

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 14, 2018 AT 7:00 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 Ray at 7:00 p.m. with the following present:

Mayor, Justin Ray	City Manager, Austin Bless
Council Member, Andrew Mitcham	City Secretary, Lorri Coody
Council Member, Greg Holden	City Attorney, Paula Alexander
Council Member, Bobby Warren	
Council Member, Sheri Sheppard	
Council Member, Gary Wubbenhorst	

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

City Attorney, Leah Hayes was not present at this meeting.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer and Pledge by: Justin Ray, Mayor

**C. ELECTION MATTERS**

1. **Discussion with possible action to consider Ordinance No. 2018-08, canvassing the returns and declaring the results of the General Election held on May 05, 2018 for the purpose of electing three (3) City Council Members (Place 1, Place 4, and Place 5).**

Mayor Ray called the item and opened the sealed envelope containing the canvass report for the May 05, 2018 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>Councilmember Place No. 1</b>			
Andrew Mitcham	<b>539</b>	<b>180</b>	<b>719</b>
<b>Councilmember Place No. 4</b>			
Simon Hughes	<b>360</b>	<b>121</b>	<b>481</b>
James Singleton	<b>373</b>	<b>111</b>	<b>484</b>
<b>Councilmember Place No. 5</b>			
Gary Wubbenhorst	<b>528</b>	<b>180</b>	<b>708</b>

Upon completing the reading, and once members had completed their review of the canvass Mayor Ray stated the following:

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The official canvass of the returns of the general election held on May 5, 2018 reflects that the following persons were duly elected to the respective positions:

**Council Member, Place 1**

Andrew Mitcham

**Council Member, Place 4**

James Singleton

**Council Member, Place 5**

Gary Wubbenhorst

Mayor Ray then stated that a recount petition was filed by candidate Simon Hughes on May 7, 2018 and approved on May 9, 2018, requesting a recount of early votes and Election Day votes casts for Councilmember Place No. 4, and a recount of early votes and election day votes casts for Councilmember Place No. 4 was conducted on May 14, 2018. The report of the outcome of the recount is presented for a new canvass of the results.

Mayor Ray then instructed Council to open the recount canvass envelope 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>Councilmember Place No. 4</b>			
Simon Hughes	<b>360</b>	<b>121</b>	<b>481</b>
James Singleton	<b>373</b>	<b>111</b>	<b>484</b>

Upon completing the reading, and once members have completed their review of the new canvass Mayor Ray stated the following:

The official canvass of the returns of the general election held on May 5, 2018 reflects that the following persons were duly elected to the respective positions:

**Council Member, Place 1**

Andrew Mitcham

**Council Member, Place 4**

James Singleton

**Council Member, Place 5**

Gary Wubbenhorst

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Mayor Ray then called for a Motion to approve Ordinance No. 2018-08. Accordingly, Council Member Wubbenhorst moved to approve Ordinance 2018-08, canvassing the returns and declaring the results of the General Municipal Election held May 5, 2018 official. Council Member Warren seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2018-08

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 05, 2018.

After the Ordinance passed, Mayor Ray stated the following:

This concludes the canvass of the election of the General Election held on May 05, 2018 for the City Jersey Village with a total of **968** voters.

*Mayor Ray 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 Andrew Mitcham, Council Member, Place 1; James Singleton, Council Member, Place 4; and Gary Wubbenhorst, Council Member, Place 5.

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

City Secretary, Lorri Coody, administered the Oath of Office to newly elected officials Andrew Mitcham, Council Member, Place 1; James Singleton, Council Member, Place 4; and Gary Wubbenhorst, Council Member, Place 5.

**4. Recognition and Presentation of Service Award to Sheri Sheppard outgoing Council Member – Place 4, for her years of service to the City of Jersey Village.**

Mayor Ray recognized and presented a service plaque to outgoing Council Member Sheri Sheppard for her years of service to the City of Jersey Village.

**RECESS** – Mayor Ray called for a short recess at 6:12 p.m. in order that the newly elected members of Council could take their place at the Council dais.

*James Singleton, Council Member Place 4 took the place of outgoing Sheri Sheppard, Council Member Place 4. The meeting resumed at 6:22 p.m.*

**D. PRESENTATIONS**

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**1. Presentation of Employee of the Month.**

The Employee of the Month Program was developed to encourage recognition of Jersey Village employees who show exemplary individual achievement, contribution, and performance in their jobs. These individuals consistently exhibit a positive and supportive attitude and make contributions beyond the usual expectations of their employment.

Mayor Justin Ray presented this month's employee of the month award to Robert Missell.

**E. 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.

**Merrilee Beazley, 14910 Lakeview Drive, Jersey Village, Texas (713) 443-8091**: Ms. Beazley spoke to City Council about the recent election results and the conduct of the election. She gave each Council Member a handout outlining her concerns.

**Barbara Freeman, 15501 Jersey Drive, Jersey Village, Texas (713) 466-6903**: Ms. Freeman told City Council that she had a different perspective about the most recent City Election. She thanked Lorri Coody, City Secretary, for her depth of knowledge concerning elections. She told the Council that most people do not realize the amount of work that goes into running an election. The City runs a secure election much to the credit of Ms. Coody's hard work and knowledge. We owe her a debt of gratitude.

**F. CITY MANAGER'S REPORT**

City Manager, Austin Bless gave his report as follows:

- 1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – March 2018, General Fund Budget Projections as of April 2018, and Utility Fund Budget Projections – April 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, and Parks and Recreation Departmental Report**

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8. **Report from Code Enforcement**
9. **City Social Media Summary Report**

**G. 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 16, 2018.**
2. **Consider Resolution No. 2018-22, consenting to and approving the appointment of Bob Fry as the Harris County Municipalities Waste Disposal representative to the Gulf Coast Authority Board of Directors effective June 1, 2018 for the unexpired term that will end on August 31, 2019.**

RESOLUTION NO. 2018-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, CONSENTING TO AND APPROVING THE APPOINTMENT OF BOB FRY AS THE HARRIS COUNTY MUNICIPALITIES WASTE DISPOSAL REPRESENTATIVE TO THE GULF COAST AUTHORITY BOARD OF DIRECTORS EFFECTIVE JUNE 1, 2018 FOR THE UNEXPIRED TERM THAT WILL END ON AUGUST 31, 2019.

3. **Consider Resolution No. 2018-23, receiving the Capital Improvements Advisory Committee's April 2018 Semiannual Progress Report.**

RESOLUTION NO. 2018-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE'S APRIL 2018 SEMIANNUAL PROGRESS REPORT.

4. **Consider Resolution No. 2018-24, receiving the Planning and Zoning Commission's 2018 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan.**

RESOLUTION NO. 2018-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S 2018 ANNUAL PROGRESS REPORT PERTAINING TO THE CITY'S PROGRESS IN IMPLEMENTING THE COMPREHENSIVE PLAN.

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5. **Consider Resolution No. 2018-25, authorizing the City Manager to engage Lemons Auctioneers, LLP and Online Pros to perform auctioneering services for the disposal of surplus equipment.**

RESOLUTION NO. 2018-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENGAGE LEMONS AUCTIONEERS, LLP AND ONLINE PROS TO PERFORM AUCTIONEERING SERVICES FOR THE DISPOSAL OF SURPLUS EQUIPMENT.

Council Member Mitcham moved to approve items 1 through 5 on the consent agenda. Council Member Wubbenhorst seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton, and Wubbenhorst

Nays: None

The motion carried.

**H. CLOSE THE REGULAR SESSION**

Mayor Ray closed the Regular Session at 7:31 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consult with Attorney and Section 551.072 – Deliberation Regarding Real Property.

**I. EXECUTIVE SESSION**

1. **Pursuant to the Texas Open Meeting Act Section 551.071- Consult with Attorney and Section 551.072 - Deliberation Regarding Real Property, consult with the City Attorney regarding Cause No. 1061305; *Jones Road Holding Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 2, Harris County, Texas and Cause No. 1074704; *Jones Road Project Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 3, Harris County, Texas.**

**J. ADJOURN EXECUTIVE SESSION**

Mayor Ray adjourned the Executive Session at 9:18 p.m. and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive Session.

**K. REGULAR SESSION**

1. **Discuss and take appropriate action concerning items discussed in Executive Session regarding Cause No. 1061305; *Jones Road Holding Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 2, Harris County, Texas and Cause No. 1074704; *Jones Road Project Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 3, Harris County, Texas, including, without limitation, consideration and approval of a proposed settlement of the *Jones Road Project, Ltd.* case.**

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No discussion was had on this item. No action was taken.

**2. Consider Resolution No. 2018-26, electing a Mayor Pro Tem.**

With limited discussion, Council Member Warren moved to approve Resolution No. 2018-26, electing Andrew Mitcham as Mayor Pro Tem. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Holden, Warren, Singleton, and Wubbenhorst

Nays: None

Abstain: Council Member Mitcham

The motion carried.

RESOLUTION NO. 2018-26

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

**3. Consider Resolution No. 2018-27, assigning Council Members to serve as liaison to various city committees and boards.**

Mayor Ray called the item, stating that the only Board/Committee without a liaison is the Recreation and Events Committee. He asked for discussion on the matter, and if there would be any changes in the current assignments. The consensus was as follows:

Planning and Zoning Commission and	
Capital Improvements Advisory Committee	Andrew Mitcham
Building Board of Adjustment and Appeals	Greg Holden
Recreation and Events Committee	James Singleton
Golf Course Advisory Committee	Bobby Warren
Board of Adjustment	Gary Wubbenhorst
TIRZ Board Zone No. 2	Bobby Warren

With no further discussion on this item, Council Member Singleton moved to approve Resolution No. 2018-27, assigning Council Members to serve as liaison to various city committees and boards as discussed. Council Member Mitcham seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2018-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE,

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TEXAS, APPOINTING COUNCIL LIAISONS TO VARIOUS BOARDS AND COMMITTEES.

4. **Consider Ordinance No. 2018-09, receiving the Planning and Zoning Commission’s Preliminary Report and calling a joint public hearing of the City Council and the Planning and Zoning Commission concerning the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that property located at 8805 Jones Road/12511 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1a, Block 1, Jones Road Plaza, shall be changed from zoning District F (“First Business District”) to Zoning District J (“Third Business District”).**

Lorri Coody, City Secretary, introduced the item. Background information is as follows:

The City has received a request for a zoning change. The application has been filed by John “Jake” Ashmore on behalf of Jones Road Investments, LLC and Triangular Realty II LLC. The application seeks to change the zoning on the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza from District F Zoning to District J Zoning.

On April 24, 2018, the Planning and Zoning Commission met to review Mr. Ashmore’s request to change the zoning on the subject property from District F Zoning to District J Zoning and to prepare a preliminary report containing its findings.

Accordingly, the Planning and Zoning Commission presents its preliminary report in connection with its findings to City Council tonight and asks that it be received, and to proceed with a joint public hearing.

With limited discussion on the matter, Council Member Mitcham moved to approve Ordinance No. 2018-09, receiving the Planning and Zoning Commission’s Preliminary Report and calling a joint public hearing of the City Council and the Planning and Zoning Commission concerning the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that property located at 8805 Jones Road/12511 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1a, Block 1, Jones Road Plaza, shall be changed from zoning District F (“First Business District”) to Zoning District J (“Third Business District”). Council Member Warren seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.



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ORDINANCE NO. 2018-09

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S PRELIMINARY REPORT AND CALLING A JOINT PUBLIC HEARING OF THE CITY COUNCIL AND THE PLANNING AND ZONING COMMISSION CONCERNING THE PROPOSAL TO AMEND CHAPTER 14 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TEXAS BY AUTHORIZING REVISION OF THE OFFICIAL ZONING MAP SO THAT PROPERTY LOCATED AT 8805 JONES ROAD/12551 STEEPLEWAY AND 8805 JONES ROAD #A, AND DESCRIBED AS TRACTS 1 AND 1A, BLOCK 1, JONES ROAD PLAZA, SHALL BE CHANGED FROM ZONING DISTRICT F ("FIRST BUSINESS DISTRICT") TO ZONING DISTRICT J ("THIRD BUSINESS DISTRICT").

5. **Consider Resolution No. 2018-28, appointing a Commissioner to fill the unexpired term ending September 30, 2019 for position one on the Planning and Zoning Commission and the Capital Improvements Advisory Committee.**

Lorri Coody, City Secretary, introduced the item. Background information is as follows:

The Planning and Zoning Commission is a seven member Commission appointed by the Mayor with approval of the Council. Each member shall be a resident of the city and shall be appointed to serve a term of two years. P&Z members also serve on the Capital Improvements Advisory Committee. Should a vacancy occur, the Mayor, with approval of the Council, shall appoint a person to complete the unexpired term for the vacant position.

Effective April 23, 2018, Christine Layton, who served in position one for this Commission, tendered her resignation. Her resignation is attached. Mrs. Layton has served on the Commission since her appointment in October 2017.

In order to prepare for this item, a notice was placed on the City's website and on the City's Facebook Page.

The applications of those qualified candidates who have expressed interest in serving on this Commission were reviewed.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2018-28, appointing Jennifer McCrea to fill the unexpired term ending September 30, 2019 for position one on the Planning and Zoning Commission and the Capital Improvements Advisory Committee. Council Member Mitcham seconded the motion. The vote follows:

Ayes: Council Members Mitcham and Warren

Nays: Council Members Holden, Singleton, and Wubbenhorst

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The motion failed.

Council Member Holden moved to approve Resolution No. 2018-28, appointing Courtney Standlee to fill the unexpired term ending September 30, 2019 for position one on the Planning and Zoning Commission and the Capital Improvements Advisory Committee. Council Member Singleton seconded the motion. The vote follows:

Ayes: Council Members Holden, Singleton, and Wubbenhorst

Nays: Council Members Mitcham and Warren

The motion carried.

RESOLUTION NO. 2018-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A COMMISSIONER TO FILL THE UNEXPIRED TERM ENDING SEPTEMBER 30, 2019 FOR POSITION ONE ON THE PLANNING AND ZONING COMMISSION AND THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE.

- 6. Consider Ordinance No. 2018-10, amending the General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 in the amount not to exceed \$50,000 to increase line item 01-39-6516 (Parks and Landscaping Projects) from the General Fund Balance for the construction of the Dog Park.**

Isabel Kato, Finance Director, introduced the item. Background information is as follows:

During the budget process for Fiscal Year 2016-2017, due to the request of many residents City Council approved the construction of a dog park. The amount approved by City Council was \$50,000; this line item was part of our Operating Budget. Unfortunately, after the approval and adoption of the 2016-2017 operating budget, our previous Parks Director resigned and we never initiated this project. Since these funds were never expended, the amount budgeted rolled into the General fund balance.

With this Agenda item, staff respectfully requests approval to re-appropriation \$50,000 from fund balance into line item 01-39-6516 for the construction of the Dog Park.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Ordinance No. 2018-10, amending the General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 in the amount not to exceed \$50,000 to increase line item 01-39-6516 (Parks and Landscaping Projects) from the General Fund Balance for the construction of the Dog Park. Council Member Warren seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

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The motion carried.

ORDINANCE NO. 2018-10

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018 BY INCREASING LINE ITEM 01-39-6516 (PARKS & LANDSCAPING PROJETS) IN THE AMOUNT NOT TO EXCEED \$50,000 FOR THE CONSTRUCTION OF A DOG PARK.

- 7. Discuss with possible action either a contract extension with the audit firm of Belt Harris Pechacek, LLLP or the preparation of an RFP for audit services for a period of three year.**

Isabel Kato, Finance Director, introduced the item. She told City Council that the contract between the City of Jersey Village and the audit firm of Belt Harris Pechacek, LLLP has expired. They have offered to extend their relationship with the City of Jersey Village for an additional three years starting with fiscal year 2017-2018 end of year audit. Belt Harris Pechacek, LLLP has been the external auditors for the City of Jersey Village since September 2009.

Council engaged in discussion about the item. Some members wondered if Staff is satisfied with the current auditors and their service. Finance Director Kato explained that they are satisfied, and given Council's approval to move forward with this firm they would add one change to the agreement, requiring that Belt Harris Pechacek, LLLP have the CAFR ready no later than March 1.

With no further discussion on the matter, Council Member Holden moved to approve a contract extension with the audit firm of Belt Harris Pechacek, LLLP for a period of three year. Council Member Mitcham seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.

- 8. Consider Ordinance No. 2018-11, amending the General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 by increasing line item 01-25-5516 (Collection Agency Fees) in the amount not to exceed \$53,000 to cover the cost of collection agency services.**

Mark Bitz, Fire Chief, introduced the item. He told City Council that this year we budgeted \$60,000 dollars for collection agency fees. Our billing company is doing such a great job in collecting revenue for medical billing; we will nearly double the amount of collection before the end of the fiscal year is complete. We anticipate \$800,000 in collected revenue.

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We will need to pay our billing company their 14% fee for the additional revenue. We estimate this to be an additional \$53,000 dollar expenditure for line item 25-5516.

It is staff's recommendation that council adopt the ordinance amending the budget.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Ordinance No. 2018-11, amending the General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 by increasing line item 01-25-5516 (Collection Agency Fees) in the amount not to exceed \$53,000 to cover the cost of collection agency services. Council Member Singleton seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.

ORDINANCE NO. 2018-11

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018 BY INCREASING LINE ITEM 01-25-5516 (COLLECTION AGENCY FEES) IN THE AMOUNT NOT TO EXCEED \$53,000 TO COVER THE COST OF COLLECTION AGENCY SERVICES.

- 9. Consider Ordinance No. 2018-12, amending the General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 by increasing line item 01-25-3010 (Incentives) in the amount not to exceed \$6,000 to cover the cost of Fire Department Incentives.**

Mark Bitz, Fire Chief, introduced the item. He told City Council that this year, fire department personnel completed certain certification levels and have met the requirements to receive incentives for reaching the higher level of certification. This occurred after the city budget was already approved for our current budget years. This unscheduled increase will cause this line item to go over budget unless we add funds to it. The amount of \$6,000 is what will be needed to finish out the remaining years payroll for incentive pay.

It is staff's recommendation that council adopt the ordinance amending the budget.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Ordinance No. 2018-12, amending the General Fund Budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018 by increasing line item 01-25-3010 (Incentives) in the amount not to exceed \$6,000 to cover the cost of Fire Department Incentives. Council Member Warren seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

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Nays: None

The motion carried.

ORDINANCE NO. 2018-12

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018 BY INCREASING LINE ITEM 01-25-3010 (INCENTIVES) IN THE AMOUNT NOT TO EXCEED \$6,000 TO COVER THE COST FOR FIRE DEPARTMENT INCENTIVES.

**10. Consider Resolution No. 2018-29, authorizing the City to apply for a grant from the Firehouse Subs Public Safety Foundation.**

Mark Bitz, Fire Chief, introduced the item. Background information is as follows:

Firehouse Subs is a nationwide company, which serves food to patrons. As part of their outreach program, Firehouse Subs has a grant program through their foundation to support local fire departments. Fire departments all over the country apply for funding to purchase lifesaving equipment.

We are looking to purchase a piece of equipment to help serve our community during events like parades, fun runs and the farmers market etc. Mobility for fire apparatus can become a challenge, providing little access points for fire apparatus and ambulance units. We are seeking a \$20,000 grant from Firehouse Subs to purchase a mobile medical golf cart. This equipment will have the capability of transporting a patient from areas our ambulance cannot get to and bring the patient to the ambulance for treatment. This mobile golf cart can hold a stretcher and ems equipment along with medical personnel.

It is staff's recommendation that council adopt the resolution authorizing the grant application through Firehouse Subs.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2018-29, authorizing the City to apply for a grant from the Firehouse Subs Public Safety Foundation. Council Member Singleton seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2018-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE FIREHOSUE SUBS PUBLIC SAFETY FOUNDATION.

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**11. Consider Resolution No. 2018-30, authorizing the City Manager to execute an agreement with PGAL, Inc. for the design of a new Jersey Meadow Golf Course Club House.**

Jason Alfaro, Director of Parks and Recreation, introduced the item. Background information is as follows: On March 8, 2018 the City Council held a workshop to discuss options for a new clubhouse facility, and directed staff to prepare a request for proposal for the design of a new facility. The request for proposal was posted on the city website and emailed directly to 30 firms on March 14, 2018. Nine proposals were received in response to the request for proposal and a team of city staff reviewed and ranked the proposals. After careful review and discussion with the review team PGAL, Inc. was unanimously selected as the firm to negotiate terms for work related to the golf course clubhouse.

On April 16, 2018 the City Council approved Resolution Number 2018-20 authorizing the City Manager to negotiate an agreement with PGAL, Inc. for design of a new, Jersey Meadow Golf Course Club House. During that time city staff has met with Mr. Paul Bonnette, Principal of PGAL, Inc., and have discussed basic necessities of the new clubhouse. Mr. Bonnette submitted a contract to city staff and the legal department has reviewed.

Council engaged in discussion about the contract with PGAL, Inc. Some wanted to know what the contract covers. They wondered if any other outside services would be required in order to complete the project. Paul D. Bonnette, a representative with PGAL, Inc. was present. He told City Council that there will be a need to have materials tested and this will not be handled by the contractor. He told City Council that the design goes from conception to the end of construction.

Council discussed the budget allowed for this project and wondered if it was sufficient. Representative Bonnette stated that the budget is very “tight.” The scope of the project is for an 8,000 sq. ft. facility at the rate of \$150 per sq. ft. Mr. Bonnette stated that he will work with Staff to come up with a plan that is aesthetically pleasing; however, the budget will be challenging.

There was concern among some members of the Council that we will get too far along in the project to find out that the budget will not be enough. Some felt that it will be better to know that the budget will not work sooner rather than later so that it can be discussed and changes made.

With no further discussion on the matter, Council Member Singleton moved to approve Resolution No. 2018-30, authorizing the City Manager to execute an agreement with PGAL, Inc. for the design of a new Jersey Meadow Golf Course Club House. Council Member Mitcham seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

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The motion carried.

RESOLUTION NO. 2018-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH PGAL, INC. FOR THE DESIGN OF A NEW JERSEY MEADOW GOLF COURSE CLUB HOUSE.

**12. Consider Resolution No. 2018-31, authorizing the City Manager to engage Brooks & Sparks, Inc. to perform engineering services for the Jersey Meadows Golf Course Berm Project.**

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

In the Jersey Village Long-term Flood Recovery Plan study conducted last year, Dannenbaum Engineering was contracted to determine several possible solutions to alleviate the chronic flooding issues occurring in the City of Jersey Village. The construction of a Berm at the Jersey Meadows Golf Course was one of the recommendations.

This project has been approved to be funded through the Capital Improvement Program.

This item is to authorize the City Manager to contract with Brooks & Sparks, Inc. to perform engineering services for the Jersey Meadows Golf Course Berm Project.

With limited discussion on the matter, Council Member Holden moved to approve Resolution No. 2018-31, authorizing the City Manager to engage Brooks & Sparks, Inc. to perform engineering services for the Jersey Meadows Golf Course Berm Project. Council Member Wubbenhorst seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2018-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENGAGE BROOKS & SPARKS, INC. TO PERFORM ENGINEERING SERVICES FOR THE JERSEY MEADOWS GOLF CLUB BERM PROJECT.

**13. Consider Resolution No. 2018-32, authorizing the City Manager to engage Brooks & Sparks, Inc. to perform engineering services for the Jersey Meadows Golf Course Gray Water Project.**

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Kevin T. Hagerich, Director of Public Works, introduced the item. Background information is as follows: In the Jersey Village Long-term Flood Recovery Plan study conducted last year, Dannenbaum Engineering was contracted to determine several possible solutions to alleviate the chronic flooding issues occurring in the City of Jersey Village. Designing a tertiary treatment facility and transporting gray water to the golf course for irrigation purposes at Castlebridge Wastewater Treatment Plant was one of the recommendations.

This project has been approved to be funded through the Capital Improvement Program.

This item is to authorize the City Manager to contract with Brooks & Sparks, Inc. to perform engineering services for the Jersey Meadows Golf Course Gray Water Project.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2018-32, authorizing the City Manager to engage Brooks & Sparks, Inc. to perform engineering services for the Jersey Meadows Golf Course Gray Water Project. Council Member Warren seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, Singleton and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2018-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENGAGE BROOKS & SPARKS, INC. TO PERFORM ENGINEERING SERVICES FOR THE JERSEY MEADOWS GOLF CLUB GRAY WATER PROJECT.

**14. Consider Resolution No. 2018-21, accepting the resignation of Crime Control and Prevention District Board Member Sheri Sheppard, and appointing a new member to the Crime Control and Prevention District for the unexpired term ending August 31, 2018.**

Lorri Coody, City Secretary, introduced the item. Background information is as follows:

The Jersey Village Crime Control and Prevention District (“District”), organized and existing under Chapter 363, Texas Local Government Code, is governed by a board of directors of seven members appointed by the City Council for terms of two years.

The current members of the board of directors and the termination dates of their terms of office are Greg Holden, August 31, 2019; Justin Ray, August 31, 2019; Bobby Warren, August 31, 2019; Gary Wubbenhorst, August 31, 2018; Sheri Sheppard, August 31, 2018; Andrew Mitcham, August 31, 2018; and J. Lane DuBois-Freeman, August 31, 2018.



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Sheri Sheppard has resigned as member of the board of directors. James Singleton is the newly elected Council Member.

With limited discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2018-21, accepting the resignation of Crime Control and Prevention District Board Member Sheri Sheppard, and appointing a new member to the Crime Control and Prevention District for the unexpired term ending August 31, 2018. Council Member Warren seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Warren, and Wubbenhorst

Nays: None

Abstain: Council Member Singleton

The motion carried.

RESOLUTION NO. 2018-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, ACCEPTING RESIGNATION OF SHERI SHEPPARD DIRECTOR OF THE JERSEY VILLAGE CRIME CONTROL DISTRICT AND APPOINTING REPLACEMENT.

**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 Singleton:** Council Member Singleton thanked the voters of Jersey Village for their support. He appreciates their confidence in him. He announced the birth of his daughter on this date and welcomed her into the City. He closed by thanking Robert Missell for his contributions to the City.

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**Council Member Wubbenhorst:** Council Member Wubbenhorst thanked Council Member Sheri Sheppard for her contributions to the City and gave congratulations to James Singleton on the birth of his daughter.

**Council Member Mitcham:** Council Member Mitcham thanked Council Member Sheri Sheppard for her service. He also congratulated James Singleton on the birth of his daughter.

**Council Member Holden:** Council Member Holden thanked Council Member Sheri Sheppard for her service. He also congratulated James Singleton on the birth of his daughter.

**Council Member Warren:** Council Member Warren thanked Council Member Sheri Sheppard for her service. He also congratulated James Singleton on the birth of his daughter.

**Mayor Ray:** Mayor Ray thanked Council Member Sheri Sheppard for her service. He congratulated James Singleton on the birth of his daughter, and he thanked Lorri Coody, City Secretary for running a good election. He closed by thanking the residents for coming to the meeting.

**L. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 9:55 p.m.

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Lorri Coody, City Secretary

