

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 16, 2011 AT 6:00 P.M. IN THE CIVIC CENTER AT 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS

The meeting was called to order at 6:00 p.m. with the following present:

Mayor, Russell Hamley  
Council Member, Rod Erskine  
Council Member, Curtis Haverty  
Council Member, Mark Maloy  
Council Member, Jill Klein

Council Member Elect, Harry Beckwith III, PE

City Manager, Mike Castro  
City Secretary, Lorri Coody

Additional Staff in attendance: Mark Bitz, Eric Foerster, Danny Segundo, Isabel Kato, Michael Brown, Courtney Rutherford, Erik Tschanz, Lynn Parker, and Mitch Elliott.

Council Member, Joyce Berube was not present when the meeting was called to order but joined the meeting in progress at 7:20 p.m.

**A. ACTION ITEMS**

**1. Consider Resolution No. 2011-25, approving Change Order No. 2, and allowing the City Manger to enter into a contract with Pace Services L.P. for the installation of median cuts along the Jones Road Extension.**

Erik Tschanz, Project Manager introduced the item. He told Council that during the April 18, 2011 Council Meeting, City Council Member Curtis Haverty recommended that the City install median cuts along the Jones Road Extension to provide better access for emergency vehicles. Currently there are no median cuts along this portion of the Jones Road Extension from Highway 290 to Charles Street.

City staff has contacted Harris County Precinct 4 regarding permission and approval to install the median cuts at no additional cost to the County. The proposed cost by Pace Services L.P. for median cuts is \$43,288.97. In addition to the actual median costs, there will be engineering fees associated with the project, and the engineering drawings must be submitted to Harris County Precinct 4 for review and approval. The cost for the engineering fees is not expected to exceed \$3,000 and will be absorbed by the public works annual budget. The engineering work, if approved, will be performed by Pate Engineering, Inc.

Council engaged in discussion about the proposed location of the median cuts. Mr. Tschanz explained that the cuts are to correlate with the Jersey Village Crossing concept plan. Discussion ensued about the County's standard practice as it applies to median cuts. Public Works Director, Danny Segundo explained that in connection with this particular project, the County's thoughts were that future developers would provide for these cuts so these cuts were not included in the design work for this project. Additionally, as time progressed and the project now nears completion, the County is not necessarily aware of the City's

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

conceptual plan for Jersey Crossing and where the City may desire that these median cuts be located in order that they correlate with the conceptual plan as well as meet the needs of the fire department for emergency purposes.

Council engaged in discussion about the fire department's needs. Fire Chief Bitz explained the median cuts would make it easier for the large apparatus to make emergency calls in this portion of the city during high traffic situations. He explained that it is difficult, and sometimes impossible, for large apparatus to pass over medians.

Public Works Director Segundo informed Council that the item is for the installation of one (1) median cut to be located north of the channel. He told Council that currently, there are not median cuts planned for this section of the Jones Road Extension. The first median cut is located between FM 529 and Charles at an existing business. The distance from US Highway 290 to Charles Street is about ½ mile of roadway that currently has no planned median cut.

Council engaged in discussion concerning solutions for the fire trucks to make emergency calls if there were no median cuts along this section of the Jones Road Extension. There was discussion about passing the cost of these cuts along to future developers through impact fees or development agreements. Additionally, the frequency in terms of emergency need for these median cuts was discussed.

With no further discussion on the matter, Council Member Haverty moved to approve Resolution No. 2011-25, approving Change Order No. 2, and allowing the City Manager to enter into a contract with Pace Services L.P. for the installation of median cuts along the Jones Road Extension. The motion died for lack of a second.

RESOLUTION NO. 2011-25 – FAILED – NO SECOND

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING CHANGE ORDER NO. 2 AND ALLOWING THE CITY MANGER TO ENTER INTO A CONTRACT WITH PACE SERVICES L.P. FOR THE INSTALLATION OF MEDIAN CUTS ALONG THE JONES ROAD EXTENSION.

- 2. Consider Ordinance No. 2011-20, amending the budget for fiscal year October 1, 2010 through September 30, 2011, in the amount of \$44,000 for installation of median cuts along the Jones Road Extension.**

THIS ITEM NOT CONSIDERED.

- 3. Consider Resolution No. 2011-26, approving Change Order No. 3, and allowing the City Manager to enter into a contact with Pate Engineering, Inc. for the design of median cuts along the Jones Road Extension.**

THIS ITEM NOT CONSIDERED.

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

**4. Consider Resolution No. 2011-27, declaring Unit 21-0504T, a 2005 Chevy Tahoe, as surplus equipment, and authorizing disposition by the City Manager in accordance with the City's Administrative Procedures.**

Danny Segundo, Public Works Director introduced the item. He explained that at the October 18, 2010 City Council Meeting, Council approved the request to dispose of surplus equipment that has met requirements according to the vehicle replacement plan. Since that time, Staff has found an additional vehicle, unit 21-0504T- a 2005 Chevy Tahoe, which also meets requirements to be declared surplus equipment.

City staff is requesting City Council to declare surplus equipment and authorize City Manager to dispose of this vehicle via a method approved by the city's administrative procedures.

With limited discussion on this item, Council Member Erskine moved to approve Resolution No. 2011-27, declaring Unit 21-0504T, a 2005 Chevy Tahoe, as surplus equipment, and authorizing disposition by the City Manager in accordance with the City's Administrative Procedures. Council Member Maloy seconded the motion. The vote follows:

Ayes: Council Members Erskine, Haverty, Maloy, and Klein

Nays: None

The motion carried.

RESOLUTION NO. 2011-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, DECLARING UNIT 21-0504T - A 2005 CHEVY TAHOE, AS SURPLUS EQUIPMENT AND AUTHORIZING DISPOSITION BY THE CITY MANAGER IN ACCORDANCE WITH THE CITY'S ADMINISTRATIVE PROCEDURES.

**B. BUDGET ITEMS**

**1. Overview by Mike Castro, City Manager**

City Manager Castro began the session by giving an overview of the overall condition of the City. He told Council that the financial condition of the City is stable and is slowly recovering from the economic recession. The revenues for this budget year will be near what was projected and the expenditures will be within budget. We were able to complete some major projects this year. He explained that the City is stable because we prepared for the recession and we continue to prepare for the recovery.

Mr. Castro listed the Positive Developments as follows:

- Completion of the Police Department Expansion Project
- Completion of the Jones Road Expansion Project

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

- Slab Elevation Ordinance
- Jersey Village Crossing work
- No major cuts implemented or required this year
- Transition of the new Police Chief

He told Council that the significant supplementals for FY 2011 were:

- The Police Department Expansion Project
- The Jones Road Expansion Project
- Several IT projects
- Routine line-item changes

Mr. Castro reviewed his short-term concerns with Council. He cautioned about budget hits from State and County government. He is concerned about the future of the Red Light Camera program and is certain that Health Care Reform will impact our health plan premiums, possibly as soon as 2014. He expects there to be legislative surprises and he voiced his concern for the issues we face with the implementation of Form Based Codes should they pass.

His long-term concerns are:

- Declining area around Jersey Village
- Flat revenue sources going forward
- Healthcare reform implications
- Long-term State budget viability and the shifting of responsibility to municipalities
- Need for strategic direction
- COH utility charges

Mr. Castro outlined the FY 2012 Initiatives as follows:

- Begin preparation for tear-downs
- Implement form based codes
- Preparation for FY 2013 contracts
- Water meter replacement program
- Street program?

Mr. Castro addressed the need for Strategic Direction with a focus on:

- Infrastructure replacement
- Level of service/program offerings
- Technology/communication offerings
- Response to regional decline around the city
- Usage of General Fund revenues

City Manager Castro closed his presentation with a summary. He told Council that we will break even in the general fund, but this is a legislative year and the results of same are still

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

unknown. He also told Council that the next recession is 5 to 7 years out. Keeping this in mind, he said now is the time for strategic planning. We have delayed the effects of the recession through budget discipline and sound financial planning. We should maintain budget discipline in moving forward.

Discussion was had on the economic climate for street repairs. City Manager Castro believes that as we move forward, the climate begins to get worse. He said perhaps right now is the best time for the best price, and Council should keep in mind that a street repair project takes time to design. Mayor Hamley supported the City Manager's position, stating that in his industry the cost of materials is on the increase, but labor and contractor budgets have remained stagnant. He agreed that the best time for the best price is now.

Council engaged in the prospects of a street project for the City. Discussion was had concerning the possibility of implementing a utilities repair project as opposed to a street/utilities/drainage project as is customary. Staff explained that the problem with this approach is the increase in mobilization and engineering design costs due to duplicate charges as a result of separate projects.

Discussion was had concerning the need to repair Acapulco Drive between Carlsbad and Senate. There was also discussion about doing a City Hall Project along with a Streets Project. In discussing same, mention was made for the need to build a city hall to fulfill the needs 15 to 20 years in the future. This commitment will require quite an investment that will preclude the ability to do both a city hall project and a streets project at this time.

City Manager Castro proposed that we do a street project now and a city hall project in 2015 after the City retires some of its bond debt. At that point, a city hall project could be taken to the voters in the form of a bond referendum. It would be easier to sell, having completed a third round of street projects. Council mentioned that it might also be wise in waiting on a city hall project in order to see how Jersey Village Crossing develops.

With no further discussion on the City Manager's presentation, Mayor Hamley moved to the next item on the agenda and called for the Parks and Recreation's Departmental Presentation.

**2. Departmental Presentations:**

- a. Parks and Recreation Department – Parks Director, Michael Brown gave the presentation. Golf Pro, Lynn Parker and Golf Course Superintendent, Mitch Elliott attended the meeting in order to field any question Council might have pertaining to their respective departmental areas.

Upon completing his presentation, discussion was had about the need for repair and seal of the asphalt at the Golf Course. It was noted that some 2,000 cars pass through this area daily, and perhaps a good number of those are not golfers. The argument was made that perhaps the cost of this repair should not be borne solely by the Golf Course Fund. Staff was asked to review and confirm proper allocation of this expense.

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

Council engaged in discussion about the fencing around the perimeter of the Golf Course, and the need for ADA compliant restrooms on the course.

There was also a lengthy discussion about how the hiking path is serviced that is located near the high school. Parks Director Brown explained that the City maintains this path. The practice has been to use the crack seal repair machine, and has been fairly successful. Nonetheless, at some point it will need to be resurfaced/resealed. Discussion ensued about the problem with cars driving on this path. It is not constructed to withstand such weights, which is partially the cause for the disrepair. Mr. Brown explained that students often drive on the path, and he has been working with the school's athletic department in an effort to curtail this activity. Council also made mention that maintenance trucks have been known to drive on the path. A possible solution to the problem might be that stationary poles/objects be placed strategically so that these vehicles cannot access the path.

Discussion was had about the tennis courts located on Rio Grande. Currently this area is being used by the Parks Department as a staging area. Council wanted to know if the Parks Review Committee had made any recommendations for this area and if staff was following up on these recommendations. Mr. Brown stated that he would check the report and respond accordingly.

*Council Member Joyce Berube joined the meeting at 7:20 p.m.*

Discussion continued about the need for fencing around the Golf Course and if this fencing is really needed. Golf Pro, Lynn Parker explained that the fencing is there to keep out those who do not belong. She explained that without the fencing it would be difficult to control entry to the property and the city would be exposed to a criminal element that could/would cause property damage. The pros and cons of fencing the Golf Course were discussed at length.

Council discussed the list of supplementals that the Parks Department outlined in the presentation. Discussion was had on the cost of the fencing and the cart paths.

- b. Fire Department - Chief Bitz gave the presentation. Upon completing same, Council engaged in discussion about the proposed supplemental request for a full time paramedic. Discussion was had about the last time this issue was presented to Council. Chief Bitz told Council that in 2007 Council approved a supplemental, adding 5.5 part-time paramedics. He explained that at the time it was felt that adding these part-time paramedics would provide the City with 24/7 paramedic care; however, this has not been the case. Chief Bitz explained that because the paramedics have full time commitments with other employers, it presents a problem with providing around the clock paramedic coverage at Jersey Village.

Discussion continued about how the plan would be implemented should the supplemental be granted. Chief Bitz briefly explained that using creative thinking and scheduling, he would be able to combine some positions and extend others, providing the coverage he

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

needs. He explained that he would only need \$80,000 to provide this coverage for the City.

Council continued to discuss the issue. There was concern for just how often there are no paramedic services within the City and as a result we are required to call upon Cy-Fair for these services. It was discussed that the issue is not at a critical level now, but it is a trend that is approaching critical in 12 to 18 months.

Council also discussed the problems with the Fire Department sprinkler system. Council would like this problem fixed, the sooner the better.

*Mayor Hamley called a 15 minute recess (8:15 pm to 8:30 pm) at which time Communications followed:*

- c. Communications - Chief Bitz made the presentation. In completing the presentation, Council briefly discussed the departments computer aided dispatch (CAD) software services.
- d. Police Department - Police Chief, Eric Foerster gave the presentation. In completing same, Council discussed the issue of updating the cameras situated in both the police and fire department vehicles. The Chief explained that these cameras are outdated and experience technical problems on a regular basis. He explained that due to the age of the equipment, the quality of the video/sound is not very good; therefore, upgrades to this system would be welcomed and are needed.

Council engaged in discussion about the danger involved with the entrance to US 290 at Motel 6, and there was also discussion about the STEP program.

Council engaged in lengthy discussions about the management of police staffing. They wanted to know the plans for departmental staffing in terms of assignments and scheduling. Council was interested in the changes to be expected from what was and what will be the management style for the City's police department.

Chief Foerster explained that his method is one of "directed patrol" wherein he relies on crime statistics to determine problem areas in the City and according to the results of these statistics his force is disbursed and assigned. He also told Council that he does not tolerate a work force that is idle. He believes in effective management for putting patrol units on the street and it is important to manage every hour. Therefore, he reads every report and makes staffing assignments accordingly.

Council engaged in a lengthy discussion about the City's "hot spots" for crime. This discussion led to the topic of "no left turns" from Solomon Street onto Seattle Street, Singapore Street, Australia Street, and Congo Lane on a weekday between the hours of 4:30 p.m. and 6:30 p.m. Council wanted to know about the enforcement same. The Chief told Council that his department is not currently patrolling in this area.

SPECIAL SESSION MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – MAY 16, 2011

Council also discussed the radar trailer and its effectiveness in reducing speed throughout the City. Chief Foerster explained that the trailer is a useful tool.

ADJOURN

The meeting was adjourned at 10:05 p.m.

---

Lorri Coody, City Secretary