

MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JULY 19, 2016 AT 6:00 P.M. IN THE CIVIC CENTER MEETING ROOM AT 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS 77040.

**A. The meeting was called to order by Mayor Ray at 6:14 p.m. with the following present:**

Mayor, Justin Ray  
Council Member, Andrew Mitcham  
Council Member, Greg Holden  
Council Member, C. J. Harper  
Council Member, Sheri Sheppard  
Council Member, Gary Wubbenhorst

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

Staff in attendance: Mark Bitz, Fire Chief; Eric Foerster, Chief of Police; Kevin T. Hagerich, 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. 2016-26, setting the 15th day of August 2016 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 2016-2017 Crime Control and Prevention District's Budget.**

Council Member Wubbenhorst moved to approve Resolution No. 2016-26, setting the 15th day of August 2016 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 2016-2017 Crime Control and Prevention District's Budget. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2016-26

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 2016-2017 CRIME CONTROL AND PREVENTION DISTRICT BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

**C. Consider Resolution No. 2016-27, setting the 19th day of September 2016 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 2016-2017 municipal budget.**

Council Member Mitcham moved to approve Resolution No. 2016-27, setting the 19th day of September 2016 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 2016-2017 municipal budget. Council Member Wubbenhorst seconded the motion. The vote follows:

**SPECIAL SESSION AND BUDGET WORK SESSION MEETING  
CITY COUNCIL, CITY OF JERSEY VILLAGE, TEXAS – July 19, 2016**

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

Nays: None

The motion carried.

**RESOLUTION NO. 2016-27**

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 2016-2017 MUNICIPAL BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

**D. Review and discuss the proposed fiscal year 2016-2017 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. Page 15 of General Fund – Division 21-Police;
2. Capital Improvements Fund – City Hall Engineering FY 2017-2018; and
3. Various Updated Budget Sheets making corrections discussed last evening.

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 Kevin T. Hagerich, Director of Public Works, concerning the projects in the Capital Improvements Plan (CIP). The projects in the plan are as follows:

**CITY OF JERSEY VILLAGE  
CAPITAL IMPROVEMENT PLAN**

Item No.	Projects by Type	Current 2015 - 2016	Year 1 Proposed 2016 - 2017	Year 2 Proposed 2017 - 2018	Year 3 Proposed 2018 - 2019	Year 4 Proposed 2019 - 2020	Greater than 5 Years
<b>SANITARY SEWER TREATMENT AND COLLECTION IMPROVEMENTS</b>							
1	Telesizing Sanitary Sewer Lines		25,000		25,000		25,000
2	Rehabilitation/Repair Sanitary Sewer Lines	500,000		500,000		500,000	500,000
3	Sanitary Sewer System for ETJ						6,048,000
4	Castlebridge WWTP Clarifier Rehabilitation	166,000	210,000				
5	Philippine Lift Station Cleaning	20,000			20,000		20,000
6	Telesizing Storm Water Lines		25,000		25,000		25,000
7	Rehabilitation/Repair Storm Water Lines			200,000		200,000	
8	White Oak Bayou Treatment Plant (40.63% City Share)			596,000	525,000	359,000	2,404,483
9	Castlebridge WWTP Rehabilitation (Air Diffusers, Contact Chamber Gate Valve, Air Lift Pump, PH Treatment)		670,000				
	<b>Total for Sanitary Sewer Improvements</b>	<b>\$ 686,000</b>	<b>\$ 930,000</b>	<b>\$ 1,296,000</b>	<b>\$ 595,000</b>	<b>\$ 1,059,000</b>	<b>\$ 9,022,483</b>
<b>WATER PRODUCTION/DISTRIBUTION IMPROVEMENTS</b>							
1	US 290	1,017,000	2,340,000				
2	AMR Project	250,000	250,000	250,000	250,000		
3	SCADA System Upgrades	170,000	70,000	50,000			
4	Village Water Plant - COH Interconnect Plant			1,200,000			1,200,000
5	Village Water Plant - Service Pump Upgrades						90,000
6	Village Water Plant - GST Recoating		100,000				
7	Village Water Plant - Generator			150,000			
8	Village Water Plant - Elevated Storage Recoating						175,000
9	Seattle Water Plant - Generator	190,000					
10	Seattle Water Plant - CL2/Chloramines Conversion		150,000				
11	Seattle Water Plant - GST Recoating	150,000					175,000
12	Seattle Water Plant - (Variable Frequency Drive)			100,000			
13	Seattle Well Repair				200,000		
14	West Road Water Plant - GST - HPT Recoating		150,000				175,000
15	Congo Elevated Storage Tank - Recoating						175,000
16	Water Line Extension - Jersey Meadows						250,000
17	Water Facilities for ETJ						2,500,000
	<b>Total for Water Improvements</b>	<b>\$ 1,777,000</b>	<b>\$ 3,060,000</b>	<b>\$ 1,750,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 4,740,000</b>
	<b>Total Utility Fund Improvements</b>	<b>\$ 2,463,000</b>	<b>\$ 3,990,000</b>	<b>\$ 3,046,000</b>	<b>\$ 1,045,000</b>	<b>\$ 1,059,000</b>	<b>\$ 13,762,483</b>

**SPECIAL SESSION AND BUDGET WORK SESSION MEETING  
CITY COUNCIL, CITY OF JERSEY VILLAGE, TEXAS – July 19, 2016**

Item No.	Projects by Type	Current 2015 - 2016	Year 1 Proposed 2016 - 2017	Year 2 Proposed 2017 - 2018	Year 3 Proposed 2018 - 2019	Year 4 Proposed 2019 - 2020	Greater than 5 Years
<b>STREET AND DRAINAGE IMPROVEMENTS</b>							
1	Phase IV Street Project						5,000,000
2	Bridge Repair			150,000			4,000,000
3	Jersey Meadows Street Construction						2,530,000
4	Street Light Rehab Senate / Jersey		21,000		22,000		48,000
	<b>Total for Street Improvements</b>	\$ -	\$ -	\$ 150,000	\$ -		\$ 11,578,000
<b>GENERAL COMMUNITY IMPROVEMENTS</b>							
1	New City Hall				4,000,000		
2	City Hall Engineering / Architect		450,000				
3	Taylor Road Facilities			1,200,000			
4	Taylor Road Engineering / Architect		150,000				
5	Park Improvements	50,000	50,000	50,000	50,000	50,000	50,000
6	Golf Course Irrigation Project		760,000				
	<b>Total General Community Improvements</b>	\$ 50,000	\$ 1,410,000	\$ 1,250,000	\$ 4,050,000		\$ 50,000
<b>Total General Obligation Fund Improvements</b>		\$ 50,000	\$ 1,410,000	\$ 1,400,000	4,050,000	-	11,628,000
<b>Grand Total All Funds</b>		\$ 2,513,000	\$ 5,400,000	\$ 4,446,000	\$ 5,095,000	\$ 1,059,000	\$ 25,390,483

The 2016-2017 Capital Projects total \$5,400,000.

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

1. The clarifier rehabilitation costs of \$210,000 at the Castlebridge WWTP. Director Hagerich explained the plan which includes introducing a 2<sup>nd</sup> clarifier for redundancy. Council discussed the pros and cons of having a temporary structure versus a permanent structure for this plant. Staff will research the difference in cost for each option.
2. The White Oak Bayou Treatment Plant repairs, costs, and memberships were discussed.
3. The North and West Regional Water Authorities were discussed in connection with a 2<sup>nd</sup> City of Houston interconnect.
4. A Phase 4 road/street project was discussed and the proper placement of same in the CIP based upon the recent flooding event and subsequent long-term flood study.
5. The timeline and results of the long-term flood study were discussed.
6. The Golf Course Irrigation project was discussed. It is slated for FY 2016-2017 at a cost of \$760,000. The pros and cons of this placement in the CIP were discussed. As a result of the discussions, staff will produce the numbers of when the results of this project will pay for itself as well as the cost for replacing the greens.

Council then engaged in review of the Supplementals for budget year 2016-2017 as follows:

**General Fund**

46 Supplementals for the General Fund totaling \$694,734

**Utility Fund**

10 Supplementals for the Utility Fund totaling \$295,614

SPECIAL SESSION AND BUDGET WORK SESSION MEETING  
CITY COUNCIL, CITY OF JERSEY VILLAGE, TEXAS – July 19, 2016

**Motel Tax Fund**

2 Supplemental for the Motel Tax Fund totaling \$25,000

**Asset Forfeiture Fund**

1 Supplemental for the Asset Forfeiture Fund totaling \$1,199

**Golf Course Fund**

10 Supplementals for the Golf Course Fund totaling \$270,696

**Fund 50 – Crime Control**

5 Supplemental for the Crime Control Fund totaling \$229,500

Throughout the review, staff answered various concerns/questions posed by City Council.

It was the consensus of Council that all supplementals presented should be included in the FY 2016-2017 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 20, 2016 is not necessary. With no other items to be addressed by the Council, the meeting was adjourned at 8:35 p.m.

---

Lorri Coody, City Secretary