



## CITY OF BUNKER HILL VILLAGE

**NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, MARCH 18, 2025, AT 5:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS AT 11977 MEMORIAL DRIVE, HOUSTON, TEXAS, FOR THE PURPOSE OF DISCUSSION, AND IF DEEMED ADVISABLE BY THE CITY COUNCIL, ACTION ON THE FOLLOWING:**

*“The Mayor, City Council and Staff of Bunker Hill Village are committed to governing with integrity and fiscal responsibility. We are dedicated to creating a sense of community, ensuring the safety and well-being of our citizens, and preserving our unique character and quality of life so that we can pass on a greater and more beautiful city to future generations.”*

**This meeting agenda, and the agenda packet, are posted online at [www.bunkerhilltx.gov](http://www.bunkerhilltx.gov)**

### **NOTICE OF MEETING BY TELEPHONE AND VIDEO CONFERENCE:**

In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Councilmembers 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.

#### **Join Zoom Meeting**

<https://us06web.zoom.us/j/89656883739?pwd=U6JuTbFv5wUZIbidAhdd5WP8biI8kq.1>

**Meeting ID:** 896 5688 3739

**Passcode:** 986113

**Dial by your location:** +1 346 248 7799 US (Houston)

The public will be permitted to offer public comments by video conference as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. CITIZENS' COMMENTS**

This is an opportunity for citizens to speak to council relating to agenda and non-agenda items. Comments are limited to three minutes. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer comments until such time the item is discussed. Speakers are required to address council at the microphone and give their name and address prior to voicing their concerns.

Note: To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. Items that cannot be referred to the city staff for action may be placed on the agenda of a future City Council meeting.

**IV. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT**

- A. Update on Activities
- B. Submission of Racial Profiling Report

**V. VILLAGE FIRE DEPARTMENT REPORT**

- A. Update on Activities

**VI. MAYOR'S REPORT**

- A. Proclamations
  - A Proclamation Naming the Month of April, "Child Abuse Prevention Month"
  - A Proclamation Naming April 13-19, 2025, "National Public Safety Telecommunicators Week"
- B. Report on Activities and Upcoming Events
  - Mayors' Meetings
  - Legislation
  - Teen Leadership Summit

**VII. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities and Upcoming Events
  - Planning and Zoning Commission Meeting
  - Public Safety Committee Meeting
- B. Public Works Director Report
  - Development Report
  - CIP Project Update
- C. Finance Director Report
  - Presentation on Fiscal Year 2024 Preliminary, Unaudited Financial Year-End Results and Capital Improvement Projects
  - Annual Audit
  - Investments and Opportunities

**VIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS ADOPTING AMENDMENT NOS. 15 TO 17 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FOR FISCAL YEAR 2024; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT– *Susan Engels, Finance Director***

- IX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS ADOPTING AMENDMENT NO. 4 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FOR FISCAL YEAR 2025; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT– *Susan Engels, Finance Director***
- X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR MAYOR AND COUNCILMEMBER POSITIONS 4 AND 5 ELECTED; PROVIDING THAT THE MAY 3, 2025, GENERAL MUNICIPAL OFFICERS ELECTION SHALL NOT BE HELD; CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH – *Gerardo Barrera, City Administrator***
- XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A ONE-MONTH CONTRACT EXTENSION WITH YARDWORKS, INC. FOR LANDSCAPE SERVICES INCLUDING RIGHT-OF-WAY MAINTENANCE, ESPLANADES, CITY HALL, AND MEMORIAL VILLAGES POLICE DEPARTMENT FOR THE TIME PERIOD OF APRIL 1, 2025 THROUGH APRIL 30, 2025 – *Gerardo Barrera, City Administrator***
- XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND HAYDEN PAVEMENT IN THE AMOUNT OF \$1,992,198.56 FOR ROAD IMPROVEMENTS ON BUNKER HILL RD. AND TAYLORCREST RD. PER CAPITAL IMPROVEMENT PLAN – *Elvin Hernandez, Public Works Director***
- XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND LLOYD, SMITHA & ASSOCIATES IN THE AMOUNT OF \$75,000.00 FOR CONSTRUCTION MANAGEMENT SERVICES FOR BUNKER HILL RD. AND TAYLORCREST RD. – *Elvin Hernandez, Public Works Director***
- XIV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND IDS ENGINEERING GROUP IN THE AMOUNT OF \$89,253.00 FOR WATER TANK AND WELL INSPECTION SERVICES – *Elvin Hernandez, Public Works Director***
- XV. CONSIDERATION AND POSSIBLE ACTION TO RATIFY PAYMENTS THAT EXCEED \$50,000:**
- A. City of Houston water bill dated February 21, 2025, in the amount of \$67,063.35 for February 2025 water purchase.
  - B. Core & Main, invoice no. W365277 in the amount of \$50,000.00 for AMI Gateway Tower installation for the water meter replacement project completed in January 2025.
  - C. Ram Rod Utilities, monthly estimate no. 4 in the amount of \$121,297.50 for the Bunker Hill Rd. and Greenbay sanitary sewer replacement project completed through January 2025.
  - D. Ram Rod Utilities, monthly estimate no. 5 in the amount of \$113,883.75 for the Bunker Hill Rd. and Greenbay sanitary sewer replacement project completed through February 2025.

**XVI. CONSENT AGENDA**

**“ALL MATTERS LISTED UNDER CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.”**

- A. Minutes of the February 11, 2025, Special City Council Meeting.
- B. January 2025 Financials.
- C. February 2025 Financials.
- D. Check Register dated February 1, 2025 to March 11, 2025.
- E. Core & Main, invoice no. 3201101 in the amount of \$4,102.50 for Neptune 360 Software for the Water Meter Replacement Project.
- F. Core & Main, invoice no. W372045 in the amount of \$5,370.00 for annual maintenance of AMI equipment installed for the Water Meter Replacement Project.
- G. Langford Engineering, invoice no. 28527 in the amount of \$210.00 for general engineering services completed through January 2025.
- H. Langford Engineering, invoice no. 28528 in the amount of \$3,280.45 for construction phase engineering services completed through January 2025 for the Bunker Hill Rd. and Greenbay Sanitary Sewer Rehab Project.
- I. Langford Engineering, invoice no. 28530 in the amount of \$4,032.43 for engineering services completed through January 2025 for the Waterline Replacement Project on Mayerling Dr.
- J. Langford Engineering, invoice no. 28596 in the amount of \$2,741.84 for engineering services completed through February 2025 for the Waterline Replacement Project on Mayerling Dr.
- K. Langford Engineering, invoice no. 28597 in the amount of \$5,419.99 for engineering services completed through February 2025 for the Bunker Hill Rd. and Greenbay Sanitary Sewer Rehab Project.
- L. Memorial Villages Water Authority, invoice no. 009-24-25 in the amount of \$34,711.67 for January 2025 wastewater treatment.
- M. Memorial Villages Water Authority, invoice no. 010-24-25 in the amount of \$32,731.22 for February 2025 wastewater treatment.
- N. Neil Technical Services, invoice no. 132263 in the amount of \$760.00 for water meter tower electrical work completed in January 2025 for the Water Meter Replacement Project.
- O. Probstfeld & Associates, invoice no. 71014 in the amount of \$92.50 for drainage plan review services completed in November 2024.
- P. Probstfeld & Associates, invoice no. 71015 in the amount of \$355.00 for drainage plan review services completed in January 2025.
- Q. Probstfeld & Associates, invoice no. 71016 in the amount of \$355.00 for drainage plan review services completed in January 2025.
- R. Probstfeld & Associates, invoice no. 71017 in the amount of \$272.50 for drainage plan review services completed in January 2025.
- S. Probstfeld & Associates, invoice no. 71019 in the amount of \$92.50 for drainage plan review services completed in January 2025.
- T. Tetra Tech, invoice no. 52376381 in the amount of \$3,057.04 for drainage plan review services completed January 2025.
- U. Tetra Tech, invoice no. 52389275 in the amount of \$6,128.24 for drainage plan review services completed February 2025.
- V. Tetra Tech, invoice no. 52389651 in the amount of \$2,000.00 for design of asphalt mill and overlay improvements on Bunker Hill Rd. and Taylorcrest Rd. rendered through February 2025.

**XVII. EXECUTIVE SESSION**

**PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE, THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION TO CONSULT WITH THE CITY ATTORNEY REGARDING PENDING OR CONTEMPLATED LITIGATION**

**XVIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND MEMORIAL VILLAGES WATER AUTHORITY – *Gerardo Barrera, City Administrator***

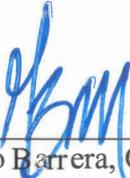
**XIX. CONSIDERATION AND POSSIBLE ACTION TO ACCEPT THE RESIGNATION OF ROBERT LORD FROM THE POSITION OF MAYOR OF THE BUNKER HILL VILLAGE CITY COUNCIL – *Gerardo Barrera, City Administrator***

**XX. CONSIDERATION AND POSSIBLE ACTION TO APPOINT AN INDIVIDUAL TO THE POSITION OF MAYOR OF THE BUNKER HILL VILLAGE CITY COUNCIL TO COMPLETE THE TERM ENDING MAY 2025 – *Gerardo Barrera, City Administrator***

**XXI. ADJOURN**

**I, Gerardo Barrera, City Administrator/ Acting City Secretary of the City of Bunker Hill Village certify that the above notice of meeting was posted in a place convenient to the general public in compliance with Chapter 551, Texas Government Code, on March 14, 2025, by 12:00 p.m.**

(SEAL)

  
\_\_\_\_\_  
Gerardo Barrera, City Administrator/ Acting City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 713-467-9762 for further information.



**City of Bunker Hill Village  
City Council  
Agenda Request**

**Agenda Date:** March 18, 2025  
**Agenda Item:** IV  
**Subject:** Memorial Villages Police Department Report  
**Exhibits:** Chief's Monthly Report – February 2025  
VFD Assists  
2025 Burglary Map  
2025 Auto Burglary Map  
ALPR Hits & Recoveries Map  
ALPR Recoveries List  
February ALPR Report  
2025 Total Incidents to Date  
Officer Committed Time Report to Date  
  
2024 Profiling Report  
**Funding:** N/A  
**Presenter(s):** Chief Schultz

**Executive Summary**

The Memorial Villages Police Department Report will include the following items:

- A. Update on activities
- B. Submission of Racial Profiling Report

**Recommended Action**

Staff recommends City Council receive the February 2025 Monthly Report and the Racial Profiling Report.



**Memorial Villages Police Department**  
**11981 Memorial Drive**  
**Houston, Texas 77024**  
**Tel. (713) 365-3701**

*Raymond Schultz*  
*Chief of Police*

March 10, 2025

TO: MVPD Police Commissioners  
 FROM: R. Schultz, Chief of Police  
 REF: February 2025 Monthly Report

During the month of February, MVPD responded/handled a total of 4,200 calls/incidents. 2,510 House Watch checks were conducted. 716 traffic stops were initiated with 747 citations being issued for 1232 violations. (Note: 35 Assists in Hedwig, 127 in Houston, 6 in Spring Valley and 0 in Hillshire)

*Calls/Events by Village were:*

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1276/2532	813/1696	1	204/167/371	8@3:16
Piney Point:	1058/2583	627/1749	2	236/168/404	5@4:26
Hunters Creek:	1628/3325	1068/2266	6	280/177/457	4@3:25
Cites/Warn/Total					17@3:38

*Type and frequency of calls for service/citations include:*

Call Type	#	Call Type	#	Citations	#
False Alarms:	124	Ord. Violations:	14	Speeding:	131
Animal Calls:	25	Information:	10	Exp. Registration	319
ALPR Hits:	22	Suspicious Situation	75	Ins	146
Assist Fire:	31	Loud Party	5	No License	104
Assist EMS:	24	Welfare Checks:	8	Stop Sign	39
Accidents:	9			Fake Plate	37

*This month the department generated a total of 65 police reports.  
 BH-18, PP-17, HC-30, HOU-0, HED-0, SV-0*

Crimes Against of Persons (2)

Robbery	(1)	Terroristic Threat (DV)	1
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Crimes Against Property (7)

Burglary of a Habitation	1	Burglary of a Building	1
Credit Card Fraud	3	Theft – Misdemeanor	2

Petty/Quality of Life Crimes/Events (56)

ALPR Hits (valid)	3	DWI	1
Accidents	9	Restraining order	1
Warrants	14	Misc	27
Trespassing	1		

Arrest Summary: Individuals Arrested (16)

Warrants	14	DWI	1
Class 3 Arrests	1		

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	986,758	6,744,765	14.6%
• Operating Expense:	241,664	1,192,201	20.2 %
• Total M&O Expenditures:	1,228,422	7,936,966	15.5%
• Capital Expenses:	7,348	170,000	4.3%
• Net Expenses:	1,235,770	8,106,966	15%

Follow-up on Previous Month Items/Requests from Commission

Personnel Changes/Issues/Updates

Officer Michelle Palomino was provided with a job offer for employment with the department which she accepted. Officer Palomino has 9 years of experience and comes from the Cyress Fairbanks ISDPD. She started with the MVPD on March 4, 2025.

Major/Significant Events

On 2/15/25 at 1200 Hours in the 8600 Block of Katy Freeway. While on routine patrol MVPD officers observed 2 dump trucks illegally dumping construction debris on private property at the old Los Alamedas site. Officers stopped to investigate the trucks, when a third dump truck arrived. The driver of that dump truck was found to have an outstanding arrest warrant and was arrested, and his dump truck was towed. Through investigation officers determined loads of dirt were being dumped illegally by a company working at the Town and Country Shopping Center. The DA's office was contacted and accepted charges on the drivers.

On 2/24/25 at 1530 hours an area contractor was followed from a bank located at Echo and I-10 and followed to a job site on Gentilly Lane where two suspects attempted to rob him. The victim fought off the suspects who ran from the area before fleeing in a White KIA sedan. MVPD detectives located the suspect vehicle on the ALPR system and are following up on the case.

Status Update on Major Projects

Two vehicles being replaced this year were stripped of equipment and sold at auction for \$21,850. The old equipment is being placed in the replacement vehicles by the upfitter.

Community Projects

On 2/2/25 MVPD hosted the Annual Ferrari Club of Texas Ground Hog Day morning coffee and road rally event at the station. Over 40 cars gathered at 8 am for an impromptu car show and gathering.

MVPD hosted a National RAD instructor training class at Chapelwood Presbyterian Church. Over 30 attendees from across the region attended.

On 2/28/25 MVPD staff assisted the Houston Trail ride as it passed through the area and stopped at the Chinese Baptist Church on Brogden Road.

V-LINC new registrations in February +21

- BH – 1739(+6)
- PP – 1227 (+10)
- HC – 1729 (+5)
- Out of Area – 638(+0)

# MVPD – VFD Monthly Response Times Report

February 2025

## 911/Emergency Designated Calls - EMS and Fire

Total	6@3:11
Bunker Hill	3@3:13
Piney Point	3@3:08
Hunters Creek	0@0

## EMS Only

Total	5@3:01
Bunker Hill	3@3:13
Piney Point	2@2:43
Hunters Creek	0@0

## Fire Only

Total	1@3:59
Bunker Hill	0@0:00
Piney Point	1@3:59
Hunters Creek	0@0:00

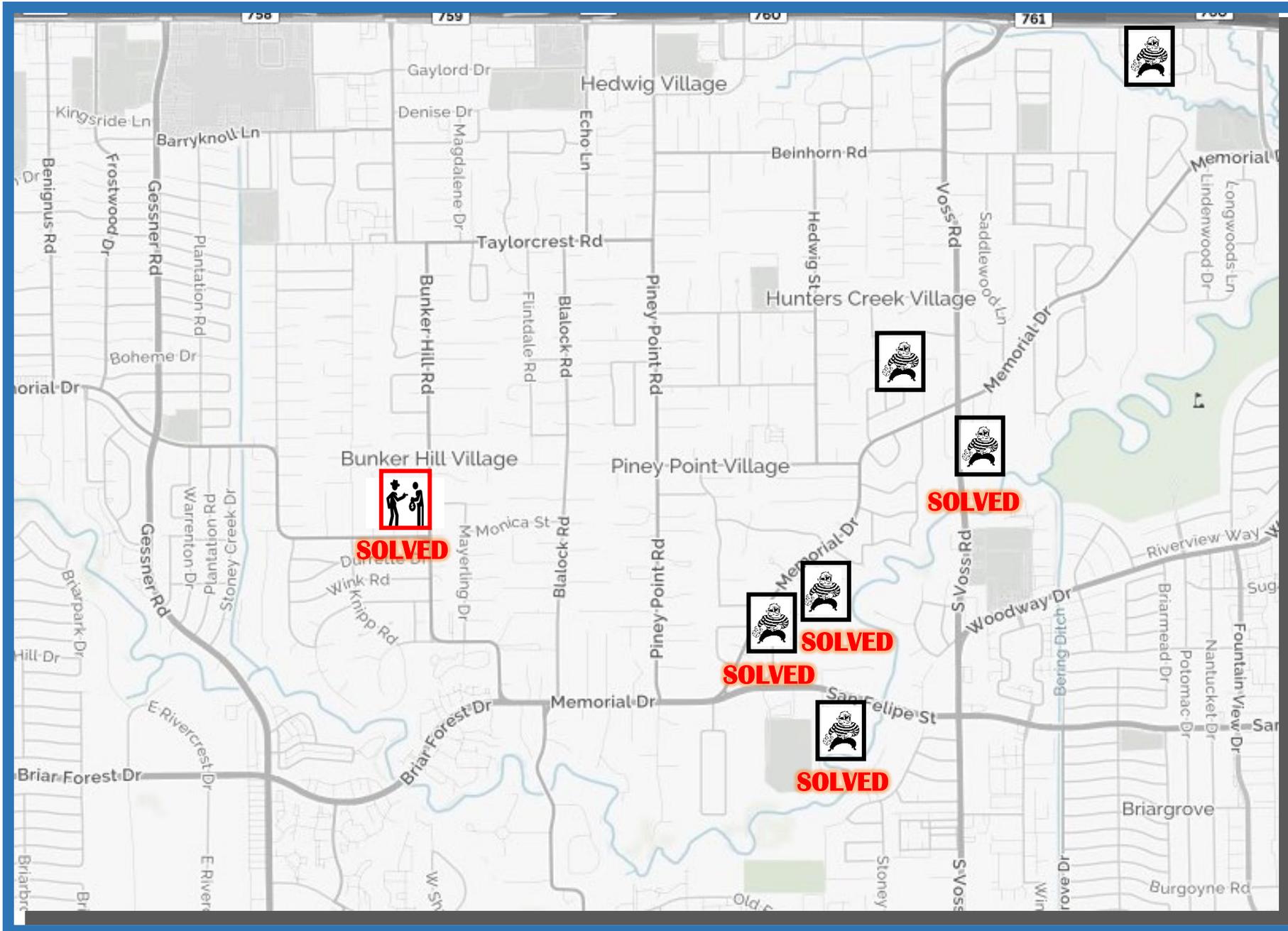
## Radio Calls – Fire Assist

Total	27@4:14
Bunker Hill	5@1:27
Piney Point	5@3:19
Hunters Creek	17@5:55*

## Radio Calls – EMS Assist

Total	3@4:21
Bunker Hill	0@0
Piney Point	2@5:16
Hunters Creek	1@2:32

\* Officer failed to log being on scene



## 2025 Burglary Map

Address	Alarm	POE
11014 Wickwood	N	Rear Window
11119 Meadowick	N	Rear Window
22 Farnham Park	Y	Crtyd Window
628 Voss Road	N	Rear Door
8525 Katy FWY	Y	Side Window
10906 Timberglen	Y	Rear Door

## 2025 Robberies

Address	MO
300 Gentilly Pl	Jugging

 Daytime Burglary

 Nighttime Burglary

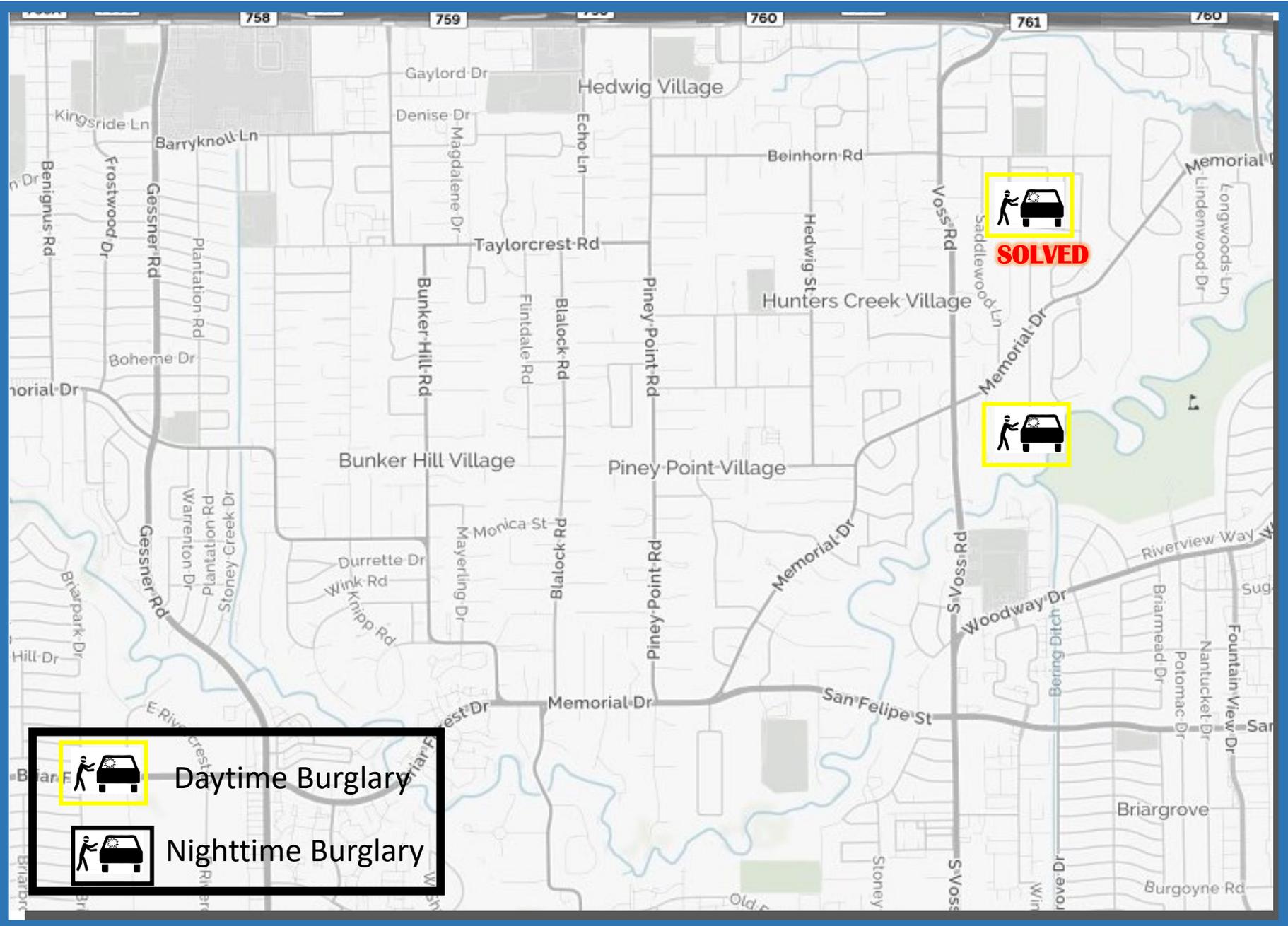
 Robbery

 2/28/25



# 2025 Auto Burglary Map

Address	POE
533 Dana Lane	UNL
347 Hunters Trail	UNL



Contractor

Lock/Win Punch

\* Jugging



Blue Entry = Actual Location Unknown

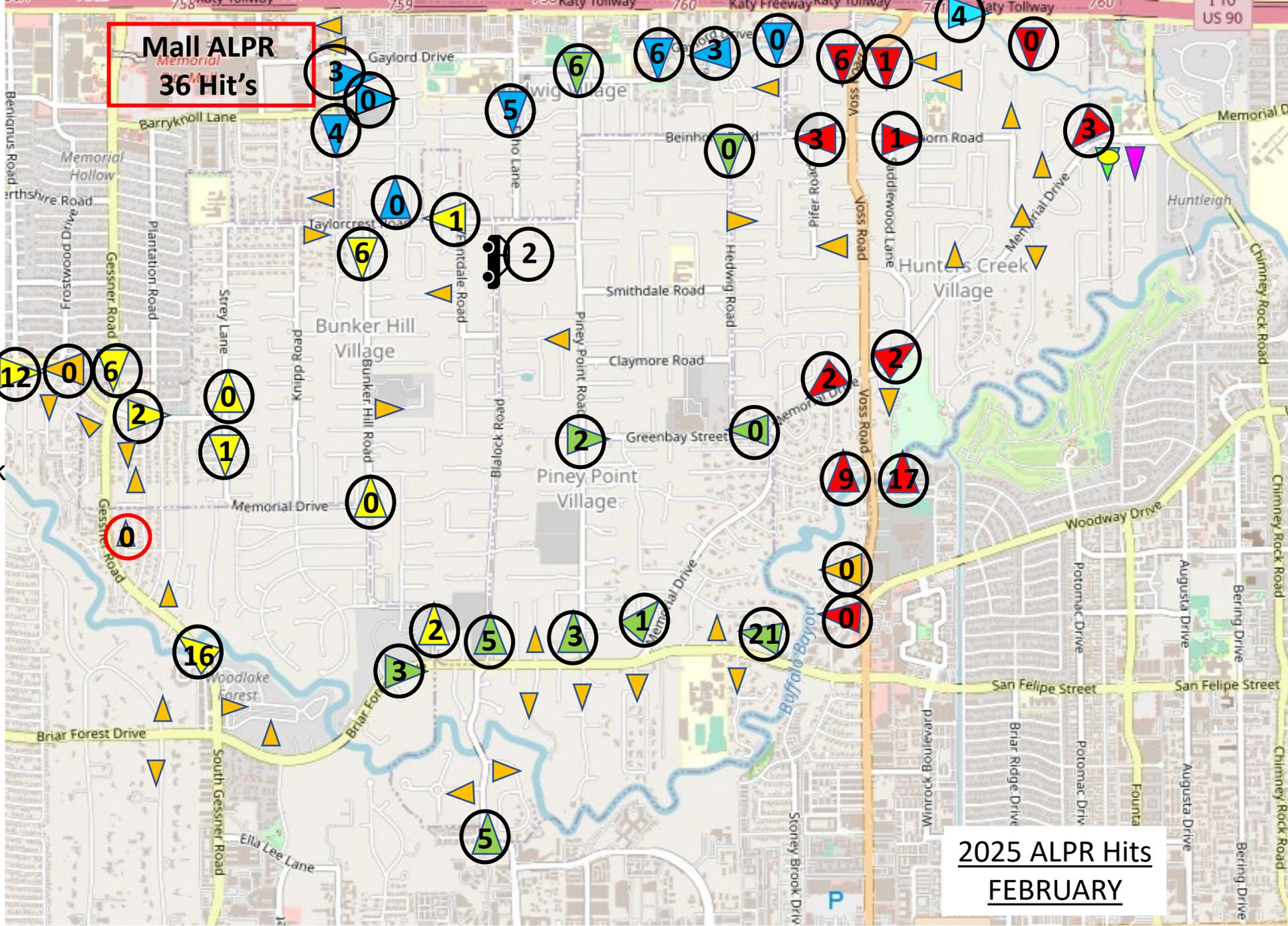
6 SOLVED

2/28/25

**Mall ALPR**  
**36 Hit's**

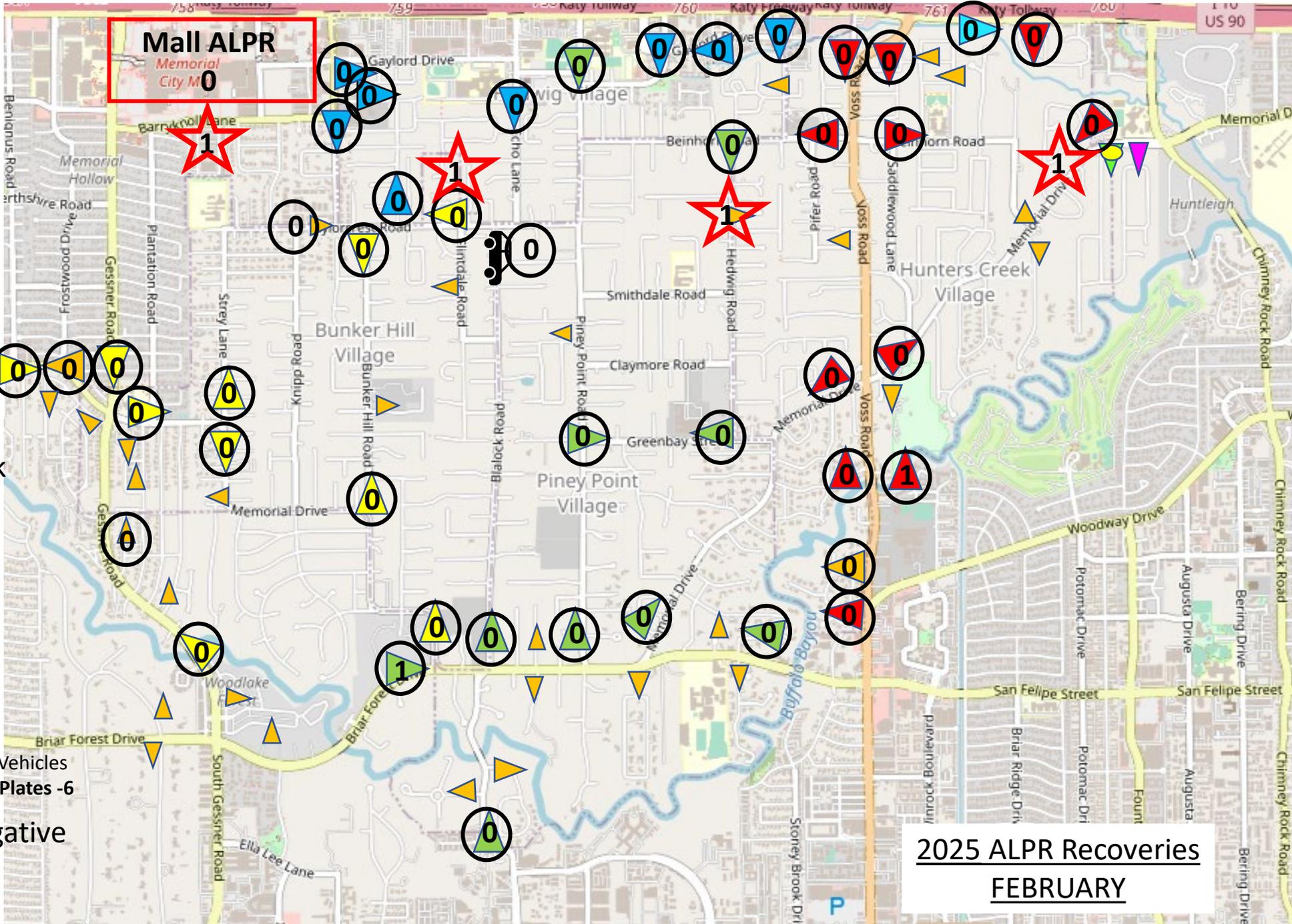
- Hedwig  (21)
- Bunker Hill 
- Piney Point 
- Hunters Creek 
- Frequent Mobile Locations 
- 137** Total Hits 

- Lindenwood HOA 
- Longwoods HOA 
- US Coins 
- HOA Systems-34 



**2025 ALPR Hits**  
**FEBRUARY**

2/28/25 



Hedwig



Bunker Hill



Piney Point



Hunters Creek



Frequent Mobile Locations



2 Recovered Vehicles  
Recovered Plates -6

4 Investigative Leads

Lindenwood HOA



Longwoods HOA



US Coins



HOA Systems



Recovered



6

2/28/25



2025 ALPR Recoveries  
FEBRUARY





# February 2025 ALPR REPORT



Total Plate Reads, Incl's multiple reads of same plate  
Number of Unique Plates Read – Total without repeats  
Number of Hits/Alerts - All 14 possible categories  
Number of Hits/Alerts of the 6 monitored categories  
Number of Sex Offender Hits (not monitored live)  
Summary Report  
Total Hits-Reads/total vehicles passed by each camera

# 2025 ALPR Data Report

## Total Reads 4,144,599

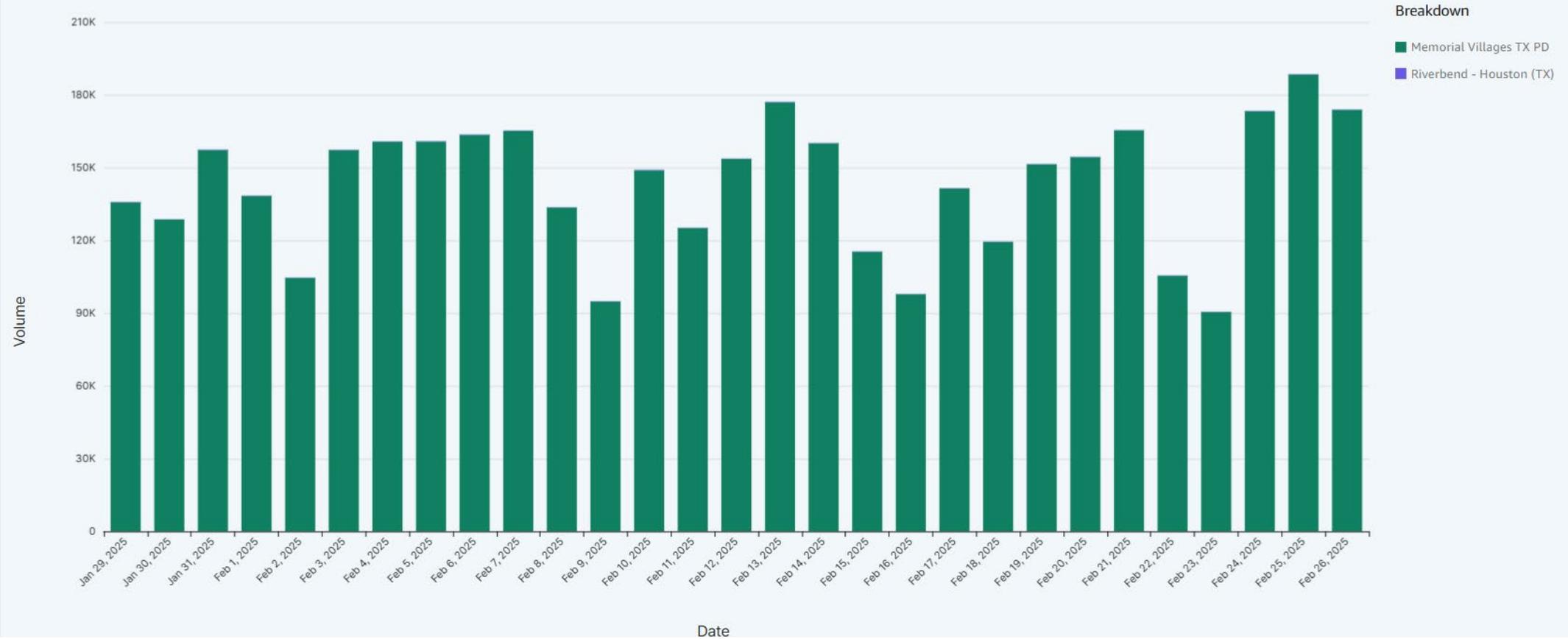
Total Vehicle Volume

4,144,599

Total Unique Vehicle Volume

1,923,520

Total Vehicle Volume



# Unique Reads – 1,923,520

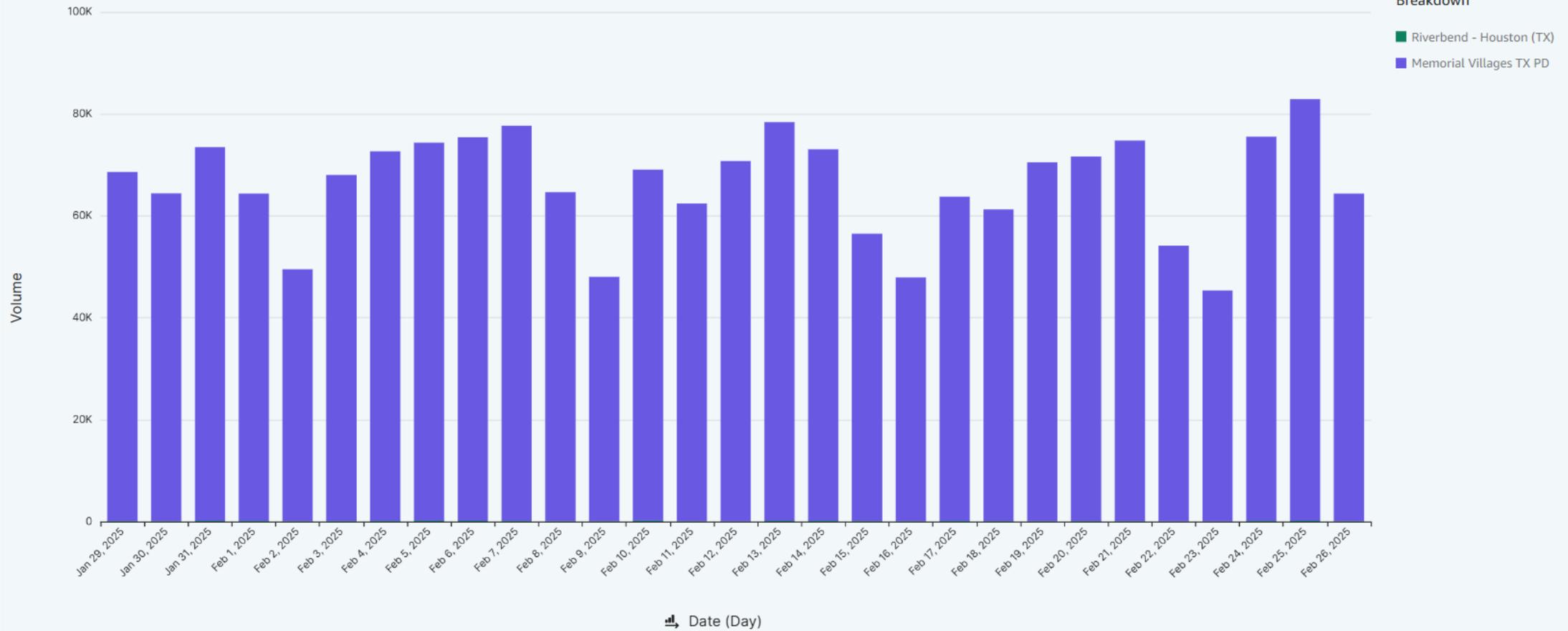
Total Vehicle Volume

4,144,599

Total Unique Vehicle Volume

1,923,520

Unique Vehicle Volume



# All Categories – All Hotlists

## Controls

Date Range ⓘ

2025/02/01 – 2025/02/28

Timeframe ⓘ

Day ▼

Cameras ⓘ

All ▼

Networks ⓘ

All ▼

Category ⓘ

All ▼

Alert Sources ⓘ

All ▼

Hot List Reason ⓘ

All ▼

Show Hits By ⓘ

Source Type ▼

Visual Type ⓘ

Bar Chart ▼

Total Hotlist Alerts

843

Official Hotlist Alerts

170

Your Custom Hotlist Alerts

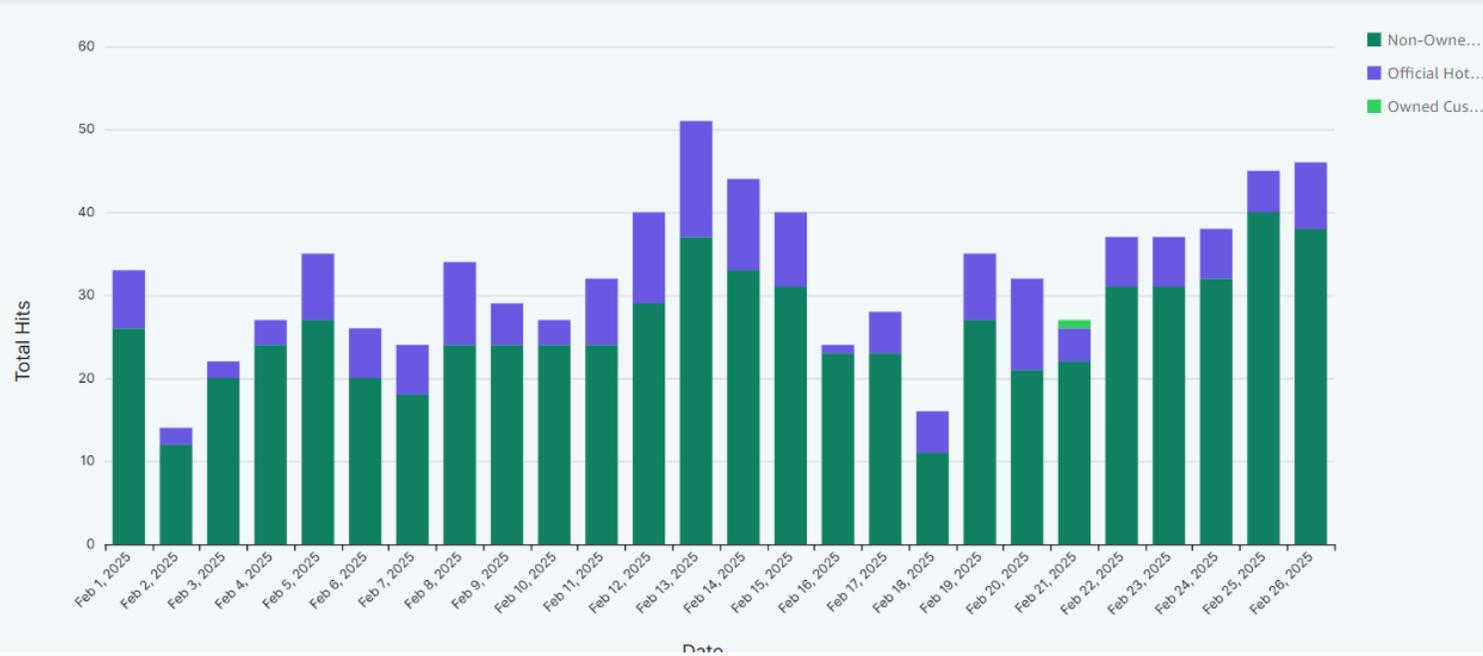
1

Other Custom Hotlist Alerts on  
Your Networks

672

Total Alerts by Topic

Topic	Alerts
Non Owned Custom Hotlist Alert	672
Stolen Plate	48
Stolen Vehicle	46
Protection Order	32
Sex Offender	27
Gang or Suspected Terrorist	10
Warrants	6
Custom Hotlist Alert	1
Missing Person	1



# Top 6 Categories

Date Range  - 
 Timeframe 
 Cameras 
 Networks

Category 
 Alert Sources 
 Hot List Reason 
 Show Hits By 
 Visual Type

Total Hotlist Alerts

138

Official Hotlist Alerts

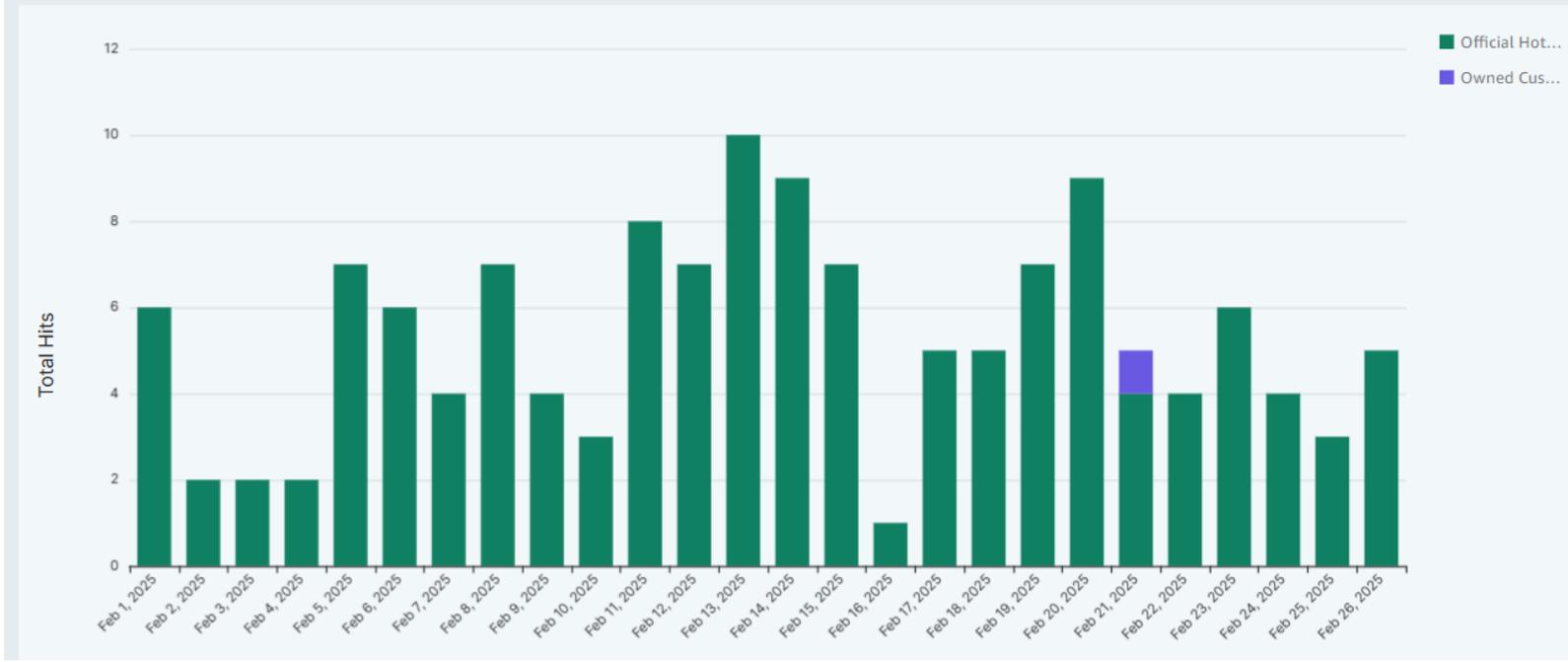
137

Your Custom Hotlist Alerts

1

Other Custom Hotlist Alerts on Your Networks

No data



Total Alerts by Topic

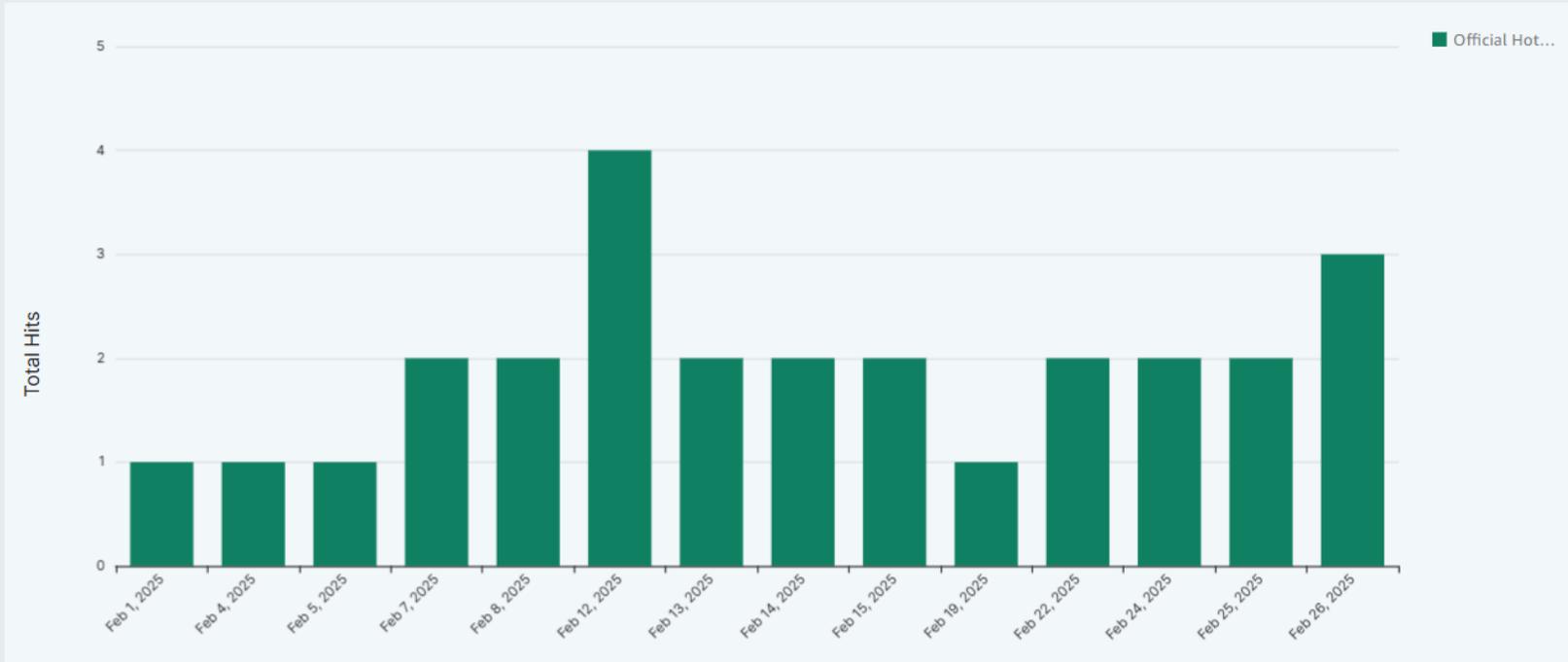
Topic	Alerts
Stolen Plate	48
Stolen Vehicle	46
Protection Order	32
Gang or Suspected Terrorist	10
Custom Hotlist Alert	1
Missing Person	1

# Sex Offenders

Date Range <sup>ⓘ</sup>  - 
 Timeframe <sup>ⓘ</sup> 
 Cameras <sup>ⓘ</sup> 
 Networks <sup>ⓘ</sup>

Category <sup>ⓘ</sup> 
 Alert Sources <sup>ⓘ</sup> 
 Hot List Reason <sup>ⓘ</sup> 
 Show Hits By <sup>ⓘ</sup> 
 Visual Type <sup>ⓘ</sup>

Total Hotlist Alerts <b>27</b>	Official Hotlist Alerts <b>27</b>	Your Custom Hotlist Alerts <b>No data</b>	Other Custom Hotlist Alerts on Your Networks <b>No data</b>	<b>Total Alerts by Topic</b> <table border="1"> <thead> <tr> <th>Topic</th> <th>Alerts</th> </tr> </thead> <tbody> <tr> <td>Sex Offender</td> <td>27</td> </tr> </tbody> </table>	Topic	Alerts	Sex Offender	27
Topic	Alerts							
Sex Offender	27							



# Summary Report

## Insights Dashboard

### Vehicle Reads

4029209

[View Details](#)

### Searches

Number of searches performed by users from your organizations

1,672

[View Details](#)

### Hot List Hits

909

[View Details](#)

### Device Sharing

Shared with  
Lewisville TX PD,  
Alexander AR PD,  
and 641 others

Access Levels  
Search  
Hotlist Tool Access

### Device Status

37 / 37

Devices Online

◀ Previous Device

Device Name	Battery	Latency
#01 Inbound, Riverview Way, EB	99%	14.40 s

Next Device ▶

#1 Gessner S/B at Frostwood

#2 Memorial E/B at Gessner

#3 NO ALPR - Future Location

#4 Memorial N/B at Briar Forrest

#5 Bunker Hill S/B at Taylorcrest

#6 Taylorcrest W/B at Flintdale

#7 Memorial E/B at Briar Forrest

#8 2200 S. Piney Point N/B

#9 N. Piney Point N/B at Memorial

#10 Memorial E/B at San Felipe

#11 Greenbay E/B Piney Point

#12 Piney Point S/B at Gaylord

#13 Gessner N/B at Bayou

#14 Beinhorn W/B at Pipher

#15 Hunters Creek Drive S/B at I-10

#16 Memorial W/B at Creekside

#17 Memorial W/B at Voss

#18 Memorial E/B at Voss

#19 S/B Voss at Old Voss Ln 1

#20 S/B Voss at Old Voss Ln 2

#21 N/B Voss at Magnolia Bend Ln 1

#22 N/B Voss at Magnolia Bend Ln 2

#23 W/B San Felipe at Buffalo Bayou

#24 N/B Blalock at Memorial

#25 N/B Bunker Hill at Memorial

#26 S/B Hedwig at Beinhorn

#27 Mobile Unit #181

#28 Mobile Speed Trailer/Station

#29 Riverbend Main Entrance

#30 Beinhorn E/B at Voss

#31 Memorial E/B at Tealwood (new)

#32 Greenbay W/B at Memorial

#33 Strey N/B at Memorial

Private Systems monitored by MVPD

US COINS - I-10 Frontage Road

Memorial Manor NA Lindenwood/Memorial

Greyton Lane NA

Calico NA

Windemere NA

Mott Lane

Kensington NA

Stillforest NA

Farnham Park

Riverbend NA

Pinewood NA

Hampton Court

Bridlewood West NA

N Kuhlman NA

Longwoods NA

Memorial City Mall – 22

Flintwood Drive



Yellow = Bunker Hill

Green = Piney Point

Red = Hunters Creek

Blue = MVPD Mobile

Purple = Privately Owned Systems

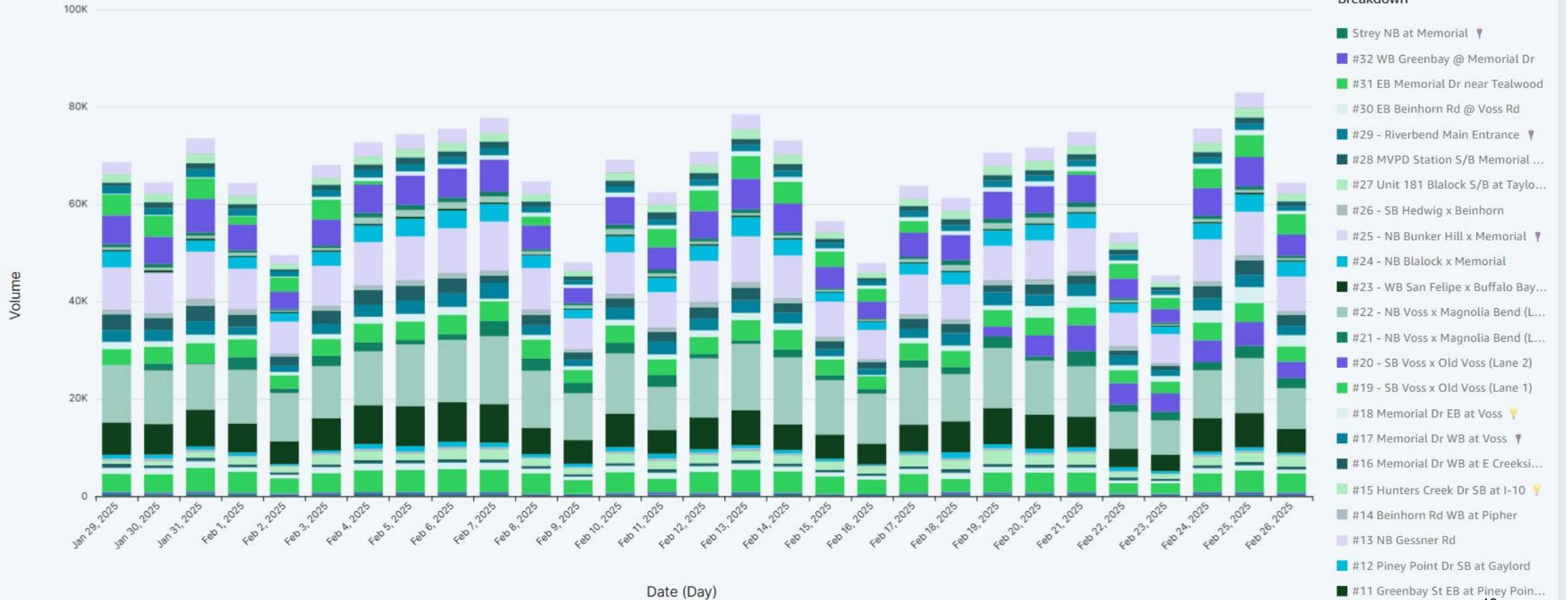
Total Vehicle Volume

4,144,599

Total Unique Vehicle Volume

1,923,520

Unique Vehicle Volume



Total 'Volume' by 'groupbysummary'

groupbysummary	Sum of Volume
#22 - NB Voss x Magnolia Bend (Lane 2)	316888
#13 NB Gessner Rd	231502
#23 - WB San Felipe x Buffalo Bayou	178748
#08 2200 S Piney Point Rd NB at City Limit	150585
#31 EB Memorial Dr near Tealwood	112471
#19 - SB Voss x Old Voss (Lane 1)	100542
#12 Piney Point Dr SB at Gaylord	78965
#01 Gessner SB at Frostwood Elementary	72883
#07 Memorial Dr EB at Briar Forest	68598
#16 Memorial Dr WB at E Creekside Dr	64383
#17 Memorial Dr WB at Voss	63553
#21 - NB Voss x Magnolia Bend (Lane 1)	48206
#27 Unit 181 Blalock S/B at Taylorcrest	46416
#02 Memorial Dr EB at Gessner	45190
#18 Memorial Dr EB at Voss	38869
#05 Bunkerhill Rd SB at Taylorcrest	36126
#20 - SB Voss x Old Voss (Lane 2)	32368
#04 Memorial Dr NB at Briar Forest	32365
#30 EB Beinhorn Rd @ Voss Rd	29325
#14 Beinhorn Rd WB at Pipher	26423
#24 - NB Blalock x Memorial	20872
#10 On Memorial Dr EB from San Felipe	20433
#06 Taylorcrest Rd WB at Flintdale	20213
#09 N Piney Point Rd at Memorial Dr	19481
#28 MVPD Station S/B Memorial Drive	15840
#26 - SB Hedwig x Beinhorn	12474
Strey NB at Memorial	10598
#32 WB Greenbay @ Memorial Dr	9889
#11 Greenbay St EB at Piney Point Rd	9263
#01 Inbound, Riverview Way, EB	3606
#29 - Riverbend Main Entrance	3273
#15 Hunters Creek Dr SB at I-10	2920
#25 - NB Bunker Hill x Memorial	252
<b>Grand Total</b>	<b>1923520</b>

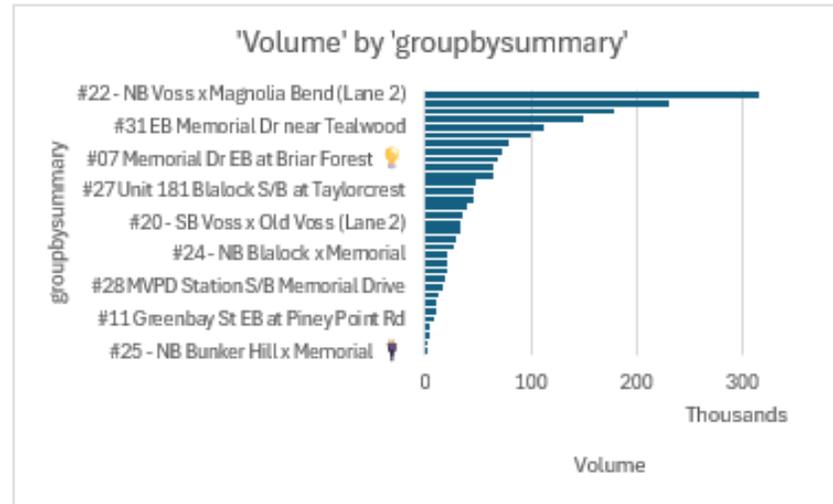


Plate Reads  
By Location

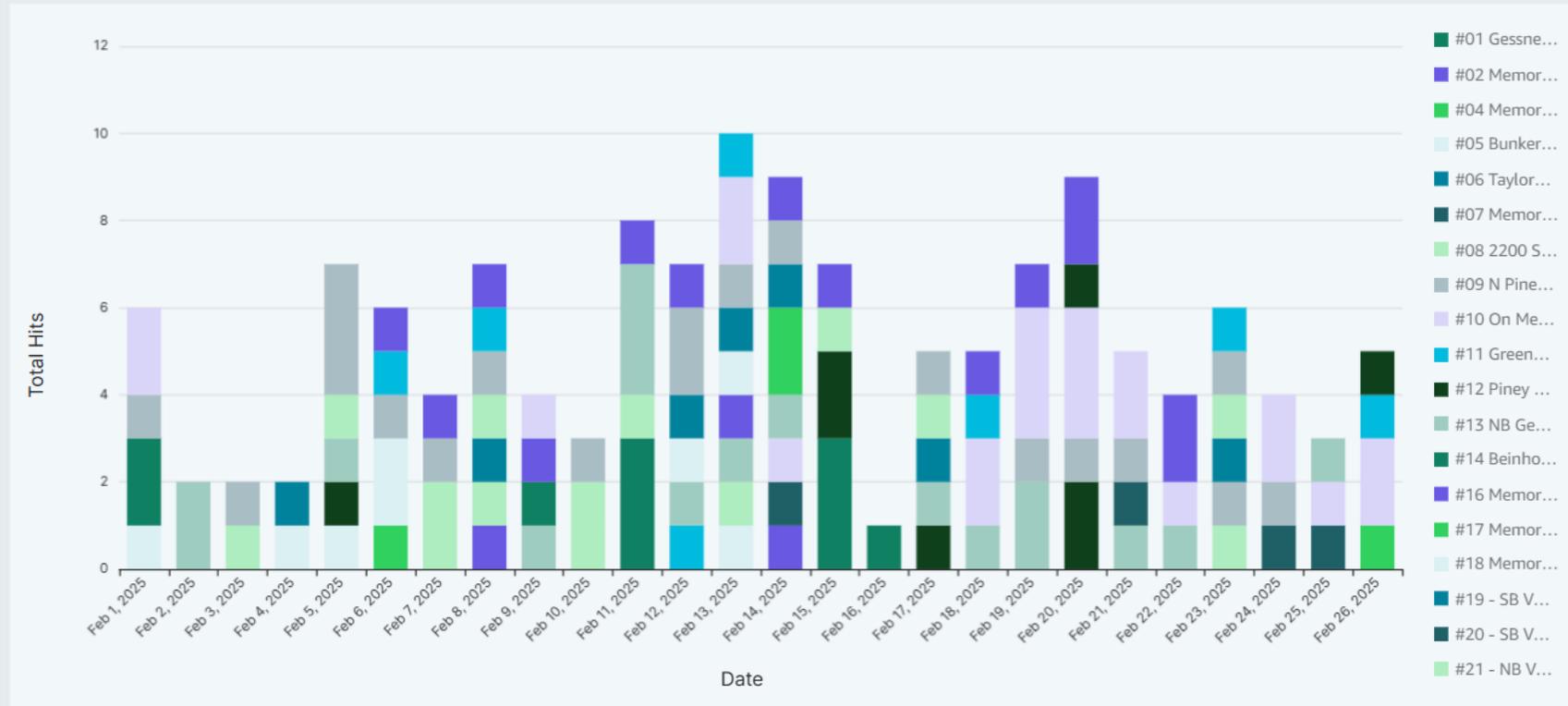
2025/02/01 - 2025/02/28 Day All All

Category All Alert Sources All Hot List Reason Custom Hotlist Alert, Gang or Suspected Terrorist, ... Show Hits By Camera Name Visual Type Bar Chart

Total Hotlist Alerts: 138  
 Official Hotlist Alerts: 137  
 Your Custom Hotlist Alerts: 1  
 Other Custom Hotlist Alerts on Your Networks: No data

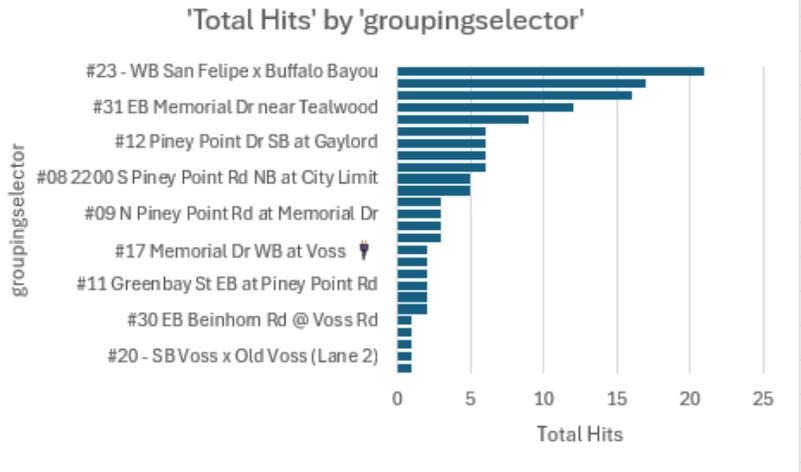
Total Alerts by Topic

Topic	Alerts
Stolen Plate	48
Stolen Vehicle	46
Protection Order	32
Gang or Suspected Terrorist	10
Custom Hotlist Alert	1
Missing Person	1



# Hits By Camera

groupingselector	Sum of Total Hits
#23 - WB San Felipe x Buffalo Bayou	21
#22 - NB Voss x Magnolia Bend (Lane 2)	17
#13 NB Gessner Rd	16
#31 EB Memorial Dr near Tealwood	12
#21 - NB Voss x Magnolia Bend (Lane 1)	9
#19 - SB Voss x Old Voss (Lane 1)	6
#12 Piney Point Dr SB at Gaylord	6
#05 Bunkerhill Rd SB at Taylorcrest	6
#01 Gessner SB at Frostwood Elementary	6
#08 2200 S Piney Point Rd NB at City Limit	5
#24 - NB Blalock x Memorial	5
#07 Memorial Dr EB at Briar Forest	3
#09 N Piney Point Rd at Memorial Dr	3
#16 Memorial Dr WB at E Creekside Dr	3
#14 Beinhorn Rd WB at Pipher	3
#17 Memorial Dr WB at Voss	2
#27 Unit 181 Blalock S/B at Taylorcrest	2
#18 Memorial Dr EB at Voss	2
#11 Greenbay St EB at Piney Point Rd	2
#04 Memorial Dr NB at Briar Forest	2
#02 Memorial Dr EB at Gessner	2
#30 EB Beinhorn Rd @ Voss Rd	1
#28 MVPD Station S/B Memorial Drive	1
#10 On Memorial Dr EB from San Felipe	1
#20 - SB Voss x Old Voss (Lane 2)	1
#06 Taylorcrest Rd WB at Flintdale	1
<b>Grand Total</b>	<b>138</b>



Total Reads – 4,144,599

Unique Reads – 1,923,520

Hits- 170

6 Top Hits – 137

Hotlist – 1

- Stolen Vehicle
- Stolen Plate
- Gang Member
- Missing
- Amber
- Priority Restraining Order

## 2025 Total Incidents

2025	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	1	12	41	54	7	4656	3203	1256	883	1525	1122	1697	1198
February	2	7	56	65	16	4200	2510	1276	813	1058	627	1628	1068
March													
April													
May													
June													
July													
August													
September													
October													
November													
December													
<b>Total</b>	<b>3</b>	<b>19</b>	<b>97</b>	<b>119</b>	<b>23</b>	<b>8856</b>	<b>5713</b>	<b>2532</b>	<b>1696</b>	<b>2583</b>	<b>1749</b>	<b>3325</b>	<b>2266</b>

2024 Totals	13	117	731	863	196
Difference					
% Change					

74417	55558	24548	19569	19598	14461	27723	21515

## 2025 Officer Committed Time to Service Report

Employee Name		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
ALSALMANI, ALI		21:43:09	35:27:56											5	104
BAKER, BRIAN C	*	0:00:00	0:00:00												
BALDWIN, BRIAN	*	13:28:18	8:14:01												
BIEHUNKO, JOHN		15:40:14	20:12:21											2	30
BOGGUS, LARRY	*	1:35:53	6:18:55												
BURLESON, Jason		14:32:02	19:35:41											7	20
BYRD, Rachied		24:40:42	15:36:41											1	28
CANALES, RALPH EDWARD		22:07:13	10:22:31											2	26
CERNY, BLAIR C.	*	14:55:06	15:00:00												
GONZALEZ, Jose		24:24:08	28:28:50											5	32
HARWOOD, NICHOLAS		16:57:08	10:48:24											1	24
JARVIS, RICHARD		21:10:56	21:08:48											5	25
JOHNSON, JOHN		23:42:56	19:58:30											2	36
JONES, ERIC	*	0:06:21	0:00:00												
KING, JEREMY		5:57:30	13:03:05												31
KUKOWSKI, Andy		27:54:59	30:25:51											5	71
MCELVANY, ROBERT		12:22:39	9:57:54											1	30
MILLARD, Shaneca		20:53:11	32:48:34											7	41
ORTEGA, Yesenia		22:55:16	17:40:40												25
OWENS, LANE	*	0:00:00	0:00:00												
PAVLOCK, JAMES ADAM		7:43:45	7:56:16											3	34
RODRIGUEZ, CHRISTOPHER	*	10:19:28	14:35:05												
RODRIGUEZ, JOSE		27:31:06	11:49:13											3	33
RODRIGUEZ, REGGIE		14:07:24	21:31:06											3	28
SCHULTZ, RAYMOND	*	0:00:00	3:10:17												
SILLIMAN, ERIC		8:34:26	16:17:47											2	51
SPRINKLE, MICHAEL		12:49:34	10:54:59											1	16
TAYLOR, CRAIG		9:23:28	0:00:00												
VALDEZ, JUAN		17:17:57	20:02:32												28
WHITE, TERRY		23:11:18	23:24:40											8	34
* = Admin													Total	65	747

Dispatch Committed Time		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
911 Phone Calls		200	206												
3700 Phone Calls		2279	2418												
DP General Phone Calls*		77:37:45	58:37:23												
Radio Transmissions		8293	9138												

\* This is the minimal time as all internal calls route through the 3700 number.



*Raymond Schultz*  
Chief of Police

January 16, 2025

TO: B. Hamilton, Chairman, MVPD Police Commission

FROM: R. Schultz, Chief

REF: 2024 Racial Profiling Data and Report

A review of the 2024 Racial Profiling Data and Report has been completed as per State of Texas legislative requirements, CCP Article 2.132. A copy of the report is attached and has been uploaded to the TCOLE web portal as required.

In 2024 the MVPD conducted 8,680 traffic stops. The race of the driver was NOT known in 99.8% at the time the traffic stop was conducted. Subsequently, the race of the driver was found to be.

- Alaska/Native American/Indian 1.89%
- Asian/Pacific Islander 6.09%
- Black 24.19%
- White 35.65%
- Hispanic/Latino 32.18%

The sex of the drivers was.

- Female 36.41%
- Male 63.58%

Moving violations issued.

- Alaska/Native American/Indian 2.20%
- Asian/Pacific Islander 6.54%
- Black 23.38%
- White 34.55%
- Hispanic/Latino 33.33%

Non-moving violation issued.

- Alaska/Native American/Indian 0.83%
- Asian/Pacific Islander 4.87%
- Black 26.34%
- White 39.58%
- Hispanic/Latino 28.38%

The data shows that a pattern of race-based traffic stops, arrests, searches or citations issued does not exist within the Memorial Villages Police Department.

Received: \_\_\_\_\_ Date: \_\_\_\_\_

Chairman

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

01.Total Traffic Stops			
			8,680
			<b>8,680</b>

02. Location of Stop			
CITY STREET	98.68%		8,565
COUNTY ROAD	0.09%		8
PRIVATE PROPERTY OR OTHER	0.03%		3
STATE HIGHWAY	0.01%		1
US HIGHWAY	1.19%		103
<b>Total</b>	<b>100.00%</b>		<b>8,680</b>

03. Was Race Known Prior to Stop?			
N	99.80%		8,663
Y	0.20%		17
<b>Total</b>	<b>100.00%</b>		<b>8,680</b>

04. Race or Ethnicity			
ALASKA NATIVE/AMERICAN INDIAN	1.89%		164
ASIAN/PACIFIC ISLANDER	6.09%		529
BLACK	24.19%		2,100
HISPANIC/LATINO	32.18%		2,793
WHITE	35.65%		3,094
<b>Total</b>	<b>100.00%</b>		<b>8,680</b>

05. Gender			
FEMALE	ALASKA NATIVE/AMERICAN INDIAN	1.27%	40
	ASIAN/PACIFIC ISLANDER	5.54%	175
	BLACK	27.71%	876

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

05. Gender			
FEMALE	HISPANIC/LATINO	27.33%	864
	WHITE	38.15%	1,206
		<b>100.00%</b>	<b>3,161</b>
MALE	ALASKA NATIVE/AMERICAN INDIAN	2.25%	124
	ASIAN/PACIFIC ISLANDER	6.41%	354
	BLACK	22.18%	1,224
	HISPANIC/LATINO	34.95%	1,929
	WHITE	34.21%	1,888
		<b>100.00%</b>	<b>5,519</b>
<b>Total</b>			<b>8,680</b>

06. Reason for Stop?			
MOVING TRAFFIC VIOLATION	ALASKA NATIVE/AMERICAN INDIAN	2.20%	143
	ASIAN/PACIFIC ISLANDER	6.54%	426
	BLACK	23.38%	1,522
	HISPANIC/LATINO	33.33%	2,170
	WHITE	34.55%	2,249
		<b>100.00%</b>	<b>6,510</b>
PRE EXISTING KNOWLEDGE	ASIAN/PACIFIC ISLANDER	2.70%	1
	BLACK	32.43%	12
	HISPANIC/LATINO	32.43%	12
	WHITE	32.43%	12
		<b>100.00%</b>	<b>37</b>
VEHICLE TRAFFIC VIOLATION	ALASKA NATIVE/AMERICAN INDIAN	0.83%	17
	ASIAN/PACIFIC ISLANDER	4.87%	100
	BLACK	26.34%	541

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

06. Reason for Stop?			
VEHICLE TRAFFIC VIOLATION	HISPANIC/LATINO	28.38%	583
	WHITE	39.58%	813
		<b>100.00%</b>	<b>2,054</b>
VIOLATION OF LAW	ALASKA NATIVE/AMERICAN INDIAN	5.06%	4
	ASIAN/PACIFIC ISLANDER	2.53%	2
	BLACK	31.65%	25
	HISPANIC/LATINO	35.44%	28
	WHITE	25.32%	20
		<b>100.00%</b>	<b>79</b>
<b>Total</b>			<b>8,680</b>
07. Was a Search Conducted?			
N	ALASKA NATIVE/AMERICAN INDIAN	1.91%	163
	ASIAN/PACIFIC ISLANDER	6.16%	526
	BLACK	23.76%	2,030
	HISPANIC/LATINO	32.16%	2,747
	WHITE	36.01%	3,076
		<b>100.00%</b>	<b>8,542</b>
Y	ALASKA NATIVE/AMERICAN INDIAN	0.72%	1
	ASIAN/PACIFIC ISLANDER	2.17%	3
	BLACK	50.72%	70
	HISPANIC/LATINO	33.33%	46
	WHITE	13.04%	18
		<b>100.00%</b>	<b>138</b>
<b>Total</b>			<b>8,680</b>

# Texas TCOLE SB1187 Racial Profiling Report (2024)

08. Reason for Search?			
CONSENT	ASIAN/PACIFIC ISLANDER	5.88%	1
	BLACK	41.18%	7
	HISPANIC/LATINO	47.06%	8
	WHITE	5.88%	1
		<b>100.00%</b>	<b>17</b>
CONTRABAND IN PLAIN VIEW	HISPANIC/LATINO	66.67%	2
	WHITE	33.33%	1
		<b>100.00%</b>	<b>3</b>
INCIDENT TO ARREST	ASIAN/PACIFIC ISLANDER	4.17%	1
	BLACK	54.17%	13
	HISPANIC/LATINO	20.83%	5
	WHITE	20.83%	5
		<b>100.00%</b>	<b>24</b>
INVENTORY	ALASKA NATIVE/AMERICAN INDIAN	2.17%	1
	BLACK	36.96%	17
	HISPANIC/LATINO	47.83%	22
	WHITE	13.04%	6
		<b>100.00%</b>	<b>46</b>
NO SEARCH	ALASKA NATIVE/AMERICAN INDIAN	1.91%	163
	ASIAN/PACIFIC ISLANDER	6.16%	526
	BLACK	23.76%	2,030
	HISPANIC/LATINO	32.16%	2,747
	WHITE	36.01%	3,076
		<b>100.00%</b>	<b>8,542</b>
PROBABLE CAUSE	ASIAN/PACIFIC ISLANDER	2.08%	1
	BLACK	68.75%	33
	HISPANIC/LATINO	18.75%	9

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

08. Reason for Search?			
PROBABLE CAUSE	WHITE	10.42%	5
		<b>100.00%</b>	<b>48</b>
<b>Total</b>			<b>8,680</b>

09. Was Contraband Discovered?			
N	ALASKA NATIVE/ AMERICAN INDIAN	0.96%	1
	ASIAN/ PACIFIC ISLANDER	1.92%	2
	BLACK	44.23%	46
	HISPANIC/ LATINO	38.46%	40
	WHITE	14.42%	15
		<b>100.00%</b>	<b>104</b>
Y	ASIAN/ PACIFIC ISLANDER	2.94%	1
	BLACK	70.59%	24
	HISPANIC/ LATINO	17.65%	6
	WHITE	8.82%	3
			<b>100.00%</b>
<b>Total</b>			<b>138</b>

10. Description of Contraband			
ALCOHOL	BLACK	100.00%	6
		<b>100.00%</b>	<b>6</b>
DRUGS	ASIAN/PACIFIC ISLANDER	4.00%	1

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

10. Description of Contraband			
DRUGS	BLACK	64.00%	16
	HISPANIC/LATINO	24.00%	6
	WHITE	8.00%	2
		<b>100.00%</b>	<b>25</b>
OTHER	BLACK	75.00%	3
	WHITE	25.00%	1
		<b>100.00%</b>	<b>4</b>
STOLEN PROPERTY	BLACK	66.67%	2
	HISPANIC/LATINO	33.33%	1
		<b>100.00%</b>	<b>3</b>
WEAPONS	BLACK	100.00%	4
		<b>100.00%</b>	<b>4</b>
<b>Total</b>			<b>42</b>

11. Result of the Stop			
ARREST	BLACK	69.23%	9
	HISPANIC/LATINO	15.38%	2
	WHITE	15.38%	2
		<b>100.00%</b>	<b>13</b>
CITATION	ALASKA NATIVE/AMERICAN INDIAN	1.57%	59
	ASIAN/PACIFIC ISLANDER	3.72%	140
	BLACK	25.47%	959
	HISPANIC/LATINO	41.67%	1,569
	WHITE	27.57%	1,038
		<b>100.00%</b>	<b>3,765</b>
CITATION AND ARREST	ASIAN/PACIFIC ISLANDER	5.26%	1
	BLACK	42.11%	8

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

11. Result of the Stop			
CITATION AND ARREST	HISPANIC/LATINO	26.32%	5
	WHITE	26.32%	5
		<b>100.00%</b>	<b>19</b>
VERBAL WARNING	ALASKA NATIVE/AMERICAN INDIAN	2.67%	5
	ASIAN/PACIFIC ISLANDER	5.35%	10
	BLACK	21.39%	40
	HISPANIC/LATINO	31.02%	58
	WHITE	39.57%	74
		<b>100.00%</b>	<b>187</b>
WRITTEN WARNING	ALASKA NATIVE/AMERICAN INDIAN	2.14%	100
	ASIAN/PACIFIC ISLANDER	8.10%	378
	BLACK	22.96%	1,072
	HISPANIC/LATINO	24.67%	1,152
	WHITE	42.13%	1,967
		<b>100.00%</b>	<b>4,669</b>
WRITTEN WARNING AND ARREST	BLACK	44.44%	12
	HISPANIC/LATINO	25.93%	7
	WHITE	29.63%	8
		<b>100.00%</b>	<b>27</b>
<b>Total</b>			<b>8,680</b>

12. Arrest Based On			
OUTSTANDING WARRANT	ASIAN/PACIFIC ISLANDER	2.33%	1
	BLACK	48.84%	21
	HISPANIC/LATINO	20.93%	9
	WHITE	27.91%	12

# Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

12. Arrest Based On			
		100.00%	43
VIOLATION OF PENAL CODE	BLACK	53.33%	8
	HISPANIC/LATINO	26.67%	4
	WHITE	20.00%	3
		100.00%	15
VIOLATION OF TRAFFIC LAW	HISPANIC/LATINO	100.00%	1
		100.00%	1
<b>Total</b>			<b>59</b>

13. Was Physical Force Used?			
N	ALASKA NATIVE/AMERICAN INDIAN	1.89%	164
	ASIAN/PACIFIC ISLANDER	6.10%	529
	BLACK	24.19%	2,099
	HISPANIC/LATINO	32.17%	2,791
	WHITE	35.66%	3,094
		100.00%	8,677
USE OF FORCE - NO BODILY INJURY	BLACK	33.33%	1
	HISPANIC/LATINO	66.67%	2
		100.00%	3
<b>Total</b>			<b>8,680</b>

Was Arrest Due to Contraband Found?			
N	ASIAN/PACIFIC ISLANDER	1.89%	1
	BLACK	49.06%	26
	HISPANIC/LATINO	20.75%	11
	WHITE	28.30%	15
		100.00%	53
Y	BLACK	50.00%	3

Memorial Villages, TX PD

Jan 1, 2024 - Dec 31, 2024

## Texas TCOLE SB1187 Racial Profiling Report (2024)

PLEASE NOTE: This report is based on the format provided by the Texas Commission on Law Enforcement (TCOLE), current as of Dec. 14, 2022.

Was Arrest Due to Contraband Found?			
Y	HISPANIC/LATINO	50.00%	3
		100.00%	6
Total			59

# Racial Profiling Report | Full

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Agency Name: MEMORIAL VILLAGES POLICE DEPT.  
Reporting Date: 01/16/2025  
TCOLE Agency Number: 201231

Chief Administrator: RAYMOND D. SCHULTZ

Agency Contact Information:  
Phone: (713) 365-3703  
Email: rschultz@mvpdtx.org

Mailing Address:  
11981 MEMORIAL DRIVE  
HOUSTON, TX 77024-6297

This Agency filed a full report

MEMORIAL VILLAGES POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the MEMORIAL VILLAGES POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the MEMORIAL VILLAGES POLICE DEPT. if the individual believes that a peace officer employed by the MEMORIAL VILLAGES POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the MEMORIAL VILLAGES POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the MEMORIAL VILLAGES POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
  - a. the race or ethnicity of the individual detained;
  - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
  - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
  - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
  - e. the location of the stop;
  - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
  - a. the Commission on Law Enforcement; and
  - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The MEMORIAL VILLAGES POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in

Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: ERIC JONES  
Commander

Date: 01/16/2025

# Total stops: 8680

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**Street address or approximate location of the stop**

City street	8565
US highway	103
County road	8
State highway	1
Private property or other	3

**Was race or ethnicity known prior to stop?**

Yes	17
No	8663

**Race / Ethnicity**

Alaska Native / American Indian	164
Asian / Pacific Islander	529
Black	2100
White	3094
Hispanic / Latino	2793

**Gender**

<b>Female</b>	<b>3161</b>
Alaska Native / American Indian	164
Asian / Pacific Islander	529
Black	2100
White	3094
Hispanic / Latino	2793
<b>Male</b>	<b>5519</b>
Alaska Native / American Indian	124
Asian / Pacific Islander	354
Black	1224
White	1888
Hispanic / Latino	1929

**Reason for stop?**

<b>Violation of law</b>	<b>79</b>
Alaska Native / American Indian	4
Asian / Pacific Islander	2
Black	25
White	20

Hispanic / Latino	28
<b>Preexisting knowledge</b>	<b>37</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	12
Black	12
White	12
Hispanic / Latino	12
<b>Moving traffic violation</b>	<b>6510</b>
Alaska Native / American Indian	143
Asian / Pacific Islander	426
Black	1522
White	2249
Hispanic / Latino	2170
<b>Vehicle traffic violation</b>	<b>2054</b>
Alaska Native / American Indian	17
Asian / Pacific Islander	100
Black	541
White	813
Hispanic / Latino	583
<b>Was a search conducted?</b>	
<b>Yes</b>	<b>138</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	3
Black	70
White	18
Hispanic / Latino	46
<b>No</b>	<b>8542</b>
Alaska Native / American Indian	163
Asian / Pacific Islander	526
Black	2030
White	3076
Hispanic / Latino	2747
<b>Reason for Search?</b>	
<b>Consent</b>	<b>17</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	7
White	1

Hispanic / Latino	8
<b>Contraband</b>	<b>3</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	2
<b>Probable</b>	<b>48</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	33
White	5
Hispanic / Latino	9
<b>Inventory</b>	<b>46</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	17
White	6
Hispanic / Latino	22
<b>Incident to arrest</b>	<b>24</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	13
White	5
Hispanic / Latino	5

**Was Contraband discovered?**

<b>Yes</b>	<b>34</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	24
White	3
Hispanic / Latino	6
<b>No</b>	<b>104</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	2
Black	46
White	15
Hispanic / Latino	40

**Did the finding result in arrest?**

(total should equal previous column)

Yes	0	No	0
Yes	1	No	0
Yes	24	No	0
Yes	3	No	0
Yes	6	No	0

<b>Description of contraband</b>	
<b>Drugs</b>	<b>25</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	16
White	2
Hispanic / Latino	6
<b>Weapons</b>	<b>4</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	4
White	0
Hispanic / Latino	0
<b>Currency</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Alcohol</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Stolen property</b>	<b>3</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	0
Hispanic / Latino	1
<b>Other</b>	<b>4</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	1
Hispanic / Latino	0
<b>Result of the stop</b>	
Verbal warning	<b>187</b>

Alaska Native / American Indian	5
Asian / Pacific Islander	10
Black	40
White	74
Hispanic / Latino	58
<b>Written warning</b>	<b>4669</b>
Alaska Native / American Indian	100
Asian / Pacific Islander	378
Black	1072
White	1967
Hispanic / Latino	1152
<b>Citation</b>	<b>3765</b>
Alaska Native / American Indian	59
Asian / Pacific Islander	140
Black	959
White	1038
Hispanic / Latino	1569
<b>Written warning and arrest</b>	<b>27</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	12
White	8
Hispanic / Latino	7
<b>Citation and arrest</b>	<b>19</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	8
White	5
Hispanic / Latino	5
<b>Arrest</b>	<b>13</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	9
White	2
Hispanic / Latino	2
<b>Arrest based on</b>	
<b>Violation of Penal Code</b>	<b>15</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	8
White	3
Hispanic / Latino	4
<b>Violation of Traffic Law</b>	<b>1</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
<b>Violation of City Ordinance</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Outstanding Warrant</b>	<b>43</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	21
White	12
Hispanic / Latino	9

**Was physical force resulting in bodily injury used during stop?**

<b>Yes</b>	<b>3</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	2
<b>Resulting in Bodily Injury To:</b>	
Suspect	0
Officer	0
Both	0
<b>No</b>	<b>8677</b>
Alaska Native / American Indian	164
Asian / Pacific Islander	529
Black	2099
White	3094
Hispanic / Latino	2791

**Number of complaints of racial profiling**

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

**Comparative Analysis**

Use TCOLE's auto generated analysis	<input type="checkbox"/>
Use Department's submitted analysis	<input checked="" type="checkbox"/>

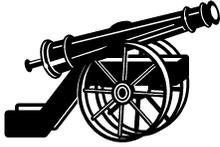
**Optional Narrative**

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement



**City of Bunker Hill Village  
City Council  
Agenda Request**

**Agenda Date:** March 18, 2025  
**Agenda Item:** V  
**Subject:** Village Fire Department Report  
**Exhibits:** February Monthly Report  
**Funding:** N/A  
**Presenter(s):** Chief Miller  
Fire Commissioner Brown

**Executive Summary**

The Village Fire Department Report will include the following items:

- A. Update on Activities

**Recommended Action**

Staff recommends City Council receive the Village Fire Department Report.



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

February 2025 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>190</b>	<b>129</b>											<b>319</b>
Abdominal Pain	1	2											3
Allergic Reaction	0	1											1
Carbon Monoxide Detector No Symptoms	5	2											7
Cardiac/Respiratory Arrest	1	2											3
Check a Noxious Odor	1	2											3
Check for Fire	0	2											2
Check for the Smell of Natural Gas	5	1											6
Check for the Smell of Smoke	1	0											1
Chest Pain	5	1											6
Diabetic Emergency	0	1											1
Difficulty Breathing	11	4											15
Fall Victim	12	10											22
Fire Alarm Business	23	4											27
Fire Alarm Church or School	4	3											7
Fire Alarm Residence	31	23											54
Gas Leak	4	3											7
Heart Problems	8	4											12
Hemorrhage/Laceration	1	3											4
House Fire	1	1											2
Injured Party	4	2											6
Medical Alarm	3	1											4
Motor Vehicle Collision	22	14											36
Motor Vehicle Collision with Entrapment	1	0											1
Motor Vehicle vs Motorcycle	0	1											1
Overdose/Poisoning	0	3											3
Possible D.O.S.	1	0											1
Powerlines Down Arcing/Burning	1	0											1
Psychiatric Emergency	2	2											4
Service Call Non-emergency	11	8											19
Sick Call	9	12											21
Smoke in Residence	2	0											2
Stroke	3	2											5
Transformer Fire	0	1											1
Traumatic Injury	0	1											1
Unconscious Party/Syncope	10	8											18
Unknown Medical Emergency	6	3											9
Vehicle Fire	1	2											3

Month	# of Incidents	Avg Resp Time
Jan	144	4:18
Feb	105	4:20
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	249	4:19

Note: Nat'l Std Fire Response Time: 6:50  
 Note: Nat'l Std Fire EMS Time: 6:30



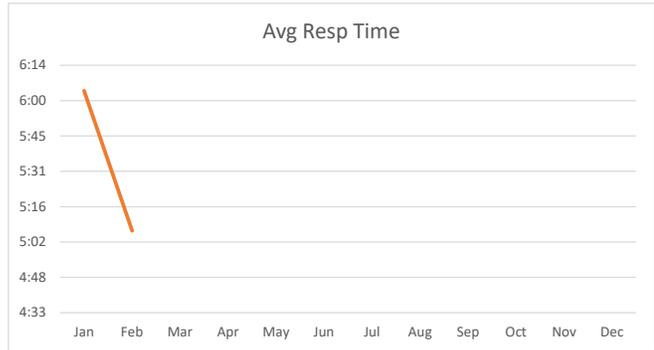
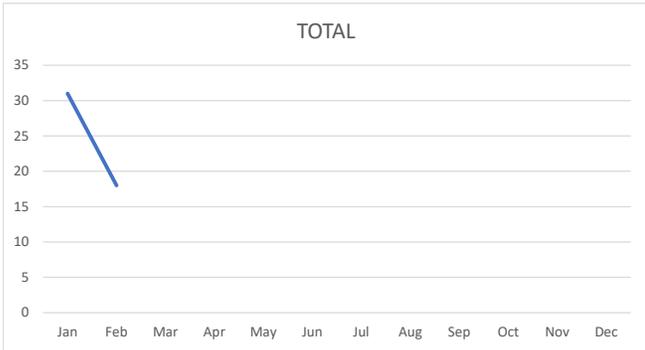


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

February 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>49</b>
Allergic Reaction	0	1											1
Carbon Monoxide Detector No Symptoms	2	0											2
Check for Fire	0	1											1
Check for the Smell of Natural Gas	1	0											1
Check for the Smell of Smoke	1	0											1
Difficulty Breathing	4	1											5
Fall Victim	3	1											4
Fire Alarm Church or School	2	0											2
Fire Alarm Residence	5	5											10
Gas Leak	1	0											1
Heart Problems	1	0											1
Hemorrhage/Laceration	0	1											1
House Fire	0	1											1
Injured Party	0	1											1
Medical Alarm	1	0											1
Motor Vehicle Collision	2	1											3
Overdose/Poisoning	0	1											1
Service Call Non-emergency	5	3											8
Sick Call	1	0											1
Unconscious Party/Syncope	1	1											2
Unknown Medical Emergency	1	0											1

Month	# of Incidents	Avg Resp Time
Jan	21	6:04
Feb	10	5:07
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	31	5:35



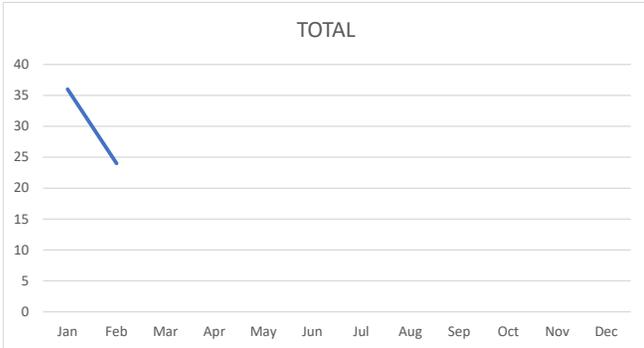


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### February 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>73</b>
Abdominal Pain	1	0											1
Check a Noxious Odor	0	1											1
Check for Fire	0	1											1
Check for the Smell of Natural Gas	1	0											1
Chest Pain	2	1											3
Diabetic Emergency	0	1											1
Difficulty Breathing	2	0											2
Fall Victim	4	2											6
Fire Alarm Business	12	2											14
Fire Alarm Residence	3	1											4
Gas Leak	1	0											1
Heart Problems	0	2											2
Hemorrhage/Laceration	1	0											1
Injured Party	2	1											3
Motor Vehicle Collision	4	3											7
Powerlines Down Arcing/Burning	1	0											1
Psychiatric Emergency	1	1											2
Service Call Non-emergency	2	2											4
Sick Call	3	4											7
Smoke in Residence	1	0											1
Transformer Fire	0	1											1
Unconscious Party/Syncope	1	3											4
Unknown Medical Emergency	3	1											4
Vehicle Fire	1	0											1

Month	# of Incidents	Avg Resp Time
Jan	36	2:50
Feb	24	3:05
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	60	2:57



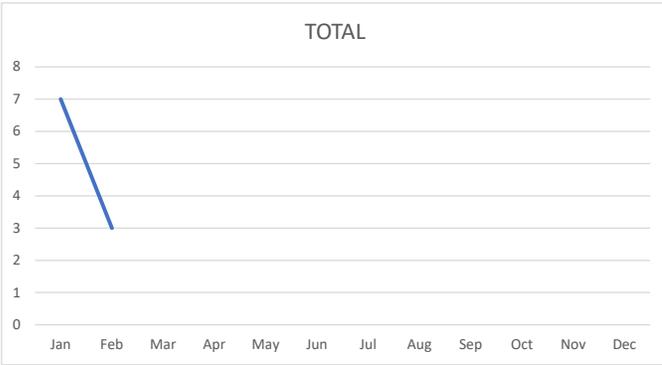


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
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### February 2025 Summary - Hilshire

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>10</b>
Abdominal Pain	0	1											1
Cardiac/Respiratory Arrest	1	0											1
Difficulty Breathing	1	0											1
Fire Alarm Residence	1	0											1
Heart Problems	1	0											1
Motor Vehicle Collision	1	1											2
Overdose/Poisoning	0	1											1
Psychiatric Emergency	1	0											1
Unconscious Party/Syncope	1	0											1

Month	# of Incidents	Avg Resp Time
Jan	7	5:39
Feb	3	5:22
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		



5:30

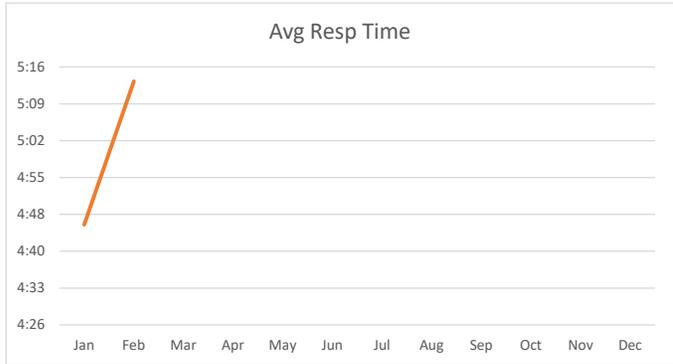
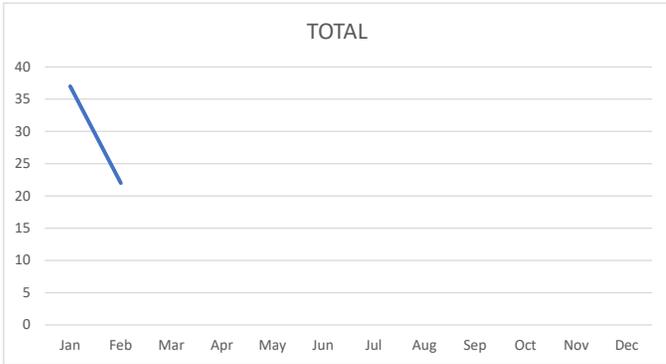


Village Fire Department  
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### February 2025 Summary - Hunters Creek

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>59</b>
Carbon Monoxide Detector No Symptoms	1	2											3
Check a Noxious Odor	0	1											1
Check for the Smell of Natural Gas	1	0											1
Difficulty Breathing	1	0											1
Fall Victim	3	1											4
Fire Alarm Business	2	0											2
Fire Alarm Residence	15	9											24
Gas Leak	0	1											1
Heart Problems	3	1											4
Hemorrhage/Laceration	0	1											1
Injured Party	1	0											1
Medical Alarm	0	1											1
Motor Vehicle Collision	2	2											4
Motor Vehicle Collision with Entrapment	1	0											1
Sick Call	1	3											4
Stroke	2	0											2
Unconscious Party/Syncope	4	0											4

Month	# of Incidents	Avg Resp Time
Jan	29	4:46
Feb	16	5:14
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	<hr/> 45	<hr/> 5:00





Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
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### February 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>44</b>
Carbon Monoxide Detector No Symptoms	2	0											2
Cardiac/Respiratory Arrest	0	1											1
Check a Noxious Odor	1	0											1
Check for the Smell of Natural Gas	1	0											1
Chest Pain	1	0											1
Fall Victim	2	3											5
Fire Alarm Church or School	1	2											3
Fire Alarm Residence	5	5											10
Gas Leak	1	0											1
Heart Problems	1	0											1
Medical Alarm	1	0											1
Motor Vehicle Collision	1	1											2
Overdose/Poisoning	0	1											1
Service Call Non-emergency	3	3											6
Sick Call	2	1											3
Smoke in Residence	1	0											1
Stroke	0	1											1
Traumatic Injury	0	1											1
Unconscious Party/Syncope	1	1											2

Month	# of Incidents	Avg Resp Time
Jan	16	4:56
Feb	14	4:42
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
30		4:49



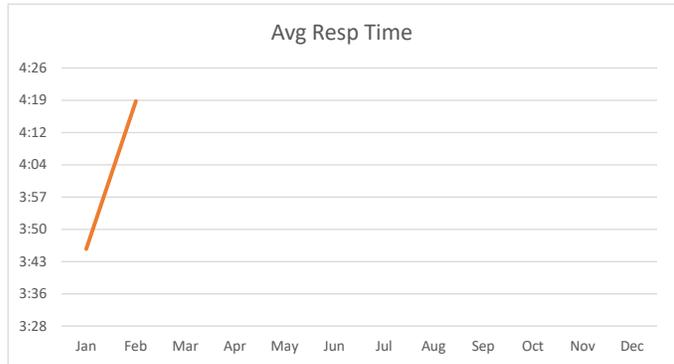
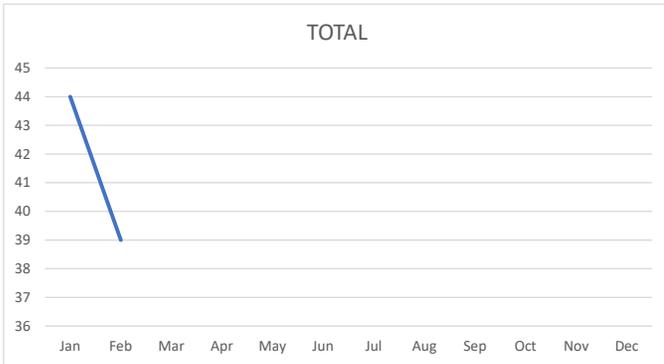


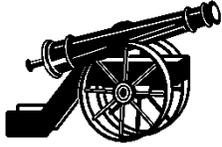
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### February 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>81</b>
Abdominal Pain	0	1											1
Cardiac/Respiratory Arrest	0	1											1
Check for the Smell of Natural Gas	1	1											2
Chest Pain	2	0											2
Difficulty Breathing	3	3											6
Fall Victim	0	3											3
Fire Alarm Business	9	2											11
Fire Alarm Church or School	1	1											2
Fire Alarm Residence	2	3											5
Gas Leak	1	2											3
Heart Problems	2	1											3
Hemorrhage/Laceration	0	1											1
Injured Party	1	0											1
Medical Alarm	1	0											1
Motor Vehicle Collision	12	6											18
Motor Vehicle vs Motorcycle	0	1											1
Possible D.O.S.	1	0											1
Psychiatric Emergency	0	1											1
Service Call Non-emergency	1	0											1
Sick Call	2	4											6
Stroke	1	1											2
Unconscious Party/Syncope	2	3											5
Unknown Medical Emergency	2	2											4
Vehicle Fire	0	2											2

Month	# of Incidents	Avg Resp Time
Jan	35	3:46
Feb	38	4:19
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
73		4:02





**City of Bunker Hill Village  
City Council  
Agenda Request**

**Agenda Date:** March 18, 2025  
**Agenda Item:** VI  
**Subject:** Mayor's Report  
**Exhibits:** Proclamations  
**Funding:** N/A  
**Presenter(s):** Mayor Robert P. Lord

**Executive Summary**

The Mayor's Report will include the following:

- A. Proclamations
  - Child Abuse Prevention Month – *April 2025*
  - National Public Safety Telecommunicators Week – *April 13-19, 2025*
- B. Report on Activities and Upcoming Events
  - Mayors' Meetings
  - Legislation
  - Teen Leadership Summit

**Recommended Action**

Staff recommends City Council receive the Mayor's Report.

# Proclamation



**WHEREAS**, we all have a responsibility, as individuals, neighbors, and community members to help create healthy, safe, and nurturing experiences for children; and

**WHEREAS**, safe and healthy childhoods help produce confident and successful adults; and

**WHEREAS**, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

**WHEREAS**, child abuse and neglect can be reduced by making sure every family has the support they need; and

**WHEREAS**, it is recognized that no one person can do everything, but that everyone can do something, and together we can create change for the better; and

**WHEREAS**, effective prevention programs succeed because of partnerships among agencies, schools, faith communities, civic organizations, law enforcement agencies, the business community; and

**WHEREAS**, The Exchange Club of Memorial-Houston has pledged to continue to work tirelessly to protect and serve the children of Harris County; and

**WHEREAS**, The City of Bunker Hill Village applauds the Memorial Exchange Club for its dedicated work in the prevention of child abuse in our community; and supports their efforts and all others who observe this important cause in their mission to bring awareness of this tragic problem to the forefront; and to help make our community a stronger and more loving City where children will be able to grow and thrive without fear or harm;

**NOW, THEREFORE**, I, Robert P. Lord, Mayor of the City of Bunker Hill Village, Texas,  
hereby proclaim April 2025 as

## ***Child Abuse Prevention Month***

I encourage all citizens to engage in activities that strengthen families and communities to provide the optimal environment for children to learn, grow, and thrive so that all children have the benefit of happy, healthy, and safe childhoods.

**In Witness Whereof**, I have hereunto set my hand and caused to be affixed the seal of the City of Bunker Hill Village, Texas on this 18<sup>th</sup> day of March, 2025.

---

Robert P. Lord, Mayor

# Proclamation



**WHEREAS**, Public Safety Telecommunicators serve the residents of the City of Bunker Hill Village by answering their calls for police, fire, or emergency medical services, and by dispatching the appropriate assistance as quickly as possible; and

**WHEREAS**, the safety of police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who contact the Memorial Villages Police Department and the Village Fire Department emergency communications center; and,

**WHEREAS**, Public Safety Telecommunicators are the vital link between citizens and the emergency service they are in need of, whether it be police, fire, or emergency medical assistance; and,

**WHEREAS**, telecommunicators are professionals whose multi-tasking, behind-the-scenes, and often unrecognized actions are responsible for helping protect people and property; and,

**WHEREAS**, Public Safety Telecommunicators work to improve the technology and operational capabilities through their leadership and participation in training programs to improve their skills and prepare for 9-1-1 calls from different devices; and,

**NOW, THEREFORE**, I, Robert P. Lord, Mayor of the City of Bunker Hill Village, Texas, hereby proclaim the week of April 13 through April 19, 2025, as

## ***National Public Safety Telecommunicators Week***

In honor and recognition of our community's professional telecommunicators for the vital contribution that they make to the safety and well-being of those in need of emergency services.

**In Witness Whereof**, I have hereunto set my hand and have caused the Official Seal of the City of Bunker Hill Village to be affixed this 18<sup>th</sup> day of March, 2025.

---

Robert P. Lord, Mayor



**City of Bunker Hill Village  
City Council  
Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	VII
<b>Subject:</b>	City Administrator’s Report
<b>Exhibits:</b>	Development Report Year-End 2024 Unaudited Financials & Capital Improvements Program
<b>Funding:</b>	N/A
<b>Presenter(s):</b>	Gerardo Barrera, City Administrator Elvin Hernandez, Public Works Director Susan Engels, Finance Director

**Executive Summary**

The City Administrator’s Report will include the following items:

- A. Report on Activities and Upcoming Events
  - Planning and Zoning Commission Meeting
  - Public Safety Committee Meeting
- B. Director of Public Works Report
  - Development Report
  - CIP Project Update
- C. Finance Director Report
  - Presentation on FY 2024 Preliminary, Unaudited Financial Year-End Results & Capital Improvement Projects
  - Annual Audit
  - Investments and Opportunities

**Recommended Action**

Staff recommends City Council receive the City Administrator’s Report.

City of Bunker Hill Village  
Development Report

Month	2024 Permits Issued (excludes new construction, add., remodel)	2025 Permits Issued (excludes new construction, add., remodel)	Variance
January	61	111	50
February	68	166	98
March	128		
April	123		
May	137		
June	146		
July	147		
August	193		
September	98		
October	172		
November	68		
December	62		
<b>YTD Total</b>	<b>1403</b>	<b>277</b>	

Month	2024 New Residential	2025 New Residential	Variance
January	1	2	1
February	1	3	2
March	3		
April	2		
May	0		
June	2		
July	2		
August	3		
September	0		
October	2		
November	0		
December	0		
<b>YTD Total</b>	<b>16</b>	<b>5</b>	

Month	2024 Residential Addition	2025 Residential Addition	Variance
January	3	0	(3)
February	0	1	1
March	2		
April	1		
May	3		
June	0		
July	0		
August	0		
September	0		
October	1		
November	1		
December	0		
<b>YTD Total</b>	<b>11</b>	<b>1</b>	

Month	2024 Residential Remodel	2025 Residential Remodel	Variance
January	2	1	(1)
February	5	0	(5)
March	2		
April	7		
May	3		
June	1		
July	2		
August	2		
September	1		
October	1		
November	2		
December	1		
<b>YTD Total</b>	<b>29</b>	<b>1</b>	

Month	2024 Total Permits Issued (Month)	2025 Total Permits Issued (Month)	Variance
January	67	114	47
February	74	170	96
March	135		
April	133		
May	143		
June	149		
July	151		
August	198		
September	99		
October	176		
November	71		
December	63		
<b>YTD Total</b>	<b>1459</b>	<b>284</b>	

Month	2024 Pre- Development/ Consultation Meetings	2025 Pre- Development/ Consultation Meetings	Variance
January	15	15	0
February	10	14	4
March	16		
April	20		
May	9		
June	13		
July	10		
August	6		
September	8		
October	6		
November	12		
December	5		
<b>YTD Total</b>	<b>130</b>	<b>29</b>	

Month	2024 Inspections/ Reinspections	2025 Inspections/ Reinspections	Variance
January	204	220	16
February	314	251	(63)
March	309		
April	276		
May	297		
June	342		
July	444		
August	413		
September	423		
October	386		
November	332		
December	305		
<b>YTD Total</b>	<b>4045</b>	<b>471</b>	

Month	2024 VFD Inspections	2025 VFD Inspections	Variance
January	5	6	1
February	3	4	1
March	6		
April	5		
May	7		
June	4		
July	5		
August	11		
September	2		
October	11		
November	6		
December	7		
<b>YTD Total</b>	<b>72</b>	<b>10</b>	

Month	2024 Certificate of Occupancy Issued	2025 Certificate of Occupancy Issued	Variance
January	0	0	0
February	0	0	0
March	0		
April	1		
May	1		
June	0		
July	1		
August	1		
September	3		
October	2		
November	1		
December	1		
<b>YTD Total</b>	<b>11</b>	<b>0</b>	

*City of*

# **Bunker Hill Village**

## **Year-End 2024 Results**

### **Unaudited Financials and Capital Improvements Program**

March 18, 2025



# City of Bunker Hill Village

## 2024 General Fund

<b>GENERAL FUND M&amp;O BUDGET ANALYSIS</b>					
	ADOPTED BUDGET	AMENDED BUDGET (COUNCIL APPROVED)	YEAR TO DATE ACTUAL	% OF AMENDED BUDGET TO ACTUAL	CURRENT BUDGET BALANCE
TOTAL REVENUES	8,835,408	8,847,042	9,128,600	103%	(281,558)
TOTAL EXPENDITURES	5,821,226	5,969,727	5,987,059	100%	(17,332)
TRANSFER OUT	3,434,744	3,558,743	3,556,743	100%	2,000
FUND BALANCE AT YEAR END	(420,562)	(681,428)	(415,202)		(266,226)
			ACTUAL REMAINING IS REDUCTION TO FUND BALANCE		
<b>% OF BUDGET IS COMPARED TO APPROVED BUDGET AMENDMENT</b>					

# City of Bunker Hill Village

## 2024 Utility Fund

<b>UTILITY FUND M &amp; O BUDGET ANALYSIS</b>					
	<b>ADOPTED BUDGET</b>	<b>AMENDED BUDGET (COUNCIL APPROVED)</b>	<b>YEAR TO DATE ACTUAL</b>	<b>% OF AMENDED BUDGET TO ACTUAL</b>	<b>CURRENT BUDGET BALANCE</b>
TOTAL REVENUES	3,674,900	4,194,900	4,339,562	103%	(144,662)
TOTAL EXPENDITURES	2,835,395	4,255,095	4,192,881	99%	62,214
TRANSFER OUT	900,000	109,600	100,000	91%	9,600
<b>NET POSITION AT YEAR END</b>	<b>(60,495)</b>	<b>(169,795)</b>	<b>46,681</b>	<b>(1)</b>	<b>(216,476)</b>
			ACTUAL REMAINING IS ADDITION TO NET POSITION		
<b>Depreciation expenses is not included in the actual expenses</b>					
<b>% OF BUDGET IS COMPARED TO APPROVED BUDGET AMENDMENT</b>					

# City of Bunker Hill Village

## 2024 Debt Service Fund

<b>DEBT SERVICE FUND</b>						
ACCOUNT NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET (COUNCIL APPROVED)	YEAR TO DATE ACTUAL	% OF AMENDED BUDGET TO ACTUAL	CURRENT BUDGET BALANCE
03-00-00-4010	TAXES CURRENT YEAR	948,467.00	948,467.00	881,261.00	93%	67,206
03-00-00-4020	TAXES PRIOR YEAR	1,000.00	1,000.00	(1,689.00)	-169%	2,689
03-00-00-4030	TAXES PENALTY & INTEREST	4,000.00	4,000.00	4,630.00	116%	(630)
03-00-00-4910	INTEREST INCOME	18,000.00	18,000.00	18,000.00	100%	-
<b>TOTAL REVENUES</b>		<b>971,467.00</b>	<b>971,467.00</b>	<b>902,202.00</b>	<b>93%</b>	<b>69,265</b>
<b>TOTAL EXPENDITURES</b>		<b>962,513.00</b>	<b>862,513.00</b>	<b>961,413.00</b>	<b>111%</b>	<b>(98,900)</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>8,954</b>	<b>108,954</b>	<b>(59,211)</b>		<b>(29,635)</b>
				ACTUAL REMAINING IS REDUCTION TO NET POSITION		
<b>% OF BUDGET IS COMPARED TO APPROVED BUDGET AMENDMENT</b>						

# City of Bunker Hill Village

## 2024 Metro Fund

<b>METRO FUND M&amp;O BUDGET ANALYSIS</b>						
ACCOUNT NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET (COUNCIL APPROVED)	YEAR TO DATE ACTUAL	% OF AMENDED BUDGET TO ACTUAL	CURRENT BUDGET BALANCE
<b>TOTAL REVENUES</b>		<b>134,000.00</b>	<b>134,000.00</b>	<b>134,000.00</b>	100%	-
10-00-00-8810	STREETS RIGHT OF WAY	90,000.00	90,000.00	89,886.00	100%	114
10-00-00-8820	STREETS LIGHTING	24,000.00	24,000.00	26,566.00	111%	(2,566)
10-00-00-8830	STREETS REPAIRS	20,000.00	20,000.00	-	0%	20,000
<b>TOTAL EXPENDITURES</b>		<b>134,000.00</b>	<b>134,000.00</b>	<b>116,452.00</b>	87%	17,548
REVENUES MINUS EXPENDITURES		-	-	17,548	0	17,548
				ACTUAL REMAINING IS INCREASE TO NET POSITION		
% OF BUDGET IS COMPARED TO APPROVED BUDGET AMENDMENT						

# City of Bunker Hill Village

## 2024 Solid Waste Fund

<b>SOLID WASTE FUND M&amp;O BUDGET ANALYSIS</b>					
	<b>ADOPTED BUDGET</b>	<b>AMENDED BUDGET (COUNCIL APPROVED)</b>	<b>YEAR TO DATE ACTUAL</b>	<b>% OF AMENDED BUDGET TO ACTUAL</b>	<b>CURRENT BUDGET BALANCE</b>
TOTAL REVENUES	497,600	498,200	488,880	98%	9,320
TOTAL EXPENDITURES	508,615	508,615	493,796	97%	14,819
REVENUES MINUS EXPENDITURES	(11,015)	(10,415)	(4,916)		(5,499)
			ACTUAL REMAINING IS REDUCTION TO NET POSITION		
<b>% OF BUDGET IS COMPARED TO APPROVED BUDGET AMENDMENT</b>					

# City of Bunker Hill Village

## 2024 General Fund Capital Infrastructure Management Plan

DESCRIPTIONS	ADOPTED BUDGET	AMENDED BUDGET (COUNCIL APPROVED)	ACTUAL EXPENDITURES	RECOMMENDED BUDGET AMENDMENT
<b>Streets</b>				
Asphalt Rehab -- Point Repairs and minor streets	\$75,000	\$28,000		\$0
Asphalt Design	\$100,000	\$196,600	\$141,750	\$0
Streets Master Plan	\$25,000	\$45,000	\$7,440	\$0
Strey, Taylor Crest , Knipp	\$860,000			\$0
Bunker Hill Road Overlay	\$380,000	\$200,000	\$200,000	\$0
Gessner Northbound & Memorial - AFA, Design & Construction *Additional Funds in Metro - Design Costs in 2023; 20% match in 2024	\$868,000	\$300,000	\$2,325	\$0
Sidewalks in the City	\$120,000	\$100,000	\$1,530	\$0
Sidewalk Dads Club ( partnership for drainage along Memorial Dr. for Frostwood Ele)	\$400,000			\$0
<b>Total Streets:</b>	<b>\$2,828,000</b>	<b>\$869,600</b>	<b>\$353,045</b>	<b>\$0</b>
<b>Special Projects - Drainage</b>				
Localized Drainage Projects	\$50,000	\$50,000		\$0
Drainage Master Plan	\$50,000			\$0
<b>Total Drainage:</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Facilities &amp; Public Safety</b>				
Facility		\$50,000	\$38,643	\$0
Public Safety - MVPD/Fire	\$209,243	\$96,557	\$96,557	\$0
Public Safety - MVPD/Fire		\$112,686	\$112,686	\$0
Generator Public Works/Emergency Facility	\$50,000	\$89,000	\$39,000	\$0
City Hall Park Planning Study	\$50,000			\$0
<b>Total Facilities/Public Safety Projects</b>	<b>\$309,243</b>	<b>\$348,243</b>	<b>\$286,886</b>	<b>\$0</b>
<b>Beautification</b>	\$40,000	\$40,000	\$12,938	\$0
<b>Total Beautification:</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$12,938</b>	<b>\$0</b>
<b>TOTAL GENERAL FUND PROJECTS</b>	<b>\$3,277,243</b>	<b>\$1,307,843</b>	<b>\$652,868</b>	<b>\$0</b>

# City of Bunker Hill Village

## 2024 Utility Fund Capital Infrastructure Management Plan

DESCRIPTIONS	ADOPTED BUDGET	AMENDED BUDGET (COUNCIL APPROVED)	ACTUAL EXPENDITURES	RECOMMENDED BUDGET AMENDMENT
<b>Utility Water Lines</b>				
Replacement of Water Lines	\$400,000	\$900,000	\$97,813	\$0
Gessner Water Line with Roadway Reconstruction	\$887,500			\$0
<b>Utility Wastewater Lines</b>				
Replacement of Waste Water Lines	\$500,000	\$105,000	\$105,000	\$0
Underground Utilities - Bunker Hill Road		\$1,218,000	\$466,984	\$0
Televising Concrete Lines	\$180,000	\$253,447	\$248,083	\$0
<b>Total Water &amp; WW Lines:</b>	<b>\$1,967,500</b>	<b>\$2,476,447</b>	<b>\$917,880</b>	<b>\$0</b>
<b>Utility Water Production</b>				
Booster Pumps	\$40,000			\$0
Chlorine Analyzer (All Plants)	\$90,000			\$0
Meter Replacement	\$250,000	\$495,898	\$388,644	\$0
<b>Total Water Production:</b>	<b>\$380,000</b>	<b>\$495,898</b>	<b>\$388,644</b>	<b>\$0</b>
<b>Public Works Facility</b>				
Public Works Facility		\$97,423	\$44,224	
<b>Total Facility:</b>	<b>\$0</b>	<b>\$97,423</b>	<b>\$44,224</b>	<b>\$0</b>
<b>TOTAL UTILITY FUND</b>	<b>\$2,347,500</b>	<b>\$3,069,768</b>	<b>\$1,350,748</b>	<b>\$0</b>

# Questions & Comments

## Next Steps

Budget Amendments

Annual Audit



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	VIII
<b>Subject:</b>	FY 2024 Budget Amendments
<b>Exhibits:</b>	Ordinance No. 25-645 – FY 2024 Budget Amendment Nos. 15-17
<b>Funding:</b>	Various Accounts
<b>Presenter(s):</b>	Susan Engels, Finance Director

**Executive Summary**

The City is in the process of “closing the books” for Fiscal Year 2024 (FY 2024) and preparing for the annual audit. As with all annual budgets, some line items were higher while others were lower. As a result, staff is submitting for Council consideration and approval budget amendment numbers 15 through 17 to balance the FY 2024 Budget based on year-end actuals.

**Recommended Action**

Staff recommends Council approve Ordinance No. 25-645 to amend the 2024 Adopted Budget.

**ORDINANCE NO. 25-645**

**AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 15 TO 17 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2024; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT**

\* \* \* \* \*

**WHEREAS**, the City of Bunker Hill Village Budget for the Fiscal Year 2024 was adopted within the time and in the manner required by State law; and

**WHEREAS**, the City Council finds and determines that the proposed change in the budget is necessary; and

**WHEREAS**, the City Council finds and determines that the proposed change in the budget are for municipal purposes, and that the amendment of the budget constitutes a matter of public necessity requiring adoption of the amendment to the budget at this time; now therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:**

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

**Section 2.** The City of Bunker Hill Village Budget for the fiscal year 2024 is hereby amended by the adoption of “**Amendment Nos. 15 to 17 to the Original Budget of the City of Bunker Hill Village, Texas, for the Year 2024,**” a copy of which is attached hereto. The “Amendment Nos. 15 to 17 to the Original Budget of the City of Bunker Hill Village, Texas, for the Year 2024” shall be attached to and made a part of the Original Budget by the City Secretary; and filed as required by State law.

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

**PASSED, APPROVED, AND ORDAINED** this 18<sup>th</sup> day of March, 2025.

\_\_\_\_\_  
Robert P. Lord, Mayor

ATTEST:

\_\_\_\_\_  
Gerardo Barrera, City Administrator/ Acting City Secretary

**CITY OF BUNKER HILL VILLAGE  
ADOPTED 2024 BUDGET  
GENERAL FUND**

**AMENDMENT NO. 15**

<b>GENERAL FUND REVENUE</b>					
			<b>2024 Adopted</b>	<b>2024 No. 15 Amendment</b>	<b>Change</b>
<b>Acct. #</b>	<b>Description</b>				
01	4112	Franchise Fee Other	\$ 61,000.00	\$ 72,000.00	\$ 11,000.00
01	4120	Sales Tax Revenue	\$ 300,000.00	\$ 315,000.00	\$ 15,000.00
01	4210	Court - Fines	\$ 200,000.00	\$ 226,000.00	\$ 26,000.00
01	4275	Court - Technology Fees	\$ -	\$ 1,700.00	\$ 1,700.00
01	4315	Permits - Building	\$ 620,000.00	\$ 760,000.00	\$ 140,000.00
01	4910	Interest Income	\$ 650,000.00	\$ 770,000.00	\$ 120,000.00
01	4920	Miscellaneous Income	\$ 157,000.00	\$ 85,000.00	\$ (72,000.00)
<b>TOTAL GENERAL FUND REVENUE</b>			<b>\$ 1,988,000</b>	<b>\$ 2,229,700</b>	<b>\$ 241,700</b>

<b>GENERAL FUND EXPENDITURES</b>					
			<b>2024 Adopted</b>	<b>2024 No. 15 Amendment</b>	<b>Change</b>
<b>Acct. #</b>	<b>Description</b>				
01	6413	Storm Debris	\$ -	\$ 74,860	\$ 74,860
01	6650	Postage	\$ 2,500	\$ 3,880	\$ 1,380
01	6740	Supplies - Office	\$ 4,200	\$ 2,000	\$ (2,200)
01	7500	HC Appraisal District	\$ 60,000	\$ 62,000	\$ 2,000
01	7505	Prof Fees - Inspections	\$ 220,000	\$ 306,000	\$ 86,000
01	8150	Community Relations	\$ 30,000	\$ 31,500	\$ 1,500
01	8170	Data Processing - IT Services	\$ 30,300	\$ 33,500	\$ 3,200
01	8171	Website Services	\$ 1,700	\$ 1,850	\$ 150
01	8172	Software Subscriptions	\$ 13,000	\$ 13,700	\$ 700
01	8270	Electricity	\$ 8,000	\$ 21,500	\$ 13,500
01	8805	Streets - Mosquito Spraying	\$ 26,000	\$ 26,500	\$ 500
01	8810	Streets - Drainage	\$ 40,000	\$ 1,000	\$ (39,000)
01	8830	Streets - Repairs	\$ 55,000	\$ 12,000	\$ (43,000)
<b>TOTAL GENERAL FUND EXP.</b>			<b>\$ 490,700</b>	<b>\$ 590,290</b>	<b>\$ 99,590</b>

**CITY OF BUNKER HILL VILLAGE  
ADOPTED 2024 BUDGET  
UTILITY FUND**

**AMENDMENT NO. 16**

<b>UTILITY FUND REVENUE</b>					
<b>Acct. #</b>		<b>Description</b>	<b>2024 Adopted</b>	<b>2024 No. 16 Amendment</b>	<b>Change</b>
04	4510	Waste Water Sales	\$ 1,000,000.00	\$ 1,300,000.00	\$ 300,000.00
04	4750	Late Payment Fees	\$ 21,400.00	\$ 23,000.00	\$ 1,600.00
<b>TOTAL UTILITY FUND REVENUE</b>			<b>\$ 1,021,400</b>	<b>\$ 1,323,000</b>	<b>\$ 301,600</b>

<b>UTILITY FUND EXPENSES</b>					
<b>Acct. #</b>		<b>Description</b>	<b>2024 Adopted</b>	<b>2024 No. 16 Amendment</b>	<b>Change</b>
04	5010	Wages	\$ 513,000	\$ 521,000	\$ 8,000
04	5020	Wages - Overtime	\$ 59,000	\$ 70,000	\$ 11,000
04	5210	Retirement - TMRS Employer	\$ 107,600	\$ 305,000	\$ 197,400
04	5410	Contract Labor	\$ 20,000	\$ 22,000	\$ 2,000
04	6090	Chemicals	\$ 10,000	\$ 7,900	\$ (2,100)
04	6091	Lab Fees	\$ 5,000	\$ 2,700	\$ (2,300)
04	6250	Fuel	\$ 11,000	\$ 8,700	\$ (2,300)
04	6411	Landscaping Seasonal	\$ 2,000	\$ -	\$ (2,000)
04	6490	Janitorial Services	\$ 7,400	\$ 7,750	\$ 350
04	6491	Janitorial Supplies	\$ 1,000	\$ 10	\$ (990)
04	6650	Postage	\$ 3,000	\$ 4,050	\$ 1,050
04	6660	Printing & Stationary	\$ 3,000	\$ 3,600	\$ 600
04	6730	Supplies - General	\$ 2,000	\$ 1,400	\$ (600)
04	6740	Supplies - Office	\$ 350	\$ 525	\$ 175
04	6810	Tools & Equipment	\$ 4,500	\$ 2,000	\$ (2,500)
04	6970	Uniforms	\$ 3,500	\$ 2,500	\$ (1,000)
04	7230	Equipment - Office Equip	\$ 2,000	\$ 1,400	\$ (600)
04	7410	Vehicles	\$ 6,500	\$ 12,000	\$ 5,500
04	7502	Prof Serv - Accounting	\$ 15,000	\$ 12,200	\$ (2,800)
04	7510	Water - Fire Hydrants	\$ 13,500	\$ 2,300	\$ (11,200)
04	7520	Water Well/Pumps	\$ 49,500	\$ 22,000	\$ (27,500)
04	7535	Water Lines	\$ 11,000	\$ 5,500	\$ (5,500)
04	7540	Water - Water Meters	\$ 30,000	\$ 20,000	\$ (10,000)
04	8002	Water Purchase/COH	\$ 900,000	\$ 935,000	\$ 35,000
04	8130	Bank & Credit Card Charges	\$ 47,000	\$ 70,000	\$ 23,000
04	8172	Software Subscriptions	\$ 10,000	\$ 10,500	\$ 500
04	8630	Natural Gas	\$ 7,000	\$ 8,000	\$ 1,000
04	8750	Special Fees - Subsidence	\$ 120,000	\$ 88,000	\$ (32,000)
<b>TOTAL UTILITY FUND EXP.</b>			<b>\$ 1,963,850</b>	<b>\$ 2,146,035</b>	<b>\$ 182,185</b>

**CITY OF BUNKER HILL VILLAGE  
ADOPTED 2024 BUDGET  
COURT FUND**

**AMENDMENT NO. 17**

<b>COURT FUND EXPENDITURES</b>					
			<b>2024 Adopted</b>	<b>2024 No. 17 Amendment</b>	<b>Change</b>
<b>Acct. #</b>	<b>Description</b>				
05	8626	Security	\$ 6,000	\$ 8,200	\$ 2,200
<b>TOTAL COURT FUND EXP.</b>			<b>\$ 6,000</b>	<b>\$ 8,200</b>	<b>\$ 2,200</b>



**City of Bunker Hill Village  
City Council  
Agenda Request**

**Agenda Date:** March 18, 2025  
**Agenda Item:** IX  
**Subject:** FY 2025 Budget Amendments  
**Exhibits:** Ordinance No. 25-646 – FY 2025 Budget Amendment No. 4  
**Funding:** Utility Construction Fund Balance  
**Presenter(s):** Susan Engels, Finance Director

**Executive Summary**

In the 2024 Budget, funds were allocated to the Capital Projects Utility Construction Fund based on a projected percentage of completion for the Underground Utility Project on Bunker Hill Road. Staff anticipated that the project would be completed by the end of 2024, however the contract to proceed was approved during the Special City Council meeting on October 2, 2024, following line televising. As a result, the project was extended into 2025 and is now expected to be completed by April 2025. To ensure proper funding for completion of this project, staff is requesting that the remaining budget balance of unexpended funds from FY 2024 be carried over to the FY 2025 Budget, which will revert to the fund balance before being reallocated.

**CITY OF BUNKER HILL VILLAGE  
ADOPTED 2025 BUDGET  
CAPITAL PROJECTS UTILITY FUND**

**AMENDMENT NO. 4**

Acct. #	Description	2025 Adopted	2025 No. 4 Amendment	Change
<b>CAPITAL PROJECTS UTILITY FUND EXPENDITURES</b>				
07	9183 UNDERGROUND UTILITIES	\$ -	\$ 751,016	\$ 751,016
<b>TOTAL CAPITAL PROJECTS UTILITY FUND EXP.</b>		<b>\$ -</b>	<b>\$ 751,016</b>	<b>\$ 751,016</b>

**Recommended Action**

Staff recommends Council approve Budget Amendment No. 4 through Ordinance No. 25-646 amending the 2025 Adopted Budget.

**ORDINANCE NO. 25-646**

**AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NO. 4 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2025; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT**

\* \* \* \* \*

**WHEREAS**, the City of Bunker Hill Village Budget for the Fiscal Year 2025 was adopted within the time and in the manner required by State law; and

**WHEREAS**, the City Council finds and determines that the proposed change in the budget is necessary; and

**WHEREAS**, the City Council finds and determines that the proposed change in the budget are for municipal purposes, and that the amendment of the budget constitutes a matter of public necessity requiring adoption of the amendment to the budget at this time; now therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:**

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

**Section 2.** The City of Bunker Hill Village Budget for the fiscal year 2025 is hereby amended by the adoption of “**Amendment No. 4 to the Original Budget of the City of Bunker Hill Village, Texas, for the Year 2025,**” a copy of which is attached hereto. The “Amendment No. 4 to the Original Budget of the City of Bunker Hill Village, Texas, for the Year 2025” shall be attached to and made a part of the Original Budget by the City Secretary; and filed as required by State law.

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

**PASSED, APPROVED, AND ORDAINED** this 18<sup>th</sup> day of March, 2025.

\_\_\_\_\_  
Robert P. Lord, Mayor

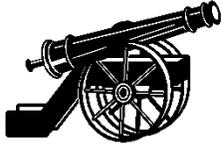
ATTEST:

\_\_\_\_\_  
Gerardo Barrera, City Administrator/ Acting City Secretary

**CITY OF BUNKER HILL VILLAGE  
ADOPTED 2025 BUDGET  
CAPITAL PROJECTS UTILITY FUND**

**AMENDMENT NO. 4**

Acct. # Description			2025 Adopted	2025 No. 4 Amendment	Change
<b>CAPITAL PROJECTS UTILITY FUND EXPENDITURES</b>					
07	9183	UNDERGROUND UTILITIES	\$ -	\$ 751,016	\$ 751,016
<b>TOTAL CAPITAL PROJECTS UTILITY FUND EXP.</b>			<b>\$ -</b>	<b>\$ 751,016</b>	<b>\$ 751,016</b>



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

**Agenda Date:** March 18, 2025

**Agenda Item:** X

**Subject:** Cancellation of May 3, 2025 General Election

**Exhibits:** Ordinance No. 25-647  
Certification of Unopposed Candidates

**Funding:** N/A

**Presenter(s):** Gerardo Barrera, City Administrator

**Executive Summary**

The City of Bunker Hill Village holds its election on the first Saturday in May of each year. The election for Council Positions 1, 2, and 3 are held in even-numbered years, and the election for Mayor and Council Positions 4 and 5 are held in odd-numbered years.

At the January 21, 2025, meeting, City Council approved Ordinance No. 25-641, ordering the May 3, 2025, General Election. During the candidate application filing period (January 15, 2025, to February 14, 2025), the City received only one application for each available position. Additionally, no write-in candidate applications were received by the February 21, 2025, filing deadline. The following candidates are unopposed for election to office:

<b>Candidate</b>	<b>Position</b>
Keith Brown	Mayor
Josh Pratt	Council Position No. 4
Andrew Poor	Council Position No. 5

Texas Election Code, Section 2.053, authorizes City Council to declare unopposed candidates elected to office and to cancel the election for the applicable unopposed offices. Ordinance No. 25-646 declares the unopposed candidates elected and cancels the General Election scheduled for May 3, 2025. The candidates will take the oath of office and subsequently assume office at the May 20, 2025, City Council meeting.

**Recommended Action**

Staff recommends City Council approve Ordinance No. 25-647, formally canceling the May 3, 2025, election and declaring the election of unopposed candidates for Mayor and Council Positions 4 and 5.

**ORDINANCE NO. 25 - 647**

**AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR THE MAYOR AND COUNCILMEMBERS, POSITIONS 4 AND 5 ELECTED; PROVIDING THAT THE MAY 6, 2023 GENERAL MUNICIPAL OFFICERS ELECTION SHALL NOT BE HELD; CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH.**

\* \* \* \* \*

**WHEREAS**, pursuant to City of Bunker Hill Village, Texas, Ordinance No. 25-641, passed and approved on January 21, 2025, a General Municipal Officers Election was ordered to be held on May 3, 2025, for the purpose of electing three officials of the City, to wit: the Mayor and Councilmember Position No. 4 and Councilmember Position No. 5.

**WHEREAS**, pursuant to Ordinance No. 25-641 and Section 143.007, Texas Election Code, the deadline for filing applications for a place on the ballot of the City’s Municipal Officers Election has expired; and

**WHEREAS**, the City Secretary, in accordance with Section 2.052, Texas Election Code, has certified to the City Council, in writing, that Keith Brown is unopposed for the election to the office of Mayor; Josh Pratt is unopposed for election to the office of Councilmember Position No. 4; and Andrew Poor is unopposed for election to the office of Councilmember Position No. 5.

**WHEREAS**, the City Council hereby finds and determines that each candidate whose name is to appear on the ballot in said election is unopposed, and no proposition is to appear on the ballot for such election; now therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:**

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

**Section 2.** In accordance with Section 2.053(a), Texas Election Code, the following unopposed candidates are hereby declared duly elected to the respective offices shown:

- Mayor – Keith Brown
- Councilmember Position No. 4 – Josh Pratt
- Councilmember Position No. 5 – Andrew Poor

**Section 3.** Pursuant to Section 2.053(b) Texas Election Code, the General Municipal

Officers Election heretofore called and ordered by the City of Bunker Hill Village, Texas, Ordinance No. 25-641, for the 1st Saturday in May 2025, shall not be held and is hereby canceled.

**Section 4.** The City Secretary is hereby directed to cause a copy of this Ordinance to be posted on Election Day, same being May 3, 2025, at the polling place that would have been used in such election.

**Section 5.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Bunker Hill Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 6.** All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

**PASSED, APPROVED, AND ORDAINED** this 18<sup>th</sup> day of March 2025.

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Robert P. Lord, Mayor

ATTEST:

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Gerardo Barrera, City Administrator/ Acting City Secretary

**CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER  
POLITICAL SUBDIVISIONS (NOT COUNTY) *CERTIFICACIÓN DE  
CANDIDATOS ÚNICOS  
PARA OTRAS SUBDIVISIONES POLITICAS (NO EL CONDADO)***

**To: Presiding Officer of Governing Body**  
***Al: Presidente de la entidad gobernante***

**As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 3, 2025.**

***Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 3 de Mayo 2025.***

**List offices and names of candidates:**  
***Lista de cargos y nombres de los candidatos:***

**Office(s) *Cargo(s)***

Mayor  
Council Position No. 4  
Council Position No. 5

**Candidate(s) *Candidato(s)***

Keith Brown  
Josh Pratt  
Andrew Poor

  
\_\_\_\_\_  
**Signature *(Firma)***

Gerardo Barrera

\_\_\_\_\_  
**Printed name *(Nombre en letra de molde)***

***(Seal) (sello)***

City Administrator/ Acting City Secretary

\_\_\_\_\_  
**Title *(Puesto)***

February 24, 2025

\_\_\_\_\_  
**Date of signing *(Fecha de firma)***

***See reverse side for instructions  
(Instrucciones en el reverso)***

### **Instructions for certification of unopposed candidates:**

The authority responsible for preparing the ballot must certify the unopposed status to the authority responsible for ordering the election. This document is filed with the presiding officer of the political subdivision. The governing body must meet, accept this certification, and issue an order or ordinance declaring the election cancelled and the unopposed candidates elected. To complete the cancellation process, a copy of the order or ordinance canceling the election must be posted on Election Day at each polling place that would have been used in the election. See sample Order of Cancellation and outlines for additional instructions.

#### **An election\* may be cancelled if:**

- 1) The election is one in which a declaration of write-in candidacy is required; and
- 2) No opposed at-large race is on the ballot\* within that election;\*and
- 3) Each candidate whose name is to appear on the ballot\* is unopposed, with some exceptions;

This means:

- In an all at-large election\* (with no single-member districts), if there is one or more opposed at-large races, then all the races go on the ballot within that election.\*
- In an election\* in which any members of the governing body are elected from single-member districts, an election in a particular district may be cancelled if the candidate is unopposed and the election otherwise meets the above requirements (i.e., there is no at-large opposed race on the ballot).

**Note:** A general election (for full terms) or a special election (to fill a vacancy in an unexpired term) is considered a *separate election* with a *separate ballot* for purposes of these tests, even if held on the same election date. See our online Cancellation guide for details.

### **Instrucciones para la certificación de una elección con candidatos únicos:**

*La autoridad a cargo de preparar la boleta de votación debe certificar los candidatos únicos sin oposición a la autoridad encargada de ordenar la elección. Este documento se debe presentar al presidente de la subdivisión política. La entidad gobernante debe reunirse, aceptar esta certificación y emitir una orden o una ordenanza en la que declara la cancelación de la elección y la elección de los candidatos únicos sin oposición. Para completar el proceso de cancelación, se debe exhibir el Día de la Elección una copia de la orden u ordenanza de cancelación de la elección en todos los sitios de votación que se hubieran utilizado en la elección. Vea el ejemplo Orden de Cancelación y el resumen para más instrucciones.*

#### **Una elección\* puede ser cancelada si:**

- 1) *la elección es una en la que se requiere una declaración de candidatos por escrito en la boleta de votación; y,*
- 2) *no hay oposición para la carrera por acumulación en la boleta\* de votación dentro de esa elección\* y*
- 3) *Todos los candidatos cuyos nombres deben aparecer en la boleta\* de votación no tienen oposición, con unas excepciones;*

*Esto significa:*

- *En una elección\* por acumulación (sin ningún distrito con miembro único), si se encuentra una o más de una carrera por acumulación con oposición, entonces todas las carreras estarán en la boleta dentro de esa elección\*.*
- *En una elección\* en la que cualquiera de los miembros de la entidad gobernante se eligen de distritos con un solo miembro, se puede cancelar una elección en un distrito específico si hay oposición para el candidato y la elección cumple con los requisitos que anteceden (ej. no hay oposición para la carrera por acumulación en la boleta).*

**Nota:** *Una elección general (con términos completos) o una elección especial (para llenar una vacante de un término no vencido) es considerada como una elección distinta con una boleta distinta con los propósitos de estas pruebas, aunque se lleven a cabo en la misma fecha electoral. Vea nuestra guía de cancelación en línea para más detalles.*



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XI
<b>Subject:</b>	Landscaping Services
<b>Exhibits:</b>	Contract Extension Agreement
<b>Funding:</b>	General, Utility, and Metro Funds
<b>Presenter(s):</b>	Gerardo Barrera, City Administrator

**Executive Summary**

The City contracts all landscaping and maintenance services. At the February 22, 2021 meeting, City Council awarded a contract to Yardworks, Inc. for landscaping and maintenance services for the contract period beginning April 1, 2021, and ending March 31, 2023. The contract provided the option for two one-year renewals. Both renewal options have been approved by Council, and the current and final renewal period will expire on March 31, 2025.

In February 2025, the City solicited formal bids for landscaping and maintenance services for the contract period beginning April 1, 2025, and ending March 31, 2026. Bids were due March 3, 2025, and staff is currently evaluating all bids received. To ensure the continuity of landscape and maintenance services while the bid evaluation process is completed, staff recommends a one (1) month extension to the existing contract with Yardworks, Inc. This extension will provide the necessary time to complete a thorough review of all bids received and the finalization of a contract recommendation. A contract will be presented for City Council consideration and approval at the April 15, 2025, Council meeting.

The contract extension has been reviewed by the City Attorney.

**Recommended Action**

Staff recommends that City Council approve a one (1) month extension to the contract with Yardworks, Inc. for landscaping and maintenance services covering the period of April 1, 2025 to April 30, 2025.

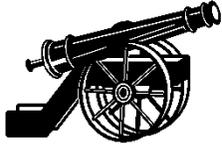


YARDWORKS, INC.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XII
<b>Subject:</b>	Road Improvements
<b>Exhibits:</b>	Services Agreement
<b>Funding:</b>	General Fund Construction Fund (Acct. # 06-00-00-9184 & Acct. # 06-00-00-9184.13) \$1,992,198.56
<b>Presenter(s):</b>	Elvin Hernandez, Public Works Director

**Executive Summary**

The City’s Five-Year Capital Improvement Plan (CIP) includes the mill and overlay of Knipp Rd., Strey Ln., Taylorcrest Rd., and the reconstruction of Bunker Hill Rd. This project was originally scheduled to begin in 2023, however, was delayed due to lack of preliminary engineering.

During the meeting on October 17, 2023, Council approved a contract with Tetra Tech, the City’s Street and Drainage Engineer, to complete a geotechnical study to evaluate core samples to analyze the soil stabilization, road base, and current thickness of asphalt of Knipp Rd., Strey Ln., Taylorcrest Rd., and Bunker Hill Rd. The geotechnical report yielded the necessary information to complete the construction design phase for the named streets.

At the June 18, 2024, meeting, staff presented a contract for mill and overlay work on Taylorcrest Rd. and Knipp Rd. After discussion, Council directed staff to prioritize repairs on Bunker Hill Rd. before proceeding with the other identified streets. No formal action was taken. Prior to construction, staff recommended televising the sanitary and stormwater lines under Bunker Hill Rd. to assess the integrity of both utility lines. This recommendation was based on concerns about the road’s sub-surface, as it is uncommon to mill and overlay a road twice within a ten (10) year period. The mill and overlay work of Taylorcrest Rd. was rescheduled to Summer 2025 to accommodate the Spring Branch Independent School District calendar.

Televising review determined that the sanitary sewer line needed to be replaced. At the Special City Council meeting on October 2, 2024, Council approved a contract with Ram Rod Utilities for sanitary sewer line replacement under Bunker Hill Rd. The work is expected to be completed in April 2025.

In an effort to attain the best value and meet purchasing requirements, the use of interlocal cooperative purchasing programs allows the City to leverage the purchasing potential and benefit from economies of scale. All contracts are competitively bid and awarded in compliance with State procurement

requirements. After vetting multiple competitive contracts through various interlocal cooperative purchasing programs, conducting background checks on similar projects, and evaluating overall competitive pricing, staff and Tetra Tech, recommend awarding a contract in an amount not to exceed \$2,027,198.56 to Hayden Pavement Company for complete reconstruction of Bunker Hill Rd. (between Taylorcrest Rd. and Memorial Dr.) and mill & overlay of Taylorcrest Rd. (between Bunker Hill Elementary to Blalock).

Prior to mobilization, staff will host a town hall meeting to discuss the proposed construction schedule with impacted residents. Advanced notification will be provided to emergency services (MVPD and VFD), neighboring municipalities, and the general public.

The contract has been reviewed by the City Attorney.

### **Recommended Action**

Staff recommends City Council approve a contract with Hayden Pavement in an amount not to exceed \$1,992,198.56 for road improvements on Bunker Hill Rd. and Taylorcrest Rd.

**CITY OF BUNKER HILL VILLAGE, TEXAS  
SERVICES AGREEMENT**

**THE STATE OF TEXAS**   §  
  §  
**COUNTY OF HARRIS**   §

**Description of Services: Asphalt Mill & Overlay Improvements for Bunker Hill Road & Taylorcrest Road**

This Agreement is made and entered into by the **City of Bunker Hill Village, Texas** (referred to as the “City”), with an office at 11977 Memorial Drive, Houston, Texas, 77024 and, **Hayden Pavement** (the “Company”), with an office at 4710 Windsong Trail, Houston, Texas, 77084. The City hereby engages the services of the Company as an independent contractor for services described, upon the following terms and conditions.

**1. SCOPE OF AGREEMENT**

- 1.1. The City hereby agrees to employ the Company and the Company agrees to perform the necessary services as set forth in Exhibit A, attached hereto and incorporated herein for all purposes.
- 1.2. In the event of a conflict among the terms of this Agreement and Exhibit A, the terms set forth in this Agreement shall control.
- 1.3. The parties shall comply with Applicable Laws in performing their respective obligations hereunder.
- 1.4. The Company shall perform the services set forth herein in accordance with the provisions of this Agreement, exercising the degree of skill and care ordinarily exercised by members of the Company’s profession in the geographic region.

**2. TERM OF AGREEMENT; TERMINATION**

- 2.1. This Agreement shall be effective upon proper execution by the City. ***Either party may terminate this Agreement for any reason with thirty days (30) written notice to the other party.***
- 2.2. The City’s obligations under this Agreement shall not constitute a general obligation of the City or indebtedness under the Constitution or laws of the State of Texas. Nothing contained herein shall ever be construed so as to require the City to create a sinking fund or to assess, levy and collect any tax to fund its obligations under this Agreement.

**3. ENTIRE AGREEMENT**

This Agreement represents the entire Agreement between the Company and the City and no prior or contemporaneous oral or written agreements or representations shall be construed to alter its terms. No additional terms shall become part of this Agreement without the written consent of both parties and compliance with relevant state law. This Agreement supersedes all other prior agreements either oral or in writing.

4. ASSIGNMENT

The Company shall not assign or subcontract its obligations under this Agreement without the prior written consent of the City, which consent shall not be unreasonably withheld; however, such prior consent shall not be required for an assignment by the Company to a parent, subsidiary, affiliate, or successor.

5. COMPENSATION

For and in consideration of the services rendered by the Company pursuant to this Agreement, the City shall pay the Company only for the actual work performed under the Scope of Work, on the basis set forth in Exhibit "A" up to an amount not to exceed \$1,992,198.56.

6. INDEMNITY AND LIABILITY

6.1. DEFINITIONS

For the purpose of this section the following definitions apply:

- a. "City" shall mean all officers, agents, and employees of the City of Bunker Hill Village.
- b. "Claims" shall mean all claims, liens, suits, demands, accusations, allegations, assertions, complaints, petitions, proceedings and causes of action of every kind and description brought for damages.
- c. "Company" includes the corporation, company, partnership, or other entity, its owners, officers, and/or partners, and their agents, successors, and assigns.
- d. "Company's employees" shall mean any employees, officers, agents, subcontractors, licensees, and invitees of Company.
- e. "Damages" shall mean each and every injury, wound, hurt, harm, fee, damage, cost, expense, outlay, expenditure, or loss of any and every nature, including but not limited to:
  - i. injury or damage to any property or right
  - ii. injury, damage, or death to any person or entity
  - iii. attorneys' fees, witness fees, expert witness fees and expenses,
  - iv. any settlement amounts; and
  - v. all other costs and expenses of litigation
- f. "Premise Defects" shall mean any defect, real or alleged, which now exists, or which may hereafter arise upon the premises.

6.2. INDEMNITY

**COMPANY AGREES TO INDEMNIFY, HOLD HARMLESS, AND DEFEND THE CITY FROM AND AGAINST LIABILITY FOR ANY THIRD-PARTY CLAIMS FOR BODILY INJURY, WRONGFUL DEATH, OR PROPERTY DAMAGES TO THE EXTENT ARISING OUT OF THE COMPANY'S NEGLIGENT WORK AND ACTIVITIES CONDUCTED IN CONNECTION WITH THIS AGREEMENT.**

**COMPANY IS AN INDEPENDENT CONTRACTOR AND IS NOT, WITH RESPECT TO ITS ACTS OR OMISSIONS, AN AGENT OR EMPLOYEE OF THE CITY.**

**COMPANY MUST AT ALL TIMES EXERCISE REASONABLE PRECAUTIONS ON BEHALF OF, AND BE SOLELY RESPONSIBLE FOR, THE SAFETY OF COMPANY'S EMPLOYEES WHILE IN THE VICINITY WHERE THE WORK IS BEING DONE. THE CITY IS NOT LIABLE OR RESPONSIBLE FOR THE NEGLIGENCE OR INTENTIONAL ACTS OR OMISSIONS OF COMPANY OR COMPANY'S EMPLOYEES.**

**THE CITY ASSUMES NO RESPONSIBILITY OR LIABILITY FOR DAMAGES WHICH ARE DIRECTLY OR INDIRECTLY ATTRIBUTABLE TO PREMISE DEFECTS.**

6.3. LIMIT OF LIABILITY

In the event that claims(s) raised by the City against the Company on account of this Agreement, or on account of the Services performed hereunder is/are covered under the Company's insurance policies required of hereunder, the Company shall not be responsible to the City for any loss, damage or liability beyond the amounts contractually required hereunder and actually paid pursuant to the limits and conditions of such insurance policies. With respect to any causes of action and/or claims raised against the Company by the City that are not covered by the insurance policies required hereunder, the Company's liability to the City shall not exceed an aggregate amount equal to twice the compensation paid to the Company by the City under this Agreement in the year in which such cause of action and/or claim is raised.

6.4. WAIVER OF DAMAGES

Notwithstanding any provision to the contrary contained in this Agreement, in no event shall either party be liable, either directly or indirectly, for any special, punitive, indirect and/or consequential damages, including damages attributable to loss of use, loss of income or loss of profit even if such party has been advised of the possibility of such damages.

7. INSURANCE

7.1. AMOUNTS OF INSURANCE

The Company agrees to provide and to maintain the following types and amounts of insurance, for the term of this Contract:

TYPE	AMOUNT
(a) Workers Compensation	(where required – Statutory by State Law)
Employer's Liability	\$100,000 per occurrence

- (b) Commercial (Public) Liability, including but not limited to:
  - a. Premises/ Operations Combined Single Limit
  - b. Independent Contractors
  - c. Personal Injury
  - d. Products/Completed Operations
  - e. Contractual Liability (insuring above indemnity provisions)

All insured at combined single limits for bodily injury and property damage at \$500,000 per occurrence.

- (c) Comprehensive Automobile Liability, in include coverage for:
  - a. Owned/Leased Automobiles
  - b. Non-owned Automobiles
  - c. Hired Cars

All insured at combined single limits for bodily injury and property damage for \$500,000 per occurrence.

## 7.2. OTHER INSURANCE REQUIREMENTS

The Company understands that it is its sole responsibility to provide the required Certificates.

Insurance required herein shall be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Texas. All policies shall be subject to examination and approval by the City Attorney's Office for their adequacy as to form, content, form of protection, and providing company.

Insurance required by this Contract for the City as additional insured shall be primary insurance and not contributing with any other insurance available to the City, under any third party liability policy.

The Company further agrees that with respect to the above required liability insurances, the City shall:

- a. Be named as an additional insured;
- b. Be provided with a waiver of subrogation, in favor of the City,
- c. Br provided with 30 days advance written notice of cancellation, nonrenewal, or reduction in coverage (all "endeavor to" and similar language of reservation stricken from cancellation section of certificate); and
- d. Prior to execution of this Agreement, be provided through the office of the City Attorney with their original Certificate of Insurance evidencing the above requirement.

The insurance requirements set out in this section are independent from all other obligations of the Company under this Agreement and apply whether or not required by any other provision of this Agreement.

8. PAYMENT AND PERFORMANCE

Payment for services described in this Agreement will be made in accordance with the Texas Prompt Payment Act, Chapter 2251 of the Texas Government Code, or as subsequently amended.

9. COMPANY CERTIFICATIONS

The Company certifies that neither it, nor any of its agents or employees, have or will offer or accept gifts or anything of value, or enter into any business arrangement, with any employee, official, or agent of the City.

The Company certifies, pursuant to Texas Government Code Chapter 2271, that it does not boycott Israel and will not boycott Israel during the term of this Agreement. The Company further certifies, pursuant to Texas Government Code Chapter 2252, Subchapter F, that it does not engage in business with Iran, Sudan, or a foreign terrorist organization as may be designated by the United States Secretary of State pursuant to his authorization in 8 U.S.C. Section 1189.

In accordance with Chapter 2274 of the Texas Government Code, Engineer covenants that it: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (2) will not discriminate during the term of this contract against a firearm entity or firearm trade associations.

10. NO WAIVER OF IMMUNITY

The City does not waive any statutory or common law right to sovereign immunity by virtue of the execution of this Agreement.

11. NOTICES

Any written notice provided under this Agreement or required by law shall be deemed to have been given and received on the next day after such notice has been deposited by Registered or Certified Mail with sufficient postage affixed thereto and addressed to the other party to the Agreement; provided, that this shall not prevent the giving of actual notice in any manner.

Notice to the City may be sent to the following addresses:

City of Bunker Hill Village, Texas  
11977 Memorial Drive  
Houston, TX 77024  
Attn: City Administrator

Notice to the Company may be sent to the following addresses:

Hayden Pavement  
4710 Windsong Trail  
Houston, Texas, 77084

12. INDEPENDENT CONTRACTOR

The relationship of the Company to the City is that of independent contractor for all purposes under this Agreement. This Agreement is not intended to create, and shall not be construed as creating, between the Company and the City, the relationship of principal and agent, joint venturers, co-partners or any other similar relationship, the existence of which is hereby expressly denied.

13. FORCE MAJEURE

Any event of Force Majeure that directly or indirectly causes a party to be unable to perform its obligations under this Agreement shall not be deemed a breach of this Agreement. The occurrence of such event shall suspend the obligations of the affected party for only so long as the impact of such event continues. The obligation to pay amounts due and owing shall not be suspended by such event. The party affected will use commercially reasonable efforts to mitigate the effect of the event. "*Force Majeure*" means any act, event or condition to the extent that it adversely affects the cost or the ability of a party to perform its obligations in accordance with the terms of this Agreement if such act, event or condition, in light of any circumstances that should have been known or reasonably believed to have existed at the time, is beyond the reasonable control and is not a result of the willful or negligent act, error or omission or failure to exercise reasonable diligence on the part of the party so affected. Force Majeure includes but is not limited to: (a) acts of God; (b) flood, fire, earthquake, hurricane or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Contract; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances, other than those involving the affected parties employees; (i) shortage of adequate power or transportation facilities.

14. WAIVER

The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

AGREED to and ACCEPTED this 18<sup>th</sup> day of March, 2025.

City of Bunker Hill Village, Texas

\_\_\_\_\_  
Robert P. Lord, Mayor

ATTEST:

\_\_\_\_\_  
Gerardo Barrera, City Administrator/ Acting City Secretary

Vendor: HAYDEN PAVEMENT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# EXHIBIT A

575 N Dairy Ashford  
Suite 700  
Houston, TX 77079  
T +1 281 589 7257

March 12, 2025

Mr. Elvin Hernandez  
Public Works Director  
City of Bunker Hill Village  
11977 Memorial Drive  
Houston, Texas 77024

Re: Recommendation of Award for Asphalt Street Improvements for  
Bunker Hill Road and Taylorcrest Road  
RPS Project No. 200-646973-24004

Dear Mr. Hernandez:

We coordinated with three (3) Contractors that could be contracted through local purchasing cooperatives: Hayden Paving, Inc., Texas Materials, and AAA Asphalt Paving. We received formal quotes from Hayden Paving and Texas Materials while AAA Asphalt Paving was unresponsive with updating final numbers. After review of these cost proposals, the apparent low bidder is Hayden Paving, Inc. with a proposal of \$1,811,089.60.

The engineer's estimate of \$1,500,000.00 was approximately 20% lower than Hayden's cost proposal.

We ranked the Contractor's base bid prices from lowest bid to highest bid in Table 1 below:

**Table 1: Cost Proposal Rankings**

No. 1	\$1,811,089.60	Hayden Paving, Inc.
No. 2	\$2,049,696.15	Texas Materials
No. 3	Incomplete	AAA Asphalt Paving

References submitted by Hayden Paving, Inc. provided positive feedback regarding overall quality, communication, and responsiveness. They are a competent contractor with a good record on similar projects and understand what it takes to work in the City of Bunker Hill Village. Therefore, we recommend that the contract be awarded to Hayden Paving, Inc. We would like to schedule a meeting with them to discuss the project challenges and overall expectations prior to executing a contract.

We appreciate the opportunity to work on this project and look forward to continuing work with you during the construction phase. If you have any questions or require additional information, please call Jennifer Hallier or me at 281-589-7257.

Sincerely,



Mike McClung PE, CFM, ENV SP  
Southeast Municipal Leader  
[michael.mcclung@tetrattech.com](mailto:michael.mcclung@tetrattech.com)

MM:ng

PROJECT IDENTIFICATION:

Desing of Asphalt Mill & Overlay Improvements  
for the  
City of Bunker Hill Village

PROJECT NUMBER: 200-646973-24004

THIS BID IS SUBMITTED TO:

City of Bunker Hill Village  
11977 Memorial Drive  
Houston, TX 77024

(hereinafter called OWNER)

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Bid Price and within the Bid Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. Bidder accepts all of the terms and conditions of the Official Notice to Bidders and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security. This Bid will remain open for the period of time specified in the //Official Notice to Bidders// after the day of Bid opening. Bidder will sign and deliver the required number of counterparts of the Agreement with the Bonds, evidence of insurance coverage, and other documents required by the Bidding Requirements within 15 days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
  - A. Bidder has examined and carefully studied all the Bidding Documents and the following Addenda receipt of all which is hereby acknowledged:

<u>Addendum Date</u>	<u>Addendum Number</u>	<u>Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- B. Bidder has visited the site and become familiar with and satisfied itself as to the general, local, and site conditions that may affect cost, progress, performance and furnishing of the Work;
- C. Bidder is familiar with and has satisfied itself as to all federal, state, and local laws and regulations that may affect cost, progress, performance, and finishing of the Work.
- D. Bidder acknowledges that OWNER and ENGINEER do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Bidding Documents with respect to Underground Facilities at or contiguous to the site. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such examinations, investigation, explorations, test,

studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder and safety precautions and programs incident thereto. Bidder does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance and furnishing of the Work in accordance with the time, price, and other items and conditions of the Contract Documents.

- E. Bidder is aware of the general nature of Work to be performed by OWNER and others at the site that relates to Work for which this Bid is submitted as indicated in the Contract Documents.
- F. Bidder has correlated the information known to Bidder from information and observation obtained from visits to the site, reports, and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- G. Bidder has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which the Bid is submitted.
- H. This Bid is genuine and not made in the interest or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

4. Bidder will complete the Work in accordance with the Contract Documents for the following prices:

#### **UNIT PRICE SCHEDULE**

As provided in Paragraph 11.03 of the General Conditions estimated quantities are not guaranteed, and determinations of actual quantities and classification are to be made by ENGINEER as provided in Paragraph 9.08 of the General Conditions. Bidder has computed unit prices as provided in Paragraph 11.03 of the General Conditions.



**City of Bunker Hill Asphalt Mill & Overlay Improvements  
Bunker Hill Road and Taylorcrest Road  
Bid Form**

<b>BASE BID</b>						
ITEM	SECTION	DESCRIPTION	UNITS	QTY	UNIT COST	AMOUNT
<b>GENERAL</b>						
1	01502	Mobilization (5% of total)	LS	1	\$ 35,000.00	\$ 35,000.00
2	01554	Traffic Control	MO	4	\$ 10,000.00	\$ 40,000.00
3	01570	SWPPP	LS	1	\$ 10,000.00	\$ 10,000.00
<b>GENERAL REQUIREMENTS SUBTOTAL</b>						<b>\$ 85,000.00</b>
<b>PAVING- BUNKER HILL ROAD</b>						
4	02741	3" Type D Hot Mix Asphaltic Surface	TON	2,177	\$ 175.00	\$ 380,907.93
5	02337	2% Hydrated Lime	TON	135	\$ 325.00	\$ 43,865.44
6	02337	8% Fly-ash	TON	540	\$ 145.00	\$ 78,282.94
7	02337	8" Lime/Fly Ash Stabilized Subgrade	CY	3,260	\$ 15.00	\$ 48,900.00
8	02221	Removal of Existing Asphalt Pavement & Base (9")	CY	3,033	\$ 20.00	\$ 60,651.11
9	02711	6" Hot Mix Asphaltic Base Course	TON	4,353	\$ 155.00	\$ 674,751.19
10	02742	Prime Coat	Gal	3,225	\$ 5.00	\$ 16,125.00
11	02743	Tack Coat	Gal	1,936	\$ 6.00	\$ 11,616.00
12	02920	Sodding	SY	570	\$ 12.00	\$ 6,840.00
13	02767	Reflective Pavement Marking, 24-inch wide TY II, white (SLD)	LF	45	\$ 6.00	\$ 270.00
14	02767	Reflective Pavement Marking, 4-inch wide TY II, white (SLD)	LF	10284	\$ 0.65	\$ 6,684.60
15	02767	Stop Bar Reflective Pavement Marking, 24-inch wide TY II, white (SLD) with Red TY II-A-A Markers	LF	50	\$ 10.00	\$ 500.00
16	02767	Reflective Pavement Marking, 4-inch wide TY II, double yellow (SLD) with Yellow TY II-A-A Markers	LF	4151	\$ 3.00	\$ 12,453.00
17	02767	Reflective Pavement Marking, 12-inch wide TY II, white (SLD) with White TY II-A-A Markers	LF	109	\$ 5.00	\$ 545.00
18	02764	Non- Reflective Marking, 4-inch Raised Traffic Button	EA	14	\$ 10.00	\$ 140.00
19	02520	Blue TY II-A-A Markers	EA	12	\$ 8.00	\$ 96.00
<b>BUNKER HILL ROAD PAVING SUBTOTAL</b>						<b>\$ 1,342,628.22</b>
<b>PAVING- TAYLORCREST ROAD</b>						
20	02741	2" Type D Hot Mix Asphaltic Surface	TON	1,466	\$ 175.00	\$ 256,518.20
21	02771	Removal and Replacement of Slotted Curb	LF	485	\$ 65.00	\$ 31,525.00
22	02960	2" Milling of Existing Asphalt Pavement, All Thicknesses	SY	12,253	\$ 3.00	\$ 36,760.33
23	02743	Tack Coat	Gal	1,832	\$ 6.00	\$ 10,992.00
24	02920	Sodding	SY	2198	\$ 10.00	\$ 21,979.20
25	02767	Reflective Pavement Marking, 24-inch wide TY II, white (SLD)	LF	45	\$ 6.00	\$ 270.00
26	02767	Reflective Pavement Marking, 4-inch wide TY II, white (SLD)	LF	9081	\$ 0.65	\$ 5,902.65
27	02767	Stop Bar Reflective Pavement Marking, 24-inch wide TY II, white (SLD) with Red TY II-A-A Markers	LF	121	\$ 10.00	\$ 1,210.00
28	02767	Reflective Pavement Marking, 4-inch wide TY II, double yellow (SLD) with Yellow TY II-A-A Markers	LF	3865	\$ 3.00	\$ 11,595.00
29	02767	Reflective Pavement Marking, 12-inch wide TY II, white (SLD)	LF	333	\$ 5.00	\$ 1,665.00
30	02767	Reflective Pavement Marking, Word, white (SLD)	EA	4	\$ 350.00	\$ 1,400.00
31	02764	Non- Reflective Marking, 4-inch Raised Traffic Button	EA	8	\$ 10.00	\$ 80.00
32	02520	Blue TY II-A-A Markers	EA	8	\$ 8.00	\$ 64.00
<b>TAYLORCREST ROAD PAVING SUBTOTAL</b>						<b>\$ 379,961.38</b>
<b>EXTRA BID ITEMS</b>						
33	02086	Adjust Existing Manhole to New Grade	EA	1	\$ 1,000.00	\$ 1,000.00
34	02086	Adjust Existing Water Valve to New Grade	EA	1	\$ 1,000.00	\$ 1,000.00
35	02086	Adjust Existing Structure to New Grade	EA	1	\$ 1,500.00	\$ 1,500.00
<b>EXTRA BID ITEM TOTAL</b>						<b>\$ 3,500.00</b>
<b>CONSTRUCTION SUBTOTAL</b>						<b>\$ 1,811,089.60</b>
<b>10% CONTINGENCY</b>						<b>\$ 181,108.96</b>
<b>BASE BID CONSTRUCTION TOTAL</b>						<b>\$ 1,992,198.56</b>

ALTERNATES - Include the following alternates as described in Section 01030:

Alternate 1 - //Add// //Deduct// For //

//Add// //Deduct// \_\_\_\_\_  
//  
\_\_\_\_\_ (written)

Alternate 2 - //Add// //Deduct// For //

//Add// //Deduct// \_\_\_\_\_  
//  
\_\_\_\_\_ (written)

Alternate 3 - //Add// //Deduct// For //

//Add// //Deduct// \_\_\_\_\_  
//  
\_\_\_\_\_ (written)

Dollars (\$ \_\_\_\_\_).  
(Figures)

5. Bidder agrees that the Work will be substantially completed and completed and ready for final payment in accordance with Paragraph 14 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
6. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified in the Agreement.
7. The following documents are attached to and made a condition of this Bid:
  - a. Required Bid Security in the form of \_\_\_\_\_  
(Certified Check or Bid Bond)  
in the amount of \_\_\_\_\_  
(Dollars or Percent)
  - c. A tabulation of Subcontractors, Suppliers, and other persons and organizations required to be identified in this Bid.
  - d. Required Bidder's Qualification Statement with supporting data.
8. Communications concerning this Bid shall be addressed to the Bidder as indicated below:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

State: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

9. The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions and terms defined in the Instructions to Bidders are used with the same meaning in this Bid.

I hereby certify that as Bidder I/we have examined and carefully prepared this Bid from the Bidding Documents and have checked the same in detail before submitting this Bid, and that all statements herein are made on behalf of:

**An Individual:** By (Written) \_\_\_\_\_  
(Typed) \_\_\_\_\_ (Individual's Name)  
doing business as \_\_\_\_\_ (Firm Name)  
Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_

**A Partnership:** By \_\_\_\_\_ (Firm Name)  
By (Written) \_\_\_\_\_  
(Typed) \_\_\_\_\_ (General Partner)  
Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_

**A Corporation:** By \_\_\_\_\_ (Corporation Name)  
\_\_\_\_\_  
(State of Incorporation)  
By (Written) \_\_\_\_\_  
(Typed) \_\_\_\_\_ (Name of Person Authorized to Sign)  
(Title) \_\_\_\_\_ (Corporate Seal)  
Attest (Written) \_\_\_\_\_  
(Typed) \_\_\_\_\_ (Secretary)  
Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_

**A Joint Venture:** By (Written) \_\_\_\_\_  
(Typed) \_\_\_\_\_ (Name)  
\_\_\_\_\_  
(Address)  
By (Written) \_\_\_\_\_  
(Typed) \_\_\_\_\_ (Name)  
\_\_\_\_\_  
(Address)

Phone number and address for receipt of official communications:

\_\_\_\_\_  
\_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above).

(BIDDERS SHALL NOT ADD ANY CONDITIONS OR QUALIFYING STATEMENTS TO THIS BID AS OTHERWISE THE BID MAY BE DECLARED IRREGULAR AS BEING NOT RESPONSIVE TO THE ADVERTISEMENT.)

(BIDDERS SHALL USE THIS BID FORM IN SUBMITTING THEIR BIDS.)

\*\*\* END OF SECTION \*\*\*

**BIDDER** *(Name and Address):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SURETY** *(Name and Address of Principal Place of Business):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OWNER** *(Name and Address):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID**

BID DUE DATE: \_\_\_\_\_

PROJECT *(Brief Description Including Location):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BOND**

BOND NUMBER: \_\_\_\_\_

DATE: *(Not later than Bid Due Date):* \_\_\_\_\_

PENAL SUM: \_\_\_\_\_

IN WITNESS WHEREOF, Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

SURETY

\_\_\_\_\_  
(Seal)

\_\_\_\_\_  
(Seal)

Bidder's Name and Corporate Seal

Surety's Name and Corporate Seal

By: \_\_\_\_\_

By: \_\_\_\_\_

Signature and Title

Signature and Title  
(Attach Power of Attorney)

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Signature and Title

Signature and Title

Note: (1) Above addresses are to be used for giving required notice.

(2) Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

EJCDC NO. C-700 (2002 Edition)

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to pay Owner upon default of Bidder the penal sum set forth on the face of this Bond.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and Contract Documents, or
  - 3.2 All bids are rejected by Owner, or
  - 3.3 Owner fails to issue a notice of award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of and any and all defenses based on or arising out of any time extension to issue notice of award agreed to in writing by Owner and Bidder, provided that the time for issuing notice of the award including extensions shall not in the aggregate exceed 120 days from Bid Due Date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in paragraph 4 above is received by Bidder and Surety, and in no case later than one year after Bid Due Date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notice required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirements of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of the Bond conflicts with any applicable provision of any applicable statute, then the provision of said statute shall govern and the remainder of this bond that is not in conflict therewith shall continue in full force and effect.
11. The term "bid" as used herein includes a bid, offer or proposal as applicable.

**SECTION 00520  
AGREEMENT**

THIS AGREEMENT is dated as of the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2025 by and between the City of Bunker Hill Village (hereinafter called OWNER) and \_\_\_\_\_ (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

**ARTICLE 1 - WORK**

1.1. CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

- The installation of concrete paving, and reconstruction of residential driveways and sidewalks. The work also includes reinforced concrete pipe, storm inlets and storm manholes, including all necessary appurtenances, tree removal and protection, sodding, utility service reconnections, traffic control, and site restoration.

1.2. The Project for which the Work under the Contract Documents may be the whole or only a part of is generally described as follows:

**Asphalt Mill & Overlay Improvements  
for the  
City of Bunker Hill Village**

**ARTICLE 2 - ENGINEER**

2.1. The Project has been designed by RPS who is hereinafter called ENGINEER and who is to act as OWNER'S representative, assume all duties and responsibilities and have the rights and authority assigned to ENGINEER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

**ARTICLE 3 - CONTRACT TIMES**

3.1. The Work under the Base Bid will be substantially completed within **120** calendar days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within **150** calendar days after the date when the Contract Times commence to run.

3.2. Liquidated Damages. OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not completed within the times specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER **\$1,000**, plus additional engineering costs as set forth in Paragraph 14.09 of the Supplementary Conditions, for each day that expires after the time specified in Paragraph 3.1 for Substantial Completion until the Work is substantially complete.

3.3. Permitting CONTRACTOR or Surety to continue and finish the Work or any part of the Work after the times specified for completion, or after the date to which the times for completion may have been extended, shall in no way operate as a waiver on the part of OWNER of its rights under the Contract.

#### **ARTICLE 4 - CONTRACT PRICE**

OWNER shall pay CONTRACTOR for the completion of the Work in accordance with the Contract Documents in current funds as shown in the Unit Price Schedule as completed in the Bid Form and accepted by OWNER.

#### **ARTICLE 5 - PAYMENT PROCEDURES**

5.1. CONTRACTOR shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions.

Progress Payments:

5.2. OWNER will make monthly progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by ENGINEER each month during construction as provided below. All progress payments will be on the basis of the progress of Work measured by the schedule of values established in Paragraph 14.01 of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

Retainage:

5.2.1. After each Application for Payment has been found acceptable by OWNER, OWNER will pay 90% of the estimated value less any previous payments to CONTRACTOR until Substantial Completion.

Final Payment:

5.3. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, OWNER shall pay the remainder of the Contract Price as recommended by ENGINEER as provided in said Paragraph 14.07.

#### **ARTICLE 6 - INTEREST**

All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the maximum rate allowed by law at the place of the Project.

#### **ARTICLE 7 - CONTRACTOR'S REPRESENTATIONS**

In order to induce OWNER to enter into this Agreement, CONTRACTOR makes the following representations:

7.1. CONTRACTOR has examined and carefully studied the Contract Documents (including the Addenda listed in Article 8) and the other related data identified in the Bidding Documents including "technical data."

7.2. CONTRACTOR has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, performance and furnishing of the Work.

7.3. CONTRACTOR is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.

7.4. CONTRACTOR has carefully studied all **reports of explorations and tests of subsurface conditions at or contiguous to the site and all drawings** of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the site (except Underground Facilities) which have been identified in the Supplementary Conditions

as provided in Paragraph 4.2.1 of the General Conditions. CONTRACTOR accepts the determination set forth in Paragraph SC-4.2 of the Supplementary Conditions of the extent of the "technical data" contained in such reports and drawings upon which CONTRACTOR is entitled to rely as provided in Paragraph 4.2 of the General Conditions. CONTRACTOR acknowledges that such reports and drawings are not Contract Documents and may not be complete for CONTRACTOR'S purposes. CONTRACTOR acknowledges that OWNER and ENGINEER do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Contract Documents with respect to Underground Facilities at or contiguous to the site. CONTRACTOR has obtained and carefully studied (or assumes responsibility for having done so) all such additional supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto. CONTRACTOR does not consider that any additional examinations, investigations, explorations, tests, studies, or data are necessary for the performance and furnishing of the Work at the Contract Price, within the Contract Times and in accordance with the other terms and conditions of the Contract Documents.

7.5. CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the site that relates to the Work as indicated in the Contract Documents.

7.6. CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the site, reports, and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.

7.7. CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities or discrepancies that CONTRACTOR has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

## **ARTICLE 8 - CONTRACT DOCUMENTS**

The Contract Documents which comprise the entire Agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

- 8.1. This Agreement.
- 8.2. Exhibits to this Agreement.
- 8.3. Bid Form.
- 8.4. Performance, Payment and other Bonds.
- 8.5. Notice to Proceed, not attached hereto.
- 8.6. General Conditions (Pages 1 to 41, inclusive)
- 8.7. Supplementary Conditions (Pages 1 to 13, inclusive.)
- 8.8. Specifications bearing the title: "**Asphalt Mill & Overlay Improvements**" and consisting of divisions and pages listed in the General Table of Contents.
- 8.9. Drawings, consisting of a cover sheet and sheets numbered **1** through **46** inclusive with each sheet bearing the following general title: "**Design of Asphalt Mill & Overlay Improvements**" not attached hereto.

8.10. Wage Rates.

8.11. Addenda numbers \_\_\_\_\_ to \_\_\_\_\_, inclusive.

8.12. Unit Price Schedule as completed in CONTRACTOR's Bid.

8.13. Appendix Forms and Drawings.

8.14. Federal, State, and Local Forms.

8.15. The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: All Written Amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to Paragraphs 3.5 and 3.6 of the General Conditions.

The documents listed in Paragraphs 8.2 et seq. above are attached to this Agreement (except as expressly noted otherwise above.)

There are no Contract Documents other than those listed above in this Article 8. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

#### **ARTICLE 9 - MISCELLANEOUS**

9.1. Terms used in this Agreement which are defined in Article 1 of the General Conditions will have the meanings indicated in the General Conditions.

9.2. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.3. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR, and ENGINEER. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR or identified by ENGINEER on their behalf.

This Agreement will be effective on \_\_\_\_\_, 20\_\_\_\_, (which is the effective Date of the Agreement).

Attest:

\_\_\_\_\_  
(CONTRACTOR)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

Address for giving notices:

\_\_\_\_\_  
(Typed Name and Title)

\_\_\_\_\_  
\_\_\_\_\_

(If CONTRACTOR is a corporation, attach evidence of authority to sign.)

Attest:

\_\_\_\_\_  
(OWNER)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

Address for giving notices:

\_\_\_\_\_  
(Typed Name and Title)

\_\_\_\_\_  
\_\_\_\_\_



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XIII
<b>Subject:</b>	Road Improvements Project Management
<b>Exhibits:</b>	Services Agreement
<b>Funding:</b>	General Fund Construction Fund (Acct. # 06-00-00-9184) \$75,000.00
<b>Presenter(s):</b>	Elvin Hernandez, Public Works Director

**Executive Summary**

The City's Five-Year Capital Improvement Plan (CIP) includes the asphalt mill and overlay of Taylorcrest Rd. and the reconstruction of Bunker Hill Rd. This project was originally scheduled to begin in 2024, however, per Council's direction to prioritize repairs on Bunker Hill Rd. first, it was necessary to complete underground utility work on Bunker Hill Rd. before the start of construction. The mill and overlay of Taylorcrest Rd. was rescheduled to Summer 2025 to accommodate the Spring Branch Independent School District.

The City has contracted with Lloyd, Smitha & Associates, LLC on multiple projects, most recently in 2022, where they provided satisfactory project oversight. Given the contractor's proven expertise, extensive experience in construction management and project coordination with other City projects, staff recommends approving a professional services contract with Lloyd, Smitha & Associates, LLC for project management services for Taylorcrest Rd. and Bunker Hill Rd. in an amount not to exceed \$75,000.00. Scope of work includes on-site inspections, quality control measures, review of monthly pay estimates, communication with residents, complaint investigations, and the main point of contact to address resident concerns.

Prior to mobilization, staff will host a town hall meeting to discuss the proposed construction schedule with impacted residents. Advanced notification will be provided to emergency services (MVPD and VFD), neighboring municipalities, and the general public.

The agreement has been reviewed by the City Attorney.

**Recommended Action**

Staff recommends the City Council approve a contract with Lloyd, Smitha & Associates, LLC in an amount not to exceed \$75,000.00 for project management of road improvements for Taylorcrest Rd. and Bunker Hill Rd.

**CITY OF BUNKER HILL VILLAGE, TEXAS  
SERVICES AGREEMENT**

**THE STATE OF TEXAS   §  
  §  
COUNTY OF HARRIS   §**

**Description of Services: Client Representative and Construction Management Services for Asphalt Mill and Overlay Improvements - Bunker Hill Road & Taylorcrest Road**

This Agreement is made and entered into by the **City of Bunker Hill Village, Texas** (referred to as the “City”), with an office at 11977 Memorial Drive, Houston, Texas, 77024 and, **Lloyd, Smith and Associates, LLC** (the “Company”), with an office at 650 N. Sam Houston Pkwy, Suite #218, Houston, TX 77060. The City hereby engages the services of the Company as an independent contractor for services described, upon the following terms and conditions.

- 1.    **SCOPE OF AGREEMENT**
  - 1.1.    The City hereby agrees to employ the Company and the Company agrees to perform the necessary services as set forth in Exhibit A, attached hereto and incorporated herein for all purposes.
  - 1.2.    In the event of a conflict among the terms of this Agreement and Exhibit A, the terms set forth in this Agreement shall control.
  - 1.3.    The parties shall comply with Applicable Laws in performing their respective obligations hereunder.
  - 1.4.    The Company shall perform the services set forth herein in accordance with the provisions of this Agreement, exercising the degree of skill and care ordinarily exercised by members of the Company’s profession in the geographic region.
  
- 2.    **TERM OF AGREEMENT; TERMINATION**
  - 2.1.    This Agreement shall be effective upon proper execution by the City. ***Either party may terminate this Agreement for any reason with thirty days (30) written notice to the other party.***
  - 2.2.    The City’s obligations under this Agreement shall not constitute a general obligation of the City or indebtedness under the Constitution or laws of the State of Texas. Nothing contained herein shall ever be construed so as to require the City to create a sinking fund or to assess, levy and collect any tax to fund its obligations under this Agreement.
  
- 3.    **ENTIRE AGREEMENT**

This Agreement represents the entire Agreement between the Company and the City and no prior or contemporaneous oral or written agreements or representations shall be construed to alter its terms. No additional terms shall become part of this Agreement without the written consent of both parties and compliance with relevant state law. This Agreement supersedes all other prior agreements either oral or in writing.

4. ASSIGNMENT

The Company shall not assign or subcontract its obligations under this Agreement without the prior written consent of the City, which consent shall not be unreasonably withheld; however, such prior consent shall not be required for an assignment by the Company to a parent, subsidiary, affiliate, or successor.

5. COMPENSATION

For and in consideration of the services rendered by the Company pursuant to this Agreement, the City shall pay the Company only for the actual work performed under the Scope of Work, on the basis set forth in Exhibit "A" up to an amount not to exceed \$75,000.00

6. INDEMNITY AND LIABILITY

6.1. DEFINITIONS

For the purpose of this section the following definitions apply:

- a. "City" shall mean all officers, agents, and employees of the City of Bunker Hill Village.
- b. "Claims" shall mean all claims, liens, suits, demands, accusations, allegations, assertions, complaints, petitions, proceedings and causes of action of every kind and description brought for damages.
- c. "Company" includes the corporation, company, partnership, or other entity, its owners, officers, and/or partners, and their agents, successors, and assigns.
- d. "Company's employees" shall mean any employees, officers, agents, subcontractors, licensees, and invitees of Company.
- e. "Damages" shall mean each and every injury, wound, hurt, harm, fee, damage, cost, expense, outlay, expenditure, or loss of any and every nature, including but not limited to:
  - i. injury or damage to any property or right
  - ii. injury, damage, or death to any person or entity
  - iii. attorneys' fees, witness fees, expert witness fees and expenses,
  - iv. any settlement amounts; and
  - v. all other costs and expenses of litigation
- f. "Premise Defects" shall mean any defect, real or alleged, which now exists, or which may hereafter arise upon the premises.

6.2. INDEMNITY

**COMPANY AGREES TO INDEMNIFY, HOLD HARMLESS, AND DEFEND THE CITY FROM AND AGAINST LIABILITY FOR ANY THIRD-PARTY CLAIMS FOR BODILY INJURY, WRONGFUL DEATH, OR PROPERTY DAMAGES TO THE EXTENT ARISING OUT OF THE COMPANY'S NEGLIGENT WORK AND ACTIVITIES CONDUCTED IN CONNECTION WITH THIS AGREEMENT.**

**COMPANY IS AN INDEPENDENT CONTRACTOR AND IS NOT, WITH RESPECT TO ITS ACTS OR OMISSIONS, AN AGENT OR EMPLOYEE OF THE CITY.**

**COMPANY MUST AT ALL TIMES EXERCISE REASONABLE PRECAUTIONS ON BEHALF OF, AND BE SOLELY RESPONSIBLE FOR, THE SAFETY OF COMPANY'S EMPLOYEES WHILE IN THE VICINITY WHERE THE WORK IS BEING DONE. THE CITY IS NOT LIABLE OR RESPONSIBLE FOR THE NEGLIGENCE OR INTENTIONAL ACTS OR OMISSIONS OF COMPANY OR COMPANY'S EMPLOYEES.**

**THE CITY ASSUMES NO RESPONSIBILITY OR LIABILITY FOR DAMAGES WHICH ARE DIRECTLY OR INDIRECTLY ATTRIBUTABLE TO PREMISE DEFECTS.**

6.3. LIMIT OF LIABILITY

In the event that claims(s) raised by the City against the Company on account of this Agreement, or on account of the Services performed hereunder is/are covered under the Company's insurance policies required of hereunder, the Company shall not be responsible to the City for any loss, damage or liability beyond the amounts contractually required hereunder and actually paid pursuant to the limits and conditions of such insurance policies. With respect to any causes of action and/or claims raised against the Company by the City that are not covered by the insurance policies required hereunder, the Company's liability to the City shall not exceed an aggregate amount equal to twice the compensation paid to the Company by the City under this Agreement in the year in which such cause of action and/or claim is raised.

6.4. WAIVER OF DAMAGES

Notwithstanding any provision to the contrary contained in this Agreement, in no event shall either party be liable, either directly or indirectly, for any special, punitive, indirect and/or consequential damages, including damages attributable to loss of use, loss of income or loss of profit even if such party has been advised of the possibility of such damages.

7. INSURANCE

7.1. AMOUNTS OF INSURANCE

The Company agrees to provide and to maintain the following types and amounts of insurance, for the term of this Contract:

TYPE	AMOUNT
(a) Workers Compensation	(where required – Statutory by State Law)
Employer's Liability	\$100,000 per occurrence

- (b) Commercial (Public) Liability, including but not limited to:
  - a. Premises/ Operations Combined Single Limit
  - b. Independent Contractors
  - c. Personal Injury
  - d. Products/Completed Operations
  - e. Contractual Liability (insuring above indemnity provisions)

All insured at combined single limits for bodily injury and property damage at \$500,000 per occurrence.

- (c) Comprehensive Automobile Liability, in include coverage for:
  - a. Owned/Leased Automobiles
  - b. Non-owned Automobiles
  - c. Hired Cars

All insured at combined single limits for bodily injury and property damage for \$500,000 per occurrence.

## 7.2. OTHER INSURANCE REQUIREMENTS

The Company understands that it is its sole responsibility to provide the required Certificates.

Insurance required herein shall be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Texas. All policies shall be subject to examination and approval by the City Attorney's Office for their adequacy as to form, content, form of protection, and providing company.

Insurance required by this Contract for the City as additional insured shall be primary insurance and not contributing with any other insurance available to the City, under any third party liability policy.

The Company further agrees that with respect to the above required liability insurances, the City shall:

- a. Be named as an additional insured;
- b. Be provided with a waiver of subrogation, in favor of the City,
- c. Br provided with 30 days advance written notice of cancellation, nonrenewal, or reduction in coverage (all "endeavor to" and similar language of reservation stricken from cancellation section of certificate); and
- d. Prior to execution of this Agreement, be provided through the office of the City Attorney with their original Certificate of Insurance evidencing the above requirement.

The insurance requirements set out in this section are independent from all other obligations of the Company under this Agreement and apply whether or not required by any other provision of this Agreement.

8. PAYMENT AND PERFORMANCE

Payment for services described in this Agreement will be made in accordance with the Texas Prompt Payment Act, Chapter 2251 of the Texas Government Code, or as subsequently amended.

9. COMPANY CERTIFICATIONS

The Company certifies that neither it, nor any of its agents or employees, have or will offer or accept gifts or anything of value, or enter into any business arrangement, with any employee, official, or agent of the City.

The Company certifies, pursuant to Texas Government Code Chapter 2271, that it does not boycott Israel and will not boycott Israel during the term of this Agreement. The Company further certifies, pursuant to Texas Government Code Chapter 2252, Subchapter F, that it does not engage in business with Iran, Sudan, or a foreign terrorist organization as may be designated by the United States Secretary of State pursuant to his authorization in 8 U.S.C. Section 1189.

In accordance with Chapter 2274 of the Texas Government Code, Engineer covenants that it: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (2) will not discriminate during the term of this contract against a firearm entity or firearm trade associations.

10. NO WAIVER OF IMMUNITY

The City does not waive any statutory or common law right to sovereign immunity by virtue of the execution of this Agreement.

11. NOTICES

Any written notice provided under this Agreement or required by law shall be deemed to have been given and received on the next day after such notice has been deposited by Registered or Certified Mail with sufficient postage affixed thereto and addressed to the other party to the Agreement; provided, that this shall not prevent the giving of actual notice in any manner.

Notice to the City may be sent to the following addresses:

City of Bunker Hill Village, Texas  
11977 Memorial Drive  
Houston, TX 77024  
Attn: City Administrator

Notice to the Company may be sent to the following addresses:

Lloyd, Smitha and Associates, LLC  
650 N. Sam Houston Pkwy, Suite #218  
Houston, TX 77060

12. INDEPENDENT CONTRACTOR

The relationship of the Company to the City is that of independent contractor for all purposes under this Agreement. This Agreement is not intended to create, and shall not be construed as creating, between the Company and the City, the relationship of principal and agent, joint venturers, co-partners or any other similar relationship, the existence of which is hereby expressly denied.

13. FORCE MAJEURE

Any event of Force Majeure that directly or indirectly causes a party to be unable to perform its obligations under this Agreement shall not be deemed a breach of this Agreement. The occurrence of such event shall suspend the obligations of the affected party for only so long as the impact of such event continues. The obligation to pay amounts due and owing shall not be suspended by such event. The party affected will use commercially reasonable efforts to mitigate the effect of the event. "*Force Majeure*" means any act, event or condition to the extent that it adversely affects the cost or the ability of a party to perform its obligations in accordance with the terms of this Agreement if such act, event or condition, in light of any circumstances that should have been known or reasonably believed to have existed at the time, is beyond the reasonable control and is not a result of the willful or negligent act, error or omission or failure to exercise reasonable diligence on the part of the party so affected. Force Majeure includes but is not limited to: (a) acts of God; (b) flood, fire, earthquake, hurricane or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Contract; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances, other than those involving the affected parties employees; (i) shortage of adequate power or transportation facilities.

14. WAIVER

The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

AGREED to and ACCEPTED this 18<sup>th</sup> day of March, 2025.

City of Bunker Hill Village, Texas

\_\_\_\_\_  
Robert P. Lord, Mayor

ATTEST:

\_\_\_\_\_  
Gerardo Barrera, City Administrator/ Acting City Secretary

Vendor: LLOYD, SMITHA & ASSOCIATES, LLC

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

# EXHIBIT A



# LLOYD, SMITHA & ASSOCIATES, LLC

Construction Management • Engineering • Solutions

650 N. Sam Houston Pkwy, Suite #218, Houston, TX 77060

February 26, 2025

City of Bunker Hill Village  
11977 Memorial Drive  
Houston, Texas 77024

Attn: Gerardo Barrera, MBA, CPM  
City Administrator

**RE: Proposal for Client Representative and Construction Management Services  
Asphalt Mill and Overlay Improvements - Taylorcrest Road, Bunker Hill Road, Knipp Road, and  
Strey Lane**

Dear Mr. Barrera:

Lloyd, Smitha and Associates, LLC (LSA) is pleased to submit this proposal for Client Representative and Construction Management Services, for asphalt mill and overlay improvements Taylorcrest Road, Bunker Hill Road, Knipp Road, Strey Lane.

It is my understanding that the City has advertised and accepted bids for construction on the subject projects and the construction duration is as shown below.

We propose to provide the following general Client Representative and Construction Management services:

- a. Client Representative services, point of contact, address community concerns
- b. Coordinate with City of Bunker Hill Village representatives regarding construction matters affecting projects
- c. Quality Control, Quality Assurance
- d. Construction project schedule review and monitoring
- e. Submittal review and coordination
- f. Progress meetings
- g. Perform periodic inspection of construction-in-progress
- i. Review monthly pay estimates/schedule of values
- j. Review change orders and requests for information
- k. Anticipate and avoid construction problems
- l. Claim analysis, negotiation and resolution
- m. Participate in preliminary and final inspections before acceptance of contractors' work
- n. Review as-built drawings



# LLOYD, SMITHA & ASSOCIATES, LLC

Construction Management • Engineering • Solutions

650 N. Sam Houston Pkwy, Suite #218, Houston, TX 77060

We propose to provide the scope of services described above on a reimbursable basis at the rate of One Hundred and Sixty Five Dollars and Zero cents (**\$165.00**) a billable hour, or part thereof, for work performed in any day by Construction Project Manager. A Senior Inspector will be utilized on a reimbursable basis at the rate of One-Hundred Six Dollars and Sixty-Five Cents (**\$106.65**), a billable hour, or part thereof, for work performed on any day. These rates shall include local travel expenses, parking, tolls, phone and internet charges, computer usage, normal office supplies, taxes and liability insurance.

**Taylorcrest**, (2 months), we estimate the proposed service can be provided for an approximate total of Twenty-Three Thousand Dollars and Zero cents, (**\$25,000.00**).

**Bunker Hill Road**, (4 months), we estimate the proposed service can be provided for an approximate total of Forty-Five Thousand Two-Hundred Dollars and Zero cents, (**\$50,000.00**).

**Knipp Road**, (1 month), we estimate the proposed service can be provided for an approximate total of Eleven Thousand Three Hundred Dollars and Zero cents, (**\$13,000.00**).

**Strey Lane**, (1 month), we estimate the proposed service can be provided for an approximate total of Eleven Thousand Three Hundred Dollars and Zero cents, (**\$13,000.00**).

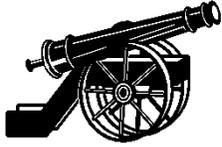
The scope of work will begin upon written notice to proceed from the City of Bunker Hill Village. The proposed scope of work can be modified with mutual written agreement between LSA and City of Bunker Hill Village at any time during the project duration.

Edwin A. Lloyd, P.E., CCM or Carl W. Smitha, P.E., CCM will serve as Construction Project Manager and Principal in Charge. We have extensive construction management and project coordination experience with similar project work and has successfully completed the hundreds of projects in the Houston area.

We appreciate this opportunity to be of service to the City of Bunker Hill Village and be a team member making improvements in the community. We look forward to reviewing this proposal with you and proceeding to the next step forward to award authorization of the proposed services. If you have any questions, please contact me at (281) 660-8737, or [elloyd@lsa-engineers.com](mailto:elloyd@lsa-engineers.com).

Sincerely,

Edwin A. Lloyd, P.E., CCM  
President  
LLOYD, SMITHA & ASSOCIATES, LLC



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XIV
<b>Subject:</b>	Water Tank & Well Inspection
<b>Exhibits:</b>	Services Agreement
<b>Funding:</b>	Utility Fund Construction Fund (Acct. # 07-00-00-9190.03) \$89,253.00
<b>Presenter(s):</b>	Elvin Hernandez, Public Works Director

### **Executive Summary**

The City's Five-Year Capital Improvement Plan (CIP) includes the inspection and preliminary engineering of all City water tanks and wells at both water plants. Staff requested and received a proposal from the City Engineer, IDS Engineering Group, for these services. This assessment will outline the continued reliability and efficiency of the City's water infrastructure through a structured inspection and maintenance program that will proactively address potential issues, extend the operational life of these assets, and ensure the continued delivery of safe and reliable water services to the City.

The scope of services for this assessment includes the following key tasks:

- Water Tank Inspection
  - Foundation Inspection
  - Structure
  - Coating System
- Water Well Performance for Four (4) Wells
  - Performance Test
  - Flow Test
- Report
  - Preliminary Engineering Report of Inspection Results
  - Cost Estimates
  - Rehabilitation Scenarios
- Water Tank Cleaning and Sludge Removal
  - Interior Tank Sludge Removal and Disinfection of Tank(s)

After review, staff recommends awarding a contract to IDS Engineering Group in the amount not to exceed \$89,253.00 for the above mentioned services.

Professional services are exempt from competitive bidding requirements per Chapter 252.021 of the Local Government Code.

The contract has been reviewed by the City Attorney.

**Recommended Action**

Staff recommends City Council approve a services agreement with IDS Engineering Group for water tank and water well inspection services in the amount of \$89,253.00.

**CITY OF BUNKER HILL VILLAGE, TEXAS  
SERVICES AGREEMENT**

**THE STATE OF TEXAS**   §  
  §  
**COUNTY OF HARRIS**   §

**Description of Services: Interior tank cleaning, engineering inspection, well performance testing, and preparation of Preliminary Engineering Reports (PER) for the three (3) ground storage tanks, two (2) hydropneumatics tanks.**

This Agreement is made and entered into by the **City of Bunker Hill Village, Texas** (referred to as the “City”), with an office at 11977 Memorial Drive, Houston, Texas, 77024 and, **IDS Engineering Group** (the “Company”), with an office at 13430 Northwest Freeway, Suite 700, Houston, TX 77040. The City hereby engages the services of the Company as an independent contractor for services described, upon the following terms and conditions.

**1. SCOPE OF AGREEMENT**

- 1.1. The City hereby agrees to employ the Company and the Company agrees to perform the necessary services as set forth in Exhibit A attached hereto and incorporated herein for all purposes.
- 1.2. In the event of a conflict among the terms of this Agreement and Exhibit A, the terms set forth in this Agreement shall control.
- 1.3. The parties shall comply with Applicable Laws in performing their respective obligations hereunder.
- 1.4. The Company shall perform the services set forth herein in accordance with the provisions of this Agreement, exercising the degree of skill and care ordinarily exercised by members of the Company’s profession in the geographic region.

**2. TERM OF AGREEMENT; TERMINATION**

- 2.1. This Agreement shall be effective upon proper execution by the City. ***Either party may terminate this Agreement for any reason with thirty days (30) written notice to the other party.***
- 2.2. The City’s obligations under this Agreement shall not constitute a general obligation of the City or indebtedness under the Constitution or laws of the State of Texas. Nothing contained herein shall ever be construed so as to require the City to create a sinking fund or to assess, levy and collect any tax to fund its obligations under this Agreement.

**3. ENTIRE AGREEMENT**

This Agreement represents the entire Agreement between the Company and the City and no prior or contemporaneous oral or written agreements or representations shall be construed to alter its terms. No additional terms shall become part of this Agreement without the written consent of both parties and compliance with relevant state law. This Agreement supersedes all other prior agreements either oral or in writing.

4. ASSIGNMENT

The Company shall not assign or subcontract its obligations under this Agreement without the prior written consent of the City, which consent shall not be unreasonably withheld; however, such prior consent shall not be required for an assignment by the Company to a parent, subsidiary, affiliate, or successor.

5. COMPENSATION

For and in consideration of the services rendered by the Company pursuant to this Agreement, the City shall pay the Company only for the actual work performed under the Scope of Work, on the basis set forth in Exhibit "A" up to an amount not to exceed \$89,253.00.

6. INDEMNITY AND LIABILITY

6.1. DEFINITIONS

For the purpose of this section the following definitions apply:

- a. "City" shall mean all officers, agents, and employees of the City of Bunker Hill Village.
- b. "Claims" shall mean all claims, liens, suits, demands, accusations, allegations, assertions, complaints, petitions, proceedings and causes of action of every kind and description brought for damages.
- c. "Company" includes the corporation, company, partnership, or other entity, its owners, officers, and/or partners, and their agents, successors, and assigns.
- d. "Company's employees" shall mean any employees, officers, agents, subcontractors, licensees, and invitees of Company.
- e. "Damages" shall mean each and every injury, wound, hurt, harm, fee, damage, cost, expense, outlay, expenditure, or loss of any and every nature, including but not limited to:
  - i. injury or damage to any property or right
  - ii. injury, damage, or death to any person or entity
  - iii. attorneys' fees, witness fees, expert witness fees and expenses,
  - iv. any settlement amounts; and
  - v. all other costs and expenses of litigation
- f. "Premise Defects" shall mean any defect, real or alleged, which now exists, or which may hereafter arise upon the premises.

6.2. INDEMNITY

**COMPANY AGREES TO INDEMNIFY, HOLD HARMLESS, AND DEFEND THE CITY FROM AND AGAINST LIABILITY FOR ANY THIRD-PARTY CLAIMS FOR BODILY INJURY, WRONGFUL DEATH, OR PROPERTY DAMAGES TO THE EXTENT ARISING OUT OF THE COMPANY'S NEGLIGENT WORK AND ACTIVITIES CONDUCTED IN CONNECTION WITH THIS AGREEMENT.**

**COMPANY IS AN INDEPENDENT CONTRACTOR AND IS NOT, WITH RESPECT TO ITS ACTS OR OMISSIONS, AN AGENT OR EMPLOYEE OF THE CITY.**

**COMPANY MUST AT ALL TIMES EXERCISE REASONABLE PRECAUTIONS ON BEHALF OF, AND BE SOLELY RESPONSIBLE FOR, THE SAFETY OF COMPANY'S EMPLOYEES WHILE IN THE VICINITY WHERE THE WORK IS BEING DONE. THE CITY IS NOT LIABLE OR RESPONSIBLE FOR THE NEGLIGENCE OR INTENTIONAL ACTS OR OMISSIONS OF COMPANY OR COMPANY'S EMPLOYEES.**

**THE CITY ASSUMES NO RESPONSIBILITY OR LIABILITY FOR DAMAGES WHICH ARE DIRECTLY OR INDIRECTLY ATTRIBUTABLE TO PREMISE DEFECTS.**

6.3. LIMIT OF LIABILITY

In the event that claims(s) raised by the City against the Company on account of this Agreement, or on account of the Services performed hereunder is/are covered under the Company's insurance policies required of hereunder, the Company shall not be responsible to the City for any loss, damage or liability beyond the amounts contractually required hereunder and actually paid pursuant to the limits and conditions of such insurance policies. With respect to any causes of action and/or claims raised against the Company by the City that are not covered by the insurance policies required hereunder, the Company's liability to the City shall not exceed an aggregate amount equal to twice the compensation paid to the Company by the City under this Agreement in the year in which such cause of action and/or claim is raised.

6.4. WAIVER OF DAMAGES

Notwithstanding any provision to the contrary contained in this Agreement, in no event shall either party be liable, either directly or indirectly, for any special, punitive, indirect and/or consequential damages, including damages attributable to loss of use, loss of income or loss of profit even if such party has been advised of the possibility of such damages.

7. INSURANCE

7.1. AMOUNTS OF INSURANCE

The Company agrees to provide and to maintain the following types and amounts of insurance, for the term of this Contract:

TYPE	AMOUNT
(a) Workers Compensation	(where required – Statutory by State Law)
Employer's Liability	\$100,000 per occurrence

- (b) Commercial (Public) Liability, including but not limited to:
  - a. Premises/ Operations Combined Single Limit
  - b. Independent Contractors
  - c. Personal Injury
  - d. Products/Completed Operations
  - e. Contractual Liability (insuring above indemnity provisions)

All insured at combined single limits for bodily injury and property damage at \$500,000 per occurrence.

- (c) Comprehensive Automobile Liability, in include coverage for:
  - a. Owned/Leased Automobiles
  - b. Non-owned Automobiles
  - c. Hired Cars

All insured at combined single limits for bodily injury and property damage for \$500,000 per occurrence.

## 7.2. OTHER INSURANCE REQUIREMENTS

The Company understands that it is its sole responsibility to provide the required Certificates.

Insurance required herein shall be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Texas. All policies shall be subject to examination and approval by the City Attorney's Office for their adequacy as to form, content, form of protection, and providing company.

Insurance required by this Contract for the City as additional insured shall be primary insurance and not contributing with any other insurance available to the City, under any third party liability policy.

The Company further agrees that with respect to the above required liability insurances, the City shall:

- a. Be named as an additional insured;
- b. Be provided with a waiver of subrogation, in favor of the City,
- c. Br provided with 30 days advance written notice of cancellation, nonrenewal, or reduction in coverage (all "endeavor to" and similar language of reservation stricken from cancellation section of certificate); and
- d. Prior to execution of this Agreement, be provided through the office of the City Attorney with their original Certificate of Insurance evidencing the above requirement.

The insurance requirements set out in this section are independent from all other obligations of the Company under this Agreement and apply whether or not required by any other provision of this Agreement.

8. PAYMENT AND PERFORMANCE

Payment for services described in this Agreement will be made in accordance with the Texas Prompt Payment Act, Chapter 2251 of the Texas Government Code, or as subsequently amended.

9. COMPANY CERTIFICATIONS

The Company certifies that neither it, nor any of its agents or employees, have or will offer or accept gifts or anything of value, or enter into any business arrangement, with any employee, official, or agent of the City.

The Company certifies, pursuant to Texas Government Code Chapter 2271, that it does not boycott Israel and will not boycott Israel during the term of this Agreement. The Company further certifies, pursuant to Texas Government Code Chapter 2252, Subchapter F, that it does not engage in business with Iran, Sudan, or a foreign terrorist organization as may be designated by the United States Secretary of State pursuant to his authorization in 8 U.S.C. Section 1189.

In accordance with Chapter 2274 of the Texas Government Code, Engineer covenants that it: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (2) will not discriminate during the term of this contract against a firearm entity or firearm trade associations.

10. NO WAIVER OF IMMUNITY

The City does not waive any statutory or common law right to sovereign immunity by virtue of the execution of this Agreement.

11. NOTICES

Any written notice provided under this Agreement or required by law shall be deemed to have been given and received on the next day after such notice has been deposited by Registered or Certified Mail with sufficient postage affixed thereto and addressed to the other party to the Agreement; provided, that this shall not prevent the giving of actual notice in any manner.

Notice to the City may be sent to the following addresses:

City of Bunker Hill Village, Texas  
11977 Memorial Drive  
Houston, TX 77024  
Attn: City Administrator

Notice to the Company may be sent to the following addresses:

IDS Engineering Group  
13430 Northwest Fwy, Suite 700  
Houston, TX 77040

12. INDEPENDENT CONTRACTOR

The relationship of the Company to the City is that of independent contractor for all purposes under this Agreement. This Agreement is not intended to create, and shall not be construed as creating, between the Company and the City, the relationship of principal and agent, joint venturers, co-partners or any other similar relationship, the existence of which is hereby expressly denied.

13. FORCE MAJEURE

Any event of Force Majeure that directly or indirectly causes a party to be unable to perform its obligations under this Agreement shall not be deemed a breach of this Agreement. The occurrence of such event shall suspend the obligations of the affected party for only so long as the impact of such event continues. The obligation to pay amounts due and owing shall not be suspended by such event. The party affected will use commercially reasonable efforts to mitigate the effect of the event. "*Force Majeure*" means any act, event or condition to the extent that it adversely affects the cost or the ability of a party to perform its obligations in accordance with the terms of this Agreement if such act, event or condition, in light of any circumstances that should have been known or reasonably believed to have existed at the time, is beyond the reasonable control and is not a result of the willful or negligent act, error or omission or failure to exercise reasonable diligence on the part of the party so affected. Force Majeure includes but is not limited to: (a) acts of God; (b) flood, fire, earthquake, hurricane or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Contract; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances, other than those involving the affected parties employees; (i) shortage of adequate power or transportation facilities.

14. WAIVER

The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

AGREED to and ACCEPTED this 18<sup>th</sup> day of March, 2025.

City of Bunker Hill Village, Texas

\_\_\_\_\_  
Robert P. Lord, Mayor

ATTEST:

\_\_\_\_\_  
Gerardo Barrera, City Administrator/ Acting City Secretary

Vendor: IDS ENGINEERING GROUP

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

# EXHIBIT A

March 4, 2025

Mr. Gerardo Barrera  
City Administrator  
City of Bunker Hill Village  
11977 Memorial Drive  
Houston, Texas 77024

Reference: Proposal to perform Professional Engineering Inspection, Preliminary Engineering Reports and Interior Tank Cleaning for Three (3) Ground Storage Tanks (GST) and Two (2) Hydropneumatic Tanks and Three (3) Water Well Performance Tests and Inspections for the City of Bunker Hill Village  
IDS Project No. 0517-004-00

Dear Mr. Barrera

IDS Engineering Group is pleased to present this proposal to the City of Bunker Hill Village (City) for interior tank cleaning, engineering inspection, well performance testing, and preparation of Preliminary Engineering Reports (PER) for the three (3) ground storage tanks, two (2) hydropneumatics tanks and three (3) wells listed below:

- Water Plant No. 1 – 11700 Taylorcrest Road
  - Ground Storage Tank #1 (0.25 mgd)
  - Ground Storage Tank #2 (0.25 mgd)
  - Hydropneumatic Tank #1 (15,000 gal)
  - Hydropneumatic Tank #2 (15,000 gal)
  
- Water Plant #2 – 11977 Memorial Drive
  - Ground Storage Tank (0.5 mgd)
  
- Water Well No. 1 – 11995 Memorial Drive (550 gpm)
  - TWDB Well Number 6512913
  - Total Depth = 1,635-feet
  - Diameter = 6-in
  
- Water Well No. 3 – 11944 Memorial Drive (650 gpm)
  - TWDB Well Number 6512931
  - Total Depth = 1,670 Feet
  - Diameter 10-in
  
- Water Well No. 4 – 11995 Memorial Drive (1,200 gpm)
  - TWDB Well Number: 6512937
  - Total Depth = 1,259-feet
  - Diameter = 10-in

The scope of services for this activity is as follows:

#### Water Storage Tank Cleaning and Sludge Removal

1. **Tank Cleaning to be performed by Pardalis Industrial Enterprises:** Perform interior tank cleaning and preparation for inspection of three (3) Ground Storage Tanks and two (2) Hydropneumatic tanks including furnishing all materials, labor, equipment, and superintendence for the Pressure Washing, and use of rolling scaffolding for inspection of tank interiors.
2. **Tank Disinfection to be performed by Pardalis Industrial Enterprises:** Perform disinfection of tanks after inspection in accordance with AWWA C652 Method 2.

#### Water Storage Tank Inspection and Report

3. **Foundation Inspection:** Visually inspect the tank foundations for cracking, settlement or other signs of stress or failure.
4. **Structure:** Visually inspect the shell structure, interior piping, interior ladders, interior scaffolding, and platforms and miscellaneous appurtenances. This work does not include a structural analysis or welding inspection.
5. **Coating System:** Perform a complete interior and exterior coating system inspection including coating thickness, coating adhesion, presence of chalking and presence of blistering. The tank is to be drained and opened by the City. Access by IDS will be through the GST access hatch.
6. **Report:** Prepare a Preliminary Engineering Report which will present the results of the inspection in a report, including recommendations, cost estimates for rehabilitation scenarios, compliance analysis to AWWA D100-latest edition, TCEQ, and ANSI/OSHA current standards, tank ventilation analysis and photographs taken at inspection. Information will be sufficiently detailed to use in planning for future water tank projects. The Report will be submitted electronically to the City.

#### Water Well Performance Testing

7. **Well Performance Testing:** Complete Performance Testing at each well including flow test at four (4) pressures and vibration testing.

#### Additional Services

8. **Sludge Removal to be performed by Pardalis Industrial Enterprises:** Furnish all materials, labor, equipment, and superintendence for the removal, hauling, and legal disposal of sludge from ground storage tanks on a per Cubic Yard (CY) basis as required and approved by the City. An estimate of 5 Cy of sludge removal is included in this proposal.

9. **Water Well Pulling and Inspection:** Depending on the results of the performance tests, pulling and inspection of wells selected by the City will be completed as necessary.

We propose to provide the above-described services for the fees itemized below to be invoiced monthly based on the percent of services complete. A man hour estimate (utilizing the 2025 approved hourly rates) in support of the proposed costs is included as Attachment A. Sub-Consultant proposals are include as Attachments B and C. A 10% markup is provided on all subconsultant services.

**Basic Services:**

<b>Tank Interior Cleaning Services</b>		
Water Plant No. 1 GST No. 1	\$ 9,616	Fee
Water Plant No. 1 GST No. 2	\$ 9,616	Fee
Water Plant No. 1 Hydropneumatic Tank No. 1	\$ 2,062	Fee
Water Plant No. 1 Hydropneumatic Tank No. 2	\$ 2,062	Fee
Water Plant No. 2 GST No. 1	\$ 12,311	Fee
<b>Sub-Total</b>	<b>\$ 35,667</b>	<b>Fee</b>
<b>Tank Disinfection Services</b>		
Water Plant No. 1 GST No. 1	\$ 550	Fee
Water Plant No. 1 GST No. 2	\$ 550	Fee
Water Plant No. 1 Hydropneumatic Tank No. 1	\$ 275	Fee
Water Plant No. 1 Hydropneumatic Tank No. 2	\$ 275	Fee
Water Plant No. 2 GST No. 1	\$ 825	Fee
<b>Sub-Total</b>	<b>\$ 2,475</b>	<b>Fee</b>
<b>Tank Inspection and Preliminary Engineering Report Services</b>		
Water Plant No. 1 GST No. 1	\$ 11,336	Fee
Water Plant No. 1 GST No. 2	\$ 11,336	Fee
Water Plant No. 1 Hydropneumatic Tank No. 1	\$ 7,314	Fee
Water Plant No. 1 Hydropneumatic Tank No. 2	\$ 7,314	Fee
Water Plant No. 2 GST No. 1	\$ 11,336	Fee
<b>Sub-Total</b>	<b>\$ 48,636</b>	
<b>Water Well Performance Testing (including IDS 10%)</b>		
Performance Testing Well No. 1, No. 3 and No. 4	\$ 2,475	Fee
<b>Sub-Total</b>	<b>\$ 2,475</b>	
<b>Basic Service Total</b>	<b>\$ 89,253</b>	<b>Fee</b>

**Additional Services (as needed and approved by the City):**

<b>Water Well Inspection Services</b>			
Pull and Inspect Water Well No. 1	\$	14,080	Fee
Pull and Inspect Water Well No. 3	\$	14,080	Fee
Pull and Inspect Water Well No. 4	\$	14,080	Fee
<b>Sub-Total</b>		<b>\$ 42,240</b>	Estimated
<b>Sludge Removal, Hauling, and Legal Disposal</b>			
Sludge Removal, Hauling, and Legal Disposal	\$	500	\$100/Per CY
<b>Sub-Total</b>		<b>\$ 500</b>	Estimated
<b>Additional Service Total</b>		<b>\$ 42,740</b>	Not to Exceed

We appreciate the opportunity to present this proposal to the City. If you need additional information in support of this proposal, please do not hesitate to call Marcel Khouw at 713-462-3178.

Sincerely,

*Carol D. Harrison*

Carol D. Harrison, P.E., PMP, ENV SP  
 Director of Public Works



Marcel Khouw, P.E., Assoc. DBIA  
 Senior Project Manager

**Attachments**

- A. Manhour Estimate
- B. Tank Interior Cleaning Estimate
- C. Well Inspection Proposal

**Accepted By:**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT A**

**CITY OF BUNKER HILL VILLAGE**  
**WATER PLANTS NO. 1 & NO. 2**  
**TANK INSPECTION AND REPORTS**  
**IDS ENGINEERING GROUP**  
**REVISED: 2/13/25**

PRINCIPAL SR. PROJ. MGR PROJ. MGR PROJ ENGR. DESIGN ENGR. CONST. OBS. ADMNIN. TOTAL TOTAL

SHT. NO.	DWG. NO.	DESCRIPTION	\$311	\$262	\$210	\$174	\$151	\$163	\$125		
<b>INSPECTION AND PRELIMINARY ENGINEERING REPORT - GST (EACH TANK)</b>											
		TANK INSPECTION		2		8		8		18	\$3,220
		CALCULATIONS/CHECKLISTS/CCE			2	4			2	8	\$1,366
		REPORT		2	4	14		8	4	32	\$5,604
		QA/QC	2	2						4	\$1,146
<b>TOTAL PRELIMINARY</b>			2	6	6	26	0	16	6	62	<b>\$11,336</b>
<b>INSPECTION AND PRELIMINARY ENGINEERING REPORT - HPT (EACH TANK)</b>											
		TANK INSPECTION		2		4		4		10	\$1,872
		CALCULATIONS/CHECKLISTS/CCE			1	4			2	7	\$1,156
		REPORT		2	2	6		4	4	18	\$3,140
		QA/QC	2	2						4	\$1,146
<b>TOTAL PRELIMINARY</b>			2	6	3	14	0	8	6	39	<b>\$7,314</b>
\\idseg.com\fs\Projects\0500\051700200 Co Bunker Hill Village City Engr Srvs\Proposals\2025\2025-02-05 - Water Tank Inspection & Report Proposal\[Attachment A - CoBHV - Water Tank Inspection PER - LOE.xls]Prod Budget 01											

**ATTACHMENT B**

PROJECT: GST and HPT PRESSURE WASHING

Proposal No. IDS012025b

CONTRACTOR: Pardalis Industrial Enterprises, Inc.  
 OWNER: City of Bunker Hill Villages

ATTN: Mr. John Hale P.E. IDS

Date: 03/4/25

ITEM	DESCRIPTION	UNITS	Plan Quantity	Unit Price	TOTAL contract amount	Quantity Prev. Billed	Quantity This Period	Amt Due this Estimate	Total quantity to date	Total Due To Date	
<b>CoBHV Water Plant No. 1</b>											
1	Furnish All Materials, Labor, Equipment, and Superintendence for the Pressure Washing, and use of rolling scaffolding for inspection of the interior of GST (.25M Bolted Tank) 32'H x 42'D, Complete in Place	SQFT	6993	\$1.25	\$8,741.25	0	0	\$0.00	0	\$0.00	
2	Furnish All Materials, Labor, Equipment, and Superintendence for the Disinfection, of the interior of GST (.25M Bolted Tank) 32'H x 42'D, Complete in Place	L.S.	1	\$500.00	\$500.00	0	0	\$0.00	0	\$0.00	
3	Furnish All Materials, Labor, Equipment, and Superintendence for the Pressure Washing, and use of rolling scaffolding for inspection of the interior of GST (.25M Welded Tank) 32'H x 42'D, Complete in Place	SQFT	6993	\$1.25	\$8,741.25	0	0	\$0.00	0	\$0.00	
4	Furnish All Materials, Labor, Equipment, and Superintendence for the Disinfection, of the interior of GST (.25M Bolted Tank) 32'H x 42'D, Complete in Place	L.S.	1	\$500.00	\$500.00	0	0	\$0.00	0	\$0.00	
5	Furnish All Materials, Labor, Equipment, and Superintendence for the Pressure Washing, and use of rolling scaffolding for inspection of the interior of HPT (15,000 gallon), Complete in Place	SQFT	1500	\$1.25	\$1,875.00	0	0	\$0.00	0	\$0.00	
6	Furnish All Materials, Labor, Equipment, and Superintendence for the Disinfection of the interior of HPT (15,000 gallon), Complete in Place	L.S.	1	\$250.00	\$250.00	0	0	\$0.00	0	\$0.00	
7	Furnish All Materials, Labor, Equipment, and Superintendence for the Pressure Washing, and use of rolling scaffolding for inspection of the interior of HPT (15,000 gallon), Complete in Place	SQFT	1500	\$1.25	\$1,875.00	0	0	\$0.00	0	\$0.00	
8	Furnish All Materials, Labor, Equipment, and Superintendence for the Disinfection of the interior of HPT (15,000 gallon), Complete in Place	L.S.	1	\$250.00	\$250.00	0	0	\$0.00	0	\$0.00	
9	Furnish All Materials, Labor, Equipment, and Superintendence for the sludge removal of the interior of GSTs , Complete in Place	YARD	1	\$100.00	\$100.00	0	0	\$0.00	0	\$0.00	
<b>CoBHV Water Plant No. 2</b>											
10	Furnish All Materials, Labor, Equipment, and Superintendence for the Pressure Washing, and use of rolling scaffolding for inspection of the interior of GST (.25M Welded Tank) 32'H x 50'D, Complete in Place	SQFT	8953	\$1.25	\$11,191.25	0	0	\$0.00	0	\$0.00	
11	Furnish All Materials, Labor, Equipment, and Superintendence for the Disinfection of the interior of GST (.25M Welded Tank) 32'H x 50'D, Complete in Place	L.S.	1	\$750	\$750.00	0	0	\$0.00	0	\$0.00	
					contract total	\$34,773.75	Subtotal this estimate	\$0.00	Total Work to Date	0.00	
								Subtotal	\$0.00	Sub-Total	\$0.00
								Total amount due	0.00	<b>Total Amount Due</b>	0.00



**ATTACHMENT C**

# Quotation

Quote Prepared by: Brandon Upton  
[brandon.upton@alsaywater.com](mailto:brandon.upton@alsaywater.com)  
[www.alsaywater.com](http://www.alsaywater.com)  
 Office 281-444-6960  
 Cell 832-799-0812

**IT'S ALL ABOUT THE WATER.**

6615 Gant Road  
 Houston, TX 77066

<b>Quoted To:</b> IDS Engineering ATTN: John Hale 13430 Northwest Fwy, Houston, TX 77040	<b>Site Address:</b> City of Bunker Hill Wells 1,3 & 4 <b>Contact Information:</b> Email: Jhale@idseg.com Phone: 979-739-3010	<b>Quote Info</b> Date: 02/03/25 Quote# : 020325BU Bunker Hill Performance Test
--	--	--

**LINE ITEM SUMMARY**

LINE	QTY	DESCRIPTION	NET PRICE	EXT. PRICE
1	3	Well Performance Tests	\$ 750.00	\$ 2,250.00
2		Testing includes the following	\$ -	\$ -
3		Flow testing at 4 different pressures	\$ -	\$ -
4		Water levels - static and pumping levels	\$ -	\$ -
5		Vibration Testing	\$ -	\$ -
6		Axial - Top of Motor - 1 location	\$ -	\$ -
7		Top Motor Bearing - 2 locations	\$ -	\$ -
8		Bottom Guide Bearing - 2 locations	\$ -	\$ -
9		Discharge head flange - 1 location	\$ -	\$ -
10		Foundation - 2 locations	\$ -	\$ -
11			\$ -	\$ -
12			\$ -	\$ -
13		If a 3 year contract is signed, testing cost	\$ -	\$ -
14		will be dropped to \$650 Twice a year	\$ -	\$ -
15			\$ -	\$ -
16			\$ -	\$ -
17		 : Alsay Inc. # 770-25	\$ -	\$ -
18			\$ -	\$ -
19			\$ -	\$ -

**QUOTE VALID FOR 30 DAYS - SALES TAX TO BE ADDED IF TAX EXEMPT CERT IS NOT SUPPLIED**



**Total: \$ 2,250.00**



**ATTACHMENT C**

# Quotation

Quote Prepared by: Brandon Upton  
[brandon.upton@alsaywater.com](mailto:brandon.upton@alsaywater.com)  
[www.alsaywater.com](http://www.alsaywater.com)  
 Office 281-444-6960  
 Cell 832-799-0812

**IT'S ALL ABOUT THE WATER.**

6615 Gant Road  
 Houston, TX 77066

<b>Quoted To:</b> IDS Engineering ATTN: John Hale 13430 Northwest Fwy, Houston, TX 77040	<b>Site Address:</b> City of Bunker Hill (Well #1) 11995 Memorial Dr <b>Contact Information:</b> Email: Jhale@idseg.com Phone: 979-739-3010	<b>Quote Info</b> Date: 02/03/25 Quote# : 020325BU Bunker Hill Well #1 P&I
--	--	---

**LINE ITEM SUMMARY**

LINE	QTY	DESCRIPTION	NET PRICE	EXT. PRICE
1	1	Mobilize & Demoblize	\$ 3,800.00	\$ 3,800.00
2	1	Pull Pumping Equipment	\$ 7,500.00	\$ 7,500.00
3		Includes:	\$ -	\$ -
4		Hauling Pumping Equipment to the Shop	\$ -	\$ -
5		Pump Inspeiton Report	\$ -	\$ -
6	1	Camera Survey of the Water Well	\$ 1,500.00	\$ 1,500.00
7			\$ -	\$ -
8			\$ -	\$ -
9			\$ -	\$ -
10			\$ -	\$ -
11			\$ -	\$ -
12			\$ -	\$ -
13			\$ -	\$ -
14			\$ -	\$ -
15			\$ -	\$ -
16			\$ -	\$ -
17		 : Alsay Inc. # 770-25	\$ -	\$ -
18			\$ -	\$ -
19			\$ -	\$ -

**QUOTE VALID FOR 30 DAYS - SALES TAX TO BE ADDED IF TAX EXEMPT CERT IS NOT SUPPLIED**



**Total: \$ 12,800.00**



**ATTACHMENT C**

# Quotation

Quote Prepared by: Brandon Upton  
[brandon.upton@alsaywater.com](mailto:brandon.upton@alsaywater.com)  
[www.alsaywater.com](http://www.alsaywater.com)  
 Office 281-444-6960  
 Cell 832-799-0812

**IT'S ALL ABOUT THE WATER.**

6615 Gant Road  
 Houston, TX 77066

<b>Quoted To:</b> IDS Engineering ATTN: John Hale 13430 Northwest Fwy, Houston, TX 77040	<b>Site Address:</b> City of Bunker Hill (Well #3) 11944 Memorial Dr <b>Contact Information:</b> Email: Jhale@idseg.com Phone: 979-739-3010	<b>Quote Info</b> Date: 02/03/25 Quote# : 020325BU Bunker Hill Well #3 P&I
--	--	---

**LINE ITEM SUMMARY**

LINE	QTY	DESCRIPTION	NET PRICE	EXT. PRICE
1	1	Mobilize & Demoblize	\$ 3,800.00	\$ 3,800.00
2	1	Pull Pumping Equipment	\$ 7,500.00	\$ 7,500.00
3		Includes:	\$ -	\$ -
4		Hauling Pumping Equipment to the Shop	\$ -	\$ -
5		Pump Inspeiton Report	\$ -	\$ -
6	1	Camera Survey of the Water Well	\$ 1,500.00	\$ 1,500.00
7			\$ -	\$ -
8			\$ -	\$ -
9			\$ -	\$ -
10			\$ -	\$ -
11			\$ -	\$ -
12			\$ -	\$ -
13			\$ -	\$ -
14			\$ -	\$ -
15			\$ -	\$ -
16			\$ -	\$ -
17		 : Alsay Inc. # 770-25	\$ -	\$ -
18			\$ -	\$ -
19			\$ -	\$ -

**QUOTE VALID FOR 30 DAYS - SALES TAX TO BE ADDED IF TAX EXEMPT CERT IS NOT SUPPLIED**



**Total: \$ 12,800.00**



**ATTACHMENT C**

# Quotation

Quote Prepared by: Brandon Upton  
[brandon.upton@alsaywater.com](mailto:brandon.upton@alsaywater.com)  
[www.alsaywater.com](http://www.alsaywater.com)  
 Office 281-444-6960  
 Cell 832-799-0812

**IT'S ALL ABOUT THE WATER.**

6615 Gant Road  
 Houston, TX 77066

<b>Quoted To:</b> IDS Engineering ATTN: John Hale 13430 Northwest Fwy, Houston, TX 77040	<b>Site Address:</b> City of Bunker Hill (Well #4) 11995 Memorial Dr <b>Contact Information:</b> Email: Jhale@idseg.com Phone: 979-739-3010	<b>Quote Info</b> Date: 02/03/25 Quote# : 020325BU Bunker Hill Well #4 P&I
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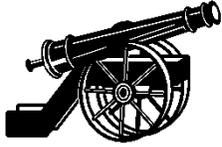
**LINE ITEM SUMMARY**

LINE	QTY	DESCRIPTION	NET PRICE	EXT. PRICE
1	1	Mobilize & Demoblize	\$ 3,800.00	\$ 3,800.00
2	1	Pull Pumping Equipment	\$ 7,500.00	\$ 7,500.00
3		Includes:	\$ -	\$ -
4		Hauling Pumping Equipment to the Shop	\$ -	\$ -
5		Pump Inspeiton Report	\$ -	\$ -
6	1	Camera Survey of the Water Well	\$ 1,500.00	\$ 1,500.00
7			\$ -	\$ -
8			\$ -	\$ -
9			\$ -	\$ -
10			\$ -	\$ -
11			\$ -	\$ -
12			\$ -	\$ -
13			\$ -	\$ -
14			\$ -	\$ -
15			\$ -	\$ -
16			\$ -	\$ -
17		 : Alsay Inc. # 770-25	\$ -	\$ -
18			\$ -	\$ -
19			\$ -	\$ -

**QUOTE VALID FOR 30 DAYS - SALES TAX TO BE ADDED IF TAX EXEMPT CERT IS NOT SUPPLIED**



**Total: \$ 12,800.00**



**City of Bunker Hill Village**  
**City Council**  
**Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XV
<b>Subject:</b>	Payment(s) Above \$50,000
<b>Exhibits:</b>	City of Houston water bill dated February 21, 2025 Core & Main, invoice no. W365277 Ram Rod Utilities, monthly estimate no. 4 Ram Rod Utilities, monthly estimate no. 5
<b>Funding:</b>	N/A
<b>Presenter(s):</b>	Gerardo Barrera, City Administrator

**Executive Summary**

At the November 2023 meeting, Council directed staff to remove expenditures exceeding \$50,000 from the consent agenda and present as separate line item(s) on the regular agenda for consideration and possible action.

The City has received three (4) invoices this month that meet this consideration:

- A. City of Houston water bill dated February 21, 2025, in the amount of \$67,063.35 for February 2025 water purchase.
- B. Core & Main, invoice no. W365277 in the amount of \$50,000.00 for AMI Gateway Tower installation for the water meter replacement project completed in January 2025.
- C. Ram Rod Utilities, monthly estimate no. 4 in the amount of \$121,297.50 for the Bunker Hill Rd. and Greenbay sanitary sewer replacement project completed through January 2025.
- D. Ram Rod Utilities, monthly estimate no. 5 in the amount of \$113,883.75 for the Bunker Hill Rd. and Greenbay sanitary sewer replacement project completed through February 2025.

**Recommended Action**

Staff recommends Council ratify payments exceeding \$50,000.00.



# City of Houston

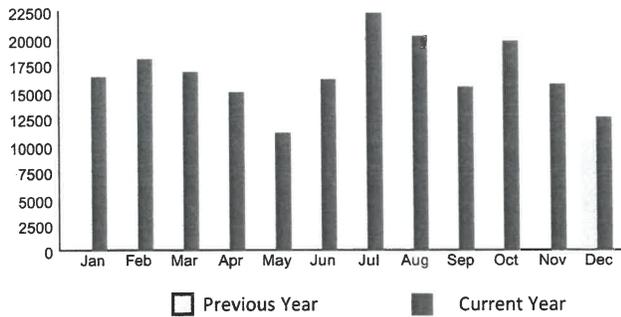
## Utility Bill

713.371.1400  
www.houstonwater.org

Manage your account online at [www.houstonwater.org](http://www.houstonwater.org). Register for eBills, make a payment, and get water saving tips.  
Manage your account online at [www.houstonwater.org](http://www.houstonwater.org). Register for eBills, make a payment, and get water saving tips.

Customer Name: City of Bunker Hill Village -Treated  
Account Number: 7099-3004-6012  
Service Address: 0 ALL-BLANKS TEMP-162  
Bill Date: 2/21/2025  
Total Amount Due: \$67,063.35

**Billed Usage History** (per 1,000 gal.)  
(24-month graph)



**Summary of Charges**

Previous Balance	\$92,666.48
Payment - Thank You	\$161,947.66
Adjustments	\$0.00
Current Charges	\$67,063.35
<b>Total Amount Due</b>	<b>\$67,063.35</b>

\* If you have a question about your Contract Water bill, please send email to: [Contract.Water@houstontx.gov](mailto:Contract.Water@houstontx.gov)  
\* If you want to make a payment on your Contract Water bill: 713-371-1400

**Account Number: 7099-3004-6012**

Return this portion with payment. Write account number on all checks.  
Payable to: CITY OF HOUSTON

TOTAL AMOUNT DUE:	\$67,063.35
Amount Paid:	67063.35

HOU022146000109  
  
  
 City of Bunker Hill Village -Treated  
 ATTN: ACCOUNTS PAYABLE  
 11977 MEMORIAL DR  
 HOUSTON TEXAS 77024-6231

CITY OF HOUSTON  
 PO BOX 1560  
 HOUSTON TX 77251-1560

1560709930046012000670633500073769690



# City of Houston

## Utility Bill

713.371.1400  
[www.houstonwater.org](http://www.houstonwater.org)

### Detailed Meter Usage

Meter Type	Meter Number	Meter Size (Inches)	Previous Reading	Current Reading	Gallons in Thousands	Read Date
CNTRCT-AIRGAP	03049890-BA-10.000	10	427681	432312	4631	2/1/2025
CNTRCT-AIRGAP	07254565-SM-8.000	8	63319	71355	8036	2/1/2025

Payments Received	Adjustments	Current Charges
2/6/2025 \$161,947.66		AIRGAP Service Charge \$67,063.35

Payment is due and payable on or before the 35th day after receipt of the invoice. Should buyer fail to tender payment of any amount when due, interest thereon shall accrue at the rate of ten percent per annum from the date when due until paid.



# INVOICE

Invoice # **W365277**  
 Invoice Date **1/29/25**  
 Account # **051561**  
 Sales Rep **JARRETT RABROKER**  
 Phone # **713-672-1472**  
 Branch # **180** **Houston, TX**  
 Total Amount Due **\$50,000.00**

1830 Craig Park Court  
 St. Louis, MO 63146

Remit To:  
**CORE & MAIN LP**  
**PO BOX 28330**  
**ST LOUIS, MO 63146**

743 1 MB 0.622 E0283X I0441 D13910046063 S2 P10665299 0001:0001



Shipped to: **10/02/24** **V116974**  
**11977 MEMORIAL DR**  
**ELVIN: 713-467-9762**  
**HOUSTON, TX**



**CITY OF BUNKER HILL VILLAGE**  
**11977 MEMORIAL DR**  
**HOUSTON TX 77024-6231**

### CUSTOMER JOB- AMI & TOWER

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
6/19/24	1/28/25	AMI GATEWAYSAMI & TOWER				DIRECT	W365277

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
	CORE & MAIN PO#- 1891044						
96GATEWAYINSTALL	INSTALLATION OF GATEWAY COLLECTOR (EACH: PER COLLECTOR) BID SEQ# 70	1	1		50000.00000	EA	50,000.00

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](https://coreandmain.com/identifying-fraud).

Freight	Delivery	Handling	Restock	Misc.	<b>Subtotal:</b>	<b>50,000.00</b>
					<b>Other:</b>	<b>0.00</b>
					<b>Tax:</b>	<b>0.00</b>
					<b>Invoice Total:</b>	<b>\$50,000.00</b>

Terms: NET 30  
 Ordered By: ELVIN HERNANDEZ

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted.  
 To review these terms and conditions, please visit: <https://coreandmain.com/terms-of-sale/>.

Langford Engineering, Inc.  
1080 West Sam Houston Parkway North, Suite 200  
Houston, Texas 77043

MONTHLY ESTIMATE NO. 4  
LEI Job No. 200-031, Contract No. 2

City of Bunker Hill Village

Sanitary Sewer Repairs Along Bunker Hill Road

01-Jan-25

Thru

31-Jan-25

Owner: City of Bunker Hill Village  
11977 Memorial Drive  
Houston, TX 77024

Contractor: Ram Rod Utilities, LLC  
26119 Interstate 45 N  
Spring, TX 77380

Contract Time: 75 Calendar Days

Extensions: 0 Calendar Days

Total Time: 75 Calendar Days

Time Used: 114 Calendar Days

Project Authorized On : 19-Sep-2024

Work Order Dated: 9-Oct-2024

Completion Date: 23-Dec-2024 (Scheduled)  
23-Dec-2024 (Actual)

Percent Time Used: 152%

Percent Complete: 52%

Current Contract: \$1,102,445.00

Item No.	Description	Bid Qty	Unit Meas.	Work Prior Periods	Work This Period	Qty To Date	Unit Price	Total Amount
1	Mobilization	1	L.S.	1.00	0.00	1.00	\$ 4,375.00	\$4,375.00
2	P-13 to P-13A	1	L.S.	1.00	0.00	1.00	\$ 10,442.50	\$10,442.50
3	P-13A to P-11	1	L.S.	1.00	0.00	1.00	\$ 21,623.75	\$21,623.75
4	P-11 to P-8	1	L.S.	1.00	0.00	1.00	\$ 20,592.50	\$20,592.50
5	P-8 to P8A	1	L.S.	1.00	0.00	1.00	\$ 29,592.50	\$29,592.50
6	P-8A to P8B	1	L.S.	1.00	0.00	1.00	\$ 17,518.75	\$17,518.75
7	P-8B to P7	1	L.S.	1.00	0.00	1.00	\$ 6,925.00	\$6,925.00
8	P-7 to P14	1	L.S.	1.00	0.00	1.00	\$ 12,406.25	\$12,406.25
9	P-14 to P14A	1	L.S.	1.00	0.00	1.00	\$ 33,406.25	\$33,406.25
10	P-14A to P33	1	L.S.	1.00	0.00	1.00	\$ 17,187.50	\$17,187.50
11	P-33 to P34	1	L.S.	1.00	0.00	1.00	\$ 18,500.00	\$18,500.00
12	P-34 to P37	1	L.S.	1.00	0.00	1.00	\$ 21,218.75	\$21,218.75
13	P37 to P47	1	L.S.	1.00	0.00	1.00	\$ 21,312.50	\$21,312.50
14	P-47 to P50	1	L.S.	1.00	0.00	1.00	\$ 15,500.00	\$15,500.00
15	P-50 to P51	1	L.S.	0.00	1.00	1.00	\$ 21,500.00	\$21,500.00
16	P-51 to R9	1	L.S.	0.00	1.00	1.00	\$ 34,406.25	\$34,406.25
17	R-9 to R-7	1	L.S.	0.00	1.00	1.00	\$ 11,750.00	\$11,750.00
18	R-7 to R-6	1	L.S.	0.00	1.00	1.00	\$ 44,906.25	\$44,906.25
19	R-6 to R-13	1	L.S.	0.00	1.00	1.00	\$ 41,093.75	\$41,093.75
20	R-13 to R-16	1	L.S.	0.00	0.00	0.00	\$ 49,437.50	\$0.00
21	R-16 to R-45	1	L.S.	0.00	0.00	0.00	\$ 37,065.00	\$0.00
22	R-45 to R-47	1	L.S.	0.00	0.00	0.00	\$ 30,165.00	\$0.00
23	R-47 to R-52	1	L.S.	0.00	0.00	0.00	\$ 48,450.00	\$0.00
24	R-52 to R-58	1	L.S.	0.00	0.00	0.00	\$ 33,730.00	\$0.00
25	R-58 to R-60	1	L.S.	0.00	0.00	0.00	\$ 56,500.00	\$0.00
26	R-16 to R-19	1	L.S.	0.00	0.00	0.00	\$ 50,980.00	\$0.00
27	R-19 to R-20	1	L.S.	0.00	0.00	0.00	\$ 56,500.00	\$0.00
28	R-20 to R-21	1	L.S.	0.00	0.00	0.00	\$ 46,035.00	\$0.00
29	R-21 to R-26	1	L.S.	0.00	0.00	0.00	\$ 32,695.00	\$0.00
30	Point Repair	10	Ea.	0.00	6.00	6.00	\$ 5,175.00	\$31,050.00
31	Dewatering Allowance (To be used when ground water is encountered, and only as approved by City of Bunker Hill)	1	L.S.	0.40	0.40	0.80	\$ 150,000.00	\$120,000.00
32	Manhole Rehabilitation	343	Ea.	0.00	85.00	85.00	\$ 160.00	\$13,600.00
Total Completed to Date								\$568,907.50

Summary of Work to Date

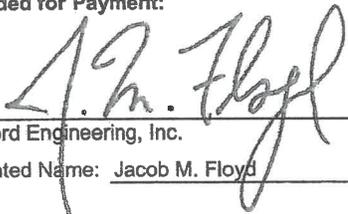
Work Performed to Date	\$ 568,907.50
Less 10% Retainage	\$ 56,890.75
Net Amount Earned to Date	\$ 512,016.75
Add: Materials Stored at Close of Period	\$ -
Less 10% Retained on Hand	\$ -
Subtotal Work Completed and Materials Stored	\$ 512,016.75
Less Previous Estimates	\$ 390,719.25
<b>AMOUNT DUE THIS ESTIMATE</b>	<b>\$ 121,297.50</b>

Summary of Adjusted Contract

Original Contract Amount	\$1,102,445.00
Adjustments	\$ -
<b>CURRENT CONTRACT AMOUNT</b>	<b>\$1,102,445.00</b>

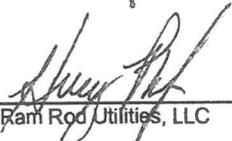
Note: There are no known disputes between the Contractor and Owner/Engineer Concerning the Quantities shown hereon

Recommended for Payment:

By:   
Langford Engineering, Inc.  
Printed Name: Jacob M. Floyd

Date: 2/11/2025

Accepted:

By:   
Ram Rod Utilities, LLC  
Printed Name: Huey Phelps

Date: 2/11/25

Approved:

By:   
City of Bunker Hill Village  
Printed Name: Elvin Hernandez

Date: 2/11/25

Distribution: City of Bunker Hill Village (1)  
Ram Rod Utilities, LLC (1)  
Langford Engineering, Inc. (1)

PARTIAL AFFADAVIT OF ALL BILLS PAID  
AND PARTIAL LIEN RELEASE

STATE OF TEXAS  
COUNTY OF HARRIS

THE UNDERSIGNED was contracted or hired by City of Bunker Hill Village to furnish labor and/c materials in connection with certain improvements to real property described as follows:

CONTRACTOR: **RAM ROD UTILITIES** JOB NAME: **Bunker Hill Road / GreenBay Sanitary Sewer Rehabilitation**

JOB DESCRIPTION: **Bunker Hill Road / GreenBay Sanitary Sewer Rehabilitation**

For Work Performed Through: **January 31, 2025** Job Location: **Houston, TX**

The undersigned certifies and warrants that there are no known mechanic's or material man's liens outstanding as of the date hereof, that all bills incurred by it with respect to the Work have been paid in full, and that there is no known basis for the filing of any mechanic's or material man's lien on the property and/or improvements above described by any person or entity performing work on behalf of the undersigned; and to the extent permitted y applicable law, the undersigned does hereby waive and release any mechanic's or material man's lien or claims of lien of any other such person or entity, and further agrees to indemnify and hold the owner harmless from any said lien or claim including the payment of related costs, expenses, and responsible attorney's fees.

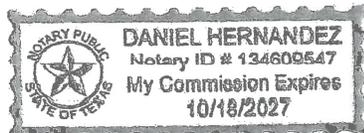
Ram Rod Utilities  
CONTRACTOR

*Huey Phelps*  
SIGNATURE

Huey Phelps  
PRINTED NAME

Project Manager  
TITLE

SUBSCRIBED AND SWORN to before me, the undersigned on this the 31st day of Jan 25



*[Signature]*  
Notary Public for the State of Texas  
My Commission Expires:  
10/18/27

TO: City of Bunker Hill Village  
Langford Engineering, Inc  
1080 W Sam Houston Pkwy N  
Houston, TX 77043

INVOICE  
FROM: Ram Rod Utilities, LLC  
28119 Interstate 45N  
Spring, TX 77380

Invoice No. 4  
Invoice Date 31-Jan-1025  
Work Completed Thru 31-Jan-1025

PROJECT: Bunker Hill Road / GreenBay Sanitary Sewer Rehabilitation  
City of Bunker Hill Village



CODE	DESCRIPTION	QUANTITY	UNIT	COST	BID TOTAL	PERIOD QUANTITY	THIS ESTIMATE	TO DATE QUANTITY	TO DATE PERCENTAGE	TO DATE AMOUNT
1	Mobilization	1	LS	\$ 4,375.00	\$ 4,375.00	0	\$ -	1	100%	\$ 4,375.00
2	P-13 to P-13A	1	LS	\$ 10,442.50	\$ 10,442.50	0	\$ -	1	100%	\$ 10,442.50
3	P-13A to P-11	1	LS	\$ 21,623.75	\$ 21,623.75	0	\$ -	1	100%	\$ 21,623.75
4	P-11 to P-8	1	LS	\$ 20,592.50	\$ 20,592.50	0	\$ -	1	100%	\$ 20,592.50
5	P-8 to P-8A	1	LS	\$ 29,592.50	\$ 29,592.50	0	\$ -	1	100%	\$ 29,592.50
6	P-8A to P-8B	1	LS	\$ 17,518.75	\$ 17,518.75	0	\$ -	1	100%	\$ 17,518.75
7	P-8B to P-7	1	LS	\$ 6,925.00	\$ 6,925.00	0	\$ -	1	100%	\$ 6,925.00
8	P-7 to P-14	1	LS	\$ 12,406.25	\$ 12,406.25	0	\$ -	1	100%	\$ 12,406.25
9	P-14 to P-14A	1	LS	\$ 33,406.25	\$ 33,406.25	0	\$ -	1	100%	\$ 33,406.25
10	P-14A to P-33	1	LS	\$ 17,187.50	\$ 17,187.50	0	\$ -	1	100%	\$ 17,187.50
11	P-33 to P-34	1	LS	\$ 18,500.00	\$ 18,500.00	0	\$ -	1	100%	\$ 18,500.00
12	P-34 to P-37	1	LS	\$ 21,218.75	\$ 21,218.75	0	\$ -	1	100%	\$ 21,218.75
13	P-37 to P-47	1	LS	\$ 21,312.50	\$ 21,312.50	0	\$ -	1	100%	\$ 21,312.50
14	P-47 to P-50	1	LS	\$ 15,500.00	\$ 15,500.00	0	\$ -	1	100%	\$ 15,500.00
15	P-50 to P-51	1	LS	\$ 21,500.00	\$ 21,500.00	0	\$ -	1	100%	\$ 21,500.00
16	P-51 to R-9	1	LS	\$ 34,406.25	\$ 34,406.25	0	\$ -	1	100%	\$ 34,406.25
17	R-9 to R-7	1	LS	\$ 11,750.00	\$ 11,750.00	0	\$ -	1	100%	\$ 11,750.00
18	R-7 to R-6	1	LS	\$ 44,906.25	\$ 44,906.25	1	\$ 44,906.25	1	100%	\$ 44,906.25
19	R-6 to R-13	1	LS	\$ 41,093.75	\$ 41,093.75	1	\$ 41,093.75	1	100%	\$ 41,093.75
20	R-13 to R-16	1	LS	\$ 49,437.50	\$ 49,437.50	0	\$ -	0	0%	\$ -
21	R-16 to R-45	1	LS	\$ 37,065.00	\$ 37,065.00	0	\$ -	0	0%	\$ -
22	R-45 to R-47	1	LS	\$ 30,185.00	\$ 30,185.00	0	\$ -	0	0%	\$ -
23	R-47 to R-52	1	LS	\$ 48,450.00	\$ 48,450.00	0	\$ -	0	0%	\$ -
24	R-52 to R-58	1	LS	\$ 33,730.00	\$ 33,730.00	0	\$ -	0	0%	\$ -
25	R-58 to R-60	1	LS	\$ 56,500.00	\$ 56,500.00	0	\$ -	0	0%	\$ -
26	R-16 to R-19	1	LS	\$ 50,980.00	\$ 50,980.00	0	\$ -	0	0%	\$ -
27	R-19 to R-20	1	LS	\$ 56,500.00	\$ 56,500.00	0	\$ -	0	0%	\$ -
28	R-20 to R-21	1	LS	\$ 46,035.00	\$ 46,035.00	0	\$ -	0	0%	\$ -
29	R-21 to R-26	1	LS	\$ 32,695.00	\$ 32,695.00	0	\$ -	0	0%	\$ -
30	Point Repair	10	EA	\$ 5,175.00	\$ 51,750.00	1	\$ 5,175.00	6	60%	\$ 31,950.00
31	Dewatering Allowance (To be used when ground water is encountered, and only as approved by City of Bunker Hill)	1	LS	\$ 150,000.00	\$ 150,000.00	0.2	\$ 30,000.00	0.8	80%	\$ 120,000.00
32	Manhole Rehabilitation of Bunker Hill	343	VF	\$ 160.00	\$ 54,880.00	85	\$ 13,600.00	85	25%	\$ 13,600.00
					\$ 1,102,445.00		\$ 134,775.00			\$ 568,907.50

*[Signature]*  
Ram Rod Utilities, LLC

*[Signature]*  
Langford Engineering, Inc

City of Bunker Hill Village

Time Status	
Contract	75
NTP	9-Oct-2024
Substantial Final	13-Dec-2024
Remainig	29-Dec-2024
	-39

Total Earned to Date \$ 568,907.50  
Less 10% Retainage \$ 56,890.75  
Less Previous Payments Amount Due this Application \$ 390,719.25  
Original Contract Amount \$ 1,102,445.00  
Contract Modifications \$ -  
Total Contract Amount \$ 1,102,445.00  
Percentage Completion by Value 52%

Langford Engineering, Inc.  
1080 West Sam Houston Parkway North, Suite 200  
Houston, Texas 77043

MONTHLY ESTIMATE NO. 5  
LEI Job No. 200-031, Contract No. 2

City of Bunker Hill Village

Sanitary Sewer Repairs Along Bunker Hill Road

01-Feb-25

Thru

28-Feb-25

Owner: City of Bunker Hill Village  
11977 Memorial Drive  
Houston, TX 77024

Contractor: Ram Rod Utilities, LLC  
26119 Interstate 45 N  
Spring, TX 77380

Contract Time: 75 Calendar Days Extensions: 0 Calendar Days

Total Time: 75 Calendar Days Time Used: 142 Calendar Days

Project Authorized On : 19-Sep-2024

Work Order Dated: 9-Oct-2024

Completion Date: 23-Dec-2024 (Scheduled)  
23-Dec-2024 (Actual)

Percent Time Used: 189%

Percent Complete: 63%

Current Contract: \$1,102,445.00

Item No.	Description	Bid Qty	Unit Meas.	Work Prior Periods	Work This Period	Qty To Date	Unit Price	Total Amount
1	Mobilization	1	L.S.	1.00	0.00	1.00	\$ 4,375.00	\$4,375.00
2	P-13 to P-13A	1	L.S.	1.00	0.00	1.00	\$ 10,442.50	\$10,442.50
3	P-13A to P-11	1	L.S.	1.00	0.00	1.00	\$ 21,623.75	\$21,623.75
4	P-11 to P-8	1	L.S.	1.00	0.00	1.00	\$ 20,592.50	\$20,592.50
5	P-8 to P8A	1	L.S.	1.00	0.00	1.00	\$ 29,592.50	\$29,592.50
6	P-8A to P8B	1	L.S.	1.00	0.00	1.00	\$ 17,518.75	\$17,518.75
7	P-8B to P7	1	L.S.	1.00	0.00	1.00	\$ 6,925.00	\$6,925.00
8	P-7 to P14	1	L.S.	1.00	0.00	1.00	\$ 12,406.25	\$12,406.25
9	P-14 to P14A	1	L.S.	1.00	0.00	1.00	\$ 33,406.25	\$33,406.25
10	P-14A to P33	1	L.S.	1.00	0.00	1.00	\$ 17,187.50	\$17,187.50
11	P-33 to P34	1	L.S.	1.00	0.00	1.00	\$ 18,500.00	\$18,500.00
12	P-34 to P37	1	L.S.	1.00	0.00	1.00	\$ 21,218.75	\$21,218.75
13	P37 to P47	1	L.S.	1.00	0.00	1.00	\$ 21,312.50	\$21,312.50
14	P-47 to P50	1	L.S.	1.00	0.00	1.00	\$ 15,500.00	\$15,500.00
15	P-50 to P51	1	L.S.	1.00	0.00	1.00	\$ 21,500.00	\$21,500.00
16	P-51 to R9	1	L.S.	0.00	1.00	1.00	\$ 34,406.25	\$34,406.25
17	R-9 to R-7	1	L.S.	0.00	1.00	1.00	\$ 11,750.00	\$11,750.00
18	R-7 to R-6	1	L.S.	0.00	1.00	1.00	\$ 44,906.25	\$44,906.25
19	R-6 to R-13	1	L.S.	0.00	1.00	1.00	\$ 41,093.75	\$41,093.75
20	R-13 to R-16	1	L.S.	0.00	1.00	1.00	\$ 49,437.50	\$49,437.50
21	R-16 to R-45	1	L.S.	0.00	0.00	0.00	\$ 37,065.00	\$0.00
22	R-45 to R-47	1	L.S.	0.00	0.00	0.00	\$ 30,165.00	\$0.00
23	R-47 to R-52	1	L.S.	0.00	0.00	0.00	\$ 48,450.00	\$0.00
24	R-52 to R-58	1	L.S.	0.00	0.00	0.00	\$ 33,730.00	\$0.00
25	R-58 to R-60	1	L.S.	0.00	0.00	0.00	\$ 56,500.00	\$0.00
26	R-16 to R-19	1	L.S.	0.00	0.00	0.00	\$ 50,980.00	\$0.00
27	R-19 to R-20	1	L.S.	0.00	0.00	0.00	\$ 56,500.00	\$0.00
28	R-20 to R-21	1	L.S.	0.00	0.00	0.00	\$ 46,035.00	\$0.00
29	R-21 to R-26	1	L.S.	0.00	0.00	0.00	\$ 32,695.00	\$0.00
30	Point Repair	10	Ea.	12.00	6.00	18.00	\$ 5,175.00	\$93,150.00
31	Dewatering Allowance (To be used when ground water is encountered, and only as approved by City of Bunker Hill)	1	L.S.	0.40	0.50	0.90	\$ 150,000.00	\$135,000.00
32	Manhole Rehabilitation	343	Ea.	85.00	0.00	85.00	\$ 160.00	\$13,600.00
Total Completed to Date								\$695,445.00

Summary of Work to Date

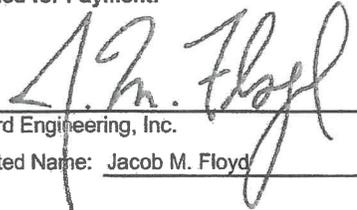
Work Performed to Date	\$ 695,445.00
Less 10% Retainage	\$ 69,544.50
Net Amount Earned to Date	<u>\$ 625,900.50</u>
Add: Materials Stored at Close of Period	\$ -
Less 10% Retained on Hand	\$ -
Subtotal Work Completed and Materials Stored	<u>\$ 625,900.50</u>
Less Previous Estimates	<u>\$ 512,016.75</u>
<b>AMOUNT DUE THIS ESTIMATE</b>	<b>\$ 113,883.75</b>

Summary of Adjusted Contract

Original Contract Amount	\$1,102,445.00
Adjustments	\$ -
<b>CURRENT CONTRACT AMOUNT</b>	<b>\$1,102,445.00</b>

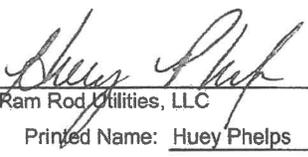
Note: There are no known disputes between the Contractor and Owner/Engineer Concerning the Quantities shown hereon

Recommended for Payment:

By:   
 Langford Engineering, Inc.  
 Printed Name: Jacob M. Floyd

Date: 3/5/2025

Accepted:

By:   
 Ram Rod Utilities, LLC  
 Printed Name: Huey Phelps

Date: 3/5/2025

Approved:

By:   
 City of Bunker Hill Village  
 Printed Name: Elvin Hernandez

Date: 03/11/25

Distribution: City of Bunker Hill Village (1)  
 Ram Rod Utilities, LLC (1)  
 Langford Engineering, Inc. (1)

PARTIAL AFFADAVIT OF ALL BILLS PAID  
AND PARTIAL LIEN RELEASE

STATE OF TEXAS  
COUNTY OF HARRIS

THE UNDERSIGNED was contracted or hired by City of Bunker Hill Village to furnish labor and/c materials in connection with certain improvements to real property described as follows:

CONTRACTOR: **RAM ROD UTILITIES** JOB NAME: **Bunker Hill Road / GreenBay Sanitary Sewer Rehabilitation**

JOB DESCRIPTION: **Bunker Hill Road / GreenBay Sanitary Sewer Rehabilitation**

For Work Performed Through: **February 28, 2025** Job Location: **Houston, TX**

The undersigned certifies and warrants that there are no known mechanic's or material man's liens outstanding as of the date hereof, that all bills incurred by it with respect to the Work have been paid in full, and that there is no known basis for the filing of any mechanic's or material man's lien on the property and/or improvements above described by any person or entity performing work on behalf of the undersigned; and to the extent permitted y applicable law, the undersigned does hereby waive and release any mechanic's or material man's lien or claims of lien of any other such person or entity, and further agrees to indemnify and hold the owner harmless from any said lien or claim including the payment of related costs, expenses, and responsible attorney's fees.

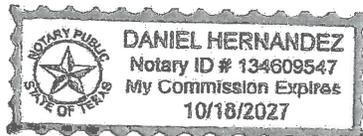
Ram Rod Utilities  
CONTRACTOR

*Huey Phelps*  
SIGNATURE

Huey Phelps  
PRINTED NAME

Project Manager  
TITLE

SUBSCRIBED AND SWORN to before me, the undersigned on this the 28th day of Feb 25



*Daniel Hernandez*  
Notary Public for the State of Texas  
My Commission Expires:

10/18/27

TO: City of Bunker Hill Village  
Langford Engineering, Inc  
1080 W Sam Houston Pkwy N  
Houston, TX 77043

INVOICE

FROM: Ram Rod Utilities, LLC  
26119 Interstate 45N  
Spring, TX 77380

Invoice No. 5  
Invoice Date 28-Feb-2025  
Work Completed Thru 28-Feb-2025

PROJECT: Bunker Hill Road / GreenBay Sanitary Sewer Rehabilitation

City of Bunker Hill Village



CODE	DESCRIPTION	QUANTITY	UNIT	COST	BID TOTAL	PERIOD QUANTITY	THIS ESTIMATE	TO DATE QUANTITY	TO DATE PERCENTAGE	TO DATE AMOUNT
1	Mobilization	1	LS	\$ 4,375.00	\$ 4,375.00	0	\$ -	1	100%	\$ 4,375.00
2	P-13 to P-13A	1	LS	\$ 10,442.50	\$ 10,442.50	0	\$ -	1	100%	\$ 10,442.50
3	P-13A to P-11	1	LS	\$ 21,623.75	\$ 21,623.75	0	\$ -	1	100%	\$ 21,623.75
4	P-11 to P-8	1	LS	\$ 20,592.50	\$ 20,592.50	0	\$ -	1	100%	\$ 20,592.50
5	P-8 to P-8A	1	LS	\$ 29,592.50	\$ 29,592.50	0	\$ -	1	100%	\$ 29,592.50
6	P-8A to P-8B	1	LS	\$ 17,518.75	\$ 17,518.75	0	\$ -	1	100%	\$ 17,518.75
7	P-8B to P-7	1	LS	\$ 6,925.00	\$ 6,925.00	0	\$ -	1	100%	\$ 6,925.00
8	P-7 to P-14	1	LS	\$ 12,406.25	\$ 12,406.25	0	\$ -	1	100%	\$ 12,406.25
9	P-14 to P-14A	1	LS	\$ 33,406.25	\$ 33,406.25	0	\$ -	1	100%	\$ 33,406.25
10	P-14A to P-33	1	LS	\$ 17,187.50	\$ 17,187.50	0	\$ -	1	100%	\$ 17,187.50
11	P-33 to P-34	1	LS	\$ 18,500.00	\$ 18,500.00	0	\$ -	1	100%	\$ 18,500.00
12	P-34 to P-37	1	LS	\$ 21,218.75	\$ 21,218.75	0	\$ -	1	100%	\$ 21,218.75
13	P-37 to P-47	1	LS	\$ 21,312.50	\$ 21,312.50	0	\$ -	1	100%	\$ 21,312.50
14	P-47 to P-50	1	LS	\$ 15,500.00	\$ 15,500.00	0	\$ -	1	100%	\$ 15,500.00
15	P-50 to P-51	1	LS	\$ 21,500.00	\$ 21,500.00	0	\$ -	1	100%	\$ 21,500.00
16	P-51 to R-9	1	LS	\$ 34,406.25	\$ 34,406.25	0	\$ -	1	100%	\$ 34,406.25
17	R-9 to R-7	1	LS	\$ 11,750.00	\$ 11,750.00	0	\$ -	1	100%	\$ 11,750.00
18	R-7 to R-6	1	LS	\$ 44,906.25	\$ 44,906.25	0	\$ -	1	100%	\$ 44,906.25
19	R-6 to R-13	1	LS	\$ 41,093.75	\$ 41,093.75	0	\$ -	1	100%	\$ 41,093.75
20	R-13 to R-16	1	LS	\$ 49,437.50	\$ 49,437.50	1	\$ 49,437.50	1	100%	\$ 49,437.50
21	R-16 to R-45	1	LS	\$ 37,065.00	\$ 37,065.00	0	\$ -	0	0%	\$ -
22	R-45 to R-47	1	LS	\$ 30,165.00	\$ 30,165.00	0	\$ -	0	0%	\$ -
23	R-47 to R-52	1	LS	\$ 48,450.00	\$ 48,450.00	0	\$ -	0	0%	\$ -
24	R-52 to R-58	1	LS	\$ 33,730.00	\$ 33,730.00	0	\$ -	0	0%	\$ -
25	R-58 to R-60	1	LS	\$ 56,500.00	\$ 56,500.00	0	\$ -	0	0%	\$ -
26	R-16 to R-19	1	LS	\$ 50,980.00	\$ 60,980.00	0	\$ -	0	0%	\$ -
27	R-19 to R-20	1	LS	\$ 56,500.00	\$ 56,500.00	0	\$ -	0	0%	\$ -
28	R-20 to R-21	1	LS	\$ 46,035.00	\$ 46,035.00	0	\$ -	0	0%	\$ -
29	R-21 to R-26	1	LS	\$ 32,695.00	\$ 32,695.00	0	\$ -	0	0%	\$ -
30	Point Repair	10	EA	\$ 5,175.00	\$ 51,750.00	12	\$ 62,100.00	18	180%	\$ 93,150.00
31	Dewatering Allowance (To be used when ground water is encountered, and only as approved by City of Bunker Hill)	1	LS	\$ 150,000.00	\$ 150,000.00	0.1	\$ 15,000.00	0.9	90%	\$ 135,000.00
32	Manhole Rehabilitation	343	VF	\$ 160.00	\$ 54,880.00	0	\$ -	85	25%	\$ 13,800.00
				\$ 1,102,445.00			\$ 126,537.50			\$ 695,445.00

*[Signature]*  
Ram Rod Utilities, LLC  
*[Signature]*  
Langford Engineering, Inc.  
*[Signature]*  
City of Bunker Hill Village

Time Status	
Contract	75
NTP	9-Oct-2024
Substantial	13-Dec-2024
Final	23-Dec-2024
Remaining	-68

Total Earned to Date \$ 695,445.00  
Less 10% Retainage \$ 69,544.50  
Less Previous Payments \$ 512,016.75  
Amount Due this Application \$ 113,883.75  
Original Contract Amount \$ 1,102,445.00  
Contract Modifications \$ -  
Total Contract Amount \$ 1,102,445.00  
Percentage Completion by Value 63%

**MINUTES OF THE SPECIAL MEETING  
OF THE CITY COUNCIL  
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS  
FEBRUARY 11, 2025**

**I. CALL TO ORDER**

Mayor Robert Lord called the meeting to order at 5:00 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present

Mayor Robert Lord  
Mayor Pro-Tem Susan Schwartz  
Councilmember Eric Thode  
Councilmember Carl Moerer  
Councilmember Keith Brown  
Councilmember Andrew Poor

Staff in Attendance

Gerardo Barrera, City Administrator  
Susan Engles, Finance Director  
Elvin Hernandez, Public Works Director  
Philip Boedeker, City Attorney  
Mallory Pack, Management Analyst

**II. PLEDGE OF ALLEGIANCE**

Councilmember Poor led the Pledge of Allegiance.

**III. CITIZENS' COMMENTS**

Allen Shindler, 226 Bylane and owner of 225 Bylane, spoke against the Memorial Drive Presbyterian Church (MDPC) Master Plan, stating the new building would be 50 ft. from his property line and intrusive to his backyard. He has been a resident for 31 years and is concerned the plan's approval would negatively impact his property investment. He threatened to move out of the City if the plan is approved.

Mary Johnson, 218 Bylane, spoke against construction of the MDPC Master Plan, and stated the proposed plan would wrap the new building around her property and reduce its value. She stated MDPC has the option to build the facilities elsewhere.

Ray Schultz, MVPD Police Chief, 11981 Memorial Dr., presented an award to Councilmember Moerer in recognition of his service and leadership on the Police Commission.

Tim Drone, 201 Bylane, spoke in opposition of the MDPC Master Plan and wants to support his property values. He stated he is hopeful of a resolution from Council.

Fred Bakht, 212 Bylane, expressed his concerns about the loss of privacy and harm to property values due to MDPC Master Plan. He stated there must be a win-win situation and other alternatives where the Church could construct new buildings without negatively impacting residents.

#### **IV. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT**

A. Update on Activities – Chief Schultz provided an update on activities including personnel, calls for service, and the 2025 Budget.

- Received \$71,000.00 reimbursement from FEMA for Hurricane Beryl response.
- The Department is hiring for two (2) officer positions. The Telecommunicator Officer started in January. Chief Schultz attended a Texas Police Chief meeting, and the main topic of discussion was filling vacancies across the state/ nation.
- Chief Schultz provided a brief overview of a series of home burglaries in Piney Point and Hunters Creek, which were linked to other burglaries in the Houston area. All cases in the Villages have been solved.
- Office Taylor was seriously injured in a motorcycle accident while working outside employment. He remains in intensive care. Staffing adjustments have been made to ensure proper coverage during his absence.
- The Department activated emergency operations in response to the January 21, 2025 winter storm. No weather-related traffic accidents were reported.
- Three (3) new unmarked vehicles were ordered in accordance with the FY 2025 vehicle replacement plan and budget. Three (3) new patrol vehicles are being upfitted.
- A report named the Memorial Villages the #1 safest place to live in Texas.
- For FY 2026, MVPD will propose adding a new camera at Briarforest/ Memorial.

B. Consideration and Possible Action Regarding Employee Insurance Coverage for the Time Period of April 1, 2025, through March 31, 2026, Contracting for Health, Vision, and Dental Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas

All full-time City employees are eligible for employee insurance benefits. Insurance coverage has been provided through the Memorial Villages Police Department and includes health, dental, vision, life, and disability insurance. The City of Piney Point Village also participates in this group.

In collaboration with MVPD and Alliant (consultant), the annual process for health, vision, and dental will be from April 1, 2025, through March 31, 2026.

Information based on presentation:

- *Three (3) qualified bids were received – Blue Cross Blue Shield (BCBS) [current provider], United Healthcare, and Curative. Aetna, Cigna, Deltek, IEBP/ TML, and Trustmark declined to submit a quote due to uncompetitive rates. Memorial Herman provided a quote but it was not a sealed bid as required and thus not accepted.*
- *BCBS initial rate was a 23.1% increase. The final rate provided was 8% based on bundling of medical, dental, and vision.*

The Police Commission approved the proposal from Blue Cross Blue Shield. Staff recommended approval to continue employee insurance coverage with the MVPD contracting with Blue Cross Blue Shield serving as the insurance carrier for health insurance, dental, and vision insurance.

**A motion was made by Councilmember Brown and seconded by Councilmember Thode to approve Employee Insurance Coverage for the Time Period of April 1, 2025, through March 31, 2026, Contracting for Health, Vision, and Dental Insurance and Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas.**

**The motion carried 5-0**

## **V. VILLAGE FIRE DEPARTMENT REPORT**

- A. Update on Activities – Chief Miller and Commissioner Brown reported on activities, staffing, calls for service, and response times.
- Average response time for Bunker Hill Village was 6:04 in January.
  - Three (3) firefighters are out due to injury.
  - The Department increased staffing in response to the snowstorm in January. No significant calls/ incidents were reported.
  - The 2026 budget process has started.
  - Fire hydrant inspections are expected to begin soon.
  - The Deputy Chief’s vehicle has been ordered.
  - Ladder 1 insurance claim has been approved due to over 60% vehicle damage. The damage payout will be \$2M and will fund the purchase of a new ladder truck.
  - A new pumper truck has been ordered and is expected to arrive in 2027. A budget amendment will be required and will be presented as a separate item.
  - Commissioner Brown reported the department transitioned to a new collection agency for ambulance fees, and collections have significantly increased. The estimated collection is \$800K.
- B. Consideration and Possible Action to Approve Budget Amendment 2025-01 to the Fiscal Year 2025 Budget for the Village Fire Department in the amount of \$2,300,000.00 with no additional assessments

## VILLAGE FIRE DEPARTMENT



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

Protecting and Serving the Cities of:  
**BUNKER HILL VILLAGE**  
**HEDWIG VILLAGE**  
**HILSHIRE VILLAGE**  
**HUNTERS CREEK VILLAGE**  
**PINEY POINT VILLAGE**  
**SPRING VALLEY VILLAGE**

### Budget Amendment 2025-01

To: Gerardo Barrera City of Bunker Hill Village  
Wendy Baimbridge City of Hedwig Village  
Cassie Stephens City of Hilshire Village  
Tom Fullen City of Hunters Creek Village  
Bobby Pennington City of Piney Point Village  
John McDonald City of Spring Valley Village  
Cc: Board of Commissioners & Alternates Village Fire Department  
From: Amy Buckert Village Fire Department  
Date: January 24, 2025  
Re: **Budget Amendment 2025-01 Budget**

During the regular monthly Village Fire Department Board Meeting on January 22, 2025, the Village Fire Department Board of Commissioners unanimously approved a budget amendment to fund the purchase of an SME006 Aerial Ladder Truck to replace Ladder 1. The insurance proceeds from Ladder 1 are anticipated to cover a significant portion of the funds necessary to purchase the SME006 Aerial Ladder Truck; however, the Village Fire Department Board of Commissioners is requesting that the member Cities approve a 2025 budget amendment in an amount not to exceed \$2,300,000 to facilitate the purchase. **This budget amendment will not result in an additional assessment to the member cities.**

The total budget amendment of \$2,300,000 will be funded by:

- Ladder 1 insurance proceeds (in an amount anticipated to be approximately \$2,000,000); and
- The Capital Replacement Fund in an amount not to exceed \$300,000.

While this is an amendment to the 2025 budget, the vehicle will not be delivered until mid-2026 and will be built into the FY26 Budget and Capital Replacement Fund Schedule.

At the January 22, 2025 Village Fire Department Board Meeting, the Board of Commissioners also approved the purchase of an ERV010 Pumper Truck which was previously budgeted. By purchasing the Pumper Truck and the Ladder Truck together, the Village Fire Department would receive a multi-unit discount which would result in significant savings.

*Councilmember Brown (current chair of the Fire Commission) stated that purchasing two (2) trucks is a good deal. The purchase has been approved by the Fire Commission.*

**A motion was made by Councilmember Thode and seconded by Councilmember Moerer to approve Budget Amendment 2025-01 to the Fiscal Year 2025 Budget for the Village Fire Department in the amount of \$2,300,000.00 with no additional assessments.**

**The motion carried 5-0**

## VI. MAYOR'S REPORT

### A. Report on Activities and Upcoming Events

- Mayors' Meetings – The meeting is scheduled for Thursday, February 13, 2025.

*Mayor Lord reported that he and staff met with METRO representatives, Harris County Commissioner Ramsey, and Hunters Creek & Piney Point Mayors to discuss partnership funding for the Memorial and Gessner Reconstruction Project.*

## VII. CITY ADMINISTRATOR'S REPORT

### A. Report on Activities and Upcoming Events

- Planning and Zoning Commission Meeting – *January 27, 2025* – The Commission continues to discuss property minimum lease length and potential amendments to the City's zoning ordinance including the 50% improvement rule and use of accessory structures.
- Public Safety Committee Meeting – *January 30, 2025* – The Committee is reviewing after-action reports from MVPD and VFD regarding responses to Derecho and Hurricane Beryl. The intent is to maximize efficiencies during emergency events and align expectations and standards.
- May 3, 2025, Election – The May 3, 2025, General Election was called by ordinance at the January 21, 2025, Council meeting. Filing for a place on the ballot will end on February 14, 2025, at 5:00 p.m.

### B. Public Works Director Report

- Development Report – Director Hernandez reported on permits issued in the month of January and provided a comparison of the number of permits issued in 2023 and 2024 as requested by Council at the January 21, 2025, meeting.

*Council directed staff to present the average change for each type of permit issued each month between 2024 and 2025 at the next meeting.*

- CIP Project Update – Director Hernandez reported on the status of the wastewater line replacement on Bunker Hill Rd. and the Waterline Project on Rhett, Tara, and Mayerling.
  - The Bunker Hill Rd. and Greenbay Sanitary Sewer Rehab project is 85% complete. Reconstruction of Bunker Hill Rd. is expected to begin after the sanitary sewer rehab work is completed. Staff are working with the engineer to finalize costs. The City will utilize a cooperative contract with the County for this work.
  - The Waterline Replacement project is ongoing. Phase 1 of the project includes replacement along Mayerling. Staff recommended Plantation Rd. be added to the project due to increased frequency of emergency repairs, water service interruptions, and the poor condition of the line. The change order for this additional work on Plantation Rd. is on this agenda for Council consideration and action. Work will begin immediately after Mayerling is completed.
  - New gateway hardware for AMI has been installed as part of the Water Meter Replacement project. Staff are coordinating with the vendor for system training and testing.

### C. Finance Director Report

- Investments and Opportunities – The City continues to take advantage of favorable interest rates. As of January 31, 2025, 82% of property taxes have been collected.

- Annual Audit – The audit is being scheduled.

*Director Grass reported that the City received an award for its Annual Comprehensive Financial Report (ACFR) for the year 2023, and a Certificate of Distinction for the Investment Policy for the year 2025-2026.*

#### **VIII. PRESENTATION, PUBLIC HEARING, CONSIDERATION AND POSSIBLE ACTION REGARDING AMENDING THE CITY’S SUBDIVISION ORDINANCE**

ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED BELOW

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 14-7 (B) (7), STANDARDS AND SPECIFICATIONS, OF CHAPTER 14, SUBDIVISIONS, TO ALLOW THE SUBDIVISION OF LOTS WHERE THE RESULTING LOT IS ADJACENT TO EITHER A PUBLIC OR PRIVATE STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION**

At the July 24, 2024, City Council Special Meeting, the property owner at 11821 Chapelwood Ln. presented a request to subdivide the property into either three one-acre lots or two lots.

The property was originally three separate lots before being platted into one single lot in 2009. The subdivision ordinance was revised in 2014, and no longer allows lots facing private streets to be subdivided.

Per the current ordinance, the only way to subdivide the lot is to make both Chapelwood Ln. and Fallen Timbers into public streets. This would be at the expense and full responsibility of the property owner, and would require final acceptance of the streets, drainage, etc. from the City. There is no variance process to allow the subdividing of the lot otherwise, and one would need to be established to explore alternative options.

During the Council meeting, Councilmember Brown provided background on the ordinance, stating that the reasoning for preventing lots facing private streets from being subdivided was to “strongly encourage” property owners to allow the streets to turn from private to public.

No action was taken on this item at the meeting. Council directed this item to the Planning and Zoning (P&Z) Commission for further review and discussion of potential amendments to Chapter 14 of the City’s Subdivision Ordinance.

At the August 27, 2024 P&Z meeting, the Commission inquired about potential disadvantages to the City regarding private streets, including negative impacts to neighboring properties, and staff confirmed there were none. The Commission was in favor

of amending the subdivision ordinance to allow a lot to be subdivided that fronts a private street and directed staff to revise the ordinance.

During the October 22, 2024 meeting, the Commission held a formal public hearing and voted unanimously to amend the subdivision ordinance and send it to the City Council for final approval. The ordinance was subsequently approved by Council at the November 19, 2024 City Council meeting.

Following further review, staff identified additional areas to improve and clarify the ordinance to ensure minimum standards for both public and private streets. The proposed revisions provide further guidance while preserving current functionality that shall apply exclusively to a new road construction and not impact existing roads unless modifications or new construction is undertaken after the adoption of the new amendment.

The revisions were presented to the P&Z Commission at the January 27, 2025 meeting. A formal public hearing was held, and no public comments were received for or against the measure. The Commission voted unanimously to amend the ordinance and forward it to City Council for final approval.

As this amendment is in Chapter 14 of the Zoning ordinance, a public hearing is required prior to formal Council consideration and action.

*Mayor Lord opened the Public Hearing at 6:40 p.m.*

RECEIVE COMMENTS FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING THE FOLLOWING:

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 14-7 (B) (7), STANDARDS AND SPECIFICATIONS, OF CHAPTER 14, SUBDIVISIONS, TO ALLOW THE SUBDIVISION OF LOTS WHERE THE RESULTING LOT IS ADJACENT TO EITHER A PUBLIC OR PRIVATE STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION**

**Public Comments received:**

New property owner, who requested their name and address remain private for security reasons, stated their intention to build on the lot at 11821 Chapelwood Ln. and is looking forward to living in the City.

*Mayor Lord closed the Public Hearing at 6:44 p.m.*

**CONSIDERATION AND POSSIBLE ACTION REGARDING THE FOLLOWING:**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 14-7 (B) (7), STANDARDS AND SPECIFICATIONS, OF CHAPTER 14, SUBDIVISIONS, TO ALLOW THE SUBDIVISION OF LOTS WHERE THE RESULTING LOT IS ADJACENT TO EITHER A PUBLIC OR PRIVATE STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION**

**A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Ordinance No. 25-642, amending the City’s Subdivision Ordinance.**

**The motion carried 5-0**

**IX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH LANGFORD ENGINEERING IN THE AMOUNT OF \$39,500.00 FOR CONSTRUCTION DESIGN FOR THE WATERLINE REPLACEMENT PROJECT TO INCLUDE PLANTATION ROAD**  
*– Elvin Hernandez, Public Works Director*

Due to the increased frequency of emergency repairs, water service interruptions, and the poor condition of the waterline on Plantation Rd., staff recommend the line be replaced immediately. To leverage remaining grant funding and benefit from economies of scale, this work will be added to the current waterline replacement project.

At the February 20, 2024, meeting, Council approved a professional services agreement in the amount of \$149,320.00 with Langford Engineering for engineering services for the replacement/ rehabilitation of waterlines on Mayerling, Rhett, and Tara.

Change Order #1 for this project will add \$39,500 to Langford Engineering for construction phase services and the development of engineering plans to include line replacement on Planation Rd. Funding will be sourced through a combination of ARPA funds and the City’s 2025 adopted budget for waterline replacement.

*Councilmember Brown stated he lives on Plantation Rd. and would abstain from voting.*

**A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve change order #1 to the contract with Langford Engineering in the amount of \$39,500.00 for construction design of the waterline replacement project to include Plantation Rd.**

**The motion carried 4-0-1**

**Councilmember Brown abstained.**

**X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH UNDERGROUND CONSTRUCTION IN THE AMOUNT OF \$207,422.00 FOR THE CONSTRUCTION OF THE WATERLINE REPLACEMENT PROJECT TO INCLUDE PLANTATION ROAD – *Elvin Hernandez, Public Works Director***

Due to recent increased frequency of emergency repairs, water service interruptions, and the poor condition of the waterline on Plantation Rd., staff recommend the line be replaced immediately. To leverage remaining grant funding and benefit from economies of scale, this work will be added to the current waterline replacement project.

At the November 19, 2024, meeting, Council approved allocating \$497,267.00 of the funds for essential infrastructure improvements, such as water line replacement, in compliance with funding restrictions. Subsequently, Council approved a contract with Underground Construction for the replacement/ rehabilitation of waterlines on Mayerling, Rhett, and Tara.

Change Order #1 for this project will add \$207,422 to the contract with Underground Construction for project construction to include Plantation Rd. Funding will be sourced through a combination of ARPA funds and the City’s 2025 adopted budget for waterline replacement.

**A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve change order #1 to the contract with Underground Construction in the amount of \$207,422.00 for the construction of the waterline replacement project to include Plantation Rd.**

**The motion carried 4-0-1**

**Councilmember Brown abstained.**

**XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 13 AND 14 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FOR THE FISCAL YEAR 2024; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – *Susan Engels, Finance Director***

*Items XI and XII were presented together but required separate vote for formal approval.*

Staff presented an amended budget for Fiscal Year 2024 and Fiscal Year 2025. The City budgeted in 2024 and 2025 for Capital Projects Utility Construction Fund based on a project’s percentage of completion at year-end. The amount proposed for the year 2025 is funds not expended in the year 2024 and will fall to the fund balance in 2024.

CITY OF BUNKER HILL VILLAGE ADOPTED 2024 BUDGET UTILITY FUND			AMENDMENT NO. 13		
Acct. # Description			2024 Adopted	2024 No. 13 Amendment	Change
<b>UTILITY FUND EXPENDITURES</b>					
04	7510	WATER FIRE HYDRANT	\$ 13,500	\$ 2,500	\$ (11,000)
04	7520	WATER WELLS PUMPS	\$ 49,500	\$ 22,000	\$ (27,500)
04	7535	WATER LINES	\$ 11,000	\$ 5,500	\$ (5,500)
04	7540	WATER METERS	\$ 30,000	\$ 20,000	\$ (10,000)
04	7610	WW LINES	\$ 15,000	\$ 13,000	\$ (2,000)
<b>TOTAL UTILITY FUND EXP.</b>			<b>\$ 119,000</b>	<b>\$ 63,000</b>	<b>\$ (56,000)</b>

CITY OF BUNKER HILL VILLAGE ADOPTED 2024 BUDGET CAPITAL PROJECTS UTILITY FUND			AMENDMENT NO. 14		
Acct. # Description			2024 Adopted	2024 No. 14 Amendment	Change
<b>CAPITAL PROJECTS UTILITY FUND EXPENDITURES</b>					
07	9182	REPLACE CAST IRON LINES	\$ 900,000	\$ 97,813	\$ (802,187)
16	9192	METER REPLACEMENT	\$ 495,898	\$ 388,644	\$ (107,254)
<b>TOTAL CAPITAL PROJECTS UTILITY FUND EXP.</b>			<b>\$ 1,395,898</b>	<b>\$ 486,457</b>	<b>\$ (909,441)</b>

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve Ordinance No. 25-643, adopting amendment numbers 13 and 14 to the Fiscal Year 2024 Budget.

The motion carried 5-0

**XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 2 AND 3 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FOR THE FISCAL YEAR 2025; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – Susan Engels, Finance Director**

*Items XI and XII were presented together but required separate vote for formal approval.*

The City requires funding to complete urgent waterline repairs on Plantation Rd. Staff recommended using funds in 2024 that will fall to the fund balance in 2024 in the Utility Fund for this expense.

CITY OF BUNKER HILL VILLAGE ADOPTED 2025 BUDGET UTILITY FUND			AMENDMENT NO. 2		
Acct. #	Description	2025 Adopted	2025 No. 2 Amendment	Change	
UTILITY FUND EXPENDITURES					
04	7535	WATER LINES	\$ 11,000	\$ 64,000	\$ 53,000
<b>TOTAL UTILITY FUND EXP.</b>			<b>\$ 11,000</b>	<b>\$ 64,000</b>	<b>\$ 53,000</b>

CITY OF BUNKER HILL VILLAGE ADOPTED 2025 BUDGET CAPITAL PROJECTS UTILITY FUND			AMENDMENT NO. 3		
Acct. #	Description	2025 Adopted	2025 No. 3 Amendment	Change	
CAPITAL PROJECTS UTILITY FUND EXPENDITURES					
07	9182	REPLACE CAST IRON LINES	\$ 199,500	\$ 1,001,687	\$ 802,187
16	9192	METER REPLACEMENT	\$ -	\$ 107,254	\$ 107,254
<b>TOTAL CAPITAL PROJECTS UTILITY FUND EXP.</b>			<b>\$ 199,500</b>	<b>\$ 1,108,941</b>	<b>\$ 909,441</b>

A motion was made by Councilmember Brown and seconded by Councilmember Poor to approve Ordinance No. 25-644, adopting amendment numbers 2 and 3 to the Fiscal Year 2025 Budget.

The motion carried 5-0

**XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND TX BBG CONSULTING, INC., A WHOLLY OWNED SUBSIDIARY OF SAFEUILT, LLC FOR BUILDING PLAN REVIEW AND DEVELOPMENT SERVICES – *Elvin Hernandez, Public Works Director***

To supplement planning and development workload demand as needed, the City utilizes a third-party contract to perform building inspections and plan review services. TXBBG Consulting, Inc., a wholly owned subsidiary of SAFEuilt, LLC, has provided these professional services to the City since 2022. These services are provided on an as-needed basis at the request of the City. Contracting with TXBBG gives the City the ability to deliver timely building inspections and plan review services, maintaining a level of continuity during inspector absences and periods of increased workload demand.

TXBBG Consulting Inc. provided a proposed one-year contract agreement, including the fee schedule for consideration with no proposed cost increases for 2025.

Per Local Government Code 252.022, professional services are exempt from formal bids.

**A motion was made by Councilmember Poor and seconded by Councilmember Brown to renew a contract with TXBBG Consulting, Inc., a wholly owned subsidiary of SAFEbuilt, LLC, for building inspections and plan review services as needed.**

**The motion carried 5-0**

**XIV. CONSIDERATION AND POSSIBLE ACTION TO RATIFY THE FOLLOWING PAYMENTS THAT EXCEED \$50,000:**

- A. City of Houston water bill dated December 19, 2024, in the amount of \$92,666.48 for November 2024 water purchase.
- B. City of Houston water bill dated January 21, 2025, in the amount of \$69,281.18 for December 2024 water purchase.

**A motion was made by Councilmember Thode and seconded by Councilmember Brown to ratify payments that exceed \$50,000.**

**The motion carried 5-0**

**XV. CONSENT AGENDA**

**“ALL MATTERS LISTED UNDER CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.”**

- A. Minutes of the January 21, 2025, Regular City Council Meeting.
- B. December 2024 Financials.
- C. Check Register dated January 15, 2025, to January 29, 2025.
- D. Langford Engineering, invoice no. 28417 in the amount of \$2,390.55 for engineering services completed through December 2024 for the waterline replacement project on Mayerling Dr. and Tara Dr.
- E. Langford Engineering, invoice no. 28442 in the amount of \$2,888.78 for construction phase engineering services rendered through December 2024 for the Bunker Hill Rd. and Greenbay sanitary sewer rehabilitation project.
- F. Probstfeld & Associates, invoice no. 70734 in the amount of \$355.00 for drainage plan review services completed in November 2024.
- G. Probstfeld & Associates, invoice no. 70735 in the amount of \$355.00 for drainage plan review services completed in November 2024.
- H. Probstfeld & Associates, invoice no. 70840 in the amount of \$355.00 for drainage plan review services completed in December 2024.
- I. Probstfeld & Associates, invoice no. 70841 in the amount of \$355.00 for drainage plan review services completed in December 2024.
- J. Probstfeld & Associates, invoice no. 70843 in the amount of \$355.00 for drainage plan review services completed in December 2024.
- K. Probstfeld & Associates, invoice no. 70844 in the amount of \$355.00 for drainage plan review services completed in December 2024.

- L. Probstfeld & Associates, invoice no. 70845 in the amount of \$180.00 for drainage plan review services completed in December 2024.

**A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve the Consent Agenda.**

**The motion carried 5-0**

**XVI. EXECUTIVE SESSION**

**PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE, THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION TO CONSULT WITH THE CITY ATTORNEY REGARDING PENDING OR CONTEMPLATED LITIGATION**

*Mayor Lord convened into Executive Session at 7:01 p.m.*

*Mayor Lord reconvened the Regular City Council meeting at 8:05 p.m.*

**XVII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN AGREEMENT WITH MEMORIAL VILLAGES WATER AUTHORITY**

**No action was taken on this item.**

**XVIII. ADJOURN**

**Mayor Lord adjourned the meeting at 8:11 p.m.**

Approved and accepted on March 18, 2025.

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Robert P. Lord, Mayor

ATTEST:

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Gerardo Barrera, City Administrator/ Acting City Secretary

# January

## 2025

### *Financial Report*



***Note: These financials do not include the year end adjusting entries. Year end entries will be included in the year end financial in the ACFR.***

**CITY OF BUNKER HILL, TEXAS**  
**INVESTMENT REPORT**  
**1/31/2025**

INVESTMENT TYPE	BEGINNING BALANCE	ADDITIONS	WITH DRAWALS	INTEREST	ENDING BALANCE/ BOOK VALUE	FACE VALUE	MARKET VALUE	Rate Coupon	Purchase Yield	MATURITY DATE/TERM	PERCENTAGE OF PORTFOLIO	INVESTMENT SECURITY	INTEREST EARNED YTD
<b>Cash Accounts</b>													
CASH - STELLAR GL BALANCE	366,239.49	5,854,155.85	5,273,647.22	2,553.95	949,302.07	949,302.07	949,302.07	2.58%	2.58%	Upon Demand	5%	of Credit	2,553.95
Sub-Total	366,239.49	5,854,155.85	5,273,647.22	2,553.95	949,302.07	949,302.07	949,302.07						
<b>Investment Pools</b>													
Texas CLASS	2,017.56			7.40	2,024.96	2,024.96	2,024.96	4.28%	4.28%	Upon Demand	0%	Invest Pool	7.40
Sub-Total	2,017.56			7.40	2,024.96	2,024.96	2,024.96						-
<b>Index Fund</b>													
CASH - INDEPENDENT FINANCIAL	15,227,472.94	3,000,000.00	500,000.00	62,759.79	17,790,232.73	17,790,232.73	17,790,232.73	4.59%	4.59%	Upon Demand	95%	Various	62,759.79
Sub-Total	15,227,472.94	3,000,000.00	500,000.00	62,759.79	17,790,232.73	17,790,232.73	17,790,232.73						
<b>BHV Inc Restricted Donation</b>													
Restricted Donation (BHV Inc.)	6,668.91			25.49	6,694.40	6,694.40	6,694.40	4.59%	4.59%	Upon Demand	0%	Various	25.46
Sub-Total	6,668.91	-	-	25.49	6,694.40	6,694.40	6,694.40						
<b>TOTAL INVESTMENTS</b>	<b>\$ 15,602,398.90</b>	<b>\$ 8,854,155.85</b>	<b>\$ 5,773,647.22</b>	<b>\$ 65,346.63</b>	<b>\$ 18,748,254.16</b>	<b>\$ 18,748,254.16</b>	<b>\$ 18,748,254.16</b>				<b>100%</b>		<b>\$ 65,346.60</b>
<i>unrestricted</i>	\$ 15,585,198.90				\$ 18,731,054.16								
<i>restricted*</i>	\$ 17,200.00				\$ 17,200.00								
<b>TOTAL</b>	<b>\$ 15,602,398.90</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 18,748,254.16</b>								

\* The City held restricted cash and cash equivalent of \$17,200 in the enterprise fund for the customer deposits.  
The City of Bunker Hill Village's investment portfolio is in compliance with state law and the investment strategy and policy approved by the City Council.

  
Investment Officer, Finance Director

  
Date:

STELLAR BANK BALANCE AT 1/31/2025	<u>\$ 1,241,466.64</u>
FDIC Insurance	250,000.00
FHL Dallas Letter of Credit	<u>22,000,000.00</u>
Total Collateral - STELLAR BANK	<u>\$ 22,250,000.00</u>
Over-Collateralized - STELLAR BANK	\$ 21,008,533.36
INDEPENDENT FINANCIAL BANK BALANCE AT 1/31/2025	<u>\$ 17,790,232.73</u>
INDEPENDENT BANK TOTAL	<u>\$ 17,790,232.73</u>
FDIC Insurance	250,000.00
Various- pledged securities	<u>26,260,610.81</u>
Total Collateral	<u>\$ 26,510,610.81</u>
Over-Collateralized	\$ 8,720,378.08

**City of Bunker Hill Village  
Monthly Tax Office Report  
January 31, 2025**

Prepared by: Jamie Matelske, Tax Assessor/Collector

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A. Current Taxable Value   \$ 2,724,215,113

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B. Summary Status of Tax Levy and Current Receivable Balance:

	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Original Levy 0.271	\$ 7,134,262.81	\$ -	\$ 7,134,262.81
Carryover Balance	-	228,975.31	228,975.31
Adjustments	241,683.83	(227.96)	241,455.87
Adjusted Levy	7,375,946.64	228,747.35	7,604,693.99
Less Collections Y-T-D	6,100,612.14	74,967.87	6,175,580.01
Receivable Balance	\$ 1,275,334.50	\$ 153,779.48	\$ 1,429,113.98

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C. COLLECTION RECAP:

	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
<b>Current Month:</b>			
Base Tax	\$ 3,481,875.09	\$ 74,967.87	3,556,842.96
Penalty & Interest	-	63,923.70	63,923.70
Attorney Fees	-	618.85	618.85
Other Fees	16.06	-	16.06
Total Collections	\$ 3,481,891.15	\$ 139,510.42	\$ 3,621,401.57
<b>Year-To-Date:</b>			
Base Tax:	\$ 6,100,612.14	\$ 74,967.87	\$ 6,175,580.01
Penalty & Interest	-	63,923.70	63,923.70
Attorney Fees	-	618.85	618.85
Other Fees	16.06	-	16.06
Total Collections	\$ 6,100,628.20	139,510.42	\$ 6,240,138.62
Percent of Adjusted Levy	82.71%		84.60%

**City of Bunker Hill Village**  
**A/R Summary by Year**  
**January 31, 2025**

YEAR	BEGINNING BALANCE AS OF 12/31/2024	ADJUSTMENTS	COLLECTIONS	RECEIVABLE BALANCE AS OF 01/31/2025
2023	\$ 41,712.60	\$ -	\$ 6,252.75	\$ 35,459.85
22	24,102.09	(227.96)	5,961.05	17,913.08
21	18,876.49	-	5,593.35	13,283.14
20	13,637.06	-	5,568.94	8,068.12
19	5,651.13	-	2,944.16	2,706.97
18	10,186.24	-	2,949.35	7,236.89
17	10,027.07	-	2,768.24	7,258.83
16	9,497.82	-	2,512.80	6,985.02
15	8,686.65	-	2,287.63	6,399.02
14	8,023.94	-	2,113.23	5,910.71
13	7,624.24	-	2,018.94	5,605.30
12	7,254.91	-	2,018.94	5,235.97
11	7,191.96	-	2,081.75	5,110.21
10	6,146.99	-	1,847.19	4,299.80
09	5,580.44	-	1,791.86	3,788.58
08	5,486.97	-	1,880.33	3,606.64
07	3,672.70	-	1,782.69	1,890.01
06	3,530.50	-	1,718.50	1,812.00
05	3,201.15	-	1,558.07	1,643.08
04	3,233.44	-	1,426.92	1,806.52
03	3,175.04	-	1,349.77	1,825.27
02	3,078.00	-	1,379.06	1,698.94
01	2,896.81	-	1,342.34	1,554.47
00	2,734.20	-	1,266.59	1,467.61
1999	2,397.18	-	1,183.73	1,213.45
98	1,247.22	-	1,247.22	-
97	1,132.43	-	1,132.43	-
96	1,076.37	-	1,076.37	-
95	1,378.45	-	1,378.45	-
94	1,342.46	-	1,342.46	-
93	1,342.46	-	1,342.46	-
92	949.90	-	949.90	-
91	905.10	-	905.10	-
90	715.68	-	715.68	-
89	628.56	-	628.56	-
88	651.06	-	651.06	-
	<u>\$ 228,975.31</u>	<u>\$ (227.96)</u>	<u>\$ 74,967.87</u>	<u>\$ 153,779.48</u>

**CITY OF BUNKER HILL VILLAGE, TX  
GENERAL FUND CAPITAL PROJECTS - FUND 06  
2025 BUDGET - ACTUALS THRU JANUARY**

<b>TYPE</b>	<b>CURRENT BUDGET</b>	<b>YTD ACTUAL</b>	<b>BUDGET BALANCE</b>
<b>DRAINAGE</b>			
Locallized Drainage	150,000.00		150,000.00
Drainage Master Plan	50,000.00		50,000.00
<b>Sub Total</b>	<b>200,000.00</b>	<b>-</b>	<b>200,000.00</b>
<b>STREETS</b>			
Streets-Taylorcrest	425,000.00		425,000.00
Asphalt Rehabilitation	122,000.00	-	122,000.00
Gessner Northbound & Memorial	600,000.00		600,000.00
Bunker Hill Road Overlay	2,100,000.00		2,100,000.00
<b>Sub Total</b>	<b>3,247,000.00</b>	<b>-</b>	<b>3,247,000.00</b>
<b>FACILITY</b>			
City Hall	50,000.00		50,000.00
City Parking Lot	100,000.00		100,000.00
<b>Sub Total</b>	<b>150,000.00</b>	<b>-</b>	<b>150,000.00</b>
<b>PUBLIC SAFETY</b>			
MVPD PUBLIC SAFETY	56,667.00	56,664.26	2.74
VILLAGE FIRE DEPT	38,000.00		38,000.00
<b>Sub Total</b>	<b>94,667.00</b>	<b>56,664.26</b>	<b>38,002.74</b>
<b>BEAUTIFICATION</b>			
	40,000.00		40,000.00
<b>GRAND TOTAL</b>	<b>3,731,667.00</b>	<b>56,664.26</b>	<b>3,675,002.74</b>

**CITY OF BUNKER HILL VILLAGE, TX  
 UTILITY FUND CAPITAL PROJECTS - FUND 07  
 2025 BUDGET - ACTUALS THRU JANUARY**

<b>TYPE</b>	<b>CURRENT BUDGET</b>	<b>YTD ACTUAL</b>	<b>BUDGET BALANCE</b>
<b>Water and Wastewater</b>			
Televise of Concrete Lines			-
Replacement of Concrete Lines	200,000.00		200,000.00
Underground Utilities Bunker Hill	1,001,687.00		1,001,687.00
Gessner Water Lines and Roadway Desigr	750,000.00		750,000.00
Underground Utilites- Sewer	100,000.00		100,000.00
<b>Sub Total</b>	<b>2,051,687.00</b>	<b>-</b>	<b>2,051,687.00</b>
<b>Water Production</b>			
WP #2 VFD Booster Pumps	40,000.00		40,000.00
Meter Replacement	107,254.00		107,254.00
<b>Sub Total</b>	<b>147,254.00</b>	<b>-</b>	<b>147,254.00</b>
<b>FACILITY</b>			
Rehab Main Shed	12,000.00		12,000.00
<b>Sub Total</b>	<b>12,000.00</b>	<b>-</b>	<b>12,000.00</b>
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>2,210,941.00</b>	<b>-</b>	<b>2,210,941.00</b>

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
01-00-00-1001	Cash in Bank	( 7,355,845.56)
01-00-00-1011	INDEPENDENT FINANCIAL 180 CD	0.00
01-00-00-1012	INDEPENDENT FINANCIAL 90 CD	0.00
01-00-00-1013	INDEPENDENT FIN 180 DAYS 1 M	0.00
01-00-00-1014	INDEPENDENT FIN 180 DAYS 1M CD	0.00
01-00-00-1016	Allegiance Bank	0.00
01-00-00-1017	INDEPENDENT FINANCIAL	11,227,472.94
01-00-00-1018	TEXAS CLASS	0.00
01-00-00-1022	TEXAS CLASS	2,027.59
01-00-00-1039	Cash Held by Tax Assessor	1,398,377.52
01-00-00-1050	Reserve -Vehicles & Technology	45,326.00
01-00-00-1053	Reserves - Facilities	250,725.00
01-00-00-1055	Reserve -Emergency Management	204,034.00
01-00-00-1060	Reserve -Infrastructure Mngmt	0.00
01-00-00-1065	Reserve- Police Department	260,552.00
01-00-00-1066	FIRE DEPT RESERVE	0.00
01-00-00-1068	Reserve- Beautification	0.00
01-00-00-1069	Reserve - American Protection	0.00
01-00-00-1070	Certificates of Deposit	0.00
01-00-00-1080	Petty Cash - Court	100.00
01-00-00-1081	Petty Cash - G&A	200.00
01-00-00-1082	Petty Cash - Admin Assist	0.00
01-00-00-1090	Cash in Transit	( 1,002.01)
01-00-00-1091	Prepaid Payroll	0.00
01-00-00-1092	PREPAID MVPD CAPITAL ASSETS	0.00
01-00-00-1210	A/R - Property Taxes	1,419,618.24
01-00-00-1220	A/R - Franchise	42,206.24
01-00-00-1221	A/R - MISC.	0.00
01-00-00-1222	A/R Interest Income	0.00
01-00-00-1225	A/R - Sales Tax	71,640.64
01-00-00-1240	A/R - Return Items	0.00
01-00-00-1260	LEASE RECEIVABLE	349,779.00
01-00-00-1310	Inventory	0.00
01-00-00-1820	Provided To Long Term Debt	0.00
01-00-03-1990	DueTo/From Debt Service Fund	0.00
01-00-04-1990	DueTo/From Utility Fund	0.00
01-00-09-1990	Created by Posting	0.00
01-00-14-1990	Due from Fuel Acct	0.00
		<u>7,915,211.60</u>
	<b>TOTAL ASSETS</b>	<b>7,915,211.60</b>
		=====
<b>LIABILITIES</b>		
=====		
01-00-00-2010	Accounts Payable	0.00
01-00-00-2011	Accounts Payable - Court	0.00
01-00-00-2013	Accounts Payable - Other	0.00
01-00-00-2020	Wages Payable	0.00
01-00-00-2051	DUE TO BHV INC	0.00
01-00-00-2110	Taxes Payable - Payroll	0.00

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
01-00-00-2130	Taxes Payable - Court	0.00
01-00-00-2220	Retirement Payable - Employee	0.00
01-00-00-2230	Voluntary Deferred Comp.	0.00
01-00-00-2235	CHILD SUPPORT	0.00
01-00-00-2240	Court Taxes - Payable to State	7,438.67
01-00-00-2241	Court Taxes - IDF	86.80
01-00-00-2242	Court Taxes -Child Safety Seat	0.00
01-00-00-2243	Court Taxes - CJFS	0.10
01-00-00-2244	Court Taxes - CSS	0.00
01-00-00-2245	Court Taxes - Time Pay Fee	12.50
01-00-00-2246	Court Taxes - State OMNI	396.03
01-00-00-2247	Court Taxes - OMNI	0.00
01-00-00-2248	Court Taxes - Linebarger	1,584.62
01-00-00-2249	Court Taxes - Truancy Prevent	34.00
01-00-00-2250	Insurance Payable - Employee	( 5,227.92)
01-00-00-2310	Deposits - Court Bonds	0.00
01-00-00-2322	UNCLAIMED PROPERTY	10.00
01-00-00-2650	General Obligation Bonds	0.00
01-00-00-2660	Certificates of Oblig-1999	0.00
01-00-00-2810	Accrued Payroll	0.00
01-00-00-2815	Accrued Vac Liability (Yr End)	0.00
01-00-00-2820	Unearned Income	3,748,458.20
01-00-00-2823	DEFERRED REVENUE	0.20
01-00-00-2860	DEFERRED INFLOWS LEASES	327,444.00
01-00-00-2930	Brown Subdivison Escrow	0.00
01-00-00-2940	Williamsburg Drainage Escrow	0.00
01-00-00-2945	Wood Lane Repaving Escrow	0.00
	TOTAL LIABILITIES	<u>4,080,237.20</u>
EQUITY		
=====		
01-00-00-3010	Fund Balance - G & A	3,745,122.60
01-00-00-3012	Fund Balance - Child Safety	0.00
01-00-00-3013	Fund Balance - Formal Reserves	<u>760,637.00</u>
	TOTAL BEGINNING EQUITY	4,505,759.60
	TOTAL REVENUE	3,183,451.39
	TOTAL EXPENDITURES	3,178,226.34
	(WILL CLOSE TO FUND BALANCE)	<u>( 676,010.25)</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 670,785.20)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>3,834,974.40</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	7,915,211.60
=====		

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
01-00-00-4010 Taxes - Current Year	6,601,292.00	2,978,663.24	2,978,663.24	45.12	3,622,628.76
01-00-00-4020 Taxes - Prior Years	10,000.00	54,168.14	54,168.14	541.68	( 44,168.14)
01-00-00-4030 Taxes - Penalty & Interes	32,000.00	43,317.18	43,317.18	135.37	( 11,317.18)
TOTAL Taxes	6,643,292.00	3,076,148.56	3,076,148.56	46.30	3,567,143.44
<u>Franchise Fees</u>					
01-00-00-4110 FRANCHISE FEE ELECTRICITY	180,000.00	14,880.73	14,880.73	8.27	165,119.27
01-00-00-4111 FRANCHISE FEE GAS	44,000.00	0.00	0.00	0.00	44,000.00
01-00-00-4112 FRANCHISE FEE OTHER	61,000.00	8.46	8.46	0.01	60,991.54
01-00-00-4120 Sales Tax Revenue	305,000.00	29,698.61	29,698.61	9.74	275,301.39
TOTAL Franchise Fees	590,000.00	44,587.80	44,587.80	7.56	545,412.20
<u>Mun. Court Fines &amp; Fees</u>					
01-00-00-4210 Court - Fines	205,000.00	17,553.38	17,553.38	8.56	187,446.62
01-00-00-4215 Court - Time Pay Fees/Cit	0.00	0.00	0.00	0.00	0.00
01-00-00-4216 Court - Time Pay Fees/Eff	0.00	0.00	0.00	0.00	0.00
01-00-00-4217 Court - OMNI	0.00	0.00	0.00	0.00	0.00
01-00-00-4220 Court - State Taxes	0.00	0.00	0.00	0.00	0.00
01-00-00-4225 Court - Child Safety 1015	0.00	0.00	0.00	0.00	0.00
01-00-00-4226 Court - CJFC	0.00	0.00	0.00	0.00	0.00
01-00-00-4227 Court - Local Truancy Pre	6,200.00	439.06	439.06	7.08	5,760.94
01-00-00-4228 COURT- YOUTH DIVERSION FE	0.00	0.00	0.00	0.00	0.00
01-00-00-4245 Court - Judicial Support	0.00	0.00	0.00	0.00	0.00
01-00-00-4246 Court - Local Municipal J	60.00	0.00	0.00	0.00	60.00
01-00-00-4260 Court - Security Fees	0.00	0.00	0.00	0.00	0.00
01-00-00-4265 Local Building Security F	7,000.00	430.29	430.29	6.15	6,569.71
01-00-00-4270 Court - Technology Fees	0.00	0.00	0.00	0.00	0.00
01-00-00-4271 CHILD SAFETY HARRIS CO	0.00	0.00	0.00	0.00	0.00
01-00-00-4275 Court - Local Court Tech	6,000.00	351.26	351.26	5.85	5,648.74
TOTAL Mun. Court Fines & Fees	224,260.00	18,773.99	18,773.99	8.37	205,486.01
<u>Licenses &amp; Permits</u>					
01-00-00-4310 Permits - Animal Licenses	230.00	0.00	0.00	0.00	230.00
01-00-00-4315 Permits - Building	620,000.00	38,702.70	38,702.70	6.24	581,297.30
01-00-00-4325 Permits - Miscellaneous	150.00	0.00	0.00	0.00	150.00
01-00-00-4350 Dedication Program	4,000.00	0.00	0.00	0.00	4,000.00
01-00-00-4351 Offsite Tree Program	0.00	0.00	0.00	0.00	0.00
TOTAL Licenses & Permits	624,380.00	38,702.70	38,702.70	6.20	585,677.30
<u>Interest Income</u>					
01-00-00-4910 Interest Income	600,000.00	2,563.98	2,563.98	0.43	597,436.02
TOTAL Interest Income	600,000.00	2,563.98	2,563.98	0.43	597,436.02
<u>Miscellaneous</u>					
01-00-00-4920 Miscellaneous Income	110,000.00	2,250.00	2,250.00	2.05	107,750.00
TOTAL Miscellaneous	110,000.00	2,250.00	2,250.00	2.05	107,750.00

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Ambulance Fees</u>					
01-00-00-4930 Ambulance Fees	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance Fees	0.00	0.00	0.00	0.00	0.00
<u>Rent Income</u>					
01-00-00-4940 Rent Income	30,000.00	424.36	424.36	1.41	29,575.64
TOTAL Rent Income	30,000.00	424.36	424.36	1.41	29,575.64
<u>Intergovernmental/Transfer</u>					
01-00-00-4980 Intergovernmental Revenue	0.00	0.00	0.00	0.00	0.00
01-00-00-4990 Transfers In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	8,821,932.00	3,183,451.39	3,183,451.39	36.09	5,638,480.61
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01 -GENERAL FUND

Non Departmental

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Personnel</u>					
01-00-00-5010 Wages	490,000.00	28,252.70	28,252.70	5.77	461,747.30
01-00-00-5020 Wages - Overtime	20,140.00	0.00	0.00	0.00	20,140.00
01-00-00-5110 Payroll Taxes - FICA E	41,870.00	2,155.44	2,155.44	5.15	39,714.56
01-00-00-5120 Payroll Taxes - TWC	1,000.00	473.94	473.94	47.39	526.06
01-00-00-5210 Retirement - TMRS Empl	92,750.00	4,623.28	4,623.28	4.98	88,126.72
01-00-00-5211 RETIREMENT 457 PLAN	12,500.00	1,189.58	1,189.58	9.52	11,310.42
01-00-00-5310 Insurance - Workers Co	1,500.00	0.00	0.00	0.00	1,500.00
01-00-00-5325 Insurance - Dental	1,400.00	53.02	53.02	3.79	1,346.98
01-00-00-5330 Insurance - Disability	1,600.00	103.18	103.18	6.45	1,496.82
01-00-00-5340 Insurance - Medical	65,550.00	9,976.50	9,976.50	15.22	55,573.50
01-00-00-5341 INSURANCE VISION	400.00	0.00	0.00	0.00	400.00
01-00-00-5350 Insurance - Life	350.00	20.66	20.66	5.90	329.34
01-00-00-5410 Contract Labor	0.00	0.00	0.00	0.00	0.00
01-00-00-5510 Employee Relations	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Personnel	730,560.00	46,848.30	46,848.30	6.41	683,711.70
<u>Public Safety</u>					
01-00-00-5600 Fire Department	1,876,425.00	239,303.10	239,303.10	12.75	1,637,121.90
01-00-00-5602 Police Department	2,645,655.00	440,942.54	440,942.54	16.67	2,204,712.46
01-00-00-5604 Public Safety Other	0.00	0.00	0.00	0.00	0.00
TOTAL Public Safety	4,522,080.00	680,245.64	680,245.64	15.04	3,841,834.36
<u>Commodities</u>					
01-00-00-6250 Fuel	600.00	0.00	0.00	0.00	600.00
01-00-00-6410 Landscaping	55,000.00	770.00	770.00	1.40	54,230.00
01-00-00-6411 LANDSCAPING TREE MAINT	25,000.00	0.00	0.00	0.00	25,000.00
01-00-00-6412 LANDSCAPING SEASONAL P	12,000.00	0.00	0.00	0.00	12,000.00
01-00-00-6413 STORM DEBRIS	0.00	0.00	0.00	0.00	0.00
01-00-00-6490 JANITORIAL SERVICES	12,500.00	929.00	929.00	7.43	11,571.00
01-00-00-6491 JANITORIAL SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00
01-00-00-6650 Postage	3,000.00	0.00	0.00	0.00	3,000.00
01-00-00-6660 Printing & Stationary	6,000.00	14.07	14.07	0.23	6,014.07
01-00-00-6730 Supplies - General	4,400.00	165.65	165.65	3.76	4,234.35
01-00-00-6740 Supplies - Office	4,500.00	140.79	140.79	3.13	4,359.21
01-00-00-6810 Tools & Equipment	6,000.00	0.00	0.00	0.00	6,000.00
01-00-00-6890 Traffic Signs & Signal	0.00	0.00	0.00	0.00	0.00
TOTAL Commodities	130,000.00	1,991.37	1,991.37	1.53	128,008.63
<u>Maintenance</u>					
01-00-00-7110 Building Maintenance	12,250.00	587.40	587.40	4.80	11,662.60
01-00-00-7210 Equipment - Communicat	0.00	0.00	0.00	0.00	0.00
01-00-00-7220 Equipment - General	1,000.00	0.00	0.00	0.00	1,000.00
01-00-00-7230 Equipment - Office Equ	1,250.00	0.00	0.00	0.00	1,250.00
01-00-00-7410 Vehicles	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Maintenance	16,000.00	587.40	587.40	3.67	15,412.60

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

Non Departmental

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Services</u>					
01-00-00-7500 HC Appraisal District	63,000.00	0.00	0.00	0.00	63,000.00
01-00-00-7501 Tax Assessor - SBISD	8,000.00	0.00	0.00	0.00	8,000.00
01-00-00-7502 Prof Fees - Accounting	30,000.00	576.07	576.07	1.92	29,423.93
01-00-00-7503 Prof Fees - Eng. & Oth	62,500.00	0.00	0.00	0.00	62,500.00
01-00-00-7504 Prof Fees - LEGAL	107,000.00	0.00	0.00	0.00	107,000.00
01-00-00-7505 Prof Fees - INSPECTION	229,000.00	0.00	0.00	0.00	229,000.00
01-00-00-7506 Prof Services - Code E	0.00	0.00	0.00	0.00	0.00
01-00-00-7507 Legislative Consulting	0.00	0.00	0.00	0.00	0.00
TOTAL Contract Services	499,500.00	576.07	576.07	0.12	498,923.93
<u>Support Services</u>					
01-00-00-8010 Advertising	3,400.00	297.68	297.68	8.76	3,102.32
01-00-00-8090 Bad Debts	0.00	0.00	0.00	0.00	0.00
01-00-00-8130 Bank & Credit Card Cha	25,000.00	153.61	153.61	0.61	24,846.39
01-00-00-8140 Child Safety	0.00	0.00	0.00	0.00	0.00
01-00-00-8150 Community Relations	30,000.00	( 85.85)	( 85.85)	0.29-	30,085.85
01-00-00-8170 DATA PROCESSING - IT S	30,300.00	730.85	730.85	2.41	29,569.15
01-00-00-8171 WEBSITE SERVICES	3,700.00	137.50	137.50	3.72	3,562.50
01-00-00-8172 SOFTWARE SUBSCRIPTIONS	13,000.00	105.53	105.53	0.81	12,894.47
01-00-00-8210 Delivery Service	150.00	0.00	0.00	0.00	150.00
01-00-00-8250 Dues & Subscriptions	5,300.00	990.00	990.00	18.68	4,310.00
01-00-00-8251 PROFESSIONAL DEVELOPME	6,000.00	665.00	665.00	11.08	5,335.00
01-00-00-8260 Elections	2,500.00	0.00	0.00	0.00	2,500.00
01-00-00-8270 Electricity	8,000.00	0.00	0.00	0.00	8,000.00
01-00-00-8290 Emergency Management	650.00	0.00	0.00	0.00	650.00
01-00-00-8410 Animal Control	8,000.00	0.00	0.00	0.00	8,000.00
01-00-00-8450 Insurance - General	19,800.00	0.00	0.00	0.00	19,800.00
01-00-00-8530 Meetings & Seminars	7,000.00	( 100.00)	( 100.00)	1.43-	7,100.00
01-00-00-8610 Court - General	5,200.00	0.00	0.00	0.00	5,200.00
01-00-00-8615 Court - Translation	7,500.00	500.00	500.00	6.67	7,000.00
01-00-00-8625 Court - Technology	0.00	0.00	0.00	0.00	0.00
01-00-00-8626 Court - Security	0.00	0.00	0.00	0.00	0.00
01-00-00-8750 Special Fees/Codificat	4,000.00	0.00	0.00	0.00	4,000.00
01-00-00-8751 Dedication Program	4,000.00	0.00	0.00	0.00	4,000.00
01-00-00-8752 Off-Site Tree Program	0.00	0.00	0.00	0.00	0.00
01-00-00-8805 Streets - Mosquito Spr	26,000.00	0.00	0.00	0.00	26,000.00
01-00-00-8810 Streets - Drainage	40,000.00	0.00	0.00	0.00	40,000.00
01-00-00-8830 Streets - Repairs	55,000.00	147.00	147.00	0.27	54,853.00
01-00-00-8835 Streets - TPDES	2,500.00	0.00	0.00	0.00	2,500.00
01-00-00-8890 Telephone	13,400.00	282.50	282.50	2.11	13,117.50
01-00-00-8930 TRAVEL & TRAINING	5,000.00	299.74	299.74	5.99	4,700.26
TOTAL Support Services	325,400.00	4,123.56	4,123.56	1.27	321,276.44
<u>Capital Outlay</u>					
01-00-00-9139 CAPITAL OUTLAY SERVER	0.00	0.00	0.00	0.00	0.00
01-00-00-9140 Capital - Equip / Bld	0.00	0.00	0.00	0.00	0.00
01-00-00-9250 Capital Reserves	65,854.00	65,854.00	65,854.00	100.00	0.00
01-00-00-9251 RESERVE FACILITIES	38,000.00	38,000.00	38,000.00	100.00	0.00

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

Non Departmental

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-00-00-9252 TRANSFER TO CAPITL PRO	2,000,000.00	2,000,000.00	2,000,000.00	100.00	0.00
01-00-00-9253 TRANSFER FOR BEAUTIFIC	40,000.00	40,000.00	40,000.00	100.00	0.00
01-00-00-9254 Transfer to Debt Servi	0.00	0.00	0.00	0.00	0.00
01-00-00-9255 TRANSFER TO UF CONST F	0.00	0.00	0.00	0.00	0.00
01-00-00-9256 TRANSFER TO UTILITY FU	300,000.00	300,000.00	300,000.00	100.00	0.00
TOTAL Capital Outlay	2,443,854.00	2,443,854.00	2,443,854.00	100.00	0.00
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TOTAL Non Departmental	8,667,394.00	3,178,226.34	3,178,226.34	36.67	5,489,167.66
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TOTAL EXPENDITURES	8,667,394.00	3,178,226.34	3,178,226.34	36.67	5,489,167.66
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REVENUES OVER/(UNDER) EXPENDITURES	154,538.00	5,225.05	5,225.05		149,312.95

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

03 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
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ASSETS			
=====			
03-00-00-1001	Cash in Bank	670,270.36	
03-00-00-1039	Cash Held by Tax Assessor	174,072.84	
03-00-00-1053	Reserves - Facilities	0.00	
03-00-00-1070	Certificates of Deposit	0.00	
03-00-00-1090	Cash in Transit	0.00	
03-00-00-1210	A/R - Property Taxes	217,114.43	
03-00-00-1215	Allow. for Uncollected Taxes	0.00	
03-00-00-1222	A/R Interest Income	0.00	
03-00-01-1990	DueTo/From G & A Fund	0.00	
03-00-10-1990	DueTo/From METRO	0.00	
03-00-11-1990	DueTo/From 2005 Bond Fund	0.00	
		<u>1,061,457.63</u>	
	TOTAL ASSETS		1,061,457.63
			=====
LIABILITIES			
=====			
03-00-00-2010	Accounts Payable	0.00	
03-00-00-2012	Accounts Payable - Other	0.00	
03-00-00-2013	Accounts Payable - Other	0.00	
03-00-00-2820	Unearned Income	507,011.52	
	TOTAL LIABILITIES	<u>507,011.52</u>	
EQUITY			
=====			
03-00-00-3010	Fund Balance	201,598.90	
	TOTAL BEGINNING EQUITY	201,598.90	
	TOTAL REVENUE	412,057.22	
	TOTAL EXPENDITURES	0.00	
	(WILL CLOSE TO FUND BALANCE)	( 59,210.01)	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	352,847.21	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>554,446.11</u>	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		1,061,457.63
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

03 -DEBT SERVICE

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
03-00-00-4010 Taxes - Current Year	821,738.00	370,788.99	370,788.99	45.12	450,949.01
03-00-00-4020 Taxes - Prior Years	1,000.00	20,643.24	20,643.24	2,064.32 (	19,643.24)
03-00-00-4030 Taxes - Penalty & Interes	<u>4,000.00</u>	<u>20,624.99</u>	<u>20,624.99</u>	<u>515.62 (</u>	<u>16,624.99)</u>
TOTAL Taxes	826,738.00	412,057.22	412,057.22	49.84	414,680.78
<u>Interest Income</u>					
03-00-00-4910 Interest Income	<u>18,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18,000.00</u>
TOTAL Interest Income	18,000.00	0.00	0.00	0.00	18,000.00
<u>Intergovernmental/Transfer</u>					
03-00-00-4960 Bond Proceeds	0.00	0.00	0.00	0.00	0.00
03-00-00-4961 Bond Premium	0.00	0.00	0.00	0.00	0.00
03-00-00-4990 TRANSFER FROM UF	0.00	0.00	0.00	0.00	0.00
03-00-00-4991 TRANSFER FROM GF	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	844,738.00	412,057.22	412,057.22	48.78	432,680.78
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

03 -DEBT SERVICE

DEBT SERVICE 08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Public Safety</u>					
03-00-00-5910 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL Public Safety	0.00	0.00	0.00	0.00	0.00
<u>Support Services</u>					
03-00-00-8490 Interest Expense	148,844.00	0.00	0.00	0.00	148,844.00
03-00-00-8750 Special Fees	7,500.00	0.00	0.00	0.00	7,500.00
03-00-00-8752 Bond Closing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	156,344.00	0.00	0.00	0.00	156,344.00
<u>Capital Outlay</u>					
03-00-00-9690 2011 Bond Principal	0.00	0.00	0.00	0.00	0.00
03-00-00-9695 2012 Bond Principal	0.00	0.00	0.00	0.00	0.00
03-00-00-9697 2014 Bond Principal	205,000.00	0.00	0.00	0.00	205,000.00
03-00-00-9698 2020 - Bond Principal	385,000.00	0.00	0.00	0.00	385,000.00
03-00-00-9699 2022 BOND PRINCIPAL	175,000.00	0.00	0.00	0.00	175,000.00
03-00-00-9800 Payment to Escrow Agen	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	765,000.00	0.00	0.00	0.00	765,000.00
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TOTAL DEBT SERVICE	921,344.00	0.00	0.00	0.00	921,344.00
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TOTAL EXPENDITURES	921,344.00	0.00	0.00	0.00	921,344.00
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REVENUES OVER/(UNDER) EXPENDITURES	( 76,606.00)	412,057.22	412,057.22		( 488,663.22)

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

04 -UTILITY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
04-00-00-1001	Cash in Bank	( 1,166,211.38)
04-00-00-1017	INDEPENDENT FINANCIAL	2,500,000.00
04-00-00-1022	TEXAS CLASS	0.00
04-00-00-1050	Reserve -Vehicles & Technology	220,861.00
04-00-00-1053	Reserves - Facilities	0.00
04-00-00-1060	Reserve -Infrastructure Mngmt	0.00
04-00-00-1070	Certificates of Deposit	0.00
04-00-00-1080	Petty Cash	100.00
04-00-00-1090	Cash in Transit	0.00
04-00-00-1091	Prepaid Payroll	0.00
04-00-00-1092	Prepaid Water Credits	0.00
04-00-00-1221	A/R - MISC.	0.00
04-00-00-1222	A/R Interest Income	0.00
04-00-00-1230	A/R - Utilities	( 6,949.25)
04-00-00-1231	A/R - Unbilled Utilites	128,009.51
04-00-00-1235	A/R - Doubtful Acct	( 7,996.94)
04-00-00-1240	A/R - BAD DEBT WRITE OFF	14,083.51
04-00-00-1310	Inventory	0.00
04-00-00-1610	Land	144,163.19
04-00-00-1620	Buildings & Improvements	2,136,515.42
04-00-00-1625	Construction in Progress	1,268,174.00
04-00-00-1650	Machinery & Equipment	553,997.68
04-00-00-1660	Automotive Equipment	267,095.42
04-00-00-1670	Furniture & Fixtures	48,873.14
04-00-00-1695	Accumulated Depreciation	0.00
04-00-00-1710	Treatment Rights	446,889.76
04-00-00-1715	Accumulated Amortization	0.00
04-00-00-1830	Capital Improvements	18,069,330.59
04-00-00-1900	DEF. OUTFLOWS-CONTR SUBSEQ.	( 0.01)
04-00-00-1901	DEF. OUTFLOWS-DIFF. IN EXPER	0.00
04-00-00-1902	DEF. OUTFLOWS- DIFF. IN EARN	0.00
04-00-00-1903	NET PENSION ASSET	0.00
04-00-00-1904	DEF. OUTFLOWS- DIFF IN ASSUMPT	217,611.00
04-00-00-1905	NET PENSION LIABILITY	( 172,226.00)
04-00-00-1909	Def Inf- Def in Exp and Act Ex	( 2.00)
04-00-01-1620	Accum Depr - Building & Improv	( 1,117,247.58)
04-00-01-1650	Accum Depr - Mach & Equip	( 86,906.66)
04-00-01-1660	Accum Depr - Automotive Equip	( 170,423.63)
04-00-01-1670	Accum Depr - Furniture & Fix	( 42,117.14)
04-00-01-1830	Accum Depr-Infras-Utility	( 8,076,252.93)
04-00-01-1840	Accum Depr-Intangible-Utility	( 446,889.76)
04-00-01-1990	DueTo/From G & A Fund	0.00
04-00-07-1990	DUE TO FROM UTILITY CONSTRUCTI	0.00
04-00-10-1990	DueTo/From Metro Fund	0.00
04-00-11-1990	DueTo/From 2005 Bond Fund	0.00
04-00-16-1990	DUE TO/FROM UTILITY WELL PROJE	0.00
		<u>14,722,480.94</u>
TOTAL ASSETS		14,722,480.94
		=====

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

04 -UTILITY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
LIABILITIES		
=====		
04-00-00-2010	Accounts Payable	0.00
04-00-00-2012	Retainage Payable	0.00
04-00-00-2013	Accounts Payable - Other	890,007.41
04-00-00-2110	Taxes Payable - Payroll	0.00
04-00-00-2120	Taxes Payable - Sales Tax	0.00
04-00-00-2220	Retirement Payable - Employee	0.00
04-00-00-2230	Voluntary Deferred Comp	0.00
04-00-00-2235	CHILD SUPPORT	0.00
04-00-00-2250	Insurance Payable - Employee	20,930.44
04-00-00-2320	Deposits - Utilities	17,200.00
04-00-00-2321	Deposits - Utilities Refunds	0.00
04-00-00-2322	UNCLAIMED PROPERTY	0.00
04-00-00-2710	Treatment Obligation	0.00
04-00-00-2800	ACCRUED INTEREST	21,184.63
04-00-00-2810	Accrued Payroll	0.00
04-00-00-2815	Accured Vac Liability (Yr End)	11,400.71
04-00-00-2823	DEFERRED REV COVID	976,001.00
04-00-00-2900	BONDS PAYABLE	<u>4,906,443.00</u>
	TOTAL LIABILITIES	<u>6,843,167.19</u>
EQUITY		
=====		
04-00-00-3010	Fund Balance	946,990.96
04-00-00-3013	Fund Balance - Formal Reserves	13,399.00
04-00-00-3030	Contributed Capital	<u>7,363,044.00</u>
	TOTAL BEGINNING EQUITY	8,323,433.96
	TOTAL REVENUE	14,492.28
	TOTAL EXPENDITURES	677,502.02
	(WILL CLOSE TO FUND BALANCE)	<u>218,889.53</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 444,120.21)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>7,879,313.75</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	14,722,480.94
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

04 -UTILITY FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Water</u>					
04-00-00-4410 Water Sales	3,800,000.00	35.00	35.00	0.00	3,799,965.00
04-00-00-4420 Water Taps	<u>60,000.00</u>	<u>2,600.00</u>	<u>2,600.00</u>	<u>4.33</u>	<u>57,400.00</u>
TOTAL Water	3,860,000.00	2,635.00	2,635.00	0.07	3,857,365.00
<u>WASTE WATER</u>					
04-00-00-4510 Waste Water Sales	1,360,000.00	0.00	0.00	0.00	1,360,000.00
04-00-00-4520 Waste Water Taps	8,000.00	450.00	450.00	5.63	7,550.00
04-00-00-4610 Solid Waste Sales	0.00	0.00	0.00	0.00	0.00
04-00-00-4750 Late Payment Fees	<u>23,112.00</u>	<u>4,536.68</u>	<u>4,536.68</u>	<u>19.63</u>	<u>18,575.32</u>
TOTAL WASTE WATER	1,391,112.00	4,986.68	4,986.68	0.36	1,386,125.32
<u>Interest Income</u>					
04-00-00-4910 Interest Income	<u>65,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>65,000.00</u>
TOTAL Interest Income	65,000.00	0.00	0.00	0.00	65,000.00
<u>Miscellaneous</u>					
04-00-00-4920 Miscellaneous Income	<u>20,000.00</u>	<u>6,870.60</u>	<u>6,870.60</u>	<u>34.35</u>	<u>13,129.40</u>
TOTAL Miscellaneous	20,000.00	6,870.60	6,870.60	34.35	13,129.40
<u>Intergovernmental/Transfer</u>					
04-00-00-4960 Contributed Capital	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	5,336,112.00	14,492.28	14,492.28	0.27	5,321,619.72
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

04 -UTILITY FUND

UTILITIES 08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Personnel</u>					
04-00-00-5010 Wages	535,000.00	38,816.74	38,816.74	7.26	496,183.26
04-00-00-5020 Wages - Overtime	30,600.00	8,093.14	8,093.14	26.45	22,506.86
04-00-00-5110 Payroll Taxes - FICA E	44,500.00	3,698.60	3,698.60	8.31	40,801.40
04-00-00-5120 Payroll Taxes - TWC	1,690.00	474.08	474.08	28.05	1,215.92
04-00-00-5210 Retirement - TMRS Empl	106,000.00	8,625.80	8,625.80	8.14	97,374.20
04-00-00-5211 Retirement 457 Plan	15,000.00	1,896.10	1,896.10	12.64	13,103.90
04-00-00-5310 Insurance-Workers Comp	9,500.00	931.00	931.00	9.80	8,569.00
04-00-00-5325 Insurance - Dental	2,100.00	130.20	130.20	6.20	1,969.80
04-00-00-5330 Insurance - Disability	2,400.00	195.24	195.24	8.14	2,204.76
04-00-00-5340 Insurance - Medical	92,000.00	34,893.56	34,893.56	37.93	57,106.44
04-00-00-5341 INSURANCE VISION	310.00	0.00	0.00	0.00	310.00
04-00-00-5350 Insurance - Life	510.00	42.36	42.36	8.31	467.64
04-00-00-5410 Contract Labor	20,000.00	1,246.65	1,246.65	6.23	18,753.35
TOTAL Personnel	859,610.00	99,043.47	99,043.47	11.52	760,566.53
<u>Commodities</u>					
04-00-00-6090 Chemicals	10,000.00	0.00	0.00	0.00	10,000.00
04-00-00-6091 LAB FEES	5,000.00	( 297.00)	( 297.00)	5.94-	5,297.00
04-00-00-6250 Fuel	10,000.00	0.00	0.00	0.00	10,000.00
04-00-00-6340 Garbage - Dumping Fees	1,500.00	0.00	0.00	0.00	1,500.00
04-00-00-6410 Landscaping	6,500.00	345.00	345.00	5.31	6,155.00
04-00-00-6411 LANDSCAPING SEASONAL P	2,000.00	0.00	0.00	0.00	2,000.00
04-00-00-6490 JANITORIAL SERVICES	11,150.00	711.00	711.00	6.38	10,439.00
04-00-00-6491 JANITORIAL SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00
04-00-00-6650 Postage	4,000.00	( 788.98)	( 788.98)	19.72-	4,788.98
04-00-00-6660 Printing & Stationary	3,200.00	( 318.23)	( 318.23)	9.94-	3,518.23
04-00-00-6730 Supplies - General	3,000.00	0.00	0.00	0.00	3,000.00
04-00-00-6740 Supplies - Office	350.00	140.80	140.80	40.23	209.20
04-00-00-6810 Tools & Equipment	4,500.00	0.00	0.00	0.00	4,500.00
04-00-00-6970 Uniforms	3,500.00	190.80	190.80	5.45	3,309.20
TOTAL Commodities	66,200.00	( 16.61)	( 16.61)	0.03-	66,216.61
<u>Maintenance</u>					
04-00-00-7110 Building Maintenance	6,700.00	0.00	0.00	0.00	6,700.00
04-00-00-7220 Equipment - General	0.00	0.00	0.00	0.00	0.00
04-00-00-7230 Equipment - Office Equ	2,000.00	0.00	0.00	0.00	2,000.00
04-00-00-7410 Vehicles	6,500.00	293.26	293.26	4.51	6,206.74
04-00-00-7411 EQUIPMENT MAINTENANCE	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL Maintenance	20,200.00	293.26	293.26	1.45	19,906.74
<u>Contract Services</u>					
04-00-00-7502 Prof Serv - Accounting	17,000.00	296.83	296.83	1.75	16,703.17
04-00-00-7504 LEGAL	0.00	0.00	0.00	0.00	0.00
04-00-00-7510 Water - Fire Hydrants	13,500.00	0.00	0.00	0.00	13,500.00
04-00-00-7520 Water Well/Pumps	49,500.00	89.94	89.94	0.18	49,410.06
04-00-00-7530 Water - Tanks	0.00	0.00	0.00	0.00	0.00
04-00-00-7535 Water Lines	64,000.00	0.00	0.00	0.00	64,000.00

04 -UTILITY FUND

UTILITIES 08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
04-00-00-7540 Water - Water Meters	20,000.00	0.00	0.00	0.00	20,000.00
04-00-00-7610 Waste Water - Lines	25,000.00	636.33	636.33	2.55	24,363.67
04-00-00-7620 Waste Water - Manholes	0.00	0.00	0.00	0.00	0.00
TOTAL Contract Services	189,000.00	1,023.10	1,023.10	0.54	187,976.90
<u>Support Services</u>					
04-00-00-8001 Prof Fees - Engineerin	30,000.00	0.00	0.00	0.00	30,000.00
04-00-00-8002 Water Purchase/COH	1,000,000.00	0.00	0.00	0.00	1,000,000.00
04-00-00-8003 WW Treatment Fee	2,100,000.00 (	23,508.92) (	23,508.92)	1.12-	2,123,508.92
04-00-00-8004 WW Treatment/COH	0.00	0.00	0.00	0.00	0.00
04-00-00-8010 Advertising	5,000.00	0.00	0.00	0.00	5,000.00
04-00-00-8090 Bad Debts	0.00	0.00	0.00	0.00	0.00
04-00-00-8130 Bank & Credit Card Cha	60,000.00	2,485.13	2,485.13	4.14	57,514.87
04-00-00-8170 Data Processing	35,000.00	299.04	299.04	0.85	34,700.96
04-00-00-8171 WEBSITE SERVICES	3,250.00	137.50	137.50	4.23	3,112.50
04-00-00-8172 SOFTWARE SUBSCRIPTIONS	10,000.00	0.00	0.00	0.00	10,000.00
04-00-00-8210 Delivery Service	100.00	0.00	0.00	0.00	100.00
04-00-00-8250 Dues & Subscriptions	2,000.00	90.00	90.00	4.50	1,910.00
04-00-00-8251 PROFESSIONAL DEVELOPME	3,500.00	0.00	0.00	0.00	3,500.00
04-00-00-8270 Electricity	135,000.00	0.00	0.00	0.00	135,000.00
04-00-00-8450 Insurance - General	26,000.00	0.00	0.00	0.00	26,000.00
04-00-00-8490 Interest Expense	89,105.00	0.00	0.00	0.00	89,105.00
04-00-00-8630 Natural Gas	3,600.00	222.70	222.70	6.19	3,377.30
04-00-00-8722 Gain Loss on Sale of C	0.00	0.00	0.00	0.00	0.00
04-00-00-8750 SPECIAL FEES - SUBSIDE	120,000.00	100.00	100.00	0.08	119,900.00
04-00-00-8890 Telephone	16,000.00	523.51	523.51	3.27	15,476.49
04-00-00-8930 TRAVEL & TRAINING	3,500.00	0.00	0.00	0.00	3,500.00
04-00-00-8931 RELOCATION FEES	0.00	0.00	0.00	0.00	0.00
04-00-00-8990 Solid Waste Collectio(	38,115.00) (	3,190.16) (	3,190.16)	8.37 (	34,924.84)
TOTAL Support Services	3,603,940.00 (	22,841.20) (	22,841.20)	0.63-	3,626,781.20
<u>Capital Outlay</u>					
04-00-00-9139 CAPITAL OUTLAY SERVER	0.00	0.00	0.00	0.00	0.00
04-00-00-9140 VEHICILE RESERVE	0.00	0.00	0.00	0.00	0.00
04-00-00-9200 Depreciation & Amortiz	0.00	0.00	0.00	0.00	0.00
04-00-00-9250 TRANSFER TO UT CIP	900,000.00	900,000.00	900,000.00	100.00	0.00
04-00-00-9251 TRANSFER TO DEBT SERVI	0.00	0.00	0.00	0.00	0.00
04-00-00-9252 TRANSFER TO DEBT SERVI	0.00	0.00	0.00	0.00	0.00
04-00-00-9253 TRANSFER TO GENERAL F(	300,000.00) (	300,000.00) (	300,000.00)	100.00	0.00
04-00-00-9400 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	600,000.00	600,000.00	600,000.00	100.00	0.00
<hr/>					
TOTAL UTILITIES	5,338,950.00	677,502.02	677,502.02	12.69	4,661,447.98
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TOTAL EXPENDITURES	5,338,950.00	677,502.02	677,502.02	12.69	4,661,447.98
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 2,838.00) (	663,009.74) (	663,009.74)		660,171.74

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

05 -COURT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
05-00-00-1001	Cash in Bank	2,978.87
05-00-00-1018	Child Safety	11,756.87
05-00-00-1019	Security Fund	11,939.79
05-00-00-1020	Technology	0.00
05-00-00-1053	Reserves - Facilities	0.00
05-00-00-1222	A/R Interest Income	0.00
		<u>26,675.53</u>
		26,675.53
		=====
<b>LIABILITIES</b>		
=====		
05-00-00-2010	Accounts Payable	0.00
05-00-00-2011	Accounts Payable - Court	0.00
05-00-00-2012	Accounts Payable - Other	0.00
05-00-00-2013	Accounts Payable - Other	0.00
05-00-00-2240	Court Taxes-Payable to State	0.00
05-00-00-2241	Court Taxes- IDF	0.00
05-00-00-2242	Court Taxes- Child Safety Seat	0.00
05-00-00-2243	Court Taxes- CJFS	0.00
05-00-00-2244	Court Taxes- CSS	0.00
05-00-00-2245	Court Taxes- Time Pay Fee	0.00
05-00-00-2246	Court Taxes- State OMNI	0.00
05-00-00-2248	Court Taxes- Linebarger	0.00
05-00-00-2249	Court Taxes- Truancy Prevent	0.00
05-00-00-2310	Deposits- Court Bonds	617.50
		<u>617.50</u>
		617.50
		=====
<b>EQUITY</b>		
=====		
05-00-00-3010	FUND BALANCE	7,681.30
05-00-00-3012	Child Safety	11,756.87
05-00-00-3016	Security Fund	11,939.79
		<u>31,377.96</u>
		31,377.96
		=====
		TOTAL REVENUE ( 644.70)
		TOTAL EXPENDITURES 0.00
		(WILL CLOSE TO FUND BALANCE) ( <u>4,675.23</u> )
		TOTAL REVENUE OVER/(UNDER) EXPENSES ( 5,319.93)
		26,058.03
		<u>26,058.03</u>
		26,675.53
		<u>26,675.53</u>
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

05 -COURT FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Mun. Court Fines &amp; Fees</u>					
05-00-00-4210 Court- Fines	0.00 (	1,352.50) (	1,352.50)	0.00	1,352.50
05-00-00-4215 Court - Time Pay Fees/Cit	1,210.00	38.62	38.62	3.19	1,171.38
05-00-00-4216 Court - Time Pay Fees/ E	310.00	0.00	0.00	0.00	310.00
05-00-00-4217 Court - OMNI	650.00	117.35	117.35	18.05	532.65
05-00-00-4220 Court - State Taxes	0.00	0.00	0.00	0.00	0.00
05-00-00-4225 Child Safety 1015	3,000.00	139.37	139.37	4.65	2,860.63
05-00-00-4226 Court - CJFC	0.00	0.00	0.00	0.00	0.00
05-00-00-4245 Court - Judicial Support	100.00	6.60	6.60	6.60	93.40
05-00-00-4260 Security Fees	1,000.00	41.77	41.77	4.18	958.23
05-00-00-4270 Technology Fees	1,000.00	44.00	44.00	4.40	956.00
05-00-00-4271 CHILD SAFETY HARRIS CO	<u>4,500.00</u>	<u>320.09</u>	<u>320.09</u>	<u>7.11</u>	<u>4,179.91</u>
TOTAL Mun. Court Fines & Fees	11,770.00 (	644.70) (	644.70)	5.48-	12,414.70
<u>Interest Income</u>					
05-00-00-4910 Interest Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
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TOTAL REVENUES	11,770.00 (	644.70) (	644.70)	5.48-	12,414.70
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

05 -COURT FUND  
 COURT RESERVES

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
05-00-00-8140 Child Safety	3,500.00	0.00	0.00	0.00	3,500.00
05-00-00-8610 Court- General	0.00	0.00	0.00	0.00	0.00
05-00-00-8615 Court - Translation	0.00	0.00	0.00	0.00	0.00
05-00-00-8625 Technology	6,500.00	0.00	0.00	0.00	6,500.00
05-00-00-8626 Security	<u>1,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,300.00</u>
TOTAL Support Services	11,300.00	0.00	0.00	0.00	11,300.00
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TOTAL COURT RESERVES	11,300.00	0.00	0.00	0.00	11,300.00
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TOTAL EXPENDITURES	11,300.00	0.00	0.00	0.00	11,300.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	470.00 (	644.70) (	644.70)		1,114.70

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

06 -GF CAPITAL PROJECTS

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
06-00-00-1001	Cash in Bank	6,846,317.91
06-00-00-1050	Signals	0.00
06-00-00-1053	Reserves - Facilities	0.00
06-00-00-1060	Infra -Streets & Drainage	0.00
06-00-00-1068	BEAUTIFICATION	12,734.32
06-00-00-1092	PREPAID MVPD CAPITAL ASSET	0.00
06-00-00-1222	A/R Interest Income	0.00
06-00-00-1990	DUE TO AND FROM	0.00
		<u>6,859,052.23</u>
TOTAL ASSETS		6,859,052.23
		=====
LIABILITIES		
=====		
06-00-00-2010	Accounts Payable	0.00
06-00-00-2012	Retainage Payable	0.00
06-00-00-2013	Accounts Payable - Other	0.00
	TOTAL LIABILITIES	<u>0.00</u>
EQUITY		
=====		
06-00-00-3010	Fund Balance- Capital	2,497,758.49
06-00-00-3013	Fund Balance - Formal Reserves	170,289.20
	TOTAL BEGINNING EQUITY	2,668,047.69
TOTAL REVENUE		2,143,854.00
TOTAL EXPENDITURES		56,664.26
(WILL CLOSE TO FUND BALANCE)		<u>2,103,814.80</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		4,191,004.54
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>6,859,052.23</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		6,859,052.23
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

06 -GF CAPITAL PROJECTS

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
06-00-00-4500 Annual Contribution	2,000,000.00	2,000,000.00	2,000,000.00	100.00	0.00
06-00-00-4600 Contributions from Reserv	38,000.00	38,000.00	38,000.00	100.00	0.00
06-00-00-4700 BEAUTIFICATION	40,000.00	40,000.00	40,000.00	100.00	0.00
06-00-00-4750 CAPITAL PROJECTS FIRE	65,854.00	65,854.00	65,854.00	100.00	0.00
06-00-00-4755 TRANSFER FROM METRO	0.00	0.00	0.00	0.00	0.00
06-00-00-4800 FACILITIES	0.00	0.00	0.00	0.00	0.00
06-00-00-4850 Vehicles & Technology	0.00	0.00	0.00	0.00	0.00
TOTAL WASTE WATER	2,143,854.00	2,143,854.00	2,143,854.00	100.00	0.00
<u>Interest Income</u>					
06-00-00-4910 Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
<u>Miscellaneous</u>					
06-00-00-4920 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous	0.00	0.00	0.00	0.00	0.00
<u>Intergovernmental/Transfer</u>					
06-00-00-4990 Transfer In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	2,143,854.00	2,143,854.00	2,143,854.00	100.00	0.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

06 -GF CAPITAL PROJECTS

GENERAL CAPITAL

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
06-00-00-8832 BEAUTIFICATION	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL Support Services	40,000.00	0.00	0.00	0.00	40,000.00
<u>Capital Outlay</u>					
06-00-00-9180 Infrastructure	0.00	0.00	0.00	0.00	0.00
06-00-00-9183 Drainage	0.00	0.00	0.00	0.00	0.00
06-00-00-9183.01 Localized Drainage	150,000.00	0.00	0.00	0.00	150,000.00
06-00-00-9183.02 Regional Drainage / Po	0.00	0.00	0.00	0.00	0.00
06-00-00-9183.03 DRAINAGE MASTER PLAN	50,000.00	0.00	0.00	0.00	50,000.00
06-00-00-9183.06 DRAINAGE EATON COURT	0.00	0.00	0.00	0.00	0.00
06-00-00-9184 Streets	425,000.00	0.00	0.00	0.00	425,000.00
06-00-00-9184.01 Asphalt Rehabilitation	122,000.00	0.00	0.00	0.00	122,000.00
06-00-00-9184.02 Chapel Bell/Other Rate	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.03 Gessner Northbound & M	600,000.00	0.00	0.00	0.00	600,000.00
06-00-00-9184.04 SIDEWALK	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.05 TAYLOR CREST CT LAWN/F	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.06 SIDEWALK 11646 MEMORIA	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.07 STREETS-STREY TAYLORCR	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.08 STREETS BUNKER HILL OV	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.09 STREET MASTER PLAN	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.10 ASPHALT DESIGN	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.11 DADS CLUB SIDEWALK MEM	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.12 POINT REPAIRS AND MINO	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.13 BUNKERHILL ROAD OVERLA	2,100,000.00	0.00	0.00	0.00	2,100,000.00
06-00-00-9190 Public Safety	56,667.00	56,664.26	56,664.26	100.00	2.74
06-00-00-9190.01 Village Fire Departmen	38,000.00	0.00	0.00	0.00	38,000.00
06-00-00-9191 Facilities	50,000.00	0.00	0.00	0.00	50,000.00
06-00-00-9191.01 PW BUILDING GENERATOR	0.00	0.00	0.00	0.00	0.00
06-00-00-9191.02 CITY HALL PARK STUDY	0.00	0.00	0.00	0.00	0.00
06-00-00-9191.03 CITY PARKING LOT	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL Capital Outlay	3,691,667.00	56,664.26	56,664.26	1.53	3,635,002.74
<hr/>					
TOTAL GENERAL CAPITAL	3,731,667.00	56,664.26	56,664.26	1.52	3,675,002.74
<hr/>					
TOTAL EXPENDITURES	3,731,667.00	56,664.26	56,664.26	1.52	3,675,002.74
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 1,587,813.00)	2,087,189.74	2,087,189.74		( 3,675,002.74)

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

07 -UTILITY CAPITAL

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
07-00-00-1001	Cash in Bank	534,273.61	
07-00-00-1017	INDEPENDENT FINANCIAL	4,000,000.00	
07-00-00-1022	TEXAS CLASS	0.00	
07-00-00-1050	Reserve- Water Production	0.00	
07-00-00-1053	Reserves - Facilities	0.00	
07-00-00-1060	Infr- Water & Wastewater Lines	0.00	
07-00-00-1222	A/R Interest Income	0.00	
07-00-00-1620	BUILDING & IMPROVEMENTS	0.00	
07-00-00-1620	Accum Dep - Buildings & Imp	0.00	
07-00-00-1625	Construction in Progress	0.00	
07-00-00-1985	WATER WELL #5	0.00	
07-00-00-1990	DUE TO/ FROM UTILITY	0.00	
		<u>4,534,273.61</u>	
	TOTAL ASSETS		4,534,273.61
			=====
LIABILITIES			
=====			
07-00-00-2010	Accounts Payable	0.00	
07-00-00-2012	Retainage Payable	43,413.25	
07-00-00-2013	Accounts Payable - Other	0.00	
	TOTAL LIABILITIES	<u>43,413.25</u>	
EQUITY			
=====			
07-00-00-3010	FUND BALANCE	4,041,607.98	
07-00-00-3013	Fund Balance - Formal Reserves	0.28	
07-00-00-3030	Contributed Capital	0.00	
	TOTAL BEGINNING EQUITY	4,041,608.26	
	TOTAL REVENUE	900,000.00	
	TOTAL EXPENDITURES	0.00	
	(WILL CLOSE TO FUND BALANCE)	<u>( 450,747.90)</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	449,252.10	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>4,490,860.36</u>	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		4,534,273.61
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

07 -UTILITY CAPITAL

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
07-00-00-4501 ANNUAL CONTRIB - UTILITY	900,000.00	900,000.00	900,000.00	100.00	0.00
07-00-00-4600 Contributions from Reserv	0.00	0.00	0.00	0.00	0.00
07-00-00-4850 Vehicles & Technology	0.00	0.00	0.00	0.00	0.00
TOTAL WASTE WATER	900,000.00	900,000.00	900,000.00	100.00	0.00
<u>Interest Income</u>					
07-00-00-4910 Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
<u>Intergovernmental/Transfer</u>					
07-00-00-4960 Bond Proceeds	0.00	0.00	0.00	0.00	0.00
07-00-00-4990 Transfer In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	900,000.00	900,000.00	900,000.00	100.00	0.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

07 -UTILITY CAPITAL

DEPARTMENT 00

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Services</u>					
07-00-00-7503 Professional Services	0.00	0.00	0.00	0.00	0.00
07-00-00-7504 Professional Services	0.00	0.00	0.00	0.00	0.00
07-00-00-7871 BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00
TOTAL Contract Services	0.00	0.00	0.00	0.00	0.00
<u>Support Services</u>					
07-00-00-8100 Bond Proceeds	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	0.00	0.00	0.00	0.00	0.00
<u>Capital Outlay</u>					
07-00-00-9053 WATER WELL #5	0.00	0.00	0.00	0.00	0.00
07-00-00-9054 CHLORINE ANALYZER	0.00	0.00	0.00	0.00	0.00
07-00-00-9055 TRANSMISSION LINE TAYL	0.00	0.00	0.00	0.00	0.00
07-00-00-9180 Water & Wastewater	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.01 Trans Line to Taylor	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.02 Tele of Concrete LInes	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.03 TELEVISIONING SCADA	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.04 Replace of Concrete Li	200,000.00	0.00	0.00	0.00	200,000.00
07-00-00-9180.05 GENERATOR AT TAYLORCRE	0.00	0.00	0.00	0.00	0.00
07-00-00-9181 TRANS LINE TO TAYLOR C	0.00	0.00	0.00	0.00	0.00
07-00-00-9182 REPLACE CAST IRON LINE	1,001,687.00	0.00	0.00	0.00	1,001,687.00
07-00-00-9182.01 GESSNER W LINES WITH R	750,000.00	0.00	0.00	0.00	750,000.00
07-00-00-9182.02 WP#2 Recoat Storage Ta	0.00	0.00	0.00	0.00	0.00
07-00-00-9182.03 WP #2 VFD Booster Pump	40,000.00	0.00	0.00	0.00	40,000.00
07-00-00-9183 TELE OF CONCRETE LINE	0.00	0.00	0.00	0.00	0.00
07-00-00-9183.03 UNDERGROUND UTILITIES	100,000.00	0.00	0.00	0.00	100,000.00
07-00-00-9184 REPLACE OF CONCRETE LI	0.00	0.00	0.00	0.00	0.00
07-00-00-9185 WATER WELL #5	0.00	0.00	0.00	0.00	0.00
07-00-00-9186 WP#2 RECOAT STORAGE TA	0.00	0.00	0.00	0.00	0.00
07-00-00-9187 WP #2 VFD BOOSTER PUMP	0.00	0.00	0.00	0.00	0.00
07-00-00-9188 Irrigation Systems	0.00	0.00	0.00	0.00	0.00
07-00-00-9190.03 GROUNDWATER STORAGE TA	0.00	0.00	0.00	0.00	0.00
07-00-00-9191 Facilities	0.00	0.00	0.00	0.00	0.00
07-00-00-9192 METER REPLACEMENT	107,254.00	0.00	0.00	0.00	107,254.00
07-00-00-9193 PAINT FIRE HYDRANT	0.00	0.00	0.00	0.00	0.00
07-00-00-9194 REHAB BACK MAINT SHED	12,000.00	0.00	0.00	0.00	12,000.00
07-00-00-9200 Depreciation & Amortiz	0.00	0.00	0.00	0.00	0.00
07-00-00-9201.01 CONTRA EXPENSE	0.00	0.00	0.00	0.00	0.00
07-00-00-9210.01 CONTRA EXPENSE ACCT	0.00	0.00	0.00	0.00	0.00
07-00-00-9210.04 Transfer to Utility Fu	0.00	0.00	0.00	0.00	0.00
07-00-00-9250 VEHICLE	0.00	0.00	0.00	0.00	0.00
07-00-00-9700 VEHICLES	0.00	0.00	0.00	0.00	0.00
07-00-00-9701 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	2,210,941.00	0.00	0.00	0.00	2,210,941.00
TOTAL DEPARTMENT 00	2,210,941.00	0.00	0.00	0.00	2,210,941.00

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2025

07 -UTILITY CAPITAL  
DEPARTMENT 00

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	2,210,941.00	0.00	0.00	0.00	2,210,941.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 1,310,941.00)	900,000.00	900,000.00		( 2,210,941.00)

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

09 -SOLID WASTE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
09-00-00-1001	Cash In Bank	91,509.66	
09-00-00-1053	Reserves - Facilities	0.00	
09-00-00-1090	CASH IN TRANSIT	0.00	
09-00-00-1222	A/R Interest Income	0.00	
09-00-00-1230	A/R - Utilities	3,776.84	
09-00-00-1231	A/R - Unbilled Utilities	25,040.38	
09-00-00-1235	A/R - Doubtful Accounts	( 1,407.90)	
09-00-00-1240	A/R - BAD DEBT WRITE OFF	<u>2,572.65</u>	
			<u>121,491.63</u>
TOTAL ASSETS			121,491.63
			=====
LIABILITIES			
=====			
09-00-00-2010	Accounts Payable	0.00	
09-00-00-2012	Accounts Payable - Other	0.00	
09-00-00-2013	Accounts Payable - Other	0.00	
09-00-00-2120	Taxes Payable - Sales Tax	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
EQUITY			
=====			
09-00-00-3010	FUND BALANCE	166,969.48	
09-00-00-3030	Contributed Capital	( <u>11.11</u> )	
TOTAL BEGINNING EQUITY			166,958.37
TOTAL REVENUE		528.07	
TOTAL EXPENDITURES		41,632.08	
(WILL CLOSE TO FUND BALANCE)		( <u>4,362.73</u> )	
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 45,466.74 )	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>121,491.63</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			121,491.63
			=====

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2025

09 -SOLID WASTE

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
09-00-00-4610 Solid Waste Sales	529,864.00	0.00	0.00	0.00	529,864.00
09-00-00-4750 Late Fee - Penalty	<u>3,100.00</u>	<u>528.07</u>	<u>528.07</u>	<u>17.03</u>	<u>2,571.93</u>
TOTAL WASTE WATER	532,964.00	528.07	528.07	0.10	532,435.93
<u>Miscellaneous</u>					
09-00-00-4920 Misc. Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Miscellaneous	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	532,964.00	528.07	528.07	0.10	532,435.93
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

09 -SOLID WASTE

SOLID WASTE

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
09-00-00-8130 Banking/CC Fees	5,500.00	0.00	0.00	0.00	5,500.00
09-00-00-8990 Solid Waste Collection	489,000.00	38,441.92	38,441.92	7.86	450,558.08
09-00-00-8991 Administration Fee	38,282.00	3,190.16	3,190.16	8.33	35,091.84
TOTAL Support Services	532,782.00	41,632.08	41,632.08	7.81	491,149.92
<hr/>					
TOTAL SOLID WASTE	532,782.00	41,632.08	41,632.08	7.81	491,149.92
<hr/>					
TOTAL EXPENDITURES	532,782.00	41,632.08	41,632.08	7.81	491,149.92
=====					
REVENUES OVER/(UNDER) EXPENDITURES	182.00 (	41,104.01) (	41,104.01)		41,286.01

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

10 -METRO FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
10-00-00-1001	Cash in Bank	86,786.64	
10-00-00-1053	Reserves - Facilities	0.00	
10-00-00-1090	Cash in Transit	0.00	
10-00-00-1221	A/R - Interest	0.00	
10-00-00-1222	A/R Interest Income	0.00	
10-00-01-1990	DueTo/From G & A Fund	0.00	
10-00-03-1990	DueTo/From Debt Service Fund	0.00	
10-00-04-1990	DueTo/From Utility Fund	<u>0.00</u>	
		<u>86,786.64</u>	
TOTAL ASSETS			86,786.64
			=====
LIABILITIES			
=====			
10-00-00-2010	Accounts Payable	0.00	
10-00-00-2012	Accounts Payable - Other	0.00	
10-00-00-2013	Accounts Payable - Other	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
EQUITY			
=====			
10-00-00-3010	Fund Balance	<u>72,638.76</u>	
TOTAL BEGINNING EQUITY			72,638.76
TOTAL REVENUE		0.00	
TOTAL EXPENDITURES		3,400.00	
(WILL CLOSE TO FUND BALANCE)		<u>17,547.88</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		14,147.88	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>86,786.64</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			86,786.64
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

10 -METRO FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
10-00-00-4810 Sales Tax Metro	134,000.00	0.00	0.00	0.00	134,000.00
TOTAL WASTE WATER	134,000.00	0.00	0.00	0.00	134,000.00
<u>Interest Income</u>					
10-00-00-4910 Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	134,000.00	0.00	0.00	0.00	134,000.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

10 -METRO FUND

METRO 08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Commodities</u>					
10-00-00-6890 Traffic Signs & Signal	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL Commodities	20,000.00	0.00	0.00	0.00	20,000.00
<u>Support Services</u>					
10-00-00-8130 Bank Charges	0.00	0.00	0.00	0.00	0.00
10-00-00-8720 Prof Fees - Eng. / Oth	0.00	0.00	0.00	0.00	0.00
10-00-00-8721 Prof Fees - Eng Mem/Ge	0.00	0.00	0.00	0.00	0.00
10-00-00-8770 Administrative Costs	0.00	0.00	0.00	0.00	0.00
10-00-00-8810 Streets - Right of Way	90,000.00	3,400.00	3,400.00	3.78	86,600.00
10-00-00-8820 Streets - Lighting	24,000.00	0.00	0.00	0.00	24,000.00
10-00-00-8830 Streets - Repairs	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	114,000.00	3,400.00	3,400.00	2.98	110,600.00
<u>Capital Outlay</u>					
10-00-00-9180 Capital Infrastructure	0.00	0.00	0.00	0.00	0.00
10-00-00-9810 TRANSFER TO GF CONSTRU	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL METRO	134,000.00	3,400.00	3,400.00	2.54	130,600.00
<hr/>					
TOTAL EXPENDITURES	134,000.00	3,400.00	3,400.00	2.54	130,600.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 3,400.00)	( 3,400.00)		3,400.00

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

14 -RESTRICTED DONATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
14-00-00-1001	Cash	0.00
14-00-00-1017	INDEPENDENT FINANCIAL	6,668.91
14-00-00-1221	A/R - Misc.	0.00
14-00-00-1310	Inventory	0.00
14-00-01-1990	Due to/from General Fund	<u>0.00</u>
		<u>6,668.91</u>
TOTAL ASSETS		6,668.91
		=====
LIABILITIES		
=====		
14-00-00-2010	Accounts Payable	<u>0.00</u>
TOTAL LIABILITIES		<u>0.00</u>
EQUITY		
=====		
14-00-00-3010	Fund Balance	<u>23,941.40</u>
TOTAL BEGINNING EQUITY		23,941.40
TOTAL REVENUE		0.00
TOTAL EXPENDITURES		0.00
(WILL CLOSE TO FUND BALANCE)		( <u>17,272.49</u> )
TOTAL REVENUE OVER/(UNDER) EXPENSES		( <u>17,272.49</u> )
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>6,668.91</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		6,668.91
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

14 -RESTRICTED DONATION FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Interest Income</u>					
14-00-00-4910 INTEREST INCOME	300.00	0.00	0.00	0.00	300.00
TOTAL Interest Income	300.00	0.00	0.00	0.00	300.00
<u>Miscellaneous</u>					
14-00-00-4920 CONTRIBUTIONS	5,000.00	0.00	0.00	0.00	5,000.00
14-00-00-4921 City of Bunker Hill	0.00	0.00	0.00	0.00	0.00
14-00-00-4922 City of Hunters Creek	0.00	0.00	0.00	0.00	0.00
14-00-00-4923 MVPD	0.00	0.00	0.00	0.00	0.00
14-00-00-4924 Hedwig Village	0.00	0.00	0.00	0.00	0.00
14-00-00-4925 Village Fire Department	0.00	0.00	0.00	0.00	0.00
14-00-00-4926 ADMIN FEE	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL REVENUES	5,300.00	0.00	0.00	0.00	5,300.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2025

14 -RESTRICTED DONATION FUND

G & A

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Commodities</u>					
14-00-00-6250 Fuel	0.00	0.00	0.00	0.00	0.00
TOTAL Commodities	0.00	0.00	0.00	0.00	0.00
<u>Maintenance</u>					
14-00-00-7110 Building Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Support Services</u>					
14-00-00-8130 BANK FEE	0.00	0.00	0.00	0.00	0.00
14-00-00-8450 General Insurance	0.00	0.00	0.00	0.00	0.00
14-00-00-8991 Admin Fee to GF	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	0.00	0.00	0.00	0.00	0.00
<u>Capital Outlay</u>					
14-00-00-9139 CAPITAL OUTLAY	5,000.00	0.00	0.00	0.00	5,000.00
14-00-00-9400 TRANSFER TO UTILITY	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	5,000.00	0.00	0.00	0.00	5,000.00
<hr/>					
TOTAL G & A	5,000.00	0.00	0.00	0.00	5,000.00
<hr/>					
TOTAL EXPENDITURES	5,000.00	0.00	0.00	0.00	5,000.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	300.00	0.00	0.00		300.00

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

17 -Offsite Tree Program

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
17-00-00-1000	POOLED CASH	0.04
17-00-00-1001	Cash in Bank	<u>221,292.98</u>
		<u>221,293.02</u>
TOTAL ASSETS		221,293.02
		=====
LIABILITIES		
=====		
17-00-00-2010	Accounts Payable	<u>0.00</u>
TOTAL LIABILITIES		<u>0.00</u>
EQUITY		
=====		
17-00-00-3010	FUND BALANCE	<u>230,964.32</u>
TOTAL BEGINNING EQUITY		230,964.32
TOTAL REVENUE		0.00
TOTAL EXPENDITURES		0.00
(WILL CLOSE TO FUND BALANCE)		( <u>9,671.30</u> )
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 9,671.30 )
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>221,293.02</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		221,293.02
		=====

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2025

17 -Offsite Tree Program

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Licenses &amp; Permits</u>					
17-00-00-4351 Offsite Tree Program Rev	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL Licenses & Permits	100,000.00	0.00	0.00	0.00	100,000.00
<u>Intergovernmental/Transfer</u>					
17-00-00-4990 Transfer In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	100,000.00	0.00	0.00	0.00	100,000.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2025

17 -Offsite Tree Program

NON-DEPARTMENTAL

08.33% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
17-00-00-8752 Offsite Tree Program E	150,000.00	0.00	0.00	0.00	150,000.00
TOTAL Support Services	150,000.00	0.00	0.00	0.00	150,000.00
<hr/>					
TOTAL NON-DEPARTMENTAL	150,000.00	0.00	0.00	0.00	150,000.00
<hr/>					
TOTAL EXPENDITURES	150,000.00	0.00	0.00	0.00	150,000.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 50,000.00)	0.00	0.00		( 50,000.00)

BALANCE SHEET

AS OF: JANUARY 31ST, 2025

99 -POOLED CASH

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
99-00-00-1000	Pooled Cash	949,302.07
99-00-00-1053	Reserves - Facilities	0.00
99-00-00-1222	A/R Interest Income	0.00
99-00-00-1350	ADVANCES	0.00
99-00-99-1900	Due From Other Funds	( 706.00)
		<u>948,596.07</u>
TOTAL ASSETS		948,596.07
		=====
LIABILITIES		
=====		
99-00-00-2010	Accounts Payable	( 706.00)
99-00-00-2012	Accounts Payable - Other	0.00
99-00-00-2013	Accounts Payable - Other	0.00
99-00-00-2020	Wages Payable	0.00
99-00-99-2900	Due to Other Funds	<u>949,302.07</u>
TOTAL LIABILITIES		<u>948,596.07</u>
EQUITY		
=====		
99-00-00-3010	Fund Balance - G & A	<u>0.00</u>
TOTAL BEGINNING EQUITY		0.00
TOTAL REVENUE		0.00
TOTAL EXPENDITURES		<u>0.00</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		0.00
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>0.00</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		948,596.07
		=====

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2025

99 - POOLED CASH

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

# February

## 2025

### *Financial Report*



***Note: These financials do not include the year end adjusting entries. Year end entries will be included in the year end financial in the ACFR.***

**City of Bunker Hill Village  
Monthly Tax Office Report  
February 28, 2025**

Prepared by: Jamie Matelske, Tax Assessor/Collector

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A. Current Taxable Value   \$ 2,724,082,263

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B. Summary Status of Tax Levy and Current Receivable Balance:

	<u>Current 2024 Tax Year</u>	<u>Delinquent 2023 &amp; Prior Tax Years</u>	<u>Total</u>
Original Levy 0.271	\$ 7,134,262.81	\$ -	\$ 7,134,262.81
Carryover Balance	-	228,975.31	228,975.31
Adjustments	248,000.18	(1,412.82)	246,587.36
Adjusted Levy	<u>7,382,262.99</u>	<u>227,562.49</u>	<u>7,609,825.48</u>
Less Collections Y-T-D	6,969,279.68	74,508.43	7,043,788.11
Receivable Balance	<u>\$ 412,983.31</u>	<u>\$ 153,054.06</u>	<u>\$ 566,037.37</u>

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C. COLLECTION RECAP:

	<u>Current 2024 Tax Year</u>	<u>Delinquent 2023 &amp; Prior Tax Years</u>	<u>Total</u>
Current Month:			
Base Tax	\$ 868,667.54	\$ (459.44)	868,208.10
Penalty & Interest	18,902.65	177.86	19,080.51
Attorney Fees	-	135.49	135.49
Other Fees	1,367.47	-	1,367.47
Total Collections	<u>\$ 888,937.66</u>	<u>\$ (146.09)</u>	<u>\$ 888,791.57</u>

	<u>Current 2024 Tax Year</u>	<u>Delinquent 2023 &amp; Prior Tax Years</u>	<u>Total</u>
Year-To-Date:			
Base Tax:	\$ 6,969,279.68	\$ 74,508.43	\$ 7,043,788.11
Penalty & Interest	18,902.65	64,101.56	83,004.21
Attorney Fees	-	754.34	754.34
Other Fees	1,383.53	-	1,383.53
Total Collections	<u>\$ 6,989,565.86</u>	<u>139,364.33</u>	<u>\$ 7,128,930.19</u>

Percent of Adjusted Levy	<u>94.68%</u>		<u>96.57%</u>
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**City of Bunker Hill Village**  
**A/R Summary by Year**  
**February 28, 2025**

YEAR	BEGINNING BALANCE AS OF 12/31/2024	ADJUSTMENTS	COLLECTIONS	RECEIVABLE BALANCE AS OF 02/28/2025
2023	\$ 41,712.60	\$ (923.20)	\$ 5,867.28	\$ 34,922.12
22	24,102.09	(489.62)	5,887.08	17,725.39
21	18,876.49	-	5,593.35	13,283.14
20	13,637.06	-	5,568.94	8,068.12
19	5,651.13	-	2,944.16	2,706.97
18	10,186.24	-	2,949.35	7,236.89
17	10,027.07	-	2,768.24	7,258.83
16	9,497.82	-	2,512.80	6,985.02
15	8,686.65	-	2,287.63	6,399.02
14	8,023.94	-	2,113.23	5,910.71
13	7,624.24	-	2,018.94	5,605.30
12	7,254.91	-	2,018.94	5,235.97
11	7,191.96	-	2,081.75	5,110.21
10	6,146.99	-	1,847.19	4,299.80
09	5,580.44	-	1,791.86	3,788.58
08	5,486.97	-	1,880.33	3,606.64
07	3,672.70	-	1,782.69	1,890.01
06	3,530.50	-	1,718.50	1,812.00
05	3,201.15	-	1,558.07	1,643.08
04	3,233.44	-	1,426.92	1,806.52
03	3,175.04	-	1,349.77	1,825.27
02	3,078.00	-	1,379.06	1,698.94
01	2,896.81	-	1,342.34	1,554.47
00	2,734.20	-	1,266.59	1,467.61
1999	2,397.18	-	1,183.73	1,213.45
98	1,247.22	-	1,247.22	-
97	1,132.43	-	1,132.43	-
96	1,076.37	-	1,076.37	-
95	1,378.45	-	1,378.45	-
94	1,342.46	-	1,342.46	-
93	1,342.46	-	1,342.46	-
92	949.90	-	949.90	-
91	905.10	-	905.10	-
90	715.68	-	715.68	-
89	628.56	-	628.56	-
88	651.06	-	651.06	-
	<u>\$ 228,975.31</u>	<u>\$ (1,412.82)</u>	<u>\$ 74,508.43</u>	<u>\$ 153,054.06</u>

**CITY OF BUNKER HILL, TEXAS**  
**INVESTMENT REPORT**  
**2/28/2025**

INVESTMENT TYPE	BEGINNING BALANCE	ADDITIONS	WITH DRAWALS	INTEREST	ENDING BALANCE/ BOOK VALUE	FACE VALUE	MARKET VALUE	Rate Coupon	Purchase Yield	MATURITY DATE/TERM	PERCENTAGE OF PORTFOLIO	INVESTMENT SECURITY	INTEREST EARNED YTD
<b>Cash Accounts</b>													
CASH -STELLAR GL BALANCE	949,302.07	2,843,608.57	2,906,087.55	2,119.49	888,942.58	888,942.58	888,942.58	2.58%	2.58%	Upon Demand	4%	of Credit	4,673.44
Sub-Total	949,302.07	2,843,608.57	2,906,087.55	2,119.49	888,942.58	888,942.58	888,942.58						
<b>Investment Pools</b>													
Texas CLASS	2,024.96			6.69	2,031.65	2,031.65	2,031.65	4.27%	4.27%	Upon Demand	0%	Invest Pool	14.09
Sub-Total	2,024.96			6.69	2,031.65	2,031.65	2,031.65						-
<b>Index Fund</b>													
CASH- INDEPENDENT FINANCIAL	17,790,232.73	2,000,000.00		67,084.09	19,857,316.82	19,857,316.82	19,857,316.82	4.60%	4.60%	Upon Demand	96%	Various	129,843.88
Sub-Total	17,790,232.73	2,000,000.00	-	67,084.09	19,857,316.82	19,857,316.82	19,857,316.82						
<b>BHV Inc Restricted Donation</b>													
Restricted Donation (BHV Inc.)	6,694.40			23.11	6,717.51	6,717.51	6,717.51	4.60%	4.60%	Upon Demand	0%	Various	48.57
Sub-Total	6,694.40	-	-	23.11	6,717.51	6,717.51	6,717.51						
<b>TOTAL INVESTMENTS</b>	<b>\$ 18,748,254.16</b>	<b>\$ 4,843,608.57</b>	<b>\$ 2,906,087.55</b>	<b>\$ 69,233.38</b>	<b>\$ 20,755,008.56</b>	<b>\$ 20,755,008.56</b>	<b>\$ 20,755,008.56</b>				<b>100%</b>		<b>\$ 134,579.98</b>
<i>unrestricted</i>	\$ 18,731,054.16				\$ 20,736,308.56								
<i>restricted*</i>	\$ 17,200.00	\$ 1,500.00			\$ 18,700.00								
<b>TOTAL</b>	<b>\$ 18,748,254.16</b>	<b>\$ 1,500.00</b>	<b>\$ -</b>		<b>\$ 20,755,008.56</b>								

\* The City held restricted cash and cash equivalent of \$18,700 in the enterprise fund for the customer deposits.  
The City of Bunker Hill Village's investment portfolio is in compliance with state law and the investment strategy and policy approved by the City Council.

  
Investment Officer, Finance Director

3/12/2025  
Date:

STELLAR BANK BALANCE AT 2/28/2025	<u>\$ 1,005,333.82</u>
FDIC Insurance	250,000.00
FHL Dallas Letter of Credit	<u>22,000,000.00</u>
Total Collateral - STELLAR BANK	<u>\$ 22,250,000.00</u>
Over-Collateralized - STELLAR BANK	\$ 21,244,666.18
INDEPENDENT FINANCIAL BANK BALANCE AT 2/28/2025	<u>\$ 19,857,316.82</u>
INDEPENDENT BANK TOTAL	<u>\$ 19,857,316.82</u>
FDIC Insurance	250,000.00
Various- pledged securities	<u>26,220,000.00</u>
Total Collateral	<u>\$ 26,470,000.00</u>
Over-Collateralized	\$ 6,612,683.18

**CITY OF BUNKER HILL VILLAGE, TX  
GENERAL FUND CAPITAL PROJECTS - FUND 06  
2025 BUDGET - ACTUALS THRU FEBRUARY**

<b>TYPE</b>	<b>CURRENT BUDGET</b>	<b>YTD ACTUAL</b>	<b>BUDGET BALANCE</b>
<b>DRAINAGE</b>			
Localized Drainage	150,000.00		150,000.00
Drainage Master Plan	50,000.00		50,000.00
<b>Sub Total</b>	<b>200,000.00</b>	<b>-</b>	<b>200,000.00</b>
<b>STREETS</b>			
Streets-Taylorcrest	425,000.00		425,000.00
Asphalt Rehabilitation	122,000.00	-	122,000.00
Gessner Northbound & Memorial	600,000.00		600,000.00
Bunker Hill Road Overlay	2,100,000.00		2,100,000.00
<b>Sub Total</b>	<b>3,247,000.00</b>	<b>-</b>	<b>3,247,000.00</b>
<b>FACILITY</b>			
City Hall	50,000.00		50,000.00
City Parking Lot	100,000.00		100,000.00
<b>Sub Total</b>	<b>150,000.00</b>	<b>-</b>	<b>150,000.00</b>
<b>PUBLIC SAFETY</b>			
MVPD PUBLIC SAFETY	56,667.00	56,664.26	2.74
VILLAGE FIRE DEPT	38,000.00		38,000.00
<b>Sub Total</b>	<b>94,667.00</b>	<b>56,664.26</b>	<b>38,002.74</b>
<b>BEAUTIFICATION</b>			
	40,000.00		40,000.00
<b>GRAND TOTAL</b>	<b>3,731,667.00</b>	<b>56,664.26</b>	<b>3,675,002.74</b>

**CITY OF BUNKER HILL VILLAGE, TX  
 UTILITY FUND CAPITAL PROJECTS - FUND 07  
 2025 BUDGET - ACTUALS THRU FEBRUARY**

<b>TYPE</b>	<b>CURRENT BUDGET</b>	<b>YTD ACTUAL</b>	<b>BUDGET BALANCE</b>
<b>Water and Wastewater</b>			
Televise of Concrete Lines			-
Replacement of Concrete Lines	200,000.00		200,000.00
Underground Utilities Bunker Hill	1,001,687.00	4,032.43	997,654.57
Gessner Water Lines and Roadway Desigr	750,000.00		750,000.00
Groundwater Storage Tank Analysis	100,000.00		100,000.00
Underground Utilites- Sewer	-	124,577.95	(124,577.95)
<b>Sub Total</b>	<b>2,051,687.00</b>	<b>128,610.38</b>	<b>1,923,076.62</b>
<b>Water Production</b>			
WP #2 VFD Booster Pumps	40,000.00		40,000.00
Meter Replacement	107,254.00	54,862.50	52,391.50
<b>Sub Total</b>	<b>147,254.00</b>	<b>54,862.50</b>	<b>92,391.50</b>
<b>FACILITY</b>			
Rehab Main Shed	12,000.00		12,000.00
<b>Sub Total</b>	<b>12,000.00</b>	<b>-</b>	<b>12,000.00</b>
<b>Sub Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>2,210,941.00</b>	<b>183,472.88</b>	<b>2,027,468.12</b>

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
01-00-00-1001	Cash in Bank	( 7,339,382.25)
01-00-00-1011	INDEPENDENT FINANCIAL 180 CD	0.00
01-00-00-1012	INDEPENDENT FINANCIAL 90 CD	0.00
01-00-00-1013	INDEPENDENT FIN 180 DAYS 1 M	0.00
01-00-00-1014	INDEPENDENT FIN 180 DAYS 1M CD	0.00
01-00-00-1016	Allegiance Bank	0.00
01-00-00-1017	INDEPENDENT FINANCIAL	13,227,472.94
01-00-00-1018	TEXAS CLASS	0.00
01-00-00-1022	TEXAS CLASS	2,027.59
01-00-00-1039	Cash Held by Tax Assessor	0.00
01-00-00-1050	Reserve -Vehicles & Technology	45,326.00
01-00-00-1053	Reserves - Facilities	250,725.00
01-00-00-1055	Reserve -Emergency Management	204,034.00
01-00-00-1060	Reserve -Infrastructure Mngmt	0.00
01-00-00-1065	Reserve- Police Department	260,552.00
01-00-00-1066	FIRE DEPT RESERVE	0.00
01-00-00-1068	Reserve- Beautification	0.00
01-00-00-1069	Reserve - American Protection	0.00
01-00-00-1070	Certificates of Deposit	0.00
01-00-00-1080	Petty Cash - Court	100.00
01-00-00-1081	Petty Cash - G&A	200.00
01-00-00-1082	Petty Cash - Admin Assist	0.00
01-00-00-1090	Cash in Transit	2,940.98
01-00-00-1091	Prepaid Payroll	0.00
01-00-00-1092	PREPAID MVPD CAPITAL ASSETS	0.00
01-00-00-1210	A/R - Property Taxes	625,271.54
01-00-00-1220	A/R - Franchise	43,271.61
01-00-00-1221	A/R - MISC.	0.00
01-00-00-1222	A/R Interest Income	0.00
01-00-00-1223	AR FEMA	259,742.91
01-00-00-1225	A/R - Sales Tax	71,640.64
01-00-00-1240	A/R - Return Items	0.00
01-00-00-1260	LEASE RECEIVABLE	349,779.00
01-00-00-1310	Inventory	0.00
01-00-00-1820	Provided To Long Term Debt	0.00
01-00-03-1990	DueTo/From Debt Service Fund	0.00
01-00-04-1990	DueTo/From Utility Fund	0.00
01-00-09-1990	Created by Posting	0.00
01-00-14-1990	Due from Fuel Acct	0.00
		8,003,701.96
	<b>TOTAL ASSETS</b>	<b>8,003,701.96</b>
		=====
<b>LIABILITIES</b>		
=====		
01-00-00-2010	Accounts Payable	0.00
01-00-00-2011	Accounts Payable - Court	0.00
01-00-00-2013	Accounts Payable - Other	0.00
01-00-00-2020	Wages Payable	0.00
01-00-00-2051	DUE TO BHV INC	0.00

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
01-00-00-2110	Taxes Payable - Payroll	( 0.02)
01-00-00-2130	Taxes Payable - Court	0.00
01-00-00-2220	Retirement Payable - Employee	7,492.33
01-00-00-2230	Voluntary Deferred Comp.	0.00
01-00-00-2235	CHILD SUPPORT	0.00
01-00-00-2240	Court Taxes - Payable to State	14,925.92
01-00-00-2241	Court Taxes - IDF	98.80
01-00-00-2242	Court Taxes -Child Safety Seat	0.00
01-00-00-2243	Court Taxes - CJFS	0.20
01-00-00-2244	Court Taxes - CSS	0.00
01-00-00-2245	Court Taxes - Time Pay Fee	12.50
01-00-00-2246	Court Taxes - State OMNI	644.00
01-00-00-2247	Court Taxes - OMNI	0.00
01-00-00-2248	Court Taxes - Linebarger	2,875.54
01-00-00-2249	Court Taxes - Truancy Prevent	46.00
01-00-00-2250	Insurance Payable - Employee	( 2,558.46)
01-00-00-2310	Deposits - Court Bonds	0.00
01-00-00-2322	UNCLAIMED PROPERTY	10.00
01-00-00-2650	General Obligation Bonds	0.00
01-00-00-2660	Certificates of Oblig-1999	0.00
01-00-00-2810	Accrued Payroll	0.00
01-00-00-2815	Accrued Vac Liability (Yr End)	0.00
01-00-00-2820	Unearned Income	1,555,733.98
01-00-00-2823	DEFERRED REVENUE	0.20
01-00-00-2860	DEFERRED INFLOWS LEASES	327,444.00
01-00-00-2930	Brown Subdivison Escrow	0.00
01-00-00-2940	Williamsburg Drainage Escrow	0.00
01-00-00-2945	Wood Lane Repaving Escrow	0.00
	TOTAL LIABILITIES	<u>1,906,724.99</u>
EQUITY		
=====		
01-00-00-3010	Fund Balance - G & A	3,745,122.60
01-00-00-3012	Fund Balance - Child Safety	0.00
01-00-00-3013	Fund Balance - Formal Reserves	<u>760,637.00</u>
	TOTAL BEGINNING EQUITY	4,505,759.60
	TOTAL REVENUE	5,667,205.79
	TOTAL EXPENDITURES	3,660,786.45
	(WILL CLOSE TO FUND BALANCE)	<u>( 415,201.97)</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	1,591,217.37
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>6,096,976.97</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	8,003,701.96
		=====

01 -GENERAL FUND

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
01-00-00-4010 Taxes - Current Year	6,601,292.00	2,192,724.22	5,171,387.46	78.34	1,429,904.54
01-00-00-4020 Taxes - Prior Years	10,000.00	( 208.83)	53,959.31	539.59	( 43,959.31)
01-00-00-4030 Taxes - Penalty & Interes	<u>32,000.00</u>	<u>11,041.13</u>	<u>54,358.31</u>	<u>169.87</u>	<u>( 22,358.31)</u>
TOTAL Taxes	6,643,292.00	2,203,556.52	5,279,705.08	79.47	1,363,586.92
<u>Franchise Fees</u>					
01-00-00-4110 FRANCHISE FEE ELECTRICITY	180,000.00	14,880.73	29,761.46	16.53	150,238.54
01-00-00-4111 FRANCHISE FEE GAS	44,000.00	7,866.77	7,866.77	17.88	36,133.23
01-00-00-4112 FRANCHISE FEE OTHER	61,000.00	397.40	405.86	0.67	60,594.14
01-00-00-4120 Sales Tax Revenue	<u>305,000.00</u>	<u>41,942.03</u>	<u>71,640.64</u>	<u>23.49</u>	<u>233,359.36</u>
TOTAL Franchise Fees	590,000.00	65,086.93	109,674.73	18.59	480,325.27
<u>Mun. Court Fines &amp; Fees</u>					
01-00-00-4210 Court - Fines	205,000.00	21,388.14	38,941.52	19.00	166,058.48
01-00-00-4215 Court - Time Pay Fees/Cit	0.00	0.00	0.00	0.00	0.00
01-00-00-4216 Court - Time Pay Fees/Eff	0.00	0.00	0.00	0.00	0.00
01-00-00-4217 Court - OMNI	0.00	0.00	0.00	0.00	0.00
01-00-00-4220 Court - State Taxes	0.00	0.00	0.00	0.00	0.00
01-00-00-4225 Court - Child Safety 1015	0.00	0.00	0.00	0.00	0.00
01-00-00-4226 Court - CJFC	0.00	0.00	0.00	0.00	0.00
01-00-00-4227 Court - Local Truancy Pre	6,200.00	476.72	915.78	14.77	5,284.22
01-00-00-4228 COURT- YOUTH DIVERSION FE	0.00	0.00	0.00	0.00	0.00
01-00-00-4245 Court - Judicial Support	0.00	0.00	0.00	0.00	0.00
01-00-00-4246 Court - Local Municipal J	60.00	0.00	0.00	0.00	60.00
01-00-00-4260 Court - Security Fees	0.00	0.00	0.00	0.00	0.00
01-00-00-4265 Local Building Security F	7,000.00	467.17	897.46	12.82	6,102.54
01-00-00-4270 Court - Technology Fees	0.00	0.00	0.00	0.00	0.00
01-00-00-4271 CHILD SAFETY HARRIS CO	0.00	0.00	0.00	0.00	0.00
01-00-00-4275 Court - Local Court Tech	<u>6,000.00</u>	<u>381.37</u>	<u>732.63</u>	<u>12.21</u>	<u>5,267.37</u>
TOTAL Mun. Court Fines & Fees	224,260.00	22,713.40	41,487.39	18.50	182,772.61
<u>Licenses &amp; Permits</u>					
01-00-00-4310 Permits - Animal Licenses	230.00	0.00	0.00	0.00	230.00
01-00-00-4315 Permits - Building	620,000.00	101,001.73	139,704.43	22.53	480,295.57
01-00-00-4325 Permits - Miscellaneous	150.00	25.00	25.00	16.67	125.00
01-00-00-4350 Dedication Program	4,000.00	0.00	0.00	0.00	4,000.00
01-00-00-4351 Offsite Tree Program	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Licenses & Permits	624,380.00	101,026.73	139,729.43	22.38	484,650.57
<u>Interest Income</u>					
01-00-00-4910 Interest Income	<u>600,000.00</u>	<u>69,207.64</u>	<u>71,771.62</u>	<u>11.96</u>	<u>528,228.38</u>
TOTAL Interest Income	600,000.00	69,207.64	71,771.62	11.96	528,228.38
<u>Miscellaneous</u>					
01-00-00-4920 Miscellaneous Income	<u>110,000.00</u>	<u>700.00</u>	<u>2,950.00</u>	<u>2.68</u>	<u>107,050.00</u>
TOTAL Miscellaneous	110,000.00	700.00	2,950.00	2.68	107,050.00

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

01 -GENERAL FUND

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Ambulance Fees</u>					
01-00-00-4930 Ambulance Fees	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance Fees	0.00	0.00	0.00	0.00	0.00
<u>Rent Income</u>					
01-00-00-4940 Rent Income	30,000.00	21,463.18	21,887.54	72.96	8,112.46
TOTAL Rent Income	30,000.00	21,463.18	21,887.54	72.96	8,112.46
<u>Intergovernmental/Transfer</u>					
01-00-00-4980 Intergovernmental Revenue	0.00	0.00	0.00	0.00	0.00
01-00-00-4990 Transfers In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	8,821,932.00	2,483,754.40	5,667,205.79	64.24	3,154,726.21
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01 -GENERAL FUND  
 Non Departmental

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Personnel</u>					
01-00-00-5010 Wages	490,000.00	33,883.98	62,136.68	12.68	427,863.32
01-00-00-5020 Wages - Overtime	20,140.00	0.00	0.00	0.00	20,140.00
01-00-00-5110 Payroll Taxes - FICA E	41,870.00	2,657.56	4,813.00	11.50	37,057.00
01-00-00-5120 Payroll Taxes - TWC	1,000.00	103.94	577.88	57.79	422.12
01-00-00-5210 Retirement - TMRS Empl	92,750.00	5,426.70	10,049.98	10.84	82,700.02
01-00-00-5211 RETIREMENT 457 PLAN	12,500.00	1,275.16	2,464.74	19.72	10,035.26
01-00-00-5310 Insurance - Workers Co	1,500.00	0.00	0.00	0.00	1,500.00
01-00-00-5325 Insurance - Dental	1,400.00	53.02	106.04	7.57	1,293.96
01-00-00-5330 Insurance - Disability	1,600.00	103.18	206.36	12.90	1,393.64
01-00-00-5340 Insurance - Medical	65,550.00	2,212.79	12,189.29	18.60	53,360.71
01-00-00-5341 INSURANCE VISION	400.00	0.00	0.00	0.00	400.00
01-00-00-5350 Insurance - Life	350.00	20.66	41.32	11.81	308.68
01-00-00-5410 Contract Labor	0.00	0.00	0.00	0.00	0.00
01-00-00-5510 Employee Relations	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Personnel	730,560.00	45,736.99	92,585.29	12.67	637,974.71
<u>Public Safety</u>					
01-00-00-5600 Fire Department	1,876,425.00	159,535.40	398,838.50	21.26	1,477,586.50
01-00-00-5602 Police Department	2,645,655.00	220,471.28	661,413.82	25.00	1,984,241.18
01-00-00-5604 Public Safety Other	0.00	0.00	0.00	0.00	0.00
TOTAL Public Safety	4,522,080.00	380,006.68	1,060,252.32	23.45	3,461,827.68
<u>Commodities</u>					
01-00-00-6250 Fuel	600.00	0.00	0.00	0.00	600.00
01-00-00-6410 Landscaping	55,000.00	770.00	1,540.00	2.80	53,460.00
01-00-00-6411 LANDSCAPING TREE MAINT	25,000.00	5,000.00	5,000.00	20.00	20,000.00
01-00-00-6412 LANDSCAPING SEASONAL P	12,000.00	0.00	0.00	0.00	12,000.00
01-00-00-6413 STORM DEBRIS	0.00	0.00	0.00	0.00	0.00
01-00-00-6490 JANITORIAL SERVICES	12,500.00	929.00	1,858.00	14.86	10,642.00
01-00-00-6491 JANITORIAL SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00
01-00-00-6650 Postage	3,000.00	0.00	0.00	0.00	3,000.00
01-00-00-6660 Printing & Stationary	6,000.00	120.41	106.34	1.77	5,893.66
01-00-00-6730 Supplies - General	4,400.00	142.52	308.17	7.00	4,091.83
01-00-00-6740 Supplies - Office	4,500.00	799.14	939.93	20.89	3,560.07
01-00-00-6810 Tools & Equipment	6,000.00	0.00	0.00	0.00	6,000.00
01-00-00-6890 Traffic Signs & Signal	0.00	0.00	0.00	0.00	0.00
TOTAL Commodities	130,000.00	7,761.07	9,752.44	7.50	120,247.56
<u>Maintenance</u>					
01-00-00-7110 Building Maintenance	12,250.00	0.00	587.40	4.80	11,662.60
01-00-00-7210 Equipment - Communicat	0.00	0.00	0.00	0.00	0.00
01-00-00-7220 Equipment - General	1,000.00	0.00	0.00	0.00	1,000.00
01-00-00-7230 Equipment - Office Equ	1,250.00	0.00	0.00	0.00	1,250.00
01-00-00-7410 Vehicles	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Maintenance	16,000.00	0.00	587.40	3.67	15,412.60

01 -GENERAL FUND

Non Departmental

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Services</u>					
01-00-00-7500 HC Appraisal District	63,000.00	10,420.00	10,420.00	16.54	52,580.00
01-00-00-7501 Tax Assessor - SBISD	8,000.00	0.00	0.00	0.00	8,000.00
01-00-00-7502 Prof Fees - Accounting	30,000.00	266.94	843.01	2.81	29,156.99
01-00-00-7503 Prof Fees - Eng. & Oth	62,500.00	5,894.06	5,894.06	9.43	56,605.94
01-00-00-7504 Prof Fees - LEGAL	107,000.00	7,196.00	7,196.00	6.73	99,804.00
01-00-00-7505 Prof Fees - INSPECTION	229,000.00	13,350.00	13,350.00	5.83	215,650.00
01-00-00-7506 Prof Services - Code E	0.00	0.00	0.00	0.00	0.00
01-00-00-7507 Legislative Consulting	0.00	0.00	0.00	0.00	0.00
TOTAL Contract Services	499,500.00	37,127.00	37,703.07	7.55	461,796.93
<u>Support Services</u>					
01-00-00-8010 Advertising	3,400.00	297.68	595.36	17.51	2,804.64
01-00-00-8090 Bad Debts	0.00	0.00	0.00	0.00	0.00
01-00-00-8130 Bank & Credit Card Cha	25,000.00	761.43	915.04	3.66	24,084.96
01-00-00-8140 Child Safety	0.00	0.00	0.00	0.00	0.00
01-00-00-8150 Community Relations	30,000.00	0.00	85.85	0.29	30,085.85
01-00-00-8170 DATA PROCESSING - IT S	30,300.00	8,346.42	9,077.27	29.96	21,222.73
01-00-00-8171 WEBSITE SERVICES	3,700.00	137.50	275.00	7.43	3,425.00
01-00-00-8172 SOFTWARE SUBSCRIPTIONS	13,000.00	700.90	806.43	6.20	12,193.57
01-00-00-8210 Delivery Service	150.00	0.00	0.00	0.00	150.00
01-00-00-8250 Dues & Subscriptions	5,300.00	1,297.00	2,287.00	43.15	3,013.00
01-00-00-8251 PROFESSIONAL DEVELOPME	6,000.00	0.00	665.00	11.08	5,335.00
01-00-00-8260 Elections	2,500.00	0.00	0.00	0.00	2,500.00
01-00-00-8270 Electricity	8,000.00	0.00	0.00	0.00	8,000.00
01-00-00-8290 Emergency Management	650.00	0.00	0.00	0.00	650.00
01-00-00-8410 Animal Control	8,000.00	35.00	35.00	0.44	7,965.00
01-00-00-8450 Insurance - General	19,800.00	0.00	0.00	0.00	19,800.00
01-00-00-8530 Meetings & Seminars	7,000.00	69.94	30.06	0.43	7,030.06
01-00-00-8610 Court - General	5,200.00	0.00	0.00	0.00	5,200.00
01-00-00-8615 Court - Translation	7,500.00	0.00	500.00	6.67	7,000.00
01-00-00-8625 Court - Technology	0.00	0.00	0.00	0.00	0.00
01-00-00-8626 Court - Security	0.00	0.00	0.00	0.00	0.00
01-00-00-8750 Special Fees/Codificat	4,000.00	0.00	0.00	0.00	4,000.00
01-00-00-8751 Dedication Program	4,000.00	0.00	0.00	0.00	4,000.00
01-00-00-8752 Off-Site Tree Program	0.00	0.00	0.00	0.00	0.00
01-00-00-8805 Streets - Mosquito Spr	26,000.00	0.00	0.00	0.00	26,000.00
01-00-00-8810 Streets - Drainage	40,000.00	0.00	0.00	0.00	40,000.00
01-00-00-8830 Streets - Repairs	55,000.00	0.00	147.00	0.27	54,853.00
01-00-00-8835 Streets - TPDES	2,500.00	0.00	0.00	0.00	2,500.00
01-00-00-8890 Telephone	13,400.00	282.50	565.00	4.22	12,835.00
01-00-00-8930 TRAVEL & TRAINING	5,000.00	0.00	299.74	5.99	4,700.26
TOTAL Support Services	325,400.00	11,928.37	16,051.93	4.93	309,348.07
<u>Capital Outlay</u>					
01-00-00-9139 CAPITAL OUTLAY SERVER	0.00	0.00	0.00	0.00	0.00
01-00-00-9140 Capital - Equip / Bld	0.00	0.00	0.00	0.00	0.00
01-00-00-9250 Capital Reserves	65,854.00	0.00	65,854.00	100.00	0.00
01-00-00-9251 RESERVE FACILITIES	38,000.00	0.00	38,000.00	100.00	0.00

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

01 -GENERAL FUND  
 Non Departmental

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-00-00-9252 TRANSFER TO CAPITL PRO	2,000,000.00	0.00	2,000,000.00	100.00	0.00
01-00-00-9253 TRANSFER FOR BEAUTIFIC	40,000.00	0.00	40,000.00	100.00	0.00
01-00-00-9254 Transfer to Debt Servi	0.00	0.00	0.00	0.00	0.00
01-00-00-9255 TRANSFER TO UF CONST F	0.00	0.00	0.00	0.00	0.00
01-00-00-9256 TRANSFER TO UTILITY FU	300,000.00	0.00	300,000.00	100.00	0.00
TOTAL Capital Outlay	2,443,854.00	0.00	2,443,854.00	100.00	0.00
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TOTAL Non Departmental	8,667,394.00	482,560.11	3,660,786.45	42.24	5,006,607.55
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TOTAL EXPENDITURES	8,667,394.00	482,560.11	3,660,786.45	42.24	5,006,607.55
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REVENUES OVER/(UNDER) EXPENDITURES	154,538.00	2,001,194.29	2,006,419.34		( 1,851,881.34)

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

03 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
03-00-00-1001	Cash in Bank	944,391.69	
03-00-00-1039	Cash Held by Tax Assessor	174,072.84	
03-00-00-1053	Reserves - Facilities	0.00	
03-00-00-1070	Certificates of Deposit	0.00	
03-00-00-1090	Cash in Transit	0.00	
03-00-00-1210	A/R - Property Taxes	0.00	
03-00-00-1215	Allow. for Uncollected Taxes	0.00	
03-00-00-1222	A/R Interest Income	0.00	
03-00-01-1990	DueTo/From G & A Fund	0.00	
03-00-10-1990	DueTo/From METRO	0.00	
03-00-11-1990	DueTo/From 2005 Bond Fund	0.00	
		<u>0.00</u>	
			<u>1,118,464.53</u>
TOTAL ASSETS			1,118,464.53
			=====
LIABILITIES			
=====			
03-00-00-2010	Accounts Payable	0.00	
03-00-00-2012	Accounts Payable - Other	0.00	
03-00-00-2013	Accounts Payable - Other	0.00	
03-00-00-2820	Unearned Income	0.00	
		<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
EQUITY			
=====			
03-00-00-3010	Fund Balance	<u>201,598.90</u>	
TOTAL BEGINNING EQUITY			201,598.90
TOTAL REVENUE			976,075.64
TOTAL EXPENDITURES			0.00
(WILL CLOSE TO FUND BALANCE)			<u>( 59,210.01)</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES			916,865.63
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>1,118,464.53</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,118,464.53
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

03 -DEBT SERVICE

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
03-00-00-4010 Taxes - Current Year	821,738.00	562,680.59	933,469.58	113.60 (	111,731.58)
03-00-00-4020 Taxes - Prior Years	1,000.00 (	40.33)	20,602.91	2,060.29 (	19,602.91)
03-00-00-4030 Taxes - Penalty & Interes	4,000.00	1,378.16	22,003.15	550.08 (	18,003.15)
TOTAL Taxes	826,738.00	564,018.42	976,075.64	118.06 (	149,337.64)
<u>Interest Income</u>					
03-00-00-4910 Interest Income	18,000.00	0.00	0.00	0.00	18,000.00
TOTAL Interest Income	18,000.00	0.00	0.00	0.00	18,000.00
<u>Intergovernmental/Transfer</u>					
03-00-00-4960 Bond Proceeds	0.00	0.00	0.00	0.00	0.00
03-00-00-4961 Bond Premium	0.00	0.00	0.00	0.00	0.00
03-00-00-4990 TRANSFER FROM UF	0.00	0.00	0.00	0.00	0.00
03-00-00-4991 TRANSFER FROM GF	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	844,738.00	564,018.42	976,075.64	115.55 (	131,337.64)
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

03 -DEBT SERVICE

DEBT SERVICE 16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Public Safety</u>					
03-00-00-5910 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL Public Safety	0.00	0.00	0.00	0.00	0.00
<u>Support Services</u>					
03-00-00-8490 Interest Expense	148,844.00	0.00	0.00	0.00	148,844.00
03-00-00-8750 Special Fees	7,500.00	0.00	0.00	0.00	7,500.00
03-00-00-8752 Bond Closing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	156,344.00	0.00	0.00	0.00	156,344.00
<u>Capital Outlay</u>					
03-00-00-9690 2011 Bond Principal	0.00	0.00	0.00	0.00	0.00
03-00-00-9695 2012 Bond Principal	0.00	0.00	0.00	0.00	0.00
03-00-00-9697 2014 Bond Principal	205,000.00	0.00	0.00	0.00	205,000.00
03-00-00-9698 2020 - Bond Principal	385,000.00	0.00	0.00	0.00	385,000.00
03-00-00-9699 2022 BOND PRINCIPAL	175,000.00	0.00	0.00	0.00	175,000.00
03-00-00-9800 Payment to Escrow Agen	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	765,000.00	0.00	0.00	0.00	765,000.00
<hr/>					
TOTAL DEBT SERVICE	921,344.00	0.00	0.00	0.00	921,344.00
<hr/>					
TOTAL EXPENDITURES	921,344.00	0.00	0.00	0.00	921,344.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 76,606.00)	564,018.42	976,075.64		( 1,052,681.64)

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

04 -UTILITY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
04-00-00-1001	Cash in Bank	( 2,667,548.22)
04-00-00-1017	INDEPENDENT FINANCIAL	2,500,000.00
04-00-00-1022	TEXAS CLASS	0.00
04-00-00-1050	Reserve -Vehicles & Technology	220,861.00
04-00-00-1053	Reserves - Facilities	0.00
04-00-00-1060	Reserve -Infrastructure Mngmt	0.00
04-00-00-1070	Certificates of Deposit	0.00
04-00-00-1080	Petty Cash	100.00
04-00-00-1090	Cash in Transit	0.00
04-00-00-1091	Prepaid Payroll	0.00
04-00-00-1092	Prepaid Water Credits	0.00
04-00-00-1221	A/R - MISC.	0.00
04-00-00-1222	A/R Interest Income	0.00
04-00-00-1230	A/R - Utilities	471,542.64
04-00-00-1231	A/R - Unbilled Utilites	138,600.95
04-00-00-1235	A/R - Doubtful Acct	( 7,386.96)
04-00-00-1240	A/R - BAD DEBT WRITE OFF	14,083.51
04-00-00-1310	Inventory	0.00
04-00-00-1610	Land	144,163.19
04-00-00-1620	Buildings & Improvements	3,419,938.42
04-00-00-1625	Construction in Progress	957,543.80
04-00-00-1650	Machinery & Equipment	553,997.68
04-00-00-1660	Automotive Equipment	267,095.42
04-00-00-1670	Furniture & Fixtures	52,832.14
04-00-00-1695	Accumulated Depreciation	0.00
04-00-00-1710	Treatment Rights	446,889.76
04-00-00-1715	Accumulated Amortization	0.00
04-00-00-1830	Capital Improvements	18,447,285.59
04-00-00-1900	DEF. OUTFLOWS-CONTR SUBSEQ.	( 0.01)
04-00-00-1901	DEF. OUTFLOWS-DIFF. IN EXPER	0.00
04-00-00-1902	DEF. OUTFLOWS- DIFF. IN EARN	0.00
04-00-00-1903	NET PENSION ASSET	0.00
04-00-00-1904	DEF. OUTFLOWS- DIFF IN ASSUMPT	173,683.00
04-00-00-1905	NET PENSION LIABILITY	( 311,870.00)
04-00-00-1909	Def Inf- Def in Exp and Act Ex	( 13,378.00)
04-00-01-1620	Accum Depr - Building & Improv	( 1,166,406.94)
04-00-01-1650	Accum Depr - Mach & Equip	( 128,487.86)
04-00-01-1660	Accum Depr - Automotive Equip	( 173,492.17)
04-00-01-1670	Accum Depr - Furniture & Fix	( 42,400.94)
04-00-01-1830	Accum Depr-Infras-Utility	( 8,512,724.93)
04-00-01-1840	Accum Depr-Intangible-Utility	( 446,889.76)
04-00-01-1990	DueTo/From G & A Fund	0.00
04-00-07-1990	DUE TO FROM UTILITY CONSTRUCTI	0.00
04-00-10-1990	DueTo/From Metro Fund	0.00
04-00-11-1990	DueTo/From 2005 Bond Fund	0.00
04-00-16-1990	DUE TO/FROM UTILITY WELL PROJE	0.00
		<u>14,338,031.31</u>
TOTAL ASSETS		14,338,031.31
		=====

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

04 -UTILITY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>LIABILITIES</b>		
=====		
04-00-00-2010	Accounts Payable	0.00
04-00-00-2012	Retainage Payable	0.00
04-00-00-2013	Accounts Payable - Other	890,007.41
04-00-00-2110	Taxes Payable - Payroll	0.04
04-00-00-2120	Taxes Payable - Sales Tax	0.00
04-00-00-2220	Retirement Payable - Employee	12,300.98
04-00-00-2230	Voluntary Deferred Comp	0.00
04-00-00-2235	CHILD SUPPORT	0.00
04-00-00-2250	Insurance Payable - Employee	26,699.28
04-00-00-2320	Deposits - Utilities	18,700.00
04-00-00-2321	Deposits - Utilities Refunds	206.39
04-00-00-2322	UNCLAIMED PROPERTY	0.00
04-00-00-2710	Treatment Obligation	0.00
04-00-00-2800	ACCRUED INTEREST	21,184.63
04-00-00-2810	Accrued Payroll	0.00
04-00-00-2815	Accured Vac Liability (Yr End)	11,400.71
04-00-00-2823	DEFERRED REV COVID	976,001.00
04-00-00-2900	BONDS PAYABLE	<u>4,906,443.00</u>
	TOTAL LIABILITIES	<u>6,862,943.44</u>
<b>EQUITY</b>		
=====		
04-00-00-3010	Fund Balance	946,990.96
04-00-00-3013	Fund Balance - Formal Reserves	13,399.00
04-00-00-3030	Contributed Capital	<u>7,363,044.00</u>
	TOTAL BEGINNING EQUITY	8,323,433.96
	TOTAL REVENUE	519,495.67
	TOTAL EXPENDITURES	880,506.91
	(WILL CLOSE TO FUND BALANCE)	( <u>487,334.85</u> )
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 848,346.09 )
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>7,475,087.87</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	14,338,031.31
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

04 -UTILITY FUND

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Water</u>					
04-00-00-4410 Water Sales	3,800,000.00	330,118.38	330,153.38	8.69	3,469,846.62
04-00-00-4420 Water Taps	<u>60,000.00</u>	<u>7,750.00</u>	<u>10,350.00</u>	<u>17.25</u>	<u>49,650.00</u>
TOTAL Water	3,860,000.00	337,868.38	340,503.38	8.82	3,519,496.62
<u>WASTE WATER</u>					
04-00-00-4510 Waste Water Sales	1,360,000.00	165,335.01	165,335.01	12.16	1,194,664.99
04-00-00-4520 Waste Water Taps	8,000.00	1,800.00	2,250.00	28.13	5,750.00
04-00-00-4610 Solid Waste Sales	0.00	0.00	0.00	0.00	0.00
04-00-00-4750 Late Payment Fees	<u>23,112.00</u>	<u>0.00</u>	<u>4,536.68</u>	<u>19.63</u>	<u>18,575.32</u>
TOTAL WASTE WATER	1,391,112.00	167,135.01	172,121.69	12.37	1,218,990.31
<u>Interest Income</u>					
04-00-00-4910 Interest Income	<u>65,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>65,000.00</u>
TOTAL Interest Income	65,000.00	0.00	0.00	0.00	65,000.00
<u>Miscellaneous</u>					
04-00-00-4920 Miscellaneous Income	<u>20,000.00</u>	<u>0.00</u>	<u>6,870.60</u>	<u>34.35</u>	<u>13,129.40</u>
TOTAL Miscellaneous	20,000.00	0.00	6,870.60	34.35	13,129.40
<u>Intergovernmental/Transfer</u>					
04-00-00-4960 Contributed Capital	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	5,336,112.00	505,003.39	519,495.67	9.74	4,816,616.33
	=====	=====	=====	=====	=====

04 -UTILITY FUND

UTILITIES 16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Personnel</u>					
04-00-00-5010	Wages	535,000.00	44,621.36	83,438.10	15.60 451,561.90
04-00-00-5020	Wages - Overtime	30,600.00	3,826.74	11,919.88	38.95 18,680.12
04-00-00-5110	Payroll Taxes - FICA E	44,500.00	3,784.28	7,482.88	16.82 37,017.12
04-00-00-5120	Payroll Taxes - TWC	1,690.00	103.94	578.02	34.20 1,111.98
04-00-00-5210	Retirement - TMRS Empl	106,000.00	8,909.60	17,535.40	16.54 88,464.60
04-00-00-5211	Retirement 457 Plan	15,000.00	1,924.63	3,820.73	25.47 11,179.27
04-00-00-5310	Insurance-Workers Comp	9,500.00	0.00	931.00	9.80 8,569.00
04-00-00-5325	Insurance - Dental	2,100.00	130.20	260.40	12.40 1,839.60
04-00-00-5330	Insurance - Disability	2,400.00	195.24	390.48	16.27 2,009.52
04-00-00-5340	Insurance - Medical	92,000.00	4,691.61	39,585.17	43.03 52,414.83
04-00-00-5341	INSURANCE VISION	310.00	0.00	0.00	0.00 310.00
04-00-00-5350	Insurance - Life	510.00	42.36	84.72	16.61 425.28
04-00-00-5410	Contract Labor	20,000.00	2,395.89	3,642.54	18.21 16,357.46
TOTAL Personnel	859,610.00	70,625.85	169,669.32	19.74	689,940.68

<u>Commodities</u>					
04-00-00-6090	Chemicals	10,000.00	537.68	537.68	5.38 9,462.32
04-00-00-6091	LAB FEES	5,000.00	594.00	297.00	5.94 4,703.00
04-00-00-6250	Fuel	10,000.00	747.71	747.71	7.48 9,252.29
04-00-00-6340	Garbage - Dumping Fees	1,500.00	444.60	444.60	29.64 1,055.40
04-00-00-6410	Landscaping	6,500.00	345.00	690.00	10.62 5,810.00
04-00-00-6411	LANDSCAPING SEASONAL P	2,000.00	0.00	0.00	0.00 2,000.00
04-00-00-6490	JANITORIAL SERVICES	11,150.00	711.00	1,422.00	12.75 9,728.00
04-00-00-6491	JANITORIAL SUPPLIES	1,500.00	0.00	0.00	0.00 1,500.00
04-00-00-6650	Postage	4,000.00	788.98	0.00	0.00 4,000.00
04-00-00-6660	Printing & Stationary	3,200.00	424.58	106.35	3.32 3,093.65
04-00-00-6730	Supplies - General	3,000.00	0.00	0.00	0.00 3,000.00
04-00-00-6740	Supplies - Office	350.00	497.94	638.74	182.50 ( 288.74)
04-00-00-6810	Tools & Equipment	4,500.00	0.00	0.00	0.00 4,500.00
04-00-00-6970	Uniforms	3,500.00	152.64	343.44	9.81 3,156.56
TOTAL Commodities	66,200.00	5,244.13	5,227.52	7.90	60,972.48

<u>Maintenance</u>					
04-00-00-7110	Building Maintenance	6,700.00	0.00	0.00	0.00 6,700.00
04-00-00-7220	Equipment - General	0.00	0.00	0.00	0.00 0.00
04-00-00-7230	Equipment - Office Equ	2,000.00	412.51	412.51	20.63 1,587.49
04-00-00-7410	Vehicles	6,500.00	0.00	293.26	4.51 6,206.74
04-00-00-7411	EQUIPMENT MAINTENANCE	5,000.00	0.00	0.00	0.00 5,000.00
TOTAL Maintenance	20,200.00	412.51	705.77	3.49	19,494.23

<u>Contract Services</u>					
04-00-00-7502	Prof Serv - Accounting	17,000.00	266.96	563.79	3.32 16,436.21
04-00-00-7504	LEGAL	0.00	0.00	0.00	0.00 0.00
04-00-00-7510	Water - Fire Hydrants	13,500.00	0.00	0.00	0.00 13,500.00
04-00-00-7520	Water Well/Pumps	49,500.00	0.00	89.94	0.18 49,410.06
04-00-00-7530	Water - Tanks	0.00	0.00	0.00	0.00 0.00
04-00-00-7535	Water Lines	64,000.00	4,911.54	4,911.54	7.67 59,088.46

04 -UTILITY FUND

UTILITIES 16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
04-00-00-7540 Water - Water Meters	20,000.00	0.00	0.00	0.00	20,000.00
04-00-00-7610 Waste Water - Lines	25,000.00	124.26	760.59	3.04	24,239.41
04-00-00-7620 Waste Water - Manholes	0.00	0.00	0.00	0.00	0.00
TOTAL Contract Services	189,000.00	5,302.76	6,325.86	3.35	182,674.14

Support Services

04-00-00-8001 Prof Fees - Engineerin	30,000.00	210.00	210.00	0.70	29,790.00
04-00-00-8002 Water Purchase/COH	1,000,000.00	67,063.35	67,063.35	6.71	932,936.65
04-00-00-8003 WW Treatment Fee	2,100,000.00	34,711.67	11,202.75	0.53	2,088,797.25
04-00-00-8004 WW Treatment/COH	0.00	0.00	0.00	0.00	0.00
04-00-00-8010 Advertising	5,000.00	0.00	0.00	0.00	5,000.00
04-00-00-8090 Bad Debts	0.00	0.00	0.00	0.00	0.00
04-00-00-8130 Bank & Credit Card Cha	60,000.00	12,318.57	14,803.70	24.67	45,196.30
04-00-00-8170 Data Processing	35,000.00	5,511.82	5,810.86	16.60	29,189.14
04-00-00-8171 WEBSITE SERVICES	3,250.00	137.50	275.00	8.46	2,975.00
04-00-00-8172 SOFTWARE SUBSCRIPTIONS	10,000.00	700.90	700.90	7.01	9,299.10
04-00-00-8210 Delivery Service	100.00	0.00	0.00	0.00	100.00
04-00-00-8250 Dues & Subscriptions	2,000.00	0.00	90.00	4.50	1,910.00
04-00-00-8251 PROFESSIONAL DEVELOPME	3,500.00	0.00	0.00	0.00	3,500.00
04-00-00-8270 Electricity	135,000.00	0.00	0.00	0.00	135,000.00
04-00-00-8450 Insurance - General	26,000.00	0.00	0.00	0.00	26,000.00
04-00-00-8490 Interest Expense	89,105.00	0.00	0.00	0.00	89,105.00
04-00-00-8630 Natural Gas	3,600.00	178.26	400.96	11.14	3,199.04
04-00-00-8722 Gain Loss on Sale of C	0.00	0.00	0.00	0.00	0.00
04-00-00-8750 SPECIAL FEES - SUBSIDE	120,000.00	0.00	100.00	0.08	119,900.00
04-00-00-8890 Telephone	16,000.00	587.57	1,111.08	6.94	14,888.92
04-00-00-8930 TRAVEL & TRAINING	3,500.00	0.00	0.00	0.00	3,500.00
04-00-00-8931 RELOCATION FEES	0.00	0.00	0.00	0.00	0.00
04-00-00-8990 Solid Waste Collectio	(38,115.00)	0.00	(3,190.16)	8.37	(34,924.84)
TOTAL Support Services	3,603,940.00	121,419.64	98,578.44	2.74	3,505,361.56

Capital Outlay

04-00-00-9139 CAPITAL OUTLAY SERVER	0.00	0.00	0.00	0.00	0.00
04-00-00-9140 VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00
04-00-00-9200 Depreciation & Amortiz	0.00	0.00	0.00	0.00	0.00
04-00-00-9250 TRANSFER TO UT CIP	900,000.00	0.00	900,000.00	100.00	0.00
04-00-00-9251 TRANSFER TO DEBT SERVI	0.00	0.00	0.00	0.00	0.00
04-00-00-9252 TRANSFER TO DEBT SERVI	0.00	0.00	0.00	0.00	0.00
04-00-00-9253 TRANSFER TO GENERAL F	(300,000.00)	0.00	(300,000.00)	100.00	0.00
04-00-00-9400 Transfers Out	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	600,000.00	0.00	600,000.00	100.00	0.00

TOTAL UTILITIES 5,338,950.00 203,004.89 880,506.91 16.49 4,458,443.09

TOTAL EXPENDITURES 5,338,950.00 203,004.89 880,506.91 16.49 4,458,443.09

REVENUES OVER/(UNDER) EXPENDITURES (2,838.00) 301,998.50 (361,011.24) 358,173.24

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

05 -COURT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
05-00-00-1001	Cash in Bank	5,343.09
05-00-00-1018	Child Safety	11,756.87
05-00-00-1019	Security Fund	11,939.79
05-00-00-1020	Technology	0.00
05-00-00-1053	Reserves - Facilities	0.00
05-00-00-1222	A/R Interest Income	<u>0.00</u>
		<u>29,039.75</u>
TOTAL ASSETS		29,039.75
		=====
LIABILITIES		
=====		
05-00-00-2010	Accounts Payable	0.00
05-00-00-2011	Accounts Payable - Court	0.00
05-00-00-2012	Accounts Payable - Other	0.00
05-00-00-2013	Accounts Payable - Other	0.00
05-00-00-2240	Court Taxes-Payable to State	0.00
05-00-00-2241	Court Taxes- IDF	0.00
05-00-00-2242	Court Taxes- Child Safety Seat	0.00
05-00-00-2243	Court Taxes- CJFS	0.00
05-00-00-2244	Court Taxes- CSS	0.00
05-00-00-2245	Court Taxes- Time Pay Fee	0.00
05-00-00-2246	Court Taxes- State OMNI	0.00
05-00-00-2248	Court Taxes- Linebarger	0.00
05-00-00-2249	Court Taxes- Truancy Prevent	0.00
05-00-00-2310	Deposits- Court Bonds	<u>2,219.50</u>
TOTAL LIABILITIES		<u>2,219.50</u>
EQUITY		
=====		
05-00-00-3010	FUND BALANCE	7,681.30
05-00-00-3012	Child Safety	11,756.87
05-00-00-3016	Security Fund	<u>11,939.79</u>
TOTAL BEGINNING EQUITY		31,377.96
TOTAL REVENUE		117.52
TOTAL EXPENDITURES		0.00
(WILL CLOSE TO FUND BALANCE)		( <u>4,675.23</u> )
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 4,557.71 )
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>26,820.25</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		29,039.75
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

05 -COURT FUND

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Mun. Court Fines &amp; Fees</u>					
05-00-00-4210 Court- Fines	0.00	0.00	( 1,352.50)	0.00	1,352.50
05-00-00-4215 Court - Time Pay Fees/Cit	1,210.00	78.17	116.79	9.65	1,093.21
05-00-00-4216 Court - Time Pay Fees/ E	310.00	0.00	0.00	0.00	310.00
05-00-00-4217 Court - OMNI	650.00	98.65	216.00	33.23	434.00
05-00-00-4220 Court - State Taxes	0.00	0.00	0.00	0.00	0.00
05-00-00-4225 Child Safety 1015	3,000.00	530.27	669.64	22.32	2,330.36
05-00-00-4226 Court - CJFC	0.00	0.00	0.00	0.00	0.00
05-00-00-4245 Court - Judicial Support	100.00	3.60	10.20	10.20	89.80
05-00-00-4260 Security Fees	1,000.00	27.53	69.30	6.93	930.70
05-00-00-4270 Technology Fees	1,000.00	24.00	68.00	6.80	932.00
05-00-00-4271 CHILD SAFETY HARRIS CO	<u>4,500.00</u>	<u>0.00</u>	<u>320.09</u>	<u>7.11</u>	<u>4,179.91</u>
TOTAL Mun. Court Fines & Fees	11,770.00	762.22	117.52	1.00	11,652.48
<u>Interest Income</u>					
05-00-00-4910 Interest Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	11,770.00	762.22	117.52	1.00	11,652.48
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

05 -COURT FUND  
 COURT RESERVES

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
05-00-00-8140 Child Safety	3,500.00	0.00	0.00	0.00	3,500.00
05-00-00-8610 Court- General	0.00	0.00	0.00	0.00	0.00
05-00-00-8615 Court - Translation	0.00	0.00	0.00	0.00	0.00
05-00-00-8625 Technology	6,500.00	0.00	0.00	0.00	6,500.00
05-00-00-8626 Security	<u>1,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,300.00</u>
TOTAL Support Services	11,300.00	0.00	0.00	0.00	11,300.00
<hr/>					
TOTAL COURT RESERVES	11,300.00	0.00	0.00	0.00	11,300.00
<hr/>					
TOTAL EXPENDITURES	11,300.00	0.00	0.00	0.00	11,300.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	470.00	762.22	117.52		352.48

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

06 -GF CAPITAL PROJECTS

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
06-00-00-1001	Cash in Bank	6,846,317.91
06-00-00-1050	Signals	0.00
06-00-00-1053	Reserves - Facilities	0.00
06-00-00-1060	Infra -Streets & Drainage	0.00
06-00-00-1068	BEAUTIFICATION	12,734.32
06-00-00-1092	PREPAID MVPD CAPITAL ASSET	0.00
06-00-00-1222	A/R Interest Income	0.00
06-00-00-1990	DUE TO AND FROM	0.00
		<u>6,859,052.23</u>
TOTAL ASSETS		6,859,052.23
		=====
LIABILITIES		
=====		
06-00-00-2010	Accounts Payable	0.00
06-00-00-2012	Retainage Payable	0.00
06-00-00-2013	Accounts Payable - Other	0.00
	TOTAL LIABILITIES	<u>0.00</u>
EQUITY		
=====		
06-00-00-3010	Fund Balance- Capital	2,497,758.49
06-00-00-3013	Fund Balance - Formal Reserves	<u>170,289.20</u>
	TOTAL BEGINNING EQUITY	2,668,047.69
TOTAL REVENUE		2,143,854.00
TOTAL EXPENDITURES		49,224.26
(WILL CLOSE TO FUND BALANCE)		<u>2,096,374.80</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		4,191,004.54
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>6,859,052.23</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		6,859,052.23
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

06 -GF CAPITAL PROJECTS

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
06-00-00-4500 Annual Contribution	2,000,000.00	0.00	2,000,000.00	100.00	0.00
06-00-00-4600 Contributions from Reserv	38,000.00	0.00	38,000.00	100.00	0.00
06-00-00-4700 BEAUTIFICATION	40,000.00	0.00	40,000.00	100.00	0.00
06-00-00-4750 CAPITAL PROJECTS FIRE	65,854.00	0.00	65,854.00	100.00	0.00
06-00-00-4755 TRANSFER FROM METRO	0.00	0.00	0.00	0.00	0.00
06-00-00-4800 FACILITIES	0.00	0.00	0.00	0.00	0.00
06-00-00-4850 Vehicles & Technology	0.00	0.00	0.00	0.00	0.00
TOTAL WASTE WATER	2,143,854.00	0.00	2,143,854.00	100.00	0.00
<u>Interest Income</u>					
06-00-00-4910 Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
<u>Miscellaneous</u>					
06-00-00-4920 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous	0.00	0.00	0.00	0.00	0.00
<u>Intergovernmental/Transfer</u>					
06-00-00-4990 Transfer In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	2,143,854.00	0.00	2,143,854.00	100.00	0.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

06 -GF CAPITAL PROJECTS  
 GENERAL CAPITAL

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
06-00-00-8832 BEAUTIFICATION	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL Support Services	40,000.00	0.00	0.00	0.00	40,000.00
<u>Capital Outlay</u>					
06-00-00-9180 Infrastructure	0.00	0.00	0.00	0.00	0.00
06-00-00-9183 Drainage	0.00	0.00	0.00	0.00	0.00
06-00-00-9183.01 Localized Drainage	150,000.00	0.00	0.00	0.00	150,000.00
06-00-00-9183.02 Regional Drainage / Po	0.00	0.00	0.00	0.00	0.00
06-00-00-9183.03 DRAINAGE MASTER PLAN	50,000.00	0.00	0.00	0.00	50,000.00
06-00-00-9183.06 DRAINAGE EATON COURT	0.00	0.00	0.00	0.00	0.00
06-00-00-9184 Streets	425,000.00	0.00	0.00	0.00	425,000.00
06-00-00-9184.01 Asphalt Rehabilitation	122,000.00	0.00	0.00	0.00	122,000.00
06-00-00-9184.02 Chapel Bell/Other Rate	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.03 Gessner Northbound & M	600,000.00	0.00	0.00	0.00	600,000.00
06-00-00-9184.04 SIDEWALK	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.05 TAYLOR CREST CT LAWN/F	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.06 SIDEWALK 11646 MEMORIA	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.07 STREETS-STREY TAYLORCR	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.08 STREETS BUNKER HILL OV	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.09 STREET MASTER PLAN	0.00 (	7,440.00) (	7,440.00)	0.00	7,440.00
06-00-00-9184.10 ASPHALT DESIGN	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.11 DADS CLUB SIDEWALK MEM	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.12 POINT REPAIRS AND MINO	0.00	0.00	0.00	0.00	0.00
06-00-00-9184.13 BUNKERHILL ROAD OVERLA	2,100,000.00	0.00	0.00	0.00	2,100,000.00
06-00-00-9190 Public Safety	56,667.00	0.00	56,664.26	100.00	2.74
06-00-00-9190.01 Village Fire Departmen	38,000.00	0.00	0.00	0.00	38,000.00
06-00-00-9191 Facilities	50,000.00	0.00	0.00	0.00	50,000.00
06-00-00-9191.01 PW BUILDING GENERATOR	0.00	0.00	0.00	0.00	0.00
06-00-00-9191.02 CITY HALL PARK STUDY	0.00	0.00	0.00	0.00	0.00
06-00-00-9191.03 CITY PARKING LOT	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL Capital Outlay	3,691,667.00 (	7,440.00)	49,224.26	1.33	3,642,442.74
<hr/>					
TOTAL GENERAL CAPITAL	3,731,667.00 (	7,440.00)	49,224.26	1.32	3,682,442.74
<hr/>					
TOTAL EXPENDITURES	3,731,667.00 (	7,440.00)	49,224.26	1.32	3,682,442.74
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 1,587,813.00)	7,440.00	2,094,629.74		( 3,682,442.74)

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

07 -UTILITY CAPITAL

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
07-00-00-1001	Cash in Bank	1,701,548.63
07-00-00-1017	INDEPENDENT FINANCIAL	4,000,000.00
07-00-00-1022	TEXAS CLASS	0.00
07-00-00-1050	Reserve- Water Production	0.00
07-00-00-1053	Reserves - Facilities	0.00
07-00-00-1060	Infr- Water & Wastewater Lines	0.00
07-00-00-1222	A/R Interest Income	0.00
07-00-00-1620	BUILDING & IMPROVEMENTS	0.00
07-00-00-1620	Accum Dep - Buildings & Imp	0.00
07-00-00-1625	Construction in Progress	0.00
07-00-00-1985	WATER WELL #5	0.00
07-00-00-1990	DUE TO/ FROM UTILITY	0.00
		<u>5,701,548.63</u>
	TOTAL ASSETS	5,701,548.63
		=====
LIABILITIES		
=====		
07-00-00-2010	Accounts Payable	0.00
07-00-00-2012	Retainage Payable	43,413.25
07-00-00-2013	Accounts Payable - Other	0.00
	TOTAL LIABILITIES	<u>43,413.25</u>
EQUITY		
=====		
07-00-00-3010	FUND BALANCE	4,041,607.98
07-00-00-3013	Fund Balance - Formal Reserves	0.28
07-00-00-3030	Contributed Capital	0.00
	TOTAL BEGINNING EQUITY	4,041,608.26
	TOTAL REVENUE	900,000.00
	TOTAL EXPENDITURES	183,472.88
	(WILL CLOSE TO FUND BALANCE)	<u>900,000.00</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	1,616,527.12
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>5,658,135.38</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	5,701,548.63
		=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

07 -UTILITY CAPITAL

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
07-00-00-4501 ANNUAL CONTRIB - UTILITY	900,000.00	0.00	900,000.00	100.00	0.00
07-00-00-4600 Contributions from Reserv	0.00	0.00	0.00	0.00	0.00
07-00-00-4850 Vehicles & Technology	0.00	0.00	0.00	0.00	0.00
TOTAL WASTE WATER	900,000.00	0.00	900,000.00	100.00	0.00
<u>Interest Income</u>					
07-00-00-4910 Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
<u>Intergovernmental/Transfer</u>					
07-00-00-4960 Bond Proceeds	0.00	0.00	0.00	0.00	0.00
07-00-00-4990 Transfer In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	900,000.00	0.00	900,000.00	100.00	0.00
	=====	=====	=====	=====	=====

07 -UTILITY CAPITAL  
 DEPARTMENT 00

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Services</u>					
07-00-00-7503 Professional Services	0.00	0.00	0.00	0.00	0.00
07-00-00-7504 Professional Services	0.00	0.00	0.00	0.00	0.00
07-00-00-7871 BOND ISSUANCE COST	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Contract Services	0.00	0.00	0.00	0.00	0.00
<u>Support Services</u>					
07-00-00-8100 Bond Proceeds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Support Services	0.00	0.00	0.00	0.00	0.00
<u>Capital Outlay</u>					
07-00-00-9053 WATER WELL #5	0.00	0.00	0.00	0.00	0.00
07-00-00-9054 CHLORINE ANALYZER	0.00	0.00	0.00	0.00	0.00
07-00-00-9055 TRANSMISSION LINE TAYL	0.00	0.00	0.00	0.00	0.00
07-00-00-9180 Water & Wastewater	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.01 Trans Line to Taylor	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.02 Tele of Concrete Lines	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.03 TELEVISIONING SCADA	0.00	0.00	0.00	0.00	0.00
07-00-00-9180.04 Replace of Concrete Li	200,000.00	0.00	0.00	0.00	200,000.00
07-00-00-9180.05 GENERATOR AT TAYLORCRE	0.00	0.00	0.00	0.00	0.00
07-00-00-9181 TRANS LINE TO TAYLOR C	0.00	0.00	0.00	0.00	0.00
07-00-00-9182 REPLACE CAST IRON LINE	1,001,687.00	4,032.43	4,032.43	0.40	997,654.57
07-00-00-9182.01 GESSNER W LINES WITH R	750,000.00	0.00	0.00	0.00	750,000.00
07-00-00-9182.02 WP#2 Recoat Storage Ta	0.00	0.00	0.00	0.00	0.00
07-00-00-9182.03 WP #2 VFD Booster Pump	40,000.00	0.00	0.00	0.00	40,000.00
07-00-00-9183 TELE OF CONCRETE LINE	0.00	0.00	0.00	0.00	0.00
07-00-00-9183.03 UNDERGROUND UTILITIES	0.00	124,577.95	124,577.95	0.00 (	124,577.95)
07-00-00-9184 REPLACE OF CONCRETE LI	0.00	0.00	0.00	0.00	0.00
07-00-00-9185 WATER WELL #5	0.00	0.00	0.00	0.00	0.00
07-00-00-9186 WP#2 RECOAT STORAGE TA	0.00	0.00	0.00	0.00	0.00
07-00-00-9187 WP #2 VFD BOOSTER PUMP	0.00	0.00	0.00	0.00	0.00
07-00-00-9188 Irrigation Systems	0.00	0.00	0.00	0.00	0.00
07-00-00-9190.03 GROUNDWATER STORAGE TA	100,000.00	0.00	0.00	0.00	100,000.00
07-00-00-9191 Facilities	0.00	0.00	0.00	0.00	0.00
07-00-00-9192 METER REPLACEMENT	107,254.00	54,862.50	54,862.50	51.15	52,391.50
07-00-00-9193 PAINT FIRE HYDRANT	0.00	0.00	0.00	0.00	0.00
07-00-00-9194 REHAB BACK MAINT SHED	12,000.00	0.00	0.00	0.00	12,000.00
07-00-00-9200 Depreciation & Amortiz	0.00	0.00	0.00	0.00	0.00
07-00-00-9201.01 CONTRA EXPENSE	0.00	0.00	0.00	0.00	0.00
07-00-00-9210.01 CONTRA EXPENSE ACCT	0.00	0.00	0.00	0.00	0.00
07-00-00-9210.04 Transfer to Utility Fu	0.00	0.00	0.00	0.00	0.00
07-00-00-9250 VEHICLE	0.00	0.00	0.00	0.00	0.00
07-00-00-9700 VEHICLES	0.00	0.00	0.00	0.00	0.00
07-00-00-9701 EQUIPMENT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Capital Outlay	2,210,941.00	183,472.88	183,472.88	8.30	2,027,468.12
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TOTAL DEPARTMENT 00	2,210,941.00	183,472.88	183,472.88	8.30	2,027,468.12

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

07 -UTILITY CAPITAL  
 DEPARTMENT 00

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	2,210,941.00	183,472.88	183,472.88	8.30	2,027,468.12
REVENUES OVER/(UNDER) EXPENDITURES	( 1,310,941.00)	( 183,472.88)	716,527.12		( 2,027,468.12)

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

09 -SOLID WASTE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
09-00-00-1001	Cash In Bank	56,663.13	
09-00-00-1053	Reserves - Facilities	0.00	
09-00-00-1090	CASH IN TRANSIT	0.00	
09-00-00-1222	A/R Interest Income	0.00	
09-00-00-1230	A/R - Utilities	87,500.05	
09-00-00-1231	A/R - Unbilled Utilities	24,512.44	
09-00-00-1235	A/R - Doubtful Accounts	( 1,432.91)	
09-00-00-1240	A/R - BAD DEBT WRITE OFF	<u>2,572.65</u>	
			<u>169,815.36</u>
TOTAL ASSETS			169,815.36
			=====
LIABILITIES			
=====			
09-00-00-2010	Accounts Payable	0.00	
09-00-00-2012	Accounts Payable - Other	0.00	
09-00-00-2013	Accounts Payable - Other	0.00	
09-00-00-2120	Taxes Payable - Sales Tax	<u>6,651.21</u>	
TOTAL LIABILITIES			<u>6,651.21</u>
EQUITY			
=====			
09-00-00-3010	FUND BALANCE	166,969.48	
09-00-00-3030	Contributed Capital	( <u>11.11</u> )	
TOTAL BEGINNING EQUITY			166,958.37
TOTAL REVENUE		81,421.29	
TOTAL EXPENDITURES		80,299.83	
(WILL CLOSE TO FUND BALANCE)		( <u>4,915.68</u> )	
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 3,794.22)	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>163,164.15</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			169,815.36
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

09 -SOLID WASTE

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
09-00-00-4610 Solid Waste Sales	529,864.00	80,893.22	80,893.22	15.27	448,970.78
09-00-00-4750 Late Fee - Penalty	<u>3,100.00</u>	<u>0.00</u>	<u>528.07</u>	<u>17.03</u>	<u>2,571.93</u>
TOTAL WASTE WATER	532,964.00	80,893.22	81,421.29	15.28	451,542.71
<u>Miscellaneous</u>					
09-00-00-4920 Misc. Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Miscellaneous	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUES	532,964.00	80,893.22	81,421.29	15.28	451,542.71
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

09 -SOLID WASTE

SOLID WASTE

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
09-00-00-8130 Banking/CC Fees	5,500.00	0.00	0.00	0.00	5,500.00
09-00-00-8990 Solid Waste Collection	489,000.00	38,667.75	77,109.67	15.77	411,890.33
09-00-00-8991 Administration Fee	<u>38,282.00</u>	<u>0.00</u>	<u>3,190.16</u>	<u>8.33</u>	<u>35,091.84</u>
TOTAL Support Services	532,782.00	38,667.75	80,299.83	15.07	452,482.17
<hr/>					
TOTAL SOLID WASTE	532,782.00	38,667.75	80,299.83	15.07	452,482.17
<hr/>					
TOTAL EXPENDITURES	532,782.00	38,667.75	80,299.83	15.07	452,482.17
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	182.00	42,225.47	1,121.46	(	939.46)

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

10 -METRO FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
10-00-00-1001	Cash in Bank	83,386.64	
10-00-00-1053	Reserves - Facilities	0.00	
10-00-00-1090	Cash in Transit	0.00	
10-00-00-1221	A/R - Interest	0.00	
10-00-00-1222	A/R Interest Income	0.00	
10-00-01-1990	DueTo/From G & A Fund	0.00	
10-00-03-1990	DueTo/From Debt Service Fund	0.00	
10-00-04-1990	DueTo/From Utility Fund	0.00	
		<u>83,386.64</u>	83,386.64
TOTAL ASSETS			83,386.64
			=====
LIABILITIES			
=====			
10-00-00-2010	Accounts Payable	0.00	
10-00-00-2012	Accounts Payable - Other	0.00	
10-00-00-2013	Accounts Payable - Other	0.00	
TOTAL LIABILITIES		<u>0.00</u>	
EQUITY			
=====			
10-00-00-3010	Fund Balance	<u>72,638.76</u>	
TOTAL BEGINNING EQUITY		72,638.76	
TOTAL REVENUE		0.00	
TOTAL EXPENDITURES		6,800.00	
(WILL CLOSE TO FUND BALANCE)		<u>17,547.88</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		10,747.88	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>83,386.64</u>	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			83,386.64
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

10 -METRO FUND

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>WASTE WATER</u>					
10-00-00-4810 Sales Tax Metro	134,000.00	0.00	0.00	0.00	134,000.00
TOTAL WASTE WATER	134,000.00	0.00	0.00	0.00	134,000.00
<u>Interest Income</u>					
10-00-00-4910 Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL Interest Income	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	134,000.00	0.00	0.00	0.00	134,000.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

10 -METRO FUND  
 METRO

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Commodities</u>					
10-00-00-6890 Traffic Signs & Signal	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL Commodities	20,000.00	0.00	0.00	0.00	20,000.00
<u>Support Services</u>					
10-00-00-8130 Bank Charges	0.00	0.00	0.00	0.00	0.00
10-00-00-8720 Prof Fees - Eng. / Oth	0.00	0.00	0.00	0.00	0.00
10-00-00-8721 Prof Fees - Eng Mem/Ge	0.00	0.00	0.00	0.00	0.00
10-00-00-8770 Administrative Costs	0.00	0.00	0.00	0.00	0.00
10-00-00-8810 Streets - Right of Way	90,000.00	3,400.00	6,800.00	7.56	83,200.00
10-00-00-8820 Streets - Lighting	24,000.00	0.00	0.00	0.00	24,000.00
10-00-00-8830 Streets - Repairs	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	114,000.00	3,400.00	6,800.00	5.96	107,200.00
<u>Capital Outlay</u>					
10-00-00-9180 Capital Infrastructure	0.00	0.00	0.00	0.00	0.00
10-00-00-9810 TRANSFER TO GF CONSTRU	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL METRO	134,000.00	3,400.00	6,800.00	5.07	127,200.00
<hr/>					
TOTAL EXPENDITURES	134,000.00	3,400.00	6,800.00	5.07	127,200.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 3,400.00)	( 6,800.00)		6,800.00

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

14 -RESTRICTED DONATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
14-00-00-1001	Cash	0.00	
14-00-00-1017	INDEPENDENT FINANCIAL	6,668.91	
14-00-00-1221	A/R - Misc.	0.00	
14-00-00-1310	Inventory	0.00	
14-00-01-1990	Due to/from General Fund	<u>0.00</u>	
			<u>6,668.91</u>
	TOTAL ASSETS		6,668.91
			=====
LIABILITIES			
=====			
14-00-00-2010	Accounts Payable	<u>0.00</u>	
	TOTAL LIABILITIES		<u>0.00</u>
EQUITY			
=====			
14-00-00-3010	Fund Balance	<u>23,941.40</u>	
	TOTAL BEGINNING EQUITY		23,941.40
	TOTAL REVENUE	0.00	
	TOTAL EXPENDITURES	0.00	
	(WILL CLOSE TO FUND BALANCE)	( <u>17,272.49</u> )	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 17,272.49 )	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>6,668.91</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		6,668.91
			=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

14 -RESTRICTED DONATION FUND

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Interest Income</u>					
14-00-00-4910 INTEREST INCOME	300.00	0.00	0.00	0.00	300.00
TOTAL Interest Income	300.00	0.00	0.00	0.00	300.00
<u>Miscellaneous</u>					
14-00-00-4920 CONTRIBUTIONS	5,000.00	0.00	0.00	0.00	5,000.00
14-00-00-4921 City of Bunker Hill	0.00	0.00	0.00	0.00	0.00
14-00-00-4922 City of Hunters Creek	0.00	0.00	0.00	0.00	0.00
14-00-00-4923 MVPD	0.00	0.00	0.00	0.00	0.00
14-00-00-4924 Hedwig Village	0.00	0.00	0.00	0.00	0.00
14-00-00-4925 Village Fire Department	0.00	0.00	0.00	0.00	0.00
14-00-00-4926 ADMIN FEE	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL REVENUES	5,300.00	0.00	0.00	0.00	5,300.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

14 -RESTRICTED DONATION FUND  
 G & A

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Commodities</u>					
14-00-00-6250 Fuel	0.00	0.00	0.00	0.00	0.00
TOTAL Commodities	0.00	0.00	0.00	0.00	0.00
<u>Maintenance</u>					
14-00-00-7110 Building Maintenance	0.00	0.00	0.00	0.00	0.00
TOTAL Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Support Services</u>					
14-00-00-8130 BANK FEE	0.00	0.00	0.00	0.00	0.00
14-00-00-8450 General Insurance	0.00	0.00	0.00	0.00	0.00
14-00-00-8991 Admin Fee to GF	0.00	0.00	0.00	0.00	0.00
TOTAL Support Services	0.00	0.00	0.00	0.00	0.00
<u>Capital Outlay</u>					
14-00-00-9139 CAPITAL OUTLAY	5,000.00	0.00	0.00	0.00	5,000.00
14-00-00-9400 TRANSFER TO UTILITY	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	5,000.00	0.00	0.00	0.00	5,000.00
<hr/>					
TOTAL G & A	5,000.00	0.00	0.00	0.00	5,000.00
<hr/>					
TOTAL EXPENDITURES	5,000.00	0.00	0.00	0.00	5,000.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	300.00	0.00	0.00		300.00

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

17 -Offsite Tree Program

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
17-00-00-1000	POOLED CASH	0.04	
17-00-00-1001	Cash in Bank	<u>240,292.98</u>	
			<u>240,293.02</u>
TOTAL ASSETS			240,293.02
=====			
LIABILITIES			
=====			
17-00-00-2010	Accounts Payable	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
EQUITY			
=====			
17-00-00-3010	FUND BALANCE	<u>230,964.32</u>	
TOTAL BEGINNING EQUITY			230,964.32
TOTAL REVENUE		19,000.00	
TOTAL EXPENDITURES		0.00	
(WILL CLOSE TO FUND BALANCE)		<u>( 9,671.30)</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		9,328.70	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>240,293.02</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			240,293.02
=====			

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2025

17 -Offsite Tree Program

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Licenses &amp; Permits</u>					
17-00-00-4351 Offsite Tree Program Rev	100,000.00	19,000.00	19,000.00	19.00	81,000.00
TOTAL Licenses & Permits	100,000.00	19,000.00	19,000.00	19.00	81,000.00
<u>Intergovernmental/Transfer</u>					
17-00-00-4990 Transfer In	0.00	0.00	0.00	0.00	0.00
TOTAL Intergovernmental/Transfer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	100,000.00	19,000.00	19,000.00	19.00	81,000.00
	=====	=====	=====	=====	=====

CITY OF BUNKER HILL VILLAGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: FEBRUARY 28TH, 2025

17 -Offsite Tree Program

NON-DEPARTMENTAL

16.67% OF YEAR COMP.

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Support Services</u>					
17-00-00-8752 Offsite Tree Program E	150,000.00	0.00	0.00	0.00	150,000.00
TOTAL Support Services	150,000.00	0.00	0.00	0.00	150,000.00
<hr/>					
TOTAL NON-DEPARTMENTAL	150,000.00	0.00	0.00	0.00	150,000.00
<hr/>					
TOTAL EXPENDITURES	150,000.00	0.00	0.00	0.00	150,000.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 50,000.00)	19,000.00	19,000.00		( 69,000.00)

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2025

99 - POOLED CASH

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
99-00-00-1000	Pooled Cash	888,942.58	
99-00-00-1053	Reserves - Facilities	0.00	
99-00-00-1222	A/R Interest Income	0.00	
99-00-00-1350	ADVANCES	0.00	
99-00-99-1900	Due From Other Funds	( 706.00)	
			<u>888,236.58</u>
TOTAL ASSETS			888,236.58
=====			
LIABILITIES			
=====			
99-00-00-2010	Accounts Payable	( 706.00)	
99-00-00-2012	Accounts Payable - Other	0.00	
99-00-00-2013	Accounts Payable - Other	0.00	
99-00-00-2020	Wages Payable	0.00	
99-00-99-2900	Due to Other Funds	<u>888,942.58</u>	
TOTAL LIABILITIES			<u>888,236.58</u>
EQUITY			
=====			
99-00-00-3010	Fund Balance - G & A	<u>0.00</u>	
TOTAL BEGINNING EQUITY			0.00
TOTAL REVENUE		0.00	
TOTAL EXPENDITURES		<u>0.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		0.00	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>0.00</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			888,236.58
=====			

CITY OF BUNKER HILL VILLAGE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2025

99 - POOLED CASH

16.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

City of Bunker Hill Village  
Check Register  
February 1, 2025 to March 11, 2025

Name	Check #	Check Amount	Check Date
ALSCO LINEN & UNIFORM SERVICE	29501	76.32	2/11/2025
CITY OF HOUSTON HEALTH DEPARTMENT	29502	594.00	2/11/2025
HARRIS COUNTY MAYORS & COUNCIL	29503	150.00	2/11/2025
HOUSTON CHRONICLE	29504	297.68	2/11/2025
OLSON & OLSON	29505	3,198.50	2/11/2025
TEXAS MUNICIPAL LEAGUE	29506	1,222.00	2/11/2025
SPEEDY PRINTING KTF INC.	29507	1,171.06	2/11/2025
ACT PIPE & SUPPLY INC.	29508	3,766.49	2/11/2025
KONICA MINOLTA BUSINESS SOLUTIONS	29509	212.69	2/11/2025
OFFICE DEPOT	29510	126.02	2/11/2025
YARDWORKS	29511	4,380.00	2/11/2025
NEIL TECHNICAL SERVICES CORP	29512	760.00	2/11/2025
LINEBARGER GOGGAN BLAIR & SAMPSON LLP	29513	190.50	2/11/2025
DATAPROSE LLC	29514	1,121.28	2/11/2025
PREMIER TREE SERVICE	29515	5,000.00	2/11/2025
PROBSTFELD & ASSOCIATES	29516	1,167.50	2/11/2025
BLUE ATLAS MARKETING	29517	275.00	2/11/2025
ROBERT BALDWIN	29518	4,900.00	2/11/2025
TCMA-REGION 6	29519	75.00	2/11/2025
CORE & MAIN LP	29520	54,102.50	2/11/2025
BLUE IRON TECHNOLOGIES	29521	3,665.36	2/11/2025
HARRIS COUNTY A/R-GENERAL	29522	35.00	2/11/2025
CIVICPLUS LLC	29523	1,401.80	2/11/2025
WATERLOGIC INC	29524	135.00	2/11/2025
PVS DX INC.	29525	427.68	2/11/2025
TETRA TECH INC	29526	3,057.04	2/11/2025
WEX BANK	29527	747.71	2/11/2025
JASON BIENEK	29528	8,450.00	2/11/2025
ALSCO LINEN & UNIFORM SERVICE	29529	76.32	2/24/2025
HARRIS COUNTY APPRAISAL DISTRICT	29530	10,420.00	2/24/2025
MEMORIAL VILLAGES WATER AUTHORITY	29531	34,711.67	2/24/2025
VERIZON WIRELESS SERVICES LLC	29532	412.51	2/24/2025
LANGFORD ENGINEERING INC.	29533	7,522.88	2/24/2025
HOME DEPOT CREDIT SERVICES	29534	321.55	2/24/2025
ACT PIPE & SUPPLY INC.	29535	823.50	2/24/2025
CITY OF HOUSTON UTILITY CUSTOMER SERVICE	29536	67,063.35	2/24/2025
OFFICE DEPOT	29537	142.52	2/24/2025
COVERALL NORTH AMERICA INC.	29538	1,640.00	2/24/2025
LOWE'S	29539	124.26	2/24/2025
DENNIS WILLIAMS & CO INC.	29540	444.60	2/24/2025
MUNICIPAL OPERATIONS & CONSULTING INC.	29541	2,395.89	2/24/2025
TEXAS PRIDE DISPOSAL SOLUTIONS LLC	29542	38,667.75	2/24/2025
RAM ROD UTILITIES LLC	29543	121,297.50	2/24/2025
PVS DX INC.	29544	110.00	2/24/2025
IDS ENGINEERING GROUP	29545	1,669.52	2/24/2025
LLOYD GOSSELINK ROCHELLE & TOWNSEND P.C.	29546	3,997.50	2/24/2025
IOSO LLC	29547	9,572.16	2/24/2025
ALSCO LINEN & UNIFORM SERVICE	29548	76.32	3/11/2025
CITY OF HOUSTON HEALTH DEPARTMENT	29549	17.37	3/11/2025
HOUSTON CHRONICLE	29550	160.84	3/11/2025
MEMORIAL VILLAGES WATER AUTHORITY	29551	32,731.22	3/11/2025
LANGFORD ENGINEERING INC.	29552	8,161.83	3/11/2025
ACT PIPE & SUPPLY INC.	29553	112.00	3/11/2025
AZTEC RENTAL SERVICES INC.	29554	103.00	3/11/2025
KONICA MINOLTA BUSINESS SOLUTIONS	29555	140.48	3/11/2025
YARDWORKS	29556	4,380.00	3/11/2025
TYLER WORKS	29557	2,578.00	3/11/2025
NEIL TECHNICAL SERVICES CORP	29558	1,440.00	3/11/2025
DATAPROSE LLC	29559	1,123.28	3/11/2025
BLUE ATLAS MARKETING	29560	275.00	3/11/2025
LLOYD SMITHA & ASSOCIATES LLC	29561	7,440.00	3/11/2025
ROBERT BALDWIN	29562	7,250.00	3/11/2025
MUNICIPAL OPERATIONS & CONSULTING INC.	29563	2,186.83	3/11/2025
CORE & MAIN LP	29564	5,370.00	3/11/2025
BLUE IRON TECHNOLOGIES	29565	1,423.05	3/11/2025
SHANE'S FENCE COMPANY	29566	1,250.00	3/11/2025
WATERLOGIC INC	29567	135.00	3/11/2025
RAM ROD UTILITIES LLC	29568	113,883.75	3/11/2025
SHELL ENERGY SOLUTIONS	29569	11,597.24	3/11/2025
TETRA TECH INC	29570	8,128.84	3/11/2025
WEX BANK	29571	458.85	3/11/2025
JASON BIENEK	29572	9,400.00	3/11/2025
IDS ENGINEERING GROUP	29573	553.03	3/11/2025
IOSO LLC	29574	13,958.16	3/11/2025
K&R MECHANICAL SERVICES	29575	227.33	3/11/2025
MRS JOANNE MOORE	29576	120.16	3/11/2025



**Bid Proposal for Neptune 360 AMR Software Pricing**

**CITY OF BUNKER HILL VILLAGE**  
**Job Location:** Bunker Hill Village, TX  
**Bid Date:** 12/31/2023  
**Core & Main** 3201101

**Core & Main**  
 4053 Homestead Rd  
 Houston, TX 77028  
**Phone:** 7136721472  
**Fax:** 7136728111

Seq#	Qty	Description	Units	Price	Ext Price
10		<b>NEPTUNE 360 SUBSCRIPTION AMR</b>			
30	1350	NEPTUNE 360 AMR ANN SUB 13980-103	EA	1.65	2,227.50
50		<b>*ONE-TIME FEE*</b>			
60	1	NEPTUNE 360 AMR SETUP FEE 13980-001	EA	1,875.00	1,875.00
<b>SUBTOTAL (Avg. Based On 1LS)</b>					<b>4,102.50</b>
<b>Average price per LS</b>					<b>4,102.50</b>
<b>Sub Total</b>					<b>4,102.50</b>
<b>Tax</b>					<b>0.00</b>
<b>Total</b>					<b>4,102.50</b>

**UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>**



# INVOICE

Invoice # W372045  
 Invoice Date 1/30/25  
 Account # 051561  
 Sales Rep JARRETT RABROKER  
 Phone # 713-672-1472  
 Branch # 180 Houston, TX  
 Total Amount Due \$5,370.00

1830 Craig Park Court  
 St. Louis, MO 63146

Remit To:  
 CORE & MAIN LP  
 PO BOX 28330  
 ST LOUIS, MO 63146

1199 1 MB 0.622 E0242X I0353 D13914908903 S2 P10666837 0001:0001



Shipped to:  
 11977 MEMORIAL DR  
 HOUSTON, TX



CITY OF BUNKER HILL VILLAGE  
 11977 MEMORIAL DR  
 HOUSTON TX 77024-6231

### CUSTOMER JOB- NEPTUNE 360

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
1/29/25	1/29/25	VERBAL ELVIN	NEPTUNE 360			DIRECT	W372045

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
	CORE & MAIN PO#- 2221833						
/45018092230	N360 ANN SUB 14099-103 BID SEQ# 10	1350	1350		1.70000	EA	2,295.00
/45018092231	ANN MAINT R900 GW 13727-001 BID SEQ# 30	2	2		1250.00000	EA	2,500.00
/45018092232	R900 BC ANN MAINT 13721-008 BID SEQ# 50	1	1		575.00000	EA	575.00

## Online ADVANTAGE™

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](https://coreandmain.com/identifying-fraud).

Freight	Delivery	Handling	Restock	Misc.	Subtotal:	5,370.00
					Other:	0.00
					Tax:	0.00
					<b>Invoice Total:</b>	<b>\$5,370.00</b>

Terms: NET 30  
 Ordered By: ELVIN

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted.  
 To review these terms and conditions, please visit: <https://coreandmain.com/terms-of-sale/>.

**Statement**

Langford Engineering, Inc.  
 1080 W. Sam Houston Pkwy. N.  
 Suite 200  
 Houston, TX 77043  
 713-461-3530

City of Bunker Hill Village  
 11977 Memorial Drive  
 Houston, TX 77024

Statement date: 2/10/2025

	Invoice Number	Invoice Date	Amount
<b>City of Bunker Hill Village</b>			
<b>200-009 Bunker Hill General Engineering Services</b>			
	28527	1/31/2025	210.00
	<b>Project Outstanding</b>		<b>210.00</b>
<b>200-029 2024 Waterline Rehab</b>			
	28530	1/31/2025	4,032.43
	<b>Project Outstanding</b>		<b>4,032.43</b>
<b>200-031 Cleaning and Televising along Bunker Hill Road</b>			
	28528	1/31/2025	3,280.45
	<b>Project Outstanding</b>		<b>3,280.45</b>
	<b>Client Outstanding</b>		<b>7,522.88</b>

City of Bunker Hill Village						
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days	Prepayment
7,522.88	7,522.88	0.00	0.00	0.00	0.00	0.00

**Langford Engineering, Inc.**  
1080 W. Sam Houston Pkwy. N.  
Suite 200  
Houston, TX 77043  
713-461-3530

City of Bunker Hill Village  
11977 Memorial Drive  
Houston, TX 77024

Invoice number 28527  
Date 01/31/2025

Project **200-009 Bunker Hill General  
Engineering Services**

Engineering Services through January 31,2025

**Invoice Summary**

Description	Current Billed
101 - 2025 Misc Assignments	210.00
<b>Total</b>	<b>210.00</b>

**101 - 2025 Misc Assignments**

**Professional Fees**

	Hours	Billed Amount
Project Designer	1.75	210.00
<i>Compiling TV videos and reports for the City</i>		

Invoice total **210.00**

Approved by:

Timothy B. Hardin  
Vice President

*For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.*

**Langford Engineering, Inc.**  
 1080 W. Sam Houston Pkwy. N.  
 Suite 200  
 Houston, TX 77043  
 713-461-3530

City of Bunker Hill Village  
 11977 Memorial Drive  
 Houston, TX 77024

Invoice number 28528  
 Date 01/31/2025

Project **200-031 Cleaning and Televising along  
 Bunker Hill Road**

Engineering Services through January 31, 2025

**Sanitary Sewer Rehab along Bunker Hill Road and Greenbay Drive**

**Invoice Summary**

Description	Contract Amount	Total Billed	Current Billed
023 - CONSTRUCTION PHASES SERVICES	6,500.00	3,108.38	0.00
024 - OBSERVATION OF CONSTRUCTION	38,900.00	9,572.84	1,842.63
026 - RECORD DRAWING	2,100.00	0.00	0.00
029 - REIMBURSABLE EXPENSE	1,000.00	5,273.07	1,437.82
<b>Total</b>	<b>48,500.00</b>	<b>17,954.29</b>	<b>3,280.45</b>

**Reimbursables**

**029 - Reimbursable Expense**

	Units	Rate	Billed Amount
Mileages	275.10	0.67	184.32

**Consultant**

**029 - Reimbursable Expense**

	Units	Rate	Billed Amount
Consultant			
HTS			1,253.50
<i>200-031-029 Consultant Services</i>			

Invoice total **3,280.45**

Approved by:

Timothy B. Hardin  
 Vice President

**Langford Engineering, Inc.**  
 1080 W. Sam Houston Pkwy. N.  
 Suite 200  
 Houston, TX 77043  
 713-461-3530

City of Bunker Hill Village  
 11977 Memorial Drive  
 Houston, TX 77024

Invoice number 28530  
 Date 01/31/2025

Project **200-029 2024 Waterline Rehab**

Engineering Services through January 31, 2025

**2024 Waterline Rehab at Mayerline and Tara**

**Invoice Summary**

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
010 - Design Surveys, Geotech, Etc	20,000.00	20,000.00	20,000.00	0.00
012 - Design Phase Services	43,120.00	43,120.00	43,120.00	0.00
013 - Construction Phase Services	16,300.00	7,500.00	7,500.00	0.00
014 - Observation of Construction	49,400.00	12,700.00	8,700.00	4,000.00
016 - Record Drawings	3,500.00	0.00	0.00	0.00
017 - Construction Materials Testing	20,000.00	0.00	0.00	0.00
019 - Reimbursable Expenses	2,000.00	976.69	944.26	32.43
<b>Total</b>	<b>154,320.00</b>	<b>84,296.69</b>	<b>80,264.26</b>	<b>4,032.43</b>

**Reimbursables**

	Units	Rate	Billed Amount
Mileages	48.40	0.67	32.43

**Invoice total 4,032.43**

Approved by:

Timothy B. Hardin  
 Vice President

*For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.*

**Statement**

Langford Engineering, Inc.  
 1080 W. Sam Houston Pkwy. N.  
 Suite 200  
 Houston, TX 77043  
 713-461-3530

City of Bunker Hill Village  
 11977 Memorial Drive  
 Houston, TX 77024

Statement date: 3/10/2025

	Invoice Number	Invoice Date	Amount
<b>City of Bunker Hill Village</b>			
<b>200-029 2024 Waterline Rehab</b>			
	28596	2/28/2025	<u>2,741.84</u>
	<b>Project Outstanding</b>		<b>2,741.84</b>
<b>200-031 Cleaning and Televising along Bunker Hill Road</b>			
	28597	2/28/2025	<u>5,419.99</u>
	<b>Project Outstanding</b>		<u><b>5,419.99</b></u>
	<b>Client Outstanding</b>		<b>8,161.83</b>

City of Bunker Hill Village						
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days	Prepayment
8,161.83	8,161.83	0.00	0.00	0.00	0.00	0.00

**Langford Engineering, Inc.**  
 1080 W. Sam Houston Pkwy. N.  
 Suite 200  
 Houston, TX 77043  
 713-461-3530

City of Bunker Hill Village  
 11977 Memorial Drive  
 Houston, TX 77024

Invoice number 28596  
 Date 02/28/2025

Project **200-029 2024 Waterline Rehab**

Engineering Services through February 28, 2025

2024 Waterline Rehab at Mayerline and Tara

**Invoice Summary**

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
010 - Design Surveys, Geotech, Etc	20,000.00	20,000.00	20,000.00	0.00
012 - Design Phase Services	43,120.00	43,120.00	43,120.00	0.00
013 - Construction Phase Services	16,300.00	7,500.00	7,500.00	0.00
014 - Observation of Construction	49,400.00	15,300.00	12,700.00	2,600.00
016 - Record Drawings	3,500.00	0.00	0.00	0.00
017 - Construction Materials Testing	20,000.00	0.00	0.00	0.00
019 - Reimbursable Expenses	2,000.00	1,118.53	976.69	141.84
<b>Total</b>	<b>154,320.00</b>	<b>87,038.53</b>	<b>84,296.69</b>	<b>2,741.84</b>

**Reimbursables**

	Units	Rate	Billed Amount
Mileages	211.70	0.67	141.84
<b>Invoice total</b>			<b>2,741.84</b>

Approved by:

Timothy B. Hardin  
 Vice President

*For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.*

**Langford Engineering, Inc.**  
 1080 W. Sam Houston Pkwy. N.  
 Suite 200  
 Houston, TX 77043  
 713-461-3530

City of Bunker Hill Village  
 11977 Memorial Drive  
 Houston, TX 77024

Invoice number 28597  
 Date 02/28/2025

Project **200-031 Cleaning and Televising along  
 Bunker Hill Road**

Engineering Services through February 28, 2025

Sanitary Sewer Rehab along Bunker Hill Road and Greenbay Drive

**Invoice Summary**

Description	Contract Amount	Total Billed	Current Billed
023 - CONSTRUCTION PHASES SERVICES	6,500.00	5,791.41	2,683.03
024 - OBSERVATION OF CONSTRUCTION	38,900.00	10,294.44	721.60
026 - RECORD DRAWING	2,100.00	0.00	0.00
029 - REIMBURSABLE EXPENSE	1,000.00	7,288.43	2,015.36
<b>Total</b>	<b>48,500.00</b>	<b>23,374.28</b>	<b>5,419.99</b>

**Reimbursables**

**029 - Reimbursable Expense**

	Units	Rate	Billed Amount
Mileages	321.80	0.67	215.61

**Consultant**

**029 - Reimbursable Expense**

	Units	Rate	Billed Amount
Consultant			
HTS			1,799.75
<i>200-031-029 Consultant Services</i>			

Invoice total **5,419.99**

Approved by:

Timothy B. Hardin  
 Vice President



# MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD DRIVE, HOUSTON, TEXAS 77024-2903

PH: 713-465-8318

FAX: 713-465-8387

## INVOICE

TO: CITY OF BUNKER HILL VILLAGE  
11977 MEMORIAL DRIVE  
HOUSTON, TEXAS 77024

INVOICE DATE: 2/13/2025  
INVOICE No.: 009 -24-25  
DATE DUE: 3/10/2025

ATTN: Mr. Gerardo Barrera  
City Administrator

SERVICE PROVIDED:  
SERVICE PERIOD :

WASTEWATER TREATMENT  
JANUARY 2025

**TREATMENT COST:**

METER READING END-OF-THE-MONTH (x 1,000,000)	2,008.780
METER READING FIRST-OF-THE MONTH (x 1,000,000)	- 1,996.667
GALLONS TREATED - METERED	12,113,000
GALLONS TREATED - UNMETERED	+ 818,400
TOTAL GALLONS TREATED	12,931,400
RATE/1000 GALLONS	X <del>6.72</del> 11000 2.25/1000
SUBTOTAL	<span style="border: 1px solid black; padding: 2px;">\$86,899.01</span> 29,095.65

**GENERAL & ADMINISTRATION COSTS:**

2023 - 24 G&A ATTRIBUTABLE TO CBHV (Audited)	\$52,848.18
AMOUNT OF PREVIOUS BILLINGS	\$70,888.67
AMOUNT DUE THIS PERIOD	<span style="border: 1px solid black; padding: 2px;">\$5,606.02</span>
BALANCE REMAINING AFTER PAYMENT	-\$23,646.51

**TOTALS:**

TREATMENT EXPENSE	<del>\$86,899.01</del> 29,095.65
G&A EXPENSE	\$5,606.02
BILLING FEE	\$10.00

TOTAL AMOUNT NOW DUE \$92,515.03 34,711.67

Rain
8.2

Meter Calibrated: October 30, 2024

APPROVED:   
Trey Cantu  
General Manager

\*January 2025 usage = \$57,470.93. Pursuant to Provisional Wholesale Agreement Rate of \$4.01

# BUNKER HILL FLOW RECORD

January

2025

DATE	FIF	RAIN	METER READING	DAILY FLOW	CURRENT FLOW	TIME	LEVEL	INITIAL
1	y	0.00	1996.667	217.000	0.111	7:35	0.13	rc
2	y	0.00	1996.884	235.000	0.158	9:52	0.16	nm
3	y	0.10	1997.119	243.000	0.229	10:00	0.21	nm
4	y	0.10	1997.362	203.000	0.266	11:40	0.23	rc
5	y	0.70	1997.565	485.000	0.147	8:20	0.14	rc
6	y	0.00	1998.050	265.000	0.253	7:10	0.22	rc
7	y	0.00	1998.315	411.000	0.222	8:45	0.19	rc
8	y	0.00	1998.726	257.000	0.289	9:15	0.24	rc
9	y	1.60	1998.983	775.000	0.249	10:40	0.22	rc
10	y	0.00	1999.758	395.000	0.670	9:25	0.41	rc
11	y	0.00	2000.153	334.000	0.265	8:13	0.23	bs
12	y	0.00	2000.487	380.000	0.231	8:14	0.21	bs
13	y	0.00	2000.867	333.000	0.413	10:15	0.3	nm
14	y	0.10	2001.200	306.000	0.375	10:57	0.28	nm
15	y	0.10	2001.506	329.000	0.384	11:13	0.29	nm
16	y	0.00	2001.835	282.000	0.392	10:35	0.29	nm
17	y	0.00	2002.117	313.000	0.360	9:31	0.28	nm
18	y	0.00	2002.430	267.000	0.325	10:58	0.26	nm
19	y	0.00	2002.697	260.000	0.280	10:30	0.23	nm
20	y	2.00	2002.957	409.000	0.211	7:30	0.19	rc
21	y	0.00	2003.366	403.000	0.398	11:34	0.29	nm
22	y	0.00	2003.769	387.000	0.520	11:05	0.35	rc
23	y	0.00	2004.156	325.000	0.435	10:50	0.31	rc
24	y	0.00	2004.481	294.000	0.350	9:15	0.27	rc
25	y	0.10	2004.775	253.000	0.196	8:30	0.19	rc
26	y	3.00	2005.028	1513.000	0.143	7:25	0.15	rc
27	y	0.00	2006.541	480.000	0.742	11:09	0.44	nm
28	y	0.00	2007.021	457.000	0.400	10:15	0.29	nm
29	y	0.20	2007.478	478.000	0.730	11:13	0.44	nm
30	y	0.10	2007.956	477.000	0.498	11:54	0.34	nm
31	y	0.10	2008.433	347.000	0.521	11:01	0.35	nm
1	y	0	2008.780		0.278	8:17	0.23	bs

12,113,000

(FIF = Flow in flume)

Total Rainfall = 8.20

Metered Flow =	12,113,000
Unmetered Flow =	818,000
<b>TOTAL FLOW =</b>	<b>12,931,000</b>

Average Daily Flow = 417,129

Meter Calibrated 10/30/2024



# MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD DRIVE, HOUSTON, TEXAS 77024-2903

PH: 713-465-8318

FAX: 713-465-8387

## INVOICE

TO: CITY OF BUNKER HILL VILLAGE  
11977 MEMORIAL DRIVE  
HOUSTON, TEXAS 77024

INVOICE DATE: 3/10/2025  
INVOICE No.: 010 -24-25  
DATE DUE: 4/10/2025

ATTN: Mr. Gerardo Barrera  
City Administrator

SERVICE PROVIDED:  
SERVICE PERIOD :

WASTEWATER TREATMENT  
FEBRUARY 2025

### TREATMENT COST:

METER READING END-OF-THE-MONTH (x 1,000,000)	2,020.092
METER READING FIRST-OF-THE MONTH (x 1,000,000)	- 2,008.780
GALLONS TREATED - METERED	11,312,000
GALLONS TREATED - UNMETERED	+ 739,200
TOTAL GALLONS TREATED	12,051,200
RATE/1000 GALLONS	X <del>6.72</del> /1000 <i>\$ 2.25/1,000</i>
SUBTOTAL	<b>\$80,984.06</b> <i>\$27,115.20</i>

### GENERAL & ADMINISTRATION COSTS:

2023 - 24 G&A ATTRIBUTABLE TO CBHV (Audited)	\$52,848.18
AMOUNT OF PREVIOUS BILLINGS	\$36,030.10
AMOUNT DUE THIS PERIOD	<b>\$5,606.02</b>
BALANCE REMAINING AFTER PAYMENT	\$11,212.06

### TOTALS:

TREATMENT EXPENSE	<del>\$80,984.06</del> <i>\$27,115.20</i>
G&A EXPENSE	\$5,606.02
BILLING FEE	\$10.00

TOTAL AMOUNT NOW DUE

**\$86,600.08** *\$32,731.22*

Rain  
4.91

Meter Calibrated: October 30, 2024

APPROVED:   
Trey Cantu  
General Manager

\*February 2025 usage = \$48,325.31. Pursuant to Provisional Wholesale Agreement Rate of \$4.01

# BUNKER HILL FLOW RECORD

February

2025

DATE	FIF	RAIN	METER READING	DAILY FLOW	CURRENT FLOW	TIME	LEVEL	INITIAL
1	y	0.0	2008.780	367.000	0.278	8:17	0.23	bs
2	y	0.0	2009.147	365.000	0.245	8:12	0.21	bs
3	y	0.00	2009.512	360.000	0.39	9:00	0.29	rc
4	y	0.00	2009.872	415.000	0.492	9:30	0.34	rc
5	y	0.00	2010.287	263.000	0.317	9:10	0.28	rc
6	y	0.00	2010.550	268.000	0.380	11:15	0.29	rc
7	y	0.00	2010.818	279.000	0.360	9:20	0.28	rc
8	y	0.00	2011.097	264.000	0.185	8:10	0.18	rc
9	y	0.00	2011.361	308.000	0.154	7:05	0.16	rc
10	y	0.70	2011.669	296.000	0.266	10:52	0.23	nm
11	y	0.70	2011.965	827.000	1.362	10:09	0.65	nm
12	y	0.50	2012.792	490.000	0.650	10:15	0.4	nm
13	y	0.05	2013.282	344.000	0.468	10:39	0.32	nm
14	y	0.00	2013.626	309.000	0.409	10:23	0.3	nm
15	y	0.05	2013.935	308.000	0.333	10:09	0.26	nm
16	y	0.00	2014.243	284.000	0.301	10:06	0.25	nm
17	y	0.00	2014.527	316.000	0.295	9:13	0.24	rc
18	y	2.40	2014.843	967.000	0.373	8:50	0.28	rc
19	y	0.00	2015.810	465.000	0.696	9:50	0.43	rc
20	y	0.00	2016.275	432.000	0.480	8:20	0.33	rc
21	y	0.00	2016.707	379.000	0.460	9:20	0.32	rc
22	y	0.00	2017.086	542.000	0.281	8:27	0.23	bs
23	y	0.50	2017.628	514.000	0.452	8:06	0.32	bs
24	y	0.01	2018.142	451.000	0.381	10:19	0.29	nm
25	y	0.00	2018.593	396.000	0.445	10:40	0.31	nm
26	y	0.00	2018.989	388.000	0.529	10:01	0.35	nm
27	y	0.00	2019.377	362.000	0.478	10:37	0.33	nm
28	y	0.00	2019.739		0.460	10:46	0.32	nm
29		0.00		2020092.000				

1	y		2020.092		0.377	10:57	0.28	nm
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10,959,000

(FIF = Flow in flume)

Total Rainfall = 4.91

Metered Flow =	10,959,000
Unmetered Flow =	739,000
<b>TOTAL FLOW =</b>	<b>11,698,000</b>

Average Daily Flow = 417,786

Meter Calibrated 10/30/2024

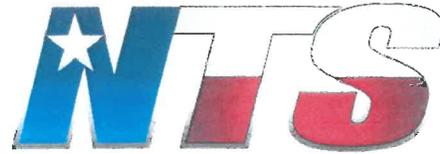
# Neil Technical Services, LLC

P. O. Box 692189  
Houston Texas 77269  
281-477-7867

# Invoice

DATE	INVOICE #
1/31/2025	132263

<b>BILL TO</b>
City of Bunkerhill 11977 Memorial Drive Houston, TX 77024
<b>SERVICE TO</b>
City of Bunkerhill Water Plant - Taylorcrest Investigate No Power To GFCI Receptacle
<b>PO#</b>
<b>TERMS</b> Net 30



Pumps, Motors and Controls  
Celebrating 28 Years of Service  
1995-2023

State of Texas Electrical Contractor  
TECL17123

QTY	DESCRIPTION	RATE	AMOUNT
300	#12 THHN Wire - Ft.	0.40	120.00
4	Electrician	160.00	640.00
<p>01/29/2025: Found GFCI receptacle circuit had a direct short. Pulled in new wires for circuit and verified good power to GFCI.</p> <p><i>Tower Meter Replacement.</i></p>			

Thank you for your business.

Regulated by The Texas Department of Licensing and Regulation.  
P.O. Box 12157, Austin, Texas 78711  
1-800-803-9202, 512-463-6599; website: [www.license.state.tx.us/complaints](http://www.license.state.tx.us/complaints)

**Total** \$760.00

# PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

513 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

## Invoice

DATE	INVOICE NO.
1/10/2025	71014

**BILL TO:**

City of Bunker Hill Village  
 Attn: Jason Bienek  
 11977 Memorial Drive  
 Houston, TX 77024

<b>Balance Due</b>	<b>\$92.50</b>
<b>DUE DATE</b>	<b>1/10/2025</b>
<b>PAYMENT TERMS</b>	<b>Due on recpt</b>

P.O. NO.	STATUS	JOB NO.
	Completed	1901-096

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #2 ~ For City of Bunker Hill Village • Grading & Drainage Plans • Detention Worksheet	.05	175.00	1/10/2025	87.50
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00		5.00

FOR: IVAN & CLARISSA ESPINOZA  
 AT: 235 Plantation Road ~ City of Bunker Hill Village  
 LGL: Lot 11, Block 1, Whispering Oaks

ORDERED BY: JASON BIENEK

*Thank you!*

Thank you for the privilege to serve you!

<b>Subtotal</b>	\$92.50
<b>Sales Tax (8.25%)</b>	\$0.00
<b>Total</b>	<b>\$92.50</b>
<b>Payments/Credits</b>	\$0.00

**PROFESSIONAL LAND SURVEYING  
 CIVIL ENGINEERING • PLATTING SERVICES**

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

# PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

## Invoice

DATE	INVOICE NO.
1/30/2025	71015

**BILL TO:**

City of Bunker Hill Village  
 Attn: Jason Bienek  
 11977 Memorial Drive  
 Houston, TX 77024

<b>Balance Due</b>	<b>\$355.00</b>
<b>DUE DATE</b>	<b>1/30/2025</b>
<b>PAYMENT TERMS</b>	<b>Due on recpt</b>

P.O. NO.	STATUS	JOB NO.
	Completed	1464-093

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #1 ~ For City of Bunker Hill Village • Grading & Drainage Plans • Detention Worksheet	2	175.00	1/30/2025	350.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00		5.00

FOR: MICHAEL CUMBERLAND & SYLVIA WANG  
 AT: 11719 Flintwood Drive ~ City of Bunker Hill Village  
 LGL: Lot 5, Flintwood (.52 ACRE)

ORDERED BY: JASON BIENEK

Thank you for the privilege to serve you!

<b>Subtotal</b>	\$355.00
<b>Sales Tax (8.25%)</b>	\$0.00
<b>Total</b>	<b>\$355.00</b>
<b>Payments/Credits</b>	\$0.00

**PROFESSIONAL LAND SURVEYING  
 CIVIL ENGINEERING • PLATTING SERVICES**

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FAX: 281.829.0233

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# PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

## Invoice

DATE	INVOICE NO.
1/10/2025	71016

**BILL TO:**

City of Bunker Hill Village  
 Attn: Jason Bienek  
 11977 Memorial Drive  
 Houston, TX 77024

<b>Balance Due</b>	<b>\$355.00</b>
<b>DUE DATE</b>	<b>1/10/2025</b>
<b>PAYMENT TERMS</b>	<b>Due on recpt</b>

P.O. NO.	STATUS	JOB NO.
	Completed	1901-094

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #2 ~ For City of Bunker Hill Village • Grading & Drainage Plans • Detention Worksheet	2	175.00	1/10/2025	350.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00	10/10/2024	5.00

FOR: NIKOLAS & SARAH HENRY  
 AT: 11923 Homewood Lane ~ City of Bunker Hill Village  
 LGL: Lot 5, Tall Pines (.48 ACRE)

ORDERED BY: JASON.BIENEK

*Thank you for the privilege to serve you!*

<b>Subtotal</b>	\$355.00
<b>Sales Tax (8.25%)</b>	\$0.00
<b>Total</b>	<b>\$355.00</b>
<b>Payments/Credits</b>	\$0.00

**PROFESSIONAL LAND SURVEYING  
 CIVIL ENGINEERING • PLATTING SERVICES**

# PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

## Invoice

DATE	INVOICE NO.
1/29/2025	71017

**BILL TO:**

City of Bunker Hill Village  
 Attn: Jason Bienek  
 11977 Memorial Drive  
 Houston, TX 77024

<b>Balance Due</b>	<b>\$272.50</b>
<b>DUE DATE</b>	<b>1/29/2025</b>
<b>PAYMENT TERMS</b>	<b>Due on recpt</b>

P.O. NO.	STATUS	JOB NO.
	Completed	1901-088

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #4 ~ For City of Bunker Hill Village • Grading & Drainage Plans • Detention Worksheet EMAIL PDF OF MARKUPS & LETTER TO CITY	1	175.00	1/10/2025	175.00
	1	5.00		5.00
DRAINAGE PLAN REVIEW & LETTER #5 ~ For City of Bunker Hill Village • Grading & Drainage Plans • Detention Worksheet EMAIL PDF OF MARKUPS & LETTER TO CITY	0.5	175.00	1/29/2025	87.50
	1	5.00		5.00

FOR: DANNY & TIFFANY NGUYEN  
 AT: 11605 Raina Lane ~ City of Bunker Hill Village  
 LGL: Lot 2, Raina Lane (.68 ACRE)

ORDERED BY: JASON BIENEK

*Thank you for the privilege to serve you!*

<b>Subtotal</b>	\$272.50
<b>Sales Tax (8.25%)</b>	\$0.00
<b>Total</b>	<b>\$272.50</b>
<b>Payments/Credits</b>	\$0.00

**PROFESSIONAL LAND SURVEYING  
 CIVIL ENGINEERING • PLATTING SERVICES**

PHONE: 281.829.0034

FAX: 281.829.0233

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# PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

## Invoice

DATE	INVOICE NO.
1/10/2025	71019

**BILL TO:**

City of Bunker Hill Village  
 Attn: Jason Bienek  
 11977 Memorial Drive  
 Houston, TX 77024

<b>Balance Due</b>	<b>\$92.50</b>
<b>DUE DATE</b>	<b>1/10/2025</b>
<b>PAYMENT TERMS</b>	<b>Due on recpt</b>

DESCRIPTION	QTY	RATE	P.O. NO.	STATUS	JOB NO.
				Completed	1901-095
			JOB COMPLETION	AMOUNT	
DRAINAGE PLAN REVIEW & LETTER #4 ~ For City of Bunker Hill Village • Grading & Drainage Plans • Detention Worksheet	0.5	175.00	1/10/2025		87.50
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00			5.00

FOR: QI GUO & YAN YAN  
 AT: 266 Stoney Creek Drive ~ City of Bunker Hill Village  
 LGL: Lot 3, Block 3, Whispering Oaks

ORDERED BY: JASON BIENEK

Thank you for the privilege to serve you!	<b>Subtotal</b>	\$92.50
	<b>Sales Tax (8.25%)</b>	\$0.00
	<b>Total</b>	<b>\$92.50</b>
	<b>Payments/Credits</b>	\$0.00

**PROFESSIONAL LAND SURVEYING  
 CIVIL ENGINEERING • PLATTING SERVICES**

# Progress Report

**To:** Mr. Gerardo Barrera & Mr. Elvin Hernandez

**Date:** February 4, 2025

**Project:** Bunker Hill Village: Progress Report

**RPS Project No.:** 004067 – On-Call Services

007054 – Site Development Review

008071 – On-Call Drainage Committee Services

---

Work performed from January 6, 2025 to January 24, 2025

**004067: On-Call Services** (*TOTAL = \$0.00*)

- None.

**007054: Site Development Reviews** (*TOTAL = \$3,057.04*)

- Review for 320 Bunker Hill (\$729.74)
  - Mike McClung – 1 hr
- Coordination with 234 Plantation (\$2,327.57)
  - Fasil Worku – 6.5 hrs
  - Mike McClung – 3 hrs
- Completed HGL calculations based on existing XP-SWMM model and Atlas 14: 11722 Greenbay (\$364.73)
  - Mike McClung – 1 hr

**008071: On-Call Drainage Committee Services** (*TOTAL = \$0.00*)

- None



**Tetra Tech, Inc.**  
 575 North Dairy Ashford  
 Suite 700  
 Houston, TX 77079  
 (281) 589-7257

**BILL TO:** CITY OF BUNKER HILL VILLAGE  
**ATTN:** GERARDO BARRERA MBA CPM  
 11977 MEMORIAL DRIVE  
 HOUSTON, TX 77024

**INVOICE NUMBER:** 52376381  
**INVOICE DATE:** 02/05/2025  
**SERVICES THROUGH:** 01/24/2025  
**FEDERAL TAX ID#:** 95-4148514  
**TERMS:** NET 30

**PROFESSIONAL SERVICES:**

Project Number	200-646973-25002	Bunker Hill Village On-Call - Site Development Review for Drainage Impacts		
Top Task	01	Site Development Review		
EMPLOYEE	TITLE	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
McClung, Michael R.	Program Manager	4.00	\$364.73	\$1,458.92
Worku, Fasil	Project Engineer 2	6.50	\$189.75	\$1,233.39
<b>TOTAL LABOR</b>		<b>10.50</b>		<b>\$2,692.31</b>
		<b>SUBTOTAL</b>		<b>\$2,692.31</b>
<b>Total Top Task# 01</b>				<b>\$2,692.31</b>
Top Task	02	HGL Calculations		
EMPLOYEE	TITLE	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
McClung, Michael R.	Program Manager	1.00	\$364.73	\$364.73
<b>TOTAL LABOR</b>		<b>1.00</b>		<b>\$364.73</b>
		<b>SUBTOTAL</b>		<b>\$364.73</b>
<b>Total Top Task# 02</b>				<b>\$364.73</b>
<b>Total Project# 200-646973-25002</b>				<b>\$3,057.04</b>

**TOTAL AMOUNT DUE THIS INVOICE:** \$3,057.04

**REMIT PAYMENT TO:**

**TETRA TECH, INC.**  
**PO Box 911967**  
**DENVER, CO 80291-1967**

To ensure accurate posting, please note the invoice number on your check. Interest will be charged on all past-due amounts per contract terms and conditions.



**Tetra Tech, Inc.  
Engineering & Architecture  
Services**

575 North Dairy Ashford  
Suite 700  
Houston, TX 77079  
(281) 589-7257

Bill To: CITY OF BUNKER HILL VILLAGE  
ATTN: GERARDO BARRERA MBA CPM  
11977 MEMORIAL DRIVE  
HOUSTON, TX 77024

**INVOICE NUMBER:** 52376381  
**INVOICE DATE:** 02/05/2025  
**SERVICES THROUGH:** 01/24/2025  
**FEDERAL TAX ID#:** 95-4148514  
**TERMS:** NET 30

**PROFESSIONAL SERVICES:**

**Project Number** 200-646973-25002 **Bunker Hill Village On-Call - Site Development Review for Drainage Impacts**  
**Top Task** 01 **Site Development Review**

DATE	EMPLOYEE	TITLE	COMMENTS	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
01/15/25	Worku, Fasil	Project Engineer 2	234 PLANTATION RESUBMITTAL Drainage Review	4.00	\$189.75	\$759.00
01/20/25	Worku, Fasil	Project Engineer 2	266 Plantation drainage plan review	1.00	\$189.75	\$189.75
01/07/25	Worku, Fasil	Project Engineer 2	234 Plantation Drainage Plan Review	0.50	\$189.76	\$94.88
01/08/25	Worku, Fasil	Project Engineer 2	234 Plantation Discussion	0.50	\$189.76	\$94.88
01/13/25	Worku, Fasil	Project Engineer 2	Meeting	0.50	\$189.76	\$94.88
01/02/25	McClung, Michael R.	Program Manager	320 Bunker Hill	1.00	\$364.73	\$364.73
01/08/25	McClung, Michael R.	Program Manager	234 Plantation	1.00	\$364.73	\$364.73
01/16/25	McClung, Michael R.	Program Manager	234 Plantation	1.00	\$364.73	\$364.73
01/22/25	McClung, Michael R.	Program Manager	234 Plantation	1.00	\$364.73	\$364.73
<b>TOTAL LABOR</b>				<b>10.50</b>		<b>\$2,692.31</b>
<b>Subtotal Task# 01</b>						<b>\$2,692.31</b>

**Top Task** 02 **HGL Calculations**

DATE	EMPLOYEE	TITLE	COMMENTS	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
12/30/24	McClung, Michael R.	Program Manager	11722 Greenbay	1.00	\$364.73	\$364.73
<b>TOTAL LABOR</b>				<b>1.00</b>		<b>\$364.73</b>
<b>Subtotal Task# 02</b>						<b>\$364.73</b>
<b>Total Project# 200-646973-25002</b>						<b>\$3,057.04</b>

**TOTAL AMOUNT DUE THIS INVOICE:** \$3,057.04

**REMIT PAYMENT TO:**

**TETRA TECH, INC.**  
PO Box 911967  
DENVER, CO 80291-1967

Please note the invoice number on your payment. Interest will be charged on all past-due amounts per contract terms.

# Progress Report

To: Mr. Gerardo Barrera & Mr. Elvin Hernandez

Date: February 27, 2025

Project: Bunker Hill Village: Progress Report

RPS Project No.: 004067 – On-Call Services

007054 – Site Development Review

008071 – On-Call Drainage Committee Services

---

Work performed from January 27, 2025 to February 21, 2025

**004067: On-Call Services** (TOTAL = \$0.00)

- None.

**007054: Site Development Reviews** (TOTAL = \$6,128.84)

- Review for 320 Bunker Hill (\$1,218.61)
  - Fasil Worku – 4.5 hrs
  - Mike McClung – 1 hr
- Coordination with 11730 Wood Lane (\$1,218.61)
  - Fasil Worku – 4.5 hrs
  - Mike McClung – 1 hr
- Coordination with 11722 Greenbay (\$1,948.07)
  - Fasil Worku – 4.5 hrs
  - Mike McClung – 3 hrs
  
- Completed HGL calculations based on existing XP-SWMM model and Atlas 14: 235 Plantation, 26 Liberty Bell, 302 Gentilly, 251 Plantation (\$1,743.55)
  - Fasil Worku – 1.5 hrs
  - Mike McClung – 4 hrs

**008071: On-Call Drainage Committee Services** (TOTAL = \$0.00)

- None



**Tetra Tech, Inc.**  
 575 North Dairy Ashford  
 Suite 700  
 Houston, TX 77079  
 (281) 589-7257

**BILL TO:** CITY OF BUNKER HILL VILLAGE  
**ATTN:** GERARDO BARRERA MBA CPM  
 11977 MEMORIAL DRIVE  
 HOUSTON, TX 77024

**INVOICE NUMBER:** 52389275  
**INVOICE DATE:** 03/03/2025  
**SERVICES THROUGH:** 02/21/2025  
**FEDERAL TAX ID#:** 95-4148514  
**TERMS:** NET 30

**PROFESSIONAL SERVICES:**

**Project Number** 200-646973-25002 **Bunker Hill Village On-Call - Site Development Review for Drainage Impacts**  
**Top Task** 01 **Site Development Review**

EMPLOYEE	TITLE	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
McClung, Michael R.	Program Manager	5.00	\$364.73	\$1,823.65
Worku, Fasil	Project Engineer 2	13.50	\$189.75	\$2,561.64
<b>TOTAL LABOR</b>		<b>18.50</b>		<b>\$4,385.29</b>
		<b>SUBTOTAL</b>		<b>\$4,385.29</b>

**Total Top Task# 01 \$4,385.29**

**Top Task** 02 **HGL Calculations**

EMPLOYEE	TITLE	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
McClung, Michael R.	Program Manager	4.00	\$364.73	\$1,458.92
Worku, Fasil	Project Engineer 2	1.50	\$189.75	\$284.63
<b>TOTAL LABOR</b>		<b>5.50</b>		<b>\$1,743.55</b>
		<b>SUBTOTAL</b>		<b>\$1,743.55</b>

**Total Top Task# 02 \$1,743.55**

**Total Project# 200-646973-25002 \$6,128.84**

**TOTAL AMOUNT DUE THIS INVOICE: \$6,128.84**

**REMIT PAYMENT TO:**

**TETRA TECH, INC.**  
 PO Box 911967  
 DALLAS, TX 80291-1967

To ensure accurate posting, please note the invoice number on your check. Interest will be charged on all past-due amounts per contract terms and conditions.



**Tetra Tech, Inc.  
Engineering & Architecture  
Services**

575 North Dairy Ashford  
Suite 700  
Houston, TX 77079  
(281) 589-7257

Bill To: CITY OF BUNKER HILL VILLAGE  
ATTN: GERARDO BARRERA MBA CPM  
11977 MEMORIAL DRIVE  
HOUSTON, TX 77024

INVOICE NUMBER: 52389275  
INVOICE DATE: 03/03/2025  
SERVICES THROUGH: 02/21/2025  
FEDERAL TAX ID#: 95-4148514  
TERMS: NET 30

**PROFESSIONAL SERVICES:**

**Project Number 200-646973-25002 Bunker Hill Village On-Call - Site Development Review for Drainage Impacts**  
**Top Task 01 Site Development Review**

DATE	EMPLOYEE	TITLE	COMMENTS	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
02/10/25	Worku, Fasil	Project Engineer 2	11730 Wood Ln	2.00	\$189.75	\$379.50
02/11/25	Worku, Fasil	Project Engineer 2	11730 Wood Ln	2.50	\$189.75	\$474.38
02/12/25	Worku, Fasil	Project Engineer 2	11722 Greenbay	4.50	\$189.75	\$853.88
02/17/25	Worku, Fasil	Project Engineer 2	320 Bunker Hill	1.50	\$189.75	\$284.63
02/18/25	Worku, Fasil	Project Engineer 2	320 Bunker Hill 11722 Greenbay Drive (0.5 hrs)	3.00	\$189.75	\$569.25
02/12/25	McClung, Michael R.	Program Manager	11730 Wood Lane	1.00	\$364.73	\$364.73
02/13/25	McClung, Michael R.	Program Manager	11722 Greenbay	1.00	\$364.73	\$364.73
02/18/25	McClung, Michael R.	Program Manager		1.00	\$364.73	\$364.73
02/19/25	McClung, Michael R.	Program Manager	320 Bunker Hill	1.00	\$364.73	\$364.73
02/20/25	McClung, Michael R.	Program Manager	11722 Greenbay	1.00	\$364.73	\$364.73
<b>TOTAL LABOR</b>				<b>18.50</b>		<b>\$4,385.29</b>
<b>Subtotal Task# 01</b>						<b>\$4,385.29</b>

**Top Task 02 HGL Calculations**

DATE	EMPLOYEE	TITLE	COMMENTS	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
01/27/25	Worku, Fasil	Project Engineer 2	HGL 235 plantation HGL 26 Liberty Bell Cir	1.00	\$189.75	\$189.75
01/29/25	Worku, Fasil	Project Engineer 2	HGL request 302 Gentilly	0.50	\$189.76	\$94.88
01/28/25	McClung, Michael R.	Program Manager		1.00	\$364.73	\$364.73
01/29/25	McClung, Michael R.	Program Manager		1.00	\$364.73	\$364.73
01/30/25	McClung, Michael R.	Program Manager		1.00	\$364.73	\$364.73
02/17/25	McClung, Michael R.	Program Manager	251 Plantation	1.00	\$364.73	\$364.73
<b>TOTAL LABOR</b>				<b>5.50</b>		<b>\$1,743.55</b>
<b>Subtotal Task# 02</b>						<b>\$1,743.55</b>
<b>Total Project# 200-646973-25002</b>						<b>\$6,128.84</b>

**TOTAL AMOUNT DUE THIS INVOICE: \$6,128.84**



**Tetra Tech, Inc.**  
 575 North Dairy Ashford  
 Houston, TX 77079  
 (281) 589-7257

**BILL TO:** CITY OF BUNKER HILL VILLAGE  
**ATTN:** GERARDO BARRERA MBA CPM  
 11977 MEMORIAL DRIVE  
 HOUSTON, TX 77024

**INVOICE NUMBER:** 52389651  
**INVOICE DATE:** 03/04/2025  
**SERVICES THROUGH:** 02/21/2025  
**FEDERAL TAX ID#:** 95-4148514  
**TERMS:** NET 30

**PROFESSIONAL SERVICES:**

Project Number	200-646973-24004	City of Bunker Hill Village - Design of Asphalt Mill & Overlay Improvements for				
TASK NAME	BUDGET AMOUNT	BUDGET PERCENT COMPLETE	INVOICE TO DATE	PREVIOUSLY INVOICED	AMOUNT DUE THIS INVOICE	
Task 1 - Project Management and Design Coordination	\$8,000.00	100.00%	\$8,000.00	\$8,000.00	\$0.00	
Task 2 - 60% Design	\$64,000.00	100.00%	\$64,000.00	\$64,000.00	\$0.00	
Task 3 - 90% Design	\$17,700.00	100.00%	\$17,700.00	\$17,700.00	\$0.00	
Task 4 - 100% Design	\$14,900.00	100.00%	\$14,900.00	\$14,900.00	\$0.00	
Task 5 - Public Outreach and Meetings	\$8,000.00	25.00%	\$2,000.00	\$0.00	\$2,000.00	
Task 6 - Bid Phase	\$6,000.00	100.00%	\$6,000.00	\$6,000.00	\$0.00	
Task 7 - Limited Construction Phase Services	\$28,000.00	0.00%	\$0.00	\$0.00	\$0.00	
Task 8 - Materials Testing	\$50,000.00	0.00%	\$0.00	\$0.00	\$0.00	
<b>TOTAL</b>	<b>\$196,600.00</b>	<b>57.27%</b>	<b>\$112,600.00</b>	<b>\$110,600.00</b>	<b>\$2,000.00</b>	

**TOTAL AMOUNT DUE THIS INVOICE:** \$2,000.00

Net Contract Summary	
Contract Amount	\$196,600.00
Previously Billed	\$110,600.00
Current Billing	\$2,000.00
Total Billed to Date	\$112,600.00
Contract Balance Remaining	\$84,000.00

**REMIT PAYMENT TO:**  
 Tetra Tech, Inc.  
 PO Box 911967  
 DALLAS, TX 80291-1967

To ensure accurate posting, please note the invoice number on your check. Interest will be charged on all past-due amounts per contract terms and conditions.



**City of Bunker Hill Village  
City Council  
Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XIX
<b>Subject:</b>	Resignation
<b>Exhibits:</b>	Letter of Resignation
<b>Funding:</b>	N/A
<b>Presenter(s):</b>	Gerardo Barrera, City Administrator

**Executive Summary**

Mayor Robert Lord was elected to the City Council in 2016 and has served as Mayor since 2019. In March 2025, Mayor Lord submitted his letter of resignation from the office of Mayor effective March 18, 2025.

For a resignation to be effective, Local Government Code Sec. 22.012 requires the resignation of an elected official to be written, signed, and submitted for formal acceptance and approval by the City's governing body.

**Recommended Action**

Staff recommends City Council accept the resignation of Robert Lord from the position of Mayor.



**City of Bunker Hill Village  
City Council  
Agenda Request**

<b>Agenda Date:</b>	March 18, 2025
<b>Agenda Item:</b>	XX
<b>Subject:</b>	Appointment of Mayor
<b>Exhibits:</b>	Statement of Officer Oath of Office
<b>Funding:</b>	N/A
<b>Presenter(s):</b>	Gerardo Barrera, City Administrator Loren Smith, City Attorney

**Executive Summary**

In accordance with Local Government Code provisions, Mayor Robert Lord tendered his letter of resignation from the position of Mayor effective March 18, 2025 (pending final Council acceptance on March 18, 2025).

Local Government Code 22.010 sets forth the process by which to fill a vacancy on the City Council. If for any reason a single vacancy exists on the governing body of the municipality, a majority of the remaining members who are present and voting, excluding the Mayor, may fill the vacancy by appointment unless an election to fill the vacancy is required by Section 11, Article XI, Texas Constitution.

The newly appointed individual must be a resident of the City, satisfy all qualifications required for elected councilmembers, and will hold office for the remainder of the unexpired term through May 2025.

Upon Council confirmation, the appointed individual will receive the Statement of Appointed Officer and be administered the Oath of Office to assume the responsibilities of the position of Mayor.

**Recommended Action**

Staff recommends City Council discuss and make an appointment for the position of Mayor.

## Form 2201 - Statement of Officer (General Information)

The attached form is designed to meet minimal constitutional filing requirements pursuant to the relevant provisions. *This form and the information provided are not substitutes for the advice and services of an attorney.*

### **Execution and Delivery Instructions**

A Statement of Officer required to be filed with the Office of the Secretary of State is considered filed once it has been received by this office.

**Mail:** P.O. Box 12887, Austin, Texas 78711-2887.

**Overnight mail or hand deliveries:** James Earl Rudder Officer Building, 1019 Brazos, Austin, Texas 78701.

**Fax:** (512) 463-5569.

**Email:** Scanned copies of the executed Statement may be sent to [register@sos.texas.gov](mailto:register@sos.texas.gov)

*NOTE: The Statement of Officer form, commonly referred to as the “Anti-Bribery Statement,” must be executed and filed with the Office of the Secretary of State before taking the Oath of Office (Form 2204).*

### **Commentary**

Article XVI, section 1 of the Texas Constitution requires all elected or appointed state and local officers to take the official oath of office found in section 1(a) and to subscribe to the anti-bribery statement found in section 1(b) before entering upon the duties of their offices.

Elected and appointed state-level officers required to file the anti-bribery statement with the Office of the Secretary of State include members of the Legislature, the Secretary of State, and all other officers whose jurisdiction is coextensive with the boundaries of the state or who immediately belong to one of the three branches of state government. Questions about whether a particular officer is a state-level officer may be resolved by consulting relevant statutes, constitutional provisions, judicial decisions, and attorney general opinions. For more information, see Op. Tex. Att’y Gen. No. JC-0575 (2002) (determining the meaning of “state officer” as it is used in Article XVI).

Effective September 1, 2017, Senate Bill 1329, which was enacted by the 85<sup>th</sup> Legislature, Regular Session, amended chapter 602 of the Government Code to require the following judicial officers and judicial appointees to file their oath and statement of officer with the secretary of state:

Officers appointed by the supreme court, the court of criminal appeals, or the State Bar of Texas; and  
Associate judges appointed under Subchapter B or C, Chapter 201, Family Code.

Local officers must retain the signed anti-bribery statement with the official records of the office. *As a general rule, city and county officials do not file their oath of office with the Secretary of State—these officials file at the local level. The Legislature amended the Texas Constitution, Article 16, Section 1, in November 2001 to no longer require local level elected officials to file with our office. **The Office of the Secretary of State does NOT file Statements or Oaths from the following persons:*** Assistant District Attorneys; City Officials, including City Clerks, City Council Members, Municipal Judges, Justices of the Peace, and Police/Peace Officers; Zoning/Planning Commission Members; County Officials, including County Clerks, County Commissioners, County Judges (*except County Court of Law Judges who file with the Elections Division*), County Tax Assessors, and District Clerks; and Officials of Regional Entities, such as, Appraisal Review Districts, Emergency Service Districts, and School Districts (ISD’s).

**Questions about this form should be directed to the Government Filings Section at (512) 463-6334 or [register@sos.texas.gov](mailto:register@sos.texas.gov)**

Revised 09/2017

Form #2201 Rev. 09/2017  
Submit to:  
**SECRETARY OF STATE**  
Government Filings  
Section P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
512-463-5569 - Fax  
Filing Fee: None



**STATEMENT OF OFFICER**

**Statement**

I, \_\_\_\_\_, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: \_\_\_\_\_

**Execution**

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Officer

## Form 2204 - Oath of Office (General Information)

The attached form is designed to meet minimal constitutional filing requirements pursuant to the relevant provisions. *This form and the information provided are not substitutes for the advice and services of an attorney.*

### **Execution and Delivery Instructions**

An Oath of Office that is required to be filed with the Office of the Secretary of State is considered filed once it has been received by this office. The Oath of Office may be administered to you by a person authorized under the provisions of Chapter 602 of the Texas Government Code. Authorized persons commonly used to administer oaths include notaries public and judges.

**Mail:** P.O. Box 12887, Austin, Texas 78711-2887.

**Overnight mail or hand deliveries:** James Earl Rudder Officer Building, 1019 Brazos, Austin, Texas 78701.

**Fax:** (512) 463-5569. If faxed, the original Oath should also be mailed to the appropriate address above.

**Email:** Scanned copies of the executed Oath may be sent to [register@sos.texas.gov](mailto:register@sos.texas.gov). If sent by email, the original Oath should also be mailed to the appropriate address above.

**NOTE:** Do not have the Oath of Office administered to you before executing and filing the Statement of Officer (Form 2201 – commonly referred to as the “Anti-Bribery Statement”) with the Office of the Secretary of State.

### **Commentary**

Pursuant to art. XVI, Section 1 of the Texas Constitution, the Oath of Office *may not* be taken until a Statement of Officer (see Form 2201) has been subscribed to and, as required, filed with the Office of the Secretary of State. Additionally, gubernatorial appointees who are appointed during a legislative session *may not* execute their Oath until after confirmation by the Senate. Tex. Const. art. IV, Section 12.

### ***Officers Required to File Oath of Office with the Secretary of State:***

Gubernatorial appointees

District attorneys

Appellate and district court judges

Officers appointed by the supreme court, the court of criminal appeals, or the State Bar of Texas

Associate judges appointed under subchapter B or C, chapter 201 of the Texas Family Code

Directors of districts operating pursuant to chapter 36 or 49 of the Texas Water Code file a duplicate original of their Oath of Office within 10 days of its execution. Texas Water Code, Sections 36.055(d) and 49.055(d)

### ***Officers Not Required to File Oath of Office with the Secretary of State:***

Members of the Legislature elected to a *regular* term of office will have their Oath of Office administered in chambers on the opening day of the session and recorded in the appropriate Journal. Members elected to an *unexpired* term of office should file their Oath of Office with either the Chief Clerk of the House or the Secretary of the Senate, as appropriate.

All other persons should file their Oaths locally. Please check with the county clerk, city secretary or board/commission secretary for the proper filing location.

*As a general rule, city and county officials do not file their oath of office with the Secretary of State—these officials file at the local level. The Legislature amended the Texas Constitution, Article 16, Section 1, in November 2001 to no longer require local level elected officials to file with our office.*

**The Office of the Secretary of State does NOT file Statements or Oaths from the following persons:** Assistant District Attorneys; City Officials, including City Clerks, City Council Members, Municipal Judges, Justices of the Peace, and Police/Peace Officers; Zoning/Planning Commission Members; County Officials, including County Clerks, County Commissioners, County Judges (*except County Court of Law Judges who file with the Elections Division*), County Tax Assessors, and District Clerks; and Officials of Regional Entities, such as, Appraisal Review Districts, Emergency Service Districts, and School Districts (ISD's). Questions about whether a particular officer is a state-level officer may be resolved by consulting relevant statutes, constitutional provisions, judicial decisions, and attorney general opinions.

All state or county officers, other than the governor, lieutenant governor, and members of the legislature, who qualify for office, are commissioned by the governor. Tex. Gov't Code, Section 601.005. The Secretary of State performs ministerial duties to administer the commissions issued by the governor, including confirming that officers are qualified prior to being commissioned. Submission of this oath of office to the Office of the Secretary of State confirms an officer's qualification so that the commission may be issued.

*Questions about this form should be directed to the Government Filings Section at (512) 463-6334 or [register@sos.texas.gov](mailto:register@sos.texas.gov).*

*Revised 9/2017*

Submit to:  
SECRETARY OF STATE  
Government Filings Section  
P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
FAX 512-463-5569  
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,  
I, \_\_\_\_\_, do solemnly swear (or affirm), that I will faithfully  
execute the duties of the office of \_\_\_\_\_ of  
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws  
of the United States and of this State, so help me God.

\_\_\_\_\_  
Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Harris

Sworn to and subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(Affix Notary Seal,  
only if oath  
administered by a  
notary.)

\_\_\_\_\_  
Signature of Notary Public or  
Signature of Other Person Authorized to Administer An  
Oath

\_\_\_\_\_  
Printed or Typed Name