



## CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE, TEXAS CITY COUNCIL TO BE HELD ON TUESDAY, FEBRUARY 18, 2020 AT 5:30 P.M IN THE CITY HALL COUNCIL CHAMBERS AT 11977 MEMORIAL DRIVE, HOUSTON, TEXAS, FOR THE PURPOSE OF DISCUSSION, AND IF DEEMED ADVISABLE BY THE CITY COUNCIL, ACTION ON THE FOLLOWING:

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

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. CITIZENS' COMMENTS**

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

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

**IV. FIRE COMMISSION LIAISON REPORT**

- A. Update on Activities
- B. January 2020 Board Update - 2020 Addition & Renovation Project

**V. POLICE COMMISSIONER REPORT**

- A. Update on Activities
- B. Update on Annual Employee Benefits Contracts
- C. Consideration and Possible Action Regarding Employee Insurance Coverage for the Time Period of April 1, 2020 through March 31, 2021, Contracting for Health, Vision, Dental and Ancillary Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas

**VI. MAYOR'S REPORT**

- A. Report on Activities and Upcoming Events
- B. Consideration and Possible Action to Appoint City Administrator, Karen Glynn, as the Acting City Secretary for the City of Bunker Hill Village, Texas
- C. Consideration and Possible Action to Approve a Contract with Claire Bogard to serve as Interim Finance Director for the City of Bunker Hill Village, Texas at the rate of \$125.00 per hour

D. Committee Reports/Updates

- Beautification Committee – *Councilmember Laurie Rosenbaum, Chair*
- Technology Committee – *Councilmember Eric Thode, Chair*
- Public Safety Committee – *Councilmember Keith Brown, Chair*
- Drainage Committee – *Jack Christiansen, Chair*

**VII. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities and Upcoming Events  
B. Public Works Director - Report on Capital Projects  
C. Consideration and Possible Action to approve funding for reconstruction of the Council/Court Room Dais in an amount not to exceed \$5,000 to be funded out of the General Fund Building Maintenance

**VIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, GENERAL OBLIGATION REFUNDING BONDS, SERIES 2020; SETTING CERTAIN PARAMETERS FOR THE BONDS; AUTHORIZING THE REDEMPTION PRIOR TO MATURITY OF CERTAIN OUTSTANDING OBLIGATIONS; AUTHORIZING THE PRICING OFFICER TO APPROVE THE AMOUNT, THE INTEREST RATE, PRICE, AND TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATING THERETO - *Karen Glynn, City Administrator***

**IX. CONSIDERATION AND POSSIBLE ACTION REGARDING CHANGE ORDER NO. 4 TO THE CONTRACT WITH AAA ASPHALT PAVING FOR ADDITIONAL PAVEMENT REHAB FOR VALLEY STAR, PLANTATION AND OTHER LOCATIONS IN AN AMOUNT NOT TO EXCEED \$100,000.00 AND EXTEND THE CONTRACT FOR 60 DAYS TO COMPLETE THIS WORK - *Steve Smith, Director of Public Works/Building Official***

**X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SUPPLEMENT TO THE CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND LLOYD SMITH & ASSOCIATES BY \$43,200.00 FOR A TOTAL AMOUNT NOT TO EXCEED \$191,200.00 TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE WARRENTON, KILTS AND VALLEY STAR RECONSTRUCTION PROJECT AND APPROVED CHANGE ORDERS - *Steve Smith, Director of Public Works/Building Official***

**XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A WORK ORDER WITH CENTERPOINT ENERGY TO INSTALL STREET LIGHTING ON MEMORIAL DRIVE, IN AN AMOUNT NOT TO EXCEED \$15,000.00 AS RECOMMENDED BY THE BEAUTIFICATION COMMITTEE TO BE FUNDED BY METRO FUNDS - *Steve Smith, Director of Public Works/Building Official***

**XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A WORK ORDER IN AN AMOUNT NOT TO EXCEED \$30,400.00 WITH RPS INFRASTRUCTURE UNDER THE CITY'S ON CALL CONTRACT TO DEVELOP AN UPDATE TO THE CITY'S DRAINAGE MODEL, MEETING THE HARRIS COUNTY ATLAS 14 STANDARDS, AS RECOMMENDED BY THE DRAINAGE COMMITTEE, TO BE FUNDED BY THE CAPITAL IMPROVEMENTS PROGRAM - LOCAL DRAINAGE PROJECTS - *Steve Smith, Director of Public Works/Building Official***

- XIII. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF AN INTERLOCAL AGREEMENT WITH THE CITY OF PINEY POINT VILLAGE, TEXAS FOR A JOINT PROJECT FOR THE INSTALLATION OF A CROSSWALK ON BLALOCK ROAD –**  
*Steve Smith, Director of Public Works/Building Official*
- XIV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION 02-18-2020A FOR A ONE-YEAR CONTRACT EXTENSION BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND BBVA COMPASS BANK TO SERVE AS THE CITY'S BANK DEPOSITORY FOR THE PERIOD OF MARCH 1, 2020 THROUGH FEBRUARY 28, 2021 -**  
*Karen Glynn, City Administrator*
- XV. CONSIDERATION AND POSSIBLE ACTION REGARDING A RESOLUTION TO UTILIZE ALLEGIANCE BANK TO SERVE AS THE CITY'S SUPPLEMENTARY BANK DEPOSITORY FOR THE PERIOD OF MARCH 1, 2020 THROUGH FEBRUARY 28, 2021 -**  
*Karen Glynn, City Administrator*
- XVI. DISCUSSION AND DIRECTION TO AMEND THE CITY'S ORDINANCES FOR REDEVELOPMENT OF CHALLENGING PROPERTIES (CONDITIONAL ZONING PERMIT OR SPECIAL EXCEPTIONS) -**  
*Karen Glynn, City Administrator and Loren Smith, City Attorney*
- XVII. REPORT ON FISCAL YEAR 2019 PRELIMINARY, UNAUDITED FINANCIAL YEAR END RESULTS AND CAPITAL IMPROVEMENT PROJECTS -**  
*Karen Glynn, City Administrator and Steve Smith, Director of Public Works/Building Official*

**XVIII. CONSENT AGENDA**

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

- A. Minutes of the January 21, 2020 Regular Council Meeting
- B. AAA Asphalt Paving, Inc., Pay Request No. 8 in the amount of \$289,892.50 through January 31, 2020 for Construction of Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- C. RPS, Invoice No. 1219023 in the amount of \$8,777.58 for professional services rendered from November 30, 2019 to December 31, 2019 under on-call services for Construction Management Services for Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive and Valley Star Drive
- D. RPS, Invoice No. 1219018 in the amount of \$2,156.26 for professional services rendered from November 30, 2019 to December 31, 2019 under on-call services for Site Development Review
- E. RPS, Invoice No. 1219017 in the amount of \$1,530.12 for professional services rendered from November 30, 2019 to December 31, 2019 under on-call services for Model Updates
- F. Langford Engineering, Inc., Invoice No. 22899 in the amount of \$2,054.59 for professional services rendered through December 31, 2019 for General Engineering On Call Services Miscellaneous Assignments

- G. Langford Engineering, Inc., Invoice No. 22900 in the amount of \$4,245.16 for professional services rendered through December 31, 2019 for Preliminary Engineering for the replacement of Water Well No. 2 (New Water Well No. 5)
- H. Probstfeld & Associates, Invoice No. 60617 in the amount of \$305.00 for professional services rendered in December 2019, for engineering services for drainage site development review
- I. Probstfeld & Associates, Invoice No. 60749 in the amount of \$155.00 for professional services rendered in January 2020, for engineering services for drainage site development review
- J. Probstfeld & Associates, Invoice No. 60750 in the amount of \$155.00 for professional services rendered in January 2020, for engineering services for drainage site development review
- K. T Construction, LLC Invoice No. 2019-004-07 in the amount of \$7,700.00 for professional services rendered in December 2019, for construction of a water main repair on J Star
- L. Annual Contribution to the Village Independence Festival for 2020 in the amount of \$5,000.00
- M. Northwest Pest Patrol Contract for Mosquito Spraying for March 1, 2020 to October 31, 2020

**XIX. ADJOURN**

**I, Karen Glynn, City Administrator of the City of Bunker Hill Village certify that the above notice of meeting was posted in a place convenient to the general public in compliance with Chapter 551, Texas government Code, on February 14, 2020 by 12:00 p.m.**

**(SEAL)**



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**Karen H. Glynn, P.E., City Administrator**

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