

MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
OCTOBER 21, 2014 AT 5:00 P.M.

I. CALL TO ORDER

Mayor Williams called the meeting to order at 5:03 p.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas

Present:

Mayor Jay Williams
Councilman Keith Brown
Councilman John Glover
Councilman Jay Janecek
Councilwoman Laurie Rosenbaum
Councilwoman Susan Schwartz

Also in Attendance:

Karen Glynn, City Administrator
Kelly Johnson, City Secretary/Dir of Finance
Steve Smith, Dir of Public Works/Bldg Official
Loren Smith, City Attorney

II. PLEDGE OF ALLEGIANCE - *Webelos Pack 1703*

Josh Franklin, Camden Ritchey, and Ryan Jones with Webelos Pack 1703 led in the 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.

Jay Smyre, a resident at 245 Warrenton, talked about not wanting the dumpster style recycling carts. He said he did not have the room in his garage and putting it on the side of his house would not be convenient. He spoke of his concern about the carts being left at curbside and that not being consistent with the beautification the city is trying to achieve.

IV. FIRE COMMISSIONER REPORT

A. Update on Activities

Commissioner Teel said the fire commission did not meet this month, they will meet again next month. He said year-to-date the budget was 3.77% under budget. EMS collections through July totaled \$281,268.60 with Bunker Hill Village's share totaling \$42,500. Calls through September in the fire department totaled 1,523 with Bunker Hill Village totaling 184. The average response time for all calls is 4:01, response time in Bunker Hill Village is 4:55.

Commissioner Teel did report that all the cities have approved the 2015 Fire Department Budget.

Chief Foster said the fire department exceeds the Center for Disease Control (CDC) guidelines on Ebola. The Chief did report that they have a third ambulance (older ambulance) that has been

outfitted if we get a suspected Ebola call. He said the ambulance that was used in Dallas was out of commission for 21 days. Chief Foster said we can't be without one of our main ambulances for 21 days. He said the fire department dispatchers now have added questions to their screening and if the patient answers yes to any of those questions, it could trigger the third ambulance with fire fighters dressing in full hazmat suits. He said unfortunately we are going into the flu season and a lot of the symptoms of the flu mirror the symptoms of the Ebola virus.

V. POLICE COMMISSIONER REPORT

A. Update on Activities

Chief Sanders said unfortunately on the police side they are not as up-to-date with the Ebola virus as the fire department. He said that Chief Foster has been working with their department on things to do and look for regarding the Ebola virus. Captain Eric Jones said one thing they are now doing is when a police dispatcher takes a call and transfers it to the fire department the police dispatcher is staying on the line and listening to the responses the fire department dispatcher is asking. If the call is suspected to have anything to do with the Ebola virus then the police dispatcher can inform the officer so they can take the necessary precautions.

Chief Sanders reported that National Night Out was a huge success. He said the new location with the additional parking made all the difference in the world.

Chief Sanders said there has been some talk about all the officers that have left the department. He said since he arrived 16 months ago twelve officers have left; five officers had planned retirement, three officers have joined ISD's, one officer went to the District Attorney's Office, one officer went to Montgomery County to be closer to home, and one officer left to be a pastor. He said all those positions have been filled except for three.

Chief Sanders thanked Karen Glynn for taking the lead on the health insurance. He said they will be able to make a proposal to the police commission on November 10th. He said the bad news is we received several bids but most were with increases of 50% or higher. One carrier was more in line with our budgeted numbers and we have been able to adjust a few things and hopefully it will be something everyone will appreciate.

Chief Sanders said we had a home invasion on Red Coat Lane. He said they came to the door carrying boxes looking like they were making deliveries and the housekeeper let them in. Chief Sanders said as we speak someone from their agency is on their way to Humble on what looks like the guys that did the home invasion on Red Coat Lane. Chief Sanders said if you don't know the person at the door, don't open it. He said to ask them for credentials before you open the door or call the police department.

VI. PUBLIC HEARING -

A PUBLIC HEARING WILL BE HELD REGARDING AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING CHAPTERS 4, 7, 10, 13, 14 AND APPENDIX "A" OF THE CODE OF ORDINANCES OF THE CITY TO REFLECT A COMPREHENSIVE REVIEW OF THE CITY'S DEVELOPMENT RELATED STANDARDS INCLUDING BUT NOT LIMITED TO AMENDMENTS TO THE DEVELOPMENT PROCESS; ORGANIZING AND CLARIFYING REQUIREMENTS FOR HOMES BEING REMODELED OR RECONSTRUCTED AND THE ONGOING MAINTENANCE; ADDRESSING PROTECTION, REMOVAL AND PLANTING OF TREES; ESTABLISHING DRAINAGE REQUIREMENTS; AND AMENDING APPENDIX "A," THE CITY'S COMPREHENSIVE ZONING ORDINANCE, TO ALTER THE DEFINITIONS OF *ACCESSORY BUILDING AND ACCESSORY USE, BUILDING HEIGHT, BUILDING LINE, AND LOT DEPTH*; ADDING DEFINITIONS OF *BUILDING, STRUCTURE, GREEN SPACE, IMPERMEABLE, PERMEABLE, AND BASEMENT*; TO AMEND THE REGULATIONS RELATED TO *LOT*

COVERAGE, CUL-DE-SAC STREETS, GREEN SPACE, GARAGES OR CARPORTS, ACCESSORY BUILDINGS AND USES, SWIMMING POOLS, AND NONCONFORMING BUILDINGS AND STRUCTURES. REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY. THE FOLLOWING CHAPTERS ARE OUTLINED BELOW:

- Chapter 4 DEVELOPMENT, BUILDING AND CONSTRUCTION
- Chapter 7 FLOOD DAMAGE PREVENTION
- Chapter 10 OFFENSES AND MISCELLANEOUS PROVISIONS
- Chapter 13 STREETS AND SIDEWALKS
- Chapter 14 SUBDIVISION
- Appendix A ZONING

VII. ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEMS LISTED ABOVE

Before the public hearing Karen Glynn, the City Administrator, showed a PowerPoint presentation of the changes being made. Mayor Williams opened the public hearing at 6:39 p.m.

No comments

VIII. CLOSE THE PUBLIC HEARING

Mayor Williams closed the public hearing at 6:40 p.m.

IX. DISCUSSION AND POSSIBLE ACTION ON AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 4, BUILDING AND CONSTRUCTION BY AMENDING THE TITLE OF CHAPTER 4 TO BE DEVELOPMENT, BUILDING AND CONSTRUCTION, BY DELETING ARTICLE I, IN GENERAL, IN ITS ENTIRETY AND SUBSTITUTING IN ITS PLACE A NEW ARTICLE I, IN GENERAL, BY DELETING FROM ARTICLE III, SUBSTANDARD BUILDINGS AND STRUCTURES, SECTION 4-51 IN ITS ENTIRETY, BY DELETING FROM ARTICLE IV, CONSTRUCTION CODES, SECTION 4-77, NOTIFICATION OF PERMIT APPLICATIONS; PROCESS AND MAKING SAME PART OF ARTICLE I, IN GENERAL, BY DELETING CHAPTER 7, FLOOD DAMAGE PREVENTION, IN ITS ENTIRETY, AND MAKING IT PART OF ARTICLE V, DRAINAGE AND FLOOD DAMAGE PREVENTION, OF CHAPTER 4, BUILDING AND CONSTRUCTION, BY ADDING DRAINAGE REGULATIONS TO ARTICLE V, DRAINAGE AND FLOOD DAMAGE PREVENTION, BY DELETING ARTICLE VII, PRESERVATION OF TREES, OF CHAPTER 10, OFFENSES AND MISCELLANEOUS PROVISIONS, IN ITS ENTIRETY AND ADDING A NEW ARTICLE VI, TREE PRESERVATION, TO CHAPTER 4, BUILDING AND CONSTRUCTION, BY DELETING ARTICLE II, OUTDOOR LIGHTING, OF CHAPTER 10, OFFENSES AND MISCELLANEOUS PROVISIONS, IN ITS ENTIRETY AND ADDING A NEW ARTICLE VII, OUTDOOR LIGHTING, TO CHAPTER 4, BUILDING AND CONSTRUCTION; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT WITH THIS ORDINANCE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THESE PROVISIONS, WITH EACH DAY CONSTITUTING A NEW VIOLATION; AND PROVIDING FOR SEVERABILITY.

Councilman Glover discussed his concerns about the 50% rule on remodeling. He was concerned that we are penalizing residents that are wanting to remodel their homes. Karen Glynn said the Planning and Zoning Commission felt that if someone is doing extensive remodeling, more than 50%, they would need to bring the house up to code. Councilwoman Rosenbaum said the 50% rule was put in place to prevent builders from coming in and gutting a house and not bringing the house up to code. Council discussed and thought that the ordinance was a good ordinance and fair regarding the 50% rule.

Councilman Brown noted some changes/typo's that needed to be corrected:

Sec. 4-3 Definitions - in the chart under Expansion/Addition delete: *<50% over 24 months (>50% is deemed "Reconstruction")*

Sec. 4.189 Tree Requirement List - the last sentence in this section under Medium Trees add the word *Running* before the word Bamboo.

Sec. 4.82 Stormwater Drainage Management Program and the Lands to Which Ordinance Applies – need to add definition of Existing Conditions as it applies to storm water.

Formatting issue on pg 19 & 20, under Sec. 4.82 Stormwater Drainage Management Program and the Lands to Which Ordinance Applies – text box - Replat or New Subdivision – Residential and Non-Residential the last text box needs to be moved up and under this section.

Sec. 4.185 correcting punctuation errors

Council was in agreement with the changes that Councilman Brown noted.

Motion was made by Councilwoman Rosenbaum and seconded by Councilwoman Schwartz to approve the ordinance as present with the corrections as noted. Motion carried 5-0.

X. DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY DELETING ARTICLE V, DRAINAGE DITCHES; STORM SEWERS, FROM CHAPTER 10, OFFENSES AND MISCELLANEOUS PROVISIONS, AND ADDING A NEW ARTICLE VI, DRAINAGE DITCHES; STORM SEWERS, TO CHAPTER 13, STREETS AND SIDEWALKS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A PENALTY FOR ANY VIOLATION HEREOF IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION; AND PROVIDING FOR SEVERABILITY.

Loren Smith, City Attorney, said this was simply about cleaning up Chapter 10 by deleting drainage ditches and adding it to Chapter 13.

Motion was made by Councilman Glover and seconded by Councilman Janecek to approve as presented. Motion carried 5-0.

XI. DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS AMENDING CHAPTER 14, SUBDIVISIONS, OF THE CITY'S CODE OF ORDINANCES TO ADD TO SECTION 14-1 CERTAIN DEFINITIONS, AMENDING SECTION 14-4 REGARDING THE REQUIREMENTS FOR

PRELIMINARY PLATS, AMENDING SECTION 14-5 REGARDING THE REQUIREMENTS FOR FINAL PLATS, ADDING A NEW SECTION 14-5.1 ESTABLISHING PROCEDURES AND REGULATIONS FOR A SHORT FORM FINAL PLATS, ADDING A NEW SECTION 14-5.2 ESTABLISHING PROCEDURES AND REGULATIONS REGARDING AMENDING PLATS, AMENDING SECTION 14-7, STANDARDS AND SPECIFICATIONS, REGARDING RADIAL LOTS, LOT DIMENSIONS AND OTHER MATTERS, AMENDING SECTION 14-8 REGARDING PUBLIC IMPROVEMENTS, AND AMENDING VARIOUS PROVISIONS REGARDING THE BUILDING OFFICIAL; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION HEREOF WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION, AND PROVIDING FOR SEVERABILITY.

Loren Smith, City Attorney, said this is the subdivision ordinance and the biggest changes are; taking the lot contour out because it's in the drainage ordinance; changing the cul-de-sac definition; adding a radial lot definition; and adding two sections for amending plats and short form final plats.

Motion was made by Councilman Glover and seconded by Councilman Janecek to approve as presented. Motion carried 5-0.

XII. DISCUSSION AND POSSIBLE ACTION ON AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS AMENDING APPENDIX "A" OF ITS CODE OF ORDINANCES, THE SAME BEING THE COMPREHENSIVE ZONING ORDINANCE FOR THE CITY OF BUNKER HILL VILLAGE BY ADDING THE COMPREHENSIVE PLAN DESIGNATION TO SECTION 1.03, PURPOSE, THEREOF, ADDING OR AMENDING VARIOUS DEFINITIONS CONTAINED IN SECTION 2.01, GENERAL, THEREOF, AMENDING SECTION 5.04, AREA REGULATIONS, LOT SIZE, IN DISTRICT A TO ACCOUNT FOR PERMEABLE SURFACES, AMENDING SECTION 5.06, AREA REGULATIONS, SIZE OF YARDS IN DISTRICT A MAKING MANDATORY CERTAIN GREEN SPACE AND ALTERING THE REGULATIONS RELATED TO CUL-DE-SAC LOTS, AMENDING SECTION 5.07, GARAGE OR CARPORT, OF DISTRICT A RELATING TO CONFIGURATION OF GARAGES, AMENDING SECTION 5.08, ACCESSORY USE REGULATIONS, OF DISTRICT A TO ALTER THE LIMITATIONS OF THE USE OF ACCESSORY STRUCTURES, AMENDING SECTION 6.04, AREA REGULATIONS, LOT SIZE, IN DISTRICT B TO ACCOUNT FOR PERMEABLE SURFACES, AMENDING SECTION 6.06, AREA REGULATIONS, SIZE OF YARDS, IN DISTRICT B MAKING MANDATORY CERTAIN GREEN SPACE AND ALTERING THE REGULATIONS RELATED TO CUL-DE-SAC LOTS, AMENDING SECTION 6.07, GARAGE OR CARPORT, OF DISTRICT B RELATING TO CONFIGURATION OF GARAGES, AMENDING SECTION 6.08, ACCESSORY USE REGULATIONS, OF DISTRICT B TO ALTER THE USE OF ACCESSORY STRUCTURES, AMENDING SECTION 7.08, SWIMMING POOLS, TO REMOVE THE GREEN SPACE REQUIREMENT BETWEEN A SWIMMING POOL AND A REAR OR SIDE LOT LINE, AMENDING SECTION 8.04 TO REQUIRE THE PLANNING AND ZONING COMMISSION TO MAKE RECOMMENDATIONS TO CITY COUNCIL REGARDING DRAINAGE IN A SPECIFIC USE PERMIT APPLICATION, AMENDING SECTIONS 9.07 AND 9.08 TO ALLOW ACCESSORY OR DRIVEWAY STRUCTURES TO BE RECONSTRUCTED IN THE SAME LOCATION SO LONG AS SUCH STRUCTURES ARE NOT EXPANDED, AMENDING SECTION 10.04 TO REQUIRE THAT BUILDING PERMIT APPLICATIONS BE SUBMITTED IN CONFORMITY WITH CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, AMENDING VARIOUS PROVISIONS OF APPENDIX "A" TO REMOVE REFERENCE TO "DIRECTOR OF PUBLIC WORKS"; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR EACH VIOLATION

OF ANY PROVISION HEREOF WITH EACH DAY BEING A NEW VIOLATION; AND PROVIDING FOR SEVERABILITY.

Loren Smith, City Attorney, said this is the zoning ordinance and some of the changes made are: maximum lot coverage 45% impermeable and 55% non-permeable; the use of accessory structures, set backs are further defined, also cleaned up zoning official, cul-de-sac defined; and green space around pools.

Motion was made by Councilman Glover and seconded by Councilman Janecek to approve as presented. Motion carried 5-0.

XIII. DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ADOPTING THE CITY OF BUNKER HILL VILLAGE DRAINAGE CRITERIA MANUAL -- Steve Smith, Director of Public Works/Building Official

The City Council met with the Planning and Zoning Commission for a workshop on July 16, 2013. At that time, the City Council charged the Commission with the review of the City's Development Ordinances to maintain adequate infrastructure and services to sustain the existing community and support redevelopment

One area of concern was drainage. The City has spent approximately \$20M in drainage projects over the last 10 years. With the completion of the East Side Drainage project, all of our drainage systems will be maximized for the amount of outfall capacity available. New development will therefore need to store any increase in surface runoff in the form of storm water detention. The drainage ordinance establishes the goals of the city for drainage, the Criteria Manual provides the technical specifications to guide engineers in how to design the systems.

One of the critical components of the Criteria Manual is the establishment of the concept of requiring detention for any drainage as a result of an increase in lot coverage for new construction and any expansion of more than 200 feet. This is referred to as "No Net New", meaning no new runoff for new lot coverage. There are a multitude of methods of how to apply this concept. The Criteria Manual sets which method will be accepted.

A separate Drainage Criteria Manual was recommended as opposed to an ordinance to allow reference to the design criteria without having to restate the entire manual. Should updates to the criteria be necessary, the manual is an effective method of just addressing drainage without requiring an ordinance amendment.

The Mayor appointed a Drainage Committee chaired by Councilmember John Glover. Other members included residents, Jack Christiansen and Robert Lord. The Committee met on numerous occasions to discuss drainage concepts and to determine the methods which apply to our system. The Drainage Committee is recommending the adoption of the Drainage Criteria Manual.

Motion was made by Councilman Glover and seconded by Councilman Janecek to approve the Drainage Criteria Manual as presented. Motion carried 5-0.

XIV. DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT WITH ALCOTT, INC., DBA TCH FOR THE MEMORIAL BRIDGE WATER LINE PROJECT IN AN AMOUNT NOT TO EXCEED \$ 101,005.00 - Steve Smith, Director of Public Works/Building Official and Langford Engineering

On October 9, 2014, six bids were opened. The apparent low bidder was Alcott, Inc., dba TCH at \$93,445.00 for the base bid and \$101,005.00 for the alternate design.

The base bid design was for installing the new line at the same size as the existing line (8") and the alternate bid was for a larger 10" line. The project timeframe will be 90 days. Mr. Davis has reviewed the bids and has checked references.

Mr. Davis and Staff are recommending approval of the alternate bid for the larger water line and entering into a contract with Alcott, Inc., dba TCH for \$101,005.00 for the construction of a 10" water line under W151.

Motion was made by Councilman Brown and seconded by Councilman Glover to contract with Alcott, Inc. for the 10" water line in the amount of \$101,005.00. Motion carried 5-0.

XV. DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, ACKNOWLEDGING REVIEW AND APPROVAL OF THE PUBLIC FUNDS MANAGEMENT AND INVESTMENT POLICY – Karen Glynn, City Administrator and Kelly Johnson, Director of Finance/City Secretary

The City's Investment Committee includes the Mayor, Councilmember Susan Schwartz, and City Administrator Karen Glynn. The Committee met on September 16th to review the City's Investment Policy. This is required on an annual basis.

After checking with Robert Belt, with Belt, Harris, and Pechacek, we found out that it is not required to do a Quarterly Report on Investments if the City does not have any formal investments. We are requesting the following sentence (noted in red) be added to the Investment Policy under Section V. Investment Reporting and Performance Evaluation – Quarterly Report:

"In accordance with the Government Code 2256.023, not less than quarterly, the Investment Officer shall prepare and submit to the City Council a written report of investment transactions for all funds for the preceding reporting period within a reasonable time after the end of the period. This would only apply if the City had applicable investments."

It is also recommended that these members remain on the Investment Committee for an additional year.

Motion was made by Councilman Brown and seconded by Councilman Glover to approve as presented. Motion carried 5-0.

XVI. DISCUSSION AND POSSIBLE ACTION REGARDING A MUNICIPAL SETTING DESIGNATION (MSD) NOTICE FROM CITY OF HOUSTON FOR THE PROPERTY LOCATED AT 4310 DIRECTORS ROW, HOUSTON TEXAS - Steve Smith, Director of Public Works/Building Official –

The City has received the attached documentation from the City of Houston regarding a Municipal Setting Designation (MSD) Certification for a property within a 5 mile radius of Bunker Hill. This notice is a requirement of the Texas Health and Safety Code when certain surface and subsurface materials exist on a property within a 5 mile radius of a ground water provider. Corrective actions for the properties have been indicated. The City has received these types of notifications in the past and no action has been taken.

Staff recommends no action.

Item failed for lack of a motion by Council.

XVII. DISCUSSION AND POSSIBLE ACTION DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A 5 YEAR CONTRACT WITH REPUBLIC WASTE SERVICES BEGINNING IN 2015. - Karen Glynn, City Administrator

Karen Glynn said we are at the end of our current five year contract with Republic Waste. Republic Waste has given us a bid for another five year contract. She said we have been very pleased with Republic Waste and would like to negotiate with them if possible.

Karen Glynn said if we signed a five year contract, keeping everything the same, the first year price would remain the same and every year after would increase based on the annual consumer price index (CPI). She stated under the current contract they provide recycle pickup once a week and trash pickup twice a week. Both trash and recycle are backdoor pickup as long as it's visible from the street and not behind a gate or fence.

Karen Glynn said we have a large percentage, 60% - 80%, of residents that recycle. Residents are requesting more than one recycling bin and in some cases they have gone out and purchased their own recycling carts. We have a lot of residents asking for bigger bins. Karen Glynn said with the increase in requests for bigger bins she asked Republic Waste for some options.

- a. Option 1 – No change in trash or recycling services, staying with the 18 gallon recycling bins. Price would remain the same at \$55.22 every two months if the city signed a five year contract with annual increases after the first year based on the annual CPI.
- b. Option 2 – No change in trash service but adding an additional pickup for recycling service (twice a week), the price would increase \$6.30 for a total cost of \$61.52 billed every two months.
- c. Option 3 – No change in trash service but the recycling would change to a 96 gallon recycling cart. Residents would be required to roll the cart curbside for recycling service. Cost would stay the same at \$55.22 billed every two months.
- d. Option 4 – No change in trash service but residents could have the option of a 35 or 96 gallon cart. The 96 gallon cart would be provided at no charge but residents would have to purchase the 35 gallon cart at a one-time charge of \$42 for the cart and a delivery fee of \$25.00. Again, the recycling carts would have to be rolled to the curb. Cost would remain the same at \$55.22 billed every two months if they choose a 96 gallon cart.

Frank Gracely, Account Manager with Republic Waste, said out of 211 contracts in Texas only one city uses the 35 gallon carts, that is why the cost for the smaller carts.

Mayor Williams asked Republic Waste is it possible to have backdoor service on the big 96 and 35 gallon recycling carts. The Mayor said he understood that Republic Waste could not get the big recycling trucks down some of our streets and to lift the big 96 gallon carts by hand could be a problem. The mayor asked is it a problem that can be solved by money and manpower? Frank Gracely said it would be an additional cost for backdoor pickup on the carts. He did not know the cost and said he would get back with the city on the cost.

Jay Smyre, a resident, was still very concerned about the trash carts being left out and the visual appearance it leaves.

Mayor and council were in agreement to wait on a price from Republic Waste on backdoor recycling of 96 and 35 gallon carts for pickup one time a week.

Motion was made by Councilman Brown and seconded by Councilman Glover to table this item until the November's meeting. Motion carried 5-0.

XVIII. DISCUSSION AND POSSIBLE ACTION TO CANCEL THE DECEMBER MEETING

Mayor Williams requested cancelling the regular meeting in December so we could have the City's annual Christmas Party.

Motion was made by Councilwoman Rosenbaum and seconded by Councilwoman Schwartz to cancel December's Regular Council Meeting. Motion carried 5-0.

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 September 16, 2014 City Council Meeting
- B. Minutes of the September 23, 2014 Special City Council Meeting
- C. Minutes of the September 29, 2014 Special City Council Meeting
- D. Minutes of the September 30, 2014 Special City Council Meeting
- E. September 2014 Financials
- F. Klotz Associates, Invoice No. 914078 in the amount of \$3,684.00 for professional services rendered from August 16, 2014 to September 15, 2014 in connection with East Side Drainage Project
- G. Klotz Associates, Invoice No. 914106 in the amount of \$12,700.00 for professional services rendered from August 16, 2014 to September 15, 2014 in connection with Chapel Belle Lane, Rhett Drive, and Tara Drive Improvements
- H. Lloyd, Smitha, & Associates, LLC, Invoice No. CMBH14-01 for professional services rendered from September 1, 2014 to September 30, 2014 in the amount of \$1,982.50 for professional services related to East Side Drainage Project
- I. AAA Asphalt Paving, Inc. Application No. 1 in the amount of \$88,715.75 for construction services rendered for September 2014 in connection with East Side Drainage Project
- J. Langford Engineering, Inc., Invoice No. 18079 in the amount of \$151.16 for professional services rendered through September 26, 2014 for on-call services.
- K. Langford Engineering, Inc., Invoice No. 18080 in the amount of \$4,337.08 for professional services rendered through September 26, 2014 for the Memorial Bridge Water Line Project.
- L. Acceptance of Water Line and Vault Easements for Frostwood Elementary School
- M. Renewal agreement between the Harris County Sheriff's Office and the City of Bunker Hill Village to house, support, maintain, and confine city prisoners under the same terms and conditions as 2014, with no increase in pricing for the term January 1, 2015 through December 31, 2015 (\$74.00 per day, or portion of a day)

Motion was made by Councilman Glover and seconded by Councilman Janecek to approve the consent agenda. Motion carried 5-0.

XX. MAYOR'S REPORT

- A. Discussion and possible action on appointments for the Planning and Zoning Commission for a period ending May 31, 2015

There is currently 2 vacancies on the Planning & Zoning Commission that are needing to be filled. These seats were filled by Gerald Teel who has been appointed to the Fire Commission and Eric Herleth who has moved to Hunters Creek. The Mayor has asked Robert Lord who has served on the City's Drainage Committee and Bill Going who is active with the Rhett/Tara Neighborhood if they would be interested and both have responded positively. These appointment would be effective through June 2015 aligning with the Mayor's standard appointment process

Motion was made by Councilwoman Rosenbaum and seconded by Councilwoman Schwartz to approve Robert Lord and Bill Going to the Planning and Zoning Board. Motion carried 5-0.

B. Discussion and possible action regarding appointment of a Representative for the Police Commission Task Force

The Mayors from Hunters Creek, Piney Point and Bunker Hill have discussed creating a Task Force for the Police Commission with each City appointing one member. The Mayor has asked Councilmember Keith Brown to serve in this role. Mayor Lee Butler will represent the City of Piney Point and Councilmember Fidel Sapien will represent Hunters Creek.

Motion was made by Councilman Glover and seconded by Councilwoman Schwartz to appoint Councilman Brown as Bunker Hill Village's representative to the Police Commission Task Force. Motion carried 5-0.

C. Discussion and possible action regarding designation of a representative and an alternate to the General Assembly of the Houston-Galveston Area Council for 2015

Mayor said Councilwoman Schwartz has represented the city well for many years as our representative and he was recommending her to continue as our representative. Mayor Williams said Councilwoman Rosenbaum has been our alternate and he was recommending her to continue on as the alternate.

Motion was made by Councilman Janecek and seconded by Councilman Glover to approve. Motion carried 5-0.

XXI. CITY ADMINISTRATOR'S REPORT

A. Update on Employee Benefits for 2015

Karen Glynn said we have been working with Alliant, our agent, and we are looking at making a change in providers. She said we are looking at the Memorial Health Network. She said they have met with employees to discuss the change and she said they are recommending a change in providers to Memorial Health Network. She said we are only offering a H.S.A. plan. She said it is an increase in the deductible but with some of the savings we are recommending contributing more into the employees account. She said a well check would be required in order to receive the additional contribution.

Karen Glynn said all the other benefits are pretty much the same, with no or very little change. She said we will put it on our November agenda for approval.

B. Update on City's Website Project and Branding

Karen Glynn said we met today with Blue Atlas and the City's Website Committee. She said we've been working on pages and contents. She said they are looking at a soft launch in November for council to review.

C. Update on the Eastside Drainage Project

Steve Smith said the project is on schedule. The water and sewer lines have been replaced on Flintwood.

D. Update on the Memorial Bridge Project with TxDOT

Karen Glynn said we have been in discussion with TXDOT and have confirmed the closure of the Memorial Bridge will not take place until 2016. She said they were very surprised when they found out there was an eight month lead time to get the materials for the project. Karen Glynn said we have held firm with the closure to happen during the summer months when school is out.

E. Update on Beautification Projects

Karen Glynn said Centerpoint Energy as part of their Right Tree Right Place Program, delivered fifteen trees to us. She said today we had thirteen of them planted around the city. She said the remainder two trees will be used around the Memorial Bridge to replace some dying trees.

Karen Glynn reported that on some of our new decorative street sign poles the paint is peeling off the base. She has been in contact with the vendor and they are going to send us new replacement bases.

F. Report on Three Cities Meeting with Memorial Villages Police Department -
Construction Hours Discussion

Karen Glynn said the three cities have been getting together monthly to tackle some common problems. She said all six of the villages have different construction hours. She said we all gave a little and came up with the following for possible consideration:

Monday – Friday	7:30 a.m. to 6:30 p.m.
Saturday	8:30 a.m. to 5:30 p.m.
Sunday	No working

Council was in agreement with the proposed new hours.

XXII. ADJOURN

Motion was made by Councilwoman Rosenbaum and seconded by Councilman Brown to adjourn the meeting at 8:14 p.m. Motion carried 5-0.

Approved and accepted on November 18, 2014.



Jay Williams, Mayor

ATTEST:



Kelly Johnson, City Secretary/Dir. of Finance