



CITY OF BUNKER HILL VILLAGE

NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE CITY COUNCIL TO BE HELD ON TUESDAY, MAY 18, 2021 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.”

NOTICE OF MEETING BY TELEPHONE AND VIDEO CONFERENCE:

In accordance with order of the Office of the Governor issued March 16, 2020 and later extended, this meeting may be conducted by video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The City encourages members of the public to attend by video conference. If attending in person, masks are required.

This meeting agenda, and the agenda packet, are posted online at

www.bunkerhilltx.gov

[LATEST NEWS](#)

The public will be able to observe and participate in the meeting as follows:

Join Zoom Meeting

<https://zoom.us/j/95233158711?pwd=dmlQalRwRDkvZ2J3WVZLNHV3RmRrZz09>

Meeting ID: 952 3315 8711

Passcode: 125426

Dial by your location

+1 346 248 7799 US (Houston)

Meeting ID: 952 3315 8711

The public will be permitted to offer public comments by video conference as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. OATH OF OFFICE:

- Mayor - *Robert P. Lord*
- Councilmember Position 4 - *Keith Brown*
- Councilmember Position 5 - *Laurie Rosenbaum*

IV. 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 (or through videoconference) 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.

V. POLICE COMMISSIONER REPORT

- A. Update on Activities
- B. Consideration and Possible Action to Accept the 2020 Annual Audit and Surplus which will be placed in the City's Police Department Reserve Account
- C. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 553, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING ITS CODE OF ORDINANCES TO ADD A NEW DIVISION 3, AUTOMATED LICENSE PLATE RECOGNITION CAMERAS, TO ARTICLE V, RIGHT-OF-WAY MANAGEMENT, OF CHAPTER 13, STREETS AND SIDEWALKS, TO PROVIDE CERTAIN DEFINITIONS, AND ALLOWING AUTOMATED LICENSE PLATE RECOGNITION CAMERAS IN THE CITY'S RIGHTS-OF-WAY WHEN SUCH CAMERA IS APPROVED BY THE MEMORIAL VILLAGES POLICE DEPARTMENT AND THE CITY; REQUIRING APPLICATION FOR A PERMIT UPON CERTAIN CONDITIONS; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EVERY VIOLATION HEREOF, WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; PROVIDING AN EFFECTIVE DATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT

VI. FIRE COMMISSION LIAISON REPORT

- A. Update on Activities
- B. Financial Report
 - Fiscal Year 2021 Audit
 - Proposed 2022 Budget

- VII. CONSIDERATION AND POSSIBLE ACTION REGARDING ORDINANCE NO. 552 AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENT NOS. 19 THROUGH 23 TO THE ORIGINAL BUDGET OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, FOR THE FISCAL YEAR 2020; PROVIDING DETAILED LINE-ITEM INCREASES OR DECREASES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – *Susan Grass, Finance Manager***
- VIII. PRESENTATION AND RECEIPT FOR FILING OF THE 2020 FINANCIAL AUDIT CONDUCTED BY BELT HARRIS PECHACEK, LLLP – *Robert Belt, Belt Harris Pechacek, LLP and Susan Grass, Finance Director***
- IX. CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT WITH VALLEY VIEW CONSULTING, L.L.C. FOR SUPPORT SERVICES FOR THE CITY’S DEPOSITORY BANK SERVICES SOLICITATION PROCESS IN THE AMOUNT NOT TO EXCEED \$7,500.00 - *Susan Grass, Finance Director***
- X. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO APPROVE UP TO \$40,000 FOR PRE-DESIGN ENGINEERING SERVICES FOR THE BUNKER HILL DRAINAGE DETENTION PROJECT - - *Steve Smith, Director of Public Works/ Building Official***
- XI. MAYOR’S REPORT**
- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NUMBER 21-551, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, EXTENDING A PUBLIC HEALTH EMERGENCY AND EXTENDING A STATE OF DISASTER DUE TO THE OUTBREAK OF COVID-19; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE
- B. Report on Activities and Upcoming Events
- COVID-19 Recovery and Weather Event Meetings
 - Harris County Park and Drainage Detention
 - Mayors’ Meetings/Discussions
 - Legislative Update
 - Villages Independence Festival Parade on Monday, July 5, 2021
 - American Rescue Plan (ARP)
- C. Committee Reports/Updates
- Beautification Committee – *Councilmember Laurie Rosenbaum, Chair*
 - Technology Committee – *Councilmember Eric Thode, Chair*
 - Public Safety Committee – *Councilmember Keith Brown, Chair*
 - Drainage Committee – *Karen Glynn, City Administrator*
- XII. CITY ADMINISTRATOR'S REPORT**
- A. Report on Activities and Upcoming Events
- Report on Zoning Board of Adjustment Meeting Held on April 28, 2021
 - Proposed Calendar for the 2022 Budget Process
 - Annual Cyber Security Training
 - Potential Code Concerns:
 - Proposed Amendment - Off-Site Tree Program
 - Proposed Ordinance – Blowing Cut Grass into Streets
 - Proposed Ordinance – Landscaping Along Fences

- B. Public Works Director - Report on Capital Projects
 - Water Well No. 5
 - City Hall Water Storage Tank
 - Bunker Hill Elementary School Progress and Traffic
 - Plan for Damaged Landscaping on City Right of Way Side (Major Roadways) of Private Property as a Result of the Winter Storm

- C. CONSIDERATION AND POSSIBLE ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING AMENDMENTS TO THE CITY’S PERSONNEL POLICIES FOR EMERGENCY OPERATIONS PROCEDURES

- D. Update on the Planning Efforts for Needed Repairs/Replacement of the City's Public Works and Disaster Operations Needs

- E. Letter from Texas Pride Regarding Solid Waste and Recycling Services

XIII. 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. April 20, 2021 Minutes
- B. April 2021 Financial Report
- C. Probstfeld & Associates, Invoice No. 63283 in the amount of \$305.00 for professional services rendered in April 2021 for engineering services for drainage site development review
- D. Probstfeld & Associates, Invoice No. 63392 in the amount of \$155.00 for professional services rendered in April 2021, for engineering services for drainage site development review
- E. Probstfeld & Associates, Invoice No. 63368 in the amount of \$230.00 for professional services rendered in April 2021, for engineering services for drainage site development review
- F. Probstfeld & Associates, Invoice No. 63391 in the amount of \$455.00 for professional services rendered in April and May 2021, for engineering services for drainage site development review
- G. Viking Industrial Painting, Monthly Pay Estimate No. 1 in the amount of \$50,778.86 for services rendered through January 2021 to Repair and Repaint the Ground Storage Tank at Water Plant No. 2
- H. Viking Industrial Painting, Monthly Pay Estimate No. 2 in the amount of \$74,771.14 for services rendered through February 2021 to Repair and Repaint the Ground Storage Tank at Water Plant No. 2
- I. Viking Industrial Painting, Monthly Pay Estimate No. 3 in the amount of \$123,210.00 for services rendered through March 2021 to Repair and Repaint the Ground Storage Tank at Water Plant No. 2
- J. Neil Technical Services, Corp., Invoice No. 101813 in the amount of \$759.00 for services rendered in April 2021 to Replace Lights in the Control Room for the City Hall Water Plant

- K. Neil Technical Services, Corp., Invoice No. 101812 in the amount of \$2,517.50 for services rendered in March 2021 to Install Junction Boxes for Booster Pumps for the City Hall Water Plant
- L. Neil Technical Services, Corp., Invoice No. 101844 in the amount of \$123.00 for services rendered in March 2021 to Perform Checks for Booster Pumps for the City Hall Water Plant
- M. Neil Technical Services, Corp., Invoice No. 99343 in the amount of \$87,975.00 for services rendered in March 2021 to Perform Checks for Booster Pumps for the City Hall Water Plant

XIV. 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 May 14, 2021 by 12:00 p.m. noon.

(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.