



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, JANUARY 21, 2020 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.”

EXECUTIVE SESSION

THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.074 OF THE TEXAS GOVERNMENT CODE TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, OR DUTIES OF THE CITY ADMINISTRATOR.

The Regular City Council Meeting will commence at 5:30 p.m. following the closed executive session:

- 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. POLICE COMMISSIONER REPORT

- A. Update on Activities
- B. Consideration and Possible Action to Approve the Proposed Amendment (Revised) to the Interlocal Cooperation Agreement for the Memorial Villages Police Department related to Intra-Budget Transfers of Funds

V. FIRE COMMISSION LIAISON REPORT

- A. Update on Activities

VI. MAYOR'S REPORT

- A. Report on Activities
- B. Consideration and Action Consenting to the Appointment to the Gulf Coast Authority Board Representing the Municipalities Waste Disposal Council
- C. Committee Reports/Updates
 - Beautification Committee – *Councilmember Laurie Rosenbaum, Chair*
 - Technology Committee – *Councilmember Eric Thode, Chair*
 - Public Safety Committee – *Councilmember Keith Brown, Chair*
 - Drainage Committee – *Jack Christiansen Co-Chair*

VII. CITY ADMINISTRATOR'S REPORT

- A. Report on Activities and Upcoming Events
- B. Consideration and Possible Action on the 2020 Holiday and Meeting Schedule

VIII. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF THE PLAN OF FINANCE FOR THE REFUNDING OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, GENERAL OBLIGATION BONDS, SERIES 2011 AND GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012 -*Karen Glynn, City Administrator*

IX. CONSIDERATION AND POSSIBLE ACTION ON CITIZEN REQUESTS:

- A. Request For Extension Of Time For A Building Permit – 201 Mayerling
- B. Request To Waive Vacant Property Fee – 16 Greyton Lane

X. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF CHANGE ORDER NO. 2 TO THE CONTRACT WITH AAA ASPHALT PAVING, INC. FOR THE WARRENTON, KILTS AND VALLEY STAR RECONSTRUCTION PROJECT FOR THE EXTENSION OF TIME FOR 60 DAYS - *Steve Smith, Director of Public Works/ Building Official*

- XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE CHANGE ORDER NO. 3 TO THE CONTRACT WITH AAA ASPHALT PAVING, INC. FOR THE WARRENTON, KILTS AND VALLEY STAR RECONSTRUCTION PROJECT FOR ADDITIONAL WATER LINE REHABILITATION RESULTING IN A CONTRACT INCREASE OF \$215,920.00 - Steve Smith, Director of Public Works/ Building Official**
- A. Winshire - \$66,640.00
 - B. Chappel Belle - \$149,280.00
- XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SUPPLEMENT TO THE CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND LLOYD SMITHA & ASSOCIATES BY \$48,000.00 FOR A TOTAL AMOUNT NOT TO EXCEED \$148,000.00 TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE WARRENTON, KILTS AND VALLEY STAR RECONSTRUCTION PROJECT AND POSSIBLE CHANGE ORDERS - Steve Smith, Director of Public Works/ Building Official**
- XIII. PRESENTATION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE A WORK ORDER WITH LAYNE CHRISTIANSEN FOR THE REHABILITATION OF WATER WELL #3 IN AN AMOUNT NOT TO EXCEED \$150,000.00 – Steve Smith, Director of Public Works/ Building Official**
- XIV. PRESENTATION, CONSIDERATION AND POSSIBLE ACTION TO ACQUIRE PROPERTY FROM SPRING BRANCH ISD TO CONSTRUCT WATER WELL NO. 5 - Steve Smith, Director of Public Works/ Building Official**
- XV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE LOCAL DRAINAGE PROJECTS AND ASSOCIATED BUDGETS AS RECOMMENDED BY THE DRAINAGE COMMITTEE - Steve Smith, Director of Public Works/ Building Official**
- A. Ditch and Culvert Maintenance on Stoney Ridge not to exceed \$20,000.00
 - B. Installation of up to Three Additional Drainage Inlets on Bunker Hill Road not to exceed \$25,000.00
 - C. Ditch Maintenance and Excavation on Local Streets
- XVI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS PROVIDING FOR THE HOLDING OF A GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 2, 2020, FOR THE PURPOSE OF ELECTING THREE COUNCILMEMBERS (POSITION NOS. 1, 2, AND 3); PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTION; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT - Britique Williams, City Secretary/Finance Director**

- XVII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING ALL OF SECTION 2-4, OFFICIAL NEWSPAPER, OF ARTICLE I, IN GENERAL, OF CHAPTER 2, ADMINISTRATION, AND ADDING A NEW SECTION 2-4, OFFICIAL NEWSPAPER, OF ARTICLE I, IN GENERAL, OF CHAPTER 2, ADMINISTRATION, SAID SECTION DESIGNATING THE MEMORIAL EXAMINER (HOUSTON COMMUNITY NEWSPAPER) AS THE OFFICIAL NEWSPAPER OF THE CITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT - *Britique Williams, City Secretary/Finance Director***
- XVIII. DISCUSSION AND DIRECTION TO AMEND THE CITY’S ORDINANCES FOR REDEVELOPMENT OF CHALLENGING PROPERTIES (CONDITIONAL ZONING PERMIT OR SPECIAL EXCEPTIONS) - *Karen Glynn, City Administrator and Loren Smith, City Attorney***
- XIX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 4, BUILDING AND CONSTRUCTION, BY AMENDING THE TITLE OF CHAPTER 4 TO BE DEVELOPMENT, BUILDING AND CONSTRUCTION, BY AMENDING ARTICLE VI, TREE PRESERVATION, OF CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, SECTION 4-182, DEFINITIONS, TO CLARIFY THE DEFINITION OF A TREE, SECTION 4-183, MINIMUM TREE REQUIREMENT, TO CLARIFY THE CALCULATION OF THE NUMBER OF TREES PER LOT, SECTION 4-184, TREE PERMIT REQUIREMENTS, SO THAT A TREE PERMIT WILL NOT ISSUE IF THE REMOVAL WOULD VIOLATE STATE OR FEDERAL LAW, SECTION 4-185, TREE PRESERVATION, REMOVAL AND REPLACEMENT, TO ESTABLISH AN OFFSITE TREE REPLACEMENT PROGRAM IN CERTAIN CIRCUMSTANCES AND TO REQUIRE TREES REMOVED TO BE CUT SUCH THAT THEY DO NOT EXTEND MORE THAN SIX INCHES (6”) ABOVE THE SURROUNDING SOIL, AND SECTION 4-186, NEW CONSTRUCTION, RECONSTRUCTION, AND EXPANSION/ADDITIONS, TO REQUIRE A STATEMENT ON THE TREE SITE PLAN THAT THE APPLICANT IS NOT AWARE OF ANY IMPACT TO AN ENDANGERED SPECIES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT WITH THIS ORDINANCE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THESE PROVISIONS, WITH EACH DAY CONSTITUTING A NEW VIOLATION; AND PROVIDING FOR SEVERABILITY - *Steve Smith, Director of Public Works/ Building Official***
- XX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 01-21-2020 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AN AMENDED SCHEDULE OF FEES, RATES, DEPOSITS, AND OTHER CHARGES FOR PUBLIC SERVICES, INCLUDING THOSE RELATING TO DEVELOPMENT, BUILDING AND CONSTRUCTION, ELECTRICAL, PLUMBING, LICENSING AND REGISTRATIONS, REGULATORY INSPECTIONS, PERMITTING, APPLICATIONS, HEARINGS, AND OTHER MATTERS, EFFECTIVE JANUARY 21, 2020 - *Steve Smith, Director of Public Works/ Building Official***

XXI. CONSIDERATION AND POSSIBLE ACTION TO PARTICIPATE IN THE CHARITY AUCTION(S) FOR BUNKER HILL AND FROSTWOOD ELEMENTARY SCHOOLS IN OFFERING TO DONATE RIDING ON THE CITY’S PARADE FLOATS FOR THE ANNUAL VILLAGES INDEPENDENCE FESTIVAL AND TWINKLE LIGHT PARADE
– *Robert Lord, Mayor*

XXII. CONSIDERATION AND POSSIBLE ACTION REGARDING THE THIRD AMENDMENT TO CONGESTION MITIGATION/TRAFFIC MANAGEMENT AGREEMENT BETWEEN THE METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY AND THE CITY OF BUNKER HILL VILLAGE – *Karen Glynn, City Administrator*

XXIII. 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.”

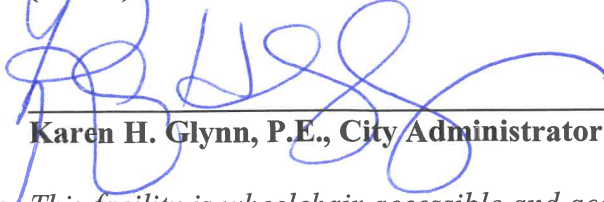
- A. Minutes of the November 19, 2019 Regular Council Meeting
- B. Minutes of the December 19, 2019 Special Meeting Council Meeting
- C. November 2019 Financials
- D. AAA Asphalt Paving, Inc., Pay Request No. 6 in the amount of \$324,364.60 through November 30, 2019 for Construction of Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- E. AAA Asphalt Paving, Inc., Pay Request No. 7 in the amount of \$240,822.28 through December 31, 2019 for Construction of Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- F. Lloyd, Smitha & Associates, LLC Invoice No. CMBH1705-04 for professional services rendered from November 1, 2019 to November 30, 2019 in the amount of \$14,344.00 for Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- G. Lloyd, Smitha & Associates, LLC Invoice No. CMBH1705-05 for professional services rendered from December 1, 2019 to December 31, 2019 in the amount of \$10,451.00 for Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- H. RPS, Invoice No. 1019116 in the amount of \$12,477.25 for professional services rendered from October 1, 2019 to November 1, 2019 under on-call services for Construction Management Services for Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive and Valley Star Drive
- I. RPS, Invoice No. 1119073 in the amount of \$8,948.25 for professional services rendered from November 2, 2019 to November 29, 2019 under on-call services for Construction Management Services for Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive and Valley Star Drive

- J. RPS, Invoice No. 1119069 in the amount of \$730.40 for professional services rendered from November 2, 2019 to November 29, 2019 under on-call services for Site Development Review
- K. RPS, Invoice No. 1119070 in the amount of \$4,250.90 for professional services rendered from November 2, 2019 to November 29, 2019 under on-call services for miscellaneous services including Drainage Committee Planning, Meeting and Associated Assignments
- L. Langford Engineering, Inc., Invoice No. 22735 in the amount of \$ 403.72 for professional services rendered through October 31, 2019 for General Engineering On Call Services Miscellaneous Assignments
- M. Langford Engineering, Inc., Invoice No. 22736 in the amount of \$ 1,329.84 for professional services rendered through October 31, 2019 for the Emergency and Possible Repair for Water Well No. 2 and Discussion of New Well
- N. Langford Engineering, Inc., Invoice No. 22737 in the amount of \$ 18,880.82 for professional services rendered through October 31, 2019 for Preliminary Engineering for the replacement of Water Well No. 2 (New Water Well No. 5)
- O. Langford Engineering, Inc., Invoice No. 22738 in the amount of \$ 2,277.95 for professional services rendered through October 31, 2019 for Evaluation and Recommendation for the Repair or Replacement of the Hydro Tank at City Hall
- P. Langford Engineering, Inc., Invoice No. 22834 in the amount of \$ 8,823.38 for professional services rendered through November 30, 2019 for Preliminary Engineering for the replacement of Water Well No. 2 (New Water Well No. 5)
- Q. Langford Engineering, Inc., Invoice No. 22835 in the amount of \$ 545.88 for professional services rendered through November 30, 2019 for Evaluation and Recommendation for the Repair or Replacement of the Hydro Tank at City Hall
- R. Houston Community Newspapers & Media Group Contract for publishing notices or other matters required by law for the period of January 1, 2020 through December 31, 2020 at set amounts

XXIV. 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 January 17, 2020 by 12:00 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.