

**CITY OF BUNKER HILL VILLAGE**

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS  
MAY 17, 2011 – 5:00 P.M.**

Mayor Essary called the meeting to order at 5:00 p.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present:	Also in Attendance:
Mayor Derry D. Essary	Ruthie Sager, City Administrator
Councilman Keith Brown	Steve Smith, Dir of Public Works/Blding Official
Councilman Dave Ellis	Kelly Johnson, City Secretary/Director of Finance
Councilwoman Cooky Mays	Tom Ramsey, City Engineer
Councilwoman Susan Schwartz	
Councilman Jay Smyre	

**I. COOKY MAYS RECOGNITION OF SERVICE TO BUNKER HILL VILLAGE**

Mayor Essary presented Councilwoman Mays with a plaque for her outstanding service as a council member over the past four years. Mayor Essary also presented Councilwoman Mays with an additional plaque showing a collage of pictures highlighting her accomplishments.

At this point in the meeting, Councilwoman Mays stepped down from her position and joined the general audience.

**II. DISCUSSION AND POSSIBLE ACTION REGARDING CANVASSING RETURN AND DECLARING RESULTS OF BOND ELECTION HELD ON MAY 14, 2011**

Ms. Kelly Johnson reported the results as follows on the Bond Election.

	EARLY VOTING	ELECTION DAY	TOTAL RECEIVED
FOR:	121	222	343
AGAINST:	<u>20</u>	<u>121</u>	<u>141</u>
TOTAL BALLOTS CAST:	141	343	484
EXPIRED CODES:	1	3	4
NO VOTE:	<u>0</u>	<u>3</u>	<u>3</u>
TOTAL REGISTERED VOTERS:	142	349	491

TOTAL NUMBER OF REGISTERED VOTERS: 2,802

VOTER TURNOUT: 18%

Motion was made by Councilwoman Schwartz and seconded by Councilman Smyre to accept the canvassing results of the Bond Election held on May 14, 2011. Motion carried 4-0.

**III. STATEMENT OF OFFICERS (DERRY ESSARY, JAY F. SMYRE & JAY WILLIAMS)**

Jay Williams was absent from the meeting.

Mayor Essary and Councilmember Smyre signed the Statement of Officers.

**IV. OATH OF OFFICE (DERRY ESSARY, JAY F. SMYRE & JAY WILLIAMS)**

Jay Williams was absent from the meeting.

Mr. Loren Smith, with Olson and Olson, administered the Oath of Office to Mayor Essary and to Councilman Smyre.

**V. VILLAGE FIRE DEPARTMENT UPDATE BY CHIEF FOSTER**

Chief Foster gave an overview of the progress made with the department since his arrival. He said specifically there were a few areas that needed addressing.

1. Operationally - they needed to make sure the fire fighters had the ability and tools to properly do their jobs.
2. Training - to ensure the fire fighters were properly trained to do their jobs.
3. Eliminate Positions – to save money
4. Work on benefits

Mayor Essary commended Chief Foster on the job he has done and the progress he has made.

**VI. VILLAGE POLICE DEPARTMENT MONTHLY REPORT**

Chief Brye reported the crime rate is down. He said on April 4, 2011, there was an incident on Stoney Creek where an individual tried to break into a back window. The police department did apprehend him. Chief Brye said the response time was less than two minutes.

Councilman Ellis said at the Police Commission meeting they directed the Chief to come in with a flat budget again this year. Councilman Ellis briefly talked about the Police Commission discussing the replacement of radios and combining dispatch with the other Memorial Villages.

**VII. CITIZENS' COMMENTS**

None

**VIII. PRESENTATION OF 2010 FINANCIAL AUDIT BY BELT HARRIS PECHACEK , LLLP**

Mr. Nathan Krupke, with Belt Harris Pechacek, LLLP, presented the audit. He gave an overview of the audit and said they gave the City of Bunker Hill Village the highest level of assurance with a clean opinion on the audit ending December 31, 2010.

Mr. Krupke did point out that the city had a healthy fund balance with an estimated 9 month reserve and said the city should be commended for that.

**IX. MAYOR'S REPORT**

**A. Preliminary property values from Harris County Appraisal District**

Mayor Essary said we have just received our projected 2011 Taxable Values of \$1,351,463,000. That is a 2.4% increase from last year.

**B. Notice that the bridge on Memorial Drive has been approved for replacement under TxDOT Off-System Bridge Replacement Program pending action by City Council**

Mayor Essary said the estimated bridge cost will be in excess of \$550,000. The split would be 80% paid by the federal government, 10% paid by the state government, and 10% or an



estimated \$53,000 paid by the tax payers of the City of Bunker Hill Village. The mayor said Ms. Ruthie Sager, the City Administrator, did some asking around and coordinating with TXDOT and if we can show correlation with a drainage project we probably would not have to pay our \$53,000. Ms. Sager along with Tom Ramsey, the City Engineer, both believe the Strey Lane Drainage Project would qualify.

The mayor said we are very sensitive about the alignment of the bridge. He said after speaking with Tom Ramsey, it is procedural for TXDOT that any bridge that is installed by TXDOT has a zero impact in terms of downstream water draft.

Mayor Essary said the TXDOT representative in this area stated this bridge is the worst in his area.

It was asked how long would it take for this project to start. Mayor Essary said it would be potentially two and half to three years before construction would start. He said the federal government and all its regulations like the environmental impact study would take that long. It was pointed out by council that our project, the Strey Lane Drainage Project, would be completed before the bridge project starts. Ms. Sager said TXDOT told her as long as we have a resolution stating both projects we can pre-spend the money.

Motion was made by Councilman Ellis and seconded by Councilwoman Schwartz to authorize the mayor to sign a letter approving the proposal by TXDOT to replace the Memorial Drive Bridge. Motion carried 4-0.

C. Discussion and possible action regarding water rationing

Mr. Steve Smith, Director of Public Works/Blding Official, gave handouts to council showing the water usage in 2010 through current date. The mayor said he wanted council to be aware of the current water usage. He said if this weather pattern does not break it will be something we will be talking about again.

No Action Taken

**X. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED STREY LANE PROJECT PENDING RESULTS OF THE MAY 14, 2011 ELECTION**

Mr. Tom Ramsey, the City Engineer, passed out a timeline schedule of the Strey Lane Drainage Project. Mr. Ramsey said if we started tomorrow the possible ground breaking date could be the second week in January 2012.

Mayor Essary said he wanted this project in place by the height of hurricane season 2012. Based on the preliminary schedule the completion date would be around September 2012, which is at the end of the hurricane season. The mayor said he would like if there is any way possible to see some compression in the schedule.

The mayor had concerns with the proposed bridge replacement done by TXDOT and the possibility of when doing the replacement they may straighten out the alignment of W151 at Memorial Drive. The mayor said if that happened they would remove the restrictor. Mr. Ramsey said they have spent a lot of time and effort designing Strey Lane based on the current conditions of the system. He said to change anything like the alignment would be impacting the basic design in the Strey Lane system.

Motion was made by Councilman Ellis and seconded by Councilwoman Schwartz to authorize Klotz Engineering to complete the final engineering on the Strey Lane Drainage Project. Motion carried 4-0.

**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 April 19, 2011 Regular Meeting
- B. Minutes of the April 27, 2011 Town Hall Meeting
- C. April 2011 Financials
- D. Langford Engineering, Inc., Invoice number 15569 dated May 5, 2011, in the amount of \$6,500.00 for Construction Phase Services through April 29, 2011

Motion was made by Councilman Ellis and seconded by Councilman Smyre to accept the consent agenda as stated. Motion carried 4-0.

**XII. DISCUSSION AND POSSIBLE ACTION REGARDING APPOINTMENT OF MAYOR PRO TEM**

Mayor Essary said he is going to ask the current Mayor Pro Tem, Councilman Ellis, to finish out his term as Mayor Pro Tem.

Motion was made by Councilwoman Schwartz and seconded by Councilman Brown to appoint Dave Ellis as Mayor Pro Tem for the term of one year. Motion carried 4-0.

**XIII. DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND PINEY POINT VILLAGE FOR USE OF THE BUNKER HILL COUNCIL CHAMBERS FOR PINEY POINT VILLAGE TO HOLD MUNICIPAL COURT**

Ms. Ruthie Sager, the City Administrator, said the City of Piney Point will pay the City of Bunker Hill Village \$200 each time they use our facility. She said they would be using our facility generally three times a month.

The mayor said that Ms. Ruthie Sager has come up with a contract that is mutually agreeable. Ms. Sager was asked if \$200 was enough to cover our costs and she responded yes.

Motion was made by Councilman Brown and seconded by Councilman Ellis to accept the contract as presented. Motion carried 4-0.


**XIV. ADJOURN**

Motion was made Mr. Loren Smith and seconded by Councilman Ellis to adjourn the meeting at 6:23 p.m. Motion carried 4-0.

Approved and accepted on June 21, 2011.

  
DERRY D. ESSARY, Mayor

ATTEST:

  
Kelly Johnson, City Secretary