

**MINUTES OF THE REGULAR MEETING  
OF THE CITY COUNCIL  
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS  
March 23, 2021 at 5:30 P.M.**

**I. CALL TO ORDER**

Mayor Robert Lord called the meeting to order at 5:34 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

*Those Present:*

Mayor Robert Lord at City Council Chambers  
Councilmember Susan Schwartz at City Council Chambers  
Councilmember Jay Smyre at City Council Chambers  
Councilmember Keith Brown at City Council Chambers  
Councilmember Laurie Rosenbaum via Zoom

*Those Absent*

Councilmember Eric Thode

*Also in Attendance:*

Karen Glynn, City Administrator at City Council Chambers  
Steve Smith, Dir. of Public Works/Bldg. Official at City Council Chambers  
Justin Pruitt, City Attorney at City Council Chambers  
Ray Schultz, MVPD, Chief of Police at City Council Chambers  
Susan Grass, Finance Manager at City Council Chambers

**PLEDGE OF ALLEGIANCE**

Chief Shultz led the Pledge of Allegiance.

**II. PROCLAMATION: *National Public Safety Telecommunicators Week 2021***

Mayor Lord presented a Proclamation naming the Week of April 11 to 17, 2021 as National Public Safety Telecommunicators Week in the City of Bunker Hill Village. He thanked the telecommunicators at Memorial Villages Police Department and Village Fire Department for their continued service to the community, especially this year with the pandemic and the recent winter storm. City staff and Councilmembers will make trips to the different departments at different shifts to deliver proclamations and treats.

**III. CITIZEN COMMENTS**

There were no citizen comments.

**IV. POLICE COMMISSIONER REPORT**

- A. Update on Activities – Chief Ray Schultz and Commissioner, Jay Smyre gave an update on February activities, including personnel, calls for service, the 2020 and the 2021 Budgets. A few items to note included:

- Personnel have been obtaining quotes for the 5-year Strategic Capitol Projects Plan.
- Employee vaccines for the COVID-19 pandemic began with the first inoculations on February 16, 2021 through the County.  
On March 1, 2021, a special vaccine clinic was hosted by HEB and a resident who is a pharmacist for HEB. A total of 60 individuals were vaccinated including staff from MVPD, Bunker Hill, Piney Point, Hunters Creek and Hedwig PD.
- An applicant was presented with and accepted a preliminary offer of employment.
- Officer Larry Boggus was selected to fill the position of Community Relations Officer and started his new assignment on February 28, 2021.
- 2021 Firearms qualifications began on February 23, 2021 along with the semi-annual Use of Force review.

B. Update on 2022 Annual Budget Process and Preliminary Discussions.

Chief Schultz presented this item:

The overall 2022 Budget is proposed at a 2.99 % increase and includes the following:

**Personnel**

- Average Base Salary Increase – 1% STEP + 2.5% Salary Adjustment
- Fully fund 457b City Contribution at 2% (+1% from 2021)
- Average Salary for 2022 - Sergeant \$107, 205; Patrol Officer \$87,576; and, Dispatcher \$60,611

**Technology**

- ALPR – Three ( 3) additional systems
- Server – MVPD needs new primary/domain server as current one is at end of life.
- Backup DATTO – current equipment is at end of life. The backup data will reside on site and in the Cloud

**Proposed Total Budget Package 2022**

- Personnel & Benefits \$5,162,098 (up 2.4% from 2021)
- Total Operations \$198, 836 (down 0.2% from 2021)
- Total M&O \$6,115,049 (up 2.94% from 2021)
- Auto \$160,000 (up 5% from 2021)
- Proposed 2022 Budget Total \$6, 293,049 (up 2.99% from 2021)
- Cost per Village \$2,097,683 (up \$61, 066 from 2021)

**Future Capital Projects 2022-2025**

- Roof replacement - \$93, 358+
- HVAC replacement - \$56,000 to \$148,000+
- Radio system upgrade - \$130,000+
- CAD/RMS/ARS replacement - \$190,000 - \$470,000
- Building upgrades – TBD

**V. FIRE COMMISSION LIAISON REPORT**

- A. Update on Activities - Fire Commission Liaison, Keith Brown provided a report on activities, staffing, calls for service and response times, and the 2021 Budget to date.

Reconstruction of new station is on time and on budget. The Department is fully staffed.

Councilmember Brown was given a draft of the auditor’s report for 2020. He highlighted the following:

- Total capital assets went from \$5,660,000 in 2019 to \$8,092,000 in 2020.
- Liabilities went from \$2,497,000 in 2019 to \$2,942,000 in 2020.
- Net went from \$4,306,000 in 2019 to \$4,614,000 in 2020.
- Revenue decreased by 12%
- Ambulance billing was \$525,824

Preliminary planning for the 2022 budget will occur over the next few months. Councilmember Brown will participate in the planning although he will not be able to vote.

The next Commission Meeting is Wednesday, March 24, 2021.

**VI. MAYOR’S REPORT**

- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-545, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, EXTENDING A PUBLIC HEALTH EMERGENCY AND EXTENDING A STATE OF DISASTER DUE TO THE OUTBREAK OF COVID-19; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

An Ordinance Declaring an Emergency was approved by the City Council on March 24, 2020 and later extended. The proposed ordinance includes an additional extension through April 30, 2021 and ensures that any support needed from other agencies would be available to the City.

**A motion was made by Councilmember Smyre and seconded by Councilmember Brown to adopt Ordinance Number 21-545 to extend the Public Health Emergency and State of Disaster due to the outbreak of COVID-19.**

**The motion carried 4– 0.**

B. Report on Activities and Upcoming Events

Mayor Lord reported on the following:

- The Mayor noted that the City will be meeting with Spring Branch ISD to talk through the request from the County regarding additional drainage and possible trails/green space in the area. As previously noted, there are many details to work out and understand.
- The Mayor noted that about ten houses suffered damage from fire suppression systems. He would like for City Staff to meet with the Fire Marshall and Fire Chief and Police Chief to develop a three-pronged approach of best practices to prepare for future disasters and come up with a way to inform residents in future events. This may be in the form of a video posted to the City's website or a meeting. Details will need to be worked out.
- The Mayors Luncheon will be in April. The City of Hedwig Village will be having an election in May including the election of a new Mayor. The remaining Villages have been able to cancel their May General Elections.
- Councilmember Schwartz and Court Administrator/Office Manager Valerie Cantu attended the Harris County Mayors and City Council Members Association meeting in Baytown.
- The Mayor continues to monitor the State Reports on Weather and COVID 19 Vaccinations. The Mayor continues to get vaccination updates at least once a week.
- The City and MVPD were very pleased to host the vaccinations at City Hall. The Mayor offered his thanks to resident and pharmacist Taseen Tambra, PharmD.
- The Texas Municipal League sends out regular reports regarding legislative updates regarding the current Legislative Session. The City is particularly interested in legislation regarding municipalities and public safety. Karen Glynn has reached out to Representative Jim Murphy's Office to have the Representative speak at the next City Council meeting. She was not

successful in getting him to this meeting. She will keep reaching out and the Mayor will do the same if needed.

C. Committee Reports

Beautification Committee – Councilmember Rosenbaum discussed the damages as a result of the winter storm, especially landscape in City rights-of-ways. It will take a few weeks to see if the trees and landscaping will be able to be revived or if landscaping will need to be replaced.

Sprinkler systems are being installed throughout City and once they are installed, new trees will be planted as part of the off-site tree replacement program.

There will be some new landscaping at Memorial and Gessner and at the Bill Marshall Park.

Councilmember Rosenbaum proposed the idea of a park in front of City Hall and asked Council’s input on the idea. This can be discussed more during the budget process.

Technology Committee – There have been no recent meetings; however, committee members have been in communication regarding a request from Verizon to renegotiate their lease. It was the recommendation of the Committee that the City decline the request.

Public Safety Committee – Councilmember Brown reported that the Committee plans to meet in the first few weeks of April. Among other items, they will discuss the plan to meet with Fire, Police and City Staff to create a disaster response presentation.

Drainage Committee – The Committee met in March. They continue to be busy with a number of projects, with a focus on Bunker Hill Elementary School Detention.

## VII. CITY ADMINISTRATOR’S REPORT

A. Report on Activities and Upcoming Events

Karen Glynn reported on the following items:

- To date the City has had 10 requests regarding adjustments to water bills. Staff uses the “cut off list” or receipts provided by residents to verify leaks. Based on request regarding high water bills, the City is using last February’s usage and adjusting bills. The total approximate credit to date is \$3,000.
- Texas Pride and the special green waste pick-ups on Sundays were very successful. Three loads went to Living Earth on the first day; two loads went on the second day – one truck had too many black bags to take. This has helped tremendously with the City’s normal trash collection.

- City staff have surveyed the City and have found about 15 -20 areas/lots where there are dead vines and bushes on the “City side” of private fences. Staff is thinking through how best to handle if no growth returns. Staff will wait a few weeks to see which plants come back and will have a plan to Council in April. The goal is to have the City all cleaned by June 1<sup>st</sup>.
- There were 15 properties identified as “Vacant Properties” this year. Letters were sent and 10 properties have registered to date.
- Staff anticipates receiving a site plan for the property at Briar Forest and Memorial to develop a new single-family home. The applicant will be seeking a variance and staff is working to schedule a Zoning Board of Adjustment Meeting for the end of April.
- The City Administrator and City Attorney are continuing to work with the Police Chief to develop the ALPR Ordinance for Council’s consideration. Staff will be meeting with the City’s Commissioner and the Mayor to review.
- There will be a Planning and Zoning Commission Meeting April 7 to consider two subdivision plats, one of which will be on City Council’s April Agenda.
- The City will be closed on April 2, 2021 for the Good Friday Holiday.
- Staff had interviews with 4 potential interns and hope to make offers this week.
- The audit process went very smoothly. Staff is awaiting the report.

B. Public Works Director - Report on Capital Projects:

- **City Hall Water Tank** Repainting – The end of the project is near. The contractor has painted piping and started on the outside of the tank.
- **Bunker Hill Elementary School and Water Well No. 5** – Site work and tree removal was conducted over Spring Break and the site is ready to mobilize in May. Staff has a meeting on March 24, 2021 on the detention project.
- **North Roadway** – The roadway is on schedule to be completed and traffic switched in late April.

**VIII. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-546 OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DECLARING THE**

**UNOPPOSED CANDIDATES FOR THE MAYOR AND COUNCILMEMBERS, POSITIONS 4 AND 5 ELECTED; PROVIDING THAT THE MAY 1, 2021 GENERAL MUNICIPAL OFFICERS ELECTION SHALL NOT BE HELD; CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH** – *Karen Glynn, City Administrator*

City Administrator Karen Glynn presented this item:

The City holds its election for Mayor and City Council in May of each year. The election for the Positions of Mayor and Councilmembers 4 and 5 are held in odd numbered years and this year was called for May 1, 2021. Friday, February 12, 2021 at 5:00 was the last date to file as a candidate for one of these three positions. All incumbents filed for their respected positions with no opposition.

Ordinance 21-546 declares the unopposed candidates as elected and cancels the General Election set for May 1, 2021.

**A motion was made by Councilmember Schwartz and seconded by Councilmember Smyre to adopt Ordinance No. 21-546 of the City of Bunker Hill Village, Texas, declaring the unopposed candidates for the Mayor and Councilmembers, Positions 4 and 5 elected; providing that the May 1, 2021 General Municipal Officers Election shall not be held.**

**The motion carried 4 – 0.**

**IX. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 21-547 AUTHORIZING THE ISSUANCE OF CITY OF BUNKER HILL VILLAGE, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2021 AND AUTHORIZING THE EXECUTION OF ALL DOCUMENTS** – *Susan Grass, Finance Manager and Karen Glynn, City Administrator*

**\*\*\* This item was taken out of order.**

Karen Glynn, City Administrator, along with Kristin Garcia Blomquist, Masterson Advisors LLC and team presented this item:

On January 19, 2021, the City Council approved two resolutions to issue Certificates of Obligation to fund Water Well No. 5 and detention at Bunker Hill Elementary School:

- Resolution No. 01-19-2021A - Authorizing Publication of Notice of Intention to Issue Certificates of Obligation
- Resolution No. 01-19-2021B - Expressing Intent to Reimburse Expenditures with Proceeds of a Borrowing

City Staff and Masterson Advisors recently confirmed the City's AAA Bond Rating from Standard and Poors for this issue and managed the bid/sale process which was conducted

on March 23, 2021. The City realized excellent results with FHN Financial Capital Markets providing the lowest rate of 1.499872.

The next step in the process is approval of the ordinance authorizing the issue which is planned for April 13, 2021. This action also includes completing the information based on the sale and authorization for the execution of all documents.

As noted in the Plan of Finance, the total debt issue is an amount not to exceed \$7.5 Million. It is estimated that \$5.5 Million will be needed for the well and \$2.0 Million for Detention; however, the actual amounts to cover each project can be balanced as the projects unfold. The plan also shows a 20-year payoff for the well supported by a transfer to the Debt Service Fund from the Utility Fund and a 10-year payoff for the detention project. The 10-year payoff coincides with the debt schedule remaining in the Debt Service Fund support by Tax Revenues and provides a plan to meet Senate Bill 2 and the long-range plan for the City's General Fund and implementing the Infrastructure Management Plan.

Bond Counsel is provided by Hunton Andrews Kurth LLP.

The notice for the issue was included in the City's newspaper of record and on the City's website. There have been no comments made to date.

**A motion was made by Councilmember Schwartz and seconded by Councilmember Smyre to adopt Ordinance No. 21-547 authorizing the issuance of City of Bunker Hill Village, Texas Combination Tax and Revenue Certificates of Obligation, Series 2021 and authorizing the execution of all documents.**

Karen Glynn, Acting City Secretary took the roll call vote:

Jay Smyre Mayor Pro Tem	Yes
Susan Schwartz Council Member	Yes
Keith Brown Council Member	Yes
Laurie Rosenbaum Council Member	Yes
Eric Thode Council Member	<i>Absent</i>

**The motion carried 4 – 0.**

- X. **CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT WITH LANGFORD ENGINEERING UNDER THE CITY'S ON CALL CONTRACT IN AN AMOUNT NOT TO EXCEED \$43,500.00 TO PROVIDE ENGINEERING SERVICES FOR THE 2021 SANITARY SEWER CLEANING AND TELEVISIONING PROJECT INCLUDING THE DESIGN, PREPARATION AND NEGOTIATION OF A BID PACKAGE AND TO PERFORM THE RESULTING ENGINEERING ANALYSIS AND MAPPING - Steve Smith, Director of Public Works/Building Official**

Public Works Director, Steve Smith, presented this item:



Langford Engineering, the City's Utility Consultant Team and staff have developed an overall rehab and replacement plan for the City's Wastewater Collection System.

This request authorizes Langford Engineering, Inc. to develop the bid documents and plan exhibits for televising the remaining areas of the City's wastewater system. The cost also includes the consultants support during the bidding process and the evaluation of results. The remaining area of the City to be televised is estimated to be approximately 30% on the eastern side of the City.

Staff presented the proposal from Langford Engineering, Inc. to perform the work for an amount not to exceed \$43,500.00. Funding is available in the utility fund capital projects and was included in the 2021 budget.

**A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to award a contract with Langford Engineering under the City's on call contract in an amount not to exceed \$43,500.00 to provide engineering services for the 2021 Sanitary Sewer Cleaning and Televising Project including the design, preparation and negotiation of a bid package and to perform the resulting engineering analysis and mapping.**

**The motion carried 4 – 0.**

**XI. CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT WITH LANGFORD ENGINEERING UNDER THE CITY'S ON CALL CONTRACT IN AN AMOUNT NOT TO EXCEED \$30,000 TO DEVELOP AND SUBMIT THE CITY'S RISK AND RESILIENCE ASSESSMENT AND RECEIVE GOVERNMENTAL APPROVAL - *Steve Smith, Director of Public Works/Building Official***

Public Works Director, Steve Smith presented this item:

On October 23, 2018, the America's Water Infrastructure Act was signed into law. This law requires community water systems serving more than 3,300 persons to develop or update risk and resilience assessments and emergency response plans. The law specifies the topics that the risk and resilience assessments and emergency response plans must address. It also establishes deadlines by which community water systems must send certifications of completion of the risk and resilience assessments and emergency response plans to the EPA.

Each community water system serving more than 3,300 persons shall submit to the EPA Administrator a certification that the system has conducted a risk and resilience assessment. In accordance with the Act, the document must be submitted prior to June 30, 2021, in the case of systems serving a population greater than 3,300, but less than 50,000.

Staff presented a proposal from Langford Engineering, Inc., the City's utility engineer, for performance of this required work in an amount not to exceed \$30,000. This expense was

not specifically budgeted as clarification was needed on what would be required in this report. Funding is available in the Utility Fund under Professional Services, Engineering.

**A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to award a contract with Langford Engineering under the City's on call contract in an amount not to exceed \$30,000 to develop and submit the City's Risk and Resilience Assessment and receive governmental approval.**

**The motion carried 4 – 0.**

- XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 21-548 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 4-81, DEFINITIONS, SECTION 4-83, BASIS FOR ESTABLISHING AREAS OF SPECIAL FLOOD HAZARD AND SECTION 4-88, WARNING AND DISCLAIMER OF LIABILITY OF DIVISION 1, IN GENERAL; AMENDING SECTION 4-147, DUTIES, RESPONSIBILITIES OF BUILDING OFFICIAL, SECTION 4-148, PERMIT PROCEDURES, AND SECTION 4-149, VARIANCE PROCEDURES OF DIVISION 3, ADMINISTRATION; AMENDING SECTION 4-166, GENERAL STANDARDS, SECTION 4-167, SPECIFIC STANDARDS, SECTION 4-168, STANDARDS FOR SUBDIVISION PROPOSALS, SECTION 4-169, STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES) AND SECTION 4-171, STANDARDS APPLICABLE TO ALL RESIDENTIAL CONSTRUCTION, OF DIVISION 4, FLOOD HAZARD REDUCTION, OF ARTICLE V, OF CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, PROVIDING CERTAIN REQUIREMENTS APPLICABLE TO FINISHED FLOOR ELEVATION; PROVIDING A PENALTY IN AN 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*

Public Works Director, Steve Smith presented this item:

In August 2020, the City Council took action to approve an update to the City's Drainage Ordinance. This action was a result of a request from Harris County and a recommendation from the City's Drainage Committee. Harris County recommended that all cities adopt the County's minimum standards to be consistent across all of Harris County. This requirement added a minimum foundation elevation requirement based on the NOAA Atlas 14 Rain Data.

Harris County reviewed the City's revised ordinance and is recommending a few additional changes which include:

1. Adding the 500-yr event and related areas called "Areas of Moderate Flood Hazard."
2. Adding a note that the current firm maps reference NAVD 1988, 2001 adjustment
3. Revising the header for Sec. 4-171 to be applicable to all construction.

After a discussion with the Drainage Committee, the Committee recommended a new ordinance be approved with these additional changes. This allows the City to be able to partner with Harris County on projects if this opportunity becomes available.

**A motion was made by Councilmember Smyre and seconded by Councilmember Brown to adopt Ordinance No. 21-548 an Ordinance amending the Code of Ordinances of the City of Bunker Hill Village, Texas as recommended by the City's Drainage Committee.**

**The motion carried 4 – 0.**

**XIII. CONSIDERATION AND POSSIBLE ACTION ON APPROVING RESOLUTION NO. 03-23-21, A RESOLUTION BY THE CITY OF BUNKER HILL VILLAGE, TEXAS SUSPENDING THE MAY 3, 2021 EFFECTIVE DATE OF THE PROPOSAL BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – HOUSTON DIVISION TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2020 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL - Karen Glynn, City Administrator**

City Administrator Karen Glynn presented this item:

The City has received a request from CenterPoint regarding utility rates. Bunker Hill participates in the Gulf Coast Coalition of Cities ("GCCC"), a coalition of similarly situated cities served by CenterPoint that have joined together to efficiently and cost effectively review and respond to issues affecting rates charged in the CenterPoint's service area. The legal counsel for the GCCC and our City Attorney are recommending all cities take action on this request.

The following was shared as provided by the legal counsel for the GCCC:

On March 4, 2021, CenterPoint Gas made Interim Rate Adjustment or "GRIP" filings with the cities in their Houston and Texas Coast divisions. For cities in the Houston Division, the company is seeking to increase rates to residential customers by \$.99 per month. This will increase the current residential customer charge from \$17.39 to \$18.38 per month. Last year the increase was \$.89 per month.

Increases are currently scheduled to go into effect on May 3, 2021.

Under the GRIP statute, cities may not challenge the Company's request. The only action is to suspend the effective date of the rate increase by 45 days.

Approval of the Resolution will serve as the City's denial and will be sent to CenterPoint and to the Coalition to suspend the effective date of the rate increase by 45 days.

A motion was made by Councilmember Brown and seconded by Councilmember Smyre to adopt Resolution No. 03-23-21, a Resolution by the City of Bunker Hill Village, Texas suspending the May 3, 2021 effective date of the proposal by CenterPoint Energy Resources Corp., D/B/A CenterPoint Energy Entex and CenterPoint Energy Texas Gas – Houston Division to implement interim grip rate adjustments for gas utility investment in 2020.

The motion carried 4 – 0.

**XIV. REVIEW, DISCUSSION AND DIRECTION ON NEEDED REPAIRS/REPLACEMENT OF THE CITY’S PUBLIC WORKS OPERATIONS BUILDING - Steve Smith, Director of Public Works/Building Official**

Public Works Director, Steve Smith presented this item:

At the February City Council Meeting, it was noted that repairs are needed for the City’s Public Works Operations Building. This has been discussed over the years with the City Council. It was the consensus of Council to consider this project following the recent winter storm and the efforts provided by the Public Works Team.

Staff presented concepts and needs of the City Hall site including the needs for the Utility System. Staff recommends ensuring room for a new water well and a second water tank on the site. There is an extension on the back building across the back of the property which is currently being used for storage. In order to make room for the utility needs, that extension could be moved to another location.

Staff shared a proposed layout to consolidate the small buildings into one building, a two-story metal building with the second floor unfinished in order to be available for future uses. The building would be connected (with some reconfiguration) to City Hall.

It was the Council’s consensus to pursue the project further by seeking the support of an architect to provide planning needs for the site and new building. Staff will move forward to outline a process and bring back to Council for approval.

**XV. 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. Monthly Financials December 2020
- B. Monthly Financials January 2021
- C. Monthly Financials February 2021
- D. Minutes of the February 22, 2021 Regular Council Meeting

- E. Ratify the appointment of Mr. Darrell Morrison, a qualified property tax paying elector of Harris County, as a director to the Gulf Coast Authority Board of Directors.
- F. RPS, Invoice No. 121040 in the amount of \$9,057.35 for professional services rendered from January 1, 2021 to January 29, 2021 under on-call services for miscellaneous services including Preparation and Attending City Council and Drainage Committee Meetings, Bunker Hill Elementary Traffic – City of Houston Permit Review, Drainage Issue on Kilts, and Wood Lane and Winshire Drainage Analysis
- G. RPS, Invoice No. 121041 in the amount of \$1,448.85 for professional services rendered from January 1, 2021 to January 29, 2021 under on-call services for Site Development Review
- H. RPS, Invoice No. 221014 in the amount of \$2,802.64 for professional services rendered from January 30, 2021 to February 26, 2021 under on-call services for miscellaneous services including Drainage Issue on Kilts and the Wood Lane and Winshire Drainage Analysis
- I. RPS, Invoice No. 221017 in the amount of \$2,011.08 for professional services rendered from January 30, 2021 to February 26, 2021 under on-call services for Site Development Review
- J. Langford Engineering, Inc., Invoice No. 23931 in the amount of \$18,242.27 for professional services rendered through January 29, 2021 for Design and Construction Phase Services for the replacement of Water Well No. 2 (New Water Well No. 5)
- K. Langford Engineering, Inc., Invoice No. 23932 in the amount of \$837.90 for professional services rendered through January 29, 2021 for Construction Services for the Water Well No. 5 Site Improvements
- L. Langford Engineering, Inc., Invoice No. 23933 in the amount of \$225.00 for professional services rendered through January 29, 2021 for Emergency Repair of Water Well No. 1
- M. Langford Engineering, Inc., Invoice No. 23934 in the amount of \$9,075.04 for professional services rendered through January 29, 2021 for Water Plant No. 2 Ground Storage Tank Recoating
- N. Langford Engineering, Inc., Invoice No. 23935 in the amount of \$1,182.90 for professional services rendered through January 29, 2021 for General Engineering Services including Booster Pumps, Risk and Resilience Assessment, and Updates to Maps
- O. W.W. Payton Corporation, Invoice No. 1 and Final in the amount of \$5,600.00 for services performed for the Removal and Replacement of Valves at Water Plan No. 2
- P. Probstfeld & Associates, Invoice No. 62766 in the amounts of \$155.00 for professional services rendered in January 2021 for engineering services for drainage site development review
- Q. Probstfeld & Associates, Invoice No. 62767 in the amounts of \$80.00 for professional services rendered in January 2021 for engineering services for drainage site development review
- R. Probstfeld & Associates, Invoice No. 62768 in the amounts of \$80.00 for professional services rendered in January 2021 for engineering services for drainage site development review

- S. Probstfeld & Associates, Invoice No. 62765 in the amounts of \$685.00 for professional services rendered in January 2021 for engineering services for drainage site development review
- T. Probstfeld & Associates, Invoice No. 62883 in the amounts of \$320.00 for professional services rendered in February 2021 for engineering services for drainage site development review
- U. Probstfeld & Associates, Invoice No. 62914 in the amounts of \$685.00 for professional services rendered in February 2021 for engineering services for drainage site development review
- V. Viking Industrial Painting, Invoice No. 19121-002 in the amount of \$74,790.00 for services rendered through February 2021 to Repair and Repaint the Ground Storage Tank at Water Plant No. 2

Item V was removed from consent agenda by Staff and will be brought back to the April meeting.

**A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve the consent agenda items A through U.**

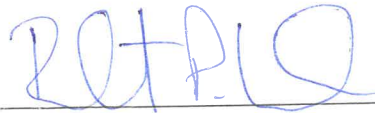
**The motion carried 4– 0.**

**XVI. ADJOURN**

**A motion was made by Councilmember Brown and seconded by Councilmember Smyre to adjourn the meeting at 8:09 p.m.**

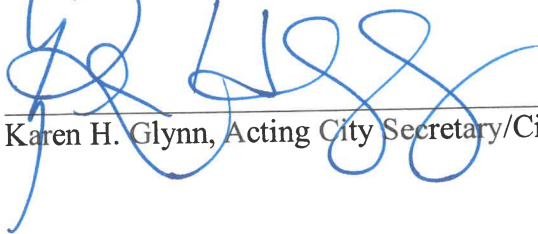
**The motion carried 4 - 0.**

Approved and accepted on April 20, 2021.



Robert P. Lord, Mayor

ATTEST.



Karen H. Glynn, Acting City Secretary/City Administrator