

MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JULY 21, 2015 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 Ray at 6:16 p.m. with the following present:**

Mayor, Justin Ray	City Manager, Mike Castro, PhD
Council Member, Andrew Mitcham	City Secretary, Lorri Coody
Council Member, Greg Holden	
Council Member, C. J. Harper	
Council Member, Sheri Sheppard	
Council Member, Tom Eustace	

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

**B. Consider Resolution No. 2015-65, setting the 17th day of August at 7:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas 77040 as the time, date, and place for the public hearing on the adopted 2015-2016 Crime Control and Prevention District's Budget.**

Council Member Sheppard moved to approve Resolution No. 2015-65, setting the 17th day of August at 7:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas 77040 as the time, date, and place for the public hearing on the adopted 2015-2016 Crime Control and Prevention District's Budget. 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. 2015-65

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, SETTING A DATE, TIME AND PLACE FOR A PUBLIC HEARING ON THE ADOPTED FISCAL YEAR 2015-2016 CRIME CONTROL AND PREVENTION DISTRICT BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

**C. Consider Resolution No. 2015-66, setting the 21st day of September at 7:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas 77040 as the date, time, and place for a public hearing on the proposed fiscal year 2015-2016 municipal budget.**

Council Member Holden moved to approve Resolution No. 2015-66, setting the 21st day of September at 7:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas 77040 as the date, time, and place for a public hearing on the proposed fiscal year 2015-2016 municipal budget. Council Member Eustace seconded the motion. The vote follows:

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

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Nays: None

The motion carried.

RESOLUTION NO. 2015-66

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, SETTING A DATE, TIME AND PLACE FOR A PUBLIC HEARING ON THE PROPOSED FISCAL YEAR 2015-2016 MUNICIPAL BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

**D. Review and discuss the proposed fiscal year 2015-2016 municipal budget.**

Before reviewing the municipal budget, Council was presented with follow-up information from last night’s meeting - four (4) hand-outs as follows:

1. Reconciliation of the Utility Fund Balance Since Fund Inception;
2. Utility Fund Yellow Sheets pages 1 through 5
3. Capital Improvements Fund Yellow Sheets pages 1 and 2; and
4. Golf Course Projected Deficit without Supplementals.

Finance Director, Isabel Kato, explained each handout and answered questions for the Council Members.

After the updates from Finance Director Kato, Council received a detailed update from Brian Breeding, Director of Public Works, concerning the projects in the Capital Improvements Plan (CIP) for budget year 2015-2016. The projects for 2015-2015 are as follows:

<b>Projects by Type</b>	<b>Proposed 2015-2016</b>
<b>Sanitary Sewer Treatment and Collection Improvements</b>	
Rehabilitation/Repair Sanitary Sewer Lines	\$ 500,000.00
Castlebridge WWTP Clarifier Rehabilitation	\$ 376,000.00
Philippine Lift Station Cleaning	\$ 20,000.00
<b>Water Production/Distribution Improvements</b>	
US 290	\$ 1,017,000.00
AMR Project	\$ 250,000.00
SCADA System Upgrades	\$ 170,000.00
Seattle Water Plant - Generator	\$ 190,000.00
Seattle Water Plant - GST Recoating	\$ 150,000.00
<b>Street Drainage Improvements</b>	
Bridge Repair	\$ 100,000.00
Point Repair - Project 4	\$ 90,000.00

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Elwood Street Repair	\$ 1,000,000.00
<b>General Community Improvements</b>	
Park Improvements	\$ 50,000.00
<b>Total:</b>	<b>\$ 3,913,000.00</b>

Throughout the update by Director Breeding, Council engaged in discussion on the following topics:

**SCADA System Updates** – Council discussed the SCADA System network. It is a private network and is not on the internet. The goal is to get all city facilities to communicate through the SCADA system. Council discussed that once the updates are complete, that maintenance should be put in place to insure the system is maintained moving forward.

**Philippine WWTP** – Council discussed the repairs needed for this plant and the Joint Powers Board. Director Breeding told Council that Engineers Jones and Carter have been hired by the Joint Powers Board to recommend necessary repairs. City Manager Castro explained that expenses for the repairs will be paid from the Utility Fund.

**New City Hall** – Discussion was had about the placement of the City Hall on the CIP schedule. It is currently set in Year 4 (2018-2019) for \$4,000,000. City Manager Castro explained that the \$4,000,000 is a place holder and is subject to change.

**Chemicals at WWTP** – Council discussed the storage of chlorine at the WWTP. Some Council Members were concerned about the security measures involved with storing this chemical. Director Breeding explained that these chemicals are currently chained in accordance with TCEQ requirements. He also explained that updating the SCADA System will provide greater security by detecting leaks and detecting intrusion.

Council then engaged in review of the Supplementals for budget year 2015-2016 as follows:

**General Fund**

48 Supplementals for the General Fund totaling \$498,434

**Utility Fund**

2 Supplementals for the Utility Fund totaling \$106,200

**Motel Tax Fund**

1 Supplemental for the Motel Tax Fund totaling \$5,000

**Asset Forfeiture Fund**

1 Supplemental for the Asset Forfeiture Fund totaling \$5,000

**Golf Course Fund**

9 Supplementals for the Golf Course Fund totaling \$261,500

**Fund 50 – Crime Control**

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5 Supplemental for the Crime Control Fund totaling \$20,453

Throughout the review, staff answered various concerns/questions posed by City Council. There was extensive discussion about the large number of supplementals for the Golf Course and the amount of the supplementals compared to operational losses. The pros and cons of the large number of supplementals were discussed, giving consideration to safety issues and aesthetics. Some Council Members felt that the disrepair of the facility affects the golfer's desire to play the course. City Manager Castro explained that while these supplementals are needed, the City cannot support this amount of supplementals annually when the golf course revenues versus expenses equal annual losses.

It was the consensus of Council that all supplementals presented should be included in the FY 2015-2016 proposed budget.

**E. Adjournment.**

Before adjourning the meeting, Mayor Ray led a discussion on the current tax rate value of 0.742500 cents per \$100 taxable value. The consensus of Council was that the current rate is acceptable.

Having no additional budget matters to discuss, the meeting set for July 22, 2015 is not necessary. With no other items to be addressed by the Council, the meeting was adjourned at 9:25 p.m.

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Lorri Coody, City Secretary