

***CITY OF BUNKER HILL VILLAGE***

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS  
JULY 19, 2011 – 5:00 P.M.

**I. PLEDGE OF ALLEGIANCE**

The mayor suspended with the pledge

**II. CALL TO ORDER**

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:

Mayor Derry D. Essary  
Councilman Keith Brown  
Councilman Dave Ellis  
Councilwoman Susan Schwartz\*\*  
Councilman Jay Smyre  
Councilman Jay Williams

Also in Attendance:

Ruthie Sager, City Administrator  
Kelly Johnson, City Secretary/Director of Finance

\*\*arrived at 5:05 p.m.

**III. CONSIDERATION AND APPROVAL OF AN ORDINANCE AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF CITY OF BUNKER HILL VILLAGE, TEXAS GENERAL OBLIGATION BONDS, SERIES 2011; AND CONTAINING OTHER MATTERS RELATED THERETO**

Ms. Ashley Allen, with First Southwest, said the sale took place and they received 11 bids. She said one unique thing about our sale was that it was bank qualified. This means we are selling less than ten million dollars in a calendar year. She said the spread between a bank qualified sale and a non bank qualified sale is somewhere between 20 and 25 basis points.

Ms. Allen said the winning bid was at 3.22041 from Raymond James & Associates. She recommended that council approve the bid by Raymond James and Associates at 3.22041.

Motion was made by Councilman Brown and seconded by Councilwoman Schwartz to adopt an ordinance authorizing the issuance, sale and delivery of City of Bunker Hill Village, Texas general obligation bonds, series 2011. Motion carried 5-0.

**IV. 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 before 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.

No comments

## V. MAYOR'S REPORT

### A. Status of traffic control and drainage related to the reconstruction of Frostwood Elementary

The mayor said he met with Spring Branch Independent School District (SBISD) last week. He said at the meeting SBISD stated they are going to drain all of Frostwood Elementary to the City of Houston's Gessner side. He said it will not drain into W151.

Mr. Gary Struzick, with Klotz Engineering, said the school is proposing to have underground detention under their school parking lot. He said from his perspective it's a win win situation with underground detention and draining to the Gessner side.

Mr. Struzick said the school currently has a population of around 700 students. He said the school is being built to accommodate 900 students. He stated we need 2,000 feet of standing area with one third of that area on the Gessner side with the other two thirds on the Plantation side. He said the entrance side for the campus will be on Plantation between Tara and Rhett. Mr. Struzick said it will probably require the City of Bunker Hill Village to turn Plantation into a three lane road as it approaches the signal at Memorial.

### B. Discussion and possible action concerning amending the zoning ordinance by requiring schools to obtain a specific use permit

The mayor said it's probably in the city's best interest to take the issue of the height of the school under a specific use permit. He said the schools roof is basically a flat roof design and adding an elevation to enable the roof to drain would extend the elevation above the City of Bunker Hill's allowable height. He reminded council we have several churches that are above the required height.

The mayor said the height issue is not something we are going to make a decision on tonight.

No action was taken

## VI. STATUS OF STREY LANE DRAINAGE PROJECT

Mr. Gary Struzick, with Klotz Engineering, said they are right on schedule with the Strey Lane Drainage Project design plans. He said they should be finished with the design plans by the middle of August. He said bidding date is scheduled for November 1<sup>st</sup> with construction starting on November 29<sup>th</sup>. He said they are planning construction time of seven months with trying to beat the hurricane season of 2012.

## VII. 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 21, 2011 Regular City Council Meeting

B. June 2011 Financials

- C. Klotz Associates, Invoice No. 611126, in the amount of \$41,900.00 for professional services rendered from May 16, 2011 to June 15, 2011 in connection with Bunker Hill Village Strey Lane Drainage Improvements Design Bid and Construction Phase Services
- D. Prejean & Company, Inc, topographic surveys required for the Strey Lane Drainage Project at an estimated cost of \$12,800.00
- E. HTS, Inc. Consultants geotechnical investigation for the design and construction of drainage improvements to Strey Lane from Taylorcrest Road to Pebble hill Drive at an estimated cost of \$10,668.00

Motion was made by Councilman Ellis and seconded by Councilman Smyre to approve the consent agenda as presented. Motion carried 5-0.

**VIII. DISCUSSION AND POSSIBLE ACTION CONCERNING BID AWARD FOR RADIO READ WATER METERS**

Ms. Sager, City Administrator, said we advertised for bids for radio read water meters. She said the bids came back slightly lower than what we are currently paying. She said the prices are guaranteed for one year.

Motion was made by Councilman Brown and seconded by Councilwoman Schwartz to accept the bid as presented. Motion carried 5-0.

**IX. DISCUSSION AND POSSIBLE ACTION CONCERNING AN INTERLOCAL AGREEMENT BETWEEN THE HARRIS-GALVESTON SUBSIDENCE DISTRICT AND THE CITY OF BUNKER HILL VILLAGE TO JOINTLY ACHIEVE WATER CONSERVATION GOALS FOR THE 2011-2012 SCHOOL YEAR**

Councilman Brown requested to have a representative to come speak to council.

Motion was made by Councilman Ellis and seconded by Councilman Williams to approve the interlocal agreement as shown under tab IX. Motion carried 5-0.

**X. DISCUSSION AND POSSIBLE ACTION REGARDING A TWO-YEAR CONTRACT BETWEEN SPRING BRANCH INDEPENDENT SCHOOL DISTRICT TAX OFFICE AND THE CITY OF BUNKER HILL VILLAGE FOR THE DISTRICT TO ASSESS AND COLLECT AD VALOREM TAXES FOR THE CITY AT AN ANNUAL COST OF \$8,000 BEGINNING SEPTEMBER 2011 AND ENDING ON AUGUST 31, 2013**

Motion was made by Councilwoman Schwartz and seconded by Councilman Ellis to approve. Motion carried 5-0.

**XI. DISCUSSION AND POSSIBLE ACTION CONCERNING A RESOLUTION FOR THE TEXAS DEPARTMENT OF TRANSPORTATION TO REPLACE THE BRIDGE AT MEMORIAL DRIVE AND THAT ACCORDING TO THE TEXAS ADMINISTRATIVE CODE, TITLE 43, SECTION 15.55(d) (43 TAC SECTION 15.55(d)) PROVIDES THAT UNDER SPECIFIED CONDITIONS THE 10 PERCENT LOCAL GOVERNMENT MATCH FUND PARTICIPATION REQUIREMENT MAY BE WAIVED WITH AN EQUIVALENT-MATCH PROJECT**

Ms. Ruthie Sager, City Administrator, said three of the projects under the Strey Lane Drainage Project qualified for our 10%.

Ms. Sager said all the resolution states is we are going to pay the 10% for the bridge replacement with the three projects under the Strey Lane Drainage Project. Those three projects will apply

towards the 10% which means Bunker Hill Village will not have to pay any additional funds for the bridge replacement.

Councilman Williams questioned if we have control over the bridge replacement if TXDOT is replacing the bridge. The mayor stated we do have control and we still would have to sign off on the design of the bridge. The mayor also said the construction would probably not happen for another five years.

Motion was made by Councilman Ellis and seconded by Councilman Brown to approve resolution 07-19-2011 as shown under tab XI. Motion carried 5-0.

## **XII. CITY ADMINISTRATOR'S REPORT**

### **A. Schedule a Date for the 2012 Budget Workshop**

Budget Workshop Meeting was scheduled for September 8, 2011 at 11:00 a.m.

## **XIII. FIRE COMMISSIONER'S REPORT**

### **A. Discussion and possible consideration and approval of the 2012 budget. Total annual assessment is \$4,740,939.00. Bunker Hill Village annual assessment is \$900,778.41 (19% of the total)**

Mayor Essary started with a slide presentation outlining the 2012 proposed budget. The mayor said 90% of the budget is personnel. He said the Village Fire Department budget went from a 4.8 million dollar budget in 2011 to a 4.5 million dollar proposed budget for 2012. The City of Bunker Hill's budget is made up of 45% police, 32% fire, and 23% other city expenditures. The mayor said some cost containment measures in the proposed Village Fire Department's 2012 budget are:

- Improve financial / budgetary management
- Enhance commission operational procedures
- Simplify organizational / salary structure
- Simplify work schedule
- Contain costs of vacation / sick accrual
- Cut command staff

The mayor said we have cut costs but the level of service in the Village Fire Department is up. He said from 2009 to 2012 there has been an 8% reduction in the Village Fire Department budget.

The mayor said some challenges going forward are having objective commissioners in place, employee healthcare, TMRS, and rewriting the interlocal agreement.

Motion was made by Councilman Ellis and seconded by Councilman Smyre to approve the 2012 proposed budget. Motion carried 5-0.

## **XIV. POLICE COMMISSIONER'S REPORT**

### **A. Police Department Activities**

Chief Brye reported on a robbery of a cell phone that was stolen in the afternoon and by night's end the phone had been returned and the suspect in jail.

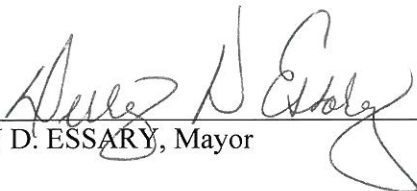
Chief Brye said in the monthly commission meeting they talked extensively about the 2012 budget and it will be distributed to all of council before the next city council meeting. Councilman Ellis said the proposed 2012 budget is 1.69% below the current budget.

Highlights in the proposed budget are a reduction in TMRS, reduction in gasoline and electricity, and a 1.50% pay increase for the officers.

**XV. ADJOURN**

Motion was made by Councilman Smyre and seconded by Councilman Ellis to adjourn the meeting at 6:25 p.m. Motion carried 5-0

Approved and accepted on August 16, 2011.

  
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DERRY D. ESSARY, Mayor

ATTEST:

  
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Kelly Johnson, City Secretary