

Marcus Vajdos, Mayor
Steve Bass
David Dominy



Allen Carpenter, Mayor Pro Tem
John Lisenby
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, October 22, 2024, beginning at 6:00 PM. 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. In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Councilmember may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Council will be physically present at the location noted above on this agenda.

The video link to this meeting is: <https://us02web.zoom.us/j/87927737677>

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: 879 2773 7677 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. PLEDGE OF ALLEGIANCE

2.1 American Flag

2.2 Texas Flag - Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.

3. INTRODUCTIONS

4. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

4.1 Proclamation for Municipal Courts Week - November 4-8, 2024

4.2 Honoring Citizen Contributions

- Commissioner Tom Ramsey
- Commission Member Louise Richman

5. 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.

5.1 PERSONAL APPEARANCES

5.2 PERSONAL APPEARANCES (Public Comments)

Any person or group desiring to have their name on the agenda to appear before the City Council during the public comments portion of the meeting shall contact the City Secretary before 12:00 noon on the Tuesday immediately preceding the Council meeting and request recognition, in writing, during the public comments period. Such citizen or group shall specify to the City Secretary their name, address, and matter to be discussed. A time limit of eight (8) minutes shall be imposed unless waived, dispensed with, shortened, or lengthened by consent of a majority of the members of the Council. The City Council may take action during the personal appearances if the agenda item is sufficient to do so. This provision shall not apply to special public hearings called by the Council for specific purposes.

5.2(a) Mike Baker, Development in Spring Valley Village.

6. 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 a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

6.1 Minutes for Regular Called Meeting on September 24, 2024.

6.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Application No. 6 for Brighton Place Pavement and Utility Improvement Project to Conrad Construction, Ltd. in the amount of \$227, 621.11.

6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 24-XX - A resolution of the City Council of the City of Spring Valley Village, Texas, approving the terms and conditions of change order No. 1 to the agreement by and between the City of Spring Valley Village, Texas and Conrad Construction, Ltd. for the Brighton Place Pavement and Utility Improvement Project;

providing for the incorporation of preamble; authorizing the Mayor to execute any and all documents necessary to effectuate such agreement; and providing an effective date.

6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Application No 6 for Cedarspur (W of Bingle) and Burkhart (E of Bingle) Pavement and Utility Improvement Project in the amount of \$265,981.80.

6.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2024-XX - AN ORDINANCE OF THE CITY OF SPRING VALLEY, TEXAS, PROVIDING FOR AN OFFICIAL NEWSPAPER FOR THE CITY; PROVIDING FOR THE REPEAL OF ORDINANCES, RESOLUTIONS, OR POLICIES INCONSISTENT HERewith; AND PROVIDING FOR SEVERABILITY.

6.6 **CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution No. 24-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING AN INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY, TEXAS, AND THE CITY OF SPRING VALLEY VILLAGE, TEXAS, TO HOUSE, SUPPORT, MAINTAIN, AND CONFINE MUNICIPAL PRISONERS IN HARRIS COUNTY JAILS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.**

6.7 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Application No 1 for the Water Plant Electrical Project (2024-05-101) to McDonald Municipal and Industrial A division of C.F. McDonald Electric Inc. in the amount of \$71,100.00

7. DEPARTMENT REPORTS

7.1 Public Works Department Update

7.2 Police Department Update

8. OLD BUSINESS

8.1 UPDATE, DISCUSSION AND POSSIBLE DIRECTION

CONCERNING: Activities of the Village Fire Department Commissioners Meeting on September 25, 2024, and Any Special Meetings That May Have Occurred since September 25, 2024, or other fire department news to report. (Mayor Pro-Tem Carpenter / Council Member Lisenby)

- Presentation of the Village Fire Department Report

9. NEW BUSINESS

9.1 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of a

Request from the Village Fire Department to amend their 2024 Fiscal Year Budget through the proposed Budget Amendment 2024-01

9.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 2024-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS DESIGNATING A REPRESENTATIVE AND AN ALTERNATE TO THE HOUSTON - GALVESTON AREA COUNCIL 2024 GENERAL ASSEMBLY; AND PROVIDING AN EFFECTIVE DATE.

9.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2024-XX - AN ORDINANCE AMENDING CHAPTER 8, PERSONNEL AND ADMINISTRATION, OF THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS BY AMENDING ARTICLE 8.1300, TO ADD REGULATIONS ESTABLISHING MONTHLY AND ANNUAL TIME LIMITS ON TIME SPENT BY CITY PERSONNEL RESPONDING TO VEXATIOUS REQUESTORS OF PUBLIC INFORMATION; REQUIRING THE MAINTENANCE OF RECORDS REGARDING TIME SPENT PRODUCING RECORDS FOR INDIVIDUAL REQUESTORS; PROVIDING FOR SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

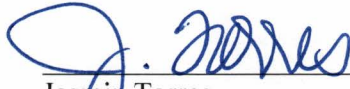
10. ADJOURNMENT

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 October 22, 2024, agenda of items to be considered by City Council was posted on or before the 18th day of October, 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 Jasmin Torres](#) for further information.



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	Proclamation for Municipal Courts Week - November 4-8, 2024

BACKGROUND:

ATTACHMENTS:	Proclamation - Municipal Court Week 2024
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

PROCLAMATION
Municipal Court Week

WHEREAS, the Municipal Court of Spring Valley Village, a time honored and vital part of local government, has existed since August 1, 1955; and

WHEREAS, more people, citizens, and non-citizens alike, come in personal contact with municipal courts than all other Texas courts combined; and

WHEREAS, public impression of the entire Texas judicial system is largely dependent upon the public's experience in municipal court; and

WHEREAS, Municipal Judges and court support personnel have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and conform to the standards set by the Canons of Judicial Conduct; and

WHEREAS, the Municipal Courts play a significant role in preserving the quality of life in Texas communities through the adjudication of traffic offenses, ensuring a high level of traffic safety for our citizens; and

WHEREAS, the Municipal Courts serve as the local justice center for the enforcement of local ordinances and fine-only state offenses that protect the peace and dignity of our City; and

WHEREAS, the Municipal Judges and Clerks continually strive to improve the administration of justice through participation in judicial education programs, seminars, workshops and the annual meetings of their state and local professional organizations.

THEREFORE, it is most appropriate that we recognize the accomplishments of the Texas Municipal Courts, and salute their critical role in preserving public safety, protecting the quality of life in Texas communities, and deterring future criminal behavior,

NOW, I, Marcus Vajdos, Mayor of the City of Spring Valley Village, do recognize the week of November 4, 2024 as *Municipal Court Week*, and further extend appreciation to the Spring Valley Village Municipal Court Judges and court support personnel for the vital services they perform and their exemplary dedication to our community.

Dated this 22nd day of October, 2024.

Marcus Vajdos, Mayor

Attest:

Jasmin Torres, City Secretary



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	Honoring Citizen Contributions
	• Commissioner Tom Ramsey • Commission Member Louise Richman

BACKGROUND:

ATTACHMENTS:	Honoring Citizen Contributions - T. Ramsey
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:



WHEREAS, Commissioner Tom Ramsey served the City of Spring Valley Village as Mayor from 2012 to 2020 helping improve the safety of our community and exemplifying the highest standards of professionalism, integrity, and commitment to the safety and well-being of our citizens; and

WHEREAS, Commissioner Ramsey and others worked tirelessly to lead the efforts to improve the safety of the City of Spring Valley Village its residents, and many surrounding communities affected by the May 2024 Derecho Storm and Hurricane Beryl; and

WHEREAS, volunteering one's time and resources has traditionally been, and continues to be, an elemental part of the essence and tradition of our country and is essential to its spirit and vitality. Commissioner Tom Ramsey has rendered service to this community, and beyond which deserves special recognition and appreciation; and

WHEREAS, after serving the residents of the City of Spring Valley Village he was elected to serve as County Commissioner for Harris County Precinct 3, further extending his reach and emphasizing his passion for public service and the betterment of the communities he services; and

WHEREAS, residents of the City of Spring Valley Village have generously supported Harris County Precinct 3 and Commissioner Ramsey, on behalf of the City of Spring Valley Village, the City Council would like to recognize Commissioner Tom Ramsey for his legacy of caring and for the imprint he leaves upon our community.

NOW, THEREFORE, I, Marcus Vajdos, Mayor of the City of Spring Valley Village, do hereby proclaim Tuesday, October 22, 2024, as:

“Tom Ramsey Day”

in the City of Spring Valley Village, and honor and thank Commissioner Ramsey for being a dedicated citizen of our community and for his dedicated service to all the communities he serves, giving of his valuable time, energy, and abilities.

PROCLAIMED this 22nd day of October 2024.

IN WITNESS WHEREOF, I hereby set my hand and have caused the Seal of the City of Spring Valley Village, Texas, to be affixed.

Marcus Vajdos, Mayor



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	John McDonald, City Administrator
SUBJECT:	Minutes for Regular Called Meeting on September 24, 2024.

BACKGROUND:

ATTACHMENTS:	09-24-2024 Minutes
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, SEPTEMBER 24, 2024, 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 6:01 p.m.

Members Present:

Mayor Marcus Vajdos
Mayor Pro Tem Allen Carpenter
Council Member Steve Bass
Council Member David Dominy
Council Member John Lisenby
Council Member Joy McCormack

Members Absent:

None.

2. PLEDGE OF ALLEGIANCE

- 2.1 American Flag
- 2.2 Texas Flag

During the Regular City Council Meeting, Mayor Vajdos led the City Council, City staff, and visitors in the Pledge of Allegiance.

3. INTRODUCTIONS

John McDonald, City Administrator
Loren Smith, City Attorney
Jasmin Torres, City Secretary
Abbey Anderson, Assistant to City Administrator
Brent Walker, City Treasurer
Susan Thornhill, Assistant City Treasurer
Mark Schulze, Chief of Police
David Dixon, Police Commissioner
Carlos Menchaca, Police Captain

4. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

None.

5. 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.

None.

6. 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 a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- 6.1 Minutes for Regular Called City Council Meeting on August 27, 2024.
- 6.2 Approval of Pay Application No. 5 Pay Estimate for Brighton Place Pavement and Utility Improvement Project to Conrad Construction, Ltd in the amount of \$367,623.14.
- 6.3 Approval of Pay Application No. 5 – Pay Estimate for Cedarspur (West of Bingle) & Burkhart (East of Bingle) Pavement and Utility Improvement Project to On Par Civil Services, LLC. in the amount of \$298,102.50.

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

7. DEPARTMENT REPORTS

7.1 Public Works Update

1. Cedarspur (West of Bingle) & Burkhart (East of Bingle) project update

In Ms. Watson's absence, City Administrator John McDonald informed the Council that On Par has begun milling the asphalt on Cedarspur on the north side of Burkhart Road from Burkhart Drive to Bingle. The updated traffic control system is in place until the north side of Burkhart has been completed. They have begun installing storm sewer on Burkhart Road from Burkhart Drive to Bingle. The new water line has been put in place and they are in the process of hyper-chlorinating and pressure testing it. Once the testing is returned, they will connect residents to the new water line.

2. Brighton Place Project Update

City Administrator John McDonald informed the Council that the waterline subcontractor, TCH, has almost completed the installation of the new water main around the circle and is making their last tie-in on Krist Drive. They will begin hyper-chlorinating and pressure testing the line on Cedarspur, they will then transfer the service line connections to the new water main. The east side of Krist Drive pavement/driveways has been completed to Cedarspur, and the north side of Burhart Court. Conrad Construction is currently removing the west side of Krist Drive and the south side of Burhart Court pavement.

7.2 Police Department Update

- 1. Number of calls for service – 4, 014

2. Number of traffic violations – 1,401
3. Introduction of new personnel
 - Chief Schulze introduced new Officer Emily Gomez, Administrative Assistant Brianna Salas, and Officer Kimberly Jimenez.

8. OLD BUSINESS

8.1 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Appointments/Re-Appointments to Boards and Commissions

Based on the candidates that were interviewed, Mayor Vajdos made the recommendation that Mark Reid be appointed to the Board of Adjustments as a member. Nathan Carroll to be moved from the Board of Adjustments to the Planning and Zoning Commission as an alternate member and Elijo Serrano is to be appointed to the Parks Board. Council Member McCormack made a motion to accept the nominations by Mayor Vajdos of the candidates to the Boards and Commissions, and Council Member Lisenby seconded the motion. Motion carried 5-0.

8.2 UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on August 28, 2024, and Any Special Meetings That May Have Occurred since August 28, 2024. (Mayor Pro-Tem Carpenter / Council Member Lisenby)

- Presentation of the Village Fire Department Report

Chief Miller presented the Village Fire Department updates for August 2024.

Staffing:

1. The department is currently hiring to fill an open firefighter/paramedic position to fill Chief Wyatt's position. Deputy Chief Will Wyatt will be retiring after 39 (thirty-nine) years of fire service.
2. Currently, there is a fire medic out with a knee injury and a fire medic and dispatcher out on FMLA (Family Medical Leave Act) until mid-October.
3. An offer has been made to the prospective Administrator/Finance Director and she will begin October 7, 2024.

Apparatus and Equipment:

1. Ladder One (1) is in the shop for preventative maintenance and repairs. A new transfer case was built and has been received to install and test.

Major Incidences:

1. Fire incidents for August were 13 (thirteen), 19 (nineteen) EMS-type incidents, and 1 (one) non-emergent service call for a total of 33 (thirty-three). The average response time was 4 (four) minutes and 31 (thirty-one) seconds.

Projects and Activities

1. Work began on the main roof on September 23rd and will be completed

in 3 (three) weeks.

2. Starlink satellite internet is operational for a backup for dispatch in the event of an emergency if the primary cell phone and internet services are down.

FEMA Reimbursement:

1. Derecho Cost was \$14,421.57 (fourteen thousand, four hundred and twenty-one dollars and fifty-seven cents) with a federal cost share of \$10,816.18 (ten thousand, eight hundred and sixteen dollars and eighteen cents).
2. Beryl Cost was \$28,695.00 (twenty-eight thousand, six hundred ninety-five dollars) with a federal cost share of \$21,695.25 (twenty-one thousand, six hundred and ninety-five dollars and twenty-five cents).
3. The total project cost is \$43,116.57 (forty-three thousand and one hundred and sixteen dollars and fifty-seven cents) and a total federal cost share of \$32,511.43 (thirty-two thousand and five-hundred and eleven dollars and forty-three cents).

9. NEW BUSINESS

9.1 PRESENTATION AND DISCUSSION CONCERNING: the Quarterly Investment Report For the Period Ending June 30, 2024.

City Treasurer Brent Walker presented the Quarterly Investment Report for the period ending June 30, 2024.

9.2 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance No. 2024-XX – AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS. ADOPTING AMENDMENT NO. 1 TO THE ORIGINAL BUDGET OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, FOR THE FISCAL YEAR 2023-2024; FUNDING CERTAIN OBLIGATIONS OF THE CITY DURING THE BUDGET PERIOD NECESSARY FOR THE PROVISION OF CITY SERVICES; CONTAINING FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER DETAILS RELATING TO THE SUBJECT.

Mayor Vajdos read the Ordinance by caption only. Council Member McCormack to approve Ordinance 2024-10, and Council Member Dominy seconded the motion. Motion carried 5-0.

9.3 CONSIDERATION AND POSSIBLE ACTION CONCERNING: ORDINANCE NO. 2024-XX – AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE 2024 CERTIFIED APPRAISAL ROLL; 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. Council Member McCormack to approve Ordinance 2024-11, and Council Member Bass seconded the motion. Motion

carried 5-0.

9.4 CONDUCT A PUBLIC HEARING CONCERNING: Proposed Fiscal Year 2024-2025 Budget

Mayor Vajdos opened the Public Hearing at 6:38 p.m.

A. Staff Presentation

City Administrator John McDonald presented the budget for the Fiscal Year 2024-2025 that incorporated all of the changes and direction from the City Council from all previous budget meetings.

B. Those In Favor

None.

C. Those Opposed

None.

D. Adjourn Public Hearing

Mayor Vajdos adjourned the Public Hearing at 6:40 p.m.

9.5 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance Number 2024-XX – An Ordinance of the City Council of the City of Spring Valley Village, Texas, Approving and Adopting a Budget for the City of Spring Valley Texas, for Fiscal Year 2024-2025, Making Appropriations for the City for such Fiscal Year as Reflected in said Budget; Providing for the Incorporation of the Preamble; Making Certain Findings, and Containing Certain Provisions Relating to the Subject, and Providing and Effective Date.

Mayor Vajdos read the Ordinance by caption only. Council Member Dominy made a motion to approve Ordinance No. 2024-12, and Council Member Carpmter seconded the motion. City Secretary Jasmin Torres recorded individual votes from each Council Member. Council Members Bass, Carpenter, Lisenby, Dominy, and McCormack voted 'Aye'. No 'Nay' votes were given. Motion carried 5-0.

9.6 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Setting A Maintenance and Operations Tax Rate Of \$0.342678 Per \$100 Of Assessed Valuation.

Council Member Carpenter made a motion to approve the setting of a Maintenance and Operations Tax Rate of \$0.0342678 per \$100 of Assessed Valuation, and Council Member McCormack seconded the motion. Motion carried 5-0.

9.7 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Setting a Debt Service Tax Rate of \$0.052322 per \$100 assessed valuation.

Council Member McCormack made a motion to approve the setting of a Debt Service Tax Rate of \$0.052322 per \$100 of Assessed Valuation, and Council Member Dominy seconded the motion. Motion carried 5-0.

9.8 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance Number 2024-XX – An Ordinance of the City Council for the City of Spring Valley Village, Texas, Amending the City Personnel Manual, as Adopted by Ordinance No. 95-05, Duly Passed and Approved on March 29, 1995, being Amendment No. 21 to the Personnel Manual, to Update and Address Policies including Vacation and Sick Compensation, Travel Authorization and Expense; Vehicle Accidents, and Drug and Alcohol; Providing for the Incorporation of Preamble; Providing a Repealer Clause, a Severability Clause, and an ,32Effective Date.

Mayor Vajdos read the Ordinance by caption only. Council Member Dominy to approve Ordinance 2024-13, and Council Member Bass seconded the motion. Motion carried 5-0.

9.9 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance Number 2024-XX – An Ordinance of the City Council for the City of Spring Valley Village, Texas, Amending the Code of Ordinances of the City of Spring Valley Village, Texas, by deleting from Appendix “A” thereof Article 9.000, Board of Adjustment/Planning and Zoning Fees, in its entirety and Substituting a New Article 9.000, Development Fees; Establishing a Schedule of Fees for the Applications to the Board of Adjustment and Planning and Zoning Commission; Providing a Repealer Clause, and an Effective Date.

Mayor Vajdos read the Ordinance by caption only. Council Member Dominy to approve Ordinance 2024-14, and Council Member McCormack seconded the motion. Motion carried 5-0.

10. ADJOURNMENT

Council Member Carpenter motioned to adjourn the meeting at 7:10 p.m., and Council Member Bass seconded the motion. Motion carried 5-0.

Signed: _____
Marcus Vajdos
Mayor

Attest: _____
Jasmin Torres
City Secretary



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Pay Application No. 6 for Brighton Place Pavement and Utility Improvement Project to Conrad Construction, Ltd. in the amount of \$227, 621.11.

BACKGROUND:	This is the 6th pay estimate to be submitted by Conrad Construction, Ltd. for the Brighton Place Pavement and Utility Improvement Project (2023-12-105) for work completed September 1 through September 30, 2024, in the amount of \$227, 621.11. Pay application No 6 brings the Brighton Place project at 25% paid of the total contract amount of \$6,250,674.50.
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ATTACHMENTS:	Pay App 6
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Both Jennifer Steen of CobbFendley and City Staff have reviewed pay estimate No. 6 and recommend approval.
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October 4, 2024

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

Re: Brighton Place Reconstruction
Payment Application #6
CFA Project No. 2212-056-01

Dear Kristina Watson:

Attached is Payment Application #6 from Conrad Construction Co., LTD for the above-referenced project. We have reviewed the enclosed payment application and find it to be correct with quantities verified to the extent practical in the field. Retainage in the amount of 10% is being held in accordance with the Contract Documents. We recommend approval of payment in the amount of \$227,621.11.

If you have any questions or require additional information, I can be contacted at (713) 462-3242.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.



Jennifer Steen, PE
Sr. Project Manager

Application and Certificate for Payment

PROJECT: Brighton Place Reconstruction
OWNER: City of Spring Valley Village
ADDRESS: 1025 Campbell Road
 Houston, TX 77055

Estimate: #6

CONTRACT TIME

Notice to Proceed	4/29/2024	Initial Contract Time	365 days
Substantial Completion Date	5/25/2025	Current Approved Extensions	27 days
Final Completion Date	5/25/2025	Previous Approved Extensions	0 days
		Total Contract Time	392 days
PAY PERIOD:	From: 9/1/2024	Spent Days	154 days
	To: 9/30/2024	Days Remaining	238 days
		Rain Days To Date	0 days
		Percent of Contract Time Completed	39%

CHANGE ORDERS

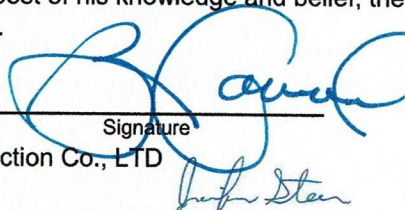
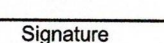
	NO.	Date:	Amount:	Days:
Approved Change Orders:	0	10/4/2024	Rain Days to Date	27
Total Change Orders:			\$0.00	27

SUMMARY OF WORK COMPLETED

Original Contract Sum:	\$	6,250,674.50
Net Change by Change Orders:	\$	-
Contract Sum to Date:	\$	6,250,674.50
Total Completed and Stored to Date:	\$	1,565,431.84
Percent of Work Installed		25%
Retainage, (% of Completed Work:)		10%
Total Retainage:	\$	156,543.18
Total Earned Less Retainage:	\$	1,408,888.66
Less Previous Certificates of Payment:	\$	1,181,267.55
Current Payment Due:	\$	227,621.11

PAYMENT REVIEW AND APPROVAL

The undersigned Engineer certifies that to the best of his knowledge and belief, the scope of work for which payment is applied for has been satisfactorily completed.

Prepared By:	<u>Brian Conrad</u> Print Name	 Signature	Date: <u>10/7/24</u>
	Conrad Construction Co., LTD		
Approved By:	<u>Jennifer Steen</u> Print Name	 Signature	Date: <u>10/4/2024</u>
	Cobb, Fendley & Associates, Inc.		
Accepted By:	<u>Kristina Watson</u> Print Name	 Signature	Date: _____
	City of Spring Valley Village		

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #5 - QUANTITY INSTALLED		Pay Estimate #6 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
A. SECTION 1 - GENERAL AND SITE WORK ITEMS - PRIMARY SITE											
1	Mobilization, Bonds, Insurance, Construction Staking, etc. (5% Max)	LS	1	\$ 300,000.00		0.00		0.00	1.00	\$ 300,000.00	100.00%
2	Installation of Project Sign	LS	1	\$ 1,650.00		0.00		0.00	1.00	\$ 1,650.00	100.00%
3	Contractor to Coordinate with Adjacent Property Owners and Public Entities on Advance Notification of Traffic Phasing Changes, Mail, Parking, Driveway Access, etc.	MO	12	\$ 3,750.00	1.00	3,750.00	1.00	3,750.00	5.00	\$ 18,750.00	41.67%
4	Construction photographs	LS	1	\$ 1,400.00		0.00		0.00	0.00	\$ -	0.00%
5	TPDES Submittal	LS	1	\$ 1,000.00		0.00		0.00	1.00	\$ 1,000.00	100.00%
6	Construction Material Testing, approved geotechnical companies include Alpha Testing, Terracon, Riner Engineering, and QC Laboratories, Inc.	LS	1	\$ 105,000.00	0.08	8,400.00	0.08	8,400.00	0.41	\$ 43,050.00	41.00%
7	Bypass Pumping for Sanitary Sewer	LS	1	\$ 4,500.00		0.00		0.00	0.00	\$ -	0.00%
8	Control of Ground and Surface Water, Including Bypass Pumping	LS	1	\$ 1.00		0.00		0.00	0.00	\$ -	0.00%
9	Removal of Existing Traffic Signs	EA	10	\$ 100.00		0.00		0.00	0.00	\$ -	0.00%
10	Provide and Install New Signs, Including Stop, Speed, Street Name, Speed Hump Sign and Children at Play	EA	26	\$ 700.00		0.00		0.00	0.00	\$ -	0.00%
11	Provide Traffic Control Throughout Project Duration. Include Mobile Changeable Traffic Signs, Flag Men, Low Profile Barriers, Barrels, Cones, Etc. as Needed for Each Phase of Construction	LS	1	\$ 110,000.00	0.08	8,800.00	0.08	8,800.00	0.56	\$ 61,600.00	56.00%
12	Tree and Plant Protection, Including Root Pruning, Crown Cleaning Prune	LS	1	\$ 50,000.00	0.10	5,000.00	0.10	5,000.00	0.35	\$ 17,500.00	35.00%
13	Removal of Tree 0 – 11.99" (or Palm Tree), species varies.	EA	1	\$ 1,050.00		0.00		0.00	1.00	\$ 1,050.00	100.00%
14	Removal of Tree 12 – 29.99", species varies	EA	8	\$ 1,550.00		0.00		0.00	4.00	\$ 6,200.00	50.00%
15	Removal of Tree 30 – 45", species varies	EA	2	\$ 2,100.00		0.00		0.00	0.00	\$ -	0.00%
16	Storm Water Pollution Prevention Including Inlet Protection, Construction Access, Stabilized Entrance, Complete in Place. Replace SWPP as needed during construction. Remove SWPP at construction completion.	LS	1	\$ 8,500.00	0.36	3,060.00	0.08	680.00	0.44	\$ 3,740.00	44.00%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #5 QUANTITY INSTALLED		Pay Estimate #6 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
17	Complete Removal of Sanitary Sewer as Needed for Construction. Sanitary sewer may be abandoned in place, where not in conflict with proposed utilities.	LF	333	\$ 16.50		0.00		0.00	0.00	\$ -	0.00%
18	Purchase and Installation of Temporary Mailboxes, Complete in Place	EA	119	\$ 100.00		0.00	13.00	1,300.00	47.00	\$ 4,700.00	39.50%
19	Purchase and Installation of St. Augustine Block Sodding, Including Sod, Fertilizer, Topsoil, Watering, Complete in Place	SY	9,440	\$ 6.75		0.00		0.00	0.00	\$ -	0.00%
20	Purchase and Installation of 4-Foot Precast Concrete Manholes, Complete in Place	EA	2	\$ 7,000.00		0.00		0.00	0.00	\$ -	0.00%
21	Rehabilitation of Existing Manhole, Complete in Place	EA	2	\$ 4,500.00		0.00		0.00	0.00	\$ -	0.00%
22	Grade and Shape Between Road and ROW	SY	9,440	\$ 1.50		0.00		0.00	0.00	\$ -	0.00%
23	Remove Existing Mailboxes, Place at Road ROW, Reinstall Existing Mailbox to Permanent Location Upon Completion of Phase, Complete in Place	EA	119	\$ 100.00		0.00	5.00	500.00	31.00	\$ 3,100.00	26.05%
24	Remove and Cap Irrigation Line at Road Right-of-Way. Paid per Each Property that has Irrigation Inside the Road Right-of-Way	Lot	35	\$ 550.00	7.00	3,850.00	11.00	6,050.00	41.00	\$ 22,550.00	117.14%
25	Removal and Proper Disposal of Storm Sewer, Back Fill Void with Select Fill, Complete in Place	LF	2,588	\$ 15.00		0.00		0.00	112.00	\$ 1,680.00	4.33%
26	Removal and Proper Disposal of Storm Sewer Inlets & Manholes, Back Fill Void with Select Fill, Complete in Place	EA	21	\$ 900.00		0.00		0.00	3.00	\$ 2,700.00	14.29%
27	Abandon And Grout Fill Existing Storm Sewer, All Sizes	LF	298	\$ 70.00		0.00		0.00	0.00	\$ -	0.00%
28	Abandon and Fill Existing 8-inch Diameter Sanitary Sewer Line	LF	253	\$ 15.00		0.00		0.00	0.00	\$ -	0.00%
29	Removal of Landscaping Hardscape, Including Blocks, Bricks, Pavers, etc. Located Inside Road ROW and Stockpile at Road ROW	LS	1	\$ 20,000.00	0.08	1,600.00	0.08	1,600.00	0.26	\$ 5,200.00	26.00%
30	Trench Safety System, Including Storm Sewer, Water Line, Bore Pits, Sanitary Sewer	LF	4,141	\$ 1.00	316.00	316.00		0.00	509.00	\$ 509.00	12.29%
31	Complete Removal and Proper Disposal of Pavement (Thickness Varies), Including Driveways, Walkways and Curb	SY	22,256	\$ 6.50	409.44	2,661.36	2,225.60	14,466.40	7,650.98	\$ 49,731.37	34.38%
32	Roadway Excavation and Haul-Off	CY	4,650	\$ 1.00	160.00	160.00	360.00	360.00	1,301.00	\$ 1,301.00	27.98%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #5 QUANTITY INSTALLED		Pay Estimate #6 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
33	Provide and Install 8-Inch Lime Stabilized Subgrade (5%), Including Lime, Manipulation, and Compaction, Complete in Place, per the geotechnical report.	SY	21,335	\$ 12.50	953.11	11,913.88	966.08	12,076.00	5,591.07	\$ 69,888.38	26.21%
34	Purchase and Installation of 12-inch Sanitary Sewer, Complete in Place	LF	594	\$ 195.00		0.00		0.00	0.00	\$ -	0.00%
35	Purchase and Installation of 6-Inch Diameter Water Line, by Trenchless Construction, Complete in Place	LF	1,075	\$ 90.00	368.00	33,120.00	162.00	14,580.00	1,075.00	\$ 96,750.00	100.00%
36	Purchase and Installation of 8-Inch Diameter Water Line, by Trenchless Construction, Complete in Place	LF	5,457	\$ 130.00	1,120.00	145,600.00	385.00	50,050.00	1,905.00	\$ 247,650.00	34.91%
37	Purchase and Installation of 8-Inch Diameter Water Line, by open cut Complete in Place	LF	542	\$ 175.00		0.00	178.00	31,150.00	178.00	\$ 31,150.00	32.84%
38	Water Tap and Service Line -Short Connections, Connect to Existing Meter, Complete in Place	EA	60	\$ 1,500.00		0.00		0.00	0.00	\$ -	0.00%
39	Water Tap and Service Line -Long Connections, Connect to Existing Meter, Complete in Place	EA	65	\$ 2,500.00		0.00		0.00	0.00	\$ -	0.00%
40	Purchase and Installation of 8-Inch Wet Connection, Complete in Place	EA	1	\$ 5,000.00		0.00		0.00	0.00	\$ -	0.00%
41	Cut, Plug, and Abandon Existing Diameter Water Lines size varies 4-Inch to 8-Inch, Complete in Place	LF	5,627	\$ 1.00		0.00		0.00	0.00	\$ -	0.00%
42	Purchase and Installation of 8-Inch Tapping Sleeve & Valve, Complete in Place	EA	1	\$ 6,500.00		0.00	1.00	6,500.00	1.00	\$ 6,500.00	100.00%
43	Removal of Existing Fire Hydrant Assembly	EA	12	\$ 850.00	1.00	850.00	1.00	850.00	4.00	\$ 3,400.00	33.33%
44	Purchase and Installation of New Fire Hydrant Assembly, Complete in Place	EA	12	\$ 7,500.00	1.00	7,500.00	1.00	7,500.00	4.00	\$ 30,000.00	33.33%
45	Purchase and Installation of Concrete Junction Box JB01, Complete in Place	LS	1	\$ 54,500.00		0.00		0.00	0.00	\$ -	0.00%
46	Purchase and Installation of Concrete Junction Box JB02, Complete in Place	LS	1	\$ 50,000.00		0.00		0.00	0.00	\$ -	0.00%
47	Purchase and Installation of Concrete Junction Box JB03, Complete in Place	LS	1	\$ 40,000.00		0.00		0.00	0.00	\$ -	0.00%
48	Purchase and Installation of 4-Inch Yard Drain with Steel Curb Box, Complete in Place	EA	122	\$ 650.00	8.00	5,200.00	9.00	5,850.00	45.00	\$ 29,250.00	36.89%
49	Purchase and Installation of 24-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place	LF	1,770	\$ 130.00	316.00	41,080.00		0.00	509.00	\$ 66,170.00	28.76%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #5 QUANTITY INSTALLED		Pay Estimate #6 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
50	Purchase and Installation of 36-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place	LF	378	\$ 200.00		0.00		0.00	0.00	\$ -	0.00%
51	Purchase and Installation of 42-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place	LF	371	\$ 240.00		0.00		0.00	0.00	\$ -	0.00%
52	Purchase and Installation of 10-Foot by 5-Foot Reinforced Concrete Box by Open Cut, Complete in Place	LF	828	\$ 1,350.00		0.00		0.00	0.00	\$ -	0.00%
53	Purchase and Installation of Precast Type BB Inlet, Complete in Place	EA	19	\$ 5,000.00	2.00	10,000.00		0.00	4.00	\$ 20,000.00	21.05%
54	Purchase and Installation of Precast Type C Inlet, Complete in Place	EA	6	\$ 5,500.00		0.00		0.00	2.00	\$ 11,000.00	33.33%
55	Purchase and Installation of Precast Type C1 Inlet, Complete in Place	EA	2	\$ 7,300.00		0.00		0.00	0.00	\$ -	0.00%
56	Temporary Pavement, As Needed for Construction Phasing	LS	1	\$ 5,000.00		0.00		0.00	0.25	\$ 1,250.00	25.00%
57	Purchase and Installation of 6-Inch Concrete Pavement and Driveways, Complete in Place	SY	21,365	\$ 68.50	1,599.34	109,554.79	1,047.91	71,781.84	5,694.04	\$ 390,041.74	26.65%
58	Blue Reflective Marker Placed at each Fire Hydrant, Complete in Place	EA	12	\$ 15.00		0.00		0.00	0.00	\$ -	0.00%
59	4-Inch Yellow Broken Reflectorized Pavement Markings, Complete in Place	LF	4,750	\$ 1.75		0.00		0.00	0.00	\$ -	0.00%
60	4-Inch Yellow Median Striping Reflectorized Pavement Markings, Complete in Place	LS	1	\$ 2,500.00		0.00		0.00	0.00	\$ -	0.00%
61	12-Inch White Reflectorized Pavement Marking, Complete in Place	LF	100	\$ 15.00		0.00		0.00	0.00	\$ -	0.00%
62	24-Inch White Reflectorized Pavement Marking, Complete in Place	LF	150	\$ 20.00		0.00		0.00	0.00	\$ -	0.00%
63	White Reflectorized Turn Arrows Pavement Marking, Complete in Place	EA	4	\$ 375.00		0.00		0.00	0.00	\$ -	0.00%
64	Purchase and Installation of 4-Inch x 12-Inch Mountable Concrete Curb, Complete in Place	LF	10,574	\$ 4.50	1,299.00	5,845.50		0.00	2,037.00	\$ 9,166.50	19.26%
65	Purchase and Installation of 6-Inch Concrete Curb, Complete in Place	LF	852	\$ 6.00		0.00		0.00	0.00	\$ -	0.00%
66	Purchase and Installation of 4 1/2-Inch Concrete Walkway and Steps, Complete in Place	SF	3,951	\$ 9.50	21.96	208.62	175.59	1,668.11	758.30	\$ 7,203.85	19.19%
67	Adjust Traffic Signal Timing and Control Cabinet as Needed for Construction	LS	1	\$ 6,000.00		0.00		0.00	0.00	\$ -	0.00%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #5 QUANTITY INSTALLED		Pay Estimate #6 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
68	Install New Traffic Loops to Ground Box. Match Existing Loop Size and Type. Revise signal timing to Preconstruction Conditions	LS	1	\$ 10,000.00		0.00		0.00	0.00	\$ -	0.00%
69	Purchase and Installation of Black Speed Cushion including White Pavement Markings, Complete in Place	EA	6	\$ 4,750.00		0.00		0.00	0.00	\$ -	0.00%
B. EXTRA WORK ITEMS											
1	Cure-in-Place Line Existing Storm Manhole, Complete in Place	EA	1	\$ 4,000.00		0.00		0.00	0.00	\$ -	0.00%
C. ALLOWANCE											
1	Construction Allowance for Unforeseen	LS	1	\$ 25,000.00		0.00		0.00	0.00	\$ -	0.00%

Contract Amount: \$ 6,250,674.50
Number of requested Rain Days:

Total 408,470.15
40,847.01 Retainer 10%
Total 367,623.13 4
Total 252,912.34
25,291.23
Total 227,621.11 1

Percent Complete Color Code:	
In progress, under 100%	
Complete, 100%	
Over 100%	



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number 24-XX - A resolution of the City Council of the City of Spring Valley Village, Texas, approving the terms and conditions of change order No. 1 to the agreement by and between the City of Spring Valley Village, Texas and Conrad Construction, Ltd. for the Brighton Place Pavement and Utility Improvement Project; providing for the incorporation of preamble; authorizing the Mayor to execute any and all documents necessary to effectuate such agreement; and providing an effective date.

BACKGROUND:	Conrad Construction has submitted a change order in the amount of \$70,637.00 to address three issues: 1. During the Brighton Place project, staff working with a resident realized that the storm sewer that flows to the outfall on Krist Drive was potentially in need of rehab. This section is adjacent to the project limits but is not a part of the existing project. This storm sewer was televised and found to be damaged. The proposed improvements to this section can be completed quickly during construction, saving the City time and design cost, and the need to create an additional project after the Brighton Place Pavement and Utility Improvement Project has been completed. 2. The sanitary sewer service leads were not a part of the original project survey and are in conflict with the final plan. Their exact depth is unknown. The change order assumes six of the service leads will need to be replaced. 3. Due to no residents relocating their mailboxes on their own, Conrad has been forced to address the removal of each mailbox, taking up significant time. The existing mail boxes were to be relocated by the
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homeowners prior to construction beginning.

ATTACHMENTS: Brighton Place Change Order No. 1, Resolution 24-XX - Approving (Change Order No. 1 On Par)

FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION: CobbFendley project engineer Jennifer Steen and Staff recommend approval of the change order request.

Change Order #1

DATE OF ISSUANCE: October 9, 2024

EFFECTIVE DATE: October 23, 2024

PROJECT: Brighton Place Reconstruction
OWNER: City of Spring Valley Village
ADDRESS: 1025 Campbell Road
Houston, TX 77055

CONTRACTOR: Conrad Construction C
ADDRESS: 13408 Emmett Rd
Houston, TX

DESCRIPTION OF CHANGES

Scope: Repair existing storm sewer adjacent to project location.
Replace sanitary sewer service leads in conflict.
Move existing mailboxes.

Justification: The existing storm sewer that is adjacent to the project limits was televised and found to be damaged. The proposed improvements can be completed quickly during construction, saving the city time and cost for design and bidding.
The sanitary sewer service leads are not surveyed. The exact depth is unknown. The change order assumes 6 will need to be replaced. If more are found to be in conflict, the contractor will request authorization prior to replacement.
The existing mail boxes were to be relocated by homeowners before construction began. The homeowners did not relocate and the contractor has spent significant time moving the mailboxes. The contractor will NOT move the mailboxes back to their original location.

Amount: \$ 70,637.00
Days: 38

EXECUTIVE SUMMARY

CONTRACT PRICE SUMMARY

Original Contract Price	\$	6,250,674.50
Previous Change Orders	\$	-
This Change Order	\$	70,637.00
Revised Contract Price	\$	6,321,311.50

CONTRACT TIME SUMMARY

		DATE
Original Contract Time Substantial Completion	1	April 29, 2025
Weather Days Previously Approved	27	
This Change Order	38	
Revised Contract Time	66	July 3, 2025
Original Contract Time Final Completion	1	April 29, 2025
Weather Days Previously Approved	27	
This Change Order	38	
Revised Contract Time	66	July 3, 2025

Submitted by:

By:	Signature	Date
	Conrad Construction Co., LTD	

Recommended by:

By:	Signature	Date
Jennifer Steen	CobbFendley	10/9/2024

Approved:

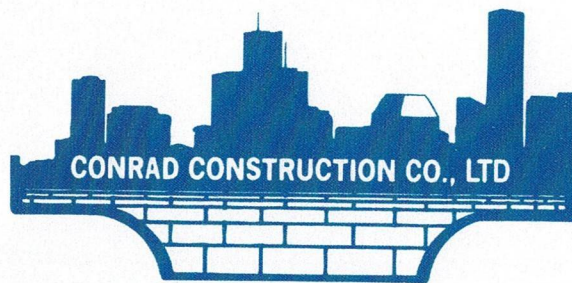
By:	Signature	Date
	City of Spring Valley Village	

			Original Contract			Change Order 1		
Item No.	Item Description	Unit	QTY	Unit Price	Extended Price	Revised Unit QTY	Revised Unit Price	Price Difference
C. ALLOWANCE								
1	Construction Allowance for Unforeseen Circumstances Pre-Approved by the City	LS	1	\$ 25,000.00	\$ 25,000.00	(1.00)	\$ 25,000.00	\$ (25,000.00)
Change Order								
CO1-1	Cured-in-Place Storm Sewer	LS	1		\$ -	1.00	\$ 72,237.00	\$ 72,237.00
CO1-2	Short Side Service Lead (\$1,675 EA) 6 approved on CH 1	EA			\$ -	6.00	\$ 1,675.00	\$ 10,050.00
CO1-3	Long Side Service Lead (\$2,225 EA) 6 approved on CH 1 (1 additional day per lead)	EA				6.00	\$ 2,225.00	\$ 13,350.00
CO1-4	20 additional days for moving mailboxes	LS						\$ -

TOTAL ORIGINAL CONTRACT = \$ 6,250,674.50

TOTAL CHANGE ORDER 1 = \$ 70,637.00 \$ -

REVISED CONTRACT AMOUNT = \$ 6,321,311.50



Date: 10/8/24

Proposal

RFP: 1A

Owner: Spring Valley Village

Project: Brighton Place

Description: TV inspection and Cured in Place Rehab of existing 36" storm sewer outfall at 8301 Winningham

Subcontractor / Materials:

Item	Qty	Unit	Unit Price	Unit Total
T Gray Utility - TV inspection	1	LS	\$ 1,200.00	\$ 1,200.00
T Gray Utility 36" Cured in Place Pipe rehab	179	LF	\$ 325.00	\$ 58,175.00
Subtotal				\$ 59,375.00
Total Material				\$ 59,375.00

Labor:

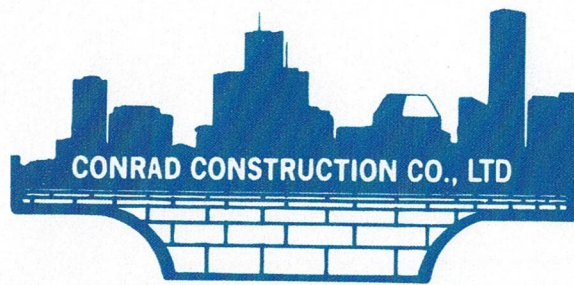
Name and/or Position	Qty	Unit	Unit Price	Unit Total
Foreman	10	hr	\$ 45.00	\$ 450.00
Operator 1 \$21/base \$31.5/ OT	20	hr	\$ 23.50	\$ 470.00
Laborer 1 \$15.25/base \$22.50 OT	20	hr	\$ 16.75	\$ 335.00
Laborer 2 - \$15.25/base \$22.88 OT	20	hr	\$ 16.75	\$ 335.00
Laborer 3 - \$15.25/base \$22.88 OT	20	hr	\$ 16.75	\$ 335.00
Subtotal				\$ 1,925.00
Labor Burden - FICA/FUTA/Benefits/WC (55 %)				\$ 1,058.75
Total Labor				\$ 2,983.75

Equipment:

Item	Qty	Unit	Unit Price	Unit Total
Mini excavator	20	hr	\$ 75.00	\$ 1,500.00
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Total Equipment				\$ 1,500.00

Misc.

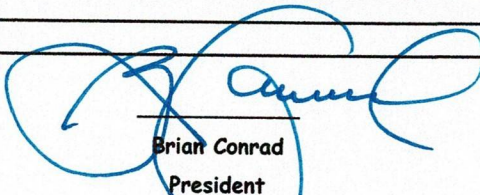
Item	Qty	Unit	Unit Price	Unit Total
			\$ -	\$ -
			\$ -	\$ -
Total Misc.				\$ -



Total Equipment, Labor, Material, Misc.
OH&P 12%
SubTotal
1 % Bond Premium
Total
Time Request

\$	63,858.75
\$	7,663.05
\$	71,521.80
\$	715.22
\$	72,237.02
	12

Conrad Construction labor to assist with access and removal of inlet and MH top for T Gray to access existing 36" storm sewer and replacement of MH top after rehab work completed
Per City's request - existing 36" storm sewer outfall at 8301 Winningham was TV inspected.
The existing pipe was found to be rotted out along the bottom for approx 179 LF between manholes
Cured in Place rehab of this existing 36" CMP was recommended.
This is rehab work was not included in the original scope of this project, but due to storm sewer and paving replacement being done at this location, it has been recommended to add this work to this project.


 Brian Conrad
 President



QUOTATION # TX08292024

Submitted by: Gerald Hoffpauir- Estimator

T. Gray Utility / AIMS, LLC
401 Northville Houston, Tx 77037
832-301-9181 (Office Phone)
713-875-5472 (Mobile)
ghoffpauir@aimscompanies.com

QUOTATION

JOB INFORMATION

Project: Spring Valley-Brighton Place Reconstruction

Attn: Conrad Const.

Quote Date: 8/29/2024

Bid Item	Item Description	Pay Unit	Unit Qty	Unit Price	Total Price
1	TV INPSCTION OF 36" CMP STORM LINE	LS	1	\$1,200.00	\$1,200.00
				TOTAL	\$1,200.00

**Please see "Notes" section on the second page of bid sheet.*

PLEASE READ OUR TERMS – PAYMENT TERMS WILL BE STRICTLY ENFORCED. QUANTITIES ARE ESTIMATED ONLY. PAYMENT SHALL BE MADE FOR ACTUAL WORK PERFORMED AT THE SPECIFIED PRICES WITHIN THIS QUOTATION. QUANTITIES WILL BE BILLED AT TGRAY/AIMS FIELD QUANTITY REPORTS, NOT CONTRACTOR, OWNER, OR ENGINEER REPORTS.



QUOTATION # TX09172024

Submitted by: Gerald Hoffpauir- Estimator

T. Gray Utility / AIMS, LLC
401 Northville Houston, Tx 77037
832-301-9181 (Office Phone)
713-875-5472 (Mobile)
ghoffpauir@aimscompanies.com

QUOTATION

JOB INFORMATION

Project: Spring Valley-Brighton Place Reconstruction

Attn: Conrad Const.

Quote Date: 9/17/2024-REVISED 10/8/2024

AIMS COMPANIES					
BID ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
OPT 1	36" CURED IN PLACE PIPE REHAB OF CMP STORM LINE	LF	179	\$ 325.00	\$ 58,175.00
OPT 2	36" GEOPOLYMER APPLICATION AT 1" OF CMP STORM LINE	LF	179	\$ 250.00	\$ 44,750.00
TOTAL ESTIMATED PRICE					
1	MANHOLE AND STRUCTURE ACCESS BY OTHERS				
2	WATER METER AND WATER SOURCE TO BE SUPPLIED BY OTHERS				
3	DELAYS BEYOND OUR CONTROL, STAND BY, OR OTHER WORK INCLUDING EXTRA CLEANING OVER 1 PASS WITH THE NOZZLE - \$350 PER HOUR				
4	AIMS WILL NOT BE RESPONSIBLE FOR REMOVAL OR REPLACEMENT OF BOLTS-WELD IN GRATES, MANHOLES, OR ANY OTHER STRUCTURE				
5	TRAFFIC CONTROL BEYOND CONES TO BE PROVIDED BY OTHERS, INCLUDING PERMITS				
6	PRICING VALID FOR 60 DAYS, PAYMENT TERMS ARE NET 30, TAXES MAY BE APPLICABLE				
7	DUMP SITE PROVIDED BY OTHERS				
8	ALL PERMITS AND PERMISSIONS FROM PROPERTY OWNERS, UTILITIES, AND GOVERNMENT AGENTS				

****Please see "Notes" section on the second page of bid sheet.***

PLEASE READ OUR TERMS - PAYMENT TERMS WILL BE STRICTLY ENFORCED. QUANTITIES ARE ESTIMATED ONLY. PAYMENT SHALL BE MADE FOR ACTUAL WORK PERFORMED AT THE SPECIFIED PRICES WITHIN THIS QUOTATION. QUANTITIES WILL BE BILLED AT TGRAY/AIMS FIELD QUANTITY REPORTS, NOT CONTRACTOR, OWNER, OR ENGINEER REPORTS

continued

Exclusions: Engineered drawings, remove existing liners, Water Meter, DOT permits, plans, major traffic control, flag men or police officer, fees & permits, survey works, by-pass water control, rebar replacement, vactor truck/service, pipe cleaning, jobsite dumpster, laboratory test fees, chemical grouting to stop heavy flowing infiltration, mechanical work, pipe coatings, plugs over 12-inches, bypass pumping, bonds & special insurance, surface restoration works other than T Gray related work. Storm Water Pollution Prevention Plan (SWPP). Concrete wash-out area.

PAYMENT TERMS: Net 30 days. T Gray/AIMS reserves the right to issue a Stop Work notice to past due customers. If the account is not brought to good standing within ten (10) business days after receipt of notice TGray/AIMS may cease all construction activity for the delinquent customer until said account is reconciled. TGray/AIMS also reserves the right to administer a 1.5% per month (18% per annum) finance charge to any past due invoices. If the invoices must go to an attorney for collection, in addition to the amounts owed, the customer shall be responsible for payment of all attorney's fees, cost of court and expenses. Zero (0%) percent retainage held on contractor services. New customers will require a credit application and mobilization deposit. At TGray/AIMS discretion, a job deposit can be charged at 25% of contract total and is payable upon signing agreement. By signing this agreement, you accept all terms and exclusions contained within this quotation and all payments made to T. Gray Utility AIMS, LLC will follow those terms and quantity structure within this document.

Insurance Coverage

General Liability	2,000,000
Automobile Liability	1,000,000
Umbrella Liability	1,000,000
Worker's Compensation	1,000,000
Pollution Control	2,000,000

Confined Space Entry OSHA Compliance 29 CFR 1910.146 Proper equipment includes: tripods, winches, full body harness, multi-gas monitors to check space during and before entry as a minimum. OSHA requires an attendant to always monitor the confined space entrant. Confined space permits and entry procedures must be signed off by site supervisor.

Warranty: 1 year warranty on service and materials from date of installation.

Notes:

1. Quote is valid until 11/1/2024.
2. GC to provide water meter and/or hydrant hook-up.
3. GC to provide access to manholes/structures within 5 feet.
4. GC to Provide Cleaning of the pipe prior to installation
5. GC responsible for water control, bypass pumping, and plugs (if required)
6. GC to provide any engineered stamped TCP requirements and equipment.
7. Excavation Not Included-Launch Pit, Services, and External Obstruction Removals

Owner Name: _____

Authorized Agent Signature: _____

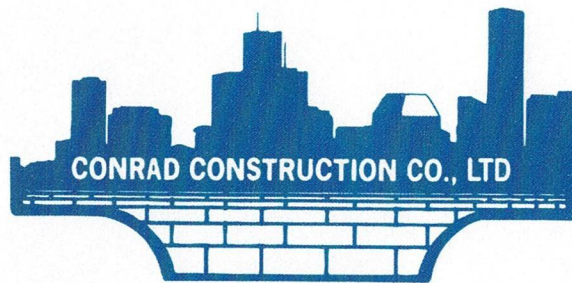
Printed Name: _____

Owner Contact: _____
(Address)

Date: _____
(City, State & Zip code)

Project Payment Bond No.: _____

Surety/Bonding Co.: _____
(Name/Address/Contact)



Date: 10/8/24

Proposal

RFP: 2 REV

Owner: Spring Valley Village

Project: Brighton Place

Description: short side sanitary sewer service including connection to main

Subcontractor / Materials:

Item	Qty	Unit	Unit Price	Unit Total
PVC pipe / fittings	1	LS	\$ 700.00	\$ 700.00
				\$ -
				\$ -
Subtotal				\$ 700.00
Total Material				\$ 700.00

Labor:

Name and/or Position	Qty	Unit	Unit Price	Unit Total
Foreman	2.5	hr	\$ 45.00	\$ 112.50
Operator 1 \$21/base \$31.5/ OT	2.5	hr	\$ 23.50	\$ 58.75
Pipe Layer 1 \$19.00/base \$28.50 OT	2.5	hr	\$ 20.90	\$ 52.25
Pipe Layer 2 \$19.00/base \$28.50 OT	2.5	hr	\$ 20.90	\$ 52.25
Laborer 1 \$15.25/base \$22.50 OT	2.5	hr	\$ 16.75	\$ 41.88
Laborer 2 - \$15.25/base \$22.88 OT	2.5	hr	\$ 16.75	\$ 41.88
Subtotal				\$ 359.50
Labor Burden - FICA/FUTA/Benefits/WC (55 %)				\$ 197.73
Total Labor				\$ 557.23

Equipment:

Item	Qty	Unit	Unit Price	Unit Total
Mini excavator	2.5	hr	\$ 75.00	\$ 187.50
			\$ -	\$ -
			\$ -	\$ -
Total Equipment				\$ 187.50

Misc.

Item	Qty	Unit	Unit Price	Unit Total
			\$ -	\$ -
			\$ -	\$ -
Total Misc.				\$ -



Total Equipment, Labor, Material, Misc.

OH&P 15%

SubTotal

1 % Bond Premium

Total (ROUNDED) EA

TOTAL X 6 EA

Time Request

\$	1,444.73
----	----------

\$	216.71
----	--------

\$	1,661.43
----	----------

\$	16.61
----	-------

\$	1,675.00
----	----------

\$	10,050.00
----	-----------

4 days

No pay item for short side sanitary service including connection to new 12" main

Brian Conrad



Date: 10/8/24

Proposal

RFP: 3 REV

Owner: Spring Valley Village

Project: Brighton Place

Description: long side sanitary sewer service including connection to main

Subcontractor / Materials:

Item	Qty	Unit	Unit Price	Unit Total
PVC pipe / fittings	1	LS	\$ 950.00	\$ 950.00
				\$ -
				\$ -
Subtotal				\$ 950.00
Total Material				\$ 950.00

Labor:

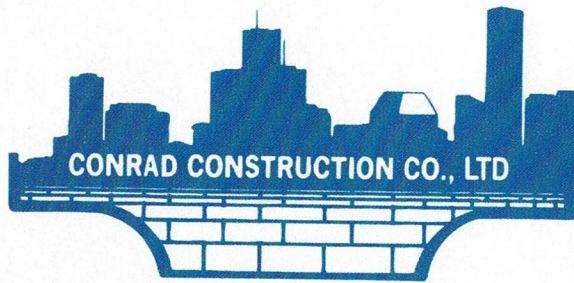
Name and/or Position	Qty	Unit	Unit Price	Unit Total
Foreman	3.25	hr	\$ 45.00	\$ 146.25
Operator 1 \$21/base \$31.5/ OT	3.25	hr	\$ 23.50	\$ 76.38
Pipe Layer 1 \$19.00/base \$28.50 OT	3.25	hr	\$ 20.90	\$ 67.93
Pipe Layer 2 \$19.00/base \$28.50 OT	3.25	hr	\$ 20.90	\$ 67.93
Laborer 1 \$15.25/base \$22.50 OT	3.25	hr	\$ 16.75	\$ 54.44
Laborer 2 - \$15.25/base \$22.88 OT	3.25	hr	\$ 16.75	\$ 54.44
Subtotal				\$ 467.35
Labor Burden - FICA/FUTA/Benefits/WC (55 %)				\$ 257.04
Total Labor				\$ 724.39

Equipment:

Item	Qty	Unit	Unit Price	Unit Total
Mini excavator	3.25	hr	\$ 75.00	\$ 243.75
			\$ -	\$ -
			\$ -	\$ -
Total Equipment				\$ 243.75

Misc.

Item	Qty	Unit	Unit Price	Unit Total
			\$ -	\$ -
			\$ -	\$ -
Total Misc.				\$ -

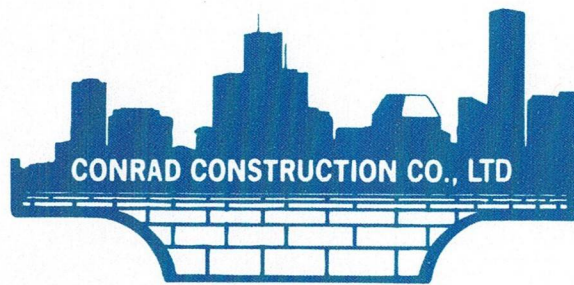


Total Equipment, Labor, Material, Misc.
OH&P 15%
SubTotal
1 % Bond Premium
Total (ROUNDED) EA
TOTAL X 6 EA
Time Request

\$	1,918.14
\$	287.72
\$	2,205.86
\$	22.06
\$	2,225.00
\$	13,350.00
	5 days

No pay item for long side sanitary service including connection to new 12" main

Brian Conrad
President



Date: 10/8/24

Proposal

RFP: 4 REV

Owner: Spring Valley Village

Project: Brighton Place

Description: move brick mailboxes out of ROW / Construction area

Subcontractor / Materials:

Item	Qty	Unit	Unit Price	Unit Total
				\$ -
				\$ -
				\$ -
Subtotal				\$ -
Total Material				\$ -

Labor:

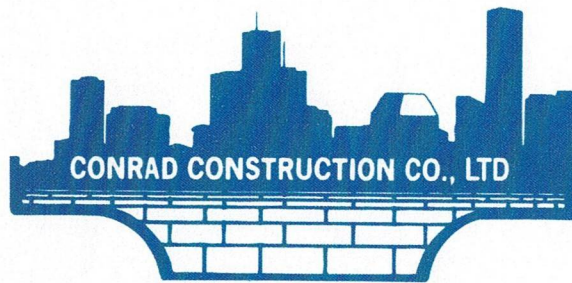
Name and/or Position	Qty	Unit	Unit Price	Unit Total
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Subtotal				\$ -
Labor Burden - FICA/FUTA/Benefits/WC (55 %)				\$ -
Total Labor				\$ -

Equipment:

Item	Qty	Unit	Unit Price	Unit Total
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Total Equipment				\$ -

Misc.

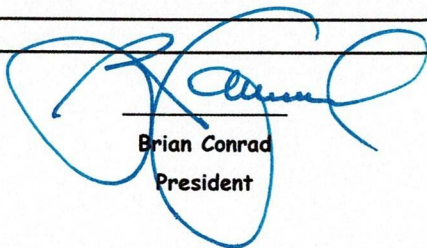
Item	Qty	Unit	Unit Price	Unit Total
			\$ -	\$ -
			\$ -	\$ -
Total Misc.				\$ -



Total Equipment, Labor, Material, Misc.
OH&P 15%
SubTotal
1 % Bond Premium
Total (ROUNDED) EA
Time Request

\$	-
\$	-
\$	-
\$	-
NO ADD. COST	
20 days	

Residents were notified to remove brick mailboxes from City ROW prior to construction.
To date, there have been no brick mailboxes moved by any resident in Brighton Place.
To facilitate construction, Conrad Construction has moved many of them outside of the construction area already.
We understand that this work is not included in the scope of this project, but in order to continue work, we are removing brick mailboxes out of the ROW at no additional charge to the City.
This additional work is very time consuming and includes hand digging, and strapping mailbox to be moved with heavy equipment and are only able to move 3-4 mailboxes per day.
With approximately 50 mailboxes to move we estimate these efforts to take approximately 15 additional days to complete
** This does not include moving and re-setting any brick mailboxes to their original locations.
We have been told this is not the Contractor's responsibility. Any permanent relocations of brick mailboxes will result in additional cost and time.


 Brian Conrad
 President

RESOLUTION NUMBER 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 1 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AND ON CONRAD CONSTRUCTION, LTD. FOR THE BRIGHTON PLACE PAVING AND UTILITY IMPROVEMENTS PROJECT (CSB #2023-12-105); 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.

WHEREAS, the City Council has been presented a proposed Change Order Number 1 to the Agreement by and between the City of Spring Valley Village, Texas, and Conrad Construction, Ltd. for the Brighton Place Paving and Utility Improvements Project (CSB #2023-12-105) ("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 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 Change Order Number 1 and any and all documents necessary to effectuate such 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 is 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 5 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 ____ day of _____, 2024.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Pay Application No 6 for Cedarspur (W of Bingle) and Burkhart (E of Bingle) Pavement and Utility Improvement Project in the amount of \$265,981.80.

BACKGROUND:	This is the 6th pay estimate to be submitted by On Par Civil Services, LLC., for the Cedarspur (West of Bingle) & Burkhart (East of Bingle) Pavement and Utility Improvement Project (2023-09-103) for work completed September 1 through September 30, 2024 in the amount of \$265,981.80. Pay application No 6 brings the Cedarspur (West of Bingle) and Burkhart (East of Bingle) Pavement and Utility Improvement Project to 33% paid of the total contract amount of \$3,035,912.80.
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ATTACHMENTS:	Pay Estimate No 6 - Signed
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Gessner Engineering and City Staff have reviewed Pay Application No 6 and recommend approval.
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Cover Letter: Payment Application #6



GESSNER
ENGINEERING

TO: City of Spring Valley Village

(Owner)

Contact: Paving and Utility Improvements to Serve Cedarspur Drive (West of Bingle) and Burkhardt Road (East of Bingle)

(Insert name of Contract as it appears in the Contract Documents)

Owner's Contract No. 2023-09-103

Engineer: Gessner Engineering

Contractor: On Par Civil Services, LLC

On Par Civil Services, LLC has submitted Payment Application #6 for work through Sept 01, 2024 to Sept 30, 2024, in the amount of \$265,981.8. After review of work complete to date and material stored on-site, Gessner Engineering recommends the payment of \$265,981.8 to On Par Civil Services, LLC.

1. <u>Original Contract Amount:</u>	<u>\$2,978,252.8</u>
2. <u>Change Orders:</u>	<u>\$57660.00</u>
3. <u>Total Current Contract Amount:</u>	<u>\$3,035,912.8</u>
4. <u>Total Value of Work Completed to Date:</u>	<u>\$1,104,370.10</u>
5. <u>Total Materials Stored to Date:</u>	<u>\$0.00</u>
6. <u>Total Completed & Stored to Date:</u>	<u>\$1,104,370.10</u>
7. <u>Retainage (10%):</u>	<u>\$110,437.01</u>
8. <u>Total Completed, Less Retainage:</u>	<u>\$993,933.09</u>
9. <u>Total Amount of Prior Payments:</u>	<u>\$727,951.29</u>
10. <u>Current Due Amount:</u>	<u>\$265,981.8</u>
11. <u>Total Balance Remaining:</u>	<u>\$2,041,979.71</u>
12. <u>Notice to Proceed Date:</u>	<u>March 6, 2024</u>
13. <u>Project Estimated Completion Date:</u>	<u>December 31, 2024</u>

Samantha Beevers, PE
(ENGINEER)

Sandra Barr

Recommend Payment:
See attached (Pay App)

PROJECT MANAGER
(TITLE)

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 2

TO : Gessner Engineering PROJECT: Paving and Utility Improvements APPLICATION NO: 6 REV 2

Owner: City of Spring Valley Village

Cedarspur Dr and Burkhardt Rd

APPLICATION DATE: 9/30/24

FROM CONTRACTOR:

On Par Civil Services, LLC
1220 Bialock Road Suite 300
Hou, Tx 77055

ARCHITECT:
Engineer: Gessner Engineering

PERIOD FROM: 9/11/24
PERIOD TO: 9/30/24
PROJECT NO: 20-0109-01

CONTRACT DATE: March 6, 2024

CONTRACT FOR: Paving Improvements Cedarspur Dr and Berkhardt Road

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 2,978,252.80
- 2. Net Change by Change Orders \$ 57,660.00
- 3. CONTRACT SUM TO DATE (LINE 1 + 2) \$ 3,035,912.80
- 4. TOTAL COMPLETED & STORED TO DATE \$ 1,104,370.10 (Column G on G703)

5. RETAINAGE:

- a. 10% of Completed Work \$ 110,437.01 (Column D + E on G703)
- b. 0% of Stored Material \$ 0.00 (Column F on G703)
- Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 110,437.01
- 6. TOTAL EARNED LESS RETAINAGE \$ 993,933.09 (Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from Prior Certificate) \$ 727,951.29

8. CURRENT PAYMENT DUE \$ 265,981.80

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 Less Line 6) \$ 2,041,979.71

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$57,660.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$57,660.00	\$0.00
NET CHANGES by Change Order		\$57,660.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by the Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: On Par Civil Services, LLC

By: Eddie G Breedlove Date: 9/30/24
Project Manager

State of: Texas
County of:
Subscribed and sworn to before me on:
Notary Public:
My Commission expires:

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified).

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

PROJECT:

Paving and Utility Improvements

PAGE 2 OF 2

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached in tabulations below, amounts are stated to the nearest dollar, Use Column 1 on Contracts where variable retainage for line items may apply

Application No: 6 REV 1
Application Date: 09/30/24
Period To: 09/30/24
Project No: 20-0109-01

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK 0.00	Quantity	Cost Per Unit	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATIONS	MATERIALS PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	BALANCE TO FINISH	RETAINAGE 10%
General Items									
100	Mobilization, Bonds, and Insurance	1.00	\$80,756.00	\$ 80,756.00	\$ 80,756.00	\$ -	\$ 80,756.00	\$ -	-
101	Sodding Up to ROW(St Augustine or Zoysia), Complete in Place	4,829.00	\$8.00	\$ 38,632.00		\$ -	\$ -	\$ 38,632.00	\$ -
102	Erosion Control (Permitting, Maintenance, Inspections and Reporting, and Measures Shown on the Plans	1.00	\$6,000.00	\$ 6,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
103	Tree Protection, Complete in Place	1.00	\$7,500.00	\$ 7,500.00	\$ 3,750.00	\$ -	\$ 3,750.00	\$ 3,750.00	\$ -
104	Furnish Construction Materials Testing, in Accordance with the plans and Specifications	1.00	\$16,000.00	\$ 16,000.00	\$ 7,000.00	\$ 2,500.00	\$ 9,500.00	\$ 6,500.00	\$ -
105	Relocate, Replace, or Repair Private Irrigation Systems Located within the ROW, for Each Parcel Disturbed, Complete in Place	44.00	\$400.00	\$ 17,600.00		\$ -	\$ -	\$ 17,600.00	\$ -
106	Temporary Store of CenterPoint pole at Public Works Yard and Transport back to site	2.00	\$1,100.00	\$ 2,200.00		\$ -	\$ -	\$ 2,200.00	\$ -
Traffic Control									
200	6" Temporary Asphalt Paving, Type B Black Base	550.00	\$75.00	\$ 41,250.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 11,250.00	\$ -
201	Remove and dispose of 8" Temporary Asphalt Paving	550.00	\$20.00	\$ 11,000.00	\$ -	\$ -	\$ -	\$ 11,000.00	\$ -
202	Temporary Crushed Limestone Driveways, Removal & Disposal as necessary after use	60.00	\$400.00	\$ 24,000.00	\$ 8,000.00	\$ 2,500.00	\$ 10,500.00	\$ 13,500.00	\$ -
203	Temporary 15" ADS Plastic Culvert, Including Disposal after use	630.00	\$45.00	\$ 28,350.00	\$ 14,000.00	\$ -	\$ 14,000.00	\$ 14,350.00	\$ -
204	Traffic Control for All Phases	1.00	\$50,000.00	\$ 50,000.00	\$ 35,000.00	\$ 5,000.00	\$ 40,000.00	\$ 10,000.00	\$ -
Demolition									
300	Demolition & Disposal of Existing Roadway Pavement including Base and Driveway Pavement Including Base Material, and Sidewalks	8,020.00	\$10.00	\$ 80,200.00	\$ 42,800.00	\$ -	\$ 42,800.00	\$ 37,600.00	\$ -
301	Existing Street/Stop Sign to be Salvaged and Reinstalled after Construction	4.00	\$300.00	\$ 1,200.00	\$ 600.00	\$ -	\$ 600.00	\$ 600.00	\$ -
302	Existing Storm Grate Inlet, Junction Box, and Manhole to be removed.	40.00	\$600.00	\$ 24,000.00	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 12,000.00	\$ -
303	Existing RCP Storm Sewer to be Removed (18" - 24")	2,476.00	\$25.00	\$ 61,900.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 36,900.00	\$ -
304	Existing RCP Storm Sewer to be Grout Filled	303.00	\$15.00	\$ 4,545.00	\$ 11,900.00	\$ -	\$ 11,900.00	\$ 4,545.00	\$ -
305	Removal of Existing Trees (Sized: 5-14")	17.00	\$700.00	\$ 11,900.00	\$ 6,600.00	\$ -	\$ 6,600.00	\$ -	\$ -
306	Removal of Existing Trees (Sized: 15" - 25")	6.00	\$1,100.00	\$ 6,600.00	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 3,500.00	\$ -
307	Landscaped Areas in ROW to be Cleared	1.00	\$7,000.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -
308	Existing Sanitary Sewer Manhole to be Removed	8.00	\$1,000.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 17,200.00	\$ -
309	Grout Fill Existing 8" PVC Sanitary Sewer	1,720.00	\$10.00	\$ 17,200.00	\$ -	\$ -	\$ -	\$ 9,996.00	\$ -
310	Remove Existing 4" PVC Sanitary Sewer	833.00	\$12.00	\$ 9,996.00	\$ -	\$ -	\$ -	\$ -	\$ -

311	Grout Fill Existing 6" Water Line (PVC) on Burkhardt Road	1,550.00	\$10.00	\$	15,500.00					\$	-	\$	-	\$	15,500.00	\$	-
312	Cut, Cap & Abandon Existing 6" Waterline	5.00	\$500.00	\$	2,500.00					\$	-	\$	-	\$	2,500.00	\$	-
313	Remove Existing Fire Hydrant	5.00	\$1,000.00	\$	5,000.00					\$	-	\$	-	\$	5,000.00	\$	-
314	Remove Existing Gate Valve (Waterline)	8.00	\$200.00	\$	1,600.00					\$	-	\$	-	\$	1,600.00	\$	-
	Pavement and Earthwork																
400	Earthwork - Cut to Fill, to Design Grades (In Place)	60.00	\$50.00	\$	3,000.00					\$	-	\$	-	\$	3,000.00	\$	-
401	Earthwork - Cut to Haul to Design Grades (In Place)	4,985.00	\$13.00	\$	64,805.00					\$	-	\$	-	\$	38,600.00	\$	26,205.00
402	Existing Subgrade Compaction (8")	9,275.00	\$9.00	\$	83,475.00					\$	23,123.00	\$	15,000.00	\$	38,123.00	\$	45,382.00
403	6" Concrete Pavement for Roadway, Complete in Place	6,523.00	\$108.00	\$	704,484.00					\$	100,000.00	\$	95,000.00	\$	195,000.00	\$	509,484.00
404	6" Concrete Pavement for Driveways	1,471.00	\$108.00	\$	158,868.00					\$	25,000.00	\$	15,000.00	\$	40,000.00	\$	118,868.00
405	4" Concrete Sidewalk, Complete in Place	95.00	\$165.00	\$	15,675.00					\$	4,650.00	\$	-	\$	4,650.00	\$	11,025.00
406	4" x 12" Laydown Curb, Complete in Place	3,425.00	\$12.00	\$	41,100.00					\$	-	\$	-	\$	-	\$	41,100.00
407	Thermoplastic Pavement Marking, 24" Wide, Type 1 Solid, White	52.00	\$6.00	\$	312.00					\$	-	\$	-	\$	-	\$	312.00
408	4" Curb Drainage Outfalls	5.00	\$350.00	\$	1,750.00					\$	-	\$	-	\$	-	\$	1,750.00
409	6" Concrete Curb, Complete in Place (Including Transition from 4" Laydown Curb)	174.00	\$8.00	\$	1,392.00					\$	-	\$	-	\$	-	\$	1,392.00
	Storm and Drainage																
500	Storm Sewer Trench Safety	2,282.00	\$1.00	\$	2,282.00					\$	1,060.00	\$	750.00	\$	1,810.00	\$	472.00
501	12" RCP Type III (Structural Backfill), Complete in Place	31.00	\$100.00	\$	3,100.00					\$	3,100.00	\$	-	\$	3,100.00	\$	-
502	18" RCP Type IV (Structural Backfill), Complete in Place	424.00	\$135.00	\$	57,240.00					\$	36,500.00	\$	10,800.00	\$	47,300.00	\$	9,940.00
503	24" RCP Type III (Structural Backfill), Complete in Place	570.00	\$115.00	\$	65,550.00					\$	34,815.00	\$	28,810.00	\$	63,625.00	\$	1,925.00
504	30" RCP Type III (Structural Backfill), Complete in Place	475.00	\$145.00	\$	68,875.00					\$	48,575.00	\$	15,950.00	\$	64,525.00	\$	4,350.00
505	36" RCP Type III (Structural Backfill), Complete in Place	78.00	\$165.00	\$	12,870.00					\$	9,900.00	\$	2,970.00	\$	12,870.00	\$	-
506	5' TXDOT Type C-1 Curb Inlet, Complete in Place	2.00	\$8,000.00	\$	16,000.00					\$	-	\$	-	\$	-	\$	16,000.00
507	5' Curb Inlet, Type BB, Complete in Place	13.00	\$7,500.00	\$	97,500.00					\$	45,000.00	\$	15,000.00	\$	60,000.00	\$	37,500.00
508	Standard 5' Inside Diameter Storm Sewer Manhole, Complete in Place	5.00	\$4,500.00	\$	22,500.00					\$	13,500.00	\$	9,000.00	\$	22,500.00	\$	-
509	Standard 4' Inside Diameter Storm Sewer Manhole, Complete in Place	6.00	\$4,000.00	\$	24,000.00					\$	12,000.00	\$	4,000.00	\$	16,000.00	\$	8,000.00
510	Standard 2'x2' Concrete Junction Storm Sewer Box, Complete in Place	1.00	\$3,000.00	\$	3,000.00					\$	-	\$	-	\$	-	\$	3,000.00
511	6" NDS Catch Basin Kit	6.00	\$2,200.00	\$	13,200.00					\$	-	\$	-	\$	-	\$	13,200.00
512	Existing Private Storm Systems to be Reconnected from ROW to Proposed Public Storm Sewer (Includes Pipe, Fittings, & Furnishings, 6" PVC	280.00	\$85.00	\$	23,800.00					\$	8,500.00	\$	-	\$	8,500.00	\$	15,300.00

513	Existing Private Storm Systems to be Reconnected from ROW to Proposed Public Storm Sewer (includes Pipe, Fittings, & Furnishings, 8" PVC	424.00	\$100.00	\$	42,400.00	\$	25,000.00	\$	-	\$	25,000.00	\$	17,400.00	\$	-
514	Connect to Existing Grate Inlet Plug, 42" Opening	1.00	\$1,800.00	\$	1,800.00	\$	1,800.00	\$	-	\$	1,800.00	\$	-	\$	-
600	Water Line Trench Safety	1,828.00	\$0.10	\$	182.80	\$	56.10	\$	100.00	\$	156.10	\$	26.70	\$	-
601	6" PVC C-900 DR 18 Waterline with Structural Backfill Complete in Place	668.00	\$40.00	\$	26,720.00	\$	13,760.00	\$	2,960.00	\$	16,720.00	\$	10,000.00	\$	-
602	6" PVC C-900 DR 18 Waterline, Complete Place	1,160.00	\$50.00	\$	58,000.00	\$	34,050.00	\$	16,450.00	\$	50,500.00	\$	7,500.00	\$	-
603	6" PVC C-900 DR 18 Waterline (By Bore)	227.00	\$105.00	\$	23,835.00	\$	23,835.00	\$	-	\$	23,835.00	\$	-	\$	-
604	4" PVC C-900 DR 18 Waterline w/Structural Backfill, Complete in Place	13.00	\$25.00	\$	325.00	\$	-	\$	-	\$	-	\$	325.00	\$	-
605	2" Waterline Blow Off Valve Assembly	1.00	\$1,800.00	\$	1,800.00	\$	1,800.00	\$	-	\$	1,800.00	\$	-	\$	-
606	6" x 4" Reducer, Complete in Place	1.00	\$45.00	\$	45.00	\$	45.00	\$	-	\$	45.00	\$	-	\$	-
607	6" x 6" Tee, Complete in Place	7.00	\$100.00	\$	700.00	\$	700.00	\$	-	\$	700.00	\$	-	\$	-
608	6" Gate Valve & Box, Complete in Place	14.00	\$1,950.00	\$	27,300.00	\$	9,750.00	\$	11,700.00	\$	21,450.00	\$	5,850.00	\$	-
609	6" 45 Degree Bend, Complete in Place	13.00	\$65.00	\$	845.00	\$	260.00	\$	405.00	\$	665.00	\$	180.00	\$	-
610	6" 22.5 Degree Bend, Complete in Place	1.00	\$65.00	\$	65.00	\$	-	\$	-	\$	-	\$	65.00	\$	-
611	6" 11.25 Degree Bend, Complete in Place	4.00	\$65.00	\$	260.00	\$	-	\$	-	\$	-	\$	260.00	\$	-
612	Standard Fire Hydrant Assembly with Storz, and Blue Pavement Markers Complete in Place	4.00	\$7,200.00	\$	28,800.00	\$	14,400.00	\$	7,200.00	\$	21,600.00	\$	7,200.00	\$	-
613	Waterline Short Service Reconnection to New Meter Vault (2 - 1" Tap) Complete in Place	17.00	\$900.00	\$	15,300.00	\$	-	\$	-	\$	-	\$	15,300.00	\$	-
614	Waterline Short Service Reconnection to New Meter Vault (1 - 2" Tap) Complete in Place	28.00	\$1,400.00	\$	39,200.00	\$	-	\$	-	\$	-	\$	39,200.00	\$	-
615	New Water Meter Vault w/Removal of Existing Vaults, Sized for Two Meters, Complete in Place	45.00	\$500.00	\$	22,500.00	\$	-	\$	-	\$	-	\$	22,500.00	\$	-
616	Connect to Existing 6" PVC Waterline	4.00	\$1,000.00	\$	4,000.00	\$	-	\$	-	\$	-	\$	4,000.00	\$	-
700	Sanitary Sewer Trench Safety	2,735.00	\$1.00	\$	2,735.00	\$	-	\$	-	\$	-	\$	2,735.00	\$	-
701	Existing Manhole to be Rehabilitated, Line Interior w/Raven 405 Lining System and Replace Ring and Cover	2.00	\$3,500.00	\$	7,000.00	\$	-	\$	-	\$	-	\$	7,000.00	\$	-
702	Provide 6" Interior Drop Connection at Manhole Per City Details	1.00	\$2,000.00	\$	2,000.00	\$	-	\$	-	\$	-	\$	2,000.00	\$	-
703	12" PVC, SDR 26 Sanitary Sewer, Complete in Place by Open Cut	1,013.00	\$80.00	\$	81,040.00	\$	-	\$	-	\$	-	\$	81,040.00	\$	-
704	8" PVC, SDR 26 Sanitary Sewer, Complete in Place	388.00	\$80.00	\$	31,040.00	\$	-	\$	-	\$	-	\$	31,040.00	\$	-
705	6", SDR -26 Sanitary Sewer, Complete	62.00	\$65.00	\$	4,030.00	\$	-	\$	-	\$	-	\$	4,030.00	\$	-
706	8" DIP Sanitary Sewer, Complete in Place by Open Cut	311.00	\$125.00	\$	38,875.00	\$	-	\$	-	\$	-	\$	38,875.00	\$	-
707	Standard 4' Inside Diameter Sanitary Sewer Manhole with City of Spring Valley Ring and Cover, Complete in Place	9.00	\$4,000.00	\$	36,000.00	\$	-	\$	-	\$	-	\$	36,000.00	\$	-
708	4" SDR 26 Sanitary Sewer Connections, Provide Cleanout at ROW and reconnect to existing services	961.00	\$45.00	\$	43,245.00	\$	-	\$	-	\$	-	\$	43,245.00	\$	-



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance Number 2024-XX - AN ORDINANCE OF THE CITY OF SPRING VALLEY, TEXAS, PROVIDING FOR AN OFFICIAL NEWSPAPER FOR THE CITY; PROVIDING FOR THE REPEAL OF ORDINANCES, RESOLUTIONS, OR POLICIES INCONSISTENT HERewith; AND PROVIDING FOR SEVERABILITY.

BACKGROUND:	According to Section 52.004 of the Texas Local Government Code, the City must adopt an official newspaper at the beginning of the municipal year. The City has used the Memorial Examiner (formerly the Spring Branch – Memorial Sun) since 1995. The Memorial Examiner has consistently met the needs of the City.
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ATTACHMENTS:	Ordinance 2024-XX Official Newspaper
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Continue using The Memorial Examiner for FY 2024-2025.
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ORDINANCE NUMBER 2024-XX

**AN ORDINANCE OF THE CITY OF SPRING VALLEY, TEXAS, PROVIDING FOR AN
OFFICIAL NEWSPAPER FOR THE CITY; 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, TEXAS, THAT:**

Section 1. In accordance with Section 52.004 of the Texas Local Government Code, as amended, the City Council of the City of Spring Valley Village, Texas, hereby contracts with The Memorial Examiner, a public newspaper of the City, to be the City's official newspaper until another newspaper is selected. Further, the City's use of said newspaper is for all purposes hereby ratified and confirmed.

Section 2. All ordinances, resolutions, or policies, or parts thereof, inconsistent or in conflict with this Ordinance are, to the extent of such inconsistency or conflict, hereby repealed.

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

PASSED, APPROVED, AND ADOPTED THIS 22nd day of October 2024.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution No. 24-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING AN INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY, TEXAS, AND THE CITY OF SPRING VALLEY VILLAGE, TEXAS, TO HOUSE, SUPPORT, MAINTAIN, AND CONFINE MUNICIPAL PRISONERS IN HARRIS COUNTY JAILS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.

BACKGROUND:	The City of Spring Valley Village originally entered into an Interlocal Agreement with the Harris County Sheriff's Office in 1991 for housing, supporting, maintaining, and confining municipal prisoners who are confined on Class C misdemeanors. These services are not utilized often; however, it is important for the City to have this Interlocal Agreement in place in case it is needed. The current Interlocal Agreement was approved on January 24, 2023, by Resolution No. 23-01 and expires on February 20, 2024. <u>There is no increase in fees this year.</u>
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ATTACHMENTS:	res - Agreement - Housing Prisoners at Harris County Jail, City of Spring Valley Vendor Renewal Notice 2024
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Staff recommends approval of this Resolution.
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RESOLUTION NUMBER 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING AN INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY, TEXAS, AND THE CITY OF SPRING VALLEY VILLAGE, TEXAS, TO HOUSE, SUPPORT, MAINTAIN, AND CONFINED MUNICIPAL PRISONERS IN HARRIS COUNTY JAILS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE 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 of the City of Spring Valley Village, Texas, has before it a proposed Agreement of the Interlocal Agreement by and between Harris County and the City of Spring Valley Village, Texas, for the housing, support, maintenance, and confinement of municipal prisoners in Harris County jails ("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 by and between Harris County, Texas, and the City of Spring Valley Village, Texas for the housing, support, maintenance, and confinement of municipal prisoners in Harris County jails..

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 October, 2024.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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



DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent

September 20, 2024

Jasmine Torres
1025 Campbell Road
Houston, Texas 77055
jtorres@springvalleytx.com

Re: Job No. 00000838 – House, Support, Maintain and Confine or Detain City Prisoners in Harris County Jails

Dear Mrs. Torres:

The contract to provide House, Support, Maintain, and Confine or Detain City Prisoners in Harris County Jails expires February 19, 2025. If your company will renew the contract under the same terms and conditions, with a no increase in pricing, please advise the Purchasing Department in writing by **October 18, 2024**. You may respond by email to: Priscilla.Salinas@pur.hctx.net. This renewal is subject to using department approval, the Tax Office review of any taxes owed to Harris County, and approval by Commissioners Court.

In addition, if you wish to renew, please provide **1) an updated certificate of insurance with Harris County listed as additional insured**, and **2) Signed Form 1295 (Certificate of Interested Parties)** using the above Project number and title as reference. https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Lastly, in accordance with the terms of the contract, completion of the attached usage report to indicate the quantities of each line item purchased during the period February 20, 2024 – February 19, 2025, is requested. The usage report is also due **October 18, 2024**.

If you have any questions, please call me at (713) 274-4420.

Sincerely,

//s// Priscilla Salinas

Priscilla Salinas
Buyer

PS
Attachment

City of Spring Valley Village will renew the contract under the same terms and conditions with no increase in pricing for the term February 20, 2025, through February 19, 2026.

Signature

Date

Printed Name



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	John McDonald, City Administrator
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Pay Application No 1 for the Water Plant Electrical Project (2024-05-101) to McDonald Municipal and Industrial A division of C.F. McDonald Electric Inc. in the amount of \$71,100.00

BACKGROUND:	This is the 1st pay estimate to be submitted by McDonald Municipal and Industrial A division of C.F. McDonald Electric inc. for the Water Plant Electrical Project (2024-05-101) for work completed September 1–September 30, 2024. Pay application No 1 brings the Water Plant Electrical Project at 5% paid of the total contract amount of \$1,323,469.00.
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ATTACHMENTS:	Pay Estimate No. 1
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	IDS Engineering Senior Project Manager Marcel Khouw and City staff recommend approval.
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October 14, 2024

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

Attention: Ms. Kristina Watson

Reference: Water Plant Electrical Project; Competitive Sealed Bid #2024-05-101;
City of Spring Valley Village; IDS Project No. 2316-008-00, Contract No. 1

Dear Ms. Watson:

Enclosed is an Application and Certificate for Payment No. 1 for the above referenced project for the period of **September 1, 2024** to **September 30, 2024**. As itemized in this estimate, we recommend payment to **McDonald Municipal and Industrial A division of C.F. McDonald Electric Inc.** in the amount of **\$71,100.00** at this time.

As of September 30, 2024, the project was approximately 6% 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.

Sincerely,

A handwritten signature in blue ink, appearing to read "MK", is positioned above the printed name of the sender.

Marcel Khouw, P.E.
Senior Project Manager

MK/kip X:\2300\231600800 CoSVV Water Plant Electrical Project\CPS\110 Pay Req\Pay Estimate No. 1.docx

cc: Wayne Berkenmeier, McDonald Municipal & Industrial—A Division of C.F. McDonald Electric, Inc.
Todd Laird, McDonald Municipal & Industrial—A Division of C.F. McDonald Electric, Inc.
Adam Cook, E.I.T. / Jim Angelo

APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE ONE OF 1 PAGE

Project: Water Plant Electrical Project
Competitive Sealed Bid #2024-05-101

Project Manager: Marcel Khouw, P.E.
Engineer: IDS Engineering Group

IDS Project No.: 2316-008-00

Contractor: McDonald Municipal and Industrial A division of C.F.
McDonald Electric Inc.

Owner: City of Spring Valley Village

Application Date: 9/27/2024 Application No.: 1

Notice to Proceed Date:

Contract Duration: 420 Calendar Days

Period From: 9/1/2024 To: 9/30/2024

CHANGE ORDER SUMMARY

Change Orders approved in previous months by Owner		Additions \$	Deletions \$
Subsequent Change Orders Number	Approved (date)		

Net Change by Change Orders

Weather Days Requested To Date:
Liquidated Damages Assessed: None

Weather Days Granted:

The undersigned Contractor certifies that the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payment received from the Owner and that the current payment shown herein is now due.

Contractor: McDonald Municipal and Industrial A division of C.F. McDonald

Signed by: _____ Date: 9/27/2024

Application is made for Payment, as shown below, in connection with the attached Contract Continuation Sheet(s).

The present status of the account for this Contract is as follows:

Original Contract Sum	\$ 1,323,469.00
Net Changes by Change Order	\$ -
Contract sum to Date	\$ 1,323,469.00
Total Completed to Date	\$ 79,000.00
Retainage 10 %	\$ 7,900.00
Total Earned Less Retainage	\$ 71,100.00
Less Previous Certificates for Payment	\$ -
Current Payment Due	\$ 71,100.00

In accordance with the Contract and this Application for Payment, the Contractor is entitled to payment in the amount shown above.

Engineer: IDS Engineering Group

Signed By: _____ Date: 10/14/24

This Certificate is not negotiable. It is payable only to the payee named herein and its issuance, payment and acceptance are without prejudice to any rights of the Owner or Contractor under their Contract.

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached

In tabulations below, amounts are stated to the nearest dollar,

Use Column 1 on Contracts where variable retainage for line items may apply

Application No: 1
 Application Date: 9/27/24
 Period To: 9/30/24
 Project No: 2024-05-101

B		C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK 0.00	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PERCENT %	BALANCE TO FINISH	RETAINAGE 10%
			FROM PREVIOUS APPLICATIONS	THIS PERIOD					
BASE CONTRACT									
	GENERAL ITEMS								
1	Mobilization	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 100,000.00	\$ -
2	Storm Water Pollution Preventative Plan	\$ 100.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 100.00	\$ -
	BOOSTER PUMP STATION IMPROVEMENTS								
3a	Furnish and install new pumps	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 60,000.00	\$ -
3b	Furnish and install new motors	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 60,000.00	\$ -
3c	Furnish and install new power	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 30,000.00	\$ -
3d	Furnish and install new controls	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 50,000.00	\$ -
3e	Furnish and install new valves and piping	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 50,000.00	\$ -
	CONTROL BUILDING #1								
4a	Removal and replacement of 2 doors, 3 vents and CD vent	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 25,000.00	\$ -
4b	Removal and replacement of 1 A/C unit	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 5,000.00	\$ -
4c	Repair of CMU walls, painting of interior and exterior walls	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 15,000.00	\$ -
4d	Relocation of existing air compressor	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 10,000.00	\$ -
4e	Demolition and construction of sidewalk, installation of inlet	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 25,000.00	\$ -
4f	Installation of PVC storm sewer	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 20,000.00	\$ -
5a	Electrical instrumentation and control- removal of existing and complete replacement of utility main, automatic transfer switch and power distribution switchboard	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 200,000.00	\$ -
5b	Removal of existing MCC and replacement with a RVSS and variable speed drives of equipment	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 100,000.00	\$ -
5c	Misc. electrical and control improvements including new panel board, air compressor relocation, ventilation, new A/C power and devices	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 50,000.00	\$ -
5d	Two phase of complete temporary facilities	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 40,000.00	\$ -
5e	Removal of existing and complete replacement of Well #1 and pump station control system with PLC system	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 150,000.00	\$ -
5f	Existing surface water connection PLC and HMI replacement	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 50,000.00	\$ -
5g	Control bldg. #2 industrial PC and HMI replacement	\$ 49,369.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 49,369.00	\$ -
5h	Bond & Insurance	\$ 79,000.00	\$ -	\$ 79,000.00	\$ -	\$ 79,000.00	100%	\$ -	\$ 7,900.00
	EXTRA WORK ITEMS								
6	3/4" rigid aluminum conduit installed aboveground	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,500.00	\$ -
7	1" rigid aluminum conduit installed aboveground	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 2,000.00	\$ -
8	1" PVC schedule 40 conduit installed underground	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 10,000.00	\$ -
9	Copper No. 14 AWG conductor with XHHW-2 insulation in conduit	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,000.00	\$ -
10	Copper No. 12 AWG conductor with XHHW-2 insulation in conduit	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,000.00	\$ -
11	Copper No. 2 AWG conductor with XHHW-2 insulation in conduit	\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 500.00	\$ -
12	2/c or 3/c #16 AWG twisted shielded instrument cable in conduit	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 2,000.00	\$ -
	CASH ALLOWANCE								

13	Software engineering by Spring Valley Village service provider	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 45,000.00	\$ -
14	VT scada software license	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 15,000.00	\$ -
ADDITIVE ALTERNATE BID ITEMS									
15	Electrical instrumentation and controls: includes fiber optic cable installed from control bldg. #1 to the PW maintenance bldg., new PC work station	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 35,000.00	\$ -
16	Furnish all material, labor, equipment and appurtenances for the installation of booster pump #1	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 14,000.00	\$ -
17	Furnish all material, labor, equipment and appurtenances for the installation of booster pump #2	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 14,000.00	\$ -
18	Furnish all material, labor, equipment and appurtenances for the installation of booster pump #3	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 14,000.00	\$ -
TOTAL BASE CONTRACT		\$ 1,323,469.00	\$ -	\$ 79,000.00	\$ -	\$ 79,000.00	6%	\$ 1,244,469.00	\$ 7,900.00
Change Orders									
1		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
2		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
3		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
4		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
5		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Sub Total Change Orders		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
GRAND TOTAL		\$ 1,323,469.00	\$ -	\$ 79,000.00	\$ -	\$ 79,000.00	6%	\$ 1,244,469.00	\$ 7,900.00

AFFIDAVIT OF BILLS PAID

THE STATE OF TEXAS
COUNTY OF HARRIS

Wayne Berkenmeier Being first duly sworn, state that he is VP Special Projects
of C.F. McDonald Electric, Inc. of Harris County of Texas, hereinafter call "Company", and
The said Company has performed work and/or furnished Water Plant Electrical
hereinafter called "Owner" pursuant to a contract, dated with Owner (hereinafter called "Contract") for
the construction of:

PROJECT: Water Plant Electrical for City of Spring Valley Village

PROJECT NO: 2024-05-101

That all just and lawful invoices against the Company for Labor, materials and expendable equipment
employed in the performance of the Contract and have been paid in full (with the exception of the
attached invoice) prior to acceptance of payments from the Owner, and

That the Company agrees to indemnify and hold the Owner and Engineers harmless from all liability
arising from claims by subcontractors, materialmen and suppliers under Contract, and

That no claims have been made or filed upon the payment bond,

That the Company has not received any claims or notice of claims from the subcontractor, materialmen
and suppliers.

Executed this 10th day of October, 2024.

CONTRACTOR C.F. McDonald Electric, Inc.

By _____

VP Special Projects

Title

THE STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, The undersigned authority, on this day personally appeared Wayne Berkenmeier
of C.F. McDonald Electric, Inc., a Texas Corporation, known to me
to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to
me that the executed the same as the act and deed of such corporation, for the purpose of consideration
therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE ON THIS THE 10th day of October 2024.

MY COMMISSION EXPIRES: 8/9/25

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS



WAIVER AND LIEN RELEASE UPON PARTIAL PAYMENT

THE STATE OF TEXAS
COUNTY OF HARRIS

The undersigned contracted with C.F. McDonald Electric, Inc. to furnish Labor, Materials and Incidental Items in connection with certain improvements to real property located in Harris County, Texas, and owned by City of Spring Valley Village which improvements are described as follows:

Project Name: Water Plant Electrical

Project Number: 2024-05-101

In consideration of Pay Estimate No. 1 in the amount of Seventy One Thousand One Hundred Dollars 00/100 (\$ 71,100.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, the undersigned does hereby waive and release any mechanic's lien or materialmen's lien or claims of lien that the undersigned has or hereafter has on the above mentioned real property on account of any labor performed or materials furnished or to be furnished or labor performed and materials furnished by the undersigned pursuant to the above mentioned contract or any constitutional lien that the undersigned may have.

Undersigned hereby guarantees that all bills for labor performed and/or materials furnished in the erection and construction of such improvements on the Property have been fully paid (with the exception of the attached invoice) and satisfied and Undersigned does further guarantee that if for any reason a lien or liens are filed for material or labor against said Property arising out of any bills for material or labor in connection with the erection or construction of said improvements therein, Undersigned will obtain a settlement of such lien or liens and a proper release thereof shall be obtained.

Executed this 10th day of October, 2024.

(Contractor) C.F. McDonald Electric, Inc.

By

VP Special Projects

Title

THE STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, The undersigned authority, on this day personally appeared Wayne Berkenmeier of C.F. McDonald Electric, Inc., known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same as the act and deed of such corporation, for the purpose of consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE ON THIS THE 10th day of October 2024.

MY COMMISSION EXPIRES: 8/9/25

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS





REQUEST FOR EXTENSION OF TIME

PROJECT: Water Plant Electrical

OWNER: City of Spring Valley Village

ATTENTION: _____ DATE: 10/10/24

PROJECT NUMBER: 2024-05-101

We request extension of completion time on our Contract in the amount of 0 Calendar Days specified as follows: (Please circle day of the month)

Month: September

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Reasons for Request: _____

C.F. McDonald Electric, Inc.
(Contractor)

By: _____

_____ Recommend approval for extension of _____ calendar days.

_____ Recommend disapproval. (See following comments)

IDS ENGINEERING GROUP

By: _____ Date: _____

INVOICE

C.F. McDONALD

ELECTRIC, INC.

CONTRACTORS • ENGINEERS

5044 Timber Creek • Houston, TX 77017 • (713) 921-1368

Sold To:

City of Spring Valley Village
C/O IDS Engineering
13430 NW Frwy, #700
Houston, TX 77040

Date: 9/27/24

Invoice No.

W028321-1

P.O. NO.	PROJECT NAME AND / OR ADDRESS	Water Plant Electrical	SUBCONTACT NO. 2024-05-101
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NOTICE: Invoice due upon receipt. A Service charge equal to the maximum legal rate of interest allowable per month will be charged on any payment not received within 30 days after date of this invoice.
"Regulated by The Texas Department of Licensing and Regulations, License #18339, P.O. Box 12157, Austin, TX 78711, 1-800-803-9202, 512-463-6599, website: www.license.state.tx.us/complaints"

Base Contract Amount ----- \$1,323,469.00

Progress Billing - Tax Exempt - \$79,000.00

Less 10% Retained \$7,900.00

\$71,100.00

Less Previous Billings \$0.00

TOTAL THIS INVOICE ----- \$71,100.00



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	John McDonald, City Administrator
SUBJECT:	Public Works Department Update

BACKGROUND:	1. Brighton Place Pavement and Utility Improvement Project Update 2. Cedarspur (West of Bingle) & Burkhart (East of Bingle) Pavement and Utility Improvement Project Update 3. TCEQ Lead and Copper Inventory Update
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ATTACHMENTS:	None
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	Police Department Update

BACKGROUND:	Police Department - update on department activities over the previous month, to include: • Number of calls for service. • Number of traffic violations.
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ATTACHMENTS:	Calls by Type, Violations
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

09\01\2024
thru 09\30\2024
Zone is: SPRING VALLEY

Type	Description	# Of Calls
6	ACCIDENT	18
145	ACCIDENT - FSGI	4
22	ALARM	19
23	AMBULANCE CALL	10
24	ANIMAL CALL	9
43	ASSIST OUTSIDE AGENCY	5
135	BUSINESS CHECK	2,177
48	CITY CREW REPAIRS	1
53	DEBRIS IN ROADWAY	8
60	FIRE CALL	8
65	GAS LEAK	2
68	HOUSE CHECK	49
70	INFORMATION	44
71	INVESTIGATION	7
76	LOUD NOISE	6
159	MOTORIST ASSIST	7
81	OPEN DOOR	6
162	PARKING VIOLATION	6
86	PUBLIC RELATIONS	193
96	SOLICITOR	6
97	SPECIAL ASSIGNMENT	1
99	STALLED VEHICLE	22
103	SUSPICIOUS ACTIVITY	8
104	SUSPICIOUS PERSON	10
105	SUSPICIOUS VEHICLE	20
11	TRAFFIC STOP	526
111	VEHICLE BLOCKING ROADWAY	4
112	VEHICLE CHECK	4
163	VIOLATION OF CITY ORDINANCE	4
117	WELFARE CONCERN	6
Total		3,190

Spring Valley Village, TX PD Citation Violation Audit by Offense

Violation Count

September 1, 2024 - September 30, 2024

Official: All

Official Assignment:

Type of Stop: All

Stop Result: All

STEP: NONE

CHILD (4-17) NOT SECURED BY SAFETY BELT	2
CITY ORDINANCE - SOLICITING WITHOUT A PERMIT - PEDDLER	2
DEFECTIVE EQUIPMENT - WHITE LIGHT TO THE REAR	2
DEFECTIVE EQUIPMENT / NO LICENSE PLATE LIGHT	26
DEFECTIVE HEAD LAMPS	43
DEFECTIVE HEAD LIGHTS	28
DEFECTIVE STOP LAMP(S)	33
DEFECTIVE STOP LIGHTS-TRAILER	6
DEFECTIVE TAIL LAMP(S)	19
DISPLAY FICTITIOUS/WRONG/UNCLEAN LICENSE PLATES	4
DISPLAY/ EXPIRED REGISTRATION	249
DRIVING WHILE LICENSE INVALID UNDER PROVISIONS OF DL LAWS	4
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	29
EXPIRED BUYER TAG	7
EXPIRED DEALER TAG	1
EXPIRED DRIVERS LICENSE	11
FAIL TO DISPLAY DRIVERS LICENSE	3
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	124
FAIL TO OBEY TRAFFIC CONTROL SIGN - SERVICE RD	1
FAIL TO REPORT CHANGE OF ADDRESS	3
FAIL TO YIELD ROW TO VEHICLE IN INTERSECTION	1
FAILED TO DIM HEADLIGHTS - FOLLOWING	7
FAILED TO DIM HEADLIGHTS - MEETING	3
FAILED TO SIGNAL INTENT TO TURN	1
FAILED TO SIGNAL TURN	1
FAILED TO STOP AT DESIGNATED POINT (STOP SIGN)	22
FAILED TO STOP AT PROPER PLACE (TRAFFIC LIGHT)	1
FAILED TO STOP FOR SCHOOL BUS (OR REMAIN STOPPED)	6
ILLEGAL BUYERS TAGS	1
ILLEGAL LEFT/RIGHT TURN WHERE PROHIBITED	1
ILLEGAL PARKING - NO PARKING ANY TIME	1
ILLEGAL PASS ON RIGHT	1
ILLEGAL PASSING - 100FT OF INTERSECTION	2

Spring Valley Village, TX PD Citation Violation Audit by Offense

Violation Count

September 1, 2024 - September 30, 2024

Official: All

Official Assignment:

Type of Stop: All

Stop Result: All

STEP: NONE

ILLEGAL WINDOW TINT	4
IMPEDING TRAFFIC	1
NO DRIVERS LICENSE	110
NO FRONT LICENSE PLATE	24
NO LICENSE NUMBER PLATES-TRAILER	3
NO SEAT BELT - PASSENGER	2
OPEN CONTAINER	2
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WITH ONE LICENSE ..	2
OPERATE UNREGISTERED MOTOR VEHICLE	1
PARKED IN PROHIBITED AREA	1
PARKING ON ROADWAY	1
PARKING/STANDING WITHIN 15 FEET OF A FIRE HYDRANT	1
RAN RED LIGHT	4
RAN STOP SIGN	46
SPEEDING >10% ABOVE POSTED LIMIT	190
SPEEDING IN SCHOOL ZONE	33
TURNED LEFT FROM WRONG LANE	1
UNAUTHORIZED USE OF DEALER TEMP TAG (NOT DEALER OR EMPLOYEE)	3
UNRESTRAINED CHILD YOUNGER THAN 5 OR UNDER 36 INCHES	3
UNRESTRAINED CHILD YOUNGER THAN 8 OR UNDER 4FT 9IN	1
UNSAFE U-TURN	1
VIOLATE DL RESTRICTION B	1
WRONG LICENSE PLATE OR INSIGNIA	4
WRONG/ALTERED/OBSCURED LICENSE PLATE	7
Grand Total	1,091



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on September 25, 2024, and Any Special Meetings That May Have Occurred since September 25, 2024, or other fire department news to report. (Mayor Pro-Tem Carpenter / Council Member Lisenby) • Presentation of the Village Fire Department Report

BACKGROUND:

ATTACHMENTS:	None
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	John McDonald, City Administrator
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of a Request from the Village Fire Department to amend their 2024 Fiscal Year Budget through the proposed Budget Amendment 2024-01

BACKGROUND:	At their regular monthly meeting on September 25, 2024, the Village Fire Department Board of Commissioners unanimously approved a number of intra-budgetary transfers and have requested their Budget Amendment 2024-01 be considered by the City Council at this meeting. The proposed amendment will not result in additional assessments. Documentation is attached. The total amendment budget amount is equal to the original budget amount of \$9,913,487.85.
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ATTACHMENTS:	2024-01 Budget Amendment Letter, 2024-01 Budget Amendment DETAIL
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Recommend approval of the request.
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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

Budget Amendment 2024-01

To:	Gerardo Barrera	City of Bunker Hill Village
	Wendy Baimbridge	City of Hedwig Village
	Cassie Stephens	City of Hilshire Village
	Tom Fullen	City of Hunters Creek Village
	Bobby Pennington	City of Piney Point Village
	John McDonald	City of Spring Valley Village
Cc:	Board of Commissioners & Alternates	Village Fire Department
From:	Katherine Stuart	Village Fire Department
Date:	September 26, 2024	
Re:	Budget Amendment 2024-01 Budget	

During the regular monthly Village Fire Department Board Meeting on September 25, 2024, the Village Fire Department Board of Commissioners unanimously approved the intra-budgetary transfers listed below and request Budget Amendment 2024-01 be considered at your next council meeting. The proposed amendment will NOT result in additional assessments.

Please put this budget amendment on our agenda for consideration and advise us on your council's action in writing.

Thank you,

Katheirne Stuart

Attached: Proposed Budget Amendment 2024-01

Proposed Budget Amendment 2024-01

Listed below are the specific line items proposed to be amended. The proposed amendment will NOT result in additional assessments.

Line Items for BA 2024-01	2024 Line Item Amounts- Approved	BA 2024-01	2024 Line Item Amounts- Amended
Misc. Tools & Equipment - FIRE	32,375.00	6,000.00	38,375.00
Base Pay/Salaries	5,542,285.00	(63,680.00)	5,478,605.00
Higher Class	18,540.00	19,000.00	37,540.00
Overtime - REGULAR	206,000.00	90,000.00	296,000.00
Overtime - TRAINING	45,320.00	(45,320.00)	0.00
Professional Certification	57,000.00	9,000.00	66,000.00
FICA	454,512.98	700.00	455,212.98
Retirement - TMRS	402,809.12	700.00	403,509.12
Health Insurance	1,246,876.09	(120,642.73)	1,126,233.36
Internet, Phones, & TV - Comcast	19,800.00	3,500.00	23,300.00
Mobile Device Services	4,066.80	4,500.00	8,566.80
Communications - Motorola 47 & NICE	43,000.00	(1,100.00)	41,900.00
Incident Records & CAD - Propheonix	24,000.00	1,300.00	25,300.00
EMS Protocol App - Handtevy	2,300.00	4,000.00	6,300.00
Training Software & Vehicle Checks - Vector Solutions	7,000.00	1,100.00	8,100.00
Dispatch Alerting System - US Designs	7,921.05	3,078.95	11,000.00
Law Enforcement Equipment	2,850.00	300.00	3,150.00
Property & Casualty Insurance	72,306.32	18,491.18	90,797.50
Office Supplies	8,000.00	(3,500.00)	4,500.00
Accounting Services	0.00	66,000.00	66,000.00
Legal Services	36,000.00	10,000.00	46,000.00
Legal Notices & Advertising	3,000.00	572.60	3,572.60
Dispatch Training & Certification Fees	0.00	2,000.00	2,000.00
Emergency Contingency	20,000.00	(6,000.00)	14,000.00
TOTAL		0.00	

The proposed amendment will NOT result in additional assessments.

Village Fire Department FY 2024 Approved Budget Detail w/ Budget Amendment 2024-01

	FY 2024 Approved	FY 2024 BA 2024-01	FY 2024 Amended Budget	Note
Capital Expenditures				
Physical Plant/Facility	10,000.00		10,000.00	
Misc. Tools & Equipment - FIRE	32,375.00	6,000.00	38,375.00	Transferred 6,000 from Emergency Contingency [for chainsaws]
Misc. Tools & Equipment - EMS	26,356.25		26,356.25	
Protective Gear	41,680.00		41,680.00	
Gym Equipment	0.00		0.00	
Office Computers	3,924.00		3,924.00	
Apparatus Computers	13,734.00		13,734.00	
Radios	64,964.00		64,964.00	
Capital Expenditures TOTAL	193,033.25	6,000.00	199,033.25	

	FY 2024 Approved	FY 2024 BA 2024-01	FY 2024 Amended Budget	Note
Personnel Expenditures				
Payroll				
Base Pay/Salaries	5,542,285.00	(63,680.00)	5,478,605.00	Transferred to 19,000 to Higher Class Transferred 44,680 to Overtime-REGULAR
457 Plan Compensation	110,845.70		110,845.70	
Longevity	22,000.00		22,000.00	
Higher Class	18,540.00	19,000.00	37,540.00	Transferred 19,000 from Base Pay/Salaries
Overtime - REGULAR	206,000.00	90,000.00	296,000.00	Transferred 44,680 from Base Pay/Salaries Transferred 45,320 from Overtime-TRAINING
Overtime - CPR	10,085.76		10,085.76	
Overtime - EVENTS	0.00		0.00	
Overtime - TRAINING	45,320.00	(45,320.00)	0.00	Transferred 45,320 to Overtime-REGULAR
Professional Certification	57,000.00	9,000.00	66,000.00	Transferred 9,000 from Health Insurance
FICA	454,512.98	700.00	455,212.98	Transferred 700 from Health Insurance
Total Payroll	6,466,589.44	9,700.00	6,476,289.44	
Benefits				
Retirement - TMRS	402,809.12	700.00	403,509.12	Transferred 700 from Health Insurance Transferred 9,000 to Professional Certification Transferred 700 to FICA Transferred 700 to TMRS Transferred 4,500 to Mobile Device Services Transferred 1,300 to Incident Records & CAD-Propheonix Transferred 4,000 to EMS Protocol App-Handtevy Transferred 3,078.95 to Dispatch Alerting System Transferred 300 to Law Enforcement Equipment Transferred 18,491.18 to Property & Casualty Transferred 66,000 to Accounting Services Transferred 10,000 to Legal Services Transferred 572.60 to Legal Notices/Advertising Transferred 2,000 to Dispatch Training
Health Insurance	1,246,876.09	(120,642.73)	1,126,233.36	
Basic Life, ADD, & LTD Insurance	34,448.94		34,448.94	
Worker's Comp. Insurance	71,651.48		71,651.48	
Meal Allowance	46,000.00		46,000.00	
Total Benefits	1,801,785.63	(119,942.73)	1,681,842.90	
Personnel Expenditures TOTAL	8,268,375.07	(110,242.73)	8,158,132.34	

	FY 2024 Approved	FY 2024 BA 2024-01	FY 2024 Amended Budget	Note
Operating Expenditures				
Red Trucks & Saving Lives				
Ambulance Medical Supplies	70,000.00		70,000.00	
IP Address VPN - PS Lightwave	8,820.00		8,820.00	
Internet, Phones, & TV - Comcast	19,800.00	3,500.00	23,300.00	Transferred 3,500 from Office Supplies
Mobile Device Services	4,066.80	4,500.00	8,566.80	Transferred 4,500 from Health Insurance
City of Houston Radio System	19,680.00		19,680.00	
Communications - Motorola 47 & NICE	43,000.00	(1,100.00)	41,900.00	Transferred 1,100 to Training Software
Incident Records & CAD - Propheonix	24,000.00	1,300.00	25,300.00	Transferred 1,300 from Health Insurance
EMS Protocol App - Handtevy	2,300.00	4,000.00	6,300.00	Transferred 4,000 from Health Insurance
Training Software & Vehicle Checks - Vector Solutions	7,000.00	1,100.00	8,100.00	Transferred 1,100 from City of Houston Radio System
EMS Equipment Maintenance - ProCare/Stryker	21,000.00		21,000.00	
Uniforms	20,000.00		20,000.00	
Fuel	48,000.00		48,000.00	
Vehicle Licenses & Permits	5,000.00		5,000.00	
Dues & Subscriptions	2,439.00		2,439.00	
Total Red Trucks & Saving Lives	295,105.80	13,300.00	308,405.80	
Dispatch				
Dispatch Alerting System - US Designs	7,921.05	3,078.95	11,000.00	Transferred 3,078.95 from Health Insurance
Electronic Protocol Cards - Pro QA	2,500.00		2,500.00	
Translation Service - Language Line	200.00		200.00	
Total Dispatch	10,621.05	3,078.95	13,700.00	
Fire Prevention - Fire Marshal's Office				
Public Education & Relations	5,000.00		5,000.00	
Inspections	200.00		200.00	
Fire Investigations	950.00		950.00	
Law Enforcement Equipment	2,850.00	300.00	3,150.00	Transferred 300 from Health Insurance
Total Fire Prevention	9,000.00	300.00	9,300.00	
Fire Station				
Building Maintenance	26,892.22		26,892.22	
Station Supplies	18,600.00		18,600.00	
Public Utilities	54,240.00		54,240.00	
Rent	10.00		10.00	
Property & Casualty Insurance	72,306.32	18,491.18	90,797.50	Transferred 18,491.18 from Health Insurance
Total Fire Station	172,048.54	18,491.18	190,539.72	

		FY 2024 Approved	FY 2024 BA 2024-01	FY 2024 Amended Budget	Note
Office					
Office Supplies	8,000.00	(3,500.00)		4,500.00	Transferred 3,500 to Internet, Phones, TV-Comcast
VFD Branded Stationary	500.00			500.00	
Postage Meter Rental - Pitney Bowes	1,800.00			1,800.00	
Shipping	632.50			632.50	
Phones - 8x8	6,000.00			6,000.00	
HRIS - Paycom, UKG, or other	18,000.00			18,000.00	
Accounting - QuickBooks	3,000.00			3,000.00	
Office Software & Email - Microsoft 365	7,000.00			7,000.00	
Adobe	731.64			731.64	
Bank Service Charges	7,000.00			7,000.00	
Total Office	52,664.14	(3,500.00)		49,164.14	
Professional Services					
Accounting Services	0.00	66,000.00		66,000.00	Transferred 66,000 from Health Insurance
Legal Services	36,000.00	10,000.00		46,000.00	Transferred 10,000 from Health Insurance
IT Services	28,000.00			28,000.00	
Health Insurance Consulting Services	11,500.00			11,500.00	
Medical Director Services	20,000.00			20,000.00	
Legal Notices & Advertising	3,000.00	572.60		3,572.60	Transferred 572.60 from Health Insurance
Other Professional Services	16,000.00			16,000.00	
Total Professional Services	114,500.00	76,572.60		191,072.60	
Training					
Fire Training	37,740.00			37,740.00	
Fire Certification Fees	7,320.00			7,320.00	
EMS Training	18,000.00			18,000.00	
EMS Certification Fees	6,000.00			6,000.00	
Emergency Management Training - (TDEM)	7,000.00			7,000.00	
Fire Marshal Training	8,000.00			8,000.00	
Fire Marshal Certification Fees	0.00			0.00	
Dispatch Training & Certification Fees	0.00	2,000.00		2,000.00	Transferred 2,000 from Health Insurance
Admin Training & Certification Fees	5,000.00			5,000.00	
General Supplies for Training	5,000.00			5,000.00	
Other Training	0.00			0.00	
Total Training	94,060.00	2,000.00		96,060.00	

	FY 2024 Approved	FY 2024 BA 2024-01	FY 2024 Amended Budget	Note
Maintenance				
Vehicle Maintenance	165,000.00		165,000.00	
Equipment & Supplies Maintenance	36,400.00		36,400.00	
Bunker Gear Maintenance	26,000.00		26,000.00	
SCBA Maintenance	15,000.00		15,000.00	
Knox Contracts	1,200.00		1,200.00	
Fuel System	900.00		900.00	
Total Maintenance	244,500.00	0.00	244,500.00	
Events & Other				
VFD Fire Commission & Meeting Expenses	7,580.00		7,580.00	
VFD Events	25,000.00		25,000.00	
Fundraiser Events	0.00		0.00	
CPR Supplies, Cards, & Equipment	7,000.00		7,000.00	
Emergency Contingency	20,000.00	(6,000.00)	14,000.00	Transferred 6,000 to Misc Tools/Equip.-FIRE
Total Events & Other	59,580.00	(6,000.00)	53,580.00	
Operating Expenditures TOTAL	1,052,079.53	104,242.73	1,156,322.26	
	FY 2024 Approved	FY 2024 BA 2024-01	FY 2024 Amended Budget	
TOTAL (capital, personnel, & operating)	9,513,487.85	0.00	9,513,487.85	
Capital Replacement Budget	400,000.00	0.00	400,000.00	
Total Budget	9,913,487.85	0.00	9,913,487.85	



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution No. 2024-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS DESIGNATING A REPRESENTATIVE AND AN ALTERNATE TO THE HOUSTON - GALVESTON AREA COUNCIL 2024 GENERAL ASSEMBLY; AND PROVIDING AN EFFECTIVE DATE.

BACKGROUND:	Each year, the City of Spring Valley Village must designate a representative and alternate to serve on the H-GAC General Assembly. In previous years, the following officials were designated: • 2024 – Representative: Council Member Steve Bass and Alternate: Mayor Marcus Vajdos • 2023 – Representative: Council Member Steve Bass and Alternate: Mayor Marcus Vajdos • 2022 – Representative: Council Member Bo Bothe and Alternate: Mayor Marcus Vajdos • 2021 – Representative: Council Member Bo Bothe and Alternate: Council Member Tom Donaho H-GAC has notified the City that it is time to appoint the 2025 representative and alternate. Therefore, this item is submitted for Council action.
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ATTACHMENTS:	2025 General Law Letter, General Law Designation Form, Resolution 24-XX HGAC Representative & Alternate
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FUNDING:					
Amount Available	Account No.	Additional Appropriation	Project No.	Amount Budgeted	Account Description

Required

RECOMMENDATION: Action as Council deems appropriate.



HOUSTON-GALVESTON AREA COUNCIL

OFFICE OF THE EXECUTIVE DIRECTOR

To: Mayors – General Law Cities
Subject: 2025 General Assembly Designations
From: Chuck Wemple
Date: September 19, 2024

The Houston-Galveston Area Council has had an exciting and eventful 2024. We remain dedicated to better serving our member governments. We are working to do this by continuing to bring the conversation to your communities to listen to your needs and determining how we can help improve quality of life across the region. Thus far we have visited all of our regions' counties, and have started the second round of visits.

As we look forward to 2025, we ask that you appoint elected leaders from your governing body to represent your community and be a part of our decision-making progress. H-GAC bylaws allow each member of General Law cities to designate an elected official to represent you on the General Assembly and at the General Law cities caucus meeting. At the caucus meeting, General Law cities from across the region will elect two members to represent all General Law cities on the H-GAC Board of Directors, and two members to serve as alternates.

I have attached the nomination form on which you can designate your representatives. Please email the completed form to Vanessa.McKeehan@h-gac.com. If more information concerning General Assembly and Board of Directors membership would be useful, please contact me at 713-993-4514 or Rick Guerrero at 713-993-4598.

A dinner meeting of General Law city representatives is scheduled for Thursday, November 7, 2024 starting at 6:00 p.m.. It will be at the The Royal Sonesta, 2222 W Loop S, Houston, TX 77027. Your city's designees are highly encouraged to attend and help elect the 2025 General Law Cities' representatives to the H-GAC Board of Directors.

Thank you for your continuing participation and support for the Houston-Galveston Area Council. We look forward to working with you in the coming year.

Sincerely,


Charles Wemple (Oct 1, 2024 05:35 CDT)

Chuck Wemple

DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL
2025 GENERAL ASSEMBLY

BE IT RESOLVED, by the Mayor and City Council of _____, Texas that _____ be, and is hereby designated as its Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2025.

FURTHER, that the Official Alternate authorized to serve as the voting representative should the hereinabove named representative become ineligible, or should he/she resign, is _____.

THAT the Executive Director of the Houston-Galveston Area Council be notified of the designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this ____ day of _____, 2024.

APPROVED:

Mayor

ATTEST:

RESOLUTION NUMBER 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS DESIGNATING A REPRESENTATIVE AND AN ALTERNATE TO THE HOUSTON-GALVESTON AREA COUNCIL 2025 GENERAL ASSEMBLY; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

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

Section 1. _____ be and is hereby designated as the City of Spring Valley Village's Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2025.

Section 2. That the Official Alternate authorized to serve as the voting representative should the hereinabove named representative become ineligible, or should he/she resign, is _____.

Section 3. The Executive Director of the Houston-Galveston Area Council shall be notified of the designation of the hereinabove-named representative and alternate.

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

DULY PASSED AND ADOPTED this 22nd day of October 2024.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	October 22, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance No. 2024-XX - AN ORDINANCE AMENDING CHAPTER 8, PERSONNEL AND ADMINISTRATION, OF THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS BY AMENDING ARTICLE 8.1300, TO ADD REGULATIONS ESTABLISHING MONTHLY AND ANNUAL TIME LIMITS ON TIME SPENT BY CITY PERSONNEL RESPONDING TO VEXATIOUS REQUESTORS OF PUBLIC INFORMATION; REQUIRING THE MAINTENANCE OF RECORDS REGARDING TIME SPENT PRODUCING RECORDS FOR INDIVIDUAL REQUESTORS; PROVIDING FOR SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

BACKGROUND:	The City of Spring Valley Village receives many Public Information Act Requests. Public record laws, that guarantee access for the public to public records, have been an increasingly used tool, and there have been requests received by the City that fall into the category of vexatious requests by a vexatious requestor as outlined in House Bill 3033. House Bill 3033 states that a vexatious requestor is defined as a person who abuses the Public Information Act (PIA) by sending frequent and/or voluminous PIA requests to a city to disrupt the operations of city business. There are currently two sections of the government code that cities may use to deal with vexatious requestors: Sections 552.232 and 552.275 of the Government Code. Approval of this ordinance would address the following: 1. Establishing an annual time limit, the limit may not be less than 36 hours for a requestor during a 12-month period starting at the beginning of the City's fiscal year. 2. The ordinance establishes a monthly time limit. The limit may not be less than 15 hours per requester, per month.
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3. Once the requestor has surpassed the established time limit, the city can impose certain costs on the requestor and provide a written cost estimate for any PIA request received thereafter.

ATTACHMENTS: SVV Draft Ord 2024 PIA Vexatious Requests

FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION: Staff recommends approval of this Ordinance.

ORDINANCE NO. 2024-

AN ORDINANCE AMENDING CHAPTER 8, PERSONNEL AND ADMINISTRATION, OF THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS BY AMENDING ARTICLE 8.1300, TO ADD REGULATIONS ESTABLISHING MONTHLY AND ANNUAL TIME LIMITS ON TIME SPENT BY CITY PERSONNEL RESPONDING TO VEXATIOUS REQUESTORS OF PUBLIC INFORMATION; REQUIRING THE MAINTENANCE OF RECORDS REGARDING TIME SPENT PRODUCING RECORDS FOR INDIVIDUAL REQUESTORS; PROVIDING FOR SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

* * * * *

WHEREAS, the Texas legislature, in recognition of the fact that a city may expend significant resources in responding to requests for public information without recovering its costs, enacted section 552.275, Texas Government Code, which authorizes the City Council to establish a reasonable limit on the amount of time that City personnel are required to spend producing public information for inspection by a requestor or providing copies of public information to a requestor without recovering labor charges.

WHEREAS, Section 552.275, Texas Government Code, authorizes a City to require repeat requestors to pay for the City's costs to respond to requests for public information after its employees have worked over reasonable number of hours (not less than 36 hours) in a fiscal year to respond to one person's requests; and

WHEREAS, the City of Spring Valley Village, Texas (the "City") is a type "A" general law municipality organized under the laws of the State of Texas; and

WHEREAS, harassing, repetitive, and/or redundant public information requests asking for large amounts of information (known as "vexatious requests") can impose great financial and time burdens on the City, as vexatious requests typically require City personnel to divert their time spent on other tasks to locate, compile, and reproduce the requested information; and

WHEREAS, the City Council of the City of Spring Valley Village, Texas finds it in the public interest to establish reasonable monthly and yearly limits on the amount of time that City personnel is required to spend producing public information for inspection or duplication by a

requestor, or providing copies of public information to a requestor, without recovering the City's costs attributable to that personnel time; now therefore,

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

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

Section 2. Article 8.1300 of the City's Code of Ordinances is hereby amended by adding the language underscored below:

"Article 8.1300 – RECORDS MANAGEMENT

(a) Definitions.

- 1) A Records Custodian is the appointed or elected public officer, or their designee, who is in charge of an office that creates or receives local government records
- 2) Requestor shall have the meaning set forth in Texas Government Code 552.003(6).

(b) Annual Time Limit. Pursuant to Texas Government Code sec. 552.275(a) and (b), thirty-six (36) hours is the reasonable limit on the amount of time that personnel of the City are required to spend producing public information for inspection or duplication by a Requestor or providing copies to a Requestor in any given twelve-month period commencing on October 1 of each year, without recovering the City's costs attributable to that personnel time.

(c) Monthly Time Limit. Pursuant to Texas Government Code 552.275(a) and (b), fifteen (15) hours is the reasonable limit on the amount of time that personnel of the City are required to spend producing public information for inspection or duplication by a Requestor or providing copies to a Requestor in any given monthly period commencing on the first each month, without recovering the City's costs attributable to that personnel time.

(d) Records of Time Spent Fulfilling Requests. The Records Custodian and/or designee shall be responsible for maintaining records of the cumulative amount of personnel time spent complying with requests for public information from each individual Requestor.

(e) Charges for Personnel Time Spent In Excess of Time Limits. Notwithstanding any provision of this section to the contrary, any Requestor of public information will be charged personnel costs in accordance with Texas Government Code sec. 552.275 for all time in excess of thirty-six (36) hours in any given twelve-month period commencing October 1 of each year or fifteen (15) hours in any given monthly period commencing on the 1st date of each

- month, spent by personnel of the City in producing public information for inspection or duplication by a Requestor, or providing copies to a Requestor. The Records Custodian shall be responsible for providing notices to the Requestor as required by law, including written statements of accrued time required by Texas Government Code 552.275(d) and written estimates of charges as required by 552.275(e). The amount of time spent preparing the cost estimate may not be included as personnel time spent on the request unless the requestor has exceeded the established limit.
- (f) Withdrawal of request. Pursuant to Texas Government Code 552.275(e) and (h), if a Requestor fails or refuses to pay the amount in the cost estimate or provide identification as provided below, the request is considered withdrawn. If the requestor fails to inspect or duplicate public information in the governmental body's office on or before the 60th day after the date the information is made available, or fails to pay postage or any other PIA charges on or before the 60th day after the date the requestor is informed of charges, the request is considered withdrawn.
 - (g) Identification required. Photo identification must be presented by the requestor for the purpose of establishing that the requestor has not (a) exceeded a time limit established by the City, and (b) concealed the requestor's identity. A request for photo identification must include the written cost estimate described above and a statement that describes each specific reason why a photo identification is required. The City shall accept as proof of a requestor's identification physical presentation of photo identification or an image of photo identification that is transmitted electronically or by mail. A requestor from whom a photo identification is requested by a City may decline to provide the identification and obtain the requested information by paying the charge assessed in the written cost estimate.
 - (h) A Requestor who has exceeded the time limits established by the City may not inspect public information in a paper record or electronic medium on behalf of another requestor unless the Requestor who exceeded the limit has paid certain written cost estimates issued by the City."

Section 3. In the event of a conflict between Section 552.275, Texas Government Code and this ordinance, Section 552.275, Texas Government Code shall control.

Section 4. Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clause and phrases be declared unconstitutional or invalid.

Section 5. Any person, firm, entity, or corporation who violates any provision of this Ordinance shall be deemed guilty of a misdemeanor.

Section 6. It is hereby officially found and determined that the meeting at which this Ordinance was considered was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

Section 7. The City Secretary of the City of Spring Valley Village, Texas is hereby directed to publish in the official newspaper of the City of Spring Valley Village, or a newspaper with a general circulation, the caption, penalty, and effective date clause of this Ordinance as required by state law.

Section 8. This Ordinance shall be in full force and effect from and after its passage and approval, and publication as provided by law.

PASSED, APPROVED, AND ORDAINED this the ____ day of _____, 2024.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

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