

Justin Ray, Mayor  
Andrew Mitcham, Council Position No. 1  
Greg Holden, Council Position No. 2  
Bobby Warren, Council Position No. 3  
Sheri Sheppard, Council Position No. 4  
Gary Wubbenhorst, Council Position No. 5



Austin Bless, City Manager  
Lorri Coody, City Secretary  
Leah Hayes, City Attorney

## Jersey Village City Council - Regular Meeting Agenda

Notice is hereby given of a Regular Meeting of the City Council of the City of Jersey Village to be held on Monday, March 26, 2018, at 7:00 p.m. at the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. The Mayor and a quorum of the City Council will be physically present at the meeting. Sheri Sheppard, Council Position No. 4, will participate in the meeting via videoconference call. All agenda items are subject to action. The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

### **A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

### **B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer and Pledge by: Pulpit Minister, John Gooch, Jersey Village Church of Christ.

### **C. 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 comment 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 comments to the City Council.

### **D. CITY MANAGER'S REPORT**

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – January 2018, General Fund Budget Projections as of February 2018, and Utility Fund Budget Projections – February 2018.
2. Open Records Requests – Non-Police
3. Fire Departmental Report and Communication Division's Monthly Report
4. Police Activity Report, Warrant Report, Investigations/Calls for Service Report, Staffing/Recruitment Report, and Police Open Records Requests
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 Construction and Field Projects Update

7. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary; Golf Course Social Media Summary Report, Parks and Recreation Departmental Report, and Carol Fox Park Playscape Rendering
8. Report from Code Enforcement
9. City Social Media Summary Report
10. Officer Introductions
11. Transparency Stars

#### **E. 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 February 19, 2018 and the minutes for the Work Session Meeting held on March 8, 2018. *Lorri Coody, City Secretary*

#### **F. REGULAR AGENDA**

1. Consider Resolution No. 2018-11, reviewing and accepting the 2017 Comprehensive Annual Financial Report (CAFR). *Isabel Kato, Finance Director*
2. Consider Ordinance No. 2018-06, approving Revision No. 3 to the City's Personnel Policy to begin April 1, 2018; providing for severability; and providing for repeal.– *Trelena Collins, Human Resources Generalist*
3. Consider Ordinance No 2018-07, amending the City's General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 by transferring \$11,500 from 01-13-3055 to 01-13-4504 to cover costs associated with the NEOGOV Service for HR software; authorizing the City Manager to enter into a service agreement with NEOGOV; and providing for severability. *Trelena Collins, Human Resources Generalist*
4. Consider Resolution No. 2018-12, adopting a wellness plan for City employees. *Austin Bleess, City Manager*
5. Consider Resolution No. 2018-13, setting Saturday, May 19, 2018 at 9:00 a.m. as the date and time for the annual Council/Staff Budget Retreat. *Austin Bleess, City Manager*
6. Consider Resolution No. 2018-14, rescheduling the Monday, May 21, 2018, Regular City Council Meeting for Monday, May 14, 2018 at 7 PM. *Lorri Coody, City Secretary*
7. Consider Resolution No. 2018-15, authorizing the City to apply for a grant from the Texas Division of Emergency Management for a grant to reduce flooding risks. *Austin Bleess, City Manager*
8. Discuss and take appropriate action concerning the delivery of services for residential curbside collection of household trash and recyclables. *Kevin T. Hagerich, Director of Public Works*

9. Discuss and take appropriate action to eliminate the oil recycling station located in the rear parking lot of City Hall due to inappropriate dumping of hazardous materials. *Kevin T. Hagerich, Director of Public Works*
10. Discuss and take appropriate action concerning the proposal of Wallace & Marie Dillard Family Partnership Ltd. to donate to the City a 2.1157 AC / 92,161 SF parcel of land once it is developed as a multi-use location by The Great Age Movement. *Christian Somers, Building Official*
11. Consider Resolution No. 2018-16, accepting the Marketing Study as prepared by BrightBox. *Jason Alfaro, Director of Parks and Recreation*
12. Discuss and take appropriate action concerning the Golf Course Berm Project. *Austin Bless, City Manager*

#### **G. CLOSE THE REGULAR SESSION**

Close the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consult with Attorney, Section 551.072 – Deliberation Regarding Real Property, and Section 551.074 Personnel Matters.

#### **H. EXECUTIVE SESSION**

1. Consult with Attorney pursuant to the Texas Open Meetings Act Section 551.071, and Section 551.072, Deliberation Regarding Real Property, regarding proposed settlement offer for one Water Line Easement, being a 0.0395 acre tract of land being out of and a part of a called 0.8232 acre tract as described in the deed to Landmark Industries Energy, LLC recorded under Harris County File Number (H.C.C.F. NO.) 20110508349, located within the City of Jersey Village, Harris County, State of Texas. *Leah Hayes, City Attorney*
2. Pursuant to the Texas Open Meetings Act Section 551.074 - Personnel Matters, conduct an Executive Session in order to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. *City Council*
3. Pursuant to the Texas Open Meetings Act Section 551.074 - Personnel Matters, conduct an Executive Session in order to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary. *City Council*

#### **I. ADJOURN EXECUTIVE SESSION**

Adjourn the Executive Session, stating the date and time the Executive Session ended and Reconvene the Regular Session.

#### **J. REGULAR SESSION CONTINUED**

1. Discuss and take appropriate action on matters discussed in Executive Session, including consideration and possible action on Resolution No. 2018-17, approving a Settlement Agreement with Landmark Industries Energy, LLC for the acquisition of a water line easement across a 0.0395 acre tract of land (Parcel 724) as part of the 290 Water Line Project within the City of Jersey Village; and authorizing the City Manager to execute the settlement agreement and related documents; and making other findings related hereto. *Leah Hayes, City Attorney*

2. Discuss and take appropriate action concerning the setting of the City Manager's salary.  
*Justin Ray, Mayor*
3. Discuss and take appropriate action concerning the setting of the City Secretary's salary.  
*Justin Ray, Mayor*

**K. 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.

**L. ADJOURN**

**CERTIFICATION**

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: March 21, 2018 at 4:15 p.m. and remained so posted until said meeting was convened.

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Lorri Coody, TRCM  
City Secretary

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at [www.jerseyvillage.info](http://www.jerseyvillage.info).

