



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, FEBRUARY 20, 2018 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. FIRE COMMISSIONER REPORT

- A. Update on Activities
- B. Update on the McGrath Study “Analysis of Emergency Medical Services Response Time” for the Village Fire Department Fire Commission
- C. Update on the Fire Station Roof Failure

V. POLICE COMMISSIONER REPORT

- A. Update on Activities
- B. Update on Annual Employee Benefits Contracts

VI. CONSIDERATION AND POSSIBLE ACTION REGARDING EMPLOYEE INSURANCE COVERAGE FOR THE TIME PERIOD OF APRIL 1, 2018 THROUGH MARCH 31, 2019 CONTRACTING FOR HEALTH, VISION, AND DENTAL INSURANCE IN PARTNERSHIP WITH THE MEMORIAL VILLAGES POLICE DEPARTMENT AND THE CITY OF PINEY POINT VILLAGE - Karen Glynn, City Administrator

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 BY AMENDING SECTION 7.11, SIGNS, OF ARTICLE VII, SUPPLEMENTARY DISTRICT REGULATIONS, OF APPENDIX A, ZONING TO LIMIT “FOR SALE” OR “FOR RENT” SIGNS TO BE LOCATED NO HIGHER THAN FIVE FEET (5’) ABOVE THE NATURAL GROUND LEVEL, AND TO LIMIT NONCOMMERCIAL SIGNS LESS THAN ONE SQUARE FOOT (1’) IN SIGN AREA TO BE LOCATED NO HIGHER THAN EIGHT FEET (8’) ABOVE THE NATURAL GROUND LEVEL AND NONCOMMERCIAL SIGNS GREATER THAN ONE SQUARE FOOT (1’) IN SIGN AREA TO BE LOCATED NO HIGHER THAN FIVE FEET (5’) ABOVE NATURAL GROUND LEVEL; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE, WITH EACH DAY OF VIOLATION CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY.

OPEN THE PUBLIC HEARING

All interested parties shall have the right and opportunity to appear and be heard on the item listed above.

CLOSE THE PUBLIC HEARING

- VIII. DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 7.11, SIGNS, OF ARTICLE VII, SUPPLEMENTARY DISTRICT REGULATIONS, OF APPENDIX A, ZONING TO LIMIT “FOR SALE” OR “FOR RENT” SIGNS TO BE LOCATED NO HIGHER THAN FIVE FEET (5’) ABOVE THE NATURAL GROUND LEVEL, AND TO LIMIT NONCOMMERCIAL SIGNS LESS THAN ONE SQUARE FOOT (1’) IN SIGN AREA TO BE LOCATED NO HIGHER THAN EIGHT FEET (8’) ABOVE THE NATURAL GROUND LEVEL AND NONCOMMERCIAL SIGNS GREATER THAN ONE SQUARE FOOT (1’) IN SIGN AREA TO BE LOCATED NO HIGHER THAN FIVE FEET (5’) ABOVE NATURAL GROUND LEVEL; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY 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***
- IX. AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR COUNCILMEMBERS, POSITIONS 1, 2, AND 3 ELECTED; PROVIDING THAT THE MAY 5, 2018 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***
- X. REPORT ON FISCAL YEAR 2017 UNAUDITED FINANCIAL YEAR END RESULTS AND CAPITAL IMPROVEMENT PROJECTS - *Karen Glynn, City Administrator, Britique Williams, Finance Director/City Secretary and Steve Smith, Director of Public Works/ Building Official***

- XI. CONSIDERATION AND POSSIBLE ACTION ON AWARDING A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND CRAFTMANSHIP BY JOHN, INC. FOR CONSTRUCTION OF REPAIRS TO THE CITY'S PUBLIC WORKS OPERATIONS BUILDING IN THE AMOUNT OF \$120,916.35 - *Steve Smith, Director of Public Works/ Building Official***
- XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE CHANGE ORDERS TO THE CITY'S EXISTING CONTRACT WITH RELIANCE CONSTRUCTION SERVICES, L.P. FOR THE WOOD LANE DRAINAGE IMPROVEMENTS TO INCREASE THE CONTRACT AMOUNT BY AN ADDITIONAL \$10,151.00 AND \$816.50 AND THE FINAL PAY REQUEST TO FINALIZED THE PROJECT - *Steve Smith, Director of Public Works/ Building Official***
- XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 02-20-2018 STATING THE CITY'S INTENT TO USE THE COMPETITIVE SEALED PROPOSAL PROCESS FOR SELECTING A CONTRACTOR FOR THE CONSTRUCTION OF THE CITY'S WATER LINE REHABILITATION AND REGIONAL DRAINAGE PROJECTS PLANNED FOR FISCAL YEARS 2018 AND 2019 - *Steve Smith, Director of Public Works/ Building Official***
- XIV. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A REVISED CHANGE ORDER NO. 10 TO THE CITY'S EXISTING CONTRACT WITH T CONSTRUCTION INC. FOR THE CITY'S 2017 WASTEWATER REHAB PROJECT TO INCREASE THE CONTRACT AMOUNT BY \$78,453.00 TO PROVIDE WASTEWATER REHABILITATION ON GREEN OAKS, COBBLESTONE AND BROKEN BOUGH - *Steve Smith, Director of Public Works/ Building Official***
- XV. CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT FOR REMOVAL AND REPLACEMENT OF THE FENCING AND GATES FACING TAYLORCREST ROAD FOR THE CITY'S WATER PLANT SITE IN AN AMOUNT NOT TO EXCEED \$26,300 - *Steve Smith, Director of Public Works/ Building Official***
- XVI. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE CITY ADMINISTRATOR TO IMPLEMENT TRAFFIC IMPROVEMENTS FOR THE FOLLOWING LOCATIONS - *Steve Smith, Director of Public Works/ Building Official***
- Memorial Drive and Bunker Hill Road
 - Memorial Drive and Branch Bend Circle
 - Gessner Road Sidewalk Safety Railing
- XVII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE CITY ADMINISTRATOR TO APPROVE THE TRANSFER OF SOLID WASTE AND RECYCLING SERVICES FROM REPUBLIC SERVICES TO TEXAS PRIDE AND REMOVE THE TEALWOOD AREA FROM THE CITY'S CONTRACT - *Karen Glynn, City Administrator***

XVIII. 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 January 17, 2017 Regular Council Meeting
- B. December 2016 Financials - *Before Audit Adjustments*
- C. The Goodman Corporation, Invoice No. 1-2018-10 in the amount of \$2,138.53 for professional services rendered through January 31, 2018 for the Memorial Drive and Gessner Road Grant Application.
- D. RPS Infrastructure, Invoice No. 1217035 in the amount of \$7,190.55 for professional services rendered from December 2, 2017 to December 31, 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. 1217011 in the amount of \$1,100.00 for professional services rendered from December 2, 2017 to December 31, 2017 under on-call services for the Final Engineering Design for 2017 Water Line Rehab – Blalock Road and Wendover Lane.
- F. RPS Infrastructure, Invoice No.1217111 in the amount of \$719.70 for professional services rendered from December 2, 2017 to December 31, 2017 under on-call services for the Final Design for Wood Lane and Winshire Circle.
- G. RPS Infrastructure, Invoice No. 1217106 in the amount of \$9,105.23 for professional services rendered from December 2, 2017 to December 31, 2017 under on-call services for miscellaneous projects including the City’s MS4 Annual Report, resident concerns and development HGL determination.
- H. Probstfeld & Associates, Invoice Nos. 55977,55978, 55975, 56019, 56124, and 55976, in the amounts of \$305.00, \$305.00, \$155.00, \$80.00, \$155.00 and \$ 385.00 for professional services rendered in January 2018 for engineering services for drainage site development review.
- I. Langford Engineering, Inc., Invoice No. 21060 in the amount of \$5,152.75 for professional services rendered through January 26, 2018 for the Taylorcrest Water Plant Improvements Project.
- J. Langford Engineering, Inc., Invoice No. 21061 in the amount of \$5,000.00 for professional services rendered through January 26, 2018 for the 2017 Sanitary Sewer Rehab Project.
- K. T Construction, LLC Pay Estimate No. 10 in the amount \$50,465.50 for construction services rendered from January 1, 2018 to January 16, 2018 for the 2017 Sanitary Sewer Rehab Project and Hurricane Harvey.
- L. W.W. Payton Corp. Pay Estimate No. 7 in the amount of \$49,500.00 for construction services rendered from December 5, 2017 to February 2, 2018 for the Taylorcrest Water Plant No. 1 Improvements.
- M. Interlocal Agreement with the City of Piney Point Village for Animal Control Services.
- N. Northwest Pest Control Contract for Fiscal Year 2018 Mosquito Spraying.
- O. Annual Contribution to the Village Independence Festival in the amount of \$ 5,000.00.

XIX. MAYOR'S REPORT

- A. Report on Activities
- B. Discussion and possible action on 2018 City Council Meetings, Events and Holiday Schedule

- C. Consideration and Action on appointment of Jim Griffin to the Gulf Coast Authority Board representing the Municipalities Waste Disposal Council
- D. Update on Committees
 - Beautification Committee - *Laurie Rosenbaum*
 - Public Safety Committee - *Jay Janecek*
 - Drainage Committee - *Robert Lord*
 - Technology Committee – *Mayor Jay Williams*

XX. CITY ADMINISTRATOR'S REPORT

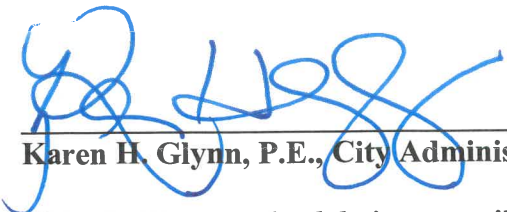
- A. Report on Activities, Upcoming Events and State of the City Presentation

XXI. EXECUTIVE SESSION

THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.074 OF THE TEXAS GOVERNMENT CODE TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, OR DUTIES OF THE CITY ADMINISTRATOR.

XXII. 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 February 16, 2018 by 6:00 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.