

MINUTES OF THE SPECIAL MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
August 24, 2017 AT 11:30 A.M.

I. CALL TO ORDER

Mayor Williams called the meeting to order at 11:30 a.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas

Those Present:

Mayor Jay Williams
Councilman Robert Lord
Councilman Jay Smyre
Councilman Jay Janecek
Councilwoman Susan Schwartz
Councilwoman Laurie Rosenbaum

Also in Attendance:

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

- II. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, DELETING ARTICLE V, USE OF CITY RIGHTS-OF-WAY BY PROVIDERS OF TELECOMMUNICATIONS SERVICES, OF CHAPTER 13, STREETS AND SIDEWALKS; ADOPTING A NEW ARTICLE V, RIGHT-OF-WAY MANAGEMENT, OF CHAPTER 13, STREETS AND SIDEWALKS; REGULATING THE PHYSICAL USE, OCCUPANCY AND MAINTENANCE OF THE CITY'S RIGHTS-OF-WAY BY ALL USERS, INCLUDING TELECOMMUNICATIONS SERVICE AND WIRELESS NETWORK PROVIDERS; PROVIDING PROCEDURES FOR APPLICATIONS FOR PERMITS; ESTABLISHING TIME PERIODS FOR APPROVAL OF PERMIT APPLICATIONS; PROVIDING PERMIT FEES AND PUBLIC RIGHTS-OF-WAY RENTAL RATES; REQUIRING LAND USE APPROVAL PRIOR TO PLACEMENT OF NETWORK NODES AND NODE SUPPORT POLES IN PARKS, RESIDENTIAL AREAS, HISTORIC AREAS, UNDERGROUND AREAS AND DESIGN AREAS; ADOPTING A DESIGN MANUAL UNDER CHAPTER 284 OF THE TEXAS LOCAL GOVERNMENT CODE; AND PROVIDING A SAVINGS CLAUSE --**
Steve Smith, Building Official/Director of Public Works

Loren Smith, City Attorney asked that the following be added to the reading as it is part of the Ordinance: **A CRIMINAL PENALTY AS PROVIDED IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE WITH EACH DAY CONSTITUTING A NEW VIOLATION HEREOF.**

Loren Smith explained the new legislature to the Mayor and City Council. Telecommunications Service Providers will be allowed to utilize City rights-of-way unless an ordinance is in place prior to the effective date. The legislation becomes effective on September 1, 2017. The proposed ordinance provides the process for the City to permit for these services. In addition, there are some provisions including pavement width and street poles that will be beneficial to Bunker Hill Village. The legislation also includes the permit fees set by the State.

A motion was made by Councilwoman Rosenbaum and seconded by Councilman Schwartz to approve the ordinance as presented. The motion carried 5-0.

III. DISCUSSION REGARDING THE PROPOSED FY 2018 BUDGET

Karen Glynn, City Administrator, presented a PowerPoint presentation on the 2018 Proposed Budget and updated 10 Infrastructure Management Model based on the direction provided by the Mayor and Council during the May City Council Budget Workshop. Assumptions included:

General Fund/Debt Service Fund

A flat tax rate of \$ 0.277 was presented with a cap on maintenance and operation expenses of 4%. The updated 10 year model included a 3.75 % increase for the 2017 tax year based on the final tax roll report from Harris County and a 7.5 % increase on property tax revenues in the out years.

Utility Fund

The Budget included a 10% proposed increase for Utility Rates, mainly to the base rate and higher tiers balancing the increase between lower and higher users. It continues to be a challenge to budget in the Utility Fund as a result of the fluctuation in usage. The City also continues to see revenues not meeting the budget.

After the PowerPoint presentation and discussion the Mayor and Council provided direction to change the utility rate increase from 10% to 7% in accordance with our previous plans for increasing the base rate over time. All agreed to consider the flat tax rate of \$ 0.277. Any additional money above the model parameters will go into the Infrastructure Replacement Reserve for Capital Projects as outlined in the presentation.

IV. ADJOURN

- V. Motion was made by Councilman Janecek and seconded by Councilman Lord to adjourn the meeting at 2:20 p.m. Motion carried 5-0.

Approved and accepted on October 17, 2017.



Jay Williams, Mayor

ATTEST:


Britique Williams, City Secretary/Dir. of Finance