



## 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 21, 2023 AT 5:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS AT 11977 MEMORIAL DRIVE, HOUSTON, TEXAS, FOR THE PURPOSE OF DISCUSSION, AND IF DEEMED ADVISABLE BY THE CITY COUNCIL, ACTION ON THE FOLLOWING:

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

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

In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Councilmembers may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Council will be physically present at the location noted above on this agenda.

*This meeting agenda, and the agenda packet, are posted online at*

[www.bunkerhilltx.gov](http://www.bunkerhilltx.gov)

[LATEST NEWS](#)

*The public will be able to observe and participate in the meeting as follows:*

### **Join Zoom Meeting**

<https://us06web.zoom.us/j/85620283651?pwd=WTdBTHlYeXdlT2NWV0ZzKzllTmPRQT09>

Meeting ID: 856 2028 3651

Passcode: 252473

Dial by your location

+1 346 248 7799 US (Houston)

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

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. CITIZENS' COMMENTS**

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

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

**IV. VILLAGE FIRE DEPARTMENT REPORT**

- A. Introduction of Interim Fire Chief Howard Miller
- B. Update on Activities

**V. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT**

- A. Update on Activities
- B. Consideration and Possible Action to Approve a Budget Amendment as Recommended by the Police Commission for the 2022 Year End Budget
- C. Consideration and Possible Action Regarding Employee Insurance Coverage for the Time Period of April 1, 2023 through March 31, 2024, Contracting for Health, Vision, and Dental Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas

**VI. MAYOR'S REPORT**

- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 23-598, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, EXTENDING A PUBLIC HEALTH EMERGENCY AND EXTENDING A STATE OF DISASTER DUE TO THE OUTBREAK OF COVID-19; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE
- B. Report on Activities and Upcoming Events
  - Mayors' Meetings
  - Public Safety Open House – *February 1, 2023*
  - Meeting with Texas Pride
  - Meeting with residents and builder on Greenbay
  - Meeting with Metro

**VII. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities and Upcoming Events
  - New City Administrator Transition and Introductions
  - Planning and Zoning Commission Meeting – *February 21, 2023*
  - May 6, 2023 Election
  - Verizon Cell Node on Williamsburg

B. Report on Capital Projects

- Water Well No. 5, Sitework, Transmission Line, Detention and Landscaping
- Taylorcrest Ct. Landscaping
- Public Works and Emergency Operations Building
- Memorial Drive and Gessner Road Grant Application
- Memorial Drive Sidewalk Construction

C. Finance Director Report

- Annual Audit
- Investments and Opportunities
- Worker’s Compensation Audit
- City Equipment Auction

- VIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 11 IN THE AMOUNT OF \$17,679.01 TO THE CURRENT CONTRACT WITH METRO CITY, LLC RECONCILING THE COMPLETION OF WORK ON THE CHAPEL BELLE AND TAMERLAINE PROJECT – *Karen Glynn, Acting City Secretary/Community Development***
- IX. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 5 AND FINAL TO REDUCE THE CONTRACT AMOUNT BY \$194,460.00 WITH ALSAY, INC. RECONCILING THE COMPLETION OF WORK ON THE CONSTRUCTION OF WATER WELL NO. 5 – *Karen Glynn, Acting City Secretary/Community Development***
- X. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 6 AND FINAL TO REDUCE THE CONTRACT AMOUNT BY \$36,304.96 WITH MCDONALD MUNICIPAL AND INDUSTRIAL RECONCILING THE COMPLETION OF WORK ON THE CONSTRUCTION OF WATER WELL NO. 5 SITE IMPROVEMENTS – *Karen Glynn, Acting City Secretary/Community Development***
- XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CHANGE ORDER WITH JLA CONSTRUCTION SOLUTIONS LLC FOR THE CONSTRUCTION OF THE PUBLIC WORKS AND DISASTER OPERATIONS CENTER TO INCLUDE EXTERIOR IMPROVEMENTS TO CITY HALL IN THE AMOUNT OF \$88,095.00 - *Karen Glynn, Acting City Secretary/Community Development***
- XII. CONSIDERATION AND POSSIBLE ACTION TO RENEW A CONTRACT WITH TX BBG CONSULTING, INC., A WHOLLY OWNED SUBSIDIARY OF SAFEUILT, LLC FOR BUILDING PLAN REVIEW AND DEVELOPMENT SERVICES – *Karen Glynn, Acting City Secretary/Community Development***
- XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A FINAL PLAT FOR 8 VALLEY FORGE – *Karen Glynn, Acting City Secretary/Community Development***
- XIV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 23-599, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENTS NO. 2 AND NO. 3 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FOR THE FISCAL YEAR 2023; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT - *Susan Grass, Finance Director***

**XV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE FOLLOWING PAYMENTS THAT EXCEED \$150,000:**

- A. JLA Construction Solutions Application for Payment No. 4 in the amount of \$401,593.50 for Public Works and Disaster Operations Building construction work completed from November 1, 2022 through January 31, 2023.
- B. Alsay Inc. Monthly Estimate No. 10 and Final (including retainage) in the amount of \$230,313.00 for Water Well No. 5 construction work completed from December 30, 2022 through January 27, 2023.

**XVI. CONSENT AGENDA**

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

- A. Minutes of the January 17, 2023 Regular Council Meeting.
- B. Alsay Inc., Monthly Estimate No. 9 in the amount of \$46,890.00 for Water Well No. 5 construction work completed from September 27, 2022 through December 29, 2022.
- C. Kimley-Horn and Associates, Inc., Invoice No. 067787100-1222 in the amount of \$2,392.50 for Broken Bough/ Cobblestone Traffic Study performed from December 1, 2022 to December 31, 2022.
- D. McDonald Municipal and Industrial, Monthly Estimate No. 10 in the amount of \$75,107.05 for Water Well No. 5 Site Improvements from December 1, 2022 through December 21, 2022.
- E. McDonald Municipal and Industrial, Monthly Estimate No. 11 and Final (including retainage) in the amount of \$75,107.09 for Water Well No. 5 Site Improvement work completed from December 22, 2022 through January 30, 2023.
- F. MetroCity, LLC Pay Estimate No. 10 (including retainage) in the amount of \$25,464.43 for Chapel Belle and Tamerlaine Reconstruction work completed December 2022.
- G. Neil Technical Services, Invoice No. 115346 in the amount of \$3,400.00 to program SCADA system to Water Well No. 5.
- H. PGAL, Invoice No. 10057793 in the amount of \$3,500.00 for professional services rendered from December 1, 2022 to December 31, 2022.
- I. Probstfeld & Associates, Invoice No. 67011 in the amount of \$610.00 for Drainage Plan Review services rendered in January 2023.
- J. Probstfeld & Associates, Invoice No. 67098 in the amount of \$305.00 for Drainage Plan Review services performed in January 2023.
- K. Servtech Electric Co., Invoice No. INV-8790 in the amount of \$333.00 for electrical work completed in January 2023 at Water Well No. 5.
- L. Terracon, Invoice No. TH85399 in the amount of \$1,744.25 for Public Works and Disaster Operations Building engineering services performed in December 2022.
- M. Terracon, Invoice No. TH98872 in the amount of \$4,748.75 for Public Works and Disaster Operations Building materials testing services rendered in January 2023.
- N. Harris-Galveston Subsidence District, Fee No. 339622 in the amount of \$30,932.00 for Water Conservation Education Program sponsorship.
- O. Cypress Creek Mosquito Control, Inc. Contract for mosquito spraying.

**XVII. EXECUTIVE SESSION**

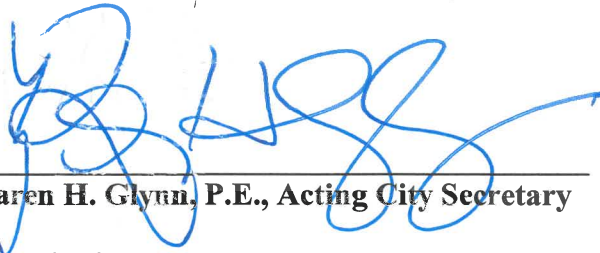
**PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE, THE CITY COUNCIL WILL MEET IN CLOSED EXECUTIVE SESSION TO CONSULT WITH THE CITY ATTORNEY REGARDING A MATTER THAT THE ATTORNEY'S DUTY REQUIRES TO BE HELD IN CLOSED SESSION.**

**SECTION 551.074 – PERSONNEL MATTERS – THE CITY COUNCIL WILL MEET IN CLOSED EXECUTIVE SESSION TO DELIBERATE REGARDING THE APPOINTMENT, ASSIGNMENT AND DUTIES OF THE CITY'S COMMISSIONER TO THE VILLAGE FIRE COMMISSION.**

**XVIII. ADJOURN**

**I, Karen Glynn, Acting City Secretary of the City of Bunker Hill Village certify that the above notice of meeting was posted in a place convenient to the general public in compliance with Chapter 551, Texas government Code, on February 17, 2023 by 5:00 p.m.**

**(SEAL)**



**Karen H. Glynn, P.E., Acting City Secretary**

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