



## CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, JUNE 15, 2021 AT 5:00 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.”*

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).

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/99763583167?pwd=aENZdmUvRlZzMFhwWkt6d2xyaHRtUT09>

Meeting ID: 997 6358 3167

Passcode: 219302

Dial by your location

+1 346 248 7799 US (Houston)

Meeting ID: 997 6358 3167

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**

**II. EXECUTIVE SESSION**

**THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.089 OF THE TEXAS GOVERNMENT CODE TO DELIBERATE AN ITEM CONCERNING CRITICAL INFRASTRUCTURE OF THE CITY: THE RISK AND RESILIENCE STUDY FOR THE CITY’S WATER SYSTEM**

**III. BUDGET WORKSHOP**

**DISCUSSION AND DIRECTION ON GOALS AND PRIORITIES FOR THE CITY’S PROPOSED FY 2022 BUDGET AND 2021 TAX RATE TO SUPPORT THE BUDGET-**  
*Karen Glynn, City Administrator and Susan Grass, Finance Manager*

***The Regular City Council Meeting will commence at 5:30 p.m. or following the closed executive session and workshop:***

**IV. PLEDGE OF ALLEGIANCE**

**V. 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.

**VI. PROCLAMATION**

A Proclamation of the City of Bunker Hill Village, Texas Naming June 15, 2021 as **“2021 Baylor University Men’s Basketball Team Day in the City of Bunker Hill Village, Texas”**

**VII. REVIEW, DISCUSSION AND DIRECTION ON PROPOSED PLANS AND ARCHITECTURAL RENDERINGS FOR THE CITY'S PUBLIC WORKS AND DISASTER OPERATIONS BUILDING - Steve Smith, Director of Public Works/Building Official**

**VIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT IN AN AMOUNT NOT TO EXCEED \$153,563.00 WITH RPS INFRASTRUCTURE UNDER THE CITY’S ON CALL CONTRACT TO PROVIDE THE FINAL DESIGN FOR PAVEMENT AND DRAINAGE FOR CHAPEL BELLE AND A SEGMENT OF TAMERLAINE - Steve Smith, Director of Public Works/Building Official**

**IX. POLICE COMMISSIONER REPORT**

- A. Update on Activities
- B. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-553 AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING ITS CODE OF ORDINANCES TO ADD A NEW DIVISION 3, AUTOMATED LICENSE PLATE RECOGNITION CAMERAS, TO ARTICLE V, RIGHT-OF-WAY MANAGEMENT, OF CHAPTER 13, STREETS AND SIDEWALKS, TO PROVIDE CERTAIN DEFINITIONS, AND ALLOWING AUTOMATED LICENSE PLATE RECOGNITION CAMERAS IN THE CITY’S RIGHTS-OF-WAY WHEN SUCH CAMERA IS APPROVED BY THE MEMORIAL VILLAGES POLICE DEPARTMENT AND THE CITY; REQUIRING APPLICATION FOR A PERMIT UPON CERTAIN CONDITIONS; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EVERY VIOLATION HEREOF, WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; PROVIDING AN EFFECTIVE DATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.
- C. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 06-15-2021 E OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING A SCHEDULING OF FEES, RATES, DEPOSITS, AND OTHER CHARGES FOR PUBLIC SERVICES, INCLUDING THOSE RELATING TO DEVELOPMENT, BUILDING AND CONSTRUCTION, ELECTRICAL, PLUMBING, LICENSING AND REGISTRATIONS, REGULATORY INSPECTIONS, PERMITTING, APPLICATIONS, HEARINGS AND OTHER MATTERS AND TO INCORPORATE ALPR PERMIT FEES

**X. FIRE COMMISSION LIAISON REPORT**

- A. Update on Activities
- B. Update on the 2022 Village Fire Department Budget

**XI. CITY ADMINISTRATOR'S REPORT**

- A. Introduction of Summer Interns
- B. Report on Activities and Upcoming Events
  - Zoning Board of Adjustment Meeting June 16, 2021
  - Planning and Zoning Commission Meeting June 22, 2021
  - Open House – High Tech/Low Tech
- C. Public Works Director - Report on Capital Projects
  - Water Well No. 5
  - Bunker Hill Elementary School Progress
  - Update on Plan for Damaged Landscaping on City Right of Way Side (Major Roadways) of Private Property as a Result of the Winter Storm

**XII. MAYOR'S REPORT**

- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-554, 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. Consideration and Possible Action Regarding Appointment of Mayor Pro-Tem for a Term of One Year
- C. Consideration and Possible Action Regarding Appointments for the Planning and Zoning Commission for a Two-Year Period Ending June 30, 2023

- D. Consideration and Possible Action Regarding Appointments for the Zoning Board of Adjustment for a Two-Year Period Ending June 30, 2023
- E. Consideration and Possible Action Regarding Appointments for Municipal Court: Judge for a Six – Month Term Ending December 31, 2021
- F. Consideration and Possible Action Regarding Appointments for Municipal Court: Associate Judges, Prosecutor, and Associate Prosecutor for a Two-Year Period Ending June 30, 2023
- G. Consideration and Possible Action Regarding Designation of the City’s Audit Finance Committee
- H. Consideration and Possible Action to Approve Resolution No. 06-15-2021 A of the City Council of the City of Bunker Hill Village, Texas, Naming Said City’s Commissioners and Alternate Commissioner on the Board of Commissioners of the Memorial Villages Police Department
- I. Consideration and Possible Action to Approve Resolution No. 06-15-2021 B of the City Council of the City of Bunker Hill Village, Texas, Naming Said City’s Commissioner or Liaison for the Village Fire Department.
- J. Report on Activities and Upcoming Events
  - Harris County Park, Walking Path, and Drainage Detention
  - Villages Independence Festival Parade on Monday, July 5, 2021
  - Recognition of Strake Jesuit Baseball Player (Trey Duffield living on Mockingbird Lane) and 2022 Rice Commitment
  - Mallory Sanders recognition and encouragement of donations to Angelman Syndrome Foundation

**XIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO PROCEED WITH DISCUSSION AND/OR EXECUTE DOCUMENTS BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT FOR THE CONSTRUCTION OF ADDITIONAL DETENTION FOR THE CITY OF BUNKER HILL VILLAGE ON PROPERTY CURRENTLY OWNED BY SPRING BRANCH INDEPENDENT SCHOOL DISTRICT, PROVIDING FOR ACCESS, AND OTHER MATTERS - *Karen Glynn, City Administrator***

**XIV. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF RESOLUTION NO. 06-15-2021, A RESOLUTION ACCEPTING THE DEDICATION OF AN EASEMENT TO PROVIDE ELECTRICAL SERVICE TO WATER WELL NO. 5 LOCATED ON THE BUNKER HILL ELEMENTARY SCHOOL SITE – *Steve Smith, Director of Public Works/Building Official***

**XV. CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT IN AN AMOUNT NOT TO EXCEED \$373,360.00 WITH LANGFORD ENGINEERING UNDER THE CITY’S ON CALL CONTRACT TO PROVIDE FINAL DESIGN SERVICES AND DOCUMENTS FOR THE CONSTRUCTION OF A TRANSMISSION LINE FROM WATER WELL NO. 5 TO THE TAYLORCREST WATER PLANT - *Steve Smith, Director of Public Works/Building Official***

**XVI. CONSIDERATION AND POSSIBLE ACTION TO RATIFY THE AUTHORIZATION TO PROCEED WITH REPAIRS IN AN AMOUNT OF \$17,000 WITH NEIL TECHNICAL SERVICES, CORP., UNDER THE CITY’S ON CALL CONTRACT TO REPAIR THE GENERATOR AT THE TAYLORCREST WATER PLANT (WATER WELL NO. 1) AND PAYMENT OF \$7,000.00 PER MONTH FOR GENERATOR RENTAL - *Steve Smith, Director of Public Works/Building Official***

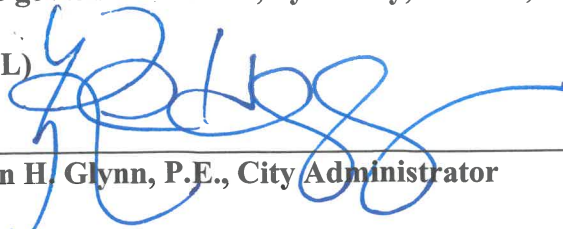
- XVII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$49,460.00 WITH NEIL TECHNICAL SERVICES, CORP., UNDER THE CITY’S ON CALL CONTRACT TO UPDATE THE CITY’S WATER SYSTEM CONTROL TO VT SCADA - *Steve Smith, Director of Public Works/Building Official***
- XVIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE CHANGE ORDER NO. 3 AND PAY REQUEST NO. 4 AND FINAL FOR THE CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND VIKING INDUSTRIAL PAINTING FOR THE RECOATING OF THE CITY HALL WATER STORAGE TANK IN AN AMOUNT NOT TO EXCEED \$43,840.00 INCLUDING RETAINAGE - *Steve Smith, Director of Public Works/ Building Official***
- XIX. CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING A WORK ORDER IN AN AMOUNT NOT TO EXCEED \$60,000.00 BETWEEN THE CITY OF BUNKER HILL VILLAGE AND AAA ASPHALT INC. (UNDER THE CITY’S INTERLOCAL AGREEMENT WITH HARRIS COUNTY) TO PROVIDE REPAIRS ON BUNKER HILL ROAD - *Steve Smith, Director of Public Works/Building Official***
- XX. CONSIDERATION AND POSSIBLE ACTION TO PROCEED WITH THE INSTALLATION OF STREET LIGHTS ON MEMORIAL DRIVE AS PART OF THE CITY’S 2021 BEAUTIFICATION PROGRAM IN AN AMOUNT NOT TO EXCEED \$15,888.00 TO BE FUNDED FROM METRO FUNDS AS INCLUDED IN THE 2021 BUDGET - *Steve Smith, Director of Public Works/Building Official***
- XXI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 06-15-2021 D A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING A POLICY PERMITTING THE CONSIDERATION OF APPLICATIONS FOR PRIMARY DEPOSITORY BANK SERVICES RECEIVED FROM FINANCIAL INSTITUTIONS THAT ARE NOT DOING BUSINESS WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY– *Susan Grass, Finance Manager***
- XXII. 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 May 18, 2021 Regular Council Meeting
  - B. May 2021 Financials
  - C. RPS, Invoice No. 421021 in the amount of \$6,512.85 for professional services rendered from April 3, 2021 to April 30, 2021 under on-call services for Bunker Hill Detention Services
  - D. RPS, Invoice No. 421020 in the amount of \$1,975.36 for professional services rendered from April 3, 2021 to April 30, 2021 under on-call services for Drainage Committee Services
  - E. RPS, Invoice No. 421019 in the amount of \$1701.68 for professional services rendered from April 3, 2021 to April 30, 2021 under on-call services for Site Development Review for Drainage Impacts
  - F. RPS, Invoice No. 421018 in the amount of \$786.37 for professional services rendered from April 3, 2021 to April 30, 2021 under on-call services for MS4 Report Preparation and Coordination
  - G. RPS, Invoice No. 521034 in the amount of \$12,588.83 for professional services rendered from May 1, 2021 to May 28, 2021 under on-call services for Bunker Hill Detention Services

- H. RPS, Invoice No. 521033 in the amount of \$613.68 for professional services rendered from May 1, 2021 to May 28, 2021 under on-call services for Drainage Committee Services
- I. RPS, Invoice No. 521032 in the amount of \$2,416.52 for professional services rendered from May 1, 2021 to May 28, 2021 under on-call services for Site Development Review for Drainage Impacts
- J. RPS, Invoice No. 521031 in the amount of \$646.84 for professional services rendered from May 1, 2021 to May 28, 2021 under on-call services for resident concern
- K. Langford Engineering, Inc., Invoice No. 24149 in the amount of \$18,228.52 for professional services rendered through April 30, 2021 for General Engineering Services
- L. Langford Engineering, Inc., Invoice No. 24150 in the amount of \$7,473.80 for professional services rendered through April 30, 2021 for Construction Plans for Water Well No. 2 (New Water Well No. 5)
- M. Langford Engineering, Inc., Invoice No. 24151 in the amount of \$3,224.88 for professional services rendered through April 30, 2021 for Water Plant No. 2 Ground Storage Tank Recoating
- N. Langford Engineering, Inc., Invoice No. 24152 in the amount of \$2,170.00 for professional services rendered through April 30, 2021 for Sanitary Sewer Cleaning and Televising Project
- O. Langford Engineering, Inc., Invoice No. 24153 in the amount of \$6,598.95 for professional services rendered through April 30, 2021 for Risk and Resilience Assessment
- P. Probstfeld & Associates, Invoice No. 63566 in the amount of \$380.00 for professional services rendered in May 2021 for engineering services for drainage site development review
- Q. Probstfeld & Associates, Invoice No. 63565 in the amount of \$305.00 for professional services rendered in May 2021, for engineering services for drainage site development review
- R. Probstfeld & Associates, Invoice No. 63564 in the amount of \$150.00 for professional services rendered in May 2021, for engineering services for drainage site development review
- S. Probstfeld & Associates, Invoice No.63401 in the amount of \$75.00 for professional services rendered in May 2021, for engineering services for drainage site development review
- T. Alsay, Inc. , Monthly Pay Estimate No. 1 in the amount of \$180,000.00 for services rendered through May 30, 2021 for the Construction of Water Well No. 5
- U. AAA Asphalt Paving, Inc., Invoice No. 1617-1 in the amount \$4,800.00 for professional services rendered through May 6, 2021 for Emergency Road Repair
- V. Two Year Contract with Spring Branch ISD for Tax Collection Services beginning September 1, 2021 and ending on August 31, 2023

**XXIII. 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 Friday, June 11, 2021 by 12:00 noon.**

(SEAL)



**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.