

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON APRIL 21, 2014 AT 7:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Pro tem Jill Klein at 7:02 p.m. with the following present:

Mayor Pro tem, Jill Klein	City Manager, Mike Castro, PhD
Council Member, Justin Ray	City Secretary, Lorri Coody
Council Member, Greg Holden	City Attorney, Bobby Gervais
Council Member, Harry Beckwith III, PE	
Council Member, Sheri Sheppard	

Mayor, Rod Erskine was not present at this meeting.

Staff in attendance: Mark Bitz, Fire Chief; Eric Foerster, Chief of Police; Isabel Kato, Finance Director; Danny Segundo, Director of Public Works; and Michael Brown, Director of Parks and Recreation.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Prayer by: Donna McCarty, Chaplain, Jeremy E. Ray American Legion Post 324.
2. Pledge by: Jimmy Baughman, Commander, Jeremy E. Ray American Legion Post 324.

C. PRESENTATIONS

1. **Presentation of Police Department Employee of the First Quarter Award - Presented by Jimmy Baughman Commander and Howard Mead, Past Commander of the Jeremy E. Ray American Legion Post 324.**

Jimmy Baughman, Commander, and Howard Mead, Past Commander of American Legion Post #324, along with Mayor Pro tem Klein, presented the Police Department Employee of the First Quarter award to Dispatcher, Jennifer Sachs.

D. CITIZENS COMMENTS

Citizens who have signed a card and wish to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the City staff and City Council Members are prevented from discussing the subject and may respond only with statements of factual information or existing policy. Citizens are limited to five (5) minutes for their presentation to the City Council.

Curtis Haverty, 15405 Ashburton, Jersey Village, TX (713) 896-8408 – Mr. Haverty told Council about the American Legion 5K run event that was recently held in the City. He told them that nearly 300 participants ran the race, with over 75% of them being from outside the City. He wanted Council to know that many of the participants commented that Jersey Village is a great city. He thanked both the Chief of Police and the Fire Chief for their help and commented that in most cities it is difficult to get such help from the local departments. He ended by telling the Council that the local branch of the American Legion is very supportive of the City, especially the police and fire departments.

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Denise Jungles, 8529 Wyndham Village Drive, Jersey Village, TX (713) 859-0532 – Ms. Jungles spoke to City Council about home improvement in the City. She gave Council a meeting handout that outlined her comments. Basically, Ms. Jungles was concerned about the strict construction requirements that the City has and stated that as a result of same, many contractors refuse to do remodeling or construction work in our city.

Jim Fields, 16413 St. Helier, Jersey Village, TX (713) 466-0804 – Mr. Fields thanked City Staff for the City’s financial health, and public service work. He went on to comment about the areas where the City could improve in terms of code enforcement. He listed recommendations for air conditioning window units, yards, vehicles, and closed with comments about 18 wheelers parking at city hotels.

Dana Bowdoin, 15705 Singapore Lane, Jersey Village, TX (281) 610-2642 – Ms. Bowdoin spoke to Council about two (2) separate “pit bull dog” incidents that have her concerned for citizen safety. She detailed both incidents for the Council and asked that they help to resolve the issue.

Joe Pennington, 8526 Ivy Falls Court, Jersey Village, TX (713) 899-3544 – Mr. Pennington requested that City Council adopt the practice of having the pledge to the Texas flag in addition to the pledge to the American Flag.

E. CITY MANAGER’S REPORT

City Manager, Mike Castro, gave his monthly report as follows:

- 1. Monthly Fund Balance Report, Red Light Camera Fund Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report - March 2014, Quarterly Investment Report – March 2014, and Budget Projections as of March 2014**
- 2. Open Records Request**
- 3. Fire Departmental Report and Communication Division’s Monthly Report**
- 4. Police Activity Report, Warrant Report, Investigations/Calls for Service Report, Red Light Camera Summary Report, Crime Prevention Unit Monthly Report, and Staffing/Recruitment Report**
- 5. Municipal Court Collection Report, Municipal Court Activity Report, Municipal Court Courtroom Activity Report, Speeding and Stop Sign Citations Within Residential Areas Report, and Court Proceeds Comparison Report**
- 6. Public Works Departmental Report, Phase 3 CIP Project Breakdown and Phase 3 Project Update**
- 7. Golf Course Monthly Report, Golf Course Financial Statement Report, and the Parks and Recreation Departmental Report**
- 8. Report from Code Enforcement**

F. CONSENT AGENDA

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The following items are considered routine in nature by the City Council and will be enacted with one motion and vote. There will not be separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes for the Regular Session Meeting held on March 17, 2014 and the Special Session Meeting held on April 14, 2014.

With Item No. 2 being removed from the Consent Agenda, Council Member Beckwith moved to approve item 1, excluding item 2, on the consent agenda. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Ray, Holden, Beckwith, and Sheppard
Mayor Pro tem Klein

Nays: None

The motion carried.

Before moving on to the Regular Agenda, Mayor Pro tem Klein called item 2 from the Consent Agenda for discussion as follows:

2. Consider Resolution No. 2014-13, authorizing the City Manager to engage Urettek USA, Inc. to perform street raising work throughout various locations in the City of Jersey Village.

Danny Segundo, Director of Public Works, introduced the item. Background information is as follows:

The Public Works Department is continuing its annual street raising program. The project includes street lifting, void filling, stabilizing and under sealing, proper drainage, and returning streets to proper load bearing capacity. Public Works will address 5 locations in the city that are experiencing concrete pavement settlement issues (ponding).

City Council has authorized the Public Works Department to receive proposals from entities approved by the Harris County Interlocal Agreement and authorized under Resolution 2013-07 dated February 18, 2013. Urettek USA, Inc. meets the criteria as an approved vendor under this interlocal agreement and has proposed street raising work for various locations throughout the City of Jersey Village as follows:

1. 16121/16125 Seattle.	\$2,000.00	4. 15913 Congo	\$9,000.00
2. 16106 Seattle	\$1,200.00	5. 15901 Congo	\$8,800.00
3. 16026 Seattle	\$6,000.00		

Total \$27,000.00

Staff requests approval of Urettek's proposal for this street raising work.

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Council engaged in limited discussion about the selected streets, inquiring as to why Elwood was not included. Mr. Segundo explained that using this technique to repair Elwood would only make matters worse. It is not a solution for Elwood Street.

With no further discussion on the matter, Council Member Sheppard moved to approve Resolution No. 2014-13, authorizing the City Manager to engage Uretek USA, Inc. to perform street raising work throughout various locations in the City of Jersey Village. Council Member Ray seconded the motion.

RESOLUTION NO. 2014-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENGAGE URETEK USA, INC. TO PERFORM STREET RAISING WORK THROUGHOUT VARIOUS LOCATIONS IN THE CITY OF JERSEY VILLAGE.

Ayes: Council Members Ray, Holden, Beckwith, and Sheppard
Mayor Pro tem Klein

Nays: None

The motion carried.

G. REGULAR AGENDA

1. Consider Resolution No. 2014-14, relating to the Comprehensive Planning Advisory Committee, its Purpose, and Appointees.

Danny Segundo, Director of Public Works, introduced the item. Background information is as follows:

The City of Jersey Village has entered into an agreement for the development of the Comprehensive Plan with consulting firm Freese & Nichols. As a part of the community outreach and information strategy, the City shall appoint a Comprehensive Plan Advisory Committee (CPAC). The CPAC will meet with the planning team and City staff throughout the planning process. Members of the CPAC will come from a wide range of backgrounds and will represent a wide range of issues in order to have diverse opinions reflected throughout the planning process. CPAC members are intended to be ambassadors of the planning process; and therefore, encouraged to gather input from neighbors, community members, and civic/business groups. The CPAC, City, and the planning team will meet several times at key milestones throughout the course of the project.

At the March Council session, it was decided that the CPAC would be comprised of twelve (12) members and three (3) alternate members (Resolution No. 2014-09). Council

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sought applications from interested residents through notifications in the Jersey Village Star, and on the City’s web page.

Staff has taken the following steps to secure applications:

1. An article has been placed in the JV Star – April Edition – inviting residents to apply;
2. The invitation has been posted to the City’s web site under “Latest News;”
3. Personal invitations have been sent to the Planning and Zoning Commission Members; the Board of Adjustment Members; the Building Board of Adjustment and Appeals Members, the 2012 Charter Review Commission Members and participants in the past two (2) Citizen Police Academies.
4. Email Blast was sent to over 400 recipients.
5. An email has been sent to Council Members asking that they recruit applicants they feel would do well on the Committee.

This item is to officially create the CPAC, define its purpose and designate its members.

After the item was introduced, Council Member Beckwith recommended that the following individuals be appointed to serve on the Comprehensive Planning Advisory Committee:

1. Andrew Mitcham	7. Tom Eustace	1. Karie Lawrence, Alternate
2. Barbara Freeman	8. Debra Sappington	2. Tom Simchak, Alternate
3. Francis (Frank) Maher	9. Jennifer McCrea	3. Jim Pulliam, Alternate
4. Howard Mead	10. Rick Faircloth	
5. James Singleton	11. Susan C. Edwards	
6. Michael K. O’Kelley	12. Terry Vanderpool	

After receiving the recommendation, each Council Member explained their rational in making selections for individuals to serve on this Committee.

Having the consensus of Council in his recommendation, Council Member Beckwith moved that the list of twelve (12) regular members and three (3) alternate members that he recommended (listed above) be included into Resolution 2014-14 for approval. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Ray, Holden, Beckwith, and Sheppard
Mayor Pro tem Klein

Nays: None

The motion carried.

RESOLUTION NO. 2014-14

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RELATING TO THE COMPREHENSIVE PLANNING ADVISORY COMMITTEE, ITS PURPOSE, AND APPOINTEES.

2. Consider Resolution No. 2014-15, setting a date and time to conduct the 2014-2015 Council/Staff Budget Retreat.

Mike Castro, City Manager, introduced the item. Background information is as follows:

Every year, after the May Election, Staff meets with Council in a retreat setting to discuss the financial condition of the city. During this retreat, in addition to receiving information about the overall condition of the City, Council receives information about:

- Accomplishments achieved since the last retreat
- Supplemental requests being made for the upcoming budget year
- Short-term concerns for the City with a review of both short and long-term incentives
- Departmental presentations

Proposed dates for the annual Council/Staff Budget Retreat are the:

- 1st Friday following the General Election (May 16, 2014) at 9:00 a.m.
- 1st Saturday following the General Election (May 17, 2014) at 9:00 a.m.
- 1st three days of the 2nd week following the General Election (May 19, 20 and 21, 2014) beginning at 6:00 p.m.

This item is to select a date for the annual Council/Staff Budget Retreat.

After limited discussion on the matter, Council Member Ray moved to approve Resolution No. 2014-15, setting a date and time to conduct the 2014-2015 Council/Staff Budget Retreat as the 1st three days of the 2nd week following the General Election (May 19, 20 and 21, 2014) beginning at 6:00 p.m. Council Member Beckwith seconded the motion. The vote follows:

Ayes: Council Members Ray, Holden, Beckwith, and Sheppard
Mayor Pro tem Klein

Nays: None

The motion carried.

RESOLUTION NO. 2014-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, SETTING A DATE AND TIME TO CONDUCT THE 2014-2015 COUNCIL/STAFF BUDGET RETREAT.

H. MAYOR AND COUNCIL COMMENTS

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Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make a reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

Council Member Sheppard: Council Member Sheppard reminded everyone to attend the Jersey Village Fire Department and Jersey Village Police Department Open House this Saturday from 10 am to 2 pm.

Council Member Ray: Council Member Ray congratulated the CPAC members on their appointments. He thanked staff for their hard work and thanked the residents for attending the meeting.

Council Member Holden: Council Member Holden congratulated Jennifer Sachs on her award from the American Legion and also congratulated those appointed to the CPAC. He mentioned to the City Manager that the “pit bull” situation needs to be resolved.

Council Member Beckwith: Council Member Beckwith also congratulated Jennifer Sachs on her award and stated that he is happy to see more residents attending the Council Meetings.

Mayor Pro tem Klein: Mayor Pro tem Klein thanked the Jersey Village Women’s Group for helping with the Easter Egg Hunt this year. The original date was cancelled for weather and the Women’s Group helped out.

H. ADJOURN

There being no further business on the Agenda the meeting was adjourned at 7:45 p.m.

Lorri Coody, City Secretary