

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON May 18, 2015 AT 6:00 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 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	City Attorney, Scott Bounds
Council Member, Sheri Sheppard	
Council Member, Tom Eustace	

Council Member, Harry Beckwith III, P.E., was not present at this meeting.

Staff in attendance: Mark Bitz, Fire Chief; Eric Foerster, Chief of Police; Isabel Kato, Finance Director; Brian Breeding, Public Works Director; and Kimberly Terrell, Director of Parks and Recreation.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer and Pledge by: Council Member, Sheri Sheppard

**C. ELECTION MATTERS**

1. **Discussion with possible action to consider Ordinance No. 2015-14, canvassing the returns and declaring the results of the General Municipal Election held May 09, 2015.**

Mayor Erskine called the item and opened the sealed envelope containing the canvass report for the May 09, 2015 General Election for the City of Jersey Village. He instructed the members of council to open their envelopes containing the canvass report and to review same. A summary is as follows:

<i>Name of Candidate</i>	<i>Early</i>	<i>Election Day</i>	<i>Total</i>
<b>Mayor</b>			
Justin Ray	<b>144</b>	<b>129</b>	<b>273</b>
<b>Councilmember Place No. 2</b>			
Greg Holden	<b>138</b>	<b>127</b>	<b>265</b>
<b>Councilmember Place No. 3</b>			
Harry Beckwith III	<b>42</b>	<b>45</b>	<b>87</b>
C. J. Harper	<b>132</b>	<b>112</b>	<b>244</b>

Mayor Erskine read the returns and announced the following: Justin Ray, Greg Holden and C. J. Harper were duly elected to their respective positions.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

Once the Council Members had completed their review of the canvass, Mayor Erskine called for a motion to approve Ordinance No. 2015-14, canvassing the returns and declaring the results of the General Municipal Election held May 09, 2015.

Council Member Sheppard moved to approve Ordinance No. 2015-14, canvassing the returns and declaring the results of the General Municipal Election held May 09, 2015. Council Member Eustace seconded the motion. The vote follows:

Ayes: Council Members Ray, Holden, Sheppard, and Eustace

Nays: None

The motion carried.

ORDINANCE NO. 2015-14

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 09, 2015.

After the Ordinance passed, Mayor Erskine stated the following:

This concludes the canvass of the election of the General Election held on May 9, 2015 for the City Jersey Village with a total of 331 voters.

*Mayor Erskine called the next two items (2 and 3) together.*

**2. Issuance of Certificate of Election to Newly Elected Officials.**

City Secretary, Lorri Coody, delivered Certificates of Election to the newly elected officials Justin Ray, Mayor; Greg Holden, Council Member, Place 2; and C. J. Harper, Council Member, Place 3.

**3. Administer Oath of Office to Elected and newly Appointed Officials.**

City Secretary, Lorri Coody, administered the Oath of Office to newly elected officials Justine Ray, Mayor; Greg Holden, Council Member, Place 2; and C. J. Harper, Council Member, Place 3. Ms. Coody also administered the Oath of Office to the newly appointed Council Member for Place 1, Andrew Mitcham.

**4. Recognition and Presentation of Service Award to outgoing Mayor, Rod Erskine; and Harry Beckwith III, PE, Council Member Place 3 for their years of service to the City of Jersey Village.**

Newly Elected Mayor, Justin Ray, recognized and presented a service plaque to outgoing Mayor Rod Erskine for his years of service to the City of Jersey Village. Mayor Erskine, accepting the service plaque, gave a few remarks about his service and stated that he has enjoyed the experience. While outgoing Council Member Beckwith was not present,

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

Mayor Ray expressed the City's appreciation for his service on both the City Council and the Planning and Zoning Commission.

**RECESS** – Mayor Ray called for a short recess at 6:10 p.m. in order that the newly elected members of Council could take their place at the Council dais.

*Mayor Justin Ray took the place of outgoing Mayor Rod Erskine, Council Member Andrew Mitcham filled the vacant Council Place 1 seat, and C. J. Harper took the seat of outgoing Council Member for Place 3, Harry Beckwith III. The meeting resumed at 6:30 p.m.*

**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.

**Barbi Freeman, 15501 Jersey Drive, Jersey Village, Texas (713) 466-6903** – Mrs. Freeman expressed her gratitude for the professional job Mayor Erskine has performed for the past two years. As an example of his service, she remembered when our City's reputation was under attack from the outside and how Mayor Erskine strongly defended our community with dignity and patience. Mrs. Freeman also thanked Council Member Beckwith for initiating and being the catalyst for moving the community forward via the Comprehensive Planning Advisory Committee.

**E. CITY MANAGER'S REPORT**

City Manager, Mike Castro, gave his monthly report, calling attention to the 2014 Racial Profiling Report. Additionally, Police Chief Eric Foerster introduced Officer Ricci Ostermayer, joining his department.

1. **Monthly Fund Balance Report, Red Light Camera Fund Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report - March 2015, and Budget Projections as of April 2015**
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, 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 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**

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

**9. Introduction of Peace Officer Ricci Ostermayer**

**F. CONSENT AGENDA**

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 April 20, 2015 and the Special Session Meeting held on May 11, 2015.**
- 2. Consider Resolution No. 2015-23, accepting the resignations of Crime Control and Prevention District Directors Rod Erskine and Harry Beckwith III, PE, and appointing two new members to the Crime Control and Prevention District for the unexpired term ending August 31, 2015.**

Council Member Holden moved to approve items 1 and 2 on the consent agenda. Council Member Eustace seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Harper, Sheppard, and Eustace

Nays: None

The motion carried.

**G. REGULAR AGENDA**

**1. Receive a Presentation about the American Red Cross.**

Loni Maughan, Disaster Program Manager, and John Wilson, Assistant Director of Planning, gave a presentation about the American Red Cross. The presentation covered the following topics:

- Our Mission
- Texas Gulf Coast Region Boundaries
- Lines of Service in Greater Houston Area
- Media Coverage

**2. Consider Resolution No. 2015-24, electing a Mayor Pro Tem.**

Mayor Ray called the item and read from the City Charter the duties and responsibilities of the Mayor Pro tem. In completing the reading from the Charter, Mayor Ray called from nominations. Council Member Holden nominated Council Member Sheppard to serve as Mayor Pro tem. Council Member Sheppard accepted the nomination. With no other nominations being made, Council Member Holden moved to approve Resolution 2015-14, electing Council Member Sheri Sheppard as Mayor Pro tem. Council Member Eustace seconded the motion. The vote follows:

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

Ayes: Council Members Mitcham, Holden, Harper, and Eustace

Nays: None

Abstained: Council Member Sheppard

The motion carried.

RESOLUTION NO. 2015-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, ELECTING A MAYOR PRO TEM.

**3. Consider Resolution No. 2015-25, assigning Council Members to serve as liaison to various city committees and boards.**

With limited discussion on the matter, Council Member Holden moved to approve Resolution 2015-25, assigning the following Council Members to serve as liaison to various city committees and boards:

Planning and Zoning Commission and Capital Improvements Advisory Committee	Andrew Mitcham
Building Board of Adjustment and Appeals	C. J. Harper
Recreation and Events	Sheri Sheppard
Golf Course Advisory Committee	Greg Holden
Board of Adjustment	Tom Eustace
Comprehensive Planning Advisory Committee	Andrew Mitcham

Council Member Eustace seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Harper, Sheppard and Eustace

Nays: None

The motion carried.

RESOLUTION NO. 2015-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, ASSIGNING COUNCIL MEMBERS TO SERVE AS LIAISON TO VARIOUS BOARDS AND COMMITTEES.

**H. CLOSE THE REGULAR SESSION**

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

**Close the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 - Consultation w/Attorney.**

Mayor Ray closed the Regular Session at 6:52 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 - Consultation w/Attorney.

**I. EXECUTIVE SESSION**

- 1. Consult with Attorney pursuant to the Texas Open Meetings Act Section 551.071 regarding Cause No. 1061305; *Jones Road Holding Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 2, Harris County, Texas.**

**J. ADJOURN EXECUTIVE SESSION**

Mayor Ray adjourned the Executive Session at 7:46 p.m. and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive session.

**K. RECONVENE REGULAR SESSION**

**L. MAYOR AND COUNCIL COMMENTS**

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 Eustace:** Council Member Eustace thanked Mayor Rod Erskine and Council Member Harry Beckwith for their service, stating that they will be missed.

**Council Member Sheppard:** Council Member Sheppard thanked outgoing Mayor Rod Erskine and Council Member Harry Beckwith for their service to the City, and she welcomed the incoming Council Members to the City Council.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

**Council Member Mitcham:** Council Member Mitcham thanked Mayor Erskine and Council Member Beckwith for their service and he thanked the City Council for their trust.

**Council Member Holden:** Council Member Holden thanked outgoing Mayor Rod Erskine and Council Member Harry Beckwith for their service to the City, and he welcomed the incoming Council Members to the City Council.

**Council Member Harper:** Council Member Harper thanked the voters for their votes and he stated that he is looking forward to working with the other City Council Members.

**Mayor Ray:** Mayor Ray expressed his condolences to Tom Danish's family. Mr. Danish recently passed away. He was the former Post Elementary School Principal. Mayor Ray also welcomed the new City Council Members, he thanked Mayor Erskine and Council Member Beckwith for their service to the City, and he thanked the voters for their confidence and for their votes.

**Upon Completion of Agenda Items A through L, the City Council took a short recess at 7:50 p.m. in order to reconvene the remaining agenda item (M. Work Session Agenda – Budget Items) at the City of Jersey Civic Center Meeting Room, 16327 Lakeview Drive, Jersey Village, Texas.**

**Mayor Ray reconvened the meeting at the Civic Center Meeting Room at 8:00 p.m. and called the following item:**

**M. WORK SESSION AGENDA - BUDGET ITEMS**

**1. Overview presented 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 about the financial condition of the City, stating that most revenues for the City are tracking with projected amounts. The General Fund is at 77% compared to last year's 76%. He also reported that there are no expenditure surprises. The golf course is at 43% compared to last year's 40%. Property tax receipts are up from last year and sales tax receipts are up as well.

City Council discussed the completion dates for the new carwash and hotel. City Manager Castro explained that the projects should complete in the next 90 days. He added that the City should see approximately \$40K to \$60K in tax revenues from the carwash.

Mr. Castro listed the Positive Developments as follows:

- Completed Highway 290 Segment 6 utility work
- Summary Judgment on TxDOT suit
- Comprehensive Planning Process
- TxDOT reimbursement process working
- Revised / Improved City website

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

- Volunteer Firefighter numbers are up
- High Speed Rail Discussion

City Council engaged in a brief discussion about the new City website. They were interested in knowing how many hits it receives daily.

City Manager Castro told Council that the supplementals for FY 2015 were:

- Golf Course Projects;
- CPI Adjustments;
- Comprehensive Plan Consultant;
- Technology Upgrades/Replacements; and
- Tasers

Mr. Castro reviewed his short-term concerns with Council. He told Council that the upcoming year is going to be heavily involved with the expansion of US 290, Segment 7 and land acquisitions. He is concerned that once work on Segment 7 is fully underway that the City will see a drop in sales tax revenues. He is also concerned with fallout from the Legislative Session by way of new restrictions, initiatives, and mandates; and he has concern for the condition of City facilities.

Discussion was had concerning the level of representation that cities in general receive from Texas Municipal League at the legislative sessions.

Mr. Castro outlined the FY 2016 Initiatives as follows:

- US 290 Utility Construction;
- Water Meter Replacement
- Elwood Reconstruction
- Restart on Sewer Rehab Program
- City Hall Roof Repairs
- Comprehensive Plan Initiatives
- Additional Public Work Staffing
- Staff Development

City Council engaged in discussion about the meter replacement program and the process involved.

His long-term concerns are:

- Aging Facilities (City Hall/Sewer Plant/PW Barn);
- Maintenance of Existing Facilities;
- Legislative Activism;
- Public Information Request volume; and
- Comprehensive Plan Implementation

His forecast for Two Years Out – FY 2017-18 is:



REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

- Loss of Daiken (Goodman Manufacturing)
  - Moving summer of 2016
  - Ad valorem and sales tax loss of \$500K to \$700K
- US Highway 290 – Segment 7 Construction
  - Sales Tax Loss of 20% or \$535K

Council engaged in discussion about the loss of sales tax revenue due to the US Highway 290 expansion. City Manager Castro told the Council that while the loss in revenue will be temporary, it will take six years for it to return to normal. Council also discussed the Enclave at Castlebridge Project. City Manager Castro told the Council that the subdivision should be built out by 50% in four to five years, and it will take approximately nine years for this project to complete.

City Manager Castro closed his presentation with the following summary:

- US HWY 290 Expansion Project dramatically occupies Staff and budget;
- Main tax impacts of expansion are yet to be realized;
- We may need to adjust staff in select departments to complete planned activities
  - Comprehensive Plan; backlog of CIP; Plant Improvements; Inspections, etc.

With no further discussion, Mayor Ray called for the Departmental Presentations.

2. Departmental Presentations:

- a. **Police Department** – Eric Foerster, Chief of Police, presented budgetary information to Council about the Jersey Village Police Department. He gave an overview of the Police Department's needs and he also presented information about the Crime Control and Prevention District. In completing his presentation, the Council engaged in discussion about the calls for service and what that entails. Chief Foerster explained that it is basically a count of every time an officer radios dispatch the call is logged.

Council also discussed on the following:

- The CCPD budget and its ability to supplement the Red Light Camera Fund since the cameras may be going away;
- Police Overtime Budget;
- The number of officers being paid from the Traffic Safety Fund;
- Pay and staffing in the Police Department;
- Review of compensation package approved two years ago; and
- Insurance coverage for the loss connected with the most recent vehicle accident.

- b. **Fire Department** – Fire Chief, Mark Bitz gave the presentation for both the Fire Department and the Communications Division. He gave background information

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – May 18, 2015

about the departments, presenting information about staffing, departmental equipment, departmental activities; supplemental requests, and future projects.

In completing the presentation, Council engaged in discussion about the increase of Cy-Fair assist calls being made by the Jersey Village Fire Department and the effects of same on the Department. Chief Bitz explained that when our Fire Fighters make a call for Cy-Fair, there are fewer Fire Fighters available to service Jersey Village.

Council also discussed the Chief's plan to downsize apparatus and what that looks like for the Department.

c. **Public Works** – Brian Breeding, Director of Public Works, gave the presentation to City Council. His presentation covered the following areas:

- Capital Improvement Program Update
- FY 2014-2015 Budget Issues
- FY 2014-2015 Supplementals
- FY 2015-2016 Budget Issues
- FY 2015-2016 Proposed Supplementals
- Proposed Capital Improvement Projects
- Special Projects
- Dash Board Issues
- 290 Update

Throughout the course of the presentation, City Council engaged in discussion on the following:

SCADA Software and security breaches;  
Upgrading the bridge on Lakeview to be more pedestrian friendly;  
Permit issues at the Philippine Water Plant regarding exceeding levels of metals;  
CIP Spreadsheets;  
CPAC Recommendations for the Comprehensive Plan;  
Sidewalk Program;  
Traffic Calming Program; and  
Recycling Program

There being no further business on the Agenda the meeting was adjourned at 10:10 p.m.

---

Lorri Coody, City Secretary