

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
MARCH 17, 2026**

I. CALL TO ORDER

Mayor Brown called the meeting to order at 5:02 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present

Mayor Keith Brown
Mayor Pro-Tem Susan Schwartz
Councilmember Eric Thode
Councilmember Carl Moerer
Councilmember Josh Pratt (arrived at 5:04 p.m.)

Staff in Attendance

Gerardo Barrera, City Administrator
Susan Grass, Finance Director
Elvin Hernandez, Public Works Director
Loren Smith, City Attorney, Olson & Olson
Mallory Pack, Management Analyst

Absent

Councilmember Andrew Poor

II. PLEDGE OF ALLEGIANCE

Mayor Brown led the Pledge of Allegiance.

III. CITIZENS' COMMENTS

There were no comments.

IV. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT

A. Update on Activities – Chief Schultz provided an update on activities, including personnel, calls for service, and the 2026 Budget.

- 17% of the budget has been expended to date. Chief Schultz noted that several annual contracts are paid out at the beginning of the year.
- The annual audit process has started.
- The Department is expected to finish FY 2025 under budget, and unspent funds will be returned to the three (3) cities.
- The Department is fully staffed.
- The Department is preparing amendments to the FY 2026 Budget that will be presented at a future meeting. The budget amendments are expected to address increased healthcare costs, the replacement of a police vehicle that was involved in an accident, and other adjustments to contracts.

- MVPD Detectives continue to investigate cases involving property tax payments in the form of checks mailed to SBISD being intercepted within the US Postal Service and being “washed” and fraudulently cashed.
- Alarm permits for all three (3) cities are now processed through MVPD. This improves efficiency by allowing officers to directly access all emergency contact information, alarm company information, and resident-provided special instructions during alarm responses.
- The Department participated in several community events, including hosting the annual Ferrari 2026 Groundhog Day Drive and assisting – in conjunction with Piney Point Village – with Memorial High School's “Rodeo Run.”
- MVPD responded to 1,648 calls for service in Bunker Hill Village during February.

Councilmember Thode inquired about the results of the traffic trailer deployed on Bunker Hill Rd. in response to a resident complaint made to the Mayor and Council regarding speeding on the street. Chief Schultz reported the electronic data indicated the average speed recorded in the 85th percentile was 31.2 MPH. The posted speed limit on Bunker Hill Rd. is 30 MPH. He noted that a formal written report will be submitted to the City within the week. Officers will continue to monitor traffic speeds in the area.

Council expressed appreciation to MVPD for its prompt response to resident concerns and the timely deployment of the traffic trailer on Bunker Hill Rd.

V. VILLAGE FIRE DEPARTMENT REPORT

A. Update on Activities – Chief Croft reported on activities, staffing, calls for service, and response times.

- 27% of the budget has been expended to date – 12% personnel, 15% other expenditures.
- The average response time was 5:18 in February for Bunker Hill Village.
- The Department is completing the final phase of the hiring process for two (2) candidates. One candidate will begin at the end of March, and the other will begin in April. The Department will be fully staffed following these hirings.
- The Captain – who was injured in the ladder truck accident 16 months ago – has returned to full duty.
- A rental ladder truck was placed into service in February and will be used until the new vehicle arrives later this year.
- All six (6) villages approved the budget amendment to fund the purchase of a blocker apparatus vehicle. The vehicle is expected to arrive in May.
- The annual audit process has started.

VI. MAYOR’S REPORT

A. Proclamations

- A Proclamation Naming the Month of April, “Child Abuse Prevention Month”
- A Proclamation Naming April 12-18, 2026, “National Public Safety Telecommunicators Week”

Mayor Brown read the proclamations into the public record.

B. Report on Activities and Upcoming Events

- Mayors' Meetings – There was no meeting in March. The Mayors plan to meet after the May General Election is complete and all officials are sworn in to office.

VII. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events

- Planning and Zoning Commission Meeting – *February 24, 2026* – The Commission reviewed proposed amendments to Chapter 4, Sec. 4-10 of the City's Code of Ordinances regarding notification to residents when construction of a new home or an addition is planned on adjacent property. The Commission discussed requiring contractors to notify all property owners within at least 200 feet of the proposed development.

Councilmember Thode inquired whether 200 feet is sufficient given the size of lots. City Administrator Barrera clarified that the measurement is made from the property line, not the structure itself. He noted that most residents who contact the City regarding development are located behind, next to, or across the street from the construction. Additionally, the 200-foot notification radius is currently used successfully by the Zoning Board of Adjustment.

City Administrator Barrera stated that, pending recommendation by the Commission, the proposed amendment will be presented to City Council for final approval. At that time, Council may choose to modify or expand the notification radius.

B. Public Works Director Report

- Development Report – Public Works Director Hernandez presented the permits issued in February 2026.
- CIP Project Update
 - Sidewalk repairs are being completed at various locations along Memorial Dr. Staff have received positive feedback from residents.
 - The water modeling study is substantially complete, and a formal report will be provided once finalized.
 - The Beautification Committee continues to meet to discuss priorities and proposed projects. All proposed projects will be presented to City Council for approval prior to starting.

C. Finance Director Report

- Investments and Opportunities – The City continues to take advantage of favorable interest rates. \$99K in interest was earned for January/ February.
- Annual Audit – The audit process has started.
- Bank Depository Bid Process – Staff will work with Valley View Consulting to complete the bid process. Staff and the Finance Committee will review the submitted bids and recommend a depository for Council approval at a later meeting date.

Staff is preparing an RFQ for audit services. The RFQ will be advertised in May.

VIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND RAM ROD UTILITIES IN THE AMOUNT OF \$334,268.69 FOR THE REHABILITATION OF SANITARY SEWER LINES ON STREY LANE – *Elvin Hernandez, Public Works Director*

The cleaning and televising of the sanitary sewer lines along Strey Ln. was completed in September 2025 to verify existing utility conditions in advance of the planned 2026 mill and overlay project. Upon review of the video inspection by both Ram Rod Utilities and the City Engineer, IDS Engineering Group, it was determined that a substantial portion of the sanitary sewer main is severely deteriorated and at or beyond its service life and in need of replacement.

IDS Engineering, Ram Rod Utilities, and City staff concur that replacement of approximately 5,400 linear feet of sanitary sewer main is necessary. In addition to replacing the deteriorated pipe, the project will include select associated improvements and the rehabilitation of all existing manholes along the alignment to ensure long-term system reliability and structural integrity.

In an effort to attain the best value and meet purchasing requirements, the use of interlocal cooperative agreements allows the City to leverage the purchasing potential and benefit through economies of scale. All contracts are competitively bid and awarded in compliance with State procurement requirements. The City requested proposals from Ram Rod Utilities for this replacement work.

The City has previously contracted Ram Rod Utilities on similar underground utility projects. Based on the contractor's experience with similar projects, familiarity with City standards, and competitive pricing, staff recommended approval of a services agreement with Ram Rod Utilities in an amount not to exceed \$334,268.69 for sanitary sewer rehabilitation on Strey Ln.

The contract has been reviewed by the City Attorney.

A motion was made by Councilmember Thode and seconded by Councilmember Pratt to approve a services agreement with Ram Rod Utilities in the amount of \$334,268.69 for sanitary sewer line rehabilitation on Strey Ln.

The motion carried 4-0

IX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND IDS ENGINEERING GROUP IN THE AMOUNT OF \$19,690.00 FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE REHABILITATION OF SANITARY SEWER LINES ON STREY LANE – *Elvin Hernandez, Public Works Director*

Staff requested and received a task-based proposal from IDS Engineering Group, the City Engineer, for the management and oversight of the sanitary sewer line rehabilitation work on Strey Ln. IDS will act as the City's representative to administer the project and ensure it is completed satisfactorily. The scope of services for this work includes project management, as well as monitoring construction performed by Ram Rod Utilities, progress meetings, submittal review, and as-needed construction observation.

Staff recommended approval of a services agreement with IDS Engineering Group in the amount of \$19,690.00 for the above mentioned services.

The agreement has been reviewed by the City Attorney.

A motion was made by Councilmember Pratt and seconded by Councilmember Moerer to approve a services agreement with IDS Engineering Group in the amount of \$19,690.00 for construction management services for sanitary sewer line rehabilitation on Strey Ln.

The motion carried 4-0

X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND PAVECON LTD CO. IN THE AMOUNT OF \$764,052.41 FOR THE MILL AND OVERLAY OF KNIPP ROAD AND STREY LANE – *Elvin Hernandez, Public Works Director*

On September 20, 2022, City Council approved the FY 2023 Budget that included the Five-Year Capital Improvement Plan (CIP) calling for the mill and overlay of Knipp Rd., Strey Ln, Taylorcrest Rd., and Bunker Hill Rd.

The following outlines the timeline of this project:

- 10/17/2023 – Council approved contract for geotechnical study of Knipp, Strey, Taylorcrest, and Bunker Hill Rd.
- 03/19/2024 – After review of geotechnical study, Council approved the construction design contract for all four (4) roads identified.
- 06/18/2024 – Staff presented construction contract for the mill and overlay of Strey and Taylorcrest for Council consideration and action. No action was taken, and Council directed staff to prioritize Bunker Hill Rd.
 - Staff advised Council that review of underground utilities was necessary prior to any roadwork. Roadwork construction was paused until 2025.
- 07/24/2024 – Council approved contract for cleaning and televising both sanitary and storm sewer lines.
 - After review, the sanitary sewer line was found to be deteriorated and in need of replacement. Storm sewer lines were in good condition and not in need of replacement.
- 10/02/2024 – Council approved contract to replace sanitary sewer line under Bunker Hill Rd.
 - Replacement of sanitary sewer lines completed in April 2025.
- 03/18/2025 – Council approved contract for reconstruction of Bunker Hill Rd. and the mill and overlay of Taylorcrest Rd. Work commenced in June 2025 in coordination with the SBISD summer break.
 - All road work was completed in September 2025. The project was accepted in November 2025.

The remaining phase is to complete the mill and overlay of Strey Ln. and Knipp Rd. Prior to any roadwork, the underground sanitary sewer line will be replaced under Strey Ln. To minimize disruption to Bunker Hill Elementary and the public, all work is scheduled to begin in June after the end of the school year.

To leverage economies of scale and attain competitive bids for this work, staff utilized an interlocal cooperative purchase program that ensures compliance with City/State procurement requirements and secures best value. After reviewing proposals, contractor qualifications, and confirming competitive pricing, staff and engineers recommended awarding a contract to Pavecon in an amount not to exceed \$764,052.41 for the mill and overlay of Knipp Rd and Strey Ln.

Prior to mobilization, staff will host a town hall meeting to discuss the proposed construction schedule with impacted residents. Advanced notification will be provided to emergency services (MVPD and VFD), neighboring municipalities, and the general public.

The contract has been reviewed by the City Attorney.

Councilmember Schwartz inquired whether the proposed improvements were necessary or if they were being presented because they are included on the schedule. She also asked if any failures have been identified on Strey Ln. since being presented two (2) years ago for improvement work.

City Administrator Barrera stated that no major failures have been identified on Strey Ln. However, due to the high volume of drainage and vehicular traffic that contributes to roadway deterioration over time, he emphasized that failure is a matter of when, not if, and recommended a proactive approach. He noted that an overlay and extensive drainage work were completed on Strey Ln. in 2012, and an overlay was completed on Knipp Rd. in 2004. A street assessment conducted in 2015 rated the condition of Strey Ln. as a 7-8. Given that the typical lifespan of a street is 8-12 years, street improvements were included in the 2026 CIP schedule.

Councilmember Thode inquired whether a new street assessment has been completed since 2015. City Administrator Barrera confirmed that an updated street assessment was conducted in 2025 by Lloyd, Smitha & Associates, with a draft report received in 2026. He explained that, for cost-efficiency purposes, Strey Ln. and Knipp Rd. were not included in the updated assessment because both roads were already scheduled for improvements in the 2026 CIP schedule. He added that the proposed improvements are scheduled to occur during the summer months to align with the SBISD school schedule.

City Council discussed whether there would be sufficient time to complete a street assessment of Strey Ln. and Knipp Rd. and present the findings at the April City Council meeting without delaying the proposed construction schedule. Public Works Director Hernandez stated that staff would make efforts to provide the results by the April/ May meeting. City Administrator Barrera noted that pursuing this option could constrain the project schedule and potentially delay the proposed construction by one (1) month.

Council, staff, and Ed Lloyd of Lloyd, Smitha, & Associates, discussed the estimated cost and timeline for completing the street assessment in a manner that would minimize delays. Mr. Lloyd stated that the assessment could be completed before the April City Council meeting.

Following discussion, Council directed staff to complete a street assessment of Strey Ln. and Knipp Rd. to evaluate the remaining service life of each roadway and to present the findings at the April or May City Council meeting. Council also directed staff to bring the associated construction contracts at that time for further discussion, consideration, and possible action.

No action was taken on this item.

XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND LLOYD, SMITH & ASSOCIATES IN THE AMOUNT OF \$36,216.90 FOR PROJECT MANAGEMENT SERVICES FOR THE MILL AND OVERLAY OF KNIPP ROAD AND STREY LANE – Elvin Hernandez, Public Works Director

No action was taken on this item.

XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 15 THROUGH 18 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2025; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – Susan Grass, Finance Director

Budget Amendment No. 15: Funds were allocated to the Capital Projects Utility Construction Fund based on a projected percentage of completion for the project. Staff anticipated that the project would be completed by the end of 2025, however, the projects were not completed within the 2025 year. As a result, the projects were extended into 2026 and are expected to be completed by mid-year 2026. To ensure proper funding for completion of these projects, staff recommended that the remaining budget balance of unexpended funds from FY 2025 be carried over to the FY 2026 Budget, which will revert to the fund balance before being reallocated.

**CITY OF BUNKER HILL VILLAGE
 ADOPTED 2025 BUDGET
 CAPITAL PROJECT UTILITY FUND**

AMENDMENT NO. 15

Acct. # Description			2025 Adopted	2025 No. 15 Amendment	Change
CAPITAL PROJECT UTILITY FUND EXPENDITURES					
07	9180.04	REPLACEMENT OF CONCRETE LINES	\$ 200,000	\$ 132,067	\$ (67,933)
07	9182.00	REPLACEMENT OF CAST IRON LINES	\$ 1,001,687	\$ 915,310	\$ (86,377)
07	9184.02	WATER MODELING STUDY	\$ 98,000	\$ 65,986	\$ (32,014)
07	3010.00	FUND BALANCE	\$ (1,299,687)	\$ (1,113,364)	\$ 186,323
TOTAL UTILITY FUND EXP.			\$ -	\$ -	\$ -

Budget Amendment Nos. 16-18: The City is in the process of “closing the books” for FY 2025 and preparing for the annual audit. As with all annual budgets, some line items were higher while others were lower. As a result, staff presented budget amendments 16-18 to balance the FY 2025 Budget based on year-end actuals.

**CITY OF BUNKER HILL VILLAGE
ADOPTED 2025 BUDGET
GENERAL FUND**

AMENDMENT NO. 16

Acct. # Description			2025 Adopted	2025 No. 16 Amendment	Change
GENERAL FUND REVENUE					
01	4010	TAXES CURRENT YEAR	\$ 6,601,292	\$ 6,503,000	\$ (98,292)
01	4020	TAXES PRIOR YEAR	\$ 65,000	\$ 118,000	\$ 53,000
01	4030	TAXES P & I	\$ 75,000	\$ 151,000	\$ 76,000
01	4110	FRANCHISE FEE ELECTRICITY	\$ 180,000	\$ 178,500	\$ (1,500)
01	4111	FRANCHISE FEE GAS	\$ 44,000	\$ 46,000	\$ 2,000
01	4112	FRANCHISE FEE OTHER	\$ 71,000	\$ 51,000	\$ (20,000)
01	4120	SALES TAX REVENUE	\$ 325,000	\$ 360,000	\$ 35,000
01	4210	FINES	\$ 225,000	\$ 236,000	\$ 11,000
01	4275	COURT LOCAL COURT TECH	\$ 6,000	\$ 3,900	\$ (2,100)
01	4315	PERMIT BUILDING	\$ 630,000	\$ 678,000	\$ 48,000
01	4910	INTEREST INCOME	\$ 580,000	\$ 600,000	\$ 20,000
01	4930	AMBULANCE FUND	\$ 71,900	\$ 91,000	\$ 19,100
01	4940	RENT INCOME	\$ 30,000	\$ 31,000	\$ 1,000
01	4980	INTERGOVERNMENTAL REVENUE	\$ 100,000	\$ 143,000	\$ 43,000
TOTAL GENERAL FUND REV.			\$ 9,004,192	\$ 9,190,400	\$ 186,208
GENERAL FUND EXPENDITURES					
01	5020	OVERTIME	\$ 20,140	\$ 2,200	\$ (17,940)
01	5310	INSURANCE WORKERS COMP	\$ 1,500	\$ 3,550	\$ 2,050
01	5330	INSURANCE DISABILITY	\$ 1,600	\$ 1,700	\$ 100
01	6810	TOOLS AND EQUIPMENT	\$ 6,000	\$ 2,400	\$ (3,600)
01	6890	TRAFFIC SIGNS AND SIGNALS	\$ -	\$ 550	\$ 550
01	7503	PROF FEES ENG & OTHER	\$ 62,500	\$ 63,500	\$ 1,000
01	7505	PROF FEES INSPECTIONS	\$ 229,000	\$ 220,000	\$ (9,000)
01	8010	ADVERTISEMENT	\$ 3,400	\$ 3,700	\$ 300
01	8290	EMERGENCY MANAGEMENT	\$ 650	\$ 350	\$ (300)
01	8250	DUES AND SUBSCRIPTION	\$ 6,300	\$ 6,700	\$ 400
01	8251	PROFESSIONAL DEVELOPMENT	\$ 5,300	\$ 1,400	\$ (3,900)
01	8930	TRAVEL AND TRAINING	\$ 6,000	\$ 6,100	\$ 100
01	8450	INSURANCE GENERAL	\$ 25,000	\$ 39,000	\$ 14,000
01	8805	STREETS MOSQUITO SPRAYING	\$ 26,000	\$ 13,100	\$ (12,900)
01	8830	STREETS REPAIRS	\$ 55,000	\$ 44,000	\$ (11,000)
01	8610	COURT GENERAL	\$ 5,200	\$ 5,300	\$ 100
01	8615	COURT TRANSLATION	\$ 7,500	\$ 5,300	\$ (2,200)
TOTAL GENERAL FUND EXP.			\$ 461,090	\$ 418,850	\$ (42,240)

**CITY OF BUNKER HILL VILLAGE
ADOPTED 2025 BUDGET
UTILITY FUND**

AMENDMENT NO. 17

Acct. # Description			2025 Adopted	2025 No. 17 Amendment	Change
UTILITY FUND REVENUES					
04	4410	WATER SALES	\$ 3,800,000	\$ 3,400,000	\$ (400,000)
04	4420	WATER TAPS	\$ 60,000	\$ 46,000	\$ (14,000)
04	4510	WASTE WATER SALES	\$ 1,560,000	\$ 1,452,000	\$ (108,000)
04	4980	INTERGOVERNMENTAL	\$ -	\$ 879,439.37	\$ 879,439.37
TOTAL UTILITY FUND REV.			\$ 5,420,000.00	\$ 5,777,439.37	\$ 357,439.37
UTILITY FUND EXPENSES					
04	5010	WAGES	\$ 540,000	\$ 589,000	\$ 49,000
04	5210	RETIREMENT TMRS	\$ 106,000	\$ 32,000	\$ (74,000)
04	5211	RETIREMENT 457 PLAN	\$ 22,000	\$ 23,000	\$ 1,000
04	5325	INSURANCE DENTAL	\$ 2,100	\$ 2,200	\$ 100
04	5330	INSURANCE DISABILITY	\$ 2,400	\$ 2,550	\$ 150
04	5410	CONTRACT LABOR	\$ 22,000	\$ 23,000	\$ 1,000
04	6090	CHEMICALS	\$ 10,000	\$ 10,500	\$ 500
04	6091	LAB FEES	\$ 5,000	\$ 3,100	\$ (1,900)
04	6650	POSTAGE	\$ 4,000	\$ 5,000	\$ 1,000
04	6660	PRINTING	\$ 3,200	\$ 3,000	\$ (200)
04	6730	SUPPLIES GENERAL	\$ 3,000	\$ 1,800	\$ (1,200)
04	7410	VEHICLES	\$ 7,500	\$ 9,000	\$ 1,500
04	7411	EQUIPMENT MAINT	\$ 5,000	\$ 600	\$ (4,400)
04	8001	PROF FEES ENGINEERING	\$ 30,000	\$ 18,000	\$ (12,000)
04	8130	BANK & CREDIT CARDS	\$ 80,000	\$ 99,000	\$ 19,000
04	8170	DATA PROCESSING	\$ 45,000	\$ 47,000	\$ 2,000
04	8172	SOFTWARE SUBSCRIPTION	\$ 11,000	\$ 11,600	\$ 600
04	8450	INSURANCE GENERAL	\$ 30,000	\$ 34,000	\$ 4,000
04	8750	SPECIAL FEES SUBSIDENCE	\$ 120,000	\$ 105,000	\$ (15,000)
TOTAL UTILITY FUND EXP.			\$ 1,048,200	\$ 1,019,350	\$ (28,850)

**CITY OF BUNKER HILL VILLAGE
ADOPTED 2025 BUDGET
METRO FUND**

AMENDMENT NO. 18

Acct. # Description			2025 Adopted	2025 No. 18 Amendment	Change
METRO FUND EXPENDITURES					
10	6890	TRAFFIC SIGNS AND SIGNALS	\$ 20,000	\$ 21,000	\$ 1,000
10	8820	STREETS LIGHTING	\$ 24,000	\$ 17,000	\$ (7,000)
TOTAL UTILITY FUND EXP.			\$ 44,000	\$ 38,000	\$ (6,000)

A motion was made by Councilmember Schwartz and seconded by Councilmember Pratt to approve Ordinance No. 26-666, amending the 2025 Adopted Budget.

The motion carried 4-0

XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 1 THROUGH 3 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2026; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – Susan Grass, Finance Director

Budget Amendment No. 1: The City has entered into a grant agreement with the U.S. Department of Housing and Urban Development (HUD) for the design of the Memorial Gessner project. This amendment is to record the revenue and expenses related to this project.

CITY OF BUNKER HILL VILLAGE
 ADOPTED 2026 BUDGET
 CAPITAL PROJECTS UTILITY FUND

AMENDMENT NO. 1

Acct. # Description			2026 Adopted	2026 No. 1 Amendment	Change
CONSTRUCTION GENERAL FUND					
REVENUE / EXPENDITURES					
REVENUE					
06	4980	INTERGOVERNMENTAL REVENUE	\$ -	\$ 1,825,077	\$ 1,825,077
EXPENDITURES					
06	9184.03	GESSNER NORTHBOUND & MEMORIAL DESIGN	\$ 300,000	\$ 1,825,077	\$ 1,525,077
TOTAL CONSTRUCTION GENERAL FUND EXP/REV.			\$ 300,000	\$ -	\$ 300,000

Budget Amendment Nos. 2-3: The FY 2026 Budget allocates funds to the Capital Projects Utility Construction Fund and Utility Fund based on a projected percentage of completion for the projects. Staff anticipated that the projects would be completed by the end of 2025, however, the projects were not completed within the 2025 year. As a result, the projects were extended into 2026 and are expected to be completed by mid-year 2026. To ensure proper funding for completion of these projects, staff recommended that the remaining budget balance of unexpended funds from FY 2025 be carried over to the FY 2026 Budget, which will revert to the fund balance before being reallocated.

**CITY OF BUNKER HILL VILLAGE
 ADOPTED 2026 BUDGET
 CAPITAL PROJECTS UTILITY FUND**

AMENDMENT NO. 2

Acct. # Description			2026 Adopted	2026 No. 2 Amendment	Change
CAPITAL PROJECTS UTILITY FUND EXPENSES					
07	9180.04	REPLACEMENT OF CONCRETE LINES	\$ 300,000	\$ 354,329	\$ 54,329
07	9054.00	CHLORINE ANALYZER	\$ -	\$ 99,980	\$ 99,980
07	9184.02	WATER MODELING STUDY	\$ -	\$ 32,014	\$ 32,014
07	3010	FUND BALANCE	\$ -	\$ (186,323)	\$ (186,323)
TOTAL CAPITAL PROJECTS UTILITY FUND EXP.			\$ 300,000	\$ 300,000	\$ (0)

**CITY OF BUNKER HILL VILLAGE
 ADOPTED 2026 BUDGET
 UTILITY FUND**

AMENDMENT NO. 3

Acct. # Description			2026 Adopted	2026 No. 3 Amendment	Change
CAPITAL PROJECTS UTILITY FUND REVENUE					
04	4980.00	INTERGOVERNMENTAL REVENUE	\$ -	\$ 96,561.63	\$ 96,561.63
TOTAL CAPITAL PROJECTS UTILITY FUND REV.			\$ -	\$ 96,561.63	\$ 96,561.63

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve Ordinance No. 26-667, amending the 2026 Adopted Budget.

The motion carried 4-0

XIV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR COUNCIL POSITIONS 1, 2, AND 3 ELECTED; PROVIDING THAT THE MAY 2, 2026, GENERAL MUNICIPAL OFFICERS ELECTION SHALL NOT BE HELD; CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH – Gerardo Barrera, City Administrator

The City holds its election on the first Saturday in May of each year. The election for Council Positions 1, 2, and 3 are held in even-numbered years, and the election for Mayor and Council Positions 4 and 5 are held in odd-numbered years.

At the January 20, 2026, meeting, City Council approved Ordinance No. 26-662, ordering the May 2, 2026, General Election. During the candidate application filing period (January 14, 2026, to February 13, 2026), the City received only one application for each available position.

Additionally, no write-in candidate applications were received by the February 17, 2026, filing deadline. The following candidates are unopposed for election to office:

City Council Position	Candidate Filed
Council Position 1	Eric Thode
Council Position 2	Susan Schwartz
Council Position 3	Carl Moerer

Texas Election Code, Section 2.053, authorizes City Council to declare unopposed candidates elected to office and to cancel the election for the applicable unopposed offices. Ordinance No. 26-668 declares the unopposed candidates elected and cancels the General Election scheduled for May 2, 2026. The candidates will take the oath of office and subsequently assume office at the May 19, 2026, City Council meeting.

A motion was made by Councilmember Pratt and seconded by Councilmember Thode to approve Ordinance No. 26-668, canceling the May 2, 2026, General Election and declaring the election of unopposed candidates for Council Positions 1, 2, and 3.

The motion carried 4-0

XV. CONSIDERATION AND POSSIBLE ACTION TO RATIFY PAYMENTS EXCEEDING \$50,000.00

A. City of Houston water bill dated February 19, 2026, in the amount of \$85,824.65 for January 2026 water purchase.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to ratify payments exceeding \$50,000.00.

The motion carried 4-0

XVI. 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 February 17, 2026, Regular City Council Meeting.
- B. Minutes of the February 27, 2026, Special City Council Meeting.
- C. December 2025 Financials.
- D. January 2026 Financials.
- E. February 2026 Financials.
- F. Check Register dated February 4, 2026, to February 26, 2026.
- G. Agreement renewal with BrightView Landscape LLC for landscape and maintenance services for the contract period of April 15, 2026, to April 14, 2027.
- H. Resolution No. 03-17-2026, suspending the April 18, 2026, effective date of the proposal by Centerpoint Energy Resources Corp., D/B/A Centerpoint Energy Entex and Centerpoint Energy Texas Gas – Houston, Texas Coast, South Texas, and Beaumont/East Texas geographic rate areas, to implement interim GRIP rate adjustments for gas utility investment in 2025.

- I. HR Green, Work Order #1-Invoice #1 (BHV) in the amount of \$25,855.40 for engineering services completed from November 1, 2025, to December 31, 2025, for Memorial Phase II Design.
- J. HR Green, Work Order #2-Invoice #1 (TIRZ) in the amount of \$30,112.40 for engineering services completed from November 1, 2025, to December 31, 2025, for Memorial Phase II Design.
- K. IDS Engineering Group, invoice no. 0181284 in the amount of \$14,139.90 for engineering services completed from December 26, 2025, to January 25, 2026, for the Water Modeling Study.
- L. IDS Engineering Group, invoice no. 0181309 in the amount of \$477.44 for general engineering services rendered from December 26, 2025, to January 25, 2026.
- M. Langford Engineering, invoice no. 29729 in the amount of \$3,207.39 for general engineering services rendered through January 30, 2026.
- N. Lloyd, Smitha, & Associates, invoice no. CMBH2501-03 in the amount of \$2,557.50 for construction management services rendered from August 4, 2025, to February 2, 2026, for the Bunker Hill Rd. and Taylorcrest Rd. Improvement Project.
- O. Probstfeld & Associates, invoice no. 72878 in the amount of \$530.00 for drainage plan review services completed in January 2026.
- P. Tetra Tech, invoice no. 52548515 in the amount of \$431.25 for drainage impacts site development review services completed from December 29, 2025, to January 23, 2026.
- Q. TX BBG Consulting, Inc., invoice no. 3219426 in the amount of \$3,990.00 for building code review and updates completed in January 2026.

A motion was made by Councilmember Pratt and seconded by Councilmember Schwartz to approve the Consent Agenda.

The motion carried 4-0

XVII. ADJOURN

Mayor Brown adjourned the meeting at 6:08 p.m.

Approved and accepted on April 21, 2026.



Keith Brown
Mayor

ATTEST:



Gerardo Barrera
City Administrator/ Acting City Secretary