



## CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE, TEXAS CITY COUNCIL TO BE HELD ON TUESDAY, MARCH 23, 2021 AT 5:30 P.M. IN THE CITY HALL COUNCIL CHAMBERS AT 11977 MEMORIAL DRIVE, HOUSTON, TEXAS, FOR THE PURPOSE OF DISCUSSION, AND IF DEEMED ADVISABLE BY THE CITY COUNCIL, ACTION ON THE FOLLOWING:

*“The Mayor, City Council and Staff of Bunker Hill Village are committed to governing with integrity and fiscal responsibility. We are dedicated to creating a sense of community, ensuring the safety and well-being of our citizens, and preserving our unique character and quality of life so that we can pass on a greater and more beautiful city to future generations.”*

### **NOTICE OF MEETING BY TELEPHONE AND VIDEO CONFERENCE:**

*In accordance with order of the Office of the Governor issued March 16, 2020 and later extended, this meeting may be conducted by video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The City strongly encourages members of the public to attend by video conference as described below rather than in person (unless no other option is possible). Please note that attendance in person requires compliance with the COVID-19 guidelines which include wearing a mask, social distancing, and not entering the meeting if experiencing symptoms.*

*This meeting agenda, and the agenda packet, are posted online at*

[www.bunkerhilltx.gov](http://www.bunkerhilltx.gov)

[LATEST NEWS](#)

*The public will be able to observe and participate in the meeting as follows:*

**Join Zoom Meeting**

<https://zoom.us/j/94732676958?pwd=UXh2dmY4SHBVb3ZXakxsd3d2MHIKQT09>

**Meeting ID: 947 3267 6958**

**Passcode: 359239**

**Dial by your location**

**+1 346 248 7799 US (Houston)**

**Find your local number: <https://zoom.us/u/abFSfX2sT>**

*The public will be permitted to offer public comments by video conference as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.*

**I. CALL TO ORDER**

***PLEDGE OF ALLEGIANCE***

**II. PROCLAMATION: *National Public Safety Telecommunicators Week 2021***

**III. CITIZENS' COMMENTS**

This is an opportunity for citizens to speak to council relating to agenda and non-agenda items. Comments are limited to three minutes. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer comments until such time the item is discussed. Speakers are required to address council at the microphone and give their name and address prior to voicing their concerns.

Note: To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. Items that cannot be referred to the city staff for action may be placed on the agenda of a future City Council meeting.

**IV. POLICE COMMISSIONER REPORT**

- A. Update on Activities
- B. Update on 2022 Annual Budget Process and Preliminary Discussions

**V. FIRE COMMISSION LIAISON REPORT**

- A. Update on Activities

**VI. MAYOR'S REPORT**

- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21 - 545, 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
- B. Report on Activities and Upcoming Events
- C. Committee Reports/Updates
  - Beautification Committee – *Councilmember Laurie Rosenbaum, Chair*
  - Technology Committee – *Councilmember Eric Thode, Chair*
  - Public Safety Committee – *Councilmember Keith Brown, Chair*
  - Drainage Committee – *Jack Christiansen, Chair*

**VII. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities and Upcoming Events
- B. Public Works Director - Report on Capital Projects

**VIII. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-546 OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR THE MAYOR AND COUNCILMEMBERS, POSITIONS 4 AND 5 ELECTED; PROVIDING THAT THE MAY 1, 2021 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 – *Karen Glynn, City Administrator***

- IX. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-547 AUTHORIZING THE ISSUANCE OF CITY OF BUNKER HILL VILLAGE, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2021 AND AUTHORIZING THE EXECUTION OF ALL DOCUMENTS – *Susan Grass, Finance Manager and Karen Glynn, City Administrator***
- X. CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT WITH LANGFORD ENGINEERING UNDER THE CITY’S ON CALL CONTRACT IN AN AMOUNT NOT TO EXCEED \$43,500.00 TO PROVIDE ENGINEERING SERVICES FOR THE 2021 SANITARY SEWER CLEANING AND TELEVISIONING PROJECT INCLUDING THE DESIGN, PREPARATION AND NEGOTIATION OF A BID PACKAGE AND TO PERFORM THE RESULTING ENGINEERING ANALYSIS AND MAPPING - *Steve Smith, Director of Public Works/Building Official***
- XI. CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT WITH LANGFORD ENGINEERING UNDER THE CITY’S ON CALL CONTRACT IN AN AMOUNT NOT TO EXCEED \$30,000 TO DEVELOP AND SUBMIT THE CITY’S RISK AND RESILIENCE ASSESSMENT AND RECEIVE GOVERNMENTAL APPROVAL - *Steve Smith, Director of Public Works/Building Official***
- XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 21-548 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 4-81, DEFINITIONS, SECTION 4-83, BASIS FOR ESTABLISHING AREAS OF SPECIAL FLOOD HAZARD AND SECTION 4-88, WARNING AND DISCLAIMER OF LIABILITY OF DIVISION 1, IN GENERAL; AMENDING SECTION 4-147, DUTIES, RESPONSIBILITIES OF BUILDING OFFICIAL, SECTION 4-148, PERMIT PROCEDURES, AND SECTION 4-149, VARIANCE PROCEDURES OF DIVISION 3, ADMINISTRATION; AMENDING SECTION 4-166, GENERAL STANDARDS, SECTION 4-167, SPECIFIC STANDARDS, SECTION 4-168, STANDARDS FOR SUBDIVISION PROPOSALS, SECTION 4-169, STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES) AND SECTION 4-171, STANDARDS APPLICABLE TO ALL RESIDENTIAL CONSTRUCTION, OF DIVISION 4, FLOOD HAZARD REDUCTION, OF ARTICLE V, OF CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, PROVIDING CERTAIN REQUIREMENTS APPLICABLE TO FINISHED FLOOR ELEVATION; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE, WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY- *Steve Smith, Director of Public Works/Building Official***
- XIII. CONSIDERATION AND POSSIBLE ACTION ON APPROVING RESOLUTION NO. 03-23-21, A RESOLUTION BY THE CITY OF BUNKER HILL VILLAGE, TEXAS SUSPENDING THE MAY 3, 2021 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 2020 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL - *Karen Glynn, City Administrator***

**XIV. REVIEW, DISCUSSION AND DIRECTION ON NEEDED REPAIRS/REPLACEMENT OF THE CITY'S PUBLIC WORKS OPERATIONS BUILDING - *Steve Smith, Director of Public Works/Building Official***

**XV. 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. Monthly Financials December 2020
- B. Monthly Financials January 2021
- C. Monthly Financials February 2021
- D. Minutes of the February 22, 2021 Regular Council Meeting
- E. Ratify 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.
- F. RPS, Invoice No. 121040 in the amount of \$9,057.35 for professional services rendered from January 1, 2021 to January 29, 2021 under on-call services for miscellaneous services including Preparation and Attending City Council and Drainage Committee Meetings, Bunker Hill Elementary Traffic – City of Houston Permit Review, Drainage Issue on Kilts, and Wood Lane and Winshire Drainage Analysis
- G. RPS, Invoice No. 121041 in the amount of \$1,448.85 for professional services rendered from January 1, 2021 to January 29, 2021 under on-call services for Site Development Review
- H. RPS, Invoice No. 221014 in the amount of \$2,802.64 for professional services rendered from January 30, 2021 to February 26, 2021 under on-call services for miscellaneous services including Drainage Issue on Kilts and the Wood Lane and Winshire Drainage Analysis
- I. RPS, Invoice No. 221017 in the amount of \$2,011.08 for professional services rendered from January 30, 2021 to February 26, 2021 under on-call services for Site Development Review
- J. Langford Engineering, Inc., Invoice No. 23931 in the amount of \$18,242.27 for professional services rendered through January 29, 2021 for Design and Construction Phase Services for the replacement of Water Well No. 2 (New Water Well No. 5)
- K. Langford Engineering, Inc., Invoice No. 23932 in the amount of \$837.90 for professional services rendered through January 29, 2021 for Construction Services for the Water Well No. 5 Site Improvements
- L. Langford Engineering, Inc., Invoice No. 23933 in the amount of \$225.00 for professional services rendered through January 29, 2021 for Emergency Repair of Water Well No. 1
- M. Langford Engineering, Inc., Invoice No. 23934 in the amount of \$9,075.04 for professional services rendered through January 29, 2021 for Water Plant No. 2 Ground Storage Tank Recoating
- N. Langford Engineering, Inc., Invoice No. 23935 in the amount of \$1,182.90 for professional services rendered through January 29, 2021 for General Engineering Services including Booster Pumps, Risk and Resilience Assessment, and Updates to Maps
- O. W.W. Payton Corporation, Invoice No. 1 and Final in the amount of \$5,600.00 for services performed for the Removal and Replacement of Valves at Water Plan No. 2
- P. Probstfeld & Associates, Invoice No. 62766 in the amounts of \$155.00 for professional services rendered in January 2021 for engineering services for drainage site development review
- Q. Probstfeld & Associates, Invoice No. 62767 in the amounts of \$80.00 for professional services rendered in January 2021 for engineering services for drainage site development review

- R. Probstfeld & Associates, Invoice No. 62768 in the amounts of \$80.00 for professional services rendered in January 2021 for engineering services for drainage site development review
- S. Probstfeld & Associates, Invoice No. 62765 in the amounts of \$685.00 for professional services rendered in January 2021 for engineering services for drainage site development review
- T. Probstfeld & Associates, Invoice No. 62883 in the amounts of \$320.00 for professional services rendered in February 2021 for engineering services for drainage site development review
- U. Probstfeld & Associates, Invoice No. 62914 in the amounts of \$685.00 for professional services rendered in February 2021 for engineering services for drainage site development review
- V. Viking Industrial Painting, Invoice No. 19121-002 in the amount of \$74,790.00 for services rendered through February 2021 to Repair and Repaint the Ground Storage Tank at Water Plant No. 2

#### **XVI. ADJOURN**

**I, Karen Glynn, City Administrator of the City of Bunker Hill Village certify that the above notice of meeting was posted in a place convenient to the general public in compliance with Chapter 551, Texas government Code, by March 19, 2021 by 12:00 p.m.  
(SEAL)**



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**Karen H. Glynn, P.E., City Administrator**

*This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 713-467-9762 for further information.*