



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BHV INC. BOARD OF DIRECTORS TO BE HELD ON TUESDAY, SEPTEMBER 19, 2023, AT 4:30 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:

NOTICE OF MEETING BY TELEPHONE AND VIDEO CONFERENCE:

In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Directors may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Board of Directors 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/82173870542?pwd=TjM2U2hhOFZDaDVQSmZEMU1ycWZndz09>

Meeting ID: 821 7387 0542

Passcode: 140900

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. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE PURCHASE OF ITEMS FOR THE CITY OF BUNKER HILL VILLAGE PUBLIC WORKS AND DISASTER OPERATIONS BUILDING AS FUNDING BECOMES AVAILABLE**
- III. CONSIDERATION AND POSSIBLE ACTION TO APPROVE FUNDRAISING EFFORTS TO ASSIST WITH THE CITY OF BUNKER HILL VILLAGE PUBLIC WORKS AND DISASTER OPERATIONS BUILDING ENHANCEMENT PROJECT**
- IV. CONSIDERATION AND POSSIBLE ACTION REGARDING RESOLUTION NO. 09-19-2023, A RESOLUTION OF THE BOARD OF DIRECTORS OF BHV, INC. AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF BUNKER HILL VILLAGE TO OPEN AN ACCOUNT WITH INDEPENDENT FINANCIAL, TO PROVIDE DEPOSITORY AND RELATED BANKING SERVICES AND TO EXECUTE ALL REQUIRED CONTRACTS, AGREEMENTS, AND DOCUMENTATION**
- V. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE MINUTES FOR THE JUNE 20, 2023 MEETING**
- VI. ADJOURN**

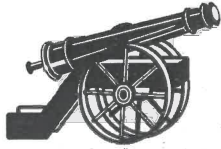
I, Gerardo Barrera, City Administrator of the City of Bunker Hill Village certify that the above notice of meeting was posted in a place convenient to the general public in compliance with Chapter 551, Texas government Code, on September 15, 2023 by 12:00 p.m.

(SEAL)



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.



AGENDA REQUEST
City of Bunker Hill Village
BHV, Inc.

Agenda Date:	September 19, 2023
Agenda Item:	II – III
Subject:	Public Works & Disaster Operations Building Furnishings
Exhibits:	N/A
Funding:	N/A
Presenter(s):	Gerardo Barrera, City Administrator

Executive Summary

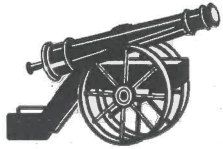
At the June 2023 meeting, the Board approved to support and fund the Public Works and Disaster Operations Building Enhancement Project through a fundraising campaign that allows residents (and the general public) to make a tax-deductible donation towards additional enhancements and internal furnishings of the new facility that were not funded with the overall project.

Staff have identified priority items necessary to furnish the facility. The items identified ensure an adequate workspace for staff to conduct day-to-day business, while funding for the remaining items is identified. Staff is submitting the finalized list of priority items for Board discussion and is requesting possible action to authorize purchase of these items as funds become available.

In addition, staff will share fundraising initiatives and options that acknowledge donors at the building site for their contributions to the project.

Recommended Action

Staff recommends that the Board review and authorize the purchase of priority items.



AGENDA REQUEST
City of Bunker Hill Village
BHV, Inc.

Agenda Date: September 19, 2023
Agenda Item: IV
Subject: Bank Account for BHV, Inc. Funds
Exhibits: Resolution No. 09-19-2023
Funding: N/A
Presenter(s): Gerardo Barrera, City Administrator

Executive Summary

Staff recommends that the Board open an account at Independent Financial, the City's primary depository bank, to receive funds for BHV, Inc. projects.

Recommended Action

Staff recommends that the Board approve Resolution No. 09-19-2023.

RESOLUTION NO. 09-19-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF BHV, INC. AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF BUNKER HILL VILLAGE TO OPEN A BANK ACCOUNT WITH INDEPENDENT FINANCIAL, TO PROVIDE DEPOSITORY AND RELATED BANKING SERVICES AND TO EXECUTE ALL REQUIRED CONTRACTS, AGREEMENTS, AND DOCUMENTATION.

* * * * *

WHEREAS the Board of Directors of BHV, Inc. desires to designate a primary depository bank services for the Corporation; and

WHEREAS the staff recommends that the Board of Directors approve this resolution awarding the Depository Bank contract to Independent Financial; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of BHV, Inc.:

Section 1. That the findings and premises contained in the preamble are deemed to be true and correct.

Section 2. That Independent Financial is named as the Primary Depository Bank for BHV, Inc.

Section 3. That the City Administrator of the City of Bunker Hill Village is authorized to execute all required contracts, agreements, and documentation related to this resolution.

Section 4. This Resolution shall become effective upon the date of passage.

PASSED, APPROVED AND RESOLVED on this 19th day of September, 2023.

APPROVED:

Robert P. Lord, President

ATTEST:

Laurie Rosenbaum, Secretary of the Corporation

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
BOARD OF DIRECTORS OF BHV, INC.
June 20, 2023, at 4:30 P.M.**

I. CALL TO ORDER

Robert Lord, Mayor of the City of Bunker Hill Village, Texas called the meeting to order at 4:36 p.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Those Present:

Robert Lord

Susan Schwartz

Keith Brown

Carl Moerer

Eric Thode

Laurie Rosenbaum *via Zoom*

Will Franklin *via Zoom*

Also in Attendance:

Gerardo Barrera, City Administrator

Elvin Hernandez, Director of Public Works

Karen Glynn, Acting Community Development

Loren Smith, City Attorney

II. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION 06-20-2023A OF THE BOARD OF DIRECTORS OF BHV, INC. ADOPTING CRITERIA FOR EXPENDITURES OF THE CORPORATION.

At the March 21 meeting, the Board discussed criteria to be used to select projects that BHV, Inc. will support and fund. Staff presented criteria and guidelines to govern the approval of projects and expenditures by BHV, Inc.:

1. Expenditures shall be for the direct benefit of the City and/ or its employees
2. Expenditures cannot benefit the Mayor and/ or City Council members, directly or indirectly
3. Expenditures are for items not ordinarily included in the City budget. Expenditures may provide supplemental funding for equipment, furnishings, and facilities
4. In the case of emergency or critical needs, funds may be provided to employees and/ or employees' families such as payment of costs not covered by insurance

In addition, the Board discussed possible community engagement and fundraising efforts for items for the City's new Public Works and Disaster Operations Building. Staff presented a list of supplemental furnishings for the new facility.

The Board directed staff to develop and finalize a list of priority items needed for the Public Works and Disaster Operations Building and present at a later date.

Staff recommended the Board approve Resolution No. 06-20-2023A to establish criteria and guidelines for BHV, Inc. projects, and Resolution No. 06-20-2023B to authorize fundraising efforts to assist with the new Public Works facility.

A motion was made by Eric Thode and seconded by Susan Schwartz to approve Resolution No. 06-20-2023A with discussed modifications.

The motion carried 6 – 0

III. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION 06-20-2023B OF THE BOARD OF DIRECTORS OF BHV, INC. AUTHORIZING FUNDRAISING EFFORTS TO ASSIST WITH THE NEW PUBLIC WORKS AND DISASTER OPERATIONS BUILDING.

A motion was made by Eric Thode and seconded by Susan Schwartz to approve Resolution No. 06-20-2023B.

The motion carried 6 – 0

IV. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE MINUTES FOR THE MARCH 21, 2023 MEETING

A motion was made by Keith Brown and seconded by Susan Schwartz to approve the minutes of the March 21, 2023 meeting as amended.

The motion carried 6 – 0

V. ADJOURN

A motion was made by Keith Brown and seconded by Eric Thode to adjourn the meeting at 4:58 p.m.

The motion carried 6 – 0

Approved and accepted on September 19, 2023.

Robert P. Lord, President

ATTEST:

Laurie Rosenbaum, Secretary of the Corporation