



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, AUGUST 15, 2017 AT 5:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS AT 11977 MEMORIAL DRIVE, HOUSTON, TEXAS, FOR THE PURPOSE OF DISCUSSION, AND IF DEEMED ADVISABLE BY THE CITY COUNCIL, ACTION ON THE FOLLOWING:

“The Mayor, City Council and Staff of Bunker Hill Village are committed to governing with integrity and fiscal responsibility. We are dedicated to creating a sense of community, ensuring the safety and well-being of our citizens, and preserving our unique character and quality of life so that we can pass on a greater and more beautiful city to future generations.”

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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.

IV. POLICE COMMISSIONER REPORT

- A. Update on Activities
- B. Report on National Night Out
- C. Consideration and Possible Action Regarding a Request from the Commission to utilize \$5,606.37 in funds ordered forfeited by the Court to the Memorial Villages Police Department to be placed into the MVPD Capital Contingency Account.
- D. Consideration and Possible Action Regarding a Request from the Commission to utilize a refund received totaling \$14,226.24 from the sale of Prudential Shares owned by the Village Mutual Insurance Group to be placed into the MVPD Capital Contingency Account.

V. FIRE COMMISSIONER REPORT

- A. Update on Activities

- VI. CONSIDERATION AND POSSIBLE ACTION ON AWARDING CHANGE ORDERS TO THE CITY'S EXISTING CONTRACT WITH T CONSTRUCTION INC. FOR THE CITY'S 2017 WASTEWATER REHAB PROJECT - *Steve Smith, Director of Public Works/ Building Official***

 - A. Change Order No. 2 - Increase contract amount by \$4,382.00 and approving a time extension of 5 calendar days
 - B. Change Order No. 3 - Increase the contract amount by an additional \$10,218.00
 - C. Change Order No. 4 – Increase the contract amount by an additional \$ 5,980.00

- VII. CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING A CHANGE ORDER TO THE CITY'S EXISTING CONTRACT WITH W. W. PAYTON CORP. FOR THE TAYLORCREST WATER PLANT REHAB PROJECT TO INCREASE THE CONTRACT AMOUNT BY AN ADDITIONAL \$17,800.00 AND APPROVING A TIME EXTENSION OF 14 CALENDAR DAYS - *Steve Smith, Director of Public Works/ Building Official***

- VIII. CONSIDERATION AND POSSIBLE ACTION ON AWARDING A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND RELIANCE CONSTRUCTION FOR CONSTRUCTION OF DRAINAGE IMPROVEMENTS ON WOOD LANE AS PART OF THE CITY'S LOCALIZED DRAINAGE PROJECTS IN THE AMOUNT OF \$210,605.20 AS RECOMMENDED BY THE CITY'S DRAINAGE COMMITTEE - *Steve Smith, Director of Public Works/ Building Official***

- IX. CONSIDERATION AND POSSIBLE ACTION ON A RECOMMENDATION TO THE CITY COUNCIL TO APPROVE A SHORT FORM FINAL PLAT FOR THE PROPERTY AT 302 BELIN MANOR AS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION – *Steve Smith, Building Official/Director of Public Works***

- X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 17-477 AMENDING SECTION 4-82, STORMWATER DRAINAGE MANAGEMENT PROGRAM AND THE LANDS TO WHICH ORDINANCE APPLIES, OF DIVISION 1, IN GENERAL, OF ARTICLE V. DRAINAGE AND FLOOD DAMAGE PREVENTION, OF CHAPTER 4, DEVELOPMENT, BUILDING, AND CONSTRUCTION, OF THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS TO CHANGE REQUIRED STORMWATER RUNOFF DETAINING REQUIREMENTS FOR LOTS 25,000 SQUARE FEET AND LESS AS RECOMMENDED BY THE CITY'S DRAINAGE COMMITTEE AND PLANNING AND ZONING COMMISSION -- *Steve Smith, Building Official/Director of Public Works***

- XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION 08-15-2017A OF THE CITY COUNCIL OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AN AMENDMENT TO THE CITY OF BUNKER HILL VILLAGE DRAINAGE CRITERIA MANUAL TO BE USED IN COORDINATION WITH CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION OF THE CODE OF ORDINANCES FOR THE REQUIRED STORMWATER RUNOFF DETAINING REQUIREMENTS FOR LOTS 25,000 SQUARE FEET AND LESS AS RECOMMENDED BY THE CITY'S DRAINAGE COMMITTEE AND PLANNING AND ZONING COMMISSION-- *Steve Smith, Building Official/Director of Public Works***

XII. REPORT ON THE FEDERAL FUNDING APPLICATION AND IMPROVEMENTS TO MEMORIAL DRIVE AND GESSNER ROAD -- Karen Glynn, City Administrator and Steve Smith, Director of Public Works/ Building Official

- A. City Administrator authorized RPS Klotz Associates in an amount not to exceed \$25,940.00 (previous authorization was \$65,000.00) to develop the cost estimate and exhibits for a Federal Funding Grant Application and Budget Planning
- B. Mayor Jay Williams authorized contract with the Goodman Corporation in an amount not to exceed \$27,121.00 (previous authorization was \$50,000 based on a pro-rata share of the total contract amount of \$66,150.00) to develop an application for a Federal Funding Grant
- C. Update on intersection improvements for the new school year – striping and sidewalk installation

XIII. CONSIDERATION AND POSSIBLE ACTION ON RESOLUTION NO. 08-15-2017B, A RESOLUTION AUTHORIZING THE MAYOR TO ACT FOR THE CITY ESTABLISHING AND MAINTAINING A RELATIONSHIP WITH ALLEGIANCE BANK AS THE CITY’S SUPPLEMENTARY DEPOSITORY BANK - Britique Williams, Finance Director/City Secretary

XIV. CONSENT AGENDA

“ALL MATTERS LISTED UNDER CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.”

- A. Minutes of the June 20, 2017 City Council Meeting
- B. June 2017 Financials
- C. July 2017 Financials
- D. RPS Klotz Associates, Invoice No. 317089 in the amount of \$3,601.02 for professional services rendered from February 25, 2017 to March 31, 2017 under on-call services for drainage analysis along Blalock Road and Green Oaks Street.
- E. RPS Klotz Associates, Invoice No. 617072 in the amount of \$7,421.25 for professional services rendered from June 3, 2017 to June 30, 2017 under on-call services for the Preliminary Engineering Report for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road.
- F. RPS Klotz Associates, Invoice No. 617073 in the amount of \$2,452.78 for professional services rendered from June 3, 2017 to June 30, 2017 under on-call services for the Miscellaneous Needs including the Drainage Committee Meetings and Drainage Analysis following recent storms.
- G. RPS Klotz Associates, Invoice No. 617075 in the amount of \$3,313.50 for professional services rendered from June 3, 2017 to June 30, 2017 under on-call services for Site Development Review.
- H. RPS Klotz Associates, Invoice No. 617094 in the amount of \$7,962.91 for professional services rendered from June 3, 2017 to June 30, 2017 under on-call services for the Preliminary Engineering Report for Memorial Drive and Gessner Road.
- I. RPS Klotz Associates, Invoice No. 617095 in the amount of \$22,597.12 for professional services rendered from June 3, 2017 to June 30, 2017 under on-call services for the Final Engineering Design for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road.

- J. RPS Klotz Associates, Invoice No. 517018 in the amount of \$1,946.70 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Preliminary Engineering Report for 2017 Water Rehab.
- K. RPS Klotz Associates, Invoice No. 517019 in the amount of \$10,140.00 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Final Engineering Design for 2017 Water Rehab.
- L. RPS Klotz Associates, Invoice No. 517089 in the amount of \$3,178.19 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for miscellaneous meetings and documentation needs.
- M. RPS Klotz Associates, Invoice No. 517091 in the amount of \$4,265.42 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for Site Development Review.
- N. RPS Klotz Associates, Invoice No. 517093 in the amount of \$389.40 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Final Design for Wood Lane and Winshire Circle.
- O. RPS Klotz Associates, Invoice No. 517094 in the amount of \$870.82 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for drainage analysis along Blalock Road and Green Oaks Street (Memorial Drive Presbyterian Church).
- P. RPS Klotz Associates, Invoice No. 517096 in the amount of \$7,432.52 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Preliminary Engineering Report for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road.
- Q. RPS Klotz Associates, Invoice No. 517148 in the amount of \$7,756.50 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Preliminary Engineering Report for Gessner Road, Warrenton Drive, Kilts Drive and Valley Star Drive.
- R. RPS Klotz Associates, Invoice No. 517150 in the amount of \$8,197.25 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Final Engineering Design for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road.
- S. RPS Klotz Associates, Invoice No. 517151 in the amount of \$8,560.89 for professional services rendered from April 29, 2017 to June 2, 2017 under on-call services for the Preliminary Engineering Report for Memorial Drive and Gessner Road.
- T. Kimley-Horn and Associates, Inc., Invoice No. 067787103-0517 in the amount of \$19,757.50 for professional services through May 31, 2017 for traffic evaluation and recommendations for Memorial Drive and Gessner Road Intersection.
- U. Kimley-Horn and Associates, Inc., Invoice No. 067787100-0517 in the amount of \$650.00 for professional services through May 31, 2017 for traffic data collection at Memorial Drive and Gessner Road Intersection.
- V. Probstfeld & Associates, Invoice No. 54584 in the amount of \$380.00 for professional services rendered in May 2017 for engineering services for the City's Drainage Plan Review.
- W. Langford Engineering, Inc., Invoice No. 20474 in the amount of \$4,174.00 for professional services rendered through June 30, 2017 for the Taylorcrest Water Plant Improvements Project.
- X. Langford Engineering, Inc., Invoice No. 20475 in the amount of \$6,587.59 for professional services rendered through June 30, 2017 for the 2017 Sanitary Sewer Rehab Project.
- Y. Langford Engineering, Inc., Invoice No. 20476 in the amount of \$2,214.29 for professional services rendered through June 30, 2017 for the Liberty Bell Water Line.

- Z. Lloyd, Smitha & Associates, LLC Invoice No. CMBH1701-02 in the amount of \$5,720.00 for professional services rendered from June 1, 2017 through June 30, 2017 for the 2017 Sanitary Sewer Rehab Project.
- AA. T Construction, LLC Pay Estimate No. 2 in the amount \$60,993.07 for construction services rendered from May 8, 2017 to May 26, 2017 for the 2017 Sanitary Sewer Rehab Project.
- BB. T Construction, LLC Pay Estimate No. 3 in the amount \$122,045.36 for construction services rendered from May 27, 2017 to June 30, 2017 for the 2017 Sanitary Sewer Rehab Project.
- CC. W.W. Payton Corp. Pay Estimate No. 1 in the amount of \$198,337.50 for construction services rendered from March 20, 2017 to June 30, 2017 for the Taylorcrest Water Plant No. 1 Improvements.
- DD. W.W. Payton Corp. Pay Estimate No. 2 in the amount of \$86,328.00 for construction services rendered from July 1, 2017 to July 28, 2017 for the Taylorcrest Water Plant No. 1 Improvements.
- EE. Interlocal Agreement with Harris-Galveston Subsidence District for the administration and implementation of a regional watershed protection education program (WaterWise Program) effective from the effective date of the agreement until termination of the 2017-2018 school year.
- FF. Two Year Contract with Spring Branch ISD in the amount of \$8,000 annually for Tax Collection Services beginning September 1, 2017 and ending on August 31, 2019.

XV. MAYOR'S REPORT

- A. Update on Meetings and Activities
- B. Update on Committees:
 - Beautification Committee - *Laurie Rosenbaum*
 - Drainage Committee - *Robert Lord*
 - Public Safety Committee - *Jay Janecek*

XVI. CITY ADMINISTRATOR'S REPORT

- A. Update on Projects
- B. Report on Back to School Preparations
- C. Report on Annual TML Conference
- D. Calendar for the 2018 Budget Process
- E. Save the Date! First Annual Christmas Parade – December 9, 2017

XVII. ADJOURN

I, Karen Glynn, City Administrator of the City of Bunker Hill Village certify that the above notice of meeting was posted in a place convenient to the general public in compliance with Chapter 551, Texas government Code, on August 11, 2017 at 1:00 p.m.

(SEAL)



Karen H. Glynn, P.E., City Administrator

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 713-467-9762 for further information.