

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
SEPTEMBER 15, 2026**

I. CALL TO ORDER

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

Present

Mayor Keith Brown
Mayor Pro-Tem Susan Schwartz
Councilmember Eric Thode
Councilmember Carl Moerer
Councilmember Hunter Cameron (left at 6:14 p.m.)
Councilmember Andrew Poor

Staff in Attendance

Gerardo Barrera, City Administrator
Susan Grass, Finance Director
Elvin Hernandez, Public Works Director
Loren Smith, City Attorney, Olson & Olson
Mallory Pack, City Secretary

II. PLEDGE OF ALLEGIANCE

Mayor Brown led the Pledge of Allegiance.

III. CITIZENS' COMMENTS

Shahla Aly, 401 Bunker Hill Road, spoke regarding the City's drainage requirements.

IV. PRESENTATION, PUBLIC HEARING, CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING THE CITY OF BUNKER HILL VILLAGE, TEXAS, ANNUAL BUDGET FOR THE YEAR 2027, MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; ESTABLISHING THE PROCEDURE FOR INTRA-BUDGET TRANSFERS; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT

The annual budget process is the single most important financial responsibility of a local government. City staff presented assumptions, capital projects, and priorities for the FY 2027 Proposed Budget for City Council feedback and direction at the July 15, 2026, Budget Workshop.

The FY 2027 Proposed Budget totals \$27.75 million, consisting of \$13.3 million (47.92%) for capital improvements, \$13.35 million (48.13%) for operating expenses – including police, fire, water and wastewater, and solid waste services – and \$1.095 million (3.95%) for the City’s debt obligation. Public safety accounts for 20% of the total operating budget and 75% of General Fund operating costs. The budget is designed to support the City’s long-term financial and operational stability while preparing for future needs and continued success.

The FY 2027 Proposed Budget was filed with the City Secretary on August 4, 2026, and the Notice of Public Hearing was published in the Memorial Examiner on August 19, 2026.

In accordance with Chapter 102.006 of the Texas Local Government Code, City Council held a public hearing at the September 15, 2026, meeting to receive public input on the FY 2027 Proposed Budget.

Mayor Brown opened the Public Hearing on the 2027 Budget at 5:21 p.m.

THE PURPOSE OF THE PUBLIC HEARING IS TO RECEIVE COMMENTS FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING THE 2027 PROPOSED BUDGET

There were no public comments.

Mayor Brown closed the Public Hearing on the 2027 Budget at 5:21 p.m.

State law requires that the budget be adopted by a recorded vote following the public hearing and before the tax rate is adopted.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve by record vote Ordinance No. 26-673 to adopt the FY 2027 Budget.

Record Vote

Mayor Brown.....	Present, does not vote
Councilmember Schwartz	Yes
Councilmember Thode.....	Yes
Councilmember Moerer.....	Yes
Councilmember Cameron.....	Yes
Councilmember Poor.....	Yes

The motion carried 5-0

V. PRESENTATION, PUBLIC HEARING, CONSIDERATION AND POSSIBLE ACTION TO ADOPT THE 2026 TAX RATE

One of the most important steps in the annual budget process is setting the property tax rate. Section 26.05 of the Texas Tax Code requires municipalities that levy a property tax to approve the tax rate by September 30th or by the 60th day after the taxing unit receives the certified roll, whichever date is later, regardless of the date their fiscal year starts.

At the August 4, 2026, Special Meeting, City Council approved a proposed tax rate of \$0.271000 to fund the FY 2027 Budget. The tax rate is allocated as follows to support the City's debt service, operations, and the capital improvement program:

Maintenance and Operations (M&O)	\$0.236751
Debt Service	\$0.034249
Total Proposed Tax Rate	\$0.271000

The proposed tax rate of \$0.271000 to support the FY 2027 Budget is the same as the City's current adopted tax rate of \$0.271000.

The proposed Truth-in-Taxation tax rate calculations are as follows:

Proposed Tax Rate	\$0.271000
No New Revenue Tax Rate	\$0.263243
Voter Approved Tax Rate	\$0.290302
De Minimis Tax Rate	\$0.282827

Because the proposed tax rate of \$0.271000 exceeds the No-New-Revenue rate, the Truth-in-Taxation provisions and Section 26.05 of the Texas Tax Code require a public hearing before the tax rate is adopted. Accordingly, City Council held a public hearing at the September 15, 2026, meeting to receive public input on the proposed tax rate. Notice of Public Hearing was published in the Memorial Examiner on August 19, 2026.

Mayor Brown opened the Public Hearing on the 2026 Tax Rate at 5:23 p.m.

THE PURPOSE OF THE PUBLIC HEARING IS TO RECEIVE INPUT FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING THE 2026 PROPOSED PROPERTY TAX RATE TO SUPPORT THE 2027 BUDGET

There were no public comments.

Mayor Brown closed the Public Hearing on the 2026 Tax Rate at 5:23 p.m.

Pursuant to Section 26.05(a) of the Texas Tax Code, City Council must take separate action by record vote to adopt the tax rate as well as the maintenance and operations component and the debt service component of the tax rate.

A. CONSIDERATION AND POSSIBLE ACTION TO RATIFY THE PROPOSED TAX RATE OF \$0.271000 PER \$100 OF ASSESSED VALUATION THAT WILL GENERATE MORE REVENUE THAN THE 2026 BUDGET

A motion was made by Councilmember Poor and seconded by Councilmember Cameron to ratify by record vote the proposed tax rate of \$0.271000 per \$100 valuation that will generate more revenue than the FY 2026 Budget.

Record Vote

Mayor Brown.....	Present, does not vote
Councilmember Schwartz	Yes
Councilmember Thode.....	Yes
Councilmember Moerer.....	Yes
Councilmember Cameron.....	Yes
Councilmember Poor.....	Yes

The motion carried 5-0

B. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE 2026 PROPOSED MAINTENANCE AND OPERATING TAX RATE OF \$0.236751 PER \$100 OF ASSESSED VALUATION ON ALL AUTHORIZED PROPERTY WITHIN THE CITY TO FUND THE 2027 BUDGET

A motion was made by Councilmember Schwartz and seconded by Councilmember Cameron to approve by record vote the maintenance and operations property tax rate of \$0.236751 per \$100 valuation for the purposes of maintenance and operations. The tax rate will effectively be raised by 1.52 percent and will raise taxes for maintenance and operations on a \$100,000 taxable value by approximately (\$3.26).

Record Vote

Mayor Brown.....	Present, does not vote
Councilmember Schwartz	Yes
Councilmember Thode.....	Yes
Councilmember Moerer.....	Yes
Councilmember Cameron.....	Yes
Councilmember Poor.....	Yes

The motion carried 5-0

C. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE 2026 PROPOSED DEBT SERVICE TAX RATE OF \$0.034249 PER \$100 OF ASSESSED VALUATION ON ALL AUTHORIZED PROPERTY WITHIN THE CITY TO FUND THE 2026 DEBT OBLIGATION

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve by record vote the debt service property tax rate of \$0.034249 per \$100 valuation for the purposes of debt service.

Record Vote

Mayor Brown.....	Present, does not vote
Councilmember Schwartz	Yes
Councilmember Thode.....	Yes
Councilmember Moerer.....	Yes
Councilmember Cameron.....	Yes
Councilmember Poor.....	Yes

The motion carried 5-0

D. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE YEAR 2026 AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH

A motion was made by Councilmember Schwartz and seconded by Councilmember Poor to approve by record vote that the property tax rate be increased by the adoption of the tax of \$0.271000, which is effectively a 2.95 percent increase in the tax rate.

Record Vote

Mayor Brown.....	Present, does not vote
Councilmember Schwartz	Yes
Councilmember Thode.....	Yes
Councilmember Moerer.....	Yes
Councilmember Cameron.....	Yes
Councilmember Poor.....	Yes

The motion carried 5-0

VI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING SECTION 16-26, (1)-(5) OF ARTICLE II OF CHAPTER 16 THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 16-26, (1)-(5); ESTABLISHING RATES TO BE CHARGED BY THE CITY FOR WATER AND SANITARY SEWER SERVICES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY – *Susan Grass, Finance Director*

During the annual budget process, staff reviews utility rates to determine whether charges will generate adequate revenue to operate and maintain city utilities and associated infrastructure. Following the adoption of the Fiscal Year (FY) Budget, City Council must establish the annual utility rates for water and wastewater services for the upcoming year.

The Adopted FY 2027 Budget includes a 6% increase to the base rate for residential water, non-residential water, and irrigation rates. No changes to the rate structure were recommended.

Staff recommended an effective date of December 16, 2026, for the new utility rates.

The rate adjustments will be communicated to residents through V-Linc, the newsletter, and the City's website.

A motion was made by Councilmember Cameron and seconded by Councilmember Poor to approve Ordinance No. 26-675, establishing the FY 2027 water, wastewater, and irrigation rates with an effective date of December 16, 2026.

The motion carried 3-2

Councilmembers Thode and Schwartz opposed.

VII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, BY DELETING SECTION 16-26 (6) OF ARTICLE II OF CHAPTER 16 THEREOF AND SUBSTITUTING THEREFORE A NEW SECTION 16-26 (6); ESTABLISHING RATES TO BE CHARGED BY THE CITY FOR SOLID WASTE AND RECYCLING SERVICES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY – Susan Grass, Finance Director

Following the adoption of the Fiscal Year (FY) Budget, City Council must establish the annual rate for solid waste and recycling collection services for the upcoming year. The current rate is based on a 6 ½ year contract with Texas Pride approved in June 2022.

The FY 2027 Adopted Budget includes a 4% increase for solid waste and recycling services. The proposed rate for FY 2027 is \$83.24, accounting for two (2) months of services and includes required taxes, administrative costs, and CPI increase.

Staff recommended an effective date of December 16, 2026, for the new solid waste and recycling services rate.

The rate adjustments will be communicated to residents through V-Linc, the newsletter, and the City's website.

A motion was made by Councilmember Moerer and seconded by Councilmember Thode to approve Ordinance No. 26-676, establishing the solid waste and recycling collection rates for FY 2027 with an effective date of December 16, 2026.

The motion carried 5-0

VIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING A SCHEDULE 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 – Elvin Hernandez, Public Works Director

As part of the annual budget process, staff reviews the building and development fee schedule to ensure that the rates are sufficient to cover the actual administrative cost of providing these services. The current fee schedule was approved at the January 20, 2026, City Council meeting. At that time, revisions included consolidating residential and commercial utility reconnect fees into a single, uniform utility reconnection fee. No other fee adjustments were recommended.

During the FY 2027 budget process, a thorough review of the fee schedule was completed, including benchmarking fees with comparable cities and evaluating costs associated with third-party engineering consultants and professional services.

Staff recommended the following fee changes:

- **Synthetic Turf Engineering Review** – Recommended fee increase to cover engineering costs associated with reviewing synthetic turf permit applications.
- **Board of Adjustment Application** – Recommended fee increase for processing variance requests, including legal review and providing required public notices.
- **Credit & Debit Card Service Fee** – The City currently absorbs all processing fees associated with credit and debit card transactions for services such as utilities, building permits, and Municipal Court. At the August 18, 2026, meeting, Council discussed implementing a credit and debit card processing fee to reduce the costs incurred by the City and directed staff to report the 12-month average at the September Council meeting.

Following review of credit and debit card sales and associated merchant service fees between July 2025 and July 2026, staff recommended a 4% processing fee per credit card transaction:

	Acct 1		Acct 2		Combined		Combined	Average %
Month	Total Sales	Fees	Total Sales	Fees	Total Sales	Fees	Billed to City	
Jul-25	\$ 68,531.32	\$ 2,805.62	\$ 16,030.97	\$ 680.25	\$ 84,562.29	\$ 3,485.87		4.12%
Aug-25	\$ 519,152.45	\$ 18,351.66	\$ 15,475.84	\$ 661.32	\$ 534,628.29	\$ 19,012.98		3.56%
Sep-25	\$ 70,788.15	\$ 3,078.61	\$ 15,017.15	\$ 738.87	\$ 85,805.30	\$ 3,817.48		4.45%
Oct-25	\$ 488,638.79	\$ 17,465.81	\$ 11,373.96	\$ 549.01	\$ 500,012.75	\$ 18,014.82		3.60%
Nov-25	\$ 118,112.82	\$ 5,046.70	\$ 13,335.62	\$ 549.07	\$ 131,448.44	\$ 5,595.77		4.26%
Jan-26	\$ 118,349.19	\$ 4,536.92	\$ 2,957.26	\$ 251.32	\$ 121,306.45	\$ 4,788.24		3.95%
Feb-26	\$ 466,626.12	\$ 16,580.18	\$ 10,630.38	\$ 508.01	\$ 477,256.50	\$ 17,088.19		3.58%
Mar-26	\$ 88,824.05	\$ 3,726.26	\$ 15,024.07	\$ 769.57	\$ 103,848.12	\$ 4,495.83		4.33%
Apr-26	\$ 384,454.15	\$ 14,021.29	\$ 16,932.60	\$ 748.99	\$ 401,386.75	\$ 14,770.28		3.68%
May-26	\$ 92,156.36	\$ 3,681.45	\$ 12,731.90	\$ 600.97	\$ 104,888.26	\$ 4,282.42		4.08%
Jun-26	\$ 515,583.62	\$ 18,384.71	\$ 13,109.50	\$ 524.37	\$ 528,693.12	\$ 18,909.08		3.59%
Jul-26	\$ 90,447.06	\$ 3,581.57	\$ 34,358.00	\$ 1,246.14	\$ 124,805.06	\$ 4,827.71		3.88%
Total 12 Months	\$ 3,021,664.08	\$ 111,260.78	\$ 176,977.25	\$ 7,827.89	\$ 3,198,641.33	\$ 119,088.67		3.93%

Note: 12 months of data shown. Sales are higher in odd months when utility billing is collected.
Staff recommends 4% processing fee.

Staff recommended an effective date of January 1, 2027, for the fee schedule to allow appropriate time to communicate fee schedule adjustments to contractors and residents.

A motion was made by Councilmember Moerer and seconded by Councilmember Poor to approve Resolution No. 09-15-2026, adopting the City’s building and development fee schedule with an effective date of January 1, 2027.

The motion carried 5-0

IX. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT

A. Update on Activities – Chief Schultz provided an update on activities, including personnel, calls for service, and the 2026 Budget.

- 64% of the budget has been expended to date. The Department is currently tracking to be under budget for the year.
- In response to nationwide concerns regarding the use of Flock/ ALPR systems, Chief Schultz presented an ALPR audit report detailing system usage by authorized personnel. He noted that the out-of-state look-up feature has been disabled and that access to “hotlists” of flagged license plates is limited to MVPD command staff and dispatchers. The audit report will be completed monthly and made available to the public.
- Chief Schultz stated that ALPR technology is an effective tool for tracking and responding to crime. He reported on a recent case in which officers received a report of a stolen vehicle and, by utilizing the ALPR system, identified a suspect vehicle and recovered the stolen vehicle within two (2) hours.
- The Department is fully staffed.
- MVPD responded to 2,754 calls for service in Bunker Hill Village during August. The average response time was 2:15.
- MVPD successfully completed its re-accreditation process. The accreditation status will remain in effect for three (3) years.
- Patrols are conducting construction site checks at night to deter theft and other criminal activity.
- The Department received donations to fund the purchase of a new drone and a new vehicle that will be equipped with drone technology.

X. VILLAGE FIRE DEPARTMENT REPORT

A. Update on Activities – Report on activities, staffing, calls for service, and response times.

City Administrator Barrera reported the following:

- The average response time was 5:29 during August for Bunker Hill Village.
- The Department has expended 58% of personnel and 46% of operational expenses to date. Operational expenses are expected to increase later in the year as annual contracts are paid out.
- EMS revenue is \$265,000 to date.
- 371 individuals have completed CPR training to date.
- The Department is fully staffed.

XI. MAYOR’S REPORT

A. Report on Activities and Upcoming Events

- Mayors’ Meetings – The Mayors met with Jon Bonck, candidate for U.S. Congress TX-38, to discuss the upcoming legislative session and legislation that could negatively impact the Memorial Villages.

- B. Proclamation – Mayor Brown issued a proclamation recognizing October 5, 2026, as “World Teachers’ Day.”

XII. CITY ADMINISTRATOR’S REPORT

A. Report on Activities and Upcoming Events

- Memorial Villages Recycling Event – *Saturday, October 24, 2026* – The event will be hosted at Hedwig Village City Hall.
- Twinkle Light Parade – *Thursday, December 17, 2026* – The parade will start at Frostwood Elementary and conclude at Memorial Drive Presbyterian Church for an outdoor holiday event.

B. Public Works Director Report

- Development Report – Public Works Hernandez presented the number of permits issued in August 2026.
- CIP Project Update
 - Taylorcrest Groundwater Storage Tank Design – Plans are at 90% design.
 - Drainage – Public Works crews continue to address drainage concerns reported by residents.
 - Memorial and Gessner – Design plans have reached 60% completion. A town hall will be scheduled to discuss the project with the public.

C. Finance Director Report

- Investments and Opportunities – The City continues to take advantage of favorable interest rates.

Finance Director Grass reported that staff is working with Valley View Consulting to evaluate the nine (9) bids received for bank depository services. Staff expects to recommend a contract for award at the November 17, 2026, City Council meeting.

XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AUTHORIZING THE ISSUANCE OF CITY OF BUNKER HILL VILLAGE, TEXAS, COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2026 – Susan Grass, Finance Director

This item was taken out of order and presented after item VIII

At the June 16, 2026, meeting, City Council approved Resolution No. 06-16-2026B (authorizing publication of the Notice of Intent to Issue Certificates of Obligation) and Resolution No. 06-16-2026C (expressing intent to reimburse expenditures with proceeds of a borrowing) regarding the Certificates of Obligation to be issued to fund identified water and wastewater infrastructure projects.

The City's Financial Advisor, Masterson Advisors, and City staff have confirmed the City's AAA bond rating from S&P Global Ratings for this issuance.

As outlined in the Plan of Finance, the total debt issuance is an amount not to exceed \$6,000,000. Funds from the issuance will be used to fund the rehabilitation of the power systems at City Hall and Taylorcrest Water Plants, Water Line Replacement Packages 1 and 2, and the Ground Water Storage Tank at Taylorcrest. The financing plan assumes a 20-year repayment period, with debt service to be supported through the Debt Service Fund. The bid/ sale process was conducted on September 15, 2026, with the City's Bond Counsel, Hunton Andrews Kurth LLP.

Kristin Blomquist with Masterson Advisors attended the meeting and presented a Financing Summary. Ms. Blomquist stated that the sale process was conducted at 10:00 a.m. on September 15, 2026. The Certificates of Obligation were purchased by Bok Securities at a 4.34% rate.

Staff recommended Council approve an ordinance authorizing the issuance of the Certificates of Obligation. This action will establish the final terms of the issuance based on the results of the sale and authorize the execution and delivery of all necessary documents.

A motion was made by Councilmember Schwartz and seconded by Councilmember Thode to approve Ordinance No. 26-677, authorizing the issuance of Certificates of Obligation, Series 2026.

The motion carried 5-0

XIV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ENGAGEMENT LETTER WITH BROOKS WATSON & COMPANY FOR FISCAL YEAR 2026 AUDIT SERVICES IN THE AMOUNT OF \$29,000.00 WITH AN OPTION TO APPROVE FISCAL YEAR 2027 AND 2028 AUDIT SERVICES AT SET RATES – Susan Grass, Finance Director

At the September 16, 2025, meeting, City Council discussed and directed staff to issue a Request for Proposals (RFP) for professional audit services. Staff solicited formal proposals for audit services for the years ending 2026, 2027, and 2028, with two (2) optional one-year renewals thereafter. The RFP notice was published in the Memorial Examiner on June 24, 2026, and July 1, 2026.

Four (4) qualified bids were received from the following firms:

- BrooksWatson & Co.
- Blazek & Vetterling
- Carr, Rigss & Ingram
- Crowe, LLP

All proposals were evaluated based on three (3) sets of criteria: Mandatory Elements, Technical Quality, and Price. Following review, staff selected BrooksWatson & Co. as the firm scoring the highest and meeting all the requirements of the City.

On August 10, 2026, staff met with the Finance Committee to review and discuss the proposals received. After review and checking references, staff recommended selecting BrooksWatson & Co. as the City's Auditor. The Finance Committee approved the selection and directed staff to present the selection to City Council for formal approval.

The estimated fee for the annual audit services for FY 2026 is \$29,000. Additionally, BrooksWatson & Co. has proposed a fee structure for Single Audit work, with a base fee of \$5,500 plus \$1,750 for each major program. A Single Audit will be required for FY 2026 with one major program anticipated.

The fees for FY 2027 and FY 2028 audit services are as follows:

Financial Statement Audit	
Fiscal Year	Fee
2027	\$30,160
2028	\$31,350

The contract has been reviewed by the City Attorney.

A motion was made by Councilmember Schwartz and seconded by Councilmember Moerer to approve a three (3) year services agreement with BrooksWatson & Co. for professional auditing services for FY 2026-2028 at set rates with two (2) optional one-year renewals.

The motion carried 5-0

XV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 8 THROUGH 12 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2026; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – Susan Grass, Finance Director

City staff presented a revised budget for Fiscal Year (FY) 2026 based on year-end projections. Adopting a revised budget provides a more accurate reflection of the City's current financial position and ensures a more accurate depiction of the fund balance as used in the preparation and adoption of the FY 2027 Budget.

In the past, Council has amended the budget based on year-end actuals. Since the 2027 Budget makes assumptions about the current year's available fund balance for use in the 2026 Budget, staff recommended that Council approve a budget amendment based on current year-end projections to ensure projected ending fund balance availability. As the end of the 2026 fiscal/ calendar year approaches, line-item budgets will more accurately reflect expenditures/expenses that staff can rely upon when making purchases. This will also help prepare for the annual audit.

Budget amendments 8 through 12 compare the FY 2026 Adopted Budget (that includes budget amendments 1-7) to the FY 2026 year-end projections, including both revenues and expenditures/expenses for all funds, to see the changes.

The end result will fall to the bottom line and increase or decrease fund balance in the current year. The increase/decrease in fund balance will be as follows:

- General Fund decrease fund balance \$24,700
- Utility Fund decrease fund balance \$35,000
- General Fund Construction Fund increase fund balance \$320,000

- Utility Fund CIP decrease fund balance \$50,000
- Beautification decrease fund balance \$1,063

City of Bunker Hill Village
Adopted 2026 Budget
General Fund

Amendment No. 8

Account #	Description	2026 Adopted Budget	2026 Amendment No.8	Change
01 00-00-4010	Taxes - Current Year	7,134,878.00	7,144,878.00	10,000.00
01 00-00-4020	Taxes - Prior Years	30,000.00	15,000.00	(15,000.00)
01 00-00-4120	Sales Tax Revenue	348,000.00	350,000.00	2,000.00
01 00-00-4310	Permits - Animal Licenses	5,000.00	6,000.00	1,000.00
01 00-00-4920	Miscellaneous Income	110,000	210,300	100,300
TOTAL General Fund REVENUES		7,627,878	7,726,178	98,300
Personnel				
01 00-00-5110	Payroll Taxes - FICA Employer	50,000	55,000	5,000
01 00-00-5120	Payroll Taxes - TWC	1,500	2,000	500
01 00-00-5210	Retirement - TMRS Employer	110,000	115,000	5,000
01 00-00-5340	Insurance - Medical	69,000	81,000	12,000
TOTAL Personnel		230,500	253,000	22,500
Public Safety				
01 00-00-5602	Police Department	2,860,165	2,960,465	100,300
TOTAL Public Safety		2,860,165	2,960,465	100,300
Commodities				
01 00-00-6491	Janitor Supplies	1,000	1,200	200
TOTAL Commodities		1,000	1,200	200
TOTAL General Fund EXPENDITURES		3,091,665	3,214,665	123,000
Over (Under) Amendment				(24,700)

City of Bunker Hill Village
Adopted 2026 Budget
Utility Fund

Amendment No. 9

Account #	Description	2026 Adopted Budget	2026 Amendment No.9	Change
Utility Fund Expenses				
Personnel				
04 00-00-5010	Wages	570,000	575,000	5,000
04 00-00-5110	Payroll Taxes - FICA Employer	47,500	50,000	2,500
04 00-00-5210	Retirement - TMRS Employer	118,000	122,000	4,000
04 00-00-5340	Insurance - Medical	97,000	120,000	23,000
TOTAL Personnel		832,500	867,000	34,500
Maintenance				
04 00-00-7520	Water Well/Pumps	49,500	37,000	(12,500)
04 00-00-7535	Water Lines	53,000	40,500	(12,500)
04 00-00-7540	Water - Water Meters	20,000	45,000	25,000
04 00-00-7610	Wastewater - Lines	25,000	85,000	60,000
TOTAL Maintenance		147,500	207,500	60,000
Contracted Services				
04 00-00-7502	Professional Services - Accounting	23,000	23,500	500
04 00-00-8003	WW Treatment Fee	2,000,000	1,940,000	(60,000)
TOTAL Contract Services		2,023,000	1,963,500	(59,500)
TOTAL M&O UTILITY		3,003,000	3,038,000	35,000
Over (Under) Amendment				(35,000)

**City of Bunker Hill Village
Adopted 2026 Budget
Construction Fund**

Amendment No. 10

Account #	Description	2026 Adopted Budget	2026 Amendment No.10	Change
Capital Outlay				
06-00-00-9184.15	Strey Ln Overlay	320,000	-	320,000
TOTAL Capital Outlay		320,000	-	320,000

**City of Bunker Hill Village
Adopted 2026 Budget
Utility Construction Fund**

Amendment No. 11

Account #	Description	2026 Adopted Budget	2026 Amendment No.11	Change
Capital Outlay				
07 00-00-9184.05	WW#3 Emergency Power Improvements	-	50,000	(50,000)
TOTAL Capital Outlay		-	50,000	(50,000)

**City of Bunker Hill Village
Adopted 2026 Budget
Construction Fund**

Amendment No. 12

Account #	Description	2026 Adopted Budget	2026 Amendment No.12	Change
06 00-00-8832	Beautification	40,000	41,063	(1,063)
TOTAL Expenditures		40,000	41,063	(1,063)

A motion was made by Councilmember Poor and seconded by Councilmember Schwartz to approve Ordinance No. 26-678, amending the FY 2026 Adopted Budget.

The motion carried 4-0

XVI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND PRECISION INFRASTRUCTURE MANAGEMENT IN THE AMOUNT OF \$50,000.00 FOR LOCALIZED DRAINAGE IMPROVEMENTS ON BROKEN BOUGH DRIVE – Elvin Hernandez, Public Works Director

The City's Five-Year Capital Improvement Plan (CIP) includes funding for localized drainage improvements to enhance stormwater management, reduce flood risks, and optimize drainage reliability through proper maintenance.

In response to resident concerns regarding drainage and ponding on reported streets, a topographical feasibility survey was conducted to evaluate curb lines and drainage conditions to identify areas in need of improvement. Following this survey work, staff requested and received a proposal from Precision Infrastructure Management (PIM) for drainage improvements on Broken Bough.

The survey work identified 682 linear feet of Broken Bough in need of drainage repairs to mitigate persistent street ponding. Using a specialized concrete-cutting process, PIM will reshape the existing

curb and gutter pans to restore positive water flow toward the storm drains near Knipp Road in an effort to reduce street ponding and improve drainage along curb lines.

To obtain the best value and meet purchasing requirements, the use of interlocal cooperative purchasing programs allows the City to leverage the purchasing potential and benefit from economies of scale. All contracts are competitively bid and awarded in compliance with State procurement requirements. After vetting multiple competitive contracts through various interlocal cooperative purchasing programs and evaluating overall competitive pricing, staff recommended awarding a contract to Precision Infrastructure Management in the amount of \$50,000.00. The City previously contracted with PIM in December 2025 for a limited-scope pilot program that successfully eliminated significant street ponding and drainage issues at locations identified through resident reports.

The contract has been reviewed by the City Attorney.

A motion was made by Councilmember Thode and seconded by Councilmember Poor to approve a services agreement with Precision Infrastructure Management in the amount of \$50,000.00 for drainage improvements on Broken Bough Dr.

The motion carried 4-0

XVII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND BRIGHTVIEW LANDSCAPE SERVICES IN THE AMOUNT OF \$87,591.44 FOR ANNUAL TREE PLANTING AT IDENTIFIED LOCATIONS THROUGHOUT THE CITY – *Elvin Hernandez, Public Works Director*

The purpose of the City's Tree Ordinance, adopted by City Council on February 20, 1996, is to preserve and enhance the desirability of the City through thoughtful site planning, the preservation and protection of trees, tree replacement, and the enhancement of the City's urban tree canopy. The ordinance recognizes that trees are an important component of the City's character and contribute to the long-term quality, appearance, and desirability of the community.

The City upholds the objectives of the Tree Ordinance through the annual tree planting program. As part of the City's ongoing commitment to maintaining and enhancing the tree canopy, this year's planting initiative will include the planting and establishment of 47 specimen-grade trees along Knipp Road and Strey Lane. Trees will be 100-gallon, an increase in size from 65-gallon trees previously planted. This project will also include the installation of dedicated permanent irrigation, as well as the delivery, planting, mulching, and ring construction for 35 Eagleston Hollies, nine (9) Live Oaks, two (2) Cedar Elms, and one (1) Red Maple.

Following a competitive solicitation and evaluation process, staff recommended awarding a contract to BrightView Landscape in the amount of \$87,591.44 to complete annual tree planting at identified locations throughout the City. Planting will occur in late September or early October to take advantage of favorable fall weather conditions that support planting and root development.

Funding for this work is included in the Off-Site Tree Fund, which accounts for revenues and expenditures related to compliance with the City's Tree Ordinance. This fund was established as an alternative for development activities to ensure the minimum amount of tree density in the City is maintained when a resident chooses not to plant on their lot. When required trees cannot be planted

on private property, participants may contribute to fund tree planting in the City right-of-way (ROW), in compliance with the tree ordinance.

The contract has been reviewed by the City Attorney.

A motion was made by Councilmember Schwartz and seconded by Councilmember Moerer to approve a services agreement with BrightView Landscape Services in the amount of \$87,591.44 for annual tree planting at identified locations throughout the City.

The motion carried 4-0

XVIII. CONSIDERATION AND POSSIBLE ACTION TO RATIFY PAYMENTS EXCEEDING \$50,000

- A. Memorial Villages Water Authority, invoice no. 003-26-27 in the amount of \$54,465.72 for July 2026 wastewater treatment.
- B. Pavecon, application no. 25380026.1 in the amount of \$126,387.09 for the mill and overlay of Knipp Rd. completed through June 30, 2026.
- C. Pavecon, application no. 25380026.2 in the amount of \$298,196.65 for the mill and overlay of Knipp Rd. completed through July 31, 2026.
- D. Ram Rod Utilities, invoice no. 341 in the amount of \$155,807.75 for sanitary sewer rehab construction completed through June 24, 2026, on Strey Ln.
- E. Ram Rod Utilities, invoice no. 345 in the amount of \$98,935.98 for sanitary sewer rehab construction completed through July 25, 2026, on Strey Ln.

A motion was made by Councilmember Schwartz and seconded by Councilmember Poor to ratify payments exceeding \$50,000.00.

The motion carried 4-0

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 August 18, 2026, Regular City Council Meeting.
- B. August 2026 Financials.
- C. Check Register dated August 1, 2026, to August 21, 2026.
- D. IDS Engineering Group, invoice no. 0183606 in the amount of \$19,159.50 for professional services rendered from June 26, 2026, to July 25, 2026, for the replacement of GST 1 at Water Plant No. 1.
- E. IDS Engineering Group, invoice no. 0183607 in the amount of \$3,550.31 for engineering services completed from June 26, 2026, to July 25, 2026, for sanitary sewer rehab on Strey Ln.
- F. IDS Engineering Group, invoice no. 0183608 in the amount of \$783.80 for professional services rendered from June 26, 2026, to July 25, 2026, for Debris Hauling and Monitoring RFP management.
- G. IDS Engineering Group, invoice no. 0183899 in the amount of \$477.44 for professional services rendered from June 26, 2026, to July 25, 2026, for the Texas Water Development Board grant application.

- H. IDS Engineering Group, invoice no. 0183900 in the amount of \$1,933.47 for professional services completed from June 26, 2026, to July 25, 2026, for the development of a Water Conservation Plan as part of the Texas Water Development Board grant application.
- I. Langford Engineering, invoice no. 30340 in the amount of \$197.00 for professional services completed through July 31, 2026, for the waterline replacement project.
- J. Interlocal Cooperation Contract between the Municipal Court of the City of Bunker Hill Village, Texas, and the Texas Department of Public Safety (DPS) for the use of the Texas Conviction Reporting (TXCR) web-based portal.
- K. Interlocal Agreement between the City of Bunker Hill Village, Texas, and Harris County to house, support, maintain, and confine or detain city prisoners for the City of Bunker Hill Village in Harris County Jails.

A motion was made by Councilmember Thode and seconded by Councilmember Moerer to approve the Consent Agenda.

The motion carried 4-0

XX. ADJOURN

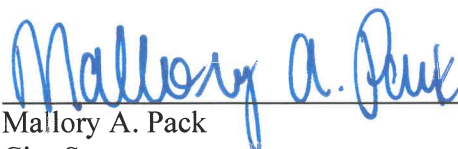
Mayor Brown adjourned the meeting at 6:43 p.m.

Approved and accepted on October 20, 2026.



Keith Brown
Mayor

ATTEST:



Mallory A. Pack
City Secretary