



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, AUGUST 15, 2023, 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.”

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

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

Join Zoom Meeting

<https://us06web.zoom.us/j/87132075716?pwd=cjZ3QzhGZTVoam5pNldnTGc5NUtLdz09>

Meeting ID: 871 3207 5716

Passcode: 031181

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

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

VI. FILE THE PROPOSED 2024 ANNUAL BUDGET – Gerardo Barrera, City Administrator and Susan Grass, Finance Director

VII. MAYOR'S REPORT

A. Report on Activities and Upcoming Events

- Villages Independence Day Parade – *July 4, 2023*
- Proposed Public Works and Disaster Operations Building Open House
- Proposed Fall Event for Bunker Hill Village – Family Night

VIII. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events

- Meeting with CenterPoint Energy
- Drainage Committee – *Tuesday, August 8, 2023*
- Planning and Zoning Commission Meeting – *Tuesday, August 22, 2023*
 - Discussion and Direction on Synthetic Turf
- Update on the Specific Use Permit for Memorial Forest Club
- 2024 Annual Texas Municipal League Conference
- City Hall Holiday – Labor Day – *Monday, September 4, 2023*
- City of Piney Point Village 5k Run – *Saturday, October 14, 2023*

B. Director of Public Works Report

- Public Works and Disaster Operations Building
- Development Update
- Wastewater Televising
- Water Meter Upgrade Project

C. Finance Director Report

- Update on 2024 Budget Process
- Ambulance Funds
- Investments and Opportunities

- IX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 08-15-2023, A RESOLUTION OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, APPROVING AN ENGAGEMENT LETTER WITH BELT HARRIS PECHACEK, LLLP FOR FISCAL YEAR 2023 AUDIT SERVICES IN AN AMOUNT OF \$29,395.00 – Susan Grass, Finance Director**
- X. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AWARD A BID AND AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT FOR ELECTRIC RETAIL SALES BETWEEN THE CITY OF BUNKER HILL VILLAGE AND THE ENERGY SUPPLIER WITH THE MOST FAVORABLE RATE TO THE CITY – Gerardo Barrera, City Administrator**
- XI. CONSIDERATION AND POSSIBLE ACTION TO RATIFY A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND PRECISION SAFE SIDEWALKS FOR SIDEWALK MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$24,152.00 – Elvin Hernandez, Director of Public Works**
- XII. CONSIDERATION AND POSSIBLE ACTION TO RATIFY A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND BALLEW CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$33,500.00 FOR STREET MAINTENANCE ON BROKEN BOUGH – Elvin Hernandez, Director of Public Works**
- 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. Minutes of the June 20, 2023 Regular City Council Meeting
 - B. June 2023 Financials
 - C. July 2023 Financials
 - D. Ballew Construction, Invoice No. 0222 in the amount of \$16,750.00 for phase 1 of Broken Bough street repairs completed July 2023.
 - E. Ballew Construction, Invoice No. 0224 in the amount of \$16,750.00 for phase 2 of Broken Bough street repairs completed July 2023.
 - F. The Goodman Corporation, Invoice No. 6-2023-3 in the amount of \$2,015.00 for professional services rendered in June 2023 for the Memorial Drive and Gessner Road grant application.
 - G. Harris-Galveston Subsidence District, Invoice No. 349443 in the amount of \$46,094.00 for water conservation education program.
 - H. JLA Construction Solutions, Application for Payment No. 7 in the amount of \$145,443.10 for construction of the Public Works and Disaster Operations Building from May 1, 2023 to May 31, 2023.
 - I. Langford Engineering, Invoice No. 26587 in the amount of \$1,473.18 for on-call engineering services performed through June 30, 2023.
 - J. Langford Engineering, Invoice No. 26588 in the amount of \$3,379.48 for design and construction work completed through June 30, 2023 for the sanitary sewer cleaning and televising project.
 - K. RPS, Invoice No. 523023 in the amount of \$6,515.29 for drainage site development review services rendered from April 29, 2023 to May 26, 2023
 - L. RPS, Invoice No. 623080 in the amount of \$1,028.03 for on-call engineering services performed May 27, 2023 to June 30, 2023.

- M. RPS, Invoice No. 623083 in the amount of \$7,802.25 for drainage site development review services rendered from May 27, 2023 to June 30, 2023.
- N. Willscot, Invoice No. 9018008394 in the amount of \$1,509.80 for June 2023 facility rental (Public Works team)
- O. Annual Interlocal Agreement with Harris-Galveston Subsidence District for the administration and implementation of a regional watershed protection education program (Water Wise Program) effective for the 2023-2024 school year.

XIV. EXECUTIVE SESSION

THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.074 OF THE TEXAS GOVERNMENT CODE TO DELIBERATE THE EMPLOYMENT, EVALUATION, OR DUTIES OF THE CITY ADMINISTRATOR.

XV. ADJOURN

I, Gerardo Barrera, 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 August 11, 2023 by 12:00 p.m.

(SEAL)



Gerardo Barrera, 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.