



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, OCTOBER 18, 2022, 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 Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Councilmembers may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Council will be physically present at the location noted above on this agenda.

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

www.bunkerhilltx.gov
LATEST NEWS

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

Join Zoom Meeting

<https://us06web.zoom.us/j/85927735045?pwd=WDBrc0xtbHBiUXRueE9lUzdWdHg5dz09>

Meeting ID: 859 2773 5045

Passcode: 415305

Dial by your location

+1 346 248 7799 US (Houston)

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

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.

THE CITY COUNCIL WILL MEET IN CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE TO CONSULT WITH THE CITY ATTORNEY REGARDING PENDING OR THREATENED LITIGATION.

The Regular City Council Meeting will commence following the Closed Executive Session:

II. PLEDGE OF ALLEGIANCE

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. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT

A. Update on Activities

V. VILLAGE FIRE DEPARTMENT REPORT

A. Update on Activities

B. Discussion and Direction to Establish a Contingency or Emergency Fund for the Village Fire Department

VI. MAYOR'S REPORT

A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NUMBER 22 - 589, 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

- Mayors Meeting – To Be Determined
- Upcoming City Hall “Open House” – *October 19, 2022*
- Holiday Reception Event – *December 13, 2022*
- Twinkle Light Parade – *December 15, 2022*

VII. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events

- Planning and Zoning Commission Meetings – *September 27 & October 25, 2022*
- Zoning Board of Adjustments Meeting – *October 11, 2022*
- Update on Annual TML Conference – *October 5 - 7, 2022*
- Annual Villages Recycling Event – *October 22, 2022*
- Memorial Drive and Gessner Road Grant Application
- City Hall Holiday Schedule
 - Thanksgiving Holidays – *November 23 (beginning at noon) – November 27, 2022*
 - Christmas and New Year's Holidays – *December 26 – December 30, 2022*

B. Public Works Director - Report on Capital Projects

- Chapel Belle and Tamerlaine Reconstruction and Change Orders for Eaton Court Drainage and Memorial Sidewalk
- Water Well No. 5, Sitework, Transmission Line, and Detention
- Public Works and Emergency Operations Building
- Verizon Cell Nodes
- Report on Proposal from American Tower Regarding the Cell Tower at City Hall

C. Finance Director Report

- Status of Coronavirus Local Fiscal Recovery Funds
- Banking Contracts
- CD Purchase

VIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO APPROVE RIGHT OF WAY USE AGREEMENTS - *Karen Glynn, City Administrator*

- A. Taylorcrest Court Homeowners for Landscaping Improvements along Taylorcrest Court
- B. Residents, The Theissen Family for a Little Free Library on Taylorcrest

IX. CONSIDERATION AND POSSIBLE ACTION REGARDING ORDINANCE NO. 22-586 AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING SECTION 16-26, (1) - (4) OF ARTICLE II OF CHAPTER 16 THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 16-26, (1) - (4); ESTABLISHING RATES TO BE CHARGED BY THE CITY FOR WATER AND SANITARY SEWER SERVICES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY - *Susan Grass, Finance Director*

X. CONSIDERATION AND POSSIBLE ACTION REGARDING ORDINANCE NO. 22-587 AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING SECTION 16-26 (5) OF ARTICLE II OF CHAPTER 16 THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 16-26 (5); ESTABLISHING RATES TO BE CHARGED BY THE CITY FOR SOLID WASTE AND RECYCLING SERVICES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY- *Susan Grass, Finance Director*

XI. CONSIDERATION AND POSSIBLE ACTION REGARDING ORDINANCE NO. 22-588 OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 7 THROUGH 13 TO THE ORIGINAL BUDGET AS AMENDED 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*

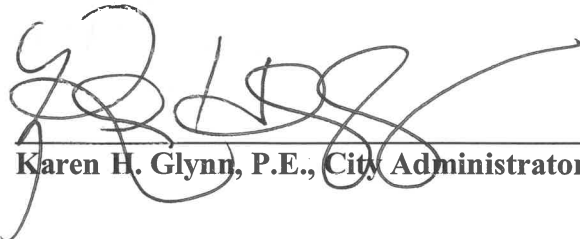
- XII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE ADDITIONAL SERVICES FOR PGAL IN AN AMOUNT NOT TO EXCEED \$10,000.00 TO DESIGN EXTERIOR IMPROVEMENTS TO CITY HALL TO BE COORDINATED AND ADDED TO THE CONSTRUCTION CONTRACT FOR THE PUBLIC WORKS AND DISASTER OPERATIONS BUILDING – *Steve Smith, Director of Public Works/ Building Official***
- XIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDERS WITH UNDERGROUND CONSTRUCTION SOLUTIONS FOR CONTRACT NO. 1 AND CONTRACT NO. 2 FOR THE TAYLORCREST WATERLINE AND PLANT CONNECTION – *Steve Smith, Director of Public Works/ Building Official***
- A. Change Order No. 2 to Contract No. 1 with Underground Construction Solutions for a Time Extension to the Contract for an Additional 37 Calendar Days and a Reduction to the Contract in an Amount of \$21,450.00
 - B. Change Order No. 2 to Contract No. 2 with Underground Construction Solutions for a Time Extension to the Contract for an Additional 60 Calendar Days
- XIV. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 3 TO THE CURRENT CONTRACT WITH ALSAY, INC. FOR A TIME EXTENSION TO THE CONTRACT FOR AN ADDITIONAL 60 CALENDAR DAYS - *Steve Smith, Director of Public Works/ Building Official***
- XV. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE CHANGE ORDER NO. 4 TO THE CONTRACT WITH MCDONALD MUNICIPAL & INDUSTRIAL FOR A TIME EXTENSION TO THE CONTRACT FOR SITE WORK FOR AN ADDITIONAL 60 CALENDAR DAYS – *Steve Smith, Director of Public Works/ Building Official***
- XVI. DISCUSSION AND DIRECTION ON PROPOSED BYLAWS FOR THE BHV, INC. A NON-PROFIT CORPORATION – *Loren Smith, City Attorney and Karen Glynn, City Administrator***
- XVII. 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. September 2022 Financials
 - B. Minutes of the September 20, 2022, Council Meeting
 - C. MetroCity, LLC, Pay Estimate No. 7 in the amount of \$86,037.02 for work completed August 2022 for the Chapel Belle Reconstruction Project.
 - D. Clark Condon Associates, Inc, Invoice No. 50003 in the amount of \$1,050.00 for landscape design services for Water Well No. 5 in September 2022.
 - E. The Goodman Corporation, Invoice No. 9-2022-5 in the amount of \$310.00 for professional services rendered for September 2022 for Memorial Drive and Gessner Road Grant Application – TIP Call for Projects Funding Pursuit Assistance.
 - F. Gauge Engineering, LLC, Invoice No. 1934 in the amount of \$31,149.87 for professional engineering services rendered July 2022 for the Memorial and Gessner Project.

- G. Chlorinator Maintenance Construction, Inc, Invoice No. 4487 in the amount of \$17,000.00 for Taylorcrest water well equipment installed July 2022.
- H. Neil Technical Services, Invoice No. 112364 in the amount of \$1,569.10 for Taylorcrest water well repair services performed in September 2022.
- I. Neil Technical Service, Invoice No. 113249 in the amount of \$420.00 for electrical work rendered September 2022.
- J. Kimley Horn, Invoice No. 067787100-0822 for professional traffic engineering services performed August 2022 in the amount of \$9,582.50.

XVIII. 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, on October 14, 2022 by 12:00 p.m.

(SEAL)

A handwritten signature in black ink, appearing to read 'K. Glynn', is written over a horizontal line. The signature is fluid and cursive.

Karen H. Glynn, P.E., City Administrator/ Acting City Secretary

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.