

MINUTES OF THE REGULAR MEETING  
OF THE CITY COUNCIL  
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS  
JUNE 18, 2013 AT 5:00 P.M.

**I. PLEDGE OF ALLEGIANCE**

The mayor suspended with the pledge.

**II. CALL TO ORDER**

Mayor Williams called the meeting to order at 5:05 p.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present:

Mayor Jay Williams  
Councilman John Glover  
Councilman Jay Janecek  
Councilwoman Laurie Rosenbaum  
Councilwoman Susan Schwartz

Also in Attendance:

Karen Glynn, City Administrator  
Kelly Johnson, City Secretary/Dir of Finance  
Steve Smith, Dir of Public Wrks/Bldg Official  
Loren Smith, City Attorney  
Tom Ramsey, City Engineer

Absent: Councilman Keith Brown

**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.

No Comments

**IV. PLANNING AND ZONING COMMISSION REPORT ON THEIR RECOMMENDATION TO CITY COUNCIL REGARDING THE PUBLIC HEARING AND REQUEST FROM FRANKEL HOMES, LTD. AND SILVERWOOD BUILDERS I, INC., TO REPLAT CURLEE SUBDIVISION, 617 BLALOCK ROAD AND 550 FLINTDALE, FROM TWO LOTS INTO THREE LOTS - Steve Smith, Director of Public Works/Building Official and William Purifoy, Chairman of the Planning and Zoning Commission**

Steve Smith showed the Curlee Subdivision Plat on the overhead. He showed the way the plat is currently and the way the plat would look with the proposed changes.

Steve Smith said the city has a request for a replat to the Curlee Subdivision by turning two lots into three lots. He said the city has a couple of ordinances that come into play with this kind of subdivision:

1. All lots have to come onto a public street
2. Minimum size of the lot has to be 20,000 square feet
3. Minimum set back width of the lot is 110 feet
4. Depth of the lot has to be a minimum of 140 feet
5. Distant on the street or right of way for a standard lot is 110 feet and a cul-de-sac lot 40 feet
6. Any driveways that currently are coming out onto Blalock must be removed and come out on the side street

Steve Smith said we have a number of non-standard cul-de-sac streets in the city. He said the developer initially submitted a plat that did not meet all of the city's requirements. He said they went back and re-submitted the current proposed plat, which meets all the city's requirements.

Councilman Glover expressed his confusion between a final and preliminary plat. Mr. Loren Smith, City Attorney, said submitting the preliminary and final plat at the same time is common practice among cities and is legal and meets all qualifications. Karen Glynn, City Administrator, said typically when there are utilities like on a brand new plat is when you would have a separate meeting for the preliminary plat and another meeting for the final plat. She said this has no changes in utilities, it's a simple replat.

William Purifoy said the commission did approve the replat by a vote of 4-1. He said the commission agreed it did meet all the requirements of the city's ordinances and recommended that council approve the replat. He said the member that voted against the replat only did so because he did not believe in subdividing lots.

**V. A PUBLIC HEARING WILL BE HELD REGARDING A REQUEST FROM FRANKEL HOMES, LTD. AND SILVERWOOD BUILDERS I, INC., TO REPLAT CURLEE SUBDIVISION, 617 BLALOCK ROAD AND 550 FLINTDALE, FROM TWO LOTS INTO THREE LOTS**

**ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED ABOVE**

Mayor opened the Public Hearing at 5:43 p.m.

Jack Christensen, at 11603 Oak Shadows Lane, gave handouts to all of council and also had a slide presentation. He requested to appeal the recommendation from the Planning and Zoning Commission. He said the Curlee Subdivision originally was a house and a driveway on Oak Shadows Lane. Then in the early 70's it was decided to add two houses to the north of the property. He said with the addition of two houses on the property the street became an issue and was widened and the cul-de-sac was created. He said the replat of 1972 shows the addition of the lots and cul-de-sac. He said the ordinances state the cul-de-sac radius is to be 35 feet. He said the proposed replat shows a 73 foot radius. He also said the easements were going from 10 feet to 2 feet.

Darleen Christensen, at 11603 Oak Shadows Lane, read from a handout that was given by Jack Christensen titled Final Plat Requirement Issues.

Jim Frankel said he wants to create two new homes in the neighborhood. He said his company is used to building in highly regulated cities. He said the Planning and Zoning

Commission has approved the request for the proposed plat that meets or exceeds all city standards.

Dominic Tijerina, with Field Data Services, said there were some discrepancies with the proposed plat so he went back as far as 1952 and corrected all the discrepancies.

**VI. CLOSE THE PUBLIC HEARING**

Mayor closed the Public Hearing at 5:57 p.m.

**VII. DISCUSSION AND POSSIBLE ACTION REGARDING PRELIMINARY AND FINAL PLAT OF CURLEE SUBDIVISION**

Councilman Glover wanted to clarify information about the plat. He asked Steve Smith, Dir of Public Wrks/Bldg Official, that with the current plat that was being presented a cul-de-sac had to be put in the subdivision in order for lot 2 to come into compliance. Mr. Steve Smith said yes, that is the way the plat had been submitted.

Steve Smith said there are no new utilities or drainage being put in therefore no plans are required.

Mayor Williams said the city ordinances state very clearly that the right of way of a cul-de-sac has to meet a minimum of a 35 foot radius. He also said the pavement section of a cul-de-sac is suppose to be 35 feet. The Mayor said not more than 35 feet and not less than 35 feet, it states it requires the pavement to be 35 feet. He said it was his experience in the development world that cities do not like cul-de-sacs being too large because people tend to park in them.

Councilwoman Rosenbaum asked how other streets in this situation have been handled? She also asked how do we address that there are so many variances throughout our city and how are we going to restrict it? Mayor Williams said we have to interpret the subdivision ordinances and decide if this complies. The Mayor said what the developer/builder would have to do about the 35 foot pavement section is to build a driveway section that extends out to the street section.

Councilman Glover asked Mr. McCarthy, at 11611 Oak Shadows Lane, if he was for the approval of the plat. He answered he and his wife both were okay with the proposed plat. He said that his property would be affected the most by the proposed plat and again he was fine with it.

Councilman Glover asked Jack Christensen to clarify his issue about the 35 foot and 73 foot from the radius. He said where it showed on a previous plat was not the center of the cul-de-sac. He said the question really becomes where is the center of the cul-de-sac?

Motion was made by Councilwoman Schwartz and seconded by Councilwoman Rosenbaum to approve. Motion carried 3-1 (Councilman Glover voting No).

**VIII. DISCUSSION AND POSSIBLE ACTION TO APPROVE A REQUEST FROM FORESIGHT COMMUNICATIONS, INC., REPRESENTING VERIZON WIRELESS FOR MODIFICATIONS TO THE EXISTING CELLULAR TOWER LOCATED AT 11977 MEMORIAL DRIVE UNDER THE CURRENT LICENSE AGREEMENT - *Steve Smith, Director of Public Works/Building Official and Mike Crane, Verizon Wireless***

Steve Smith said the city received a request to modify the existing cellular tower by removing six antennas and replacing them with three antennas.

Mike Crane, a representative with Verizon Wireless, said with the modifications residents should get better coverage. He said the overall power output of the new antennas would be less than the current antennas.

Motion was made by Councilman Janecek and seconded by Councilwoman Schwartz to approve the modifications to the existing cellular tower. Motion carried 4-0.

## **IX. MAYOR'S REPORT**

### **A. Discussion and possible action on appointments for the Planning and Zoning Commission for a two year period ending May 31, 2015**

Mayor Williams said we need to reappoint everyone on Planning and Zoning. He said Karen Glynn, City Administrator, sent letters out to all the members asking if they would like to continue their services. He said all responded back that they would like to continue on the Planning and Zoning Commission. The mayor said that there is one vacancy on the commission and he was requesting to fill it with Catherine Wile. He said she has been on Board of Adjustments and she grew up and lives in Bunker Hill.

The mayor named the following for approval on the Planning and Zoning Commission:

William Purifoy  
Robert Croyle  
Jean Krivan  
Eric Herleth  
Gerald Teel  
Andrew Newton  
Catherine Wile

Motion was made by Councilman Janecek and seconded by Councilwoman Schwartz to approve the appointments. Motion carried 4-0.

### **B. Discussion and possible action on appointments for Municipal Court: Judge, Associate Judge, and Prosecutor for a two year period ending May 31, 2015**

The mayor requested the reappointment of the following Municipal Court Judges and Prosecutor:

Municipal Court Judge – Carl Moerer  
Associate Judge – Brian Chandler  
Prosecutor – Stanley Topek

Motion was made by Councilwoman Rosenbaum and seconded by Councilman Janecek to approve the appointments. Motion carried 4-0.

### **C. Discussion and possible action regarding designation of a representative and an alternate to the General Assembly of the Houston-Galveston Area Council for the remainder of year 2013**

Mayor Williams said that Councilwoman Schwartz is our current representative with himself as the alternate. He requests to keep Councilwoman Schwartz as our representative with Councilwoman Rosenbaum as the alternate.

Motion was made by Councilman Janecek and seconded by Councilman Glover to approve. Motion carried 4-0.

D. Discussion and possible action regarding designation of the City's Investment Committee

Mayor Williams requested to add Councilwoman Schwartz to the City's Investment Committee.

Motion was made by Councilman Janecek and seconded by Councilwoman Rosenbaum to approve Councilwoman Schwartz to the City's Investment Committee. Motion carried 4-0.

**X. POLICE COMMISSIONER'S REPORT**

A. Update on accounting issues and other activities

Chief Osborne reported things are going well and crime is down in the villages.

Commissioner Essary reported 36 hours ago he would have been able to tell city council we have a new police chief hired. The candidate accepted our offer and then his agency counter offered and the candidate came back and declined our offer. Councilman Essary said they have two other candidates that either one would make a good candidate for the job. He said tonight they are going to have an emergency meeting to discuss how to go forward.

Commissioner Essary also reported that the police department has a very weak internal control process regarding their payroll system. He said they are front ending the payroll process with an excel spreadsheet. He said they are going to do a deep dive on that process and ultimately streamline into a more automated system.

B. Discussion and possible action regarding proposed amendment to the Memorial Villages Police Department Agreement

Mayor Williams said the amendment that the council approved a few months ago was to go from one police commissioner and one alternate to two police commissioners and no alternate.

He said the City of Piney Point Village requested to add an alternate in addition to two police commissioners. He said then Hunter's Creek Village requested a Sunset Provision. He said the Sunset Provision states that if any city during the next 365 days request to go back to one police commissioner and one alternate all the villages would have to go back.

Mayor Williams said he was happy with the amendment.

Motion was made by Councilwoman Rosenbaum and seconded by Councilman Glover to approve the amendment. Motion carried 4-0.

- C. Discussion and possible action on Budget Amendment No. 1 in the amount of \$300,000 which amounts to an additional assessment of \$100,000 per participating Village for the Memorial Villages Police Department 2013 Budget

Commissioner Essary requested that council table the amendment. He said the finance staff was not quite ready with the number as of yet. He said there still are three areas of concern:

1. Police Chief Salary – Old Chief, New Chief and Interim Chief
2. Financial and accounting issues
3. Information technology issues

Motion was made by Councilman Glover and seconded by Councilman Janecek to table Budget Amendment 1. Motion carried 4-0.

**XI. DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, NAMING SAID CITY'S COMMISSIONERS AND ALTERNATE ON THE BOARD OF COMMISSIONERS OF THE MEMORIAL VILLAGES POLICE DEPARTMENT**

Mayor Williams said he is proposing Derry Essary and Paul Soanes as the Police Commissioners and himself as the alternate. He said they really don't want an alternate but it's the way the interlocal agreement is worded.

Motion was made by Councilman Glover and seconded by Councilwoman Rosenbaum to approve the resolution. Motion carried 4-0.

**XII. FIRE COMMISSIONER'S REPORT**

A. Update on activities

Commissioner Smyre reported engine #1 is down, a resident in Spring Valley pulled out in front of it. Commissioner Smyre said there was good news, the ISO inspections have all been completed and what is being recommended by the regulators in Austin is that the Memorial Villages be moved up to an ISO rating of 1. He said that is a very big deal. Commissioner Smyre said it hasn't been finalized yet but if and when it does they will let all the villages know.

Commissioner Smyre said through May, the Village Fire Department is 2.4% below current budget.

Mayor Williams asked about our fire department and their participation with the deadly fire off of US-59. Commissioner Smyre said one of our battalions was on the scene and was responsible for pulling out two of the dead fire fighters. He said the protective fire mask was glued to the deceased fire fighters face. He said the fire fighters are really struggling right now. He said our guys are having a hard time getting that out of their minds.

Mayor Williams reminded all that we have a reciprocal agreement that we go and help other agencies fight fires and they come and help us fight fires.

- B. Discussion and possible action regarding a request from the Board of the Village Fire Department to approve the 2012 Intra-Budgetary Transfers based on the 2012 Audit

Commissioner Smyre said the Intra-Budgetary Transfers are a result of the audit. It's an accounting mechanism that all line items are fully funded. It does not affect the bottom line of the 2012 Budget

Motion was made by Councilman Janecek and seconded by Councilwoman Schwartz to approve the 2012 Intra-Budgetary Transfers based on the 2012 Audit. Motion carried 4-0.

C. Discussion and possible action regarding the proposed 2013 Amended Budget

Commissioner Smyre said the overage of \$194,349 from the 2012 Budget, the Fire Commission is recommending to be used in the following way; \$160,000 to be assigned to 2013 Budget for capital replacement and the balance be assigned for emergency contingency. The emergency contingency relates to the building and repairs that need to be made.

Commissioner Smyre said the overage in 2012 that will be applied in 2013 will keep the cities from having to budget \$160,000 in 2014. He said right now this is not costing the cities any money. He said it simply is taking an overage from one year and applying it to the next year. He said the commission is recommending to the cities for approval.

Motion was made by Councilman Janecek and seconded by Councilwoman Rosenbaum to approve applying the overage from 2012 Budget to the 2013 Budget. Motion carried 4-0.

D. Discussion and possible action regarding the proposed 2014 Village Fire Department Budget in the amount of \$4,822,630 with Bunker Hill Village's Annual Assessment \$916,299.70

Commissioner Smyre said the 2014 Village Fire Department is basically flat from last year. He said capital expenses increased \$15,000, again for the concerns regarding the fire station building. He also said there is a 1% salary increase and they are adding a 14th fire fighter. He said another item to note was the decrease in extra boarding. He said that is pay for outside fire fighters to come in and cover for our fire fighters. Chief Foster recommends doing away with that and pay our fire fighters overtime, which is cheaper, when needed. Commissioner Smyre said there is budgeted a 15% increase in health care.

Commissioner Smyre referred council to a worksheet that showed the capital replacement schedule. He said the next big purchase is in 2017, a ladder truck.

Commissioner Smyre said four years ago the fire department had over two million dollars in unfunded retirement liabilities and was 70% funded. He said with a lot of hard work, good leadership, and retiring staff being replaced with younger recruits the fire department now has an unfunded retirement liability amount of a little over six hundred thousand dollars and is 95% funded. He said that is very positive for the fire department.

Motion was made by Councilwoman Rosenbaum and seconded by Councilman Glover to approve the proposed 2014 Village Fire Department Budget with Bunker Hill Villages annual assessment of \$916,299.70. Motion carried 4-0.

**XIII. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL TO APPLY FOR A BUSINESS CREDIT CARD AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION ACTING ON BEHALF OF THE CITY – Karen Glynn, City Administrator**

Mayor Williams said city staff needs a credit card for purchases. He said Karen Glynn will be the only person on the card. Other staff can use the card with her direction but Karen Glynn will be the only person issued a card.

Motion was made by Councilman Janecek and seconded by Councilwoman Schwartz to allow Mayor Williams to sign the application for the city to get a credit card. Motion carried 4-0.

**XIV. 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 May 21, 2013 Regular Council Meeting
- B. Minutes of the May 28, 2013 Special Council Meeting
- C. May 2013 Financials
- D. First Quarter Investment Activity Report
- E. AAA Asphalt Paving Inc., Application No. 15 in the amount of \$231,282.78 for Strey Lane Storm Sewer Improvements
- F. Klotz Associates, Invoice No. 513122 dated May 31, 2013 in the amount of \$7,717.50 for professional services rendered from April 16, 2013 to May 15, 2013 in connection with East Side Drainage Improvements along Flintdale and Greenbay
- G. Klotz Associates, Invoice No. 513106 dated May 31, 2013 in the amount of \$770.00 for professional services rendered from April 16, 2013 to May 15, 2013 in connection with Strey Lane Drainage Improvements Design Bid and Construction Phase Services
- H. Klotz Associates, Invoice No. 513105 dated May 31, 2013 in the amount of \$108.25 for professional services rendered from April 16, 2013 to May 15, 2013 in connection with on call services for Blalock W. Ditch on-line advertisement
- I. Texascal Enterprises, LLC, Invoice for the month of May 2013 in the amount of \$2,890.00 for professional services related to Strey Lane Storm Sewer Improvements

Motion was made by Councilwoman Schwartz and seconded by Councilman Glover to approve the consent agenda. Motion carried 4-0.

**XV. UPDATE ON STREY LANE PROJECT - Carl Smitha, P.E.**

Carl Smitha, the Project Supervisor, reported that Strey Lane is open to two lane traffic. He said the final inspection on Strey Lane has been done and they have a few things on the punch list to finish up. He said they are now working on Change Order #8.

Mayor Williams said he's received complaints about the fact we've put sod down just on the edge of the street and mulch everywhere else. He said he personally thinks we should sod it all. He said it's going to take a long time for that hydra mulch to get thick. He said



he asked Karen Glynn, City Administrator, to get bids to replace the hydra mulch with sod.

Carl Smitha said that Taylorcrest overlay is complete and the striping will probably happen next week. He said they are milling Knipp Road as we speak. He said they should start the overlay on Knipp Road Thursday.

**XVI. UPDATE ON EAST SIDE DRAINAGE PROJECT - *Klotz Associates***

- A. Discussion and possible action regarding approval of additional study for the east side drainage project for an amount of \$7,350.00.

The mayor asked to talk about Blalock first. Carl Smitha, the Project Supervisor, said the contractor for the Blalock Ditch Clean Out Project has issued a Notice To Proceed and work should start on Monday. Karen Glynn, City Administrator, said the City is having a resident meeting at Memorial Drive Presbyterian Church Thursday at 5:30 p.m. to discuss and ask questions about the Blalock Ditch Clean Out Project.

Mayor Williams asked how we are handling the trees and brush along the ditch. Carl Smitha said there will probably be some tree trimming but very minimal cutting of the canopy or trees. The mayor asked about all the overgrowth along the ditch. Carl Smitha said the contract was for the ditch cleaning but not beyond the ditch. Mayor Williams said our residents think from the fence line to the ditch is the city's responsibility. He said he wanted all that to be cleaned out. It was the agreement of city council to have the city cleanout all the brush from the fence line to the ditch.

Tom Ramsey, with Klotz Engineering, said he gave a heads up to council at the last council meeting that they were going to take a different look at the drainage along W-146, specifically the cul-de-sac's. He said they are going to look at each cul-de-sac that backs up to W-146 and consider pod detention. He said then we are going to look and see if we get more bang for our buck doing the pod detention instead of digging up Flintdale. He said what we are trying to do is get W-146 up to a 10 year level like all the other major north and south detentions.

Mayor Williams said the \$7,350 is within the current approved Flintdale Design Contract. The mayor wanted everyone to be clear that this was not new allocation of funds but simply redirecting funds from the Flintdale Design Contract to study cul-de-sac detention. Mr. Ramsey said they have not finished the design of the Flintdale Project and they could redirect some of those funds to cover the Cul-de-sac Detention Study.

Tom Ramsey said they found out the collapsed pipe at the upper north end of W-146, coming out at Carolane Trail was about a 100 foot section of collapsed pipe. He said they now think it's a road crossing under Flintwood. He said they think when there was a street improvement done on Flintwood, in the process of the improvement the pipe collapsed. He said the good news is they think the collapsed section is much shorter than 100 feet.

Motion was made by Councilman Glover and seconded by Councilwoman Schwartz to redirect \$7,350 from the Flintdale Design Contract to the East Side Drainage Project – Cul-de-sac Detention Study in the amount of \$7,350. Motion carried 4-0.

**XVII. VILLAGES INDEPENDENCE FESTIVAL UPDATE – Councilwoman Susan Schwartz**

Councilwoman Schwartz said the festival is coming up soon. She said our Bunker Hill residents are very generous but the overall contributions for the festival are down. She said they could always use volunteers. She also said as a precaution SBISD is going to have their bomb sniffing dog come out before the festival starts to check and make sure things are okay.

**XVIII. DISCUSSION AND POSSIBLE ACTION CONCERNING THE CURRENT POLICY FOR STREET SIGN REPLACEMENT - Karen Glynn, City Administrator and Steve Smith, Director of Public Works/Building Official;**

Steve Smith went over the city's current Decorative Street Sign Pole Replacement Policy. He said he counted 160 street sign poles and stop sign poles in the City. He said that does not include speed limit sign poles, yield sign poles, etc. He said to replace the street sign poles and stop sign poles today it would cost an estimated \$112,000.

Steve Smith said on average we replace 20 signs and poles at a cost of \$2,000 annually. He said most of those replacements are from people running over them, kids stealing the signs, etc. To change to decorative poles it would add an additional \$12,000 annually.

Mayor Williams said bottom line we want to replace all the poles. He said he asked Karen Glynn to look through the current 2013 Budget and give council a mid-year update at July's Regular Council Meeting to see if there is any extra money to be redirected to replace some or all of our street and stop sign poles.

The mayor also reminded council that it's not just the initial cost of \$112,000, it will increase our budget annually by \$12,000. Mayor Williams said he wanted to change the policy that if we have any street sign or stop sign poles that we need to replace between now and when we approve the \$112,000, we replace the poles with the new decorative poles.

Karen Glynn said this would be a change in policy. She said our current policy states that if a resident wants to upgrade the pole to a decorative pole they have to pay for it. The mayor said what he is proposing is from here forward the city replaces, as needed, street and stop sign poles with the new decorative poles.

Councilman Glover asked to replace the speed limit signs along Blalock. Ms. Johnson, the City Secr./Dir of Finance, said the signs along Blalock are not Bunker Hill Villages they are the City of Piney Point Village. Mayor Williams said he was sure that the City of Piney Point would not mind, as a matter of fact he said they are probably waiting on us to replace them. Karen Glynn reminded council that they only talked about replacing the street sign poles and stop sign poles, not speed limit poles. Council agreed and directed Steve Smith to replace the 30 mph street signs, not the poles.

Motion was made by Councilman Janecek and seconded by Councilman Glover to approve changing the city's policy going forward that any street sign poles and/or stop sign poles be replaced with decorative street poles. Motion carried 3-1. (Councilwoman Schwartz voted no)

**XIX. ADMINISTRATOR'S REPORT – Karen Glynn, City Administrator**

A. 2013 Financial Audit

Karen Glynn said we just finished our 2012 audit and a two year contract with the current auditors, Belt Harris Pechacek. She said we have used the same auditors for the past five years and she is recommending we go out for request for proposals.

B. Bond Refunding Opportunity

Karen Glynn said we may have an opportunity for a bond refunding on one set of bonds in the amount of two million dollars. She said those bonds are callable in April. She said she talked with First Southwest about setting parameters in the form of a resolution. This would enable council to dictate, based on those parameters, when to go to the market for refunding. Karen Glynn said First Southwest said we could possibly see a six percent savings from a bond refunding

C. Blalock Drainage Project – Neighborhood Meeting

Karen Glynn, the City Administrator, said the meeting is this Thursday @ 5:30 p.m. at Memorial Drive Presbyterian Church.

D. TML Annual Conference

Karen Glynn, the City Administrator, said to mark your calendars for the TML Annual Conference on October 8th through October 11th in Austin.

**XX. CITY BUILDING OFFICIAL'S REPORT – *Steve Smith, Director of Public Works/Building Official***

A. Monthly Permit Activity

Steve Smith had a slide presentation showing the permit activity over the last thirty days and comparing that to the same period last year. He said in the last twelve months we have permitted 104 permits and 64 permits for the same period a year ago.

Steve Smith said inspections for the last thirty days were 322 and the same period a year ago there were 240 inspections. He said following the same guideline, inspections over the last twelve months were 3,150 and 2,591 inspections for the same period a year ago.

B. Monthly Utility Activity Monthly

Steve Smith showed a slide of the total water consumption over the last twelve months. Total water consumption included water pumped from the city's four wells and surface water purchased from the City of Houston. He said our consumption is less this year than last year. He said based on our water credits and consumption we purposely split our water at 50% / 50%, between surface and ground water.

C. Code Enforcement Activity

Steve Smith showed a slide of the activity of the last thirty days.

**XXI. CITY FINANCE DIRECTOR'S REPORT – *Kelly Johnson, City Secretary/Director of Finance***

A. Year-to-Date Budget Update

Kelly Johnson said we are about 42% into our budget year. She reported that our year-to-date totals are in line with our budget. She went through by fund the estimated end of year balances.

She went through the capital projects and discussed the possibility of redirecting some projects in the 2013 Budget. The Mayor asked if the budget shortfall in the police department of \$100,000 is in the projections? Kelly Johnson said she had already included the \$100,000.

She also went into detail over the 2011 Bond Fund by project. She reported that after everything that had been approved by council there still was almost 1.7 million for the East Side Drainage Project.


**XXII. ADJOURN**

Motion was made by Loren Smith and seconded by Councilman Janecek to adjourn the meeting at 8:20 p.m. Motion carried 5-0.

Approved and accepted on July 16, 2013.

  
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JAY WILLIAMS, Mayor

ATTEST:

  
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Kelly Johnson, City Secretary