

CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: IV

Subject/Proceeding: Police Commissioner's Report

Exhibits: Chief's Monthly Reports:
December 2020
- Fire Department Assists
- 2020 Burglary Map
- 2020 Auto Burglary Map
- ALPR Hit Locations
- ALPR Recoveries & List
- 2020 Total Incidents to Date
- Officer Committed Time Report to Date
January 2021
- Fire Department Assists
- 2020 Burglary Map
- 2020 Auto Burglary Map
- ALPR Hit Locations
- ALPR Recoveries & List
- 2020 Total Incidents to Date
- Officer Committed Time Report to Date

Proposed Budget Amendment

Clearance: Karen Glynn, City Administrator

Executive Summary

The Police Commission Report will include the following items:

- A. Update on Activities
- B. Consideration and Possible Action to Approve a Budget Amendment as Recommended by the Police Commission for the 2020 Year End Budget
- C. Update on Development of an Ordinance to allow for Additional ALPR Cameras Privately Funded to be Installed in the City of Bunker Hill Village

The Police Commissioner and Police Chief will present the Update on Activities. In addition, a Budget Amendment is requested for the 2020 Year End Budget.

The Development of an Ordinance to allow for additional ALPR Cameras, privately funded, to be installed in the City was previously discussed with the City Council in November. The City Administrator and City Attorney are continuing to work with the Police Chief to develop the Ordinance. This should be ready for the February Meeting if Council agrees to pursue.

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Memorial Villages Police Department
 11981 Memorial Drive
 Houston, Texas 77024
 Tel. (713) 365-3701

Raymond Schultz
 Chief of Police

December 14, 2020

TO: MVPD Police Commissioners
 FROM: R. Schultz, Chief of Police
 REF: November Monthly Report

During the month of November, MVPD responded/handled a total of 5,827 calls/incidents. 4,861 House watch checks were conducted. 237 traffic stops were initiated with 202 citations being issued for 413 violations. (Note: 6 Assists in Hedwig, 77 in Houston, 2 in Spring Valley and 1 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	2047/31977	1815/28670	2	32	4@4:06
Piney Point:	1323/24019	1073/20658	2	88	5@4:56
Hunters Creek:	2346/33358	1965/29154	10	82	12@4:22 21@4:27

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	104	Ord. Violations:	9	Speeding:	72
Accidents:	14	Information:	49	Exp. Registration:	44
ALPR Hits:	61	Suspicious Situations:	95	No Ins:	58
Assist Fire:	28	Welfare Checks:	8	Equipment	31
Assist EMS:	34			Red Light	3

This month the department generated a total of 68 police reports.

<u>Crimes Against of Persons</u> (2)			
Agg Assault (DV)	1	Armed Robbery	1
<u>Crimes Against Property</u> (18)			
Burglary of a Motor Vehicle	1		
Fraud/ID	15		
Theft Misd.	2		
<u>Petty/Quality of Life Crimes/Events</u> (48)			
ALPR Hits (valid)	4	Misc. Reports	41
Weapon Violations	1	Animal Bites	2
<u>Arrest Summary: Individuals Arrested</u> (5)			
Warrants	6	Felony	1
Class 3 Arrests	4	DWI	2

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	4,269,920	4,815,125	88.7%
• Operating Expense:	794,558	896,837	88.6%
• Total M&O Expenditures:	5,064,478	5,711,962	88.7%
• Capital Expenses:	115,543	138,000	84%
• Net Expenses:	5,180,021	5,849,962	89%

Follow-up on Previous Month Items/Requests from Commission

- Completed final review of EPI 20—001 as per recommendations.

Personnel Changes/Issues/Updates

- Officers Jarvis and Canales and TCO Hampton has been placed on COVID leave due to exposures and/or positive tests.
- All 2020 Firearm qualifications were completed for the year by personnel.

Major/Significant Events

- On 11/1/20 at 1045 pm officers responded to a home in reference to a domestic violence situation. During the dispute a male resident had threatened his wife with a knife. The DA's office accepted charges on the male who was booked into the Harris County Jail.
- On 11/13/20 at 4 am in the morning officers located a suspicious male on a bicycle riding in a neighborhood. Upon checking the male, he was found to be concealing his identity and to be in possession of several bottles of unopened high-end whiskey and a stolen loaded 9mm handgun. The subject was out on bond for committing other felony crimes (burglaries). The subject was booked into the Harris county jail.
- On 11/22/20 at 8:45 pm officers responded to an armed robbery on Hunters Way Court. A visitor to the villages was robbed at gun point upon arriving in the Villages. Approximately 2 hours later the victims stolen vehicle was stopped in SE Houston where 4 subjects were taken into custody. The driver was placed under arrest and a forearm was also recovered. The adult was booked into the Harris County Jail. Charges are pending on the 3 juvenile passengers.
- On 11/29/20 at 7:45 pm officers investigated the suicide of a 15-year-old male juvenile in Bunker Hill. This was the 4th suicide of 2020. Detectives investigated the scene and determined that no foul play had been involved.

Status Update on any Major Projects

- The new 2020 marked units were delivered and have bene placed into service. All units have been assigned to evening shift.
- Two additional privately owned HOA ALPR systems came on-line this month. Riverbend and the Washsberg residence. Additional connectivity has also occurred linking MVPD with Bellaire and Fort Bend County (6).

V-LINC new registrations in November: +17

BH – 1291 (+4)

PP – 898 (+1)

HC – 1356 (+10)

Out of Area – 449 (+2)

November 2020 VFD Assists

Calls received directly by MVPD via 911/3700

<u>Priority Events</u>	<u>Average Response Times</u>
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Total – 8	4:04
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Fire – 2	4:09
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EMS – 6	4:01
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By Village

BH Fire – 1	4:13
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BH EMS – 0	0
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PP Fire – 0	0
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PP EMS – 4	4:19
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HC Fire -1	4:06
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HC EMS -2	3:29
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Combined VFD Events (Priority + Radio)

Total – 38	4:41
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Fire – 23	5:27
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EMS – 15	3:47
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Radio Call Events

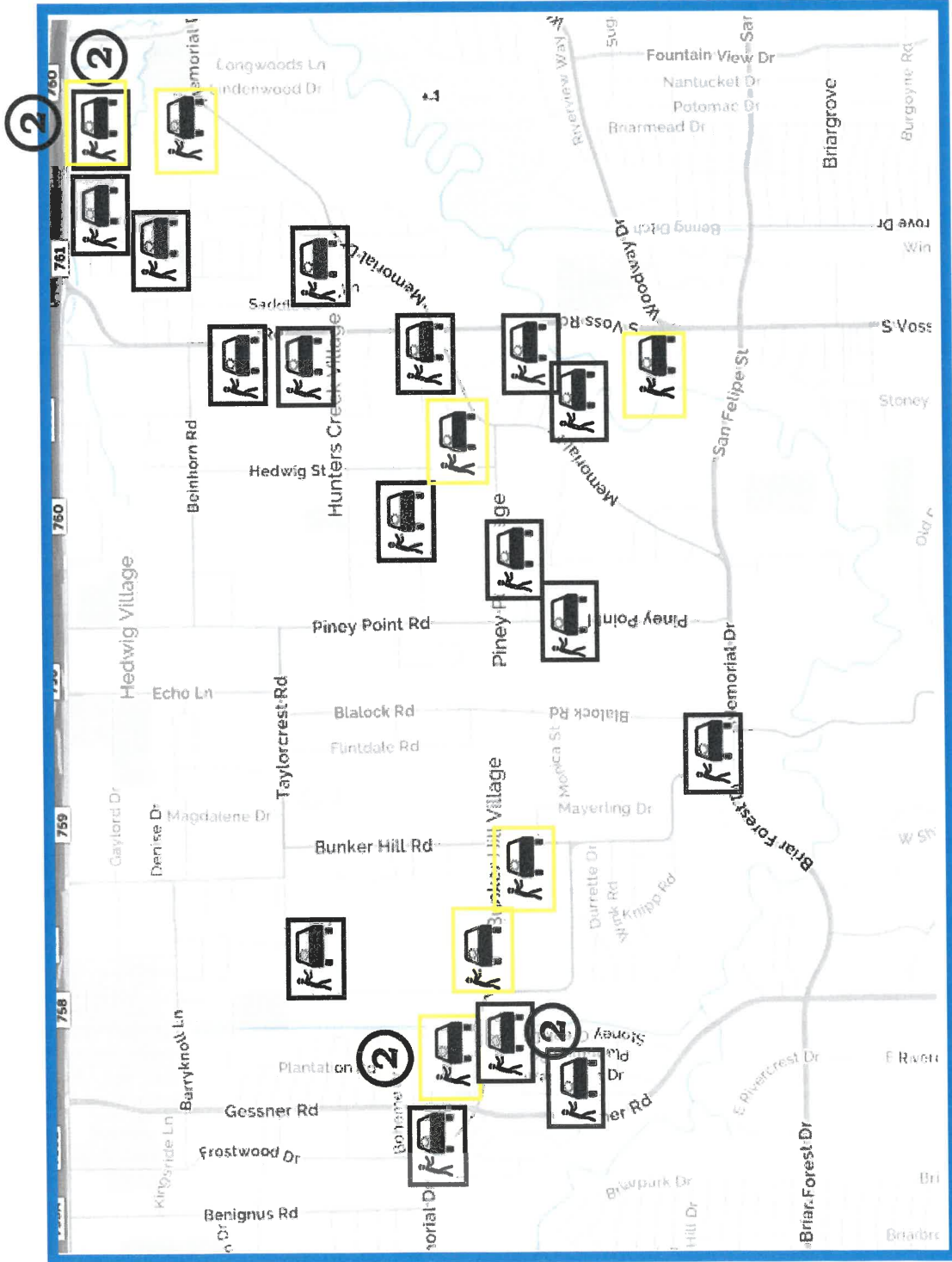
Total – 30	4:54
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Fire- 21	5:37
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EMS- 9	3:36
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2020 Auto Burglary Map

Address	POE
12210 Valley Star	Side Window
11910 Broken Bough	UNL Door
933 Hickory Hollow	UNL Door
12126 Tara	Side Window
12330 Tealwood North	UNL Door
8435 Katy FWY	UNL Door
906 Flint River	UNL Door
422 Piney Point	UNL Door
11230 Hermosa	UNL Door
11106 Wickway	UNL Door
206 Caruthers	UNL Door
8333 Katy	UNL Door
12122 Memorial	Side Window
203 Plantation	UNL Door
238 Plantation	UNL Door
518 Lanecrest	Side Window
711 Riverview Way	UNL Door
836 Country Lane	UNL TK Bed
11007 Landon Ln	UNL Door
10710 Bridlewood	UNL Door
615 Hunters Grove	UNL Door
11935 Arboardale	UNL Door
212 Bylane	UNL Door
926 Huntington CV	UNL Door
337 Folwell	UNL Door
10910 Long Shadow	UNL Door
8425 Katy FWY	Slider



Daytime Burglary

Nighttime Burglary

2
3
4

ALPR Recoveries

Plate Recoveries

Num	Plate	Vehicle	Loc	Val	Links	Plate Recove	Date	Links
1	LKY5531	Kia Van	1	\$ 17,000.00	* Violent Car Jacking, 5 in custody	52385C6	2/9/2020	*
2	DWN8533	Chev Sub	8	\$ 6,000.00		LPL6079	7/21/2020	* son placed on vehicle
3	CKG0716	Lexus 460	1	\$ 24,000.00	* Suspects x2, ID Theft, Property from Burgs	CAHF59	8/1/2020	* Mobile Lab
4	59412R8	Range Rov.	V	\$ 60,000.00	* Vehicle bought with stolen ID	FJM2107	9/12/2020	
5	LNF5778	Ford Expec	5	\$ 40,000.00	* ID Theft/ Austin 20+ victims			
6	MBX2543	Chev Impa	1	\$ 1,200.00	* Purchased from suspect in 19-17 ALPR Case			
7	LGC1533	Toy Camar	14	\$ 2,100.00	* Purchased on-line ref to HPD			
8	LYN1197	Hon CRV	2	\$ 2,000.00	Recovered by Victim on Gessner drove to PD			
9	KSP2109	Toy camry	10	\$ 8,000.00				
10	DRF5499	Toy camry	Trailer	\$ 6,500.00	* Runaway, Carjacking Suspect			
11	BNV7346	Toy P/U	2	\$ 11,000.00	* Suspects x2, Mail Theft with Mail Keys			
12	JKF7019	Chev Mali	8	\$ 2,000.00	*Stolen Veh out of Pearland, w Suspect			
13	47330A8	Merc Benz	10	\$ 52,000.00	* Purchased with Fake ID			
14	LJT7662	Chev Cruiz.	17	\$ 19,000.00	* Vehilce full of stolen ID's and Mail			
15	HKZ4316	Ford EC1	V	\$ 12,000.00	* Van had sus w/bolt cutters and Drugs			
16	MMS5222	Nis Alt	11	\$ 5,500.00	Hedwig took case			
17	LTL9962	Toyt Avagr	8	\$ 4,500.00	* suspects in HPD ID Theft Ring			* Fraud/Crime Link
18	N539442	Kia Sol	8	\$ 12,500.00	* Wanted Robbery Suspect LA			** Targeting Immigrants
19	1BP7493	Nis Path	17	\$ 18,500.00	*ID theft Ring from Austin, Fake ID's Cc's			***Selling unreg veh's to immigrants
20	63520D1	Scion TC	4	\$ 3,400.00				
21	NBH4099	Kia Opt	V	\$ 22,000.00	* Armed Robb Suspects HPD			
22	HHZ7533	Toy Cam	7	\$ 14,000.00	*Missing Person			V=Mobile Unit on Voss
23	CT9A5H	Dod Charg.	9	\$ 16,500.00	* Embezzled out of LA			
24	MMT3827	Jeep Chek	20	\$ 14,500.00	* Felony Warrants x2 BMV			
25	FYC2648	Dodge PU	25	\$ 18,500.00	* Identity Theft, Poss of Narcotics			Firearm in vehicle
26	T0388H	DodgeTOV	19	\$ 30,000.00				
27	LCR9410	Ford Exp	2	\$ 40,000.00	* ID, Mail, Mail Keys, Meth			
28	BHJ6450	Honda CRV	2	\$ 11,000.00	Juvenile			
29	HZM8530	Kia 4Dr	8	\$ 18,000.00	Pursuit 1 in-custody			
30	MGS6183	Jeep Chek	2	\$ 28,500.00	*2 In-Custody, Drugs, Fel Warrant			
31	BNZF91	Jeep Wrg	7	\$ 27,000.00	* Drugs, Fraud			
32	DV1PZW	Ford EXP	1	\$ 37,000.00	* Stolen ID and CC's Habitual Offender 13 prior's			
33	LYD6496	HYD Ein	22	\$ 19,000.00	* Lyft Driver Rental Car Embezzlement			
34	72948F5	Toy Cam	19	\$ 23,500.00	** Clucked Vehicle			
35	KGX8019	Lex R35	23	\$ 42,000.00	** Clucked Vehicle			
36	HMV0501	GMC Trav	14	\$ 32,000.00	* BMV suspects noone in Custody, but recovery			
37	NDK8788	Chev PU	22	\$ 23,700.00	DA No Charges			

38	LJR0496	Honda Civ	24	\$	18,500.00	
39	73110Y9	Ford Tau	Station	\$	16,300.00	
40	MKN7371	Toy Cam	21	\$	14,500.00	* Serial UUMV/Fugitive
41	NFH6659	Dog Chall	19	\$	40,000.00	* Fraudulent Rental
42	700CLG LA	Ford Fus	19	\$	8,700.00	* Fugitive
43	LXV1127	Jeep Chek	21	\$	17,100.00	* Fraudulent Rental from May
44	HBF6280	Cadi CTS	4	\$	52,900.00	
45	73101Z9	LEX300	19	\$	9,700.00	*Drive Off Test Drive fraud
46	HSN0644	BMW	23+	\$	18,500.00	* repeat auto theft offender
47	JBP7999	Ford F150	8	\$	17,000.00	DA no Prosecution
48	A037967	Uhaul	8	\$	5,000.00	* Fugitive Burglar/Drugs
49	BVE4585	Ford Esc	8	\$	21,000.00	*Theft from Steinmart
50	LWK5154	Jeep	Coins	\$	18,500.00	
51	CBK7374	Niss	22	\$	6,000.00	* Auto Theft Ring
52	LPF7785	Jeep	22	\$	22,500.00	\$1,000,000
53	MEB1DV	Ford	23	\$	28,700.00	* 2 cash Registers
					2020 Value	\$ 1,039,300.00
					2019 Value	\$ 438,000.00
					Program Total	\$ 1,477,300.00

INVESTIGATIVE LEADS

1	LGC4007	Arrested	ALPR HIT 10-29 Elder Fraud	*
2	63047B4	Id'd	FTSI located via ALPR	
3	LJN4457	Missing Per	Used ALPR to ID veh that picked up Victim	
4	KAP2527	Armed Robbery	ALPR ID's Suspect	
5	68043P9	Theft	ALPR used to ID Veh	
6	MHR6945	Missing Person-Located		
7	MBW6126	Theft Suspect of Lawn Equipment		
8	FCR1051	Mail Thieves w/warrants	ALPR ID & located	
9	BXV0324	Jugger HPD Case on Hickory Ridge.	ALPR ID Suspect	
10	MVG4555	Theft by Amazon Driver	ALPR ID Vehicle - Arrest	
11	HDS4070	Armed Robbery Houston	Gun Recovered During Pursuit	
12	MHM4490	Thefts suspects	ALPR ID'd Vehicle. 2 cases	
13	79285C7	BMV Suspect	ALPR ID'd Vehicle	
14	JPB0636	Robbery Suspects	ID'd and Arrested HPD MVPD 20-0548	
15	NHM3757	Endangered Person-Suicidal	Stopped and confirmed okay	

2020 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	7:46:27	4:07:52	7:15:21	10:53:17	6:14:25	8:17:42	11:00:34	8:15:22	7:23:48	10:36:28	7:47:02			5
BIEHUNKO, JOHN	13:02:04	14:54:33	9:01:13	16:30:24	10:16:57	9:50:04	16:17:59	7:04:56	10:00:03	7:11:12	10:49:54			2
BOGGUS, LARRY	20:23:44	15:24:33	16:44:41	10:13:20	16:13:24	7:14:25	2:29:22	11:43:44	14:47:17	15:05:33	12:32:47			4
BRACHT, DANIEL	14:03:18	15:34:43	12:36:45	9:17:50	6:59:14	9:39:29	11:00:39	6:28:03	5:15:53	8:33:37	10:24:01			2
BURLESON, Jason	7:45:56	13:35:03	7:16:26	7:33:38	13:44:01	15:35:04	14:08:59	13:42:11	6:31:06	15:33:54	13:50:00			2
CADENA, VANESSA	20:57:17	17:39:42	18:40:55	16:47:33	19:28:19	14:46:17	2:46:18	11:26:50	5:22:52	15:24:20	15:57:09			1
CANALES, RALPH EDWARD	14:39:35	13:47:14	9:58:28	9:29:05	14:47:51	8:26:53	11:47:34	5:33:19	8:35:32	12:04:17	5:34:13			4
CERNY, BLAIR C.	4:49:50	19:25:49	11:58:56	17:43:42	18:09:37	16:07:02	25:25:00	13:54:33	12:21:04	12:01:16	22:42:18			4
HARWOOD, NICHOLAS	13:39:36	14:10:55	2:17:22	10:59:38	12:04:32	13:16:02	20:54:02	15:04:14	14:26:57	13:30:36	14:46:34			11
JARVIS, RICHARD	38:52:26	22:25:37	10:04:09	8:52:25	20:29:48	13:44:40	20:01:30	16:53:46	15:37:44	22:54:46	16:29:34			9
JOLIVET, CHARLES	17:12:39	18:35:09	6:19:11	6:59:44	16:10:15	10:16:14	12:10:54	13:54:24	4:48:49	13:10:10	5:42:34			
JONES, ERIC	1:40:48	0:00:00	2:52:11	1:29:07	2:27:34	0:25:53	5:45:14	0:08:23	0:00:00	0:00:00	0:35:28			
KELSO JR, RONALD K	2:44:33	6:12:45	0:24:12	16:20:06	8:23:13	7:12:12	3:06:19	5:09:58	0:00:00	3:50:05	4:21:04			
LERMA, FRANK	5:38:37	15:52:34	1:54:02	9:32:00	3:47:07	2:53:57	0:00:00	0:19:42	4:50:52	8:59:07	4:39:24			
MCELVANY, ROBERT	8:18:04	14:18:27	12:47:52	10:23:58	1:51:46	4:22:07	12:08:06	7:25:00	7:17:26	13:49:18	10:40:47			3
MILLER, OSCAR	2:42:40	15:29:03	9:17:31	13:29:32	10:14:55	15:13:35	17:19:27	8:55:21	11:54:53	14:22:33	8:36:02			2
NASH, CHRISTOPHER	28:31:10	28:35:23	19:13:08	18:20:54	18:53:26	24:06:02	7:47:27	0:00:00	11:37:08	14:01:45	18:24:13			6
NOWLIN, DONALD L	11:12:43	1:30:29	0:00:00	11:29:15	15:24:28	12:50:23	15:35:57	12:22:39	11:45:48	21:40:14	18:53:29			2
OWENS, LANE	0:14:42	1:48:32	8:48:47	7:55:45	10:51:53	0:34:20	8:22:18	7:01:11	2:59:07	7:10:56	4:57:45			
PAYLOCK, JAMES ADAM	6:22:26	11:48:32	5:55:59	18:10:13	10:57:33	12:48:04	5:29:29	3:42:23	1:57:00	5:43:27	0:44:04			1
RODRIGUEZ, CHRISTOPHER	5:12:41	4:39:42	0:00:00	14:00:33	9:29:01	17:06:51	2:13:10	6:48:34	6:31:58	0:00:00	0:23:34			
SCHANMEIR, CHRISTIAN	12:06:22	14:35:02	12:46:49	4:02:00	2:32:10	1:55:46	4:52:32	0:50:24	0:28:57	0:00:00	0:23:34			
SCHULTZ, RAYMOND	1:23:48	0:44:16	0:20:02	17:10:04	13:35:54	9:01:33	11:50:01	12:32:31	12:11:37	16:23:37	17:27:40			7
SILLIMAN, ERIC	7:52:27	17:00:02	10:25:56	17:10:04	0:41:47	0:23:28	2:12:40	2:12:34	0:00:00	0:00:00	0:51:08			1
SISSON, KYLE J	0:00:00	0:00:00	1:23:31	0:43:24	2:47:07	5:52:39	8:14:06	1:53:38	4:49:17	13:39:22	4:01:47			1
SPRINKLE, MICHAEL	4:11:54	10:11:38	6:25:27	2:50:16	2:47:07	10:17:09	7:09:53	14:21:22	15:06:52	17:45:27	11:08:13			2
TAYLOR, CRAIG	15:47:28	18:58:41	20:05:55	10:23:31	9:10:29	10:17:09	7:09:53	13:17:42	12:02:47	6:32:52	16:35:56			7
TORRES, PATRICK	1:01:08	1:02:53	12:25:13	13:19:18	9:18:02	16:46:09	9:37:53	13:17:42	12:02:47	6:32:52	16:35:56			7
TUGGLE, JAMES	13:39:46	14:26:44	12:53:29	10:32:32	10:09:11	8:19:47	8:16:12	8:02:14	11:43:40	5:47:20	11:16:21			1
VALDEZ, JUAN	19:48:46	16:17:39	19:37:12	15:04:39	15:20:13	17:21:41	13:30:50	15:22:54	6:58:04	17:26:47	12:04:54			2
VASQUEZ, MONICA				15:45:17	22:35:41	22:11:45	14:38:40	13:24:50	13:19:40	20:31:01	20:27:39			16
WHITE, TERRY	16:06:36	28:42:38	14:37:43	14:27:56	16:39:05	13:03:26	15:18:40	13:29:47	12:20:12	27:03:28	13:09:37			2
* = Admin Asmt.														68
202														

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
Dispatch Committed Time														Totals
911 Phone Calls	422	548	395	299	262	289	316	263	257	279	280			3610
3700 Phone Calls	2612	2306	2341	2395	2452	2528	2631	2204	2086	2268	1982			25805
DP General Phone Calls*	62:09:26	63:05:30	40:09:43	40:19:19	44:50:50	60:56:59	68:36:49	58:17:23	53:09:32	56:33:57	43:36:09			

* This is the minimal time as all internal calls route through the 3700 number.



Memorial Villages Police Department
 11981 Memorial Drive
 Houston, Texas 77024
 Tel. (713) 365-3701

Raymond Schultz
 Chief of Police

January 11, 2020

TO: MVPD Police Commissioners
 FROM: R. Schultz, Chief of Police
 REF: December Monthly Report

During the month of December MVPD responded/handled a total of 6,436 calls/incidents. 4,813 House watch checks were conducted. 265 traffic stops were initiated with 248 citations being issued for 460 violations. (Note: 20 Assists in Hedwig, 84 in Houston, 6 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	2205/34182	1790/30460	1	86	2@3:36
Piney Point:	1824/25843	1345/22003	3	98	11@2:59
Hunters Creek:	2265/35623	1677/30831	9	64	9@3:39 22@3:19

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	259	Ord. Violations:	22	Speeding:	98
Accidents:	13	Information:	47	Exp. Registration:	54
ALPR Hits:	73	Suspicious Situations:	136	No Ins:	43
Assist Fire:	87	Welfare Checks:	47	No License	33
Assist EMS:	54			Stop Sign	15

This month the department generated a total of 77 police reports.

Crimes Against of Persons (2)
 Agg Assault (DV) 2

Crimes Against Property (28)
 Burglary of a Motor Vehicle 2
 Fraud/ID 15
 Theft Misd. 6

Motor Vehicle Theft 3
 Credit Card Abuse 1
 Unlawful Use of a Motor Vehicle 1

Petty/Quality of Life Crimes/Events (47)
 ALPR Hits (valid) 8
 Misc. Reports 35
 Overdose 1

Vandalism 2
 Mental Health Order 1

Arrest Summary: Individuals Arrested (12)
 Warrants 4
 Class 3 Arrests 5

Felony 2
 DWI 1

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	4,757,898	4,815,125	98.8%
• Operating Expense:	800,242	896,837	89.2%
• Total M&O Expenditures:	5,558,140	5,711,962	97.8%
• Capital Expenses:	138,150	138,000	100%
• Net Expenses:	5,726,290	5,849,962	98%

Follow-up on Previous Month Items/Requests from Commission

- The 2021 RFP for employee Health Care Insurance providers has been initiated. This year will also include supplemental Insurance, Vision and Dental Insurance.

Personnel Changes/Issues/Updates

- Two officers were placed on COVID leave as the result of an exposure to a confirmed positive family member. One employee has returned to duty.
- Annual Evaluations were completed for all employees.
- All employees finished up completing the 2020 physical assessments. Due to COVID protocols they were self-assessments. As a result of the testing, one employee is being set-up with a physical conditioning plan to assist him with improving his anaerobic condition.
- 2020 Annual Physical Examinations were completed, and documentation received by the HR manager.
- One of our CID detectives has decided to rotate patrol in January. An opening for a detective has been posted and a selection process has been initiated. 8 officers have showed interest in the CID position.
- Dispatch personnel held their annual work bid and have made seniority-based shift changes.
- Eligible Personnel have been scheduled to receive approved annual salary adjustments effective 1/2/21.

Major/Significant Events

- On December 17, 2020 officers escorted the Annual Twinkle Light Parade through Bunker Hill. The department also had 2 floats in the parade. Attendance was high and there were no issues with traffic.
- 12/30/20 at 14:00 Hours. Officers dealt with a resident who had been threatening suicide and making threats to harm others. Officers attempted to negotiate with the subject who refused to communicate with them. The subject attempted to flee from his home and was taken into custody by officers. The subject was found to be in possession of an assault rifle, handgun and 160 rounds of ammunition.

Status Update on any Major Projects

- MVPD participated in pre-construction meetings with BH and BHE Staff for the construction and traffic management plan for the new school. A signage plan was put together, and an operational plan prepared for first the 90 days of the project.
- The ALPR project completed 2020 with 61 stolen vehicle recoveries, 5 Missing persons recoveries and 1 fugitive apprehension. The value of the recovered stolen vehicles was estimated at \$1.1 million dollars.

V-LINC new registrations in December: +28

BH – 1291 (+11)

PP – 898 (+6)

HC – 1356 (+8)

Out of Area – 449 (+3)

December VFD Assists

Calls received directly by MVPD via 911/3700

<u>Priority Events</u>	<u>Average Response Times</u>
------------------------	-------------------------------

Total – 7	2:55
-----------	------

Fire – 2	2:48
----------	------

EMS – 5	3:06
---------	------

By Village

BH Fire – 0	0
-------------	---

BH EMS – 1	4:18
------------	------

PP Fire – 1	2:12
-------------	------

PP EMS – 2	1:54
------------	------

HC Fire -1	2:43
------------	------

HC EMS -2	3:41
-----------	------

Combined VFD Events (Priority + Radio)

Total – 57	3:38
------------	------

Fire – 42	3:40
-----------	------

EMS – 15	3:37
----------	------

Radio Call Events

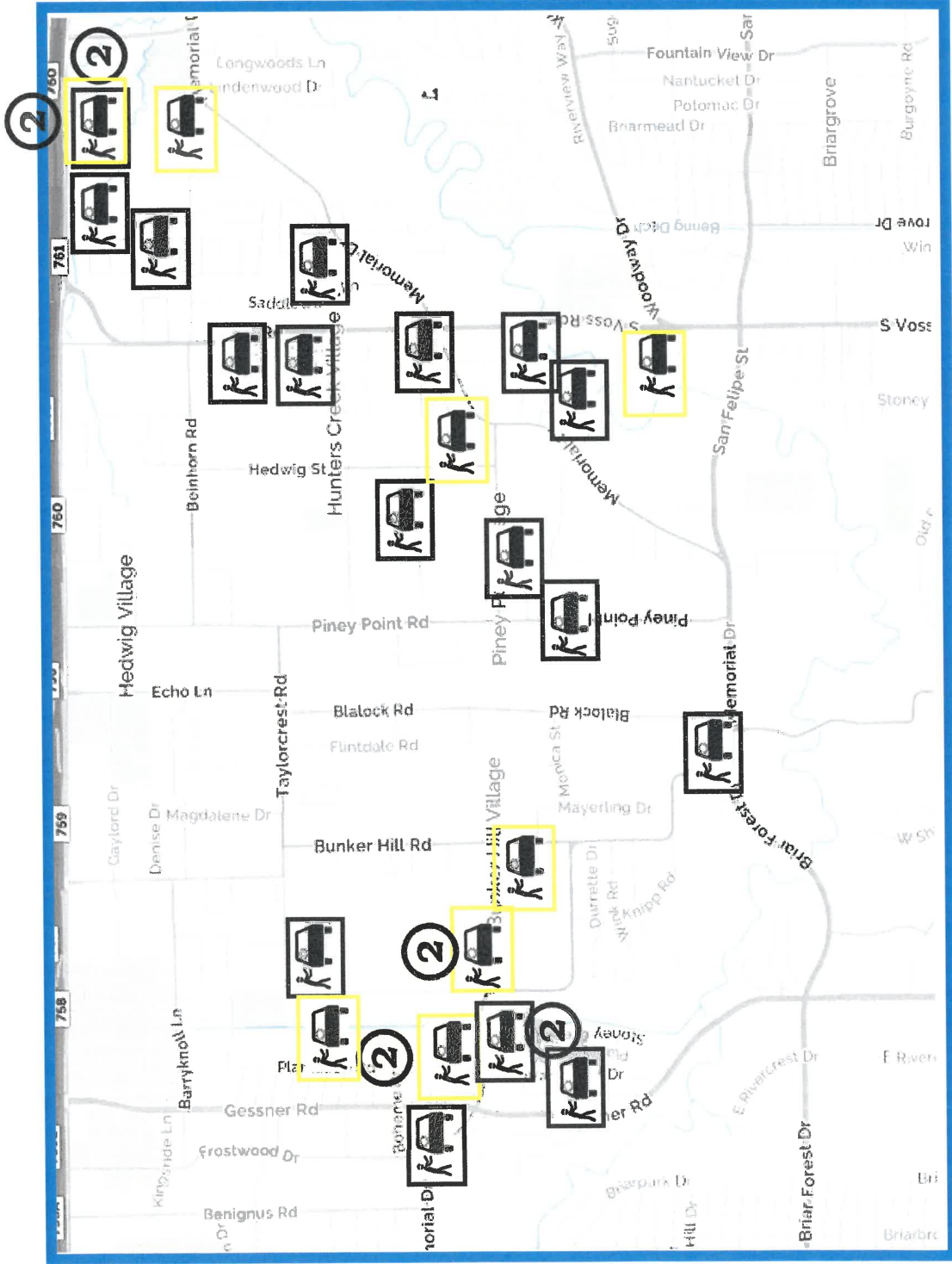
Total – 50	3:46
------------	------

Fire- 40	3:43
----------	------

EMS- 10	3:55
---------	------

2020 Auto Burglary Map

Address	POE
12210 Valley Star	Side Window
11910 Broken Bough	UNL Door
933 Hickory Hollow	UNL Door
12126 Tara	Side Window
12330 Tealwood North	UNL Door
8435 Katy FWY	UNL Door
906 Flint River	UNL Door
422 Piney Point	UNL Door
11230 Hermosa	UNL Door
11106 Wickway	UNL Door
206 Caruthers	UNL Door
8333 Katy	UNL Door
12122 Memorial	Side Window
203 Plantation	UNL Door
238 Plantation	UNL Door
518 Lanecrest	Side Window
711 Riverview Way	UNL Door
836 Country Lane	UNL TK Bed
11007 Landon Ln	UNL Door
10710 Bridlewood	UNL Door
615 Hunters Grove	UNL Door
11935 Arbordale	UNL Door
212 Bylane	UNL Door
926 Huntington CV	UNL Door
337 Folwell	UNL Door
10910 Long Shadow	UNL Door
8425 Katy FWY	Slider
11901 Heritage Ln	UNL Door
11934 Arbordale	Rear Window



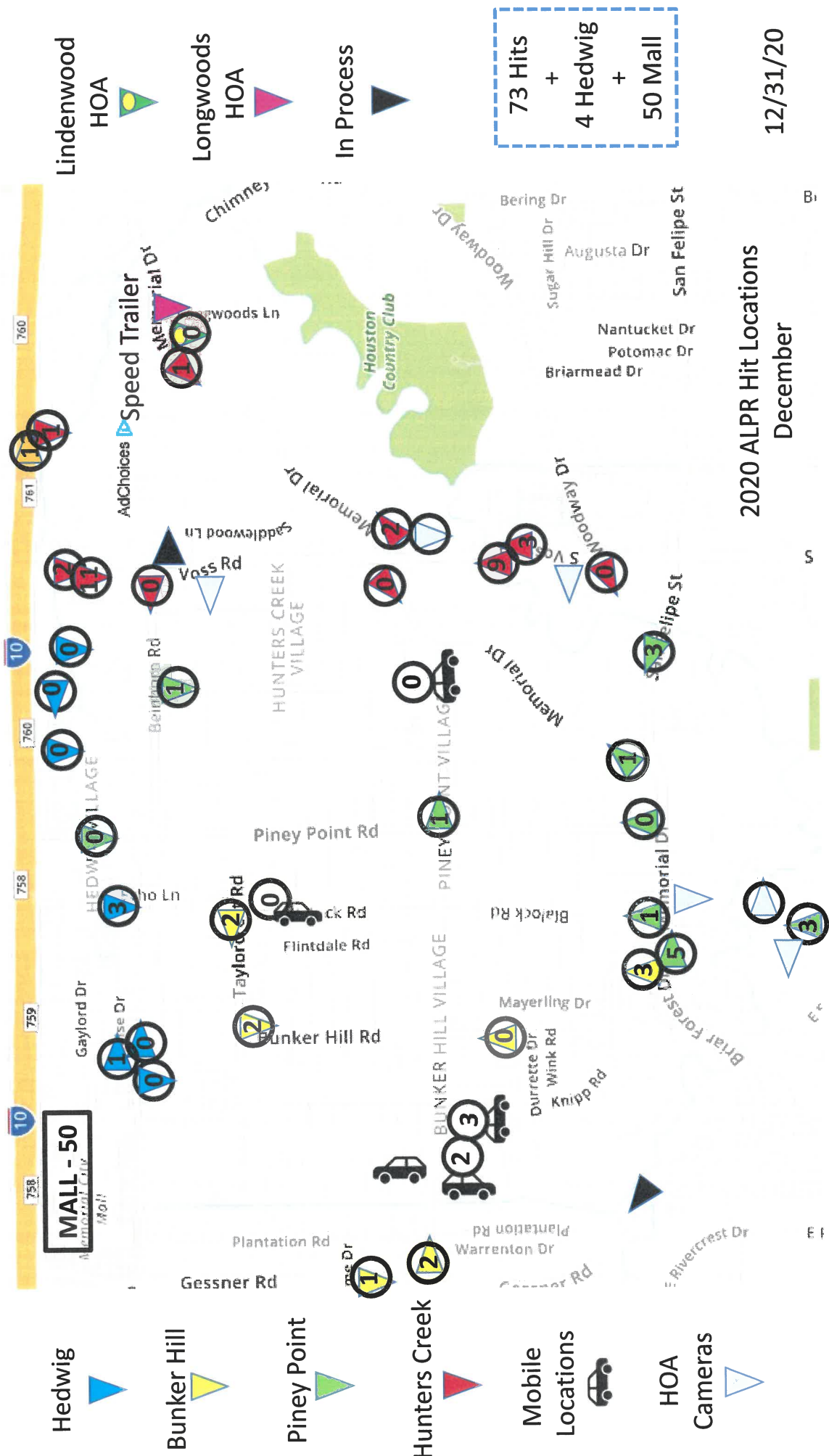


Daytime Burglary



Nighttime Burglary

2
3
4



MALL - 50
Memorial Dr

73 Hits
+
4 Hedwig
+
50 Mall

Hedwig

Bunker Hill

Piney Point

Hunters Creek

Mobile Locations

HOA Cameras

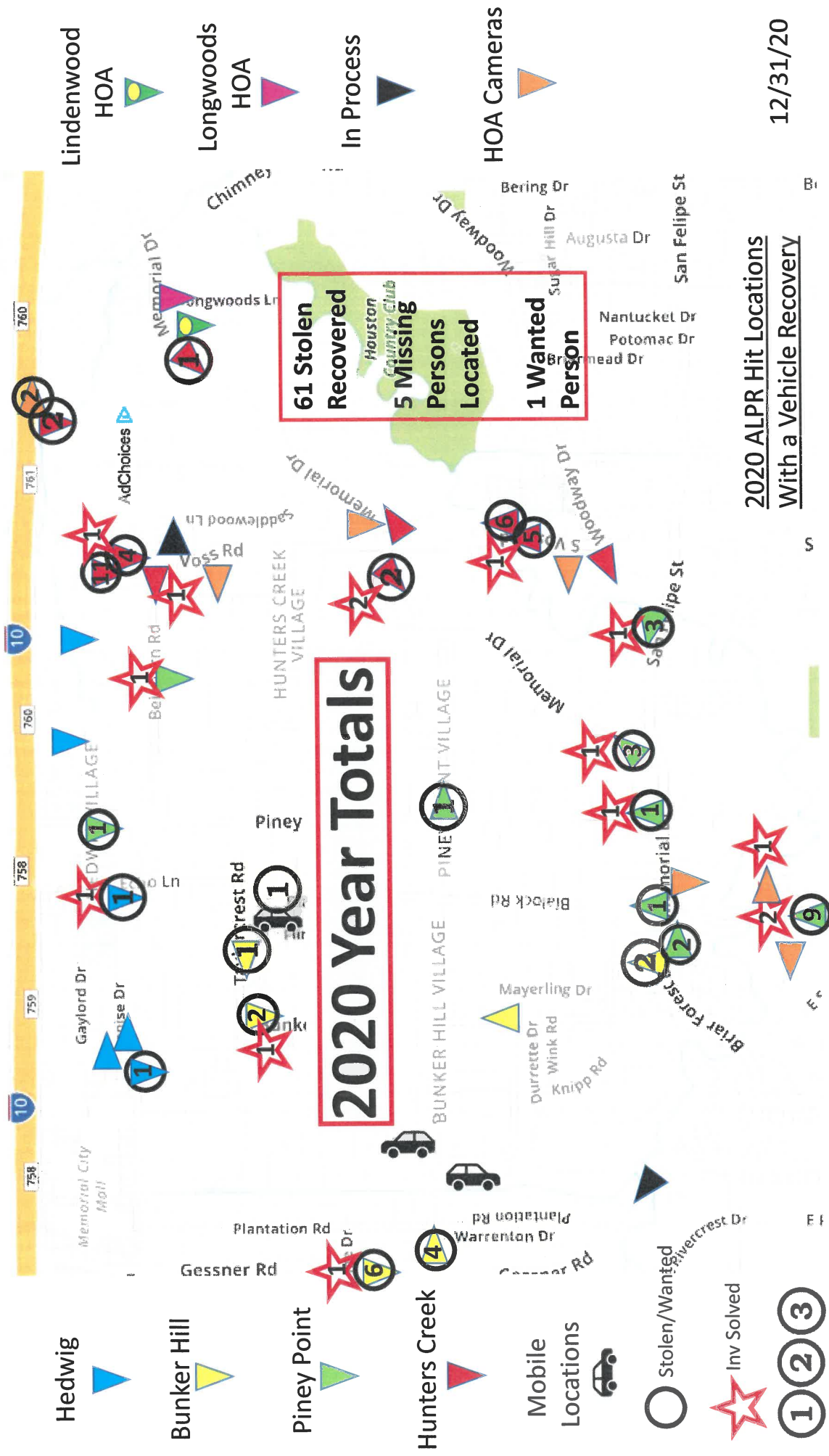
In Process

Lindenwood HOA

Longwoods HOA

2020 ALPR Hit Locations
December

12/31/20



2020 Year Totals

61 Stolen Recovered
 5 Missing Persons Located
 1 Wanted Person

2020 ALPR Hit Locations
With a Vehicle Recovery

12/31/20

1 2 3

○ Stolen/Wanted

★ Inv Solved

🚗 Mobile Locations

Piney Point

Hunters Creek

Bunker Hill

Hedwig

Lindenwood HOA

Longwoods HOA

In Process

HOA Cameras

E F

S

B

Num	Plate	Vehicle	ALPR Recoveries			Links
			Loc	Val		
1	KHM2376	Ford F350	22	\$ 48,000.00	Drugs-Meth	1/5/2021

Plate Recoveries		
Plate Recove	Date	Links

Firearm in vehicle

2021 Value	\$ 48,000.00
2020 Value	\$ 1,147,500.00
2019 Value	\$ 438,000.00
<u>Program Total</u>	\$ 1,633,500.00

INVESTIGATIVE LEADS

2020 Total Incidents

2020	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	1	10	96	107	51	7824	6112	3248	2733	2166	1690	2117	1614
February	3	16	82	101	42	6182	4519	2148	1690	1578	1135	2201	1672
March	1	21	40	62	6	7095	6188	2767	2511	1635	1371	2607	2300
April	1	19	41	61	11	6390	5470	1897	1669	2067	1771	2356	2025
May	4	25	39	68	9	7354	6352	2187	1919	2208	1931	2912	2500
June	1	24	36	61	6	10053	8983	3602	3283	2904	2614	3499	3085
July	1	26	49	76	12	12864	12032	4858	4635	3583	3332	4362	4052
August	2	21	40	63	8	11704	10812	3852	3616	2869	2593	4936	4601
September	0	18	37	55	5	8331	7517	3238	2915	1891	1658	3241	2941
October	1	43	36	80	11	6825	5773	2133	1884	1795	1490	2781	2399
November	2	18	48	68	5	5827	4861	2047	1815	1323	1073	2346	1965
December	2	28	47	77	12	6436	4813	2205	1790	1824	1345	2265	1677
Total	19	269	591	879	178	96885	83432	34182	30460	25843	22003	35623	30831

2019 Totals	19	159	1001	1179	580	113459	91672	40711	34541	28785	22638	40905	34223
Difference	0	(+100)	(-410)	(-300)	(-402)	(-16574)	(-8240)	(-6529)	(-4081)	(-2942)	(-635)	(-5312)	(-3392)
% Change	0	69.1	-40.9	-25.4	-69.3	-14.6	-8.9	-16	-16	-10.2	-2.8	-12.9	-9.9

2020 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	7:46:27	4:07:52	7:15:21	10:53:17	6:14:25	8:17:42	11:00:34	8:15:22	7:23:48	10:36:28	7:47:02	6:25:21	1	5
BIEHUNKO, JOHN	13:02:04	14:54:33	9:01:13	16:30:24	10:16:57	9:50:04	16:17:59	7:04:56	10:00:03	7:11:12	10:49:54	12:43:51	2	13
BOGGUS, LARRY	20:23:44	15:24:33	16:44:41	10:13:20	16:13:24	7:14:25	2:29:22	11:43:44	14:47:17	15:05:33	12:32:47	11:28:28	3	6
BRACHT, DANIEL	14:03:18	15:34:43	12:36:45	9:17:50	6:59:14	9:39:29	11:00:39	6:28:03	5:15:53	8:33:37	10:24:01	12:20:24	0	9
BURLESON, Jason	7:45:56	13:35:03	7:16:26	7:33:38	13:44:01	15:35:04	14:08:59	13:42:11	6:31:06	15:33:54	13:50:00	9:17:54	2	
CADENA, VANESSA	20:57:17	17:39:42	18:40:55	16:47:33	19:28:19	14:46:17	2:46:18	11:26:50	5:22:52	15:24:20	15:57:09	24:08:02	4	2
CANALES, RALPH EDWARD	14:39:35	13:47:14	9:58:28	9:29:05	14:47:51	8:26:53	11:47:34	5:33:19	8:35:32	12:04:17	5:34:13	10:58:55	4	14
CERNY, BLAIR C.	4:49:50	19:25:49	11:58:56	17:43:42	18:09:37	16:07:02	25:25:00	13:54:33	12:21:04	12:01:16	22:42:18	13:49:45	7	4
HARWOOD, NICHOLAS	13:39:36	14:10:55	2:17:22	10:59:38	12:04:32	13:16:02	20:54:02	15:04:14	14:26:57	13:30:36	14:46:34	15:43:58	4	28
JARVIS, RICHARD	38:52:26	22:25:37	10:04:09	8:52:25	20:29:48	13:44:40	20:01:30	16:53:46	15:37:44	22:54:46	16:29:34	20:37:17	11	16
JOLIVET, CHARLES	17:12:39	18:35:09	6:19:11	6:59:44	16:10:15	10:16:14	12:10:54	13:54:24	4:48:49	13:10:10	5:42:34	20:30:09	1	
JONES, ERIC	1:40:48	0:00:00	2:52:11	1:29:07	2:27:34	0:25:53	5:45:14	0:08:23	0:00:00	0:00:00	0:35:28	0:18:51		
KELSO JR, RONALD K	2:44:33	6:12:45	0:24:12	16:20:06	8:23:13	7:12:12	3:06:19	5:09:58	0:00:00	3:50:05	4:21:04	0:19:44		
LERMA, FRANK	5:38:37	15:52:34	1:54:02	9:32:00	3:47:07	2:53:57	0:00:00	0:19:42	4:50:52	8:59:07	4:39:24	4:38:41	1	
MCELVANY, ROBERT	8:18:04	14:18:27	12:47:52	10:23:58	1:51:46	4:22:07	12:08:06	7:25:00	7:17:26	13:49:18	10:40:47	19:51:07	3	
MILLER, OSCAR	2:42:40	2:51:20	8:34:23	13:29:32	10:14:55	15:13:35	17:19:27	8:55:21	11:54:53	14:22:33	8:36:02	12:06:06	3	
NASH, CHRISTOPHER	28:31:10	15:29:03	19:13:08	18:20:54	18:53:26	24:06:02	7:47:27	0:00:00	11:37:08	14:01:45	18:24:13	18:58:32	7	4
NOWLIN, DONALD L	11:12:43	28:35:23	9:17:31	11:29:15	15:24:28	12:50:23	15:35:57	12:22:39	11:45:48	21:40:14	18:53:29	14:59:45	2	42
OWENS, LANE	0:14:42	1:30:29	0:00:00	0:00:00	1:08:53	0:00:00	0:15:57	0:00:00	1:52:55	0:16:58	0:00:00	1:19:19		
PAVLOCK, JAMES ADAM	6:22:26	11:48:32	8:48:47	7:55:45	10:51:53	0:34:20	8:22:18	7:01:11	2:59:07	7:10:56	4:57:45	11:13:55		
RODRIGUEZ, CHRISTOPHER	5:12:41	4:39:42	5:55:59	18:10:13	10:57:33	12:48:04	5:29:29	3:42:23	1:57:00	5:43:27	0:44:04	4:17:32		
SCHANMEIR, CHRISTIAN	12:06:22	14:35:02	12:46:49	14:00:33	9:29:01	17:06:51	4:52:32	6:48:34	6:31:58	0:00:00	0:23:34	0:16:06	1	
SCHULTZ, RAYMOND	1:23:48	0:44:16	0:20:02	4:02:00	2:32:10	1:55:46	4:52:32	0:50:24	0:28:57	0:00:00	0:23:34	1:54:44	5	43
SILLIMAN, ERIC	7:52:27	17:00:02	10:25:56	17:10:04	13:35:54	9:01:33	11:50:01	12:32:31	12:11:37	16:23:37	17:27:40	16:11:43		
SISSION, KYLE J	0:00:00	0:00:00	1:23:31	0:43:24	0:41:47	0:23:28	2:12:40	2:12:34	0:00:00	0:00:00	0:51:08	1:12:33		
SPRINKLE, MICHAEL	4:11:54	10:11:38	6:25:27	2:50:16	2:47:07	5:52:39	8:14:06	1:53:38	4:49:17	13:39:22	4:01:47	3:46:54	1	
TAYLOR, CRAIG	15:47:28	18:58:41	20:05:55	10:23:31	9:10:29	10:17:09	7:09:53	14:21:22	15:06:52	17:45:27	11:08:13	13:20:40	2	
TORRES, PATRICK	1:01:08	1:02:53	12:25:13	13:19:18	9:18:02	16:46:09	9:37:53	13:17:42	12:02:47	6:32:52	16:35:56	11:05:09	4	
TUGGLE, JAMES	13:39:46	14:26:44	12:53:29	10:32:32	10:09:11	8:19:47	8:16:12	8:02:14	11:43:40	5:47:20	11:16:21	15:38:10	2	10
VALDEZ, JUAN	19:48:46	16:17:39	19:37:12	15:04:39	15:20:13	17:21:41	13:30:50	15:22:54	6:58:04	17:26:47	12:04:54	20:48:01	5	18
VASQUEZ, MONICA				15:45:17	22:35:41	22:11:45	14:38:40	13:24:50	13:19:40	20:31:01	20:27:39	14:50:28	1	11
WHITE, TERRY	16:06:36	28:42:38	14:37:43	14:27:56	16:39:05	13:03:26	15:18:40	13:29:47	12:20:12	27:03:28	13:09:37	16:21:54	2	22
													77	248

* = Admin Asmt.

Dispatch Committed Time	Totals
911 Phone Calls	3961
3700 Phone Calls	28040
DP General Phone Calls*	49:08:51

* This is the minimal time as all internal calls route through the 3700 number.



AMENDMENT NO.2020-02

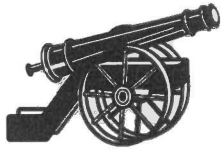
**To
The Amended Budget of the Memorial Villages Police Department
For Fiscal Year 2020
General Fund**

DESCRIPTION/PURPOSE: Reclassify budget line items. - Operating Expenditures

<u>ACCOUNT-INCREASE IN APPROPRIATIONS</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
Regular Wages	100	\$38,000.00
Auto Maintenance	310	\$6,500.00
Computers	500	\$100.00
Water/Sewer	620	\$200.00
Equipment Maintenance Contracts	700	\$6,000.00
Legal/Professional	720	\$23,000.00
Software Maintenance Contracts	740	\$200.00
Firearms Training & Ammo	830	\$400.00
COVID 19		\$48,000.00
	TOTAL	\$122,400.00

<u>ACCOUNT-(DECREASE) IN APPROPRIATIONS</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
Overtime	110	(\$25,000.00)
Court/Bailiff Overtime	115	(\$19,000.00)
Health Insurance	130	(\$30,000.00)
Workers Compensation	140	(\$5,000.00)
Damage Repair	330	(\$5,000.00)
Training & Professional Dues	840	(\$30,000.00)
Recruiting Costs	860	(\$8,400.00)
	TOTAL	(\$122,400.00)

NET EFFECT TO BUDGET IS: \$0.00



CITY OF BUNKER HILL VILLAGE

CITY COUNCIL

Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: V

Subject/Proceeding: FIRE COMMISSION LIAISON REPORT

Exhibits: Response Data through November 2020
Response Data through Year End 2020
2020 Strategic Performance Report

Clearance: Karen Glynn, City Administrator

Executive Summary

This Month's Fire Commission Liaison Report will include the following items:

- A. Update on Fire Station Construction – *David Foster, Fire Chief*
- B. Update on Activities

Fire Chief David Foster will attend the meeting via Zoom to provide an update on the Fire Station Project. The City's Liaison and Chief Foster will also provide the Activities Report and be available to discuss other current topics.

	Play Point Village	30	18						
Spring Valley Villages	25	13							
Houston	2	6							
Totals	110	75						0	

	Fire	EMS	Total	Non-Emerg	Under 6.5 minutes	Under 8 minutes	Average
Bunker Hill Village	15	11	26				
Hedwig Village	15	21	36				
Hilshire Village	1	3	4				
Hunters Creek Village	18	6	24				
Play Point Village	25	10	35				
Spring Valley Villages	13	8	21				
Houston	8	69	77				
Totals	92	161	253				

	Fire	EMS	Total	Non-Emerg	Under 6.5 minutes	Under 8 minutes	Average
Bunker Hill Village	12	8	20				
Hedwig Village	15	20	35				
Hilshire Village	2	1	3				
Hunters Creek Village	27	9	36				
Play Point Village	21	11	32				
Spring Valley Villages	29	13	42				
Houston	13	62	75				
Totals	122	184	306				

	Fire	EMS	Total	Non-Emerg	Under 6.5 minutes	Under 8 minutes	Average
Bunker Hill Village	7	12	19				
Hedwig Village	19	13	32				
Hilshire Village	0	3	3				
Hunters Creek Village	10	31	41				
Play Point Village	10	25	35				
Spring Valley Villages	12	13	25				
Houston	13	62	75				
Totals	85	148	233				

	Fire	EMS	Total	Non-Emerg	Under 6.5 minutes	Under 8 minutes	Average
Bunker Hill Village	6	10	16				
Hedwig Village	14	14	28				
Hilshire Village	0	4	4				
Hunters Creek Village	14	15	29				
Play Point Village	15	20	35				
Spring Valley Villages	19	35	54				
Houston	2	75	77				
Totals	67	143	210				

	Fire	EMS	Total	Non-Emerg	Under 6.5 minutes	Under 8 minutes	Average
Bunker Hill Village	1	1	2				
Hedwig Village	1	1	2				
Hilshire Village	1	1	2				
Hunters Creek Village	1	1	2				
Play Point Village	1	1	2				
Spring Valley Villages	1	1	2				
Houston	0	0	0				
Totals	6	6	12				

1	2			3			4			5			6			7			8			9			10			11			12			13			14			15		
	Total Number of Incidents 2020			Life Threatening (LT) EMS Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents			Life Threatening (LT) Fire Incidents					
	Fire	EMS	Total	# LT EMS	Natl Stand. 6:30	1st Resp. Time	of 90%	Natl. Stand 10:30	ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50	Response Time	of 90%	# of 2020 Calls are:	Fire	EMS	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls	% of Fire Calls								
Bunker Hill Village	157	137	294	54	4:15	100%	6:16	100%	100%	15	6:09	100%	100%	53%	47%	61	39%																									
Hedwig Village	189	200	389	114	3:28	100%	3:28	100%	100%	24	3:41	100%	100%	49%	51%	70	37%																									
Hilshire Village	17	34	51	11	3:10	100%	6:22	100%	100%	2	5:37	100%	100%	33%	67%	6	35%																									
Hunters Creek Village	281	149	430	54	3:55	100%	5:52	100%	100%	22	4:39	100%	100%	65%	35%	100	36%																									
Piney Point Village	225	137	362	52	3:07	100%	5:41	100%	100%	15	5:14	100%	100%	62%	38%	115	51%																									
Spring Valley Village	212	180	392	76	2:19	100%	4:53	100%	100%	18	4:51	100%	100%	54%	46%	47	22%																									
Houston	196	0	196																																							
Totals	1277	837	2114	361	3:22	100%	5:25	100%	100%	96	5:02	100%	100%	60%	40%	399	37%																									

Notes: ALL Response Time categories include from the receipt of the call at the Primary Dispatch to arrival on location of the responding units.

Column 1: Reflects the cities listed within the chart.

Column 2: Reflects the year to date number of "fire" type calls within each jurisdiction. Includes: fires, vehicle collisions, gas leaks, rescues, tree in roadways, and others.

Column 3: Reflects the year to date number of "EMS" calls within each jurisdiction.

Column 4: Reflects the year to date, total number of all calls within each jurisdiction.

Column 5: Reflects the year to date, number of "life threatening EMS" calls within each jurisdiction. Includes: heart attacks, strokes, seizures, cardiac arrest, seizures and others.

Column 6: Row A: Reflects the "National Standard for total response time for life threatening EMS Calls of 6 minutes 30 seconds.

Column 6: Reflects the year to date, first responder's response times for each jurisdiction.

Column 7: Row A, Reflects the National Standard of the percentage of calls which the national standard should be met: 90%

Column 7: Reflects the year to date, percentage of calls which the national standard is met during life threatening EMS calls.

Column 8 Row A: Reflects the National Standard for total response time for life threatening EMS calls for arrival of Advanced Life Support Equipment and Personnel: 10 minutes 30 seconds.

Column 8: Reflects the year to date, Advanced Life Support equipment and personnel response time for life threatening calls within each jurisdiction.

Column 9 Row A, Reflects the National Standard of the percentage of calls which the ALS standard should be met: 90%

Column 9: Reflects the year to date, percentage of calls, which the national standards is met of ALS response for each jurisdiction.

Column 10: Reflects the year to date, number of life threatening "Fire Type" calls within each jurisdiction.

Column 11: Reflects the year to date, average total response time to fire type calls within each jurisdiction.

Column 12: Reflects the year to date, percentage of life threatening fire type calls which meet or exceed the National Standard.

Column 13: Reflects the year to date, percentage of calls which our "fire type" calls.

Column 14: Reflects the year to date, percentage of call which our "EMS" calls.

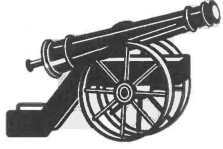
Column 15: Reflects the year to date number of Fire Alarms within each jurisdiction.

Column 16: Reflects the percentage of fire type calls which are fire alarms.



**Village Fire Department
2020 Strategic Plan Performance Report**

2020 OPERATING BUDGET	Standards/Base	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Total
Percentage if spending 100% budget		25.0%	25.0%	25.0%	16.6%	91.6%
Actual Percentage Budget Spent	100%	25.04%	23.15%	24.15%	17.17%	89.5%
Department Budget	\$6,365,470.00	\$1,593,938.18	\$1,473,703.33	\$1,537,081.75	\$1,092,719.20	\$3,067,641.51
Personnel Expenses Total	\$5,608,280.00	\$1,392,807.87	\$1,337,152.53	\$1,361,916.96	\$933,776.03	\$5,025,653.39
Percentage Personnel Budget Spent		24.83%	23.84%	24.28%	16.65%	89.6%
Overtime	\$105,000.00	\$45,904.02	\$30,040.44	\$46,189.98	\$36,551.87	\$158,686.31
% Overtime Budget Spent		43.72%	28.61%	43.99%	34.81%	151.1%
Capital Expenditures	\$79,000.00	\$5,253.60	\$19,555.34	\$5,307.11	\$13,428.78	\$43,544.83
% Capital Budget Spent		6.65%	24.75%	6.72%	17.00%	55.1%
Operational Expenditures	\$678,190.00	\$195,876.71	\$116,995.46	\$170,118.07	\$145,514.39	\$628,504.63
% Operational Budget Spent		28.88%	17.25%	25.08%	21.46%	92.7%
EMERGENCY OPERATIONS:						
Average Dispatch Time, high priority calls	60 Seconds	0:35	0:37	0:39	0:29	0:35
Average Turnout Times, high priority calls	60 seconds	0:42	0:45	0:54	0:56	0:49
Average Total Response high priority EMS calls	6:30	3:04	4:17	5:36	5:23	4:35
Average Total Response high priority fire calls	6:50	4:44	4:34	5:05	5:44	4:48
# Incidents		608	492	542	291	1933
# Responses		1051	1081	1107	612	3851
VFD Patients		255	202	206	139	802
VFD Patients Transported		188	129	129	93	539
% of Calls, second Rescue Amb. Needed		18%	17%	16%	20%	18%
EMS REVENUE:						
EMS Revenue Fund Balance		\$435,135.94	\$508,496.21	\$458,301.37	\$508,181.21	\$508,181.21
Revenue Collected, Avg Per Patient		\$330.63	\$568.68	\$509.06	\$539.02	\$461.28
Amount Billed		\$453,923.51	\$291,735.19	\$357,938.94	\$204,679.47	\$1,308,277.11
Total Revenue Received		\$62,157.94	\$73,360.27	\$65,669.16	\$47,442.71	\$248,630.08
Revenue Used as Approved by Cities		\$0.00	\$0.00	\$155,864.00	\$0.00	\$155,864.00
FIRE MARSHAL:						
# of General Plans Reviewed		15	15	23	21	53
# of Sprinkler Systems Reviewed		33	49	51	29	162
# Fires investigated		1	2	1	0	4
# Fire Citations Written		0	0	0	0	0
# INSPECTIONS YTD		144	223	572	654	654
Fire Prevention Permits		9	7	11	4	31
Residential Sprinklers to date		2034	2,049	2,063	2,078	2,078
# OF COMMUNITY Ed Events		25	4	4	4	37
% of Homes with Sprinkler Systems	6708	28%	31%	31%	31%	31%



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: VI

Subject/Proceeding: **REVIEW AND DISCUSS PROPOSED DETENTION AT BUNKER HILL ELEMENTARY SCHOOL AS RECOMMENDED BY THE CITY'S DRAINAGE COMMITTEE**

Exhibits: Power Point Presentation Outlining Benefits/Model Results

Clearance: Steve Smith, Director of Public Works/Building Official
Karen Glynn, City Administrator

Executive Summary

The Drainage Committee continues to evaluate the City's Drainage Master Plan and Priority Projects identified taking into account the results/impact of various rain events, development ordinances and redevelopment plans to make recommendations to the City Council for priority projects. In August, the City adopted the Harris County's minimum standards to be consistent across all of Harris County. This requirement including updating rain data to the NOAA Atlas 14 Rain Data. Basically, this standard makes the "Previous 500 Year Event" the "New 100 Year Event."

Over the past months, the Drainage Committee recommended and the City Council approved the City's Drainage Engineer RPS to update the City's drainage model and see the impact on the City with the new data. The Drainage Committee has been reviewing the results of the model.

In addition, Staff has been working with Bunker Hill Elementary School to discuss partnership opportunities to include detention with the school reconstruction project. Preliminary Engineering found that there may be up to 2 Acre Feet of Detention available under the proposed ball field on the site. The preliminary cost estimate was within the City's benchmark of \$1.0M per Acre-Foot. As a result, staff requested that RPS review and run the City's model to see the impact of the detention.

The results of the model exercise were presented to the Drainage Committee. The Committee found significant results in the model with the added detention. In addition, the priority of addressing street flooding exceeding 18 inches was significantly reduced in the area. As a result, the Committee recommended the Bunker Hill Elementary Detention to be the highest priority project at this time noting this opportune timing. Once construction of the school is complete, the City may not have another opportunity to obtain detention in this area.

The PowerPoint included shows the model results and will be presented and further discussed with the City Council at the meeting. In addition, staff will discuss the proposed costs and means to finance the improvements.

City of
BUNKER HILL VILLAGE

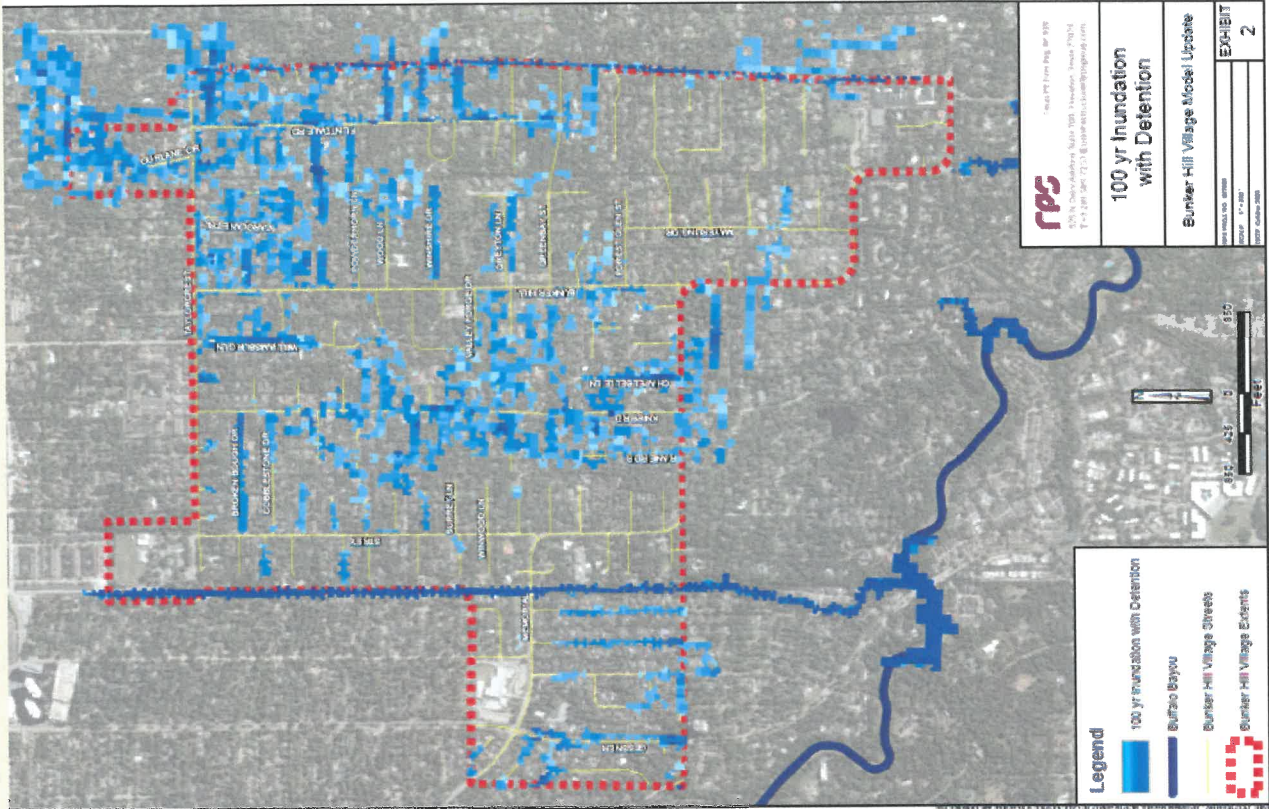
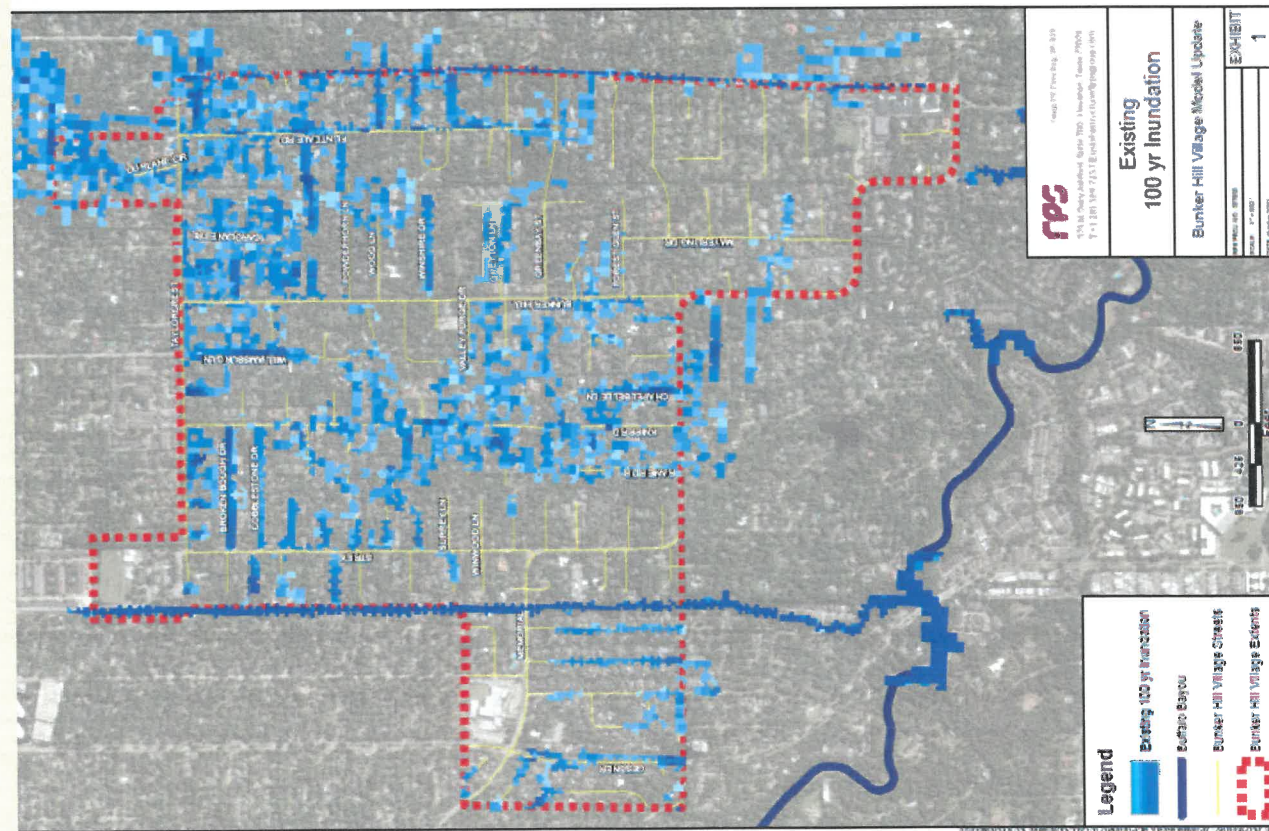
CITY COUNCIL MEETING

JANUARY 19, 2021

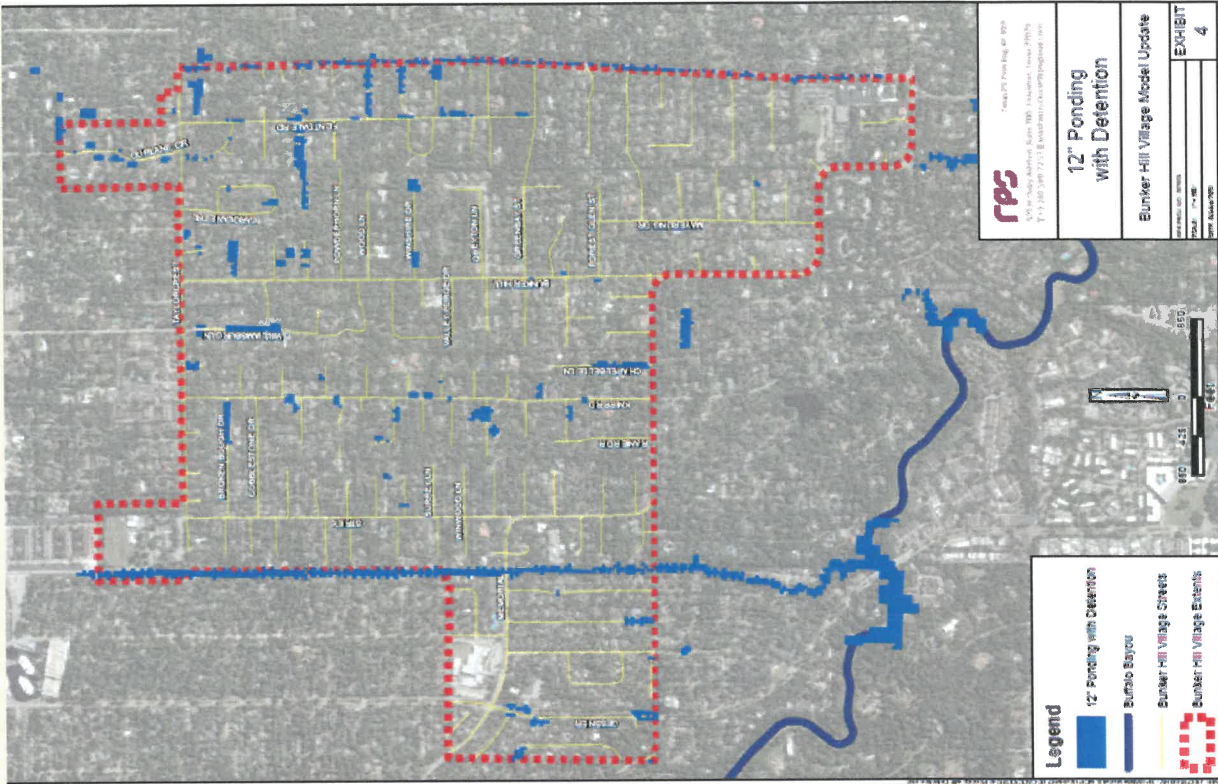
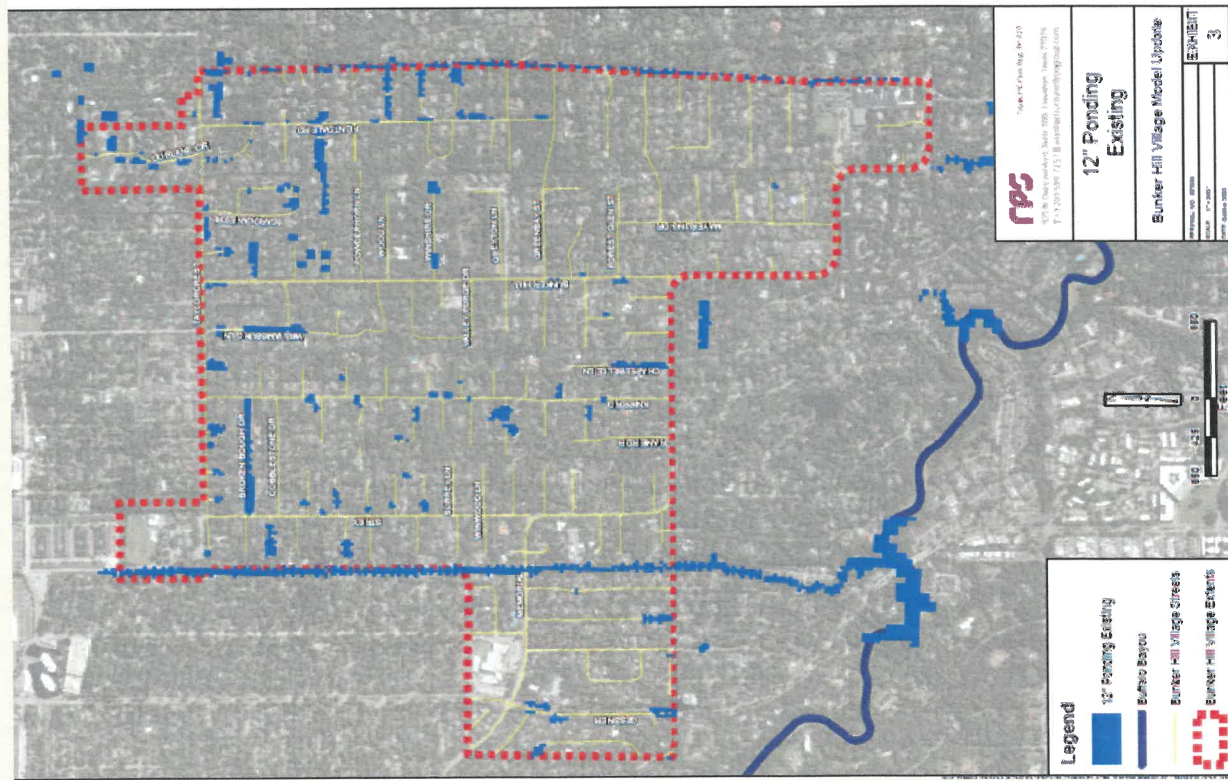


Bunker Hill Elem Detention – Results of Model

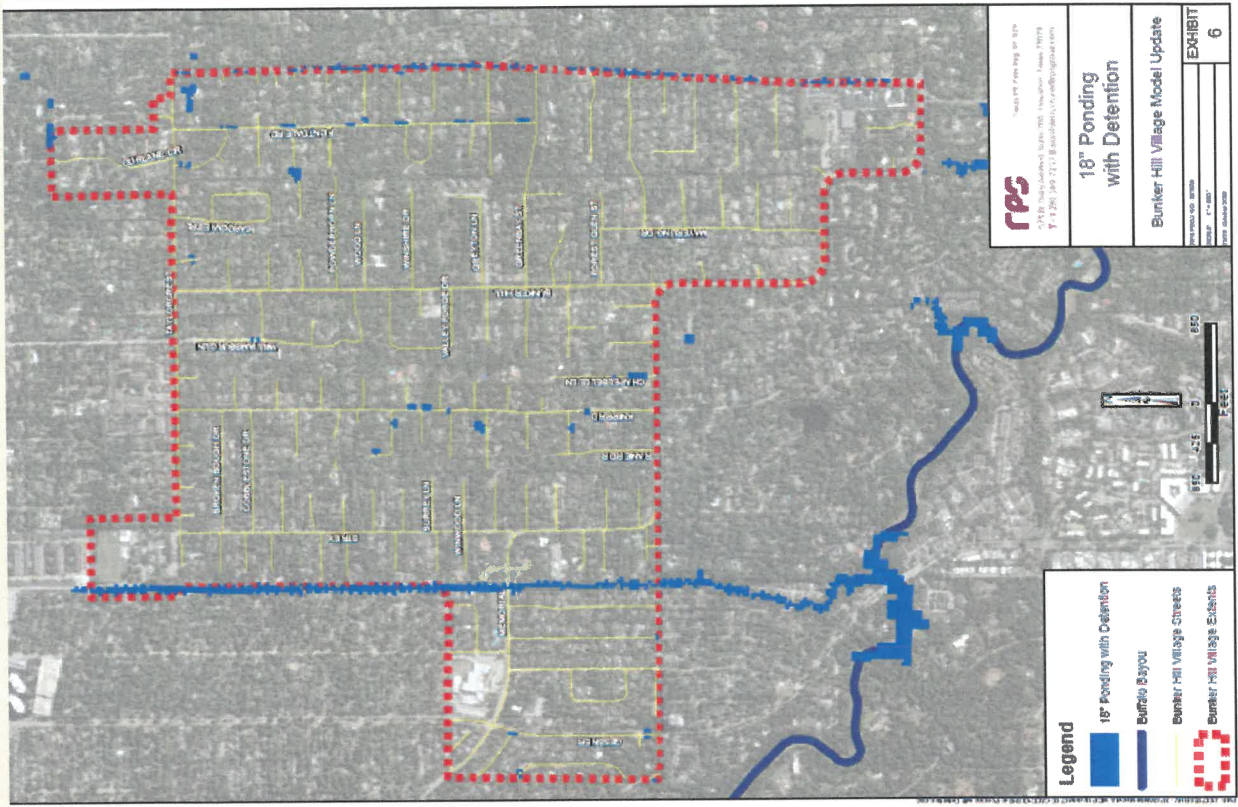
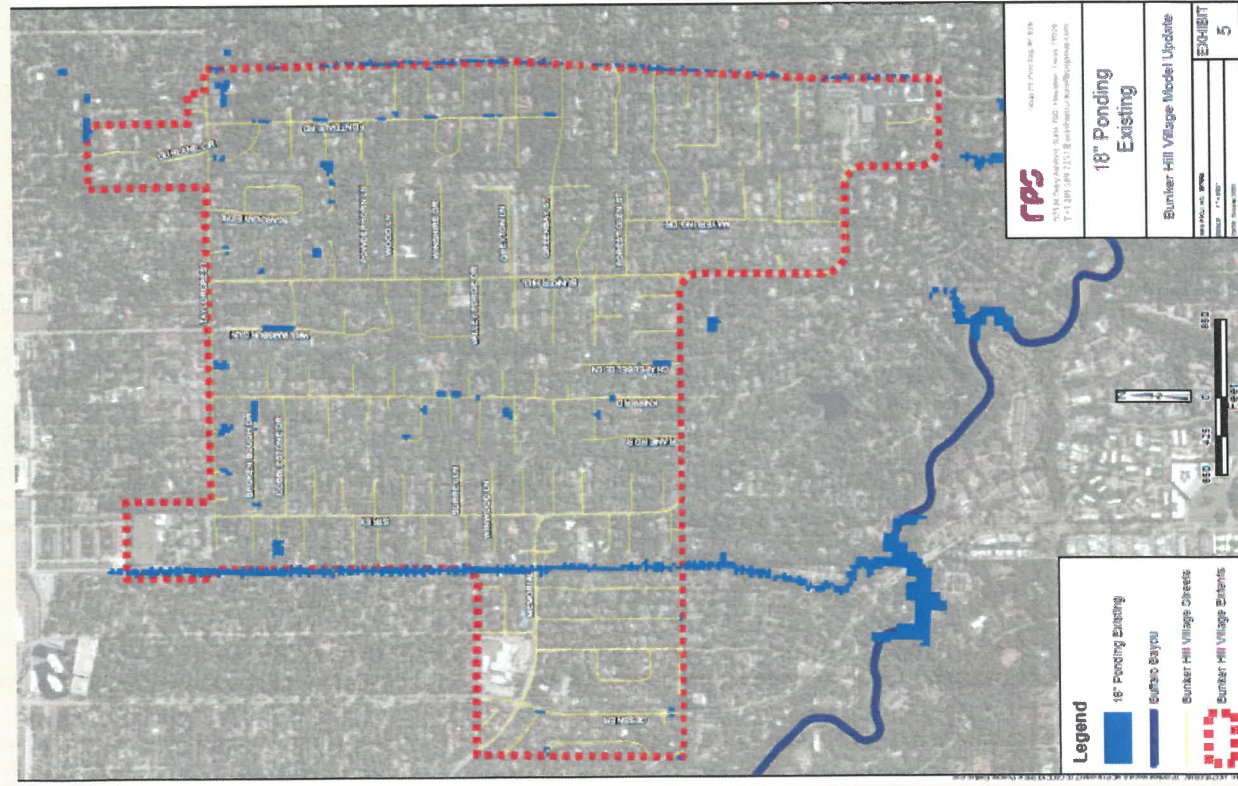
January 19, 2021



January 19, 2021



January 19, 2021



January 19, 2021

Street Name	Drainage mechanism	Center of road elevation (ft)	WSEL along center of road (ft)	Ponding length (ft)	Ponding depth (ft)	Ponding depth (in)	Duration of 18" ponding (hr)
Patrick Ct (Strey)	Curb and Gutter	76.0	78.2	150	2.2	26.4	5.0
Flint Forest Ln	Curb and Gutter	74.5	76.4	300	1.9	22.8	7.5
Willowgren Dr (Taylorcrest)	Curb and Gutter	76.0	77.9	200	1.9	22.8	3.5
Cobblestone Dr (Near Strey Ln)	Curb and Gutter	76.6	78.5	300	1.9	22.8	3.0
Huntington Park Cir (Near Taylorcrest)	Curb and Gutter	76.5	78.3	100	1.8	22.0	2.5
Godsey Ct (Near Musket)	Curb and Gutter	75.3	77.1	200	1.8	21.6	3.5
J Star Ct (Near Taylorcrest)	Curb and Gutter	76.6	78.3	150	1.7	20.4	2.5
Broken Bough Dr (Near Knipp Rd)	Curb and Gutter	76.8	78.4	300	1.6	19.2	3.0
Chapel Belle Ln	Curb and Gutter	73.5	75.1	350	1.6	19.2	2.0
Rip Van Winkle Ln (Strey)	Open Ditch	76.1	77.7	100	1.6	19.2	1.0
<i>18 inches - less than one hour</i>							
Flintwood Dr	Curb and Gutter	75.3	76.8	250	1.5	18.0	0.9
Starwood Dr	Curb and Gutter	74.1	75.6	150	1.5	18.0	0.9
Tannerlane Dr	Curb and Gutter	73.7	75.2	150	1.5	18.0	0.9
Taylorcrest Rd near Stonegate Dr	Open Ditch	75.2	76.7	100	1.5	18.0	0.9
Broken Bough Cir (Near Bunker Hill Rd)*	Open Ditch	76.2	77.4	350	1.2	14.4	N/A
*Not showing >=18" ponding depth							
<i>Private Streets:</i>							
Leisure Ln near Taylorcrest Rd (Private)	Curb and Gutter	74.7	76.9	200	2.2	26.4	6.5
Knipp Oaks (Private)	Open Ditch	75.9	77.9	200	2.0	24.0	2.0

Sorted by Ponding Depth

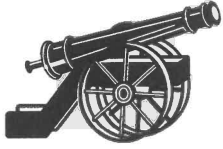
- Ponding Length > 300'
- Ponding less than 1 hour
- Private Streets

2021 Approved Budget:

Funding for Bunker Hill Elem Detention

Localized Drainage \$ 100,000

Regional Drainage/Policy \$ 500,000



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: VII

Subject/Proceeding: **CONSIDERATION AND POSSIBLE ACTION TO ISSUE CITY OF BUNKER HILL VILLAGE, TEXAS, CERTIFICATES OF OBLIGATION, FOR WATER WELL NO. 5 AND DRAINAGE DETENTION IN AN AMOUNT NOT TO EXCEED \$7,500,000**

Exhibits: Power Point Presentation including Plan of Finance
Resolution No. 01-19-2021A - *Authorizing Publication of Notice of Intention to Issue Certificates of Obligation*
Resolution No. 01-19-2021B - *Expressing Intent to Reimburse Expenditures with Proceeds of a Borrowing*

Clearance: Susan Grass, Finance Manager
Karen Glynn, City Administrator

Executive Summary

As previously discussed, the City has been working with the City's Financial Advisor, Masterson Advisors, to identify the best means to fund Water Well No. 5 and possible detention at Bunker Hill Elementary School. This has been discussed with the Finance Committee and the Council over the past months. As discussed, Masterson has recommended the issuance of Certificates of Obligation. Interest rates are at a record low and the Certificate of Obligation process is still available and an excellent means for Cities to access funding for infrastructure projects.

Representatives with Masterson will be at the Council Meeting via Zoom to present the steps that are needed and to outline the Plan of Finance. In addition, there are two Resolutions that are needed for the process as we work through the schedules for the projects and the timeframe needed for funding.

As noted in the Plan of Finance, the total debt issue is an amount not to exceed \$7.5 Million. It is estimated that \$5.5 Million will be needed for the well and \$2.0 Million for Detention; however, the actual amounts to cover each project can be balanced as the projects unfold. The plan also shows a 20 year payoff for the well supported by a transfer to the Debt Service Fund from the Utility Fund and a 10 year payoff for the detention project. The 10-year payoff coincides with the debt schedule remaining in the Debt Service Fund support by Tax Revenues and provides a plan to meet Senate Bill 2 and the long range plan for the City's General Fund and implementing the Infrastructure Management Plan.

Bond Counsel is provided by Hunton Andrews Kurth LLP.

The Finance Committee has reviewed the plan and recommends the City proceed with the issue.



City of Bunker Hill Village, Texas Certificates of Obligation, Series 2021

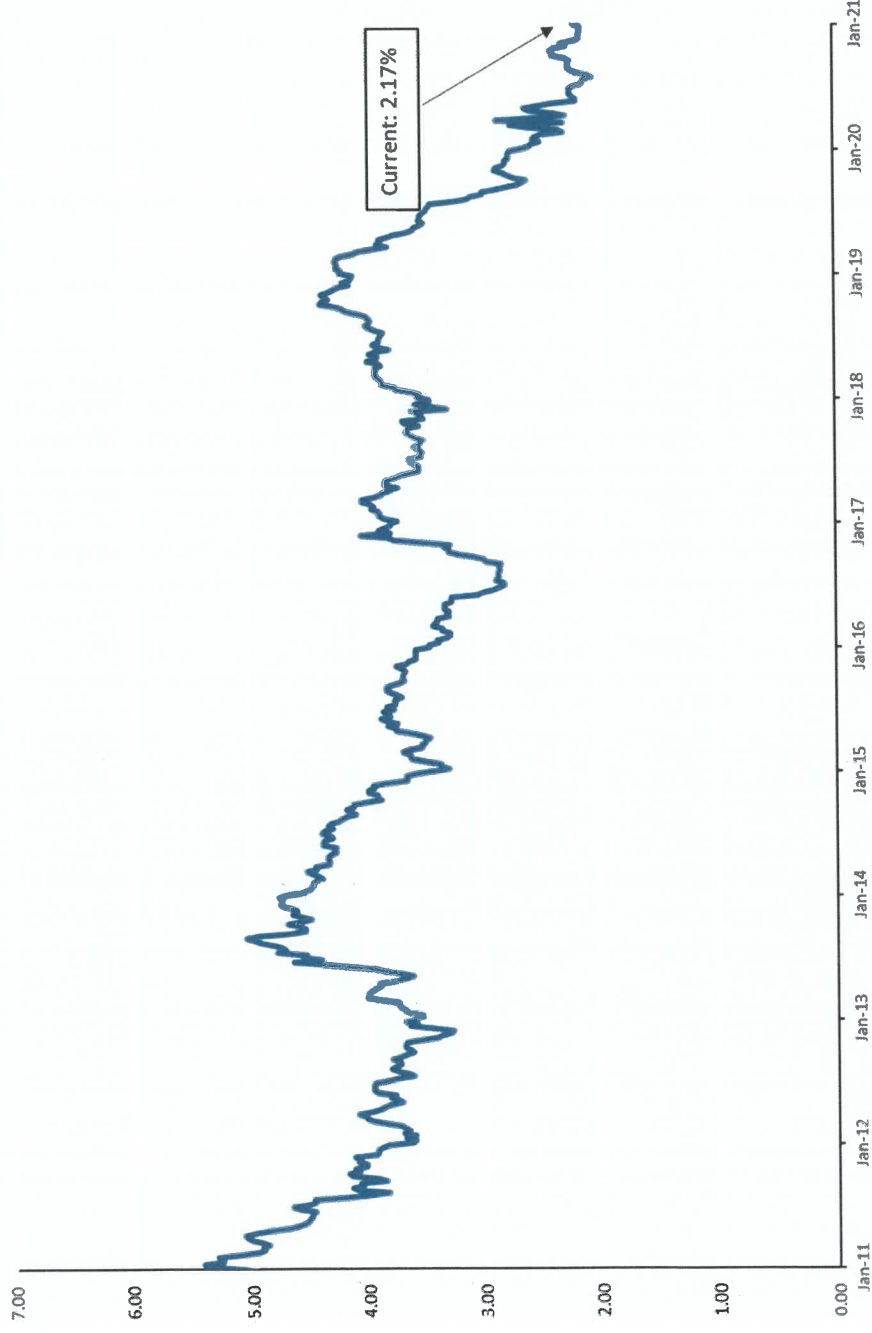
Plan of Finance

January 19, 2021



Bond Buyer 20 Bond GO Index

Bond Buyer 20 Bond GO Index
10 Year History



Financing Summary

Summary of Projects	
Well Project - Utility Fund Supported	\$ 5,300,000
Drainage Project - Debt Service Fund Supported	2,000,000
Total Project Amount	\$ 7,300,000

Preliminary Statistics - Rates as of January 7, 2021	
Total Par Amount*	\$ 6,180,000
Total Debt Service *	\$ 8,583,750
All-in True Interest Cost*	1.80%

Fiscal Year	Pro-Forma Debt Service*		Total Debt Service
	Well Project (Utility Fund)	Drainage Project (Debt Service Fund)	
2021	\$ 79,870	\$ 31,430	\$ 111,300
2022	171,150	67,350	238,500
2023	328,750	328,375	657,125
2024	328,050	270,100	598,150
2025	326,350	207,600	533,950
2026	329,350	162,000	491,350
2027	327,050	318,900	645,950
2028	324,550	263,400	587,950
2029	326,750	204,800	531,550
2030	328,550	158,000	486,550
2031	328,850	102,500	431,350
2032	327,600	-	327,600
2033	325,850	-	325,850
2034	324,850	-	324,850
2035	324,650	-	324,650
2036	328,950	-	328,950
2037	327,750	-	327,750
2038	327,625	-	327,625
2039	328,625	-	328,625
2040	329,325	-	329,325
2041	324,800	-	324,800
	\$ 6,469,295	\$ 2,114,455	\$ 8,583,750

Pro-Forma Debt Service

Fiscal Year	Series 2021 Certificates ⁽¹⁾									
	Outstanding Debt Service	Well Project	Drainage Project	Total Debt Service	Total Gross Debt Service	Well Project UF Transfer	Total Net Debt Service			
2021	\$ 1,125,788	\$ 79,870	\$ 31,430	\$ 111,300	\$ 1,237,088	\$ (79,870)	\$ 1,157,218			
2022	1,127,338	171,150	67,350	238,500	1,365,838	(171,150)	1,194,688			
2023	696,150	328,750	328,375	657,125	1,353,275	(328,750)	1,024,525			
2024	702,213	328,050	270,100	598,150	1,300,363	(328,050)	972,313			
2025	706,894	326,350	207,600	533,950	1,240,844	(326,350)	914,494			
2026	700,588	329,350	162,000	491,350	1,191,938	(329,350)	862,588			
2027	491,500	327,050	318,900	645,950	1,137,450	(327,050)	810,400			
2028	489,600	324,550	263,400	587,950	1,077,550	(324,550)	753,000			
2029	492,000	326,750	204,800	531,550	1,023,550	(326,750)	696,800			
2030	488,700	328,550	158,000	486,550	975,250	(328,550)	646,700			
2031	487,200	328,850	102,500	431,350	918,550	(328,850)	589,700			
2032	-	327,600	-	327,600	327,600	(327,600)	-			
2033	-	325,850	-	325,850	325,850	(325,850)	-			
2034	-	324,850	-	324,850	324,850	(324,850)	-			
2035	-	324,650	-	324,650	324,650	(324,650)	-			
2036	-	328,950	-	328,950	328,950	(328,950)	-			
2037	-	327,750	-	327,750	327,750	(327,750)	-			
2038	-	327,625	-	327,625	327,625	(327,625)	-			
2039	-	328,625	-	328,625	328,625	(328,625)	-			
2040	-	329,325	-	329,325	329,325	(329,325)	-			
2041	-	324,800	-	324,800	324,800	(324,800)	-			
	\$ 7,507,969	\$ 6,469,295	\$ 2,114,455	\$ 8,583,750	\$16,091,719	\$ (6,469,295)	\$ 9,622,424			

(1) Rates as of January 7, 2021.
 *Preliminary, subject to change.

Timeline

Jan-21							Feb-21							Mar-21							Apr-21							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
					1	2			1	2	3	4	5	6			1	2	3	4	5	6				1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
24	25	26	27	28	29	30	28	28	29	30	31	28	29	30	31	25	26	27	28	29	30	25	26	27	28	29	30	
31																												

Holiday
 Council Meeting
 Spring Break

Date	Action	Responsible Party
Tue - Jan 19	» Council Meeting - Present Plan of Finance and Adopt Notice of Intent	City
Wed - Jan 27	» Publish First Notice of Intent	City
	» Post Notice of Intent to City Website through 4/13/21	City
Wed - Feb 3	» Publish Second Notice of Intent	City
Week of 2/8	» Rating call with S&P	City/FA
Tue - Feb 16	» Council Meeting - Approve the Preliminary Official Statement (POS)	City
Thu - Feb 18	» Receive Rating	FA
Tue - Mar 23	» Pricing	FWG
	» Council Meeting - Adopt Ordinance	FWG
Tue - Apr 13	» Closing	FWG

PASSED AND APPROVED the 19th day of January, 2021.

Robert P. Lord, Mayor
City of Bunker Hill Village, Texas

ATTEST:

Karen Glynn, Acting City Secretary
City of Bunker Hill Village, Texas

(SEAL)

EXHIBIT A

NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Bunker Hill Village, Texas (the "City"), will meet at the City Hall Council Chambers, at 11977 Memorial Drive, Houston, Texas, 77024 at 5:30 p.m. on the 23rd day of March, 2021, which is the time and place tentatively set for the passage of an ordinance and such other action as may be deemed necessary to authorize the issuance of the City's certificates of obligation, in the maximum aggregate principal amount of \$7,500,000 payable from ad valorem taxation and from a limited pledge of a subordinate lien on the net revenues of the City's water and sewer system, bearing interest at any rate or rates not to exceed the maximum interest rate now or hereafter authorized by law, as shall be determined within the discretion of the City Council at the time of issuance, and maturing over a period of years not to exceed thirty (30) years from the date thereof, for the purpose of evidencing the indebtedness of the City to pay all or any part of the contractual obligations to be incurred for (i) the construction, improvement, repair, rehabilitation and equipment of the City's water and sewer system, including a new water well and transmission lines (ii) the construction of drainage and storm water detention improvements, (iii) the cost of professional services in connection therewith, and (iv) the costs of issuance of the Certificates.

It is estimated that the combined principal and interest required to pay the certificates is \$8,583,750. Such estimate is provided for illustrative purposes only, and is based on an assumed interest rate of 1.80%. As of the date of this notice, the aggregate principal amount outstanding of tax-supported debt obligations of the City is \$6,395,000, and based on the City's expectations, as of the date of this notice the combined principal and interest required to pay all of the outstanding tax-supported debt obligations of the City on time and in full is \$7,507,969. Such amounts are derived from projections obtained from the City's financial advisor based upon current market conditions and is provided from the City without assurance that such projections will be realized. The City cannot guarantee that such conditions will continue through the date of the sale of the Certificates.

WITNESS MY HAND this ___ day of _____, 2021.

City Secretary
City of Bunker Hill, Texas

the date on which the expenditure is paid, subject to exceptions available under Treas. Reg. § 1.150-2(f), including for certain “preliminary expenditures” and certain *de minimis* amounts.

Section 5. This Resolution will be kept in the books and records maintained by the City with respect to the tax-advantaged obligations.

PASSED AND APPROVED the 19th day of January, 2021.

Robert P. Lord, Mayor
City of Bunker Hill Village, Texas

ATTEST:

Karen Glynn, Acting City Secretary
City of Bunker Hill Village, Texas

(SEAL)

EXHIBIT A

Project

The planning, design, acquisition, construction, renovation, repair, rehabilitation and equipping of (a) water system improvements, including a new water well and transmission lines, and (b) drainage and storm water detention improvements.

ORDINANCE NO. 21-540

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS EXTENDING A PUBLIC HEALTH EMERGENCY AND EXTENDING A STATE OF DISASTER DUE TO THE OUTBREAK OF COVID-19; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, Greg Abbott, Governor of the State of Texas, entered a declaration of disaster on March 13, 2020 as a result of the outbreak of the COVID-19 virus; and

WHEREAS, Harris County Judge, Lina Hidalgo, entered a stay home, work safe order for all of Harris County on March 24, 2020 to last until April 3, 2020, due to the outbreak of the COVID-19 virus; and

WHEREAS, on March 31, 2020, Judge Hidalgo extended the stay home, work safe order until April 30, 2020 and has continued orders to date; and

WHEREAS, the Mayor and City Council of the City of Bunker Hill Village, Texas issued a disaster declaration on March 24, 2020 and approved on April 21, 2020, May 19, 2020, June 16, 2020, August 18, 2020, September 15, 2020, October 20, 2020 and November 17, 2020 an extension to the order; and

WHEREAS, the Mayor and City Council of the City of Bunker Hill Village, Texas will continue to follow the Governor’s direction for the extension of this emergency; and

WHEREAS, the Mayor and City Council of the City of Bunker Hill Village, Texas finds it to be in the best interest of the health, safety and welfare of its citizens to extend this declaration of disaster for an additional thirty (30) days; and

WHEREAS, by this Declaration, the City Council declares all rules and regulations that may inhibit or prevent prompt response to this threat suspended for the duration of the incident; and

WHEREAS, pursuant to the authority granted to the Mayor under the Texas Disaster Act, the Mayor, with the consent of Council authorizes the use of all available resources of state government and political subdivisions to assist in the City’s response to this situation; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

Section 1. The facts and matters contained in the preamble to this ordinance are hereby found to be true and correct.

Section 2. **Extension of Local State of Disaster.** That the local state of disaster and public health emergency previously declared for the City of Bunker Hill Village pursuant to §418.108 of the Texas Disaster Act is hereby extended for 30 days from the date of this ordinance or unless terminated or modified by earlier ordinance of the City.

Section 3. **Publicity and Filing.** Pursuant to §418.108(c) of the Texas Disaster Act, this declaration of a local state of disaster due to this public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

Section 4. **Activation of the City Emergency Management Plan.** Pursuant to §418.108(d) of the Texas Disaster Act, this declaration of a local state of disaster due to this public health emergency activates the City of Bunker Hill Village Emergency Management Plan.

Section 5. **Temporary Housing and Emergency Shelter.** Pursuant to §418.020(d) of the Texas Disaster Act, this declaration authorizes the City to: (1) temporarily or permanently acquire by lease, purchase, or other means sites required for temporary housing units or emergency shelters for disaster victims; and (2) enter into arrangements necessary to prepare or equip the sites for installation and use of temporary housing units or emergency shelters, including arrangements necessary for the transportation and purchase of temporary housing units or emergency shelters.

Section 6. In the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Bunker Hill Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

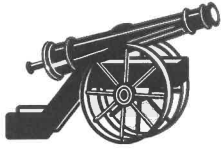
Section 7. This ordinance shall take effect immediately upon its approval.

PASSED, APPROVED AND ORDAINED on this 19th day of January, 2021.

Robert P. Lord, Mayor

ATTEST:

Karen Glynn, Acting City Secretary



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021
Agenda Item No: IX
Subject/Proceeding: CITY ADMINISTRATORS REPORT
Exhibits: N/A
Clearance: Karen Glynn, City Administrator

Executive Summary

There are several action items on this month's City Administrator's Report that we wanted to bring to City Council's attention and provide support documentation. All other items/reports are routine.

- A. Consideration and Possible Action Consenting to the Payment of Reimbursable COVID 19 Expenses to the following as submitted on behalf of the Public Safety Departments by the City of Bunker Hill to the Cares Act, Small Cities Assistance Program, Administered by Harris County:
- Village Fire Department - \$15,020.81
 - Memorial Villages Police Department - \$52,876.98

The City's Finance Manager worked with Memorial Villages Police Department and the Village Fire Department in applying for reimbursement of COVID 19 Expenses to the Cares Act, Small Cities Assistance Program, Administered by Harris County on their behalf. As Council will recall, the county allocated specified dollars to the Cities in Harris County and Bunker Hill identified dollars available and offered this to our Public Safety Departments. The Finance Manager also worked with Hunters Creek to assist with these reimbursements through their available funds.

The City was very pleased to receive approval for these department's expenses in the amount of \$67,897.79. Harris County has submitted payment to Bunker Hill. This approval allows the City to reimburse these Departments in the amounts as shown above.

- F. Consideration and Possible Action to Hire Oziel Reyna, Jr. as a Permanent Employee with the City of Bunker Hill Village's Public Works Department in accordance with the City's Personnel Policy

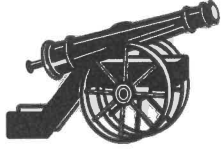
In November the City Council amended the City's Personnel Policy regarding Nepotism. The policy did not allow for family members of existing personnel to work for the City. The amendment approved to the policy allows the opportunity to continue the practice by approval of the City Administrator for part time, seasonal or temporary help as needed. However, for any full-time employment, it is recommended that appointment be approved by the City

Council. In addition, the policy stipulates that a relative is not supervising or managing another relative.

In accordance with the policy, Staff is recommending the hiring of Oziel Reyna, Jr., son of Oziel Reyna as a permanent employee allowing him to have full benefits. Oziel Jr., has been working as seasonal, hourly help with the City as needed during this year during his school breaks. His performance has been outstanding. He has recently been working as a result of a vacancy on the Public Works Team.

The City has historically had a difficult time locating and hiring personnel for positions on our field crew. Oziel Jr. has been very willing to work, he is prompt and ready to work each day and is a very bright and energetic addition to the team. His desire is to work for the City and continue attending college in the evenings. We have configured his employment so that his direct supervisor is Gama Escamilla and this arrangement has worked well.

Staff recommends that Council approve the City Administrator to have the opportunity to hire Oziel Reyna, Jr. as a full time employee of the City of Bunker Hill Village following the process for full time employment.



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: X & XI

Subject/Proceeding: CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING CHANGE ORDER NO. 1 TO THE CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND VIKING INDUSTRIAL PAINTING FOR THE RECOATING FOR THE CITY HALL WATER STORAGE TANK IN AN AMOUNT NOT TO EXCEED \$17,750.00

CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING A WORK ORDER UNDER THE CITY'S ON CALL CONTRACT WITH NEIL TECHNICAL SERVICES TO INSTALL VARIABLE FREQUENCY DRIVE EQUIPMENT AND PERFORM ELECTRICAL AND MECHANICAL MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$75,800.00

Exhibits: Summary of Costs
Change Order No. 1
Costs Provided by NTS

Clearance: Steve Smith, Director of Public Works
Susan Grass, Finance Manager

Budget: \$100,000 – Utility Fund CIP Plan – Water Production Booster Pumps
\$250,000 – Utility Fund CIP – Water Production GST Recoating Project

Executive Summary

This summary is combined for presentation as Staff and Langford Engineering review the City Hall Site and evaluate additional needs that are recommended while the current construction is underway and the budget is evaluated with firm costs. Items below were anticipated and funded in the Utility Fund CIP:

X. Contract with Viking

In November 2020, the City Council approved a contract with Viking Industrial Painting for recoating the City Hall Water Storage Tank for implementation in early 2021. Construction funding was approved with the 2021 Budget in the amount of \$250,000 including contingency. The contract was awarded at highest cost to cover the potential needs of a new roof.

After the initial blasting and removal of the interior coating of the tank, the roof of the tank will require replacement. The amount authorized in the November 2020 meeting through the various alternatives was \$236,000 which will be sufficient to include the cost of replacement of the roof panels. With some funding available, Staff and Langford Engineering made a request to Viking Industrial Painting to provide costs for additional painting/maintenance improvements for the site. The proposed work includes:

- Painting of piping and the control panel for Water Well No. 4 in front of City Hall
- Painting of the generator housing and reinsulate piping after the painting is completed

The costs are provided in Change Order No. 1 at a cost of \$17,750.00. Approval of this additional work would result in a total contract amount of \$253,750.00 which is \$3,750.00 above the budgeted amount. *The overage could be funded out of the Utility Fund CIP for Booster Pumps as noted below.*

XI. Contract with Neil Technical Services (NTS) -

The City's Engineer has also been working with Staff on the continuation of conversion from a hydro-pneumatic tank to variable speed booster pumps for this plant. Please recall that the current contract with Viking Industrial Painting includes the removal of the current hydro-pneumatic tank which was leaking and no longer being used. With the removal of the tank and the plant being removed from service for January and February of 2021, this would be the best time to move forward with full conversion to the variable speed drive equipment which will involve the City's on-call electrical contractor, NTS.

Staff and Langford have been working with NTS to determine the total cost for the installation of the Variable Frequency Drive units and additional equipment to incorporate the units with the computer control. The total cost is \$56,700.00.

Funding for this work is available in the Utility Fund CIP Well and Booster Pumps which includes an approved budget of \$100,000.

In addition, there is electrical and mechanical maintenance expenses needed for water production facilities at City Hall totaling \$19,100.00. Funding for this maintenance work is also available out of the Utility Fund CIP Well and Booster Pumps Budget.

As noted, there is available funding to also cover the overage in the Ground Storage Tank.

The attached spreadsheet shows the detail of all of the discussed expenses.

These improvements can be made over the next few months as the storage tank is down and will be ready for service for the 2021 peak season.

**CITY OF BUNKER HILL
WATER PLANT 2 (CITY HALL)
1/13/2021**

	EXPENSE	FUNDING	Budget
CONTRACT WITH VIKING INDUSTRIAL COATING FOR RECOATING OF WP2 GST BASE			
BID	\$ 199,000.00	\$ 236,000.00	CIP Ground Storage Tank
APPROVED ADD-ALTERNATIVE OPTIONS	\$ 37,000.00		
APPROVED CONTRACT	\$ 236,000.00		
WP2 GST RECOATING CHANGE ORDER NO. 1 - VIKING (under contract)			
COMPLETE BLAST AND REPAINT WATER WELL 4 WELL AND HEAD PIPING	\$ 4,950.00		
PRESSURE WASH AND OVERCOAT ELECTRICAL PANEL FOR WW4	\$ 1,500.00		
PRESSURE WASH AND OVERCOAT GENERATOR ENCLOSURE	\$ 7,800.00		
INSULATION AND ALUMINUM JACKETING OF FILL PIPE FOR GST	\$ 3,500.00		
	\$ 17,750.00	\$ 14,000.00	CIP Ground Storage Tank
		\$ 3,750.00	CIP Water Production - VFD Booster Pumps
CONTRACT AMOUNT WITH CHANGE ORDER 1	\$ 253,750.00		\$ 250,000.00
VARIABLE FREQUENCY DRIVE CONVERSION - NTS (on call electrical)			
VARIABLE FREQUENCY DRIVE UNITS	\$ 47,200.00		
SCADA UPDATE FOR VARIABLE FREQUENCY DRIVE UNITS	\$ 9,500.00		
	\$ 56,700.00	\$ 56,700.00	CIP Water Production - VFD Booster Pumps
ELECTRICAL AND PUMP MAINTENANCE - NTS (on call electrical)			
LIGHTNING ARRESTOR REPLACEMENT WP2	\$ 3,250.00		
LIGHTNING ARRESTOR REPLACEMENT WW4	\$ 3,250.00		
BOOSTER PUMP REBUILD WP2	\$ 8,750.00		
BOOSTER PUMP MOTOR REBUILD WP2	\$ 3,850.00		
	\$ 19,100.00	\$ 19,100.00	CIP Water Production - VFD Booster Pumps
			\$ 100,000.00
TOTAL EXPENSE CIP WATER PRODUCTION	\$329,550.00	\$ 329,550.00	\$ 350,000.00

Contracts:

NTS \$ 75,800.00
 NTS \$ 236,000.00 approved 11/2020
 Viking \$ 17,750.00
\$ 329,550.00

CHANGE ORDER NO. 1

January 5, 2021

Mr. Robert P. Lord, Mayor
and City Council
City of Bunker Hill Village
11977 Memorial Drive
Houston, Texas 77024

Subject: Request for approval of rates on labor and/or materials and/or equipment.

Contractor: Viking Painting, LLC

Project: Repair and Repainting of the Ground Storage Tank at Water Plant No. 2
LEI Job No. 200-024, Contract No. 1

Original Contract Amount As Executed: \$195,400.00

Dear Mr. Lord and Board of Directors:

Your approval is requested on the following items for the above referenced project.

<u>Description</u>	<u>Qty.</u>	<u>Unit</u>	<u>Each</u>	<u>Cost</u>
1. Complete Blast and Repaint Water Well and Head Piping	1	L.S.	\$4,950.00	\$ 4,950.00
2. Pressure Wash and Overcoat Electrical Panel	1	L.S.	\$1,500.00	\$ 1,500.00
3. Pressure Wash and Overcoat Generator Enclosure	1	L.S.	\$7,800.00	\$ 7,800.00
4. Insulation and Aluminum Jacketing of Fill Pipe in Areas Where the Black Plastic is Currently	1	L.S.	\$3,500.00	\$ <u>3,500.00</u>
Total Change Order No. 1				\$ 17,750.00

Original Contract Amount	<u>\$195,400.00</u>
Adjusted Contract Amount	\$213,150.00
Original Contract Time	90 Calendar Days
Extension of Time This Change Order No. 1	<u>0</u> Calendar Days
Total Time With Extensions for This Change Order No. 1	90 Calendar Days

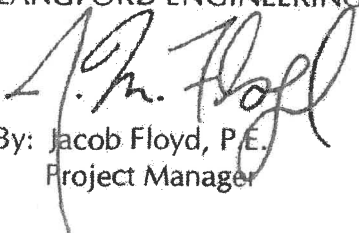
Change Order No. 1 represents a 9.084% increase in the Original Contract Amount.

Except as setforth hereinbefore, no conditions or covenants of the Contract are changed and/or waived hereby.

SUBMITTED FOR APPROVAL:

ACCEPTED:

LANGFORD ENGINEERING, INC.

By: 
Jacob Floyd, P.E.
Project Manager

By: 

Date 1/11/2021

Date 1/12/2021

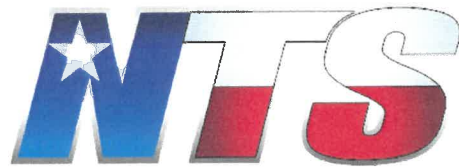
APPROVED:

CITY OF BUNKER HILL VILLAGE

By: _____

(seal)

Date _____



Pumps, Motors and Controls

281-477-7867

December 28, 2020

To: Steve Smith – City of Bunker Hill Village

From: David Neil – Neil Technical Services, Corp. TECL #17123

Re: City Hall Water Plant – Booster Pump Electrical

NTS is pleased to provide the following:

Cost estimate to pull and repair existing turbine booster pump with the following: new upper and lower shaft, new stuffing box, balance impellers, wear rings, mechanical seal, coupling, o-ring kit, new bowl bushings, new head nut, test, and paint. Reinstall unit and place online.

Labor and material: \$8,750.00

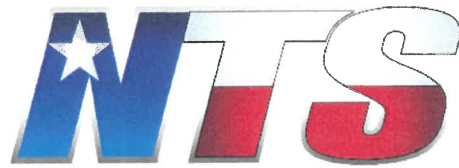
Estimate due to pump is still in place

Cost estimate to pull 30 HP motor and perform minor repair – dip and bake windings and new bearings.

Material & Labor: \$3,850

Should you have any questions, please contact me at 281-477-7867.

Thank you.



Pumps, Motors and Controls

281-477-7867

December 28, 2020

To: Steve Smith – City of Bunker Hill Village

From: David Neil – Neil Technical Services, Corp. TECL #17123

Re: City Hall Water Plant – Booster Pump Electrical

NTS is pleased to provide the following:

Qty (4) Yaskawa G7 AC Drive, 42A, 30HP, 480VAC / 3 PHASE, NEMA 1 Enclosure
Remove abandoned air compressors and electrical
Remove abandoned cathodic protection enclosure and electrical
Build electrical racks for (4) new VFD drives
New conduits and wires to each VFD drive from existing booster pump breakers
New conduits and wire from each new VFD drive back to MCC to tie back into existing wires going out to booster motors.

Material & Labor: \$47,200

Controls – VFD Alternation and PID Loop

Add SCADA PAK 32 with analog and output module

Material & Labor: \$9,500

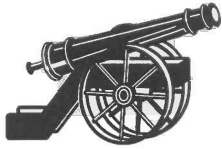
Lighting Arrestor

Install Utility-Lighting Protection Corporation Model LPC2080-8U-G 480 Volt Rated at 240KA within NEMA 4 Enclosure with Indicating Lights.

Material & Labor: \$3,250

Should you have any questions, please contact me at 281-477-7867.

Thank you.



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: XII

Subject/Proceeding: **CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 1 AND FINAL PAY REQUEST TO THE CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND UNDERGROUND CONSTRUCTION SOLUTIONS L.C. FOR THE TAYLORCREST COURT WATER LINE IN AN AMOUNT NOT TO EXCEED \$62,140.00 RESULTING IN A NET DEDUCTION OF \$7,605.00**

Exhibits: Letter of Completion
Change Order No. 1

Clearance: Steve Smith, Director of Public Works
Susan Grass, Finance Manager

Budget: \$85,000.00 – Utility Fund Capital Improvements Plan

Executive Summary

The City has been working with Spring Branch ISD regarding the reconstruction of Bunker Hill Elementary School and water service to the site. It was determined that a new water line along Taylorcrest Crest Court was needed to replace the existing line both to provide the school services and to replace an aging line. City Council awarded a construction contract with Underground Construction Solutions, L.C. at the November 15, 2020 City Council Meeting and the work was completed in December 2020.

A final inspection and reconciliation of quantities was performed and there are several items which quantities are less than the contract amounts. These adjustments in quantities result in a net deduction of \$7,605.00 and they are documented in Change Order No. 1 to the contract. The final pay item is on the consent agenda and it incorporates the reductions listed in Change Order No. 1.

Staff recommends completion of the project and approval of the Change Order.



January 19, 2021

Mr. Robert P. Lord, Mayor
and City Council
City of Bunker Hill Village
11977 Memorial Drive
Houston, Texas 77024

Juan C. Zamora
Underground Construction Solutions, LLC
5535 Memorial Drive, Suite 1212
Houston, Texas 77007

Subject: Certificate of Completion, City of Bunker Hill
Village, Construction of Taylorcrest Court Waterline
Extension,
LEI Job No. 200-020, Contract No. 2

Ladies and Gentlemen:

Pursuant to contractual requirements as set forth in "General Conditions of Agreement," the Engineers are required to issue a Certificate of Completion prior to, or simultaneously with, submitting an Estimate for final payment to a Contractor. Thus, this Certificate of Completion has been prepared to accompany the Final Estimate and related documents for the project identified as "Construction of Taylorcrest Court Waterline Extension, LEI Job No. 200-020, Contract No. 2," which was constructed by Underground Construction Solutions, LLC, in accordance with a Contract executed between the OWNER and said Contractor on November 17, 2020.

Said facilities have been given a final inspection by representatives of the OWNER, the Contractor, and the Engineer. All deficiencies observed during the final inspection have been addressed.

1080 W. SAM HOUSTON PKWY. N. ♦ SUITE 200 ♦ HOUSTON, TX 77043-5014
PHONE (713) 461-3530 ♦ FAX (713) 932-7505

www.LangfordEng.com



Mr. Robert P. Lord, Mayor
and City Council
City of Bunker Hill Village
Juan C. Zamora
January 19, 2021
Page 2

To the best of our knowledge, the subject facilities have been completed in accordance with the Plans and Specifications. Therefore, in accordance with "General Conditions of Construction Contract", we hereby issue our Certificate of Completion.

Your attention is directed to Paragraph 14, General Conditions of the Construction Contract, which sets forth the terms and conditions of the guarantee provided on workmanship and materials. This one-year guarantee period commences on the date of the Certificate of Acceptance, which is to be issued by the OWNER.

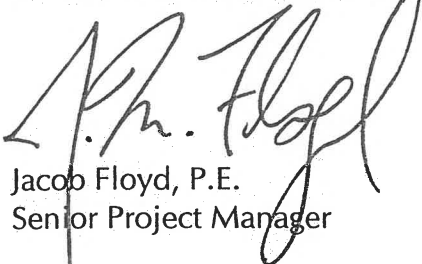
The cost of this project is summarized below:

Original Contract Amount	\$ 69,745.00
Change Order No. 1 & FINAL	<u>\$(7,605.00)</u>
Final Contract Amount	\$ 62,140.00

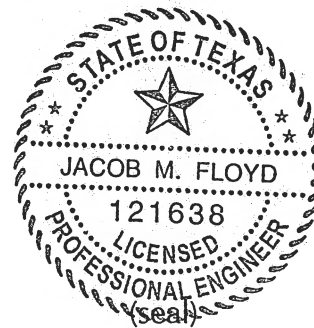
Thus, Underground Construction Solutions, LLC is entitled to a final payment of Sixty-Two Thousand One Hundred Forty Dollars (\$62,140.00).

Sincerely,

LANGFORD ENGINEERING INC.



Jacob Floyd, P.E.
Senior Project Manager



cc: Karen Glynn, City Administrator, City of Bunker Hill Village
Loren Smith, Olson & Olson, LLP

CITY OF BUNKER HILL VILLAGE

11977 Memorial Drive
Houston, Texas 77024

January 19, 2021

Juan C. Zamora
Underground Construction Solutions, LLC
5535 Memorial Drive, Suite 1212
Houston, Texas 77007

Subject: Certificate of Acceptance, City of Bunker Hill
Village, Construction of Taylorcrest Court Waterline
Extension
LEI Job No. 200-020, Contract No. 2

Dear Mr. Zamora:

Pursuant to the Engineer's Certificate of Completion dated January 19, 2021, The City of Bunker Hill Village does hereby issue this Certificate of Acceptance of the subject facilities effective January 19, 2021.

Your Guarantee, as provided by the surety, is set forth in Paragraph 14 of the General Conditions of Construction, commenced on January 19, 2021, and expires one (1) year later, that is, January 19, 2022.

Sincerely,

CITY OF BUNKER HILL VILLAGE

Robert P. Lord, Mayor
City of Bunker Hill Village

Imm

cc: Jacob Floyd, P.E., Langford Engineering, Inc.
Karen Glynn, City Administrator, City of Bunker Hill Village
Loren Smith, Olson & Olson, LLP

AFFIDAVIT AND RELEASE OF LIEN

STATE OF TEXAS

COUNTY OF Harris

WHEREAS, the undersigned, Joan C. Lamm, who being duly sworn, on oath, says that he is the legal representative of WCS, LLC, has been employed by BHV, to furnish labor and materials for the installation of the Taylorcrest Court W. Extension in BHV, Texas.

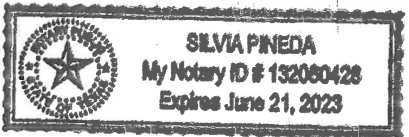
NOW THEREFOR, for and in consideration of the sum of \$11,839.⁰⁰ and other good and valuable consideration, the receipt of which is hereby anticipated, being payment in full for all labor and/or materials furnished by the undersigned up to and including 1/7, 2021, the undersigned hereby waives and releases any and all lien or claim of right of lien on said project or premises on account of labor and/or materials furnished and further states that all applicable taxes, State, Local and Federal, and all labor hired by him and all material purchased by him and used in the construction of said project improvements have been paid in full. The undersigned hereby warrants to defend BHV against any liens or other claims made by said laborers or suppliers of materials used in connection with said project.

Date 1/7/21

Underground Construction Solutions, LLC
BY: [Signature]
TITLE: owner / partner

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS THE 7th DAY OF January 2021

[Signature] 6-21-23
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS



CONTRACTOR AFFIDAVIT FOR FINAL PAYMENT AND BILLS PAID

STATE OF Texas §

COUNTY OF Harris §

BEFORE ME, the undersigned authority, on this day personally appeared Juan C. Camero the owner / pm of Underground Construction Solutions, LLC ("CONTRACTOR"). CONTRACTOR has performed labor and furnished materials pursuant to that certain Contract entered into on the 17th day of November, 2020, by and between CONTRACTOR and Bunker Hill village (OWNER), for the erection, construction, and completion of certain improvements and/or additions upon the following described premises, to wit:

*Construction of the Tayloverest Court
waterline extension Job No 200-020*

Said party being by me duly sworn states upon oath that the said improvements (and the labor and materials supplied in connection therewith) have been erected and completed in a good and workmanlike manner and in full compliance with the above referred to Contract and the agreed plans and specifications therefor.

CONTRACTOR further states that he has paid in full all bills and claims for materials furnished and labor performed on said Contract and that there are no outstanding unpaid bills or claims for labor performed or materials furnished upon said job.

CONTRACTOR represents that the person executing this affidavit on behalf of CONTRACTOR is duly authorized to sign this affidavit and to legally bind CONTRACTOR hereto. All of the provisions of this affidavit shall bind CONTRACTOR, its heirs, representatives, successors and assigns and shall inure to the benefit of OWNER, and its legal representatives, successors, assigns.

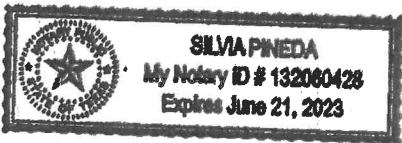
THIS AFFIDAVIT IS BEING MADE BY THE UNDERSIGNED REALIZING THAT IT IS IN RELIANCE UPON THE TRUTHFULNESS OF THE STATEMENTS CONTAINED HEREIN THAT FINAL AND FULL SETTLEMENT OF THE BALANCE DUE ON SAID CONTRACT IS BEING MADE, AND IN CONSIDERATION OF THE DISBURSEMENT OF FUNDS BY OWNER, CONTRACTOR EXPRESSLY AND FOREVER WAIVES AND RELEASES LIENS, CLAIMS, AND RIGHTS TO ASSERT A LIEN ON SAID PREMISES AND AGREES TO INDEMNIFY AND HOLD OWNER SAFE AND HARMLESS FROM AND AGAINST ALL LOSSES, DAMAGES, COSTS, AND EXPENSES OF ANY CHARACTER WHATSOEVER SPECIFICALLY INCLUDING COURT COSTS, BONDING FEES, AND ATTORNEY FEES, ARISING OUT OF OR IN ANY WAY RELATING TO CLAIMS FOR UNPAID LABOR OR MATERIAL USED OR ASSOCIATED WITH CONSTRUCTION OF IMPROVEMENTS ON THE ABOVE-DESCRIBED PREMISES.

Executed this 7 day of Jan, 2021.

Underground Construction Solutions
By: [Signature]
Name Printed: Juan C. Tamora
Title: owner / pm

STATE OF TEXAS §
COUNTY OF Harris §

Subscribed and sworn to before me, the undersigned authority, on this the 7th day of Jan, 2021, to certify which, witness my hand and seal of office.



Notary Public, State of Texas
Notary's Name Printed: [Signature]
My commission expires: 6-21-23

Construction of the Taylorcrest Court Waterline Extension

200-020 #2

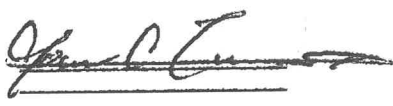
Underground Construction Solutions LLC
5535 Memorial Dr. #1212
Houston, TX 77067

Invoice/pay app No. 2-Final

12/23/2020

Bunker Hill Village

Item no.	Description	QTY	Units	Rate	Total Amount	Quantity this Estimate	Quantity to Date	Total to Date	Line Item % Complete
1	Mobilization, Not to Exceed 5% of Base Bid, Complete in Place	1	LB	\$ 2,500.00	\$ 2,500.00	0	1	\$ 2,500.00	100%
2	All Materials and Labor to Produce an Acceptable Traffic Control Plan, including Delivery and Installation of Plan Items, As Approved by Engineer, Complete in Place	1	LB	\$ 500.00	\$ 500.00	0	1	\$ 500.00	100%
3	8" PVC (AWWA C300), DR 18, or HDPE, DIPS, Class 200 (SDR 11) Waterline, Open Cut or Directional Bore Construction, All Depths, including Fittings, and Turf/Asphalt Restoration, Complete in Place	581.0	LF	\$ 55.00	\$ 31,955.00	0	600	\$ 33,000.00	103%
4	Long Side Water Service Replacement/Reconnect, (2" Diameter HDPE Tubing, Class 200, SDR 9), Complete in Place	1	LB	\$ 1,250.00	\$ 1,250.00	1	1	\$ 1,250.00	100%
5	Long Side Water Service Replacement/Reconnect, (1 1/2" Diameter HDPE Tubing, Class 200, SDR 9), Complete in Place	2	EA	\$ 1,250.00	\$ 2,500.00	2	2	\$ 2,500.00	100%
6	8" Resilient Seat Gate Valve, (AWWA C-509), NSF61, IBBM, NRS, Counter-Clockwise Open, (M.J.), with Valve Box and Including Poly Wrap, Complete in Place	4	EA	\$ 1,800.00	\$ 7,600.00	0	4	\$ 7,600.00	100%
7	New 6" Fire Hydrant Assembly (AWWA C-502), including 8" x 6" Tee, 6" GV and Valve Box, All Depth of Bury, Complete in Place	1	EA	\$ 5,000.00	\$ 5,000.00	0	1	\$ 5,000.00	100%
8	Wet Connection, includes, but not limited to Removing Existing Fittings, Cutting Existing Pipe, Transition Fittings, Thrust Blocking and Restraining Rods, Provisions	1	EA	\$ 1,800.00	\$ 1,500.00	0	1	\$ 1,500.00	100%
9	Furnish and install Temporary 2" Blow Off Valves, including Traffic Rated Meter Box at Grade, as Approved by Engineer, Complete in Place	2	EA	\$ 850.00	\$ 1,700.00	0	2	\$ 1,700.00	100%
10	Trench Safety System for all Depths and Soil Types, Complete in Place	90	LF	\$ 1.00	\$ 90.00	0	90	\$ 90.00	100%
A	Extra Polyethylene Tubing (1 1/2" Min. Diameter HDPE Tubing, Class 200, SDR 9), for Extension of Public Side of Long Side Water Service Replacement), Complete in Place	30	LF	\$ 5.00	\$ 150.00	0	0	\$ -	0%
B	Extra Cement-Stabilized Sand Backfill, as Authorized by Engineer, Complete in Place	50	CY	\$ 50.00	\$ 2,500.00	0	50	\$ 2,500.00	100%
C	Extra Bank Sand Bedding and/or Backfill, as Authorized by Engineer, Complete in Place	50	CY	\$ 30.00	\$ 1,500.00	0	50	\$ 1,500.00	100%
D	Extra Aggregate Bedding, as Authorized by Engineer, Complete in Place	50	CY	\$ 50.00	\$ 2,500.00	0	0	\$ -	0%
E	Extra 4" Concrete Pavement, including Stabilized Subgrade, as Authorized by Engineer, Complete in Place	50	CY	\$ 50.00	\$ 2,500.00	0	0	\$ -	0%
F	Extra Asphalt Pavement, including Stabilized Subgrade and Base Material, as Authorized by Engineer, Complete in Place	50	CY	\$ 50.00	\$ 2,500.00	50	50	\$ 2,500.00	100%
G	Point Repair of Sanitary Sewer Lead, All Depths as Authorized by Engineer, Complete in Place	4	EA	\$ 750.00	\$ 3,000.00	0	0	\$ -	0%

H	1" Fire Hydrant Barrel Extension, Complete in Place	5	EA	\$ 100.00	\$ 500.00	0	0	\$ -	0%
					\$ 69,745.00				
UCS: Langford Eng INC.  1/7/21					Subtotal:		\$	62,140.00	
					Retainage(0%)		\$	-	
					Less Previous Payment		\$	50,301.00	
					Total:		\$	11,839.00	

CHANGE ORDER NO. 1 & FINAL

December 30, 2020

Mr. Robert P. Lord, Mayor
and City Council
City of Bunker Hill Village
11977 Memorial Drive
Houston, Texas 77024

Subject: Request for approval of rates on labor and/or materials and/or equipment.

Contractor: Underground Construction Solutions, LLC

Project: City of Bunker Hill Village
Construction of Taylorcrest Court Waterline Extension
LEI Job No. 200-020, Contract No. 2

Original Contract Amount: \$69,745.00

Dear President and Board of Directors:

Your approval is requested for additional authorized work and for the following adjustment of unit bid price quantities, in order to determine the adjusted Final Contract amount.

<u>Description</u>	<u>Cost</u>
Overrun Bid Item No. 3	\$ 1,045.00
Underrun Bid Item Nos. a, d, e, g, h	\$(8,650.00)
Total This Change Order No. 1 & FINAL	\$(7,605.00)
Original Contract Amount	\$ 69,745.00
Final Contract Amount	\$ 62,140.00

Original Contract Time	30 Calendar Days
Extension of Time This Change Order No. 1 & FINAL	- <u>7</u> Calendar Days
Total Time with Extensions	23 Calendar Days

Except as setforth hereinbefore, no conditions or covenants of the Contract are changed and/or waived hereby.

SUBMITTED FOR APPROVAL:

ACCEPTED:

LANGFORD ENGINEERING, INC.

UNDERGROUND CONSTRUCTION SOLUTIONS, LLC

By: _____
Jacob M. Floyd, P.E.
Senior Project Manager

By: _____

Date _____

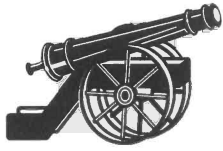
Date _____

APPROVED:

CITY OF BUNKER HILL VILLAGE

By: _____

Date _____



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: XIII

Subject/Proceeding: **CONSIDERATION AND POSSIBLE ACTION ON THE RECOMMENDATION OF PROJECTS BY THE CITY'S BEAUTIFICATION COMMITTEE**

Exhibits: Beautification/Offsite Tree Spreadsheet

Clearance: Steve Smith, Director of Public Works/Building Official
Karen Glynn, City Administrator

Executive Summary

The Beautification Committee has met and has developed a list of priority projects to accomplish in 2021. This was based on \$18,000 remaining in the 2020 Budget with carryovers and \$40,000 budgeted in the 2021 Budget.

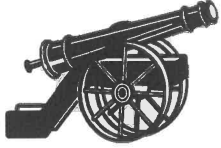
The Committee has also taken on the responsibility of planning the planting of trees along the City ROWs as part of the Offsite Tree Program.

The attached exhibit shows funding and expenses in both funds as well as proposed projects for 2021.

Staff has also requested a proposal from CenterPoint for the next installation of street lights for 2021. This information will be presented to Council when received.

BEAUTIFICATION COMMITTEE PROJECTS JANUARY 2021

Item No.	Item	Location	Status	Beautification Amount	Beautification Balance	Offsite Tree Contributions / Expenses	Offsite Tree Balance
1	Fund Balance Remaining from 2020			\$ 18,243.80	\$ 18,243.80	\$ 70,935.00	\$ 70,935.00
2	2021 Funding			\$ 40,000.00	\$ 58,243.80	\$ -	\$ 70,935.00
3	Offsite Tree Program Planting	Memorial	Complete	\$ -	\$ 58,243.80	\$ (7,277.00)	\$ 63,658.00
4	Offsite Tree Program Planting	Memorial	Complete	\$ -	\$ 58,243.80	\$ (4,107.76)	\$ 59,550.24
5	Offsite Tree Program Planting	Memorial	Complete	\$ -	\$ 58,243.80	\$ (4,972.82)	\$ 54,577.42
6	Construction of new driveway	Water Well 3	Complete	\$ (11,770.00)	\$ 46,473.80	\$ -	\$ 54,577.42
7	Removal of the existing brick City monument sign and replace with metal sign	Blalock & Memorial	Complete (waiting on invoice)	\$ (2,000.00)	\$ 44,473.80	\$ -	\$ 54,577.42
8	Offsite Tree Program Planting	Memorial West of Gessner	Complete	\$ -	\$ 44,473.80	\$ (10,637.00)	\$ 43,940.42
9	Offsite Tree Program Planting	Memorial near Paratus	Complete	\$ -	\$ 44,473.80	\$ (10,590.00)	\$ 33,350.42
10	Landscape	NW Corner Memorial and Gessner	Proposed	\$ (5,598.50)	\$ 38,875.30	\$ -	\$ 33,350.42
11	Landscape	SW Corner Memorial and Gessner	Proposed	\$ (4,386.50)	\$ 34,488.80	\$ -	\$ 33,350.42
12	Landscape Lighting	Water Well 3	Proposed	\$ (4,000.00)	\$ 30,488.80	\$ -	\$ 33,350.42
13	Offsite Tree Program Planting	Memorial East of WW3	Proposed	\$ -	\$ 30,488.80	\$ (10,000.00)	\$ 23,350.42
14	Offsite Tree Program Planting	Gessner Bill Marshall Park	Proposed	\$ -	\$ 30,488.80	\$ (5,000.00)	\$ 18,350.42
15	Landscaping and Trees	Gessner Bill Marshall Park North of Memorial	Proposed	\$ (12,000.00)	\$ 18,488.80	\$ -	\$ 18,350.42
16	Offsite Tree Program Planting	Bunker Hill Road	Proposed	\$ -	\$ 18,488.80	\$ (10,000.00)	\$ 8,350.42



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: XIV

Subject/Proceeding: May City Council Election

Exhibits: Ordinance Calling the General Election

Clearance: Karen Glynn, City Administrator

Executive Summary

The City of Bunker Hill Village holds its election for the Mayor and City Council on the May General Election Date for each year. The election for Positions 1, 2, and 3 are held in even numbered years, while the election for Mayor and Positions 4 and 5 are held in odd numbered years. The next scheduled City Election is Saturday, May 1, 2021 and accordingly, will be for the Mayor and Positions 4 and 5. Filing for a position on the ballot will begin January 13, 2021 and will conclude February 12, 2021.

The attached Ordinance outlines the election information.

Election Judges will also be named. Officers to be named include Clara Towsley as the Presiding Judge and Tom Rigamonti as the Alternate Presiding Judge. Both were named last year; however, no election was held. Both have agreed to serve again this year if needed.

Staff recommends approval of this Ordinance calling the City's Annual Election.

ORDINANCE NO. 21 - 541

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS PROVIDING FOR THE HOLDING OF A GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 1, 2021, FOR THE PURPOSE OF ELECTING THE MAYOR AND TWO COUNCILMEMBERS (POSITION NOS. 4 AND 5); PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTION; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * * *

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

Section 1. In accordance with the general laws and Constitution of the State of Texas, a General Municipal Election is hereby called and ordered for the 1st Saturday in May 2021, the same being the 1st day of said month, at which general election all qualified voters of the City may vote for the purpose of electing the following officials of the City:

Mayor

Councilmember, Position 4

Councilmember, Position 5

Section 2. No persons name shall be placed upon the official ballot as a candidate for any of the above-mentioned positions unless such person has filed his or her sworn application, as provided by Section 141.031 of the TEXAS ELECTION CODE, with the City Secretary of the City at the City Offices, located at 11977 Memorial Drive, Houston, Texas 77024, not later than five o'clock (5:00) p.m. on the seventy eighth (78th) day before the date of such election (February 12, 2021). The City Secretary shall note on the face of each such application the date and time of its filing. Such application shall include the office the candidate is seeking and, if applicable, the position number of such position.

Section 3. The present boundaries of the City constituting one election precinct, the polls shall be open for voting from seven o'clock (7:00) a.m. until seven o'clock (7:00) p.m. at the following polling place, and the following are hereby appointed officers to conduct the above-described election at said polling place:

POLLING PLACE

City of Bunker Hill Village
11977 Memorial Drive
Houston, Texas 77024

ELECTION OFFICERS

Clara Towsley _____ Presiding Judge
Tom Rigamonti _____ Alternate Presiding Judge

The City Secretary is hereby authorized and directed to provide a copy of this Ordinance to each judge as written notice of the appointment as required by Section 32.009 of the TEXAS ELECTION CODE.

The Presiding Judge shall have the authority to appoint no more than ten (10) clerks to assist in the holding of said election, but in no event shall the Presiding Judge appoint less than two (2) clerks.

Section 4. The City Secretary is hereby appointed clerk for early voting; the appointment of a deputy clerk or clerks for early voting by the City Secretary shall be in accordance with Section 83.031 *et seq.* of the TEXAS ELECTION CODE. The City Office of the City of Bunker Hill Village, 11977 Memorial Drive, Houston, Texas 77024, is hereby designated as the place for early voting for said election. Except as otherwise provided below, said clerks shall keep said office open during the hours that the City Secretary's main office is regularly open for business, that is from seven (7:00) a.m. until four-thirty (4:30) p.m., Monday – Thursday, and Friday from seven (7:00) a.m. until noon (12:00) p.m., for early voting which is not a Saturday, a Sunday, or an official state or federal holiday, beginning on the twelfth (12th) day Monday April 19, 2021; and continuing through the fourth (4th) day Tuesday April 27, 2021, preceding the date of said election. Said clerks shall not permit anyone to vote early by personal appearance on any day which is not a regular working day for the clerk's office, and under no circumstances shall they permit anyone to vote early by personal appearance at any time when such office is not open to the public. As required by Section 85.005(d), TEXAS ELECTION CODE, early voting by personal appearance at the main early voting polling place shall be conducted for at least twelve (12) hours on two

weekdays; therefore early voting by personal appearance shall be conducted from 7:00 a.m. to 7:00 p.m. on Wednesday, April 21, 2021 and Tuesday, April 27, 2021. The above-described place for early voting is also the clerk's mailing address to which ballot applications and ballots voted by mail may be sent. The early voting clerk, in accordance with the provisions of the TEXAS ELECTION CODE, shall maintain a roster listing each person who votes early by personal appearance and each person to whom a ballot to be voted by mail is sent. The roster shall be maintained in a form approved by the Secretary of State.

Section 5. The Election Judge is hereby appointed as Presiding Judge of the Early Ballot Board. In accordance with Section 87.001, *et seq.*, TEXAS ELECTION CODE, said Presiding Judge shall appoint at least two (2) other members to said Board, and shall process early voting results in accordance with said TEXAS ELECTION CODE.

Section 6. Electronic Voting Systems and paper balloting shall be used for said election, both in the early voting and for voting on election day, in accordance with the Texas Election Code. All expenditures necessary for the conduct of the election and the purchase of materials therefore are hereby authorized. Compensation of all election officials is hereby established at the maximum amounts permitted under Section 32.091 *et seq.*, TEXAS ELECTION CODE.

Section 7. The City Secretary is hereby authorized and directed to furnish all necessary election supplies to conduct such election.

Section 8. The candidates receiving the highest number of votes in each of the positions to be filled at such election shall be declared elected to such positions.

Section 9. The order in which the names of the candidates are to be printed on the ballot for the general and special election shall be determined by a drawing by the City Secretary, as provided by Section 52.094 of the TEXAS ELECTION CODE. The City Secretary shall post a notice in her office of the date, hour and place of drawing. Such notice shall remain posted continuously for seventy-two (72) hours immediately proceeding the scheduled time of the drawing, and personal notice shall also be given to any candidate who makes written request for such notice and furnishes to the City Secretary a self-addressed, stamped envelope. Each candidate involved in the drawing, or his/her designated representative, shall have a right to be present and observe the drawing.

Section 10. Notice of said election shall be given in accordance with the provisions of

the TEXAS ELECTION CODE and returns of such notice shall be made as provided for in said Code. The Mayor shall issue all necessary orders and writs for such election, and returns of such election shall be made to the City Secretary immediately after the closing of the polls.

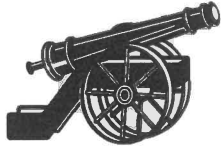
Section 11. Said election shall be held in accordance with the TEXAS ELECTION CODE and the Federal Voting Rights Act of 1965, as amended.

PASSED, APPROVED AND ORDAINED on this 19th day of January, 2021.

Robert P. Lord, Mayor

ATTEST:

Karen Glynn, Acting City Secretary



CITY OF BUNKER HILL VILLAGE
CITY COUNCIL
Agenda Request

Agenda Date: January 19, 2021

Agenda Item No: XV

Subject/Proceeding: Designation of the City's Official Newspaper

Exhibits: Ordinance

Clearance: Karen Glynn, City Administrator

Executive Summary

State Law requires that Cities shall designate an official newspaper for all official publications for the year. The City of Bunker Hill Village has utilized the Houston Community Newspaper as the official newspaper of the City in years past and staff is recommending we continue with this publication.

Staff recommends approval of the Ordinance amending the City's current ordinance and designating the Houston Community Newspaper as the City's official newspaper.

On the consent agenda you will find a contract with the Houston Community Newspaper. This contract provides for set costs for the year. These costs remain the same 2021.

ORDINANCE NO. 21 - 542

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

* * * * *

WHEREAS, Section 52.004 of the Texas Local Government Code requires that the City Council of the City of Bunker Hill Village, Texas designate an Official Newspaper for the publication of legal notices; and

WHEREAS, the City Council finds it to be in the best interest of the citizens to designate the Memorial Examiner, a Houston Community Newspaper, as the City's Official Newspaper; now, therefore:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

Section 1. The facts and matters set forth in the preamble are hereby found to be true and correct.

Section 2. The Code of Ordinances of the City of Bunker Hill Village, Texas, is hereby amended by deleting all of Section 2-4, Official Newspaper, of Article I, In General, of Chapter 2, Administration, a new Section 2-4 to read as follows:

The Memorial Examiner (Houston Community Newspaper (HCN)) a newspaper in general circulation in the City of Bunker Hill Village, and a newspaper qualified, able, and willing to publish legal notices and advertisements, is hereby and hereon selected and designated as the "Official Newspaper of the City of Bunker Hill Village."

The right to terminate this designation is hereby and hereon reserved by the Council of the City of Bunker Hill Village, Texas, and said city council has the right to terminate one (1) newspaper and designate another at any time.

Section 3. All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

PASSED, APPROVED AND ORDAINED on this 19th day of January, 2021.

Robert P. Lord, Mayor

ATTEST:

Karen Glynn, Acting City Secretary

Ordinance # _____