

MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JULY 23, 2014 AT 6:00 P.M. IN THE CIVIC CENTER MEETIN ROOM AT 16327 LAKEVIE DRIVE, JERSEY VILLAGE, TEXAS 77040.

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

Mayor, Rod Erskine	City Manager, Mike Castro, PhD
Council Member, Justin Ray	City Secretary, Lorri Coody
Council Member, Greg Holden	
Council Member, Harry Beckwith III, PE	
Council Member, Sheri Sheppard	
Council Member, Tom Eustace	

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

**B. Review and discuss the proposed fiscal year 2014-2015 municipal budget.**

Council began with a review of the Utility Fund “yellow sheets” as presented by Public Work’s Director, Danny Segundo. Mr. Segundo worked through the explanation pointing our various areas such as line item 45-5019 connected to White Oak Bayou. He also gave a review of the requested supplementals for the Utility Fund and looked at special equipment and the interfund activity.

Mr. Segundo then presented an overview of the “yellow sheets” Capital Improvements Fund and the projects scheduled for FY 2014-2015 and for FY 2015-2016. They also reviewed the Capital Improvement Plan.

Council engaged in discussion about Segment 6 and Segment 7 of the US HWY 290 expansion project. They did not see the costs for these items budgeted. It was noted that the construction costs for Segment 6 were omitted and would need to be added.

Council also discussed the Sewer Rehab Project and if this activity should be budgeted every year as opposed to every other year. It was thought that it could be handled much like the equipment replacement fund, performing the activity when needed, every two years, but budgeting/saving for the activity on an annual basis. City Manager Castro explained that the way it has been done in the past has not been an issue as it appears on the CIP list and funds are allocated accordingly.

Council informed Mr. Segundo that they would like to see an item on the agenda in January of 2015 to discuss Elwood Street Repairs, explaining that it might be that these repairs will be moved from CIP greater than 5 years category to budget year 2014-2015 depending upon information learned about the US HWY 290 expansion project.

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Council also engaged in discussion about the Golf Course irrigation project and the possible water savings for such a project. It was thought that the project could save about ¼ of the water currently being used.

Discussion was then had on the total budget and the process for submitting supplementals. The City Manager was asked about his recommendation of the presented budget. Mr. Castro explained that the budget presented, less the supplementals, is the recommendation of staff. He went on to explain the supplementals are presented in a ranked order for City Council to decide which they wish to include in the budget. He also explained that all of the supplementals submitted to him by department heads were included in the listing with the exception of one item that is just not ready. This item will appear on next year's supplemental list.

Council then asked if there is a need to review the list of supplementals presented to insure that all should be included in the FY 2014-2015 budget. In asking this question, Council discussed how they would like to see the presentation of supplementals in future budgets. It was the consensus that the current method is acceptable. Some thought that they would find it helpful if the City Manager went one step further and presented his recommendation by including a cut-off line indicating which supplementals should be included and which should not.

It was the consensus of Council that all supplementals presented should be included in the FY 2014-2015 proposed budget.

Before closing, Council engaged in limited discussion about digital signs at the City's entrances.

**C. Adjourn.**

With no other items to be addressed by the Council, the meeting was adjourned at 7:15 p.m.

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Lorri Coody, City Secretary