

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, December 16, 2025, 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](http://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/81887016089>

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: 818 8701 6089 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**
- 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.

## **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 Approval of Meeting Minutes for Special City Council Meeting of the City Council on November 18, 2025
- 6.2 Approval of Meeting Minutes for Regular Meeting of the City Council on November 18, 2025.
- 6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 20 Brighton Place Pavement & Utility Improvement Project
- 6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No.11, Water Plant Improvement Project
- 6.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Amending the estimated construction cost of the Tamy Ln. Pedistrian Bridge Improvement Project.
- 6.6 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Villages Mutual Insurance Group Recommended Change in Dental Insurance Carriers for Plan Year 2026, to remove Texas Municipal League Dental and to include Humana Dental.

## **7. DEPARTMENT REPORTS**

### 7.1 City Administration

- Parks and Greenspace Board Update

### 7.2 Public Works Project Updates

### 7.3 Police Department

### 7.4 Village Fire Department and activities of the VFD Board of Commissioners

## **8. NEW BUSINESS**

- 8.1 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Selection of design for the north cul-de-sac on Croes Drive.

8.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the City Council Meeting Dates for Calendar Year 2026.

**9. EXECUTIVE SESSION**

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

- 9.1 Section 551.071. Consultations with Attorney to discuss the acquisition, sale, or use of property or easements.
- 9.2 Section 551.074. Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator.

**10. RECONVENE**

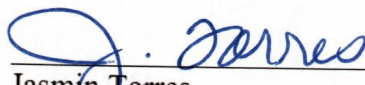
**11. ADJOURNMENT**

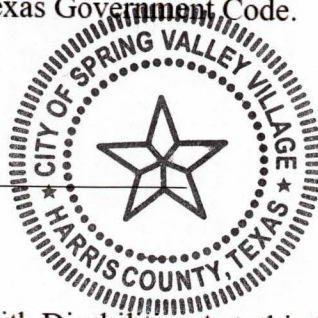
Agenda items may not necessarily be considered in the order that they appear. With regard to any item, Council may take various actions, including but not limited to rescheduling an item in its entirety or for particular action at a future date or time.

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

I certify that a copy of the December 16, 2025, agenda of items to be considered by City Council was posted on or before the 10th day of December, 2025, at 6:00 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](mailto:Jasmin.Torres@springvalleyvillage.com) for further information.

**MINUTES OF THE CITY COUNCIL SPECIAL MEETING  
CITY OF SPRING VALLEY VILLAGE, TEXAS  
TUESDAY, NOVEMBER 18, 2025 AT 5:00 PM  
IN THE COUNCIL CHAMBERS OF CITY HALL  
1025 CAMPBELL ROAD, HOUSTON, TEXAS**

**1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT**

Village City Council was called to order by Mayor Pro-Tem Carpenter at 5:05 p.m.

Members Present:

Mayor Marcus Vajdos Mayor

Pro-Tem Allen Carpenter

Council Member Steve Bass (via teleconference)

Council Member David Dominy

Council Member John Lisenby

Council Member Joy McCormack

Members Absent:

None.

**2. NEW BUSINESS**

**2.1 DISCUSSION AND DIRECTION CONCERNING: Public Infrastructure and Design  
Manual as applied to the Replacement of Existing Infrastructure**

City Administrator John McDonald opened the discussion regarding the purpose of the meeting which was to finalize the design for Croes Drive and the questions and concerns the City has received regarding the cul-de-sac design. The discussion was then turned over to Public Works Director Kristina Watson and Jennifer Steen of CobbFendley to go over insights into the presented design options. Director Watson explained that currently, there is no standard in the adopted infrastructure and design manual that includes cul-de-sacs, but has looked at the fire code historically when referencing cul-de-sacs. Since the adoption of the manual in 2021, any projects that included cul-de-sacs were not comparable, as the cul-de-sacs in those projects either met or exceeded the required specifications. However, Spring Oaks Circle, which currently has and will remain a 25 (twenty-five) foot cul-de-sac because there is a 30 (thirty) foot right of way and the 5 (five) foot outside of the outerlay is

At this time, Jennifer Steen of CobbFendley presented exhibits explaining:

Merlin Court

Spiring Oaks Circle

Croes - South, keeping the right of way centered per the direction of Council

Croes- North explained why hammerhead wouldn't work and the 30 (thirty) foot radius recommendation of the Village Fire Department Fire Chief

Ted Trednick addressed the Council with a request to speak and make comments. Council Member Carpenter made a motion to allow the public to speak and make public comments; Council Member Dominy seconded the motion. Motion passed 5-0.

Mr. Tredennick submitted a memo prepared by an independent engineer, Mr. Qualls, and summarized the key findings of the analysis. According to Mr. Tredennick, the engineer's review concluded that the City's fire apparatus (2020 Spartan ERV Metro Star), using AutoTurn software, can complete a safe three-point turnaround fully within the existing right-of-way, additional pavement, as shown in the City's current concept design, is not required to achieve adequate fire access, and a smaller and less intrusive configuration within the existing right-of-way is feasible, and any expansion beyond that area would be optional rather than engineering-driven. In his opinion, there is no engineering justification for extending pavement into private property, and that any such design choice would be a policy decision rather than a technical requirement. He requested that the Council acknowledge and consider the independent engineer's analysis in future design discussions, direct staff to return with an alternative design that remains fully within the existing right-of-way, and include the submitted memo in the official record.

City staff and Council addressed and answered all concerns and points highlighted by Mr. Tredennick, but would not consider the independent study that was presented, and also informed Mr. Tredennick that the new fire truck that has been purchased is larger than the existing fire truck and would not be consistent with the study. After much discussion, the City Council informed Croes Drive residents that they would continue to be informed of the changes and that continued discussion and approval would be happening at the December City Council meeting.

### **3. ADJOURNMENT**

Council Member Dominy motioned to adjourn the meeting at 6:02 p.m., and Council Member Lisenby seconded the motion. Motion carried 5-0.

Attest:

Signed:

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Jasmin Torres  
City Secretary

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Marcus Vajdos  
Mayor

**MINUTES OF THE CITY COUNCIL REGULAR MEETING  
CITY OF SPRING VALLEY VILLAGE, TEXAS  
TUESDAY, NOVEMBER 18, 2025 AT 6:00 PM  
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 6:10 p.m.

Members Present:

Mayor Marcus Vajdos  
Mayor ProTem Allen Carpenter  
Council Member David Dominy  
Council Member John Lisenby  
Council Member Joy McCormack

Members Absent:

Council Member Steve Bass

**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.

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  
Mark Schulze, Chief of Police  
David Dxon, Police Commissioner  
Justin Lane, Assistant Chief of Police  
Susan Shoup, Assistant Finance Director  
Abbey Anderson, Assistant to the City Administrator  
Harrison Nicholson, Finance Director  
Kristina Watson, Public Works Director

**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 Approval of Minutes for Regular Meeting of the City Council on October 28, 2025.
- 6.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 19 Brighton Place Pavement & Utility Improvement Project
- 6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No.10, Water Plant Improvement Project
- 6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2025-XX - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING SECTION 1.705, ORDER OF AGENDA ITEMS, CHAPTER 1, GENERAL PROVISIONS, OF THE CITY'S CODE OF ORDINANCES TO REFLECT THE CHANGES IN AGENDA POSTING TIMELINES; AND PROVIDING FOR SEVERABILITY.
- 6.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2025-XX — An Ordinance of the City of Spring Valley Village, Amending the City Personnel Manual, as Adopted by Ordinance No. 95-05, Duly Passed and Approved on March 29, 1995, being Amendment No. 25 to the Personnel Manual, to Update and Address Policies, including Fleet Card, Progressive Discipline, and City Vehicle GPS Tracking Policies; Providing for the Incorporation of Preamble; Providing a Repealer Clause, a Severability Clause, and an Effective Date.

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

## **7. DEPARTMENT REPORTS**

### 7.1 City Administration

- Parks and Greenspace Board Update

City Administrator John McDonald provided the City Administration update and thanked the residents who have contributed to the food drive for the Spring Branch East Pantry that will continue collection of donations through November 19, 2025.

At this time, Assistant to the City Administrator Abbey Anderson provided an update on the Parks and Greenspace Board at the preparations for the holiday tree lighting taking place on December 2, 2025 from 6:00 - 8:00 p.m. Grace Church, a dj, the Dadots, Santa, and the Grinch will all be participating, along with food trucks and several activities from local organizations.

The coloring contest for the tree lighting is now open, and submissions are due on December 1, 2025. There is a mailbox at City Hall so that children can leave letters to Santa through the holiday season.

#### 7.2 Finance Department, to include Quarterly Investment Report

Finance Director Harrison Nicholson presented the quarterly investment report to the City Council.

#### 7.3 Public Works Project Updates

At this time, Public Works Director Kristina Watson briefed the Council on the following projects: Brighton Place, the Water Plant Electrical Improvement Project, and the Bingle Road. Director Watson's updates were as follows:

- Brighton Place: An approximately 200-foot section of roadway on Winningham will be poured on Thursday, November 20th, and that will complete the roadway pavement. The last of the driveways and curbs on Winningham will be poured next week, and the last section of SOD replacement will follow that. With change order 4 adding Spring Oaks Circle and Merlin Ct. to the Brighton Place Project, the City will be hosting a town hall meeting for the residents on those two streets this Thursday to discuss the upcoming work and phasing for those streets.
- Water Plant Electrical Improvement Project: Replacement of the booster pumps has begun, and McDonald Municipal continues to work on the replacement installation of the new electrical equipment.
- Bingle Road Re-stripping: The Purchase Order was issued today for Bingle Road re-stripping. We will be publishing information about the start date and traffic control implementation once Lone Star provides the official start date, estimated to be around 2 weeks from now. They anticipate the entirety of the stripping to take 4 weeks.

#### 7.4 Police Department

Chief Schulze provided the October Police Department Staff Report to the City Council

1. Number of calls for service — 3,825
2. Number of traffic violations — 926

#### 7.5 Village Fire Department and activities of the VFD Board of Commissioners.

Fire Chief / Fire Marshall Brian Croft presented the Village Fire Department updates for October 2025, including updates on staffing, equipment, major calls, and ongoing projects.

### 8. NEW BUSINESS

- 8.1 **CONDUCT A PUBLIC HEARING CONCERNING: AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS AMENDING EXHIBIT A OF CHAPTER 12, PLANNING AND ZONING, OF THE CODE OF ORDINANCES OF THE CITY, BY AMENDING AND RESTATING THE DOLPHIN'S COVE PLANNED AREA DEVELOPMENT (DOLPHIN'S COVE PAD) CREATED PURSUANT TO ORDINANCE NO 2018-30 CONTAINING APPROXIMATELY**

2.639 ACRES OF LAND EAST OF VOSS ROAD AND NORTH OF INTERSTATE HIGHWAY 10 BY SUBSTITUTING THE DOLPHIN'S COVE PADD PROPERTY DESCRIPTION WITH A NEW PROPERTY DESCRIPTION; PERMITTING OUR SINGLE-FAMILY RESIDENCES SUBJECT TO THE PROVISIONS CONTAINED IN THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION HEREOF, WITH EACH DAY CONSTITUTING A SEPARATE OFFENSE.

1. Presentation
2. Those In Favor
3. Those Opposed
4. Adjourn Public Hearing

Mayor Vajdos opened the Public Hearing at 6:33 p.m.

1. Presentation

The City Administrator, John McDonald, briefed the Council on the Dolphin's Cove development, which was originally approved as a four single-family residential subdivision with access from Bingle Road via a 20-foot roadway. He explained that Dorado Homes has since submitted a request to amend the plan, proposing to shift the primary access point to Voss Road instead. Anthony Padua, who is at 5599 San Felipe, Suite 911

Houston, TX 77056 of Dorado Homes then presented their updated development plans to the Council and answered questions regarding the proposed changes. He provided additional details about the project and addressed concerns raised by Council members.

2. Those In Favor

Kay Suliivan Heard, who lives at 8711 Green Valley, spoke in favor of the development, but wanted to raise concerns regarding the utility services for the homes to go to Voss Road.

3. Those Opposed

Carlos Villagomez, who lives at 8456 Winningham, had questions and concerns about the construction and specification of the proposed bridge.

4. Adjourn Public Hearing

The Public Hearing was adjourned at 6:46 p.m.

- 8.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING: AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS AMENDING EXHIBIT A OF CHAPTER 12, PLANNING AND ZONING, OF THE CODE OF ORDINANCES OF THE CITY, BY AMENDING AND RESTATING THE DOLPHIN'S COVE PLANNED AREA DEVELOPMENT (DOLPHIN'S COVE PAD) CREATED PURSUANT TO ORDINANCE NO 2018-30 CONTAINING APPROXIMATELY 2.639 ACRES OF LAND EAST OF VOSS ROAD AND NORTH OF INTERSTATE HIGHWAY 10 BY SUBSTITUTING THE DOLPHIN'S COVE PADD PROPERTY DESCRIPTION WITH A NEW PROPERTY DESCRIPTION; PERMITTING FOUR SINGLE-FAMILY RESIDENCES SUBJECT TO THE PROVISIONS CONTAINED IN THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED**

\$2,000.00 FOR ANY VIOLATION HEREOF, WITH EACH DAY CONSTITUTING A SEPARATE OFFENSE.

Mayor Vajdos read the Ordinance by caption only. At this time, City Administrator John McDonald addressed the concerns raised by residents during the public hearing. He clarified that the City does not impose impact fees and explained that all utilities are planned to connect between Voss Road and Bingle Road, with no utility connections extending north through neighboring properties.

Administrator McDonald then briefed the Council on the conditions and recommendations from the Planning and Zoning Commission's October 14, 2025, meeting. The Commission recommended approval of the request with the following conditions: increasing the pavement width of the proposed bridge from 20 feet to 28 feet; installing eight-foot fencing; and updating the drainage plan to demonstrate that the rear of the properties will drain toward the creek.

After much discussion, Council Member Dominy made a motion to approve Ordinance 2025-20, and Council Member McCormack seconded the motion approving and reinstating the Dolphin's Cove Planned Area Development (Dolphin's Cove PAD), with the following additional requirements:

- A landscape barrier consisting of trees and shrubs must be installed, with spacing recommendations provided by a certified forester.
- If construction on the project authorized by this Ordinance has not begun within two (2) years of its effective date, the Ordinance shall automatically expire and become null and void.

Motion carried 4-0.

**8.3 CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 25-XX - A resolution of the City Council of the City of Spring Valley Village, Texas, approving the terms and conditions of an agreement for professional services by and between the City of Spring Valley Village, Texas and ATSER, LP; 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.

Mayor Vajdos read the Resolution by caption only. Public Works Director Kristina Watson briefed the Council on the Request for Proposal (RFP) for Construction Management and Inspection Services related to capital improvement and construction projects, including streets, drainage, and utilities. She noted that the RFP was issued on October 1, 2025, and closed on November 3, 2025.

The City received three proposals—from Atser, Project Surveillance, and Aurora Technical Services. After a thorough review, scoring, and reference checks, Director Watson reported that Atser's proposal provided the best overall value.

Council Member Dominy made a motion to approve Resolution 25-16, authorizing the

agreement for professional services with Atser, LP. Council Member Carpenter seconded the motion. The motion carried 4-0.

**8.4 CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2025-XX - An Ordinance of the City of Spring Valley, Texas, Adopting Amendment No. 1 to the Original Budget of the City of Spring Valley Village, Texas, for the Fiscal Year 2024-2025; Funding Certain Obligations of the City During the Budget Period Necessary for the Provision of City Services; Containing Certain Findings; Providing Other Matters Related to the Subject; Providing for Severability, and an Effective Date.

Mayor Vajdos read the Ordinance by caption only. Council Member McCormack made a motion to approve Ordinance 2025-21 adopting Amendment No. 1 to the original budget for Fiscal Year 2024-2025, and Council Member Carpenter seconded the motion. Motion carried 4-0.

**8.5 CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Villages Mutual Insurance Group Recommended Insurance Carriers for Plan Year 2026, to include Texas Municipal League (TML) for Medical, Dental, and Vision; and The Hartford Group for Life/AD&D, Long-Term Disability, and Supplemental Life for the City of Spring Valley Village's Employee Benefits.

Assistant Finance Director Susan Shoup briefed the Council on the Board meeting held on October 29, 2025, and summarized the insurance plan comparisons presented. She reported that the City's current carrier, United Healthcare, proposed a 14% increase for the same medical coverage, while Blue Cross Blue Shield proposed a 23% increase. In contrast, the Texas Municipal League (TML) offered medical coverage with a 5% decrease in rates; however, their plans would eliminate HMO options and provide only two PPO plan choices.

Ms. Shoup also reviewed the dental and vision plans and answered questions regarding the proposed changes and the overall recommendations for the Plan Year 2026 employee insurance package.

Council Member Dominy made a motion to approve the recommendation from the Villages Mutual Insurance Group to select the Texas Municipal League (TML) for Medical, Dental, and Vision coverage, and The Hartford Group for Life AD&D, Long-Term Disability, and Supplemental Life. Council Member Carpenter seconded the motion. The motion carried 4-0.

**8.6 CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 25-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, CASTING ITS BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Vajdos read the Resolution by caption only. Council Member Dominy made a motion to approve Resolution 25-17, casting its ballot for the election of Bill Frazier to the Harris County Appraisal District Board of Directors, and Council Member Lisenby seconded the motion.

Motion carried 4-0.

**9. ADJOURNMENT**

Council Member Carpenter motioned to adjourn the meeting at 7:19 p.m., and Council Member Lisenby seconded the motion. Motion carried 4-0.

Attest:

Signed:

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Jasmin Torres  
City Secretary

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Marcus Vajdos  
Mayor



## Spring Valley Village City Council Agenda Item Data Sheet

**MEETING DATE:** December 16, 2025  
**SUBMITTING STAFF:** Kristina Watson, Public Works Director  
**SUBJECT:** **CONSIDERATION AND POSSIBLE ACTION**  
**CONCERNING:** Approval of Pay Estimate No. 20 Brighton Place Pavement & Utility Improvement Project

**BACKGROUND:** This is the 20th pay estimate to be submitted by Conrad Construction, Ltd., for the Brighton Place Pavement and Utility Improvement Project (2023-12-105) for work completed November 1 through November 30, 2024, **in the amount of \$152,560.12**

Pay application No. 20 brings the Brighton Place project 84% paid of the total contract amount of \$7,566,216.95.

**ATTACHMENTS:** Brighton Place Pay App No. 20

**FUNDING:**

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

**RECOMMENDATION:** Both CobbFendley and City Staff have reviewed Pay Application No. 20 and recommend approval.

December 3, 2025

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

Re: Brighton Place Reconstruction  
Payment Application #20  
CFA Project No. 2212-056-01

Dear Kristina Watson:

Attached is Payment Application #20 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 \$152,560.12.

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

**Payment Instructions:** *In accordance with industry best practices to help prevent payment fraud, please verify any requests for change in payment instructions or change to remittance addresses through a phone call to the payee's corporate accounting office or officer of the company. Do not change payment instructions prior to using a second independent form of verification.*

## Application and Certificate for Payment

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

**Estimate: #20**

### CONTRACT TIME

	Notice to Proceed	4/29/2024	Initial Contract Time	365	days
	Substantial Completion Date	6/10/2026	Current Approved Extensions	70	days
	Final Completion Date	6/10/2026	Previous Approved Extensions	338	days
			Total Contract Time	773	days
<b>PAY PERIOD:</b>	<b>From:</b>	11/1/2025	Spent Days	580	days
	<b>To:</b>	11/30/2025	Days Remaining	193	days
			Rain Days To Date	0	days
			Percent of Contract Time Completed	75%	

### CHANGE ORDERS

	NO.	Date:	Amount:	Days:
Approved Change Orders:	0	12/3/2025	Rain Days to Date	69.5
	1	10/9/2024	\$70,637.00	38
	2	1/29/2025	47,892.95	25
	3	6/3/2025	\$118.00	5.00
	4		\$1,196,894.50	270.00
	<b>Total Change Orders:</b>		<b>\$1,315,542.45</b>	<b>338</b>

### SUMMARY OF WORK COMPLETED

Original Contract Sum:	\$	6,250,674.50
Net Change by Change Orders:	\$	1,315,542.45
Contract Sum to Date:	\$	7,566,216.95
Total Completed and Stored to Date:	\$	6,333,913.75
Percent of Work Installed		84%
Retainage, (% of Completed Work:)		10%
Total Retainage:	\$	633,391.37
Total Earned Less Retainage:	\$	5,700,522.38
Less Previous Certificates of Payment:	\$	5,547,962.25
<b>Current Payment Due:</b>	<b>\$</b>	<b>152,560.12</b>

### 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:	<i>James R. Bolin</i> Print Name Conrad Construction Co .TD Signature	Date: <u>12.3.25</u>
Approved By:	Jennifer Steen Print Name Signature Cobb, Fendley & Associates, Inc.	Date: <u>12/3/2025</u>
Accepted By:	Kristina Watson Print Name Signature City of Spring Valley Village	Date: <u>12/4/2025</u>

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	Amount	QUANTITY INSTALLED	Amount	Quantity	Amount	Percent Comp.
<b>A. SECTION 1 - GENERAL AND SITE WORK ITEMS - PRIMARY SITE</b>											
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%
1A	Mobilization, Bonds, Insurance, Construction Staking, etc. (5% Max)	LS	1	\$ 59,000.00					0.00	\$ -	0.00%
2	Installation of Project Sign (CO 4 + 1)	LS	3	\$ 1,650.00		0.00		0.00	1.00	\$ 1,650.00	33.33%
3	Contractor to Coordinate with Adjacent Property Owners and Public Entities on Advance Notification of Traffic Phasing Changes, Mail, Parking, Driveway Access, etc.(CO 4 + 6)	MO	18	\$ 3,750.00	1.00	3,750.00	1.00	3,750.00	19.00	\$ 71,250.00	105.56%
4	Construction photographs (CO 4 + 1)	LS	2	\$ 1,400.00		0.00		0.00	0.00	\$ -	0.00%
5	TPDES Submittal (CO 4 + 1)	LS	2	\$ 1,000.00		0.00		0.00	1.00	\$ 1,000.00	50.00%
6	Construction Material Testing, approved geotechnical companies include Alpha Testing, Terracon, Riner Engineering, and QC Laboratories, Inc.	LS	1	\$ 105,000.00	0.02	2,100.00	0.02	2,100.00	1.00	\$ 105,000.00	100.00%
6A	Construction Material Testing, approved geotechnical companies include Alpha Testing, Terracon, Riner Engineering, and QC Laboratories, Inc.	LS	1	\$ 42,500.00		0.00		0.00	0.00	\$ -	0.00%
7	Bypass Pumping for Sanitary Sewer	LS	1	\$ 4,500.00		0.00		0.00	1.00	\$ 4,500.00	100.00%
7A	Bypass Pumping for Sanitary Sewer	LS	1	\$ 15,000.00		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	1.00	\$ 1.00	100.00%
8A	Control of Ground and Surface Water, Including Bypass Pumping	LS	1	\$ 5,000.00		0.00		0.00	0.00	\$ -	0.00%
9	Removal of Existing Traffic Signs (CO 4 + 3)	EA	13	\$ 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 (CO 4 + 3)	EA	29	\$ 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		0.00		0.00	1.00	\$ 110,000.00	100.00%

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	Amount	QUANTITY INSTALLED	Amount	Quantity	Amount	Percent Comp.
11A	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	\$ 65,000.00		0.00		0.00	0.00	\$ -	0.00%
12	Tree and Plant Protection, Including Root Pruning, Crown Cleaning Prune	LS	1	\$ 50,000.00	0.02	1,000.00	0.01	500.00	1.00	\$ 50,000.00	100.00%
12A	Tree and Plant Protection, Including Root Pruning, Crown Cleaning Prune	LS	1	\$ 20,000.00		0.00		0.00	0.00	\$ -	0.00%
13	Removal of Tree 0 – 11.99" (or Palm Tree), species varies.	EA	1	\$ 1,050.00		0.00		0.00	3.00	\$ 3,150.00	300.00%
14	Removal of Tree 12 – 29.99", species varies	EA	8	\$ 1,550.00		0.00		0.00	8.00	\$ 12,400.00	100.00%
15	Removal of Tree 30 – 45", species varies	EA	2	\$ 2,100.00		0.00		0.00	2.00	\$ 4,200.00	100.00%
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	0.02	170.00	0.01	85.00	1.00	\$ 8,500.00	100.00%
16A	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	\$ 7,500.00		0.00		0.00	0.00	\$ -	0.00%
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 (CO 4 + 7)	EA	126	\$ 100.00		0.00	5.00	500.00	121.00	\$ 12,100.00	96.03%
19	Purchase and Installation of St. Augustine Block Sodding, Including Sod, Fertilizer, Topsoil, Watering, Complete in Place (CO 4 + 600)	SY	10,040	\$ 6.75	1,800.00	12,150.00		0.00	8,700.00	\$ 58,725.00	86.65%
20	Purchase and Installation of 4-Foot Precast Concrete Manholes, Complete in Place	EA	2	\$ 7,000.00		0.00		0.00	5.00	\$ 35,000.00	250.00%
21	Rehabilitation of Existing Manhole, Complete in Place	EA	2	\$ 4,500.00		0.00		0.00	1.00	\$ 4,500.00	50.00%
22	Grade and Shape Between Road and ROW (CO 4 + 1470)	SY	10,910	\$ 1.50	2,100.00	3,150.00		0.00	9,546.00	\$ 14,319.00	87.50%

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	Amount	QUANTITY INSTALLED	Amount	Quantity	Amount	Percent Comp.
23	Remove Existing Mailboxes, Place at Road ROW, Reinstall Existing Mailbox to Permanent Location Upon Completion of Phase, Complete in Place (CO 4 + 7)	EA	126	\$ 100.00		0.00	5.00	500.00	129.00	\$ 12,900.00	102.38%
24	Remove and Cap Irrigation Line at Road Right-of-Way. Paid per Each Property that has Irrigation Inside the Road Right-of-Way (CO 4 + 16)	Lot	51	\$ 550.00		0.00	5.00	2,750.00	108.00	\$ 59,400.00	211.76%
25	Removal and Proper Disposal of Storm Sewer, Back Fill Void with Select Fill, Complete in Place (CO 4 + 565)	LF	3,153	\$ 15.00		0.00		0.00	1,279.00	\$ 19,185.00	40.56%
26	Removal and Proper Disposal of Storm Sewer Inlets & Manholes, Back Fill Void with Select Fill, Complete in Place (CO 4 + 14)	EA	35	\$ 900.00		0.00		0.00	21.00	\$ 18,900.00	60.00%
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	0.03	600.00	0.02	400.00	1.00	\$ 20,000.00	100.00%
29A	Removal of Landscaping Hardscape, Including Blocks, Bricks, Pavers, etc. Located Inside Road ROW and Stockpile at Road ROW	LS	1	\$ 8,500.00		0.00		0.00	0.00	\$ -	0.00%
30	Trench Safety System, Including Storm Sewer, Water Line, Bore Pits, Sanitary Sewer (CO 4 + 350)	LF	4,491	\$ 1.00		0.00		0.00	3,357.00	\$ 3,357.00	74.75%
31	Complete Removal and Proper Disposal of Pavement (Thickness Varies), Including Driveways, Walkways and Curb (CO 4 + 2415)	SY	24,671	\$ 6.50	111.26	723.19	961.87	6,252.16	22,382.96	\$ 145,489.24	90.73%
32	Roadway Excavation and Haul-Off (CO 4 + 815)	CY	5,465	\$ 1.00	350.00	350.00	599.00	599.00	4,650.00	\$ 4,650.00	85.09%
33	Provide and Install 8-Inch Lime Stabilized Subgrade (5%), Including Lime, Manipulation, and Compaction, Complete in Place, per the geotechnical report. (CO 4 + 2565)	SY	23,900	\$ 12.50	1,553.32	19,416.50	1,011.54	12,644.25	21,824.61	\$ 272,807.63	91.32%
34	Purchase and Installation of 12-inch Sanitary Sewer, Complete in Place CO 3 Qty to 376)	LF	376	\$ 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 (CO 4 + 330)	LF	1,405	\$ 90.00		0.00		0.00	1,075.00	\$ 96,750.00	76.51%

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	QUANTITY INSTALLED	Quantity	Amount	Quantity	Amount	Percent Comp.
36	Purchase and Installation of 8-Inch Diameter Water Line, by Trenchless Construction, Complete in Place (CO 4 + 500)	LF	5,957	\$ 130.00		0.00		0.00	5,489.00	\$ 713,570.00	92.14%
37	Purchase and Installation of 8-Inch Diameter Water Line, by open cut Complete in Place	LF	542	\$ 175.00		0.00		0.00	542.00	\$ 94,850.00	100.00%
38	Water Tap and Service Line -Short Connections, Connect to Existing Meter, Complete in Place (CO 4 + 11)	EA	71	\$ 1,500.00		0.00		0.00	60.00	\$ 90,000.00	84.51%
39	Water Tap and Service Line -Long Connections, Connect to Existing Meter, Complete in Place (CO 4 + 4)	EA	69	\$ 2,500.00		0.00		0.00	66.00	\$ 165,000.00	95.65%
40	Purchase and Installation of 8-Inch Wet Connection, Complete in Place (CO 4 + 1)	EA	2	\$ 5,000.00		0.00		0.00	1.00	\$ 5,000.00	50.00%
41	Cut, Plug, and Abandon Existing Diameter Water Lines size varies 4-Inch to 8-Inch, Complete in Place (CO 4 + 705)	LF	6,332	\$ 1.00		0.00		0.00	5,627.00	\$ 5,627.00	88.87%
42	Purchase and Installation of 8-Inch Tapping Sleeve & Valve, Complete in Place	EA	1	\$ 6,500.00		0.00		0.00	2.00	\$ 13,000.00	200.00%
43	Removal of Existing Fire Hydrant Assembly (CO 4 + 1)	EA	13	\$ 850.00		0.00		0.00	12.00	\$ 10,200.00	92.31%
44	Purchase and Installation of New Fire Hydrant Assembly, Complete in Place (CO 4 + 1)	EA	13	\$ 7,500.00		0.00		0.00	12.00	\$ 90,000.00	92.31%
45	Purchase and Installation of Concrete Junction Box JB01, Complete in Place	LS	1	\$ 54,500.00		0.00		0.00	1.00	\$ 54,500.00	100.00%
46	Purchase and Installation of Concrete Junction Box JB02, Complete in Place	LS	1	\$ 50,000.00		0.00		0.00	1.00	\$ 50,000.00	100.00%
47	Purchase and Installation of Concrete Junction Box JB03, Complete in Place	LS	1	\$ 40,000.00		0.00		0.00	1.00	\$ 40,000.00	100.00%
48	Purchase and Installation of 4-Inch Yard Drain with Steel Curb Box, Complete in Place (CO 4 + 14)	EA	136	\$ 650.00	4.00	2,600.00	8.00	5,200.00	160.00	\$ 104,000.00	117.65%
49	Purchase and Installation of 24-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place (CO 4 + 60)	LF	1,830	\$ 130.00		0.00		0.00	1,954.00	\$ 254,020.00	106.78%
50	Purchase and Installation of 36-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place (CO 4 + 26)	LF	404	\$ 200.00		0.00		0.00	180.00	\$ 36,000.00	44.55%

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	Amount	QUANTITY INSTALLED	Amount	Quantity	Amount	Percent Comp.
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	390.00	\$ 93,600.00	105.12%
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	833.00	\$ 1,124,550.00	100.60%
53	Purchase and Installation of Precast Type BB Inlet, Complete in Place	EA	19	\$ 5,000.00		0.00		0.00	20.00	\$ 100,000.00	105.26%
54	Purchase and Installation of Precast Type C Inlet, Complete in Place (CO 4 + 2)	EA	8	\$ 5,500.00		0.00		0.00	6.00	\$ 33,000.00	75.00%
55	Purchase and Installation of Precast Type C1 Inlet, Complete in Place	EA	2	\$ 7,300.00		0.00		0.00	2.00	\$ 14,600.00	100.00%
56	Temporary Pavement, As Needed for Construction Phasing	LS	1	\$ 5,000.00		0.00		0.00	1.00	\$ 5,000.00	100.00%
56A	Temporary Pavement, As Needed for Construction Phasing (CO 4)	LS	1	\$ 6,500.00		0.00		0.00	0.00	\$ -	0.00%
57	Purchase and Installation of 6-Inch Concrete Pavement and Driveways, Complete in Place (CO 4 + 2055)	SY	23,420	\$ 68.50	1,538.19	105,366.02	1,084.64	74,297.84	21,853.98	\$ 1,496,997.63	93.31%
58	Blue Reflective Marker Placed at each Fire Hydrant, Complete in Place (CO 4 + 3)	EA	15	\$ 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 (CO 4 + 32)	LF	182	\$ 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 (CO 4 + 1030)	LF	11,604	\$ 4.50	1,400.00	6,300.00	2,850.00	12,825.00	11,827.00	\$ 53,221.50	101.92%
65	Purchase and Installation of 6-Inch Concrete Curb, Complete in Place (CO 4 + 145)	LF	997	\$ 6.00	400.00	2,400.00	80.00	480.00	1,004.00	\$ 6,024.00	100.70%
66	Purchase and Installation of 4 1/2-Inch Concrete Walkway and Steps, Complete in Place (CO 4 + 290)	SF	4,241	\$ 9.50	271.77	2,581.82		0.00	3,364.40	\$ 31,961.80	79.33%

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	QUANTITY INSTALLED	Quantity	Amount	Quantity	Amount	Percent Comp.
67	Adjust Traffic Signal Timing and Control Cabinet as Needed for Construction	LS	1	\$ 6,000.00		0.00		0.00	1.00	\$ 6,000.00	100.00%
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>B. EXTRA WORK ITEMS</b>											
1	Cure-in-Place Line Existing Storm Manhole, Complete in Place	EA	1	\$ 4,000.00		0.00	1.00	4,000.00	1.00	\$ 4,000.00	100.00%
<b>C. ALLOWANCE</b>											
1	Construction Allowance for Unforeseen Circumstances Pre-Approved by the City (used for Change Order 1)	LS	1	\$ 25,000.00		0.00		0.00	0.00	\$ -	0.00%

PAY ESTIMATE: #20											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #19		Pay Estimate #20		YEAR TO DATE		
					QUANTITY INSTALLED	Amount	QUANTITY INSTALLED	Amount	Quantity	Amount	Percent Comp.
<b>CHANGE ORDER NO. 1</b>											
CO1.1	Cured-in-Place Storm Sewer	LS	1	\$ 72,237.00		0.00		0.00	1.00	\$ 72,237.00	100.00%
CO1.2	Short Side Service Lead (\$1,675 EA) 6 approved on CH 1	EA	6	\$ 1,675.00		0.00		0.00	0.00	\$ -	0.00%
CO1.2 A	Short Side Service Lead (CO 4 + 5)	EA	5	\$ 1,650.00				0.00	0.00	\$ -	0.00%
CO1.3	Long Side Service Lead (\$2,225 EA) 6 approved on CH 2 (CO 4 + 11)	EA	17	\$ 2,225.00		0.00		0.00	12.00	\$ 26,700.00	70.59%
CO1.4	20 additional days for moving mailboxes	LS	1	\$ -		0.00		0.00	0.00	\$ -	0.00%
CO2-1	Replace 62 meter boxes, add valves	LS	1	\$ 16,554.00				0.00	1.00	\$ 16,554.00	100.00%
CO2-2	Additional survey	LS	1	\$ 5,650.25				0.00	1.00	\$ 5,650.25	100.00%
CO2-3	Lower storm sewer, extra excavation	LS	1	\$ 25,688.70		0.00		0.00	1.00	\$ 25,688.70	100.00%
CO3-1	Cured-in-Place Storm Sewer	LS	1	\$ 42,628.00			1.00	42,628.00	1.00	\$ 42,628.00	100.00%
CO4-1	Line existing sanitary sewer manhole	VH	56	\$ 300.00				0.00	0.00	\$ -	0.00%
CO4-2	Replace water meters with new plastic box	EA	16	\$ 267.00				0.00	0.00	\$ -	0.00%
CO4-3	Purchase and Installation of 6-Inch Wet Connection, Complete in Place	EA	2	\$ 5,000.00				0.00	0.00	\$ -	0.00%
CO4-4	Pipe burst existing 8-inch sanitary sewer	LF	495	\$ 250.00				0.00	0.00	\$ -	0.00%
CO4-5	Concrete junction box for storm sewer	EA	3	\$ 30,000.00				0.00	0.00	\$ -	0.00%
CO4-6	6'x3' RCB storm sewer	LF	255	\$ 895.00				0.00	0.00	\$ -	0.00%
CO4-7	6" high early strength concrete pavement	SY	300	\$ 90.00				0.00	0.00	\$ -	0.00%
						0.00		0.00	0.00	\$ -	#DIV/0!

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

Total 162,657.52  
 16,265.75 Retainer 10%  
**Total 146,391.77**

Total 169,511.25  
 16,951.12 Retainer 10%  
**Total 152,560.12**  
 0

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



## Spring Valley Village City Council Agenda Item Data Sheet

**MEETING DATE:** December 16, 2025  
**SUBMITTING STAFF:** Kristina Watson, Public Works Director  
**SUBJECT:** **CONSIDERATION AND POSSIBLE ACTION**  
**CONCERNING:** Approval of Pay Estimate No.11, Water Plant Improvement Project

**BACKGROUND:** This is the 11th pay estimate to be submitted by McDonald Municipal and Industrial, A division of C.F. McDonald Electric Inc., for the Water Plant Electrical Improvement Project (2024-05-01) for work completed from November 1, 2025, to November 30, 2025, **in the amount of \$83,250.00**

Pay Estimate No. 11 brings the Water Plant Electrical Improvement Project to 78% paid of the total contract amount of \$1,433,699.00.

**ATTACHMENTS:** Pay Estimate No. 11

**FUNDING:**

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

**RECOMMENDATION:** Both IDS Engineering and City Staff have reviewed Pay Application No. 11 and recommend approval.



December 1, 2025

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 Application and Certificate for Payment No. 11 for the above referenced project for the period of **November 1, 2025, to November 30, 2025**. 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 **\$83,250.00** at this time.

As of November 30, 2025, the project was approximately 78% 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 "Marcel Khouw".

Marcel Khouw, P.E.  
Senior Project Manager

MK/kip \\idseg.com\fs\Projects\2300\231600800 CoSVV Water Plant Electrical Project\CPS\110 Pay Req\Pay Estimate No. 11.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, P.E. / Jim Angelo

**APPLICATION AND CERTIFICATE FOR PAYMENT**

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: 11/21/2025 Application No.: 11

Notice to Proceed Date: 11/30/2025 Contract Duration: 420 Calendar Days

Period From: 11/1/2025 To: 11/30/2025

**CHANGE ORDER SUMMARY**

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:

Change Orders approved in previous months by Owner		Additions \$	Deletions \$
Subsequent Change Orders Number	Approved (date)		
1	Aug-25	\$110,230.00	

<b>Original Contract Sum</b>	\$ 1,323,469.00
<b>Net Changes by Change Order</b>	\$110,230.00
<b>Contract sum to Date</b>	\$ 1,433,699.00
<b>Total Completed to Date</b>	\$ 1,111,750.00
<b>Retainage</b> <u>10</u> %	\$ 111,175.00
<b>Total Earned Less Retainage</b>	\$ 1,000,575.00
<b>Less Previous Certificates for Payment</b>	\$ 917,325.00
<b>Current Payment Due</b>	\$ 83,250.00

Net Change by Change Orders \$110,230.00

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

Weather Days Requested To Date: Weather Days Granted:  
Liquidated Damages Assessed: None

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

Engineer: IDS Engineering Group

Signed by: [Signature] Date: 11/21/2025

Signed By: [Signature] Date: 12/1/2025

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: 11  
 Application Date: 11/21/25  
 Period To: 11/30/25  
 Project No: 2024-05-101

A ITEM NO.	B DESCRIPTION OF WORK  0.00	C SCHEDULED  VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE		H BALANCE TO FINISH	I RETAINAGE  10%
			FROM PREVIOUS APPLICATIONS	THIS PERIOD		PERCENT  %			
<b>BASE CONTRACT</b>									
<b>GENERAL ITEMS</b>									
1	Mobilization	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	100%	\$ -	\$ 10,000.00
2	Storm Water Pollution Preventative Plan	\$ 100.00	\$ 20.00	\$ -	\$ -	\$ 20.00	20%	\$ 80.00	\$ 2.00
<b>BOOSTER PUMP STATION IMPROVEMENTS</b>									
3a	Furnish and install new pumps	\$ 60,000.00	\$ 30,000.00	\$ 6,000.00	\$ -	\$ 36,000.00	60%	\$ 24,000.00	\$ 3,600.00
3b	Furnish and install new motors	\$ 60,000.00	\$ 30,000.00	\$ 6,000.00	\$ -	\$ 36,000.00	60%	\$ 24,000.00	\$ 3,600.00
3c	Furnish and install new power	\$ 30,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	50%	\$ 15,000.00	\$ 1,500.00
3d	Furnish and install new controls	\$ 50,000.00	\$ 37,500.00	\$ -	\$ -	\$ 37,500.00	75%	\$ 12,500.00	\$ 3,750.00
3e	Furnish and install new valves and piping	\$ 50,000.00	\$ 25,000.00	\$ 5,000.00	\$ -	\$ 30,000.00	60%	\$ 20,000.00	\$ 3,000.00
<b>CONTROL BUILDING #1</b>									
4a	Removal and replacement of 2 doors, 3 vents and CD vent	\$ 25,000.00	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00	90%	\$ 2,500.00	\$ 2,250.00
4b	Removal and replacement of 1 A/C unit	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	100%	\$ -	\$ 500.00
4c	Repair of CMU walls, painting of interior and exterior walls	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	100%	\$ -	\$ 1,500.00
4d	Relocation of existing air compressor	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	100%	\$ -	\$ 1,000.00
4e	Demolition and construction of sidewalk, installation of inlet	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	100%	\$ -	\$ 2,500.00
4f	Installation of PVC storm sewer	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	100%	\$ -	\$ 2,000.00
5a	Electrical instrumentation and control- removal of existing and complete replacement of utility main, automatic transfer switch and power distribution switchboard	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00	100%	\$ -	\$ 20,000.00
5b	Removal of existing MCC and replacement with a RVSS and variable speed drives of equipment	\$ 100,000.00	\$ 80,000.00	\$ 20,000.00	\$ -	\$ 100,000.00	100%	\$ -	\$ 10,000.00
5c	Misc. electrical and control improvements including new panel board, air compressor relocation, ventilation, new A/C power and devices	\$ 50,000.00	\$ 37,500.00	\$ 7,500.00	\$ -	\$ 45,000.00	90%	\$ 5,000.00	\$ 4,500.00
5d	Two phase of complete temporary facilities	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	100%	\$ -	\$ 4,000.00
5e	Removal of existing and complete replacement of Well #1 and pump station control system with PLC system	\$ 150,000.00	\$ 112,500.00	\$ 22,500.00	\$ -	\$ 135,000.00	90%	\$ 15,000.00	\$ 13,500.00
5f	Existing surface water connection PLC and HMI replacement	\$ 50,000.00	\$ 25,000.00	\$ 15,000.00	\$ -	\$ 40,000.00	80%	\$ 10,000.00	\$ 4,000.00
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
<b>EXTRA WORK ITEMS</b>									
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	\$ -
<b>CASH ALLOWANCE</b>									
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	\$ -

<b>ADDITIVE ALTERNATE BID ITEMS</b>									
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	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00	25%	\$ 10,500.00	\$ 350.00
17	Furnish all material, labor, equipment and appurtenances for the installation of booster pump #2	\$ 14,000.00	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00	25%	\$ 10,500.00	\$ 350.00
18	Furnish all material, labor, equipment and appurtenances for the installation of booster pump #3	\$ 14,000.00	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00	25%	\$ 10,500.00	\$ 350.00
<b>TOTAL BASE CONTRACT</b>		<b>\$ 1,323,469.00</b>	<b>\$ 909,020.00</b>	<b>\$ 92,500.00</b>	<b>\$ -</b>	<b>\$ 1,001,520.00</b>	<b>76%</b>	<b>\$ 321,949.00</b>	<b>\$ 100,152.00</b>
<b>Change Orders</b>									
1		\$ 110,230.00	\$ 110,230.00	\$ -	\$ -	\$ 110,230.00	100%	\$ -	\$ 11,023.00
2		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
3		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
4		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
5		\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
<b>Sub Total Change Orders</b>		<b>\$ 110,230.00</b>	<b>\$ 110,230.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 110,230.00</b>	<b>100%</b>	<b>\$ -</b>	<b>\$ 11,023.00</b>
<b>GRAND TOTAL</b>		<b>\$ 1,433,699.00</b>	<b>\$ 1,019,250.00</b>	<b>\$ 92,500.00</b>	<b>\$ -</b>	<b>\$ 1,111,750.00</b>	<b>78%</b>	<b>\$ 321,949.00</b>	<b>\$ 111,175.00</b>

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 21st day of November, 2025.

**CONTRACTOR** C.F. McDonald Electric, Inc.

By 

VP Special Projects

Title

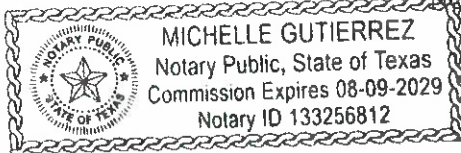
THE STATE OF TEXAS  
COUNTY OF HARRIS

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 21st day of November 2025

MY COMMISSION EXPIRES: 8/9/29

  
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

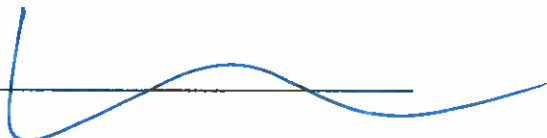
Project Number: 2024-05-101

In consideration of Pay Estimate No. 11 in the amount of Eighty Three Thousand Two Hundred Fifty Dollars and Zero Cents (\$ 83,250.00) 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 21st day of November, 2025.

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

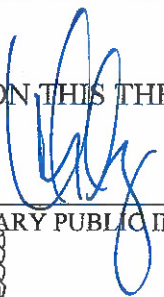
By   
VP Special Projects  
Title

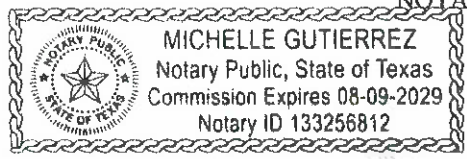
THE STATE OF TEXAS  
COUNTY OF HARRIS

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 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 21st day of November 2025

MY COMMISSION EXPIRES: 8/9/29

  
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: 11/21/25

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: November

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: [Signature]

\_\_\_\_\_

Recommend approval for extension of 0 calendar days.

Recommend disapproval. (See following comments)

\_\_\_\_\_

\_\_\_\_\_

IDS ENGINEERING GROUP

By: [Signature] Date: 12/1/2025

**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: 11/21/25

Invoice No.

W028321-11

P.O. NO.	PROJECT NAME AND / OR ADDRESS	SUBCONTACT NO.
	Water Plant Electrical	2024-05-101

*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](http://www.license.state.tx.us/complaints)"*

Base Contract Amount -----	\$1,323,469.00
Change Order #1 -----	\$110,230.00
	\$1,433,699.00

Progress Billing - Tax Exempt -	\$1,111,750.00
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Less 10% Retained	\$111,175.00
	\$1,000,575.00

Less Previous Billings	\$917,325.00
	\$917,325.00

TOTAL THIS INVOICE -----	\$83,250.00
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## Spring Valley Village City Council Agenda Item Data Sheet

<b>MEETING DATE:</b>	December 16, 2025
<b>SUBMITTING STAFF:</b>	Kristina Watson, Public Works Director
<b>SUBJECT:</b>	<b>CONSIDERATION AND POSSIBLE ACTION</b> <b>CONCERNING:</b> Amending the estimated construction cost of the Tamy Ln. Pedestrian Bridge Improvement Project.

<b>BACKGROUND:</b>	<p>The Tamy Lane Pedestrian Bridge Improvement Project was originally included in the City’s Capital Improvement Program (CIP) with a preliminary estimated cost of \$30,000. Following initial review of the project concept, Council directed that a more robust scope be developed to better address pedestrian safety, improvements, and overall aesthetics. In response, City staff earmarked \$100,000 for the project and engaged CobbFendley Engineering to prepare a design that aligned with Council’s direction and project goals.</p> <p>CobbFendley Engineering has since completed the project design, and an updated construction cost estimate has been received, placing the estimated construction cost at approximately \$170,000. While this estimate exceeds the amount currently budgeted for the project, staff will continue to closely monitor overall CIP expenditures throughout Fiscal Year 26 and will return to Council with a budget amendment for consideration and approval if necessary.</p>
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<b>ATTACHMENTS:</b>	Pedestrian Bridge Amendment No. 1
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<b>FUNDING:</b>					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

<b>RECOMMENDATION:</b>	Staff has reviewed the updated construction estimate and recommends approval.
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November 11, 2025

Mr. John McDonald  
Spring Valley Village  
1025 Campbell Road  
Houston, Texas 77055

Re: Amendment No. 1 for Professional Engineering Services  
Spring Valley Village - Landscaping and Pedestrian Bridge Improvements  
CobbFendley Project No. 2512-040-01

Dear Mr. McDonald:

Cobb, Fendley & Associates, Inc. (CobbFendley) is pleased to submit this Amendment No. 1 for the Landscaping and Pedestrian Bridge Improvements project for the area near Randy Drive and Village Oaks Lane in Spring Valley Village, Harris County, Texas. Amendment No. 2 includes the additional site visits and revised design plans per City comments. CobbFendley proposes to provide the Scope of Services, Compensation, and Schedule as outlined in Attachments A, B and C, respectively.

Thank you for the opportunity to submit this proposal. Please advise if you have any questions or require additional information.

Sincerely yours,

COBB, FENDLEY & ASSOCIATES, INC.



Amber Hurd, PE  
Vice President, Department Manager

Scope of Service accepted by:

Spring Valley Village

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Signature

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Date of Authorization

**ATTACHMENT A**  
**SCOPE OF SERVICES**

Cobb, Fendley & Associates, Inc.  
Amendment No. 1 for Professional Engineering Services  
Landscaping and Pedestrian Bridge Improvements

**PROJECT DESCRIPTION AND LIMITS**

CobbFendley shall provide engineering services required for the preparation of plans, specifications and estimates (PS&E) and related documents for Croes Drive.

- 1 ENGINEERING (LUMP SUM)  
Amendment No. 1 increase of \$7,000.
- 2 BID PHASE SERVICES (LUMP SUM)  
Amendment No. 1 increase of \$1,000.
- 3 CONSTRUCTION ADMINISTRATION (LUMP SUM)  
Amendment No. 1 increase of \$2,600.
- 4 SURVEY (TIME AND MATERIALS)
- 5 LANDSCAPE DESIGN (COST PLUS 10%)

The design will consist of bridge improvements including pedestrian hand railing, pipe bollards on each end of the bridge, and repair of concrete abutments on each side of the bridge.

Landscaping design will include north and south of the pedestrian bridge. CobbFendley will coordinate with the landscape architect for preparation of design drawings for the modifications. The Landscaping plans for the south side of the pedestrian bridge will be included and bid with the pedestrian bridge improvements. The landscaping plans for the north side of the pedestrian bridge will be included in the future Randy Drive roadway project.

CobbFendley will deliver a 60% and Final Set of plans. CobbFendley will perform topographic survey services. CobbFendley will also conduct bidding phase services by soliciting bids on CivCast and provide a recommendation based off the bids. Furthermore, CobbFendley will provide limited construction observation during the construction of the project.

**SUB CONSULTANTS**

CobbFendley shall subcontract the landscape architect services. Below is a list of the consultants  
Landscape Architect - M2L Associates Inc.

Proposals for each service are attached to this document.

## **GENERAL REQUIREMENTS**

CobbFendley shall prepare all work in accordance with the latest version of applicable City's procedures, specifications, manuals, guidelines, standard drawings, and standard specifications or previously approved special provisions and special specifications. When design criteria are not identified in City manuals, CobbFendley shall notify the City and refer to State approved manuals, which include: Roadway Design Manual, the Texas Manual on Uniform Traffic Control Devices (TMUTCD), Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges (latest Edition), and other State approved manuals.

It is not anticipated that CobbFendley shall need access to any private property.

The Engineer shall coordinate through the City's Project Manager or Designee for the PS&E development with any local entity having jurisdiction or interest in the project (e.g. HCFCD, TxDOT, City, etc.).

The Engineer shall coordinate issues and communications through the City's Project Manager or Designee.

The Engineer shall invoice according to Descriptions shown in Attachment "B" of the Contract for Professional Services. The Engineer shall submit each invoice in a format acceptable to the City.

The Engineer shall submit invoice packages:

City of Spring Valley Village  
Attention: Kristina Watson  
1025 Campbell Road  
Houston, Texas 77055

## **ENGINEERING (LUMP SUM)**

Amendment No. 1 is to cover the extra site visits and design revisions due to city comments.

## **BID PHASE SERVICES (LUMP SUM)**

Amendment No. 1 is to include a site visit during bidding.

## **CONSTRUCTION ADMINISTRATION (LUMP SUM)**

Amendment No. 1 is for CobbFendley to attend up to 4 field meetings and make visits to site

## **SURVEY (TIME AND MATERIALS)**

No changes to scope

## **Landscape Architect**

No changes to scope

### **EXCLUSIONS FROM THE SCOPE OF SERVICES**

The services described above are the identified Basic and Additional Services for this assignment. Other items that may arise during the course of the project that the City may wish to add to the scope of services shall be deemed as ADDITIONAL SERVICES. CobbFendley shall undertake such additional services as assigned by the City upon written direction from the City. Examples of such items are as follows.

- a. Detailed roadway or paving design
- b. Traffic signal timing or modifications
- c. Bidding Project more than once
- d. Obtaining Construction Permits
- e. Construction Staking
- f. Structural Bridge Design
- g. Drainage Calculations and Design
- h. Quality Control (QC) inspections, full or part time, during the construction phase of the project.
- i. Any other services not specifically included within the description of the Basic or Additional Services described above.

**ATTACHMENT B**  
**BASIS OF COMPENSATION**

Cobb, Fendley & Associates, Inc.  
Proposal for Professional Engineering Services  
Landscaping and Pedestrian Bridge Improvements

**A. BASIC SERVICES**

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based on Lump Sum fees for overall phases of the work as shown below. Reimbursable items and subconsultants will be subject to a 10% administration charge.

1	ENGINEERING (LUMP SUM) Amendment No. 1 increase of \$7,000.	\$ 15,500.00
2	BID PHASE SERVICES (LUMP SUM) Amendment No. 1 increase of \$1,000.	\$ 5,000.00
3	CONSTRUCTION ADMINISTRATION (LUMP SUM) Amendment No. 1 increase of \$2,600.	\$ 5,000.00
4	SURVEY (TIME AND MATERIALS)	\$ 6,000.00
5	LANDSCAPE DESIGN (COST PLUS 10%)	\$ 12,000.00

**Reimbursable Expenses**

95	REPRODUCTION, MILAGE, DELIVERY CHARGES, ETC. (TIME AND MATERIALS)	\$ 1,500.00
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**TOTAL (basic and additional services including reimbursables) \$ 45,000.00**

The Compensation for any other Additional Services which the City desires to be added to the scope of work shall be negotiated. Reimbursable items are included. Subconsultant invoices will be subject to a 10% administration charge. Services will be charged according to those personnel directly involved in providing the services, and will be rounded to the nearest half hour.

CobbFendley’s services are to be performed for the sole benefit of Spring Valley Village, who shall be responsible for payment of those services. A copy of the General Terms and Conditions of the Authorization for Professional Services is attached and constitutes a part of this agreement. When accepted by the signature of Spring Valley Village’s authorized representative, the authorization and the documents referenced herein shall constitute the entire agreement between Spring Valley Village and CobbFendley with respect to this project.

**EXHIBIT C**

<b>SCHEDULE</b>														
	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
<b>ENGINEERING (LUMP SUM)</b>														
I. BRIDGE MODIFICATION AND SITE DESIGN														
II. PROJECT MANAGEMENT														
III. HARRIS COUNTY SUBMITTAL														
<b>BID PHASE SERVICES (LUMP SUM)</b>														
PRE-BID MEETING														
BID OPENING, LETTER OF RECOMMENDATION														
<b>CONSTRUCTION ADMINISTRATION (LUMP SUM)</b>														
PRE-CONSTRUCTION MEETING														
MONTHLY REVIEW MEETINGS														
FINAL WALK-THROUGH														
<b>SURVEY (TIME AND MATERIALS)</b>														
SITE VISIT														
PREPARE DRAWINGS														

Spring Valley Village  
Landscaping and Pedestrian Bridge Improvements  
Preliminary Construction Cost Estimate  
November 11, 2025

Item	Description	Unit	Quantity	Unit Price	Total
1	Mobilization, Bonds, Insurance, Construction Staking, etc. (10% Max)	LS	1	\$ 7,100.00	\$ 7,100.00
2	Installation of Project Sign	EA	2	\$ 1,500.00	\$ 3,000.00
3	Construction Material Testing	LS	1	\$ 2,500.00	\$ 2,500.00
4	Trail Bollards	EA	2	\$ 500.00	\$ 1,000.00
5	Pedestrian Rail	LF	90	\$ 100.00	\$ 9,000.00
6	Install "Pedestrian Access Only" Sign	EA	2	\$ 500.00	\$ 1,000.00
7	Demo Existing Asphalt and treated subgrade (minimum 8-inches thick)	SY	487	\$ 10.00	\$ 4,870.00
8	Demo Existing Landscaping	LS	1	\$ 5,000.00	\$ 5,000.00
9	Remove and Dispose Existing Guardrail	LF	90	\$ 10.00	\$ 900.00
10	Utilize Existing Aggregate & Install Per Drawings (Retain and Protect Existing Black Gravel Rocks)	SF	558	\$ 5.00	\$ 2,790.00
11	Install Slatted Steel Cast Iron Bench	EA	1	\$ 3,500.00	\$ 3,500.00
12	Trash Receptacle	EA	1	\$ 1,500.00	\$ 1,500.00
13	Pet Waste Station	EA	1	\$ 500.00	\$ 500.00
14	Unit Paves on Cement Stabilized Base	SF	58	\$ 25.00	\$ 1,450.00
15	Concrete Paver Edge @ 8" wide	LF	36	\$ 40.00	\$ 1,440.00
16	6-inch Concrete Pavement	SY	199	\$ 75.00	\$ 14,925.00
17	8-inch Cement Stabilized Subgrade for Concrete	SY	277	\$ 15.00	\$ 4,155.00
18	6-inch Concrete Curb	LF	284	\$ 8.00	\$ 2,272.00
19	Concrete Pad With Detectable Warning Surface	EA	2	\$ 2,000.00	\$ 4,000.00

Item	Description	Unit	Quantity	Unit Price	Total
20	Gray Concrete Polymer	SF	16	\$ 15.00	\$ 240.00
21	Purchase and Installation of Concrete Irrigation Water Meter. Complete in Place	EA	2	\$ 500.00	\$ 1,000.00
22	Irrigation Zones (For new plantings only)	ZONE	5	\$ 3,000.00	\$ 15,000.00
23	Irrigation Tap (Meter Controller Backflow)	EA	2	\$ 6,500.00	\$ 13,000.00
24	1" Irrigation Main Line	LF	200	\$ 10.00	\$ 2,000.00
25	Irrigation Bores	LF	75	\$ 30.00	\$ 2,250.00
26	Ornamental Trees (65 Gallon)	EA	3	\$ 750.00	\$ 2,250.00
27	Shrub (3 Gallon @ 24"-30" o.c)	EA	33	\$ 25.00	\$ 825.00
28	Ground Covers (1 Gallon @ 18" o.c)	EA	896	\$ 15.00	\$ 13,440.00
29	Mulch (4" Hardwood Bark)	CY	28	\$ 85.00	\$ 2,380.00
30	St. Augustine Sod	SF	390	\$ 2.50	\$ 975.00
31	Planting Mix	CY	83	\$ 95.00	\$ 7,885.00
32	Retaining Wall	LF	78	\$ 200.00	\$ 15,600.00
<b>Bid Items Total</b>					<b>\$ 147,800.00</b>
<b>Contingency (15%)</b>					<b>\$ 22,200.00</b>

This Document is released for the purpose of general planning under the authority of Engineer: Jacob Escobedo, PE License No. 144764

**Construction Total \$ 170,000.00**

**Basic Services**

Basic Services Breakdown per Phase:	Task 1	Engineering (LS)	\$ 8,500.00	\$ 7,000.00	\$ 15,500.00
	Task 2	Bidding (LS)	\$ 4,000.00	\$ 1,000.00	\$ 5,000.00
	Task 3	Construction Admin. (LS)	\$ 2,400.00	\$ 2,600.00	\$ 5,000.00

**Additional Services**

Task 4	Topographic Survey (TM)	\$ 6,000.00	\$ -	\$ 6,000.00
Task 5	Landscape Architect (cost +)	\$ 12,000.00	\$ -	\$ 12,000.00
Task 95	Reimbursable Exp. (TM)	\$ 1,500.00	\$ -	\$ 1,500.00

**Engineering and Surveying Total \$ 34,400.00 \$ 10,600.00 \$ 45,000.00**

**NOTES:**

- This estimate represents my best judgement as a design professional familiar with the construction industry; however, we cannot guarantee that bids will not vary from this cost estimate.



## Spring Valley Village City Council Agenda Item Data Sheet

<b>MEETING DATE:</b>	December 16, 2025
<b>SUBMITTING STAFF:</b>	Susan Shoup, Assistant Finance Director
<b>SUBJECT:</b>	<p><b>CONSIDERATION AND POSSIBLE ACTION</b></p> <p><b>CONCERNING:</b> Approval of Villages Mutual Insurance Group Recommended Change in Dental Insurance Carriers for Plan Year 2026, to remove Texas Municipal League Dental and to include Humana Dental.</p>

<b>BACKGROUND:</b>	<p>The Board Members of the Villages Mutual Insurance Group (VMIG) met on Tuesday, December 2, 2025, to review and discuss the dental provider selection for Plan Year 2026. The VMIG Board originally selected Texas Municipal League (TML) as the dental provider. However, employees have historically been offered two dental plan options, and TML requested that VMIG identify only one dental plan to be offered for the upcoming plan year (They had previously referenced two plans in their offer).</p> <p>To maintain the longstanding practice of providing employees with two dental plan choices, the VMIG Board determined that a change in providers was necessary. After reviewing available options, the Board voted to select <b>Humana</b> Dental as the dental provider for Plan Year 2026. This change will result in savings for the City.</p> <p>An updated copy of the VMIG Renewal Recommendation Letter is provided with this agenda.</p>
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<b>ATTACHMENTS:</b>	VMIG Plan Year 2026 Updated 12-4-2025
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<b>FUNDING:</b>					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

**RECOMMENDATION:** Staff recommends approving the change in Dental Provider for Plan Year 2026



EST. 1955

# SPRING VALLEY VILLAGE

December 2, 2025

Honorable Tom Jinks, Mayor, City of Hedwig Village  
Honorable Robert Buesinger, Mayor, City of Hilshire Village  
Honorable Jim Pappas, Mayor, City of Hunters Creek  
Honorable Marcus Vajdos, Mayor, City of Spring Valley Village  
Gary Schenk, President, Memorial Villages Water Authority  
Dan Ramey, Chair, Village Fire Department Board of Commissioners

## **Re: Change in Dental Providers for Plan Year**

The Board Members of the Villages Mutual Insurance Group (VMIG) met on Tuesday, December 2, 2025, to review and discuss the dental provider selection for Plan Year 2026. Originally, the VMIG Board had selected Texas Municipal League (TML) as the dental provider. However, employees have historically been offered two dental plan options, and TML requested that VMIG identify only one dental plan to be offered for the upcoming plan year.

To maintain the longstanding practice of providing employees with two dental plan choices, the VMIG Board determined that a change in providers was necessary. After reviewing available options, the Board voted to select Humana Dental as the dental provider for Plan Year 2026.

Below is an updated letter to reflect the VMIG Board's recommended providers for Plan Year 2026.

### **Medical**

Remaining with United Health Care (UHC), our current provider, would have resulted in a 14% premium increase, even after applying a \$120,000 premium holiday offered. UHC also offered alternate plan designs with a 2% increase and the same \$120,000 premium holiday. Blue Cross Blue Shield (BCBS) proposed a 23% increase. In comparison, Texas Municipal League (TML), within the Blue Cross Blue Shield Network, presented a proposal with a **5% decrease** from our current rates.

### **Dental**

UHC's renewal rate for dental coverage reflected a 15.21% increase. Delta Dental proposed a 2% decrease, Humana offered a 13.9% decrease, and TML's renewal rate resulted in a 5.72% increase. Because TML was unable to offer two dental plan options—a benefit historically provided to employees—the VMIG Board elected to change the selected dental provider from TML to Humana for Plan Year 2026.



Humana offers two dental plan options, allowing VMIG to maintain the dual-plan structure employees are accustomed to. In addition, Humana’s proposal represents a **13.9% savings** over the City’s current dental coverage, and an **18.56% savings** compared to the dental coverage through TML that had been previously selected.

**Vision**

UHC’s renewal rate for vision was no change in premiums, TML’s proposed rate would result in a decrease of 16.47%, Humana’s proposed rate would result in a decrease of 20%. TML’s proposal for vision also presented **stronger benefits** while Humana matched our current benefits.

**Others**

The provider for Life, Accidental Death & Dismemberment (AD&D), and Supplemental Life/Long-Term Disability, The Hartford, has guaranteed **no rate increases through 2026**.

After reviewing the rates and benefit comparisons, the VMIG Board voted to make the switch to TML for medical and vision and Humana for dental. We will also remain with The Hartford Group for Life, Accidental Death & Dismemberment (AD&D), and Supplemental Life/Long-Term Disability with no change in their current rates.

Type of Insurance	Carrier
Medical	Texas Municipal League
Dental	Humana Dental
Vision	Texas Municipal League
Life/AD&D	The Hartford Group
Long-Term Disability	The Hartford Group
Supplemental Life	The Hartford Group

Please feel free to reach out to with any questions regarding the VMIG Board’s decision or if you need further information.

Sincerely,

Susan S. Shoup, Chair  
Villages Mutual Insurance Group

cc Villages Mutual Insurance Group Board  
Members’ City/Board Secretaries



## Spring Valley Village City Council Agenda Item Data Sheet

<b>MEETING DATE:</b>	December 16, 2025
<b>SUBMITTING STAFF:</b>	Jasmin Torres, City Secretary
<b>SUBJECT:</b>	Police Department

<b>BACKGROUND:</b>
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<b>ATTACHMENTS:</b>	Calls By Type, Violations
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<b>FUNDING:</b>					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

<b>RECOMMENDATION:</b>
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# SPRING VALLEY POLICE DEPARTMENT

## Calls - By Type

11\01\2025  
thru 11\30\2025  
Zone is: SPRING VALLEY

Type	Description	# Of Calls
6	ACCIDENT	18
145	ACCIDENT - FSGI	2
22	ALARM	23
23	AMBULANCE CALL	18
24	ANIMAL CALL	3
43	ASSIST OUTSIDE AGENCY	2
135	BUSINESS CHECK	2,137
48	CITY CREW REPAIRS	1
53	DEBRIS IN ROADWAY	6
60	FIRE CALL	8
65	GAS LEAK	1
68	HOUSE CHECK	567
70	INFORMATION	37
71	INVESTIGATION	8
76	LOUD NOISE	1
159	MOTORIST ASSIST	7
81	OPEN DOOR	3
162	PARKING VIOLATION	1
86	PUBLIC RELATIONS	125
96	SOLICITOR	5
97	SPECIAL ASSIGNMENT	1
99	STALLED VEHICLE	20
103	SUSPICIOUS ACTIVITY	9
104	SUSPICIOUS PERSON	16
105	SUSPICIOUS VEHICLE	13
11	TRAFFIC STOP	439
111	VEHICLE BLOCKING ROADWAY	4
112	VEHICLE CHECK	12
163	VIOLATION OF CITY ORDINANCE	2
117	WELFARE CONCERN	6
	<b>Total</b>	<b>3,495</b>

# Spring Valley Village, TX PD Citation Violation Audit by Offense

## Violation Count

November 1, 2025 - November 30, 2025

Official: All  
 Official Assignment:  
 Type of Stop: All  
 Stop Result: All  
 STEP: NONE

CHANGED LANE WHEN UNSAFE	3
CITY ORDINANCE - PERFORMING ROOF WORK WITHOUT REQUIRED PERMIT	3
CITY ORDINANCE - UNLAWFUL TRESPASSING	1
CONSTRUCTION REGULATIONS OBSTRUCTIONS TO TRAFFIC	1
DEFECTIVE EQUIPMENT / NO LICENSE PLATE LIGHT	50
DEFECTIVE HEAD LAMPS	29
DEFECTIVE HEAD LIGHTS	8
DEFECTIVE STOP LAMP(S)	16
DEFECTIVE TAIL LAMP(S)	30
DISPLAY FICTITIOUS/WRONG/UNCLEAN LICENSE PLATES	3
DISPLAY/ EXPIRED REGISTRATION	203
DISREGARD FLASHING RED SIGNAL (AT STOP SIGN, ETC)	1
DISREGARD LANE CONTROL SIGNAL/DEVICE	2
DISREGARD TRAFFIC CONTROL SIGN-BARRICADE	10
DRIVING WHILE LICENSE INVALID UNDER PROVISIONS OF DL LAWS	6
DROVE CENTER LANE (NOT PASSING/NOT TURNING LEFT)	1
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	32
DROVE WRONG SIDE OF ROAD	1
DROVE WRONG WAY ON ONE-WAY ROADWAY	2
DUTIES UPON STRIKING A FIXED OBJECT	1
EXPIRED BUYER TAG	1
EXPIRED DRIVERS LICENSE	5
FAIL TO CONTROL SPEED	2
FAIL TO DISPLAY DRIVERS LICENSE	6
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	87
FAIL TO OBEY TRAFFIC CONTROL DEVICE-MARKINGS	1
FAIL TO REPORT CHANGE OF ADDRESS	11
FAILED TO DIM HEADLIGHTS - FOLLOWING	5
FAILED TO DIM HEADLIGHTS - MEETING	8
FAILED TO DRIVE IN A SINGLE LANE	2
FAILED TO SIGNAL INTENT TO TURN	2
FAILED TO SIGNAL TURN	2
FAILED TO SIGNAL TURN / LANE CHANGE	1

# Spring Valley Village, TX PD Citation Violation Audit by Offense

## Violation Count

November 1, 2025 - November 30, 2025

Official: All  
 Official Assignment:  
 Type of Stop: All  
 Stop Result: All  
 STEP: NONE

FAILED TO STOP AT DESIGNATED POINT (STOP SIGN)	21
FAILED TO STOP FOR SCHOOL BUS (OR REMAIN STOPPED)	2
FAILED TO YIELD ROW AT OPEN INTERSECTION	1
FOLLOWING TOO CLOSELY	2
ILLEGAL PARKING - NO PARKING ANY TIME	1
ILLEGAL PASSING - 100FT OF INTERSECTION	1
ILLEGAL WINDOW TINT	3
IMPROPER TURN	3
NO DRIVERS LICENSE	48
NO FRONT LICENSE PLATE	29
OPEN CONTAINER	1
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WITH ONE LICENSE ..	1
OPERATE UNREGISTERED MOTOR VEHICLE	1
PARKED DOUBLE	1
PARKED IN PROHIBITED AREA	23
PARKED WITHOUT STOPPING ENGINE	1
RAN RED LIGHT	3
RAN STOP SIGN	13
SPEEDING (NU)	3
SPEEDING >10% ABOVE POSTED LIMIT	95
SPEEDING IN SCHOOL ZONE	24
UNREGISTERED MOTOR VEHICLE TRAILER	2
UNRESTRAINED CHILD 5 YEARS OF AGE TO 17	2
WRONG LICENSE PLATE OR INSIGNIA	1
WRONG/ALTERED/OBSCURED LICENSE PLATE	7
<b>Grand Total</b>	<b>825</b>



## Spring Valley Village City Council Agenda Item Data Sheet

**MEETING DATE:** December 16, 2025  
**SUBMITTING STAFF:** Jasmin Torres, City Secretary  
**SUBJECT:** Village Fire Department and activities of the VFD Board of Commissioners

**BACKGROUND:**

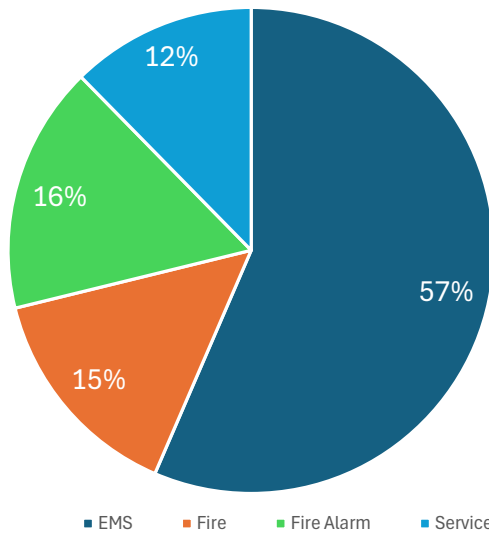
**ATTACHMENTS:** Village Fire Monthly Report November, Village Fire November CAD Summary Report

**FUNDING:**

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

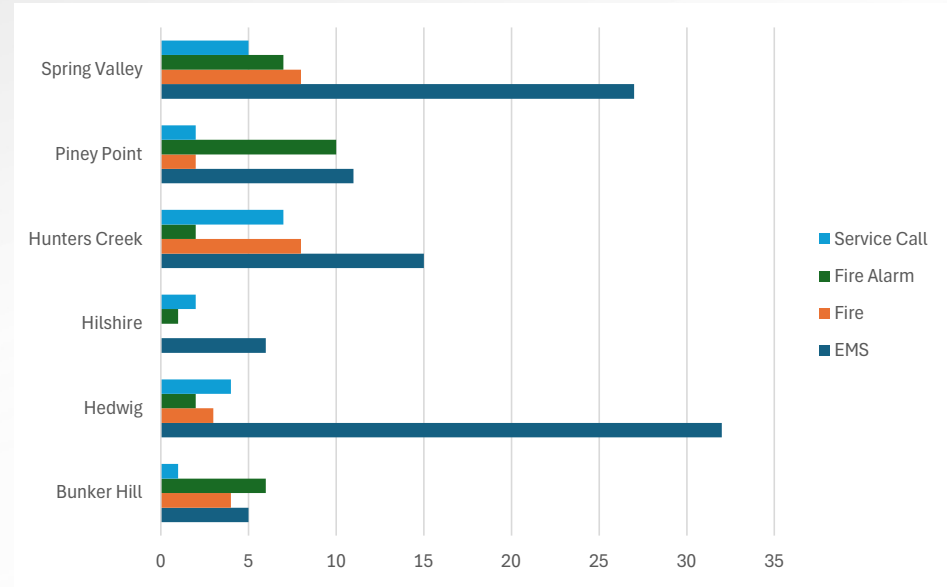
**RECOMMENDATION:**

# Incident Response



Category	Total
EMS	96
Fire	25
Fire Alarm	28
Service Call	21
Monthly Total	170

## November 2025 ACTIVITY REPORT



**20**

Overlapping Calls (Nov '25)

**4:03**

Average Emergency Response Time (Nov '25)

**2022**

YTD Total Incidents



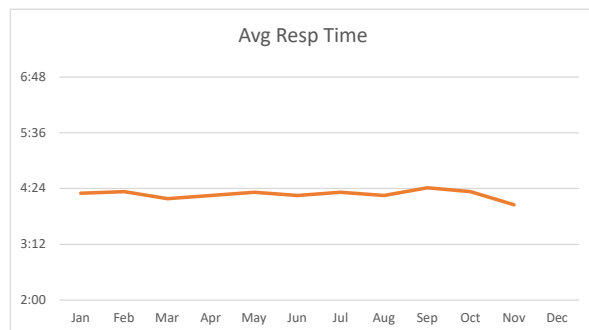
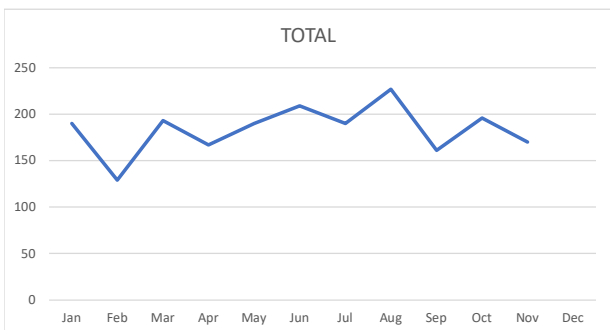
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	190	129	193	167	190	209	190	227	161	196	170		2022
Abdominal Pain	1	2	4	2	0	6	3	4	1	2	2		27
Allergic Reaction	0	1	1	0	0	0	0	3	2	2	1		10
Animal Bite	0	0	0	0	1	0	0	0	0	0	0		1
Assault	0	0	0	0	0	0	0	1	1	0	0		2
Back Pain	0	0	1	0	0	2	1	0	2	1	0		7
Business Fire	0	0	0	0	0	0	0	0	0	0	1		1
Carbon Monoxide Alarm with Symptoms	0	0	0	0	1	0	0	0	2	0	0		3
Carbon Monoxide Detector No Symptoms	5	2	2	3	2	4	6	5	1	5	9		44
Cardiac/Respiratory Arrest	1	2	1	2	0	1	2	0	0	1	0		10
Check a Noxious Odor	1	2	1	0	2	1	1	1	1	0	2		12
Check for Fire	0	2	0	3	4	2	6	1	1	2	0		21
Check for the Smell of Natural Gas	5	1	9	4	1	1	2	6	2	1	3		35
Check for the Smell of Smoke	1	0	1	2	1	2	1	3	0	1	4		16
Chest Pain	5	1	7	2	11	7	7	6	4	4	1		55
Child Locked in a Vehicle Engine and AC running	0	0	0	0	0	0	0	0	1	0	0		1
Child Locked in a Vehicle Engine not running	0	0	0	0	2	2	0	0	0	0	0		4
Choking	0	0	0	2	1	0	0	1	0	1	2		7
Diabetic Emergency	0	1	0	0	1	1	1	2	0	0	1		7
Difficulty Breathing	11	4	9	5	4	9	4	8	4	5	5		68
Dumpster Fire Not near Structure	0	0	0	0	1	0	1	1	0	0	0		3
Elevator Rescue	0	0	0	1	0	1	3	0	0	0	1		6
Entrapment- Non MVC	0	0	0	0	0	0	0	1	0	1	0		2
Explosion	0	0	0	0	0	0	0	1	0	0	0		1
Fall Victim	12	10	15	12	11	14	14	15	8	11	18		140
Fire Alarm Business	23	4	5	4	8	9	5	9	6	7	7		87
Fire Alarm Church or School	4	3	9	11	4	10	8	4	1	3	2		59
Fire Alarm Residence	31	23	18	25	28	35	49	41	29	30	19		328
Gas Leak	4	3	1	2	1	3	1	1	1	2	2		21
Grass Fire	0	0	0	0	2	0	0	0	0	4	0		6
HAZMAT Emergency	0	0	0	0	0	0	0	1	0	0	0		1
Headache- Stroke symptoms not present	0	0	0	0	0	1	0	0	0	1	0		2
Heart Problems	8	4	7	8	8	5	13	5	5	5	2		70
Heat/Cold Exposure	0	0	0	0	0	1	1	2	0	0	0		4
Hemorrhage/Laceration	1	3	4	4	2	1	0	2	2	0	0		19
House Fire	1	1	0	2	0	0	1	0	1	0	0		6
Illegal Burning	0	0	0	0	0	0	0	0	0	1	0		1
Injured Party	4	2	5	2	4	5	0	2	4	1	2		31
Medical Alarm	3	1	2	3	2	1	6	4	1	6	9		38
Motor Vehicle Collision	22	14	23	11	15	19	11	17	13	12	14		171
Motor Vehicle Collision with Entrapment	1	0	0	0	0	0	0	1	1	0	0		3
Motor Vehicle vs Motorcycle	0	1	0	1	1	0	0	1	0	1	0		5
Motor Vehicle vs Pedestrian	0	0	0	2	2	2	0	0	0	2	3		11
Object Down in Roadway	0	0	3	5	0	3	1	1	0	1	2		16
Oven/Appliance Fire	0	0	1	0	1	0	0	0	0	0	0		2
Overdose/Poisoning	0	3	2	0	1	0	1	0	2	3	2		14
Possible D.O.S.	1	0	0	0	0	1	0	0	0	1	4		7
Powerlines Down Arcing/Burning	1	0	4	1	2	4	3	6	2	7	1		31
Psychiatric Emergency	2	2	4	3	6	1	4	3	2	2	5		34
Seizures	0	0	4	2	0	1	4	5	2	4	2		24
Service Call Non-emergency	11	8	10	7	14	16	16	22	31	22	19		176
Shooting/Stabbing	0	0	0	1	0	0	0	0	0	0	0		1
Sick Call	9	12	16	17	19	15	8	19	11	24	7		157
Smoke in Business	0	0	0	0	0	1	0	0	0	0	0		1
Smoke in Residence	2	0	0	0	0	0	0	1	0	0	1		4
Stroke	3	2	3	4	3	1	2	0	2	4	3		27
Transformer Fire	0	1	0	3	1	1	0	1	0	1	0		8
Trash Fire	0	0	1	0	0	0	0	0	0	0	0		1
Traumatic Injury	0	1	0	2	1	2	0	0	1	0	0		7
Unconscious Party/Syncope	10	8	12	8	15	9	3	10	6	11	11		103
Unknown Medical Emergency	6	3	5	1	6	3	0	5	7	3	2		41
Vehicle Fire	1	2	3	0	1	6	1	5	1	1	1		22

Month	# of Incidents*	Avg Resp Time
Jan	144	4:18
Feb	105	4:20
Mar	161	4:11
Apr	135	4:15
May	156	4:19
Jun	166	4:15
Jul	146	4:19
Aug	175	4:15
Sep	113	4:25
Oct	157	4:20
Nov	137	4:03
Dec		
<hr/>		
	1595	4:16

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**  
 Note: Nat'l Std Fire Response Time: 6:50  
 Note: Nat'l Std Fire EMS Time: 6:30





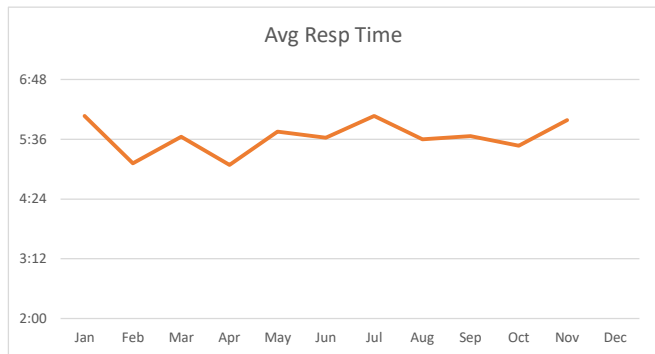
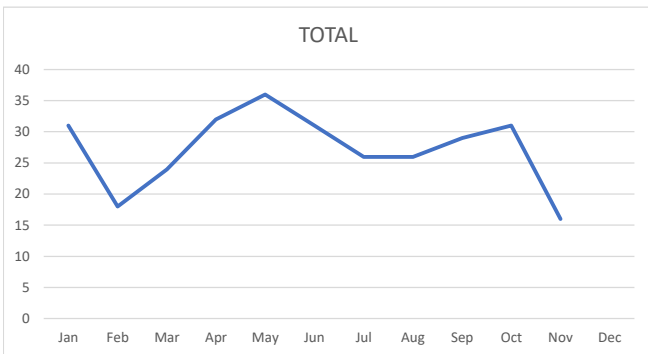
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - Bunker Hill

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>31</b>	<b>18</b>	<b>24</b>	<b>32</b>	<b>36</b>	<b>31</b>	<b>26</b>	<b>26</b>	<b>29</b>	<b>31</b>	<b>16</b>		<b>300</b>
Abdominal Pain	0	0	1	0	0	0	1	0	1	1	0		4
Allergic Reaction	0	1	0	0	0	0	0	0	0	0	0		1
Animal Bite	0	0	0	0	1	0	0	0	0	0	0		1
Carbon Monoxide Detector with Symptoms	0	0	0	0	0	0	0	0	1	0	0		1
Carbon Monoxide Detector No Symptoms	2	0	2	0	0	0	4	2	0	2	3		15
Cardiac/Respiratory Arrest	0	0	0	0	0	0	1	0	0	1	0		2
Check a Noxious Odor	0	0	0	0	1	0	1	0	0	0	0		2
Check for Fire	0	1	0	1	1	1	0	0	0	0	0		4
Check for the Smell of Natural Gas	1	0	2	1	0	1	1	0	0	0	1		7
Check for the Smell of Smoke	1	0	0	0	0	0	0	0	0	1	0		2
Chest Pain	0	0	1	2	2	0	2	0	0	0	0		7
Child Locked in a Vehicle Engine and AC running	0	0	0	0	0	0	0	0	1	0	0		1
Choking	0	0	0	1	0	0	0	1	0	0	0		2
Difficulty Breathing	4	1	0	0	1	2	0	1	0	0	0		9
Fall Victim	3	1	0	2	2	2	2	3	0	1	2		18
Fire Alarm Church or School	2	0	0	1	0	0	1	0	0	0	0		4
Fire Alarm Residence	5	5	3	6	11	8	5	5	4	7	6		65
Gas Leak	1	0	0	1	0	0	0	1	0	0	0		3
Heart Problems	1	0	2	0	1	1	2	0	0	1	1		9
Heat/Cold Exposure	0	0	0	0	0	0	0	1	0	0	0		1
Hemorrhage/Laceration	0	1	0	2	0	0	0	0	0	0	0		3
House Fire	0	1	0	0	0	0	1	0	1	0	0		3
Injured Party	0	1	0	0	2	1	0	0	0	0	0		4
Medical Alarm	1	0	1	0	0	0	1	1	0	1	0		5
Motor Vehicle Collision	2	1	3	0	2	1	0	0	2	2	0		13
Motor Vehicle vs Pedestrian	0	0	0	0	1	1	0	0	0	0	0		2
Object Down in Roadway	0	0	1	0	0	1	1	1	0	0	0		4
Oven/Appliance Fire	0	0	1	0	1	0	0	0	0	0	0		2
Overdose/Poisoning	0	1	0	0	0	0	0	0	0	0	0		1
Possible D.O.S.	0	0	0	0	0	1	0	0	0	0	0		1
Powerlines Down Arcing/Burning	0	0	0	0	1	0	0	2	1	2	0		6
Psychiatric Emergency	0	0	0	0	0	0	0	0	0	1	0		1
Seizures	0	0	1	1	0	1	0	0	1	1	1		6
Service Call Non-emergency	5	3	3	4	1	5	2	7	14	7	1		52
Sick Call	1	0	0	8	4	1	1	1	3	2	1		22
Stroke	0	0	1	0	2	1	0	0	0	0	0		4
Transformer Fire	0	0	0	1	0	1	0	0	0	0	0		2
Unconscious Party/Syncope	1	1	2	1	2	1	0	0	0	1	0		9
Unknown Medical Emergency	1	0	0	0	0	1	0	0	0	0	0		2

Month	# of Incidents*	Avg Resp Time
Jan	21	6:04
Feb	10	5:07
Mar	16	5:39
Apr	24	5:05
May	33	5:45
Jun	22	5:38
Jul	20	6:04
Aug	12	5:36
Sep	13	5:40
Oct	16	5:28
Nov	10	5:59
Dec		
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	197	5:38

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**





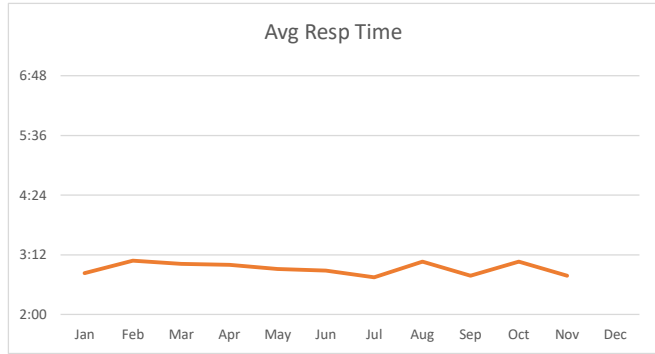
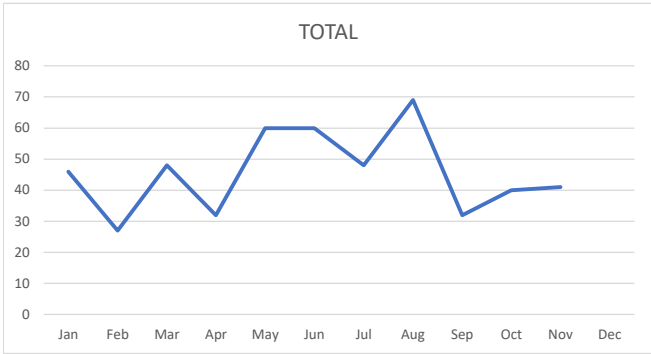
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - Hedwig

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>46</b>	<b>27</b>	<b>48</b>	<b>32</b>	<b>60</b>	<b>60</b>	<b>48</b>	<b>69</b>	<b>32</b>	<b>40</b>	<b>41</b>		<b>503</b>
Abdominal Pain	1	0	0	1	0	2	0	4	0	0	0		8
Allergic Reaction	0	0	0	0	0	0	0	1	1	0	0		2
Assault	0	0	0	0	0	0	0	1	1	0	0		2
Back Pain	0	0	0	0	0	0	1	0	1	1	0		3
Carbon Monoxide Detector No Symptoms	0	0	0	0	0	0	1	0	0	1	0		2
Cardiac/Respiratory Arrest	0	0	1	0	0	0	0	0	0	0	0		1
Check a Noxious Odor	0	1	1	0	0	0	0	0	0	0	1		3
Check for Fire	0	1	0	0	2	0	1	0	0	0	0		4
Check for the Smell of Natural Gas	1	0	1	2	1	0	1	4	0	0	0		10
Check for the Smell of Smoke	0	0	1	0	0	1	0	0	0	0	1		3
Chest Pain	2	1	1	0	3	3	4	2	0	2	0		18
Child Locked in a Vehicle Engine not running	0	0	0	0	0	1	0	0	0	0	0		1
Diabetic Emergency	0	1	0	0	0	1	0	1	0	0	1		4
Difficulty Breathing	2	0	4	1	0	5	1	3	1	1	4		22
Dumpster Fire Not near Structure	0	0	0	0	1	0	1	0	0	0	0		2
Electrical Fire	0	0	0	0	0	0	0	0	0	0	1		1
Elevator Rescue	0	0	0	0	0	0	2	0	0	0	0		2
Fall Victim	4	2	6	4	6	5	3	5	1	2	5		43
Fire Alarm Business	12	2	3	1	5	7	2	6	5	4	1		48
Fire Alarm Church or School	0	0	2	0	1	2	3	1	0	2	0		11
Fire Alarm Residence	3	1	1	1	3	2	1	4	6	2	1		25
Gas Leak	1	0	0	0	0	0	0	0	0	0	0		1
Grass Fire	0	0	0	0	1	0	0	0	0	3	0		4
HAZMAT Emergency	0	0	0	0	0	0	0	1	0	0	0		1
Heart Problems	0	2	0	3	4	3	6	2	2	1	0		23
Heat/Cold Exposure	0	0	0	0	0	0	1	1	0	1	0		3
Hemorrhage/Laceration	1	0	0	0	1	0	0	1	0	0	0		3
Injured Party	2	1	1	0	1	2	0	0	2	0	0		9
Medical Alarm	0	0	0	0	1	0	1	2	0	2	3		9
Motor Vehicle Collision	4	3	6	3	3	4	4	5	1	6	5		44
Motor Vehicle vs Motorcycle	0	0	0	0	1	0	0	0	0	0	0		1
Motor Vehicle vs Pedestrian	0	0	0	1	1	0	0	0	0	2	1		5
Object Down in Roadway	0	0	0	0	0	0	0	0	0	1	0		1
Overdose/Poisoning	0	0	0	0	0	0	1	0	1	0	1		3
Possible D.O.S	0	0	0	0	0	0	0	0	0	0	2		2
Powerlines Down Arcing/Burning	1	0	1	1	0	2	2	0	0	0	0		7
Psychiatric Emergency	1	1	1	2	1	0	0	2	0	0	0		8
Seizures	0	0	2	0	0	0	4	3	0	0	1		10
Service Call Non-emergency	2	2	3	1	4	7	2	3	3	2	4		33
Sick Call	3	4	2	4	9	3	4	9	2	3	2		45
Smoke in Residence	1	0	0	0	0	0	0	0	0	0	0		1
Stroke	0	0	1	3	0	0	0	0	1	2	1		8
Transformer Fire	0	1	0	1	0	0	0	1	0	0	0		3
Traumatic Injury	0	0	0	1	0	0	0	0	1	0	0		2
Unconscious Party/Syncope	1	3	5	2	9	5	2	2	0	2	6		37
Unknown Medical Emergency	3	1	3	0	2	1	0	4	3	0	0		17
Vehicle Fire	1	0	2	0	0	4	0	1	0	0	0		8

Month	# of Incidents*	Avg Resp Time
Jan	36	2:50
Feb	24	3:05
Mar	45	3:01
Apr	31	3:00
May	53	2:55
Jun	50	2:53
Jul	44	2:45
Aug	60	3:04
Sep	25	2:47
Oct	35	3:04
Nov	37	2:47
Dec		
<hr/>		
	440	2:55

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**





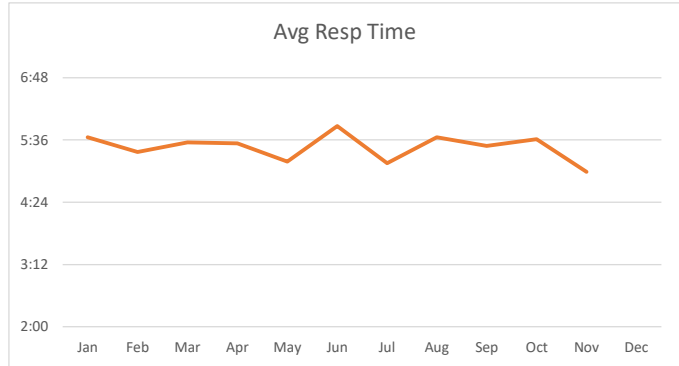
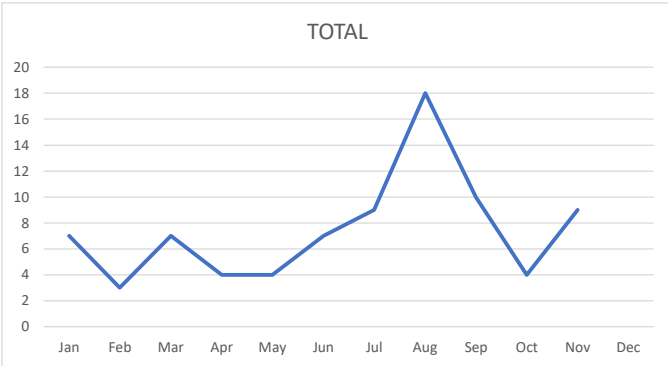
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>7</b>	<b>3</b>	<b>7</b>	<b>4</b>	<b>4</b>	<b>7</b>	<b>9</b>	<b>18</b>	<b>10</b>	<b>4</b>	<b>9</b>		<b>82</b>
Abdominal Pain	0	1	0	0	0	1	0	0	0	0	0		2
Cardiac/Respiratory Arrest	1	0	0	1	0	0	0	0	0	0	0		2
Check for the Smell of Natural Gas	0	0	0	0	0	0	0	0	1	0	0		1
Difficulty Breathing	1	0	1	0	0	0	0	0	2	1	0		5
Dumpster Fire Not near Structure	0	0	0	0	0	0	0	1	0	0	0		1
Fall Victim	0	0	1	0	0	0	0	2	0	0	2		5
Fire Alarm Church or School	0	0	0	1	0	1	0	1	0	0	0		3
Fire Alarm Residence	1	0	0	1	0	1	3	1	2	0	1		10
Heart Problems	1	0	0	0	0	0	1	0	0	1	1		4
Hemorrhage/Laceration	0	0	0	0	0	0	0	0	1	0	0		1
Medical Alarm	0	0	0	1	0	0	0	0	0	0	0		1
Motor Vehicle Collision	1	1	1	0	1	1	2	1	1	1	1		11
Overdose/Poisoning	0	1	0	0	0	0	0	0	0	0	0		1
Psychiatric Emergency	1	0	1	0	0	0	2	1	1	0	1		7
Service Call Non-emergency	0	0	0	0	0	0	1	9	0	0	2		12
Sick Call	0	0	0	0	0	2	0	1	1	1	1		6
Trash Fire	0	0	1	0	0	0	0	0	0	0	0		1
Traumatic Injury	0	0	0	0	1	0	0	0	0	0	0		1
Unconscious Party/Syncope	1	0	1	0	0	0	0	0	1	0	0		3
Unknown Medical Emergency	0	0	0	0	1	0	0	0	0	0	0		1
Vehicle Fire	0	0	1	0	1	1	0	1	0	0	0		4

Month	# of Incidents*	Avg Resp Time
Jan	7	5:39
Feb	3	5:22
Mar	7	5:33
Apr	2	5:32
May	4	5:11
Jun	6	5:52
Jul	7	5:09
Aug	9	5:39
Sep	8	5:29
Oct	4	5:37
Nov	6	4:59
Dec		
	<b>63</b>	<b>5:27</b>

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**





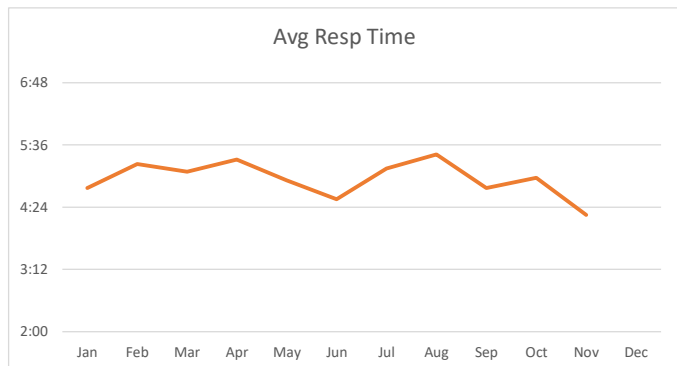
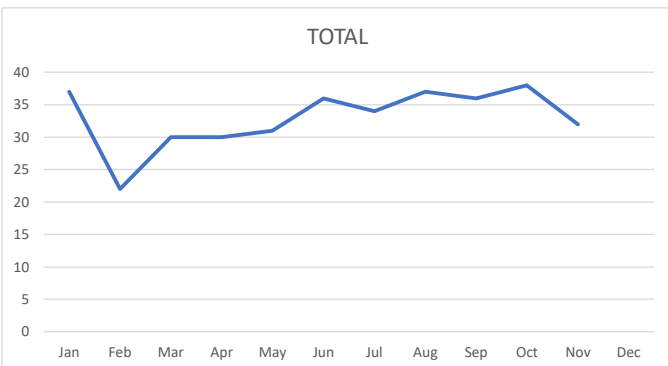
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>37</b>	<b>22</b>	<b>30</b>	<b>30</b>	<b>31</b>	<b>36</b>	<b>34</b>	<b>37</b>	<b>36</b>	<b>38</b>	<b>32</b>		<b>363</b>
Abdominal Pain	0	0	2	1	0	2	1	0	0	0	1		7
Allergic Reaction	0	0	1	0	0	0	0	1	1	0	0		3
Back Pain	0	0	0	0	0	0	0	0	1	0	0		1
Carbon Monoxide Alarm with Symptoms	0	0	0	0	1	0	0	0	0	0	0		1
Carbon Monoxide Detector No Symptoms	1	2	0	0	0	2	0	1	1	1	3		11
Cardiac/Respiratory Arrest	0	0	0	0	0	1	0	0	0	0	0		1
Check a Noxious Odor	0	1	0	0	0	0	0	0	1	0	0		2
Check for Fire	0	0	0	0	1	0	3	1	1	0	0		6
Check for the Smell of Natural Gas	1	0	1	1	0	0	0	1	0	1	0		5
Check for the Smell of Smoke	0	0	0	1	0	1	0	1	0	0	3		6
Chest Pain	0	0	1	0	0	1	0	2	2	1	0		7
Child Locked in a Vehicle Engine not running	0	0	0	0	2	0	0	0	0	0	0		2
Choking	0	0	0	0	0	0	0	0	0	0	2		2
Diabetic Emergency	0	0	0	0	0	0	1	0	0	0	0		1
Difficulty Breathing	1	0	1	2	2	0	1	2	1	1	1		12
Elevator Rescue	0	0	0	0	0	1	0	0	0	0	0		1
Entrapment- Non MVC	0	0	0	0	0	0	0	1	0	0	0		1
Fall Victim	3	1	4	2	1	2	4	0	1	4	2		24
Fire Alarm Business	2	0	1	1	2	1	1	1	0	0	0		9
Fire Alarm Church or School	0	0	0	0	0	1	0	0	0	0	0		1
Fire Alarm Residence	15	9	6	10	7	13	17	19	8	7	2		113
Gas Leak	0	1	0	1	1	0	0	0	0	2	1		6
Heart Problems	3	1	1	0	0	0	1	0	0	1	0		7
Hemorrhage/Laceration	0	1	1	0	1	0	0	0	0	0	0		3
House Fire	0	0	0	1	0	0	0	0	0	0	0		1
Illegal Burning	0	0	0	0	0	0	0	0	0	1	0		1
Injured Party	1	0	2	1	0	1	0	0	1	0	1		7
Medical Alarm	0	1	0	0	1	0	0	0	0	1	1		4
Motor Vehicle Collision	2	2	4	1	4	3	1	1	2	0	3		23
Motor Vehicle Collision with Entrapment	1	0	0	0	0	0	0	0	1	0	0		2
Motor Vehicle vs Motorcycle	0	0	0	1	0	0	0	0	0	1	0		2
Motor Vehicle vs Pedestrian	0	0	0	0	0	1	0	0	0	0	0		1
Object Down in Roadway	0	0	0	1	0	1	0	0	0	0	1		3
Overdose/Poisoning	0	0	1	0	1	0	0	0	0	1	1		4
Possible D.O.S	0	0	0	0	0	0	0	0	0	1	0		1
Powerlines Down Arcing/Burning	0	0	0	0	0	0	0	2	0	3	0		5
Psychiatric Emergency	0	0	0	0	2	0	0	0	0	0	2		4
Seizures	0	0	1	0	0	0	0	0	0	1	0		2
Service Call Non-emergency	0	0	0	1	0	2	1	1	7	4	6		22
Sick Call	1	3	2	1	2	0	1	1	2	3	0		16
Stroke	2	0	0	1	0	0	1	0	0	1	1		6
Transformer Fire	0	0	0	0	0	0	0	0	0	1	0		1
Traumatic Injury	0	0	0	0	0	1	0	0	0	0	0		1
Unconscious Party/Syncope	4	0	1	2	2	2	0	1	2	2	1		17
Unknown Medical Emergency	0	0	0	1	1	0	0	0	3	0	0		5
Vehicle Fire	0	0	0	0	0	0	1	1	1	0	0		3

Month	# of Incidents*	Avg Resp Time
Jan	29	4:46
Feb	16	5:14
Mar	27	5:05
Apr	23	5:19
May	22	4:55
Jun	25	4:33
Jul	25	5:09
Aug	31	5:25
Sep	26	4:46
Oct	32	4:58
Nov	25	4:15
Dec		
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	281	4:56

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**





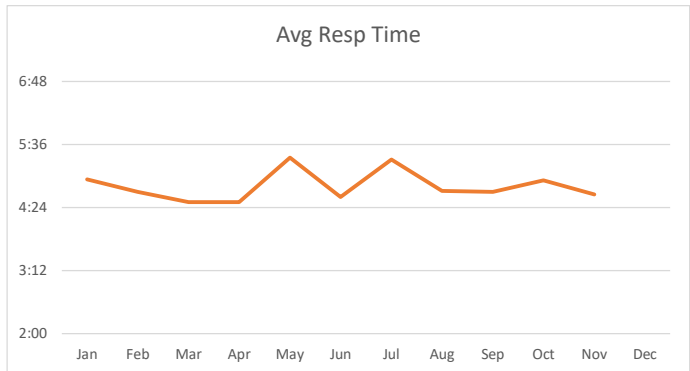
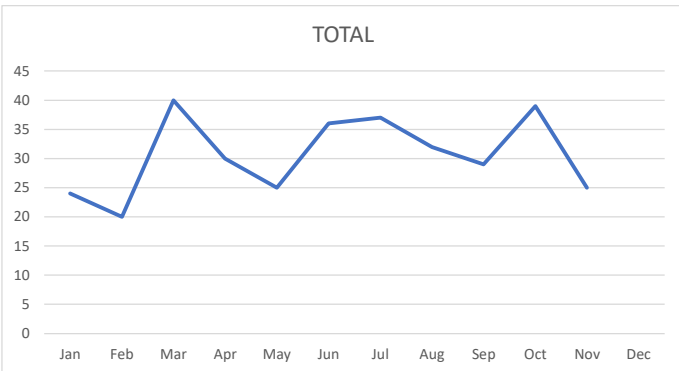
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>24</b>	<b>20</b>	<b>40</b>	<b>30</b>	<b>25</b>	<b>36</b>	<b>37</b>	<b>32</b>	<b>29</b>	<b>39</b>	<b>25</b>		<b>337</b>
Abdominal Pain	0	0	1	0	0	1	0	0	0	0	0		2
Carbon Monoxide Detector with Symptoms	0	0	0	0	0	0	0	0	1	0	0		1
Carbon Monoxide Detector No Symptoms	2	0	0	0	1	2	1	1	0	0	1		8
Cardiac/Respiratory Arrest	0	1	0	0	0	0	0	0	0	0	0		1
Check a Noxious Odor	1	0	0	0	1	0	0	1	0	0	0		3
Check for Fire	0	0	0	0	0	1	1	0	0	0	0		2
Check for the Smell of Natural Gas	1	0	2	0	0	0	0	0	1	0	1		5
Check for the Smell of Smoke	0	0	0	0	1	0	1	1	0	0	0		3
Chest Pain	1	0	1	0	3	0	0	2	1	0	0		8
Choking	0	0	0	1	0	0	0	0	0	1	0		2
Elevator Rescue	0	0	0	0	0	0	1	0	0	0	0		1
Difficulty Breathing	0	0	1	1	1	1	0	0	0	2	0		6
Fall Victim	2	3	3	1	0	2	3	3	3	1	1		22
Fire Alarm Business	0	0	1	1	0	0	0	0	0	0	0		2
Fire Alarm Church or School	1	2	7	7	2	3	1	2	1	1	2		29
Fire Alarm Residence	5	5	8	6	5	8	18	9	8	14	8		94
Gas Leak	1	0	0	0	0	1	0	0	1	0	0		3
Headache- Stroke symptoms not present	0	0	0	0	0	1	0	0	0	0	0		1
Heart Problems	1	0	1	0	1	0	0	1	0	0	0		4
Hemorrhage/Laceration	0	0	0	1	0	0	0	0	1	0	0		2
House Fire	0	0	0	1	0	0	0	0	0	0	0		1
Injured Party	0	0	0	0	0	1	0	1	0	0	0		2
Medical Alarm	1	0	1	2	0	1	1	1	1	1	5		14
Motor Vehicle Collision	1	1	2	3	1	5	0	1	1	1	1		17
Motor Vehicle vs Pedestrian	0	0	0	0	0	0	0	0	0	0	1		1
Object Down in Roadway	0	0	2	2	0	1	0	0	0	0	1		6
Overdose/Poisoning	0	1	0	0	0	0	0	0	1	1	0		3
Powerlines Down Arcing/Burning	0	0	1	0	0	1	1	0	1	1	0		5
Psychiatric Emergency	0	0	1	0	2	0	1	0	0	1	0		5
Seizures	0	0	0	0	0	0	0	1	0	0	0		1
Service Call Non-emergency	3	3	2	0	5	1	7	1	5	6	1		34
Sick Call	2	1	5	1	2	4	1	3	2	7	0		28
Smoke in Residence	1	0	0	0	0	0	0	1	0	0	0		2
Stroke	0	1	1	0	0	0	0	0	1	0	0		3
Transformer Fire	0	0	0	1	0	0	0	0	0	0	0		1
Traumatic Injury	0	1	0	1	0	1	0	0	0	0	0		3
Unconscious Party/Syncope	1	1	0	1	0	0	0	3	0	2	3		11
Unknown Medical Emergency	0	0	0	0	0	1	0	0	0	0	0		1

Month	# of Incidents*	Avg Resp Time
Jan	16	4:56
Feb	14	4:42
Mar	26	4:30
Apr	23	4:30
May	15	5:21
Jun	27	4:36
Jul	22	5:19
Aug	23	4:43
Sep	19	4:42
Oct	29	4:55
Nov	17	4:39
Dec		
<hr/>		
	231	4:48

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**





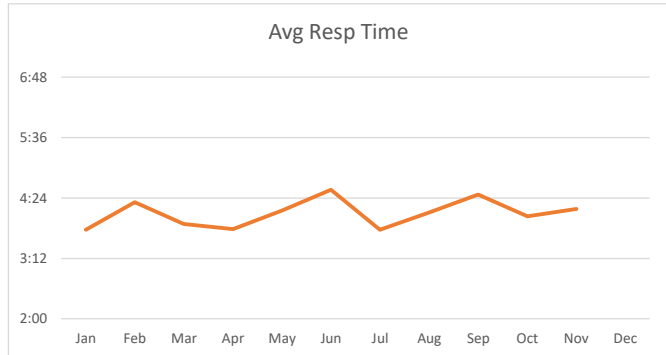
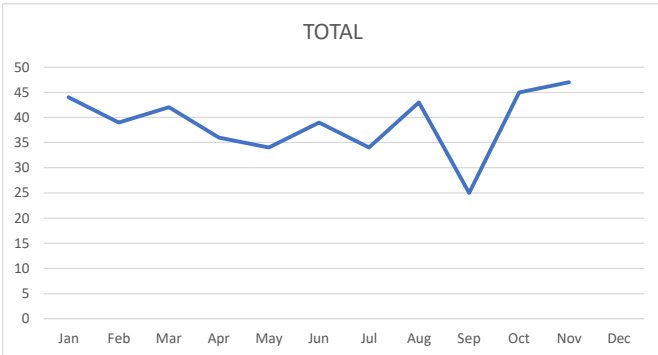
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### November 2025 Summary - Spring Valley

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>44</b>	<b>39</b>	<b>42</b>	<b>36</b>	<b>34</b>	<b>39</b>	<b>34</b>	<b>43</b>	<b>25</b>	<b>45</b>	<b>47</b>		<b>428</b>
Abdominal Pain	0	1	0	0	0	0	1	0	0	1	1		4
Allergic Reaction	0	0	0	0	0	0	0	1	0	2	1		4
Back Pain	0	0	1	0	0	2	0	0	0	0	0		3
Business Fire	0	0	0	0	0	0	0	0	0	0	1		1
Carbon Monoxide Detector No Symptoms	0	0	0	2	1	0	0	1	0	1	2		7
Cardiac/Respiratory Arrest	0	1	0	1	0	0	1	0	0	0	0		3
Check a Noxious Odor	0	0	0	0	0	1	0	0	0	0	1		2
Check for Fire	0	0	0	2	0	0	1	0	0	2	0		5
Check for the Smell of Natural Gas	1	1	3	0	0	0	0	1	0	0	1		7
Check for the Smell of Smoke	0	0	0	1	0	0	0	1	0	0	0		2
Chest Pain	2	0	3	0	3	3	1	0	1	1	1		15
Child Locked in a Vehicle Engine not running	0	0	0	0	0	1	0	0	0	0	0		1
Choking	0	0	0	0	1	0	0	0	0	0	0		1
Diabetic Emergency	0	0	0	0	1	0	0	1	0	0	0		2
Difficulty Breathing	3	3	2	1	0	1	2	1	0	0	0		13
Elevator Rescue	0	0	0	1	0	0	0	0	0	0	0		1
Entrapment- Non MVC	0	0	0	0	0	0	0	0	0	1	0		1
Explosion	0	0	0	0	0	0	0	1	0	0	0		1
Fall Victim	0	3	1	3	2	3	2	2	3	3	6		28
Fire Alarm Business	9	2	0	1	1	1	2	2	1	3	6		28
Fire Alarm Church or School	1	1	0	2	1	3	3	0	0	0	0		11
Fire Alarm Residence	2	3	0	1	2	3	4	3	1	0	1		20
Gas Leak	1	2	1	0	0	2	1	0	0	0	1		8
Grass Fire	0	0	0	0	1	0	0	0	0	1	0		2
Heart Problems	2	1	3	5	2	1	3	2	3	1	0		23
Heat/Cold Exposure	0	0	0	0	0	1	0	0	0	0	0		1
Hemorrhage/Laceration	0	1	3	0	0	1	0	1	0	0	0		6
Injured Party	1	0	2	1	1	0	0	1	1	1	1		9
Medical Alarm	1	0	0	0	0	0	2	0	0	1	0		4
Motor Vehicle Collision	12	6	6	4	4	5	4	8	6	2	4		61
Motor Vehicle Collision with Entrapment	0	0	0	0	0	0	0	1	0	0	0		1
Motor Vehicle vs Motorcycle	0	1	0	0	0	0	0	1	0	0	0		2
Motor Vehicle vs Pedestrian	0	0	0	1	0	0	0	0	0	0	1		2
Object Down in Roadway	0	0	0	1	0	0	0	0	0	0	0		1
Overdose/Poisoning	0	0	1	0	0	0	0	0	0	1	0		2
Possible D.O.S.	1	0	0	0	0	0	0	0	0	0	2		3
Powerlines Down Arcing/Burning	0	0	2	0	1	1	0	2	0	1	1		8
Psychiatric Emergency	0	1	1	1	1	1	1	0	1	0	2		9
Seizures	0	0	0	1	0	0	0	1	1	2	0		5
Service Call Non-emergency	1	0	1	1	4	1	3	1	2	3	5		22
Shooting/Stabbing	0	0	0	1	0	0	0	0	0	0	0		1
Sick Call	2	4	7	3	2	5	1	4	1	8	3		40
Smoke in Business	0	0	0	0	0	1	0	0	0	0	0		1
Stroke	1	1	0	0	1	0	1	0	0	1	2		7
Transformer Fire	0	0	0	0	1	0	0	0	0	1	0		2
Unconscious Party/Syncope	2	3	3	2	2	1	1	4	3	4	1		26
Unknown Medical Emergency	2	2	2	0	2	0	0	1	1	3	2		15
Vehicle Fire	0	2	0	0	0	1	0	2	0	1	1		7

Month	# of Incidents*	Avg Resp Time
Jan	35	3:46
Feb	38	4:19
Mar	40	3:53
Apr	32	3:47
May	29	4:09
Jun	36	4:34
Jul	28	3:46
Aug	39	4:07
Sep	22	4:28
Oct	40	4:02
Nov	40	4:11
Dec		
<hr/>		
	379	4:05

*\*Does not include Cancelled, Disregard Enroute, Objects Down, and Nonemergency Service Calls\**





## Spring Valley Village City Council Agenda Item Data Sheet

<b>MEETING DATE:</b>	December 16, 2025
<b>SUBMITTING STAFF:</b>	Kristina Watson, Public Works Director
<b>SUBJECT:</b>	<b>CONSIDERATION AND POSSIBLE ACTION</b> <b>CONCERNING:</b> Selection of design for the north cul-de-sac on Croes Drive.

<b>BACKGROUND:</b>	<p>In August 2024, Fugro USA Land, Inc. provided the City with the results of a citywide pavement assessment that had been performed in May 2024. Using this pavement condition data, along with internal staff evaluations of the age and material of existing underground utilities including water, sewer, and storm sewer systems, staff developed a list of priority Capital Improvement Plan (CIP) projects for City Council consideration. Croes Drive, on both the East and West sides of Fries Road, was identified as a priority due to:</p> <ul style="list-style-type: none"><li>• poor pavement condition rating,</li><li>• inadequate drainage, and</li><li>• underground utilities that have exceeded their useful life.</li></ul> <p>In November 2024, City Council approved a proposal from CobbFendley Engineering to design the pavement and infrastructure improvements for Croes Drive. During early discussions, the need for a turnaround at the end of the approximately 1,000-foot dead-end section on Croes Drive (West of Fries) was identified, and in February 2025 CobbFendley presented several cul-de-sac design options to Council. At that time, Council directed the engineer to proceed with design of a 30-foot-radius cul-de-sac shifted as</p>
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far north as feasible within the existing right-of-way.

In August 2025, when the project design had reached approximately 60 percent completion, resident concerns were raised to City Council regarding the proposed design, the need for the turnaround, and the overall necessity of the roadway and utility improvements. At Council's direction, City staff engaged CobbFendley to re-examine the design and confirm its basis. In November, a Council workshop was held to review the project development process, applicable design standards, and fire code requirements that guide roadway reconstruction. During this workshop, Council and CobbFendley discussed additional considerations, and staff was directed to obtain further exhibits and analysis from CobbFendley to present to Council at this meeting.

In reviewing the design alternatives for the Croes Drive Reconstruction Project, the City's consulting engineer prepared several turnaround configurations for the north cul-de-sac on Croes Drive (West of Fries). These exhibits illustrate how each option functions within the existing right-of-way and were evaluated using AutoTurn to determine whether emergency vehicles can maneuver safely without relying on private property or informal pavement. Because AutoTurn does not include a vehicle as long as the City's new 41.5-foot aerial apparatus, the analysis used the largest available model at 39 feet, applying conservative assumptions to ensure the selected design will also accommodate the longer truck. This evaluation also accounted for fixed obstructions at the end of the street, including two mailboxes and a basketball goal. Based on this analysis, the engineer has recommended the 30-foot radius configuration, as shown in Exhibit B, because it is the only option that provides adequate turning movements fully on pavement and fully within the right-of-way.

An independent technical memorandum prepared by a resident's engineer was also reviewed. That memo evaluated existing conditions only and relied on the current 20-foot pavement width and informal gravel/apron additions that will not remain once the roadway is reconstructed to the required 28-foot curb-and-gutter section. The resident's analysis also did not consider the required design changes associated with reconstruction, the presence of existing obstructions, or the operational requirements that emergency vehicles remain on pavement and within right-of-way during a turnaround. In

addition, the memo evaluated only the City's current fire engine and did not account for the incoming 41.5-foot apparatus. For these reasons, the conclusions in the independent memo do not align with the operational conditions or roadway geometry that will exist after reconstruction and do not provide a feasible alternative for final design.

The Croes Drive project remains at approximately 60 percent design and cannot proceed until a preferred turnaround configuration is selected. Staff is requesting that City Council review the attached design exhibits and the consultant's technical findings and provide direction on the turnaround configuration for the north cul-de-sac on Croes Drive (West of Fries). Selecting a preferred option will allow the design team to complete the plans, coordinate remaining utilities and driveway adjustments, and advance the project toward construction.

Six options have been presented for council consideration:

1. Exhibit A - 25' radius for cul-de-sac shifted north.

- Does not meet requested radius.
- May save the tree.
- Utilities between curb & ROW.

2. Exhibit B - 30' radius for cul-de-sac shifted north.

- Meets requested radius.
- Utilities under pavement.
- Tree would need to be removed/relocated.

3. Exhibit C - 30' radius for cul-de-sac shifted south.

- Meets requested radius.
- Saves the tree.
- Utilities under pavement.
- Lengthens driveways at end of Croes.

4. Exhibit D - Hammerhead with a 25' cul-de-sac shifted north.

- Radius does not meet the requested radius.

- Not typical in the city.
- May save the tree.
- Utilities between the curb and ROW.
- Requires additional easement.

5. Exhibit E - Dead end street with no cul-de-sac.

- Does not meet requested turnaround access.
- 5-point turn required.
- Utilities between the curb and ROW.
- Closest to existing pavement.

6. Exhibit F - 30' radius cul-de-sac shifted east

- Saves the tree.
- Requires additional right-of-way.
- Adds extra pavement to the east.

**ATTACHMENTS:** Croes cul-de-sac letter Steen

**FUNDING:**

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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**RECOMMENDATION:** City Staff recommends approving the 30ft radius maintaining all infrastructure within the city-owned right-of-way (Exhibit B) as proposed by CobbFendley.

December 4, 2025

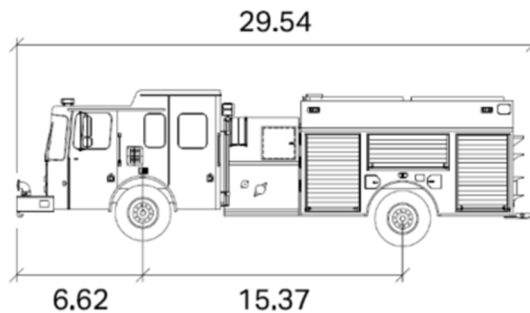
Kristina Watson  
 Public Works Director  
 Spring Valley Village  
 1205 Campbell Road  
 Houston, Texas 77055

Re: Fire Truck Access Technical Memorandum  
 Croes Drive Reconstruction CobbFendley Project No. 2412-063-01

Dear Ms. Watson:

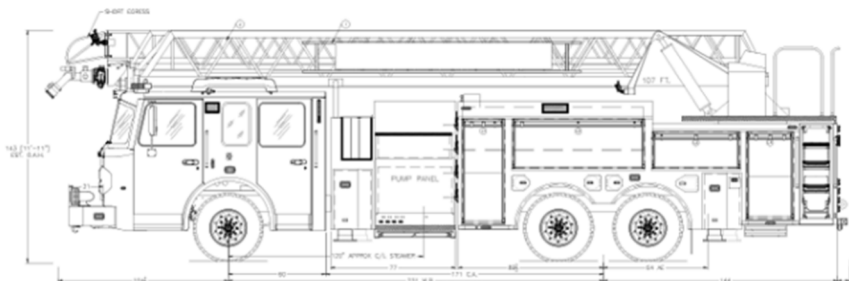
On November 17, 2025 a resident of Spring Valley Village submitted an engineer’s technical memorandum by Qualls Design regarding the Croes Drive west dead-end street. CobbFendley was requested to review the technical memorandum provided to City Council.

Spring Valley Village currently uses a 2020 Spartan ERV Metro Star fire truck as shown and provided in the technical memorandum. The front of the fire truck extends 6.62-feet past the center of the front tire. With a total truck length of 29.54 feet.



**2020 Spartan ERV Metro Star**

Earlier this year, Spring Valley Village purchased a 2026 Spartan 107’ Rear Mount Aerial Ladder. The fire truck is being built and has not arrived at the city. The front of the fire truck extends 9.5 feet past the center of the front tire. With a total truck length of 41.5 feet. The 2026 Spartan is 1.4 times longer than the 2020 Spartan. This fire truck will be used in the future by the city.



**Spartan S-180 – 107’ Rear Mount Ladder**

There are three obstructions located at the end of Croes Drive. One brick mailbox, one basketball goal with steel post and one wooden mailbox. The three obstructions must be taken into consideration when reviewing the available space to maneuver. The residents at the end of Croes Drive added additional asphalt on each side of the existing road.

The technical memorandum provided did not account for the three obstructions. Figures 3 and 4 show the existing 2020 Spartan fire truck making a three point turn and a complete 180 degree turn. It is important to take note of the red lines shown on figures 3 and 4. The red lines show the outside edge of the fire truck. The yellow lines show the location of the tires. The three point turn (figure 3) for the 2020 Spartan requires access of the existing driveways, but is able to avoid the mailboxes and basketball goal. The 180 degree turn (figure 4) requires the front of the fire truck to maneuver over the existing grass hitting the two mailboxes.

The proposed improvements include new concrete curb and gutter roadway. The proposed roadway width is 28 feet, per Spring Valley Village design criteria. The proposed roadway will be lower than the existing road, to convey storm water runoff over the curb and into the storm sewer. It is recommended that the turning maneuvers be limited to over the proposed roadway or driveways within the road right-of-way so that the fire truck does not hit an obstruction in the yard. See attached exhibits.

Name	Radius	PVMT (1)	ROW (2)	Concerns
Exhibit A	25-FT	No	Yes	Front and rear of fire truck must extend over the front yard
Exhibit B	30-FT	Yes	Yes	Front and rear of fire truck extend over the existing driveways, Recommended option
Exhibit C	30-FT	Yes	Yes	Extended driveways do not provide an advantage for this design.
Exhibit D	25-FT Driveway	No	Yes	Same as exhibit A. (driveway is not used beyond the right-of-way)
Exhibit E	0-FT	No	No	Requires a 5-point turn using both private driveways and extending over the front yard
Exhibit F	30-FT	Yes	No	Requires additional right-of-way from property owner. Rear of fire truck extends over the yard.

(1) Fire truck is able to stay over pavement when making the turn.

(2) Fire truck stays within the road right-of-way when making the turn.

The new 2026 Spartan fire truck is not available in AutoTurn. To demonstrate the AutoTurn movements, CobbFendley used the largest available fire truck which is 39 feet long (2.5 feet shorter than the proposed truck). Options A-D are able to accommodate the 39 foot long fire truck using a three point turn while staying inside the existing road right-of-way. For options B and C the fire truck is able to make the turn over proposed pavement. Options E&F require the fire truck to use private property to make the turn. See attached exhibits.

It is our recommendation to keep the fire truck inside the road right-of-way over pavement and minimize the use of private driveways. Exhibit B with the 30-foot radius shifted north to the match the existing edge of pavement provides the necessary turning radius based on the 39 foot long fire truck without encroaching on private property. This option does require the relocation of the two mailboxes and the removal of the existing tree.



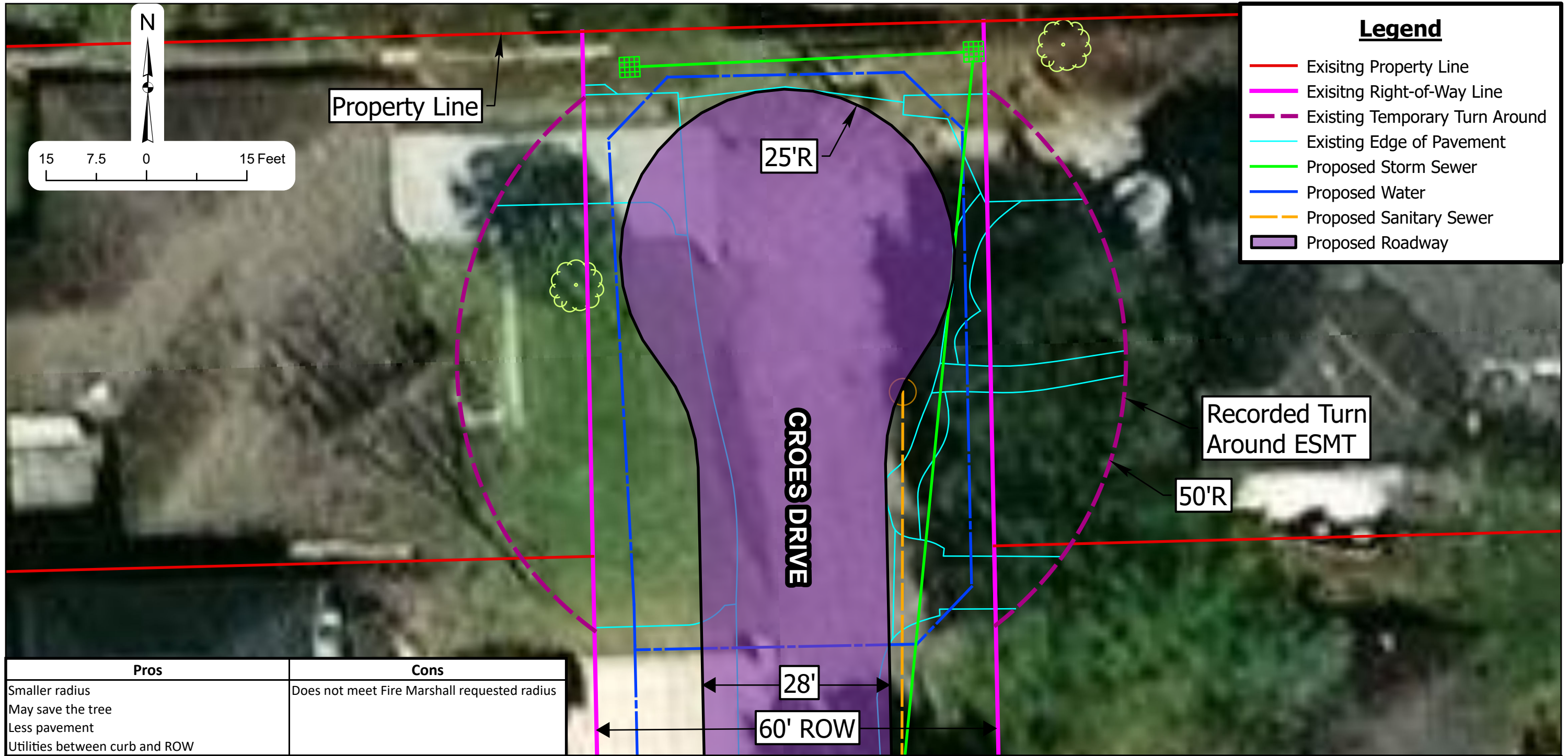
Should you have any questions, please feel free to contact me via email at [jennifer.steen@cobbfendley.com](mailto:jennifer.steen@cobbfendley.com) or 713-485-8108.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Jennifer Steen".

Jennifer Steen, P.E.  
Team Lead/Sr. Project Manager



Legend	
<span style="color: red;">—</span>	Existing Property Line
<span style="color: magenta;">—</span>	Existing Right-of-Way Line
<span style="color: magenta;">- - -</span>	Existing Temporary Turn Around
<span style="color: cyan;">—</span>	Existing Edge of Pavement
<span style="color: green;">—</span>	Proposed Storm Sewer
<span style="color: blue;">—</span>	Proposed Water
<span style="color: orange;">—</span>	Proposed Sanitary Sewer
<span style="background-color: purple; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Proposed Roadway

Pros	Cons
Smaller radius May save the tree Less pavement Utilities between curb and ROW	Does not meet Fire Marshall requested radius

## Croes Drive Reconstruction North Cul-de-sac

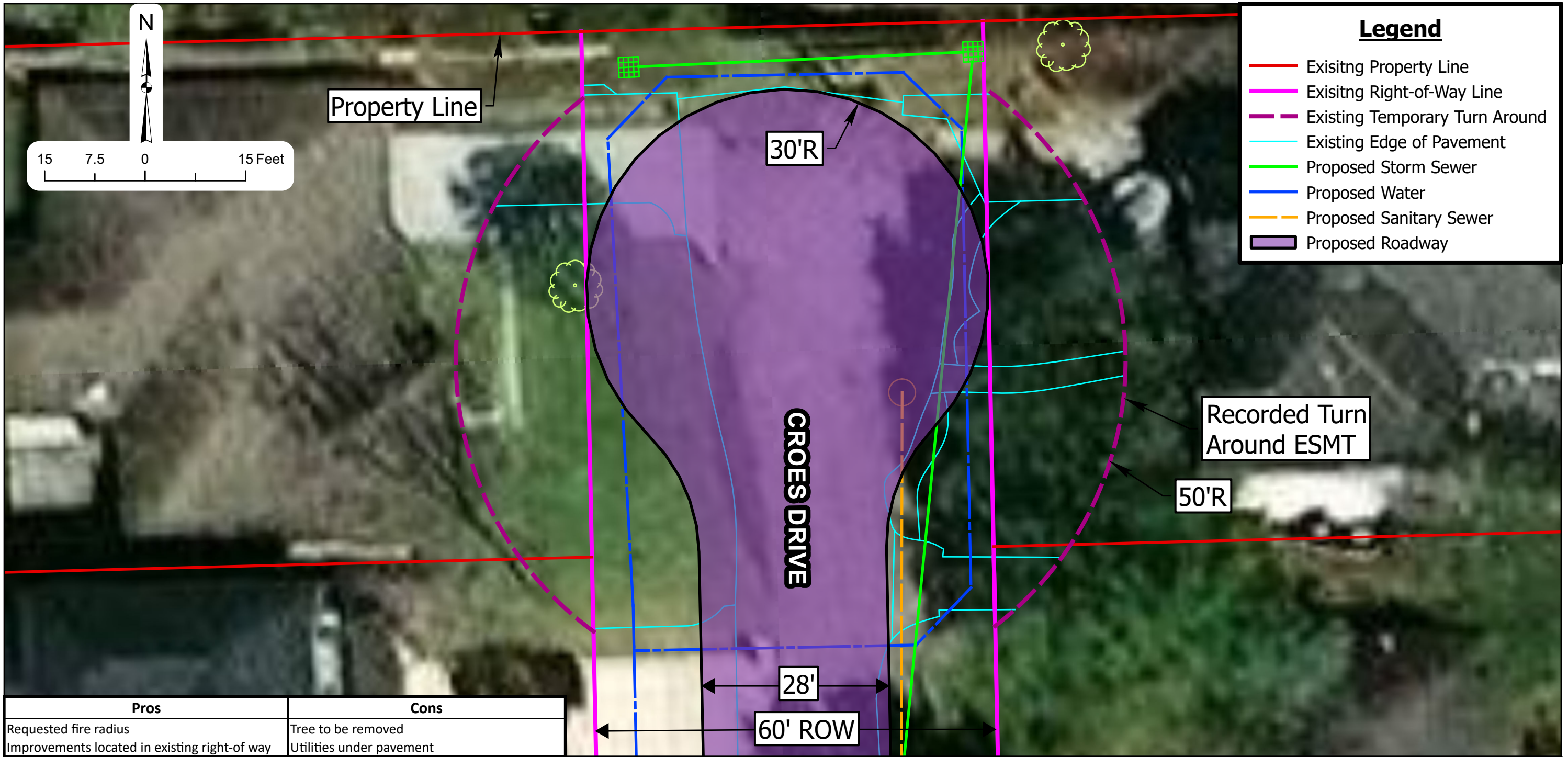
25' Road Radius  
 City of Spring Valley Village

25' radius for cul-de-sac shifted north.  
 Proposed roadway is 28' from back of curb to back of curb.

Exhibit A			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	25 ft	50 ft*

\* Temporary Turn around Esmt





Pros	Cons
Requested fire radius	Tree to be removed
Improvements located in existing right-of way	Utilities under pavement

## Croes Drive Reconstruction North Cul-de-sac

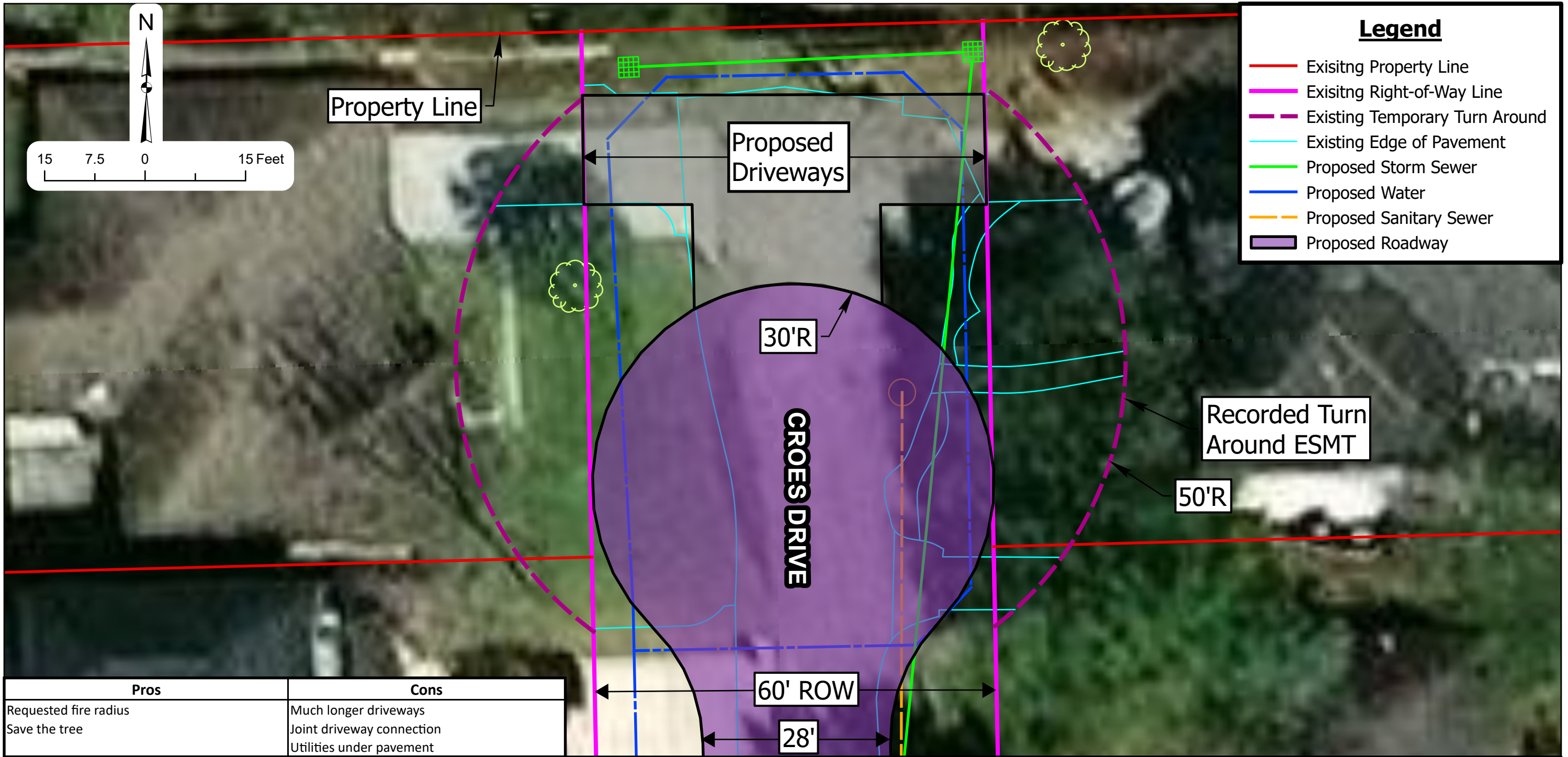
30' Road Radius  
City of Spring Valley Village

30' radius for cul-de-sac shifted north.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit B			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	30 ft	50 ft*

\* Temporary Turn around Esmt





## Croes Drive Reconstruction North Cul-de-sac

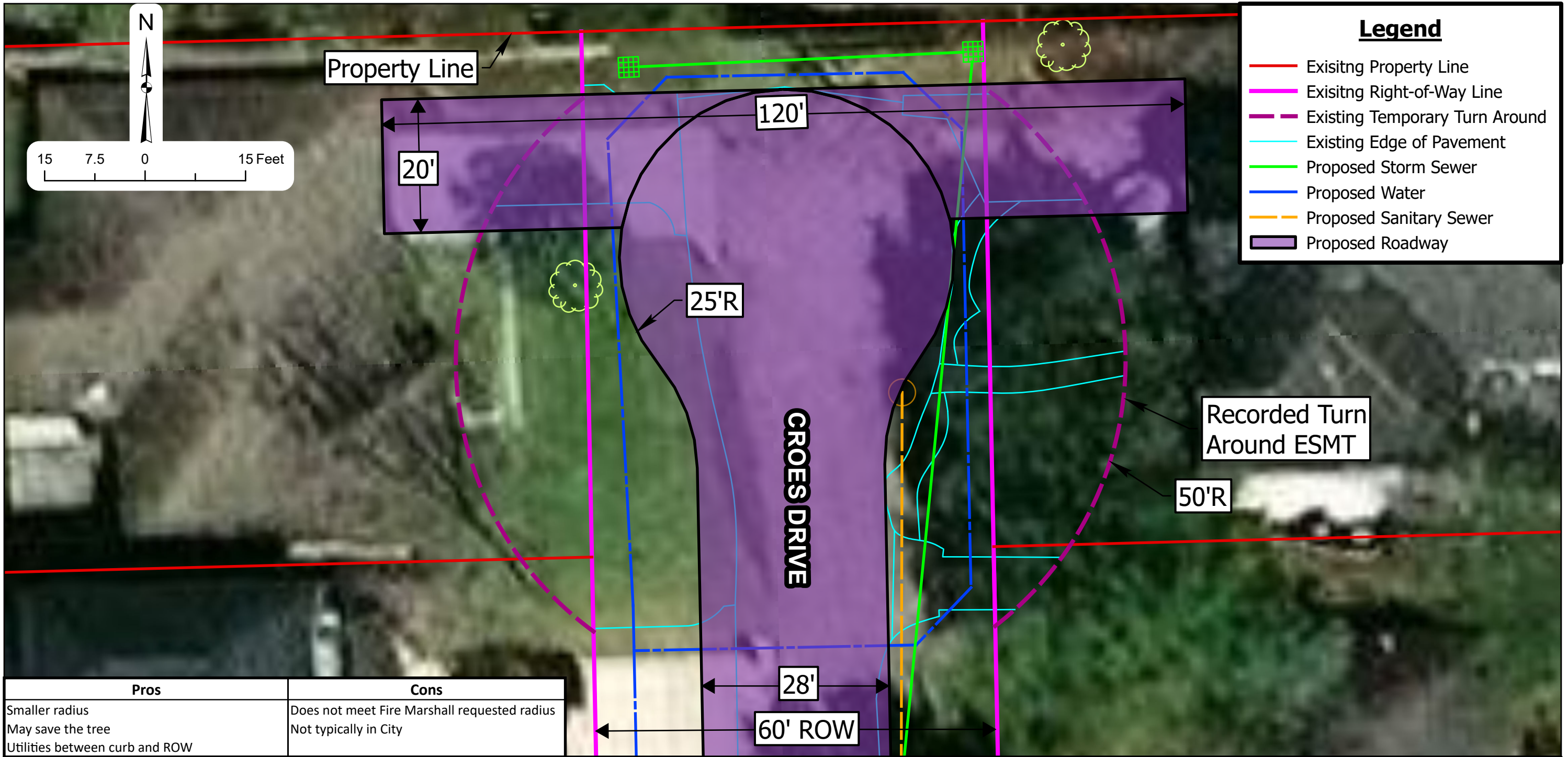
30' Road Radius  
City of Spring Valley Village

30' radius for cul-de-sac shifted south.  
Proposed roadway is 28' from back of curb to back of curb.



Exhibit C			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	30 ft	50 ft*

\* Temporary Turn around Esmt



Legend	
<span style="color: red;">—</span>	Existing Property Line
<span style="color: magenta;">—</span>	Existing Right-of-Way Line
<span style="color: purple;">- - -</span>	Existing Temporary Turn Around
<span style="color: cyan;">—</span>	Existing Edge of Pavement
<span style="color: green;">—</span>	Proposed Storm Sewer
<span style="color: blue;">—</span>	Proposed Water
<span style="color: orange;">—</span>	Proposed Sanitary Sewer
<span style="background-color: purple; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Proposed Roadway

Pros	Cons
Smaller radius May save the tree Utilities between curb and ROW	Does not meet Fire Marshall requested radius Not typically in City

### Croes Drive Reconstruction North Cul-de-sac

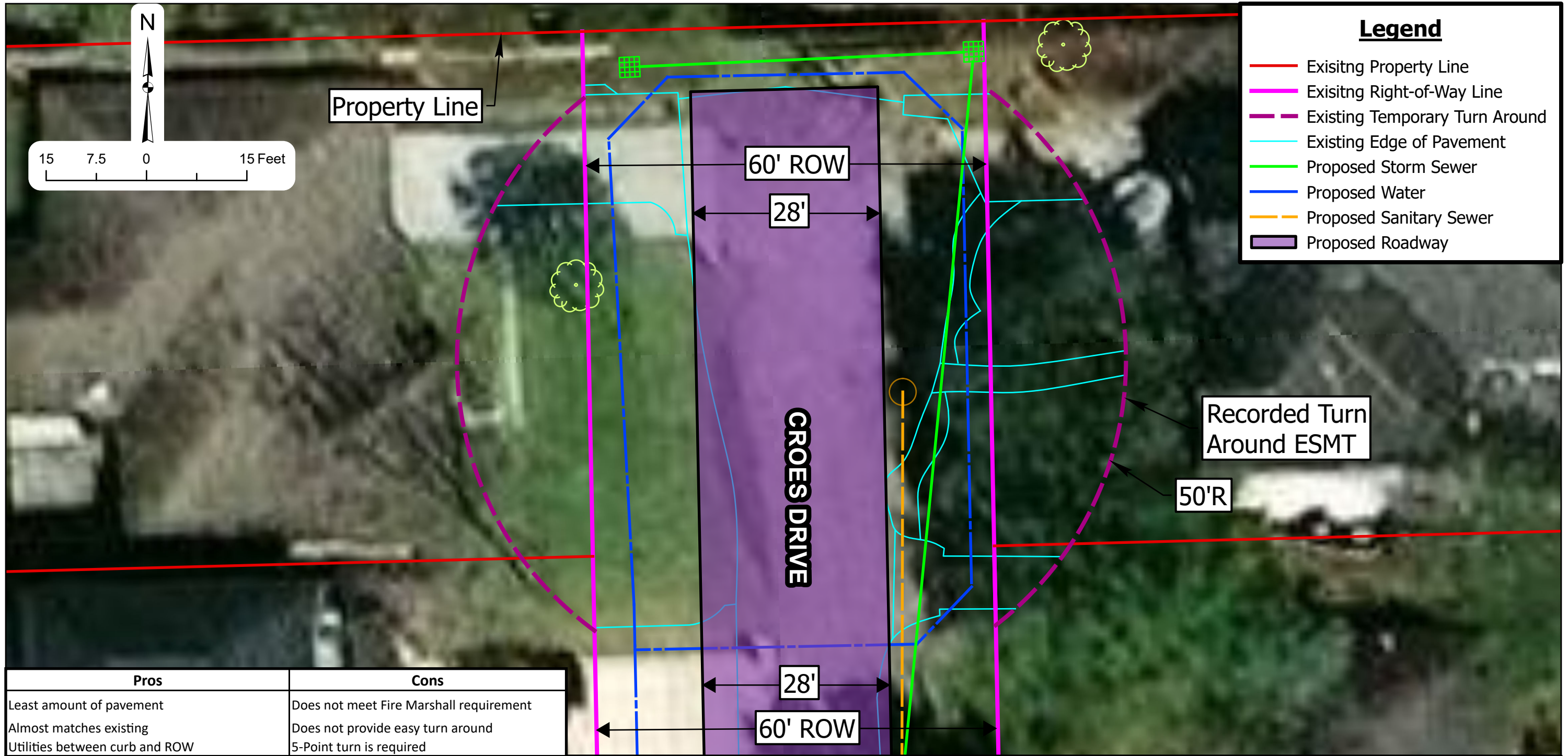
Hammerhead with 25' Road Radius  
City of Spring Valley Village

Hammerhead with 25' cul-de-sac shifted north.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit D			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	25 ft**	50 ft*

\* Temporary Turn around Esmt  
\*\* Hammerhead combined with Cul-de-Sac





Legend	
<span style="color: red;">—</span>	Existing Property Line
<span style="color: magenta;">—</span>	Existing Right-of-Way Line
<span style="color: magenta;">- - -</span>	Existing Temporary Turn Around
<span style="color: cyan;">—</span>	Existing Edge of Pavement
<span style="color: green;">—</span>	Proposed Storm Sewer
<span style="color: blue;">—</span>	Proposed Water
<span style="color: orange;">—</span>	Proposed Sanitary Sewer
<span style="background-color: purple; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Proposed Roadway

Pros	Cons
Least amount of pavement	Does not meet Fire Marshall requirement
Almost matches existing	Does not provide easy turn around
Utilities between curb and ROW	5-Point turn is required

## Croes Drive Reconstruction North Cul-de-sac

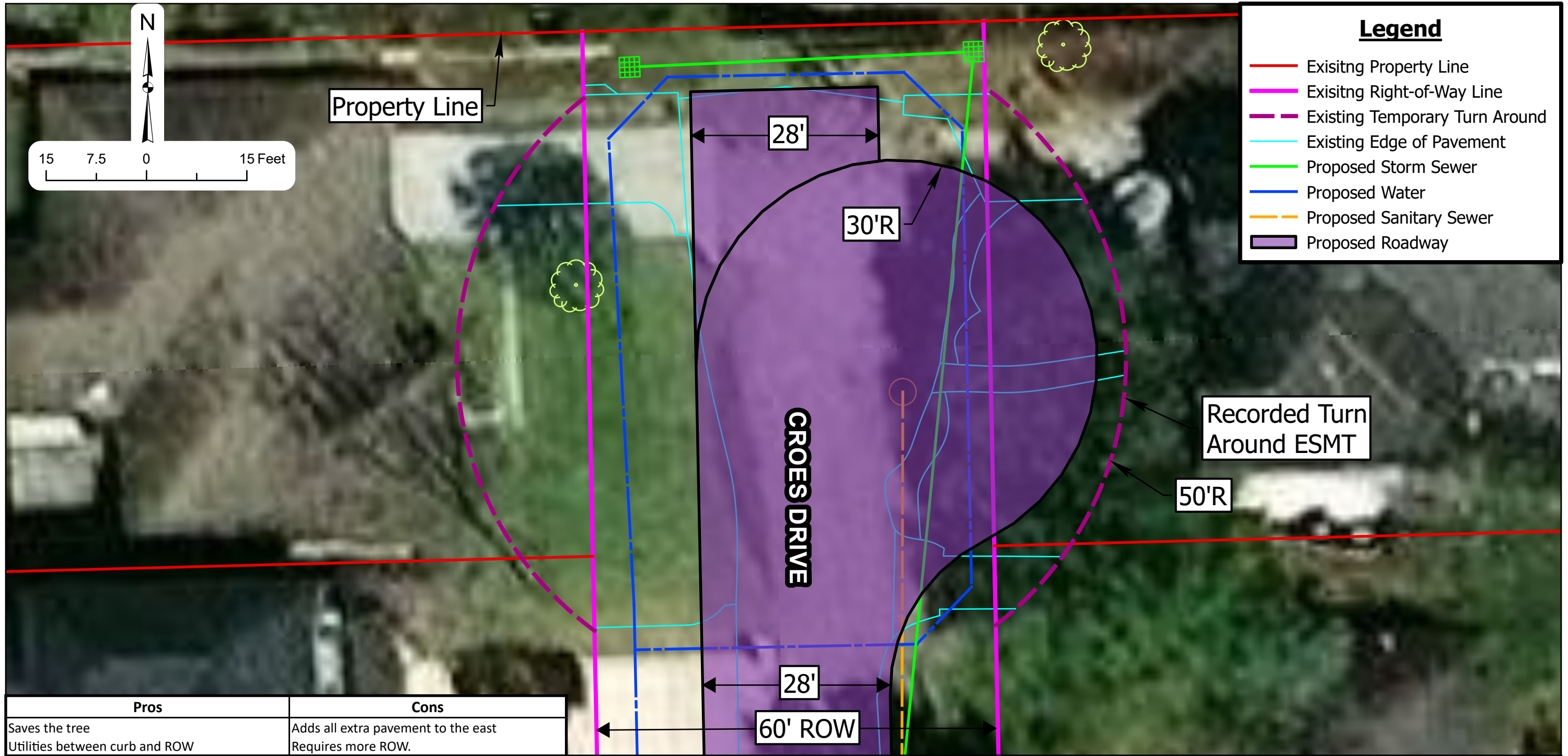
No Road Radius  
City of Spring Valley Village

Dead end street with no cul-de-sac.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit E			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	none	50 ft*

\* Temporary Turn around Esmt





Pros	Cons
Saves the tree Utilities between curb and ROW	Adds all extra pavement to the east Requires more ROW.

## Croes Drive Reconstruction North Cul-de-sac

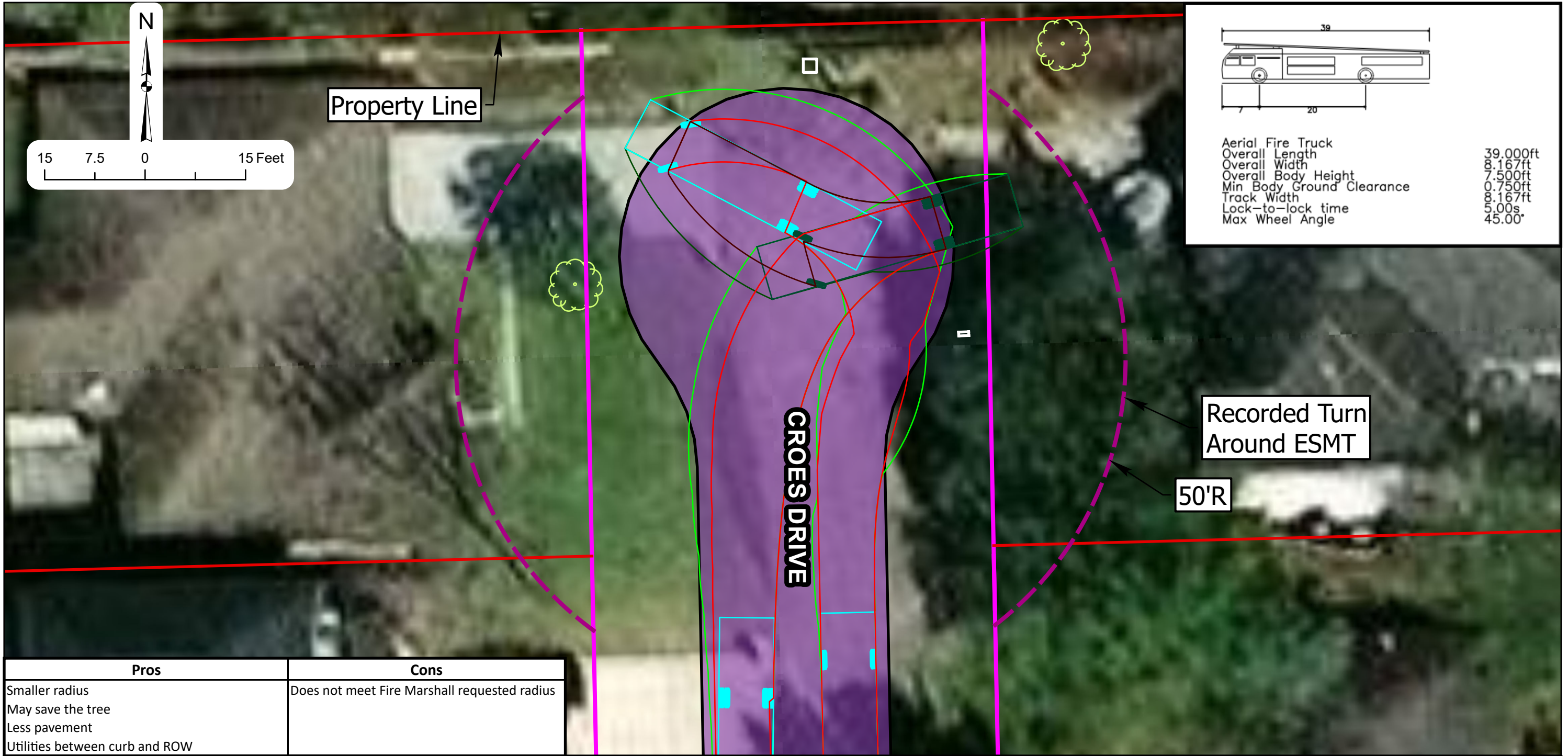
30' Road Radius  
City of Spring Valley Village

30' radius for cul-de-sac shifted east.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit F			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	30 ft	50 ft*

\* Temporary Turn around Esmt





Aerial Fire Truck	39.000ft
Overall Length	8.167ft
Overall Width	7.500ft
Overall Body Height	0.750ft
Min Body Ground Clearance	8.167ft
Track Width	5.00s
Lock-to-lock time	45.00°
Max Wheel Angle	

Pros	Cons
Smaller radius May save the tree Less pavement Utilities between curb and ROW	Does not meet Fire Marshall requested radius

## Croes Drive Reconstruction North Cul-de-sac

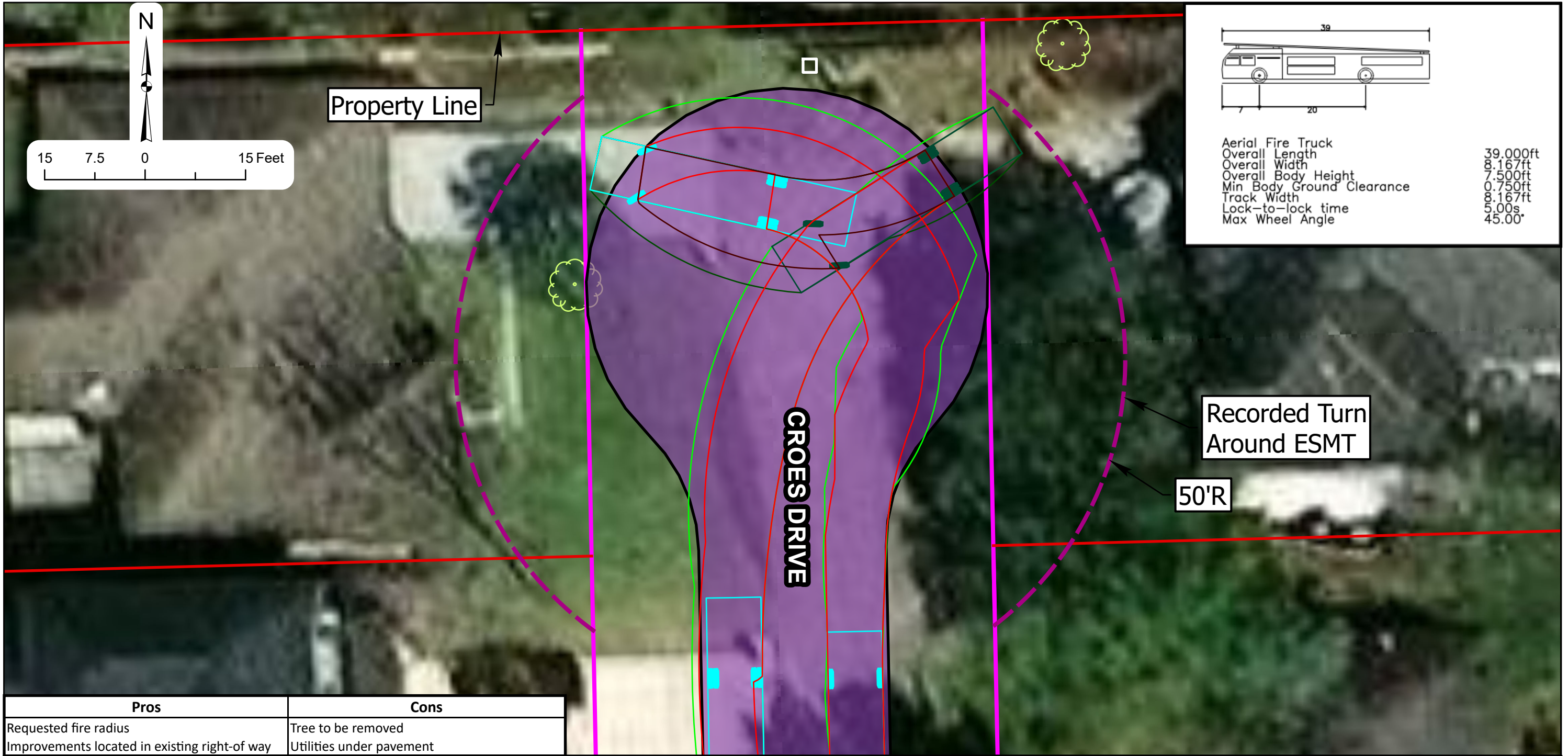
25' Road Radius  
City of Spring Valley Village

25' radius for cul-de-sac shifted north.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit A			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	25 ft	50 ft*

\* Temporary Turn around Esmt





Pros	Cons
Requested fire radius	Tree to be removed
Improvements located in existing right-of way	Utilities under pavement

## Croes Drive Reconstruction North Cul-de-sac

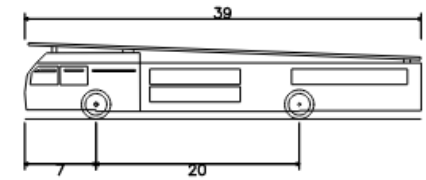
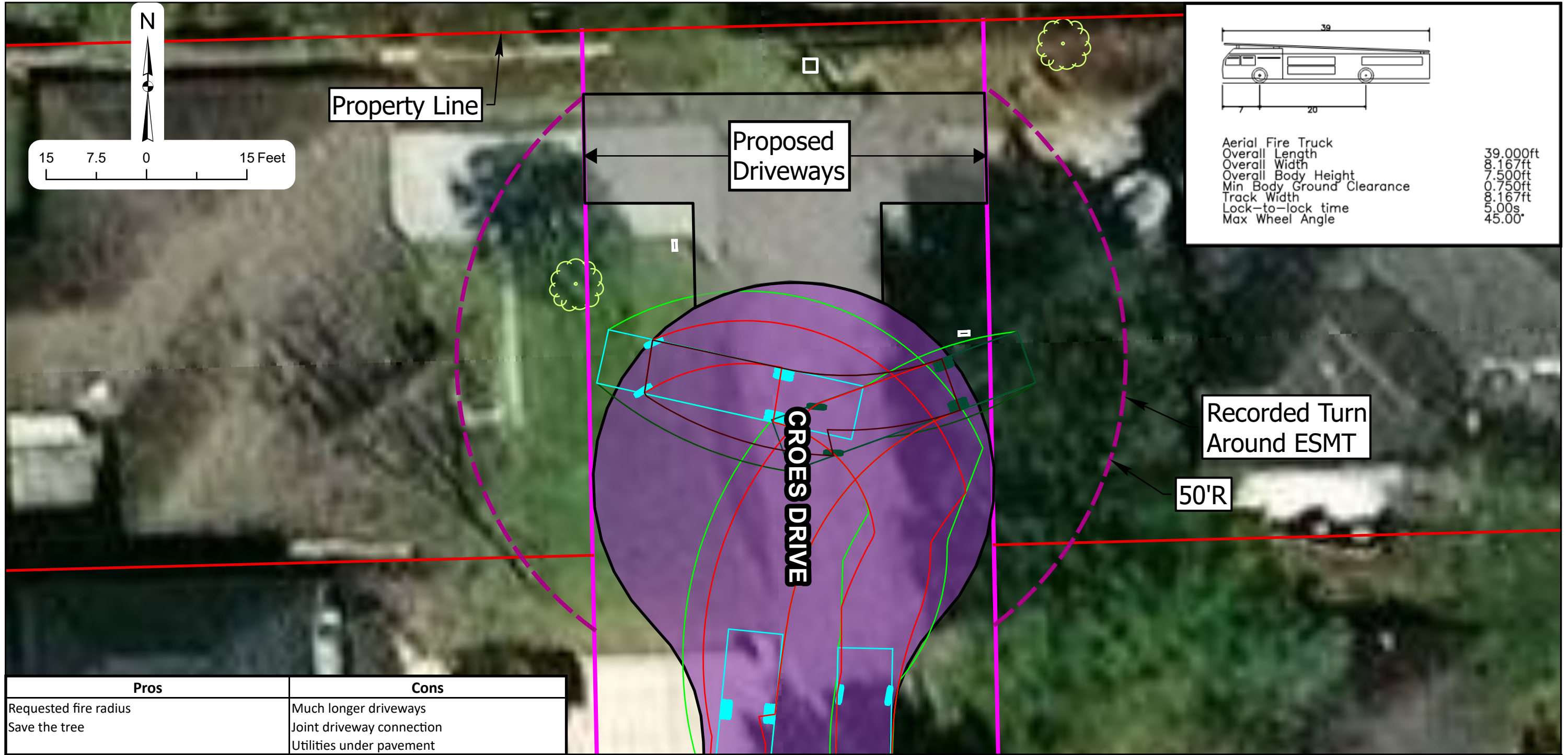
30' Road Radius  
City of Spring Valley Village

30' radius for cul-de-sac shifted north.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit B			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	30 ft	50 ft*

\* Temporary Turn around Esmt





Aerial Fire Truck	39.000ft
Overall Length	39.000ft
Overall Width	8.167ft
Overall Body Height	7.500ft
Min Body Ground Clearance	0.750ft
Track Width	8.167ft
Lock-to-lock time	5.00s
Max Wheel Angle	45.00°

## Croes Drive Reconstruction North Cul-de-sac

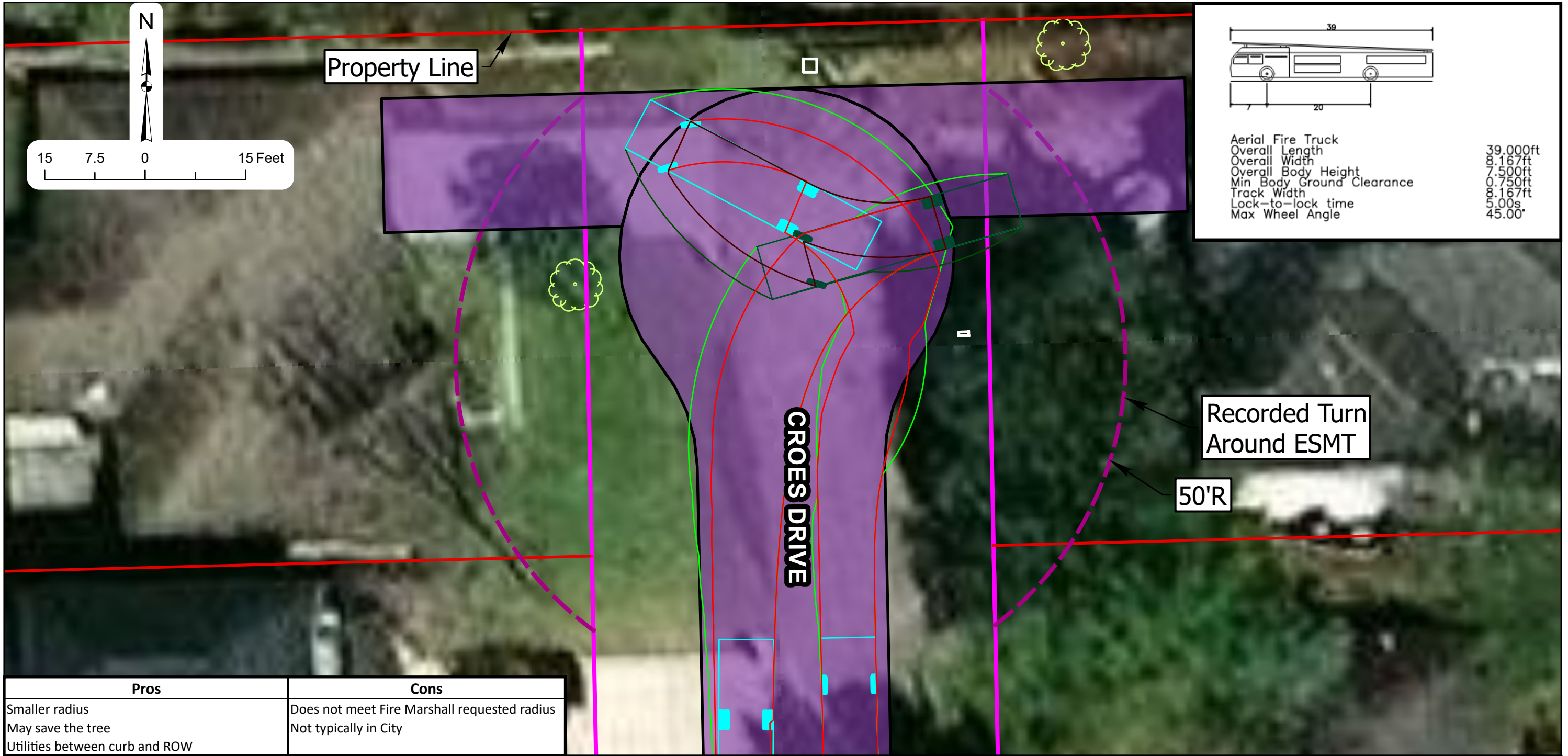
30' Road Radius  
City of Spring Valley Village

30' radius for cul-de-sac shifted south.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit C			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	30 ft	50 ft*

\* Temporary Turn around Esmt





Pros	Cons
Smaller radius May save the tree Utilities between curb and ROW	Does not meet Fire Marshall requested radius Not typically in City

## Croes Drive Reconstruction North Cul-de-sac

Hammerhead with 25' Road Radius  
City of Spring Valley Village

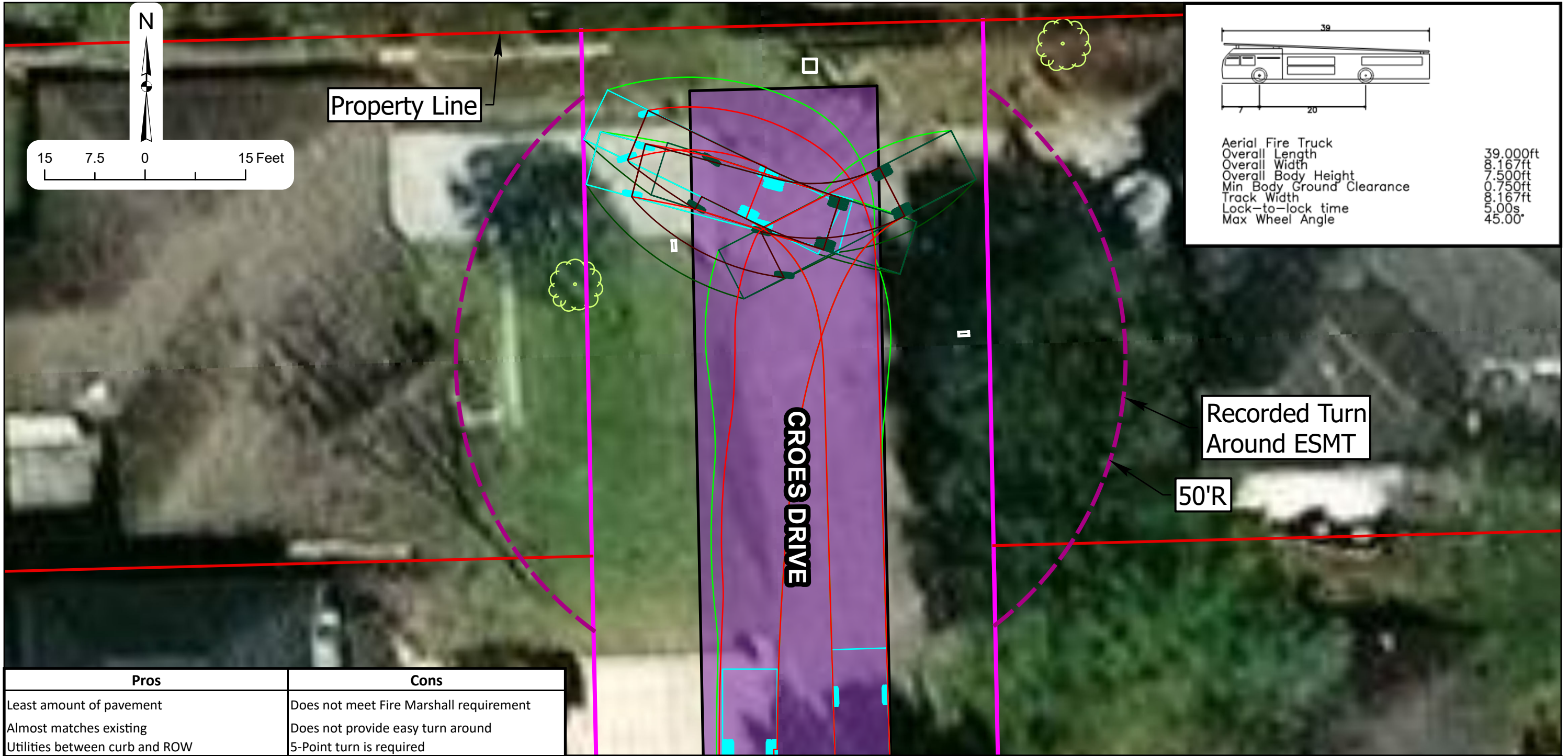
Hammerhead with 25' cul-de-sac shifted north.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit D			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	25 ft**	50 ft*

\* Temporary Turn around Esmt

\*\* Hammerhead combined with Cul-de-Sac





Aerial Fire Truck	39.000ft
Overall Length	8.167ft
Overall Width	7.500ft
Overall Body Height	0.750ft
Min Body Ground Clearance	8.167ft
Track Width	5.00s
Lock-to-lock time	45.00°
Max Wheel Angle	

Pros	Cons
Least amount of pavement	Does not meet Fire Marshall requirement
Almost matches existing	Does not provide easy turn around
Utilities between curb and ROW	5-Point turn is required

## Croes Drive Reconstruction North Cul-de-sac

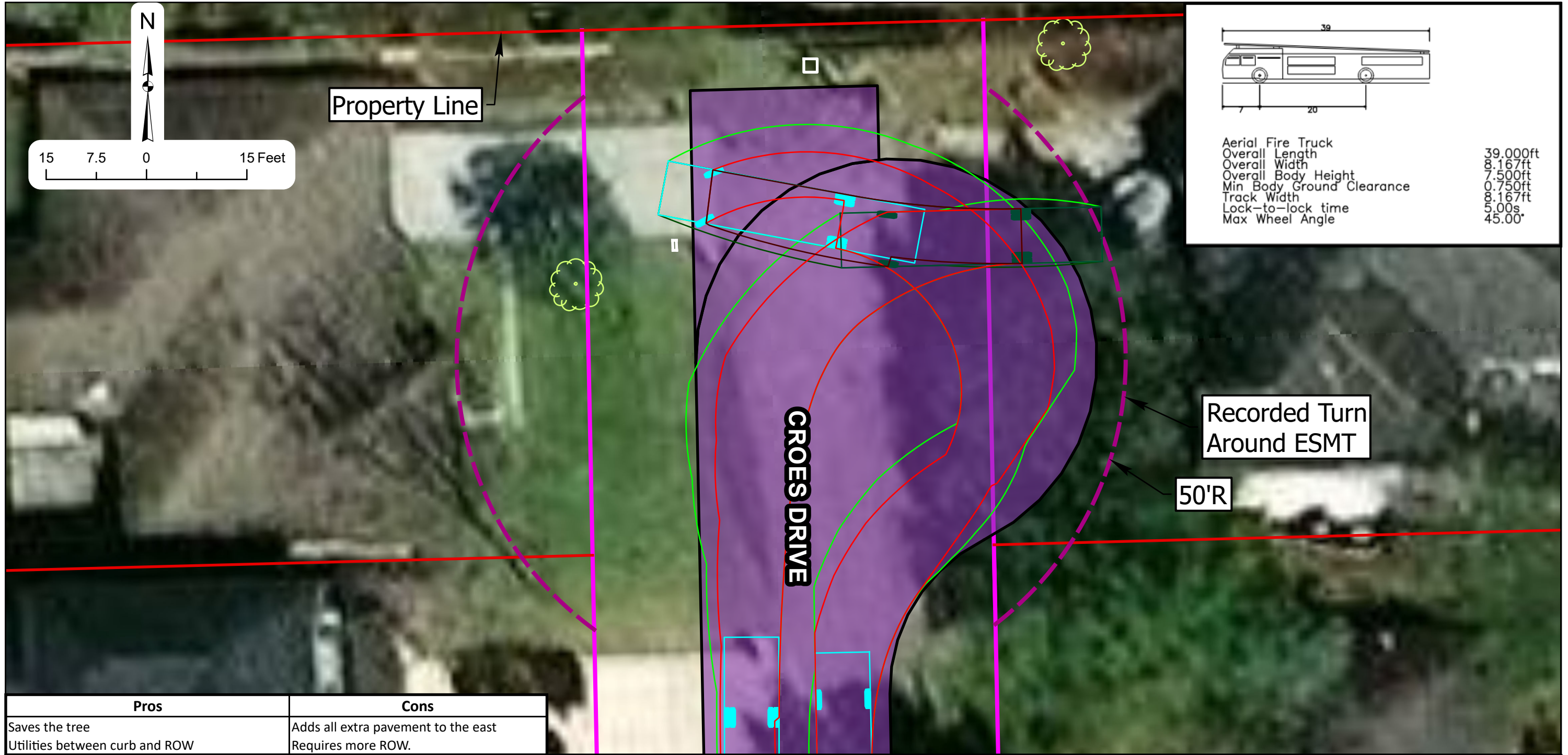
No Road Radius  
City of Spring Valley Village

Dead end street with no cul-de-sac.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit E			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	none	50 ft*

\* Temporary Turn around Esmt





Pros	Cons
Saves the tree Utilities between curb and ROW	Adds all extra pavement to the east Requires more ROW.

## Croes Drive Reconstruction North Cul-de-sac

30' Road Radius  
City of Spring Valley Village

30' radius for cul-de-sac shifted east.  
Proposed roadway is 28' from back of curb to back of curb.

Exhibit F			
Street	Existing Road Width	Proposed Cul-de-sac Radius	Cul-de-sac ROW
Croes Drive (N)	20 ft	30 ft	50 ft*

\* Temporary Turn around Esmt





## Spring Valley Village City Council Agenda Item Data Sheet

<b>MEETING DATE:</b>	December 16, 2025
<b>SUBMITTING STAFF:</b>	Jasmin Torres, City Secretary
<b>SUBJECT:</b>	<b>CONSIDERATION AND POSSIBLE ACTION</b> <b>CONCERNING:</b> Approval of the City Council Meeting Dates for Calendar Year 2026.

<b>BACKGROUND:</b>	<p>Each year, the City Council approves a meeting calendar for the upcoming year. According to the <i>Code of Ordinances, Article 1.700 Rule of Procedure for the Conduct of City Council Meetings, §1.701 – Regular Meetings</i>, Council meetings are to be held on a Tuesday. Our current practice is to hold City Council meetings on the 4<sup>th</sup> Tuesday of each month. A meeting may be called, canceled, or changed at any time, in accordance with city ordinances and the Texas Open Meetings Act. No meetings are scheduled for July, but may be added if needed.</p> <p>Occasionally, conflicts may arise that require rescheduling a meeting. The only conflicts next year are with the November and December meetings falling the same week as Thanksgiving and Christmas. Both meetings have been moved to the 3<sup>rd</sup> Tuesday of the month instead of the 4<sup>th</sup> Tuesday under the typical schedule.</p> <p>The proposed Council Meeting schedule for next year is as follows (all dates fall on a Tuesday):</p> <ul style="list-style-type: none"> <li>• January 27</li> <li>• February 24</li> <li>• March 24</li> <li>• April 28</li> <li>• May 26 - Tuesday after Memorial Day holiday</li> <li>• June 23 - Budget Workshop prior to the Regular Meeting</li> <li>• August 4 - Special Meeting on the proposed Tax Rate</li> <li>• August 25</li> </ul>
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- September 22 - Budget and Tax Rate Adoption
- October 27
- November 17 - 3rd Tuesday of the month
- December 15 - 3rd Tuesday of the month

**ATTACHMENTS:** 2026 City Council Meeting Dates

**FUNDING:**

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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**RECOMMENDATION:** Staff recommends approval of the proposed City Council meeting schedule for 2026.



**SPRING VALLEY**  
V I L L A G E

# 2026 CITY COUNCIL MEETING DATES

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January 27	Regular Council Meeting – 6:00 pm
February 24	Regular Council Meeting – 6:00 pm
March 24	Regular Council Meeting – 6:00 pm
April 28	Regular Council Meeting – 6:00 pm
May 26	Annual Capital Projects Workshop – 5:00 pm Regular Council Meeting – 6:00 pm
June 23	FY 2027 Budget Policy Assumption Workshop – 5:00 pm Regular Council Meeting – 6:00 pm
July 28	No Meeting Scheduled
August 4	Special Council Meeting To Propose A Tax Rate For FY 2027. [Possible Budget/CIP Workshop, if needed] <b>(NOTE: The Special Meeting will begin at 6:00 pm)</b>
August 25	FY 2027 Budget Workshop – 5:00 pm Regular Council Meeting – 6:00 pm
September 22	Regular Council Meeting – 6:00 pm <b>***ATTENDANCE IS IMPERATIVE*** related to the adoption of budget and tax rate</b>
October 27	Regular Council Meeting – 6:00 pm
November 27	Regular Council Meeting – 6:00 pm
December 22	Regular Council Meeting – 6:00 pm