

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON APRIL 17, 2017 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 Bleess
Council Member, Andrew Mitcham	City Secretary, Lorri Coody
Council Member, Greg Holden	City Attorney, Leah Hayes
Council Member, C. J. Harper	
Council Member, Sheri Sheppard	
Council Member, Gary Wubbenhorst	

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

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

- 1. Prayer & Pledge by: Jeremy E. Ray American Legion Post 324.**

**C. PRESENTATION**

- 1. Presentation of Police Department Employee of the First Quarter Award – by Stefanie Otto, Commander of the Jeremy E. Ray American Legion Post 324.**

Stefanie Otto, Commander of the Jeremy E. Ray American Legion Post #324, along with Mayor Ray, presented the Police Department Employee of the First Quarter award to Officer Devron Limerick.

**D. 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 presentation 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 presentation to the City Council.

**Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 553-8625** – Mr. Maloy spoke to City Council about pending legislation that seeks to limit tax revenues for cities. Mr. Maloy told Council that under current law, a city may raise eight percent more tax revenue than what was collected in the prior year by holding two public hearing; and if tax payers do not agree they can call for a roll back election through the petition process. The new legislation seeks to lower any tax revenue increase to four percent and requires an automatic election, not the petition process, on increases greater than four percent in order to gain tax payer approval. Mr. Maloy supports the passage of this new legislation.

**Michael Brown, 16025 Wall Street, Jersey Village, Texas (713) 937-3123** – Mr. Brown spoke to transparency. He encourages City Council to adopt the item on the agenda concerning the posting of City Council Meeting packets on-line. He would like to see these packets posted well ahead of the City Council Meetings in order that residents have time to review the material and research issues if necessary. He suggested that if the packets must be posted on the Friday

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

before a City Council Meeting that City Council consider moving their meeting date to the third Wednesday of each month instead of the third Monday. Mr. Brown also suggested that City Council follow the lead of the City of Katy who is also conducting a flood study, but have already begun some projects to alleviate flooding. He suggested that Council consider building a berm around the Golf Course to alleviate flooding in Jersey Village. He also wants the shopping center located at 17400 NW FWY to replace the handicapped parking that has been eliminated due to the US HWY 290 Expansion Project.

**Laurel Calkins, 16001 Wall Street, Jersey Village, Texas (713) 466-1122** – Ms. Calkins told City Council that she was encouraged by the flood study meeting held last month, but would like to see the next public meeting be a true town hall meeting wherein questions can be asked and the response be heard by all attending. She too encouraged Council to adopt the transparency item on the agenda and she thanked Council Member Harper for bringing this issue before the Council. She told City Council that she is concerned about the lawsuit issue posted on the agenda. She believes that the owners have a good point and that the City is exposed.

**Suellen Denton, 14500 Cutter Road, Houston, Texas (850) 207-1108** – Ms. Denton spoke to City Council about the services offered by Fairbanks Library. She wants City Council to know how important libraries are and how they support the community. She listed some areas of support which included:

- ESL Classes
- Computer Classes
- Job Seminars
- CPR Classes
- Free Passport Services
- Free Notary Services
- Literacy Programs for Children
- Teen Programs

She wants City Council to be an advocate for the importance of libraries in the community.

**E. CITY MANAGER'S REPORT**

City Manager Bless gave the monthly report. As part of the report, he introduced Officer Brittany McClure, joining the Jersey Village Police Department.

- 1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – January 2016, General Fund Budget Projections as of February 2017 and Utility Fund Budget Projections – February 2017**
- 2. Open Records Requests – Non-Police, Recreational Vehicle Registration Update**
- 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**

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

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 the Parks and Recreation Departmental Report**
8. **Report from Code Enforcement**
9. **Introduction of Officer Brittany McClure**

**F. 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 March 20, 2017.**
2. **Consider Resolution No. 2017-27, designating the Police Chief as Acting City Manager during temporary absences or disabilities of the City Manager.**

RESOLUTION NO. 2017-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING THE POLICE CHIEF AS ACTING CITY MANAGER DURING PERIODS OF TEMPORARY ABSENCE OR DISABILITY OF THE CITY MANAGER.

Council Member Mitcham moved to approve items 1 and 2 on the consent agenda. Council Member Harper seconded the motion. The vote follows:

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

Nays: None

The motion carried.

**G. CLOSE THE REGULAR SESSION**

Mayor Ray closed the Regular Session at 7:24 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071– Consult with Attorney.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

**H. EXECUTIVE SESSION**

- 1. Consult with Attorney pursuant to the Texas Open Meetings Act Section 551.071 regarding Cause No. 1061305; *Jones Road Holding Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 2, Harris County, Texas.**
- 2. Consult with Attorney pursuant to the Texas Open Meetings Act Section 551.071 regarding Cause No. 1074704; *Jones Road Project Ltd. vs. City of Jersey Village, Texas*; County Civic Court at Law No. 3, Harris County, Texas.**
- 3. Consult with attorney pursuant to the Texas Open Meetings Act Section 551.071 regarding pending lawsuit: *City of Jersey Village, Texas v. Group 1 Realty, Inc. (Sterling McCall Collision Center)*; in the County Court at Law No. 1 in and for Harris County, Texas.**

**I. ADJOURN EXECUTIVE SESSION**

Mayor Ray adjourned the Executive Session at 8:29 p.m. and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive session.

**J. REGULAR AGENDA**

- 1. Discuss and take appropriate action on matters discussed in Executive Session regarding the pending lawsuit: regarding Cause No. 1061305; *Jones Road Holding Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 2, Harris County, Texas.**

This item was not called. No action was taken.

- 2. Discuss and take appropriate action on matters discussed in Executive Session regarding Cause No. 1074704; *Jones Road Project Ltd. vs. City of Jersey Village, Texas*; County Civic Court at Law No. 3, Harris County, Texas.**

This item was not called. No action was taken.

- 3. Consideration and possible action to approve settlement of pending lawsuit: *City of Jersey Village, Texas v. Group 1 Realty, Inc. (Sterling McCall Collision Center)*; in the County Court at Law No. 1 in and for Harris County, Texas.**

With no discussion on the matter, Council Member Mitcham moved to approve the Settlement Agreement in the amount of \$180,000. Council Member Wubbenhorst seconded the motion. The vote follows:

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

Nays: None

The motion carried.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

**4. Consider Resolution No. 2017-28, receiving the Capital Improvements Advisory Committee's April 2017 Semiannual Progress Report.**

Rick Faircloth, Vice Chairperson, introduced the item. He told Council that the Capital Improvements Advisory Committee (CIAC) met on April 5, 2017 to discuss and review the following in order to prepare a Semiannual Progress Report for presentation to City Council on April 17, 2017:

1. The City's Growth Rate – New Construction Permits Issued since October 2016;
2. Capital Improvements Projects completed or in progress since October 2016;
3. Impact Fees Collected – Water/Wastewater since October 2016; and
4. Overview of the Capital Improvement Projects proposed during the Impact Fee Study.

This item is to receive the April 2017 Semiannual Progress Report prepared at the April 5, 2017 CIAC Meeting.

With limited discussion on the matter, Council Member Sheppard moved to approve Resolution No. 2017-28, receiving the Capital Improvements Advisory Committee's April 2017 Semiannual Progress Report. Council Member Harper seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2017-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE'S APRIL 2017 SEMIANNUAL PROGRESS REPORT.

**5. Consider Resolution No. 2017-29, receiving the Planning and Zoning Commission's 2017 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan.**

Rick Faircloth, Vice Chairperson, introduced the item. He told Council that the Planning and Zoning Commission (P&Z) met on April 5, 2017 to discuss and review of the City's progress in implementing the Comprehensive Plan and to prepare their Annual Progress Report for presentation to City Council on April 17, 2017. The review included the following:

1. The City's progress in implementing the Plan;
2. Changes in conditions that form the basis of the Plan;
3. Community support for the Plan's goals, strategies, and actions; and

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

4. Changes in State laws.

This item is to receive the 2017 Annual Progress Report prepared at the April 5, 2017 P&Z Meeting.

Council engaged in discussion about the status of the planned projects for completion this budget year: Branding, Wayfinding, and Landscaping. Parks Director Terrell told Council that Staff is working on a combined RFQ for these activities and expects it to be finalized in time to bring back the results to City Council during the June/July time frame. The target date for completion of the study is October 2017.

There was also discussion about enhancement plans for the City Pool. Director Terrell explained that a Parks and Recreation Master Plan will be developed, which will recommend enhancements to this facility.

Council also wondered about the cost of projects scheduled for FY 2017-2018. Director Terrell explained that these projections will be presented at the Staff/Council Budget Retreat in May.

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2017-29, receiving the Planning and Zoning Commission's 2017 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan. Council Member Holden seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2017-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S 2017 ANNUAL PROGRESS REPORT PERTAINING TO THE CITY'S PROGRESS IN IMPLEMENTING THE COMPREHENSIVE PLAN.

- 6. Consider Resolution No. 2017-30, finding that CenterPoint Energy Houston Electric, LLC's Application for Approval to Amend its Distribution Cost Recovery Factor pursuant to 16 Tex. Admin. Code § 25.243 to increase distribution rates within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the Company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and legal counsel.**

Austin Bleess, City Manager, introduced the item. Background information is as follows:

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

The City of Jersey Village, Texas is an electric utility customer of CenterPoint Energy Houston Electric, and a regulatory authority with an interest in the rates and charges of CenterPoint. Additionally, the City is a member of the Gulf Coast Coalition of Cities (GCCC), a coalition of similarly situated cities served by CenterPoint that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in the CenterPoint's service area.

On April 6, 2017, CenterPoint filed an Application for Approval to amend its Distribution Cost Recovery Factor ("DCRF") Pursuant to 16 Tex. Admin. Code § 25.243 to Increase Distribution Rates with each of the cities in their service area. In the filing, the Company asserts that it is seeking an increase in distribution revenues of \$89,560,854 for the period of September 1, 2017 to August 31, 2018 compared to the revenues approved in its most recent base rate case, Docket No. 38339.

GCCC is coordinating its review of CenterPoint's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and recommends, at this time, that GCCC members deny the DCRF.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2017-30, finding that CenterPoint Energy Houston Electric, LLC's Application for Approval to Amend its Distribution Cost Recovery Factor pursuant to 16 Tex. Admin. Code § 25.243 to increase distribution rates within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the Company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and legal counsel. 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. 2017-30

A RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

**7. Discuss and take appropriate action concerning transparency in the agenda preparation process to include the posting of supporting documentation for public viewing.**

Council Member CJ Harper introduced the item. He told Council that he requested this item be placed on the agenda as a follow-up to the actions taken by the Council at the January 16, 2017 Meeting wherein Council engaged in discussion about transparency and making City Council Meeting Packets public. He reminded Council that those discussions ended in approving a motion that the City Secretary meet with the City Attorney, the IT Director, and the City Manager to formulate a plan for posting supporting agenda documentation to the City's website and present the plan to City Council for review.

Since the January 16, 2017 agenda, a public version of the meeting packet for both the February and March meetings were prepared and reviewed by Staff. Updates were made according to the findings/suggestions resulting from these reviews and a final version was prepared for Council's review at this meeting. Accordingly, Council Member Harper asked City Council to review the document and make decisions concerning the following items:

1. **Format** – Staff recommends the April 17, 2017 final product version.
2. **Time for Posting** – Staff recommends no later than 72 hours before the regularly scheduled City Council Meetings.
3. **Place for Posting** – Staff recommends the City's website on the City Council Agendas and Minutes page.
4. **Format for City Council Member Use** – Staff has no recommendation but desires direction concerning which format Council desires to work from: (1) the Public Version of the meeting packet or (2) the traditional meeting packet version.

Council engaged in discussion about the public version of the meeting packet and about the four items listed above with a majority of the discussions centering on the time for posting. Most felt that no later than the 72 hours before the regularly scheduled City Council Meeting gives Staff sufficient time to prepare the agenda and the agenda packets. It was also the consensus of Council that the traditional format will serve as the format to be used by City Council Members.

With no further discussion on the matter, Council Member Harper moved to approve the April 17, 2017 final product version of the public version meeting packet to be posted no later than 72 hours before the regularly scheduled City Council Meetings on the City's website on the City Council Agendas and Minutes page and selects the traditional version of the meeting packet as the desired format for City Council Members. Council Member Mitcham seconded the motion. The vote follows:

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



REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

Nays: None

The motion carried.

**8. Consider Resolution No. 2017-31, authorizing the city to create an official social media presence.**

Austin Bless, City Manager, introduced the item. Background information is as follows:

Staff would like to get the city active on social media by rolling out social media accounts on Facebook and Twitter, with the possible expansion into other social media arenas at future dates or as new platforms become popular.

The social media archiving costs for this is \$200 a month, and was budgeted for in this fiscal year. The social media archiving software is needed to assist with responding to any public information requests received regarding social media posts.

Staff intends to use social media to promote community events, provide information to citizens, market Jersey Village to the surrounding areas, and more. These efforts should not cause an undue burden on staff to update or manage social media information. However, a few guidelines are needed and include the following:

- a. This site welcomes family-friendly comments and posts, and the City reserves the right to immediately remove content that contains personal attacks, profanity and information unrelated to the topic.
- b. Comments posted to this page will be monitored. The City of Jersey Village, Texas reserves the right to remove inappropriate comments including those that have obscene language or sexual content, threaten or defame any person or organization, violate the legal ownership interest of another party, promote illegal activity, promote commercial services or products or are not topically related to the particular posting.
- c. All content and comments posted to this official City of Jersey Village, Texas, social media site are subject to public disclosure laws.

Council engaged in discussion about the nature of the information that will be posted on these sites. City Manager Bless explained that it will be informational and not interactive. He went on to state that the purpose is to provide information about community events, provide information to citizens, market Jersey Village to the surrounding areas, and more. Should there be posts requesting in-depth information, that person will be directed to the appropriate department head for further attention.

There were questions about Council Members interacting on the sites. City Attorney Hayes instructed that the Open Meetings Act prohibits such interaction unless it is via a message board, which observes strict requirements.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

There was discussion about the social media archive software and how it interacts with the processing of open records requests.

With no further discussion on the matter, Council Member Sheppard moved to approve Resolution No. 2017-31, authorizing the city to create an official social media presence. 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. 2017-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY TO CREATE AN OFFICIAL SOCIAL MEDIA PRESENCE.

**9. Consider Resolution No. 2017-32, authorizing the Finance Director to convert a 72-hour position to an 80-hour full time position.**

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

The employee in the part-time clerk position for the Municipal Court/Finance recently retired. The position is now vacant. This position previously was approved to work up to 72 hours biweekly. The duties of the employee for this position are assisting the Municipal Court and assisting the Accounting Section of the Finance Department. Furthermore, a portion of the salary will be reimbursed by the Court Collection Agency.

Staff is requesting the approval of this Resolution in order to increase the hours for the clerk position from 72 to 80 hours.

With limited discussion on the matter, Council Member Harper moved to approve Resolution No. 2017-32, authorizing the Finance Director to convert a 72-hour position to an 80-hour full time position. Council Member Wubbenhorst seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2017-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE FINANCE DIRECTOR TO CONVERT A 72-HOUR POSITION TO AN 80-HOUR FULL TIME POSITION.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

**10. Consider Resolution No. 2017-33, to approve extension of wastewater services to Weatherford Technology Center located at 11909 Spencer Road.**

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

The Public Works Department has received a letter from McDonough Engineering Corporation on behalf of their client Weatherford Technology Center, requesting sanitary sewer services from the City of Jersey Village. Weatherford Technology Services is located on the south side of Spencer Road. They currently operate a small zero discharge wastewater treatment plant to serve their restrooms and break room. No water (process water) is used in their production activities. The City of Jersey Village will not benefit from the construction of a new sewer line and there is no cost to the City for installation.

Any improvement to City utilities will be required to follow Chapter 14, Article VIII of the City's Building and Development Code; Public Utilities. All designs and specifications must be approved by City Engineer, Brooks & Sparks Inc. The contractor plans to convey the wastewater lines to the City; however, staff will require the following conditions are met:

- a. That Weatherford Technology Center obtains permission from Texas Department of Transportation for placement of sewage line in the street right-of-way (ROW).
- b. That Weatherford Technology Center agrees to install the sewage line within Texas Department of Transportation right-of-way (ROW) at their expense.
- c. That all legal documents be reviewed and approved by the City's attorney.
- d. The City shall not accept ownership or maintenance of any public improvements until the developer submits all final plats, all as-built drawings and a one-year maintenance bond.

Staff does not recommend approval of this request as we are currently in the Phase VII, 290 Project and development has been identified in our Comprehensive Plan. The stress on that system cannot be determined at this time.

Council engaged in discussion about the impact of adding this service to our system. Public Works Director Hagerich explained that since we only know what they have told us, it is difficult to estimate the impact without further information. He did tell the Council that this property is located outside the City's ETJ and that is concerning.

City Attorney Hayes went on to explain that since the property in question is outside the City's ETJ and the requestor does not pay taxes, approval of this service would need to be supported by a utility agreement, which would serve as the basis for enforcement.

There was discussion about where the current service ends. Public Works Director Hagerich told Council that it ends at Spencer and Jones Road, which requires that this requestor burrow under FM 529 and other right-of-ways at their own expense.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

City Attorney Hayes added that there are some jurisdictional issues with approving this service outside the City's ETJ such as ownership of the lines. She also mentioned that the City of Houston can provide these services.

With no further discussion on the matter, Mayor Ray called for a motion on Resolution No. 2017-33, approving the extension of wastewater service to Weatherford Technology Center, located at 11909 Spencer Road. Hearing no motion, the Resolution failed for lack of a motion.

RESOLUTION NO. 2017-33 – FAILED – NO MOTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE EXTENSION OF WASTEWATER SERVICE TO WEATHERFOD TECHNOLOGY CENTER, LOCATED AT 11909 SPENCER ROAD.

- 11. Consider Ordinance No. 2017-13, amending the Asset Forfeiture Fund Budget of the city for the fiscal year beginning October 1, 2016, and ending September 30, 2017; authorizing the purchase of Evidence Tracking Software Upgrade and Maintenance Renewal from FileOnQ, a sole source vendor, as permitted by Chapter 59 of the Code of Criminal Procedure; and providing for severability.**

Eric Foerster, Chief of Police, introduced the item. He told City Council that the FileOnQ software and maintenance are up for renewal, and both are needed in order to fully utilize the existing software. This item is to request a budget amendment in order to make the purchase from the Asset Forfeiture Fund Budget.

With limited discussion on the matter, Council Member Holden moved to approve Ordinance No. 2017-13, amending the Asset Forfeiture Fund Budget of the city for the fiscal year beginning October 1, 2016, and ending September 30, 2017; authorizing the purchase of Evidence Tracking Software Upgrade and Maintenance Renewal from FileOnQ, a sole source vendor, as permitted by Chapter 59 of the Code of Criminal Procedure; and providing for severability. Council Member Harper seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2017-13

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE ASSET FORFEITURE FUND BUDGET OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; AUTHORIZING THE PURCHASE OF EVIDENCE TRACKING SOFTWARE UPGRADE AND MAINTENANCE RENEWAL FROM FILEONQ, A SOLE SOURCE

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

VENDOR, AS PERMITTED BY CHAPTER 59 OF THE CODE OF CRIMINAL PROCEDURE; AND PROVIDING FOR SEVERABILITY.

- 12. Consider Ordinance No. 2017-14, amending the General Fund budget for the fiscal year beginning October 1, 2016 and ending September 30, 2017 by increasing line item 01-25-5516 in the amount of \$15,000 to pay the collection agency for their services.**

Mark Bitz, Fire Chief, introduced the item. He told City Council that the ambulance revenues have exceeded predictions. Initially, it was estimated that \$300,000 would be collected by the collection service in FY 2016-2017. However, because of the collection service efforts, it is likely that collections will be as much as \$440,000. As a result, associated expenditures for the collection agency are expected to be approximately \$15,000 higher than the budgeted amount of \$46,000, and funds must be added to the line item in order to pay the collection agency for their services.

Accordingly, Staff is requesting the approval of this Ordinance in order to transfer \$15,000 from the General Fund to line item 01-25-5516, Collection Agency Fees to pay the collection agency for their services.

With no discussion on this matter, Council Member Harper moved to approve Ordinance No. 2017-14, amending the General Fund budget for the fiscal year beginning October 1, 2016 and ending September 30, 2017 by increasing line item 01-25-5516 in the amount of \$15,000 to pay the collection agency for their services. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2017-14

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017 BY INCREASING LINE ITEM 01-25-5516 IN THE AMOUNT OF \$15,000 TO PAY THE COLLECTION AGENCY FOR THEIR SERVICES.

- 13. Consider Resolution No. 2017-34, setting a date and time to conduct the 2017-2018 Council/Staff Budget Retreat.**

Austin Bless, City Manager, introduced the item. Background information is as follows:

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

Every year, after the May Election, Staff meets with Council in a retreat setting to discuss the financial condition of the city. During this retreat, in addition to receiving information about the overall condition of the City, Council receives information about:

- Accomplishments achieved since the last retreat;
- Supplemental requests being made for the upcoming budget year;
- Short-term concerns for the City with a review of both short and long-term incentives; and
- Departmental Information.

Proposed dates for the annual Council/Staff Budget Retreat are the:

- May 15, 16, and 17, 2017 beginning at 6:00 p.m.
- Friday, May 19, 2017 at 9:00 a.m.
- Saturday, May 20, 2017 at 9:00 a.m.

This item is to select a date for the annual Council/Staff Budget Retreat.

Council discussed the various dates and reviewed their schedules in order to select a date suitable for attendance by all Council Members.

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2017-34, setting Saturday, May 13, 2017 at 9:00 a.m. as the date and time to conduct the annual Council/Staff Budget Retreat. Council Member Holden seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2017-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, SETTING A DATE AND TIME TO CONDUCT THE 2017-2018 COUNCIL/STAFF BUDGET RETREAT.

**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;

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – April 17, 2017

- 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 Wubbenhorst:** Council Member Wubbenhorst had no comments.

**Council Member Sheppard:** Council Member Sheppard had no comments.

**Council Member Mitcham:** Council Member Mitcham extended condolences to Kimberly Flenoury's family.

**Council Member Holden:** Council Member Holden had no comments.

**Council Member Harper:** Council Member Harper thanked Staff for their help on the transparency item.

**Mayor Ray:** Mayor Ray had no comments.

**L. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 9:24 p.m.

s/Lorri Coody, City Secretary

