MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
January 18, 2022, at 5:00 P.M.

I. CALL TO ORDER

Mayor Robert Lord called the meeting to order at 5:03 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Those Present:
Mayor Robert Lord
Councilmember Keith Brown
Councilmember Susan Schwartz
Councilmember Jay Smyre
Councilmember Eric Thode

Those Absent:
Councilmember Laurie Rosenbaum

Also in Attendance:
Karen Glynn, City Administrator
Loren Smith, City Attorney
Larry Boggus, MVPD
Susan Grass, Finance Manager
Jennifer Namie, Assistant to the City Secretary

EXECUTIVE SESSION

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

Mayor Lord convened into closed executive session at 5:04 p.m.

Mayor Lord reconvened the meeting at 5:42 p.m.

II. PLEDGE OF ALLEGIANCE

Officer Boggus led the Pledge of Allegiance.

III. CITIZEN COMMENTS

There were no citizen comments.

IV. PRESENTATION AND PUBLIC HEARING

ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED BELOW:

PRESENTATION AND PUBLIC HEARING ON A RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION – *Karen Glynn, City Administrator and Loren Smith, City Attorney*

Memorial Forest Club, a non-profit club established in the 1950's at its current location of 12122 Memorial Drive, submitted an application for a Specific Use Permit. There is no Specific Use Permit for the site. The Club is considered a legal non-conforming use in the City of Bunker Hill Village. The desired Specific Use Permit would officially recognize the physical layout of the Club as indicated on the submitted site plan, and the uses associated therewith.

Ordinance No. 49 was approved and memorialized a Settlement Agreement between the City of Bunker Hill and the Club in 1958. The Settlement Agreement expired on its terms in June 2008 (50 years). The intention of the Specific Use Permit is to supersede Ordinance No. 49 and the Settlement Agreement in all respects. In addition, the City's Zoning Board of Adjustment approved a variance on April 23, 1998 to replace a 100-foot section of a six-foot fence behind the volleyball court with a fence nine feet high. A memorandum of understanding was also approved in May 2014 regarding landscaping, irrigation, and associated maintenance in the City right of way at Plantation and Memorial.

Consistent with the 1958 agreement, the items outlined in the Ordinance coincide with the items listed in the City's Zoning Ordinance to ensure compatibility of non-resident uses with adjacent properties by the Specific Use Permit Process, including but not limited to hours of operation, lighting, noise, and signage.

The purpose of the SUP Process is to look at individual sites on a case-by-case basis and determine if the proposal/existing use negatively impacts adjacent properties and the City as a whole.

The Planning and Zoning Commission held a workshop in August 2021. Property owners from an adjacent property attended the meeting and spoke with the Commission. The main concerns included noise and lighting.

The Planning and Zoning Commission held a Public Hearing in September 2021. Notifications to adjacent properties within 200 feet were provided. The notice of the public hearing was provided in the City's newspaper of record and on the City's website.

The Planning and Zoning Commission met in November and December, 2021 to further discuss and recommend an ordinance. On December 7, 2021, the Planning and Zoning Commission unanimously recommended Ordinance No. 22-565. Commissioner and Vice-Chair, Bill Goings abstained.

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING APPENDIX "A" OF THE CODE OF ORDINANCES OF THE CITY, SAME BEING THE COMPREHENSIVE ZONING ORDINANCE OF SAID CITY, BY GRANTING A SPECIFIC USE PERMIT TO THE MEMORIAL FOREST CLUB AT 12122 MEMORIAL DRIVE FOR OUTDOOR RECREATIONAL AND SUPPORTING AND INCIDENTAL USES; PROVIDING FOR A REPEALER; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED $2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY

Mayor Lord opened the Public Hearing at 5:51 p.m.

THE PURPOSE OF THE PUBLIC HEARING IS TO RECEIVE COMMENTS FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING A RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION REGARDING AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING APPENDIX "A" OF THE CODE OF ORDINANCES OF THE CITY, SAME BEING THE COMPREHENSIVE ZONING ORDINANCE OF SAID CITY, BY GRANTING A SPECIFIC USE PERMIT TO THE MEMORIAL FOREST CLUB AT 12122 MEMORIAL DRIVE FOR OUTDOOR

RECREATIONAL AND SUPPORTING AND INCIDENTAL USES; PROVIDING FOR A REPEALER; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED $2000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

The following individuals spoke at the hearing:

Tom Van Arsdale, Representing Memorial Forest Club

Mayor Lord closed the Public Hearing at 5:57 p.m.

CONSIDERATION AND POSSIBLE ACTION, AS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, TO APPROVE ORDINANCE NO. 22-565 AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING APPENDIX "A" OF THE CODE OF ORDINANCES OF THE CITY, SAME BEING THE COMPREHENSIVE ZONING ORDINANCE OF SAID CITY, BY GRANTING A SPECIFIC USE PERMIT TO THE MEMORIAL FOREST CLUB AT 12122 MEMORIAL DRIVE FOR OUTDOOR RECREATIONAL AND SUPPORTING AND INCIDENTAL USES; PROVIDING FOR A REPEALER; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED $2000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

The Mayor and Council discussed the application, the history and the proposed ordinance. The Mayor thanked the Planning and Zoning Commission for their efforts.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Ordinance 22-565 to grant the Specific Use Permit to Memorial Forest Club at 12122 Memorial Drive.

The motion carried 4 to 0.

V. POLICE COMMISSIONER REPORT

Commissioner, Jay Smyre, gave an update on December activities, including personnel and calls for service. Commission Smyre continued to highlight the successes of the ALPR System and the benefits to the Villages.

VI. FIRE COMMISSION LIAISON REPORT

Liaison, Keith Brown, gave an update on the Commission and Department activities, staffing, calls for service and response times, and the 2021 Budget to date.

VII. MAYOR'S REPORT

A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 22-566, 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 February 2022 and ensures that any support needed from other agencies would be available to the City. The open meetings provision is no longer included; therefore, all open meetings must include members in person.

A motion was made by Councilmember Thode and seconded by Councilmember Smyre to approve Ordinance 22-566.

The motion carried 4 to 0.

B. Consideration and Possible Action to Appoint Kyle Sears to the Harris-Galveston Subsidence District Board

Mayor Lord noted that it is time to reappoint Kyle Sears. All of the other Village Mayors will be making the same appointment.

A motion was made by Councilmember Smyre and seconded by Councilmember Thode to appoint Kyle Sears to the Harris-Galveston Subsidence District Board.

The motion carried 4 to 0.

C. Report on Activities and Upcoming Events

- Mayor's Meeting – The Mayors will be meeting every other month.
- Appreciation Dinner for Judge Carl Moerer
  The City is hosting an appreciation dinner for Judge Moerer and his family on Wednesday, January 19, 2022 to thank him for his 30 years of service to the City of Bunker Hill Village's Municipal Court. The dinner will be at 6:00 p.m. at City Hall. A notice of possible quorum has been posted.
- Community Conversation on Crime with the Memorial Village Mayors
  This event has been postponed following Harris County's change to "red" as a result of recent cases with the virus. The Mayors want to ensure all residents, even those unvaccinated have an opportunity to attend.
- Other Updates
  Mayor Lord also noted the Birdies fore Blue Golf Tournament set for Tuesday, February 17, 2022.

VIII. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events

- Planning and Zoning Commission Meetings
  The Planning & Zoning Commission will now meet regularly on the 4th Tuesday of each month at 11:30 a.m. The Paratus Memorial SUP Application will be on the January 25, 2022 Agenda.

- Memorial Drive and Gessner Road Grant Application
  HGAC is indicating an April/May timeframe for the Grant Process. Staff is coordinating with the City's consultants on the preliminary engineering updates to see if there are any changes that need to be incorporated into the application materials.

B. Consideration and Possible Action on Fiscal Year 2022 Proposed Calendar for Council Meetings and Special Events

Karen Glynn, City Administrator, presented the following list of recommended holidays for 2022 in addition to the proposed City Council Meetings for the year:

2022 Holiday Schedule

Friday, April 15, 2022	Good Friday
Monday, May 30, 2022	Memorial Day
Monday, July 4, 2022	Independence Day
Monday, September 5, 2022	Labor Day
Thursday - Friday, November 24 & 25, 2022	Thanksgiving
Monday - Tuesday, December 26 & 27, 2022	Christmas Eve and Day
	(Christmas Day is Sunday)
Friday, December 30, 2022	New Year's Day

A Floating Holiday is observed by each employee for their birthday

2022 City Council Meetings

Tuesday, January 18, 2022
Tuesday, February 15, 2022
Tuesday, March 8, 2022 *Third Tuesday falls the Week of Spring Break SBISD*
Tuesday, April 19, 2022
Tuesday, May 17, 202s
Tuesday, June 21, 2022
Tuesday, July 19, 2022 *Recommended Cancelling July Meeting*
Tuesday, August 16, 2022
Tuesday, September 20, 2022
Tuesday, October 18, 2022
Tuesday, November 15, 2022
Tuesday, December 20, 2022 *Typically Cancel December Meeting*
Budget Meetings - TBD

2022 Special Events

City Hall Closed Thursday & Friday, February 4-5, 2022
End of the year administration, filing and clean up
State of the City Presentation Tuesday, April 19, 2022
Villages Independence Day Celebration Monday, July 4, 2022
Annual Holiday Party Tuesday, December 13, 2022
Twinkle Light Parade Thursday, December 15, 2022

A motion was made by Councilmember Brown and seconded by Councilmember Thode to approve the 2022 Holiday Schedule.

The motion carried 4 to 0.

A motion was made by Councilmember Smyre and seconded by Councilmember Thode to approve the 2022 Events Schedule as amended to state that if there is only a parade for the Village Independence Celebration, the event will occur on Monday but if there is a celebration, the event may need to occur on Saturday based on facilities.

The motion carried 4 to 0.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve the 2022 Council Meeting Calendar as recommended.

The motion carried 4 to 0.

C. Resident Request to Consider Banning Gas Powered Blowers

The City Administrator shared a note and article recently received by a resident requesting to ban gas powered blowers in the City as other cities are doing nation-wide. The City Administrator sought input of Council regarding this request. The Council suggested that the Planning and Zoning Commission may be able to share some insight on this issue.

D. Report on Capital Projects
Public Works Director Steve Smith shared the following:

- Water Well No. 5 Sitework and Bunker Hill Elementary School Progress
  The City issued the notice to proceed on the site work. Langford Engineering has been designing the transmission line. The transmission line project will be advertised in February. The school is progressing very well. Photos of the building were shared.

- Public Works and Disaster Operations Building
  Staff is working with the architect on the CMAR selection. Proposals will be opened next week. Interviews will follow. Staff plans for a recommendation to be ready for the February Meeting.

- Safety Improvements to the Intersection of Bunker Hill Road and Taylorcrest
  Staff continues to work diligently to get the concrete wall improvements installed at a reasonable cost. The streetlight and additional flasher have been ordered.

- Pavement Failures on Bunker Hill Road
  The City's Engineer has stated that there are no additional needs on Bunker Hill Road at this time. An overlay is planned for 2023. Further needs can be addressed at that time.

- Winshire Circle Drainage Concerns
  Residents along Winshire have shared concerns with nuisance ponding. Staff and RPS have made recommendations. The Public Works Team will be performing street grinding. Discussion with the backflow presenters will be further discussed with the Drainage Committee.

- Beautification Efforts and Projects for 2022
  - Metro Improvements – staff has told Metro that plans for additional shelters need to be submitted for review.
  - Bunker Hill Road Concerns – Staff has received a request to install landscaping along Bunker Hill Road. The Council discussed a need for a policy to outline the City's plans and requirements for beautification in the City's rights of way. This should be further discussed with the Beautification Committee and City Council.
  - Beautification Committee will be meeting and outlining a proposed plan for 2022.

IX. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE FUNDING AND TO DIRECT THE MAYOR TO REQUEST THAT SPRING BRANCH INDEPENDENT SCHOOL DISTRICT ISSUE A CHANGE ORDER TO THE CONTRACT WITH DUROTECH FOR THE RECONSTRUCTION OF BUNKER HILL ELEMENTARY SCHOOL IN THE AMOUNT OF $3,197,439.00 FOR ADDITIONAL DRAINAGE DETENTION IN ACCORDANCE WITH THE INTERLOCAL AGREEMENT BETWEEN THE CITY AND THE DISTRICT DATED OCTOBER 2021 - *Karen Glynn, Acting City Secretary/City Administrator and Loren Smith, City Attorney*

Karen Glynn presented this item:

Over the past year, staff shared information with the Mayor and City Council regarding the opportunity for the City to construct additional drainage detention at Bunker Hill Elementary School as part of the school reconstruction project. The City's modeling exercise found significant results with the added detention and as a result, the Drainage Committee recommended the project to be the highest priority project noting this opportune timing.

The City and Spring Branch Independent School District (SBISD) approved an Interlocal Agreement in October 2021. In addition, Durotech, SBISD's Contractor, submitted a letter with a firm price of $3,197,439.00 for the change order. With approval of this item, there will be available funds remaining of approximately $73,000 for contingency.

The detention construction will not be installed until the fall timeframe; however, it is necessary to lock in costs as soon as possible and for Durotech to have sufficient lead time to order supplies. The City will need to submit funds to SBISD upon approval of the change order.

A motion was made by Councilmember Brown and seconded by Councilmember Thode to authorize funding and to direct the Mayor to request that Spring Branch Independent School District issue a change order to the contract with Durotech for the reconstruction of Bunker Hill Elementary School in the amount of $3,197,439.00 for additional drainage detention in accordance with the interlocal agreement between the City and District dated October 2021.

The motion carried 4 to 0.

X. CONSIDERATION AND POSSIBLE ACTION TO AWARD A BID AND AUTHORIZE THE MAYOR TO EXECUTE CONTACTS BETWEEN THE CITY OF BUNKER HILL VILLAGE AND METRO CITY, LLC FOR THE RECONSTRUCTION OF CHAPEL BELLE AT A BASE BID PRICE OF $ 895,939.00 AND AWARDING THE ALTERNATIVE BID OF $100,456.00 TO RECONSTRUCT A SEGMENT OF TAMERLAINE FOR A TOTAL PRICE OF $996,395.00 - *Steve Smith, Director of Public Works/ Building Official*

Items X, XI and XII were presented together.

Steve Smith, Building Official, presented these items:
The City of Bunker Hill Village's 2021 and 2022 Capital Improvements Plan includes reconstruction of the pavement and drainage infrastructure for Chapel Belle and a segment of Tamerlaine. This project was identified as one of the City's priority pavement projects as part of the City's Pavement Assessment Project conducted in 2015. In addition, the residents of the area have been requesting this project for drainage needs. This project has been in the City's Infrastructure Management and Financial Plan as a high priority and the City has been planning for the funding over the years. Water and wastewater improvements have already been made as part of the City's Utility Rehab Projects.

Three (3) items were presented and recommended for approval for the Reconstruction Project:

X – Award Construction Project and Possible Add Alternate

Bidding advertisements were included in the City's newspaper of record and bids were opened on December 20, 2021. Four bids were received with the lowest bid being submitted by Metro City, LLC. The project bidding documents were created with a base bid portion for the reconstruction of Chapel Belle and an Add/Alternative bid item for the repair of Tamerlaine. The bid from Metro City, LLC is as follows:

Base Bid	$895,939.00
Add/Alternative	$100,456.00
Total Bid	**$996,395.00**

The bid information was reviewed, and a recommendation provided by RPS Infrastructure. The construction bid was less than the most recent engineer's estimate and within the City's Budget.

XI & XII – Construction Management Services

RPS Infrastructure submitted a proposal to provide the Construction Management Services for the project. The contract also includes materials testing for $20,553 resulting in a total of $60,078.00 for RPS.

Lloyd Smitha and Associates will provide construction management, on-site inspection and resident coordination for the project on behalf of the City. The proposal received from Lloyd Smitha and Associates was for $163,000.00; however, staff recommended an amount not to exceed $100,000.00 be approved at this point in the project. This was similar to the approval process followed on the Kilts-Warrenton Project.

Funding was noted as available in the 2022 Capital Improvements Program for Streets. A project contingency of $44,964.00 would remain. The project should be completed in 9 months (270 days).

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve items X, XI and XII on the agenda.

The motion carried 4 to 0.

XI. CONSIDERATION AND POSSIBLE ACTION REGARDING A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND RPS INFRASTRUCTURE IN AN AMOUNT NOT TO EXCEED $60,078.00 TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES FOR THE CHAPEL BELLE AND TAMERLAINE RECONSTRUCTION PROJECT INCLUDING MATERIALS TESTING - *Steve Smith, Director of Public Works/ Building Official*

See discussion summary under item X.

Approved with Item X.

XII. CONSIDERATION AND POSSIBLE ACTION REGARDING A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND LLOYD SMITHA & ASSOCIATES IN AN AMOUNT NOT TO EXCEED $100,000.00 TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE CHAPEL BELLE AND TAMERLAINE RECONSTRUCTION PROJECT - *Steve Smith, Director of Public Works/ Building Official*

See discussion summary under item X.

Approved with Item X.

XIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE REPAIR OF GUARDRAIL AT THE INTERSECTION OF BUNKER HILL ROAD AND MEMORIAL DRIVE IN AN AMOUNT NOT TO EXCEED $23,000.00 - *Steve Smith, Director of Public Works/ Building Official*

Steve Smith presented this item:

A guardrail located at the intersection of Bunker Hill Road and Memorial Drive was damaged in the latter part of 2021. The cause of the damage appeared to have been related to an impact from an automobile as there were damaged parts of a vehicle left at the scene. A police report was provided; however, there were no witnesses and no indication of who may have caused the damage.

The City requested proposals from several traffic device contractors for the repair of the damaged guardrail. The only reply was from Teamwork Construction Services which is a company that has previously repaired and installed guardrails for the City. The amount of the proposal was $20,903.00. The not to exceed amount allows for a small contingency.

A motion was made by Councilmember Schwartz and seconded by Councilmember Brown to authorize the repair of the guardrail at the intersection of Bunker Hill Road and Memorial Drive in amount not to exceed $23,000.00.

The motion carried 4 to 0.

XIV. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 22–567 OF THE CITY OF BUNKER HILL VILLAGE, TEXAS PROVIDING FOR THE HOLDING OF A GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 7, 2022 FOR THE PURPOSE OF ELECTING THREE COUNCIL MEMBERS (POSITION NOS. 1, 2, AND 3); PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTION; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT - *Karen Glynn, Acting City Secretary/City Administrator*

Karen Glynn, City Administrator/Acting City Secretary, presented this item:

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 7, 2022 and accordingly, will be for Positions 1, 2, and 3. Filing for a position on the ballet began January 19, 2022 and will conclude February 18, 2022.

The Ordinance also names Election Judges. 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.

A motion was made by Councilmember Smyre and seconded by Councilmember Brown to approve Ordinance No. 22–567.

The motion carried 4 to 0.

XV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 22-568, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NO. 1 TO THE ORIGINAL BUDGET OF THE CITY OF

BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2022; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT - *Susan Grass, Finance Director*

Finance Director, Susan Grass presented this item:

At the November 16, 2021 Meeting, Chief Ray Schultz presented a request for a policy and budget amendment to increase the Employee Health Insurance Benefits to cover 75% for Dependent Care versus ~50% in years past. This request was made to stay competitive with the market demands for recruiting staff and follows the recent policy change made by the Village Fire Department to offer and fund 75% of dependent care coverage.

The Council supported the policy change and voted to approve the policy and directed City Staff to submit an amendment to the City's 2022 Budget for $20,000.00 for the City's Share. The total cost to the Police Department Budget is projected to be $60,000 shared between the three member cities.

Amendment 1 compared the Fiscal Year 2022 Adopted Budget passed by City Council in September 2021 to the recommend Fiscal Year 2022 Amended Budget for the accounts amended.

Staff reviewed the 2022 Budget and recommended the $20,000 be funded from "Public Safety Other."

A motion was made by Councilmember Thode and seconded by Councilmember Brown to approve Ordinance No. 22-568.

The motion carried 4 to 0.

XVI. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 22–569 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 - *Karen Glynn, Acting City Secretary/City Administrator*

Karen Glynn, City Administrator/Acting City Secretary, presented this item:

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 recommended continuing with this publication.

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

The contract with the Houston Community Newspaper was included on the consent agenda. The contract provides for set costs for the year.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Ordinance 22-569.

The motion carried 4 to 0.

XVII. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING BUNKER HILL VILLAGE'S EFFORTS TO BEGIN THE PROCESS TO EXERCISE THE PROVISIONS OF THE INTERLOCAL AGREEMENT FOR FIRE AND EMERGENCY SERVICES BETWEEN THE CITIES OF BUNKER HILL VILLAGE, TEXAS, HILSHIRE VILLAGE, TEXAS, HEDWIG VILLAGE, TEXAS, HUNTERS CREEK VILLAGE, TEXAS, PINEY POINT VILLAGE, TEXAS, AND SPRING VALLEY VILLAGE, TEXAS AND THE VILLAGE FIRE DEPARTMENT DATED OCTOBER 2019 – *Robert Lord, Mayor*

Mayor Lord introduced this item.

In accordance with the Interlocal Agreement between the Cities of Bunker Hill Village, Texas, Hilshire Village, Texas, Hedwig Village, Texas, Hunters Creek Village, Texas, Piney Point Village, Texas, and Spring Valley Village, Texas and the Village Fire Department dated October 2019, the City's deadline to decide whether or not to rejoin the Fire Department is May of 2022.

The Mayor and City Council continued discussion on this topic.

No action was taken on this item.

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

A. Minutes of the November 16, 2021 Regular Council Meeting
B. Minutes of the January 6, 2022 Special Council Meeting
C. November 2021 Financials
D. RPS, Invoice No. 1121037 in the amount of $4,422.81 for professional services rendered from October 30, 2021 to November 26, 2021 under on-call services for Miscellaneous Services including Winshire Circle, Williamsburg Ditch Drainage Review, and City Council Meeting
E. RPS, Invoice No. 1121039 in the amount of $1,293.68 for professional services rendered from October 30, 2021 to November 26, 2021 under on-call services for Site Development Review for Drainage Impact
F. RPS, Invoice No. 1121040 in the amount of $1,534.20 for professional services rendered from October 30, 2021 to November 26, 2021 under on-call services for support to the Drainage Committee

G. RPS, Invoice No. 1121041 in the amount of $4,020.00 for professional services rendered from October 30, 2021 to November 26, 2021, under on-call services for Bunker Hill Detention Services

H. Probstfeld & Associates, Invoice No. 64429 in the amount of $550.00 for professional services rendered in October 2021 for engineering services for drainage site development review

I. Neil Technical Services, Corp., Invoice No. 103974 in the amount of $49,460.00 dated November 16, 2021 to Install the New SCADA Software

J. Neil Technical Services, Corp., Invoice No. 103801 in the amount of $5,140.00 dated November 9, 2021 to Install New Antenna at Water Plant No. 1

K. Neil Technical Services, Corp., Invoice No. 106893 in the amount of $260.00 dated December 2, 2021 to Investigate Remote Well No. 3 Alarm

L. Langford Engineering, Inc., Invoice No. 24687 in the amount of $5,567.07 for professional services rendered through October 29, 2021 for General Engineering Services

M. Langford Engineering, Inc., Invoice No. 24688 in the amount of $2,474.87 for professional services rendered through October 29, 2021 for Emergency Preparedness Plan

N. Langford Engineering, Inc., Invoice No. 24689 in the amount of $1,209.48 for professional services rendered through October 29, 2021 for Risk and Resilience Assessment

O. Langford Engineering, Inc., Invoice No. 24690 in the amount of $51,424.34 for professional services rendered through October 29, 2021 for Construction Plans for Water Well No. 5 Transmission Line

P. PGAL, Invoice No. 10054672 in the amount of $1,500.00 for professional services rendered from October 1, 2021 to October 31, 2021 for Municipal Facilities Planning Study

Q. Kimley-Horn and Associates, Inc., Invoice No. 067787105-1121 in the amount of $5,600.00 for professional services through November 30, 2021 for Safety Investigation and Recommendations for Bunker Hill Road and Taylorcrest

R. Kimley-Horn and Associates, Inc., Invoice No. 067787105-1021 in the amount of $5,200.00 for professional services through October 31, 2021 for Safety Investigation and Recommendations for Bunker Hill Road and Taylorcrest

S. Houston Community Newspapers & Media Group Contract for publishing notices or other matters required by law for the period of January 1, 2022 through December 31, 2022 at set amounts

T. Northwest Pest Patrol Contract for Mosquito Spraying under the same terms and conditions at a price increase of 6%

Item T was removed from the consent agenda and considered separately. A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Item T.

The motion carried 4 to 0.

A motion was made by Councilmember Brown to approve the consent agenda, minus Item T. Councilmember Thode seconded the motion.

The motion carried 4 to 0.

XIX. ADJOURN

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to adjourn the meeting at 8:02 p.m.

The motion carried 4 to 0.

Approved and accepted on February 15, 2022.

Robert P. Lord, Mayor

ATTEST:

Karen H. Glynn, Acting City Secretary/City Administrator