



**Regular City Council
Meeting June 28, 2022
6:00 p.m.**

Marcus Vajdos, Mayor
Bo Bothe
Tom Donaho

Allen Carpenter, Mayor Pro Tem
David Dominy
Joy McCormack



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 28, 2022, beginning at 6:00 p.m., For the Purpose of Considering and Acting upon the Following Items of Business:

A quorum of the Mayor and Council Members will be physically present. Some Council Members may participate by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code.

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/88345758686>

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: 883 4575 8686 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. **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:
 - 3.1 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.
4. **RECONVENE**
5. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Appointment of An Individual to Fill The Unexpired Term of Council Seat Vacated by Council Member Tom Donaho.
6. **PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN**
 - 6.1 Administer Oath of Office

7. **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.**

8. **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.

8.1 Minutes for Regular City Council Meeting on May 24, 2022

8.2 Minutes for Special City Council Meeting on May 24, 2022

8.3 Resolution Number 22-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, REPEALING RESOLUTION NUMBER 17-017; PROVIDING FOR THE INCORPORATION OF PREAMBLE; ADOPTING A NEW POLICY REGARDING APPOINTMENTS TO CITY BOARDS AND COMMISSIONS; AND PROVIDING AN EFFECTIVE DATE.

8.4 Approval of Pay Estimate No. 13 for Loeser, Traweek, Lone Star, West Tex Pavement & Utility Improvements Project to Conrad Construction Co., LTD. of \$53,288.64

8.5 Resolution Number 22-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 8 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND CONRAD CONSTRUCTION COMPANY, LTD., FOR THE LOESER, TRAWEEK, LONE STAR, WEST TEX PAVEMENT AND UTILITIES IMPROVEMENT PROJECT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH CHANGE ORDER NUMBER 8; AND PROVIDING AN EFFECTIVE DATE.

OLD BUSINESS

9. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** May 2022 Police Department Staff Report (Chief Schulze):

1. Number of Calls for Service
2. Number of Traffic Violations

10. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Village Fire Department Commissioners Meeting on May 25, 2022 and Any Special

Meetings That May Have Occurred since May 11, 2022. (Mayor Pro-Tem Carpenter / Council Member Bothe)

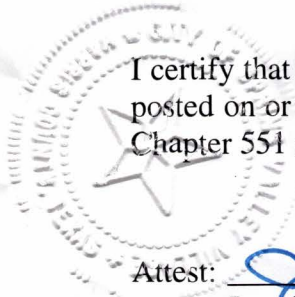
11. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Planning and Zoning Commission Meeting of June 14, 2022. (Council Member Dominy / Council Member Donaho / City Attorney Loren Smith)
12. **DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Future City Special Events and Activities. (Mayor Vajdos)

NEW BUSINESS

13. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Appointment of Alternate Council Liaison to Planning & Zoning Commission.
14. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2022-XX - AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING THE CITY PERSONNEL MANUAL, AS ADOPTED BY ORDINANCE NUMBER 95-05 DULY PASSED AND APPROVED ON MARCH 29, 1995, BEING AMENDMENT NO. 19 TO THE PERSONNEL MANUAL, TO DELETE SECTION 12.2, HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, OF CHAPTER 12, BENEFITS; ADOPTING A NEW SECTION 12.2, HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, OF CHAPTER 12, BENEFITS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.
15. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Briefing by City Staff:
 1. Development Update
 2. Status of Bingle Road Road Diet
 3. Status of Cedarspur, Burkhart, and Winningham (East of Voss Road) Paving and Utility Improvements Project
 4. Status of Cedarspur and Burkhart (West of Bingle Road) Paving and Utility Improvements Project
 5. Status of Brighton Place Paving and Utility Improvements Project
16. **ADJOURNMENT**

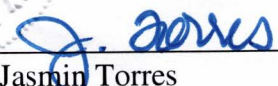
Agenda items may not necessarily be considered in the order that they appear. With regard to any item, Council may take various actions, including but not limited to rescheduling an item in its entirety or for particular action at a future date or time.

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 28, 2022 agenda of items to be considered by City Council was posted on or before the 23rd day of June, 2022, at 5:00 p.m. pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code.

Attest: _____


Jasmin Torres
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 jtorres@springvalleytx.com for further information.

Consent Agenda Items

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, MAY 24, 2022 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 6:00 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro Tem Allen Carpenter

Council Member Bo Bothe (left at 6:50 p.m.)

Council Member David Dominy

Council Member Tom Donaho

Council Member Joy McCormack

Members Absent:

None.

2. INTRODUCTIONS

Julie M. Robinson, City Administrator

Zachary Meadows, Director of Community Development

Jasmin Torres, City Secretary

Michelle Yi, City Treasurer

Silvia Chiapponi, Assistant to the City Administrator / Interim Public Works Director

Loren Smith, City Attorney

Mark Schulze, Acting Police Chief

David Dixon, Police Commissioner

Carianne Livengood, Development Services Coordinator

3. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

3.1 Administer Oaths of Office

Judge Klevenhagen administered oaths of office to Mayor Marcus Vajdos followed by Council Member Carpenter and Council Member McCormack.

3.2 Appoint Mayor Pro-Tem

Council Member McCormack made a motion to appoint Council Member Carpenter as Mayor Pro-Tem, and Council Member Dominy seconded the motion. Motion carried 5-0.

4. 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:

4.1 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.

- 4.2 Section 551.074 – Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of the City Administrator.

Council adjourned into the Executive Session at 6:08 p.m.

5. RECONVENE

The City Council meeting reconvened at 6:50 p.m.

6. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ratification of Employment Agreement with Julie M. Robinson

Council Member Donaho made a motion to ratify the employment agreement with Julie M. Robinson, and Council Member Dominy seconded the motion. Motion carried 4-0.

7. PUBLIC COMMENTS

7.1 PUBLIC COMMENTS (THREE MINUTE LIMIT)

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.**

7.1.1 Charlie Calderwood, who lives at 15 Woodsborough Circle, spoke on the Spring Valley Village Police Department investigation mentioned at the previous Council meeting, questioned the number and frequency of executive sessions, and expressed concerns regarding what is happening at City Hall.

7.1.2 Bruce Spain, who lives at 1101 Pech Road, spoke about a cursory review he conducted on the budget from 2017, 2019, 2020, 2021 looking specifically at the overtime for the Spring Valley Village Police Department and the differences between all in comparison to the 2022 budget. Mr. Spain questioned how the City Council and employees at City Hall missed the budget differences and expressed his discontent as a resident.

8. 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.

8.1 Minutes for Special Called City Council Meeting on February 22, 2022

8.2 Minutes for Special Called City Council Meeting on March 22, 2022

8.3 Minutes for Regular Called City Council Meeting on April 26, 2022

8.4 Approval of Approval of Pay Estimate No. 12 for Loeser, Traweck, Lone Star, West Tex Pavement & Utility Improvements Project to Conrad Construction Co., LTD. In The Amount of \$ 76,965.00

8.5 Approval of Pay Estimate No. 5 for Ground Storage Tank No. 2 Replacement Project

(CSB# 2021-05-101) to W.W. Payton Corporation in the Amount of \$59,985.00.

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

OLD BUSINESS

9. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: April 2022 Police Department Staff Report (Chief Schulze):

1. Number of Calls for Service – 3,119
2. Number of Traffic Violations – 798

10. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on May 5, 2022 and Any Special Meetings That May Have Occurred since May 5, 2022. (Mayor Pro-Tem Carpenter / Council Member Bothe)

Council Member Carpenter indicated that he would provide his update during the agenda items related to the Village Fire Department budget.

11. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Planning and Zoning Commission Meeting of May 10, 2022. (Council Member Dominy / Council Member Donaho / City Attorney Loren Smith)

The Planning and Zoning Commission did not meet in May so there was no update.

NEW BUSINESS

12. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of the Village Fire Department's FY 2021 & FY 2022 Budget Amendments.

Council Member Carpenter spoke about the budget amendments for the Village Fire Department, and the budget deficit that was a result of a second ambulance and staffing for 2021. For 2022, the budget amendments include hiring three full-time employees for staffing of the ambulance. Council Member Carpenter spoke about the breakdown of the budget for all years which includes the addition of the new ambulance, the three new full time employees, and the five percent (5%) cost of living adjustment for Village Fire Department employees.

Council Member Donaho made a motion to approve the amendments as presented, and Council Member Dominy seconded the motion. Motion carried 4-0.

13. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Proposed FY 2023 Village Fire Department Budget In The Amount Of \$8,689,847.78 With The City Of Spring Valley Village's Annual Assessment Being \$1,412,100.26 (16.25%).

Council Member Donaho made a motion to approve the Proposed FY 2023 Village Fire Department Budget as presented, and Council Member Dominy seconded the motion.

Motion carried 4-0.

- 14. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 22-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING THE PRESIDING JUDGE, ALTERNATE JUDGES, CHIEF PROSECUTING ATTORNEY, PROSECUTING ATTORNEYS AND COURT ADMINISTRATOR TO THE SPRING VALLEY VILLAGE MUNICIPAL COURT; AND PROVIDING AN EFFECTIVE DATE.

Mayor Vajdos read the Resolution by caption only. Council Member McCormack made a motion to approve the resolution as presented, and Council Member Donaho seconded the motion. Motion carried 4-0.

- 15. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 22-XX – A RESOLUTION OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY ARE UNREASONABLE AND SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Vajdos read the Resolution by caption only. Council Member Dominy made a motion to approve the resolution as presented, and Council Member McCormack seconded the motion. Motion carried 4-0.

- 16. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2022-XX – AN ORDINANCE GRANTING TO CENTERPOINT ENERGY RESOURCES CORP., DBA CENTERPOINT ENERGY TEXAS GAS OPERATIONS, THE RIGHT, PRIVILEGE AND FRANCHISE TO CONSTRUCT, INSTALL, EXTEND, REMOVE, REPLACE, ABANDON, OPERATE AND MAINTAIN ITS FACILITIES WITHIN THE PUBLIC RIGHTS-OF-WAY OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS FOR THE TRANSPORTATION, DELIVERY, SALE AND DISTRIBUTION OF NATURAL GAS; CONTAINING OTHER PROVISIONS RELATING TO THE FOREGOING SUBJECT; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Mayor Vajdos read the Ordinance by caption only. Following a brief discussion, Council Member Donaho made a motion to approve the ordinance as presented, and Council Member Dominy seconded the motion. Motion carried 4-0.

- 17. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2022-XX - AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING THE CITY PERSONNEL MANUAL, AS ADOPTED BY ORDINANCE NUMBER 95-05 DULY PASSED AND APPROVED ON MARCH 29, 1995, BEING

AMENDMENT NO. 17 TO THE PERSONNEL MANUAL, TO ADOPT A NEW APPENDIX "A" TO BE ENTITLED "JOB ALIGNMENT AND SALARY RANGES FOR ALL CITY POSITIONS"; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

Mayor Vajdos read the Ordinance by caption only. Following a brief discussion, Council Member Donaho made a motion to approve the ordinance as presented, and Council Member McCormack seconded the motion. Motion carried 4-0.

18. BRIEFING AND DISCUSSION CONCERNING: Quarterly Investment Report For Period Ending March 31, 2022.

City Treasurer Michelle Yi presented the Quarterly Investment Report for the period ending March 31, 2022.

19. CONSIDERATION AND POSSIBLE ACTION CONCERNING: To Accept the Resignation of Council Seat by Council Member Tom Donaho.

Following a brief discussion, Council Member Dominy made a motion to accept the resignation of Council Seat by Council Member Tom Donaho, and Council Member McCormack seconded the motion. Motion carried 4-0.

20. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Appointment of An Individual to Fill The Unexpired Term of Council Seat Vacated by Council Member Tom Donaho.

Mayor Marcus Vajdos stated that currently there are three potential candidates with interest in serving: Steve Bass who currently serves on the Board of Adjustments, Brad Jones, an colleague of former Council Member Donaho, and Bart Thomeer. Mayor Vajdos then proposed Steve Bass for appointment.

City Attorney Loren Smith explained that because there is less than twelve (12) months on the current unexpired term of the vacated council seat and there are less than two vacancies, the Council has the option of appointing an individual to fill Council Member Donaho's Council seat by appointment for the unexpired term or call a Special Election for the November 8, 2022 General Election Date.

Since there are three possible candidates, Mayor Vajdos asked each of the candidates to introduce themselves. City Attorney Loren Smith advised the Council that it would be better to put this agenda item on the regular June Council meeting agenda. However, Mr. Smith also advised that the individual Council Members could talk with each of the candidates as long as they did not talk with each other about their conversations. Additionally, the candidates were asked to keep their conversations with Council Members confidential.

City Administrator Julie Robinson was directed to send the Council contact information for each of the three candidates. Ms. Robinson asked to talk with Mr. Smith offline because she was not comfortable with how the discussions would be handled and then will circle back with the Council.

City Attorney Loren Smith recommended further discussion and action to be placed as an agenda item for the Special Meeting on June 21, 2022.
No action was taken.

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

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

Interim Public Works Director Silvia Chiapponi advised that the contractor had a walkthrough on April 29, 2022 and the punch list of any outstanding items is expected to be completed by the end of the month.

2. Status of Bingle Road Diet

Interim Public Works Director Silvia Chiapponi advised that the City of Houston is still waiting on construction permits to be issued for this project.

3. Status of Cedarspur, Burkhart, and Winningham (East of Voss Road) Paving and Utility Improvements Project

Ms. Chiapponi advised that there is a pre-construction meeting scheduled for May 25, 2022.

4. Status of Cedarspur and Burkhart (West of Bingle Road) Paving and Utility Improvements Project

City Administrator Julie Robinson advised that, unbeknownst to her, the engineer for this project had been directed by the previous Public Works Director to put the construction design on hold. Ms. Robinson has directed the engineer to immediately continue with the construction design for the project.

5. Status of Brighton Place Paving and Utility Improvements Project

City Administrator Julie Robinson met with Cobb Fendley, the engineering firm for this project, and has requested that they submit a proposal for the engineering design for this project.

6. New Texas Commission on Environmental Quality Testing/Sampling Requirements for Lead and Copper

Director of Community Development Zachary Meadows briefed City Council regarding the additional sampling requirements per the new requirements from the Texas Commission on Environmental Quality.

22. **ADJOURNMENT**

Council Member Dominy made a motion to adjourn the meeting at 7:51 p.m., and Council Member Carpenter seconded the motion. Motion carried 3-0.

Signed: _____
Marcus Vajdos
Mayor

Attest: _____
Jasmin Torres
City Secretary

**MINUTES OF THE SPECIAL CALLED CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, MAY 24, 2022 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 5:01 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro-Tem Allen Carpenter

Council Member Bo Bothe

Council Member David Dominy

Council Member Joy McCormack

Members Absent:

Council Member Tom Donaho

2. DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Budget Policy Assumptions To Use In Development of Fiscal Year 2022-2023 Budget.

City Administrator Julie Robinson presented the budget policy assumptions that City staff are currently using to develop the FY 2023 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 the current economy.
- For purposes of property tax revenues, utilize the low end of HCAD's Projected 2022 Taxable Value Range. A copy of the 2022 Certified Estimate of Taxable Value from Harris County Appraisal District Dated April 28, 2022 was provided in the packet.
- Using the low end of the Projected 2022 Taxable Value Range is close to the 30% commercial property tax loss that Staff projected last year and would result in approximately \$307,972 in lost revenue (\$2.075 cents on the tax rate). There was also discussion concerning the impact to the City's General Fund Budget from Property Tax Valuation Corrections.
- Evaluate current tax rate of \$0.4150 and determine whether any reduction is possible if financially prudent.
- Use 99% collection rate to estimate property tax revenues.
- For Sales Tax Revenues and all Municipal Court-related Revenues, use an average of the 3 previous fiscal years' actuals plus the current fiscal year's projections.
- In the event there is a deficit in General Fund Draft Budget, utilize a portion of the anticipated FY 2022 Unassigned Fund Balance to balance the FY 2023 Budget.

- If needed, reduce transfer from General Fund to CIP Fund by the amount needed to balance the FY 2023 Budget.
- Continue not to include ambulance fee revenue to allow Village Fire Department to retain that revenue to support the service.
- Continue to evaluate the fee schedules to make sure that the charges are enough to cover our expenses due to continual charges in the cost of doing business.

Expenditures/Expenses

- With the exception of Salaries & Benefits and specific line items that are already known, the FY 2022 Adopted Budget was used as the FY 2023 base budget. Line items that have been identified for increases include: Fuel, Audit Services, funding for the Village Fire Department, ROW and Park Maintenance, Professional Services, Electricity, Water Samples, 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 8.8% increase for health insurance which is an average of actual percentage increases the City has experienced over the last 8 fiscal years. 2022 is the second year of the 2-year plan with Blue Cross and Blue Shield of Texas (“BCBS”) and it is anticipated we will be going out for proposal in the next month or so not knowing what those proposals will be until late August or early September.
- Salary Discussion - With regard to Salaries, since it was clear from the February 22, 2022 Council Workshop Meeting that there were differences of opinions concerning how to handle salary adjustments, Ms. Robinson’s recommendation was for the Council to schedule a separate Council Workshop to discuss only the issue of salary adjustments. The special Council Workshop was scheduled for Tuesday, June 21, 2022, at 5:00 pm.

As part of the Salary Discussion, the Council discussed an immediate adjustment for all City employees to address the consistently rising rate of inflation and cost-of-living. After discussion, it was the direction of the Council to provide a one-time \$2,000.00 stipend for all City employees on the next paycheck. The stipend does not attach to the employee’s base salary. Ms. Robinson thanked the Council on behalf of the employees and advised that the stipend would be implemented as directed.

- Replacement of 3 Police Department vehicles. Chief Schulze proposing to replace two patrol vehicles and one admin vehicle for the FY 2023 Budget with several additional Police Department vehicles going to auction.
- Replacement of 1 Public Works vehicle utilizing the funding that is already reserved for the purchase in the Capital Replacement Fund.
- IT Infrastructure: Based on current IT infrastructure issues, the City and BEMA have begun discussion about how to address the City’s future needs in terms of an overall solution: (1) continue investing in hardware or (2) migrating to a cloud-based software. We are evaluating the most cost-efficient, compliant, and practical solution going forward. There was discussion about migrating to a cloud-based solution as well as the possibility of leasing computers instead of purchasing them.

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 2023 Debt Service Fund Transfer will be \$978,513.00.
- Continue with the 5-Year Capital Improvement Projects list approved on March 22, 2022, a copy of which was provided in the packet. The City will utilize its allocated funds from the American Rescue Plan's State and Local Fiscal Recover Funds ("SLFRF") for the Future Water Plant Upgrades identified in the CIP.

Following discussion, it was the consensus of the Council for Staff to proceed with the development of the FY 2023 Budget using the Budget Policy Assumptions as presented.

3. ADJOURNMENT

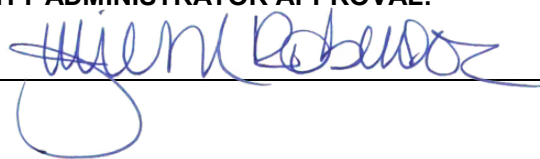
Council Member McCormack made a motion to adjourn the meeting at 5:47 p.m., and Council Member Bothe seconded the motion. Motion carried 4-0.

Signed: _____
Marcus Vajdos
Mayor

Attest: _____
Jasmin Torres
City Secretary

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

MEETING DATE: June 28, 2022

TOPIC:	Resolution Number 22-XX A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, REPEALING RESOLUTION NUMBER 17-017; PROVIDING FOR THE INCORPORATION OF PREAMBLE; ADOPTING A NEW POLICY REGARDING APPOINTMENTS TO CITY BOARDS AND COMMISSIONS; AND PROVIDING AN EFFECTIVE DATE.
BACKGROUND:	On November 14, 2017, by Resolution Number 17-017, the Council adopted a Policy Regarding Appointments to City Boards and Commissions. Since the original Policy was adopted, there have been a few changes to the City's Boards and Commissions that need to be incorporated into an updated Policy and the rest of the changes are merely clerical: • The Civic Activities Board has been dissolved so there are only two City Boards and Commissions. • There is now 1 Alternate Member for the Planning and Zoning Commission. • The City is not using utility bills for notifying the public of service options. • Letters of resignation are no longer used. The City typically is notified by email if someone needs to step down. A redlined version of the changes is provided with this agenda item.
RECOMMENDATION:	Staff recommends the approval of the Resolution.
ATTACHMENTS:	• Resolution Number 22-XX • Redlined Version of Revised Draft Policy for Appointments to City Boards and Commissions
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 NUMBER 22-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, REPEALING RESOLUTION NUMBER 17-017; PROVIDING FOR THE INCORPORATION OF PREAMBLE; ADOPTING A NEW POLICY REGARDING APPOINTMENTS TO CITY BOARDS AND COMMISSIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on November 14, 2017, by Resolution Number 17-017, the City of Spring Valley Village adopted a written policy outlining the appointment process for City boards and commissions; and

WHEREAS, since adoption, the Civic Activities Board has been dissolved, and there is now an Alternate position for the Planning & Zoning Commission; and

WHEREAS, the City Council is of the opinion that Resolution Number 17-017 should be repealed, and the policy regarding Appointments to City Boards and Commissions attached hereto as Exhibit "A" should be adopted.

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. Resolution Number 17-017, duly passed and approved on November 14, 2014, is hereby repealed in its entirety.

Section 3. The City Council of the City of Spring Valley Village hereby adopts the policy regarding Appointments to City Boards and Commissions attached hereto as Exhibit "A."

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

DULY PASSED AND APPROVED AND ADOPTED on this the 28th day of June, 2022.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

Jasmin Torres, City Secretary
City of Spring Valley Village, Texas

EXHIBIT “A”

TO

RESOLUTION NUMBER 22-XX



EST. 1955
SPRING VALLEY
VILLAGE

CITY OF SPRING VALLEY VILLAGE ADMINISTRATIVE POLICIES AND PROCEDURES

TOPIC: APPOINTMENTS TO CITY BOARDS AND COMMISSIONS

PURPOSE

This directive sets forth the comprehensive process for items pertaining to appointments to the City's boards and commissions including advertising for candidates, processing information for the City Council, appointment timetable, attendance records, and oaths of office.

POLICY

The City of Spring Valley Village has two Boards and Commissions to which citizens are appointed to serve: The Planning and Zoning Commission and the Board of Adjustments. The members of the different Boards and Commissions serve 2-year staggered terms depending upon the year in which they are appointed.

Planning and Zoning Commission – 7 Regular Members (1 Alternate Member)
Board of Adjustments – 5 Regular Members and 4 Alternate Members

The Spring Valley Village City Council has the right to appoint citizens to various boards and commissions. It is the stated desire and intent of the City Council to provide for an orderly appointment process to be followed by City staff and to encourage participation by interested citizens. All appointments and removals are made at the discretion of the City Council in accordance with applicable state law.

APPOINTMENT PROCESS

The City Secretary shall advertise that board applications are being accepted, at the appropriate times, through the City's website, Constant Contact, social media platforms, and other City Information Outlets that may be available. Additionally, the City Secretary will notify the City Council of appointments to be made.

Any citizen interested in being appointed or reappointed to a board or commission must submit a completed Application Form (Attachment 1) to the City Secretary's Office. All Application Forms submitted to the City Secretary shall be date stamped received and shall be retained by the City Secretary for a period of two (2) years and shall be considered during that two (2) years in making mid-term appointments as vacancies occur.

The City Secretary shall send a letter and/or email to each board or commission member with an expiring term of office to determine if the member wants to be considered for reappointment. If they desire reappointment, the board/commission member must update the information on file. Appointed board/commission alternate members will be given first consideration for filling permanent board/commission positions.

The City Secretary shall send electronic notifications of the application deadline to residents one month, two weeks, and one day prior to the deadline. The Mayor shall appoint the board and commission members, subject to the City Council's approval. Appointments will be made at the Regular City Council Meeting in July and, generally, terms begin on August 1st.

Officers of each of the City's boards and commissions will be elected in accordance with the ordinances, resolutions, by-laws and State law as applicable. All newly elected officers shall be reported to the City Secretary for inclusion in the boards and commissions database and for public record.

The boards and commissions database will be maintained and updated by the City Secretary's Office. City staff support to the boards and commissions will be responsible for providing updated information to the City Secretary's Office.

MID-TERM APPOINTMENTS

Occasionally, a board or commission member may be unable to finish his or her term or will be removed by the City Council prior to the term ending. In such cases, the vacant position must be filled by a "mid-term appointment" that will serve out the remainder of the term of the individual they are replacing.

In these cases, upon receipt of a written notice of resignation, the City Secretary shall notify the City Council of such resignation. There shall be placed on the next Regular City Council Agenda two items:

- (1) Consider and act upon acceptance of letter of resignation of individual resigning; and
- (2) Consider and act upon preferred procedure to fill vacancy. When established for a board or commission, appointed board/commission alternate members will be given first consideration for filling vacant permanent board/commission positions. Then use of the current pool of applicants, who have selected the vacated board as their first or alternate choice, shall be considered. If a majority of the City Council votes to reopen the application process, a new solicitation campaign will take place in the same manner as the typical appointment process.

The appointment and approval process shall be the same as the normal process.

EMERGENCY APPOINTMENTS

For the health, safety and welfare of the citizens of Spring Valley Village, an emergency process may be deemed necessary by the City Council should a majority of any board or commission become vacant. Temporary appointments will be made by the City Council to serve until the regular and/or mid-term appointments may be made. Appointed board/commission alternate members will be given first consideration for filling vacant permanent board/commission positions. Emergency (temporary) appointments shall not exceed 180 days.

ATTENDANCE RECORDS

All City staff providing support to the various City boards and commissions shall maintain attendance records that shall be provided to the City Secretary on a quarterly basis. The City Secretary shall make the records available to the City Council. A member who is absent from three (3) consecutive meetings of the commission shall be subject to removal by City Council.

COMMITTEES

The City Secretary shall be apprised of any and all committees that are created by various departments and/or boards/commissions and the representatives on these committees, the date and times of meetings, and copies of agendas. The agendas will be forwarded to the City Council for their information.

TRAINING

Newly appointed members to any board or commission governed by state law must attend a New Member orientation session provided by the City of Spring Valley Village to familiarize themselves with the laws and procedures governing that board or commission, including open meetings and open records. This training should be undertaken within two (2) months after the appointee takes office, if scheduling permits.



ATTACHMENT 1
City of Spring Valley Village
Volunteer Application

Board/Commission/Committee (Check areas of interest):

____ Planning and Zoning Commission

____ Board of Adjustment

Personal Information

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____

Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

Email Address: _____

Occupation: _____

First Time Appointment: _____ Reappointment: _____

If reappointment, indicate name of Board or Commission: _____

And the time period previously served:

Education (list highest grade/degree completed): _____

Volunteer Information (Attach additional pages as needed)

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

(2) Briefly summarize your interest in appointment or reappointment to the Board, Commission, or Committee:

**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this Board, Commission, or Committee:

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board or Commission? Yes: _____ No: _____ Possibly: _____

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of the City of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as required by State law and stated in the Ordinances of the City of Spring Valley Village.

Signature: _____
Date: _____

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____

Applicant appointed to: _____ Date: _____

DIVIDER PAGE



EST. 1955
SPRING VALLEY
VILLAGE

CITY OF SPRING VALLEY VILLAGE ADMINISTRATIVE POLICIES AND PROCEDURES

TOPIC: APPOINTMENTS TO CITY BOARDS AND COMMISSIONS

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Planning and Zoning Commission – 7 Regular Members (~~No~~1 Alternate Members)

Board of Adjustments – 5 Regular Members and 4 Alternate Members

~~Civic Activities Board – Up to 10 Regular Members (No Alternate Members)~~

The Spring Valley Village City Council has the right to appoint citizens to various boards and commissions. It is the stated desire and intent of the City Council to provide for an orderly appointment process to be followed by City staff and to encourage participation by interested citizens. All appointments and removals are made at the discretion of the City Council in accordance with applicable state law.

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Volunteer Application



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____ Planning and Zoning Commission

____ Board of Adjustment

~~____ Civic Activities Board~~

~~____ Other: _____~~

Personal Information

First Name: _____ Last
Name: _____

Address: _____ City: _____ State: _____
Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone:

Email
Address: _____

Occupation: _____

First Time Appointment: _____ Reappointment:

If reappointment, indicate name of Board or
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And the time period previously served:

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completed): _____

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**City of Spring Valley Village
Volunteer Application
(Page 2)**

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Do you anticipate any conflicts of interest arising in connection with your service on the selected Board or Commission? Yes: _____ No: _____ Possibly: _____

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The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of the City of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as required by State law and stated in the Ordinances of the City of Spring Valley Village.

Signature: _____

Date: _____

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____

Applicant appointed to: _____ Date: _____

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

MEETING DATE: June 28, 2022

TOPIC:	Approval of Pay Estimate No. 13 for Loeser, Traweek, Lone Star, West Tex Pavement & Utility Improvements Project to Conrad Construction Co., LTD. In The Amount of \$ 53,288.64
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BACKGROUND:	This is the 13 th 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 1-May 31, 2022.
--------------------	--

RECOMMENDATION:	IDS Engineer Project Manager Coy P. Custer, P.E., ENV SP, and City staff have reviewed Pay Estimate No. 13 and recommend approval.
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ATTACHMENTS:	• Pay Estimate No. 13 Submitted By Conrad Construction Co., LTD.
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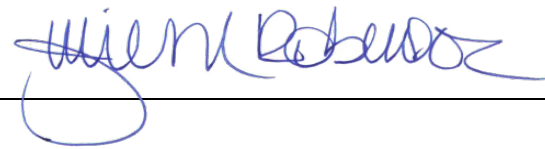
FUNDING ISSUES:	☐ Not applicable – no dollars are being spent or received. ☒ Full amount already budgeted in Acct/Project #25-50-7517 ☐ Not budgeted, if approved, the following will be included in the next Budget Amendment: ☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ ☐ _____ 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:	CITY ADMINISTRATOR APPROVAL:
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Silvia Chiapponi, Interim Public Works Director	
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June 13, 2022

Spring Valley Village
1025 Campbell Road
Houston, TX 77055

Attention: Ms. Silvia Chiapponi

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 Ms. Chiapponi:

Enclosed is an Application and Certificate for Payment No. 13 for the above referenced project for the period of May 1, 2022, to May 31, 2022. As itemized in this estimate, we recommend payment to Conrad Construction Co., Ltd in the amount of \$53,288.64 at this time.

As of May 31, 2022, the project was approximately 99% complete of the contract sum to date. Minor punch list items still remain to be completed. 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	\$ 262,318.81
3	Total Current Contract Amount	\$ 3,099,809.81
4	Construction Materials Testing to Date	\$ 58,967.00
5	Payment to Centerpoint	\$ -
6	Total Value of Work Completed to Date	\$ 3,099,809.81
7	Total Materials Stored to Date	\$ -
8	Total Completed & Stored to Date	\$ 3,099,809.81
9	Retainage (10%)	\$ 309,980.98
10	Total Completed, Less Retainage	\$ 2,789,828.83
11	Total Amount of Prior Payments	\$ 2,736,540.19
12	Current Due Amount	\$ 53,288.64
13	Total Balance Remaining (Including Retainage)	\$ 309,980.98
14	Notice to Proceed Date	17-May-21
15	Project Estimated Completion Date	22-Apr-22
16	Percentage Complete of the Contract Sum	99.0%

Ms. Silvia Chiapponi
City of Spring Valley Village
June 13, 2022
Page 2 of 2

Sincerely,



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

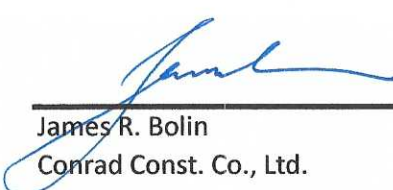
Attachments

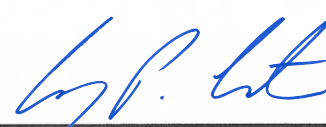
Conrad Construction Co., Ltd.
P.O. Box 841134
Houston, Texas 77284

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

Pay Application No.	13	Work To Date:	\$ 3,099,809.81
Application Period	5-1-22 thru 5-31-22		
Original Contract Amount	\$ 2,837,491.00	Remaining Work	\$ -
Revised Contract Amount	\$ 3,099,809.81		
Notice To Proceed	5/17/2021		

Total Work To Date:	\$ 3,099,809.81
Materials Stored to Date	\$ -
Total Work To Date & Stored Materials	\$ 3,099,809.81
Retainage (10%)	\$ 309,980.98
Total Work Complete, Less Retainage	\$ 2,789,828.83
Less Previous Payments	\$ 2,736,540.19
Total Due This Application	\$ 53,288.64


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


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

Silvia Chiapponi
Assistant to City Administrator
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 5.1.22 through 5.31.22 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 6.1.22.

Firm: Conrad Construction Co., Ltd.

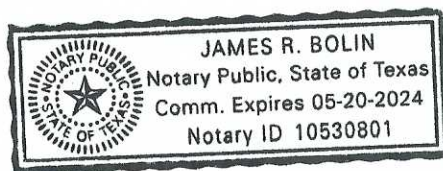
By :

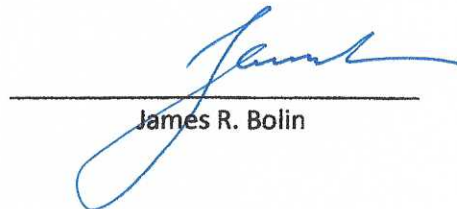

Brian Conrad

Date : 6, 2, 22

Title : Vice President

Signed and sworn to before me a Notary Public in and for Harris County, Texas this 2nd day of June, 2022.




James R. Bolin

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

Conrad Construction Co., Ltd.

Pay Application No.: 13

Reporting Period: 5.1.22 thru 5.31.22

Subcontractor and Work Performed During This Period

Highway 1, LLC - Traffic Control Maintenance

P.A. Berrios Trucking - Trucking Services

Reliable Signal & Lighting Solutions - Electrical / Lighting Conduit

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: 5/31/2022

PAY APPLICATION # : 13

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%	\$ 80,000.00	\$ 80,000.00
2. TRAFFIC CONTROL & REGULATION	1.00	LS		1.00	1.00	100%	\$ 50,000.00	\$ 50,000.00
3. FLAGMAN	1.00	LS		1.00	1.00	100%	\$ 7,500.00	\$ 7,500.00
4. ELECTRONIC MESSAGE BOARD [3] [5]	0.00	MO			0.00	####	\$ 1,250.00	\$ -
5. TREE PROTECTION PLAN	1.00	LS		1.00	1.00	100%	\$ 30,000.00	\$ 30,000.00
6. TREE REMOVAL (0" TO 11.99" DIA.) [8]	3.00	EA		3.00	3.00	100%	\$ 750.00	\$ 2,250.00
7. TREE REMOVAL (12" TO 29.99" DIA.)	2.00	EA		2.00	2.00	100%	\$ 1,250.00	\$ 2,500.00
8. TREE REMOVAL (30" TO 45" DIA.) [8]	0.00	EA			0.00	####	\$ 2,000.00	\$ -
9. FLEXIBLE BASE COURSE FOR TEMP. DRIVEWAYS [8]	57.00	EA	1.00	56.00	57.00	100%	\$ 500.00	\$ 28,500.00
10. 8" TEMPORARY ASPHALT PAVING TYPE "B" BLACK BASE [4] [5] [7]	1839.72	SY		1839.72	1839.72	100%	\$ 50.00	\$ 91,986.00
11. REMOVE & DISPOSE PIPE CULVERT, SEWERS AND SEWER LEADS (ALL SIZES) [6] [7] [8]	2440.00	LF		2440.00	2440.00	100%	\$ 12.00	\$ 29,280.00
12. REMOVE & DISPOSE OF EXISTING CURB INLETS	2.00	EA		2.00	2.00	100%	\$ 750.00	\$ 1,500.00
13. REMOVE & DISPOSE OF EXISTING STORM MANHOLES, ALL DEPTHS	2.00	EA		2.00	2.00	100%	\$ 750.00	\$ 1,500.00
14. REMOVE & DISPOSE OF EXISTING SAFETY END TREATMENTS (SETs)	6.00	EA		6.00	6.00	100%	\$ 400.00	\$ 2,400.00
15. REMOVE & DISPOSE OF WATER LINES AND WATER SERVICE LINES	60.00	LF		60.00	60.00	100%	\$ 20.00	\$ 1,200.00

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 [8])	10355.52	SY	341.52	10014.00	10355.52	100%	\$ 5.00	\$ 51,777.60
17. REMOVE & DISPOSE OF CONCRETE PAVEMENT, (ALL THICKNESS) [8]	185.52	SY		185.52	185.52	100%	\$ 10.00	\$ 1,855.20
18. REMOVE & DISPOSE OF CONCRETE DRIVEWAYS & SIDEWALKS (ALL THK.) [8]	1824.10	SY		1824.10	1824.10	100%	\$ 7.00	\$ 12,768.70
19. ABANDON MANHOLES, ALL SIZES & DEPTHS	7.00	EA		7.00	7.00	100%	\$ 1,250.00	\$ 8,750.00
20. ABANDON & GROUT FILL 10" DIA. SANITARY SEWER [8]	1641.00	LF		1641.00	1641.00	100%	\$ 7.00	\$ 11,487.00
21. TRENCH SAFETY SYSTEM (5' TO 10')	5822.00	LF		5822.00	5822.00	100%	\$ 1.00	\$ 5,822.00
PAVING ITEMS								
22. STORAGE & RELOCATION OF PERMANENT SIGNS (SIGNS, POLES, ANCHORS AND HARDWARE PROVIDED BY CONTRACTOR)	6.00	EA		6.00	6.00	100%	\$ 400.00	\$ 2,400.00
23. ROADWAY EXCAVATION WITH OR WITHOUT BASE INCLUDING LEGAL DISPOSAL & TRANSPORT OF WASTE MATERIAL [5]	7411.00	CY		7411.00	7411.00	100%	\$ 15.00	\$ 111,165.00
24. LIME (6% BY DRY WEIGHT) [8]	202.63	TON		202.63	202.63	100%	\$ 195.00	\$ 39,512.85
25. LIME TREATED SUBGRADE (8") [8]	11991.91	SY	221.91	11770.00	11991.91	100%	\$ 4.00	\$ 47,967.64
26. REINFORCED CONCRETE PAVEMENT (6") [8]	10912.96	SY		10912.96	10912.96	100%	\$ 57.00	\$ 622,038.72
27. HIGH EARLY STRENGTH REINFORCED CONCRETE PAVEMENT (6") [7]	232.71	SY		232.71	232.71	100%	\$ 65.00	\$ 15,126.15
28. FULL DEPTH SAW CUT [7]	180.50	LF		180.50	180.50	100%	\$ 14.00	\$ 2,527.00
29. REINFORCED CONCRETE DRIVEWAY PAVEMENT (6") [8]	16796.70	SF	2218.70	14578.00	16796.70	100%	\$ 8.00	\$ 134,373.60
30. RAISED REFLECTIVE PAVEMENT MARKERS (DOUBLE-SIDED)(TY II-C-R) (BLUE) AT FIRE HYDRANT LOCATIONS [8]	9.00	EA	9.00		9.00	100%	\$ 50.00	\$ 450.00
31. THERMOPLASTIC PAVEMENT MARKINGS (24" WIDE, TYPE I, SOLID, WHITE) [8]	87.00	LF	87.00		87.00	100%	\$ 25.00	\$ 2,175.00

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
32. CONCRETE CURB (6") [8]	5970.00	LF	152.00	5818.00	5970.00	100%	\$ 3.00	\$ 17,910.00
33. CONCRETE PAVING HEADER [8]	28.50	LF		28.50	28.50	100%	\$ 12.00	\$ 342.00
34. REINFORCED CONCRETE SIDEWALK (4-1/2") [5] [6] [7] [8]	585.18	SF		585.18	585.18	100%	\$ 12.00	\$ 7,022.16
35. PIPE BOLLARD [8]	0.00	EA			0.00	####	\$ 400.00	\$ -
STORM SEWER ITEMS								
36. TYPE C MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS [8]	22.00	EA		22.00	22.00	100%	\$ 3,550.00	\$ 78,100.00
37. TYPE C CONFLICT MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS	1.00	EA		1.00	1.00	100%	\$ 5,800.00	\$ 5,800.00
38. 24" DIA. RCP STORM SEWER BY OPEN CUT [7] [8]	2053.50	LF		2053.50	2053.50	100%	\$ 120.00	\$ 246,420.00
39. 30" DIA. RCP STORM SEWER BY OPEN CUT [6]	306.00	LF		306.00	306.00	100%	\$ 150.00	\$ 45,900.00
40. 36" DIA. RCP STORM SEWER BY OPEN CUT [4]	184.00	LF		184.00	184.00	100%	\$ 170.00	\$ 31,280.00
41. YARD DRAINAGE REPAIR, INCL. SCH. 40 PVC, CURB DRAINAGE OUTLET AND CURB REPAIR [6] [7]	122.00	EA		122.00	122.00	100%	\$ 500.00	\$ 61,000.00
42. REPAIR STORM INLET SIDE WALL	6.00	EA		6.00	6.00	100%	\$ 1,200.00	\$ 7,200.00
43. TYPE B-B INLET [8]	25.00	EA		25.00	25.00	100%	\$ 3,450.00	\$ 86,250.00
WASTEWATER ITEMS								
44. ADJUST MANHOLE TO FINISHED GRADE	4.00	EA		4.00	4.00	100%	\$ 1,000.00	\$ 4,000.00
45. TYPE C MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS	11.00	EA		11.00	11.00	100%	\$ 3,250.00	\$ 35,750.00
46. TYPE C ECCENTRIC MANHOLE TOP	1.00	EA		1.00	1.00	100%	\$ 1,850.00	\$ 1,850.00
47. 10" DIAMETER SANITARY SEWER BY OPEN CUT (PVC) [3] [6] [8]	1655.00	LF		1655.00	1655.00	100%	\$ 130.00	\$ 215,150.00
48. SANITARY SEWER SERVICE STUB OR RECONNECTION WITHOUT STACK [7]	54.00	EA		54.00	54.00	100%	\$ 1,000.00	\$ 54,000.00

DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
49. 6" DIAMETER SANITARY SEWER SERVICE LINES [7]	1543.00	LF		1543.00	1543.00	100%	\$ 22.50	\$ 34,717.50
WATER ITEMS								
50. 8" DIAMETER WATER LINE BY OPEN-CUT WITH RESTRAINED JOINTS [8]	2059.00	LF		2059.00	2059.00	100%	\$ 88.00	\$ 181,192.00
51. 6" DIAMETER WATER LINE BY OPEN-CUT WITH RESTRAINED JOINTS	153.00	LF		153.00	153.00	100%	\$ 70.00	\$ 10,710.00
52. 8" DIAMETER WATER LINE BY TRENCH-LESS CONSTRUCTION WITH RESTRAINED JOINTS [8]	659.00	LF		659.00	659.00	100%	\$ 88.00	\$ 57,992.00
53. 3/4" TO 1" DIAMETER WATER TAPS AND COPPER SERVICE LINE, SHORT SIDE	49.00	EA		49.00	49.00	100%	\$ 950.00	\$ 46,550.00
54. 1-1/2" TO 2" DIAMETER WATER TAPS AND COPPER SERVICE LINE WITH 1" WYE LONG SIDE	24.00	EA		24.00	24.00	100%	\$ 2,500.00	\$ 60,000.00
55. 1" DOUBLE METER BOX	51.00	EA		51.00	51.00	100%	\$ 300.00	\$ 15,300.00
56. 8" DIAMETER WET CONNECTION [4]	4.00	EA		4.00	4.00	100%	\$ 4,400.00	\$ 17,600.00
57. CUT, PLUG AND ABANDON EXISTING 6" DIAMETER WATER LINE	1.00	EA		1.00	1.00	100%	\$ 1,200.00	\$ 1,200.00
58. CUT, PLIG AND ABANDON EXISTING 8" WATER LINE	3.00	EA		3.00	3.00	100%	\$ 1,250.00	\$ 3,750.00
59. 6" DIAMETER FIRE HYDRANT BRANCH BY OPEN-CUT	35.00	LF		35.00	35.00	100%	\$ 55.00	\$ 1,925.00
60. REMOVE & SALVAGE EXISTING FIRE HYDRANT	3.00	EA		3.00	3.00	100%	\$ 500.00	\$ 1,500.00
61. FIRE HYDRANT ASSEMBLY, ALL DEPTHS, INCLUDING 6" DIA. GATE VALVE AND BOX	5.00	EA		5.00	5.00	100%	\$ 6,250.00	\$ 31,250.00
62. FIRE HYDRANY ASSEMBLY, BACK-TAP WITH 8"X 6" TS&V	1.00	EA		1.00	1.00	100%	\$ 15,500.00	\$ 15,500.00
63. STORZ PUMPER CONNECTION (FURNISH ONLY)	6.00	EA		6.00	6.00	100%	\$ 450.00	\$ 2,700.00
64. 2" DIA. BLOW-OFF VALVE W/ BOX	1.00	EA		1.00	1.00	100%	\$ 2,700.00	\$ 2,700.00

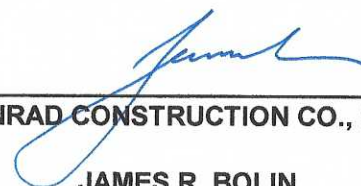
DESCRIPTION	QUANTITY	UNIT	THIS ESTIMATE	PREVIOUS ESTIMATE	WORK TO DATE	%	UNIT PRICE	WORK TO DATE
65. 8"X 8" TS&V [5]	2.00	EA		2.00	2.00	100%	\$ 11,000.00	\$ 22,000.00
SWPPP								
66. IMPLEMENTATION OF SWPPP INCLUDING MAINTENANCE, PERMITTING, INSPECTIONS, AND REPORTING FOR ALL POLLUTION PREVENTION MEASURES AS SHOWN ON THE PLANS, COPY OF NOI, CERTIFICATE OF MAILING AND PROOF OF PAYMENT	1.00	LS		1.00	1.00	100%	\$ 2,500.00	\$ 2,500.00
67. INLET PROTECTION BARRIER (STG.I)	29.00	EA		29.00	29.00	100%	\$ 75.00	\$ 2,175.00
68. INLET PROTECTION BARRIER (STG.II)	30.00	EA		30.00	30.00	100%	\$ 75.00	\$ 2,250.00
69. REINFORCED FILTER FABRIC BARRIER [3] [8]	96.00	LF		96.00	96.00	100%	\$ 1.50	\$ 144.00
70. SODDING DISTURBED AREAS BETWEEN BACK OF CURB AND ROW (ST. AUGUSTINE OR ZOYSIA - VARIOUS WIDTHS) [8]	13450.00	SY	2000.00	11450.00	13450.00	100%	\$ 5.00	\$ 67,250.00
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 [8]	3091.00	LF	1275.00	1816.00	3091.00	100%	\$ 18.00	\$ 55,638.00
IRRIGATION SYSTEMS								
72. FURNISH & INSTALL AN AUTOMATICALLY CONTROLLED IRRIGATION SYSTEM INCL. PIPING, VALVES, SPRINKLERS, ACCESSORIES CONTROLS, AND WIRING ADJACENT TO TRAWEEK DRIVE AND LARIAT DRIVE PER IRRIGATION PLAN	1.00	LS		1.00	1.00	100%	\$ 22,000.00	\$ 22,000.00
73. RELOCATE, REPLACE AND REPAIR PRIVATE IRRIGATION SYSTEMS LOCATED WITHIN THE ROW FOR EACH PARCEL DISTURBED [8]	49.00	EA		49.00	49.00	100%	\$ 500.00	\$ 24,500.00
CASH ALLOWANCE								
74. FURNISH CONSTRUCTION MATERIALS TESTING IN ACCORD. WITH PLANS AND SPECS. [1] [5] [7] [8]	0.9790	CA		0.9790	0.9790	100%	\$ 60,235.00	\$ 58,967.00

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 [7]	0.00	CA			0.00	####	\$ 50,000.00	\$ -
CHANGE ORDERS AND WCDS								
CO 2 - LOWER FIRE LINE TO HYDRANT ON LARIAT DUE TO STM. SWR. CONFLICT	1.00	LS		1.00	1.00	100%	\$ 8,953.04	\$ 8,953.04
CO 2 - RELOCATE FIRE HYDRANT TO PROPERTY LINE AT 1102 LONE STAR	1.00	LS		1.00	1.00	100%	\$ 2,300.00	\$ 2,300.00
CO 5 - MODIFIED TYPE A INLETS AT WEST END OF WEST TEX DRIVE	2.00	EA		2.00	2.00	100%	\$ 3,034.85	\$ 6,069.70
CO 6 - 16" WATER LINE OFFSET (RFP 5)	1.00	LS		1.00	1.00	100%	\$ 25,885.10	\$ 25,885.10
CO 6 - 8" WATER LINE OFFSET (RFP 6)	1.00	LS		1.00	1.00	100%	\$ 15,471.09	\$ 15,471.09
CO 8 - OVEREXCAVATE SUBRADE AND REPLACE WITH CEMENT STABILIZED SAND (RFP 7)	145.86	SY	145.86		145.86	100%	\$ 16.00	\$ 2,333.76
TOTAL WORK TO DATE								\$ 3,099,809.81

CONTRACT TIME: 340 CALENDAR DAYS (2)(5)(6)
CONTRACT DATE: 12/15/2020
WORK ORDER DATE: 5/17/2021

CONTRACT AMOUNT:	\$ 2,837,491.00
CHANGE ORDER: (1-8)	\$ 262,318.81
REVISED CONTRACT AMOUNT:	\$ 3,099,809.81
TOTAL WORK TO DATE:	\$ 3,099,809.81
MATERIALS ON SITE:	\$ -
TOTAL:	\$ 3,099,809.81
LESS RETAINAGE: (10%)	\$ 309,980.98
LESS PREVIOUS PAYMENTS	\$ 2,736,540.19
AMOUNT DUE FOR PAYMENT:	\$ 53,288.64

AMOUNT EARNED THIS PERIOD	\$ 59,209.60
LESS RETAINAGE THIS PERIOD	\$ 5,920.96
AMOUNT DUE THIS PERIOD	\$ 53,288.64

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

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

MEETING DATE: June 28, 2022

TOPIC:	Resolution Number 22-XX A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 8 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND CONRAD CONSTRUCTION COMPANY, LTD., FOR THE LOESER, TRAWEEK, LONE STAR, WEST TEX PAVEMENT AND UTILITIES IMPROVEMENT PROJECT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH CHANGE ORDER NUMBER 8; AND PROVIDING AN EFFECTIVE DATE.
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BACKGROUND:	Change Order Number 8 covers the adjusted quantities for the following pay items which will reduce the Revised Contract Price by \$28,124.43: • Tree Removal (0" to 11.99" Dia.), • Tree Removal (30" to 45" Dia.), • Remove and Dispose Pipe Culvert, Sewers and Sewer Leads (All Sizes), • Remove and Dispose of Concrete Pavement (All Thickness), • Remove and Dispose of Concrete Driveways and Sidewalks (All Thickness), • Abandon and Grout Fill 10" Dia. Sanitary Sewer, • Lime (6% By Dry Weight), • Reinforced Concrete Driveway Pavement (6"), • Concrete Paving Header, • Reinforced Concrete Sidewalk (4-1/2"), • Pipe Bollard, Type C Manhole for 42" Diameter and Smaller Sewers, • 24" Dia. RCP Storm Sewer by Open Cut (PVC), • 8" Diameter Water Line by Open-Cut with Restrained Joints, • 8" Diameter Water Line by Trench-Less Construction with Restrained Joints, • Reinforced Filter Fabric Barrier, • Sodding Disturbed Areas Between Back of Curb and ROW (St. Augustine or Zoysia – Various Widths), • Relocate, Replace, and Repair Private Irrigation Systems Located within the ROW for Each Parcel Disturbed, • Furnish Construction Materials Testing in accordance with Plans and Specs.
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**Spring Valley Village City Council
Agenda Item Data Sheet**

If approved, Change Order Number 8 will decrease the Revised Contract Price from Change Order Number 7 by \$28,124.43.

Revised Contract Price with Change Order Number 7	<u>\$3,127,934.24</u>
Net Decrease of this Change Order Number 8	<u>\$28,124.43</u>
Revised Contract Price with Change Order Number 8	<u>\$3,099,809.81</u>

RECOMMENDATION: Coy P. Custer, Project Manager with IDS Engineering, and City staff recommend approval of the Resolution.

ATTACHMENTS: • Resolution Number 22-XX

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, this will be funded from CO Bond 2019

☐ \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____

☐ _____ from CO Bond 2019 will be used and added to Acct/Project# 25-50-7517

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

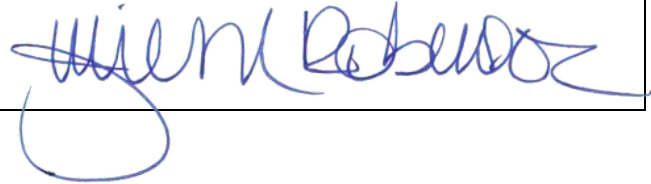
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Silvia Chiapponi, Interim Public Works Director

CITY ADMINISTRATOR APPROVAL:



RESOLUTION NUMBER 22-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 8 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND CONRAD CONSTRUCTION COMPANY, LTD., FOR THE LOESER, TRAWEEK, LONE STAR, WEST TEX PAVEMENT AND UTILITIES IMPROVEMENT PROJECT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH CHANGE ORDER NUMBER 8; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented with Change Order Number 8 to the Agreement by and between the City of Spring Valley Village, Texas and Conrad Construction Company, LTD., for the Loeser, Traweek, Lone Star, West Tex Pavement & Utilities Project ("hereinafter called Change Order Number 8"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS, upon review and consideration of Change Order Number 8 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 8 and any and all documents necessary to effectuate the Change Order Number 8 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 outlined 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 8, 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 8 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 8 as shall in the judgment of the Mayor be appropriate in order to effect the purposes of the foregoing resolution and Change Order Number 8.

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

DULY PASSED AND APPROVED on this the 28th day of June, 2022.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

Jasmin Torres, City Secretary
City of Spring Valley Village, Texas

EXHIBIT “A”

TO

RESOLUTION NUMBER 22-XX

CONSTRUCTION CHANGE ORDER NO. 8

Project: Loeser, Traweek, Lone Star, West Tex Paving and Utility Improvements Project

IDS Job No: 2316-001-00

Date: 10/13/21

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

Engineer: IDS Engineering Group
1340 Northwest Freeway, Suite 700
Houston, Texas 77040

Engineer of Record: Rich Fuller, P.E.

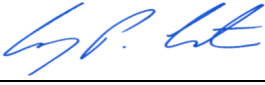
Please make the following changes in the Contract Documents.

Description: Adjust quantities for pay items 6, 8, 9, 11, 16-18, 20, 24-26, 29-36, 38, 43, 47, 50, 52, 69-71, 73, and 74 for project closeout. Add a pay item for cement stabilized sand as noted in RFI 16 and RFP 7. See attachments for reference.

CHANGE IN CONTRACT PRICE Original Contract Price <u>\$2,837,491.00</u>	CHANGE IN CONTRACT TIME Original Contract Time <u>315</u> Calendar Days
Previous Change Orders No. <u>\$290,443.24</u>	Net Change from Previous Change Orders <u>25</u> Calendar Days
Contract Price Prior to this Change Order <u>\$3,127,934.24</u>	Contract Time Prior to this Change Order <u>340</u> Calendar Days
Net Increase (Decrease) of this Change Order <u>-\$28,124.43</u>	Net Increase (Decrease) of this Change Order <u>0</u> Calendar Days
Contract Price with all approved Change Orders (Including this Change Order) <u>\$3,099,809.81</u>	Proposed Contract Time with all approved Change Orders (Including this Change Order) <u>340</u> Calendar Days

RECOMMENDED:

IDS Engineering Group

by: 

Coy Custer, PE
Project Manager

APPROVED:

City of Spring Valley Village

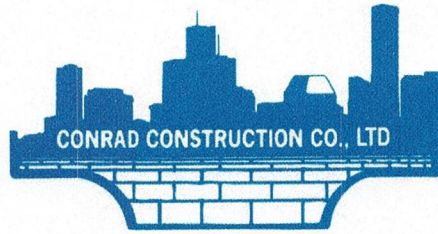
Owner

Attachments:

1. Pay Item Revised Quantity Breakdown
2. RFI 16 and RFP 7

Change Order #08
Pay Item Cost Breakdown

Pay Item No.	Description	Unit	Unit Cost	Current Contract QTY	Final QTY	QTY Difference Contract v. Final	Prop Price Adjustment
6	TREE REMOVAL (0" TO 11.99" DIA.)	EA	\$ 750.00	4	3	-1	\$ (750.00)
8	TREE REMOVAL (30" TO 45" DIA.)	EA	\$ 2,000.00	1	0	-1	\$ (2,000.00)
9	FLEXIBLE BASE COURSE FOR TEMP. DRIVEWAYS	EA	\$ 500.00	56	57	1	\$ 500.00
11	REMOVE AND DISPOSE PIPE CULVERT, SEWERS AND SEWER LEADS (ALL SIZES)	LF	\$ 12.00	2554	2440	-114	\$ (1,368.00)
16	REMOVE & DISPOSE EXISTING ASPH. SURFACE & BASE MATERIAL INCLUDING OLD ASPHALTIC DRIVEWAYS, (ALL DPTH)	SY	\$ 5.00	10014	10355.52	341.52	\$ 1,707.60
17	REMOVE & DISPOSE OF CONCRETE PAVEMENT, (ALL THICKNESS)	SY	\$ 10.00	220	185.52	-34.48	\$ (344.80)
18	REMOVE & DISPOSE OF CONCRETE DRIVEWAYS & SIDEWALKS (ALL THK.)	SY	\$ 7.00	1896	1824.1	-71.9	\$ (503.30)
20	ABANDON & GROUT FILL 10" DIA. SANITARY SEWER	LF	\$ 7.00	1720	1641	-79	\$ (553.00)
24	LIME (6% BY DRY WEIGHT)	TON	\$ 195.00	255	202.63	-52.37	\$ (10,212.15)
25	LIME TREATED SUBGRADE (8")	SY	\$ 4.00	11770	11991.91	221.91	\$ 887.64
26	REINFORCED CONCRETE PAVEMENT (6")	SY	\$ 57.00	10961	10912.96	-48.04	\$ (2,738.28)
29	REINFORCED CONCRETE DRIVEWAY PAVEMENT (6")	SF	\$ 8.00	14578	16796.7	2218.7	\$ 17,749.60
30	RAISED REFLECTIVE PAVEMENT MARKERS (DOUBLE-SIDED)(TY II-C-R) (BLUE) AT FIRE HYDRANT LOCATIONS	EA	\$ 50.00	6	9	3	\$ 150.00
31	THERMOPLASTIC PAVEMENT MARKINGS (24" WIDE, TYPE I, SOLID, WHITE)	LF	\$ 25.00	68	87	19	\$ 475.00
32	CONCRETE CURB (6")	LF	\$ 3.00	5818	5970	152	\$ 456.00
33	CONCRETE PAVING HEADER	LF	\$ 12.00	140	28.5	-111.5	\$ (1,338.00)
34	REINFORCED CONCRETE SIDEWALK (4-1/2")	SF	\$ 12.00	755.68	585.18	-170.5	\$ (2,046.00)
35	PIPE BOLLARD	EA	\$ 400.00	20	0	-20	\$ (8,000.00)
36	TYPE C MANHOLE FOR 42" DIAMETER AND SMALLER SEWERS	EA	\$ 3,550.00	23	22	-1	\$ (3,550.00)
38	24" DIA. RCP STORM SEWER BY OPEN CUT	LF	\$ 120.00	2054	2053.5	-0.5	\$ (60.00)
43	TYPE B-B INLET	EA	\$ 3,450.00	27	25	-2	\$ (6,900.00)
47	10" DIAMETER SANITARY SEWER BY OPEN CUT (PVC)	LF	\$ 130.00	1660	1655	-5	\$ (650.00)
50	8" DIAMETER WATER LINE BY OPEN- CUT WITH RESTRAINED JOINTS	LF	\$ 88.00	2099	2059	-40	\$ (3,520.00)
52	8" DIAMETER WATER LINE BY TRENCH-LESS CONSTRUCTION WITH RESTRAINED JOINTS	LF	\$ 88.00	674	659	-15	\$ (1,320.00)
69	REINFORCED FILTER FABRIC BARRIER	LF	\$ 1.50	337	96	-241	\$ (361.50)
70	SODDING DISTURBED AREAS BETWEEN BACK OF CURB AND ROW (ST. AUGUSTINE OR ZOYSIA - VARIOUS WIDTHS)	SY	\$ 5.00	15463	13450	-2013	\$ (10,065.00)
71	STREET LIGHT CONDUIT, INCLUDING INSTALLATION OF PULL BOXES AND WARNING TAPE. PULL BOXES AND WARNING TAPE TO BE FURNISHED BY CENTERPOINT ENERGY	LF	\$ 18.00	2693	3091	398	\$ 7,164.00
73	RELOCATE, REPLACE AND REPAIR PRIVATE IRRIGATION SYSTEMS LOCATED WITHIN THE ROW FOR EACH PARCEL DISTURBED	EA	\$ 500.00	53	49	-4	\$ (2,000.00)
74	FURNISH CONSTRUCTION MATERIALS TESTING IN ACCORD. WITH PLANS AND SPECS.	CA	\$ 60,235.00	1	0.979	-0.021	\$ (1,268.00)
Final Quantity Net Cost Adjustment Sub-Total							\$ (30,458.19)
Pay Item No.	Description			Unit	Quantity	Unit Price	Prop Price Adjustment
CO 8	OVEREXCAVATE SUBRADE AND REPLACE WITH CEMENT STABILIZED SAND (RFP 7)			SY	145.86	\$ 16.00	\$ 2,333.76
Change Order Cost Adjustment Sub-Total							\$ 2,333.76
Total Change Order Cost Adjustment							\$ (28,124.43)



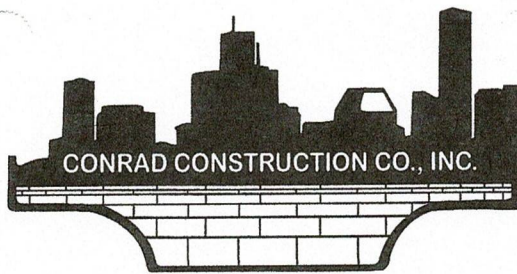
Phone: (713) 937-3081 Fax (713) 937-1172
brianwconrad@hotmail.com

RFP 7

Pricing for 8" cement stabilized sand subgrade for intersection paving per RFI 16
Pricing includes additional excavation and installation of 8" thick cement
stabilized sand

145.86 SY @ \$16.00 / SY = \$2333.76

Brian Conrad
Vice President
Conrad Construction Co., LTD
2/14/22



FOREMANS DAILY REPORT

DATE: 1/21/22
Friday

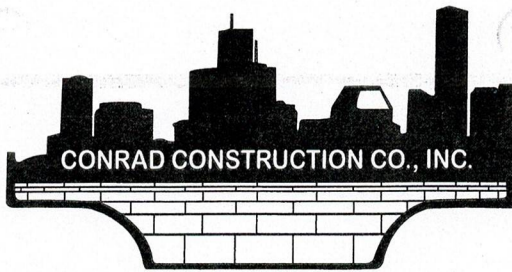
JOB: Spring Valley JOB#: 330 CONTRACT TIME: DAY 249 OF 340
WORK DAY: YES/NO WEATHER: Cold - Mostly Cloudy

ITEM#	DESCRIPTION	QUANTITY / UNIT
22 <u>23</u>	OVER EXCAVATION OF SUBGRADE & Hauling <u>IN STABILIZED SAND</u>	<u>47.43</u> sy <u>RF</u>
	20' x 14.5' = 32.22sy' 34' x 1.5' = 5.67sy' 120' R = 9.54sy' 9' x 35' = 3.15sy'	

REMARKS, VISITORS, DELAYS, ETC. Over excavation for stabilized sand as shown above

INSPECTOR

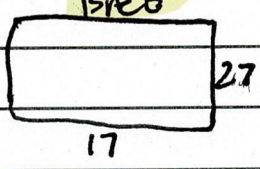
FOREMAN



DATE: 1/27/22
Tuesday

FOREMANS DAILY REPORT

JOB: Spring Valley JOB#: 330 CONTRACT TIME: DAY 255 OF 340
WORK DAY: ☒ YES / NO WEATHER: Partly Cloudy - cool

ITEM#	DESCRIPTION	QUANTITY / UNIT
10	Remove & Dispose of Existing Asphalt Pavement THATWORK STA 7+00 to 11+24.67 LT 421.67 x 11	515.38 sy
★	OVEREXCAVATION OF Subgrade & hauling in Stabiliz. ★ SAND & RFC BRCB 	51 sy
11	Reuse pipe Culvert 10+30 LFTA 23LF, 9+00, 14LF, 7+90 22LF 7+25 14LF	73 LF

REMARKS, VISITORS, DELAYS, ETC. Asphalt Reveal as Shown Above

INSPECTOR

FOREMAN

Conrad Construction Co., Ltd.
P.O.Box 841134
Houston, Texas 77284
Office: 713-937-3081
Fax: 713-937-1172
E-mail: brianwconrad@hotmail.com

Request for Information

Date: 11/22/21

Rfi No: 16

Project: Lone Star

Subject: Subgrade for HE concrete at Bace

Information Requested:

Paving the intersection of Lone Star and a small portion across Bace is called out as High Early strength concrete. This will be required to be paved in 3 small sections too small to install and mix lime subgrade. Typically, areas like these would be over excavated and cement stabilized sand would be installed in lieu of lime subgrade and would allow for expedited schedule for each section. Would the City be in agreement to changing proposed subgrade in this section?

Brian Conrad, Vice President

Response: Both the City and the Engineer of Record (EOR) agree to the use of cement-stabilized sand in lieu of lime stabilization in small concrete pavement repair areas. The Contractor is to provide unit cost for cement stabilized subgrade.

Approved:  **Title:** Project Manager **Date:** 12/3/21

Police Department Staff Report

SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

05\01\2022
thru 05\31\2022
Zone is: SPRING VALLEY

Type	Description	# Of Calls
21	911 HANG UP	2
6	ACCIDENT	28
22	ALARM	22
23	AMBULANCE CALL	14
24	ANIMAL CALL	8
43	ASSIST OUTSIDE AGENCY	7
135	BUSINESS CHECK	1,409
48	CITY CREW REPAIRS	1
134	COURTESY TRANSPORT	1
38	DAMAGE TO CITY PROPERTY	1
53	DEBRIS IN ROADWAY	4
56	DISTURBANCE	1
60	FIRE CALL	5
62	FOUND PROPERTY	2
68	HOUSE CHECK	3
70	INFORMATION	51
71	INVESTIGATION	16
76	LOUD NOISE	1
81	OPEN DOOR	11
86	PUBLIC RELATIONS	510
88	RECOVERY STOLEN VEHICLE	1
92	SERVICE CALL	1
96	SOLICITOR	4
97	SPECIAL ASSIGNMENT	1
99	STALLED VEHICLE	32
100	STREET LIGHT REPAIR	18
103	SUSPICIOUS ACTIVITY	1
104	SUSPICIOUS PERSON	6
105	SUSPICIOUS VEHICLE	20
108	TRAFFIC CONTROL	1
109	TRAFFIC LIGHT REPAIR	2
11	TRAFFIC STOP	523
111	VEHICLE BLOCKING ROADWAY	1
112	VEHICLE CHECK	3
42	WARRANT SERVICE	2
117	WELFARE CONCERN	8
Total		2,721

Spring Valley Village, TX PD

Citation Violation Audit by Offense

Violation Count

May 1, 2022 - May 31, 2022

Official: All

Official Assignment:

Type of Stop: All

Stop Result: All

STEP: NONE

CHANGED LANE WHEN UNSAFE	1
DEFECTIVE EQUIPMENT - WHITE LIGHT TO THE REAR	2
DEFECTIVE EQUIPMENT / NO LICENSE PLATE LIGHT	10
DEFECTIVE HEAD LAMPS	23
DEFECTIVE HEAD LIGHTS	11
DEFECTIVE STOP LAMP(S)	60
DEFECTIVE TAIL LAMP(S)	20
DISPLAY FICTITIOUS/WRONG/UNCLEAN LICENSE PLATES	13
DISPLAY/ EXPIRED REGISTRATION	342
DRIVING WHILE LICENSE INVALID UNDER PROVISIONS OF DL LAWS	10
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	9
DROVE WRONG SIDE OF ROAD	2
DROVE WRONG WAY ON ONE-WAY ROADWAY	1
EXPIRED BUYER TAG	45
EXPIRED DRIVERS LICENSE	20
FAIL TO DISPLAY DRIVERS LICENSE	8
FAIL TO GET A TEXAS DRIVERS LICENSE AFTER 90 DAYS OF RESIDENCE IN THI..	2
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	157
FAIL TO REPORT CHANGE OF ADDRESS	11
FAILED TO DIM HEADLIGHTS - FOLLOWING	4
FAILED TO DIM HEADLIGHTS - MEETING	10
FAILED TO STOP AT DESIGNATED POINT (STOP SIGN)	4
FAILED TO YIELD AT YIELD INTERSECTION	1
ILLEGAL BUYERS TAGS	8
ILLEGAL PARKING - FIRE LANE - SHOP CTR	11
ILLEGAL PASSING - LEFT TURN ONLY LANE	1
ILLEGAL WINDOW TINT	4
NO DRIVERS LICENSE	169
NO FRONT LICENSE PLATE	13
NO LICENSE NUMBER PLATES-TRAILER	2
NO SEAT BELT - PASSENGER	1
OPEN CONTAINER	3
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WITH ONE LICENSE ..	5

Spring Valley Village, TX PD Citation Violation Audit by Offense

Violation Count

May 1, 2022 - May 31, 2022

Official: All

Official Assignment:

Type of Stop: All

Stop Result: All

STEP: NONE

OPERATE UNREGISTERED MOTOR VEHICLE	19
ORDINANCE UNLAWFUL TRESPASSING	3
PARENT/GUARDIAN PERMITTED UNLICENSED MINOR TO DRIVE	2
PARKED FACING TRAFFIC	1
PARKED IN PROHIBITED AREA	7
PASSING AUTHORIZED EMERGENCY VEHICLE	1
PASSING/DISREGARD NO PASSING ZONE	1
RAN RED LIGHT	3
RAN STOP SIGN	9
SPEEDING >10% ABOVE POSTED LIMIT	176
SPEEDING IN SCHOOL ZONE	13
UNAUTHORIZED USE OF DEALER TEMP TAG - (DEALER OR EMPLOYEE)	1
UNAUTHORIZED USE OF DEALER TEMP TAG (NOT DEALER OR EMPLOYEE)	14
UNRESTRAINED CHILD 5 YEARS OF AGE TO 17	5
UNRESTRAINED CHILD YOUNGER THAN 5 OR UNDER 36 INCHES	3
UNRESTRAINED CHILD YOUNGER THAN 8 OR UNDER 4FT 9IN	3
WRONG LICENSE PLATE OR INSIGNIA	3
WRONG/ALTERED/OBSCURED LICENSE PLATE	24
Grand Total	1,271

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

MEETING DATE: June 28, 2022

TOPIC: Ordinance Number 2022-XX

AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING THE CITY PERSONNEL MANUAL, AS ADOPTED BY ORDINANCE NUMBER 95-05 DULY PASSED AND APPROVED ON MARCH 29, 1995, BEING AMENDMENT NO. 19 TO THE PERSONNEL MANUAL, TO DELETE SECTION 12.2, HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, OF CHAPTER 12, BENEFITS; ADOPTING A NEW SECTION 12.2, HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, OF CHAPTER 12, BENEFITS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

BACKGROUND: On December 19, 2000, by Ordinance Number 2000-26, the City Council amended Section 12.2, Health, Dental, Life and Accidental Death and Dismemberment Insurance, of Chapter 12, Benefits, of the Personnel Manual to provide employees who retire from the City access to the City's group health insurance plan at their sole cost and expense until they are eligible for Medicare. However, this provision was never implemented by the City internally or with its group health insurance provider, and there is currently no mechanism to do so. Additionally, there are no retirees to whom this would apply.

Until the City can determine a mechanism that could be used to provide this type of benefit, my recommendation is to delete the current Section 12.2, Health, Dental, Life and Accidental Death and Dismemberment Insurance, of Chapter 12, Benefits, of the Personnel Manual in its entirety and adopt a new Section 12.2 that addresses only employee health insurance. The proposed Ordinance would accomplish this.

RECOMMENDATION: Staff recommends approval of the Ordinance.

ATTACHMENTS: • Ordinance Number 2022-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# _____

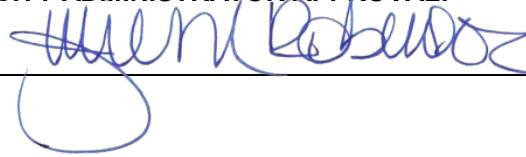
FINANCE VERIFICATION OF FUNDING:



SUBMITTING STAFF MEMBER:

Julie M. Robinson, City Administrator

CITY ADMINISTRATOR APPROVAL:



ORDINANCE NUMBER 2022-XX

AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING THE CITY PERSONNEL MANUAL, AS ADOPTED BY ORDINANCE NUMBER 95-05 DULY PASSED AND APPROVED ON MARCH 29, 1995, BEING AMENDMENT NO. 19 TO THE PERSONNEL MANUAL, TO DELETE SECTION 12.2, HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, OF CHAPTER 12, BENEFITS; ADOPTING A NEW SECTION 12.2, HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, OF CHAPTER 12, BENEFITS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, on March 29, 1995, by Ordinance Number 95-05, the City Council of the City of Spring Valley Village, Texas, adopted a Personnel Manual for all City employees ("Personnel Manual"), and the Personnel Manual has been amended several times since its original adoption with changes to various provisions; and

WHEREAS, on December 19, 2000, by Ordinance Number 2000-26, the City Council amended Section 12.2, Health, Dental, Life and Accidental Death and Dismemberment Insurance, of Chapter 12, Benefits, of the Personnel Manual to provide employees who retire from the City access to the City's group health insurance plan at their sole cost and expense until they are eligible for Medicare; and

WHEREAS, such provision was never implemented by the City internally or with its group health insurance provider, and there is currently no mechanism to do so; and

WHEREAS, the City Council now finds that Section 12.2, Health, Dental, Life and Accidental Death and Dismemberment Insurance, of Chapter 12, Benefits, of the Personnel Manual should be deleted in its entirety and a new Section 12.2 should be adopted.

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

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

Section 2. The City's Personnel Manual, as adopted by Ordinance Number 95-05, duly passed and approved on March 29, 1995, as amended, is hereby amended to delete Section 12.2, Health, Dental, Life and Accidental Death and Dismemberment Insurance, of Chapter 12, Benefits, in its entirety, and a new Section 12.2, Health, Dental, Life and Accidental Death and Dismemberment Insurance, of Chapter 12, Benefits, is hereby adopted to read in its entirety as follows:

“Section 12.2 HEALTH, DENTAL, LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE

The City provides health, dental, life, and Accidental Death and Dismemberment insurance to all regular full-time employees, and regular employees who work a minimum of thirty hours per week.”

This amendment shall be referenced and referred to as **AMENDMENT NO. 19 TO THE PERSONNEL MANUAL.**

Section 3. All provisions of the ordinances of the City of Spring Valley Village, Texas, codified or uncoded, in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the ordinances of the City of Spring Valley Village, Texas, codified or uncoded, not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 4. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part 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 and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

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

DULY PASSED AND APPROVED on this the ____ day of _____, 2022.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

Jasmin Torres, City Secretary
City of Spring Valley Village, Texas