

MINUTES OF THE SPECIAL MEETING  
OF THE CITY COUNCIL  
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS  
OCTOBER 1, 2019 AT 11:30 A.M.

**I. CALL TO ORDER**

Mayor Pro Tem Jay Smyre called the meeting to order at 11:31 a.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

*Those Present:*

Mayor Robert Lord - *absent*  
Mayor Pro Tem Jay Smyre  
Councilmember Susan Schwartz  
Councilmember Eric Thode  
Councilmember Keith Brown  
Councilmember Laurie Rosenbaum

*Also in Attendance:*

Karen Glynn, City Administrator  
Britique Williams, City Secretary/Dir of Finance  
Steve Smith, Dir of Public Works/Bldg Official  
Loren Smith, City Attorney

**II. PRESENTATION AND DISCUSSION ON THE PROPOSED BUDGET FOR 2020 AND THE PROPOSED 2019 TAX RATE TO SUPPORT THE BUDGET - *Karen Glynn, City Administrator***

City Administrator Karen Glynn shared that the Budget and Tax Rate as previously shared during the process remain the same and are ready for adoption.

Mayor Pro Tem Jay Smyre asked the Council if there were any questions or concerns. There were no comments from the Council.

Ms. Glynn explained that the following items were required for adoption of the 2020 Budget and Tax Rate.

**III. CONSIDERATION AND POSSIBLE ACTION REGARDING THE FOLLOWING ITEMS:**

- A. AN ORDINANCE APPROVING AND ADOPTING THE CITY OF BUNKER HILL VILLAGE, TEXAS, GENERAL BUDGET FOR THE YEAR 2020; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; ESTABLISHING THE PROCEDURE FOR INTRA-BUDGET TRANSFERS; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

Ms. Glynn explained that this item adopts the 2020 Budget as presented. Mayor Pro Tem Smyre called for a vote.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve an Ordinance adopting the City of Bunker Hill Village, Texas General Budget for the year 2020.

The motion carried 5 - 0.

City Secretary Britique Williams took the record vote as required:

*The record vote included:*

<b>FOR:</b>	Mayor Pro Tem (Councilmember) Jay Smyre Councilmember Susan Schwartz Councilmember Laurie Rosenbaum Councilmember Eric Thode Councilmember Keith Brown
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<b>AGAINST:</b>	None
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<b>PRESENT and not voting:</b>	None
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<b>ABSENT:</b>	Mayor Robert P. Lord
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- B. THE 2019 PROPOSED MAINTENANCE AND OPERATING TAX RATE AT THE RATE OF TWENTY THREE AND 0407/10,000THS CENTS (\$0.230407) ON EACH ONE HUNDRED DOLLARS (\$100) OF ASSESSED VALUATION ON ALL AUTHORIZED PROPERTY WITHIN THE CITY TO FUND THE 2020 BUDGET.

City Attorney Loren Smith explained that adoption of the tax rate is considered in two parts. The first part is the Operations and Maintenance Portion of the Tax Rate which is \$.230407 and the item following will include the Rate for Debt Service.

Mayor Pro Tem Smyre called for a vote.

A motion was made by Councilmember Rosenbaum and seconded by Councilmember Thode to approve the 2019 Maintenance and Operating Tax Rate of twenty-three and 0407/10,000ths cents (\$0.230407) on each one hundred dollars (\$100) of assessed valuation.

The motion carried 5 - 0.

- C. THE 2019 PROPOSED DEBT TAX RATE AT THE RATE OF FOUR AND 6593/10,000THS CENTS (\$0.046593) FOR DEBT SERVICE ON EACH ONE HUNDRED DOLLARS (\$100) OF ASSESSED VALUATION ON ALL AUTHORIZED PROPERTY WITHIN THE CITY TO FUND THE 2020 DEBT OBLIGATION.

Mayor Pro Tem Smyre called for a vote.

A motion was made by Councilmember Rosenbaum and seconded by Councilmember Brown to approve the 2019 proposed debt tax rate at the rate of four and 6593/10,000ths cents (\$0.046593) for debt service on each one hundred dollars (\$100) of assessed valuation.

The motion carried 5 – 0.

- D. A RESOLUTION TO RATIFY THE PROPERTY TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.33 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000.00 HOME BY APPROXIMATELY \$5.46.

Mr. Smith shared that the Resolution will ratify the vote previously approved in items B and C. Mayor Pro Tem Smyre called for a vote.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve the Resolution as presented.

The motion carried 5 – 0.

- E. AN ORDINANCE PROVIDING FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE YEAR 2019 AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH.

Ms. Glynn explained that this Ordinance sets the tax rate and outlines the process for collection. The Councilmember making the motion must read the specific caption:

Councilmember Schwartz stated, "I move that the property tax rate be increased by the adoption of a tax rate of \$0.277000, which is effectively a .83 percent increase in the tax rate."

Councilmember Thode seconded the motion.

The motion carried 5 – 0.

#### IV. PUBLIC SAFETY REPORT

Karen Glynn reminded Council that National Night Out is tonight, October 1, 2019. Ms. Glynn provided a listing of all the parties that are taking place in the villages. Mayor Pro Tem Smyre recommended that a Council Representative stop all parties in Bunker Hill. Parties were assigned to those Councilmembers available to attend.

City Attorney Loren Smith reported that the legal counsel of the 5 cities has met with the legal counsel and Mayor of Hedwig Village. There are some inconsistencies that need to be addressed. Once Olson and Olson hears back, the documents will be fine-tuned and completed. The goal is to be ready for the October City Council Meetings for approval.

#### V. UPDATE ON ACTIVITIES

Karen Glynn reported that staff has been busy with residents and analyzing Tropical Storm Imelda that impacted Bunker Hill Village on Thursday, September 19, 2019. There were a few residents that reported water impacting houses. The house on Folwell experienced the largest impact. Staff continues to discuss concerns with this resident and the other residents that reported problems. One situation was a result of back lot drainage and the other was a low slab.

Staff will be meeting with the Drainage Committee on October 8, 2019 and plans to have a full report to the Council at the meeting on October 15, 2019.

Ms. Glynn also reminded Councilmembers that the TML Conference is in San Antonio on October 9 – 11. Staff will be coordinating details with those planning to attend.

#### VI. ADJOURN

A motion was made by Councilmember Thode and seconded by Councilmember Brown to adjourn the meeting at 11:55 a.m.

The motion carried 5 – 0.

Approved and accepted on October 15, 2019



Robert P. Lord, Mayor

ATTEST:

  
Britique Williams, City Secretary/Dir. of Finance