



## CITY OF BUNKER HILL VILLAGE

**NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, SEPTEMBER 19, 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](http://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/84686568647?pwd=UXNmZEJlWHRhUFJtd1NvWjRTNGJqZz09>

**Meeting ID:** 846 8656 8647

**Passcode:** 375234

**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. PRESENTATION AND PUBLIC HEARINGS**

ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEMS LISTED BELOW:

**A. PRESENTATION AND PUBLIC HEARING ON THE 2024 PROPOSED BUDGET AND THE 2023 PROPOSED TAX RATE TO SUPPORT THE BUDGET – Gerardo Barrera, City Administrator and Susan Grass, Finance Director**

**B. ADOPTION OF THE 2024 BUDGET**

*Open Public Hearing*

**THE PURPOSE OF THE PUBLIC HEARING IS TO RECEIVE COMMENTS FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING THE 2024 PROPOSED BUDGET**

*Close Public Hearing*

**CONSIDERATION AND POSSIBLE ACTION OF ORDINANCE NO. 23-611 ADOPTING THE CITY OF BUNKER HILL VILLAGE, TEXAS ANNUAL BUDGET FOR THE YEAR 2024, MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; ESTABLISHING THE PROCEDURE FOR INTRA-BUDGET TRANSFERS; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT**

**C. ADOPTION OF THE 2023 TAX RATE**

*Open Public Hearing*

**THE PURPOSE OF THE PUBLIC HEARING IS TO RECEIVE INPUT FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING THE 2023 PROPOSED PROPERTY TAX RATE TO SUPPORT THE 2024 BUDGET**

*Close Public Hearing*

**CONSIDERATION AND POSSIBLE ACTION OF THE 2023 PROPOSED MAINTENANCE AND OPERATING TAX RATE OF \$0.239688 PER \$100 OF ASSESSED VALUATION ON ALL AUTHORIZED PROPERTY WITHIN THE CITY TO FUND THE 2024 BUDGET**

**CONSIDERATION AND POSSIBLE ACTION OF THE 2023 PROPOSED DEBT SERVICE TAX RATE OF \$0.035312 PER \$100 OF ASSESSED VALUATION ON ALL AUTHORIZED PROPERTY WITHIN THE CITY TO FUND THE 2023 DEBT OBLIGATION**

**CONSIDERATION AND POSSIBLE ACTION OF ORDINANCE NO. 23-612 FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE YEAR 2023 AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH**

**V. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT**

A. Update on Activities

**VI. VILLAGE FIRE DEPARTMENT REPORT**

A. Update on Activities

**VII. MAYOR'S REPORT**

- A. Proclamation – World Teachers' Day 2023
- B. Report on Activities and Upcoming Events
  - Proposed Family Movie Night
  - Holiday Reception Event – *December 12, 2023*
  - Twinkle Light Parade – *December 14, 2023*

**VIII. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities and Upcoming Events
  - Planning and Zoning Commission Meeting – *Tuesday, August 22, 2023*
  - Drainage Committee Meeting – *Tuesday, September 12, 2023*
  - Memorial Villages Recycling Event – *Saturday, October 28, 2023*
- B. Director of Public Works Report
  - Development Report
  - Public Works and Disaster Operations Building
  - Water Conservation
- C. Finance Director Report
  - Investments and Opportunities
  - Interim Audit Update

- IX. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO APPROVE AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT, SETTING FORTH THE TERMS AND CONDITIONS RELATED TO LANDSCAPING AND MAINTENANCE THEREOF FOR WATER WELL NO. 5 LOCATED AT BUNKER HILL ELEMENTARY, AND OTHER MATTERS – *Gerardo Barrera, City Administrator***
- X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 23-613, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENTS NO. 9 THROUGH 14 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS FOR THE FISCAL YEAR 2023; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT - *Susan Grass, Finance Director***
- XI. 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 August 15, 2023 City Council Meeting
  - B. Minutes of the June 29, 2023 Special City Council Meeting (morning)
  - C. Minutes of the June 29, 2023 Special City Council Meeting (afternoon)
  - D. August 2023 Financials
  - E. JLA Construction Solutions, Application for Payment No. 6 in the amount of \$107,920.00 for Public Works and Disaster Operations Building construction from April 1, 2023 to April 30, 2023.
  - F. JLA Construction Solutions, Application for Payment No. 8 in the amount of \$110,000.00 for Public Works and Disaster Operations Building construction from June 1, 2023 to June 30, 2023.
  - G. JLA Construction Solutions, Application for Payment No. 9 in the amount of \$97,089.05 for Public Works and Disaster Operations Building construction from July 1, 2023 to July 31, 2023.
  - H. Langford Engineering, Invoice No. 26587 in the amount of \$1,473.18 for professional services rendered through June 30, 2023.
  - I. Langford Engineering, Invoice No. 26588 in the amount of \$3,379.48 for design and construction work completed through June 30, 2023 for sanitary sewer cleaning and televising.
  - J. Langford Engineering, Invoice No. 26667 in the amount of \$438.75 for engineering services rendered for Water Well #5 through July 28, 2023.
  - K. Langford Engineering, Invoice No. 26668 in the amount of \$500.00 for design and construction work completed through July 28, 2023 for sanitary sewer cleaning and televising.
  - L. Langford Engineering, Invoice No. 26669 in the amount of \$1,787.29 for general engineering services performed through July 28, 2023.
  - M. PGAL, Invoice No. 10057719 for reimbursable expenses in the amount of \$119.70 from November 1, 2022 to November 30, 2022.
  - N. PGAL, Invoice No. 10058778 in the amount of \$0.11 for reimbursable expenses from March 1, 2023 to March 31, 2023.

- O. PGAL, Invoice No. 10059732 in the amount of \$900.00 for services rendered from June 1, 2023 to June 30, 2023 for the City Hall Exterior Improvements and Public Works & Disaster Operations Building construction projects.
- P. Probstfeld & Associates, Invoice No. 68281 in the amount of \$355.00 for drainage plan review services completed August 21, 2023.
- Q. RPS, Invoice No. 823020 in the amount of \$3,744.74 for site development review services rendered from July 29, 2023 to August 25, 2023.
- R. RPS, Invoice No. 823021 in the amount of \$781.23 for on-call Drainage Committee services rendered from July 29, 2023 to August 25, 2023.
- S. Underground Construction Solutions, Invoice No. 080623B in the amount of \$2,000.00 for facility services completed August 6, 2023.

## **XII. 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, by September 15, 2023 by 12:00 p.m.**

**(SEAL)**



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**Gerardo Barrera, 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.