

## CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, JUNE 21, 2016 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.”*

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. DISCUSSION AND POSSIBLE ACTION REGARDING APPOINTMENT OF MAYOR PRO TEM FOR A TERM OF ONE YEAR**

**IV. 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.

**V. PRESENTATION OF 2015 FINANCIAL AUDIT CONDUCTED BY BELT HARRIS PECHACEK, LLP - Nathan Krupke, Belt Harris Pechacek, LLP and Britique Williams, City Secretary/Finance Director**

**VI. FIRE COMMISSIONER REPORT**

- A. Update On Activities
- B. Consideration and Possible Action Regarding a Request from the Commission to Utilize Surplus from the 2015 Budget in an amount of \$58,653.00 to initiate a Reserve Fund for Physical Facilities to be included in the 2017 Budget
- C. Consideration and Possible Action Regarding the Proposed 2017 Village Fire Department Budget in the amount of \$5,562,581.00 with Bunker Hill Village's 2017 Assessment being \$1,045,746.32

**VII. POLICE COMMISSIONER REPORT**

- A. Update On Activities
- B. Consideration and Possible Action Regarding the Proposed 2017 Memorial Villages Police Department Budget in the amount of \$ 4,989,253.00 with Bunker Hill Village's 2017 Assessment being \$ 1,663,084.34
- C. Consideration and Possible Action Regarding a Request from the Commission to Utilize Surplus from the 2015 Budget in an amount of ~ \$111,000 (~\$37,000 per City) to be placed into the Capital Replacement Fund for physical facilities and field equipment

**VIII. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF RESOLUTION NO. 6-21-2016 OF THE CITY COUNCIL OF BUNKER HILL VILLAGE, TEXAS, ACCEPTING A WATER LINE AND PEDESTRIAN ACCESS EASEMENT FROM MEMORIAL DRIVE PRESBYTERIAN CHURCH - *Karen Glynn, City Administrator***

**IX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE PROJECT AMENDMENTS AND BUDGET INCREASES FOR PARTICIPATION IN THE CITY OF PINEY POINT VILLAGE'S DRAINAGE PROJECT LOCATED AT THE INTERSECTION OF MEMORIAL DRIVE AND BLALOCK ROAD - *Karen Glynn, City Administrator***

- A. Extend Water Line Improvements by 100+ feet
- B. Increase the Budget for the Median Noses by \$11,500 to include a Traffic Control Contingency
- C. Increase the Project Contingency by \$10,000

**X. CONSIDERATION AND ACTION TO REQUEST AN AMENDMENT TO THE INTER-LOCAL AGREEMENT WITH THE CITY OF PINEY POINT VILLAGE TO EXTEND THE RECONSTRUCTION OF THE WATER LINE IMPROVEMENTS ALONG BLALOCK ROAD AND TO RECONSTRUCT THE MEDIAN NOSES AT THE INTERSECTION OF MEMORIAL DRIVE AND BLALOCK ROAD - *Karen Glynn, City Administrator***

**XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN AMOUNT NOT TO EXCEED \$10,000 FOR SURVEY INFORMATION TO BE COMPLETED BY PREJEAN & CO. INC. FOR THE UPDATE TO THE CITY'S DRAINAGE MASTER PLAN - *Karen Glynn, City Administrator***

**XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN AMOUNT NOT TO EXCEED \$37,230.00 FOR ADDITIONAL WORK TO BE COMPLETED BY RPS KLOTZ ASSOCIATES TO COMPLETE THE FINAL DRAFT OF THE DRAINAGE MASTER PLAN - *Karen Glynn, City Administrator***

**XIII. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF ORDINANCE NO. 16 - 465 AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY DELETING FROM SECTION 4-171, STANDARDS APPLICABLE TO ALL RESIDENTIAL CONSTRUCTION, OF DIVISION 4, FLOOD HAZARD REDUCTION, OF ARTICLE V, DRAINAGE AND FLOOD DAMAGE PREVENTION, OF CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, CERTAIN EXCEPTIONS APPLICABLE TO SLAB ELEVATION;**

**PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE, WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY - Karen Glynn, City Administrator**

**XIV. DISCUSSION AND POSSIBLE DIRECTION ON A RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION REGARDING THE CITY'S CURRENT NOISE ORDINANCE - Karen Glynn, City Administrator**

**XV. 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 May 17, 2016 Council Meeting
- B. Minutes of the June 1, 2016 Special Council Meeting
- C. May 2016 Financials
- D. RPS Klotz Associates, Invoice No. 416081 in the amount of \$2,454.06 for professional services rendered from April 1, 2016 to April 29, 2016 under on-call services for Drainage Site Development Review
- E. RPS Klotz Associates, Invoice No. 416133 in the amount of \$3,723.56 for professional services rendered from April 1, 2016 to April 29, 2016 under on-call services for MS4 Annual Report
- F. Cardinal Pavement Services, Invoice No. 3387 in the amount of \$1,750.00 for professional services rendered on May 25, 2016 for the striping of the left turn lane on Bunker Hill @ Barryknoll
- G. Metropolitan Custom Homes, Invoice No. 9263 in the amount of \$5,198.21 for professional services through June 3, 2016 for the Liberty Bell Sanitary Sewer extension
- H. Lloyd, Smitha & Associates, LLC, Invoice No. CMBH1601-01 in the amount of \$1,852.50 for work completed through April 30, 2016 on the Wastewater Rehabilitation Project
- I. Langford Engineering, Inc., Invoice No. 19353 in the amount of \$399.26 for professional services rendered through April 29, 2016 for Liberty Bell Water Line
- J. Langford Engineering, Inc., Invoice No. 19354 in the amount of \$3,802.03 for professional services rendered through April 29, 2016 for the Sanitary Sewer Emergency Repair on Bunker Hill Road
- K. Langford Engineering, Inc., Invoice No. 19355 in the amount of \$1,153.42 for professional services rendered through April 29, 2016 for the Water Well #2 City Hall
- L. PreJean & Co. Inc., Invoice 264-24 in the amount of \$2,070.00 for surveying services rendered through May 20, 2016 in connection with the Memorial Presbyterian Church, and Blalock/Memorial Drive
- M. PreJean & Co. Inc., Invoice 264-24A in the amount of \$2,225.00 for surveying services rendered through May 24, 2016 in connection with various elevation throughout the city
- N. Accept Resignation of Mr. Carter Breed, Zoning Board of Adjustment

**XVI. MAYOR'S REPORT**

- A. Update on Meeting Activities
- B. Consideration and Possible Action on Appointments to the Public Safety Committee:
  - Donna Marshall
- C. Discussion and Possible Action Regarding Appointments for the Zoning Board Of Adjustment for a Period Ending June 30, 2017:
  - Ryan West
- D. Discussion and Possible Action Regarding Designation of the City's Finance Committee:
  - Mayor Jay Williams
  - Council Member Susan Schwartz
- E. Update on Committees:
  - Beautification Committee - *Laurie Rosenbaum, Chair*
  - Drainage Committee - *John Glover, Chair*
  - Public Safety Committee - *Jay Janecek, Chair*

**XVII. CITY ADMINISTRATOR'S REPORT**

- A. Update on the Village Independence Festival
- B. Update on 2016 Budget Development and Schedule
- C. Update on Memorial Bridge Project
- D. Update on Wastewater Rehab Project
- E. Update on Miscellaneous Projects

**XVIII. 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 June 17, 2016 at 3:00 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.**