4/29/2021**

COMMISSIONERS

Hunters Creek	Council Member Mr. Jay Carlton, Chair
Hilshire	Council Member Mr. Robert Byrne, Vice-Chair
Hedwig	Council Member, Harry Folloder, Treasurer
Piney Point	Member Mr. Zebulun Nash, Secretary
Spring Valley	Council Member Mr. Allen Carpenter, Member

ALTERNATES

Hunters Creek	Council Member Mr. Rob Adams
Hilshire	
Hedwig	Member Mr. William Johnson
Piney Point	Member Mr. Henry Kollenberg
Spring Valley	Council Member Mr. Bo Bothe
Attorney	Mr. J. Grady Randle

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

MEETING DATE: June 22, 2021

TOPIC:	Receipt of Report On The Village Fire Department FY 2020 Annual Audit And Approving The FY 2020 Intra-Budgetary Transfers Based on the FY 2020 Audit
---------------	--

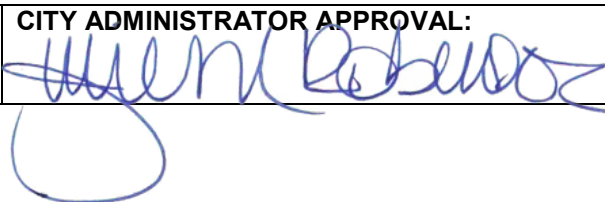
BACKGROUND:	The Village Fire Department has completed the Fiscal Year 2020 Annual Audit and submits the audit for the City Council's review and consideration. As recommended by the Fiscal Year 2020 Audit, the Village Fire Department also submits the FY 2020 Intra-Budgetary Transfers for the Council's approval.
--------------------	---

RECOMMENDATION:	None
------------------------	------

ATTACHMENTS:	- Memo Regarding 2020 Audit and Intra-Budgetary Transfers - Copy of Village Fire Department Fiscal Year 2020 Annual Audit Report 2020 Intra-Budgetary Transfers
---------------------	---

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:	CITY ADMINISTRATOR APPROVAL:
Michelle Yi, City Treasurer	

ACTIONS TAKEN

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

DIVIDER PAGE

Village Fire Department



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

Protecting and Serving the Cities of:

BUNKER HILL VILLAGE
HEDWIG VILLAGE
HILSHIRE VILLAGE
HUNTERS CREEK VILLAGE
PINEY POINT VILLAGE
SPRING VALLEY VILLAGE

To: Ms. Kelly Johnson, City of Hedwig Village
Ms. Susan Blevins, City of Hilshire Village
Mr. Tom Fullen, City of Hunters Creek Village
Ms. Karen Farris, City of Piney Point Village
Ms. Julie Robinson, City of Spring Valley
Ms. Karen Glynn, City of Bunker Hill Village

CC: Village Fire Department Commissioner and Alternates

From: Marlo Longoria

Date: April 29, 2021

Re: 2022 Proposed Budget and Audit

Consider the following items to be placed on your agenda. Copies for your VFD Commissioner/Alternate, Mayor, and City Council members are enclosed. If you have any questions or need anything else, please let me know.

Please place the following items on your agenda for consideration and advise us on your council's action in writing.

- 2020 Audit and Intra-Budgetary Transfers
- Proposed 2022 Budget which consist of three funds. The General budget, Fund-1, the Capital Replacement, Funds-2 and Facility Fund, Fund -4 in the amount of \$7,453,447.31 funded by annual assessments.

Thank you,

Marlo Longoria
Enclosures

RECEIVED
MB 5/7/21

DIVIDER PAGE

ANNUAL FINANCIAL REPORT

of the

VILLAGE FIRE DEPARTMENT

For the Year Ended
December 31, 2020

VILLAGE FIRE DEPARTMENT

TABLE OF CONTENTS

December 31, 2020

<u>FINANCIAL SECTION</u>	<u>Page</u>
Independent Auditors' Report	1
Management's Discussion and Analysis (Required Supplementary Information)	5
<u>BASIC FINANCIAL STATEMENTS</u>	
Government-Wide Financial Statements	
Statement of Net Position	13
Statement of Activities	15
Governmental Funds Financial Statements	
Balance Sheet – Governmental Funds	17
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	19
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	21
Fiduciary Fund Financial Statement	
Statement of Fiduciary Net Position – Agency Fund	23
Notes to Financial Statements	25
<u>REQUIRED SUPPLEMENTARY INFORMATION</u>	
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund	46
Schedule of Changes in Net Pension Liability and Related Ratios – Texas Municipal Retirement System (TMRS)	48
Schedule of Contributions – TMRS	50
Schedule of Changes in Total OPEB Liability and Related Ratios – TMRS	53
<u>SUPPLEMENTARY INFORMATION</u>	
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Capital Replacement Fund	57
Budget and Actual – Facility Fund	59



INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of the
Village Fire Department:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Village Fire Department (the "Department"), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Department's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Department as of December 31, 2020, and the respective changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, budgetary comparison information, schedules of changes in net pension and total other postemployment liability and related ratios, and schedule of contributions, identified as Required Supplementary Information on the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Department's basic financial statements. The supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

BELT HARRIS PECHACEK, LLLP

Belt Harris Pechacek, LLLP
Certified Public Accountants
Houston, Texas
March 15, 2021

***MANAGEMENT'S DISCUSSION
AND ANALYSIS***

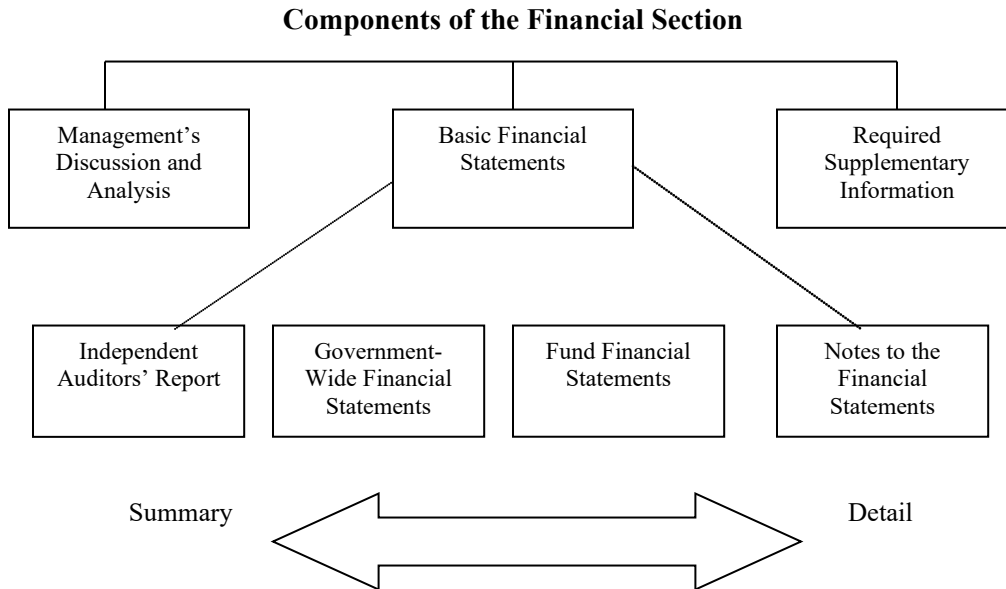
VILLAGE FIRE DEPARTMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Year Ended December 31, 2020

The purpose of the Management's Discussion and Analysis (MD&A) is to give the readers an objective and easily readable analysis of the financial activities of the Village Fire Department (the "Department") for the year ending December 31, 2020. The analysis is based on currently known facts, decisions, or economic conditions. It presents short and long-term analysis of the Department's activities, compares current year results with those of the prior year, and discusses the positive and negative aspects of that comparison. Please read the MD&A in conjunction with the Department's financial statements, which follow this section.

THE STRUCTURE OF OUR ANNUAL REPORT



The Department's basic financial statements include (1) government-wide financial statements, (2) individual fund financial statements, and (3) notes to the financial statements. This report also includes supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-Wide Statements

The government-wide statements report information for the Department as a whole. These statements include transactions and balances relating to all assets, including capital assets. These statements are designed to provide information about cost of services, operating results, and financial position of the Department as an economic entity. The Statement of Net Position and the Statement of Activities, which appear first in the Department's financial statements, report information on the Department's activities that enable the reader to understand the financial condition of the Department. These statements are prepared using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account even if cash has not yet changed hands.

The Statement of Net Position presents information on all of the Department's assets, liabilities, and deferred outflows/inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating. Other nonfinancial factors, such as the condition of the Department's capital assets, need to be considered in order to assess the overall health of the Department.

VILLAGE FIRE DEPARTMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended December 31, 2020

The Statement of Activities presents information showing how the Department's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows – the accrual method rather than modified accrual that is used in the fund level statements.

The Statement of Net Position and the Statement of Activities include one class of activity:

1. *Governmental Activities* – The Department's fire protection (public safety) service is reported here. Participating cities and intergovernmental revenues finance this activity.

The government-wide financial statements can be found after the MD&A.

FUND FINANCIAL STATEMENTS

Funds may be considered as operating companies of the parent corporation, which is the Department. They are usually segregated for specific activities or objectives. The Department uses fund accounting to ensure and demonstrate compliance with finance-related legal reporting requirements. The two categories of Department funds are governmental and fiduciary.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the Department's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Department's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Department maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, the capital replacement fund, and the facility fund, which are considered to be major funds for reporting purposes.

The Department adopts an annual non-appropriated budget for its general fund, and hybrid annual/project length budget for the facility fund the capital replacement fund, subject to the terms and conditions of the interlocal agreement and the method approved by Participating Cities each year. Budgetary comparison schedules have been provided for these funds to demonstrate compliance with these budgets.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reported in the government-wide financial statements because the resources of those funds are not available to support the Department's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Department maintains one fiduciary fund, the ambulance billing fund. Monies collected for ambulance services provided by the Department are deposited into the fund and allocated to

VILLAGE FIRE DEPARTMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended December 31, 2020

the Participating Cities. The Department's fiduciary activities are reported in a separate statement of fiduciary net position.

Notes to Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes are the last section of the basic financial statements.

Other Information

In addition to the financial statements, MD&A, and accompanying notes, this report also presents certain Required Supplementary Information (RSI). The RSI includes a budgetary comparison schedule for the general fund and a schedule of changes in net pension and other postemployment benefits liability and related ratios and schedule of contributions for the Texas Municipal Retirement System. RSI can be found after the notes to the basic financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the Department's financial position. For the Department, assets and deferred outflows of resources exceed liabilities and deferred inflows by \$6,819,166 as of year end.

The largest portion of the Department's net position reflects its unrestricted net position.

Statement of Net Position

The following table reflects the condensed Statement of Net Position:

	Governmental Activities	
	2020	2019
<u>Assets</u>		
Current and other assets	\$ 4,374,982	\$ 4,088,834
Capital assets, nondepreciable	1,811,222	-
Capital assets, net of depreciation	1,911,821	1,571,807
Total Assets	8,098,025	5,660,641
Deferred outflows - pensions	448,759	2,175,162
Deferred outflows - OPEB	35,132	10,472
Total Deferred Outflows of Resources	483,891	2,185,634
<u>Liabilities</u>		
Current liabilities	515,549	168,510
Long-term liabilities	426,790	2,329,483
Total Liabilities	942,339	2,497,993
Deferred inflows - pensions	804,457	1,033,640
Deferred inflows - OPEB	15,954	9,442
Total Deferred Inflows of Resources	820,411	1,042,082
<u>Net Position</u>		
Net investment in capital assets	1,911,821	1,571,807
Unrestricted	4,907,345	2,734,393
Total Net Position	\$ 6,819,166	\$ 4,306,200

VILLAGE FIRE DEPARTMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended December 31, 2020

Unrestricted net position is used to meet the Department's ongoing obligations to participants. The Department's unrestricted net position was \$4,907,345 as of year end. The Department experienced an overall increase in net position of \$2,512,966. The increase is primarily attributable to the special assessment for the facility fund of \$1,500,000, and additional participant contributions of \$641,706. Additionally, the increase was also the result of a decrease in pension liability and partially offset by the decrease in deferred outflows for pensions.

Statement of Activities

The following table provides a summary of the Department's changes in net position:

	Governmental Activities	
	2020	2019
<u>Revenues</u>		
Participant assessments	\$ 8,025,470	\$ 9,691,155
Participant ambulance contribution	641,706	-
Charges for fuel	54,562	175,615
Interest	15,086	8,411
Other	13,639	326
Gain (loss) on sale of capital assets	(79,405)	5,545
Total Revenues	8,671,058	9,881,052
<u>Expenses</u>		
Public safety	6,158,092	7,391,422
Total Expenses	6,158,092	7,391,422
Change in Net Position	2,512,966	2,489,630
Beginning net position	4,306,200	1,816,570
Ending Net Position	\$ 6,819,166	\$ 4,306,200

In comparison to the prior year, revenues decreased by 12% or \$1,209,994. This decrease is mainly due to the decrease in assessment revenue for the renovation of the fire station. Total expenses for the Department decreased by 17% or \$1,233,330 largely as a result of pension adjustments.

FINANCIAL ANALYSIS OF THE DEPARTMENT'S FUNDS

As noted earlier, fund accounting is used to demonstrate and ensure compliance with finance-related legal requirements.

Governmental Funds – The focus of the Department's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Department's financing requirements. In particular, the unassigned fund balance may serve as a useful measure of the Department's net resources available for spending at the end of the year.

The Department's governmental funds reflect a combined fund balance of \$3,859,433 . Of this, \$11,017 is nonspendable, \$8,476 is assigned for equipment replacement, \$3,780,770 is assigned for improvements to the facility, and \$59,170 is unassigned.

The general fund is the Department's primary operating fund. At the end of the year, unassigned fund balance of the general fund was \$59,170, while total fund balance was \$70,187. As a measure of the general fund's liquidity, it may be useful to compare total fund balance to total fund expenditures. The unassigned fund balance represents

VILLAGE FIRE DEPARTMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended December 31, 2020

0.9% of total general fund expenditures, while total fund balance represents 1.1% of the same amount. The general fund showed an increase of \$157,439. General fund revenues increased due to increase in participant assessments and the ambulance billing contribution. General fund expenditures increased compared to prior year mainly due to personnel costs incurred as a response to COVID-19. Charges for fuel and related offset for fuel expense both declined for 2020 as the fuel tank use was discontinued during construction.

The Department's capital replacement fund had an ending fund balance of \$8,476, a decrease of \$430,165. This decrease is primarily due to the purchase of a fire pumper truck.

The facility fund had an ending fund balance of \$3,780,770 which represents an net increase of \$210,835 from the prior year, which is mainly due to new assessments slight exceeding costs for renovations to the facility.

CAPITAL ASSETS

At the end of the year, the Department's governmental activities had invested \$3,723,043 (net of accumulated depreciation) in a variety of capital assets. This represents a net increase of \$2,151,236.

During the year, the Department had building improvements in the amount of \$1,811,222 and purchased a 2020 Spartan Pumper and also retired one truck. More detailed information on the Department's capital assets can be found in note III. B. to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Participating Cities and Department approved a \$6,961,314 budget for fiscal year 2021, which includes \$180,000 for the capital replacement fund.

The Interlocal Agreement (ILA), effective January 1, 2020, states Bunker Hill is no longer a participating member of the Department and does not have voting rights, but is a customer of the Department. Bunker Hill shall remain responsible for any obligation or liability of the Department during the term of the ILA. In the future, Bunker Hill may be admitted to membership, but will not be eligible to serve as the Chairman or Vice Chairman of the Board of Commissioners.

The new ILA does not impact the 2021 budget. Bunker Hill is to remain responsible for any obligation or liability of the Department which accrues during the ILA term including, but not limited to, a proportionate share of the Department pension fund. Bunker Hill also remains responsible for 19% of any increase to the Department's employee post-retirement liability above its current level as calculated by the Department.

The Department experienced the economic impacts of the COVID-19 pandemic through an increase in overall expenses for Fiscal Year 2020. The City experienced rising personnel costs due to annual pay increases and overtime for employees and the hiring of additional personnel in response to COVID-19. However, the Department was able to cover these additional expenditures through reimbursements received from the City of Bunker Hill and the City of Hunters Creek Village.

CONTACTING THE DEPARTMENT'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the Department's finances. Questions concerning this report or requests for additional financial information should be directed to the Fire Chief, Village Fire Department, 901 Corbindale, Houston, Texas 77024.

BASIC FINANCIAL STATEMENTS

VILLAGE FIRE DEPARTMENT

STATEMENT OF NET POSITION

December 31, 2020

	<u>Primary Government Governmental Activities</u>
<u>Assets</u>	
Cash	\$ 3,788,951
Prepays	11,017
Other receivables	49,172
Due from ambulance agency fund	525,842
Capital assets, nondepreciable	1,811,222
Capital assets, net	1,911,821
Total Assets	<u>8,098,025</u>
<u>Deferred Outflows of Resources</u>	
Deferred outflows - pensions	448,759
Deferred outflows - OPEB	35,132
Total Deferred Outflows of Resources	<u>483,891</u>
<u>Liabilities</u>	
Current liabilities:	
Accounts payable	515,549
Total Current Liabilities	<u>515,549</u>
Noncurrent liabilities:	
Due within one year	338,315
Due in more than one year	88,475
Total Noncurrent Liabilities	<u>426,790</u>
Total Liabilities	<u>942,339</u>
<u>Deferred Inflows of Resources</u>	
Deferred inflows - pensions	804,457
Deferred inflows - OPEB	15,954
Total Deferred Inflows of Resources	<u>820,411</u>
<u>Net Position</u>	
Net investment in capital assets	1,911,821
Unrestricted	4,907,345
Total Net Position	<u>\$ 6,819,166</u>

See Notes to Financial Statements.

VILLAGE FIRE DEPARTMENT

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2020

Functions/Programs	Expenses	Program Revenues Charges for Services	Net Revenue (Expense) and Changes in Net Position
			Primary Government Governmental Activities
Primary Government			
Governmental Activities			
Public safety	\$ 6,158,092	\$ 54,562	\$ (6,103,530)
Total Governmental Activities	<u>\$ 6,158,092</u>	<u>\$ 54,562</u>	<u>(6,103,530)</u>
General Revenues:			
Participant assessments			8,025,470
Participant ambulance contribution			641,706
Interest			15,086
Other			13,639
Loss on sale of capital assets			(79,405)
Total General Revenues			<u>8,616,496</u>
Change in Net Position			2,512,966
Beginning net position			4,306,200
Ending Net Position			<u>\$ 6,819,166</u>

See Notes to Financial Statements.

VILLAGE FIRE DEPARTMENT

BALANCE SHEET

GOVERNMENTAL FUNDS

December 31, 2020

	General	Capital Replacement	Facility	Total Governmental Funds
<u>Assets</u>				
Cash	\$ 422,448	\$ 8,407	\$ 3,358,096	\$ 3,788,951
Prepays	11,017	-	-	11,017
Other receivables	49,172	-	-	49,172
Due from agency fund	-	-	525,842	525,842
Due from other funds	-	69	130,061	130,130
Total Assets	\$ 482,637	\$ 8,476	\$ 4,013,999	\$ 4,505,112
<u>Liabilities</u>				
Accounts payable and accrued liabilities	\$ 282,320	\$ -	\$ 233,229	\$ 515,549
Due to other funds	130,130	-	-	130,130
Total Liabilities	412,450	-	233,229	645,679
<u>Fund Balances</u>				
Nonspendable:				
Prepays	11,017	-	-	11,017
Assigned for:				
Equipment replacement	-	8,476	-	8,476
Facility improvements	-	-	3,780,770	3,780,770
Unassigned	59,170	-	-	59,170
Total Fund Balances	70,187	8,476	3,780,770	3,859,433
Total Liabilities and Fund Balances	\$ 482,637	\$ 8,476	\$ 4,013,999	

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Capital assets, net 3,723,043

Long-term liabilities and deferred outflows and deferred inflows related to the net pension and other postemployment benefits (OPEB) liability are deferred in the governmental funds.

Net pension liability	117,325
Total OPEB liability	(168,209)
Deferred outflows - pensions	1,539,233
Deferred outflows - OPEB	35,132
Deferred inflows - pensions	(1,894,931)
Deferred inflows - OPEB	(15,954)

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.

Compensated absences (375,906)

Net Position of Governmental Activities **\$ 6,819,166**

See Notes to Financial Statements.

VILLAGE FIRE DEPARTMENT

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS

For the Year Ended December 31, 2020

	General	Capital Replacement	Facility	Total Governmental Funds
<u>Revenues</u>				
Participant assessments	\$ 6,365,470	\$ 160,000	\$ 1,500,000	\$ 8,025,470
Participant ambulance contribution	115,864	-	525,842	641,706
Charges for fuel	54,562	-	-	54,562
Interest	1,560	786	12,740	15,086
Other	13,639	-	-	13,639
Total Revenues	<u>6,551,095</u>	<u>160,786</u>	<u>2,038,582</u>	<u>8,750,463</u>
<u>Expenditures</u>				
Current:				
Personnel	5,549,532	-	-	5,549,532
Operational	783,740	-	-	783,740
Capital outlay	49,123	658,346	1,839,008	2,546,477
Total Expenditures	<u>6,382,395</u>	<u>658,346</u>	<u>1,839,008</u>	<u>8,879,749</u>
Excess (Deficiency) of				
Revenues Over (Under) Expenditures	168,700	(497,560)	199,574	(129,286)
<u>Other Financing Sources (Uses)</u>				
Sale of capital assets	-	67,395	-	67,395
Transfers in (out)	(11,261)	-	11,261	-
Total Other Financing Sources (Uses)	<u>(11,261)</u>	<u>67,395</u>	<u>11,261</u>	<u>67,395</u>
Net Change in Fund Balances	157,439	(430,165)	210,835	(61,891)
Beginning fund balances	(87,252)	438,641	3,569,935	3,921,324
Ending Fund Balances	<u>\$ 70,187</u>	<u>\$ 8,476</u>	<u>\$ 3,780,770</u>	<u>\$ 3,859,433</u>

See Notes to Financial Statements.

VILLAGE FIRE DEPARTMENT
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2020

Net changes in fund balances - total governmental funds \$ (61,891)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	2,469,568
Depreciation expense	(171,532)
Net book value of capital asset disposal	(146,800)

Net pension and total other postemployment benefits (OPEB) liabilities and deferred outflows and deferred inflows related to the net pension liability and total OPEB liability are reported in the governmental funds.

Net pension liability	2,004,523
Total OPEB liability	(29,724)
Deferred outflows - pensions	(635,929)
Deferred outflows - OPEB	24,660
Deferred inflows - pensions	(861,291)
Deferred inflows - OPEB	(6,512)

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Compensated absences	(72,106)
----------------------	----------

Change in Net Position of Governmental Activities	\$ 2,512,966
--	---------------------

See Notes to Financial Statements.

VILLAGE FIRE DEPARTMENT
STATEMENT OF FIDUCIARY NET POSITION
AGENCY FUND
December 31, 2020

		<u>Ambulance Billing</u>
<u>Assets</u>		
Cash		\$ 525,842
	Total Assets	<u><u>\$ 525,842</u></u>
<u>Liabilities</u>		
Due to Participant Cities		\$ -
Due to governmental - facility fund		525,842
	Total Liabilities	<u><u>\$ 525,842</u></u>

See Notes to Financial Statements.

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2020

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

On December 20, 1978, six contracting cities joined into an interlocal cooperation agreement to establish a common municipal fire department, chartered as the Village Fire Department (the “Department”), to provide fire and rescue services beginning January 1, 1979. The area of coverage consists of the six cities commonly known as the Memorial Villages (the “Participating Cities”) and is approximately ten square miles. A new interlocal agreement (the “Interlocal Agreement”), effective January 1, 2020, states Bunker Hill is no longer a participating member of the Department and does not have voting rights, but is a customer of the Department continuing to receive fire protection and emergency services. Bunker Hill shall remain responsible for any obligation or liability of the Department during the agreement term. In the future, Bunker Hill may be admitted to membership, but will not be eligible to serve as the Chairman or Vice Chairman of the Village Fire Commission.

The Department operates under a five-member Board of Fire Commissioners (the “Board”). Five of the six cities participating in the Interlocal Agreement appoint one fire commissioner and one alternate. Bunker Hill is the only city without membership. As required by generally accepted accounting principles, the financial statements of the reporting entity include those of the Department (the primary government) and its component units. In evaluating how to define the Department for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity is made by applying the criteria set forth in generally accepted accounting principles. The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body’s ability to exercise oversight responsibility. The most significant indication of this ability is financial interdependency. Other indications of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. The other criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the Department is able to exercise oversight responsibilities. As of December 31, 2020, the Department had no component units.

The Department is not considered a component unit of the Participating Cities, but is reported as a joint venture.

B. Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. All fiduciary activities are reported only in the fund financial statements. *Governmental activities*, which normally are supported by intergovernmental revenues and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. The Department has no business-type activities.

C. Basis of Presentation – Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds. Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided and various other functions of the Department. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

D. Basis of Presentation – Fund Financial Statements

The fund financial statements provide information about the Department's funds, including its fiduciary fund. Separate statements for each fund category – governmental and fiduciary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

The Department reports the following governmental funds:

The *general fund* is used to account for all financial transactions not properly includable in other funds. The principal source of revenue is contributions from participating cities. Expenditures include public safety. The general fund is always considered a major fund for reporting purposes.

The *capital replacement fund* calls for a certain amount to be set aside each year to be used for replacement of capital equipment. Any capital expenditure must be approved by four out of the five Participating Cities. The capital replacement fund is considered a major fund for reporting purposes.

The *facility fund* is used to account for monies to be used toward the remodel of the fire station. The facility fund is funded by an annual transfer from the general fund based on unused budgeted assessments from the Participating Cities at the conclusion of the prior year. The facility fund is considered a major fund for reporting purposes.

Additionally, the Department reports the following fund type:

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The Department maintains one fiduciary fund, an agency fund for ambulance billing. The agency fund is used to account for assets that the Department holds for others in an agency capacity.

During the course of operations, the Department has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental) are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide and fiduciary fund financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Department considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Participant assessments, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the Department.

F. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

1. Cash and Cash Equivalents

The Department's cash consists of demand deposits. All short-term investments that are highly liquid are considered to be cash and cash equivalents.

2. Investments

The Department has adopted a written investment policy regarding the investment of its funds, as required by the Public Funds Investment Act (Chapter 2256, Texas Local Government Code), which permits the Department to invest in most of the investments permitted under state statutes.

3. Receivables

All trade receivables are shown net of an allowance for uncollectibles.

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

4. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

5. Capital Assets

Capital assets, which include property and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the Department as assets with an initial, individual cost of more than \$2,500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. Major outlays for capital assets and improvements are capitalized as projects are constructed.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property and equipment of the Department are depreciated using the straight-line method over the following estimated useful years:

<u>Asset Description</u>	<u>Estimated Useful Life</u>
Buildings and improvements	5 to 40 years
Machinery and equipment	5 to 15 years
Vehicles	9 to 18 years
Computer equipment	5 years

6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

Deferred outflows/inflows of resources are amortized as follows:

- Deferred outflows/inflows from pension/other postemployment benefits (OPEB) activities are amortized over the average of the expected service lives of pension/OPEB plan members, except for the net differences between the projected and actual investment earnings on the pension/OPEB plan assets, which are amortized over a period of five years.
- For employer pension/OPEB plan contributions that were made subsequent to the measurement date through the end of the Department's fiscal year, the amount is deferred and recognized as a reduction to the net pension/OPEB liability during the measurement period in which the contributions were made.

7. Compensated Employee Absences

The Department provides sick and holiday/vacation leave based on length of employment. An amount equal to one year's authorized vacation may be carried over from one anniversary date to

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

another. Sick leave may be carried over from one year to the next, not to exceed 540 hours for 40-hour personnel and not to exceed 648 hours for operational personnel. Upon separation of employment, sick leave balance will not be paid. However, obligated sick leave earned prior to September 1, 1996 shall have a maximum payout of 1,080 hours. In addition, any sick leave earned between September 2, 1996 through March 31, 2011 will pay a maximum of 216 hours if employment is terminated by retirement, disability, death, or general reduction in work force. Holiday/vacation pay up to 180 hours for 40-hour personnel and 216 hours for operational personnel may be carried over to the next year. Also, compensatory time up to 200 hours may be carried over to the next year. Upon separation of employment, 40-hour personnel are allowed to be paid a maximum payout of 180 hours and operational personnel are allowed to be paid a maximum of 216 hours of holiday/vacation pay.

8. Participants' Assessment

The Department collects operating revenues from the Participating Cities based on the approved operating budget, of which each Participating City contributes a pro-rata share.

9. Net Position Flow Assumption

Sometimes the Department will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Department's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

10. Fund Balance Flow Assumptions

Sometimes the Department will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Department's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

11. Fund Balance Policies

Fund balances of governmental funds are reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Department itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact are classified as nonspendable fund balance. Amounts that are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions are classified as restricted.

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Department's highest level of decision-making

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

authority. The Board is the highest level of decision-making authority for the Department that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the Department for specific purposes but do not meet the criteria to be classified as committed. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

12. Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect reported amounts of assets, liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

13. Pensions

For the purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's fiduciary net position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

14. Other Postemployment Benefits

The Department provides postemployment healthcare benefits as mandated by the Consolidated Omnibus Budget Reconciliation Act (COBRA). The requirements established by COBRA are fully funded by employees who elect coverage under COBRA and the Department incurs no direct costs.

In addition, the Department participates in a single-employer, unfunded, defined benefit group-term life insurance plan operated by TMRS known as the Supplemental Death Benefits Fund (SDBF). The Department elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. Benefit payments are treated as being equal to the employer's yearly contributions for retirees. Benefit payments and refunds are due and payable in accordance with the benefit terms. Information about the Department's total OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expense is provided by TMRS from reports prepared by their consulting actuary.

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

G. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as *program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment.

II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

The Department adopts an annual non-appropriated budget for its general fund, and hybrid annual/project length budget for the facility fund the capital replacement fund, subject to the terms and conditions of the interlocal agreement and the method approved by Participating Cities each year. Budgetary comparison schedules have been provided for these funds to demonstrate compliance with these budgets.

III. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

A. Deposits and Investments

Custodial credit risk – deposits. In the case of deposits, this is the risk that the Department's deposits may not be returned in the event of a bank failure. The Department's investment policy requires funds on deposit at the depository bank to be collateralized by securities. As of December 31, 2020, fair market values of pledged securities and FDIC coverage exceeded bank balances.

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

B. Capital Assets

A summary of changes in capital assets at year end is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental Activities:				
Capital assets nondepreciable:				
Construction in progress	\$ -	\$ 1,811,222	\$ -	\$ 1,811,222
Capital assets being depreciated:				
Buildings and improvements	\$ 1,272,745	\$ -	\$ -	\$ 1,272,745
Furniture and equipment	907,987	-	-	907,987
Vehicles	2,086,299	658,346	(577,328)	2,167,317
Total capital assets being depreciated	4,267,031	658,346	(577,328)	4,348,049
Less accumulated depreciation for:				
Buildings and improvements	(1,012,805)	(30,932)	-	(1,043,737)
Furniture and equipment	(718,325)	(32,908)	-	(751,233)
Vehicles	(964,094)	(107,692)	430,528	(641,258)
Total accumulated depreciation	(2,695,224)	(171,532)	430,528	(2,436,228)
Capital assets being depreciated, net	1,571,807	486,814	(146,800)	1,911,821
Governmental Activities Capital Assets, Net	\$ 1,571,807	\$ 2,298,036	\$ (146,800)	\$ 3,723,043

Construction in progress at year end are as follows:

<u>Project Description</u>	<u>Authorized Contract</u>	<u>Total In Progress</u>	<u>Remaining Commitment</u>
Fire Station Additions and Renovations	\$ 5,370,000	\$ 1,811,222	\$ 3,558,778

C. Long-Term Liabilities

The following is a summary of changes in the Department's total governmental long-term liabilities for the year.

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities:					
Compensated absences	\$ 303,800	\$ 386,588	\$ 314,482	\$ 375,906	\$ 338,315
Net pension liability (asset)	1,887,198	-	2,004,523	(117,325)	-
Total OPEB liability	138,485	29,724	-	168,209	-
Total Governmental Activities	\$ 2,329,483	\$ 416,312	\$ 2,319,005	\$ 426,790	\$ 338,315
Long-term liabilities due in more than one year				\$ 88,475	

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

D. Interfund Receivables and Payables

The composition of interfund balances as of December 31, 2020 is as follows:

Due to	Due From	Amounts
Capital Replacement Fund	General Fund	\$ 69
Facility Fund	General Fund	130,061
		<u>\$ 130,130</u>
Facility Fund	Agency Fund	<u>\$ 525,842</u>

The outstanding balances between funds result mainly from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

IV. OTHER INFORMATION

A. Interlocal Agreement Between the Participating Cities

In July 1985, the six Participating Cities amended the Interlocal Agreement changing the expiration date to December 31, 1990. The amendment also makes the Interlocal Agreement automatically renewable for additional periods of five years each on its anniversary/termination date unless written notice is received from any of the Participating Cities by the first of September prior to the expiration date. The Interlocal Agreement has renewed automatically five times since December 1990 and the current automatic renewal extends to December 31, 2023.

Under the July 1985 amended Interlocal Agreement, each Participating City provides monthly funds to the Department based upon fixed percentages of the annual budget beginning with the 1985 budget and all subsequent years for which the Interlocal Agreement is in effect. The amendments to the Interlocal Agreement also changed the procedures through which the Participating Cities approve each year's budget and intra-budgetary transfers.

The Interlocal Agreement was further amended during 1995 to allow the Department to bill for emergency medical services on behalf of the six Participating Cities. The billing is accounted for as reported in Note IV.D. The Interlocal Agreement also provides that each of the six Participating Cities hold an undivided interest in the leasehold on the land leased by the Department from the Spring Branch Independent School District. In accordance with the terms of the Interlocal Agreement, the six Participating Cities paid for construction of a new fire department building on the leased property, which was completed and occupied during 1980. Each of the six Participating Cities holds an undivided interest in the building. The terms of the Interlocal Agreement require the Department to maintain certain minimum insurance coverage, naming each Participating City as an insured.

The Interlocal Agreement was further amended in December 2019 for a term of 48 months beginning on January 1, 2020. Bunker Hill is no longer a participating member of the Board, but as a customer, continues receiving fire protection and emergency services from the Department. Following the Interlocal Agreement term, if in good standing with the current Interlocal Agreement, Bunker Hill may become a participating member.

The Participating Cities and the Department have complied with the terms of the Interlocal Agreement.

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

B. Agreement with the City of Houston

The Department has an automatic assistance agreement with the City of Houston to provide a ladder truck and sufficient personnel to provide fire fighting and emergency medical assistance. In return, the City of Houston will provide two engine companies and sufficient personnel to provide fire fighting in the areas to which the Department provides services.

C. Charges for Fuel

Certain entities served by the Department purchase gasoline and diesel fuel from the Department at the Department's cost plus a three cent per gallon administrative fee. The entities are invoiced by the Department at the end of the month for the fuel that was purchased.

D. Agency Fund – Ambulance Billing

The ambulance billing fund was established to collect amounts billed for ambulance transportation and other emergency medical services provided by the Department. The fees are collected by the Department on behalf of the Participating Cities, and all funds received by the Department are considered to belong to the Participating Cities and, therefore, are recorded as a payable to the Participating Cities.

An eight percent fee is paid to the contractor that issues the billings and collects the payments for the Department. The service fee is considered to be an obligation of the six Participating Cities and is paid from the funds collected on their behalf. The net fees are paid pro-rata to each of the six Participating Cities quarterly based upon each City's percentage of the Department budget. As stated in the December 2019 amended Interlocal Agreement, Bunker Hill is not entitled to any return of departmental ambulance revenues received by the Department. The Participating Cities approved the use of current and prior year accumulated collections to cover 2019 general fund operating deficit and for the renovation of the fire department.

The amounts collected and paid in 2020 are as follows:

	<u>Ambulance Billing</u>	
Beginning balance - Due to Participating Cities	\$ 372,977	
Total 2020 collections (net of fees)	268,729	
Participant contribution to General fund	(115,864)	
Paid to Participating Cities	*	-
Total 2020 disbursements	(115,864)	
	525,842	
Participant contributions to Facility fund - due to Facility fund	(525,842)	
Ending balance - Due to Participating Cities	\$ -	

*The Department did not remit collections to Participating Cities in 2020

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

E. Risk Management

The Department is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The Department periodically assesses the proper insurance and retention of risk to cover losses to which it may be exposed.

The Department assumes substantially all risks associated with tort and liability claims due to the performance of its duties. Currently, the Department is not involved in any risk pools with other government entities, but does purchase insurance for such events that may occur. The Department has not reduced insurance coverage or had settlements that exceeded coverage amounts in the last three years.

F. Contingent Liabilities

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of payouts, and other economic and social factors. No claim liabilities are reported at year end.

The continued spread of the COVID-19 pandemic has given a rise in uncertainties that may have a significant negative impact on the operating activities and results of the Department. The occurrence and extent of such impact will depend on future developments, including (i) the duration and spread of the virus, (ii) government quarantine measures, (iii) the effects on the financial markets, and (iv) the effects on the economy overall, all of which are uncertain.

G. Pension Plans

1. Texas Municipal Retirement System

Plan Description

The Department participates as one of 888 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the TMRS. TMRS is an agency created by the State of Texas (the "State") and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the "TMRS Act") as an agent multiple-employer retirement system for municipal employees in the State. The TMRS Act places the general administration and management of TMRS with a six-member Board of Trustees (the "Board"). Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401(a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report that can be obtained at www.tmrs.com.

All eligible employees of the Department are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the Department, within the options available in the state statutes governing TMRS.

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the Department-financed monetary credits, with interest, were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payment options. Members may also choose to receive a portion of their benefit as a partial lump sum distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

The plan provisions are adopted by the governing body of the Department, within the options available in the state statutes governing TMRS. Plan provisions for the Department were as follows:

	<u>2020</u>	<u>2019</u>
Employee deposit rate	7.00%	7.00%
Matching ratio (Department to employee)	1.5 to 1	1.5 to 1
Years required for vesting	5	5
Service requirement eligibility (expressed as age/yrs of service)	60/5, 0/20	60/5, 0/20
Updated service credit	100% Repeating, Transfers	100% Repeating, Transfers
Annuity increase (to retirees)	70% of CPI	70% of CPI

Employees Covered by Benefit Terms

At the December 31, 2019 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	24
Inactive employees entitled to, but not yet receiving, benefits	8
Active employees	<u>48</u>
Total	<u><u>80</u></u>

Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the Department-matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the Department. Under the state law governing TMRS, the contribution rate for each entity is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the Department were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the Department were 5.96% and 6.29% in calendar years 2019 and 2020, respectively. The Department's contributions to TMRS for the calendar year ended December 31, 2020 were \$270,985, which were equal to the required contributions.

Net Pension Liability/(Asset)

The Department's Net Pension Liability/Asset (NPL)/(A) was measured as of December 31, 2019 and the Total Pension Liability (TPL)/(A) used to calculate the NPL/(A) was determined by an actuarial valuation as of that date.

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

Actuarial Assumptions

The TPL in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Overall payroll growth	3.00% per year
Investment rate of return	6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members are based on the PUB (10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-Distinct 2019 Municipal Retirees of Texas mortality tables. The rates for active members, healthy retirees, and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees are used with a four-year set-forward for males and a three-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied for males and females, respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 to December 31, 2018. They were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for the annuity purchase rates is based on the mortality experience investigation study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation, as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, the actuary focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive).

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

The target allocation and best estimates of real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	30.00%	5.30%
Core Fixed Income	10.00%	1.25%
Non-Core Fixed Income	20.00%	4.14%
Real Return	10.00%	3.85%
Real Estate	10.00%	4.00%
Absolute Return	10.00%	3.48%
Private Equity	10.00%	7.75%
Total	100.00%	

Discount Rate

The discount rate used to measure the TPL was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the TPL.

Changes in the NPL/(A)

	<u>Increase (Decrease)</u>		
	<u>Total Pension Liability (A)</u>	<u>Plan Fiduciary Net Position (B)</u>	<u>Net Pension Liability/(Asset) (A) - (B)</u>
Changes for the year:			
Service cost	\$ -	\$ -	\$ -
Interest	1,285,295	-	1,285,295
Difference between expected and actual experience	50,159	-	50,159
Changes in assumptions	(92,617)	-	(92,617)
Contributions - employer	-	252,465	(252,465)
Contributions - employee	-	290,189	(290,189)
Net investment income	-	2,720,557	(2,720,557)
Benefit payments, including refunds of employee contributions	(928,285)	(928,285)	-
Administrative expense	-	(15,390)	15,390
Other changes	-	(463)	463
Net Changes	314,552	2,319,073	(2,004,523)
Balance at December 31, 2018	19,505,519	17,618,321	1,887,198
Balance at December 31, 2019	\$ 19,820,071	\$ 19,937,394	\$ (117,325)

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

Sensitivity of the NPL/(A) to Changes in the Discount Rate

The following presents the NPL/(A) of the Department, calculated using the discount rate of 6.75%, as well as what the Department's NPL/(A) would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
Department's Net Pension Liability/(Asset)	<u>\$ 2,474,942</u>	<u>\$ (117,325)</u>	<u>\$ (2,264,665)</u>

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in a separately-issued TMRS financial report. That report may be obtained on the Internet at www.tmrs.com.

Pension Expense and Deferred Outflows/Deferred Inflows of Resources Related to Pensions

For the calendar year ended December 31, 2020, the Department recognized pension income of \$91,967.

At December 31, 2020, the Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 82,253	\$ 115,013
Changes in actuarial assumptions	95,090	76,946
Difference between projected and actual investment earnings	-	612,498
Contributions subsequent to the measurement date	271,416	-
Total	<u>\$ 448,759</u>	<u>\$ 804,457</u>

\$271,416 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the NPL for the fiscal year ending December 31, 2021. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Calendar Year Ended December 31	Pension Expense
2021	\$ (139,958)
2022	(226,841)
2023	57,713
2024	(311,421)
2025	(6,607)
Thereafter	-
Total	<u>\$ (627,114)</u>

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

2. Deferred Compensation Plan

The Department offers its employees a deferred compensation plan (the “Plan”) created in accordance with Internal Revenue Code Section 457. The Plan, available to all Department employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or an unforeseeable emergency.

3. Village Fire Department Cafeteria Plan

Effective January 1, 1989, the Department began the Village Fire Department Cafeteria Plan (the “Plan”) under which qualified employees may elect to contribute a portion of their compensation to the Plan for payment of employee benefits selected by each participant. The Plan is funded entirely from participants’ contributions. The Department is not required to provide any employer contributions to the Plan.

H. Other Postemployment Benefits

1. TMRS Supplemental Death Benefit

Plan Description

The Department participates in an OPEB plan administered by TMRS. TMRS administers the defined benefit group-term life insurance plan known as the SDBF. This is a voluntary program in which participating member cities may elect, by ordinance, to provide group-term life insurance coverage for their active members, including or not including retirees. Employers may terminate coverage under, and discontinue participation in, the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The member entity contributes to the SDBF at a contractually required rate (based on the covered payroll of employee members) as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. The intent is not to pre-fund retiree term life insurance during employees’ entire careers. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Governmental Accounting Standards Board (GASB 75). As such, the SDBF is considered to be a single-employer unfunded OPEB defined benefit plan with benefit payments treated as being equal to the employer’s yearly contributions for retirees.

The contributions to the SDBF are pooled for investment purposes with those of the Pension Trust Fund (PTF). The TMRS Act requires the PTF to allocate a 5% interest credit from investment income to the SDBF on an annual basis each December 31 based on the mean balance in the SDBF during the year.

Benefits

The death benefit for active employees provides a lump-sum payment approximately equal to the employee’s annual salary (calculated based on the employee’s actual earnings, for the 12-month period preceding the month of death). The death benefit for retirees is considered an OPEB and is a fixed amount of \$7,500. As the SDBF covers both active and retiree participants with no segregation of assets, the SDBF is considered to be an unfunded OPEB plan (i.e., no assets are accumulated).

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

Participation in the SDBF as of December 31, 2019 is summarized below:

Inactive employees or beneficiaries currently receiving benefits	24
Inactive employees entitled to, but not yet receiving, benefits	8
Active employees	48
Total	<u><u>80</u></u>

Total OPEB Liability

The Department's total OPEB liability of \$168,209 was measured as of December 31, 2019 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and Other Inputs

The total OPEB liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50%
Salary increases	3.50% to 11.50% including inflation
Discount rate*	2.75%
Administrative expenses	All administrative expenses are paid through the PTF and accounted for under reporting requirements under GASB 68.
Mortality - service retirees	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB.
Mortality - disabled retirees	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% with a 3-year set-forward for both males and females. The rates are projected on a fully generational basis with scale BB to account for future mortality improvements subject to the 3% floor.

*The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2019.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

VILLAGE FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended December 31, 2020

Changes in the Total OPEB Liability

	<u>Increase (Decrease)</u>
	<u>Total OPEB Liability</u>
Changes for the year:	
Service cost	\$ 3,731
Interest	5,184
Change of benefit terms	-
Difference between expected and actual experience	(7,842)
Changes of assumptions	29,896
Benefit payments	(1,244)
Net Changes	<u>29,274</u>
Balance at December 31, 2018	<u>138,485</u>
Balance at December 31, 2019	<u><u>\$ 168,209</u></u>

The discount rate decreased from 3.71% as of December 31, 2018 to 2.75% as of December 31, 2019. There were no other changes of assumptions or other inputs that affected measurement of the total OPEB liability during the measurement period.

There were no changes of benefit terms that affected measurement of the total OPEB liability during the measurement period.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the Department, as well as what the Department's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current discount rate:

	<u>1% Decrease (1.75%)</u>	<u>Discount Rate (2.75%)</u>	<u>1% Increase (3.75%)</u>
Department's Total OPEB Liability	<u>\$ 207,707</u>	<u>\$ 168,209</u>	<u>\$ 138,091</u>

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended December 31, 2020, the Department recognized OPEB expense of \$11,726.

The Department reported deferred outflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual economic Experience	\$ -	\$ 7,832
Changes in actuarial assumptions	33,840	8,122
Contributions subsequent to the measurement date	1,292	-
Total	<u><u>\$ 35,132</u></u>	<u><u>\$ 15,954</u></u>

VILLAGE FIRE DEPARTMENT

NOTES TO FINANCIAL STATEMENTS (Continued)

For the Year Ended December 31, 2020

\$1,292 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability for the fiscal year ending December 31, 2021.

Amounts reported as deferred outflows of resources related to OPEB will be recognized in OPEB expense as follows:

Calendar Year Ended December 31	OPEB Expense
2021	\$ 2,811
2022	2,811
2023	2,811
2024	2,811
2025	2,811
Thereafter	3,831
Total	\$ 17,886

I. Concentrations and Economic Dependency

The Department's principal source of revenue consists of charges to the Participating Cities under the provisions of the Interlocal Agreement. The Department is dependent on these charges for its ongoing operations.

The Department receives all of its funding from the six Participating Cities that are participants in the Interlocal Agreement. Except for Hilshire Village, withdrawal of any one of the other five cities would have a significant impact on the operation of the Department.

The approximate percentages of total City assessments and total revenues provided by each City are as follows:

	Percentage of City Assessment	Percentage of Total Revenues
Bunker Hill Village	19.00%	19.00%
Hedwig Village	18.50%	18.50%
Hilshire Village	3.00%	3.00%
Hunters Creek Village	22.25%	22.25%
Piney Point Village	21.00%	21.00%
Spring Valley Village	16.25%	16.25%
Totals	100.00%	100.00%

REQUIRED SUPPLEMENTARY INFORMATION

VILLAGE FIRE DEPARTMENT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (BUDGETARY BASIS)
GENERAL FUND

For the Year Ended December 31, 2020

	<u>Original Budget Amounts</u>	<u>Final Budget Amounts</u>	<u>Budget Basis Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Participant assessments	\$ 6,365,470	\$ 6,365,470 (1)	\$ 6,365,470 (1)	\$ -
(2a) Participant ambulance contribution	-	115,864	115,864 (2b)	-
Charges for fuel	-	-	-	-
Interest	-	-	1,560	1,560
Other	-	-	13,639	13,639
Total Revenues	<u>6,365,470</u>	<u>6,481,334</u>	<u>6,496,533</u>	<u>15,199</u>
Expenditures				
Personnel	5,608,280	5,608,280	5,549,532	58,748
Operational	678,190	678,190	783,740	(105,550)
Operational (offset to charges for fuel)	-	-	(54,562)	54,562
Capital outlay	79,000	79,000	49,123	29,877
Total Expenditures	<u>6,365,470</u>	<u>6,365,470</u>	<u>6,327,833</u>	<u>37,637</u>
Excess of Revenues Over Expenditures	-	115,864	168,700	52,836
Other Financing Sources (Uses)				
Transfers (out)	-	-	(11,261)	(11,261)
Total Other Financing (Uses)	<u>-</u>	<u>-</u>	<u>(11,261)</u>	<u>(11,261)</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ 115,864</u>	157,439	<u>\$ 41,575</u>
Beginning fund balance			(87,252) (2b)	
		Ending Fund Balance	<u>\$ 70,187 (3)</u>	
(1) General operations	\$ 6,365,470			
Capital replacement	160,000			
Facility	1,500,000			
Total Assessments	<u>\$ 8,025,470</u>			

(2) Participant ambulance contribution

(2a) In 2020 the sub-fund of the general fund, the compensated absences fund, was combined with the general fund. Participants approved using \$11,261 of the compensated absences fund for the facility fund, which is reflected as a transfer.

	<u>Fund Balance</u>	
General fund balance excluding compensated absences fund	\$ (115,864)	Basis for ambulance contribution
Compensated absence subfund	28,612	
(2b) Total general fund beginning balance	<u>\$ (87,252)</u>	

(3) Amount to be returned to participants or approved for other uses, if objective is to zero out fund balance.

Reconciliation to Budget Basis Fuel	Actual Amounts
\$ -	\$ 6,365,470
-	115,864
54,562	54,562
-	1,560
-	13,639
<u>54,562</u>	<u>6,551,095</u>
-	5,549,532
-	783,740
54,562	-
-	49,123
<u>54,562</u>	<u>6,382,395</u>
-	168,700
-	(11,261)
-	(11,261)
<u>\$ -</u>	<u>\$ 157,439</u>

VILLAGE FIRE DEPARTMENT
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM
For the Year Ended December 31, 2020

	Measurement Year*			
	2014	2015	2016	2017
Total Pension Liability				
Service cost	\$ 307,435	\$ 330,958	\$ -	\$ 374,669
Interest (on the total pension liability)	1,126,961	1,168,403	1,196,360	1,206,336
Difference between expected and actual experience	(18,740)	41,040	(329,361)	64,222
Change of assumptions	-	539,440	-	-
Benefit payments, including refunds of employee contributions	(699,381)	(971,398)	(792,574)	(1,020,523)
Net Change in Total Pension Liability	<u>716,275</u>	<u>1,108,443</u>	<u>74,425</u>	<u>624,704</u>
Beginning total pension liability	<u>16,295,422</u>	<u>17,011,697</u>	<u>18,120,140</u>	<u>18,194,565</u>
Ending Total Pension Liability	<u><u>\$ 17,011,697</u></u>	<u><u>\$ 18,120,140</u></u>	<u><u>\$ 18,194,565</u></u>	<u><u>\$ 18,819,269</u></u>
Plan Fiduciary Net Position				
Contributions - employer	\$ 257,774	\$ 232,199	\$ 228,920	\$ 290,951
Contributions - employee	235,871	231,208	239,170	244,197
Net investment income	908,400	24,454	1,085,626	2,330,006
Benefit payments, including refunds of employee contributions	(699,381)	(971,398)	(792,574)	(1,020,523)
Administrative expense	(9,485)	(14,896)	(12,269)	(12,083)
Other	(780)	(734)	(661)	(612)
Net Change in Plan Fiduciary Net Position	<u>692,399</u>	<u>(499,167)</u>	<u>748,212</u>	<u>1,831,936</u>
Beginning plan fiduciary net position	<u>15,881,143</u>	<u>16,573,542</u>	<u>16,074,375</u>	<u>16,822,587</u>
Ending Plan Fiduciary Net Position	<u><u>\$ 16,573,542</u></u>	<u><u>\$ 16,074,375</u></u>	<u><u>\$ 16,822,587</u></u>	<u><u>\$ 18,654,523</u></u>
Net Pension Liability/(Asset)	<u><u>\$ 438,155</u></u>	<u><u>\$ 2,045,765</u></u>	<u><u>\$ 1,371,978</u></u>	<u><u>\$ 164,746</u></u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	97.42%	88.71%	92.46%	99.12%
Covered Payroll	\$ 3,369,589	\$ 3,302,977	\$ 3,416,713	\$ 3,488,534
Net Pension Liability/(Asset) as a Percentage of Covered Payroll	13.00%	61.94%	40.15%	4.72%

*Only six years of information is currently available. The Department will build this schedule over the next four-year period.

Measurement Year	
2018	2019
\$ 386,412	\$ -
1,251,321	1,285,293
(2,721)	50,159
-	(92,617)
(948,762)	(928,285)
686,250	314,550
18,819,269	19,505,519
<u>\$ 19,505,519</u>	<u>\$ 19,820,069</u>
\$ 228,219	\$ 252,465
253,980	290,189
(558,275)	2,720,557
(948,762)	(928,285)
(10,800)	(153,900)
(564)	(462)
(1,036,202)	2,319,073
18,654,523	17,618,321
<u>\$ 17,618,321</u>	<u>\$ 19,937,394</u>
<u>\$ 1,887,198</u>	<u>\$ (117,325)</u>
90.32%	100.59%
\$ 3,628,281	\$ 4,145,554
52.01%	-2.83%

VILLAGE FIRE DEPARTMENT
SCHEDULE OF CONTRIBUTIONS
TEXAS MUNICIPAL RETIREMENT SYSTEM
For the Year Ended December 31, 2020

	Fiscal Year*			
	2014	2015	2016	2017
Actuarially determined contribution	\$ 257,926	\$ 232,200	\$ 228,920	\$ 290,944
Contributions in relation to the actuarially determined contribution	257,926	232,200	228,920	290,944
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 3,369,589	\$ 3,302,982	\$ 3,416,716	\$ 3,488,534
Contributions as a percentage of covered payroll	7.65%	7.03%	6.70%	8.34%

*Only seven years of information is currently available. The Department will build this schedule over the next three-year period.

Notes to Required Supplementary Information:

1. Valuation Date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

2. Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	26 years
Asset valuation method	10 year smoothed market; 15% soft corridor
Inflation	2.5%
Salary increases	3.50% to 11.50% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that are specific to the Department's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period December 31, 2014-2018.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUB(10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

3. Other Information:

There were no benefit changes during the year.

Fiscal Year*		
2018	2019	2020
\$ 228,109	\$ 252,456	\$ 271,416
228,109	252,456	271,416
\$ -	\$ -	\$ -
\$ 3,628,278	\$ 4,145,562	\$ 4,308,190
6.29%	6.09%	6.30%

VILLAGE FIRE DEPARTMENT
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM
For the Year Ended December 31, 2020

	Measurement Year*		
	2017	2018	2019
Total OPEB Liability			
Service cost	\$ 2,791	\$ 3,628	\$ 3,731
Interest (on the total OPEB liability)	4,720	4,777	5,184
Changes in benefit terms	-	-	-
Difference between expected and actual experience	-	(1,302)	(7,843)
Change in assumptions	12,228	(10,762)	29,896
Benefit payments	(698)	(726)	(1,244)
Net Change in Total OPEB Liability	19,041	(4,385)	29,724
Beginning total OPEB liability	123,829	142,870	138,485
Ending Total OPEB Liability	\$ 142,870	\$ 138,485	\$ 168,209
Covered Payroll	\$ 3,488,534	\$ 3,628,281	\$ 4,145,554
Total OPEB Liability as a Percentage of Covered Payroll	4.10%	3.82%	4.06%

* Only three years of information is currently available. The Department will build this schedule over the next seven-year period.

** Due to the SDBF being considered an unfunded OPEB plan under GASB 75, benefit payments are treated as being equal to the employer's yearly contributions for retirees.

Notes to Required Supplementary Information:

1.) Valuation Date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

2.) Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry age normal
Inflation	2.5%
Salary increases	3.50 to 11.50% including inflation
Discount rate	2.75%
Administrative expenses	All administrative expenses are paid through the PTF and accounted for under reporting requirements under GASB 68.
Mortality - service retirees	2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP.
Mortality - disabled retirees	2019 Municipal Retirees of Texas Mortality Tables with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

3.) Other Information:

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB 75 to pay related benefits.

The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2019.

Change of assumptions is the annual change in the municipal bond index rate.

There were no benefit changes during the year.

SUPPLEMENTARY INFORMATION

VILLAGE FIRE DEPARTMENT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
CAPITAL REPLACEMENT FUND
For the Year Ended December 31, 2020

	<u>Original Budget Amounts</u>	<u>Final Budget Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
<u>Revenues</u>				
Participant assessments	\$ 160,000	\$ 160,000 (1)	\$ 160,000	\$ -
Interest	-	-	786	786
Total Revenues	<u>160,000</u>	<u>160,000</u>	<u>160,786</u>	<u>786</u>
<u>Expenditures</u>				
Capital outlay	598,641	598,641 (2)	658,346	(59,705)
Total Expenditures	<u>598,641</u>	<u>598,641</u>	<u>658,346</u>	<u>(59,705)</u>
(Deficiency) of Revenues (Under) Expenditures	(438,641)	(438,641)	(497,560)	(58,919)
<u>Other Financing Sources (Uses)</u>				
Sale of capital assets	-	-	67,395	67,395
Total Other Financing Sources	<u>-</u>	<u>-</u>	<u>67,395</u>	<u>67,395</u>
Net Change in Fund Balance	<u>\$ (438,641)</u>	<u>\$ (438,641)</u>	(430,165)	<u>\$ 8,476</u>
Beginning fund balance			<u>438,641</u>	
		Ending Fund Balance	<u>\$ 8,476</u>	
General operations	\$ 6,365,470			
(1) Capital replacement	160,000			
Facility	1,500,000			
Total Assessments	<u>\$ 8,025,470</u>			

- (2) The Department uses a capital replacement forecasting schedule to determine future needs. A formal budget is not adopted for expenditures, but the budget for expenditures is considered current assessment plus beginning fund balance.

VILLAGE FIRE DEPARTMENT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
FACILITY FUND

For the Year Ended December 31, 2020

	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
<u>Revenues</u>				
Participant assessments	\$ 1,500,000	\$ 1,500,000 (1)	\$ 1,500,000	\$ -
Participant ambulance contribution	-	525,842	525,842	-
Interest	-	-	12,740	12,740
Total Revenues	<u>1,500,000</u>	<u>2,025,842</u>	<u>2,038,582</u>	<u>12,740</u>
<u>Expenditures</u>				
Capital outlay	5,069,935	5,595,777 (2)	1,839,008	3,756,769
Total Expenditures	<u>5,069,935</u>	<u>5,595,777</u>	<u>1,839,008</u>	<u>3,756,769</u>
(Deficiency) of Revenues (Under) Expenditures	(3,569,935)	(3,569,935)	199,574	3,769,509
<u>Other Financing Sources (Uses)</u>				
Transfers (in)	-	11,261	11,261	-
Total Other Financing Sources	<u>-</u>	<u>11,261</u>	<u>11,261</u>	<u>-</u>
Net Change in Fund Balance	<u>\$ (3,569,935)</u>	<u>\$ (3,558,674)</u>	210,835	<u>\$ 3,769,509</u>
Beginning fund balance			<u>3,569,935</u>	
		Ending Fund Balance	<u>\$ 3,780,770</u>	
General operations	\$ 6,365,470			
Capital replacement	160,000			
(1) Facility	1,500,000			
Total Assessments	<u>\$ 8,025,470</u>			

- (2) A formal budget is not adopted for expenditures, however budget expenditures are consider the current year assessment plus beginning fund balance.

DIVIDER PAGE

2020 Intra Budgetary Transfers A

B

C

D

E

Village Fire Department	Actual 2020 Expenditures	Approved 2020	Intra-Budgetary Transfers-2020 Plus/(Minus)	Adjusted 2020 Budget
-------------------------	-----------------------------	------------------	---	----------------------------

CAPITAL EXPENDITURES

Contingency-Physical Plant	2,726.84	35,000.00	26,882.27	8,117.73
Misc Tools & Equip./Hose	29,390.89	24,000.00	0.00	24,000.00
Protective Gear	17,005.70	20,000.00	2,994.30	17,005.70
Radio Purchase	0.00	0.00	0.00	0.00
			0.00	
	49,123.43	79,000.00	29,876.57	49,123.43

PERSONNEL EXPENDITURES

Salaries	4,063,701.28	3,992,496.00	0.00	3,992,496.00
Salaries-O/T	100,273.94	105,000.00	0.00	105,000.00
457 Plan contribution	0.00	78,730.00	0.00	78,730.00
Prof Certification	52,207.85	44,400.00	(2,400.31)	46,800.31
FICA Tax	320,170.41	322,419.00	0.00	322,419.00
Disability Insurance	24,657.98	23,000.00	0.00	23,000.00
Employee Retirement	277,337.21	271,000.00	0.00	271,000.00
Hospitalization Ins.	624,809.66	701,235.00	0.00	701,235.00
Meal Allowances	33,793.00	35,000.00	0.00	35,000.00
Workers Compensation	34,998.96	35,000.00	0.00	35,000.00
Accrual - 2020	17,581.71			
	5,549,532.00	5,608,280.00	(2,400.31)	5,610,680.31

OPERATIONAL EXPENDITURES

Ambulance Med. Sup.	56,324.64	55,000.00	0.00	55,000.00
Bldg. Supplies/Maint.	66,124.88	47,000.00	0.00	47,000.00
Chemicals	0.00	2,000.00	0.00	2,000.00
Emergency Contingency	5,374.52	20,000.00	0.00	20,000.00
Dues/Subscrip/Manuals	10,067.47	6,500.00	0.00	6,500.00
Fire Prevent/Relations	9,537.51	15,000.00	0.00	15,000.00
Fuel Software expense	0.00	0.00	0.00	0.00
Gas & Oil	75,454.03	45,000.00	(30,454.03)	75,454.03
Insurance-Casualty	49,084.79	42,000.00	0.00	42,000.00
Maint of Equipment	232,117.82	135,000.00	(52,768.46)	187,768.46
Miscellaneous Exp.	6,771.47	7,200.00	0.00	7,200.00
Office Expenses	65,233.33	37,000.00	(22,547.80)	59,547.80
Prof. Services	103,745.62	145,480.00	0.00	145,480.00
Public Utilities	71,510.33	60,000.00	0.00	60,000.00
Rent	10.00	10.00	0.00	10.00
State Cert. Fees	3,554.11	6,000.00	0.00	6,000.00
Training Programs	21,052.56	30,000.00	0.00	30,000.00
Uniforms	7,997.23	25,000.00	0.00	25,000.00
misc.	(220.31)			
	783,740.00	678,190.00	(105,770.29)	783,960.29
	6,382,395.43	6,365,470.00		6,443,764.03

City Fuel Payment
other

Ambulance Contribution for 2019 Deficit
interest 2020

Beginning Fund Balance 2020

	(87,252.00)			
	6,382,395.43	6,551,095.00	168,699.57	157,438.57

Transfers out GF to FF Close out CA FUND

			11,261.00	(87,252.00)
--	--	--	-----------	-------------

			157,438.57	0.00
--	--	--	------------	------

Page 19	2020 Excess of Revenues - Page 19			70,187
----------------	--	--	--	---------------

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

MEETING DATE: June 22, 2021

TOPIC:	Award Of Competitive Sealed Bid Number 2021-05-101 For Replacement Of Ground Storage Tank To W. W. Payton Corporation In An Amount Not To Exceed \$675,000.00.
---------------	--

BACKGROUND:	On May 26, 2021, Competitive Sealed Bid Number 2021-05-101 for the Replacement of Ground Storage Tank was issued by IDS Engineering on behalf of the City of Spring Valley Village. The bid closed on Friday, June 11, 2021, with two bids received. <u>IDS Engineering recommends award of the bid for Replacement of Ground Storage Tank to W. W. Payton Corporation in an amount not to exceed \$675,000.00. A copy of IDS Engineering's recommendation letter including the Bid Tabulation is provided with this agenda item.</u> The construction estimate developed by IDS Engineering Group for this project was \$436,300.00, and the estimate was based on discussions with contractors and suppliers. However, market prices for materials and supplies are increasing rapidly, and steel prices have increased significantly. The steel tank represents approximately 85% of the total construction cost – and the 55% increase over the original construction estimate is directly related to the increase in steel prices. The Council has already designated a total of \$627,860 for the engineering and construction costs for this project in the Capital Replacement Fund. The additional \$183,600 for construction costs can be funded from Utility Fund Fund Balance.
--------------------	--

RECOMMENDATION:	IDS Engineering and City Staff recommend awarding Competitive Sealed Bid Number 2021-05-101 for the Ground Storage Tank 2 Project Improvements Project to W. W. Payton Corporation in an amount not to exceed \$675,000.00.
------------------------	---

ATTACHMENTS:	• Letter of Recommendation from IDS Engineering
---------------------	---

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# _____ ☒ \$183,600_ from unassigned fund balance will be used and added to Acct/Project# _15-10-7002_ ☐ \$ _____ will be added to Revenue Acct# ____-____ and \$ _____ added to Expenditure Acct/Project# _____
------------------------	--

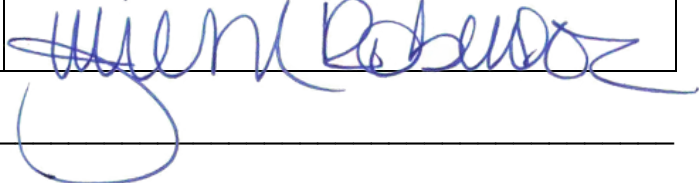
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Pat Riley, Director of Public Works

CITY ADMINISTRATOR APPROVAL:





June 15, 2021

City of Spring Valley Village
1025 Campbell Road
Houston, Texas 77055

Attention: Ms. Julie Robinson

Reference: Replacement of Ground Storage Tank,
City of Spring Valley Village; Competitive Sealed Bid: #2021-005-101

Dear Ms. Robinson:

In accordance with the City's Competitive Sealed Bid instructions, bids were opened and read on June 11, 2021, for construction of the above referenced project. A copy of the Bid Tabulation is attached.

We have examined the bids and find all of them to be complete and in order. The references and financial statements have been checked.

We, therefore, recommend award of the contract to the low bidder, W.W. Payton Corporation in the amount of \$675,000.00. Attached is the Certificate of Interested Parties (Form 1295) completed by contractor recommended for award of the above referenced project.

If you have any questions or comments, please call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Travis S. Sellers", is written over a large, faint, light-gray diamond-shaped watermark that covers the lower right portion of the page.

Travis S. Sellers, P.E.
Senior Vice President

TSS/kip X:\2300\231600200 Spring Valley - GST Rehab Replace\CPS\060 Corres\Recommendation of Award.docx

cc: Wesley W. Payton, W.W. Payton Corporation
Richard A. Fuller, P.E. / Jackson Greer, E.I.T.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

W.W. Payton Corporation
Katy, TX United States

Certificate Number:
2021-764238

Date Filed:
06/09/2021

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Spring Valley Village

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

CSB# 2021-05-101
SPRING VALLEY GST-2 REPLACEMENT

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Payton, Wesley and Marilyn	Katy, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Wesley W. Payton, and my date of birth is 3-22-1952.

My address is P.O. BOX 1056, Katy, TX, 77492, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Waller County, State of Texas, on the 9th day of June, 2021.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)

City of Spring Valley Village
Replacement of Ground Storage Tank
Bids Opened: June 11, 2021 at 10:05 a.m.

Item	Description	Unit	Quantity	W.W. Payton Corporation	Total	Tidal Construction, Inc.	Total
BASE BID							
GENERAL ITEMS							
1	Mobilization	L.S.	1	\$20,000.00	\$20,000.00	\$40,000.00	\$40,000.00
2	Pollution Prevention Implementation including Permitting, Proof of Payment, Maintenance, Inspections, and Reporting for Pollution Prevention Measures, Complete in Place.	L.S.	1	\$250.00	\$250.00	\$1,000.00	\$1,000.00
3	Spring Valley GST-2 - Furnish all materials, labor, and equipment for the demolition and disposal of one (1) existing 0.21 MG bolted galvanized steel ground storage tank including existing base material consisting of potentially petroleum soaked sand backfill and appurtenances in accordance with the contract plans and specifications, Complete in Place.	L.S.	1	\$14,750.00	\$14,750.00	\$55,000.00	\$55,000.00
4	Spring Valley GST-2 - Furnish all materials, labor, equipment, and appurtenances for the construction of a new 0.21 MG welded steel ground storage tank in accordance with the contract plans and specifications, Complete in Place.	L.S.	1	\$590,000.00	\$590,000.00	\$561,453.00	\$561,453.00
5	Remove and replace existing tank foundation at direction of the Engineer, as shown in plans and specifications, Complete in Place.	L.S.	1	\$50,000.00	\$50,000.00	\$30,000.00	\$30,000.00
Sub Totals					\$675,000.00		\$687,453.00
Grand Total					\$675,000.00		\$687,453.00

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

MEETING DATE: June 22, 2021

TOPIC:	Resolution Number 21-XX A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING AN ADDITIONAL PROSECUTING ATTORNEY AND NEW MUNICIPAL COURT ADMINISTRATOR TO THE SPRING VALLEY VILLAGE MUNICIPAL COURT; AND PROVIDING AN EFFECTIVE DATE.
---------------	---

BACKGROUND:	Pursuant to Chapter 29 of the Texas Government Code and Article 8.500, Municipal Judge, of the Code of Ordinances of the City of Spring Valley Village, the City Council appoints a Presiding Judge, Alternate/Associate Judges, Prosecutors, and the Clerk for the Spring Valley Village Municipal Court every two years, with such appointments occurring in the year that the Mayor is elected. On May 19, 2020, the City Council adopted Resolution Number 20-17 appointing the following positions: Presiding Judge – John J. Klevenhagen III Alternate Judges – James R. Smith, Marcos Adroque, Kelly Benavides, and Bree Perrin Prosecutors - Christopher Gore, Anita James, and Robert Richter Court Administrator – Sharell Grant-Landry While it is not time for the Council to make all of the Municipal Court appointments, it is necessary for the Council to make two appointments to formalize changes that have occurred in the Municipal Court: • On May 25, 2021, Mayor Vajdos swore in Terry Teri as the new Municipal Court Administrator. Ms. Teri started her employment with the City on May 3, 2021. • On June 4, 2021, Judge Klevenhagen appointed Eddie Calderon as a Special Prosecutor in order to ensure that the Court had a prosecutor for the bench trials scheduled for June 14, 2021 as well as other dockets for which other appointed prosecutors are unavailable. The addition of Mr. Calderon as an appointed Prosecutor will assist the Court in ensuring that there are enough Prosecutors to handle the various Court dockets.
--------------------	--

RECOMMENDATION:	Mayor Vajdos recommends appointing Eddie Calderon as one of the City's Municipal Court Prosecutors and Terry Teri as Municipal Court Administrator.
------------------------	---

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

ATTACHMENTS:	• Resolution Number 21-XX
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	CITY ADMINISTRATOR APPROVAL:  

RESOLUTION NO. 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING AN ADDITIONAL PROSECUTING ATTORNEY AND NEW MUNICIPAL COURT ADMINISTRATOR TO THE SPRING VALLEY VILLAGE MUNICIPAL COURT; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, THAT:

Section 1. Eddie Calderon is appointed to the position of Prosecuting Attorney of the Spring Valley Village Municipal Court.

Section 2. Terry Teri is appointed to the position of Court Administrator of the Spring Valley Village Municipal Court.

Section 5. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED on this the _____ of _____, 2021.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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

DIVIDER PAGE

RESOLUTION NO. 20-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING THE PRESIDING JUDGE, ALTERNATE JUDGES, PROSECUTING ATTORNEYS AND COURT ADMINISTRATOR TO THE SPRING VALLEY VILLAGE MUNICIPAL COURT; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, THAT:

Section 1. John J. Klevenhagen III is hereby appointed to the position of Presiding Judge of the Spring Valley Village Municipal Court.

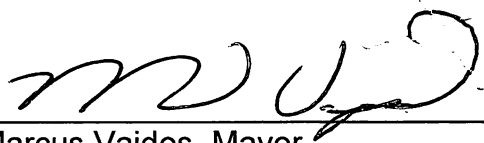
Section 2. James R. Smith, Marcos Adroque, Kelly Benavides, and Bree Perrin are appointed to the positions of Alternate Judges of the Spring Valley Village Municipal Court.

Section 3. Christopher Gore, Anita James, and Robert Richter are appointed to the positions of Prosecuting Attorneys of the Spring Valley Village Municipal Court.

Section 4. Sharell Grant-Landry is appointed to the position of Court Administrator of the Spring Valley Village Municipal Court.

Section 5. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED on this the 19th of May, 2020.



Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

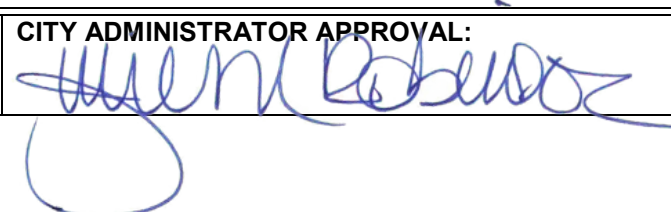
ATTEST:



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

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

MEETING DATE: June 22, 2021

TOPIC:	Ordinance Number 2021-XX AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX "A" THEREOF SECTION 6.003 AND SUBSTITUTING THEREFOR A NEW SECTION 6.003; ESTABLISHING A SCHEDULE OF FEES FOR POTABLE WATER; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.
BACKGROUND:	On May 24, 2021, the City of Houston notified the City of Spring Valley Village by email that both the surface water and wastewater rates paid by the City would be increasing by 1.5% as of April 1, 2021. A copy of the City of Houston's notice to the City is provided with this agenda item. However, the City has not received a hard copy of the letter. The only notice was by email. The proposed Ordinance would increase the City's water rates by 1.5% to recoup the increased charges from the City of Houston. If approved, the new water rates would be effective June 1, 2021.
RECOMMENDATION:	Staff recommends approval of the Ordinance.
ATTACHMENTS:	• Ordinance Number 2021-XX • Copy of Email Dated May 24, 2021 from City of Houston Notifying Spring Valley Village of Water and Wastewater Rate Increases
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# _____ ☒ Additional Revenue will be added to Revenue Acct# <u>20-01-5260</u> _____
FINANCE VERIFICATION OF FUNDING: 	
SUBMITTING STAFF MEMBER: Michelle Yi, City Treasurer	CITY ADMINISTRATOR APPROVAL: 

ORDINANCE NO. 2021-XX

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX "A" THEREOF SECTION 6.003 AND SUBSTITUTING THEREFOR A NEW SECTION 6.003; ESTABLISHING A SCHEDULE OF FEES FOR POTABLE WATER; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

* * * * *

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

Section 1. The Code of Ordinances of the City of Spring Valley Village, Texas, is hereby amended by deleting all of Section 6.003 from Appendix "A" thereof, said Appendix "A" being a "Schedule of Fees for the City of Spring Valley Village, Texas, and substituting therefor a new Section 6.003 to provide as follows:

6.003 Water Rates. Fees and charges for the provision of potable water, based on monthly usage, shall be as follows:

(1) **Residential Water:**

(1.1) First Meter: Residential

Inside City Rates

Base Fee	\$ 25.33 for 0-3,000 gal
----------	--------------------------

Plus

3,001-10,000 gal	\$ 4.88 per 1,000 gal
10,001-15,000 gal	\$ 5.00 per 1,000 gal
15,001-20,000 gal	\$ 5.13 per 1,000 gal
20,001-30,000 gal	\$ 5.25 per 1,000 gal
30,001-40,000 gal	\$ 5.36 per 1,000 gal
40,001-50,000 gal	\$ 5.48 per 1,000 gal
50,001-60,000 gal	\$ 5.61 per 1,000 gal
60,001-70,000 gal	\$ 6.05 per 1,000 gal
70,001 and over	\$ 7.25 per 1,000 gal

Outside City Rates

Base Fee	\$ 50.67 for 0-3,000 gal
----------	--------------------------

Plus

3,001-10,000 gal	\$ 9.77 per 1,000 gal
10,001-15,000 gal	\$ 9.99 per 1,000 gal
15,001-20,000 gal	\$ 10.26 per 1,000 gal
20,001-30,000 gal	\$ 10.50 per 1,000 gal
30,001-40,000 gal	\$ 10.72 per 1,000 gal
40,001-50,000 gal	\$ 10.97 per 1,000 gal
50,001-60,000 gal	\$ 11.21 per 1,000 gal
60,001-70,000 gal	\$ 12.10 per 1,000 gal
70,001 and over	\$ 14.50 per 1,000 gal

(1.2) Second Meter: Residential Irrigation

Inside City Rates

0-10,000 gal	\$ 4.88 per 1,000 gal
10,001-15,000 gal	\$ 5.00 per 1,000 gal
15,001-20,000 gal	\$ 5.13 per 1,000 gal
20,001-30,000 gal	\$ 5.25 per 1,000 gal
30,001-40,000 gal	\$ 5.36 per 1,000 gal
40,001-50,000 gal	\$ 5.48 per 1,000 gal
50,001-60,000 gal	\$ 5.61 per 1,000 gal
60,001-70,000 gal	\$ 6.05 per 1,000 gal
70,001 and over	\$ 7.25 per 1,000 gal

Outside City Rates

0-10,000 gal	\$ 9.77 per 1,000 gal
10,001-15,000 gal	\$ 9.99 per 1,000 gal
15,001-20,000 gal	\$ 10.26 per 1,000 gal
20,001-30,000 gal	\$ 10.50 per 1,000 gal
30,001-40,000 gal	\$ 10.72 per 1,000 gal
40,001-50,000 gal	\$ 10.97 per 1,000 gal
50,001-60,000 gal	\$ 11.21 per 1,000 gal
60,001-70,000 gal	\$ 12.10 per 1,000 gal
70,001 and over	\$ 14.50 per 1,000 gal

(1.3) Minimum Residential Bill: \$25.33 (inside city limits)
\$50.67 (outside city limits)
(single charge applicable whether one or two meters)

(1.4) Out of City Users: Two hundred (200) percent of the rate

(2) Master Metered Residential Communities:

(2.1) First Meter(s): Master Metered Communities

Inside City Rates

Meter Size	Meter(s) Base Rate (per meter)
5/8" or 3/4" meter	\$ 31.60
1' meter	\$ 43.75
1.5" meter	\$ 60.76
2" meter	\$ 85.06
3" meter	\$ 117.88
4" meter	\$ 162.84
6" meter	\$ 224.81
8" meter	\$ 309.88

Outside City Rates

Meter Size	Meter(s) Base Rate (per meter)
5/8" or 3/4" meter	\$ 63.19
1' meter	\$ 87.50
1.5" meter	\$ 121.52
2" meter	\$ 170.12
3" meter	\$ 235.76
4" meter	\$ 325.68
6" meter	\$ 449.62
8" meter	\$ 619.77

Plus

All Consumption	\$ 5.64 per 1,000 gal
-----------------	-----------------------

Plus

All Consumption	\$ 11.28 per 1,000 gal
-----------------	------------------------

(2.2) Second Meter: Irrigation

Inside City Rates

0-10,000 gal	\$ 4.88 per 1,000 gal
10,001-15,000 gal	\$ 5.00 per 1,000 gal
15,001-20,000 gal	\$ 5.13 per 1,000 gal
20,001-30,000 gal	\$ 5.25 per 1,000 gal

Outside City Rates

0-10,000 gal	\$ 9.77 per 1,000 gal
10,001-15,000 gal	\$ 9.99 per 1,000 gal
15,001-20,000 gal	\$ 10.26 per 1,000 gal
20,001-30,000 gal	\$ 10.50 per 1,000 gal

30,001-40,000 gal	\$ 5.36 per 1,000 gal
40,001-50,000 gal	\$ 5.48 per 1,000 gal
50,001-60,000 gal	\$ 5.61 per 1,000 gal
60,001-70,000 gal	\$ 6.05 per 1,000 gal
70,001 and over	\$ 7.25 per 1,000 gal

30,001-40,000 gal	\$ 10.72 per 1,000 gal
40,001-50,000 gal	\$ 10.97 per 1,000 gal
50,001-60,000 gal	\$ 11.21 per 1,000 gal
60,001-70,000 gal	\$ 12.10 per 1,000 gal
70,001 and over	\$ 14.50 per 1,000 gal

(2.3) Minimum Master Metered Community Bill: Based on meter(s) size(s) plus any consumption

(2.4) Out of City Users: Two hundred (200) percent of the rate

(3) **Commercial Water:**

- Includes Apartments

(3.1) First Meter: Commercial Properties

Inside City Rates

Base Fee	\$ 43.86 for 0-3,000 gal
----------	--------------------------

Plus

3,001-10,000 gal	\$ 10.37 per 1,000 gal
10,001-15,000 gal	\$ 10.48 per 1,000 gal
15,001-20,000 gal	\$ 10.61 per 1,000 gal
20,001-30,000 gal	\$ 10.72 per 1,000 gal
30,001-40,000 gal	\$ 10.85 per 1,000 gal
40,001-50,000 gal	\$ 10.98 per 1,000 gal
50,001-60,000 gal	\$ 11.09 per 1,000 gal
60,001-70,000 gal	\$ 11.20 per 1,000 gal
70,001 and over	\$ 11.33 per 1,000 gal

Outside City Rates

Base Fee	\$ 87.73 for 0-3,000 gal
----------	--------------------------

Plus

3,001-10,000 gal	\$ 20.74 per 1,000 gal
10,001-15,000 gal	\$ 20.96 per 1,000 gal
15,001-20,000 gal	\$ 21.23 per 1,000 gal
20,001-30,000 gal	\$ 21.45 per 1,000 gal
30,001-40,000 gal	\$ 21.69 per 1,000 gal
40,001-50,000 gal	\$ 21.96 per 1,000 gal
50,001-60,000 gal	\$ 22.18 per 1,000 gal
60,001-70,000 gal	\$ 22.40 per 1,000 gal
70,001 and over	\$ 22.67 per 1,000 gal

(3.2) Second Meter: Commercial Irrigation

Inside City Rates

0-10,000 gal	\$ 10.37 per 1,000 gal
10,001-15,000 gal	\$ 10.48 per 1,000 gal
15,001-20,000 gal	\$ 10.61 per 1,000 gal
20,001-30,000 gal	\$ 10.72 per 1,000 gal
30,001-40,000 gal	\$ 10.85 per 1,000 gal
40,001-50,000 gal	\$ 10.98 per 1,000 gal
50,001-60,000 gal	\$ 11.09 per 1,000 gal
60,001-70,000 gal	\$ 11.20 per 1,000 gal
70,001 and over	\$ 11.33 per 1,000 gal

Outside City Rates

0-10,000 gal	\$ 20.74 per 1,000 gal
10,001-15,000 gal	\$ 20.96 per 1,000 gal
15,001-20,000 gal	\$ 21.23 per 1,000 gal
20,001-30,000 gal	\$ 21.45 per 1,000 gal
30,001-40,000 gal	\$ 21.69 per 1,000 gal
40,001-50,000 gal	\$ 21.96 per 1,000 gal
50,001-60,000 gal	\$ 22.18 per 1,000 gal
60,001-70,000 gal	\$ 22.40 per 1,000 gal
70,001 and over	\$ 22.67 per 1,000 gal

(3.3) Minimum Commercial Bill: \$43.86 (inside city limits)
\$87.73 (outside city limits)
(single charge applicable whether one or two meters)

(3.4) Out of City Users: Two hundred (200) percent of the rate

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

Section 3. Beginning with the month of **June 2021**, the rates established by this Ordinance shall be charged each month for each connection to the City of Spring Valley Village water system.

Section 4. In the event any clause phrase, provision, sentence, or part of this Ordinance, or the "Schedule of Fees for the City of Spring Valley Village, Texas" adopted hereby, or the application of 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 or said schedule of fees as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of 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, whether there be one or more parts.

DULY PASSED, APPROVED, AND ADOPTED this ____ day of June, 2021.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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

DIVIDER PAGE

Michelle Yi

From: Carrillo, Maria - HPW <Maria.Carrillo@houstontx.gov>
Sent: Monday, May 24, 2021 12:42 PM
To: Michelle Yi; Trevino, Christopher - HPW
Cc: Susan Thornhill
Subject: RE: Sewer for April 2021
Attachments: RATES - 2021 CONTRACT SEWER RATES.doc

Michelle,



These are the new sewer rates, can you please update your spreadsheet for April 2021?

Thank you!

From: Michelle Yi <myi@springvalleytx.com>
Sent: Friday, May 21, 2021 8:07 AM
To: Carrillo, Maria - HPW <Maria.Carrillo@houstontx.gov>; Trevino, Christopher - HPW <Christopher.Trevino@houstontx.gov>
Cc: Susan Thornhill <sthornhill@springvalleytx.com>
Subject: Sewer for April 2021

[Message Came from Outside the City of Houston Mail System]

Good morning Maria,

Attached are the sewer calculations for April 2021.

Please let us know if there is any question.

Have a great weekend!

Best regards,

Michelle Yi, | City Treasurer
713-465-8308 | Direct: 832-910-8578
1025 Campbell Road | Houston, Texas 77055



CITY OF HOUSTON

Public Works and Engineering
Department

IMPORTANT NOTICE

NOTIFICATION OF WASTEWATER SERVICE RATE ADJUSTMENT

Effective April 1, 2021, water and sewer rates are adjusting upward by 1.5%. The City of Houston's Code of Ordinances provides that water and sewer rates be adjusted each year in April. These new rates will appear on your April 2021 billing which you will receive in May 2021.

NEW RATES AND CHARGES FOR:

Municipalities and conservation and reclamation districts ("municipalities")

CLASSIFICATION

RATE

Rates for municipalities that have made capital contributions and meet the following requirements:

- The municipality discharges directly into a city treatment plant
- The municipality has purchased permanent treatment capacity in the city's wastewater treatment system.
- The municipality has executed a contract with the city for wholesale wastewater treatment services.

\$1.663 per 1,000

If the contract does not require that charges be based on metered quantities, monthly quantities (in 1,000 gallon units) shall be determined by the formula:

$$.315 \times A \times B$$

Where:

A is the number of calendar days in the particular month; and

B is the number of residential equivalent units connected to the municipality's collection system.

Rate for other municipalities not eligible for the rate specified in Ordinance Section 47-140 (1)(b)

\$6.349 per 1,000 gallons

For further information, please visit <http://www.houstontx.gov/codes/> (Section 47-140)

Please contact Maria Carrillo at Customer Account Services at (832) 395-6220 for specific questions about your bill.

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

MEETING DATE: June 22, 2021

TOPIC:	Ordinance Number 2021-XX AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX "A" THEREOF SECTION 6.004; ESTABLISHING A SCHEDULE OF FEES FOR SANITARY SEWER SERVICES; AND REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH.
---------------	---

BACKGROUND:	On May 24, 2021, the City of Houston notified the City of Spring Valley Village that the wastewater rate paid by the City would be increasing by 1.5% as of April 1, 2021. A copy of the City of Houston's notice to the City is provided with this agenda item. However, the City has not received a hard copy of the letter. The only notice was by email. The proposed Ordinance would increase the City's wastewater rates by 1.5% to recoup the increased charges from the City of Houston. If approved, the new wastewater rates would be effective June 1, 2021.
--------------------	---

RECOMMENDATION:	Staff recommends approval of the Ordinance.
------------------------	---

ATTACHMENTS:	• Ordinance Number 2021-XX • Copy of Email Dated May 24, 2021 from City of Houston Notifying Spring Valley Village of Water and Wastewater Rate Increases
---------------------	---

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# _____ ☒ Additional Revenue will be added to Revenue Acct# <u>20-01-5270</u>
------------------------	---

FINANCE VERIFICATION OF FUNDING:	
---	---

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

ORDINANCE NO. 2021-XX

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX "A" THEREOF SECTION 6.004; ESTABLISHING A SCHEDULE OF FEES FOR SANITARY SEWER SERVICES; AND REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH.

* * * * *

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

Section 1. The Code of Ordinances of the City of Spring Valley Village, Texas, is hereby amended by deleting from Appendix "A" thereof, said Appendix "A" being a "Schedule of Fees for the City of Spring Valley Village, Texas," all of Section 6.004 and substituting therefor a new Section 6.004 to provide as follows:

6.004 Sewer Rates

1. Residential Sewer:
 - (1.1) \$19.85 per month flat rate; plus
 - (1.2) \$6.368 per 1,000 gallons of metered water provided to residential customers
 - (1.3) Out of City Customers, two hundred (200) percent of the rate.
2. Non-Residential Sewer:
 - (2.1) \$26.48 per month flat rate; plus
 - (2.2) \$11.366 per 1,000 gallons of metered water provided to commercial customers
 - (2.3) Out of City Customers, two hundred (200) percent of the rate.

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

Section 3. Beginning with the month of June 2021, the rates established by this Ordinance shall be charged each month for each connection to the City of Spring Valley Village sewer systems.

Section 4. In the event any clause phrase, provision, sentence, or part of this Ordinance, or the "Schedule of Fees for the City of Spring Valley Village, Texas" adopted hereby, or the application of 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 or said schedule of fees as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of 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, whether there be one or more parts.

PASSED, APPROVED, AND ADOPTED this ___ day of June, 2021.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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

DIVIDER PAGE

Michelle Yi

From: Carrillo, Maria - HPW <Maria.Carrillo@houstontx.gov>
Sent: Monday, May 24, 2021 12:42 PM
To: Michelle Yi; Trevino, Christopher - HPW
Cc: Susan Thornhill
Subject: RE: Sewer for April 2021
Attachments: RATES - 2021 CONTRACT SEWER RATES.doc

Michelle,



These are the new sewer rates, can you please update your spreadsheet for April 2021?

Thank you!

From: Michelle Yi <myi@springvalleytx.com>
Sent: Friday, May 21, 2021 8:07 AM
To: Carrillo, Maria - HPW <Maria.Carrillo@houstontx.gov>; Trevino, Christopher - HPW <Christopher.Trevino@houstontx.gov>
Cc: Susan Thornhill <sthornhill@springvalleytx.com>
Subject: Sewer for April 2021

[Message Came from Outside the City of Houston Mail System]

Good morning Maria,

Attached are the sewer calculations for April 2021.

Please let us know if there is any question.

Have a great weekend!

Best regards,

Michelle Yi, | City Treasurer
713-465-8308 | Direct: 832-910-8578
1025 Campbell Road | Houston, Texas 77055



CITY OF HOUSTON

Public Works and Engineering
Department

IMPORTANT NOTICE

NOTIFICATION OF WASTEWATER SERVICE RATE ADJUSTMENT

Effective April 1, 2021, water and sewer rates are adjusting upward by 1.5%. The City of Houston's Code of Ordinances provides that water and sewer rates be adjusted each year in April. These new rates will appear on your April 2021 billing which you will receive in May 2021.

NEW RATES AND CHARGES FOR:

Municipalities and conservation and reclamation districts ("municipalities")

CLASSIFICATION

RATE

Rates for municipalities that have made capital contributions and meet the following requirements:

- The municipality discharges directly into a city treatment plant
- The municipality has purchased permanent treatment capacity in the city's wastewater treatment system.
- The municipality has executed a contract with the city for wholesale wastewater treatment services.

\$1.663 per 1,000

If the contract does not require that charges be based on metered quantities, monthly quantities (in 1,000 gallon units) shall be determined by the formula:

$$.315 \times A \times B$$

Where:

A is the number of calendar days in the particular month; and

B is the number of residential equivalent units connected to the municipality's collection system.

Rate for other municipalities not eligible for the rate specified in Ordinance Section 47-140 (1)(b)

\$6.349 per 1,000 gallons

For further information, please visit <http://www.houstontx.gov/codes/> (Section 47-140)

Please contact Maria Carrillo at Customer Account Services at (832) 395-6220 for specific questions about your bill.