

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
BOARD OF DIRECTORS OF BHV, INC.
SEPTEMBER 19, 2023**

I. CALL TO ORDER

Vice President Susan Schwartz called the meeting to order at 4:38 p.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present

Robert Lord, President *entered meeting at 4:49 p.m.*

Susan Schwartz, Vice President

Keith Brown, Member

Carl Moerer, Member

Eric Thode, Member

Laurie Rosenbaum, Secretary *entered meeting at 5:06 p.m.*

Will Franklin, Treasurer *via Zoom*

Staff in Attendance

Gerardo Barrera, Assistant Secretary of the Board of Directors/ City Administrator

Susan Grass, Assistant Treasurer of the Board of Directors/ Finance Director

Elvin Hernandez, Director of Public Works

Loren Smith, City Attorney

Jennifer Namie, Assistant to the City Secretary

Mallory Pack, Management Analyst

II. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE PURCHASE OF ITEMS FOR THE CITY OF BUNKER HILL VILLAGE PUBLIC WORKS AND DISASTER OPERATIONS BUILDING AS FUNDING BECOMES AVAILABLE

At the June 2023 meeting, the Board approved to support and fund the Public Works and Disaster Operations Building Enhancement Project. This will be facilitated through a fundraising campaign that will offer residents (and the general public) an opportunity to make a tax-deductible donation towards enhancements and internal furnishings of the new facility that were not funded in the overall project.

Staff presented priority items necessary to furnish the facility that ensures an adequate workspace for staff.

Member Brown stated that the City should fund the basic furnishings. However, staff noted that the City's budget did not include funding for these items, which was the intent of establishing BHV, Inc.

Board discussion included the following:

- Allocate funds for furnishings not included in the City's budget

- Fund items such as workstation chairs, chair mats, monitors, and PC connections to be used by Public Works personnel

A motion was made by Member Thode and seconded by Member Moerer to authorize the purchase of items for the City of Bunker Hill Village Public Works and Disaster Operations Building as funds become available.

A motion was made by Councilmember Brown to amend the motion to include funding specifically cover workstation chairs, chair mats, monitors, and PC connections of up to \$4,000.00. The motion was withdrawn.

Secretary Rosenbaum and Board member Franklin abstained.

The motion carried 4-3

III. CONSIDERATION AND POSSIBLE ACTION TO APPROVE FUNDRAISING EFFORTS TO ASSIST WITH THE CITY OF BUNKER HILL VILLAGE PUBLIC WORKS AND DISASTER OPERATIONS BUILDING ENHANCEMENT PROJECT

Staff presented fundraising initiatives to acknowledge donor contributions at the facility.

To increase participation in the fundraiser, staff proposed implementing donation tiers where donors can choose from various levels and receive a tangible item at the facility corresponding to their donation. Initiatives encompassed options such as brick pavers and a wall plaque featuring donor names.

A motion was made by Member Thode and seconded by Member Brown to approve fundraising efforts to assist with the City of Bunker Hill Village Public Works and Disaster Operations Building Enhancement Project.

The motion carried 7-0

IV. CONSIDERATION AND POSSIBLE ACTION REGARDING RESOLUTION NO. 09-19-2023, A RESOLUTION OF THE BOARD OF DIRECTORS OF BHV, INC. AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF BUNKER HILL VILLAGE TO OPEN AN ACCOUNT WITH INDEPENDENT FINANCIAL, TO PROVIDE DEPOSITORY AND RELATED BANKING SERVICES AND TO EXECUTE ALL REQUIRED CONTRACTS, AGREEMENTS, AND DOCUMENTATION

Staff recommended that the Board open an account at Independent Financial, the City's primary depository bank, to receive donor funds for the project. The Board recommended Will Franklin be a secondary signatory.

A motion was made by Vice-President Schwartz and seconded by Member Thode to approve Resolution No. 09-19-2023, authorizing the City Administrator to open an account with Independent Financial to provide depository and related banking services and to execute all required contracts, agreements, and documentation.

The motion carried 7-0

V. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE MINUTES FOR THE JUNE 20, 2023 MEETING

A motion was made by Member Brown and seconded by Vice-President Schwartz to approve the minutes of the June 20, 2023 meeting.

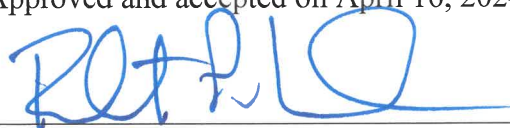
The motion carried 7-0

VI. ADJOURN

A motion was made by Member Brown and seconded by President Lord to adjourn the meeting at 5:22 p.m.

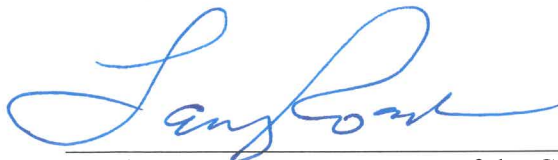
The motion carried 7-0

Approved and accepted on April 16, 2024.



Robert P. Lord, President

ATTEST:



Laurie Rosenbaum, Secretary of the Corporation