



# 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 20, 2019 AT 5:30 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

**V. FIRE COMMISSIONER REPORT**

- A. Update on Activities
- B. Update on Fire Service Agreements

**EXECUTIVE SESSION:** The City Council will convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to deliberate with the attorney for the City on a matter which the duty of the attorney requires to be discussed in closed session.

**CONSIDERATION AND POSSIBLE ACTION REGARDING:**

- i. Interlocal Agreement for Fire Protection and Emergency Services Between the City of Bunker Hill Village, Texas and the Village Fire Department
- ii. Mutual Release Agreement between the City of Bunker Hill Village, Texas and the Village Fire Department, the City of Hunters Creek Village, Texas, the City of Piney Point Village, Texas, the City of Hedwig Village, Texas, the City of Spring Valley Village, Texas, and the City of Hilshire Village, Texas
- iii. Amendment #5 to the 1978 Interlocal Agreement creating the Village Fire Department
- iv. Consideration and Possible Action to Approve a Consent to Representation among the Cities of Bunker Hill Village, Piney Point Village, Hunters Creek Village, Spring Valley Village and Hilshire Village to utilize Olson and Olson as Legal Counsel for the limited scope to review, discuss and advise with regard to certain documents related to the Village Fire Department.

**VI. MAYOR'S REPORT**

- A. Report on Activities
- B. Committee Reports/Updates
  - Beautification Committee – *Councilmember Laurie Rosenbaum, Chair*
  - Drainage Committee – *Mayor Robert Lord, Chair*
  - Technology Committee – *Councilmember Eric Thode*
  - Public Safety Committee – *Councilmember Keith Brown*

**VII. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities
- B. Public Works Director - Report on Projects
- C. Report on Annual TML Conference
- D. Save the Date! Public Safety Forum – *Thursday, September 5, 2019*
- E. Save the Date! Twinkle Light Parade – *Thursday, December 19, 2019*

**VIII. PROPOSED 2020 BUDGET - *Karen Glynn, City Administrator***

- A. File The 2020 Annual Budget
- B. Consideration and Possible Action to Propose An Ad Valorem Tax Rate Of \$0.277 for the 2019 Tax Year to Support the 2020 Budget
- C. Discuss Proposed Budget Calendar

**IX. PLANNING AND ZONING COMMISSION RECOMMENDATIONS** - *Steve Smith, Director of Public Works/Building*

- A. Consideration and Possible Action on Approval of an Ordinance to Require Registration for Vacant Properties and Structures in Bunker Hill Village as Recommended by the Planning and Zoning Commission
- B. Consideration and Possible Action on Approval of an Ordinance to Establish a Timeframe for Building Permits as Recommended by the Planning and Zoning Commission
- C. Discussion and Direction to Amend the City’s Tree Ordinance to Specify Requirements for Removal of Trees as Recommended by the Planning and Zoning Commission and Beautification Committee

**X. CONSIDERATION AND POSSIBLE ACTION ON CHANGE ORDER NO. 1 TO THE CONTRACT WITH AAA ASPHALT PAVING, INC. FOR THE WARRENTON, KILTS AND VALLEY STAR RECONSTRUCTION PROJECT RESULTING IN A COST OF \$7,845.20** -- *Steve Smith, Director of Public Works/ Building Official*

**XI. CONSIDERATION AND POSSIBLE ACTION TO CONSTRUCT A REVISED PLAN TO ADDRESS BACKLOT DRAINAGE IMPROVEMENTS BETWEEN GREEN OAKS AND BLALOCK LANE IN AN AMOUNT NOT TO EXCEED ANY REMAINING FUNDS FROM THE ORIGINAL BUDGET OF \$130,000 AS RECOMMENDED BY THE CITY’S DRAINAGE COMMITTEE** - *Steve Smith, Director of Public Works/ Building Official*

- A. Consideration and Possible Action to Approve a Work Order with T Construction under the City’s Interlocal Agreement with Texas City in an estimated amount of \$90,000.00 including contingency

**XII. 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.”**

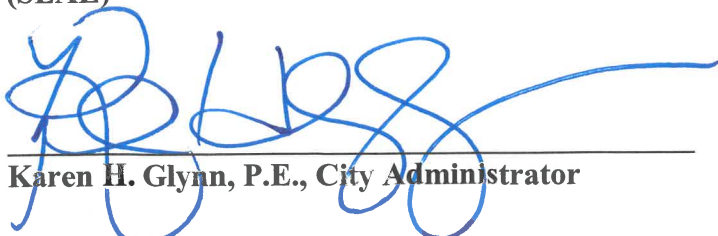
- A. Minutes of the June 18, 2019 City Council Meeting
- B. June 2019 Financials
- C. July 2019 Financials
- D. RPS Infrastructure, Invoice No. 619130 in the amount of \$3,983.64 for professional services rendered from May 4, 2019 to June 30, 2019 under on-call services for the Construction Phase Services for Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone and Bunker Hill Road.
- E. RPS, Invoice No. 619086 in the amount of \$7,568.05 for professional services rendered from June 1, 2019 to June 30, 2019 under on-call services for the 2019 MS4 Annual Report and Permit Renewal

- F. RPS, Invoice No. 619084 in the amount of \$10,511.61 for professional services rendered from June 1, 2019 to June 30, 2019 under on-call services for Design of Street, drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- G. RPS, Invoice No. 619016 in the amount of \$2,516.48 for professional services rendered from June 1, 2019 to June 30, 2019 under on-call services for Site Development Review
- H. RPS, Invoice No. 619014 in the amount of \$2,410.50 for professional services rendered from June 1, 2019 to June 30, 2019 under on-call services for miscellaneous services including Drainage Committee Planning, Meeting and Associated Assignments
- I. RPS, Invoice No. 719058 in the amount of \$6,864.72 for professional services rendered from July 1, 2019 to August 2, 2019 under on-call services for the 2019 MS4 Annual Report and Permit Renewal
- J. RPS, Invoice No. 719054 in the amount of \$5,575.00 for professional services rendered from July 1, 2019 to August 2, 2019 under on-call services for Design of Street, drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- K. RPS, Invoice No. 719022 in the amount of \$2,551.83 for professional services rendered from July 1, 2019 to August 2, 2019 under on-call services for Site Development Review
- L. RPS, Invoice No. 719021 in the amount of \$3,188.03 for professional services rendered from July 1, 2019 to August 2, 2019 under on-call services for miscellaneous services including Drainage Committee Planning, Meeting and Associated Assignments
- M. Probstfeld & Associates, Invoice No. 59513 in the amounts of \$610.00 for professional services rendered in May, June, July 2019 for engineering services for drainage site development review
- N. Probstfeld & Associates, Invoice No. 59666 in the amounts of \$380.00 for professional services rendered in July 2019 for engineering services for drainage site development review
- O. Probstfeld & Associates, Invoice No. 59667 in the amounts of \$380.00 for professional services rendered in July 2019 for engineering services for drainage site development review
- P. Probstfeld & Associates, Invoice No. 59698 in the amounts of \$75.00 for professional services rendered in July 2019 for engineering services for drainage site development review
- Q. Probstfeld & Associates, Invoice No. 59703 in the amounts of \$305.00 for professional services rendered in July 2019 for engineering services for drainage site development review
- R. Probstfeld & Associates, Invoice No. 59707 in the amounts of \$305.00 for professional services rendered in July 2019 for engineering services for drainage site development review
- S. Langford Engineering, Inc., Invoice No. 22321 in the amount of \$270.00 for professional services rendered through May 31, 2019 for Water Well No. 2 Planning
- T. Lloyd, Smitha & Associates, LLC Invoice No. CMBH1703-08 for professional services rendered from March 1, 2019 to June 25, 2019 in the amount of \$19,100.00 for Regional Drainage Project 1 and \$11,555.00 for the Wastewater Line Rehab Project

- U. Fused Industries, LLC Payment No. 11 including Retainage and Final Payment in the amount of \$177,614.62 for work completed through June 2019 for the Regional Drainage Project 1 – Taylorcrest, Williamsburg, Cobblestone, and Bunker Hill Road
- V. AAA Asphalt Paving, Inc., Pay Request No. 1 in the amount of \$192,734.42 through June 30, 2019 for Construction of Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- W. AAA Asphalt Paving, Inc., Pay Request No. 2 in the amount of \$285,991.20 through July 31, 2019 for Construction of Street, Drainage, and Water Line Improvements for Warrenton Drive, Kilts Drive, and Valley Star Drive
- X. AAA Asphalt Paving, Inc., Invoice No. 1514-3 in the amount of \$18,884.25 dated July 31, 2019 for Ditch Cleaning and Sodding at Various Locations
- Y. Norvell Enterprise LLC, Invoice No. 3198 in the amount of \$21,197.65 dated June 10, 2019 for Driveway Reconstruction on Cobblestone East
- Z. Layne Christensen Company, Invoice No. 1604265 in the amount of \$15,250.00 for work completed through June 24, 2019 on the City Hall Water Well #2
- AA. Neil Technical Services, Corp., Invoice No 86204 in the amount of \$724.50 April 3, 2019 for the City’s SCADA System
- BB. Neil Technical Services, Corp., Invoice No 86505 in the amount of \$400.00 April 3, 2019 for the City’s SCADA System
- CC. Belt Harris Pechacek, LLLP, Invoice No 14054 in the amount of \$9,038.00 Dated June 12, 2019 for the City’s 2018 Annual Audit
- DD. Bissinger, Oshman & Williams LLP, Invoice No.14669 in the amount of \$5,995.00 for professional legal services rendered March through May 2019
- EE. Bissinger, Oshman & Williams LLP, Invoice No.14751 in the amount of 600.00 for professional legal services rendered June through July 2019
- FF. Interlocal Agreement with Harris-Galveston Subsidence District for the administration and implementation of a regional watershed protection education program (Water Wise Program) effective from the effective date of the agreement until termination of the 2019-2020 school year.

**XIII. 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, by August 16, 2019 by 12:00 p.m. (SEAL)**



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**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.**