

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON DECEMBER 7, 2015 AT 6:00 P.M. IN THE CIVIC CENTER MEETING ROOM, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Justin Ray at 6:02 p.m. with the following present:

Mayor, Justin Ray	City Manager, Mike Castro
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	

Council Member, Andrew Mitcham, was not present when the meeting was called to order, but joined the meeting in progress at 7:04 p.m.

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

B. Consider Resolution 2015-96, authorizing the request from Joe Myers Ford for the installation of temporary detour signage to assist during the US 290 reconstruction project.

Kevin T. Hagerich, Director of Public Works, introduced the item. Background information is as follows:

Ms. Carolyn Cross, General Manager of Joe Myers Ford, requested a meeting to discuss a major concern with the 290 reconstruction project, as it would impact car sales. The discussions were concluded with the understanding that a formal request and a signage layout should be submitted, so staff can perform adequate research. The city received a letter from Ms. Cross formally requesting that the City allow installation of temporary detour signage for the car dealership. The signage will alert the motoring public to issues arising from exit closures of US 290.

Ms. Cross has spoken to City staff on recommended placement locations of the detour signage, and is prepared to pay all costs associated with installation and materials.

This agenda item is to approve the request of Joe Myers Ford, allowing the installation of temporary detour signage.

Council engaged in limited discussion about the item.

With no further discussion on the item, Council Member Sheppard moved to approve Resolution 2015-96, authorizing the request from Joe Myers Ford for the installation of temporary detour signage to assist during the US 290 reconstruction project. Council Member Eustace seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2015-96

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – December 7, 2015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE REQUEST OF JOE MYERS FORD FOR THE INSTALLATION OF TEMPORARY DETOUR SIGNAGE TO ASSIST DURING THE US 290 RECONSTRUCTION PROJECT.

C. Discuss and take appropriate action regarding implementation of the City of Jersey Village Comprehensive Plan.

Mayor Ray introduced the item. Background information on the item is as follows:

City Council has met on several occasions to add detail and context to the Implementation Chapter of the City's Comprehensive Plan. In the recent past, Council has amended both the General Recommendations and the list of Priority Recommendations. In addition, Council has established a listing of core services that serve as guideposts for the Comprehensive Plan. Finally, Council discussed a strategy for financing the improvements listed in the Comprehensive Plan.

The next step in the process is to discuss a strategy to ensure that the Comprehensive Plan remains current and relevant. Essentially, Council must establish a framework to ensure the City is accountable for implementation of the plan, that is, we must institutionalize the effort. Therefore, the purpose of this evening's discussion is to define a method to update the plan both near and long-term. A final goal of this evening's proceedings is to establish first / next steps.

In addressing this item, City Council focused their discussion on the following three questions:

- 1) How to incorporate elements of the plan into the annual budget process;
- 2) How do we undertake significant reviews / updates to the plan; and
- 3) How do we kick-start the process?

Annual Budget Process

It was the consensus of Council that each year, during the May budget meeting, discussion will be had on which of the 19 prioritized items will be included in that year's annual budget. Council felt it important that these discussions be had each year in order to operationalize the elements of the Comprehensive Plan.

Comprehensive Plan Updates

Council discussed, at length, the process by which the City should undertake significant reviews/updates to the Comprehensive Plan. The following is a list of items discussed that resulted in a consensus of Council regarding updates:

1. Using the Charter Review process, which consists of a Committee Review reporting recommendations for changes to City Council, as a model for moving forward with significant updates to the Comprehensive Plan;
2. Including in the Ordinance adopting the Comprehensive Plan, the decided upon framework for institutionalizing the elements of the plan; and

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – December 7, 2015

3. Establishing a minimum four (4) year time frame to conduct reviews of the plan in order to determine the need for updates and that these reviews be conducted in concert with the impact fee update.

Council Member, Andrew Mitcham, joined the meeting in progress at 7:04 p.m.

Council then discussed, at length, the importance of including input from the residents when considering updates to the Comprehensive Plan. It was the consensus of Council that a Comprehensive Planning Advisory Committee of no more than 10 members, composed of at least three (3) Planning and Zoning Commissioners; four (4) Residents; and three (3) Alternates, be created. Additionally, there shall be a Council Liaison assigned to the Committee.

Kick Starting the Process

Limited discussion was had on the selection of a small number of relatively easy projects/initiatives that demonstrate good faith in implementing the Comprehensive Plan to be implemented during the 2015-2016 budget year. A list of items was considered by Council. However, the consensus of Council was that discussions will be had during the upcoming budget meeting in May 2016 on which items to include and when to begin implementing the plan.

Before adjourning the meeting, Council discussed that the following sustainability items should be included in the Comprehensive Plan accompanied by supporting language that explains the item:

- Maintain excellence in all Public Safety functions;
- Continue infrastructure replacement and renewal efforts;
- Continue vehicle and technology replacement funds;
- Recruit and retain competent staff;
- Maintain the City's AA+ bond rating;
- Promote the long-term financial stability of the city; and
- Ensure the City preserves its family-friendly characteristics.

The Ordinance adopting the plan and setting forth the structure for implementation will be considered during the February 15, 2016 Regular City Council Meeting.

D. ADJOURN

There being no further business on the Agenda the meeting was adjourned at 7:15 p.m.

Lorri Coody, City Secretary