

MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 20, 2014 AT 6:00 P.M. IN THE CITY OF JERSEY VILLAGE FIRE DEPARTMENT TRAINING ROOM, 16501 JERSEY DRIVE, JERSEY VILLAGE, TEXAS.

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

Mayor, Rod Erskine
Council Member, Justin Ray
Council Member, Greg Holden
Council Member, Harry Beckwith
Council Member, Sheri Sheppard
Council Member, Jill Klein

City Manager, Mike Castro, PhD
City Secretary, Lorri Coody

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

B. BUDGET ITEMS - CONTINUED

2. Departmental Presentations:

- a. **Finance Department** – Finance Director, 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 closing her presentation, Council discussed unfunded mandates or fee increases expected for Municipal Departments. Ms. Kato explained that Staff reviews fees and the possibility of any increases regularly.

- b. **Parks and Recreations** – Director of Parks and Recreation, 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, describing project status, departmental accomplishments, current areas of concern, fiscal year 2014/2015 supplemental requests, concerns facing his department three (3) to five (5) years out, and he closed his presentation with a list of departmental goals.

Council engaged in discussion about the 43 acre detention pond project. They wondered if trees will be planted and perhaps a picnic table added. They also discussed the new water conservation plan and how it will be implemented at the golf course, previous supplemental requests for city parks, and fencing around the golf course.

- c. **Public Works** – Public Works Director, Danny Segundo, gave the presentation for the Public Works Department. He began with an overview of departmental areas of responsibility. He then gave Council an update of the Capital Improvement Program for Phase 3 of the City's Street Improvement Project as follows:

- Project Costs - \$6.5 million;

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- Listing of streets improved;
- Under budget (8%) per line item;
- On time;
- Street lighting issue;
- Change Order 1 – 20” interconnect;
- Change Order 2 – 12” water and sewer relocation;
- Final walk through – April 2, 2014; and
- Walk through issues.

Mr. Segundo updated Council on progress made for his department’s 2013-2014 Supplementals and he outlined the items for which he will request supplementals in 2014-2015. He also explained current budget issues for his department.

A listing of the Capital Improvement Projects expected to take place in budget year 2014-15 are as follows:

General Fund – Street point repairs at Lakeview and Elwood; Lakeview and Shanghai; Philippine and Argentina; and Rio Grande and Delozier.

Utility Fund

- TV Sanitary Sewer Lines
- Generator (Castlebridge)
- Roof Booster Pumps
- Ph. Treatment System
- Air Lift Pump
- Clarifier Return Line
- Chloramines Treatment System

Future areas of concern for the Public Works Department are as follows:

- Segment 7 Issues;
- City of Houston Interconnect – 2nd interconnect or extension of current system;
- Castlebridge Upgrades;
- Seattle Water Plant generator;
- Sanitary Sewer Rehabilitation;
- Ground Storage Tanks;
- Vactor Truck; and
- Meter Replacement Project.

Mr. Segundo closed his presentation with an update on the US HWY 290 Expansion Project.

Council engaged in discussion about adding small facilities needs to a capital replacement fund as opposed to having these items appear as supplementals. This idea was discussed in detail. City Manager Castro explained that some years back City Council passed an

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ordinance that requires City Staff to maintain a 180 day fund balance. The ordinance provided that any monies over an above the 180 day fund balance be applied to facility needs.

Council also engaged in discussion about the generator at Castlebridge, about needed repairs/replacement of Elwood Street, and there was extensive discussion about the “cut-through” at Jersey Meadows. Council member Beckwith requested that an item be placed on the July Regular Session Agenda in order to discuss closing the “cut through” at the golf course.

ADJOURN

Mayor Erskine announced that there is no need for the May 21, 2014 meeting. With no other items on the agenda, the meeting was adjourned at 8:20 p.m.

Lorri Coody, City Secretary