

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 22, 2012 AT 6:00 P.M. IN THE CIVIC CENTER AT 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Hamley at 6:02 p.m. with the following present:

Mayor, Russell Hamley	City Manager, Mike Castro
Council Member, Justin Ray	City Secretary, Lorri Coody
Council Member, Rod Erskine	Attorneys – Jim Blackburn and
Council Member, Harry Beckwith III, PE	Adam Friedman
Council Member, Sheri Sheppard	
Council Member, Jill Klein	

Additional Staff in attendance: Mark Bitz, Eric Foerster, Danny Segundo, Isabel Kato, and Michael Brown.

B. CLOSE THE SPECIAL SESSION

Mayor Hamley closed the Special Session at 6:03 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 - Consultation w/Attorney.

C. EXECUTIVE SESSION

- 1. Consult with Attorney pursuant to the Texas Open Meetings Act Section 551.071 to discuss legal ramifications/strategies surrounding noise mitigation and right-of-way issues associated with the US 290 expansion project.**

D. ADJOURN EXECUTIVE SESSION

Mayor Hamley adjourned the Executive Session at 7:22 p.m. and reconvened the Special Session, stating that no final actions, decisions, or votes were had during the Executive session.

E. CONVENE SPECIAL SESSION

- 1. Discuss and take appropriate action on matters discussed in Executive Session.**

Mayor Hamley called the item. With no discussion on the matter, Council Member Ray moved to authorize Blackburn and Carter to develop lawsuit documents to file a Declaratory Judgment against TxDOT regarding right-of-way acquisition and easement relocation of US 290 up to but not including filing litigation. Council Member Klein seconded the motion.

Council engaged in discussion about the funds for payment of the legal fees. City Manager Castro explained that the current budget does contain a line item for legal expenses. He indicated that it is from this line item that these legal expenses will be paid. He also stated that a budget amendment is likely and when it becomes necessary he will bring the amendment to Council's attention.

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With no further discussion, Mayor Hamley called for the vote on the motion. The vote follows:

Ayes: Council Members Ray, Erskine, Beckwith, Sheppard, and Klein

Nays: None

The motion carried.

F. BUDGET ITEMS

1. Continue Departmental Presentations not concluded on May 21, 2012:

d. and e. **Communications Division and the Fire Department** – Fire Chief, Mark Bitz gave the presentation for both the Fire Department and the Communications Division. He gave background information about the departments and presented past and present budgetary information for Council’s consideration. The Chief placed some emphasis on the upcoming requirements of radio narrow banding and the equipment that will be needed by both the Fire Department and the Communications Division in order to implement these new mandates. In completing his presentation, Council engaged in discussion about the new narrow banding radio requirements, asking questions about same which Chief Bitz answered.

f. **City Secretary** – Ms. Lorri Coody gave the presentation for the City Secretary’s Office. She explained the four areas of responsibility for her department giving information about past and present budgetary needs. She also presented information about the City’s Records Management Program, showing pictures about recent activities. In completing her presentation, Council had a few questions about the records management program, which Ms. Coody answered.

g. **Finance Department** – Ms. Isabel Kato gave the presentation for the Finance Department. She presented both past and present budgetary information and gave background information about her staff. In completing her presentation Council asked a few questions which Ms. Kato answered.

h. **Parks and Recreations** – Mr. Michael Brown gave the presentation for the Parks and Recreation Department. He told Council that his responsibilities are broken down into three separate areas or divisions which include Parks, Building Maintenance, and the Golf Course. He gave budgetary and background information for each area. In completing his presentation, Council engaged in discussion about the Castlebridge Water Treatment Interconnect. Mr. Brown fielded the questions and answered accordingly.

G. CONCLUDING REMARKS AND SUMMARY

In concluding the departmental summaries, Council engaged in brief discussion on the following topics:

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1. **Master Planning** and how soon such activities could begin. City Manager Castro explained the process could last 18 to 36 months to complete, and he expects that work on it could begin as early as August. He expects the costs to be at least \$100,000 to \$200,000, and stated that the true cost would be reflected in the scope of the planning desired. A better feel for this will be had once planning is underway.
2. **The Capital Improvements Plan** included in the budget retreat workbook was discussed. The plan was reviewed. Danny Segundo, Director of Public Works explained that some changes had been made to the plan since it was last reviewed by Council. Mr. Segundo pointed out these changes.
3. There were questions about the **Solid Waste Contract** which is set to expire on October 1. Council engaged in discussion about just what is available in terms of the market for their consideration. Council was especially interested in what companies are offering in terms of recycling and automation.
4. Council also engaged in discussion about **saving postage** on invoicing for water bills by offering an “opt out” program. The program would permit residents to receive and pay the bill on-line thereby eliminating the necessity of having to mail invoices.
5. **Auto outsourcing** is currently used for wrecked vehicles. Danny Segundo, Public Works Director explained the current process. He told Council that due to an increase in City wrecks, a greater number of vehicles are being outsourced and this has created budget shortages.

H. ADJOURN

Mayor Hamley announced that there is no need for the May 23, 2012 meeting. With no other items on the agenda, the meeting was adjourned at 8:45 p.m.

Lorri Coody, City Secretary