

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
February 22, 2021 at 5:30 P.M.**

I. CALL TO ORDER

Mayor Robert Lord called the meeting to order at 5:33 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Those Present:

Mayor Robert Lord at City Council Chambers
Councilmember Susan Schwartz at City Council Chambers
Councilmember Jay Smyre at City Council Chambers
Councilmember Keith Brown at City Council Chambers
Councilmember Laurie Rosenbaum via Zoom

Those Absent

Councilmember Eric Thode

Also in Attendance:

Karen Glynn, City Administrator at City Council Chambers
Steve Smith, Dir. of Public Works/Bldg. Official at City Council Chambers
Loren Smith, City Attorney at City Council Chambers
Jennifer Namie, Assistant to the City Secretary via Zoom
Ray Schultz, MVPD, Chief of Police at City Council Chambers
Susan Grass, Finance Manager at City Council Chambers

PLEDGE OF ALLEGIANCE

Councilmember Jay Smyre led the Pledge of Allegiance.

II. CITIZEN COMMENTS

There were no citizen comments.

III. REPORT ON WINTER STORM 2021 AND RECOVERY EFFORTS

- A. City Administrator, Karen Glynn and Public Works Director, Steve Smith presented this item:

There are a number of homes with damage from the storm. The City is not requiring permits for minor repairs. However, for large repairs, which include structural, electrical and major plumbing, residents must obtain permits before reconstruction.

The City lost City of Houston Surface Water on Tuesday, February 16 which led to a decision to turn off water when the tank level continued to drop. This allowed the storage tank to replenish overnight. Staff was on site and in contact with the Village Fire Department to turn on water if necessary. Water was turned back on for 2 hours Wednesday, February 17 and returned at 80% pressure under “boil water notice” on Thursday, February 18. The City rescinded the “boil water notice” on Saturday, February 20. The City has stabilized the system at 80% pressure and has returned to

using City of Houston surface water. The City is planning the return to 100% pressure when it can safely be done. Staff will notify residents through vline.

Chief Schultz noted MVPD was ready for the weather event and when it became a utility event, they had to change midstream to address those issues. There was major damage in many homes due to fire suppression systems.

A lot of landscaping froze and died. A lot of pool equipment seemed to be impacted.

There were a few house fires in the Villages which were a result of people burning fireplaces that had not been used in a while. There were two (2) total losses but no fatalities. One was in Hunters Creek and one was in Piney Point.

City Council was very appreciative of staff, the Mayor and Chief Schultz for getting everyone through the storm. Chief Schultz kept communication with residents going with vline and this was very helpful.

- B. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-544, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS EXTENDING A STATE OF DISASTER DUE TO EXTENDED FREEZING WEATHER, POWER OUTAGES AND LACK OF WATER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to adopt Ordinance 21-544.

The motion carried 4 to 0.

IV. POLICE COMMISSIONER REPORT

- A. Update on Activities – Chief Ray Schultz and Commissioner, Jay Smyre gave an update on activities, including personnel, calls for service, the 2020 and the 2021 Budgets.

Chief Schultz discussed some upcoming retirements and the process to replace staff. Officer Lerma will be retiring at the end of February. Councilmember Smyre recognized Officer Lerma's value to the Police Department and stressed how greatly he will be missed.

Chief Schultz discussed the following:

- Mail fraud is still an issue with people taking mail directly from residents' mail boxes.
- Houston Police Department concluded their investigation of the July shooting.
- The Police Department has applied for Department of Justice grant to replace ALPR cameras and an additional changeable message sign and trailer.

- B. Update on Annual Employee Benefits Contracts

City Administrator Karen Glynn presented this item:

All full time City employees are eligible for employee insurance benefits as part of their compensation package. Insurance coverage has been provided through the Memorial Villages Police Department and includes health, dental, vision, life, and disability insurance. The City of Piney Point also participates in this group. Health, Vision and Dental Insurance is evaluated each year.

Proposals for the new year were received from other carriers in addition to the re-rate from the City's current provider, Blue Cross Blue Shield. Blue Cross Blue Shield submitted an overall increase of 4.7%. United Health Care provided a bundled package with dental and vision resulting in a decrease of 12.6%. There are some adjustments to the plan; however, this is based on United Health Care's standard plans for this size group.

The City went to an HSA only plan in 2015 and the percentage of health insurance premiums has actually decreased in the last 6 years.

At the February 8, 2021 Commission Meeting, the Police Commission voted on the recommendation to contract with United Health Care for Health, Vision and Dental Insurance. All other insurance will continue for 2021 -2022.

- C. Consideration and Possible Action Regarding Employee Insurance Coverage for the Time Period of April 1, 2021 through March 31, 2022, Contracting for Health, Vision, and Dental Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas

A motion was made by Councilmember Brown and seconded by Councilmember Smyre to approve Employee Insurance Coverage for the Time Period of April 1, 2021 through March 31, 2022, contracting for Health, Vision, and Dental Insurance in partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas.

The motion carried 4 to 0.

V. FIRE COMMISSION LIAISON REPORT

- A. Update on Activities - Fire Commission Liaison, Keith Brown provided a report on activities, staffing, calls for service and response times, and the 2021 Budget to date.

The next Commission Meeting is Wednesday, February 24, 2021.

Beginning, Sunday night, February 14th, Chief Foster ran double shifts through Sunday, February 21. The firemen were bunked down at the fire station. The trailers were not hooked up to a generator but there was power at the annex so firefighters rotated in and out of annex to get warm, etc. There were no equipment issues.

There were 48 calls to Bunker Hill and 224 for all of the Villages in the week of the storm, which resulted in a quarter of yearly calls from 2020. Bunker Hill's busiest day was the 21st as people were turning on gas, fire alarms, etc.

Councilmember Brown offered Bunker Hill's services to help draft FEMA assistance applications.

VI. MAYOR'S REPORT

- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21 - 543, 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

An Ordinance Declaring an Emergency was approved by the City Council on March 24, 2020 and later extended. The proposed ordinance includes an additional extension through March 23, 2021 and ensures that any support needed from other agencies would be available to the City.

A motion was made by Councilmember Smyre and seconded by Councilmember Schwartz to adopt Ordinance Number 21-543 to extend the Public Health Emergency and State of Disaster due to the outbreak of COVID-19.

The motion carried 4– 0.

- B. Report on Activities and Upcoming Events
- Commissioner Tom Ramsey of Harris County Precinct 3 reached out to the Mayor regarding the area north of Bunker Hill Elementary School. Commissioner Ramsey is interested in pursuing some partnership opportunities for green space/parkland as well as drainage improvements for this area. Partners would include Metro National, who owns property in the area including the apartment complex; Harris County who owns the existing park and drainage way; Spring Branch ISD and Bunker Hill Village. Commissioner Ramsey has proposed the possibility to improve and extend the park as well as construct a bike path on the Houston side of W151. The Mayor noted that there were many details to work out and understand and asked for City Council comments/opinions regarding the idea and partnership in general.
- Luncheons and Dinners
 - Mayors Luncheon – There was discussion regarding the construction of new schools and longevity of schools currently existing in the Villages.
 - Harris County Mayors and City Council Members
 - Bunker Hill hosted the January meeting. Crimestoppers provided a presentation. The February Meeting was cancelled due to the storm.
 - The Mayor and Councilmember Schwartz noted the request of the Association to support the appointment of Darrell Morrison to the Gulf Coast Authority. The Mayor asked for a consensus of Council to proceed with the Mayor's action to support Mr. Morrison. The Mayor plans to send a letter of support and this item can then be put on the March Agenda to ratify.
 - State Reports on Weather and COVID 19 Vaccinations

- The Mayor has been in contact with Harris County Judge, Lina Hidalgo and Harris County Precinct 3 Commissioner, Tom Ramsey regarding vaccinations for City Staff and Memorial Villages Police Department as first responders and essential personnel.
- The Mayor continues to get vaccination updates at least once a week. The issue continues to be lack of supply.
- Legislative Session – Texas Municipal League sends out regular reports regarding legislative updates. The City is particularly interested in legislation regarding municipalities and lobbyists. The Mayor asked Karen Glynn to invite Jim Murphy or his liaison to the next Council meeting for a legislative update.

VII. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events

- Staff is working on the City's water billing process following the winter storm. The billing is delayed since staff could not read meters during the week of the storm. Staff is spending extra time to evaluate the impact of the storm. As a result, water bills will be sent later this month.
- The call for the Annual May Election was made in January. Friday, February 12, 2021 at 5:00 p.m. was the last day for applicants to file. All incumbents filed for their respective seats. There is no opposition; therefore, staff will bring an ordinance to the March meeting cancelling the May election.
- The City did a soft launch of the City's upgrade to the website. The Technology Committee is helping staff review. Staff went through analytics with the consultant to try to improve the system. Staff is able to see who is looking at various pages, especially announcements. Access via the website has increased this year and staff is very pleased to see residents using the site for the various needs.
- Susan Grass and Karen Glynn will be meeting with Standard & Poor's this week for the City's re-rate interview for the upcoming bond issue. This is scheduled for Wednesday, February 23.
- There were 15 properties identified as Vacant Properties this year. Letters were sent and 5 properties have registered to date. This also includes the property on Greyton Lane that had appealed the fee. The property owners paid for both 2020 and 2021. The City's Vacant Properties List was provided to MVPD for the House Watch list. Staff makes sure to keep an eye on the vacant properties as well.
- The City Administrator and City Attorney are continuing to work with the Police Chief to develop the ALPR Ordinance for Council's consideration. Staff will be meeting with the City's Commissioner and the Mayor to review.
- The next City Council meeting will be March 23, 2021 to accommodate Spring Break.

B. Public Works Director - Report on Capital Projects:

- **City Hall Water Tank** – The project is underway. Staff expects a change order due to storm. The Contractor is using a robot system to blast the tank and vacuum up the dust. The Contractor put on a layer of fiber today and the roof is almost

finished. The crew is working on drying the inside out so the project can continue with painting.

- **Memorial Turn Lane** - The turn lane reconstruction on Memorial at Frostwood Elementary has been completed with all of the striping. The lane is much better.
- **Traffic Signals** - Staff has been working with the City's traffic engineer to update and upgrade the traffic signal controllers.
- **Pest Control Contract for 2021** - The City will continue to use Northwest Pest Control. This contract came to the Council in November and was shown to be at the same price as previous years; however, the City is no longer getting discounts for extra sprayings per week, it is a flat rate per cycle. Northwest Pest Control has served the City for many years, has been very reliable and has provided a good product over the years. Staff wanted to note the change in cost.

- C. Consideration and Possible Action to Approve Funding in the Amount Not to Exceed \$4,500.00 for the Installation of Security/Card Access for City Hall Front Door and Upgrade Current Keypad System.

New sliding (hands free) front doors were recently installed for City Hall. As a result, staff asked for a proposal from Vector Electronic Security Solutions for the cost to install an electronic door card access control system to be able to open the doors when locked. Staff also requested to upgrade/coordinate the other keypad doors at City Hall with the card access. The back door is recommended to remain as a keyed door.

Vector Electronic Security Solutions provided a proposal for \$3,970.00. Funding is available in Court Security Funds which are limited for security needs only. Staff has included a contingency of \$530.00 in the approval for any unforeseen needs.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Funding in the Amount not to exceed \$4,500.00 for the installation of Security/Card Access for City Hall front door and upgrade current keypad system

The motion carried 4– 0.

- D. Consideration and Possible Action Consenting to the Payment of Reimbursable COVID 19 Expenses to the Memorial Villages Police Department in the amount of \$7,450.00 as submitted by the City of Bunker Hill to the Cares Act, Small Cities Assistance Program, Administered by Harris County

The City's Finance Manager worked with Memorial Villages Police Department in applying for reimbursement of COVID 19 Expenses to the Cares Act, Small Cities Assistance Program, and administered by Harris County on their behalf. Bunker Hill received reimbursements for the Police Department for \$7,450.00.

A motion was made by Councilmember Schwartz and seconded by Councilmember Brown to approve the Payment of Reimbursable COVID 19 Expenses to the Memorial Villages Police Department in an amount of \$7,450.00, as submitted on behalf of the Police Department by the City of Bunker Hill to the Cares Act, Small Cities Assistance Program, administered by Harris County.

The motion carried 4 – 0.

VIII. CONSIDERATION AND POSSIBLE ACTION TO AWARD THE BID AND AUTHORIZE THE MAYOR TO EXECUTE CONTRACT DOCUMENTS BETWEEN THE CITY OF BUNKER HILL VILLAGE AND ALSAY INCORPORATED FOR THE DRILLING OF A NEW WATER WELL (NO. 5 - REPLACEMENT FOR WELL NO. 2) TO BE LOCATED AT BUNKER HILL ELEMENTARY SCHOOL AT A BASE BID OF \$2,301,390.00 -- *Steve Smith, Director of Public Works/ Building Official*

Public Works Director, Steve Smith presented this item:

The City has been discussing a new water well to be located at Bunker Hill Elementary for the replacement of Water Well No. 2 (located at City Hall). The Consulting Team and staff developed an overall rehab and replacement plan for the City's Water Production System. This project was budgeted in the 2020 and 2021 budgets and has been incorporated into the City's 10-year plan.

The plan includes drilling a new well and constructing a transmission main to the Taylorcrest water plant. Staff worked with Spring Branch Independent School District (SBISD) in securing the well site on SBISD property.

The project will consist of four phases and multiple contracts. This action is specifically for drilling the well.

The well drilling project was advertised in the City's paper of record and bids were opened in January. Two bidders attended the mandatory pre-bid meeting and one bid was received at the bid opening. Langford Engineering has evaluated the bid, references, schedule and costs and has made the recommendation to award the bid.

Langford also informed the City that there were three (3) water well projects that opened bids the same week and twelve (12) well projects bidding this month, so well contractors are in demand right now.

Working with the proposed site and SBISD, the summer months are the critical path for construction coordinating with the school schedule and reconstruction. Approval of the contract at this time will allow time for lead time needed to be ready for drilling in June.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to award the bid and authorize the Mayor to execute contract documents between the City of Bunker Hill Village and Alsay Incorporated for the drilling of Water Well No. 5 (Replacement for Well No. 2) to be located at Bunker Hill Elementary at a base bid of \$2,301,390.00.

The motion carried 4 – 0.

IX. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE FUNDING FOR A CHANGE ORDER TO THE CONTRACT BETWEEN SBISD AND DUROTECH IN AN AMOUNT NOT TO EXCEED \$75,799.00 FOR SITE WORK IN

PREPARATION FOR THE CONSTRUCTION OF WATER WELL NO. 5 -- *Steve Smith, Director of Public Works/ Building Official*

Public Works Director, Steve Smith presented this item:

In discussion with SBISD and Langford Engineering, it was determined that having Durotech, the contractor for SBISD, provide Phase 1, site work, is the best approach to completing this work as this contractor is already onsite and this would prevent having multiple contractors in the area. SBISD confirmed a change order would be allowed.

Durotech provided pricing which included the authorization for site work in preparation for the drilling construction. The costs provided are firm numbers and meet the City's budget and Engineer's cost estimate. The scope of work includes the removal of an existing water line for fire service and changes to the driveway for buses. The new water line on Taylorcrest Court is now providing the fire service for the site.

The change order will need to go to the approval process of the SBISD School Board at the end of February and the work is planned to be completed over Spring Break.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to authorize funding for a change order to the contract between SBISD and Durotech in an amount not to exceed \$75,799.00 for site work in preparation for the construction of Water Well No. 5.

The motion carried 4 – 0.

X. CONSIDERATION AND POSSIBLE ACTION ON APPROVING A CONTRACT WITH YARDWORKS FOR LANDSCAPE SERVICES INCLUDING RIGHT-OF-WAY MAINTENANCE, ESPLANADES, AND CITY HALL/MEMORIAL VILLAGES POLICE DEPARTMENT FACILITIES FOR THE TIME FRAME APRIL 1, 2021 THROUGH MARCH 31, 2023 AT A BASE AMOUNT OF \$105,435.00 AND A NOT TO EXCEED AMOUNT OF \$30,000 FOR ADDITIONAL WORK/MOWINGS AS DEEMED NECESSARY- *Steve Smith, Director of Public Works/ Building Official*

Public Works Director, Steve Smith presented this item:

The City solicited proposals for landscaping services for the City's next contract period which begins April 1, 2021 and ends March 31, 2023. The proposal packet was configured into 6 areas based on functions to be performed in specific areas:

- Area 1 - Landscaped Esplanades at Strey, Briar Forest and Bunker Hill as well as the grassed area at Branch Bend.
- Area 2 - Grassy Esplanades/Park Areas/Irrigated Tree Dedication Designated Areas
- Area 3 - City Facilities: City Hall/Police Department/Remote Water Well Sites
- Area 4 - Seasonal Plantings at specific locations throughout the City.
- Area 5 - Hike and Bike Trails and City Right-of-Ways
- Area 6 – Blalock Road West Ditch

Five proposals were received and two contractors were selected to be interviewed. Public Works Director Steve Smith, City Administrator Karen Glynn and Councilmember Laurie Rosenbaum, Chair of the Beautification Committee, conducted the interviews.

After analysis of bids and the interviews, the Interview Team is recommending Yardworks, Inc. be awarded the contract based on a combination of price, interview and methodology, as well as references /quality of work. Yardworks, Inc. has been providing services for the City and has been doing an excellent job. Yardworks, Inc. was not the lowest bidder; however, during the interview process, Yardworks, Inc. provided the best understanding of the City's expectations and needs. This year, the City did increase the service level throughout the City. Funding was increased in the City's 2020-2021 budget and meets the budget amounts.

The base bid for Yardworks, Inc. is \$105,435.00. (Approximately \$5,000 is reimbursed by the Police Department). It is recommended that the not to exceed amount be increased by \$30,000 to allow for additional servicings and irrigation repairs that is often needed throughout the year.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve a contract with Yardworks for landscape services, including right-of-way maintenance, esplanades, and City Hall/Memorial Villages Police Department facilities for the time frame of April 1, 2021 through March 31, 2023 at a base amount of \$105,435.00 and a not to exceed an amount of \$30,000 for additional work/mowings as deemed necessary.

The motion carried 4 – 0.

XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION 02-22-2021A FOR A ONE-YEAR CONTRACT EXTENSION BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND BBVA COMPASS BANK TO SERVE AS THE CITY'S BANK DEPOSITORY FOR THE PERIOD OF MARCH 1, 2021 THROUGH FEBRUARY 28, 2022 - Susan Grass, Finance Manager

Finance Manager Susan Grass presented this item:

The City's Bank Depository Contract will be completed at the end of February based on the agreement approved in 2017. The City Administrator and Finance Manager have been in discussion with BBVA Compass Bank are recommending the final one-year extension. The agreement with BBVA Compass included a three (3) year contract approved in 2017 with the opportunity to extend for two additional, one-year terms (2020 and 2021). The City Council approved the first extension which will be completed on February 28, 2021.

BBVA has agreed to extend the contract for one additional year. Based on a specified balance, there are no fees. Unfortunately, BBVA Compass Representatives have noted that the current minimum interest rate on all balances will need to be reduced as a result of the pandemic. The current rate is .55% and will be reduced to .20%.

An additional one-year extension provides the City ample time to begin and complete the “Request for Proposal Process” which is expected to begin this summer and allows time to evaluate the effect of the pandemic regarding banking services, fees, and rates.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Resolution 02-22-2021A for a one-year contract extension between the City of Bunker Hill Village, Texas and BBVA Compass Bank to serve as the City’s bank depository for the period of March 1, 2021 through February 28, 2022.

The motion carried 4 – 0.

XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION 02-22-2021B TO UTILIZE ALLEGIANCE BANK TO SERVE AS THE CITY'S SUPPLEMENTARY BANK DEPOSITORY FOR THE PERIOD OF MARCH 1, 2020 THROUGH FEBRUARY 28, 2021 - Karen Glynn, City Administrator

In 2017, the Finance Committee recommended and City Council approved Allegiance Bank as the City’s secondary depository and that \$1,000,000 be deposited at Allegiance Bank. With this amount, there are no fees charged and the City earns interest on this amount. Allegiance Bank has agreed to continue these services at the same terms. Representatives at Allegiance indicate there is no “end date” for these services. Current interest rates at Allegiance Bank are higher at this time (.45%); therefore, staff recommends authorization to extend the contract and balance funds between the City’s two banks to achieve the best interest rates with no fees.

A motion was made by Councilmember Smyre and seconded by Councilmember Brown to approve Resolution 02-22-2021B TO utilize Allegiance Bank to serve as the City’s supplementary bank depository for the period of March 1, 2021 through February 28, 2022.

The motion carried 4 – 0.

XIII. REPORT ON FISCAL YEAR 2020 PRELIMINARY, UNAUDITED FINANCIAL YEAR END RESULTS AND CAPITAL IMPROVEMENT PROJECTS – Susan Grass, Finance Manager, Karen Glynn, City Administrator and Steve Smith, Director of Public Works/Building Official

Karen Glynn, City Administrator, and Susan Grass, Finance Manager, presented this item, answered questions and took comments.

Ms. Glynn shared that staff is very happy to report that the City has exceeded its budgeted revenues for 2020 in both the General and Utility Funds and have kept expenses below budget.

Throughout the year, there were some areas where actual revenues and expenditures decreased or increased over budgeted numbers as well as items/projects that were also brought to Council’s attention for implementation. Overall, the City ended the year very well.

The City Administrator will be working with the Finance Manager to confirm the 2020 End of the Year Results and will place the December Financials on the March City Council Agenda for approval.

Following discussion at the Council Meeting, all items will be detailed in a Budget Amendment Ordinance to coincide with the annual audit process.

No Action was taken. This was for information only.

XIV. CONSENT AGENDA

“ALL MATTERS LISTED UNDER CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.”

- A. Minutes of the January 19, 2021 Regular Council Meeting
- B. RPS, Invoice No. 1220012 in the amount of \$3,162.18 for professional services rendered from November 28, 2020 to December 31, 2020 under on-call services for miscellaneous services including Bunker Hill Elementary Detention, Drainage Issue on Kilts and Associated Assignments
- C. RPS, Invoice No. 1220013 in the amount of \$399.75 for professional services rendered from November 28, 2020 to December 31, 2020 under on-call services for Site Development Review
- D. Langford Engineering, Inc., Invoice No. 23851 in the amount of \$11,552.75 for professional services rendered through December 31, 2020 for Design and Construction Phase Services for the replacement of Water Well No. 2 (New Water Well No. 5)
- E. Langford Engineering, Inc., Invoice No. 23852 in the amount of \$13,844.66 for professional services rendered through December 31, 2020 for Construction Services for the Taylorcrest Court Water Line
- F. Langford Engineering, Inc., Invoice No. 23853 in the amount of \$3,260.33 for professional services rendered through December 31, 2020 for Water Plant No. 2 Ground Storage Tank Recoating
- G. Langford Engineering, Inc., Invoice No. 23850 in the amount of \$1,169.13 for professional services rendered through December 31, 2020 for General Engineering Services including Water Well No. 1 consulting with NTS and pumping and Risk and Resilience Assessment
- H. Kimley-Horn and Associates, Inc., Invoice No. 067787100-1220 in the amount of \$2,075.00 for professional services through December 31, 2020 for Memorial Drive Tree Plantings and Memorial Drive at Plantation for Frostwood Elementary School and Controller Evaluation
- I. Probstfeld & Associates, Invoice No. 62567 in the amounts of \$380.00 for professional services rendered in December 2020 for engineering services for drainage site development review
- J. Probstfeld & Associates, Invoice No. 62566 in the amounts of \$112.50 for professional services rendered in December 2020 for engineering services for drainage site development review

- K. Probstfeld & Associates, Invoice No. 62568 in the amounts of \$460.00 for professional services rendered in December 2020 for engineering services for drainage site development review
- L. AAA Asphalt Paving, Inc., Invoice No. 1514-10 in the amount of \$16,125.61 dated January 28, 2021 for Reconstruction of the Right Turn Lane on Westbound Memorial Drive at Gessner Road
- M. AAA Asphalt Paving, Inc., Invoice No. 1514-11 in the amount of \$709.50 dated January 28, 2021 to Remove and Replace Curb on Patrick Court
- N. T. Construction, LLC, Invoice No. 2021-002-01 in the amount of \$5,960.40 for Sanitary Sewer Line and Concrete Replacement on Green Oaks
- O. Underground Construction Solutions, LLC, Invoice No. 127A dated January 27, 2021 in the amount of \$3,500.00 for Construction of Water Service Lead on Taylorcrest and Rain Hollow
- P. Harris Galveston Subsidence District Water Conservation Program, Fee No. HG-328790 in the amount of \$80,540.14 for participation in the regional watershed protection education program (Water Wise Program) for the 2020-2021 school year
- Q. Harris Galveston Subsidence District Water Conservation Program, Fee No. HG-329104 in the amount of \$19,724.86 for participation in the regional watershed protection education program (Water Wise Program) for the 2020-2021 school year

A motion was made by Councilmember Smyre and seconded by Councilmember Schwartz to approve the consent agenda.

The motion carried 4– 0.

XV. ADJOURN

A motion was made by Councilmember Brown and seconded by Councilmember Smyre to adjourn the meeting at 8:38 p.m.

The motion carried 4 - 0.

Approved and accepted on March 23, 2021.

Robert P. Lord, Mayor

ATTEST:

Karen H. Glynn, Acting City Secretary/City Administrator

City of
BUNKER HILL VILLAGE
WWW.BUNKERHILLTX.GOV

February 24, 2021

Harris County Mayors & City Council Association

Re: Appointment of Director to the Gulf Coast Authority Board of Directions

Dear Members:

As Mayor of the City of Bunker Hill Village located in Harris County, I hereby consent to and approve the appointment of Mr. Darrell Morrison, a qualified property tax paying elector of Harris County, as a director to the Gulf Coast Authority Board of Directors as noted by the attached.

Thank you.

Sincerely,



Robert P. Lord
Mayor

Attachment



CONSENT TO AND APPROVAL OF THE APPOINTMENT OF A DIRECTOR TO THE
GULF COAST AUTHORITY BOARD OR DIRECTORS BY THE MUNICIPALITIES
WASTE DISPOSAL COUNCIL OF HARRIS COUNTY.

Municipality Name: City of Bunker Hill Village

As Mayor of City of Bunker Hill Village, a municipality the city hall of which is located in Harris County, I hereby consent to and approve of the appointment of Mr. Darrell Morrison, a qualified property tax paying elector of Harris County, as a director to the Gulf Coast Authority Board of Directors.



Signature

Robert P. Lord, Mayor

Printed Name

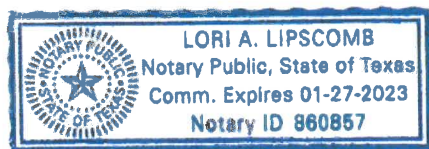
THE STATE OF TEXAS §

§
§

COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared Robert P. Lord known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 24th day of February, 2021.



(SEAL)


Notary Public In and For the State of Texas

My Commission Expires: 1-27-2023

NOTE: The appointment shall become effective February 18, 2021 if a majority of the members of the Municipalities Waste Disposal Council of Harris County consent in writing to this appointment before an officer of the state authorized to take oaths and return this form prior to February 12, 2021.



Mr. Steve Smith
Director of Public Works/Building Official
City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024

February 8, 2021
Project No: 004067
Invoice No: 121040
Legacy Project No: 0159.019.003

Bunker Hill Village On-Call

For Professional Services rendered from January 1, 2021 to January 29, 2021:

General On-Call Services

Professional Personnel

	Hours	Rate	Amount	
Hallier, Jennifer	7.50	120.23	901.73	
McClung, Michael	4.00	306.84	1,227.36	
Micek, Sean	7.00	126.06	882.42	
Team Leader				
Hart, Timothy	2.00	306.84	613.68	
McClung, Michael	12.00	273.69	3,284.28	
McClung, Michael	7.00	306.84	2,147.88	
Totals	39.50		9,057.35	
Total Labor				9,057.35
				\$9,057.35
				Total Due This Invoice: \$9,057.35

Remit Payment:

575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
T: (281) 589-7257 F: (281) 589-7309
Routing # 111000614 Bank # 697856677

Project	004067	Bunker Hill Village On-Call Contract	Invoice	121040
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Billing Backup

Friday, January 29, 2021

RPS Infrastructure Inc. (Live)

Invoice 121040 Dated 2/8/2021

9:49:31 AM

Professional Personnel

			Hours	Rate	Amount
000694	20 - Hallier, Jennifer	1/4/2021	1.00	120.23	120.23
	Made an appointment with COH open records after not hearing from other requests through other media.				
000694	20 - Hallier, Jennifer	1/6/2021	4.00	120.23	480.92
	Travelling to Houston Permitting Center to correct request as it had been misplaced with the City. Paying invoice for records				
000694	20 - Hallier, Jennifer	1/7/2021	1.00	120.23	120.23
	Calling open records asking where the plans are. Invoice was paid and prompted a message that the records would be sent via email within 24 hours.				
000694	20 - Hallier, Jennifer	1/11/2021	.50	120.23	60.12
	Getting in touch with COH regarding plans on Taylorcrest				
000694	20 - Hallier, Jennifer	1/12/2021	1.00	120.23	120.23
	reviewing plans received				
000392	22 - McClung, Michael	1/25/2021	1.00	306.84	306.84
	BHV - Taylorcrest Project Review				
000392	22 - McClung, Michael	1/28/2021	3.00	306.84	920.52
	Prep and BHE Detention Meeting				
001159	20 - Micek, Sean	1/26/2021	4.00	126.06	504.24
001159	20 - Micek, Sean	1/27/2021	3.00	126.06	378.18
Team Leader					
001190	30 - Hart, Timothy	1/20/2021	1.00	306.84	306.84
	11710 Winshire Dr. Flooding issues				
001190	30 - Hart, Timothy	1/28/2021	1.00	306.84	306.84
	Wood lane drainage improvements				
000392	30 - McClung, Michael	1/4/2021	2.00	273.69	547.38
	237 Kilts Drainage Issue				
000392	30 - McClung, Michael	1/6/2021	1.00	273.69	273.69
	Taylorcrest Drainage Issue				
000392	30 - McClung, Michael	1/7/2021	2.00	273.69	547.38
	Drainage Committee Prep				
000392	30 - McClung, Michael	1/10/2021	2.00	273.69	547.38
	Drainage Committee Prep				
000392	30 - McClung, Michael	1/11/2021	2.00	273.69	547.38
	Meeting with Staff and Drainage Committee Prep				
000392	30 - McClung, Michael	1/12/2021	2.00	273.69	547.38
	Drainage Committee Meeting and Follow Up				
000392	30 - McClung, Michael	1/13/2021	1.00	273.69	273.69
	237 Kilts Coordination				
000392	30 - McClung, Michael	1/18/2021	1.00	306.84	306.84
	Prep for Council Meeting				
000392	30 - McClung, Michael	1/19/2021	3.00	306.84	920.52
	Prep and Attend Council Meeting				
000392	30 - McClung, Michael	1/19/2021	2.00	306.84	613.68
	Wood Lane Review and Discussion				
000392	30 - McClung, Michael	1/20/2021	1.00	306.84	306.84
	237 Kilts Review and Follow up				
	Totals		39.50		9,057.35
	Total Labor				9,057.35
					\$9,057.35

Project	004067	Bunker Hill Village On-Call Contract	Invoice	121040
				\$9,057.35
Total this Report				\$9,057.35



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

February 8, 2021
Project No: 007054
Invoice No: 121041
Legacy Project No: 0159.019.029

Bunker Hill Village On-Call - Site Development Review for Drainage Impacts
For Professional Services rendered from January 1, 2021 to January 29, 2021:
Professional Personnel

	Hours	Rate	Amount	
McClung, Michael	1.00	306.84	306.84	
Micek, Sean	3.50	126.06	441.21	
Team Leader				
McClung, Michael	2.00	273.69	547.38	
McClung, Michael	.50	306.84	153.42	
Totals	7.00		1,448.85	
Total Labor				1,448.85
				\$1,448.85
Total Due This Invoice:				\$1,448.85

Remit Payment:
575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
T: (281) 589-7257 F: (281) 589-7309
Routing # 111000614 Bank # 697856677

Professional Personnel

			Hours	Rate	Amount	
000392	22 - McClung, Michael	1/26/2021	1.00	306.84	306.84	
	319 Development Review					
001159	20 - Micek, Sean	1/5/2021	1.00	126.06	126.06	
001159	20 - Micek, Sean	1/19/2021	.50	126.06	63.03	
001159	20 - Micek, Sean	1/25/2021	2.00	126.06	252.12	
	Team Leader					
000392	30 - McClung, Michael	1/5/2021	1.00	273.69	273.69	
	1 Our Lane Trail					
000392	30 - McClung, Michael	1/8/2021	1.00	273.69	273.69	
	319 Chapel Belle Drainage					
000392	30 - McClung, Michael	1/18/2021	.50	306.84	153.42	
	11701 Longleaf					
	Totals		7.00		1,448.85	
	Total Labor					1,448.85
						\$1,448.85
						\$1,448.85
						\$1,448.85
						Total this Report \$1,448.85



Progress Report

To: Ms. Karen Glynn & Mr. Steve Smith

Date: January 28, 2021

Project: Bunker Hill Village: Progress Report

RPS Project No.: 0159.019.003 – On-Call Services

0159.019.029 – Site Development Review

Work performed from January 1, 2021 to January 31, 2021

0159.019.003: On-Call Services (TOTAL = \$9057.35)

- Drainage Committee Prep, Attend Meetings, and Follow up on action items (\$2,189.52)
 - Mike McClung – 8 hrs
- City Council Meeting Prep and Attendance (\$1,227.36)
 - Mike McClung – 4 hrs
- Taylocrest Permit Plan Research and Plan Review (\$1,482.26)
 - Jennifer Hallier – 7.5 hrs
 - Mike McClung – 2 hr
- cup* • Bunker Hill Elementary Underground Detention Analysis Including Meeting with SBISD (\$920.52)
 - Mike McClung – 3 hrs
- Review Drainage Issue at 237 Kilts and Site Visit (\$1,127.91)
 - Mike McClung – 4 hrs
- Wood Lane and Winshire Circle Drainage Analysis (\$2,109.78)
 - Mike McClung – 2 hrs
 - Tim Hart – 2 hrs
 - Sean Micek – 7 hrs

0159.019.029: Site Development Reviews (TOTAL = \$1,448.85)

- Completed HGL calculations based on existing XP-SWMM model and Atlas 14: 306 Belin Manor, One Hour Lane Trail, 11730 Wood Lane, 11701 Longleaf, 210 Vanderpool, 225 Bylane Drive, (\$1,448.85)
 - Sean Micek – 3.5 hrs
 - Mike McClung – 3.5 hrs



Mr. Steve Smith
Director of Public Works/Building Official
City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024

March 8, 2021
Project No: 004067
Invoice No: 221014
Legacy Project No: 0159.019.003

Bunker Hill Village On-Call

For Professional Services rendered from January 30, 2021 to February 26, 2021:

General On-Call Services

Professional Personnel

	Hours	Rate	Amount	
McClung, Michael	5.00	306.84	1,534.20	
Micek, Sean	10.00	126.06	1,260.60	
Totals	15.00		2,794.80	
Total Labor				2,794.80
				\$2,794.80

Reimbursable Expenses

Reim Exp-Mileage		7.84	
Total Reimbursables	1.0 times	7.84	7.84
			\$7.84

Total Due This Invoice: \$2,802.64

Remit Payment:

575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
T: (281) 589-7257 F: (281) 589-7309
Routing # 111000614 Bank # 697856677

01-7503

Billing Backup

Thursday, February 25, 2021

RPS Infrastructure Inc. (Live)

Invoice 221014 Dated 3/8/2021

6:58:51 PM

Professional Personnel

			Hours	Rate	Amount	
000392	22 - McClung, Michael	2/1/2021	2.00	306.84	613.68	
	237 Kilts Prep, Meeting, and Follow Up					
000392	22 - McClung, Michael	2/2/2021	1.00	306.84	306.84	
	Wood Lane Analysis					
000392	22 - McClung, Michael	2/3/2021	1.00	306.84	306.84	
	Wood Lane Analysis					
000392	22 - McClung, Michael	2/9/2021	1.00	306.84	306.84	
	Wood/Winshire Exhibits					
001159	20 - Micek, Sean	2/1/2021	3.00	126.06	378.18	
	Winshire back lot analysis					
001159	20 - Micek, Sean	2/2/2021	3.00	126.06	378.18	
	Winshire back lot analysis					
001159	20 - Micek, Sean	2/8/2021	4.00	126.06	504.24	
	Winshire and Wood lane analysis and exhibits					
	Totals		15.00		2,794.80	
	Total Labor					2,794.80
						\$2,794.80

Reimbursable Expenses

Reim Exp-Mileage						
EX	000000024558	2/1/2021	McClung, Michael / Drive to BHV / Site Visit /		7.84	
			14.00 miles @ 0.56			
	Total Reimbursables		1.0 times	7.84	7.84	
						\$7.84
						\$2,802.64
			Total this Report			\$2,802.64



Progress Report

To: Ms. Karen Glynn & Mr. Steve Smith
Date: February 25, 2021
Project: Bunker Hill Village: Progress Report
RPS Project No.: 0159.019.003 – On-Call Services
0159.019.029 – Site Development Review

Work performed from February 1, 2021 to February 28, 2021

0159.019.003: On-Call Services (TOTAL = \$2,802.64)

- Review Drainage Issue at 237 Kilts and Meeting with Resident (\$613.68)
 - Mike McClung – 2 hrs
- Wood Lane and Winshire Circle Drainage Analysis (\$2,181.12)
 - Mike McClung – 3 hrs
 - Sean Micek – 10 hrs

0159.019.029: Site Development Reviews (TOTAL = \$2,011.08)

- Completed HGL calculations based on existing XP-SWMM model and Atlas 14:
311 Ranier, 321 Bunker Hill, 352 Knipp Road (\$685.02)
 - Sean Micek – 3 hrs
 - Mike McClung – 1 hr
- Reviewed Drainage Plan for the following addresses:
319 Chapel Belle, 8 Valley Forge (\$1,326.06)
 - Sean Micek – 2 hrs
 - Mike McClung – 3.5 hr



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

March 8, 2021
Project No: 007054
Invoice No: 221017
Legacy Project No: 0159.019.029

Bunker Hill Village On-Call - Site Development Review for Drainage Impacts
For Professional Services rendered from January 30, 2021 to February 26, 2021:
Professional Personnel

	Hours	Rate	Amount	
McClung, Michael	4.50	306.84	1,380.78	
Micek, Sean	5.00	126.06	630.30	
Totals	9.50		2,011.08	
Total Labor				2,011.08
				\$2,011.08
		Total Due This Invoice:		\$2,011.08

Remit Payment:
575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
T: (281) 589-7257 F: (281) 589-7309
Routing # 111000614 Bank # 697856677



Progress Report

To: Ms. Karen Glynn & Mr. Steve Smith
Date: February 25, 2021
Project: Bunker Hill Village: Progress Report
RPS Project No.: 0159.019.003 – On-Call Services
0159.019.029 – Site Development Review

Work performed from February 1, 2021 to February 28, 2021

0159.019.003: On-Call Services (*TOTAL = \$2,802.64*)

- Review Drainage Issue at 237 Kilts and Meeting with Resident (\$613.68)
 - Mike McClung – 2 hrs
- Wood Lane and Winshire Circle Drainage Analysis (\$2,181.12)
 - Mike McClung – 3 hrs
 - Sean Micek – 10 hrs

0159.019.029: Site Development Reviews (*TOTAL = \$2,011.08*)

- Completed HGL calculations based on existing XP-SWMM model and Atlas 14:
311 Ranier, 321 Bunker Hill, 352 Knipp Road (\$685.02)
 - Sean Micek – 3 hrs
 - Mike McClung – 1 hr
- Reviewed Drainage Plan for the following addresses:
319 Chapel Belle, 8 Valley Forge (\$1,326.06)
 - Sean Micek – 2 hrs
 - Mike McClung – 3.5 hr

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

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

Invoice number 23931
 Date 01/29/2021

Project **200-020 Construction Plans for Water Well #5**

Engineering Services through January 29, 2021

Water Well # 5 Water Well Improvements

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
Water Well Improvements	142,456.84	124,214.57	18,242.27
Total	142,456.84	124,214.57	18,242.27

Water Well Improvements
 Professional Fees

Handwritten: WW5 07-9182.01

Principal

Spec Review
Conference call on well drillers experience and recent bids from Westin MUD and League City
Addendum # 2
Bid Opening
Design Specs
Prebid
Plan and Spec review
Coordination of Matrealies and cover removal
Materials and cover removal
Pre Bid meeting at City Hall

Hours	Billed Amount
11.25	2,025.00

Executive Assistant

Spec
Complete and proof spec
Norman sent changes
Make Final Changes
Complete revisions to Spec then create a PDF
Prebid sign up for the 13th and bid date for the 21st
Mandatory Prebid and fill in Prebid Conference attendance sheet
Addendum No. 1
Work on Addendum No. 2
Continue to work on Addendum No. 2
Bid Tab and Bid Opening Sheet
Bid Tab

27.00	2,529.48
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Engineer II (EIT)

52.50	6,557.26
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Water Well Improvements

Professional Fees

	Hours	Billed Amount
<p>PM. Correspondence with potential bidders. Produced Engineers Constr. Est., Reviewed Project bid docs and specs. PM. Reviewed Project Bid Docs & Specs. TCEQ Review status. PM. Reviewed project bid docs and specs, in prep. to upload to CivCast. Correspondence with TCEQ regarding needed document request. PM. Reviewed and uploaded project bid docs and specs onto CivCast. PM. Prepared Addendum No. 1. Correspondence with GW Consultant. PM. Collaborated with GW and EE Consultants regarding project bid docs and plan comments. PM. Communicated with GW Consultant regarding Project Bid Docs and Plan comments. Revised Pre-Bid Agenda. Met with Owner to discuss project status. Attended Pre-Bid Meeting. Uploaded Pre-Bid Items to CivCast. Revised Addendum No. 2 and design planset. PM. Communicated with potential Bidders and GW Consultant regarding Well Specs. Produced Contract 1A - 1C Full Project schedule, as requested by Owner. Revised project bid docs and produced Addendum No. 1. Revised Addendum No. 1. Correspondence with TCEQ regarding project review status and submitted requested specs and plans for review. Reviewed Contract 1A-1C Project schedule with PM. Reviewed and revised project bid docs, specs and plans with Principal and PM. Produced Addendum No. 2. Revised Addendum No. 2 PM. Reviewed Bid-Tab. Correspondence with GW Consultant. Produced and reviewed Addendum No. 2. Collaborated with GW Consultant regarding project specs. PM. Reviewed Addendum No. 2 and Project Bid Docs. Correspondence with LAB regarding water sampling. Shared bid docs and plan set with Owner and SBISD ENG. PM. Reviewed LAB Water Sampling Proposal and discussed revisions with GW Consultant. Collaborated with PM and reviewed and revised Contract 1A -1C ENG. Est. for Owners's review. Attended Bid Opening. Reviewed Bid Tab.</p>		
Project Designer	12.50	1,353.11
Plan set production		
Plan set production		
Plan set production		
Addendum no.1		
Addendum 2 revisions		
Plan set production		
CAD Technician I	4.00	340.10
Mark ups		
Mark ups		
Mark ups		
Senior Project Manager	16.50	2,747.84
Review Plans and Contract		
Meeting with CBHV, Prebid Meeting, Onsite Meeting with Contractors		
Change Order Review		
Meeting with City of Bunker Hill		
Add No. 1		
Staff Meeting regarding plan status		
Bid Opening, CBHV Meeting		
Add 2 Review		
Professional Fees subtotal	123.75	15,552.79
Reimbursables		
	Rate	Billed Amount
Civcast Listing		
Norman E. Gutierrez	1.10	119.06
Mileages		
Laura M. Morales	0.56	4.48
Norman E. Gutierrez	0.56	13.44
Copiess		
Blueprints Plus		11.50

Water Well Improvements

Reimbursables

	Rate	Billed Amount
--	------	------------------

Copiess

Reproduction

Reimbursables subtotal		148.48
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Consultant

Units	Rate	Billed Amount
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Consultant

Ground Water Consultants, LLC

2,541.00

200-020-012 Services - Review Spec , Plan Sheets

Water Well Improvements subtotal		18,242.27
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Invoice total		18,242.27
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Approved by:

John K. Davis
President

Langford Engineering, Inc.
1080 W. Sam Houston Pkwy. N.
Suite 200
Houston, TX 77043
713-461-3530

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

Invoice number 23932
Date 01/29/2021

Project **200-020 Construction Plans for Water Well #5**

Engineering Services through January 29, 2021

~~Taylorcrest Court Water Line and Site Improvements Well # 5~~

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
Site Improvements	41,407.05	40,569.15	837.90
Total	41,407.05	40,569.15	837.90

Site Improvements
Professional Fees

	Hours	Billed Amount
Executive Assistant	1.50	140.52
<i>Estimate No. 2 & FINAL, CO 1 & FINAL, CA, CC</i>		
<i>Make changes to Monthly Estimate No. 2 and Change Order No. 1 & FINAL</i>		
Engineer II (EIT)	0.25	31.23
<i>Reviewed project file and needed updates.</i>		
Senior Project Manager	4.00	666.15
<i>Project Closeout Walkthrough</i>		
<i>Pay Applications and Items for Council Meeting</i>		
<i>Final Pay App</i>		
Professional Fees subtotal	5.75	837.90
Site Improvements subtotal		837.90

Invoice total **837.90**

07-9182 01

Approved by:

John K. Davis
President

Langford Engineering, Inc.
1080 W. Sam Houston Pkwy. N.
Suite 200
Houston, TX 77043
713-461-3530

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

Invoice number 23933
Date 01/29/2021

Project **200-023 2020 Emergency Repair Water Well 1**

Engineering Services through January 29, 2021

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
101 - Water Well No. 1 Taylorcrest Water Plant	8,712.43	8,487.43	225.00
Total	8,712.43	8,487.43	225.00

101 - Water Well No. 1 Taylorcrest Water Plant
Professional Fees

	Hours	Billed Amount
Principal	1.25	225.00
<i>Meeting at City Hall with Layne and National Pumps Brett Patterson</i>		

Invoice total **225.00**

Approved by:

04-9182
7520

John K. Davis
President

Langford Engineering, Inc.
1080 W. Sam Houston Pkwy. N.
Suite 200
Houston, TX 77043
713-461-3530

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

Invoice number 23934
Date 01/29/2021

Project 200-024 GST Recoating - Water Plant 2

Engineering Services through January 29, 2021

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
011 - Preliminary Engineering	7,000.00	7,000.00	7,000.00	0.00
012 - Design Phase Services	14,000.00	14,000.00	14,000.00	0.00
013 - Construction Phase Services	6,000.00	3,500.00	2,500.00	1,000.00
014 - Observation of Construction	14,000.00	10,007.28	2,000.00	8,007.28
016 - Record Drawings	1,000.00	0.00	0.00	0.00
019 - Reimbursable Expenses	3,000.00	1,327.86	1,260.10	67.76
Total	45,000.00	35,835.14	26,760.10	9,075.04

Reimbursables

	Units	Rate	Billed Amount
Mileages	134.00	0.56	75.04
Invoice total			9,075.04

Approved by:

John K. Davis
President

7
04-9182.02

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

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

Invoice number 23935
 Date 01/29/2021

Project **200-009 Bunker Hill General Engineering Services**

Engineering Services through January 29, 2021

2021 Misc. Assignments

Invoice Summary

Description	Current Billed
106 - 2021 Misc. Assignments	1,182.90
Total	1,182.90

106 - 2021 Misc. Assignments

Professional Fees

	Hours	Billed Amount
Principal	0.50	90.00
<i>Booster pumps pulled, Steve authorized third pump pulled after first to had already been pulled by NTS.</i>		
Engineer II (EIT)	1.75	218.59
<i>Risk&Resilience Assessment coordination</i>		
<i>Risk&Resilience Assessment coordination</i>		
<i>Provided Principal with docs in prep. for Monthly Council meeting.(2021 MISC ASSIGNMENTS!!)</i>		
<i>Reviewed Proposed San. Swr Rehab Map and discussed scope with PM.</i>		
<i>Reviewed Proposed San. Swr Rehab Map and discussed scope with PM & Principal. (2021 ENG SERVICES!!)</i>		
Project Designer	5.00	541.24
<i>Map updates</i>		
<i>Sanitary sewer map updates</i>		
Senior Project Manager	2.00	333.07
<i>San Swr Rehab Plans</i>		
Professional Fees subtotal	9.25	1,182.90
Phase subtotal		1,182.90

Invoice total **1,182.90**

*WATER PLANT 2
 GST RECOGNITION*

Approved by:

*04-9182
 7520*

John K. Davis
 President

Statement

Langford Engineering, Inc.
1080 W. Sam Houston Pkwy. N.
Suite 200
Houston, TX 77043
713-461-3530

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

Statement date: 2/23/2021

	Invoice Number	Invoice Date	Amount
City of Bunker Hill Village			
200-009 Bunker Hill General Engineering Services			
	23935	1/29/2021	1,182.90
	Project Outstanding		1,182.90
200-020 Construction Plans for Water Well #5			
	23931	1/29/2021	18,242.27
	23932	1/29/2021	837.90
	Project Outstanding		19,080.17
200-023 2020 Emergency Repair Water Well 1			
	23933	1/29/2021	225.00
	Project Outstanding		225.00
200-024 GST Recoating - Water Plant 2			
	23934	1/29/2021	9,075.04
	Project Outstanding		9,075.04
	Client Outstanding		29,563.11

City of Bunker Hill Village							
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days		Prepayment
29,563.11	29,563.11	0.00	0.00	0.00	0.00		0.00

W.W. PAYTON CORPORATION
General Contractor Serving Texas
P.O. Box 1056 Katy, Texas 77492-1056
(281) 371-7068

City of Bunker Hill Village
11977 Memorial Drive
Houston, Texas 77024
Attn: Steve Smith, Public Works Director

Date: 3-4-2021
Invoice No. 1 & Final
W. W. Payton Job No. 748

INVOICE

Description of Work Completed:

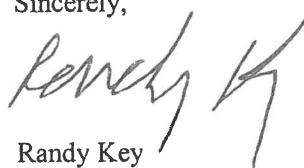
1) Remove and replace 12" Gate Valve, complete in place	\$3,000.00
2) Remove and replace 8" Gate Valve, complete in place	\$1,800.00
3) 6" Dresser Coupling (Parts Only)	\$300.00
4) 4" Gate Valve, bolts, nuts, gasket (Parts Only)	\$500.00

Invoice Total: \$5,600.00

Terms: Net/30 days

Remit Payment To
W.W. Payton
Corporation
P.O. Box 1056
Katy, Texas 77492-1056

Sincerely,



Randy Key

WP #2 VALVE REPLACEMENT
07-9182

PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/18/2021	62766

BILL TO:

City of Bunker Hill Village
Attn: Steve Smith
11977 Memorial Drive
Houston, TX 77024

Balance Due	\$155.00
DUE DATE	1/18/2021
PAYMENT TERMS	Due on recpt

P.O. NO.	STATUS	JOB NO.
	Completed	1901-055

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #2 ~ For City of Bunker Hill Village • For New Home • Grading & Drainage Plans • Detention Worksheet EMAIL PDF OF MARKUPS & LETTER TO CITY	1	150.00	1/18/2021	150.00
	1	5.00	1/18/2021	5.00

FOR: PATRICK HSU

AT: 680 Flintdale Road ~ City of Bunker Hill Village

LGL: Lot 1, Webwood (.94 ACRE)

ORDERED BY: STEVE SMITH

Thank you!
Σ

RECEIVED FEB 05 2021

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$155.00
Sales Tax (8.25%)	\$0.00
Total	\$155.00
Payments/Credits	\$0.00

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

Invoice

DATE	INVOICE NO.
1/18/2021	62767

BILL TO:

City of Bunker Hill Village
Attn: Steve Smith
11977 Memorial Drive
Houston, TX 77024

Balance Due	\$80.00
DUE DATE	1/18/2021
PAYMENT TERMS	Due on receipt

DESCRIPTION	P.O. NO.		STATUS	JOB NO.
	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #3 ~ For City of Bunker Hill Village	0.5	150.00	1/4/2021	75.00
• For New Home				
• Grading & Drainage Plans				
• Detention Worksheet				
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00		5.00
<p>FOR: BENJAMIN & WENDY MORELAND</p> <p>AT: 11644 Greenbay Drive ~ City of Bunker Hill Village</p> <p>LGL: TR E, ST Berry U/R ~ ABST 72 • JD TAYLOR (1.19 ACRE)</p> <p>ORDERED BY: STEVE SMITH</p>				

RECEIVED FEB 05 2021

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$80.00
Sales Tax (8.25%)	\$0.00
Total	\$80.00
Payments/Credits	\$0.00

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/18/2021	62768

BILL TO:

City of Bunker Hill Village
Attn: Steve Smith
11977 Memorial Drive
Houston, TX 77024

Balance Due	\$80.00
DUE DATE	1/18/2021
PAYMENT TERMS	Due on recpt

DESCRIPTION	P.O. NO.		STATUS	JOB NO.
	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #5 ~ For City of Bunker Hill Village • For New Home • Grading & Drainage Plans • Detention Worksheet	0.5	150.00	1/4/2021	75.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00		5.00
FOR: PERIYAR VENTURES LLC AT: 11917 Knippwood Lane ~ City of Bunker Hill Village LGL: TR 5, Block 1, Knippwood (.48 ACRE)				
ORDERED BY: STEVE SMITH				

RECEIVED FEB 05 2021

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$80.00
Sales Tax (8.25%)	\$0.00
Total	\$80.00
Payments/Credits	\$0.00

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FAX: 281.829.0233

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PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/26/2021	62765

BILL TO:

City of Bunker Hill Village
Attn: Steve Smith
11977 Memorial Drive
Houston, TX 77024

Balance Due	\$685.00
DUE DATE	1/26/2021
PAYMENT TERMS	Due on recpt

DESCRIPTION	P.O. NO.		STATUS	JOB NO.
	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #1 • FOR NEW HOME • Grading & Drainage Plans • Detention Worksheet	2.5	150.00	1/5/2021	375.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00	1/5/2021	5.00
DRAINAGE PLAN REVIEW & LETTER #2 • Grading & Drainage Plans • Detention Worksheet	1.5	150.00	1/18/2021	225.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00	1/18/2021	5.00
DRAINAGE PLAN REVIEW & LETTER #2 • NO OBJECTIONS • Grading & Drainage Plans • Detention Worksheet	0.5	150.00	1/26/2021	75.00
FOR: JAMESTOWN ESTATE HOMES LP AT: 306 Belin Manor Drive ~ City of Bunker Hill Village LGL: Lot 9, Belin Manor U/R ~ ABST 72 • JD TAYLOR (.46 ACRE)				
ORDERED BY: STEVE SMITH				
01-2505				
RECEIVED FEB 05 2021				
Thank you for the privilege to serve you!				
Subtotal				\$685.00
Sales Tax (8.25%)				\$0.00
Total				\$685.00
Payments/Credits				\$0.00

PROFESSIONAL LAND SURVEYING
CIVIL ENGINEERING • PLATTING SERVICES

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FAX: 281.829.0233

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PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
2/12/2021	62883

BILL TO:

City of Bunker Hill Village
Attn: Steve Smith
11977 Memorial Drive
Houston, TX 77024

Balance Due	\$320.00
DUE DATE	2/12/2021
PAYMENT TERMS	Due on recpt

DESCRIPTION	P.O. NO.		STATUS	JOB NO.
	QTY	RATE	JOB COMPLETION	AMOUNT
PLAT REVIEW #2 ~ For City of Bunker Hill Village • REASON: TO CREATE ONE RESTRICTED RESERVE FOR ELEMENTARY SCHOOL	2	150.00	2/12/2021	300.00
DELIVERY FEE TO CITY	1	20.00		20.00
FOR: BUNKER HILL ELEMENTARY SCHOOL AT: 11950 Taylorcrest Road ~ City of Bunker Hill Village LGL: RES A, BLOCK I, SPRING BRANCH JSD ~ BUNKER HILL ELEMENTARY SCHOOL ~ PLAT IN PROGRESS ORDERED BY: STEVE SMITH <i>Thank you!</i>				
RECEIVED MAR 03 2021				

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$320.00
Sales Tax (8.25%)	\$0.00
Total	\$320.00
Payments/Credits	\$0.00

PHONE: 281.829.0034

FAX: 281.829.0233

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PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
2/28/2021	62914

BILL TO:

City of Bunker Hill Village
Attn: Steve Smith
11977 Memorial Drive
Houston, TX 77024

Balance Due	\$685.00
DUE DATE	2/28/2021
PAYMENT TERMS	Due on recpt

DESCRIPTION	P.O. NO.		STATUS	JOB NO.
	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #1 ~ For City of Bunker Hill Village • For New Construction • Grading & Drainage Plans • Detention Worksheet EMAIL PDF OF MARKUPS & LETTER TO CITY	3	150.00	2/22/2021	450.00
	1	5.00	2/22/2021	5.00
DRAINAGE PLAN REVIEW #2 ~ For City of Bunker Hill Village • For New Construction • Grading & Drainage Plans • Detention Worksheet EMAIL PDF OF MARKUP & LETTER TO CITY	1.5	150.00	2/28/2021	225.00
	1	5.00	2/28/2021	5.00
FOR: HENRY DO AT: 352 Knipp Road ~ Bunker Hill Village LGL: TR 34, Wahrenberger U/R ~ ABST 72 • JD Taylor (.93 ACRE) ORDERED BY: STEVE SMITH				
RECEIVED MAR 03 2021				

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$685.00
Sales Tax (8.25%)	\$0.00
Total	\$685.00
Payments/Credits	\$0.00

PHONE: 281.829.0034

FAX: 281.829.0233

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Progress Estimate

Contractor's Application

For (contract):			City of Bunker Hill Village, TX		Application Number: 2					
Application Period: 1/31/21 - 2/28/21			Application Date: 3/1/2021							
A			B	Work Completed		E	F		G	
Item		Description	Scheduled Value	C	D		Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
Specification Section No.				From Previous Application (C+D)	This Period					
1		Mobilization	\$6,000.00	\$6,000.00				\$6,000.00	100.0%	\$22,000.00
2.1		Tank Interior Blast and Prime	\$54,000.00	\$4,000.00				\$32,000.00	59.3%	\$12,300.00
2.2		Tank Interior Stripe & Intermediate Coat	\$12,300.00							\$9,000.00
2.3		Tank Interior Final Coat	\$9,000.00							\$2,500.00
3.1		Tank Exterior Blast & Prime	\$29,500.00					\$27,000.00	91.5%	\$9,500.00
3.2		Tank Exterior Intermediate Coat	\$9,500.00							\$11,000.00
3.3		Tank Exterior Final Coat	\$11,000.00							\$10,000.00
4		Existing Yard Piping Blast, Prime, & Paint	\$10,000.00							\$15,000.00
5		Exterior Motor, Chlorine, & LAS Building Clean & Paint	\$15,000.00							\$5,200.00
6		Replace Tank Roof Vent	\$5,200.00							
7		Repair Deep Pits & Leaks on Tank Floor	\$1,400.00			\$1,400.00		\$1,400.00	100.0%	
8		Repair Deep Pits & Leaks on Tank Roof	\$7,400.00	\$2,400.00		\$5,000.00		\$7,400.00	100.0%	
Bid Alternates										
B		Remove & Replace Roof Plate and Rafters	\$65,700.00	\$44,000.00		\$21,700.00		\$65,700.00	100.0%	\$15,300.00
C		Remove Hydropneumatic Tank, foundation, & backfill	\$15,300.00							
Change Orders										
1.1		Blast & Repaint Water Well & Head Piping	\$4,950.00							\$4,950.00
1.2		Pressure Wash & Overcoat Electrical Panel	\$1,500.00							\$1,500.00
1.3		Pressure Wash and Overcoat Generator Enclosure	\$7,800.00							\$7,800.00
1.4		Insulation and Aluminum Jacketing of Fill Pipe	\$3,500.00							\$3,500.00
Totals			\$269,050.00	\$56,400.00		\$83,100.00		\$139,500.00	52%	\$129,550.00