MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
April 19, 2022 at 5:30 P.M.

I. CALL TO ORDER

Mayor Robert Lord called the meeting to order at 5:32 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Those Present:
Mayor Robert Lord
Councilmember Susan Schwartz
Councilmember Keith Brown
Councilmember Eric Thode
Councilmember Laurie Rosenbaum (Via Zoom)

Note: Councilmember Position 3 is Vacant

Also in Attendance:
Karen Glynn, City Administrator
Steve Smith, Dir. of Public Works/Bldg. Official
Loren Smith, City Attorney
Jennifer Namie, Assistant to the City Secretary
Ray Schultz, MVPD, Chief of Police
Susan Grass, Finance Director

II. PLEDGE OF ALLEGIANCE

Officer Larry Bogus led the Pledge of Allegiance.

III. RECOGNITIONS

Recognition and Appreciation of Former Mayor Shirley Inman and Extending Sympathy to the Inman Family

Recognition and Appreciation of Councilmember and Commission Jay Smyre for His Faithful Service to the City of Bunker Hill Village

Mayor Lord presented the recognitions to the Inman Family and to Jay Smyre and his wife, Jackie.

IV. CITIZEN COMMENTS

Joel De Jean addressed Council and the public to announce his candidacy for Representative of the 38th Congressional District.

Liz Swain, residing at 11723 Providence Park spoke in opposition to the proposed amendment to the Special Use Permit for Paratus Memorial School.

V. PRESENTATION AND RECEIPT FOR FILING OF THE 2021 FINANCIAL AUDIT CONDUCTED BY BELT HARRIS PECHACEK, LLLP – *Robert Belt, Belt Harris Pechacek, LLP and Susan Grass, Finance Director*

Robert Belt from Belt Harris Pechacek, LLLP was very pleased to report that the annual audit process has been completed and the City received an unmodified opinion which is the highest level of assurance a city can obtain. Mr. Belt shared the highlights of the Financials for 2021.

The Audit Finance Committee reviewed the report and financials at their meeting held on Wednesday, April 13, 2022.

No action was taken on this item.

VI. VILLAGE FIRE DEPARTMENT REPORT

A. Update on Activities - Fire Commissioner, Keith Brown provided a report on activities, staffing, calls for service and response times, and the 2022 Budget to date. The next Commission Meeting is Wednesday, April 27, 2022.

B. Update on 2023 Annual Budget Process and Discussions – Commissioner Brown reported on the Budget Workshop held. Staffing for the second ambulance has been discussed. Other key items include salary and benefits, fuel, and meal costs.

VII. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT

A. Update on Activities – Commissioner Bert Rosenbaum and Chief Ray Schultz gave an update on activities, including personnel, calls for service, the 2021 and the 2022 Budgets.

B. Update on 2023 Annual Budget Process and Discussions –Chief Schultz shared that the process for the 2023 Budget is underway. Staffing and Capital Projects are the priority in the new budget.

VIII. MAYOR'S REPORT

A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 22-574, 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 April 2022 and ensures that any support needed from other agencies would be available to the City.

A motion was made by Councilmember Schwartz and seconded by Councilmember Brown to adopt Ordinance Number 22-574 to extend the Public Health Emergency and State of Disaster due to the outbreak of COVID-19.

The motion carried 4– 0.

B. Proclamations – Mayor Lord shared the following proclamations that are being issued this month:

- A Proclamation Naming April 2022 *"Child Abuse Prevention Month"*
- A Proclamation Naming Wednesday, April 27, 2022 *"Administrative Professionals Day in the City of Bunker Hill"* honoring the City's Administrative Staff
- A Proclamation Naming April 29, 2022 "*Mr. Jessi Day in the City of Bunker Hill*" honoring Jesse Ochoa on his Retirement from SBISD After 41 Years of Service

C. Report on Activities and Upcoming Events

- Community Conversation on Crime with the Memorial Village Mayors in March 2022 – Mayor Lord reported that this was an excellent opportunity and event for the Villages.
- Upcoming Parades
  Memorial High School Seniors Parade – May 14, 2022
  Bunker Hill Elementary School – 5th Grade Parade – May 26, 2022
  Villages Independence Day Parade – Monday, July 4, 2022
- The week of May 15-May 21 is "National Public Works Week"

IX. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events

- Planning and Zoning Commission Meeting – April 26, 2022 at 11:30 a.m.
  The Planning and Zoning Commission will continue the process for the Paratus Memorial SUP Amendment and two finals plats.

- Memorial Drive and Gessner Road Grant Application - Staff worked with the City's Grant Consultant and has submitted for a grant through Congresswoman Lizzie Fletcher's Office. In addition, work is underway to prepare for the summer submittal to H-GAC.

- Bunker Hill Elementary School Additional Detention – Funding for the Change Order was sent to SBISD and SBISD has confirmed receipt.

- Update on 2023 Budget Process
  Public Works Director - Report on Capital Projects:

- Chapel Belle and Tamerlaine Reconstruction - Work continues on Chapel Belle. Stormsewer is being completed and preparation for pavement is underway.

- Water Well No. 5 Sitework and School Progress – The school and well are progressing very well. It will be a very busy summer with the demolition of the old school, construction of various utilities, and reconstruction of the parking lot. The bridge and pedestrian path will be closed for the summer. The City and School will be sharing this information with the public.

- Bunker Hill and Taylorcrest Safety Improvements – The wall improvements are completed. Landscaping will follow.

X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 04-19-2022 A, A RESOLUTION BY THE CITY OF BUNKER HILL VILLAGE, TEXAS SUSPENDING THE MAY 2, 2022 EFFECTIVE DATE OF THE PROPOSAL BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – HOUSTON DIVISION TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2021 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL – *Karen Glynn, City Administrator*

Items X and XI were presented together.

The City has received two requests from CenterPoint regarding increasing utility rates. One is for CenterPoint Gas and the other for CenterPoint Electric. The City, along with approximately 40 other cities served by CenterPoint ("CenterPoint" or "Company") is a member of the Gulf Coast Coalition of Cities ("GCCC"). The coalition has been in existence since the early 1990s. GCCC has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on utility regulation matters for over 20 years.

The legal counsel for the GCCC recommended all cities take action on the resolutions:

CenterPoint Gas:
CenterPoint Gas made Interim Rate Adjustment or "GRIP" filings with the cities in their Houston and Texas Coast divisions. For cities in the Houston Division, the Company is seeking recovery of $193,152,387 in invested capital. This compares to $153,689,801 last

year, $157,664,708 in 2020, $99,461,495 in 2019 and $112,238,512 in 2018. Increases in the Houston Division are scheduled to go into effect on May 2, 2022.

Under the GRIP statute, cities may not challenge the Company's request. The only action cities may take is to suspend the effective date of the rate increase by 45 days.

CenterPoint Electric:

CenterPoint filed an Application for Approval to Amend its Distribution Cost Recovery Factor ("DCRF") Pursuant to 16 Tex. Admin. Code § 25.243 to Increase Distribution Rates with each of the cities in their service area. The Company is proposing an adjustment to include additional distribution invested capital placed in service from January 1, 2019 to December 31, 2021. As a result of that adjustment, the Company is proposing a Total DCRF Revenue Requirement of $198,422,017 to be effective on September 1, 2022. The resulting Total DCRF Revenue Requirement sought by the Company constitutes a $145,680,810 increase to the currently approved total distribution revenue requirement that is scheduled to go into effect on September 1, 2022. The proposed Resolution would oppose the increase giving CenterPoint 30 days to appeal the decision to the Public Utility Commission where the appeal will be consolidated with CenterPoint's filing for the environs and those cities that have relinquished their original jurisdiction currently pending at the Commission.

A motion was made by Councilmember Thode and seconded by Councilmember Brown to approve Resolutions Nos. 04-19-2022 A and 04-19-2022 A B.

The motion carried 4 – 0.

XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 04-19-2022 B, A RESOLUTION OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL - *Karen Glynn, City Administrator*

Items X and XI were presented together. See discussion under Item X.

Action was taken during Item X approving this resolution.

XII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 2 TO THE CURRENT CONTRACT WITH METRO CITY, LLC FOR THE RECONSTRUCTION OF CHAPEL BELLE RESULTING IN A NET DECREASE OF $5,176.61 - *Steve Smith, Director of Public Works/ Building Official*

The construction contract with Metro City, LLC for the Reconstruction of Chapel Belle was approved in January 2022 and the project is proceeding very well. Change Order No. 2 was submitted for Council approval which is a net decrease to the contract in the amount of $5,176.61. This change was the result of a required field modification to one of the stormwater inlets. The plans originally specified a concrete precast inlet, and this was changed to a field constructed inlet. The savings will be credited to the contingency fund for the project.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Change Order No. 2 to the contract with Metro City, LLC for the Reconstruction of Chapel Belle resulting in a net decrease of $5,176.61.

The motion carried 4 – 0.

XIII. 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. January 2022 Financials
B. February 2022 Financials
C. March 2022 Financials
D. Minutes of the March 8, 2022 City Council Meeting
E. Langford Engineering, Inc., No. 24970 in the amount of $97.50 for professional services rendered through February 25, 2022 for General Engineering Services for a Citizen Concern and Response
F. Langford Engineering, Inc., Invoice No. 24971 in the amount of $1,466.12 for professional services rendered through February 25, 2022 for Emergency Preparedness Plan
G. Langford Engineering, Inc., Invoice No. 24972 in the amount of $278.96 for professional services rendered through February 25, 2022 for Risk and Resilience Assessment
H. Langford Engineering, Inc., Invoice No. 24968 in the amount of $17,248.18 for professional services rendered through February 25, 2022 for Engineering Services for the Design and Construction of the Transmission Line for Water Well No. 5
I. Langford Engineering, Inc., Invoice No. 24969 in the amount of $238.45 for professional services rendered through February 25, 2022 for Taylorcrest Water Plan On Site Improvements for the Transmission Line and Water Well No. 5
J. RPS, Invoice No. 1121045 in the amount of $12,510.00 for professional services rendered from October 30, 2021 to November 26, 2021, under on-call services for Street and Drainage Improvements for Chapel Belle and Tamerlaine
K. RPS, Invoice No. 222055 in the amount of $5,842.50 for professional services rendered from January 29, 2022 to February 25, 2022, under on-call services for Street and Drainage Improvements for Chapel Belle and Tamerlaine

L. RPS, Invoice No. 222059 in the amount of $3,452.67 for professional services rendered from January 29, 2022 to February 25, 2022 under on-call services for Miscellaneous Services including FEMA CRS Application, Taylorcrest Model Review, Detention Calculation Spreadsheet, and Model Review for Atlas 14 Flows

M. RPS, Invoice No. 222061 in the amount of $2,309.49 for professional services rendered from January 29, 2022 to February 25, 2022 under on-call services for Miscellaneous Services including Drainage Committee Services

N. RPS, Invoice No. 222057 in the amount of $525.22 for professional services rendered from January 29, 2022 to February 25, 2022 under on-call services for Site Development Review for Drainage Impact

O. RPS, Invoice No. 222060 in the amount of $670.00 for professional services rendered from January 29, 2022 to February 25, 2022, under on-call services for Bunker Hill Detention Services

P. Gauge Engineering, Invoice No. 1794 in the amount of $8,979.13 for professional services rendered through February 28, 2022 for Memorial Drive and Gessner Road Preliminary Engineering and Grant Application - TIP Call for Projects

Q. Alsay, Inc., Monthly Pay Estimate No. 7 in the amount of $13,500.00 for services rendered from October 28, 2021 through January 25, 2022 for the Construction of Water Well No. 5

R. MetroCity, LLC, Monthly Pay Estimate No. 1 in the amount of $114,615.32 for services rendered from February 1, 2022 through February 28, 2022 for the Reconstruction of Chapel Belle and Tamerlaine Drive and Concrete Barrier Wall at Taylorcrest and Bunker Hill Road

S. Harris Galveston Subsidence District Water Conservation Education Program, Fee No. 322870 in the amount of $30,856.00 for participation in the regional watershed protection education program (Water Wise Program) for the Sponsorship of Students

A motion was made by Councilmember Brown and seconded by Councilmember Thode to approve the consent agenda.

The motion carried 4 – 0.

XIV. PRESENTATION:

STATE OF THE CITY
Mayor Robert Lord

Mayor Lord presented a PowerPoint presentation outlining the City's financial position and planning efforts as well as accomplishments over the past 3 years during his time as Mayor.

XV. ADJOURN

A motion was made by Councilmember Thode and seconded by Councilmember Brown to adjourn the meeting at 8:32 p.m.

The motion carried 4 - 0.

Approved and accepted on May 17, 2022.

Robert P. Lord, Mayor

ATTEST:

Karen H. Glynn, Acting City Secretary/City Administrator