



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Barnes, Mayor Pro Tem
John Bertini, Councilmember
Clay Brett, Councilmember
Kalie Rainsberger, Councilmember

STAFF

David Beach, City Manager
Loren Smith, Olson & Olson, City Attorney
Tracylynn Garcia, City Secretary

City Council Meeting Agenda

Notice is hereby given of a **Regular Meeting** of the West University Place City Council to be held on **July 14, 2025**, beginning at **6:30 p.m.** in the **Municipal Building, located at 3800 University Boulevard**, for the purpose of considering the agenda of items listed.

The public can attend in-person, by telephone, or via Zoom. **Be advised that the public attending via Zoom will have only the ability to listen to the meeting.**

To attend the meeting via telephonic means, please call **346-248-7799** or you can join at <https://us02web.zoom.us/j/88154135482>. **The Meeting ID Number is 881 5413 5482.**

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

Violation of the rules of procedure does not invalidate an action unless a point of order is raised before the end of the next regular meeting.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each. If the topic the speaker wishes to address is on the agenda, the speaker may either speak at this time or defer his/her comments until such time the matter is discussed.

4. 2026-2035 CIP

Matters related to the 2026 - 2035 Capital Improvement Plan. *Recommended Action: Discuss and provide feedback.* **Ms. Marie Kalka, Finance Director** [See Agenda Memo 4]

5. 2026 Budget Update

Matters related to a preliminary budget meeting. *Recommended Action: Discuss and provide feedback.* **Ms. Marie Kalka, Finance Director** [See Agenda Memo 5]

6. Renovation Task Force

Matters related to the formation of the Renovation Task Force. *Recommended Action: Discuss and take desired action. Mr. John Barnes, Mayor Pro Tem and Ms. Kalie Rainsberger, Councilmember* [See Agenda Memo 6]

7. Council Rules and Procedures

Matters related to Amendments the Code of Ordinances for the City of West University, Appendix B, Rule 12 *Recommended Action: Discuss and take action as appropriate. Mr. John Barnes, Mayor Pro Tem, and Ms. Kalie Rainsberger, Councilmember* [See Agenda Memo 7]

8. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed from the Consent Agenda and be considered in its normal sequence on the agenda.

A. City Council Meeting Minutes

Matters related to approving the City Council Minutes of June 23, 2025. *Recommended Action: Approve Minutes of June 9, 2025. Ms. Tracy Garcia, City Secretary* [See Agenda Memo 8A]

B. Safe Streets Grant

Matters related to the Safe Streets and Roads for All Grant Application *Recommended action: Approve the grant application and authorize the City Manager to execute the necessary grant application documents. Mr. Austin Bishop, Asst. to the City Manager* [See Agenda Memo 8B]

C. April 2025 Monthly Finance Report

Matters related to Monthly Financial Report *Recommended action: Receive the City's April 2025 Monthly Financial Report. Ms. Marie Kalka, Finance Director* [See Agenda Memo 8C]

D. Lab Services Bid Award

Matters related to awarding a bid for laboratory testing service for environmental testing at the Wastewater Treatment Plant. *Recommended action: Award a contract to a contract to Envirodyne Laboratories, Inc. in an amount not to exceed \$77,620 for the first two years and if extended for years three through five not to exceed \$200,000; and to authorize the City Manager to execute the contract. Dave Beach, City Manager* [See Agenda Memo 8D]

9. Adjourn Regular Meeting

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Tracylynn Garcia at 713.662.5813 at least 3 business days prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is accessible by wheelchair from the west entrance and specially marked parking spaces are available in the southwest parking area.

I certify that this notice and agenda of items to be considered by the West University Place City Council on July 14, 2025, was posted on the Municipal Building bulletin board on July 10, 2025, by 8:30 p.m.

Attest:

Tracylynn Garcia, TRMC, MMC, CPM
City Secretary



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	4
Approved by City Manager	Yes	Presenter(s)	M. Kalka, Director
Reviewed by City Attorney	Yes	Department	Finance
Subject	2026-2035 Proposed Capital Improvement Program (CIP)		
Attachments	1. Capital Improvement Plan Presentation 2. Proposed 2026-2035 Capital Improvement Plan		
Financial Information	Expenditure Required:	Not Applicable	
	Amount Budgeted:	Not Applicable	
	Account Number:	Not Applicable	
	Additional Appropriation Required:	Not Applicable	
	Additional Account Number:	Not Applicable	

Executive Summary

Presentation and discussion regarding the City's Proposed 2026-2035 Capital Improvement Program including funding options of the same. In addition, staff will be providing an update on current capital projects and high level funding options for 2025 projects identified for debt issuance.

Recommended Action

Discuss and provide feedback.

Capital Improvement Plan (CIP)

Dave Beach, City Manager

Marie Kalka, Finance Director

Agenda

- CIP Defined
- Current Projects Update
- 2025 Potential Debt Including Reimbursement Resolutions
- 2026-2035 Proposed CIP
- Funding Options
- Next Steps

What is a CIP?

- Planning document
- 10-year plan of capital improvements (with only **YEAR 1** funded during annual budget process)
- Capital improvements are:
 - Major, non-routine expenditures for new construction, improvements to existing buildings, facilities, land, streets, storm sewers
 - relatively high monetary value – over \$50,000
 - a longer life expectancy
 - results in the creation of an asset or extends the life of existing assets

2025 Project Updates

2025 Project Updates-Facilities/Technology

Project	Current Budget	Unencumbered Balance	Funding	Update
18 Virtual Gate	4,500,000	68,700	19 Gen CO's \$4.04M & balance Gen Cap Res	Original project completed; remaining funds to be used for enhancements to system.
21 Emergency Storage Room	75,000	75,000	Gen Cap Reserve	On hold for Facility Master Plan direction
22 EOC Improvements	120,000	79,500	Gen Cap Reserve	Initial improvements completed, IT working with PD and FD on additional EOC improvements
22/25 ERP Software Study/Replacement	2,370,000	1,588,000	Gen Cap Reserve	Financials complete; In progress Utility Billing, Comm Dev and Recreation
22 Fire Apparatus Bay Roof Replacement	150,000	150,000	Gen Cap Reserve	On hold for Facility Master Plan direction unless emergency repairs needed
23 Network Switch Infrastructure Replacements	150,000	1,500	Gen Cap Reserve	Balance of project complete with full completion in 2025
25 Radio Replacements	105,000	3,800	Gen Cap Reserve	Radios received
22 Public Works Facility	12,430,000	627,300	22 Gen CO's	Construction underway; Est. complete 1Q26
23 Library/Community Center/Sr. Center Facility Design and Property Purchase	2,315,383*	150,000	Gen Cap Reserve	Design on project has been halted. All Facility Master Plan projects pending Council direction
24 Rec Center Pump Room Improvements	100,000	100,000	Gen Cap Reserve	Original bids came in high; Additional funds requested in 2026 to complete



*Includes \$1.165M for land purchase

2025 Project Updates – Parks

Project	Current Budget	Unencumbered Balance	Funding	Update
25 Rec Center Jogging Track Improvements	\$206,000 (Original) \$221,000 (Amended)	0	Boo Run Funds	Complete. \$15,000 Budget Amendment will be needed later this year.
25 Colonial Park West End Improvements	\$82,000	82,000	FOWU	Complete.

2025 Project Updates – Streets/Drainage

Project	Current Budget	Unencumbered Balance	Funding	Update
19 Buffalo Speedway Project	32,200,000	1,200,000	TIP grant \$9.236M, ARF \$330K and balance 20/22 Gen COs	Completed 2023. Waiting for final bill from TxDOT to close out project. Remaining funds will be used on streets and sidewalk projects.
20 Traffic Study	150,000	0	Gen Cap Reserve	Complete in 2025.
23 Street & Drainage Improvements – East Constr.	15,577,000	1,298,000	\$5.38M CDBG-DR and balance 22 Gen CO's	Package 1 \$6.9M completed; and Package 2 \$7.9M est. completion in early '26
20/22/25 Street & Drainage Improvements – Westside Design	5,509,289	373,000	25 Gen CO's \$342K and balance 20/22 Gen CO's	Design underway. Project engineers working on additional scope per direction from Council.
22 Wesleyan Traffic Signal Replacements	475,000	408,000	METRO sales tax, ARF	Construction est. 2028
23 Roadway Improvements	440,000	62,000	METRO sales tax	'23 remaining funds for Virginia Ct. Design
24 Sidewalk Improvements	1,200,000	722,000	METRO grant \$400K and METRO sales tax	Non-grant funded completed in 24; METRO grant funded portion began last month. Staff waiting for METRO approval to expend remaining funds.
25 Roadway Improvements	\$900,000	900,000	METRO sales tax	Bids received and anticipate bringing to Council shortly and complete in 2025. Misc. Panel replacement (\$350K) and 4000 Blk. of Swarthmore.(\$550K)
25 Sidewalk Replacement	\$394,000	394,000	METRO sales tax	Construction docs underway / award fall 2025.
25 Westside Roadway Reconstruction	\$2,887,000	2,887,000	METRO sales tax	Congresswoman Fletcher's office has submitted for direct appropriations grant – waiting on notification.

2025 Project Updates - Water

Project	Current Budget	Unencumbered Balance	Funding	Update
22 Waterline Replacement Program PER	300,000	3,000	22 W/WW CO's	PER is complete.
22 Bellaire Elevated Storage Tank Replacement (PER/Design/Evaluation) and Water Sys. Modeling	520,000	293,000	W/WW Cap Reserve	Water system modeling and Bellaire EST evaluation is complete. Recommended maintenance on EST complete Fall 2025.
22 Milton Cast Iron Waterline Replacement	3,650,000	400,000	W/WW Cap Reserve \$200K, EPA Grant \$2.5M & balance 22 W/WW CO's	Construction began June 2025 and estimated completion February 2026.
23 Wakeforest Elevated & Ground Storage Tank Exterior Rehab	1,110,000	0	22 W/WW CO's	Construction underway. Est. completion in Aug. 2025.
22 Wakeforest Water Plant Generator	200,000	200,000	FEMA & balance W/WW Cap Reserve	FEMA grant approved; est. complete Spring 2027
24/25 Wakeforest Water Plant Distr. Line Replace	6,009,380	5,480,000	25 W/WW CO's \$5.48M & balance 22 W/WW CO's	Working with COH for approvals. Ant. bidding in Fall.
24 Wakeforest Pump Station Improvements-Design	487,695	0	22 W/WW CO's	Prelim. eng. compl. Est. construction in 2027
24 Water Well #10 – Design	713,639	0	22 W/WW CO's	Design underway. Est. construction in 2027
24/25 Milton Water Plant Improvements – Design	1,070,925	907,000	25 W/WW CO's \$207K , W/WW Cap Reserves \$700K & balance 22 W/WW CO's	Preliminary Engineering Completed. Preferred location selection. Construction design in Fall 2025 and construction in Summer 2026.
25 Cast Iron Water Line Replacement	3,440,000	3,440,000	W/WW Cap Reserve \$499K & 25 W/WW CO's \$2.941M	Design underway. Bid and construction pending debt funding and Milton waterline progression.
25 Wakeforest EST/GST Interior Rehab	1,175,000	1,175,000	25 W/WW CO's	Beg construction Fall 2025 pending debt funding

2025 Project Updates - Wastewater

Project	Current Budget	Balance Remaining	Funding	Update
21 WWTP Improvements	19,140,000	750,000	WWW CO's \$17.34M; balance WWW Cap Res	Construction began April 2025 and is scheduled for completion March 2027.
24 Sanitary Sewer Manhole Lining Project	250,000	10,000	WWW Cap Reserve	Complete in 2025.
22/23/24 Sanitary Sewer Improvements	300,000	300,000	WWW Cap Reserve	Reassessing and est. completion in 2026
22 Mobile Generator	159,000	0	FEMA \$92,531; balance WWW Cap Reserve	Complete.

Projects Identified for Debt Issuance in 2025

Project	Amount	Type	Paid By	Notes
Westside Paving & Drainage Improvements-Design	\$342,000	Gen. CO	Ad Valorem Tax	
Water Line Replacement Program	\$2,941,000	W/WW CO	Water / Sewer Rates	
Wakeforest Plant Distribution Line	\$5,480,000	W/WW CO	Water / Sewer Rates	
Milton Water Plant Improvements-Design	\$207,000	W/WW CO	Water / Sewer Rates	
Wakeforest EST/GST Interior	\$1,175,000	W/WW CO	Water / Sewer Rates	
Subtotal	10,145,000			
Pipeline Property Purchase	\$4,475,000	Gen. CO	Ad Valorem Tax	Reimbursement Resolution approved in Sept 2024
Amherst Property Purchase	\$1,155,000	Gen. CO	Ad Valorem Tax	Reimbursement Resolution approved in June 2025
Total	15,775,000			

Sample CO Timeline

Month 1	Month 2	Month 3	Month 4
Council Approves Notice of Intent	Post Notice on City's Website and Publish in Paper	CO Sale and Council Approves Sale	CO Closing and Delivery of Funds

Sample GO Timelines

May Bond Election

February	March	April	May	June	July
By Mid-month		By 3 rd Week	In 1 st Week	Late month	Mid-month
Council Adopts Ordinance Calling Bond Election		Publish Notice of Election	Bond Election	Bond Sale and Council Approves Sale	Bond Closing and Delivery of Funds
		By Mid-month	By Mid-month		
		Post Notice of Election	Canvass Election Results		

November Bond Election

August	Sept.	October	November	Dec.	January	February
By Mid-month		By 3 rd Week	In 1 st Week		Late month	Mid-month
Council Adopts Ordinance Calling Bond Election		Publish Notice of Election	Bond Election		Bond Sale and Council Approves Sale	Bond Closing and Delivery of Funds
		By Mid-month	By Mid-month			
		Post Notice of Election	Canvass Election Results			

Proposed 2026-2035 CIP

Proposed 2026 - 2035 CIP-Drainage

PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
West Side Drainage Improvements		172,500,000	2,711,000		25,500,000		24,284,000				224,995,000
Poor Farm Ditch (HCFCD)		200,000									200,000
Buffalo Speedway Existing Storm Sewer Lining					9,128,000						9,128,000
Offsite Detention					50,000,000						50,000,000
TOTAL	\$ -	\$172,700,000	\$ 2,711,000	\$ -	\$84,628,000	\$ -	\$24,284,000	\$ -	\$ -	\$ -	\$284,323,000
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt		172,700,000	2,711,000		84,628,000		24,284,000				284,323,000
METRO											
Capital Reserve											
W/S Debt											
W/S Revenue - Cash											
Grants											
Other Funding Sources											
TOTAL	\$ -	\$172,700,000	\$ 2,711,000	\$ -	\$ 84,628,000	\$ -	\$ 24,284,000	\$ -	\$ -	\$ -	\$284,323,000

Proposed 2026-2035 CIP-Facilities & Technology

PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
Facility Master Plan Phase II – Community Building, Senior Center, and Library *											
Facilities Master Plan Phase II - Community Open Space Improvements *											
Facility Master Plan Phase III - New City Hall *	1,310,000	9,741,918									11,051,918
Facility Master Plan Phase IV - Public Safety Building *		1,936,917	16,259,025								18,195,942
Dispatch Radio Equipment					300,000						300,000
TOTAL	\$ 1,310,000	\$ 11,678,835	\$ 16,259,025	\$ -	\$ 300,000	\$ -	\$ 29,547,860				
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt		1,936,917	16,259,025								18,195,942
METRO											
Capital Reserve	1,310,000	9,741,918			300,000						11,351,918
W/S Debt											
W/S Revenue - Cash											
Grants											
Other Funding Sources											
TOTAL	\$ 1,310,000	\$ 11,678,835	\$ 16,259,025	\$ -	\$ 300,000	\$ -	\$ 29,547,860				



* All Facility Master Plan projects are pending Council direction

Proposed 2026-2035 CIP-Parks

PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
Recreation Center Pump Room Enclosure	197,000										197,000
Recreation Center Cardio/Weight Room Enhancement and Expansion	1,335,000										1,335,000
Recreation Center Expanded Class Viewing Area	1,384,600										1,384,600
Recreation Center Playground Improvements		90,200									90,200
Park Lighting Improvements		172,500									172,500
Liberty Hill Park Improvements			193,000								193,000
Friends Park Improvements			79,000								79,000
Racquetball Court Conversion to Multipurpose Room			306,000								306,000
TOTAL	\$ 2,916,600	\$ 262,700	\$ 578,000	\$ -	\$ 3,757,300						
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt											
METRO											
Capital Reserve	2,603,000		306,000								2,909,000
W/S Debt											
W/S Revenue - Cash											
Grants											
Other Funding Sources	313,600	262,700	272,000								848,300
TOTAL	\$ 2,916,600	\$ 262,700	\$ 578,000	\$ -	\$ 3,757,300						

Proposed 2026-2035 CIP-Streets

PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
Weslayan Traffic Signal Replacement			458,000								458,000
Civic Center Street & Sidewalk Improv.			7,132,000	7,183,000	3,251,000	3,450,000					21,016,000
Westside Roadway Reconstruction Phase 2	149,000	2,002,000									2,151,000
Buffalo Speedway Pedestrian Enh.	90,000				995,000	11,240,000					12,325,000
University Blvd Pedestrian Enh.	75,000						736,000	8,316,000			9,127,000
Roadway Improvements	386,000	406,000	426,000	447,000	470,000						2,135,000
Sidewalk Replacement	210,000	365,000	310,000	280,000							1,165,000
Weslayan Street Pedestrian Mobility Enh.	200,000										200,000
Westside Roadway Reconstruction Phase 3		132,000	1,682,000								1,814,000
Virginia Court Reconstruction		75,000	992,000								1,067,000
Westside Roadway Reconstruction Phase 4 and Cast-Iron WL Replacement			308,000	3,890,000							4,198,000
Westside Roadway Reconstruction Phase 5				152,000	1,929,000						2,081,000
Traffic Circle											
TOTAL	\$1,110,000	\$2,980,000	\$11,308,000	\$11,952,000	\$ 6,645,000	\$14,690,000	\$ -	\$736,000	\$8,316,000	\$ -	\$ 57,737,000
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt	224,000	2,184,000	10,064,000	10,250,000	6,175,000	5,698,000		736,000	8,316,000		43,647,000
METRO	886,000	771,000	736,000	727,000	470,000						3,590,000
W/S Debt				975,000							975,000
Grants						8,992,000					8,992,000
Other Funding Sources		25,000	508,000								533,000
TOTAL	\$ 1,110,000	\$ 2,980,000	\$11,308,000	\$11,952,000	\$ 6,645,000	\$14,690,000	\$ -	\$736,000	\$8,316,000	\$ -	\$ 57,737,000



Proposed 2026-2035 CIP-Water

PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
Wakeforest Water Plant Improvements		5,475,000									5,475,000
New Water Well No. 10		8,752,000									8,752,000
Milton Water Plant Improvements	18,589,000										18,589,000
Cast Iron Water Line Replacement Phase II	2,460,000										2,460,000
Cast Iron Water Line Replacement Phase III	567,000	4,648,000									5,215,000
Bellaire Elevated Storage Tank (EST) Replacement		420,000	9,450,000								9,870,000
Cast Iron Water Line Replacement Phase IV		226,000	1,843,000								2,069,000
Cast Iron Water Line Replacement Phase V			226,000	1,401,000							1,627,000
Cast Iron Water Line Replacement Phase VI				229,000	2,351,000						2,580,000
Water Meter Replacements						5,880,000					5,880,000
TOTAL	\$21,616,000	\$19,521,000	\$11,519,000	\$1,630,000	\$2,351,000	\$5,880,000	\$ -	\$ -	\$ -	\$ -	\$62,517,000
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
W/S Debt	21,049,000	18,457,000	10,716,000	840,000	2,351,000	5,880,000					59,293,000
W/S Revenue - Cash	500,000	600,000	803,000	790,000							2,693,000
Grants											
Other Funding Sources	67,000	464,000									531,000
TOTAL	\$ 21,616,000	\$ 19,521,000	\$ 11,519,000	\$ 1,630,000	\$ 2,351,000	\$ 5,880,000	\$ -	\$ -	\$ -	\$ -	\$ 62,517,000



Proposed 2026-2035 CIP-Wastewater

PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
Wastewater Treatment Plant Improvements	200,000	4,605,000									4,805,000
Lift Station Condition Assessment	325,000										325,000
WWTP Clarifier Rehabilitation			178,000	1,687,000							1,865,000
WWTP Treatment Process Optimization			200,000	10,765,000							10,965,000
TOTAL	\$ 525,000	\$ 4,605,000	\$ 378,000	\$ 12,452,000	\$ -	\$ 17,960,000					
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt											
METRO											
Capital Reserve											
W/S Debt	200,000	4,605,000		12,452,000							17,257,000
W/S Revenue - Cash	325,000		378,000								703,000
Grants											
Other Funding Sources											
TOTAL	\$ 525,000	\$ 4,605,000	\$ 378,000	\$ 12,452,000	\$ -	\$ 17,960,000					

Projects on the Horizon

- 3700 Blocks Drainage Improvements
- Replacement of Right of Way Masonry Block Retaining Walls

Proposed 2026-2035 Summary

USE	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Drainage		172,700,000	2,711,000		84,628,000		24,284,000				284,323,000
Facilities & Tech.	1,310,000	11,678,835	16,259,025		300,000						29,547,860
Parks	2,916,600	262,700	578,000								3,757,300
Streets	1,110,000	2,980,000	11,308,000	11,952,000	6,645,000	14,690,000		736,000	8,316,000		57,737,000
<i>Enterprise Funds – Public Utilities</i>											
Water	21,616,000	19,521,000	11,519,000	1,630,000	2,351,000	5,880,000					62,517,000
Wastewater	525,000	4,605,000	378,000	12,452,000							17,960,000
TOTAL	\$ 27,477,600	\$211,747,535	\$42,753,025	\$26,034,000	\$93,924,000	\$20,570,000	\$24,284,000	\$736,000	\$8,316,000	\$ -	\$455,842,160
SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt	224,000	176,820,917	29,034,025	10,250,000	90,803,000	5,698,000	24,284,000	736,000	8,316,000		346,165,942
METRO	886,000	771,000	736,000	727,000	470,000						3,590,000
Capital Reserve	3,913,000	9,741,918	306,000		300,000						14,260,918
W/S Debt	21,249,000	23,062,000	10,716,000	14,267,000	2,351,000	5,880,000					77,525,000
W/S Capital Reserve	825,000	600,000	1,181,000	790,000							3,396,000
Grants						8,992,000					8,992,000
Other Funding	380,600	751,700	780,000								1,912,300
TOTAL	\$ 27,477,600	\$211,747,535	\$42,753,025	\$26,034,000	\$ 93,924,000	\$20,570,000	\$ 24,284,000	\$736,000	\$8,316,000	\$ -	\$455,842,160

Funding Options

- Cash Funding:
 - Pay-As-You-Go (Cash)
 - Reserve Funds
- Grants
- Intergovernmental Revenue
- Debt
- Other

Funding Options

- Pay-As-You-Go (Cash)/Reserve Funds/Grants/Donations/Intergovernmental Revenue/Other
 - Pay-As-You-Go (Cash)
 - General Fund
 - Water & Sewer Fund
 - Reserve Funds
 - ✓ Asset Replacement
 - ✓ Capital Reserve including sale of Ruffino Hill property and ARPA grant funds received
 - ✓ Water & Sewer Reserve
 - ✓ Special Revenue Funds (Court Technology, Court Security, etc.)
 - Donations
 - ✓ Friends of West U Parks funds
 - ✓ Private Donations
 - Grants (including EPA, TIP, CDBG-DR, etc.)
 - Intergovernmental Revenue
 - Metro Sale Tax Funds
 - Government Loans (i.e. Texas Water Development Board)
 - Other

Funding Options

- Types of Debt:
 - General Obligation (or Tax) Bonds
 - Authorized by majority of qualified voters within the City at an election (Bond Election)
 - Secured and payable from a limited ad valorem tax on property within the City
 - Issued for permanent improvements within the City's boundaries

 - Certificates of Obligation
 - Not voted, requires public notice of intent to issue, subject to petition
 - Secured by property taxes, other revenues or a combination of the two
 - Issued for the construction of public works, for the purchase of materials, supplies, equipment, machinery, buildings, land and rights-of-ways for authorized needs and purposes, and for the payment of contractual obligations for professional services

 - Water/Sewer Revenue Bonds
 - Not voted and no public notice required
 - Secured by net revenues of the water and sewer system
 - Higher interest rate/cost than a tax bond
 - Additional bondholder covenants – coverage and reserve fund requirements

Next steps

- Incorporate Council feedback and direction from tonight
 - Projects
 - Funding
- Based on tonight's discussion we are prepared to return on August 11th with the City's Financial Advisor for further discussion
- Continue refining during the budget process
- Bring back to Council in September to finalize with the 2026 budget

Questions?

Marie Kalka

July 14, 2025

**CITY OF WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PROGRAM
TOTAL SUMMARY**

USE	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Drainage		172,700,000	2,711,000		84,628,000		24,284,000				284,323,000
Facilities & Technology	1,310,000	11,678,835	16,259,025		300,000						29,547,860
Parks	2,916,600	262,700	578,000								3,757,300
Streets	1,110,000	2,980,000	11,308,000	11,952,000	6,645,000	14,690,000		736,000	8,316,000		57,737,000
<i>Enterprise Funds – Public Utilities</i>											
Water	21,616,000	19,521,000	11,519,000	1,630,000	2,351,000	5,880,000					62,517,000
Wastewater	525,000	4,605,000	378,000	12,452,000							17,960,000
TOTAL	\$ 27,477,600	\$ 211,747,535	\$ 42,753,025	\$ 26,034,000	\$ 93,924,000	\$ 20,570,000	\$ 24,284,000	\$ 736,000	\$ 8,316,000	\$ -	\$ 455,842,160

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt	224,000	176,820,917	29,034,025	10,250,000	90,803,000	5,698,000	24,284,000	736,000	8,316,000		346,165,942
METRO	886,000	771,000	736,000	727,000	470,000						3,590,000
Capital Reserve	3,913,000	9,741,918	306,000		300,000						14,260,918
W/S Debt	21,249,000	23,062,000	10,716,000	14,267,000	2,351,000	5,880,000					77,525,000
W/S Revenue - Cash	825,000	600,000	1,181,000	790,000							3,396,000
Grants						8,992,000					8,992,000
Other Funding Sources	380,600	751,700	780,000								1,912,300
TOTAL	\$ 27,477,600	\$ 211,747,535	\$ 42,753,025	\$ 26,034,000	\$ 93,924,000	\$ 20,570,000	\$ 24,284,000	\$ 736,000	\$ 8,316,000	\$ -	\$ 455,842,160

Project costs include escalation.

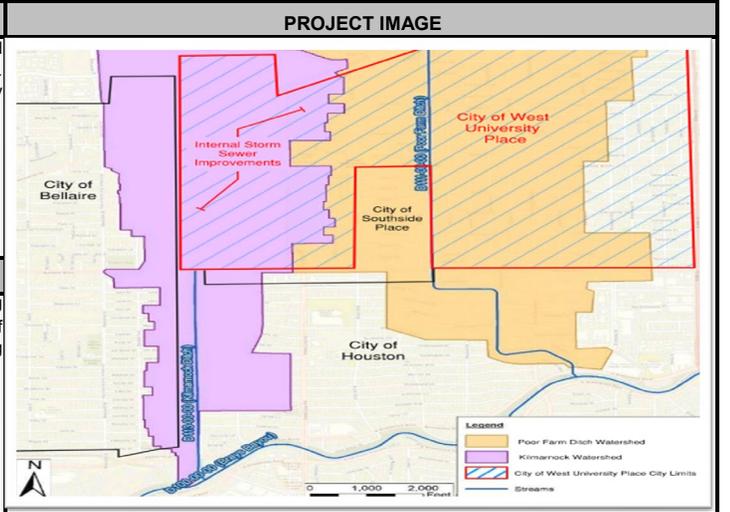
CITY OF WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PLAN
DRAINAGE

PROJECT NO	PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
DR2102	West Side Drainage Improvements		172,500,000	2,711,000		25,500,000		24,284,000				224,995,000
DR2302	Poor Farm Ditch (HCFCF)		200,000									200,000
DR3201	Buffalo Speedway Existing Storm Sewer Lining					9,128,000						9,128,000
DR3301	Offsite Detention					50,000,000						50,000,000
TOTAL		\$ -	\$ 172,700,000	\$ 2,711,000	\$ -	\$ 84,628,000	\$ -	\$ 24,284,000	\$ -	\$ -	\$ -	\$ 284,323,000

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION	
GO or CO debt		172,700,000	2,711,000		84,628,000		24,284,000				284,323,000	
METRO												
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources												
TOTAL		\$ -	\$ 172,700,000	\$ 2,711,000	\$ -	\$ 84,628,000	\$ -	\$ 24,284,000	\$ -	\$ -	\$ -	\$ 284,323,000

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
West Side Drainage Improvements	DR2102	Public Works - Drainage

PROJECT DESCRIPTION
 Drainage improvements will include a new storm sewer trunkline extending from Bissonnet to Brays Bayou, internal storm sewer improvements, roadway paving and waterline replacement for various streets on the west side of the City. This is a multi-phase project with construction of the trunkline to Brays Bayou starting in 2026. This assumes a single box culvert from Bissonnet to Bellaire and dual box culverts from Bellaire to Brays Bayou. The design and construction of internal roadway drainage and paving improvements will be conducted in phases starting in 2028 with an estimated construction completion in 2032.



PROJECT JUSTIFICATION
 The City has completed several studies to evaluate drainage improvements that would provide flood relief to the west side of the City. This area was studied by HT&J (2021), Cobb Fendley (2023), and Half (2024). The goal of the proposed drainage improvements is to provide localized 100-year flood relief within the west side of the City. The major improvements include (1) a new storm sewer trunkline within the ELPH Enterprised pipeline corridor on the west side of the City; (2) rerouting existing storm sewer network for efficiency and direct towards new trunkline; and (3) upsizing storm sewer throughout the west side.

PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											PROJECT TOTAL	
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035		
Prelim. Engineering Report	\$1,392,504												\$1,392,504
Land/Right of Way	\$4,700,000												\$4,700,000
Design/Surveying	\$4,116,785			\$2,711,000				\$2,500,000					\$9,327,785
Construction			\$172,500,000				\$23,000,000		\$24,284,000				\$219,784,000
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS	\$10,209,289	\$0	\$172,500,000	\$2,711,000	\$0	\$25,500,000	\$0	\$24,284,000	\$0	\$0	\$0	\$0	\$235,204,289

FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											PROJECT TOTAL	
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035		
GO or CO debt	\$5,505,000		\$172,500,000	\$2,711,000		\$25,500,000		\$24,284,000					\$230,500,000
METRO													
Capital Reserve	\$4,700,000												\$4,700,000
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$10,205,000	\$0	\$172,500,000	\$2,711,000	\$0	\$25,500,000	\$0	\$24,284,000	\$0	\$0	\$0	\$0	\$235,200,000

¹Explain & Identify Type of Other Sources:

IMPACT ON OPERATING BUDGET	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Poor Farm Ditch (HCFCD)		DR2302	Public Works - Drainage										
PROJECT DESCRIPTION		PROJECT IMAGE											
As part of Harris County Flood Control District's (HCFCD) Poor Farm Ditch project between University Blvd. and Bellaire Blvd., the county has requested enhanced access control measures (fencing, gates, and replacement of pedestrian bridge on south side of University, etc.) along the maintenance pathway and per the Interlocal Agreement with HCFCD, that City of West University Place would be responsible for those increased costs.													
PROJECT JUSTIFICATION													
The October 9, 2024, interlocal agreement with Harris County Flood Control District, obligates the City of West University Place to pay the cost above HCFCD's design standards.													
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	PROJECT TOTAL	
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying	\$150,000											\$150,000	
Construction			\$200,000									\$200,000	
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS	\$150,000	\$0	\$200,000	\$0	\$350,000								
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	PROJECT TOTAL	
GO or CO debt			\$200,000									\$200,000	
METRO													
Capital Reserve	\$150,000											\$150,000	
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$150,000	\$0	\$200,000	\$0	\$350,000								
¹Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Buffalo Speedway Existing Storm Sewer Lining		DR3201		Public Works- Drainage									
PROJECT DESCRIPTION		PROJECT IMAGE											
Lining of the existing storm sewer on Buffalo Speedway from north of Holcomb to Amherst on the east side of Buffalo Speedway and from south of Holcomb to Amherst on the west side of Buffalo Speedway. The project includes heavy cleaning of pipe (if needed) and lining for approximately 9600 LF of 66-inch storm sewer and ~710 LF of 72-inch storm sewer.													
PROJECT JUSTIFICATION		Lining of the pipe will ensure the future structural integrity of the 1940s storm sewer pipes that remain underground and are being utilized as underground detention for Buffalo Speedway.											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	PROJECT TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying							\$150,000						\$150,000
Construction							\$8,978,000						\$8,978,000
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$0	\$0	\$0	\$0	\$0	\$9,128,000	\$0	\$0	\$0	\$0	\$0	\$9,128,000
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	PROJECT TOTAL
GO or CO debt							\$9,128,000						\$9,128,000
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$0	\$0	\$9,128,000	\$0	\$0	\$0	\$0	\$0	\$9,128,000
*Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Offsite Detention		DR3301		Public Works - Drainage									
PROJECT DESCRIPTION		PROJECT IMAGE											
Construction of a storm water detention basin(s) along Brays Bayou to provide necessary storm water detention to support the City's past and future storm sewer improvement projects. A placeholder for a to be determined project to acquire land, design, and construction for offsite detention.													
PROJECT JUSTIFICATION													
The installation of this offsite detention system will enable the city to take advantage of the full transmission capacity of the city storm system.													
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	PROJECT TOTAL	
Prelim. Engineering Report													
Land/Right of Way						\$10,000,000						\$10,000,000	
Design/Surveying						\$5,000,000						\$5,000,000	
Construction						\$35,000,000						\$35,000,000	
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS	\$0	\$0	\$0	\$0	\$0	\$50,000,000	\$0	\$0	\$0	\$0	\$0	\$50,000,000	
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	PROJECT TOTAL	
GO or CO debt						\$50,000,000						\$50,000,000	
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$0	\$0	\$0	\$0	\$50,000,000	\$0	\$0	\$0	\$0	\$0	\$50,000,000	
¹Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

CITY OF WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PLAN
FACILITIES & TECHNOLOGY

PROJECT NO	PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
FA2305	Facility Master Plan Phase II – Community Building, Senior Center, and Library											
FA2306	Facilities Master Plan Phase II - Community Open Space Improvements											
FA2503	Facility Master Plan Phase III - New City Hall	1,310,000	9,741,918									11,051,918
FA2601	Facility Master Plan Phase IV - Public Safety Building		1,936,917	16,259,025								18,195,942
IT3001	Dispatch Radio Equipment					300,000						300,000
TOTAL		\$ 1,310,000	\$ 11,678,835	\$ 16,259,025	\$ -	\$ 300,000	\$ -	\$ 29,547,860				

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION	
GO or CO debt		1,936,917	16,259,025								18,195,942	
METRO												
Capital Reserve	1,310,000	9,741,918			300,000						11,351,918	
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources												
TOTAL		\$ 1,310,000	\$ 11,678,835	\$ 16,259,025	\$ -	\$ 300,000	\$ -	\$ 29,547,860				

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Facility Master Plan Phase II – Community Building, Senior Center, and Library		FA2305	Administration										
PROJECT DESCRIPTION		PROJECT IMAGE											
<p>Construct new building(s) for services associated with the community building, senior services, and library. The sequencing and scope of work will depend on further discssion with City Council.</p> <p>Note: the budgeted design amount will be adjusted and is anticipated to reflect the amended FMP</p>													
PROJECT JUSTIFICATION													
<p>Development of a City Facilities Master Plan was adopted as a top priority by City Council, with the Master Plan approved in June 2022 and amended in November 2024. Design and construction of a Library/Community Building/Senior Center is the second phase in implementation of the Master Plan. With some City facilities dating back to the 1940s and 1950s, City Council and staff wanted to ensure facilities were making optimal use of their space and are capable of meeting current and future demands.</p> <p>The sequencing of the Facilities Master Plan Phases will depend on feedback from City Council regarding the condition of the Police Department, Fire Station, and City Hall/Municipal services facilities.</p>													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way	\$1,165,000											\$1,165,000	
Design/Surveying	\$1,150,383											\$1,150,383	
Construction													
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS	\$2,315,383	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,315,383	
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt													
METRO													
Capital Reserve	\$2,315,383											\$2,315,383	
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$2,315,383	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,315,383	
¹ Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	O & M TOTAL	
			148,448	152,901	157,488	162,213						621,051	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Facilities Master Plan Phase II - Community Open Space Improvements		FA2306	Administration										
PROJECT DESCRIPTION		PROJECT IMAGE											
Construct enhancements to the civic center site to compliment additional parking, greenspace, and sidewalk pathways.													
PROJECT JUSTIFICATION		<p>During the design process of Phase II of the Facilities Master Plan, the City and Architect firm PGAL explored options to incorporate urban planning design elements within the civic center. Here, this project is focused on landscaping and project-site-specific enhancements to compliment the construction of the Phase II building(s).</p> <p>The sequencing of the Facilities Master Plan Phases will depend on feedback from City Council regarding the condition of the Police Department, Fire Station, and City Hall/Municipal services facilities.</p>											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction													
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
¹ Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	O & M TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Facility Master Plan Phase III - New City Hall		FA2503	Administration									
PROJECT DESCRIPTION		PROJECT IMAGE										
Construct a new city hall to house municipal services. The sequencing and scope of work will depend on further discussion with City Council.												
PROJECT JUSTIFICATION												
<p>Development of a City Facilities Master Plan was adopted as a top priority by City Council, with the Master Plan approved in June 2022 and amended in November 2024. Design and construction of a new city hall was amended to be the third phase in implementation of the Master Plan. With some City facilities dating back to the 1940s and 1950s, City Council and staff wanted to ensure facilities were making optimal use of their space and are capable of meeting current and future demand.</p> <p>The sequencing of the Facilities Master Plan Phases will depend on feedback from City Council regarding the condition of the Police Department, Fire Station, and City Hall/Municipal services facilities.</p>												
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS										
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		1,310,000										\$1,310,000
Construction			\$8,694,012									\$8,694,012
Equipment and Furniture			\$523,953									\$523,953
Technology												
Contingency			\$523,953									\$523,953
TOTAL COSTS	\$0	\$1,310,000	\$9,741,918	\$0	\$11,051,918							
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES										
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve		\$1,310,000	\$9,741,918									\$11,051,918
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$1,310,000	\$9,741,918	\$0	\$11,051,918							
¹ Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	O & M TOTAL
				152,901	157,488	162,213						472,603

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Facility Master Plan Phase IV - Public Safety Building		FA2601	Administration										
PROJECT DESCRIPTION		PROJECT IMAGE											
Renovating the existing City Hall building to accommodate expansions for the Police and Fire stations. Expansions include renovations that allow for the Police and Department services to remain operational within the City during construction. Two options are under consideration as a part of the Amended Plan for the public safety building: Option A includes renovations within the existing footprint (est. total: \$13,303,031 plus contingency; and Option B includes a renovated and rebuilt public safety building (est. total: \$18,195,942 plus contingency, shown below). Both Option A & B totals include \$650,000 cost for temporary Fire Department improvements during construction to remain fully operational.													
PROJECT JUSTIFICATION													
Development of a City Facilities Master Plan was adopted as a top priority by City Council, with the Master Plan approved in April 2022. Amended in November 2024, the amended Plan includes the design and construction of a public safety building in the fourth phase in implementation of the Master Plan.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
BUDGETED THRU 2025		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying			\$1,936,917									\$1,936,917	
Construction				\$14,899,361								\$14,899,361	
Equipment and Furniture				\$679,832								\$679,832	
Technology													
Contingency				\$679,832								\$679,832	
TOTAL COSTS	\$0	\$0	\$1,936,917	\$16,259,025	\$0	\$18,195,942							
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
BUDGETED THRU 2025		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt			\$1,936,917	\$16,259,025								\$18,195,942	
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$0	\$1,936,917	\$16,259,025	\$0	\$18,195,942							
¹ Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	O & M TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Dispatch Radio Equipment		IT3001	Information Technology										
PROJECT DESCRIPTION		PROJECT IMAGE											
Dispatch radio equipment, the central communication hub used by emergency responders to coordinate activities and respond to incidents, is facing a technological refresh. This complex system, essentially sophisticated interfaces allowing dispatchers to manage multiple radio channels and communicate with field personnel, requires an upgrade as Motorola ends support for the existing 2010-era models in 2027. This necessitates a coordinated effort between the Police department and the City of Houston, whose own infrastructure upgrades are crucial for compatibility with the new consoles. Components include: 3 workstations, software updates, network infrastructure, radio gateway, encryption modules, failover equipment, and backup radios.													
PROJECT JUSTIFICATION													
In 2027 Motorola will be ending support for the existing dispatch radio equipment. This radio equipment was purchased in 2010. This project is contingent on timing with the City of Houston updating their equipment.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction													
Equipment and Furniture													
Technology							\$300,000						\$300,000
Contingency													
TOTAL COSTS		\$0	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve							\$300,000						\$300,000
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
¹ Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	O & M TOTAL	

**CITY OF WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PLAN
PARKS**

PROJECT NO	PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
PK2403	Recreation Center Pump Room Enclosure	197,000										197,000
PK2601	Recreation Center Cardio/Weight Room Enhancement and Expansion	1,335,000										1,335,000
PK2602	Recreation Center Expanded Class Viewing Area	1,384,600										1,384,600
PK2701	Recreation Center Playground Improvements		90,200									90,200
PK2702	Park Lighting Improvements		172,500									172,500
PK2801	Liberty Hill Park Improvements			193,000								193,000
PK2802	Friends Park Improvements			79,000								79,000
PK2803	Racquetball Court Conversion to Multipurpose Room			306,000								306,000
TOTAL		\$ 2,916,600	\$ 262,700	\$ 578,000	\$ -	\$ 3,757,300						

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt											
METRO											
Capital Reserve	2,603,000		306,000								2,909,000
W/S Debt											
W/S Revenue - Cash											
Grants											
Other Funding Sources	313,600	262,700	272,000								848,300
TOTAL	\$ 2,916,600	\$ 262,700	\$ 578,000	\$ -	\$ 3,757,300						

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Pump Room Enclosure		PK2403	PARD/Recreation									
PROJECT DESCRIPTION		PROJECT IMAGE										
<p>This project was originally scheduled for 2024, and funding was approved as part of the CIP at that time. However, the original amount budgeted of \$80K was lower than the estimated cost of the project, which was \$130K and required engineered plans. Since Rec center updates were included as part of the Phase II Master Plan, it was determined that this project would be incorporated into those plans. Staff recommends that this project be completed in Phase I of the Rec Center improvements. The pool's mechanical and filtration systems rely on high-value equipment, including pumps, filters, heaters, and control units. Currently, this equipment is exposed or only partially sheltered, making it vulnerable to harsh weather conditions such as rain, snow, humidity, and extreme temperature fluctuations. Repeated exposure to these elements has already resulted in signs of wear, corrosion, and occasional equipment failures.</p>												
PROJECT JUSTIFICATION												
<p>An enclosed pump room will offer a controlled environment that shields equipment from rain, freezing temperatures, wind, and sun, all of which can cause significant deterioration over time and have the potential to cause major issues/damage during extreme weather events. Damage from weather exposure often results in unplanned downtime and emergency repairs. A properly designed enclosure reduces the frequency and severity of such incidents, leading to lower maintenance costs and more consistent pool operations.</p>												
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS										
BUDGETED THRU 2025		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		\$15,000	\$7,000									\$22,000
Construction		\$85,000	\$165,000									\$250,000
Equipment and Furniture												
Technology												
Contingency			\$25,000									\$25,000
TOTAL COSTS		\$100,000	\$197,000	\$0	\$297,000							
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES										
BUDGETED THRU 2025		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve		\$100,000	\$197,000									\$297,000
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES		\$100,000	\$197,000	\$0	\$297,000							
¹ Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Cardio/Weight Room Enhancement and Expansion		PK2601	PARD/Recreation									
PROJECT DESCRIPTION		PROJECT IMAGE										
<p>The Parks & Recreation Board recommended a phased approach for Recreation Center Improvements. Phase 1 of the Rec Center project aims to enhance and expand the existing cardio/weight room to better accommodate the growing fitness needs of our community. The current space, or lack thereof, has been the number one complaint since the facility opened in 2010. The primary goal is to optimize the use of the space to allow for the addition of new cardio machines (treadmills, stairmaster, adaptive motion trainers, ellipticals, bikes, etc.) and strength-training equipment, while also creating designated areas for floor-based exercise and functional training.</p>												
PROJECT JUSTIFICATION												
<p>Our goal is to retain and attract residents by enhancing their on-site experience. Many residents have expressed a desire for a facility that rivals local gyms in terms of space, equipment, and overall environment. By investing in these improvements, we hope to boost member satisfaction, increase membership sales, and enhance the workout experience for our residents.</p>												
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		\$140,000										\$140,000
Construction		\$845,000										\$845,000
Equipment and Furniture		\$309,000										\$309,000
Technology												
Contingency		\$41,000										\$41,000
TOTAL COSTS	\$0	\$1,335,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,335,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve		\$1,073,000										\$1,073,000
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -		\$262,000										\$262,000
TOTAL SOURCES	\$0	\$1,335,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,335,000
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund (\$262,000)												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Expanded Class Viewing Area		PK2602	PARD/Recreation									
PROJECT DESCRIPTION		PROJECT IMAGE										
<p>The Parks & Recreation Board recommended a phased approach for Recreation Center Improvements. For this project, the upstairs viewing room will be repurposed to accommodate an enhanced and expanded cardio/fitness area. While this renovation will significantly enhance our fitness area, it will eliminate one of the existing parent viewing spaces. To ensure families can continue to observe and support their children during class, while not interfering with the class, the expanded viewing room is necessary. Staff recommends that the Aquatics Control Area be completed at the same time as the viewing room. This project involves the renovation and reconfiguration of the existing aquatics facility to establish centralized Aquatics Control Area, designed to enhance operational oversight and staff efficiency. The scope of work includes the relocation of the Aquatics Program Specialist and supervisory staff into a newly designated, combined office space with direct visibility over the pool area. The office will feature large viewing windows facing the pool to facilitate effective supervision and support of lifeguards, instructors, and patrons. Note: The product image is an example photo sourced from the internet for reference purposes.</p>												
PROJECT JUSTIFICATION												
<p>This new viewing area will replace one of the spaces being eliminated due to another project. The new viewing area will provide a comfortable, accessible space for parents and guardians to watch a variety of classes taking place in the Rec Center. The new control area will serve as the central hub for aquatics operations, allowing for real-time monitoring of pool activities, improved supervision of staff, and immediate response to any safety or operational concerns.</p>												
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS										
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		\$196,400										\$196,400
Construction		\$1,033,200										\$1,033,200
Equipment and Furniture		\$51,700										\$51,700
Technology												
Contingency		\$103,300										\$103,300
TOTAL COSTS	\$0	\$1,384,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,384,600
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES										
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve		\$1,333,000										\$1,333,000
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -		\$51,600										\$51,600
TOTAL SOURCES	\$0	\$1,384,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,384,600
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund.												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Recreation Center Playground Improvements		PK2701											
PROJECT DESCRIPTION		PROJECT IMAGE											
Project will be based on assessment and citizen input. Items being considered include: new artificial turf for fall zones, update and paint playground equipment, repair fence, relocate gates entry if fall zone allows, powder coat steel benches, and professionally clean the shade coverings.													
PROJECT JUSTIFICATION		Recommendation of Parks and Open Space Master Plan.											
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction			\$82,000									\$82,000	
Equipment and Furniture													
Technology													
Contingency			\$8,200									\$8,200	
TOTAL COSTS	\$0	\$0	\$90,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,200	
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -			\$90,200									\$90,200	
TOTAL SOURCES	\$0	\$0	\$90,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,200	
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund.													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Lighting Improvements		PK2702	PARD									
PROJECT DESCRIPTION		PROJECT IMAGE										
Lighting improvements throughout the parks and recreation facilities to improve visibility and safety based on a lighting assessment. Included in the lighting improvements are Colonial Park, Wier Park, Liberty Hill, Huffington Park, Friends Park, Hughes Park, Recreation Center Track/Playground, Judson Park, Whitt Johnson Park.												
PROJECT JUSTIFICATION												
Recommendation of Parks and Open Space Master Plan.												
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying												
Construction			\$150,000									\$150,000
Equipment and Furniture												
Technology												
Contingency			\$22,500									\$22,500
TOTAL COSTS	\$0	\$0	\$172,500	\$0	\$172,500							
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -			\$172,500									\$172,500
TOTAL SOURCES	\$0	\$0	\$172,500	\$0	\$172,500							
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund.												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Liberty Hill Park Improvements		PK2801	Parks & Rec - Parks Maintenance									
PROJECT DESCRIPTION		PROJECT IMAGE										
As part of the Park Redevelopment Program, Liberty Hill Park is scheduled for evaluation to identify opportunities for improvements and modernization. This project will assess current park conditions and explore potential enhancements that align with broader community and infrastructure improvements. Opportunities under consideration include: integration of lighting and landscaping, public art installations, and signage replacement at Bissonnet and Wesleyan. At this time, no formal designs or cost estimates have been developed.												
PROJECT JUSTIFICATION												
Recommendation of Parks and Open Space Master Plan.												
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying				\$25,000								\$25,000
Construction				\$100,000								\$100,000
Equipment and Furniture				\$58,000								\$58,000
Technology												
Contingency				\$10,000								\$10,000
TOTAL COSTS	\$0	\$0	\$0	\$193,000	\$0	\$193,000						
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -				\$193,000								\$193,000
TOTAL SOURCES	\$0	\$0	\$0	\$193,000	\$0	\$193,000						
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund.												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	O & M TOTAL

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Friends Park Improvements		PK2802											
PROJECT DESCRIPTION		PROJECT IMAGE											
Project will be based on assessment and citizen input. Items being considered include: removal of eastern red cedar, install Friends Park Story Board Sign, level out interior turf ring and install new artificial turf, repair pavers areas, stain and improve gazebo and furnishings, solar lighting upgrades.													
PROJECT JUSTIFICATION		Recommendation of parks and open space master plan.											
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction				\$72,000								\$72,000	
Equipment and Furniture													
Technology													
Contingency				\$7,000								\$7,000	
TOTAL COSTS	\$0	\$0	\$0	\$79,000	\$0	\$79,000							
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -				\$79,000								\$79,000	
TOTAL SOURCES	\$0	\$0	\$0	\$79,000	\$0	\$79,000							
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund.													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Racquetball Conversion to Multi-Functional Space		PK2803	PARD/Recreation									
PROJECT DESCRIPTION		PROJECT IMAGE										
<p>The Parks & Recreation Board recommended a phased approach for Recreation Center Improvements. No date has been established for this project, but the Parks and Recreation Board noted it as a lower priority over the initial Phase I improvements recommended. This project involves the renovation and transformation of the existing racquetball and squash courts into a versatile, multi-functional space designed to better serve the evolving needs of our community. The project would remove the existing dividing wall between the two courts and install a high-quality, moveable partition. This adaptable solution would allow the space to function as either a single large room or two separate activity areas, depending on the schedule and program requirements. When open, the combined space would be ideal for hosting larger fitness classes, community meetings, children's sports clinics, and camp space. When divided, the rooms could simultaneously support smaller group activities such as yoga, dance, art classes, or educational workshops.</p>												
PROJECT JUSTIFICATION		<p>Currently, the courts are underutilized, with limited participation from residents and members. This valuable square footage has the potential to be repurposed into a dynamic area that can accommodate a wider variety of programs and activities, maximizing community engagement and facility use.</p>										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying				\$7,800								\$7,800
Construction				\$258,200								\$258,200
Equipment and Furniture				\$12,000								\$12,000
Technology												
Contingency				\$28,000								\$28,000
TOTAL COSTS	\$0	\$0	\$0	\$306,000	\$0	\$306,000						
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve				\$306,000								\$306,000
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$0	\$0	\$306,000	\$0	\$306,000						
¹ Explain & Identify Type of Other Sources: Friends of West University Fund - Pending recommendation from Parks & Recreation Board and funding approval by Friends of West University Parks Fund.												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

**CITY OF WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PLAN
STREETS**

PROJECT NO	PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
ST2202	Weslayan Traffic Signal Replacement			458,000								458,000
ST2504	Civic Center Street & Sidewalk Improvements			7,132,000	7,183,000	3,251,000	3,450,000					21,016,000
ST2601	Westside Roadway Reconstruction Phase 2	149,000	2,002,000									2,151,000
ST2602	Buffalo Speedway Pedestrian Enhancements	90,000				995,000	11,240,000					12,325,000
ST2603	University Blvd Pedestrian Enhancements	75,000							736,000	8,316,000		9,127,000
ST2604	Roadway Improvements	386,000	406,000	426,000	447,000	470,000						2,135,000
ST2605	Sidewalk Replacement	210,000	365,000	310,000	280,000							1,165,000
ST2606	Weslayan Street Pedestrian Mobility Enhancements	200,000										200,000
ST2701	Westside Roadway Reconstruction Phase 3		132,000	1,682,000								1,814,000
ST2702	Virginia Court Reconstruction		75,000	992,000								1,067,000
ST2801	Westside Roadway Reconstruction Phase 4 and Cast Iron WL Replacement			308,000	3,890,000							4,198,000
ST2901	Westside Roadway Reconstruction Phase 5				152,000	1,929,000						2,081,000
ST	Traffic Circle											
TOTAL		\$ 1,110,000	\$ 2,980,000	\$ 11,308,000	\$ 11,952,000	\$ 6,645,000	\$ 14,690,000	\$ -	\$ 736,000	\$ 8,316,000	\$ -	\$ 57,737,000

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION	
GO or CO debt	224,000	2,184,000	10,064,000	10,250,000	6,175,000	5,698,000		736,000	8,316,000		43,647,000	
METRO	886,000	771,000	736,000	727,000	470,000						3,590,000	
Capital Reserve												
W/S Debt				975,000							975,000	
W/S Revenue - Cash												
Grants						8,992,000					8,992,000	
Other Funding Sources		25,000	508,000								533,000	
TOTAL		\$ 1,110,000	\$ 2,980,000	\$ 11,308,000	\$ 11,952,000	\$ 6,645,000	\$ 14,690,000	\$ -	\$ 736,000	\$ 8,316,000	\$ -	\$ 57,737,000

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Weslayan Traffic Signal Replacement		ST2202	Public Works - Streets										
PROJECT DESCRIPTION		PROJECT IMAGE											
Replacement of Traffic Signals at the intersection of Weslayan and Rice and Weslayan and University. Improvements will include upgrades to the traffic signal management equipment, pedestrian signals, cabinets and internal components and will have the decorative finish to match the new poles installed on Buffalo Speedway.		<p>○ Location of Signal Upgrades</p>											
PROJECT JUSTIFICATION		Traffic hardware and cabinet components at both intersections on Weslayan have been identified for replacement. The proposed improvements will include the components recently installed on Buffalo Speedway which will standardize the signal equipment for all signals within the City. Staff will monitor market and go out for bid when beneficial to the City.											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying		\$73,550			\$25,000								\$98,550
Construction		\$399,628			\$393,000								\$792,628
Equipment and Furniture													
Technology													
Contingency					\$40,000								\$40,000
TOTAL COSTS		\$473,178	\$0	\$0	\$458,000	\$0	\$931,178						
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO		\$130,200											\$130,200
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -		\$342,978			\$458,000								\$800,978
TOTAL SOURCES		\$473,178	\$0	\$0	\$458,000	\$0	\$931,178						
¹ Explain & Identify Type of Other Sources: Asset Replacement Funds- \$702,800 and Fund 325 fund balance \$100K.													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Civic Center Street & Sidewalk Improvements		ST2504		Public Works									
PROJECT DESCRIPTION		PROJECT IMAGE											
<p>Constructs pedestrian and traffic mobility in the City's right of way (ROW) in the Civic Center that would include traffic calming elements, angled parking, enhanced crosswalks, improved streets and wider sidewalks.</p> <p>The proposed cost estimate includes complete rebuilding of streets and sidewalks. During the design process, reusing streets and sidewalks will be evaluated to lower the cost and impact of construction.</p>													
PROJECT JUSTIFICATION		<p>During the Phase 2 Facilities Master Plan design process, the City received feedback to incorporate elements to improve pedestrian and traffic safety in the Civic Center. The phases corresponded to identified facility projects. These improvements can be completed in conjunction with facility improvements or as a separate project independent of any planned facility improvements.</p>											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying					\$1,069,000	\$1,077,000	\$487,000	\$517,000					\$3,150,000
Construction					\$5,350,000	\$5,388,000	\$2,439,000	\$2,588,000					\$15,765,000
Equipment and Furniture													
Technology													
Contingency					\$713,000	\$718,000	\$325,000	\$345,000					\$2,101,000
TOTAL COSTS		\$0	\$0	\$0	\$7,132,000	\$7,183,000	\$3,251,000	\$3,450,000	\$0	\$0	\$0	\$0	\$21,016,000
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt					\$7,132,000	\$7,183,000	\$3,251,000	\$3,450,000					\$21,016,000
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$7,132,000	\$7,183,000	\$3,251,000	\$3,450,000	\$0	\$0	\$0	\$0	\$21,016,000
'Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Westside Roadway Reconstruction Phase 2		ST2601	Public Works - Streets									
PROJECT DESCRIPTION		PROJECT IMAGE										
The project includes the full reconstruction of the streets identified in Phase 2 including Community from Bissonnet to Amherst and Community from Amherst to Case.												
PROJECT JUSTIFICATION		The streets on the west side of the City were originally constructed between the 1940s-1950s and consisted of concrete pavements with curbs. During the 1990's, the City reconstructed a large portion of its streets on the west side of the City. Some of the streets received improvements to the sanitary sewer which required an approximately 4-foot width strip of concrete to be replaced. As a result, many of the streets on the west side have concrete utility patches and concrete of various ages. The existing pavement conditions range from poor to satisfactory. Poor pavement generally exhibits lower ride quality, significant or excessive cracking, utility patching and other pavement deficiencies. Satisfactory pavement has acceptable ride quality and minor cracking. Fair pavement conditions have qualities of varying degrees between satisfactory and poor conditions. The City intends to fully reconstruct roadway segments noted to be in poor and fair condition.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		\$149,000										\$149,000
Construction			\$1,820,000									\$1,820,000
Equipment and Furniture												
Technology												
Contingency			\$182,000									\$182,000
TOTAL COSTS	\$0	\$149,000	\$2,002,000	\$0	\$2,151,000							
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt		\$149,000	\$2,002,000									\$2,151,000
METRO												
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$149,000	\$2,002,000	\$0	\$2,151,000							
'Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Buffalo Speedway Pedestrian Enhancements		ST2602	Public Works - Streets										
PROJECT DESCRIPTION		PROJECT IMAGE											
Installation of new 8-12-foot-wide pathways along both sides of Buffalo Speedway from Bissonnet to Holcombe. The budget for this project does not include consideration for trees, and possible relocation of CenterPoint poles and street lights and other city owned infrastructure.													
PROJECT JUSTIFICATION													
Provide pedestrian enhancements to improve mobility along Buffalo Speedway from Bissonnet to Holcombe.													
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report		\$90,000											\$90,000
Land/Right of Way													
Design/Surveying													
Construction						\$995,000							\$995,000
Equipment and Furniture							\$11,240,000						\$11,240,000
Technology													
Contingency													
TOTAL COSTS	\$0	\$90,000	\$0	\$0	\$0	\$995,000	\$11,240,000	\$0	\$0	\$0	\$0	\$0	\$12,325,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt						\$995,000	\$2,248,000						\$3,243,000
METRO		\$90,000											\$90,000
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants							\$8,992,000						\$8,992,000
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$90,000	\$0	\$0	\$0	\$995,000	\$11,240,000	\$0	\$0	\$0	\$0	\$0	\$12,325,000
¹ Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
University Blvd Pedestrian Enhancements	ST2603	Public Works - Streets
PROJECT DESCRIPTION	PROJECT IMAGE	
Installation of new 8-12-foot-wide pathways along both sides of University Boulevard from the bridge at Poor Farm Ditch to Kirby. The budget for this project does not include consideration for trees and possible relocation of CenterPoint poles and street lights and other city owned infrastructure.		
PROJECT JUSTIFICATION		
Provide pedestrian enhancements to improve mobility along University from Poor Farm Ditch to Kirby.		

PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report		\$75,000											\$75,000
Land/Right of Way													
Design/Surveying													
Construction									\$736,000				\$736,000
Equipment and Furniture										\$8,316,000			\$8,316,000
Technology													
Contingency													
TOTAL COSTS	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$736,000	\$8,316,000	\$0	\$0	\$9,127,000

FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt		\$75,000							\$736,000	\$8,316,000			\$9,127,000
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$736,000	\$8,316,000	\$0	\$0	\$9,127,000

¹Explain & Identify Type of Other Sources:

IMPACT ON OPERATING BUDGET	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Roadway Improvements		ST2604	Public Works - Streets										
PROJECT DESCRIPTION		PROJECT IMAGE											
Complete isolated panel replacement, slab leveling, joint repair and curb replacements as identified in the Pavement Management Report. This is year three of an eight-year improvement schedule.													
PROJECT JUSTIFICATION		The City currently owns and maintains approximately 50 centerline miles of streets which were generally constructed between 1999 and 2005. In March 2022, Terracon conducted pavement engineering evaluations and prepared an 8-year pavement management work plan for the City. The report provides recommended improvements such as joint repair, curb replacement, isolated panel replacement, slab leveling, and total reconstruction.											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction			\$386,000	\$406,000	\$426,000	\$447,000	\$470,000						\$2,135,000
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$0	\$386,000	\$406,000	\$426,000	\$447,000	\$470,000	\$0	\$0	\$0	\$0	\$0	\$2,135,000
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO			\$386,000	\$406,000	\$426,000	\$447,000	\$470,000						\$2,135,000
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$386,000	\$406,000	\$426,000	\$447,000	\$470,000	\$0	\$0	\$0	\$0	\$0	\$2,135,000
¹Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
Sidewalk Replacement	ST2605	Public Works - Streets
PROJECT DESCRIPTION	PROJECT IMAGE	
Replacement of deficient sidewalk panels through out the City to provide safe pedestrian travel. 2029 includes replacement of sidewalk panels that were previously shaved to level the panel.	<p>The map displays four project zones: Zone 2 (pink), Zone 3 (light blue), Zone 4 (light green), and Zone 5 (yellow). A legend indicates the estimated sidewalk replacement cost for each zone: Zone 2 (\$602 SY in 2025), Zone 3 (\$800 SY in 2025), Zone 4 (\$1192 SY in 2026), and Zone 5 (\$2203 SY in 2027). It also shows completed repairs in grey and a METRO Grant area in purple. The map includes street names like Bellaire Blvd and various residential streets.</p>	
PROJECT JUSTIFICATION	Replacement of deficient sidewalk panels through out the City to ensure compliance with ADA standards and enhance pedestrian mobility.	

PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying												
Construction		\$210,000	\$365,000	\$310,000	\$280,000							\$1,165,000
Equipment and Furniture												
Technology												
Contingency												
TOTAL COSTS	\$0	\$210,000	\$365,000	\$310,000	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,165,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO		\$210,000	\$365,000	\$310,000	\$280,000							\$1,165,000
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$210,000	\$365,000	\$310,000	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,165,000
¹ Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET		2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

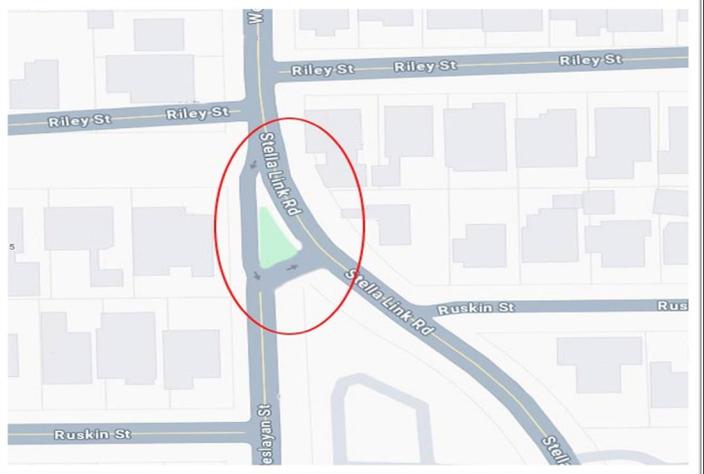
PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Weslayan Street Pedestrian Mobility Enhancements		ST2606	Public Works									
PROJECT DESCRIPTION		PROJECT IMAGE										
Install pedestrian mobility enhancements which may include enhanced pedestrian crossings along Weslayan, additional lighting at signalized intersections, modifications to signal timing or other various improvements.												
PROJECT JUSTIFICATION												
Ensuring safe pedestrian mobility between our parks, schools and other places of interest through out the City is very important. The work along Weslayan builds upon the work already completed at our signalized intersections on Weslayan St. and Buffalo Speedway to improve pedestrian safety.												
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		\$50,000										
Construction		\$150,000										
Equipment and Furniture												
Technology												
Contingency												
TOTAL COSTS	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO		\$200,000										
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
*Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Westside Roadway Reconstruction Phase 3		ST2701	Public Works - Streets										
PROJECT DESCRIPTION		PROJECT IMAGE											
The project includes the full reconstruction of the streets identified in Phase 3 including Ruskin from Community to West Point, Ruskin from Academy to Wesleyan, and Byron from Wesleyan to College.													
PROJECT JUSTIFICATION		The streets on the west side of the City were originally constructed between the 1940s-1950s and consisted of concrete pavements with curbs. During the 1990's, the City reconstructed a large portion of its streets on the west side of the City. Some of the streets received improvements to the sanitary sewer which required an approximately 4-foot width strip of concrete to be replaced. As a result, many of the streets on the west side have concrete utility patches and concrete of various ages. The existing pavement conditions range from poor to satisfactory. Poor pavement generally exhibits lower ride quality, significant or excessive cracking, utility patching and other pavement deficiencies. Satisfactory pavement has acceptable ride quality and minor cracking. Fair pavement conditions have qualities of varying degrees between satisfactory and poor conditions. The City intends to fully reconstruct roadway segments noted to be in poor and fair condition.											
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying			\$132,000										\$132,000
Construction				\$1,529,000									\$1,529,000
Equipment and Furniture													
Technology													
Contingency				\$153,000									\$153,000
TOTAL COSTS	\$0	\$0	\$132,000	\$1,682,000	\$0	\$1,814,000							
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt			\$132,000	\$1,682,000									\$1,814,000
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$0	\$132,000	\$1,682,000	\$0	\$1,814,000							
'Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Virginia Court Reconstruction		ST2702		Public Works - Streets									
PROJECT DESCRIPTION		PROJECT IMAGE											
The project includes the reconstruction of approximately 425 linear feet of concrete roadway and sidewalk as well as replacement of the existing 2-inch water line and existing 6-inch sanitary sewer on Virginia Court. The project will be constructed concurrently with or after HCFCD Poor Farm Ditch reconstruction. The project will also include planting and irrigation in conjunction with the Poor Farm Ditch project.													
PROJECT JUSTIFICATION		In March 2022, Terracon conducted pavement engineering evaluations and prepared a pavement management workplan for the City. The plan identified Virginia Court as requiring total reconstruction. The sanitary sewer and water line were also identified for replacement. The project will also include planting and irrigation within the planter boxes being installed by HCFCD as part of the Poor Farm Ditch project.											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying				\$75,000									\$75,000
Construction					\$901,000								\$901,000
Equipment and Furniture													
Technology													
Contingency					\$91,000								\$91,000
TOTAL COSTS		\$0	\$0	\$75,000	\$992,000	\$0	\$1,067,000						
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt				\$50,000	\$942,000								\$992,000
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -				\$25,000	\$50,000								\$75,000
TOTAL SOURCES		\$0	\$0	\$75,000	\$992,000	\$0	\$1,067,000						
¹ Explain & Identify Type of Other Sources: Fund 325 fund balance \$25K, Tree Trust \$50K													
IMPACT ON OPERATING BUDGET				2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Westside Roadway Reconstruction Phase 4 and Cast Iron WL Replacement		ST2801	Public Works - Streets										
PROJECT DESCRIPTION		PROJECT IMAGE											
The project includes the full reconstruction of the streets identified in Phase 4 including Cason from West Point to Fairhaven, Academy from Ruskin to Bellaire, Wesleyan from Ruskin to Bellaire, Riley from Wesleyan to College, and Villanova from Academy to Wesleyan. The project also includes replacement of existing pre-1939 cast iron waterlines on these streets.													
PROJECT JUSTIFICATION		The streets on the west side of the City were originally constructed between the 1940s-1950s and consisted of concrete pavements with curbs. During the 1990's, the City reconstructed a large portion of its streets on the west side of the City. Some of the streets received improvements to the sanitary sewer which required an approximately 4-foot width strip of concrete to be replaced. As a result, many of the streets on the west side have concrete utility patches and concrete of various ages. The existing pavement conditions range from poor to satisfactory. Poor pavement generally exhibits lower ride quality, significant or excessive cracking, utility patching and other pavement deficiencies. Satisfactory pavement has acceptable ride quality and minor cracking. Fair pavement conditions have qualities of varying degrees between satisfactory and poor conditions. The City intends to fully reconstruct roadway segments noted to be in poor and fair condition.											
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying				\$308,000									\$308,000
Construction					\$3,536,000								\$3,536,000
Equipment and Furniture													
Technology													
Contingency					\$354,000								\$354,000
TOTAL COSTS	\$0	\$0	\$0	\$308,000	\$3,890,000	\$0	\$4,198,000						
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt				\$308,000	\$2,915,000								\$3,223,000
METRO													
Capital Reserve													
W/S Debt					\$975,000								\$975,000
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$0	\$0	\$308,000	\$3,890,000	\$0	\$4,198,000						
'Explain & Identify Type of Other Sources: Estimated cost of Cast Iron WL replacement is \$975,000.													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Westside Roadway Reconstruction Phase 5		ST2901	Public Works - Streets									
PROJECT DESCRIPTION		PROJECT IMAGE										
The project includes the full reconstruction of the streets identified in Phase 5 including Swarthmore from College to Dead End, Case from College to Dead End, and Oberlin from College to Dead End.												
PROJECT JUSTIFICATION		The streets on the west side of the City were originally constructed between the 1940s-1950s and consisted of concrete pavements with curbs. During the 1990's, the City reconstructed a large portion of its streets on the west side of the City. Some of the streets received improvements to the sanitary sewer which required an approximately 4-foot width strip of concrete to be replaced. As a result, many of the streets on the west side have concrete utility patches and concrete of various ages. The existing pavement conditions range from poor to satisfactory. Poor pavement generally exhibits lower ride quality, significant or excessive cracking, utility patching and other pavement deficiencies. Satisfactory pavement has acceptable ride quality and minor cracking. Fair pavement conditions have qualities of varying degrees between satisfactory and poor conditions. The City intends to fully reconstruct roadway segments noted to be in poor and fair condition.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying					\$152,000							\$152,000
Construction						\$1,753,000						\$1,753,000
Equipment and Furniture												
Technology												
Contingency						\$176,000						\$176,000
TOTAL COSTS	\$0	\$0	\$0	\$0	\$152,000	\$1,929,000	\$0	\$0	\$0	\$0	\$0	\$2,081,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt					\$152,000	\$1,929,000						\$2,081,000
METRO												
Capital Reserve												
W/S Debt												
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$0	\$0	\$0	\$152,000	\$1,929,000	\$0	\$0	\$0	\$0	\$0	\$2,081,000
'Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Weslayan St. & Stella Link Rd. Intersection Improvements													
PROJECT DESCRIPTION		PROJECT IMAGE											
Construct improvements to the intersection of Stella Link Rd., Weslayan St., Riley St. and Ruskin St. to improve traffic and pedestrian safety in along this stretch of roadway, which may include reconfiguring the intersection's geometry.													
PROJECT JUSTIFICATION													
Ensuring safe pedestrian mobility between our parks, schools and other places of interest through out the City is very important. The work along Weslayan builds upon the work already completed at our signalized intersections on Weslayan St. and Buffalo Speedway to improve pedestrian safety.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction													
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
*Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET		2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL		

**WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PLAN
WATER**

PROJECT NO	PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
WA2407	Wakeforest Water Plant Improvements		5,475,000									5,475,000
WA2408	New Water Well No. 10		8,752,000									8,752,000
WA2409	Milton Water Plant Improvements	18,589,000										18,589,000
WA2501	Cast Iron Water Line Replacement Phase II	2,460,000										2,460,000
WA2601	Cast Iron Water Line Replacement Phase III	567,000	4,648,000									5,215,000
WA2602	Bellaire Elevated Storage Tank (EST) Replacement		420,000	9,450,000								9,870,000
WA2701	Cast Iron Water Line Replacement Phase IV		226,000	1,843,000								2,069,000
WA2801	Cast Iron Water Line Replacement Phase V			226,000	1,401,000							1,627,000
WA2901	Cast Iron Water Line Replacement Phase VI				229,000	2,351,000						2,580,000
WA3001	Water Meter Replacements						5,880,000					5,880,000
TOTAL		\$ 21,616,000	\$ 19,521,000	\$ 11,519,000	\$ 1,630,000	\$ 2,351,000	\$ 5,880,000	\$ -	\$ -	\$ -	\$ -	\$ 62,517,000

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
GO or CO debt											
METRO											
Capital Reserve											
W/S Debt	21,049,000	18,457,000	10,716,000	840,000	2,351,000	5,880,000					59,293,000
W/S Revenue - Cash	500,000	600,000	803,000	790,000							2,693,000
Grants											
Other Funding Sources	67,000	464,000									531,000
TOTAL	\$ 21,616,000	\$ 19,521,000	\$ 11,519,000	\$ 1,630,000	\$ 2,351,000	\$ 5,880,000	\$ -	\$ -	\$ -	\$ -	\$ 62,517,000

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Wakeforest Water Plant Improvements		WA2407	Public Works - Water										
PROJECT DESCRIPTION		PROJECT IMAGE											
<p>Improvements at the Wakeforest Water Plant include increasing the booster pump capacity from 3,000 gpm to 4,000 gpm. Two booster pumps will be installed with the ability to install a third booster pump in the future, and suction and distribution piping will also be increased in size. Variable Frequency Drives (VFDs) will be installed for operation of booster pumps. The project includes replacement of all electrical equipment, a new motor control center (MCC), new CenterPoint electrical service and transformer, installation of a new generator, and new SCADA system. The MCC will be in a new 25'x15' building and the pumps will be placed on a concrete pad. The project also includes underground stormwater detention and site work. Contingency is built into construction.</p>													
PROJECT JUSTIFICATION		<p>IDS Engineering Group completed extensive water modeling of the City's water system to determine improvements to ensure the City meets daily current and future demands for residents. Improvements at the Wakeforest Water Plant will improve pressure and flow throughout system and provide the ability to support future water service demand.</p>											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying		\$487,695											\$487,695
Construction				\$5,475,000									\$5,475,000
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$487,695	\$0	\$5,475,000	\$0	\$5,962,695							
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt		\$487,695		\$5,475,000									\$5,962,695
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$487,695	\$0	\$5,475,000	\$0	\$5,962,695							
¹ Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
New Water Well No. 10		WA2408	Public Works - Water									
PROJECT DESCRIPTION		PROJECT IMAGE										
Construct a new 1,500 gallon per minute (gpm) groundwater well on the site of former Water Well No. 7. The property is within the City of West U at the southeast corner of Bissonnet St. and Wesleyan St. The project also includes ~2800 linear feet of new 12" waterline to convey the groundwater from the well to the Milton Water Plant. Contingency is built into construction.												
PROJECT JUSTIFICATION		The city receives between 50 to 55 percent of its water supply from the City of Houston via surface water connections. Adding a new groundwater well to the City's system will provide enough capacity to replace the City of Houston water supply during a service interruption and maintain minimum system pressures during peak demand.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying	\$713,639											\$713,639
Construction			\$8,752,000									\$8,752,000
Equipment and Furniture												
Technology												
Contingency												
TOTAL COSTS	\$713,639	\$0	\$8,752,000	\$0	\$9,465,639							
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt	\$713,639		\$8,752,000									\$9,465,639
W/S Revenue - Cash												
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$713,639	\$0	\$8,752,000	\$0	\$9,465,639							
¹Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Milton Water Plant Improvements		WA2409	Public Works - Water										
PROJECT DESCRIPTION		PROJECT IMAGE											
<p>The project includes a new pump and electrical building located to the west of the existing 1.5 MG GST. The pump building will include four booster pumps with the ability to add a fifth booster pump when needed. Improvements will also include suction and distribution piping, SCADA panel, MCC, new emergency generator, and new electrical service. The project also includes a new dual 2.0 MG GST at site of existing 1.5MG GST, chemical improvements, access drive and sitework, and new surface water meter vault. The new dual tank addresses the need for replacement of both GSTs. The project includes demolition of the existing 1.5 MG GST at the start of the project and demolition of the 0.4 MG GST at the completion of the project. Contingency is built into construction.</p>													
PROJECT JUSTIFICATION													
<p>The City completed a comprehensive assessment of the City's water system to identify improvements needed to ensure that the City meets current and future needs of residents. The current pump building lacks the available space to add a pump to meet current demand, as well as additional pump that may be needed to meet future demand. Any improvements to the existing pump building would also require taking the existing station offline, which impacts the water service delivery for residents.</p> <p>The planned improvements will increase the City's pumping capacity and pressure throughout the entire system, while also ensuring the City's ability to meet future demand. Additionally, the existing 400,000-gallon (0.4MG) GST and 1,500,000-gallon (1.5MG) GST were constructed in 1957 and are due for replacement prior to 2030. The two existing tanks will be replaced with a single dual 2,000,000-gallon (2.0MG) GST in the existing location of the 1.5MG GST, which has a lower cost than replacing two individual GST and increase open space on the limited site.</p>													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report		\$163,925											\$163,925
Land/Right of Way													
Design/Surveying		\$907,000	\$611,075										\$1,518,075
Construction			\$17,977,925										\$17,977,925
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$1,070,925	\$18,589,000	\$0	\$19,659,925								
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt		\$370,925	\$18,589,000										\$18,959,925
W/S Revenue - Cash		\$700,000											\$700,000
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$1,070,925	\$18,589,000	\$0	\$19,659,925								
*Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET				2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Cast Iron Water Line Replacement Phase II		WA2501	Public Works - Water										
PROJECT DESCRIPTION		PROJECT IMAGE											
The City has identified cast iron water lines throughout the City that require replacement. Cast Iron Waterline Replacement 2025 includes water line replacements on Annapolis between Pemberton and Werlein, Barbara Ln between Wakeforest and Annapolis, Cason between Wakeforest and Annapolis, and Werlein between Wakeforest and Annapolis.													
PROJECT JUSTIFICATION		The pre-1939 cast iron pipes have been identified for replacement. The new water lines will provide the City with a more robust water distribution system, fewer unplanned disruptions, and lower repair costs.											
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report		\$105,000											\$105,000
Land/Right of Way													
Design/Surveying		\$394,000											\$394,000
Construction			\$2,236,000										\$2,236,000
Equipment and Furniture													
Technology													
Contingency			\$224,000										\$224,000
TOTAL COSTS		\$499,000	\$2,460,000	\$0	\$2,959,000								
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt			\$2,460,000										\$2,460,000
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -		\$499,000											\$499,000
TOTAL SOURCES		\$499,000	\$2,460,000	\$0	\$2,959,000								
¹ Explain & Identify Type of Other Sources: Fund 340 fund balance \$499K.													
IMPACT ON OPERATING BUDGET				2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Cast Iron Water Line Replacement Phase III		WA2601	Public Works - Water									
PROJECT DESCRIPTION		PROJECT IMAGE										
The City has identified cast iron water lines throughout the City that require replacement. Cast Iron Waterline Replacement 2026 includes water line replacements along Kirby Drive between Bissonnet and University, Bissonnet between Mercer and Buffalo Speedway, Mercer between Albans and Bissonnet, and Bissonnet between Wesleyan and Northwestern. These water lines are primarily within City of Houston right-of-way and will require approvals from City of Houston.												
PROJECT JUSTIFICATION		The pre-1939 cast iron pipes have been identified for replacement. The new water lines will provide the City with a more robust water distribution system, fewer unplanned disruptions, and lower repair costs.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying		\$567,000										\$567,000
Construction			\$4,225,000									\$4,225,000
Equipment and Furniture												
Technology												
Contingency			\$423,000									\$423,000
TOTAL COSTS	\$0	\$567,000	\$4,648,000	\$0	\$5,215,000							
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt			\$4,230,000									\$4,230,000
W/S Revenue - Cash		\$500,000	\$418,000									\$918,000
Grants												
Other Funding Sources ¹ -		\$67,000										\$67,000
TOTAL SOURCES	\$0	\$567,000	\$4,648,000	\$0	\$5,215,000							
¹ Explain & Identify Type of Other Sources: Fund 340 fund balance \$67K.												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Bellaire Elevated Storage Tank (EST) Replacement		WA2602	Public Works - Water										
PROJECT DESCRIPTION		PROJECT IMAGE											
Construction of a new 300,000-gallon elevated storage tank (EST) at existing location and decommission existing Bellaire EST. The project will include the new EST, yard piping, a new disinfection system, new electrical controls and SCADA system, and removal of the existing Bellaire EST. The project will also include some minor utility relocations and paving replacement. Project assumes replacement of the elevated storage tank at the existing site.													
PROJECT JUSTIFICATION													
The Bellaire EST was constructed in 1935 and has been identified for replacement. Replacing the Bellaire EST with the proposed 0.3 MG EST would provide the City with redundancy in the water system during peak hour demands and provides additional capacity that would allow flexibility to rehabilitate the Wakeforest EST and the City's GST's in the future.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
BUDGETED THRU 2025		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report													
Land/Right of Way				\$446,250								\$446,250	
Design/Surveying			\$420,000									\$420,000	
Construction				\$9,003,750								\$9,003,750	
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS		\$0	\$0	\$420,000	\$9,450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$9,870,000	
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
BUDGETED THRU 2025		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt				\$9,450,000								\$9,450,000	
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -			\$420,000									\$420,000	
TOTAL SOURCES		\$0	\$0	\$420,000	\$9,450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$9,870,000	
¹ Explain & Identify Type of Other Sources: Fund 340 fund balance \$420K.													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Cast Iron Water Line Replacement Phase IV		WA2701	Public Works - Water									
PROJECT DESCRIPTION		PROJECT IMAGE										
The City has identified cast iron water lines throughout the City that require replacement. Cast Iron Waterline Replacement 2027 includes water line replacement on University between West Point and College.												
PROJECT JUSTIFICATION												
The pre-1939 cast iron pipes have been identified for replacement. The new water lines will provide the City with a more robust water distribution system, fewer unplanned disruptions, and lower repair costs.												
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying			\$226,000									\$226,000
Construction				\$1,675,000								\$1,675,000
Equipment and Furniture												
Technology												
Contingency				\$168,000								\$168,000
TOTAL COSTS	\$0	\$0	\$226,000	\$1,843,000	\$0	\$2,069,000						
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt				\$1,266,000								\$1,266,000
W/S Revenue - Cash			\$182,000	\$577,000								\$759,000
Grants												
Other Funding Sources ¹ -			\$44,000									\$44,000
TOTAL SOURCES	\$0	\$0	\$226,000	\$1,843,000	\$0	\$2,069,000						
¹ Explain & Identify Type of Other Sources: Fund 340 fund balance												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Cast Iron Water Line Replacement Phase V		WA2801	Public Works - Water									
PROJECT DESCRIPTION		PROJECT IMAGE										
The City has identified cast iron water lines throughout the City that require replacement. Cast Iron Waterline Replacement 2028 includes water line replacement of a waterline that serves townhouses along Bissonnet located within an alley between Buffalo Speedway and Wakeforest.												
PROJECT JUSTIFICATION		The pre-1939 cast iron pipes have been identified for replacement. The new water lines will provide the City with a more robust water distribution system, fewer unplanned disruptions, and lower repair costs.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying				\$226,000								\$226,000
Construction					\$1,273,000							\$1,273,000
Equipment and Furniture												
Technology												
Contingency					\$128,000							\$128,000
TOTAL COSTS	\$0	\$0	\$0	\$226,000	\$1,401,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,627,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt					\$840,000							\$840,000
W/S Revenue - Cash				\$226,000	\$561,000							\$787,000
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$0	\$0	\$226,000	\$1,401,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,627,000
¹ Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
Cast Iron Water Line Replacement Phase VI		WA2901	Public Works - Water									
PROJECT DESCRIPTION		PROJECT IMAGE										
The City has identified cast iron water lines throughout the City that require replacement. Cast Iron Waterline Replacement 2029 includes water line replacements on Tangleby between Wakeforest and Kirby, Fordham between Tangleby and Plumb, and Lake between Plumb and Rice.												
PROJECT JUSTIFICATION		The pre-1939 cast iron pipes have been identified for replacement. The new water lines will provide the City with a more robust water distribution system, fewer unplanned disruptions, and lower repair costs.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying					\$229,000							\$229,000
Construction						\$2,137,000						\$2,137,000
Equipment and Furniture												
Technology												
Contingency						\$214,000						\$214,000
TOTAL COSTS	\$0	\$0	\$0	\$0	\$229,000	\$2,351,000	\$0	\$0	\$0	\$0	\$0	\$2,580,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt						\$2,351,000						\$2,351,000
W/S Revenue - Cash					\$229,000							\$229,000
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$0	\$0	\$0	\$229,000	\$2,351,000	\$0	\$0	\$0	\$0	\$0	\$2,580,000
*Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
Water Meter Replacements		WA3001	Public Works - Water										
PROJECT DESCRIPTION		PROJECT IMAGE											
Replacement of approximately 6,200 meters within the City of West University Place. This project will allow residential meters within the City of West University Place to have remote restrictions and shutoff functionality.													
PROJECT JUSTIFICATION													
The City of West University Place replaced all its commercial and residential meters in 2014. These meters have performed well over the last decade, but they will reach the end of their average service life in 2030.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying													
Construction													
Equipment and Furniture								\$5,880,000					\$5,880,000
Technology													
Contingency													
TOTAL COSTS		\$0	\$0	\$0	\$0	\$0	\$0	\$5,880,000	\$0	\$0	\$0	\$0	\$5,880,000
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt								\$5,880,000					\$5,880,000
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$0	\$0	\$0	\$5,880,000	\$0	\$0	\$0	\$0	\$5,880,000
*Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET				2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

CITY OF WEST UNIVERSITY PLACE
2026 - 2035 CAPITAL IMPROVEMENT PLAN
WASTEWATER

PROJECT NO	PROJECT NAME	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION
WW2601	Wastewater Treatment Plant Improvements	200,000	4,605,000									4,805,000
WW2602	Lift Station Condition Assessment	325,000										325,000
WW2801	WWTP Clarifier Rehabilitation			178,000	1,687,000							1,865,000
WW2802	WWTP Treatment Process Optimization			200,000	10,765,000							10,965,000
TOTAL		\$ 525,000	\$ 4,605,000	\$ 378,000	\$ 12,452,000	\$ -	\$ 17,960,000					

SOURCE OF FUNDS	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2026 - 2035 ALLOCATION	
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt	200,000	4,605,000		12,452,000							17,257,000	
W/S Revenue - Cash	325,000		378,000								703,000	
Grants												
Other Funding Sources												
TOTAL		\$ 525,000	\$ 4,605,000	\$ 378,000	\$ 12,452,000	\$ -	\$ 17,960,000					

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Wastewater Treatment Plant Improvements		WW2601		Public Works									
PROJECT DESCRIPTION		PROJECT IMAGE											
Improvements at the WWTP will focus on replacing mechanical equipment with more effective and efficient equipment. In 2027, improvements will include disinfection and dichlorination improvements (conversion of chlorine gas system to liquid feed system and new dichlorination system), new headworks (including a mechanical step screen and grit chamber), and a non-potable water system for increased on-site water demand.													
PROJECT JUSTIFICATION													
The Wastewater Treatment Plant project will improve the WWTP's operational effectiveness, improve efficiency for maintenance, increase safety for plant operators and streamline the ability of the WWTP to comply with future state regulation changes.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying			\$200,000										\$200,000
Construction				\$4,400,000									\$4,400,000
Equipment and Furniture													
Technology													
Contingency				\$205,000									\$205,000
TOTAL COSTS		\$0	\$200,000	\$4,605,000	\$0	\$4,805,000							
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt			\$200,000	\$4,605,000									\$4,805,000
W/S Revenue - Cash													
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$200,000	\$4,605,000	\$0	\$4,805,000							
'Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET		2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL		

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION									
Lift Station Condition Assessment		WW2602		Public Works									
PROJECT DESCRIPTION		PROJECT IMAGE											
Assess all twelve lift stations to evaluate the physical condition and provide recommendations for any improvements. The objective of the assessment is to complete a physical evaluation of each of the lift stations, summarize the existing conditions of the lift stations, identify any upgrades required, provide a recommended priority list for the upgrades, and provide an engineer's opinion of probable cost to complete the recommended improvements.													
PROJECT JUSTIFICATION													
The City's wastewater system is comprised of a sanitary sewer collection system, force mains and lift stations and the City's Wastewater Treatment Plant. The City has twelve (12) lift stations which pump wastewater from a lower to higher elevations within the sanitary sewer collection system. The City completed coating of the lift stations in 2019 and 2020 to extend the lifespan of the lift station structure. Other components of the lift station such as piping, electrical, and equipment are now due for evaluation to assess their condition. It is recommended to conduct an assessment to evaluate the condition of the lift station and identify any necessary improvements or upgrades.													
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
Prelim. Engineering Report		\$325,000											\$325,000
Land/Right of Way													
Design/Surveying													
Construction													
Equipment and Furniture													
Technology													
Contingency													
TOTAL COSTS	\$0	\$325,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$325,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES												
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt													
W/S Revenue - Cash		\$325,000											\$325,000
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES	\$0	\$325,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$325,000
'Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL	

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION									
WWTP Clarifier Rehabilitation		WW2701	Public Works									
PROJECT DESCRIPTION		PROJECT IMAGE										
The project includes rehabilitation of two 75-foot diameter clarifiers at the City's Wastewater Treatment Plant.												
PROJECT JUSTIFICATION		The clarifiers were originally constructed in 1980 and had been rehabilitated in 2017. Each clarifier is 75-foot in diameter. In March and April of 2023, the clarifiers experienced failures related to the rake arm. To address the failures, it is recommended to remove the existing clarifier equipment, repair the basins, and install and commission the new clarifier equipment.										
PROJECT COSTS ALLOCATION	FY PROJECTED ALLOCATIONS											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report												
Land/Right of Way												
Design/Surveying				\$178,000								\$178,000
Construction					\$1,533,000							\$1,533,000
Equipment and Furniture												
Technology												
Contingency					\$154,000							\$154,000
TOTAL COSTS	\$0	\$0	\$0	\$178,000	\$1,687,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,865,000
FUNDING SOURCES	FY PROJECTED FUNDING SOURCES											
	BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt												
METRO												
Capital Reserve												
W/S Debt					\$1,687,000							\$1,687,000
W/S Revenue - Cash				\$178,000								\$178,000
Grants												
Other Funding Sources ¹ -												
TOTAL SOURCES	\$0	\$0	\$0	\$178,000	\$1,687,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,865,000
¹ Explain & Identify Type of Other Sources:												
IMPACT ON OPERATING BUDGET			2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION										
WWTP Treatment Process Optimization		WW2801	Public Works										
PROJECT DESCRIPTION		PROJECT IMAGE											
Improvements at the WWTP will focus on replacing mechanical equipment with more effective and efficient equipment. The work programmed for 2029 includes treatment process optimization (blowers with fine bubble aeration system and pumped RAS/WAS system), new sludge feed pumps to the existing belt presses, and a new SCADA system.													
PROJECT JUSTIFICATION													
The Wastewater Treatment Plant project will improve the WWTP's operational effectiveness, improve efficiency for maintenance, increase safety for plant operators and streamline the ability of the WWTP to comply with future state regulation changes.													
PROJECT COSTS ALLOCATION		FY PROJECTED ALLOCATIONS											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
Prelim. Engineering Report													
Land/Right of Way													
Design/Surveying					\$200,000								\$200,000
Construction						\$10,285,000							\$10,285,000
Equipment and Furniture													
Technology													
Contingency						\$480,000							\$480,000
TOTAL COSTS		\$0	\$0	\$0	\$200,000	\$10,765,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,965,000
FUNDING SOURCES		FY PROJECTED FUNDING SOURCES											
		BUDGETED THRU 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
GO or CO debt													
METRO													
Capital Reserve													
W/S Debt						\$10,765,000							\$10,765,000
W/S Revenue - Cash					\$200,000								\$200,000
Grants													
Other Funding Sources ¹ -													
TOTAL SOURCES		\$0	\$0	\$0	\$200,000	\$10,765,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,965,000
*Explain & Identify Type of Other Sources:													
IMPACT ON OPERATING BUDGET				2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL

PROJECTS ON THE HORIZON

Drainage Improvements for the 3700 Blocks
Rebuild Block Retaining Walls



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	5
Approved by City Manager	Yes	Presenter(s)	M. Kalka, Director
Reviewed by City Attorney	Yes	Department	Finance
Subject	2026 Budget Update		
Attachments	N/A		
Financial Information	Expenditure Required:	Not Applicable	
	Amount Budgeted:	Not Applicable	
	Account Number:	Not Applicable	
	Additional Appropriation Required:	Not Applicable	
	Additional Account Number:	Not Applicable	

Executive Summary

During the 2025 Budget process, staff committed to meeting with the City Council prior to the Annual Budget Workshop to provide an overview of the current process, discuss key budget impacts, review the proposed schedule and solicit feedback from the Council on items that may need information for further consideration in the annual budget.

Recommended Action

Discuss and provide staff with feedback.

2026 Budget Update/Discussion

July 14, 2025

Dave Beach, City Manager

Marie Kalka, Finance Director

Agenda

1. 2026 Budget Process/Schedule/Approach/Budget Priorities
2. Funds
3. Property Tax Values/Rates
4. 2026 Key Budget Impacts
5. Legislative Changes
6. Water/Wastewater Rate Structure Design Options
7. Council Discussion/Feedback
8. Next Steps

Budget Process within Voter Approval Rate

July

- Departments submit budget requests

Early-August

- City Manager and Finance reviews budget submissions

Late-August

- Proposed Budget is created

September

- Council Review & Adoption

Ongoing

- Monthly Financial Reporting & Monitoring
- Budget Amendments

2026 Budget Schedule Key Dates

	Below Voter Approval Rate	Above Voter Approval Rate
Department Budget Meetings with City Manager	July 3, 8, 9, 10, 2025	July 3, 8, 9, 10, 2025
Budget Update Meeting & CIP Workshop	July 14, 2025	July 14, 2025
Budget Update Follow Up, if Needed	July 28, 2025	July 28, 2025
Receipt of Certified Estimate Roll from HCAD	July 25, 2025	July 25, 2025
Accept Appraisal Roll, Set Dates for Public Hearings, Vote on Proposed Tax Rate	August 11, 2025	August 4, 2025
Receipt of Certified Appraisal Roll from HCAD	August 29, 2025	August 29, 2025
Tentative Budget Workshop	September 2, 2025	August 4, 2025
Tax and Budget Public Hearing	September 15, 2025	August 11, 2025
Adopt Budget and Tax Rate	September 22, 2025	August 18, 2025

City's Budget Approach

- **Balanced Budget**
- **Existing Services Baseline**
 - Existing services provided are the baseline for the new budget
 - Evaluate ways to improve/enhance existing or add new services
- **Minimize financial burden on residents/customers through rate increases for user fees**
- **Continues focus on the following areas:**
 - **Operations:** Utility infrastructure, storm drainage
 - **Safety & Security:** Police services, Fire & EMS services
 - **Facilities:** Parks, Fitness/Recreation Center
 - **Benefits:** Zoning and land use enforcement, small town feel
- **New revenue opportunities:**
 - **Per Council direction, continue to evaluate alternative revenue opportunities, outside of property tax**

Budget Priorities?

Public Safety

Tax Rate

Infrastructure

Personnel

Maintenance

(Ex. Water/Sewer/Sidewalks)

Benefits

Technology

Quality of Life

West U's Funds:

- **General Fund:**
 - Funding from various sources (Ad Valorem Tax, sales tax, fines, fees for service, etc.)
- **Debt Service Fund:**
 - Funding from Ad Valorem Taxes that are only used to repay the debt, cannot be used for operations
- **Enterprise Funds:**
 - Funding from monthly fees for services (water/sewer and solid waste)
- **Internal Service Funds:**
 - Funding from chargebacks to City departments
 - Vehicle replacement, Asset replacement, Technology Management, Employee Benefit and Human Resources.
- **Special Revenue Funds:**
 - 14 Distinct Funds Restricted for Specific Purposes
 - Court Security, Court Technology, Tree Trust, etc.

Ad Valorem Taxable Values

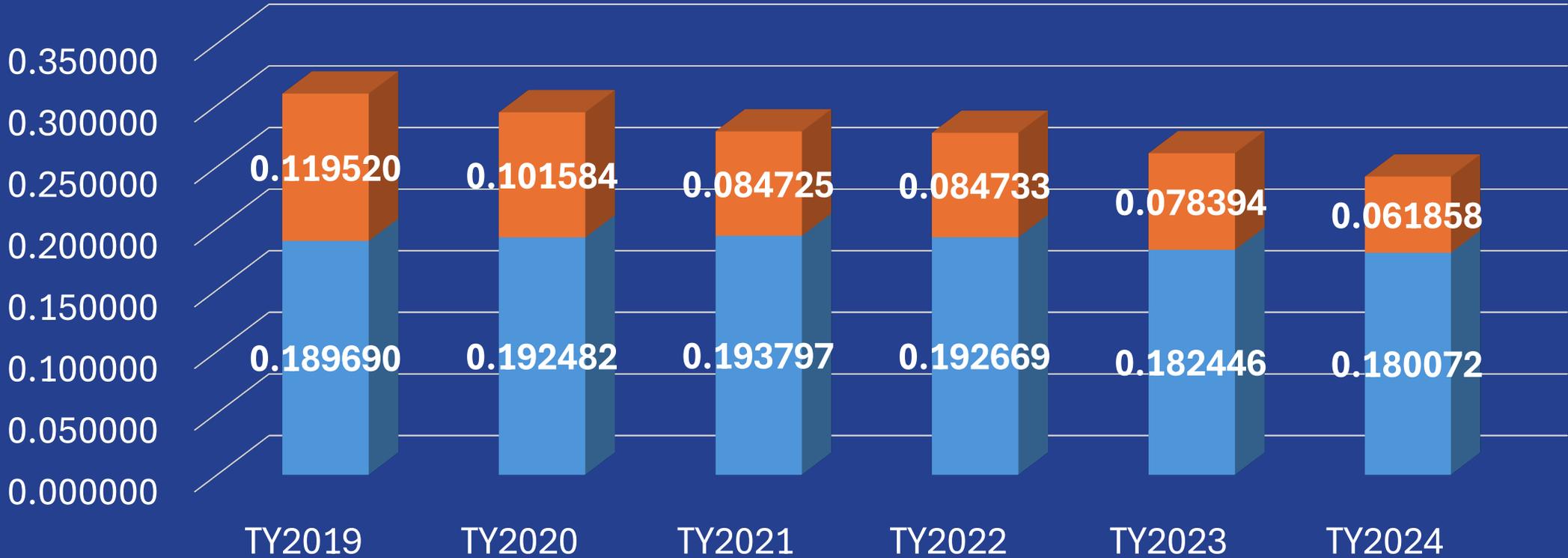
	Date Received	Amount
2024 Taxable Value	N/A	\$8,462,358,590
2025 Projected Taxable Value	4/30/2025	\$8,993,477,586 (6.28% Increase)
2025 Certified Estimate	By July 25, 2025	
2025 Certified Roll	By August 29, 2025	

Property Tax Rate Comparisons

	TY2024	Definition
No-New-Revenue Rate (NNR)	0.248695	Tax rate that would raise the same amount of property tax revenue from the same properties taxed in the previous year
Voter Approval Rate (VAR)	0.241930	Highest tax rate the City may adopt without holding an election to seek voter approval of the tax rate. M&O is capped at 3.5% of the M&O NNR
De Minimis Rate	0.241723	Tax rate calculated for cities with population of <30,000 that allows them to generate \$500K more in tax revenue than the previous year
	<u>Adopted</u>	
Maintenance & Operation (M&O)	0.180072	Calculated based on amount of revenue needed to balance the General Fund budget.
Debt	<u>0.061858</u>	Calculated based on debt payment due (principal & interest) less other source of revenue
Total Rate	0.241930	

Property Tax Rate History

Maintenance & Operations Debt



Total (\$100/Assessed Value)	\$0.309210	\$0.294066	\$0.278522	\$0.277402	\$0.260840	\$0.241930
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2026 Budget – Key Issues

- Personnel
 - Merit Increases
 - Staffing levels
 - Health Insurance
 - Retirement
 - COLA
 - 8% Contribution
- Contracted Services
 - City of Houston Surface Water and Solid Waste Transfer Station Increases
 - Electrical Rate Increases
- Facility Needs
 - Police Station
 - Fire Station

89th Texas Leg. Session - Passed Key City-Related Financial Bills

- **Property Taxes**
 - H.B.9/H.J.R.1-Increases business personal property tax exemption from \$2,500 to \$125,000 (Nov 25 Election)
 - H.B.30-Repeals provision authorizing cities to adopt property tax rate exceeding voter approval rate without holding an election in a year following the year in which a disaster occurs (Eff. 1/1/2026)
 - S.B.1453-Debt service tax rate calculations (Eff. 1/1/2026)
- **Debt**
 - H.B.103/H.B.3526-Texas Comptroller with Bond Review Board create local debt database (Eff. 9/1/2025)
- **Budget**
 - H.B.1522-Open meetings notice (Eff. 9/1/2025)
- **Ballot Language**
 - S.B.1025-Requires “THIS IS A TAX INCREASE” on ballot propositions for the imposition/increase of a tax (Eff. Immediately)
 - S.B.506-Requirements for ballot propositions/petitions (Eff. with Petitions submitted or after 1/1/2026)
- **Audit**
 - S.B.1851-Penalties for failure to complete audit (Eff. 9/1/2025)
- **Purchasing**
 - S.B.1173-Increases competitive bid threshold from \$50,000 to \$100,000 (Eff. 9/1/2025)

2026 Water Rate Design Scenarios

Scenario 1

10% across the board to both fixed and volume charges. No changes in rate design structure

Scenario 2

Increase fixed charge to obtain 25% fixed charge recovery, increase tier 1 to promote essential use affordability and reduce upper tier thresholds to promote conservation

Scenario 3

Increase fixed charge to obtain 25% fixed charge recovery, and consolidate 4th and 5th tier into one tier to promote conservation

**Industry standard for fixed charge recovery is 20-40%, utility is currently around 18%*

Summary of Water Rate Design Scenarios

Kgals	Existing	Scenario 1	Kgals	Scenario 2	Kgals	Scenario 3
0-3 Kgals	\$5.29	\$5.82	0-4 Kgals	\$4.77	0-3 Kgals	\$4.20
3-9 Kgals	\$6.43	\$7.07	4-8 Kgals	\$5.96	3-9 Kgals	\$6.30
9-15 Kgals	\$7.63	\$8.39	8-12 Kgals	\$7.15	9-15 Kgals	\$8.40
15-25 Kgals	\$9.14	\$10.05	12-18 Kgals	\$9.54	15+ Kgals	\$12.60
25+ Kgals	\$12.14	\$13.35	18+ Kgals	\$14.31	N/A	
Fixed Charge		Existing	1	2 & 3		
Residential 3/4"		\$13.41	\$14.75	\$19.44		
Commercial 3/4"		\$39.31	\$43.24	\$57.00		

2026 Irrigation Rate Design Scenarios

Scenario 1

10% across the board to both fixed and volume charges. No changes in rate design structure

Scenario 2

Increase fixed charge to obtain 25% fixed charge recovery

Scenario 3

Increase fixed charge to obtain 25% fixed charge recovery, and modify tier 1 from 7.5 to 6

Irrigation Rate Design Scenarios

Tiers (Kgal)	Existing	Scenario 1	Scenario 2	Tiers (Kgal)	Scenario 3
Tier 1 (0-7.5)	\$7.09	\$7.80	\$6.52	Tier 1 (0-6)	\$7.09
Tier 2 (7.5-15)	\$9.14	\$10.05	\$9.78	Tier 2 (6-15)	\$9.14
Tier 3 (15+)	\$12.14	\$13.35	\$13.04	Tier 3 (15+)	\$12.15

**Fixed Charges are same as domestic use fixed charges*

Water Bill Impact Comparison

Water				
Consumption	Existing	Scenario 1	Scenario 2	Scenario 3
4,000 Gallons	\$35.71	\$39.28	\$38.52	\$38.34
8,000 Gallons	\$61.43	\$67.57	\$62.37	\$63.54
16,000 Gallons	\$122.78	\$135.06	\$129.15	\$132.84

Irrigation				
Consumption	Existing	Scenario 1	Scenario 2	Scenario 3
4,000 Gallons	\$41.77	\$45.95	\$45.52	\$47.80
8,000 Gallons	\$71.16	\$78.28	\$73.23	\$80.26
16,000 Gallons	\$147.28	\$161.98	\$154.73	\$156.39

2026 Wastewater Rate Design Scenarios

Scenario 1

10% across the board to both fixed and volume charges. No changes in rate design structure

Scenario 2

Increase fixed charge to obtain 25% fixed charge recovery

Wastewater Rate Design Scenarios

Description	Existing	Scenario 1	Scenario 2
Residential Fixed Charge	\$10.10	\$11.11	\$14.14
Commercial Fixed Charge	\$24.23	\$26.65	\$33.92
Volumetric Rate	\$4.49	\$4.94	\$4.61

Wastewater Bill Impact Comparison

Wastewater-Residential			
Consumption	Existing	Scenario 1	Scenario 2
3,000 Gallons	\$28.06	\$30.87	\$32.58
9,000 Gallons	\$46.02	\$50.63	\$51.02
15,000 Gallons	\$81.94	\$90.15	\$87.90

Wastewater-Commercial			
Consumption	Existing	Scenario 1	Scenario 2
4,000 Gallons	\$42.19	\$46.41	\$52.36
8,000 Gallons	\$60.15	\$66.17	\$70.80
16,000 Gallons	\$96.07	\$105.69	\$107.68

Discussion/Decision Items

- Tax Rate-Below or Above Voter Approval Rate
- Water/Wastewater Rates
 - Water Rate Design
 - Irrigation Rate Design
 - Wastewater Rate Design

Next steps

- Incorporate Council's feedback from tonight for consideration in the 2026 Budget
- Incorporate Council's feedback into final water/wastewater rate study report which will be brought back to Council on July 28th for acceptance

Questions?

Marie Kalka

July 14, 2025



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	6
Approved by City Manager	YES	Presenter(s)	J. Barnes, Mayor Pro Tem M. Rainsberger, Councilmember
Reviewed by City Attorney	N/A	Department	City Council
Subject	Renovation Task Force Formation		
Attachments	Proposal from Mayor Pro Tem J. Barnes and Councilmember K. Rainsberger		
Financial Information	Expenditure Required:	Not applicable	
	Amount Budgeted:	Not applicable	
	Account Number:	Not applicable	
	Additional Appropriation Required:	Not applicable	
	Additional Account Number:	Not applicable	

Executive Summary

Discussion on a proposal to establish a Renovation Task Force, composed of residents, to assess the following three distinct municipally owned and constructed spaces:

- West University Place Community Building (built 1941)
- West University Place Library (built 1963)
- West University Place Senior Center (built 1986)

Recommended Action

Discuss and take desired action.

Meeting Date: 06.23.25
Presenter(s): John Barnes, Mayor Pro Tem
Kalie Jackura Rainsberger, Councilmember

Subject: Renovation Task Force

On May 3rd, per the official records of the Harris County Clerk's Office, 3,533 West U residents cast their ballots on Proposition D, a proposal to issue bonds to fund the demolition of the existing library, community building and senior center, and the construction of all new facilities at a different location. This turnout represented more than 30% of the registered voters in West U and a 19.7% increase vs. the average for contested Mayoral races from 2013 to the present, making this one of the highest turnouts in the past 20 years. The results, which were canvassed and accepted by the prior council, reflected an "AGAINST" vote of 1,849 votes, or 52.34% of the ballots cast, and Proposition D was therefore defeated.

Our community now has the opportunity to address deficiencies in the City's existing buildings through renovation. In an effort to ensure that these renovations sufficiently address the needs of all West U residents, City Council will form a Task Force of citizens to assist the City as follows:

Scope of Work:

The Task Force will conduct assessments of three distinct municipally owned and constructed spaces within the City:

- The West University Place Library, built in 1963, and currently operated and staffed through a partnership with Harris County Libraries
- The West University Place Community Building, built in 1941, and currently managed and scheduled by West U senior services staff
- The West University Place Senior Center, built in 1986 as an adjoining addition to the existing Community Building, and currently managed and scheduled by West U senior services staff.

Each of these spaces has different functions and users, with some overlap between them.

Organization and Procedural Structure:

- Two (2) co-chairs, to be appointed by the City Council.
- Six (6) Members, each to be selected and agreed upon by the two co-chairs, subject to final approval by the City Council.

- Meetings shall be open to the public, held in the Bill Watson Conference Room and made accessible via Zoom.
- There shall be no council liaison assigned to the task force.
- The Task Force will conduct workshops that will be open to the public and Zoom-accessible, and also conduct interviews with various stakeholders (users) of the spaces.
- The Task Force will submit written report(s) of findings to City Council not later than the third (3rd) month after the Council approves the membership of the task force.
- The Task Force will present their findings and respond to questions during one or more regular council meeting(s) or special council meeting(s).
- The Task Force will not be charged with exploring any to-be designs of the buildings at this time; but may, at the discretion of Council, continue to assist in an advisory role following the completion of the deliverables set forth below

Deliverables:

This Task Force will produce the following deliverables:

- **A Report on the Current Use of the West U Library**, including 1) statistics defining the different types of users (including staff and different types of residents and non-residents, 2) quantities of each type of user, 3) different types of materials housed in the library building, 4) quantities and circulation data of each type of material, 5) current programming in the library, 6) programming enrollment data for last 24 months, 7) current staffing including description of each role, 8) programming of the library in past years, for example data regarding 2010 programming and 1997 programming.
- **A Report on the Current Use of the West U Community Center**, including 1) statistics defining the different types of users, 2) quantities of each type of user, 3) different types of items housed in the community center building, i.e., exercise equipment, portable sound equipment, etc.; 4) current programming in the community center, 5) programming enrollment data for last 24 months, 6) current staffing including description of each role, 7) programming of the community center in past years, for example data regarding 2010 programming and 1997 programming.
- **A Report on the Current Use of the West U Senior Center**, including 1) statistics defining the different types of users, 2) quantities of each type of user, 3) different types of items housed in the senior center building, i.e., exercise equipment, portable sound equipment, etc.; 4) current programming in the senior center, 5) programming enrollment data for last 24 months, 6) current staffing including description of each

role, 7) programming of the senior center in past years, for example data regarding 2010 programming and 1997 programming.

- **A List of Use Cases for the West U Library**, with Use Case defined as user scenarios within the space
- **A List of Use Cases for the West U Senior Center**
- **A List of Use Cases for the West U Community Center**
- **A Report on the Functional and Technical Deficiencies of the current West U Library**, with reference to the assessments done by PGAL in 2021 and 2022
- **A Report on the Functional and Technical Deficiencies of the current West U Community Center**, with reference to the assessments done by PGAL in 2021 and 2022
- **A Report on the Functional and Technical Deficiencies of the current West U Senior Center**, with reference to the assessments done by PGAL in 2021 and 2022
- **A List of the Requirements for the renovated West U Library**, with requirements defined as either “need to have” or “nice to have”
- **A List of the Requirements for the renovated West U Community Center**, with requirements defined as either “need to have” or “nice to have”
- **A List of the Requirements for the renovated West U Senior Center**, with requirements defined as either “need to have” or “nice to have”



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	7
Approved by City Manager	YES	Presenter(s)	Mayor Pro Tem J. Barnes Councilmember K. Rainsberger
Reviewed by City Attorney	N/A	Department	City Council
Subject	Council Rules of Procedure		
Attachments	<ol style="list-style-type: none"> 1. Adopted Council Rules of Procedure (Ordinance 2094) 2. Recommended Amendments to City Code of Ordinances, Appendix B, Rule 12 by Mayor Pro Tem J. Barnes and Councilmember K. Rainsberger 		
Financial Information	Expenditure Required:		Not applicable
	Amount Budgeted:		Not applicable
	Account Number:		Not applicable
	Additional Appropriation Required:		Not applicable
	Additional Account Number:		Not applicable

Executive Summary

The City Council adopts by ordinance the City Council’s Rules of Procedure which establish the General Provisions, Time and Place of Meetings, Conduct of Meetings, Citizen Participation Council Action and Miscellaneous provisions.

Mayor Pro Tem Barnes and Councilmember Rainsberger are requesting Rule 12 be amended to ensure items being considered by the Council are address efficiently and expeditiously.

Please see the attach memo outlining the suggested changes for Council’s consideration.

Recommended Action

Discuss and take action as appropriate.

City of West University Place
Harris County, Texas

ORDINANCE NO. 2094

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS; AMENDING APPENDIX B, RULES OF PROCEDURE, OF THE CODE OF ORDINANCES OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, THAT:

Section 1. Appendix B, Rules of Procedure, of the Code of Ordinances of the City of West University Place, Texas is amended to read as set out in Appendix A, attached hereto. All other portions of Appendix B of the Code of Ordinances not specifically amended hereby remain in full force and effect.

Section 2. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 5. This Ordinance takes effect immediately upon its passage and adoption on second reading.

PASSED, APPROVED AND ADOPTED ON FIRST READING on the 8th day
of June, 2020.

PASSED, APPROVED AND ADOPTED ON SECOND READING, AND SIGNED,
on the 22nd day of June, 2020.



Helene G. Williams
City Secretary

Signed: *Robert D. Wiley*
Mayor

Recommended by: *[Signature]*
City Manager

Approved as to legal form: *[Signature]*
City Attorney



Appendix A to Ordinance No. 2094

CITY OF WEST UNIVERSITY PLACE RULES OF PROCEDURE

Part I. General Provisions

Rule 1. Scope of Rules. These rules shall govern the conduct of the Council and shall be interpreted to insure fair and open deliberations and decision making.

Rule 2. Technical Parliamentary Forms Abolished. Except as specifically required by these rules, the Council shall not use any formal points of parliamentary order, personal privilege, parliamentary inquiry or other technical forms.

Rule 3. Rulings; Matters Not Covered. The presiding officer shall rule, initially, on all questions of procedure. The ruling of the presiding officer may be appealed to the entire Council. Any matter or order or procedure not covered by these rules shall be decided in the same manner.

Rule 4. Interpretation. These rules are intended to supplement and shall be interpreted to conform with the statutes of the State of Texas and the charter and ordinances of the City of West University Place. In general, these rules shall be interpreted to allow the majority to prevail but preserve the right of the minority to be heard.

Part II. Time and Place of Meeting

Rule 5. Regular Meetings. The City Council shall meet in regular session on each second and fourth Monday in each calendar month beginning at 6:30 PM. The City Council, by motion, resolution or ordinance, may reschedule any regular meeting. If a regular meeting falls on a legal holiday, it is automatically rescheduled for the following Monday, unless rescheduled by the City Council.

Rule 6. Special Meetings. Calling special meetings is governed by Section 2.09 of the Charter, which currently provides: "Special meetings may be called by the City Secretary at the request of the Mayor or two Members of Council. The City Manager shall be notified of all special meetings." A request for a special meeting shall be filed with the City Secretary in written form unless made at a regular meeting at which all Council Members are present.

Rule 7. Remote (Virtual) Meetings. As permitted by the Texas Open Meetings Act, Chapter 551, Texas Government Code, a member of the City Council will be provided the opportunity to attend City Council meetings remotely via video conference if he/she is not physically able to attend a meeting and a quorum of the City Council will be physically present at the meeting location.

Rule 8. Quorum, Majority Voting. Quorum and majority voting are governed by Section 2.10 of the Charter, which currently provides: A majority of Council, qualified and serving, shall constitute a quorum at all meetings for the transaction of business, and no action of the Council shall be of any effect unless it is adopted by the favorable vote of a majority of Council present unless otherwise provided by this Charter.

Part III. Agenda

Rule 9. Preparation of Agenda; Requests. As a general rule the City Manager creates each City Council agenda. The City Secretary prepares, posts and distributes notices of meetings and assembles the agenda package. The City Manager is responsible for approving each agenda package before posting. The City Manager must place a subject on the agenda if the subject is requested by the Mayor or by two or more Council Members.

Rule 10. Consent Agenda. In preparing an Agenda the City Secretary may separately designate items as "Consent Agenda" which may be acted upon by the Council under Rule 35. The "Consent Agenda" shall consist of routine items, which in the City Secretary's determination can be appropriately considered as a group (without separate discussion) at the Council meeting.

Rule 11. Agenda Deadline. All requests to place a subject on the agenda must be provided to the City Secretary or City Manager by 12:00 noon on the fifth calendar day preceding a meeting.

Rule 12. Requests to Include. Each request to include an agenda item shall be forwarded to all members of the Council at the time the request is submitted to the City Secretary or City Manager. When a Council Member will be absent from a meeting, the Council Member may request that an item not be included and such request shall not be unreasonably denied.

Rule 13. Withdrawal of Items. The person who requests an item be placed on the agenda may withdraw the item from the agenda prior to the Council meeting, but in withdrawing the item shall state the reason and such reason shall be transmitted to the Council.

Rule 14. Council Action to Defer, Continue or Not Act. A Council Member wishing to withdraw, defer or continue an item may make a motion to that effect. Such a motion shall be considered before any other action on that item.

Rule 15. [Reserved]

Part IV. Conduct of Meetings

Rule 16. Roll Call. Before proceeding with the business of the Council, the City

Secretary shall note the Members present, and enter their names in the minutes. The presiding officer shall determine the presence of a quorum as required by law and these rules.

Rule 17. Call to Order. The presiding officer shall call the meeting to order.

Rule 18. Presiding Officer. The Mayor, or in the Mayor's absence or inability to perform, the Mayor Pro Tem, shall be the presiding officer at all Council meetings. If both the Mayor and Mayor Pro Tem are absent or unable to perform, the most senior Council Member present shall preside. In the event two or more Members equally possess the greatest seniority, then the eldest person among them shall preside. For this purpose, seniority is measured by current, continuous service on the City Council.

When the Mayor or Council Member who would be the meetings' Presiding Officer is attending remotely, the senior member of Council present at the physical meeting location will be the Presiding Officer.

Rule 19. Control of Discussion. The presiding officer shall moderate discussion of the Council on each agenda item to assure full participation in accordance with these rules. The presiding officer will preserve order and decorum, preventing the impugning of any member's motives or other personal comment not relevant to the orderly conduct of business. The presiding officer shall request all speakers to keep comments brief and relevant to the question before the Council. All persons present in the meeting room should avoid abusive, rude or inappropriate conduct. See Chapter 38 of the Texas Penal Code regarding the "hindering" of official proceedings.

Rule 20. Order of Consideration of Agenda. Except as otherwise provided in these rules, each agenda item shall be considered in the numerical order assigned by the City Secretary. Each agenda item shall be introduced by the presiding officer. To introduce an item, it shall be sufficient to identify the item by the number assigned by the City Secretary. However, as provided in Section 2.11 of the City Charter: Every ordinance shall be introduced in writing or printed form and have a clearly summarized and fully descriptive title or caption. After a measure is introduced, the standard procedure is as follows:

- (1) Reading of the measure by the City Secretary (or other person designated by the presiding officer). Reading ordinances or resolutions by caption or summary is allowed if the full text is available as prescribed by the Charter. (Note: Section 2.11 of the Charter currently requires additional steps for ordinances: "The reading aloud of the title or caption of the ordinance shall suffice as a reading provided that printed copies of the ordinance, in the form required for adoption, are available to all members of Council and that a reasonable number of additional copies is available to interested citizens present at the Council meeting. A majority of the Council qualified and serving may require an ordinance to be read in its entirety.")
- (2) The City Manager or other person may present a staff statement.

- (3) Public comments that have been deferred to the agenda item.
- (4) Discussion.
- (5) Motion and second.
- (6) Additional discussion, if necessary.
- (7) Vote. Informal voice voting shall be used, unless a Council Member requests a roll call vote. On a roll call vote, the moving member votes first, the seconding member votes second, the remaining members vote in alphabetical order and the presiding officer votes last (unless the presiding officer has moved or seconded the motion). In case of a tie, the motion fails.

Rule 21. Presiding Officer's Right to Enter into Discussion. The Mayor (or other presiding officer) as a Member of the Council may enter into any discussion.

Rule 22. Limit on Remarks. Each Council Member shall limit his or her remarks to a reasonable length.

Rule 23. Presiding Officer's Right to Speak Last. The presiding officer has the right to speak last on any item.

Rule 24. Closing Debate or Discussion. Debate or discussion shall be closed on any item by the presiding officer with the concurrence of a majority of the Council present. Except as provided by Rule 31, a call for the vote shall not close discussion if any Member of the Council still wishes to be heard or the presiding officer determines the continued participation of others will be helpful to the Council.

Part V. Citizen Participation

Rule 25. Public Participation. Comments and suggestions by the public are highly valued and encouraged during those parts of a meeting designated for public participation. Speakers should register in advance and should limit their presentations to three minutes each. Speakers should direct all remarks and questions to the Council. The presiding officer may refer a matter for investigation, response or other action. Public comments by a speaker relating to a non-agenda item shall be heard after the pledges at the beginning of a meeting. For comments relating to an agenda item, the speaker has the option of speaking during the Public Comment Period or may defer his/her remarks until the subject agenda item is addressed by Council. Council members may ask questions of a speaker or discuss a matter raised by a speaker if the matter is included as an item on the agenda. The Mayor may request a staff report or comments on an agenda item before calling for public comments. The "Texas Open Meetings Act" requires the City to post a notice, in advance, listing every topic or subject to be considered by the Council. This law may prevent the Council from considering a subject raised by a member of the public. In this case, the presiding officer may refer the matter, and the Council may direct that the matter be placed on the agenda for an upcoming meeting.

Rule 26. Manner of Addressing Council. A person desiring to address the Council shall step to the lectern or other designated place, state his or her name and address for the record.

Rule 27. Total Time Limits. Total time for public comment on any subject under Council consideration can be limited to a fixed period by the presiding officer. A majority vote of the Council may extend the time limitations of this rule.

Rule 28. Matters on the Agenda. Public comments on matters on the agenda must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City

Rule 29. Matters Not On the Agenda. Discussion of matters not on the agenda is usually governed by Section 551.042 of the Texas Government Code, which currently provides:

- (a) If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:
 - (1) a statement of specific factual information given in response to the inquiry; or
 - (2) a recitation of existing policy in response to the inquiry.
- (b) Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

Persons making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City

Part VI. Council Action

Rule 30. Motion Required. All action requiring a vote shall be moved by a Member of the Council.

Rule 31. Motion to Reconsider. Except in case of a tie vote, a motion to reconsider must be made by a Council Member who was on the prevailing side in the original action or by a Council Member absent at the time of the original action. The motion must be made at a meeting when the subject is on the agenda. See Rule 9.

Rule 32. Less Than a Full Deck. When only three Members of the Council are in attendance at a meeting and an agenda item fails to receive two affirmative or negative votes, the item shall, upon the request of any Council Member in attendance at the meeting, be continued and placed on the agenda for the next Council meeting, and continued thereafter upon the agenda for subsequent meetings until it shall receive

sufficient affirmative or negative votes to pass or fail. If consideration of an ordinance is continued under this rule, the ordinance shall not be considered to have been read or voted upon.

Rule 33. Call for Vote. At the conclusion (or closure) of debate or discussion, the presiding officer shall call for a vote, provided however, a majority of the Council present may close further discussion and require a vote at any time.

Rule 34. Separate Consideration. Except as otherwise required by these rules each agenda item shall be voted upon separately and each separate vote shall be recorded by the City Secretary.

Rule 35. Action on Consent Agenda. Except as herein provided, the "Consent Agenda" shall be considered as a group (without separate discussion on each item). When the Consent Agenda is introduced, each Council Member has the right to remove any item, in which case the item is handled under Rule 20. After items are removed, the presiding officer shall ask the Members to indicate their votes on the remaining Consent Agenda items. Each Member may indicate a separate affirmative vote on each remaining item by saying "aye," or the Member may indicate a different vote on any particular item, in which case that item is automatically removed from the Consent Agenda and handled under Rule 20. The City Secretary shall record the votes on each item separately.

Rule 36. Consideration Out of Order. With the consent of the Council any agenda item may be considered out of order, at the request of a Council Member.

Rule 37. Recording Names of Moving Members. The City Secretary shall record the name of the Council Member making each motion and seconding each motion.

Rule 38. [Reserved]

Rule 39. [Reserved]

Part VII. Miscellaneous

Rule 40. Voting Required. Section 2.10 of the Charter requires Members to vote, as follows:

Each member of Council present shall vote on every action taken by Council unless the action involves the member's own conduct or presents a possible conflict of interest. In that case, the member shall file with the City Secretary a written statement of the reason for abstaining.

Any Member prohibited from voting by personal interest shall announce at the commencement of consideration of the matter and shall not enter into discussion or debate on any such matter.

Any Council Member refusing to vote--and not excused from voting--shall be recorded in the minutes as voting in the affirmative.

Rule 41. Suspension of Rules. These rules or any part hereof may be suspended for a specific purpose, or any single meeting, by a vote of three-fourths of the Council Members present.

Rule 42. Informal Requests. A Member of the Council, before or during the consideration of any matter, or in the course of a hearing, may request and receive information, explanations or the opinions of the City Manager, City Attorney, City Secretary or any City employee present, all subject to Rules 24 and 33.

Meeting Date: 07.14.25

Presenter(s): John Barnes, Mayor Pro Tem

Kalie Jackura Rainsberger, Councilmember

Subject: Amendments to Code of Ordinances of the City of West University Place, TX, Appendix B, Rule 12 – Requests to Include.

Recommended Action: Discuss and take action as appropriate

The City has many items of pressing concern that need to be addressed efficiently and expeditiously by the City Council, including, but not limited to, critical infrastructure, the renovation and remediation of municipal buildings, public safety and security. Recent events have highlighted an issue in our existing Rules of Procedure that could potentially impair the orderly conduct of meetings of the Council and the timely effort to address these items. We therefore propose that the above-referenced Rule 12 be amended to add the following requirements applicable to requests to remove or not include an agenda item:

1. The request to remove or not include an agenda item must be submitted in writing or electronically to the City Manager and/or the City Secretary not later than 12:00 p.m. day immediately following the Agenda Deadline provided for under Rule 11 herein above;
2. Notwithstanding any other provision herein to the contrary, a request to remove or not include an agenda item may not be made on the day of the applicable council meeting;
3. The request shall be immediately forwarded by the City Manager and/or the City Secretary to the other councilmembers upon receipt;
4. The request shall include a statement concerning the reasons why the councilmember will be absent and unable to participate remotely (including why they cannot appear by zoom (e.g., they will be on a plane at the time of the meeting, etc.)), so that there is a basis for determining whether it would be reasonable or not to deny the request;
5. Not later than 12:00 p.m. on the next business day following the request deadline provided for herein (including, if applicable, the day of the applicable meeting), any Council Member (including the Mayor) wishing to do so may submit a written objection to the request, which may also be submitted electronically, and any such objection(s) received shall be immediately forwarded to the other councilmembers by the City Manager and/or City Secretary upon receipt;
6. In the event that objections are received from a majority of the council, the request shall be denied, notwithstanding any other provision of this rule;
7. The agenda for each meeting shall include a list of those items that were requested to be scheduled for that meeting but which were pulled pursuant to Rule 12, and who made the Rule 12 request; and
8. Each Council Member, including the Mayor, shall be limited to one Rule 12 request for any given agenda item.



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	8A
Approved by City Manager	YES	Presenter(s)	T. Garcia, City Secretary
Reviewed by City Attorney	N/A	Department	Administration
Subject	City Council Meeting Minutes		
Attachments	Minutes		
Financial Information	Expenditure Required:	Not Applicable	
	Amount Budgeted:	Not Applicable	
	Account Number:	Not Applicable	
	Additional Appropriation Required:	Not Applicable	
	Additional Account Number:	Not Applicable	

Executive Summary

Attached are the Minutes of the Special and Regular City Council Meeting held on June 23, 2025.

Recommended Action

Staff recommend that the City Council approve the Minutes of the Special and Regular City Council Meetings held on June 23, 2025.



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Barnes, Mayor Pro Tem
John Bertini, Councilmember
Clay Brett, Councilmember
Kalie Rainsberger, Councilmember

STAFF

David Beach, City Manager
Loren Smith, Olson & Olson, City Attorney
Tracylynn Garcia, City Secretary

Regular City Council Meeting Minutes

The City Council of the City of West University Place, Texas, met on **Monday, June 23, 2025**, at **6:00 p.m.**, in the Municipal Building at 3800 University Boulevard, for the purpose of considering the agenda of items listed. The meetings were held in person and were also available via Zoom.

1. Call Meeting to Order

Mayor Sample called the special meeting to order at 6:00 p.m. The Council in attendance were Mayor Pro Tem Barnes, Councilmembers Bertini and Rainsberger.

Staff member in attendance were City Manager Beach, City Secretary Garcia, and City Attorney Smith (Olson and Olson), Police Chief Ratliff, Finance Director Kalka, Parks & Recreation Director Susan White, along with members of her team, Assistant to the City Manager Bishop and Plant Supervisor Wahlstrom.

2. Recess Special Meeting and Convene Executive Session

The City Council recessed to convene an executive session as authorized by Title 5, Chapter 551, Texas Government Code, for the following purposes: Sec. 551.071 Consultation with City Attorney regarding a matter which the Attorney's duty requires to be discussed in closed session.

3. Adjourn Executive Session and Reconvene Special Meeting

Mayor Pro Tem Barnes motioned to adjourn the executive session and reconvened the special meeting, seconded by Councilmember Rainsberger.

Motion passed unanimously.

4. Adjourn Special Meeting and Convene Regular Meeting

Mayor Pro Tem Barnes motioned to adjourn the special meeting and convene the regular meeting, seconded by Councilmember Rainsberger.

Motion passed unanimously.

5. Call Meeting to Order

Mayor Sample called the regular meeting to order at 6:30 p.m.

6. Pledge of Allegiance

Mayor Pro Tem Barnes led the pledge.

7. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each. If the topic the speaker wishes to address is on the agenda, the speaker may either speak at this time or defer his/her comments until such time the matter is discussed.

Dick Yehle, 6401 Rutgers, defer his comments for item #10.

Mardi Turner, 6515 Mercer, defer her comments for item #11.

David Cole, 4105 Cason, defer his comments for item #10.

Sherry Harbor, 2629 Werlein, zoning code violation

8. 2025 Parks and Recreation Month

Matters related to proclaiming July 2025, as Parks and Recreation Month. *Recommended Action: Proclaim the month of July 2025, as Parks and Recreation Month in the City of West University Place. Ms. Suan White, Parks and Recreation Director.* [See Agenda Memo 8]

Mayor Sample declared the month of July 2025, as Parks and Recreation Month in the City of West University Place.

9. Director of Public Works Appointment

Matters related to appointing a Director of Public Works. *Recommendation Action: Approve the appointment of Public Works Director. Mr. Dave Beach, City Manager.* [See Agenda Memo 9]

Mayor Pro Tem Barnes motioned to approve the appointment of Michael Leech as Public Works Director, effective July 21, 2025, seconded by Councilmember Bertini.

Motion passed unanimously.

Mayor Sample administered the Oath of Office.

10. Water and Sewer Rate Study

Matters related to a presentation and acceptance of the water and wastewater cost of service and rate design study. *Recommended Action: Discuss and provide city staff with feedback and direction. Ms. Neelie Walker, Finance Manager & R. Craley, Raftelis* [See Agenda Memo 10]

Project Director Rocky Craley, and Senior Consultant L. Harrelson representing Raftelis gave a presentation on the Financial Plan and Rate Study.

The following public comments were received on the Water and Sewer Rate Study:

David Yehle, 6401 Rutgers.

David Cole, 4104 Cason.

The council provided feedback; no action was taken.

11. Security Camera Access in General Public Buildings

Matters related to security camera access in general public buildings. *Recommended Action: Discuss and provide feedback. Ms. Susan Sample, Mayor* [See Agenda Memo 12]

Discussion was held and no action was taken.

12. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed from the Consent Agenda and be considered in its normal sequence on the agenda.

A. City Council Meeting Minutes

Matters related to approving the City Council Minutes of June 9, 2025. *Recommended Action: Approve Minutes of June 9, 2025.* **Ms. Tracy Garcia, City Secretary** [See Agenda Memo 12A]

B. Revision to the City Charter – Notices & Publication

Matters related to amending Section 2-136, Notices and Publications, of the City's Code to reflect changes to the City's Charter. *Recommended action: Approve Ordinance No. 3090 to amend Section 2.136, Notice and publications, of the City's Code of Ordinances to remove the requirement for designating an official newspaper due to changes to the City's Charter on the Second and Final Reading.* **L. Smith, City Attorney** [See Agenda Memo 12B]

C. Revision to the City Charter – Required Meetings

Matters related to amending Section 2-1 and Rule 5 of the City's Code to align with changes to the Charter (Two Required Meetings). *Recommended action: Approve Ordinance No.3091 to amend Section 2-1 and Rule 5 of the City's Code of Ordinances to remove the requirement for two meetings a month as a result of the change to the City's Charter on the Second and Final Reading.* **L. Smith, City Attorney** [See Agenda Memo 12C]

D. Revision to the City Charter – City Secretary

Matters related to amending Section 2-57, City Secretary, of the City's Code of Ordinances to designate the City Council as the supervisor and evaluator of the City Secretary due to changes to the City's Charter. *Recommended action: Approve Ordinance No. 3092 to amend Section 2-57, City Secretary, of the City's Code of Ordinances to designate the City Council as the supervisor and evaluator of the City Secretary due to changes to the City's Charter on the Second and Final Reading.* **L. Smith, City Attorney** [See Agenda Memo 12D]

E. Resolution No. 2025-09 – Property Purchase Reimbursement

Matters related to the Reimbursement Resolution No. 2025-09 for 3836 Amherst Street Property Purchase Expenditures. *Recommended Acton: Staff recommends City Council approve Resolution No. 2025-09 declaring intention to reimburse 3836 Amherst Street property purchase expenditures from the proceeds of tax-exempt obligations.* **M. Kalka, Finance Director** [See Agenda Memo 12E]

F. Ordinance No. 3093 – Budget Amendment

Matters related to the Final PO and Capital Appropriation Rollover & 2025 Capital Amendments. *Recommended Action: Adopt Ordinance no. 3093 amending the fiscal year 2025 budget to complete the necessary timing adjustments for payments processed on the First and Final reading.* **M. Kalka, Finance Director** [See Agenda Memo 12F]

Mayor Pro Tem Barnes made the motion, seconded by Councilmember Rainsberger, to approve the consent agenda items.

Motion passed unanimously.

13. Adjourn Regular Meeting

Motion made by Councilmember Bertini to adjourn the Regular City Council meeting, seconded by Councilmember Rainsberger.

Motion passed unanimously.

Prepared by:
Council Approved:

Tracylynn Garcia, TRMC, CPM, MMC



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	8B
Approved by City Manager	Yes	Presenter(s)	A. Bishop, Asst. to the City Manager
Reviewed by City Attorney	Not Applicable	Department	Administration
Subject	Safe Streets and Roads for All Grant Application		
Attachments	Grant Summary		
Financial Information	Expenditure Required:	Not Applicable	
	Amount Budgeted:	Not Applicable	
	Account Number:	Not Applicable	
	Additional Appropriation Required:	Not Applicable	
	Additional Account Number:	Not Applicable	

Executive Summary

On June 26, 2025, the City submitted a \$250,000 grant application to the U.S Department of Transportation Safe Streets and Roads for All (SS4A) program. The purpose of the grant is to fund the development of a comprehensive Safety Action Plan with the goal of improving– pedestrian, and traffic safety throughout the City. The proposed funding includes a \$200,000 (80%) federal share and a \$50,000 (20%) local match.

The plan will be developed over an estimated 12- month period and will include Stakeholder and public engagement. Bases on anticipated award timelines, the plan is expected to completed Summer 2027. No funding commitment is required at this time; Council approval of the local match will be sought if the grants is awarded.

In accordance with Section VI of the City’s Financial Policy, staff submitted the application prior to the Council discussion due to timing constraints and will Council’s approval at the earliest feasible opportunity.

Recommended Action

Staff recommends the City Council approve the application for the Safe Streets and Roads for All grant application and authorize the City Manager to execute the necessary grant application documents.

Safe Streets and Roads for All

Amount Available
Implementation: \$580,000,000
Planning and Demonstration: \$402,000,000

Description of Grant

The Safe Streets and Roads for All (SS4A) grant program funds Planning and Implementation activities that support initiatives to prevent fatalities and serious injuries on roads and streets involving all roadway users. The Infrastructure Investment and Jobs Act (IIJA) established the Safe Streets and Roads for All (SS4A) program with \$5 billion in funds over 5 years 2022-2026. To date, \$2.9 billion has been awarded across FY22, FY23, and FY24.

The SS4A program provides funding to support implementation of the U.S. Department of Transportation's (USDOT) National Roadway Safety Strategy and its goal of zero roadway deaths using a Safe System Approach. All successful grant applications must incorporate multiple elements of the Safe Systems Approach (Safer People, Safer Roads, Safer Speeds, Safer Vehicles, and Post-Crash Care).

There are two types of grants available:

- Planning and Demonstration
- Implementation

Sponsoring Agency

USDOT Department of Transportation

Website Link

<https://www.transportation.gov/grants/SS4A>

Due Date

June 26, 2025

Implementation Applicants may elect to submit a Pre-Application by May 9th to assess eligibility.

Project Range

Implementation: \$2,500,000 to \$25,000,000

Planning and Demonstration: \$100,000 to \$5,000,000

Local Match

20% Non-Federal Match

Eligible Applicants

Eligible applicants for the program include metropolitan planning organizations, political subdivisions of a State (cities, counties, management districts), Tribal governments, and multijurisdictional group of entities described in the other three types. For implementation grants, applicants must meet a least one of the requirements below:

1. have ownership and/or maintenance responsibilities over a roadway network;
2. have safety responsibilities that affect roadways; or
3. have agreement from the agency that has ownership and/or maintenance responsibilities for the roadway with in the applicant's jurisdiction.

Eligible applicants may only submit one application to the FY25 funding opportunity.

Eligible Projects

Planning and Demonstration Grants have three types of eligible activities:

- a. Develop an Action Plan;
- b. Conduct supplemental safety planning or enhance and Action Plan; and/or
- c. Carry out demonstration types of activities to inform the development of, or an update to an Action Plan.

Implementation Grants fund:

- Design and Construction for projects and strategies identified in an Action Plan finalized and/or last updated between 2020 and June 26, 2025;
- Planning and Demonstration activities to update an existing Action Plan; and/or
- Supplemental planning, project development, and design activities to advance implementation of an Action Plan

Safe Streets and Roads for All

Amount Available
Implementation: \$580,000,000
Planning and Demonstration: \$402,000,000

Selection Criteria

Planning/Demonstration and Implementation Grants have separate selection criteria. All applications will be assessed for alignment with the USDOT Order: Ensuring Reliance Upon Sound Economic Analysis in Department of Transportation Policies Programs and Activities.

Planning and Demonstration

- **Safety Impact:** Quantitative analysis of roadway fatalities from 2018-2022 and fatality rate. (Priority will be for projects on roadways with 17.5 fatalities per 100,000 persons or greater.)
- **Underserved Communities:** Percentage of population in designated Area of Persistent Poverty
- **Additional Safety Context:** Evaluation of narrative describing the proposed scope of work and how it can lead to the reduction of roadway fatalities or injuries; employ low-cost, high-impact strategies, involve public engagement, adopt innovative technologies, and evidenced-based solutions.

Implementation

- **Safety Need:** Quantitative analysis demonstrating the safety need in the community based on historical trends, crash data, and safety risk models.
- **Safety Impact:** Assessment of how the proposed project is likely to reduce or eliminate roadway fatalities/injuries; employ low-cost, high-impact strategies cover a wide geographic area; and include evidence-based projects and strategies.
- **Engagement and Collaboration:** Assessment of project's ability to incorporate existing or future community engagement, serve an Area of Persistent Poverty, and leverage public and private partnerships
- **Supplemental Planning and Demonstration Activities (if applicable):** Evaluation of how proposed activities can lead to the reduction of roadway fatalities or injuries; employ low-cost, high-impact strategies, involve public engagement, adopt innovative technologies, and evidenced-based solutions

Additional Award Considerations:

- Previous SS4A funds
- Rural Area
- Geographic diversity
- Incorporation of road diet (evaluated negatively)
- Amount Requested (\$10 Million or less)
- Killed and Serious Injuries Rate per requested \$1 million in project costs



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	8C
Approved by City Manager	Yes	Presenter(s)	M. Kalka, Director
Reviewed by City Attorney	No	Department	Finance
Subject	April 2025 Monthly Financial Report		
Attachments	April 2025 Monthly Financial Report		
Financial Information	Expenditure Required:	Not applicable	
	Amount Budgeted:	Not applicable	
	Account Number:	Not applicable	
	Additional Appropriation Required:	Not applicable	
	Additional Account Number:	Not applicable	

Executive Summary

Attached is the April 2025 monthly report from the Finance Director to the City Council, which is also available on the City's website.

There is approximately a 6 - 8 week lag between the end of the reporting month and when the report is provided to Council. This provides time to close out the month, reconcile the accounts, address any issues, and meet the submittal deadline for the City Council meeting.

Recommended Action

Staff recommends that the City Council receive the City's April 2025 Monthly Financial Report.

FINANCIAL SUMMARY FOR THE PERIOD ENDING APRIL 30, 2025



Attached are the revenue and expenditure reports for the period ending **April 30, 2025**, which reflects 33% of the year. The expenditure report shows actual expenditures for the current month as well as year-to-date and compares it to the annual budgeted appropriations. The explanations provided are based on the year-to-date amounts excluding outstanding purchase orders. The revenue report shows actual receipts recorded as of the end of the month compared to the annual budgeted estimations. In this packet, all of the City's funds are presented.

GENERAL FUND

General Fund revenues have exceeded the pro-rata share of the budget at this point in the fiscal year. Property tax bills for 2025 were mailed in November and are delinquent February 1. Property Tax collection of \$14.87 million are for 2024 taxes, 97% of budget. Licenses & Permits, Municipal Court fines, and Charges for services are above budget. Interest earnings for four months are at 38% of the budget. The Intergovernmental revenue is over budget due to the receipt of FEMA and state funds for hurricane Beryl.

All departments, with the exception of Finance, are below their pro-rata share of the budget. The Finance department includes the \$1.8M transfer to the Capital Reserve Fund. Half of the first payroll paid in January 2025 was expensed back to December 2024 since it is for 2024 time worked. Departments that have vacancies at this time are Police, Parks, and Public Works.

WATER & SEWER UTILITY FUND

With a one month lag due to billing in arrears April's billing for March is slightly below pro-rata for the year. January's billing for December consumption was accrued to 2024. Expenditures for Public Works are under budget since there is only 2 months of expenses to the City of Houston for purchasing surface water.

SOLID WASTE FUND

Again, with the one month lag in billing, April solid waste collection revenues are on target for this point in the fiscal year. January's billing for December services was accrued back to 2024. Overall, expenditures for the fund are under the pro-rata for the period.

TECHNOLOGY MANAGEMENT FUND

Technology is integral to the City's ability to provide efficient and necessary services to the citizens. The Technology Management Fund was created to centralize those expenditures, consolidate the management of the resources needed to maintain existing systems and to deploy new solutions. Revenues and expenditures are as expected for the current period.

VEHICLE REPLACEMENT FUND

The Vehicle Replacement Fund finances the purchase of vehicles routinely used in providing City services. Each department makes contributions to the fund based on the estimated life and replacement cost of the vehicles it uses. The fund purchases vehicles when a combination of age and repair cost indicates the machine or vehicle has reached the end of its service life; therefore, the expenditures patterns do not follow the pro-rata model. To date, two garbage trucks and a police vehicle have been purchased. There were also expenses incurred to repair a bucket truck.

FINANCIAL SUMMARY FOR THE PERIOD ENDING APRIL 30, 2025



ASSET REPLACEMENT FUND

The Asset Replacement Fund (formerly known as the Equipment Replacement Fund) finances the purchase of assets routinely used in providing City services. The fund operates in the same manner as the Vehicle Replacement Fund in that each department makes contributions to the fund based on the estimated life and replacement cost of the equipment it uses. The fund purchases equipment when a combination of age and repair cost indicates the equipment has reached the end of its service life; therefore, the expenditures patterns do not follow the pro-rata model. To date, no expenses have been incurred.

EMPLOYEE BENEFIT FUND

The Employee Benefit Fund facilitates accounting and oversight for the cost of medical and dental insurance, worker's compensation, life insurance, and disability benefits. Revenues and expenditures are slightly under budget due to vacancies.

HUMAN RESOURCES SERVICES FUND

The Human Resources Fund was created in 2020 to break out the non-medical related expenses from the Employee Benefit Fund. The General Fund contributes all funds needed for this fund. Examples of some of the expenses are hiring and recruiting, tuition reimbursement, and incentive/awards. Expenditures patterns in this fund will not follow the pro-rata model.

DEBT SERVICE FUND

The Debt Service Fund is established by ordinances authorizing the issuance of General Obligation Bonds and Certificates of Obligation (CO). The City uses debt financing to fund large capital investments. Streets, drainage, water and wastewater systems are all constructed with borrowed funds. Property tax dollars do not finance all of the City's bonded debt service. The Water and Sewer Fund also provides funds to repay debt. Funding the 2025 debt service payments requires an ad valorem tax rate of \$0.061858 per \$100 of assessed value in tax year 2024, a decrease of 21.1%. Debt Service payments are due semi-annually on February 1 and August 1. Principal and interest is due February 1 and interest only is due August 1. The payment of the bond principal and interest for February paid at the end of January causes expenditures to be above the pro-rata for this period.

CAPITAL PROJECT FUNDS

Capital Project Funds are used to account for the purchase or construction of equipment, property, and buildings. West University Place has nine active capital project funds. They are the Capital Project, Capital Reserve, 2019 Certificates of Obligation, General 2022 Certificates of Obligation, General 2025 Certificates of Obligation, Transportation Improvement, Water & Sewer Capital, Water & Sewer 2022 Certificates of Obligation, and Water & Sewer 2025 Certificates of Obligation Funds. On the following pages is a summary of spending by project.

FINANCIAL SUMMARY FOR THE PERIOD ENDING APRIL 30, 2025



PROJECT	2025 Amended Budget	YTD Actuals	Remaining Balance
<u>CAPITAL PROJECT FUND</u>			
REC CENTER PUMP ROOM	100,000		100,000
WEST SIDE PAVING & DRAINAGE	26,220		26,220
POOR FARM DITCH (HCFCD)	-		-
ERP SOFTWARE REPLACEMENT	1,925,958	9,000	1,916,958
LIBRARY/COMMUNITY BLDG/SENIOR CENTER	2,113,793	1,232,557	881,236
2024 RADIO REPLACEMENTS	79,076	79,076	-
2025 RADIO REPLACEMENTS	105,000		105,000
FIRE BAY ROOF REPLACEMENT	150,000		150,000
EMERGENCY STORAGE ROOM	75,000		75,000
CITY WIDE ENGINEERING TRAFFIC STUDY	41,172	7,511	33,661
EOC IMPROVEMENTS	79,578		79,578
2023 NETWORK SWITCH INFRASTRUCTURE REPLACEMENT	4,972		4,972
TOTALS	4,700,769	1,328,145	3,372,625
<u>2019 CO</u>			
ARBITRAGE/YIELD	1,630		1,630
VIRTUAL GATE	80,000	11,261	68,739
TOTALS	81,630	11,261	70,369
<u>GENERAL 2022 CO</u>			
PUBLIC WORKS MAINTENANCE FACILITY	11,848,470	1,950,464	9,898,006
EAST SIDE DRAINAGE IMPROVEMENTS	6,311,526	1,052,770	5,258,756
WEST SIDE DRAINAGE IMPROVEMENTS	193,000	15,271	177,729
BUFFALO SPEEDWAY CONSTRUCTION	1,831,983	444,219	1,387,764
TOTALS	20,184,979	3,462,724	16,722,255
<u>GENERAL 2025 CO</u>			
WEST SIDE DRAINAGE IMPROVEMENTS	342,000		342,000
TOTALS	342,000	-	342,000
<u>TRANSPORTATION IMPROVEMENT FUND</u>			
EAST SIDE DRAINAGE IMPROVEMENTS	19,658	221	19,437
WEST SIDE DRAINAGE IMPROVEMENTS	3,106,370	196,778	2,909,592
2025 ROADWAY IMPROVEMENTS	900,000		900,000
2025 SIDEWALK REPLACEMENT	394,000		394,000
WESTSIDE ROADWAY RECONSTRUCTION	2,887,000		2,887,000
ARBITRAGE/YIELD	63,000		63,000
WESLAYAN TRAFFIC SIGNAL REPLACEMENTS	407,789		407,789
2023 ROADWAY PAVEMENT IMPROVEMENTS	62,223		62,223
2024 SIDEWALK REPLACEMENT	757,931	9,426	748,505
TOTALS	8,597,971	206,426	8,391,545

FINANCIAL SUMMARY FOR THE PERIOD ENDING APRIL 30, 2025



PROJECT	2025 Amended Budget	YTD Actuals	Remaining Balance
WATER & SEWER CAPITAL PROJECTS FUND			
BELLAIRE EST EVALUATION/WATER SYSTEM MODELING	319,460	4,136	315,324
WASTEWATER TREATMENT PLANT IMPROVEMENTS	460,467	6,389	454,078
2024 SANITARY SEWER IMPROVEMENTS	100,000		100,000
2025 CAST IRON WATER LINE REPLACEMENT	499,000		499,000
MILTON WATER PLANT IMPROVEMENTS	700,000		700,000
WAKEFOREST WATER PLANT GENERATOR	200,000		200,000
2022 SANITARY SEWER IMPROVEMENTS	100,000		100,000
2023 SANITARY SEWER IMPROVEMENTS	100,000	(2,500)	102,500
2024 SANITARY SEWER MANHOLE LINING PROJECT	10,459		10,459
MOBILE GENERATOR *		159,000	(159,000)
WATER WELL NO. 8 INSPECTION & IMPROVEMENTS *		2,500	(2,500)
TOTALS	2,489,386	169,525	2,319,861
WATER & SEWER 2022 CO			
MILTON CAST IRON WATER LINE REPLACEMENT	3,130,956	16,133	3,114,823
WATER LINE REPLACEMENT PROGRAM	95,078	2,470	92,608
WWTP IMPROVEMENTS	17,340,000	8,958	17,331,042
WAKEFOREST EST & GST PAINTING	1,084,194	44,439.64	1,039,754
WAKEFORES WATER PLAN DISTR LINE REPLACEMENT	186,973	78,583	108,390
WAKEFOREST WATER PLANT IMPROVEMENTS	418,659	24,471	394,188
NEW WATER WELL NO. 10	618,930	13,365	605,565
MILTON WATER PLANT IMPROVEMENTS	108,830	28,855	79,975
TOTALS	22,983,620	217,275	22,766,345
WATER & SEWER 2025 CO			
CAST IRON WATER LINE REPLACEMENT PROGRAM	2,941,000		2,941,000
WAKEFOREST WATER PLANT DISTRIBUTION LINE	5,480,000		5,480,000
WAKEFOREST EST/GST INTERIOR REHABILITATION	1,175,000		1,175,000
MILTON WATER PLANT IMPROVEMENTS	207,000		207,000
TOTALS	9,803,000	-	9,803,000
* Budget Amendment done in June			

SPECIAL REVENUE FUNDS

Special Revenue Funds are created to account for the proceeds from specific revenue sources that are restricted to expenditures for specific purposes. The City has 15 active Special Revenue Funds in 2025. Not all expenditures can be anticipated enough to include in the original budgeting process. Budget amendments for 2025, if necessary, will be made at year-end to reconcile any affected accounts. To date, only expenditures for the recreation center jogging track improvements from the Parks Donation Fund, furniture for Colonial Park West end deck from the Friends of West U Fund, Tree Trust planting expenses, a scanner for court from the Court Technology Fund, bailiff pay from the Court Security Fund, and rifles and ammunition from the Public Safety Training Fund have been made.

City of West University Place

101 - General Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Taxes	18,017,828	18,017,828	355,191	15,364,886	2,652,942	85%
Licenses & Permits	1,100,500	1,100,500	117,805	436,477	664,023	40%
Intergovernmental	474,800	474,800	-	601,860	(127,060)	127%
Charges for Services	3,650,900	3,650,900	314,424	1,295,382	2,355,518	35%
Fines & Forfeitures	210,800	210,800	17,603	84,730	126,070	40%
Miscellaneous	818,500	818,500	84,335	314,269	504,231	38%
Transfers In	1,942,000	1,942,000	161,833	647,333	1,294,667	33%
Total Revenue	\$26,215,328	\$26,215,328	\$1,051,191	\$18,744,936	\$7,470,392	72%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Administration	2,202,600	2,230,987	164,471	621,407	1,609,580	28%
Finance	2,615,450	4,455,736	1,962,739	2,426,112	2,029,624	54%
Fire	4,659,250	4,674,629	311,104	1,190,831	3,483,798	25%
Parks & Recreation	5,351,650	5,403,490	374,352	1,328,351	4,075,139	25%
Police	6,931,960	6,931,960	434,435	1,773,174	5,158,786	26%
Public Works	4,433,725	4,460,704	273,456	1,068,911	3,391,793	24%
Total Expenditures	\$26,194,635	\$28,157,505	\$3,520,556	\$8,408,786	\$19,748,719	30%

Net Revenue (Expenditure)	\$20,693	(\$1,942,177)	(\$2,469,365)	\$10,336,150
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City of West University Place

401 - Water & Sewer Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Intergovernmental	-	-	-	8,025	(8,025)	-
Charges for Services	9,250,500	9,250,500	753,680	1,882,669	7,367,831	20%
Miscellaneous	55,100	55,100	9,958	40,632	14,468	74%
Total Revenue	\$9,305,600	\$9,305,600	\$763,637	\$1,931,326	\$7,374,274	21%
Expenditures						
Finance	3,883,357	3,883,357	340,971	1,301,260	2,582,097	34%
Public Works	5,391,055	5,422,548	296,804	979,274	4,443,274	18%
Total Expenditures	\$9,274,412	\$9,305,905	\$637,774	\$2,280,534	\$7,025,371	25%
Net Revenue (Expenditure)	\$31,188	(\$305)	\$125,863	(\$349,208)		

City of West University Place

402 - Solid Waste Management Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Intergovernmental	-	-	-	8,326	(8,326)	-
Charges for Services	2,033,700	2,033,700	167,528	501,622	1,532,078	25%
Miscellaneous	27,100	27,100	2,172	15,515	11,585	57%
Total Revenues	\$2,060,800	\$2,060,800	\$169,701	\$525,464	\$1,535,336	25%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
City-Wide	1,400	1,400	-	163	1,237	12%
Curbside Green Waste Recycling	238,200	238,200	23,964	71,188	167,012	30%
Curbside Recycling	417,650	417,650	29,353	104,750	312,900	25%
Curbside Solid Waste	1,426,827	1,426,827	105,235	411,901	1,014,926	29%
Total Expenditures	\$2,084,077	\$2,084,077	\$158,552	\$588,002	\$1,496,075	28%

Net Revenue (Expenditure)	(\$23,277)	(\$23,277)	\$11,149	(\$62,538)
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City of West University Place

502 - Technology Management Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Intergovernmental	-	-	-	958	(958)	-
Miscellaneous	31,000	31,000	3,227	19,385	11,615	63%
Transfers In	2,375,400	2,375,400	197,950	791,800	1,583,600	33%
Total Revenues	\$2,406,400	\$2,406,400	\$201,177	\$812,142	\$1,594,258	34%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Personnel Expenses	606,800	606,800	45,100	165,283	441,517	27%
Operating Expenses	1,594,000	1,622,287	348,204	570,820	1,051,467	35%
Capital Outlay	78,000	82,748	6,648	14,511	68,237	18%
Transfers	89,300	89,300	7,442	29,767	59,533	33%
Total Expenditures	\$2,368,100	\$2,401,135	\$407,394	\$780,380	\$1,620,755	33%

Net Revenue (Expenditure)	\$38,300	\$5,265	(\$206,217)	\$31,762
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City of West University Place

501 - Vehicle Replacement Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	189,900	189,900	41,737	88,511	101,389	47%
Transfers In	545,250	545,250	45,438	181,750	363,500	33%
Total Revenues	\$735,150	\$735,150	\$87,175	\$270,261	\$464,889	37%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Other Contracted Services	-	-	1,350	1,350	(1,350)	-
Automobiles	115,000	115,000	31,418	31,418	83,582	27%
Light Trucks	145,000	164,000	-	-	164,000	-
Trucks	449,000	1,070,681	597,256	597,256	473,425	56%
Heavy Equipment	74,000	74,000	-	-	74,000	-
Other Equipment	13,000	13,000	-	-	13,000	-
Total Expenditures	\$796,000	\$1,436,681	\$630,024	\$630,024	\$806,657	44%

Net Revenue (Expenditure)	(\$60,850)	(\$701,531)	(\$542,849)	(\$359,762)
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City of West University Place

505 - Asset Replacement Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	156,100	156,100	19,074	78,293	77,807	50%
Transfers In	555,100	555,100	46,258	185,033	370,067	33%
Total Revenues	\$711,200	\$711,200	\$65,333	\$263,326	\$447,874	37%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Other Equipment	206,200	239,097	-	-	239,097	-
Total Expenditures	\$206,200	\$239,097	-	-	239,097	-

Net Revenue (Expenditure)	\$505,000	\$472,103	\$65,333	\$263,326
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City of West University Place

510 - Employee Benefits Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Charges for Services	2,751,450	2,751,450	158,826	704,348	2,047,102	26%
Miscellaneous	46,100	46,100	4,685	17,995	28,105	39%
Transfers In	14,300	14,300	1,192	4,767	9,533	33%
Total Revenues	\$2,811,850	\$2,811,850	\$164,703	\$727,110	\$2,084,740	26%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Oper-Services	48,000	48,000	3,495	13,978	34,022	29%
Pers Svcs-Empl Misc	2,759,300	2,759,300	147,220	672,183	2,087,117	24%
Total Expenditures	\$2,807,300	\$2,807,300	\$150,714	\$686,162	\$2,121,138	24%

Net Revenue (Expenditure)	\$4,550	\$4,550	\$13,989	\$40,948
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City of West University Place

511 - Human Resource Services Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	23,000	23,000	2,175	8,885	14,115	39%
Transfers In	230,000	230,000	19,167	76,667	153,333	33%
Total Revenues	\$253,000	\$253,000	\$21,342	\$85,552	\$167,448	34%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Oper-Services	41,000	41,000	220	4,538	36,462	11%
Pers Svcs-Empl Misc	99,300	99,300	1,678	12,357	86,943	12%
Transfer Out	382,000	382,000	31,833	127,333	254,667	33%
Total Expenditures	\$522,300	\$522,300	\$33,731	\$144,228	\$378,072	28%

Net Revenue (Expenditure)	(\$269,300)	(\$269,300)	(\$12,389)	(\$58,676)
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City of West University Place

100 - Debt Service Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Taxes	5,301,486	5,301,486	58,688	5,131,673	169,813	97%
Miscellaneous	49,000	49,000	4,096	11,918	37,082	24%
Transfers In	1,565,457	1,565,457	130,455	521,819	1,043,638	33%
Total Revenues	\$6,915,943	\$6,915,943	\$193,238	\$5,665,409	\$1,250,534	82%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Bond Principal	3,650,000	3,650,000	-	3,650,000	-	100%
Interest on Bonds	3,223,363	3,223,363	-	1,641,731	1,581,632	51%
Fiscal Agent Fees	3,300	3,300	-	-	3,300	-
Total Expenditures	\$6,876,663	\$6,876,663	-	\$5,291,731	\$1,584,932	77%

Net Revenue (Expenditure)	\$39,280	\$39,280	\$193,238	\$373,678
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City of West University Place

301 - Capital Projects Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	180,000	180,000	23,458	69,929	110,071	39%
Transfers In	15,550,000	1,645,000	-	1,645,000	-	100%
Total Revenues	\$15,730,000	\$1,825,000	\$23,458	\$1,714,929	\$110,071	94%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Technology Projects	585,000	2,194,585	700	88,076	2,106,509	4%
Other Equipment	625,000	-	-	-	-	-
Land Acquisition	-	1,191,220	1,150,058	1,161,058	30,162	97%
Professional Services	-	1,004,965	27,479	79,010	925,954	8%
Construction Costs	14,445,000	310,000	-	-	310,000	0%
Total Expenditures	\$15,655,000	\$4,700,769	\$1,178,237	\$1,328,145	\$3,372,625	28%

Net Revenue (Expenditure)	\$75,000	(\$2,875,769)	(\$1,154,779)	\$386,784
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City of West University Place

333 - 2019 Cert of Oblig

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	-	-	255	2,047	(2,047)	-
Total Revenues	-	-	\$255	\$2,047	(\$2,047)	-

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Arbitrage/Yield Restriction	-	1,630	-	-	1,630	-
Technology Projects	-	80,000	-	11,261	68,739	14%
Total Expenditures	-	\$81,630	-	\$11,261	\$70,369	14%

Net Revenue (Expenditure)	-	(\$81,630)	\$255	(\$9,214)		
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City of West University Place

304 - Capital Reserve Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	441,000	441,000	62,867	290,660	150,340	66%
Transfers In	-	1,800,000	1,800,000	1,800,000	-	100%
Total Revenues	\$441,000	\$2,241,000	\$1,862,867	\$2,090,660	\$150,340	93%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Transfer to Cap Proj Fund	15,550,000	1,645,000	-	1,645,000	-	100%
Total Expenditures	\$15,550,000	\$1,645,000	-	\$1,645,000	-	100%

Net Revenue (Expenditure)	(\$15,109,000)	\$596,000	\$1,862,867	\$445,660
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City of West University Place

302 - 2022 General CO Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	540,000	540,000	74,817	332,126	207,874	62%
Total Revenues	\$540,000	\$540,000	\$74,817	\$332,126	\$207,874	62%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Personnel Expenses	-	73,142	-	12,482	60,659	17%
Operating Expenses	-	83,250	-	-	83,250	-
Capital Outlay	-	20,028,587	1,939,727	3,450,242	16,578,346	17%
Total Expenditures	-	\$20,184,979	\$1,939,727	\$3,462,724	\$16,722,255	17%

Net Revenue (Expenditure)	\$540,000	(\$19,644,979)	(\$1,864,910)	(\$3,130,597)
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City of West University Place

306 - 2025 General CO Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	17,780,000	10,145,000	-	-	10,145,000	-
Total Revenues	\$17,780,000	\$10,145,000	-	-	\$10,145,000	-

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Professional Services	1,822,000	342,000	-	-	342,000	-
Construction Costs	5,500,000	-	-	-	-	-
Transfer to 2025 WS CO Fund	10,458,000	9,803,000	-	-	9,803,000	-
Total Expenditures	\$17,780,000	\$10,145,000	-	-	\$10,145,000	-

Net Revenue (Expenditure)	-	-	-	-
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City of West University Place

325 - Transportation Improve Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	290,000	290,000	29,404	122,184	167,816	42%
Transfers In	1,094,000	1,094,000	91,167	364,667	729,333	33%
Total Revenues	\$1,384,000	\$1,384,000	\$120,570	\$486,851	\$897,149	35%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Arbitrage/Yield Restriction	63,000	63,000	-	-	63,000	-
Professional Services	1,091,000	3,462,434	74,056	206,426	3,256,008	6%
Construction Costs	3,890,000	5,072,537	-	-	5,072,537	-
Total Expenditures	\$5,044,000	\$8,597,971	\$74,056	\$206,426	\$8,391,545	2%

Net Revenue (Expenditure)	(\$3,660,000)	(\$7,213,971)	\$46,514	\$280,425
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City of West University Place

340 - Water & Sewer Cap Proj Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	77,000	77,000	8,791	36,996	40,004	48%
Transfers In	700,000	700,000	58,333	233,333	466,667	33%
Total Revenues	\$777,000	\$777,000	\$67,125	\$270,330	\$506,670	35%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Professional Services	1,199,000	1,978,927	12,511	10,525	1,968,401	1%
Construction Costs	-	510,459	-	159,000	351,459	31%
Total Expenditures	\$1,199,000	\$2,489,386	\$12,511	\$169,525	\$2,319,861	7%

Net Revenue (Expenditure)	(\$422,000)	(\$1,712,386)	\$54,614	\$100,804
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City of West University Place

341 - 2022 Water/Sewer CO Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Miscellaneous	238,700	238,700	82,237	343,849	(105,149)	144%
Total Revenues	\$238,700	\$238,700	\$82,237	\$343,849	(\$105,149)	144%

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Professional Services	-	1,495,454	51,680	187,781	1,307,673	13%
Construction Costs	-	21,468,000	18,185	29,494	21,438,506	-
Total Expenditures	-	\$22,963,454	\$69,865	\$217,275	\$22,746,180	1%

Net Revenue (Expenditure)	\$238,700	(\$22,724,754)	\$12,371	\$126,574
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City of West University Place

343 - 2025 Water/Sewer CO Fund

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Revenues						
Transfers In	10,458,000	9,803,000	-	-	9,803,000	-
Total Revenues	\$10,458,000	\$9,803,000	-	-	\$9,803,000	-

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Expenditures						
Professional Services	3,148,000	335,000	-	-	335,000	-
Construction Costs	7,310,000	9,468,000	-	-	9,468,000	-
Total Expenditures	\$10,458,000	\$9,803,000	-	-	\$9,803,000	-

Net Revenue (Expenditure)	-	-	-	-
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City of West University Place

Special Revenue Funds April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Parks Donation Fund						
Total Revenues	60,900	60,900	2,110	4,606	56,294	8%
Total Expenditures	226,000	226,000	-	198,276	27,724	88%
Net Revenue (Expenditure)	(\$165,100)	(\$165,100)	\$2,110	(\$193,670)	\$28,570	117%
Friends of West U Parks Fund						
Total Revenues	67,600	89,600	-	1	89,599	-
Total Expenditures	67,600	89,600	24,152	38,198	51,402	43%
Net Revenue (Expenditure)	-	-	(\$24,152)	(\$38,197)	\$38,197	-
Truancy Prevention Fund						
Total Revenues	10,800	10,800	836	3,867	6,933	36%
Total Expenditures	10,000	10,000	-	-	10,000	-
Net Revenue (Expenditure)	\$800	\$800	\$836	\$3,867	(\$3,067)	483%
Municipal Jury Fund						
Total Revenues	200	200	17	78	122	39%
Total Expenditures	100	100	-	-	100	-
Net Revenue (Expenditure)	\$100	\$100	\$17	\$78	\$22	78%

City of West University Place

Special Revenue Funds April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Court Technology Fund						
Total Revenues	10,200	10,200	729	3,297	6,903	32%
Total Expenditures	4,000	4,000	-	355	3,645	9%
Net Revenue (Expenditure)	\$6,200	\$6,200	\$729	\$2,942	\$3,258	47%
Tree Replacement Fund						
Total Revenues	59,400	59,400	1,334	24,825	34,575	42%
Total Expenditures	110,000	110,000	-	34,890	75,110	32%
Net Revenue (Expenditure)	(\$50,600)	(\$50,600)	\$1,334	(\$10,065)	(\$40,535)	20%
Court Building Security Fund						
Total Revenues	12,600	12,600	994	4,496	8,104	36%
Total Expenditures	14,500	14,500	750	2,500	12,000	17%
Net Revenue (Expenditure)	(\$1,900)	(\$1,900)	\$244	\$1,996	(\$3,896)	-105%
METRO General Mobility Fund						
Total Revenues	810,100	810,100	68,906	145,092	665,008	18%
Total Expenditures	1,094,000	1,094,000	91,167	364,667	729,333	33%
Net Revenue (Expenditure)	(\$283,900)	(\$283,900)	(\$22,261)	(\$219,575)	(\$64,325)	77%

City of West University Place

Special Revenue Funds April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
State Forfeited Property Fund						
Total Revenues	1,200	1,200	122	505	695	42%
Net Revenue (Expenditure)	\$1,200	\$1,200	\$122	\$505	\$695	42%
Fed Forfeited Property Fund						
Total Revenues	21,600	21,600	523	2,165	19,435	10%
Net Revenue (Expenditure)	\$21,600	\$21,600	\$523	\$2,165	\$19,435	10%
Public Safety Training Fund						
Total Revenues	3,900	3,900	3,052	5,974	(2,074)	153%
Total Expenditures	-	6,705	-	6,142	563	92%
Net Revenue (Expenditure)	\$3,900	(\$2,805)	\$3,052	(\$168)	(\$2,637)	6%
Fire Special Revenue Fund						
Total Revenues	600	600	82	523	77	87%
Net Revenue (Expenditure)	\$600	\$600	\$82	\$523	\$77	87%
Good Neighbor Fund						
Total Revenues	100	100	13	160	(60)	160%
Total Expenditures	2,500	2,500	-	-	2,500	-
Net Revenue (Expenditure)	(\$2,400)	(\$2,400)	\$13	\$160	(\$2,560)	-7%

City of West University Place

Special Revenue Funds

April 30, 2025

	Original Budget	Amended Budget	Current Month	YTD Actual	Amount Remaining	YTD Actual as a % of Budget
Opioid Settlement Fund						
Total Revenues	300	300	10,381	10,539	(10,239)	3513%
Net Revenue (Expenditure)	\$300	\$300	\$10,381	\$10,539	(\$10,239)	3513%
Centennial Celebration Fund						
Total Revenues	-	-	28	98	(98)	-
Net Revenue (Expenditure)	-	-	\$28	\$98	(\$98)	-



AGENDA MEMO

Business of the City Council
 City of West University Place, Texas

Meeting Date	07.14.2025	Agenda Item	8D
Approved by City Manager	Yes	Presenter(s)	D. Beach, City Manager
Reviewed by City Attorney	Yes	Department	Public Works
Subject	Laboratory Services Bid Award		
Attachments	General Service Contract		
Financial Information	Expenditure Required:		\$77,620 (Years One - Two) \$116,430 (Years Three – Five)
	Amount Budgeted:		\$45,000
	Account Number:		4015050.74090
	Additional Appropriation Required:		Not Applicable
	Additional Account Number:		Not Applicable

Executive Summary

Throughout April and May of 2025, the City solicited requests for proposals for laboratory services to conduct testing of samples collected from the Wastewater Treatment Plant. These testing services are necessary to comply with the requirements set by the Texas Commission on Environmental Quality (TCEQ) and other applicable environmental regulations. The current contract for these services is set to expire this year. The proposed new agreement includes an initial two (2) year term, with the option to renew it for up to three (3) additional one-year periods.

The City received two (2) qualified bid responses and after reviewing qualifications, performance history, price, and recommendations, the City recommends awarding a contract to Envirodyne Laboratories Inc.

Bidders	Effluent Testing	Influent & Process Testing	Drinking Water Testing	Dischard Monitoring Report (DMR)	Total Annual Cost
Envirodyne Laboratories, Inc.	\$9,100	\$20,455	\$8,835	\$420	\$38,810
Eurofins	\$8,372	\$19,515	\$10,785	\$600	\$39,272

The proposed contract includes a not to exceed annual amount of \$38,810 which is based on actual services rendered. The original two-year term reflects a not to exceed amount of \$77,620. Including the original term of two years and three potential one-year subsequent renewals, the total contract amounts to \$194,050.

Funding for years two through five of the contract is subject to the annual budget appropriation process.

Recommended Action

Staff recommends awarding a contract to Envirodyne Laboratories, Inc. in an amount not to exceed \$77,620 for the first two years and if extended for years three through five not to exceed \$200,000; and to authorize the City Manager to execute the contract.



City of
**West University
Place**

GENERAL SERVICES CONTRACT
Rev. 12/12/2023

This General Services Contract (Contract) is made between the City of West University Place, Texas (City), and Contractor. The City and Contractor agree to the terms and conditions of this Contract, which consists of the following parts:

- I. Summary of Contract Terms
- II. Signatures
- III. Standard Contractual Provisions
- IV. Special Terms and Conditions
- V. Additional Contract Documents

I. Summary of Contract Terms.

Contractor: **Envirodyne Laboratories, Inc.**

Description of Services: **Laboratory Services**

Annual/Base Services: **Not to Exceed \$ 38,810.00**

Additional Work in addition to Base Services: _____

Effective Date: **07/14/2025**

Termination Date: **07/13/2027**

Renewal: **Two Years with Three optional one year renewals.**

II. Signatures. By signing below, the parties agree to the terms of this Contract:

CITY OF WEST UNIVERSITY PLACE:*

CONTRACTOR: Envirodyne Laboratories, Inc.

By: _____

By: Shawn Benjamin

Title: _____

Title: President

Date: _____

Date: 7-10-25

- _____ Council Approved on ____ / ____ / ____
- _____ City Manager
- _____ Department Head
- _____ Division Head

*Contract Signature Authority: Division Head & Managers - \$6,999 or less
 Directors - \$7,000 to \$24,999
 City Manager - \$25,000 to \$49,999
 Over \$50,000 – City Manager With City Council Authorization

Attest: City Secretary

III. *Standard Contractual Provisions.*

A. Definitions.

Contract means this General Services Contract.

Services means the services for which the City solicited bids or received proposals as described in this Contract.

B. Services and Payment. Contractor will furnish Services to the City in accordance with the terms and conditions specified in this Contract. Contractor will bill the City for the Services provided at intervals of at least 30 days, except for the final billing. The City shall pay Contractor for the Services in accordance with the terms of this Contract, but all payments to be made by the City to Contractor, including the time of payment and the payment of interest on overdue amounts, are subject to the applicable provisions of Chapter 2251 of the Government Code.

C. Termination Provisions.

(1) *City Termination for Convenience.* The City may terminate this Contract during its term at any time for the City's own convenience where the Contractor is not in default by giving thirty (30) days written notice to Contractor. If the City terminated this Contract under this paragraph, the City will pay the Contractor for all services rendered in accordance with this Contract to the date of termination.

(2) *Termination for Default.* Either party to this Contract may terminate this Contract if the other party fails to comply with its terms. The party alleging the default will give the other party notice of the default in writing citing the terms of the Contract that have been breached and what action the defaulting party must take to cure the default. If the party in default fails to cure the default as specified in the notice within 10 days, the party giving the notice of default may terminate this Contract by written notice to the other party, specifying the date of termination. Termination of the Contract under this paragraph does not affect the right of either party to seek remedies for breach of the Contract as allowed by law, including any damages or costs suffered by either party.

(3) *Multi-Year Contracts and Funding.* If this Contract extends beyond the City's fiscal year in which it becomes effective or provides for the City to make any payment during any of the City's fiscal years following the City's fiscal year in which this Contract becomes effective and the City fails to appropriate funds to make any required Contract payment for that successive fiscal year and there are no funds from the City's sale of debt instruments to make the required payment, then this Contract automatically terminates at the beginning of the first day of the City's successive fiscal year of the Contract for which the City has not appropriated funds or otherwise provided for funds to make a required payment under the contract.

D. Liability and Indemnity. Any provision of any attached contract document that limits the Contractor's liability to the City or releases the Contractor from liability to the City for actual or compensatory damages, loss, or costs arising from the performance of this Contract or that provides for contractual indemnity by one party to the other party to this Contract is not applicable or effective under this Contract. Except where an Additional Contract Document provided by the City provides otherwise, each party to this Contract is responsible for defending against and liable for paying any claim, suit, or judgment for damages, loss, or costs arising from that party's negligent acts or omissions in the performance of this Contract in accordance with applicable law. This provision does not affect the right of either party to this contract who is sued by a third party of acts or omissions arising from this Contract to bring in the other party to this Contract as a third-party defendant as allowed by law.

E. Assignment. The Contractor shall not assign this Contract without the prior written consent of the City.

F. Law Governing and Venue. **This Contract is governed by the law of the State of Texas and a lawsuit may only be prosecuted on this Contract in a court of competent jurisdiction located in or having jurisdiction in Harris County, Texas.**

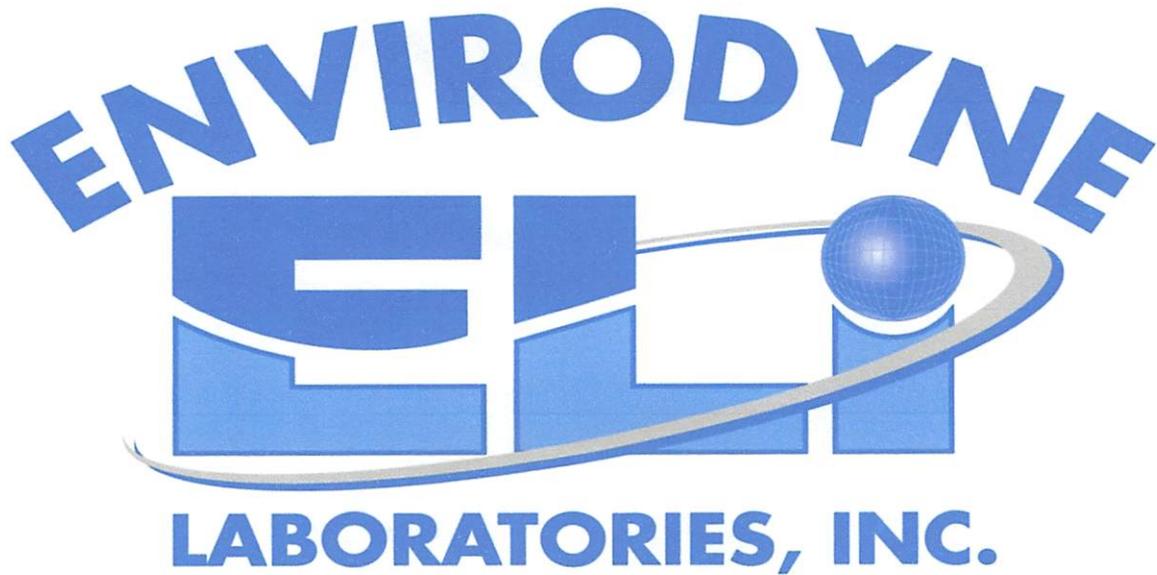
G. Entire Contract. This Contract represents the entire Contract between the City and the Contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This Contract may be amended only by written instrument signed by both parties.

- H. Independent Contractor. Contractor shall perform the work under this Contract as an independent contractor and not as an employee of the City. The City has not right to supervise, direct, or control the Contractor or Contractor's officers or employees in the means, methods, or details of the work to be performed by Contractor under this Contract. The City and Contractor agree that the work performed under this Contract is not inherently dangerous, that Contractor will perform the work in a workmanlike manner, and that Contractor will take proper care and precautions to ensure the safety of Contractor's officers and employees.
- I. Dispute Resolution Procedures. The Contractor and City desire an expeditious means to resolve any disputes that may arise between them regarding this Contract. If either party disputes any matter relating to this Contract, the parties agree to try in good faith, before bringing any legal action, to settle the dispute by submitting the matter to mediation before a third party who will be selected by agreement of the parties. The parties will each pay one-half of the mediator's fees.
- J. Attorney's Fees. Should the City bring suit against the Contractor for breach of contract or for any other cause relating to this Contract, the City shall be entitled to seek an award of attorney's fees or other costs relating to the suit.
- K. Severability. If a court finds or rules that any part of this Contract is invalid or unlawful, the remainder of the Contract continues to be binding on the parties.
- L. Work Product. Any work product generated as a result of this Contract shall be the property of the City.

IV. *Special Terms or Conditions.*

- A. State Disclosure Requirements. As required by Section 2252.908, Texas Government Code, if this Contract requires an action or vote by the City before the contract may be signed, or has a value of at least \$1 million, then the City may not enter into such Contract unless the Contractor submits a disclosure of interested parties to the City at the time the Contractor submits the signed Contract to the City. The Contractor agrees to submit such disclosure as required by Section 2252.908 of the Texas Government Code on the form 1295, prescribed by the Texas Ethics Commission, unless the Contractor is a publicly traded entity or a wholly owned subsidiary of same, in which case no disclosure is required. The Contractor agrees to access the Texas Ethics Commission website and complete the form 1295, receive a confirmation number and a PDF version of the completed form 1295, execute and notarize a hard copy version of the completed form 1295, and submit it, along with the confirmation number, to the City.
 - B. Other State Requirements. The Contractor hereby certifies that it and its parent company, wholly-owned or majority-owned subsidiaries, and other affiliates comply with and agree to abide by the requirements of Texas Government Code Chapter 2252 (foreign terrorist organizations prohibited), Chapter 2264 (undocumented workers), Chapter 2271 (boycott-Israel), and Chapter 2274, Texas Government Code (boycotts-energy company; discrimination – firearms entity or trade association).
- V. *Additional Contract Documents***. The following specified documents attached to this Contract are part of this Contract, except as follows: any provision contained in any of the Contractor's Additional Contract Documents specified below that conflicts with Sections III or IV of this General Services Contract, does not apply to this contract.
- A. Contractor's Additional Contract Documents:
 - 1. *[bid documents]*
 - B. City's Additional Contract Documents:
 - 1. *[required insurance]*

END OF DOCUMENT



City West University Place

Lab Services

Bid#: PW25-03

PROPOSAL FOR Lab Testing
Bid Opening Date: Wed May 21, 2025
@ 10:00 am

PREPARED FOR: City Secretary's Office

(281) 568-7880 ~ www.envirodyne.com – use our e~Link



Analytical Laboratory Services

Thank you for the opportunity to submit this proposal. We have reviewed your specifications and we either meet and or exceed your criteria. **Envirodyne Laboratories, Inc. (ELI)** is a **NELAP** Full-Service Organization that has been performing *Environmental Testing for over 35 years (Established 1990)*. In addition, our personnel have over 45 years' experience in the environmental industry. We have been at our *current location (>9,000 Sq. Ft.) since 1993*. Our services include methodologies for Inductively Coupled Plasma (ICP), ICP-MS (Metals), Gas Chromatography/Mass Spectrometer (GC/MS - Organics), Ion Chromatograph (IC), Microbiology, Wet Chemistry, etc.

We are also a Texas Commission on Environmental Quality (TCEQ/NELAP) Certified Laboratory for the "*Drinking Water Bacteriological Testing Program*" that is, meeting all of your Total Coliform needs.

Some examples of our analytical capabilities for other Environmental Programs are Priority Pollutants, Texas Pollutant Discharge Elimination System (TPDES), National Pollutant Discharge Elimination System (NPDES) monitoring, Water Analysis, Safe Drinking Water Act (SDWA), Water Quality Parameters (WQP), Nitrification Action Plan Monitoring, Surface & Source Water Monitoring, Pretreatment Program Monitoring, Technically Based Local Limits (TBLL), Toxicity Characteristic Leaching Procedure (TCLP), Solids and Sludge Management Testing, Soil Analysis, Storm Water Monitoring, Heavy Metals, Total Coliform Rule, Groundwater Rule, Lead & Copper Rule (LCR) and more.

Principal Contact: **Laura Bonjonia, President**

11011 Brooklet Drive Suite 230

Houston, Texas 77099

281-568-7880

laurab@envirodyne.com

Laura Bonjonia has been an environmental professional since 1996 with a focus on the water and wastewater industry. She currently serves as the President of Envirodyne Laboratories, Inc., where she oversees a full-service environmental analytical laboratory, which has been in operation since 1990. She also serves as the laboratory's Technical Director and is responsible for the development and direction of instrumentation and analysis, consulting, and marketing strategies. Her expertise consists of data review, microbiology, water and wastewater operational troubleshooting, environmental regulatory protocols, and EPA and TCEQ regulations. Laura is a TCEQ licensed water and wastewater operator, has served as the TWUA Laboratory Analysts' Section President, and is currently on the TWUA Sam Houston Water Utilities Association board, where she served as their President from 2021 to 2022. Laura earned her Bachelor of Science degree in Zoology from Texas A&M University.

Stephen Horner, PhD – Lab Director

Stephen Horner currently serves as Lab Director at Envirodyne, bringing a diverse background in research, development, and operations across the chemical and water quality sectors.

Before joining Envirodyne, Stephen led Research and Development programs in chemistry and software, while also overseeing manufacturing and process operations at Water Lens. He joined the company in late 2020 with an initial focus on sales to the Oil and Gas market. Stephen's experience spans the full product lifecycle—from the synthesis of new molecules to commercialization, marketing, and sales of chemical products and services.

After earning his Ph.D. at the University of Nevada under Vince Catalano, Stephen began his career as a corrosion inhibitor development chemist at ChampionX (formerly Nalco/Ondeo Nalco). Over the years, he served in various leadership roles, including Product Line Marketer, Business Development Manager, Regional Technical Services Manager, and Strategy Development Manager, before returning to the Technology and R&D space.

***Lab Reports/Detection Levels**

Our standard operating procedures are in accordance with all EPA/TCEQ protocols. All regulatory agencies' chain of custody procedures is strictly followed. This information will be indicated on the final lab report along with a copy of the chain of custody. Our method detection levels meet the regulatory agencies requirements.

***Quality Assurance/Quality Control (QA/QC)**

We place an emphasis on a strict Quality Assurance (QA) and Quality Control (QC) policy. Our QA/QC programs are in compliance with the *NELAP* Environmental Protection Agency and Texas Commission on Environmental Quality Protocols. A computer-generated quality control report will be provided with our "Deliverables" (Reports). Quality assurance programs are designed to help laboratories evaluate the reproducibility and accuracy of its data.

***Sampling Kits & Containers & Shipping**

There are no additional fees for Chain of Custodies, ice chests, containers, preservatives, etc. These services are included in our proposal.

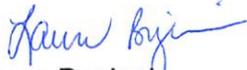
***Additional Services & Consulting Included (Free Best Value):**

1. Environmental Consulting
2. Trouble Shooting - Various Wastewater Treatment Plant Process
3. Trouble Shooting - Water Distribution System Water Quality Issues
4. Pretreatment Program Assistance
5. Competent Personnel Accessible for TCEQ Field Compliance Audits
6. Support - Calibrating/Trouble-Shooting Operator's Analytical Field Testing Equipment (meters, thermometers, etc.)
7. All Analytical Data (Compliance & Process) available via ELI's e~Link 24/7 for personnel you authorize

We would be delighted to have the opportunity to discuss the additional services we offer in more detail. We have valued the partnership that we have developed with the City of West University Place over the years. It has been a pleasure working with the team and I am excited about the opportunity of continuing our relationship. We are committed to supporting your needs and thank you for your consideration on this proposal.

Our highest priority is placed on turn-around times without sacrificing data integrity. Our focus is creditability. Our mission is service. We feel our performance speaks for itself. Discuss with our references. Do not hesitate to contact me if you require any additional information.

Sincerely,



Laura Bonjonia
President



Texas Commission on
Environmental Quality

Certificate of Accreditation



Accreditation is hereby granted to

Envirodyne Laboratories, Inc.
11011 Brooklet Drive, Suite 230,
Houston, TX 77099-3543

State Lab ID: T104704265
Effective Date: 04/24/2025
Expiration Date: 07/31/2025
Certificate ID: TX-C25-00114

Conditions of Accreditation

This laboratory has been found to conform with TCEQ rules and applicable standards for laboratory accreditation. The scope of accreditation is limited to the Fields of Accreditation (FoA) specifically listed on the subsequent page(s) of this certificate. Accreditation is for all version of a method approved per 40 CFR 136, 40 CFR 141, and/or 40 CFR 143. Continued accreditation requires ongoing compliance with all applicable standards and requirements.

Note: For the attached FoA table, matrices may include DW (drinking water), NPW (non-potable water), S (solid and chemical materials), A (air), and/or BT (biological tissue).

A handwritten signature in cursive script that reads "K Keel".

Issued By: Kelly Keel, Executive Director Texas Commission on Environmental Quality
Date Issued: 04/24/2025

Bid No. PW25-03 Lab Services

DUE DATE: May 21, 2025

Due no later than 10:00 A.M. CST. Bids received later than the date and time above will not be considered.

BIDDERS NOTE: Carefully read all instructions, requirements and specifications. Fill out all forms properly and completely. Submit your bid with all appropriate supplements and/or samples in an appropriately sized envelope or box. PACKAGE MUST SHOW THE BID NUMBER, DESCRIPTION AND BE MARKED "SEALED BID".

RETURN BID TO: City of West University Place
City Secretary's Office
3800 University Blvd.
West University Place, Texas 77005
Phone: 713-662-5813 Fax: 713-662-5305

Project Officer: Mark Wahlstrom, Plant Supervisor

Total Amount of Bid: (Included within Proposal submitted)

Company Name: Envirodyne Laboratories, Inc.

Company Address: 11011 Brooklet Drive Suite 230

City, State, Zip Code: Houston, Texas 77099

Taxpayer Identification Number (T.I.N.): 87-2719414

Telephone: 281-568-7880 Fax: 281-568-8004 e-mail: laurab@envirodyne.com

It is further understood and agreed that the work is to be completed in full within N/A calendar days after notification to proceed, and that the undersigned proposes to begin work promptly after notification to proceed.

Signature:  Print Name Laura Bonjonia

[Your signature attests to your offer to provide the goods and/or services in this bid according to the published provisions of this Job and certifies that all statements made by you are true, complete and correct. All prices and signatures must be typewritten or written in ink. Contract is not valid until Award Letter is issued, which will become part of this contract.]

Accepted by: _____

Date: _____

Bidder must sign Bid Checklist acknowledging that all checked items have been submitted with bid.

If a bidder fails to submit the following items in its bid, the CITY may consider the bid non-responsive.

- Qualification Statement
- Price Schedule
- Residence Certificate/Tax Form
- Insurance
- Appendix with Qualifications and Experience
- Reference Sheet (minimum three [3] sheets should be submitted)
- General Service Contract (CITY will provide upon awarding of contract)
- Other Forms (Check only if Bidder has submitted a separate page detailing pricing for services not mentioned in this bid.)

Envirodyne Laboratories, Inc.
BIDDER

5-15-2025
DATE



QUALIFICATION STATEMENT

City: City of West University Place, Texas
City's Office: City Secretary's Office
3800 University Blvd.
West University Place, Texas 77005
Phone: 713-662-5813 Fax: 713-662-5305
Project: Bid No. PW25-03 – Lab Services
Project Location: City of West University Place Texas
Project Officer: Mark Wahlstrom, Plant Supervisor

SIMILAR WORK (DEFINITION):

Debris Monitoring Services

NOTE: If any bid is to be made jointly by two or more entities, each entity must complete a separate statement.

The undersigned BIDDER certifies the following,

A. GENERAL:

Full Legal Name of BIDDER: Envirodyne Laboratories, Inc.

Check one: () Partnership () Joint Venture Corporation
() Other: _____

Address: 11011 Brooklet Drive Suite 230 Houston, Texas 77099

Telephone: 281-568-7880 Fax: 281-568-8004

Texas Vendor Identification No.: 87-2719414

Tax Identification No.: 87-2719414

B. ORGANIZATIONAL BACKGROUND:

- 1. If the BIDDER is a PARTNERSHIP or JOINT VENTURE
 - a. Date of organization: _____
 - b. State whether partnership is general or limited: _____

c. List all general partners and any limited partners owning 10% or more:

Name	Address	Phone	% owned

2. If BIDDER is a CORPORATION or LLC:

a. Date of incorporation or formation: 1990

b. State of incorporation or formation: Texas

c. Charter/permit number: N/A

d. Principal place(s) of business: Houston, Texas

e. Other state(s) in which firm is authorized to do business: N/A

f. Officers

President: Eric R. Calderon

Vice President(s): N/A

Secretary: N/A

Treasurer: N/A

Other: N/A

g. List all persons and entities owning 10% or more of the firm:

Name	Address	Telephone	% owned
Eric R. Calderon	1525 Lakeville Dr. #100 Kingwood, TX 77339	432-664-3843	100%

Eric R. Calderon 1525 Lakeville Dr. #100 Kingwood, TX 77339 432-664-3843 100%

3. If the BIDDER is *other than a partnership, LLC or corporation*:

a. Describe the organization: _____

b. List all principals of the organization:

Name	Address	Telephone	Title

c. Date and manner of the organization's formation: _____

4. How long has the BIDDER done business under its present name and at its present address?

35 years

a. Under what other or former names and addresses has the BIDDER operated in the past five years?

Name	Address	Years

b. Has the BIDDER ever defaulted, declared bankruptcy, or undergone reorganization procedures?
 Yes No
If "yes", attach details: list of creditors, amounts owed, amounts repaid, resolution of proceedings, etc.

c. Has a predecessor of the BIDDER defaulted, declared bankruptcy, or undergone reorganization procedures?
 Yes No
If "yes", attach details, as above.

d. Does the BIDDER presently have outstanding claims pending against it?
 Yes No
If "yes", attach details, as above.

e. Has the BIDDER been involved in litigation within the past five years, or is it currently involved in litigation?
 Yes No
If "yes", attach details, as above.

f. Has an officer or principal of the BIDDER ever engaged in any of the activities or had claims against it, him or her as described in this Part B?
 Yes No
If "yes", attach details, as above.

5. Has BIDDER ever changed its name, changed its form of organization or merged?
 Yes No
If "yes," attach a detailed description of any name changes, changes in entity form or mergers, including documentary proof that any surviving entity succeeded to all liabilities of the pre-existing entities.

C. **SIMILAR WORK:**
(Note: "similar work" is defined above.)

1. How many years experience in "similar work" has the BIDDER had?

a. As a Seller: 35 years

2. Has the BIDDER ever failed to complete a contract, forfeited a bid bond/proposal guaranty, had liquidated damages withheld from its total compensation due on a contract (in excess of 1% of total contract payments), or refused to enter into contract for work awarded to it?

Yes No

If "yes", attach details: (a) name of project, (b) contract amount, (c) type of work, (d) name and addresses of: (i) project engineer, (ii) contractor, and (iii) owner, (e) when, (f) where, and (g) why.

3. BIDDER must attach a "Reference Sheet" (form attached) for each of the BIDDER's five largest current projects with "similar work" and for BIDDER's five most recently terminated projects with "similar work" (terminated projects include projects and facilities where BIDDER's services terminated for any reason and projects for which a contract was awarded but the work was not started).

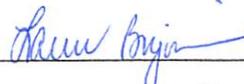
NOTE: A minimum of three (3) Reference Sheets must be completed and attached. Other references are to be submitted to the CITY upon request.

D. **CERTIFICATION:**

The BIDDER certifies that all information contained in or attached to this Statement is current, correct, and complete. Any person, depository, agency, or other entity named in the Statement or attachments is authorized to supply the CITY or its representative with any information necessary to verify information from this Statement.

Envirodyne Laboratories, Inc.

(Print or type Bidder's name)

By: (authorized signature)  _____

Name: Laura Bonjonia Title: President

Date: 5-15-2025



PRICING/DELIVERY INFORMATION

Pricing must be all-inclusive. CONTRACTOR may submit prices for services that may not be mentioned for CITY review.

Lab Services Required for a Year	Type	Method	QTY	Unit Cost	Total Cost
Effluent Testing	BOD-5 (2/wk)	SM 5210 B	104	\$23.00	\$2,392
	TSS (2/wk)	SM 2540 D	104	\$15.75	\$1,638
	Ammonia-N (2/wk)	EPA 350.1	104	\$16.00	\$1,664
	E. coli (1/wk)	SM 9223 B	52	\$25.50	\$1,326
	Silver (2/wk)	EPA 200.8	104	\$20.00	\$2,080
Influent and Process Testing	BOD-5 (2/wk)	SM 5210 B	104	\$23.00	\$2,392
	TSS/VSS 5 Locations (2/wk)	SM 2540 D/E	520	\$26.25	\$13,650
	TS/VS (2/wk)	SM 2540 B/E	104	\$22.00	\$2,288
	Sludge TCLP	EPA 1311	1	\$825.00	\$825
	Sludge Land App Package	Various	4	\$325.00	\$1300
Drinking Water Testing	Total coliform/ E. coli Bacteriological (20/Month)	SM 9223 B	240	\$16.50	\$3,960

	TCEQ Primary and	Various	15	\$325.00	\$4,875
	Secondary Standards				
DMR	DMR	N/A	12	\$35.00	\$420
Preparation					

Indicate proposed method for analysis by entering a proposed method.

The estimated number of analyses are for bid evaluation purposes only and shall not be deemed to guarantee either a minimum number or restrict the maximum number of samples to be submitted.

Bid prices must include all costs associated with performing the analytical work. These charges include sample pickup, sample containers, shipping containers, delivery of results to district, and all other overhead costs related to meeting this bid's requirements.



RESIDENCE CERTIFICATION/TAX FORM

Pursuant to Texas Government Code §2252.001 *et seq.*, as amended, City of West University Place requests Residence Certification. §2252.001 *et seq.* of the Government Code provides some restrictions on the awarding of governmental contracts; pertinent provisions of §2252.001 are stated below:

- Nonresident bidder - refers to a person/company who is not a resident of this state.
- Resident bidder - refers to a person/company whose principal place of business is in Texas, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

I certify that Envirodyne Laboratories, Inc. is a Resident Bidder of Texas as defined in
 [Company Name]
 Government Code §2252.001.

I certify that _____ is a Nonresident Bidder as defined in
 [Company Name]
 Government Code §2252.001 and our principal place of business is _____.
 [City and State]

Taxpayer Identification Number (T. I. N.): 87-2719414

Company Name submitting Bid/Proposal: Envirodyne Laboratories, Inc.

Mailing Address: 11011 Brooklet Drive Suite 230 Houston, Texas 77099

If you are an individual, list the names and addresses of any partnership of which you are a general partner:

BIDDER CERTIFICATION AND ADDENDA ACKNOWLEDGEMENT

BIDDER has examined the specifications and has fully informed themselves as to all terms and conditions. Any discrepancies or omissions from the specifications or other documents have been clarified with City representatives and noted on the bid submitted.

BIDDER guarantees product offered will meet or exceed specifications identified in this RFP.

BIDDER must initial next to each addendum received in order to verify receipt:

Addendum #1 LB Addendum #2 LB Addendum #3 LB

Addendum #4 LB Addendum #5 LB Addendum #6 LB

BIDDER Must Fill in and Sign:

NAME OF FIRM/COMPANY: Envirodyne Laboratories, Inc.

REPRESENTATIVE's NAME: Laura Bonjonia

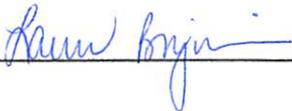
REPRESENTATIVE's TITLE: President

MAILING ADDRESS: 11011 Brooklet Drive Suite 230

CITY, STATE, ZIP: Houston, Texas 77099

PHONE & FAX NUMBERS: 281-568-7880 / 281-568-8004

E-MAIL ADDRESS: laurab@envirodyne.com

AUTHORIZED SIGNATURE: 

DATE: 5-15-2025

Bid No. 25-02 Procurement for Lab Services

PROJECT TIMELINE

subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor, Envirodyne Laboratories, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

Laura Bonjonia - President

Name and Title of Contractor's Authorized Official

5-15-2025

Date

10. Procurement of Recovered Materials.

- Applicability: This requirement applies to all FEMA grant and cooperative agreement programs.
- A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962). See 2 C.F.R. Part 200, Appendix II, ¶ J; 2 C.F.R. § 200.322; PDAT Supplement, Chapter V, ¶ 7.
- The requirements of Section 6002 include procuring only items designated in guidelines of the EPA at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
- The following provides the clause that a state agency or agency of a political subdivision of a state and its contractors can include in contracts meeting the above contract thresholds:
 - In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired—
 - (1) Competitively within a timeframe providing for compliance with the contract performance schedule;



REFERENCE SHEET

(A MINIMUM OF THREE [3] REFERENCES)

Name of project: City of Texas City

Type of work: TPDES Testing and Drinking Water Testing

Location (city, county, state): Texas City Galveston Texas
City County State

Bidder's compensation: \$40k / year

Dates of service: 2010 current
Start End

Reference Contact Information:

Name of Company/Business: City of Texas City
Contact Person : Calvin Bremer
Address: PO Drawer 2608 Texas City, TX 77592
Telephone: 409-502-8893
Email: cbremer@texas-city-tx.org

Was Bidder declared to be in default by the owner or the surety? _____ Yes X _____ No

If yes, please explain: _____



REFERENCE SHEET

(A MINIMUM OF THREE [3] REFERENCES)

Name of project: City of Baytown

Type of work: TPDES Testing and Drinking Water Testing

Location (city, county, state): Baytown Harris Texas
City County State

Bidder's compensation: \$60k / year

Dates of service: 2010 current
Start End

Reference Contact Information:

Name of Company/Business: City of Baytown

Contact Person : Grace Wright

Address: PO Box 424 Baytown, TX 77522

Telephone: 281-652-1813

Email: grace.wright@baytown.org

Was Bidder declared to be in default by the owner or the surety? _____ Yes X _____ No

If yes, please explain: _____