

MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
November 14, 2017 AT 5:00 P.M.

I. CALL TO ORDER

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

Those Present:

Mayor Jay Williams

Councilman Robert Lord

Councilman Jay Smyre

Councilman Jay Janecek

Councilwoman Susan Schwartz

Councilwoman Laurie Rosenbaum-*Left at 6:30 pm*

Also in Attendance:

Karen Glynn, City Administrator

Britique Williams, City Secretary/Dir of Finance

Steve Smith, Dir of Public Works/Bldg Official

Loren Smith, City Attorney- *Left at 5:15 pm*

II. PLEDGE OF ALLEGIANCE

Mayor Williams suspended with the pledge

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.

There were no citizen comments.

IV. PUBLIC SAFETY PRESENTATION AND RECOGNITION

Mayor Williams presented the following recognition:

Mayor Williams recognized the Police, Fire and EMS once again following Hurricane Harvey. The City of Bunker Hill has a dedication program whereby residents can donate trees and benches as part of our beautification efforts. Following Hurricane Harvey, three trees were donated and planted as a result of the great service that was and is provided by these departments. The trees are planted on Memorial Dr. across the street from City Hall and the MVPD Police Department.

V. POLICE COMMISSIONER REPORT

A. Update on Activities

Commissioner Jay Smyre outlined items on the monthly report provided which included:

- In October the Department responded to 7,166 calls; 5,540 house watches, and 605 traffic stops.
- Bunker Hill Village had 2,056 of those calls and 1,607 house watches.
- The average response time was 5.41 minutes.
- Officers wrote 478 citations total from all three cities.
- Bunker Hill had 161 citations.
- There is one opening in patrol.

Bunker Hill is now at 90% participation with v-linc registrations

VI. FIRE COMMISSIONER REPORT

A. Update on Activities

Commissioner Gerald Teel presented this item. He outlined items on the report provided including:

- In October there were 1,952 events
- Bunker Hill had 239 calls: 153 Fire and 86 EMS
- Response time in Bunker Hill was 4.56 which is showing improvement
- The Fire Department is .96 % under their budget year-to-date

B. Consideration and Possible Action Regarding A Resolution Appointing Fire Commissioner

The Mayor presented the resolution recommending a change to the City's appointed Fire Commissioner. The Mayor recommended that Derry Essary be appointed to the Fire Commission replacing Gerald Teel.

The Mayor shared information regarding a meeting with the other Village Mayors regarding the Fire Facilities and EMS response times. The Mayors will be working with the Fire Commission to study these concerns.

A motion was made by Councilwoman Rosenbaum and seconded by Councilman Smyre to approve the appointment of Derry Essary to the Village Fire Commission. The motion carried 5-0.

VII. PUBLIC HEARING

A PUBLIC HEARING WILL BE HELD REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS AMENDING SECTION 5.04, AREA REGULATIONS, SIZE OF LOT, OF ARTICLE V, DISTRICT A REGULATIONS, OF APPENDIX A, ZONING, TO ADD AN EXCEPTION TO THE LOT COVERAGE REQUIREMENTS IN THE EVENT OF A RECONSTRUCTION OF AN EXISTING STRUCTURE WHEN THERE IS NO CHANGE TO THE FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; AMENDING SECTION 5.06, AREA REGULATIONS, SIZE OF YARDS, OF ARTICLE V, DISTRICT A REGULATIONS, OF APPENDIX A, ZONING, TO ADD AN EXCEPTION ALLOWING RECONSTRUCTION OF AN EXISTING STRUCTURE IN THE EVENT THAT THERE IS NO CHANGE TO THE EXISTING FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; AMENDING SECTION 6.04, AREA REGULATIONS, SIZE OF LOT, OF ARTICLE VI, DISTRICT B REGULATIONS, OF APPENDIX A, ZONING, TO ADD AN EXCEPTION TO THE LOT COVERAGE REQUIREMENTS IN THE EVENT OF A RECONSTRUCTION OF AN EXISTING STRUCTURE WHEN THERE IS NO CHANGE TO THE FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; AMENDING SECTION 6.06, AREA REGULATIONS, SIZE OF YARDS, OF ARTICLE VI, DISTRICT B REGULATIONS, OF APPENDIX A, ZONING TO ADD AN EXCEPTION ALLOWING RECONSTRUCTION OF AN EXISTING STRUCTURE IN THE EVENT THAT THERE IS NO CHANGE TO THE EXISTING FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EACH VIOLATION OF ANY PART OF THIS ORDINANCE WITH EACH DAY CONSTITUTING A NEW VIOLATION, AND PROVIDING FOR SEVERABILITY - *Steve Smith, Director of Public Works/ Building Official*

OPEN THE PUBLIC HEARING

Mayor Williams opened the public hearing at 5:44 p.m.

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

There were no public comments.

CLOSE THE PUBLIC HEARING

Mayor Williams closed the public hearing at 5:45 p.m.

Items VIII and IX were presented.

VIII. CONSIDERATION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS AMENDING SECTION 5.04, AREA REGULATIONS, SIZE OF LOT, OF ARTICLE V, DISTRICT A REGULATIONS, OF APPENDIX A, ZONING, TO ADD AN EXCEPTION TO THE LOT COVERAGE

REQUIREMENTS IN THE EVENT OF A RECONSTRUCTION OF AN EXISTING STRUCTURE WHEN THERE IS NO CHANGE TO THE FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; AMENDING SECTION 5.06, AREA REGULATIONS, SIZE OF YARDS, OF ARTICLE V, DISTRICT A REGULATIONS, OF APPENDIX A, ZONING, TO ADD AN EXCEPTION ALLOWING RECONSTRUCTION OF AN EXISTING STRUCTURE IN THE EVENT THAT THERE IS NO CHANGE TO THE EXISTING FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; AMENDING SECTION 6.04, AREA REGULATIONS, SIZE OF LOT, OF ARTICLE VI, DISTRICT B REGULATIONS, OF APPENDIX A, ZONING, TO ADD AN EXCEPTION TO THE LOT COVERAGE REQUIREMENTS IN THE EVENT OF A RECONSTRUCTION OF AN EXISTING STRUCTURE WHEN THERE IS NO CHANGE TO THE FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; AMENDING SECTION 6.06, AREA REGULATIONS, SIZE OF YARDS, OF ARTICLE VI, DISTRICT B REGULATIONS, OF APPENDIX A, ZONING TO ADD AN EXCEPTION ALLOWING RECONSTRUCTION OF AN EXISTING STRUCTURE IN THE EVENT THAT THERE IS CHANGE TO THE EXISTING FOOTPRINT OR EXTERIOR STRUCTURAL COMPONENTS OF THE STRUCTURE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EACH VIOLATION OF ANY PART OF THIS ORDINANCE WITH EACH DAY CONSTITUTING A NEW VIOLATION, AND PROVIDING FOR SEVERABILITY - *Steve Smith, Director of Public Works/ Building Official*

Steve Smith presented the following:

At the July 25, 2017 Planning and Zoning Commission Meeting, the Commission reviewed and discussed a proposed amendment to the City's Code of Ordinances to allow "In Kind/Same Kind" Improvements for Main Structures which would include an exception to the size of yards (setbacks) and lot coverage for reconstruction of homes that do not change the existing exterior structural components.

In 2015, the "In Kind/Same Kind" provision was approved which allows property owners to make maintenance improvements to items such as driveways, garages, pools, etc. whereby these items may have encroached onto the current city required yards or setbacks but only maintenance for the same structure was requested. This has had a positive impact for property owners. A discussion with the Commission included allowing this "in kind/same kind" for the main structure as well given there would be no changes to the footprint or structural components of the structure. The Commission discussed the need to allow changes to windows and doors to address current safety and code requirements for egress; however, the intent is that no exterior structural components would be changed. Other code requirements would still need to be met including the current drainage ordinance provisions to ensure the minimum slab elevation.

This required amendments to the Zoning Ordinance and to Chapter 4, Development Code and a public hearing at the Planning and Zoning Commission to amend the Zoning Ordinance. A public hearing was held at the October 3, 2017 meeting and there were no comments made. The Commission voted unanimously to recommend this change to the City Council.

A motion was made by Councilman Lord and seconded by Councilwoman Schwartz to approve the amendment to the Zoning Ordinance. The motion carried 5-0.

- IX. CONSIDERATION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING DEFINITION OF “IN KIND/SAME KIND” IN SECTION 4-3, DEFINITIONS, OF ARTICLE I, IN GENERAL, OF CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, TO REMOVE THE REFERENCES TO ACCESSORY DRIVEWAY, GARAGE, AND SWIMMING POOL; PROVIDING A PENALTY IN THE AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY - Steve Smith, Director of Public Works/ Building Official**

A motion was made by Councilman Janecek and seconded by Councilman Lord to approve the amendment to the Development Code. The motion carried 5-0.

- X. CONSIDERATION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY ADDING ELECTRONIC DEVICES TO THE DEFINITION OF NOISE NUISANCES IN ARTICLE IV, MISCELLANEOUS NUISANCES, OF CHAPTER 10, OFFENSES AND MISCELLANEOUS NUISANCES; ADDING A NEW SECTION 10-74, ADDITIONAL STANDARDS AND REMEDIES RELATING TO NUISANCES FOR SPECIAL EVENTS, TO ARTICLE IV, MISCELLANEOUS NUISANCES, OF CHAPTER 10, OFFENSES AND MISCELLANEOUS NUISANCES, PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EACH VIOLATION OF THIS ORDINANCE WITH EACH DAY OF VIOLATION CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY - Steve Smith, Director of Public Works/ Building Official**

Steve Smith presented this item.

The Planning and Zoning Commission has been working to review the City's Nuisance Ordinance and make any recommendations for improvement. The City's original Ordinance was established in 1993 and was amended in 2013 and 2014 regarding construction noise. These amendments set construction hours and days as well as defined holidays. Staff also provided the Commission with Ordinances from the other Villages and other cities in the area for comparison purposes.

Police Chief, Ray Schultz, Memorial Villages Police Department (MVPD) joined the Commission to discuss this topic as MVPD is the City's enforcement entity after regular business hours. This "after regular business hours" is typically the timeframe for noise complaints and concerns.

The Police Department responds to approximately one call a week regarding noise complaints that are not construction related. Statistics show that 34% of the calls to MVPD happen from 11:00 p.m. to 7:00 a.m. The Chief also outlined MVPD's current practice to address these concerns.

The Commission concluded that the goal of this task was to set reasonable expectations to be “good, respectful neighbors” and to provide a tool to MVPD for enforcement. The Commission concluded that adding decibel ranges is not recommended; however, it is recommended that reasonable quiet hours/timeframes be included in the Ordinance.

The Commission voted unanimously to recommend the City Council makes the following changes to the ordinance to include the following:

- Review and "update" the Ordinance to remove older terms and add the new, i.e. remove phonograph, jukebox, nickelodeon adding items such as electronic devices, I-pod systems, etc.
- Add "reasonable timeframes" to the Ordinance whereby a common understanding is provided for the City as a whole. This is currently shared and used by the MVPD verbally when they are dispatched to a noise complaint.
 - Sunday thru Thursday (evenings prior to work days) 10:00 p.m. – 7:00 a.m.
 - Friday thru Saturday and the day before recognized holidays 12:00 a.m. to 8:00 a.m.

The morning hours align with the City's morning construction hours.

- Add a provision that special events with over 50 invitees should contact their neighbors and MVPD to address event expectations including the time of the event, noise, and parking concerns.

A motion was made by Councilwoman Rosenbaum and seconded by Councilman Lord to approve the amended Ordinance. The motion carried 5-0.

XI. CONSIDERATION AND POSSIBLE ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ACKNOWLEDGING REVIEW AND APPROVAL OF THE PUBLIC FUNDS MANAGEMENT AND INVESTMENT POLICY – Britique Williams, Director of Finance/City Secretary

Britique Williams presented these items:

The City's Investment Committee met on Tuesday, November 7, 2017, to review the City's Investment Policy. This is required on an annual basis.

Recommended changes to the policy were discussed. There is one typo that needs to be corrected. In addition, there is one section that is recommended as a result of latest legislation. This resulted in the ability to include interest bearing banking deposits that are guaranteed or insured as additional investment types. Lastly, it is also recommended to edit the policy to use the reference “business organization” versus Broker/Dealer.

A motion was made by Councilman Janecek and seconded by Councilman Smyre to approve the changes to the Investment Policy as presented. The motion carried 5-0.

XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT WITH BELT HARRIS PECHACEK, LLLP FOR THE 2017 AUDIT IN AN AMOUNT NOT TO EXCEED \$16,060.00 – Britique Williams, Director of Finance/City Secretary

Britique Williams presented these items:

Following a discussion with the Audit Finance Committee, the Committee and Staff are recommending that the City continue to contract with Belt Harris Pechacek LLLP for the 2017 Fiscal Year Audit. Staff had the intention to request proposals in September but as a result of Hurricane Harvey other work took priority. Staff has received a proposal from Belt Harris Pechacek LLLP to conduct the 2017 Audit. Staff has also discussed the expected timing of the audit. The cost is slightly higher as a result of some additional requirements per recent legislation. Funds are budgeted in 2018 for this service.

A motion was made by Councilman Smyre and seconded by Councilwoman Schwartz to approve the contract with Belt Harris Pechacek. The motion carried 5-0.

XIII. CONSIDERATION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING SECTION 16-26, (1) - (4) OF ARTICLE II OF CHAPTER 16 THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 16-26, (1) - (4); ESTABLISHING RATES TO BE CHARGED BY THE CITY FOR WATER AND SANITARY SEWER; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY - Karen Glynn, City Administrator

Karen Glynn presented this item.

Ms. Glynn presented the proposed fee increase for water and wastewater that was recommended and approved as part of the 2018 Budget Process. The increase for water and wastewater is primarily to the base rate. The goal is to reach a base rate of approximately 30% to help stabilize the fund despite wet or dry weather conditions. The increase for water has been balanced between higher and lower water users. The water increase also includes an estimated increase anticipated for the City of Houston water that is purchased. The wastewater increase is to the base only. Increases are for both residential and nonresidential users. The average increase is 7%.

A motion was made by Councilwoman Rosenbaum and seconded by Councilman Lord to approve the ordinance as presented. The motion carried 5-0.

XIV. CONSIDERATION AND POSSIBLE ACTION ON A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING A SCHEDULING OF FEES, RATES, DEPOSITS, AND OTHER CHARGES FOR PUBLIC SERVICES, INCLUDING THOSE RELATING TO DEVELOPMENT, BUILDING AND CONSTRUCTION, ELECTRICAL, PLUMBING, LICENSING AND REGISTRATIONS, REGULATORY INSPECTIONS, PERMITTING, APPLICATIONS, HEARINGS AND OTHER MATTERS - Steve Smith, Director of Public Works/ Building Official

Steve Smith presented this item.

On an annual basis, the City adopts, by resolution, a schedule for various fees. During the budget process for 2018, there was one recommended change in the fee schedule. This included fees that cities can charge as a result of the recent telecommunications legislation. These fees were adopted by Ordinance (as set by the State) in August following the legislative session. They have been incorporated into the fee schedule for consistency.

In addition, and in accordance with our permit fee schedule, the annual assessment for building permits is to be reviewed annually and adjusted as required based on certified values from HCAD for the most recent three years of completed new construction. The new valuation was calculated based on the City's policy and the HCAD certified tax role. The valuation for the climate-controlled space was calculated and recommended to remain at the set \$240.00 per square foot with the valuation for all non-climate controlled spaces at \$120.00.

A motion was made by Councilman Janecek and seconded by Councilman Smyre to approve the resolution as presented. The motion carried 5-0.

XV. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE CITY ADMINISTRATOR TO FUND REPAIRS TO THE CITY'S WASTEWATER SYSTEM ON BUNKERHILL ROAD IN AN AMOUNT NOT TO EXCEED \$50,000.00. THIS ITEM IS AUTHORIZED BY SECTION 252.002 OF THE TEXAS LOCAL GOVERNMENT CODE BECAUSE IT IS NECESSARY TO PRESERVE OR PROTECT THE PUBLIC HEALTH OR SAFETY OF THE RESIDENTS - Steve Smith, Director of Public Works/ Building Official

Steve Smith presented this item.

City Staff responded to a roadway failure following Hurricane Harvey on Bunker Hill Road between Winshire Circle and the Holy Name Retreat Center. The response found a sink hole adjacent to the pavement and is assumed to be a result of the significant rainfall during the storm. The City consulted with our Utility Engineer, John Davis of Langford Engineering Inc. He was able to access the television tapes from a previous failure in the area. After further review, it is expected that there is a failure at the service line for the Holy Name Retreat Center.

Langford Engineering Inc. has provided pricing for the repair in an amount not to exceed \$50,000.00. This is a budget number based on previous repairs in the area. Langford Engineering has been working with T. Construction to discuss addressing this repair.

T. Construction has indicated the need to remove the pavement and cover in order to get a firm price but agrees with the not to exceed amount.

This item declares the emergency item and provides direction to the City Administrator to fund the repair.

A motion was made by Councilman Lord and seconded by Councilwoman Schwartz to authorize the City Administrator to fund repairs to the wastewater system. The motion carried 5-0.

XVI. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE CITY ADMINISTRATOR TO APPROVE A CHANGE ORDER TO THE CITY'S EXISTING CONTRACT WITH T. CONSTRUCTION INC. IN FOR REPAIRS TO THE CITY'S WASTEWATER ON BUNKER HILL ROAD CAUSED BY HURRICANE HARVEY AS AUTHORIZED BY SECTION 252.022 OF THE TEXAS LOCAL GOVERNMENT CODE - *Steve Smith, Director of Public Works/ Building Official*

Steve Smith presented this item.

As noted on the previous item, Staff and Langford Engineering are working with T. Construction to provide a cost for this repair and handle the repair as a change order under the City's current contract for wastewater rehab. As a change order, the emergency repair will not be considered as part of the maximum of 25% legal restriction for change orders. State law specifically has a provision for emergencies such as hurricanes which noted in the previous item.

Funding to accomplish this additional work will be from any remaining funds in contingency for the Utility Projects for 2017 and Maintenance and Operations Funds. The City has also included this project in the FEMA reimbursement application as this repair is flood related.

A motion was made by Councilman Janecek and seconded by Councilman Lord to authorize the City Administrator to approve a change order with the existing contract with T. Construction. The motion carried 5-0.

XVII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE CITY ADMINISTRATOR TO APPROVE A CHANGE ORDER TO THE CITY'S EXISTING CONTRACT WITH T. CONSTRUCTION INC. FOR AN EXTENSION OF TIME - *Steve Smith, Director of Public Works/ Building Official*

Steve Smith presented this item.

The wastewater rehab team is meeting on a weekly basis as the 2017 Wastewater Rehab Project and emergency repairs are completed. In reviewing the project schedule to date along with the holidays, staff is requesting City Council approve an extension of time to the existing contract with T. Construction. The existing contract showed a contract completion before Thanksgiving. However, an extension is requested for several factors including

Hurricane Harvey and the emergency repairs approved on Knipp and Memorial in addition to Bunker Hill Road. Additionally, staff wants to ensure that there is no negative impact regarding construction to residents during the Thanksgiving and Christmas holidays.

This action would authorize the City Administrator to approve a change order for the extension of time to January 31, 2018. There is no negative cost implication to the existing contract as a result of the extension.

A motion was made by Councilwoman Rosenbaum and seconded by Councilman Smyre to authorize the City Administrator to approve a change order with the existing contract with T. Construction. The motion carried 5-0.

XVIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A RESOLUTION CASTING ITS BALLOT FOR THE ELECTION OF A CANDIDATE TO SERVE ON THE HARRIS COUNTY APPRAISAL DISTRICT'S BOARD OF DIRECTORS -
Karen Glynn, City Administrator

Karen Glynn presented this item

The City has received a request from Harris County for the election of the Harris County Appraisal District's Board of Directors. Mr. Ed Heathcott is not seeking re-election. The other candidate is Mike Sullivan. The elected position serves a two-year term. Approval of a resolution to cast the City's vote is required.

A motion was made by Councilman Janecek and seconded by Councilwoman Rosenbaum to approve the resolution to cast the City's vote for Mike Sullivan. The motion carried 5-0.

XIX. 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 October 17, 2017 Council Meeting
- B. October 2017 Financials
- C. The Goodman Corporation, Invoice No. 8-2017-21 in the amount of \$2,921.01 for professional services rendered through September 30, 2017 for the Memorial Drive and Gessner Road Grant Application.
- D. RPS Infrastructure, Invoice No. 917072 in the amount of \$29,168.00 for professional services rendered from September 2, 2017 to September 30, 2017 under on-call services for the Final Engineering Design for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road.
- E. RPS Infrastructure, Invoice No. 1017001 in the amount of \$7,142.17 for professional services rendered from September 2, 2017 to September 30, 2017 under on-call services for miscellaneous meetings, HGL development, and failure at Knipp and Memorial.
- F. RPS Infrastructure, Invoice No. 1017002 in the amount of \$1,582.78 for professional services rendered from September 2, 2017 to September 30, 2017 under on-call services for Site Development Review.

- G. RPS Infrastructure, Invoice No.1017007 in the amount of \$863.22 for professional services rendered from September 2, 2017 to September 30, 2017 under on-call services for the Final Design for Wood Lane and Winshire Circle.
- H. RPS Infrastructure, Invoice No. 917057 in the amount of \$1,751.00 for professional services rendered from September 2, 2017 to September 30, 2017 under on-call services for the Final Engineering Design for 2017 Water Line Rehab – Blalock Road and Wendover Lane.
- I. Probstfeld & Associates, Invoice No. 55019 in the amounts of \$300.00, \$637.50, \$300.00, \$375.00 for professional services rendered in August, September and October 2017 for engineering services for drainage site development review.
- J. Langford Engineering, Inc., Invoice No. 20798 in the amount of \$177.45 for professional services rendered through October 27, 2017 for on call services.
- K. Langford Engineering, Inc., Invoice No. 20801 in the amount of \$61.41 for professional services rendered through October 27, 2017 for the Liberty Bell Water Line.
- L. Langford Engineering, Inc., Invoice No. 20800 in the amount of \$8,523.49 for professional services rendered through October 27, 2017 for the 2017 Sanitary Sewer Rehab Project.
- M. Langford Engineering, Inc., Invoice No. 20799 in the amount of \$5,278.39 for professional services rendered through October 27, 2017 for the Taylorcrest Water Plant Improvements Project.
- N. Lloyd, Smitha & Associates, LLC Invoice No. CMBH1701-05 in the amount of \$2,080.00 for professional services rendered from October 1, 2017 through October 31, 2017 for on-call services.
- O. Lloyd, Smitha & Associates, LLC Invoice No. CMBH1701-05 in the amount of \$8,190.00 for professional services rendered from October 1, 2017 through October 31, 2017 for the 2017 Sanitary Sewer Rehab Project.
- P. T. Construction, LLC Pay Estimate No. 6 in the amount \$39,564.54 for construction services rendered from September 1, 2017 to September 30, 2017 for the 2017 Sanitary Sewer Rehab Project.
- Q. T. Construction, LLC Pay Estimate No. 7 in the amount \$97,356.19 for construction services rendered from October 1, 2017 to October 26, 2017 for the 2017 Sanitary Sewer Rehab Project.
- R. Reliance Construction Services, L.P. Payment No. 1 in the amount of \$87,358.20 for construction services rendered from October 2, 2017 to October 31, 2017 for the Wood Lane Drainage Improvements.
- S. Interlocal Agreement with Harris County in the amount of \$1,925.49 for administration and implementation of a regional watershed protection education program effective from September 1, 2017 to August 31, 2018.

A motion was made by Councilwoman Schwartz and seconded by Councilman Lord to approve the consent agenda. The motion carried 4-0.

Laurie Rosenbaum left the meeting early.

XX. MAYOR'S REPORT

A. Report on Bi-Monthly Mayors Luncheon and Other Activities

Mayor Williams reported on the following:

Mayor Williams indicated that the new water tower on Taylorcrest is very big and ideas are needed to screen and hide the tank. Mayor Williams and staff met with Cary Moran to get a plan for trees and landscaping.

B. Update on Committees

- Beautification Committee - *Laurie Rosenbaum*

Councilwoman Rosenbaum reported that she was trying to locate some large trees to screen the Taylorcrest Water Plant. She said that she and Mr. Smith had contacted several companies for bids and was waiting on the information. She stated that she feels the budget may not be enough to cover the trees and landscaping.

The Beautification Committee met on, October 16, 2017 and drove through the City. The Committee identified some areas to improve such as the landscaped islands. She also mentioned that the Committee is looking at additional lighting for the islands.

Councilman Smyre commented that he believes the landscaping for the water tank project shouldn't come from the Beautification Budget. Karen Glynn stated that the Water Plant project has some contingency that may be able to be used to plant trees and add fencing. She stated that once the project is closer to being wrapped up we will reconcile and see how much is left to do planting and fencing.

Mayor Williams asked Steve Smith to briefly explain where the Water Plant Project stands at this time.

Steve Smith stated that the project is substantially complete with the construction part of the project. However, the new tank has not been brought online yet. Once the new tank is brought online the old tank will be taken offline to be coated.

Mayor Williams asked the staff review options such as a green screen as well as some ivy screening to address the issue.

- Public Safety Committee - *Jay Janecek*

Chairman Janecek presented this item.

RAD (Rape, Aggression, and Defense) Training is scheduled for the adult women on November 15-17, 2017. The time is 10 a.m. until 2 p.m. Karen Glynn shared that Councilmembers and wives are welcome to join this training. Once the training is completed, the sub-committee will meet and recommend how best to roll the training program out to the community in 2018.

The Virtual Gate/Smart Cities Project is still moving along just at a slower pace. Chief Schultz and Stuart Marks, Chairman of the Tri Cities Committee flew to two cities in Florida where they have had the camera project in place for 5 to 7 years. One city is looking to expand it. The cities have the license plate readers only. The software is Wi-Fi based. The cost is significantly less with the Wi-Fi version. The Committee will be discussing this alternative.

- Drainage Committee - *Robert Lord*

Councilman Lord reported that the Committee had a very good meeting this morning. The Committee stepped through the Regional Drainage Project proposed for the northern areas of the City at Taylorcrest, Williamsburg, Bunker Hill and Cobblestone. RPS, Staff and the Committee discussed packaging the project with “ad-alts” to ensure we can award a project within budget. The goal is to bid and award the project to be ready to start construction in June to take advantage of the summer school break. The project is funded over two fiscal years. The Committee is also planning for an Open House to share information with all residents.

XXI. CITY ADMINISTRATOR'S REPORT

A. Update on Projects

Karen Glynn asked Steve Smith to help her update the Council on any other projects.

Karen Glynn stated that she received a letter from the Goodman Corporation stating that the call for projects will most likely happen in the first quarter of 2018; however, TxDOT has not made the official call for projects.

Mrs. Glynn and Mr. Smith reported that Wood Lane Drainage is going very well. The pipe will be installed by Friday. This area will have the fill/cover replaced but may not be landscaped immediately. The contractor will be back after Thanksgiving to finish the project.

Knipp Road at Memorial Drive should be opened by Friday.

Mr. Smith stated that we received one bid for the Public Works Building and the bid came in 30% higher than the original cost. He has spoken to the contractor to see if there are some changes that could lower the cost.

B. Calendar of Events for 2017 & 2018

Staff is working on holiday events. The Twinkle Light Parade is set for Thursday, December 14, 2017, at 6:00 p.m. The Boards/Commissions/Committees Thank you Reception at Eddie V's is on Tuesday December 19, 2017 from 5:00 – 7:00

C. City Hall Holiday Schedule

City Hall will be closed November 23, 2017 thru November 24, 2017 for Thanksgiving Week. City Hall will also be closed December 25, 2017 thru January 2, 2018 for Christmas Week. The Christmas break will require each Staff member to take 3 days of vacation. The staff appreciates the opportunity for all to be off during this time.

XXII. ADJOURN

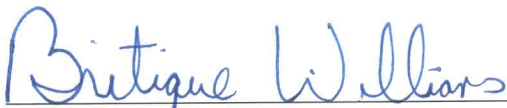
Motion was made by Councilman Smyre and seconded by Councilman Janecek to adjourn the meeting at 7:15 p.m. Motion carried 4-0.

Approved and accepted on January 16, 2018.



Jay Williams, Mayor

ATTEST:



Britique Williams, City Secretary/Dir. of Finance