

**MINUTES OF THE SPECIAL MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
June 29, 2023, at 11:00 A.M.**

I. CALL TO ORDER

Mayor Pro-Tem Susan Schwartz called the meeting to order at 11:03 a.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present:

Mayor Robert Lord *via Zoom*

Councilmember Susan Schwartz

Councilmember Carl Moerer

Councilmember Keith Brown

Councilmember Laurie Rosenbaum

Also in Attendance:

Gerardo Barrera, City Administrator

Susan Grass, Finance Director

Elvin Hernandez, Director of Public Works

Mallory Pack, Assistant to the City Administrator

Absent:

Councilmember Eric Thode

II. DISCUSSION AND DIRECTION ON THE CITY'S PROPOSED FISCAL YEAR 2024 BUDGET AND 2023 TAX RATE – Gerardo Barrera, City Administrator and Susan Grass, Finance Director

Gerardo Barrera and Susan Grass presented the proposed 2024 Budget, including the proposed tax rate, utility rates, details on all funds and the updated 5-Year Financial and Infrastructure Management Model.

General Fund/Debt Service Fund

Preliminary Tax Information from Harris County Appraisal District (HCAD) indicated a 5.75% increase in values. Staff recommended a tax rate of \$0.275 per \$100 of assessed value.

The General Fund included a significant increase in public safety as approved by the Board of Commissioners for the Memorial Villages Police Department (11%) and Board of Commissioners for the Village Fire Department (14%). A 3% cost of living adjustment and a 3% salary/ merit pool increase was recommended for city personnel. As a result of these items, the General Fund Maintenance & Operation Expenses exceed the City's policy of controlling the annual increase to expenditures at 4%.

Utility Fund

A 6% increase for residential and 8% increase for non-residential utility rates was recommended.

Capital Projects

Staff discussed current 2023 capital projects and those proposed for 2024 and projected through 2028. Priorities included the rehabilitation of water and wastewater lines, a street

master plan, the reconstruction of Memorial Drive and Gessner Road, and water meter upgrades.

Council directed staff to present the 2024 proposed budget based with additional preliminary tax rate options at \$0.273 and \$0.270 per \$100 of assessed value. Mr. Barrera noted that staff would continue to work through the details of the 2024 Proposed Budget based on this direction and the final tax roll to be received by Harris County Appraisal District.

III. ADJOURN

A motion was made by Councilmember Brown and seconded by Councilmember Rosenbaum to adjourn the meeting at 2:41 p.m.

The motion carried 4 – 0

Approved and accepted on September 19, 2023.



Robert P. Lord, Mayor

ATTEST:



Gerardo Barrera, City Administrator/ Acting City Secretary