



## 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 18, 2020 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 strongly encourages members of the public to attend by video conference as described below rather than in person (unless no other option is possible). **Please note that in order to comply with the social distancing guidelines recommended by the Center for Disease Control, the number of members of the public permitted to attend the meeting in person will be limited to six (6).**

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

[www.bunkerhilltx.gov](http://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/94193275899?pwd=VDJlZHNlaHBUb1ZDUmZ3U2lEWDhpQT09>

Meeting ID: 941 9327 5899

Password: 159068

Dial by your location

+1 346 248 7799 US (Houston)

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. PROCLAMATION FOR LULA BELLE "COOKY" MAYS**

**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 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. PRESENTATION AND PUBLIC HEARING**

**A REQUEST FOR A SPECIFIC USE PERMIT FOR PARATUS MEMORIAL, 11750 MEMORIAL DRIVE FOR RELIGIOUS AND EDUCATIONAL PURPOSES**  
*- Karen Glynn, City Administrator and Representative from Paratus Memorial*

***Open Public Hearing***

**ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED BELOW:**

**A PUBLIC HEARING REGARDING A REQUEST FOR A SPECIFIC USE PERMIT FOR PARATUS MEMORIAL, 11750 MEMORIAL DRIVE FOR RELIGIOUS AND EDUCATIONAL PURPOSES**

***Close Public Hearing***

**CONSIDERATION AND POSSIBLE ACTION REGARDING A WRITTEN RECOMMENDATION TO THE CITY COUNCIL CONCERNING A SPECIFIC USE PERMIT FOR PARATUS MEMORIAL, 11750 MEMORIAL DRIVE FOR RELIGIOUS AND EDUCATIONAL PURPOSES AS PROVIDED BY THE PLANNING AND ZONING COMMISSION - *Karen Glynn, City Administrator***

**VI. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NUMBER 20 - 527, 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 – *Mayor Robert P. Lord***

**VII. POLICE COMMISSIONER REPORT**

- A. Update on Activities
- B. Discussion and possible action to approve Memorial Villages Police Department Budget Amendment No. 2020-01 to: a) decrease the amount budgeted for health insurance by \$33,000.00 and b) create a new category for employer contributions to employees' 457b plan, with a budgeted amount of \$33,000.00.

**VIII. FIRE COMMISSION LIAISON REPORT**

- A. Update on Activities

**IX. MAYOR'S REPORT**

- A. Report on Activities

**X. CITY ADMINISTRATOR'S REPORT**

- A. Report on Activities
- B. Planning and Zoning Commission Update
- C. Public Works Director - Report on Projects
- D. Update on Annual TML Conference
- E. Discussion and Direction on Citizen Request regarding Proposed Landscaping Equipment and Noise Requirements

**XI. FILE THE 2021 ANNUAL BUDGET - *Karen Glynn, City Administrator and Claire Bogard, Interim Finance Director***

**XII. CONSIDERATION AND POSSIBLE ACTION TO: A) AUTHORIZE THE CITY'S PARTICIPATION IN THE CARES ACT, SMALL CITIES ASSISTANCE PROGRAM, ADMINISTERED BY HARRIS COUNTY; AND B) AUTHORIZE THE MAYOR TO EXECUTE THE NECESSARY DOCUMENTS AND MAKE APPLICATIONS FOR GRANT PAYMENTS FROM THE PROGRAM - *Karen Glynn, City Administrator***

**XIII. DISCUSSION, DIRECTION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 4-171, STANDARDS APPLICABLE TO ALL RESIDENTIAL CONSTRUCTION, OF DIVISION 4, FLOOD HAZARD REDUCTION, OF ARTICLE V, DRAINAGE AND FLOOD DAMAGE PREVENTION, OF CHAPTER 4, DEVELOPMENT, BUILDING AND CONSTRUCTION, PROVIDING CERTAIN REQUIREMENTS APPLICABLE TO FINISHED FLOOR ELEVATION; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE, WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY AS RECOMMENDED BY THE CITY'S DRAINAGE COMMITTEE -- *Steve Smith, Director of Public Works/Building Official***

**XIV. DISCUSSION AND DIRECTION REGARDING A RECOMMENDATION BY THE CITY'S TECHNOLOGY COMMITTEE IN REVIEW OF THE CITY'S AGREEMENT WITH AMERICAN TOWER -- *Steve Smith, Director of Public Works/Building Official***

- XV. CONSIDERATION AND POSSIBLE ACTION ON A CITIZEN REQUEST FOR EXTENSION OF TIME FOR A BUILDING PERMIT FOR 201 MAYERLING –**  
*Steve Smith, Director of Public Works/Building Official*
- XVI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE FUNDING FOR THE INSTALLATION OF EQUIPMENT IN THE COUNCIL/COURT ROOM IN AN AMOUNT NOT TO EXCEED \$5,000 TO BE FUNDED OUT OF THE GENERAL FUND HARDWARE/SOFTWARE ACCOUNT TO IMPROVE ONLINE MEETING OPPORTUNITIES -**  
*Steve Smith, Director of Public Works/Building Official*
- XVII. PRESENTATION AND DISCUSSION ON THE RECONSTRUCTION OF BUNKER HILL ELEMENTARY SCHOOL –**  
*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.”**

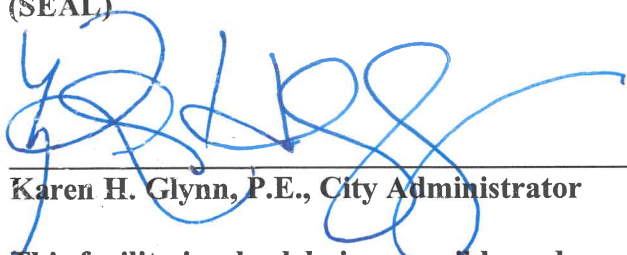
- A. Minutes of the June 16, 2020 City Council Meeting
- B. Minutes of the June 30, 2020 Special City Council Meeting
- C. Minutes of the August 7, 2020 Special City Council Meeting
- D. June 2020 Financials
- E. RPS, Invoice No. 620041 in the amount of \$2,114.79 for professional services rendered from May 30, 2020 to June 30, 2020 under on-call services for site development review
- F. RPS, Invoice No. 620040 in the amount of \$7,810.90 for professional services rendered from May 30, 2020 to June 30, 2020 under on-call services for MS4 Report, Drainage Committee Support, and CIP/Budget Preparation
- G. RPS, Invoice No. 720060 in the amount of \$320.12 for professional services rendered from July 1, 2020 to July 31, 2020 under on-call services for site development review
- H. RPS, Invoice No. 720059 in the amount of \$4,144.94 for professional services rendered from July 1, 2020 to July 31, 2020 under on-call services for MS4 Report, Drainage Committee Support, and CIP/Budget Preparation
- I. Probstfeld & Associates, Invoice No. 61551 in the amount of \$155.00 for professional services rendered in June 2020, for engineering services for drainage site development review
- J. Probstfeld & Associates, Invoice No. 61552 in the amount of \$155.00 for professional services rendered in June 2020, for engineering services for drainage site development review
- K. Probstfeld & Associates, Invoice No. 61560 in the amount of \$305.00 for professional services rendered in June 2020, for engineering services for drainage site development review
- L. Probstfeld & Associates, Invoice No. 61561 in the amount of \$305.00 for professional services rendered in June 2020, for engineering services for drainage site development review

- M. Probstfeld & Associates, Invoice No. 61788 in the amount of \$225.00 for professional services rendered in July 2020, for engineering services for drainage site development review
- N. Probstfeld & Associates, Invoice No. 61789 in the amount of \$80.00 for professional services rendered in July 2020, for engineering services for drainage site development review
- O. Probstfeld & Associates, Invoice No. 61790 in the amount of \$380.00 for professional services rendered in July 2020, for engineering services for drainage site development review
- P. Weisinger Incorporated, Invoice No. 29243 in the amount of \$124,663.00 for the repair of the Taylorcrest Water Well – Well #1
- Q. City of Piney Point Village, Texas, Payment Request dated July 2, 2020 in the amount of \$3,242.50 for the Memorial Drive Landscaping Improvements in accordance with the Interlocal Agreement

**XIX. 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 14, 2020 by 12:00 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.**