



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 19, 2018 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. OATH OF OFFICE:

Councilmember Position 3 – *Jay Smyre*

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. FIRE COMMISSIONER REPORT

- A. Update On Activities
- B. Receive Report on the Annual Audit: Consideration And Possible Action Regarding The Commission's Request to Approve the 2017 Intra-Budgetary Transfers Based on the 2017 Audit
- C. Consideration and Possible Action Regarding Resolution 06-19-18C for the Village Fire Department Commission to Utilize the Surplus from the 2017 Budget in an Amount of \$62,906 to be Placed in Fund 4 Facilities to be used for the additional maintenance, alteration, remodel, reconstruction and other improvements to the premises and to modernize the facilities
- D. Presentation on Proposed 2018 Budget Amendments:
 - i. A Resolution to approve a Budget Amendment for Budget Year 2018 for the Fire Commission to facilitate a roof replacement, in an amount not to exceed \$280,000.00 and for the Cities to provide additional funding for the budget amendment with Bunker Hill's proportionate share being \$53,200.00 (19%) to be contributed to Fund 4 Facilities

- ii. A Resolution to approve a Budget Amendment for Budget Year 2018 for the Fire Commission to purchase a rescue boat in an amount not to exceed \$20,000 from Fund 2 Capital Replacement
- E. Presentation of the Proposed 2019 Village Fire Department Operational Budget which includes Funds 2 and 3 in the amount of \$6,191,155.25 with Bunker Hill Village's Annual Assessment being \$1,176,319.49 (19%)
- F. Presentation of the Proposed 2019 Village Fire Department Fund 4 Facilities Budget in the amount of \$3,500,000.00 and for the Cities to provide additional funding for Fund 4 Facilities with Bunker Hill's proportionate share being \$665,000.00 (19%) for the Renovation or Reconstruction of the Fire Station

VI. POLICE COMMISSIONER REPORT

- A. Update On Activities
- B. Presentation of the Proposed 2019 Memorial Villages Police Department Budget in the amount of \$5,445,726 with Bunker Hill Village's 2019 Assessment being \$1,815,242.00

VII. PRESENTATION OF THE CITY'S 2017 FINANCIAL AUDIT CONDUCTED BY BELT HARRIS PECHACEK, LLLP - Robert Belt, Belt Harris Pechacek, LLP and Britique Williams, City Secretary/Finance Director

VIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO EXECUTE RESOLUTION NO. 06-19-18A OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL MUTUAL AID AGREEMENT BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, CITY OF BUNKER HILL VILLAGE, TEXAS, CITY OF HEDWIG VILLAGE, TEXAS, CITY OF HUNTERS CREEK VILLAGE, TEXAS, CITY OF PINEY POINT VILLAGE, TEXAS, CITY OF HILSHIRE VILLAGE, TEXAS, MEMORIAL VILLAGES POLICE DEPARTMENT, AND VILLAGE FIRE DEPARTMENT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE -- Karen Glynn, City Administrator

IX. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO EXECUTE RESOLUTION NO. 06-19-18B INCLUDING AN INTERLOCAL AGREEMENT BY AND BETWEEN TEXAS CITY, TEXAS AND THE CITY OF BUNKER HILL VILLAGE TO ALLOW BUNKER HILL VILLAGE TO UTILIZE TEXAS CITY'S CURRENT CONTRACT(S) FOR AS NEEDED UTILITY SERVICES IN ORDER TO INCREASE THE EFFICIENCY AND EFFECTIVENESS OF GOVERNMENT -- Karen Glynn, City Administrator

X. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE STAFF, WORKING WITH OLSON AND OLSON AND THE OTHER VILAGES, TO DRAFT A RIGHT-OF-WAY RENTAL AGREEMENT FOR USE BY NETWORK PROVIDERS DESIRING TO CONTRACT WITH THE CITY FOR APPROVAL OF ALL SMALL CELL NODE INSTALLATIONS PROJECTED BY A SPECIFIC PROVIDER -- Karen Glynn, City Administrator

- XI. CONSIDERATION AND POSSIBLE ACTION ON ORDINANCE NO. 18-496 AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING SECTION 16-26 (5) OF ARTICLE II OF CHAPTER 16 THEREOF AND SUBSTITUTING THEREFOR A NEW SECTION 16-26 (5): ESTABLISHING RATES TO BE CHARGED BY THE CITY FOR SOLID WASTE AND RECYCLING SERVICES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY -- *Karen Glynn, City Administrator***
- XII. CONSIDERATION AND A POSSIBLE ACTION ON ORDINANCE NO. 18-497 AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY ESTABLISHING A NEW DONATION AMOUNT FOR THE TREE AND BENCH DEDICATION PROGRAM -- *Steve Smith, Director of Public Works/ Building Official***
- XIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE STAFF TO INSTALL SCHOOL SAFETY IMPROVEMENTS FOR BUNKER HILL VILLAGE'S ELEMENTARY SCHOOLS - *Steve Smith, Director of Public Works/ Building Official***
- A. Ordinance No. 18-495 establishing school zone times on school days in the City of Bunker Hill Village for area elementary schools and install new signs in an amount estimated at \$2,000.00
 - B. Installation of flasher systems on Taylorcrest Road and Strey Lane as requested by Spring Branch Independent School District and the Memorial Villages Police Department in an amount estimated at \$20,000
 - C. Installation of a fence along the Gessner Road sidewalk in an amount estimated at \$20,000
- XIV. DISCUSSION AND POSSIBLE ACTION TO RATIFY THE FOLLOWING CONTRACT AND CHANGE ORDERS WITH YARDWORKS, INC. FOR LANDSCAPE SERVICES - *Steve Smith, Director of Public Works/ Building Official***
- A. Contract to install large trees at the Taylorcrest Water Plant in an amount of \$49,485.00
 - B. Change Order No. 1 to install plant replacements at various locations as a result of severe weather conditions in the amount of \$10,519.00
 - C. Change Order No. 2 to install landscaping in front of the Taylorcrest Water Plant in the amount of \$6,215.25
 - D. Change Order No. 3 to install trees at Bunker Hill Road and Memorial Drive for Safety Improvements in the amount of \$3,000.00
- XV. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE STAFF TO IMPLEMENT SAFETY IMPROVEMENTS IN CITY HALL AS RECOMMENDED BY THE COURT SECURITY COMMITTEE AND MEMORIAL VILLAGES POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$10,000 - *Karen Glynn, City Administrator***
- 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 May 15, 2018 Regular Council Meeting

- B. May 2018 Financials
- C. RPS, Invoice No. 418035 in the amount of \$1,499.60 for professional services rendered from April 1, 2018 to April 27, 2018 under on-call services for Site Development Review.
- D. RPS, Invoice No. 418034 in the amount of \$4,945.17 for professional services rendered from April 1, 2018 to April 27, 2018 under on-call services for the Miscellaneous Needs including City Council and Drainage Committee Meetings, Final Engineering Design for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road and Final Engineering Design for 2017 Water Line Rehab – Blalock Road and Wendover Lane
- E. Kimley-Horn and Associates, Inc., Invoice No. 067787100-0418 in the amount of \$8,512.50 for professional services through April 30, 2018 for traffic evaluations at various locations including Bunker Hill Road and Memorial, Branch Bend and Memorial and School Safety Improvements
- F. Probstfeld & Associates, Invoice No. 56866 in the amount of \$845.00 for professional services rendered through May 2018 for site development and drainage review
- G. Probstfeld & Associates, Invoice No. 56867 in the amount of \$610.00 for professional services rendered through May 2018 for site development and drainage review
- H. Probstfeld & Associates, Invoice No. 56868 in the amount of \$460.00 for professional services rendered through May 2018 for site development and drainage review
- I. Probstfeld & Associates, Invoice No. 56869 in the amount of \$765.00 for professional services rendered through May 2018 for site development and drainage review
- J. Probstfeld & Associates, Invoice No. 56870 in the amount of \$610.00 for professional services rendered through May 2018 for site development and drainage review.
- K. Probstfeld & Associates, Invoice No. 56882 in the amount of \$1,060.00 for professional services rendered through May 2018 for Short Form Final Plat Review
- L. Probstfeld & Associates, Invoice No. 56883 in the amount of \$305.00 for professional services rendered through May 2018 for site development and drainage review.
- M. Probstfeld & Associates, Invoice No. 56884 in the amount of \$460.00 for professional services rendered through May 2018 for site development and drainage review
- N. Probstfeld & Associates, Invoice No. 56999 in the amount of \$305.00 for professional services rendered through May 2018 for site development and drainage review
- O. Langford Engineering, Inc., Invoice No. 21283 in the amount of \$1,541.02 for professional services rendered through April 27, 2018 for the Taylorcrest Water Plant Improvements Project
- P. Langford Engineering, Inc., Invoice No. 21282 in the amount of \$754.18 for professional services rendered through April 27, 2018 for General Services for Water Well No. 4 at City Hall
- Q. Langford Engineering, Inc., Invoice No. 21360 in the amount of \$7,489.10 for professional services rendered through May 25, 2018 for the Taylorcrest Water Plant Improvements Project
- R. Langford Engineering, Inc., Invoice No. 21359 in the amount of \$399.26 for professional services rendered through May 25, 2018 for General Services for Water Well No. 4 at City Hall
- S. The Goodman Corporation, Invoice No. 4-2018-8 in the amount of \$1,616.64 for professional services rendered through April 30, 2018 for the Memorial Drive and Gessner Road Grant Application
- T. Layne Christensen Company, Invoice No. 92087294 in the amount of \$24,575.00 for work completed through April 23, 2018 on the City Hall Water Well #4 Repair

- U. W. W. Payton Corp, Change Order No. 2 and Final in the amount of \$9,555.00 for the Taylorcrest Water Plant Improvements
- V. W. W. Payton Corp, Pay Estimate No. 10 and Final for work completed from March 31, 2018 to June 1, 2018 in the amount of \$ 112,147.50 for the Taylorcrest Water Plant Improvements
- W. T Construction, LLC, Change Order No. 11 and Final in the amount of \$ 6,965.24 for the 2017 Sanitary Sewer Rehab Project and Hurricane Harvey Repairs
- X. T Construction, LLC, Pay Estimate No. 14 and Final for work completed from May 1, 2018 to May 31, 2018 in the amount of \$ 67,896.22 for the 2017 Sanitary Sewer Rehab Project and Hurricane Harvey Repairs

XVII. MAYOR'S REPORT

- A. Report on Activities
- B. Discussion and Possible Action Regarding Appointment of Mayor Pro Tem for a Term of One Year
- C. Discussion and Possible Action Regarding Designation of the City's Finance Committee.
- D. Update on Committees
 - Beautification Committee - *Laurie Rosenbaum*
 - Drainage Committee - *Robert Lord*
 - Public Safety Committee & Tri Cities Public Safety Committee - *Jay Janecek*
 - Technology Committee – *Mayor Jay Williams*
 - Court Security Committee – *Karen Glynn*

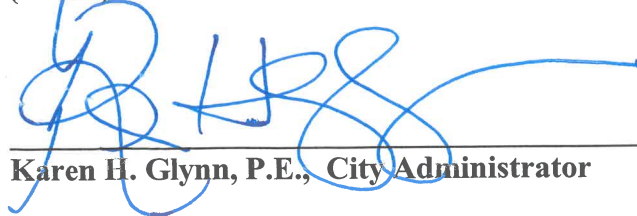
XVIII. CITY ADMINISTRATOR'S REPORT

- A. Update on Activities & Projects
- B. Update on the Village Independence Festival
- C. Update on 2018 Budget Development and Schedule
- D. Public Works Director Report on Capital Projects

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 June 15, 2018 by 4:00 p.m.

(SEAL)



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.