# CITY OF BUNKER HILL VILLAGE

**NOTICE IS HEREBY GIVEN OF A MEETING OF THE BUNKER HILL VILLAGE, TEXAS CITY COUNCIL TO BE HELD ON TUESDAY, AUGUST 18, 2026, AT 5:00 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."*

**This meeting agenda and the agenda packet are posted online at www.bunkerhilltx.gov**

**NOTICE OF MEETING BY TELEPHONE AND VIDEO CONFERENCE:**

In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Councilmembers may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Council will be physically present at the location noted above on this agenda.

**Join Zoom Meeting:**
https://us06web.zoom.us/j/86736124163?pwd=oNDhfzczOxwBkg8W5dkwtQmouAmh9s.1

**Meeting ID:** 867 3612 4163

**Passcode:** 410951

**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. 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. MEMORIAL VILLAGES POLICE DEPARTMENT REPORT

A. Update on Activities

## V. VILLAGE FIRE DEPARTMENT REPORT

A. Update on Activities

## VI. MAYOR'S REPORT

A. Report on Activities and Upcoming Events
- Mayors' Meetings

B. Consideration and Possible Action to Approve a Resolution of the City Council of the City of Bunker Hill Village, Texas, Naming the City's Alternate Commissioner to the Fire Commission for the Village Fire Department

## VII. CITY ADMINISTRATOR'S REPORT

A. Report on Activities and Upcoming Events
- City Hall Office Closure – *Monday, September 7, 2026*

B. Public Works Director Report
- Development Report
- CIP Project Update

C. Finance Director Report
- Bank Depository Bid Process Update
- Audit Services RFP Update
- Bond Issuance
- Investments and Opportunities

## VIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND SAS CONCRETE CONSTRUCTION IN THE AMOUNT OF $147,285.46 FOR SIDEWALK AND ROADWAY IMPROVEMENTS AT IDENTIFIED AREAS – *Elvin Hernandez, Public Works Director*

## IX. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A SERVICES AGREEMENT BETWEEN THE CITY OF BUNKER HILL VILLAGE, TEXAS, AND YARDWORKS LANDSCAPING IN THE AMOUNT OF $41,063.00 FOR BEAUTIFICATION PROJECTS AS RECOMMENDED BY THE BEAUTIFICATION COMMITTEE – *Elvin Hernandez, Public Works Director*

**X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, REVISING THE FINANCIAL MANAGEMENT POLICY STATEMENTS FOR MANAGING AND PLANNING THE CITY'S FINANCES –** *Gerardo Barrera, City Administrator & Susan Grass, Finance Director*

**XI. DISCUSSION, DIRECTION, CONSIDERATION, AND POSSIBLE ACTION REGARDING CREDIT CARD SERVICE FEES** – *Gerardo Barrera, City Administrator*

**XII. CONSIDERATION AND POSSIBLE ACTION TO RATIFY PAYMENTS EXCEEDING $50,000**

A. City of Houston water bill dated June 19, 2026, in the amount of $74,323.35 for May 2026 water purchase.
B. City of Houston water bill dated July 22, 2026, in the amount of $69,767.50 for June 2026 water purchase.
C. HR Green, BHV Work Order #1-Invoice #4 (202503) in the amount of $101,219.80 for professional services completed from April 1, 2026, to April 30, 2026, for Memorial/ Gessner Phase II.
D. HR Green, TIRZ Work Order #2-Invoice #5 (203719) in the amount of $93,264.32 for professional services completed from May 1, 2026, to May 31, 2026, for Memorial/ Gessner Phase II.
E. HR Green, BHV Work Order #1-Invoice #6 (204899) in the amount of $72,728.61 for professional services completed from June 1, 2026, to June 30, 2026, for Memorial/ Gessner Phase II.
F. HR Green, TIRZ Work Order #2-Invoice #6 (204901) in the amount of $77,070.36 for professional services completed from June 1, 2026, to June 30, 2026, for Memorial/ Gessner Phase II.
G. Memorial Villages Water Authority, invoice no. 001-26-27 in the amount of $66,669.83 for May 2026 wastewater treatment.
H. Memorial Villages Water Authority, invoice no. 002-26-27 in the amount of $64,160.86 for June 2026 wastewater treatment.
I. Red Oak Construction, invoice no. 1057 in the amount of $97,231.03 for water plant chloramine upgrades completed at Water Plant #1 and Water Plant #2.

**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. Minutes of the June 16, 2026, Regular City Council Meeting.
B. Minutes of the July 15, 2026, Special City Council Meeting.
C. Minutes of the August 4, 2026, Special City Council Meeting.
D. June 2026 Financials.
E. July 2026 Financials.
F. Check Register dated June 1, 2026, to July 31, 2026.
G. GrantWorks, invoice no. 06 in the amount of $7,760.00 for the administration of ARPA funds related to the Waterline Replacement Project rendered through May 29, 2026.
H. GrantWorks, invoice no. 07 in the amount of $2,425.00 for the administration of ARPA funds related to the Waterline Replacement Project rendered through July 6, 2026.

I. HR Green, TIRZ Work Order #2-Invoice #4 (202504) in the amount of $46,914.43 for professional services completed from April 1, 2026, to April 30, 2026, for Memorial/ Gessner Phase II.
J. HR Green, BHV Work Order #1-Invoice #5 (203721) in the amount of $25,879.87 for professional services completed from May 1, 2026, to May 31, 2026, for Memorial/ Gessner Phase II.
K. IDS Engineering Group, invoice no. 0182523 in the amount of $1,062.38 for professional services rendered from March 26, 2026, to April 25, 2026, for FEMA (MAAPNext) floodplain exhibits.
L. IDS Engineering Group, invoice no. 0182658 in the amount of $12,017.92 for engineering services rendered from April 26, 2026, to May 25, 2026, for the replacement of GST 1 at Water Plant No. 1.
M. IDS Engineering Group, invoice no. 0182659 in the amount of $596.00 for engineering services rendered from April 26, 2026, to May 25, 2026, for sanitary sewer rehab on Strey Ln.
N. IDS Engineering Group, invoice no. 0182660 in the amount of $1,539.76 for professional services rendered from April 26, 2026, to May 25, 2026, for Debris Hauling and Monitoring RFP management.
O. IDS Engineering Group, invoice no. 0182904 in the amount of $2,053.04 for professional services rendered from April 26, 2026, to May 25, 2026, for Texas Water Development Board grant application.
P. IDS Engineering Group, invoice no. 0183129 in the amount of $712.20 for professional services rendered from May 26, 2026, to June 25, 2026, for Debris Hauling and Monitoring RFP management.
Q. IDS Engineering Group, invoice no. 0183147 in the amount of $7,663.80 for professional services rendered from May 26, 2026, to June 25, 2026, for the replacement of GST 1 at Water Plant No. 1.
R. IDS Engineering Group, invoice no. 0183148 in the amount of $4,273.39 for engineering services rendered from May 26, 2026, to June 25, 2026, for sanitary sewer rehab on Strey Ln.
S. Probstfeld & Associates, invoice no. 73383 in the amount of $355.00 for drainage plan review services completed through May 2026.
T. Probstfeld & Associates, invoice no. 73386 in the amount of $355.00 for drainage plan review services completed through May 2026.
U. Probstfeld & Associates, invoice no. 73422 in the amount of $355.00 for drainage plan review services completed through May 2026.
V. Probstfeld & Associates, invoice no. 73567 in the amount of $355.00 for drainage plan review services completed through June 2026.
W. Probstfeld & Associates, invoice no. 73568 in the amount of $535.00 for drainage plan review services completed through June 2026.
X. Probstfeld & Associates, invoice no. 73596 in the amount of $350.00 for drainage plan review services completed through June 2026.
Y. Probstfeld & Associates, invoice no. 73618 in the amount of $355.00 for drainage plan review services completed through June 2026.
Z. Probstfeld & Associates, invoice no. 73619 in the amount of $350.00 for drainage plan review services completed through June 2026.
AA. Tetra Tech, invoice no. 52601801 in the amount of $6,670.00 for engineering services completed through May 22, 2026, for the mill and overlay of Knipp Rd.
BB. Tetra Tech, invoice no. 52601802 in the amount of $9,720.00 for the assessment of the City's Drainage Criteria Manual completed through May 22, 2026.
CC. Tetra Tech, invoice no. 52601807 in the amount of $11,552.93 for general on-call drainage engineering services performed from April 26, 2026, to May 21, 2026.

DD. Tetra Tech, invoice no. 52601808 in the amount of $3,774.69 for drainage impacts site development reviews completed from April 26, 2026, to May 21, 2026.
EE. Tetra Tech, invoice no. 52611560 in the amount of $770.00 for engineering services rendered through June 26, 2026, for the mill and overlay of Knipp Rd.
FF. Tetra Tech, invoice no. 52611561 in the amount of $4,025.00 for professional services rendered through June 26, 2026, for the assessment of the City's Drainage Criteria Manual.
GG. Tetra Tech, invoice no. 52612318 in the amount of $5,494.07 for general on-call drainage engineering services performed from May 25, 2026, to June 26, 2026.
HH. Tetra Tech, invoice no. 52612319 in the amount of $1,026.10 for drainage impacts site development reviews completed from May 25, 2026, to June 26, 2026.
II. Tetra Tech, invoice no. 52612320 in the amount of $377.50 for Drainage Committee activities completed from May 25, 2026, to June 26, 2026.

## XIV. ADJOURN

**I, Mallory Pack, City Secretary 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 August 12, 2026, by 5:00 p.m.**

**(SEAL)**

Mallory A. Pack

Mallory A. Pack
City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation 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.