

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



Austin Bless, City Manager  
Lorri Coody, City Secretary  
Scott Bounds, 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, May 13, 2019, 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 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: Teaching Minister, Steve Loo - Hope Church

### **C. ELECTION MATTERS**

1. Consider Ordinance No. 2019-10, canvassing the returns and declaring the results of the General Election held on May 04, 2019 for the purpose of electing a Mayor and two (2) City Council Members (Place 2 and Place 3). *Justin Ray, Mayor*
2. Issuance of Certificate of Election to Newly Elected Officials. *Lorri Coody, City Secretary*
3. Administer Oath of Office to Elected and newly Appointed Officials. *Lorri Coody, City Secretary*
4. Recognition and Presentation of Service Award to outgoing Mayor, Justin Ray, for his years of service to the City of Jersey Village. *Andrew Mitcham, Mayor Elect*

**RECESS** – Take recess in order that the newly elected members of Council may take their place at the Council dais.

### **D. SUBSTANDARD STRUCTURE – PUBLIC HEARING AND RELATED ITEM**

1. Conduct a Public Hearing pursuant to Section 34-253 of the Code, so that the owner or the owner’s representatives for the property located at 16884 NW FWY, Jersey Village, Texas may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures. *City Council*
2. Consider Ordinance No. 2019-11, finding the structures at 16884 NW FWY, Jersey Village, Texas 77040, (RES B1, Northwest Village Business Park, R/P), the “property”, to

be substandard and a public nuisance; ordering Jersey Village Lodging, LLC or the true owners of the property to abate the substandard and dangerous structures on the property; authorizing the City to demolish the structures on the property if owner fails to abate the substandard and dangerous structures on the property; authorizing the City to assess a lien against the property for the costs of the demolition; and making other findings and provisions related thereto. *Christian Somers, Building Official*

#### **E. PRESENTATION**

1. Presentation of Employee of the Month. *Austin Bleess, City Manager*

#### **F. 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.

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

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – March 2019, General Fund Budget Projections as of April 2019, and Utility Fund Budget Projections – April 2019
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
8. Report from Code Enforcement
9. City Social Media Summary Report

#### **H. 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 Special Session Meeting held on May 6, 2019, and the Regular Session Meeting held on April 15, 2019. *Lorri Coody, City Secretary*
2. Consider Resolution No. 2019-20, receiving the Capital Improvements Advisory Committee's April 2019 Semiannual Progress Report. *Austin Bleess, City Manager*

3. Consider Resolution No. 2019-21, receiving the Planning and Zoning Commission’s 2019 Annual Progress Report pertaining to the City’s progress in implementing the Comprehensive Plan. *Rick Faircloth, Planning and Zoning Commission Chairman*
4. Consider Resolution No. 2019-22, approving participation by the City of Jersey Village as a partner with the Harris County Emergency Management Plan, and authorizing the Mayor to sign the approval and implementation sheet on behalf of the City. *Mark Bitz, Fire Chief*
5. Consider Resolution No. 2019-23, authorizing the Jersey Village Fire Department to remove, give and/or auction off surplus equipment. *Mark Bitz, Fire Chief*
6. Consider Ordinance No. 2019-12, amending the Capital Improvement Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 by increasing line items 10-91-7014 (FY 17 - Home Elevation Grant Adm. Services) in the amount not to exceed \$400,000 and 10-90-9905 (FY 17 - FEMA Grant Home Elevations) in the amount not to exceed \$3,355,448 for the administration of all aspects of the grant according to the contractual agreement with TWDB and the Flood Mitigation assistance Grant Agreement with FEMA. *Isabel Kato, Director of Finance*

**I. REGULAR SESSION**

1. Consider Resolution No. 2019-24, electing a Mayor Pro Tem. *Mayor, City of Jersey Village*
2. Consider Resolution No. 2019-25, assigning Council Members to serve as liaison to various city committees and boards. *Mayor, City of Jersey Village*
3. Consider Resolution No. 2019-26, accepting the resignation of Crime Control and Prevention District Board Member Justin Ray, and appointing a new member to the Crime Control and Prevention District for the unexpired term ending August 31, 2019. *Lorri Coody, City Secretary*
4. Consider Ordinance No. 2019-13, 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 proposed zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas. *Christian Somers, Building Official*
5. Consider Ordinance No. 2019-14, 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 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations. *Christian Somers, Building Official*
6. Consider Ordinance No. 2019-15, 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 Building and

Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments. *Christian Somers, Building Official*

7. Consider Ordinance No. 2019-16, 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 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts. *Christian Somers, Building Official*
8. Consider Resolution No. 2019-27, approving the sale of approximately 23.34 acres of land Southeast of US 290 on either side of Jones Road in Jersey Village, Texas, to Collaborate Special Projects, LLC for the sum of \$5,250,000, pursuant to a Real Property Purchase Agreement made by and between the City of Jersey Village and Collaborate Special Projects, LLC; and, authorizing the City Manager to take all appropriate and necessary steps to complete the sale of said property. *Austin Bleess, City Manager*
9. Consider Resolution No. 2019-28, awarding the bid and authorizing the City Manager to execute a contract with Nova Painting for the City of Jersey Village Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants. *Austin Bleess, City Manager*

#### **J. 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.

#### **K. 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: May 09, 2019 at 11:30 p.m. and remained so posted until said meeting was convened.

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Lorri Coody, 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.jerseyvillagetx.com](http://www.jerseyvillagetx.com).



**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer and Pledge by: Teaching Minister, Steve Loo - Hope Church

**CITY COUNCIL - CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019 **AGENDA ITEM:** C1

**AGENDA SUBJECT:** Discussion with possible action to consider Ordinance No. 2019-10, canvassing the returns, receiving the results of the recount for City Council Place No. 4, and declaring the results of the General Election held on May 04, 2019 for the purpose of electing a Mayor and two City Council Members (Place 2 and Place 3).

**Department/**  
**Prepared By:** Lorri Coody, City Secretary **Date Submitted:** May 6, 2019

**EXHIBITS:** [Ordinance No. 2019-10](#)  
[2019 Precinct Returns](#)  
[Summary of Precinct Returns](#)  
[Script for Canvass](#)

**BACKGROUND INFORMATION:**

The canvass is an official meeting of the canvassing authority (city council) for the purpose of making the election results official. The duty to conduct the canvass is a mandatory, ministerial duty and not subject to the discretion of the governing body.

Pursuant to the Texas Election Code Section 67.004, the procedure for canvass is as follows:

1. The precinct returns shall be delivered sealed to the authority.
2. The authority shall open the returns and canvass them by:
  - a. preparing a tabulation stating for each candidate and for and against each measure:
    - i. the report of early voting votes by precinct;
    - ii. the total number of votes received; and
    - iii. the sum of the precinct totals.

A summary of this information is included for your review. Ordinance 2019-10 indicates the votes cast for each of the candidates.

Because a recount petition was received for the recount of early votes and Election Day votes cast for City Council Place No. 4, the results of the recount will be presented to City Council for the purpose of determining the new canvass and official returns. The candidate may not receive a certificate of election or qualify for office before the recount is completed and presented to City Council.

Once Ordinance No. 2019-10 has been approved and adopted declaring the returns official, a certificate of election will be presented to each of the elected candidates.

**RECOMMENDED ACTION:**

**MOTION:** To approve Ordinance No. 2019-10, canvassing the returns, receiving the results of the recount for City Council Place No. 4, and declaring the results of the General Election held on May 04, 2019 for the purpose of electing a Mayor and two City Council Members (Place 2 and Place 3).

**ORDINANCE NO. 2019-10**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 04, 2019.**

\* \* \* \* \*

**WHEREAS**, a general municipal election was held in the City of Jersey Village, Texas, on May 04, 2019, for the purpose of electing a Mayor and two (2) council members; and

**WHEREAS**, said election was duly and legally held in conformity with the election laws of the State of Texas, and the results of said election have been verified and returned by the proper judges and clerks; and

**WHEREAS**, it appears that a total of 789 votes were cast in such election; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS;**

**Section 1.** The facts set forth in the preamble of this Ordinance are hereby found to be true and correct.

**Section 2.** The official canvass of the returns of the general election held on May 04, 2019, reflects that the following persons received the number of votes set opposite their names in the respective positions to be filled:

**Mayor**

<b><u>Candidate</u></b>	<b><u>Votes Received</u></b>
Andrew Mitcham	<u>624</u>

**Council Member, Place 2**

<b><u>Candidate</u></b>	<b><u>Votes Received</u></b>
Greg Holden	<u>538</u>
Merrilee Rosene Beazley	<u>240</u>

**Council Member, Place 3**

<b><u>Candidate</u></b>	<b><u>Votes Received</u></b>
Bobby Warren	<u>617</u>

**Section 3.** The official canvass of the returns of the general election held on May 04, 2019 reflects that the following persons were duly elected to the respective positions shown:

**Mayor**

Andrew Mitcham

**Council Member, Place 2**

Greg Holden

**Council Member, Place 3**

Bobby Warren

**PASSED, APPROVED AND ADOPTED THIS** 13th day of May 2019.

\_\_\_\_\_  
Justin Ray, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST DISCUSSION FORM**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** C2

**AGENDA SUBJECT:** Certificates of Election

**Department/**

**Prepared By:** Lorri Coody

**Date Submitted:** May 6, 2019

**EXHIBITS:**

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	0,000.00
	Amount Budgeted:	\$	0,000.00
	Appropriation Required:	\$	0,000.00

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

Section 67.016 of the Election Code outlines the process for preparation and distribution of the Certificate of Election. After the canvass is complete, the presiding officer of the local canvassing authority shall prepare a certificate of election for each candidate who is elected.

A certificate of election must contain:

- (1) The candidate's name;
- (2) The office to which the candidate is elected;
- (3) A statement of election to an unexpired term, if applicable;
- (4) The date of the election;
- (5) The signature of the officer preparing the certificate; and
- (6) Any seal used by the officer preparing the certificate to authenticate documents that the officer executes or certifies.

The authority preparing a certificate of election shall promptly deliver it to the person for whom it is prepared.

**RECOMMENDED ACTION:**

Deliver Certificates of Election to newly elected officials.

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** D01

**AGENDA SUBJECT:** Conduct a Public Hearing pursuant to Section 34-253 of the Code, so that the owner or the owner's representatives for the property located at 16884 NW FWY, Jersey Village, Texas may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures.

**Department/Prepared By:** Lorri Coody, City Secretary on behalf of Christian Somers,  
Building Official

**Date Submitted:** April 26, 2019

**EXHIBITS:** [EX A](#) - Public Hearing Notice  
[EX B](#) - Building Official's Report and Required Notice  
[EX C](#) - Certification of Mailing Required Notice  
[EX D](#) - Certification of Posting Signs at 16884 NW FWY  
[Script](#) for Public Hearing

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The Building Official of the City of Jersey Village has reported that the buildings and structures located at 16884 NW FWY, also known as RES B! NORTHWEST BILLAGE BUSINESS PARK, R/P, Jersey Village, which are located within the City, are substandard and a public nuisance.

In accordance with Chapter 34 of the Code of Ordinances of the City of Jersey Village (the Code), the City Council must conduct a public hearing so that the owner or the owner's representatives of the property may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures on the Property.

All required notices of the hearing have been sent in accordance with the Code to the persons asserting or likely to have an ownership in the Property.

This item is to conduct the public hearing.

**RECOMMENDED ACTION:**

Conduct a Public Hearing pursuant to Section 34-253 of the Code, so that the owner or the owner's representatives for the property located at 16884 NW FWY, Jersey Village, Texas may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures.

**CITY OF JERSEY VILLAGE  
NOTICE OF PUBLIC HEARING**

NOTICE is hereby given for a public hearing to be conducted on May 13, 2019 at 7:00 p.m. by the City of Jersey Village City Council in the Civic Center at 16327 Lakeview Drive, Jersey Village, Texas. The City Council has received a report from the City’s Building Official regarding building and structures at 16884 NW FWY (the “Property”) in the City. The report indicates the presence of certain conditions on and about the buildings and structures on the Property that, if true, would render such the buildings and structures substandard and a public nuisance pursuant to Chapter 34 of the Code of Ordinances of the City of Jersey Village (the “Code”).

Pursuant to Section 34-253 of the Code, a hearing will be held so that the owner or the owner’s representatives may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures. On the day of the hearing City Council may determine whether or not the buildings or structures on the Property are substandard and may issue such orders as shall appear reasonably necessary to prevent the buildings or structures from being a hazard to life or property and to eliminate the substandard qualities.

The City of Jersey Village public facilities are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact ADA Coordinator at (713) 466-2102 or FAX (713) 466-2177 for further information.

s/Lorri Coody, City Secretary  
City of Jersey Village, Texas

Posted: April 29, 2019  
Time: 9:45 a.m.





State of Texas  
 County of Harris  
 County Auditor's Form 153  
 Harris County, TX (rev. 07/11)

Diane Trautman, County Clerk  
 Personal Records (713) 274-8686  
 201 Caroline, STE 330, Houston, TX 77002  
 Fee Officer's Official Receipt

Receipt # : PR19011074  
 Receipt Date : 04/29/2019 10:25:23 AM  
 Fees Assessed By : CCO\SCopeland  
 Cashier : Houghton, Megan (CCO)

CITY OF JERSEY VILLAGE

Fee Description	Amount	Notes
County Clerk	\$9.00	NOTICE OF PUBLIC MEETING - 1354781 CITY OF JERSEY VILLAGE::TO THE PUBLIC
<b>Total :</b>	<b>\$9.00</b>	<b>\$9.00</b>

Tender Type	Tender SubType	Check # / CC Auth #	Tender Amount
CREDIT CARD	Visa		\$9.00
<b>Total Paid:</b>			<b>\$9.00</b>

THANK YOU

Incorporated 1956

16327 Lakeview, Jersey Village, Texas 77040-1999

Permit Office: 713-466-2110

A Texas Star Community

Permit Fax: 713-466-2140

April 26<sup>th</sup>, 2019

NOTICE OF HEARING

1354781  
04/29/2019 PERSONAL  
\$9.00 MPR - NOTICE MTG

Re: *Sub-standard structures:*

Property address: **16884 N.W. Fwy., Jersey Village, TX, 77040**

Legal Description: **RES B1, NORTHWEST VILLAGE BUSINESS PARK, R/P**

**IN HARRIS COUNTY**

HARRIS COUNTY CLERK  
HARRIS COUNTY, TEXAS

2019 APR 29 AM 10:24

FILED

Dear Sirs,

As the Building Official for the City of Jersey Village, Tx., it is my responsibility to ensure the safety of the built environment. To that end, substandard structures must be either brought into compliance through remedial and reconstruction work or demolition. *In any case, the buildings and/or site must be secured and properly placarded – either prior to demolition activities and including reconstruction or not.*

This letter is to inform all interested parties of city staff's initiation of condemnation proceedings for the as-yet to be completely secured and placarded and/or demolished sub-standard structures at the address listed above. Since the initial inspections in 2018, the structures have incurred additional deleterious exposure to the elements, haven't been sufficiently secured and have gone without the placarding of all required warning signage. After approximately ten months, ownership has yet to assess each and every room, every building and the pool and enclosure for same. The buildings remain an attractive nuisance -- with some rooms themselves unsecured; all lack structural integrity; many rooms are riddled with mold and mildew; many rooms manifest water infiltration; there's evidence of vermin activity; a myriad of opening penetrations; missing wall and ceiling treatments; air-conditioning / ventilation equipment issues; open electrical joints, slipshod, stop-gap wiring "repairs", malfunctioning, mis-wired equipment, the use of extension cords in lieu of fixed-wiring, unsecured lighting fixtures and missing lighting fixtures; missing plumbing fixtures, shoddy plumbing repairs, unsealed drain, waste and vent systems and lack of hot water; loose flooring treatments; site issues.

The City Council will consider action declaring the property substandard and ordering remedial action at its meeting to be held at 7:00 pm on May 13<sup>th</sup>, 2019.

I attach a copy of those city ordinances and adopted building codes applicable to the property.

The following is a list, though not comprehensive, of life-safety deficiencies for the property:

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

## 1) Structural Load Pathways:

- a. Divots atop the building's roof (betwixt pool area and Building 2);
- b. Column to roof connections missing at three of the four buildings – a violation of circa-1984 – 1985 construction standards;
- c. Upper landings for staircase systems aren't secured to the balconies (to the "building proper");
- d. Lower staircase landings are slab-systems that are independent of the buildings' foundations, thereby moving autonomously, rather than in unison;
- e. Vertical and lateral movement of balconies observed in March 2019 via those newly installed second-level guards installed a mere six months ago (October 2018);
- f. Movement also manifested by significant creeping and cracking of brick veneer systems – including at brick lintels – and significant re-pointing of mortar joints;
- g. Recent improvisational and illicit construction, installed to buttress failing balconies;
- h. Balconies' floor joists and decks are drooping, having been compromised by extended exposure to the elements and air-conditioning condensate – thus continuing and worsening exacerbation of balcony floor fissures and voids – as well as additional cutting, notching and boring violations related to the aforementioned, non-permitted, work;
- i. Exterior soffit treatments failing.
- j. Significant erosion of grade adjacent to some buildings, some to a degree that the angle of repose / bearing plane for the foundation grade beams have been impinged (such that the foundations may be compromised over time).

## 2) Interior Floors / Ceilings:

- a. Ceiling treatments missing, damaged and/or compromised / failing, many due to water infiltration, be it via exposure to the elements and/or compromised piping;
- b. Floor finishes failing, representing significant trip-hazards and,
- c. With the result that some of the rooms designed for accessibility aren't any longer (through this lack of general monitoring and maintenance) – this may be a violation of the 2012 Texas Accessibility Act.

## 3) Cladding / Fenestration:

- a. Opening penetrations;
- b. Some brick veneer missing and other areas damaged and/or compromised / failing, given the aforementioned creeping and cracking of brick veneer systems – including at brick lintels – and significant re-pointing of mortar joints;
- c. Unsecured rooms (typically broken door locks / mechanisms);
- d. Loose appurtenances [ex: the pool light had been tethered to the adjacent building's fascia, via installation of a coat hanger wire, now itself severed and detached from the structure, with the fixture's original anchoring hanging on by a thread – and this before staff moved to revoke the "certificate of occupancy" (C.O.) for the pool area].

## 4) Mechanical:

- a. Missing at least one PTAC unit (hence, room not secured and open to infiltration by the elements and vermin);
- b. Others incorrectly wired;

c. Condensate degrading balconies' decking and sub-floor framing.

5) Electrical:

- a. Illicit electrical work related to aforementioned improvisational and non-permitted balcony buttressing and framing work, also resulting in additional cutting, notching and hole boring violations for structural members;
- b. Open electrical joints throughout;
- c. Other slipshod, stop-gap wiring "repairs";
- d. Required receptacle outlets "blanked-off" (in lieu of replacing "equipment"), and
- e. Other receptacles aren't "hot" – both resulting in guests utilizing extension cords in lieu of fixed wiring systems;
- f. Other receptacles have open grounds, hot & neutral reversed, inoperable GFI and/or GFI resets;
- g. Storage within dedicated access zones for electrical equipment;

6) Plumbing:

- a. Missing Water Closets;
- b. Water Closets are "loose of their moorings", and
- c. Other fixtures and components not sealed to adjacent surfaces;
- d. Missing Tub/Showers;
- e. Some rooms are without hot water;
- f. Open Drain, Waste and Vent systems/piping;
- g. Hose bibbs missing vacuum breakers.

7) Health:

- a. Property still not fully secured (verified this very morning – and in the presence of two individuals associated with the motel's ownership);
- b. Rooms riddled with mold throughout;
- c. Water infiltration;
- d. Many rooms evince insect infestation, and
- e. Some rooms evince rodent activity;
- f. Rooms being utilized for extended-stay, whereas not equipped for same – a violation of the 2017 National Electrical Code and in contravention of the City's Ordinances (specifically, Chapter 18, Article V, "Hotel Code");
- g. Some rooms missing smoke / carbon monoxide detectors;
- h. Dirty linens remaining on beds;
- i. Significantly stained mattresses;
- j. Linens, when attended to, are washed in guest laundry room (in Building 1) -- this since the balcony and stairs are failing at exterior entrance to the staff linen laundry room in Building 4;
- k. Office's breakroom sink being utilized as a "service sink" (mop heads viewed soaking in same, with unwashed dishes adjacent).

8) Additional Structures:

- a. Fencing in need of repair, with many missing pickets, haphazardly attached pickets, etc.;
- b. Ditto the "dumpster screening and gates for same.
- c. Pool barrier lacunas -- now addressed by chain and lock (and revocation of pool area C.O.)
- d. Until two weeks ago, the pool remained untreated.

You may obtain a Demolition Permit for the substandard structure from our Permit Technician, Ms. Ashley Lopez, @ 713.466.2110 & [anlopez@ci.jersey-village.tx.us](mailto:anlopez@ci.jersey-village.tx.us).

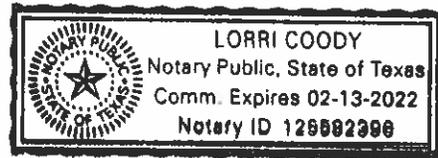
**According to the real property records of Harris County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to this office not later than the 20th day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.**

Please don't hesitate to contact me. Additionally, the Fire Chief/Marshal is Mr. Mark Bitz and the Fire Inspector is Mr. Mike Bunn, both at 713.466.2130. Our Code Enforcement Officer is Mr. Gordon Gibson at 713.466.2129.

Thank you and regards,



Mr. Christian L. Somers, CFM  
Building Official, Development Officer and Floodplain Management  
City of Jersey Village, TX  
International Code Council: 8005997  
Texas Plumbing License: I-2524  
[csomers@ci.jersey-village.tx.us](mailto:csomers@ci.jersey-village.tx.us)  
W) 713.466.2106  
M) 281.960.6113



SIGNED BEFORE ON 4-26-2019



Lorri Coody 4/26/2019

## EXHIBIT

### Sec. 34-249. - Penalty for violation of article.

Any person who refuses or fails to repair or demolish a building or structure when ordered to repair or demolish such building or structure under the terms of this article, or who refuses or fails to leave a building which has been ordered vacated under the terms of this article, or who enters an area around such building that has been declared to be dangerous and notice of which declaration shall have been posted, or who interferes with or hinders the repair, vacation or demolition of any building under the terms of this article, or who otherwise violates any provisions of this article or any order of the city council as provided for in this article, shall be deemed guilty of a misdemeanor and, upon conviction, shall be subject to a fine in an amount not less than \$250.00 nor more than \$2,000.00. Each day in which any violation shall occur, or each occurrence of any violation, shall constitute a separate offense.

(Ord. No. 96-02, art. VI, § 4-263, 2-19-96)

### Sec. 34-250. - Determination.

Any building or structure which has any of the following defects shall be deemed a substandard building or structure and constitute a hazard to the health, safety and welfare of the citizens:

- (1) Any building or structure that has become deteriorated or damaged through exposure to the elements including, without limitation, flood, wind, hail or rain, or damage through fire or by any other cause, to the extent that either the roof, windows or doors, or portions of the house, building or structure which protect from the weather will no longer reasonably protect from the weather.
- (2) Any building or structure which is so structurally deteriorated or damaged that it is in danger of collapse or which cannot be expected to withstand the reasonably anticipated storms or hurricanes.
- (4) Any building or structure not constructed or maintained in conformity with the fire code of the city when such nonconformity constitutes a serious hazard to the safety of persons or property.
- (5) Any building or structure not wired in conformity with the electrical code of the city when such nonconformity constitutes a serious hazard to the safety of persons or property.
- (6) Any building or structure not constructed in conformity with the plumbing code of the city when such nonconformity constitutes a serious hazard to the safety of persons or property.
- (7) Any building or structure not constructed in conformity with the building code of the city when such nonconformity constitutes a serious hazard to the safety of persons or property.
- (8) Any building or structure or any portion thereof has settled to such an extent that the walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of new construction.
- (9) Any building or structure by reason of obsolescence, dilapidated condition, deterioration, damage, electrical wiring, gas connections, heating apparatus or other causes, is in such condition to be a fire hazard and is so situated as to endanger life or other buildings or property in the vicinity or provide a ready fuel supply to augment the spread and intensity of fire arising from any cause.

- (10) Any building or structure so constructed or maintained as to constitute a menace to health or safety, including:
- a. All conditions conducive to the harboring of rats, snakes, mice, other disease carrying animals or insects reasonably calculated to spread disease.
  - b. Conditions hazardous to the safety of persons or property, such as inadequate bracing, structural support, construction or the presence of deteriorated materials.
  - c. Conditions constituting an attractive nuisance creating a hazard to the health or safety of minors.

(Ord. No. 96-02, art. VI, § 4-264, 2-19-96)

Sec. 34-251. - Declaration of nuisance.

All substandard buildings or structures within the provisions of this article which shall constitute a hazard to the health, safety or general welfare of its occupants, the citizens of the city or to the public are declared to be public nuisances and shall be ordered to be repaired, vacated or demolished as provided in this article.

(Ord. No. 96-02, art. VI, § 4-265, 2-19-96)

Sec. 34-281. - Maintenance of structures.

The exterior of every structure, including accessory structures and fences, shall be maintained in good repair. The same shall be maintained free of broken glass, loose shingles, crumbling or broken stone or brick, excessive peeling paint or other conditions reflective of deterioration or inadequate maintenance to the end that the structure itself may be preserved, safety and fire hazards may be eliminated and adjoining properties may be protected from blighting influences.

(Ord. No. 96-16, § 1, 10-21-96)

CHAPTER 1 SCOPE AND ADMINISTRATION  
SECTION 111  
UNSAFE BUILDINGS

**[A] 111.1 General.**

If during the inspection of a premises, a building or structure, or any building system, in whole or in part, constitutes a clear and imminent threat to human life, safety or health, the *fire code official* shall issue such notice or orders to remove or remedy the conditions as shall be deemed necessary in accordance with this section, and shall refer the building to the building department for any repairs, *alterations*, remodeling, removing or demolition required.

**[A] 111.1.1 Unsafe conditions.**

Structures or existing equipment that are or hereafter become unsafe or deficient because of inadequate *means of egress*, that constitute a fire hazard, are otherwise dangerous to human life or the public welfare, or involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. A vacant structure that is not secured against unauthorized entry as required by Section 311 shall be deemed unsafe.

**[A] 111.1.2 Structural hazards.**

Where an apparent structural hazard is caused by the faulty installation, operation or malfunction of any of the items or devices governed by this code, the *fire code official* shall immediately notify the building code official in accordance with Section 110.1.

**[A] 111.2 Evacuation.**

The *fire code official* or the fire department official in charge of an incident shall be authorized to order the immediate evacuation of any occupied building deemed unsafe where such building has hazardous conditions that present imminent danger to building occupants. Persons so notified shall immediately leave the structure or premises and shall not enter or re-enter until authorized to do so by the *fire code official* or the fire department official in charge of the incident.

**[A] 111.3 Summary abatement.**

Where conditions exist that are deemed hazardous to life and property, the *fire code official* or fire department official in charge of the incident is authorized to abate summarily such hazardous conditions that are in violation of this code.

**[A] 111.4 Abatement.**

The *owner*, the owner's authorized agent, operator or occupant of a building or premises deemed unsafe by the *fire code official* shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other *approved* corrective action.

CHAPTER 3 GENERAL REQUIREMENTS  
SECTION 311  
VACANT PREMISES

**311.1 General.**

Temporarily unoccupied buildings, structures, premises or portions thereof, including tenant spaces, shall be safeguarded and maintained in accordance with Sections 311.1.1 through 311.6.

**311.1.1 Abandoned premises.**

Buildings, structures and premises for which an *owner* cannot be identified or located by dispatch of a certificate of mailing to the last known or registered address, which persistently or repeatedly become unprotected or unsecured, which have been occupied by unauthorized persons or for illegal purposes, or which present a danger of structural collapse or fire spread to adjacent properties shall be considered to be abandoned, declared unsafe and abated by demolition or rehabilitation in accordance with the *International Property Maintenance Code* and the *International Building Code*.

**311.1.2 Tenant spaces.**

Storage and lease plans required by this code shall be revised and updated to reflect temporary or partial vacancies.

**311.2 Safeguarding vacant premises.**

Temporarily unoccupied buildings, structures, premises or portions thereof shall be secured and protected in accordance with Sections 311.2.1 through 311.2.3.

**311.2.1 Security.**

Exterior and interior openings open to other tenants or unauthorized persons shall be boarded, locked, blocked or otherwise protected to prevent entry by unauthorized individuals. The *fire code official* is authorized to placard, post signs, erect barrier tape or take similar measures as necessary to secure public safety.

**311.2.2 Fire protection.**

Fire alarm, sprinkler and stand-pipe systems shall be maintained in an operable condition at all times.

**Exceptions:**

1. Where the premises have been cleared of all combustible materials and debris and, in the opinion of the *fire code official*, the type of construction, *fire separation distance* and security of the premises do not create a fire hazard.
2. Where *approved* by the *fire code official*, buildings that will not be heated and where *fire protection systems* will be exposed to freezing temperatures, fire alarm and sprinkler systems are permitted to be placed out of service and standpipes are permitted to be maintained as dry systems (without an automatic water supply), provided that the building does not have contents or storage, and windows, doors and other openings are secured to prohibit entry by unauthorized persons.
3. Where *approved* by the *fire code official*, fire alarm and sprinkler systems are permitted to be placed out of service in seasonally occupied buildings; that will not be heated, where *fire protection systems* will be exposed to freezing temperatures; where *fire areas* do not exceed 12,000 square feet (1115 m<sup>2</sup>); and that do not store motor vehicles or hazardous materials.

**311.2.3 Fire separation.**

Fire-resistance-rated partitions, *fire barriers* and *fire walls* separating vacant tenant spaces from the remainder of the building shall be maintained. Openings, joints and penetrations in fire-resistance-rated assemblies shall be protected in accordance with Chapter 7.

**311.3 Removal of combustibles.**

Persons owning, or in charge or control of, a vacant building or portion thereof, shall remove therefrom all accumulations of combustible materials, flammable or combustible waste or rubbish and shall securely lock or otherwise secure doors, windows and other openings to prevent entry by unauthorized persons. The premises shall be maintained clear of waste or hazardous materials.

**Exceptions:**

1. Buildings or portions of buildings undergoing additions, *alterations*, repairs or change of occupancy in accordance with the *International Building Code*, where waste is controlled and removed as required by Section 304.

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2018 International Fire Code

2. Seasonally occupied buildings.

**311.4 Removal of hazardous materials.**

Persons owning or having charge or control of a vacant building containing hazardous materials regulated by Chapter 50 shall comply with the facility closure requirements of Section 5001.6.

**311.5 Placards.**

Any vacant or abandoned buildings or structures determined to be unsafe pursuant to Section 110 of this code relating to structural or interior hazards shall be marked as required by Sections 311.5.1 through 311.5.5.

**311.5 Placards.**

Any vacant or abandoned buildings or structures determined to be unsafe pursuant to Section 110 of this code relating to structural or interior hazard shall be marked as required by Sections 311.5.1 through 311.5.5.

**311.5.1 Placard location.**

Placards shall be applied on the front of the structure and be visible from the street. Additional placards shall be applied to the side of each entrance to the structure and on penthouses.

**311.5.2 Placard size and color.**

Placards shall be 24 inches by 24 inches (610 mm by 610 mm) minimum in size with a red background, white reflective stripes and a white reflective border. The stripes and border shall have a 2-inch (51 mm) minimum stroke.

**311.5.3 Placard date.**

Placards shall bear the date of their application to the building and the date of the most recent inspection.

**311.5.4 Placard symbols.**

The design of the placards shall use the following symbols:

1. This symbol shall mean that the structure had normal structural conditions at the time of marking.
2. This symbol shall mean that structural or interior hazards exist and interior fire-fighting or rescue operations should be conducted with extreme caution.
3. This symbol shall mean that structural or interior hazards exist to a degree that consideration should be given to limit fire fighting to exterior operations only, with entry only occurring for known life hazards.
4. Vacant marker hazard identification symbols: The following symbols shall be used to designate known hazards on the vacant building marker. They shall be placed directly above the symbol.
  - 4.1. R/O—Roof open.
  - 4.2. S/M—Stairs, steps and landing missing.
  - 4.3. F/E—Avoid fire escapes.
  - 4.4. H/F—Holes in floor.



2018 International Building Code

CHAPTER 1 SCOPE AND ADMINISTRATION  
SECTION 116  
UNSAFE STRUCTURES AND EQUIPMENT

**[A] 116.1 Conditions.**

Structures or existing equipment that are or hereafter become unsafe, insanitary or deficient because of inadequate *means of egress* facilities, inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe structures shall be taken down and removed or made safe, as the *building official* deems necessary and as provided for in this section. A vacant structure that is not secured against entry shall be deemed unsafe.

**[A] 116.2 Record.**

The *building official* shall cause a report to be filed on an unsafe condition. The report shall state the occupancy of the structure and the nature of the unsafe condition.

**[A] 116.3 Notice.**

If an unsafe condition is found, the *building official* shall serve on the *owner*, agent or person in control of the structure, a written notice that describes the condition deemed unsafe and specifies the required repairs or improvements to be made to abate the unsafe condition, or that requires the unsafe structure to be demolished within a stipulated time. Such notice shall require the person thus notified to declare immediately to the *building official* acceptance or rejection of the terms of the order.

[A] 116.4 Method of service.

Such notice shall be deemed properly served if a copy thereof is: delivered to the *owner* personally; sent by certified or registered mail addressed to the *owner* at the last known address with the return receipt requested; or delivered in any other manner as prescribed by local law. If the certified or registered letter is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice. Service of such notice in the foregoing manner on the owner's agent or on the person responsible for the structure shall constitute service of notice on the *owner*.

Name of Addressee	Address	Certified Mail No. & Date of Mailing
Jersey Village Lodging LLC	16884 Northwest Freeway, Houston, Texas 77040	70131090000058024174-4/26/2019
Chan Patel	11950 Webb Chapel Road Dallas, TX 75234 USA	70131090000058024181-4/26/2019
Jersey Village Lodging LLC	11950 Webb Chapel Road Dallas, TX 75234-7724	70131090000058024198-4/26/2019
Northwest Village Business Park R/P	16884 Northwest Fwy #119 Houston, TX 77040	70131090000058024204-4/26/2019
Super 7 Inn Jersey Village Lodging LLC	16884 Northwest Fwy Jersey Village, TX 77040-1104	70131090000058024211-4/26/2019

**CITY OF JERSEY VILLAGE  
CERTIFICATION OF PUBLIC HEARING NOTICE REQUIREMENTS**

Reason for Public Hearing:

To provide for the owner or the owner’s representatives to appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures. On the day of the hearing City Council may determine whether or not the buildings or structures on the Property are substandard and may issue such orders as shall appear reasonably necessary to prevent the buildings or structures from being a hazard to life or property and to eliminate the substandard qualities.

I, Christian Somers, the Building Official for the City of Jersey Village, Harris County, Texas, do hereby certify and attest that on April 26, 2019, written notices pertaining to the substandard structures located at 16884 NW FWY, Jersey Village, Texas 77040 were mailed via certified mail return receipt requested and/or email if applicable to those listed in the following table at the address or email address listed as follows:

<b>Name of Addressee</b>	<b>Address</b>	<b>Certified Mail No. &amp; Date of Mailing</b>
Jersey Village Lodging LLC	16884 Northwest Freeway, Houston, Texas 77040	70131090000058024174-4/26/2019
Chan Patel	11950 Webb Chapel Road Dallas, TX 75234 USA	70131090000058024181-4/26/2019
Jersey Village Lodging LLC	11950 Webb Chapel Road Dallas, TX 75234-7724	70131090000058024198-4/26/2019
Northwest Village Business Park R/P	16884 Northwest Fwy #119 Houston, TX 77040	70131090000058024204-4/26/2019
Super 7 Inn Jersey Village Lodging LLC	16884 Northwest Fwy Jersey Village, TX 77040-1104	70131090000058024211-4/26/2019

Signed this the 29th day of April, 2019.

s/Christian Somers, Building Official  
City of Jersey Village, Texas

THE STATE OF TEXAS     §  
COUNTY OF HARRIS     §

BEFORE ME, the undersigned authority, this day personally appeared Christian Somers, a person known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purpose and consideration therein expressed.

GIVEN UNDER my hand and seal of office this 29th day of April, 2019

s/Lorri Coody, City Secretary, City of Jersey Village



CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

**CITY OF JERSEY VILLAGE  
A CERTIFICATION OF PUBLIC HEARING POSTING**

Reason for Public Hearing:

To provide for the owner or the owner's representatives to appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures. On the day of the hearing City Council may determine whether or not the buildings or structures on the Property are substandard and may issue such orders as shall appear reasonably necessary to prevent the buildings or structures from being a hazard to life or property and to eliminate the substandard qualities.

I, Christian Somers, Building Official for the City of Jersey Village, Texas do hereby certify that:

On May 1, 2019, at least ten days prior to the date of the hearing, I placed on the property at **16884 NW FWY, Jersey Village, Texas** which is the subject of this hearing, signs indicating the type of relief sought or the proposed change in status of the property as well as the date, time and place of the hearing. The signs were placed at not more than 300-foot intervals across the property line fronting on the existing streets and were clearly visible from the streets. Each sign was located no more than ten feet from the property line and was no smaller than 18 inches by 24 inches,

Signed this the 1st day of May, 2019.

s/Christian Somers, Building Official  
City of Jersey Village, Texas

THE STATE OF TEXAS     §  
COUNTY OF HARRIS     §

BEFORE ME, the undersigned authority, this day personally appeared Christian Somers, a person known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purpose and consideration therein expressed.

GIVEN UNDER my hand and seal of office this 1st day of May, 2019

s/Lorri Coody, City Secretary, City of Jersey Village



# MAYOR - Script for Public Hearings on May 13, 2019

1. **Read Item D1 on the Agenda**
2. **Confirm that all meeting posting requirements have been met**
3. **Call upon Christian Somers**, the City's Building Official to give the report detailing the structural deficiencies and recommending that the structure located at 16884 NW FWY be repaired or demolished.
4. **Call upon the lienholders, mortgagees, or owners of the property** present to give them an opportunity to be heard and to address the nuisance issues as they relate to the minimum standards, including the scope of the work and financial capability of repairing the structure located at 16884 NW FWY in Jersey Village, Texas.

5. **Open the public hearing as follows:**

I now call to order this public hearing. Everyone desiring to speak on behalf of or against the recommended action shall give his name and address and will be given 5 minutes to present information during the meeting.

The purpose of today's hearing is to provide for the owner or the owner's representatives of the property located at 16884 NW FWY in Jersey Village, Texas to appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures. The burden is on the owner, lienholder, or mortgagee to demonstrate the scope of the work required to comply with the ordinance and the time it will take to perform the work.

6. **Call the first person signing up to speak.**
7. **(After everyone has spoken . . . or if no one desires to speak, finish the meeting with the following)**

There being no one (else) desiring to speak, I now close this public hearing being held to provide for the owner or the owner's representatives of the property located at 16884 NW FWY in Jersey Village, Texas to appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures.

8. **Call upon the lienholders, mortgagees, or owners of the property** for any closing comments.
9. **Call upon Council Members to ask questions of hearing participants.**
10. **Once all questions have been addressed. Call Item D2 on the meeting agenda.**

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** D02

**AGENDA SUBJECT:** Consider Ordinance No. 2019-11, finding the structures at 16884 NW FWY, Jersey Village, Texas 77040, (RES B1, Northwest Village Business Park, R/P), the “property”, to be substandard and a public nuisance; ordering Jersey Village Lodging, LLC or the true owners of the property to abate the substandard and dangerous structures on the property; authorizing the City to demolish the structures on the property if owner fails to abate the substandard and dangerous structures on the property; authorizing the City to assess a lien against the property for the costs of the demolition; and making other findings and provisions related thereto.

**Department/Prepared By:** Lorri Coody on behalf of Christian Somers, Building Official

**Date Submitted:** May 8, 2019

**EXHIBITS:** [Ordinance No. 2019-11](#)

**BACKGROUND INFORMATION:**

City Council has heretofore conducted the public hearing in connection with the substandard structure located at 16884 NW FRWY.

City Council must now discuss the evidence presented, in order to determine if the Property and the structures on the Property located at 16884 NW FWY are substandard; and if the conditions of the structures on the Property constitute a nuisance and are a hazard to the health, safety, and welfare of the citizens of Jersey Village and likely to endanger persons and property.

Should City Council find that the Property is in violation of the City’s Code and ordinances; a proposed Ordinance is included for consideration. The proposed Ordinance provides:

1. For a finding that the structures located on the property located at 16884 NW FWY are substandard, a nuisance, and a health hazard;
2. That the owners of the property abate the substandard and dangerous structures.
3. For provisions should the owners of the property fail to repair, remove or demolish the substandard structures; and
4. For administrative procedures following passage of the Ordinance.

**RECOMMENDED ACTION:**

**MOTION:** To approve Ordinance No. 2019-11, finding the structures at 16884 NW FWY, Jersey Village, Texas 77040, (RES B1, Northwest Village Business Park, R/P), the “property”, to be substandard and a public nuisance; ordering Jersey Village Lodging, LLC or the true owners of the property to abate the substandard and dangerous structures on the property; authorizing the City to demolish the structures on the property if owner fails to abate the substandard and dangerous structures on the property; authorizing the City to assess a lien against the property for the costs of the demolition; and making other findings and provisions related thereto.

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

**ORDINANCE NO. 2019-11**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, FINDING THE STRUCTURES AT 16884 NW FWY, JERSEY VILLAGE, TEXAS 77040, (RES B1, NORTHWEST VILLAGE BUSINESS PARK, R/P), THE “PROPERTY”, TO BE SUBSTANDARD AND A PUBLIC NUISANCE; ORDERING JERSEY VILLAGE LODGING, LLC OR THE TRUE OWNERS OF THE PROPERTY TO ABATE THE SUBSTANDARD AND DANGEROUS STRUCTURES ON THE PROPERTY; AUTHORIZING THE CITY TO DEMOLISH THE STRUCTURES ON THE PROPERTY IF OWNER FAILS TO ABATE THE SUBSTANDARD AND DANGEROUS STRUCTURES ON THE PROPERTY; AUTHORIZING THE CITY TO ASSESS A LIEN AGAINST THE PROPERTY FOR THE COSTS OF THE DEMOLITION; AND MAKING OTHER FINDINGS AND PROVISIONS RELATED THERETO.**

**WHEREAS**, the Building Official of the City of Jersey Village reported that the buildings and structures at 16884 NW FWY, also known as RES B1, Northwest Village Business Park. R/P, Jersey Village, (the “Property”), which are located within the City, are substandard and a public nuisance; and

**WHEREAS**, the City provided notice to Jersey Village Lodging, LLC, Chan Patel, Northwest Village Business Park R/P, and Super 7 Inn Jersey Village Lodging LLC that the Property was substandard and public nuisance, and that a public hearing would be held on May 13, 2019; and

**WHEREAS**, in accordance with Chapter 34 of the Code of Ordinances of the City of Jersey Village (the “Code”), the City Council conducted a public hearing on May 13, 2019, so that the owner or the owner’s representatives of the Property may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures on the Property; and

**WHEREAS**, City Council finds all proper notices of the hearing were sent consistent with the Code to the persons asserting or likely to have an ownership in the Property; and

**WHEREAS**, based upon the evidence presented, the City Council finds that the Property and the structures on the Property are substandard; and

**WHEREAS**, City Council finds that the conditions of the structures on the Property constitute a nuisance and are a hazard to the health, safety, and welfare of the citizens of Jersey Village and likely to endanger persons and property; and

**WHEREAS**, City Council finds that the Property is in violation of the City’s Code and ordinances;  
**NOW THEREFORE,**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The above-referenced recitals are incorporated herein as if set forth in full for all purposes.

**[Section 2A.** Jersey Village Lodging, LLC or the true owners of the Property, including any lienholder or mortgagee, are hereby ordered to remove and/or demolish the substandard structures located at 16884 NW FWY, including cleaning and grading the Property, by not later than 30 days from the date of this Ordinance.]

**Section 2.** Jersey Village Lodging, LLC appeared before City Council and represented that it owns the Property. Owner requested more than thirty (30) days to repair the Property and to abate the

nuisances associated with the Property. Having heard the comments of Owner and others, City Council finds, permits and orders the following:

- A. The Property is dilapidated, substandard and unfit for human habitation, and a hazard to the public health, safety and welfare.
- B. Within ten (10) days [by MAY 23, 2019], the Owner shall vacate the Property and secure the Property by fencing approved by the Building Official; and the building shall be remain vacated and secured until a certificate of occupancy is issued by the Building Official.
- C. The buildings on the Property shall be repaired by the Owner within ninety (90) days [AUGUST 11, 2019].
- D. The Owner, lienholders, and mortgagees of the Property shall secure the Property in a reasonable manner from unauthorized entry while the work is being performed, as determined by the Building Official.
- E. No work shall be performed by Owner on the Property until a permit is issued consistent with the Code by the Building Official, and all work shall be consistent with the Code.
- F. The Owner shall provide to the Building Official the following plans, reports and specifications:
  - 1) a written mold assessment by a licensed professional engineer or assessor of the interior spaces of the buildings intended for occupancy on the Property by MAY 24, 2019;
  - 2) a written asbestos survey/ screening by a licensed professional engineer by MAY 24, 2019;
  - 3) a written roof inspection report by a licensed professional engineer or experienced roof inspector by MAY 24, 2019; and
  - 4) complete construction documents and a plan of action for the construction / required repairs for the Property, including details for each motel room intended for human occupancy; the manager's apartment, the office/business/lobby guest area, the laundry areas, storage rooms, mechanical rooms, linen/washing rooms, breakrooms and similar work areas, and the pool area by MAY 24, 2019.
- G. The Owner shall submit all applications for the permits necessary to repair the Property by JUNE 4, 2019.
- H. The Owner shall start work on any permit issued for the repair of Property within ten (10) days of the issuance of the permit.
- I. The Owner shall report to the City Council the progress on the performance of the permitted work on the first regular meeting of the City Council for each month until the permitted work is complete.
- J. No person may occupy the structures on the Property until a final inspection and certificate of occupancy are issued; provided, however, the Building Official may permit temporary certificates of occupancy for separate buildings.

**Section 3.**

A. If the Owner, lien holders, or mortgagees of the Property fail to repair, remove or demolish the substandard structures on the Property as provided above, then the City may demolish the structures on the Property, including cleaning and grading the Property, and place a lien on the Property for the expenses incurred by the City in such work in accordance with the Code and state law.

B. If the Owner violates the terms of this Ordinance, the City may seek administrative penalties not to exceed \$1,000 per day.

**Section 4.** The City Secretary shall file a copy of this order with the City and shall publish the caption of this Ordinance in the City’s official newspaper within 10 days of the date of this Ordinance.

**Section 5.** In the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent or ordinances jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 6.** All ordinances or parts inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

**Section 7.** This ordinance shall be in full force and effect from and after its passage.

**PASSED AND APPROVED** this 13th day of May, 2019.

\_\_\_\_\_  
Andrew Mitcham, Mayor

ATTEST:

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** E1

**AGENDA SUBJECT:** Presentation of Employee of the Month Award for May 2019.

**Department/Prepared By:** Lorri Coody **Date Submitted:** May 3, 2019

**EXHIBITS:** [Employee of the Month Program  
May 2019](#) – Employee of the Month

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

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.

For more information about the program, please see the attached Employee of the Month Program document.

**RECOMMENDED ACTION:**

N/A



# Employee of the Month Program

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.

## Criteria for Employee of the Month

The following criteria will be used in selecting an Employee of the Month (EOM):

1. The nominee must be a full-time employee having worked a minimum of one (1) year and is not currently on probationary status at the time of nomination. Department Heads, part-time staff, and volunteers are not eligible.
2. Employees can receive the EOM recognition more than once; however, there must be a break of a minimum of two (2) years between awards.
3. The nominee must be approved by his/her supervisor prior to being named as the recipient of the award.
4. Nominations not selected as the EOM can be reconsidered up to one year from the date first received.

A Jersey Village employee who demonstrates the following will be eligible for the EOM award:

1. Employee must demonstrate a willingness to take initiative beyond regular job assignments, resulting in inspiring and supporting the performance and achievement of others.
2. Employee must demonstrate a high quality of work and a commitment to carrying out job responsibilities, be an asset to the department, and serves as a role model for others.
3. Employee must demonstrate the ability to work as a team member, be consistently dependable and punctual in reporting for duty, completes assignments on time and have a distinguished attendance record.

## Process

1. Forms and criteria on the EOM program will be available from the City Manager or Department Heads.
2. Submit completed forms to the Department Head. Forms must be signed by the nominator or sent from the nominators email address. Nominations are accepted at any time, but must be submitted by the 25<sup>th</sup> of the month to be eligible for the award in the upcoming month.
3. The City Manager will go through nominations and select a winner based on the above criteria.

## Awards

The EOM Program will provide awards to such employees by means that is fair, with equal consideration of all eligible staff.

In addition to the awards the Mayor and the Department Head will present the award to the employee at a City Council Meeting and the employee will be recognized on the city website, social media, and via other mediums.



# Employee of the Month Nomination Form

Name of Nominee: \_\_\_\_\_ Department: \_\_\_\_\_

Job Title: \_\_\_\_\_

Please provide specific, detailed examples to support your nomination. The information you provide will be used by the City Manager to determine the recipient of this award. These activities should have occurred within the last 60 days. Please attach additional pages if needed.

Describe how the employee demonstrates a willingness to take initiative beyond regular job assignments, resulting in inspiring and supporting the performance and achievement of others.

Explain how the employee demonstrates a high quality of work and a commitment to carrying out job responsibilities, is an asset to the department, and serves as a role model for others.

Other information pertinent to the nomination

Nominated by: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_

Please submit completed form to your Department Head.



With great pride we announce that our May Employee of the Month is **Rayne Herzog**. Rayne is what we call a true servant-leader. Recently, Rayne has stepped up for her team in a big way! She has truly gone beyond the call of duty when it comes to her direct reports. She exemplifies selflessness, compassion, and humility. Her ability to be truly flexible to assure the needs of her department are met is admirable. Jersey Village is proud and lucky to have Rayne as our Telecommunications Supervisor.



Congratulations are in order.  
Rayne, *Thank You* for all that you do!

**F. 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.

**CITY OF JERSEY VILLAGE**  
**MONTHLY PROJECTED FUND BALANCE BY FUND**  
**FY 2018-2019**

FUND:	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
<b>GENERAL</b>												
Beginning Fund Balance *	** \$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01	\$16,512,772.01
Revenues	\$775,477.96	\$724,438.32	\$2,286,591.67	\$3,547,675.79	\$2,409,048.64	\$919,182.93	\$1,194,201.87					
Expenditures	\$5,860,548.84	\$842,138.60	\$664,314.63	\$1,237,075.20	\$941,757.47	\$783,523.20	\$727,390.05					
Projected Fund Balance	** \$11,427,701.13	\$11,310,000.85	\$12,932,277.89	\$15,242,878.48	\$16,710,169.65	\$16,845,829.38	\$17,312,641.20					
<b>UTILITY</b>												
Beginning Fund Balance	** \$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02	\$11,244,645.02
Revenues	\$348,005.08	\$340,295.75	\$326,257.56	\$308,127.70	\$327,609.83	\$306,755.48	\$369,784.94					
Expenditures	\$55,255.34	\$309,781.65	\$178,960.02	\$427,422.65	\$314,161.71	\$471,446.71	\$649,496.37					
Projected Fund Balance	** \$11,537,394.76	\$11,567,908.86	\$11,715,206.40	\$11,595,911.45	\$11,609,359.57	\$11,444,668.34	\$11,164,956.91					
<b>DEBT SERVICE</b>												
Beginning Fund Balance	** \$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74	\$393,736.74
Revenues	\$1,795.52	\$24,816.30	\$310,408.93	\$602,455.37	\$353,969.83	\$28,179.36	\$16,042.44					
Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$1,353,600.00	\$0.00					
Projected Fund Balance	** \$395,532.26	\$420,348.56	\$730,757.49	\$1,333,212.86	\$1,685,932.69	\$358,512.05	\$374,554.49					
<b>IMPACT FEE</b>												
Beginning Fund Balance	** \$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95	\$465,441.95
Revenues	\$1,621.08	\$1,590.10	\$1,709.00	\$1,788.71	\$12,244.91	\$1,844.62	\$1,774.27					
Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Projected Fund Balance	** \$467,063.03	\$468,653.13	\$470,362.13	\$472,150.84	\$484,395.75	\$486,240.37	\$488,014.64					
<b>MOTEL TAX</b>												
Beginning Fund Balance	** \$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98	\$385,263.98
Revenues	\$9,697.98	\$5,701.27	\$5,526.34	\$8,735.14	\$4,838.18	\$5,508.02	\$10,247.14					
Expenditures	\$829.33	\$2,200.00	\$7,200.00	\$5,465.00	\$1,030.82	\$8,150.00	\$0.00					
Projected Fund Balance	** \$394,132.63	\$397,633.90	\$396,060.24	\$399,330.38	\$403,138.04	\$400,496.06	\$410,743.20					
<b>ASSET FORFEITURE</b>												
Beginning Fund Balance	** \$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09	\$52,079.09
Revenues	\$2,505.38	\$1,115.24	\$97.05	\$101.58	\$92.28	\$103.16	\$1,296.83					
Expenditures	\$0.00	\$3,620.00	\$1,169.10	\$0.00	\$2,399.00	\$0.00	\$24,322.00					
Projected Fund Balance	** \$54,584.47	\$52,079.71	\$51,007.66	\$51,109.24	\$48,802.52	\$48,905.68	\$25,880.51					
<b>CAPITAL REPLACEMENT</b>												
Beginning Fund Balance	** \$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14	\$7,244,137.14
Revenues	\$8,803.13	\$8,173.03	\$9,037.35	\$9,456.77	\$8,589.30	\$9,603.33	\$9,295.24					
Expenditures	\$6,471.36	\$155,829.25	\$0.00	\$139.99	\$138,415.00	\$68,052.56	\$62,762.35					
Projected Fund Balance	** \$7,246,468.91	\$7,098,812.69	\$7,107,850.04	\$7,117,168.82	\$6,987,343.12	\$6,928,893.89	\$6,876,426.78					
<b>TRAFFIC ENFORCEMENT</b>												
Beginning Fund Balance	** \$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06	\$827,506.06
Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Expenditures	\$23,520.83	\$54,457.14	\$21,801.09	\$21,731.62	\$22,486.17	\$21,525.65	\$22,223.08					
Projected Fund Balance	** \$803,985.23	\$749,528.09	\$727,727.00	\$705,995.38	\$683,509.21	\$661,983.56	\$639,760.48					
<b>CAPITAL IMPROVEMENTS</b>												
Beginning Fund Balance	** \$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33	\$3,460,969.33
Revenues	\$5,223.21	\$5,203.71	\$5,592.93	\$5,853.67	\$5,315.56	\$5,943.06	\$5,806.34					
Expenditures	\$6,266.00	\$78,788.99	\$52,401.15	\$92,942.86	(\$17,876.99)	\$121,394.00	\$157,899.63					
Projected Fund Balance	** \$3,459,926.54	\$3,386,341.26	\$3,339,533.04	\$3,252,443.65	\$3,275,636.40	\$3,160,185.46	\$3,008,092.17					
<b>GOLF COURSE</b>												
Beginning Fund Balance	** (\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)	(\$4,144,638.16)
Revenues	\$110,547.27	\$88,173.45	\$105,095.61	\$70,708.80	\$79,632.58	\$131,679.67	\$159,313.83					
Expenditures	\$132,038.40	\$124,791.25	\$88,455.29	\$119,216.41	\$105,863.38	\$144,810.18	\$149,061.32					
Projected Fund Balance	** (\$4,166,129.29)	(\$4,202,747.09)	(\$4,186,106.77)	(\$4,234,614.38)	(\$4,260,845.18)	(\$4,273,975.69)	(\$4,263,723.18)					
<b>COURT RESTRICTED FEE</b>												
Beginning Fund Balance	** \$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43	\$127,016.43
Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Expenditures	\$4,410.30	\$657.30	\$1,448.57	\$382.27	\$420.25	\$386.83	\$155.87					
Projected Fund Balance	** \$122,606.13	\$121,948.83	\$120,499.26	\$120,116.99	\$119,696.74	\$119,309.91	\$119,154.04					
<b>JV CRIME CONTROL</b>												
Beginning Fund Balance	** \$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77	\$3,186,272.77
Revenues	\$134,436.21	\$118,002.15	\$136,311.24	\$125,621.79	\$133,546.40	\$121,547.44	\$125,302.41					
Expenditures	\$0.00	\$0.00	\$176,697.89	\$0.00	\$0.00	\$237,559.12	\$506,224.26					
Projected Fund Balance	** \$3,320,708.98	\$3,438,711.13	\$3,398,324.48	\$3,523,946.27	\$3,657,492.67	\$3,541,480.99	\$3,160,559.14					

\* Beginning Fund Balance in this report for the General Fund is including the over 150 days reserve totalling \$6,889,627

\*\* Unaudited Fund Balance amounts

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

02 -UTILITY FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	11,244,645.02		11,244,645.02			
<b>FEES &amp; CHARGES FOR SERVICE</b>						
40-8541 WATER SERVICE	2,900,000.00	231,767.00	1,359,732.28	46.89	0.00	( 1,540,267.72)
40-8542 SEWER SERVICE	1,400,000.00	122,603.78	868,221.97	62.02	0.00	( 531,778.03)
40-8545 WATER AUTHORITY FEE	15,000.00	567.56	1,770.69	11.80	0.00	( 13,229.31)
40-8546 CREDIT CARD FEES	<u>5,000.00</u>	<u>789.26</u>	<u>5,002.55</u>	<u>100.05</u>	<u>0.00</u>	<u>2.55</u>
TOTAL FEES & CHARGES FOR SERVICE	4,320,000.00	355,727.60	2,234,727.49	51.73	0.00	( 2,085,272.51)
<b>INTEREST EARNED</b>						
40-9601 INTEREST EARNED	<u>50,000.00</u>	<u>9,170.31</u>	<u>58,547.64</u>	<u>117.10</u>	<u>0.00</u>	<u>8,547.64</u>
TOTAL INTEREST EARNED	50,000.00	9,170.31	58,547.64	117.10	0.00	8,547.64
<b>INTERFUND ACTIVITY</b>						
TOTAL						
<b>MISCELLANEOUS REVENUE</b>						
40-9802 SALE OF ASSETS	7,500.00	0.00	0.00	0.00	0.00	( 7,500.00)
40-9840 PENALTIES & ADJUSTMENTS	25,000.00	2,348.69	21,725.90	86.90	0.00	( 3,274.10)
40-9899 MISCELLANEOUS	<u>25,000.00</u>	<u>2,538.34</u>	<u>11,835.31</u>	<u>47.34</u>	<u>0.00</u>	<u>( 13,164.69)</u>
TOTAL MISCELLANEOUS REVENUE	57,500.00	4,887.03	33,561.21	58.37	0.00	( 23,938.79)
<b>OTHER AGENCY REVENUES</b>						
TOTAL						
*** TOTAL FUND REVENUES ***	4,427,500.00	369,784.94	2,326,836.34	52.55	0.00	( 2,100,663.66)
*** TOTAL AVAILABLE REVENUES ***	15,672,145.02		13,571,481.36			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

02 -UTILITY FUND  
45-WATER & SEWER  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
45-3001 SALARIES	209,296.00	12,712.64	83,400.67	39.85	0.00	125,895.33
45-3003 LONGEVITY	864.00	18.46	151.36	17.52	0.00	712.64
45-3007 OVERTIME	24,500.00	2,124.38	14,494.39	59.16	0.00	10,005.61
45-3010 INCENTIVES	0.00	87.68	336.86	0.00	0.00	( 336.86)
45-3051 FICA/MEDICARE TAXES	17,951.00	1,080.24	7,742.92	43.13	0.00	10,208.08
45-3052 WORKMEN'S COMPENSATION	6,089.00	0.00	4,480.64	73.59	0.00	1,608.36
45-3053 EMPLOYMENT TAXES	5,400.00	29.64	29.64	0.55	0.00	5,370.36
45-3054 RETIREMENT	34,703.00	2,229.85	16,114.07	46.43	0.00	18,588.93
45-3055 HEALTH INSURANCE	57,032.00	2,653.66	21,692.56	38.04	0.00	35,339.44
45-3056 LIFE INS	435.00	19.14	146.74	33.73	0.00	288.26
45-3057 DENTAL	5,725.00	161.96	1,307.08	22.83	0.00	4,417.92
45-3058 LONG-TERM DISABILITY	871.00	0.00	233.18	26.77	0.00	637.82
TOTAL SALARIES, WAGES & BENEFIT	362,866.00	21,117.65	150,130.11	41.37	0.00	212,735.89
<b>SUPPLIES</b>						
45-3502 POSTAGE/FREIGHT/DEL. FEE	14,000.00	929.88	5,564.46	39.75	0.00	8,435.54
45-3503 OFFICE SUPPLIES	2,000.00	0.00	55.99	2.80	0.00	1,944.01
45-3504 WEARING APPAREL	2,000.00	559.97	831.26	41.56	0.00	1,168.74
45-3506 CHEMICALS	20,000.00	839.78	5,645.13	28.23	0.00	14,354.87
45-3510 BOOKS & PERIODICALS	600.00	0.00	0.00	0.00	0.00	600.00
45-3523 TOOLS/EQUIPMENT	2,000.00	0.00	1,619.68	80.98	0.00	380.32
45-3534 PARTS AND MATERIALS	1,200.00	0.00	1,230.25	102.52	0.00	( 30.25)
45-3535 SHOP SUPPLIES	500.00	0.00	1,022.17	204.43	0.00	( 522.17)
TOTAL SUPPLIES	42,300.00	2,329.63	15,968.94	37.75	0.00	26,331.06
<b>MAINTENANCE--BLDGS, STRUC</b>						
45-4001 BUILDINGS AND GROUNDS	3,000.00	2,841.60	2,846.22	94.87	0.00	153.78
45-4041 WATER SYSTEM MAINTENANCE	30,000.00	291.15	19,209.66	74.17	3,040.00	7,750.34
45-4042 SEWER SYSTEM MAINTENANCE	10,000.00	4,030.00	10,914.41	109.14	0.00	( 914.41)
45-4043 WATER PLANTS MAINTENANCE	18,000.00	0.00	7,604.08	64.20	3,952.00	6,443.92
45-4044 LIFT STATIONS MAINTENANCE	36,000.00	240.00	5,511.00	15.31	0.00	30,489.00
45-4045 SEWER PLANT MAINTENANCE	45,000.00	0.00	24,450.36	87.93	15,116.00	5,433.64
TOTAL MAINTENANCE--BLDGS, STRUC	142,000.00	7,402.75	70,535.73	65.24	22,108.00	49,356.27
<b>MAINTENANCE--EQUIPMENT</b>						
45-4504 COMPUTER SOFTWARE	6,200.00	0.00	6,978.24	112.55	0.00	( 778.24)
TOTAL MAINTENANCE--EQUIPMENT	6,200.00	0.00	6,978.24	112.55	0.00	( 778.24)
<b>SERVICES</b>						
45-5012 PRINTING	1,800.00	0.00	778.61	43.26	0.00	1,021.39
45-5015 LAB TESTS	25,000.00	1,589.41	12,009.25	48.04	0.00	12,990.75
45-5017 UTILITIES	140,000.00	7,292.25	62,934.09	44.95	0.00	77,065.91
45-5019 W.O.B. DISPOSAL-O&M CONTR	350,000.00	59,838.82	157,275.99	44.94	0.00	192,724.01
45-5020 COMMUNICATIONS	7,000.00	255.34	2,991.60	42.74	0.00	4,008.40
45-5022 RENTAL OF EQUIPMENT	500.00	0.00	0.00	0.00	0.00	500.00
45-5025 PUBLIC NOTICES	800.00	0.00	0.00	0.00	0.00	800.00
45-5027 MEMBERSHIPS	1,000.00	0.00	130.00	13.00	0.00	870.00

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

02 -UTILITY FUND  
45-WATER & SEWER  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
45-5029 TRAVEL/TRAINING	10,000.00	0.00	8,902.42	89.02	0.00	1,097.58
TOTAL SERVICES	536,100.00	68,975.82	245,021.96	45.70	0.00	291,078.04
<b>SUNDRY</b>						
45-5405 PERMITS, FEES, CREDIT CD FEES	30,000.00	565.21	23,273.26	77.58	0.00	6,726.74
45-5411 WATER-PURCHASED	1,630,000.00	112,013.31	635,179.16	38.97	0.00	994,820.84
45-5412 WATER AUTHORITY FEES	40,000.00	0.00	2,570.47	6.43	0.00	37,429.53
TOTAL SUNDRY	1,700,000.00	112,578.52	661,022.89	38.88	0.00	1,038,977.11
<b>PROFESSIONAL SERVICES</b>						
45-5501 AUDITS/CONTRACTS/STUDIES	10,000.00	0.00	10,000.00	100.00	0.00	0.00
45-5510 ENGINEERING SERVICES	110,000.00	0.00	475.00	0.43	0.00	109,525.00
45-5515 CONSULTANT SERVICES	260,000.00	0.00	0.00	0.00	0.00	260,000.00
TOTAL PROFESSIONAL SERVICES	380,000.00	0.00	10,475.00	2.76	0.00	369,525.00
<b>OTHER SERVICES</b>						
45-6001 INSURANCE-VEHICLES	10,800.00	0.00	9,397.00	87.01	0.00	1,403.00
45-6003 LIABILITY-FIRE & CASUALTY	10,000.00	0.00	8,092.98	80.93	0.00	1,907.02
TOTAL OTHER SERVICES	20,800.00	0.00	17,489.98	84.09	0.00	3,310.02
<b>CAPITAL OUTLAY</b>						
TOTAL						
<b>CAPITAL IMPROVEMENTS</b>						
TOTAL						
<b>INTERFUND ACTIVITY</b>						
45-9751 TRANSFER TO GENERAL FUND	560,000.00	0.00	0.00	0.00	0.00	560,000.00
45-9753 TRANSFER TO DEBT SERVICE FUND	90,262.00	0.00	0.00	0.00	0.00	90,262.00
45-9772 TECHNOLOGY USER FEE	750.00	0.00	0.00	0.00	0.00	750.00
45-9781 EQUIPMENT PURCHASE CONTRIBUTIO	24,780.00	0.00	0.00	0.00	0.00	24,780.00
45-9791 EQUIPMENT USER FEE	32,000.00	0.00	0.00	0.00	0.00	32,000.00
TOTAL INTERFUND ACTIVITY	707,792.00	0.00	0.00	0.00	0.00	707,792.00
TOTAL 45-WATER & SEWER	3,898,058.00	212,404.37	1,177,622.85	30.78	22,108.00	2,698,327.15

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

02 -UTILITY FUND  
46-UTILITY CAPITAL PROJEC  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>CAPITAL IMPROVEMENTS</b>						
46-7012 METER REPLACEMENT	250,000.00	17,242.00	151,600.00	60.64	0.00	98,400.00
46-7032 TELEVISIONING SEWER/STORM LINES	50,000.00	0.00	0.00	0.00	0.00	50,000.00
46-7064 CASTLEBRIDGE WWTP	200,000.00	419,850.00	794,250.00	773.00	751,750.00	( 1,346,000.00)
46-7072 SEATTLE - STRUCT REPAIR PAINT	0.00	0.00	24,360.00	0.00	0.00	( 24,360.00)
46-7080 AUTOCNTRL-SCADA	100,000.00	0.00	2,700.00	2.70	0.00	97,300.00
46-7087 SEWER REHABILITATION	0.00	0.00	230,566.60	0.00	92,909.75	( 323,476.35)
46-7091 WHITEOAK BAYOU REHABILITATION	525,000.00	0.00	0.00	0.00	0.00	525,000.00
46-7094 CASTLEBRIDGE CLARIFIER RE/LINE	0.00	0.00	9,025.00	0.00	0.00	( 9,025.00)
46-7107 SEATTLE WATER PLANT-CL2/CHLOR	0.00	0.00	7,900.00	0.00	4,600.00	( 12,500.00)
46-7109 SEATTLE - POWER PANEL RETROFIT	200,000.00	0.00	0.00	0.00	0.00	200,000.00
46-7110 SEATTLE - VAR FREQUENCY DRIVE	100,000.00	0.00	0.00	0.00	0.00	100,000.00
46-7111 SEATTLE - WELL REPAIR	200,000.00	0.00	0.00	0.00	0.00	200,000.00
46-7127 CONGO MAINTENANCE	0.00	0.00	8,500.00	0.00	( 8,500.00)	0.00
TOTAL CAPITAL IMPROVEMENTS	<u>1,625,000.00</u>	<u>437,092.00</u>	<u>1,228,901.60</u>	<u>127.36</u>	<u>840,759.75</u>	<u>( 444,661.35)</u>
TOTAL 46-UTILITY CAPITAL PROJEC	<u>1,625,000.00</u>	<u>437,092.00</u>	<u>1,228,901.60</u>	<u>127.36</u>	<u>840,759.75</u>	<u>( 444,661.35)</u>

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

02 -UTILITY FUND  
47-UTILITY DEBT SERVICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
-----						
OTHER SERVICES						
TOTAL						
DEBT SERVICE						
TOTAL						
TOTAL						
=====	=====	=====	=====	=====	=====	=====
*** TOTAL EXPENSES ***	5,523,058.00	649,496.37	2,406,524.45	59.20	862,867.75	2,253,665.80
	=====	=====	=====	=====	=====	=====
EXCESS OF REVENUES OVER EXPENDITURES	( 1,095,558.00)	( 279,711.43)	( 79,688.11)	86.03	( 862,867.75)	( 153,002.14)
	=====	=====	=====	=====	=====	=====
*** PROJECTED FUND BALANCE ***	10,149,087.02		11,164,956.91			
	=====		=====			
*** END OF REPORT ***						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

04 -IMPACT FEE FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	465,441.95		465,441.95			
<u>FEES &amp; CHARGES FOR SERVIC</u>						
43-8547 WATER DISTRIBUTION	50,000.00	0.00	7,895.90	15.79	0.00	( 42,104.10)
43-8548 SEWER PLANT CAPACITY	<u>25,000.00</u>	<u>0.00</u>	<u>2,778.30</u>	<u>11.11</u>	<u>0.00</u>	<u>( 22,221.70)</u>
TOTAL FEES & CHARGES FOR SERVIC	75,000.00	0.00	10,674.20	14.23	0.00	( 64,325.80)
<u>INTEREST EARNED</u>						
43-9601 INTEREST EARNED	<u>10,000.00</u>	<u>1,774.27</u>	<u>11,898.49</u>	<u>118.98</u>	<u>0.00</u>	<u>1,898.49</u>
TOTAL INTEREST EARNED	<u>10,000.00</u>	<u>1,774.27</u>	<u>11,898.49</u>	<u>118.98</u>	<u>0.00</u>	<u>1,898.49</u>
*** TOTAL FUND REVENUES ***	85,000.00	1,774.27	22,572.69	26.56	0.00	( 62,427.31)
*** TOTAL AVAILABLE REVENUES ***	<u>550,441.95</u>		<u>488,014.64</u>			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

04 -IMPACT FEE FUND  
45-WATER & SEWER  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
-----						
INTERFUND ACTIVITY						
TOTAL	=====	=====	=====	=====	=====	=====
TOTAL	=====	=====	=====	=====	=====	=====
EXCESS OF REVENUES OVER EXPENDITURES	85,000.00	1,774.27	22,572.69	26.56	0.00	62,427.31
	=====	=====	=====	=====	=====	=====
*** PROJECTED FUND BALANCE ***	550,441.95		488,014.64			
	=====		=====			
*** END OF REPORT ***						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	( 4,144,638.16)		( 4,144,638.16)			
<u>FEES &amp; CHARGES FOR SERVICE</u>						
80-8551 GREEN FEES	900,000.00	102,815.10	458,344.87	50.93	0.00	( 441,655.13)
80-8553 RANGE FEES/CLUB RENTALS	90,000.00	7,243.12	47,265.09	52.52	0.00	( 42,734.91)
80-8554 CLUB RENTALS	5,000.00	500.00	2,439.66	48.79	0.00	( 2,560.34)
80-8555 TOURNAMENT GREENS FEES	100,000.00	16,141.15	78,028.42	78.03	0.00	( 21,971.58)
80-8560 MISCELLANEOUS FEES	20,000.00	1,389.00	10,660.94	53.30	0.00	( 9,339.06)
80-8567 MERCHANDISE	100,000.00	15,258.11	78,834.13	78.83	0.00	( 21,165.87)
80-8568 SPECIAL ORDER MERCHANDISE	50,000.00	4,956.38	16,899.02	33.80	0.00	( 33,100.98)
80-8572 CONCESSION FEES	20,000.00	4,678.91	22,841.26	114.21	0.00	2,841.26
80-8575 MEMBERSHIPS	25,000.00	5,277.92	23,135.11	92.54	0.00	( 1,864.89)
80-8579 CASH OVER/UNDER	<u>0.00</u>	<u>23.27</u>	<u>108.25</u>	<u>0.00</u>	<u>0.00</u>	<u>108.25</u>
TOTAL FEES & CHARGES FOR SERVICE	1,310,000.00	158,282.96	738,556.75	56.38	0.00	( 571,443.25)
<u>INTEREST EARNED</u>						
80-9601 INTEREST EARNED	<u>7,000.00</u>	<u>1,030.87</u>	<u>6,594.46</u>	<u>94.21</u>	<u>0.00</u>	<u>( 405.54)</u>
TOTAL INTEREST EARNED	7,000.00	1,030.87	6,594.46	94.21	0.00	( 405.54)
<u>INTERFUND ACTIVITY</u>						
80-9751 TRANSFER FROM GENERAL FUND	<u>634,067.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>( 634,067.00)</u>
TOTAL INTERFUND ACTIVITY	634,067.00	0.00	0.00	0.00	0.00	( 634,067.00)
<u>MISCELLANEOUS REVENUE</u>						
80-9802 SALES OF FIXED ASSETS	<u>7,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>( 7,500.00)</u>
TOTAL MISCELLANEOUS REVENUE	7,500.00	0.00	0.00	0.00	0.00	( 7,500.00)
<u>OTHER AGENCY REVENUES</u>						
TOTAL						
*** TOTAL FUND REVENUES ***	<u>1,958,567.00</u>	<u>159,313.83</u>	<u>745,151.21</u>	<u>38.05</u>	<u>0.00</u>	<u>( 1,213,415.79)</u>
*** TOTAL AVAILABLE REVENUES ***	<u>( 2,186,071.16)</u>		<u>( 3,399,486.95)</u>			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
81-CLUB HOUSE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SALARIES, WAGES &amp; BENEFIT</u>						
81-3001 SALARIES AND WAGES	188,145.00	16,169.34	98,140.26	52.16	0.00	90,004.74
81-3002 WAGES	108,110.00	7,475.23	56,077.50	51.87	0.00	52,032.50
81-3003 LONGEVITY	864.00	55.40	376.65	43.59	0.00	487.35
81-3007 OVERTIME	1,000.00	239.12	518.80	51.88	0.00	481.20
81-3051 FICA/MEDICARE TAXES	22,806.00	1,794.17	12,090.90	53.02	0.00	10,715.10
81-3052 WORKMAN'S COMP	5,873.00	0.00	4,724.32	80.44	0.00	1,148.68
81-3053 UNEMPLOYMENT TAXES	8,100.00	51.29	1,018.51	12.57	0.00	7,081.49
81-3054 RETIREMENT	30,919.00	2,258.44	16,254.48	52.57	0.00	14,664.52
81-3055 INSURANCE	43,589.00	3,748.24	23,166.03	53.15	0.00	20,422.97
81-3056 LIFE INS	348.00	31.90	172.26	49.50	0.00	175.74
81-3057 DENTAL INSURANCE	2,635.00	237.24	1,506.68	57.18	0.00	1,128.32
81-3058 LONG-TERM DISABILITY	794.00	0.00	341.02	42.95	0.00	452.98
TOTAL SALARIES, WAGES & BENEFIT	413,183.00	32,060.37	214,387.41	51.89	0.00	198,795.59
<u>COST OF SALES</u>						
81-3401 MERCHANDISE	70,000.00	23,204.04	79,512.16	122.12	5,973.11	( 15,485.27)
81-3415 RANGE BALLS	8,190.00	3,456.00	5,891.77	99.73	2,276.00	22.23
81-3416 RENTAL CLUBS	2,000.00	0.00	1,140.00	57.00	0.00	860.00
81-3419 SPECIAL ORDER MERCHANDISE	27,400.00	2,036.26	11,104.23	40.53	0.00	16,295.77
TOTAL COST OF SALES	107,590.00	28,696.30	97,648.16	98.43	8,249.11	1,692.73
<u>SUPPLIES</u>						
81-3502 POSTAGE/FREIGHT/DEL.FEE	550.00	0.00	257.30	46.78	0.00	292.70
81-3503 OFFICE SUPPLIES	6,154.00	172.01	5,409.17	87.90	0.00	744.83
81-3504 WEARING APPAREL	2,000.00	568.04	1,375.65	68.78	0.00	624.35
81-3523 TOOLS/EQUIPMENT	1,500.00	23.97	1,015.98	67.73	0.00	484.02
81-3529 REPAIR PARTS	1,400.00	0.00	0.00	0.00	0.00	1,400.00
81-3605 MISCELLANEOUS SERVICE FEES	7,000.00	0.00	3,037.50	43.39	0.00	3,962.50
TOTAL SUPPLIES	18,604.00	764.02	11,095.60	59.64	0.00	7,508.40
<u>MAINTENANCE--BLDGS, STRUC</u>						
TOTAL						
<u>MAINTENANCE--EQUIPMENT</u>						
81-4501 FURN, FIXTURE/EPT MAINTENANCE	1,900.00	8.70	1,732.53	91.19	0.00	167.47
81-4504 COMPUTER SOFTWARE	1,250.00	0.00	0.00	0.00	0.00	1,250.00
81-4506 CART MAINTENANCE	2,500.00	85.36	117.77	4.71	0.00	2,382.23
81-4520 EQUIPMENT MAINTENANCE/OUTSOURC	1,500.00	0.00	0.00	0.00	0.00	1,500.00
81-4599 MISCELLANEOUS EQUIPMENT	1,500.00	0.00	1,103.86	73.59	0.00	396.14
TOTAL MAINTENANCE--EQUIPMENT	8,650.00	94.06	2,954.16	34.15	0.00	5,695.84

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
81-CLUB HOUSE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SERVICES</u>						
81-5012 PRINTING	3,500.00	0.00	306.70	8.76	0.00	3,193.30
81-5020 COMMUNICATIONS	6,000.00	485.49	3,370.02	56.17	0.00	2,629.98
81-5023 LEASE EQUIPMENT	1,656.00	500.00	1,593.17	96.21	0.00	62.83
81-5027 MEMBERSHIPS/SUBCRIPTIONS	1,200.00	0.00	319.87	26.66	0.00	880.13
81-5029 TRAVEL/TRAINING	2,500.00	0.00	171.75	6.87	0.00	2,328.25
81-5043 ADVERTISING/PROMOTION	<u>27,200.00</u>	<u>1,497.43</u>	<u>10,200.69</u>	<u>66.74</u>	<u>7,951.50</u>	<u>9,047.81</u>
TOTAL SERVICES	42,056.00	2,482.92	15,962.20	56.86	7,951.50	18,142.30
<u>SUNDRY</u>						
81-5405 CREDIT CARD CHARGES	20,000.00	4,418.81	18,733.95	93.67	0.00	1,266.05
81-5410 SECURITY	2,500.00	0.00	1,320.63	52.83	0.00	1,179.37
81-5413 TOURNAMENT FEES EXPENSE	1,500.00	249.00	249.00	16.60	0.00	1,251.00
81-5421 EQUIPMENT LEASE DEBT	3,000.00	225.00	1,575.00	52.50	0.00	1,425.00
81-5498 MISCELLANEOUS EXPENSE	<u>5,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,500.00</u>
TOTAL SUNDRY	32,500.00	4,892.81	21,878.58	67.32	0.00	10,621.42
<u>PROFESSIONAL SERVICES</u>						
TOTAL						
<u>OTHER SERVICES</u>						
81-6003 LIABILITY-FIRE & CASUALTY INSR	<u>20,200.00</u>	<u>0.00</u>	<u>19,782.84</u>	<u>97.93</u>	<u>0.00</u>	<u>417.16</u>
TOTAL OTHER SERVICES	20,200.00	0.00	19,782.84	97.93	0.00	417.16
<u>CAPITAL OUTLAY</u>						
TOTAL						
<u>CAPITAL IMPROVEMENTS</u>						
TOTAL						
<u>INTERFUND ACTIVITY</u>						
81-9772 TECHNOLOGY USER FEE	3,500.00	0.00	0.00	0.00	0.00	3,500.00
81-9791 EQUIP USER FEE	<u>67,025.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>67,025.00</u>
TOTAL INTERFUND ACTIVITY	<u>70,525.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>70,525.00</u>
TOTAL 81-CLUB HOUSE	713,308.00	68,990.48	383,708.95	56.06	16,200.61	313,398.44

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
82-COURSE MAINTENANCE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
82-3001 SALARIES AND WAGES	286,827.00	18,257.05	127,873.10	44.58	0.00	158,953.90
82-3002 WAGES	29,580.00	1,967.95	15,922.85	53.83	0.00	13,657.15
82-3003 LONGEVITY	2,832.00	206.78	1,404.91	49.61	0.00	1,427.09
82-3007 OVERTIME	5,000.00	176.80	1,706.21	34.12	0.00	3,293.79
82-3051 FICA/MEDICARE TAXES	24,805.00	1,456.51	11,189.41	45.11	0.00	13,615.59
82-3052 WORKMAN'S COMP	6,979.00	0.00	4,884.68	69.99	0.00	2,094.32
82-3053 UNEMPLOYMENT TAXES	9,000.00	56.13	418.42	4.65	0.00	8,581.58
82-3054 RETIREMENT	44,118.00	3,021.95	22,957.60	52.04	0.00	21,160.40
82-3055 INSURANCE	97,886.00	8,372.82	58,601.20	59.87	0.00	39,284.80
82-3056 LIFE INS	696.00	44.66	312.62	44.92	0.00	383.38
82-3057 DENTAL	7,211.00	508.68	3,560.76	49.38	0.00	3,650.24
82-3058 LONG-TERM DISABILITY	987.00	0.00	442.60	44.84	0.00	544.40
TOTAL SALARIES, WAGES & BENEFIT	515,921.00	34,069.33	249,274.36	48.32	0.00	266,646.64
<b>SUPPLIES</b>						
82-3504 WEARING APPAREL	2,000.00	0.00	1,123.79	56.19	0.00	876.21
82-3514 FUEL & OIL	19,500.00	2,267.96	6,983.99	93.11	11,172.41	1,343.60
82-3523 TOOLS/EQUIPMENT	4,000.00	265.90	2,824.72	70.62	0.00	1,175.28
82-3535 GROUND/SHOP SUPPLIES	13,500.00	312.50	5,454.72	40.41	0.00	8,045.28
82-3536 LANDSCAPING MATERIALS	65,425.00	(141.70)	22,037.94	33.92	156.63	43,230.43
TOTAL SUPPLIES	104,425.00	2,704.66	38,425.16	47.65	11,329.04	54,670.80
<b>MAINTENANCE--BLDGS, STRUC</b>						
82-4041 WATER WELL MAINTENANCE	2,500.00	0.00	0.00	0.00	0.00	2,500.00
TOTAL MAINTENANCE--BLDGS, STRUC	2,500.00	0.00	0.00	0.00	0.00	2,500.00
<b>MAINTENANCE--EQUIPMENT</b>						
82-4505 IRRIGATION EQUIPMENT	15,000.00	2,025.70	6,088.67	70.22	4,444.35	4,466.98
82-4520 GROUND OUTSOURCED	8,000.00	0.00	0.00	0.00	0.00	8,000.00
82-4599 MISCELLANEOUS EQUIPMENT	27,500.00	14,800.00	17,587.06	99.87	9,876.46	36.48
TOTAL MAINTENANCE--EQUIPMENT	50,500.00	16,825.70	23,675.73	75.24	14,320.81	12,503.46
<b>SERVICES</b>						
82-5022 RENTAL EQUIPMENT	5,000.00	258.00	2,213.31	44.27	0.00	2,786.69
82-5027 MEMBERSHIPS/SUBSCRIPTIONS	750.00	0.00	491.99	65.60	0.00	258.01
82-5029 TRAVEL/TRAINING	2,800.00	0.00	997.39	35.62	0.00	1,802.61
82-5040 BUILDING MAINT-OUTSOURCING	2,500.00	0.00	0.00	0.00	0.00	2,500.00
TOTAL SERVICES	11,050.00	258.00	3,702.69	33.51	0.00	7,347.31

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
82-COURSE MAINTENANCE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SUNDRY</u>						
82-5405 PERMITS & FEES	1,000.00	0.00	0.00	0.00	0.00	1,000.00
82-5412 WATER AUTHORITY FEES	<u>130,000.00</u>	<u>0.00</u>	<u>4,004.52</u>	<u>3.08</u>	<u>0.00</u>	<u>125,995.48</u>
TOTAL SUNDRY	131,000.00	0.00	4,004.52	3.06	0.00	126,995.48
<u>PROFESSIONAL SERVICES</u>						
82-5508 SANITARY/TRASH SERVICES	<u>3,500.00</u>	<u>101.15</u>	<u>555.90</u>	<u>15.88</u>	<u>0.00</u>	<u>2,944.10</u>
TOTAL PROFESSIONAL SERVICES	3,500.00	101.15	555.90	15.88	0.00	2,944.10
<u>CAPITAL OUTLAY</u>						
82-6572 SPECIAL EQUIPMENT	<u>23,000.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>108.70</u>	<u>0.00</u>	<u>( 2,000.00)</u>
TOTAL CAPITAL OUTLAY	23,000.00	0.00	25,000.00	108.70	0.00	( 2,000.00)
<u>INTERFUND ACTIVITY</u>						
82-9773 COMP. EQUIPMENT USER FEE	400.00	0.00	0.00	0.00	0.00	400.00
82-9791 EQUIPMENT USER FEE	<u>84,579.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>84,579.00</u>
TOTAL INTERFUND ACTIVITY	<u>84,979.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>84,979.00</u>
TOTAL 82-COURSE MAINTENANCE	926,875.00	53,958.84	344,638.36	39.95	25,649.85	556,586.79

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
83-BUILDING MAINTENANCE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<u>SALARIES, WAGES &amp; BENEFIT</u>						
TOTAL						
<u>SUPPLIES</u>						
83-3517 JANITORIAL SUPPLIES	<u>5,500.00</u>	<u>266.45</u>	<u>1,727.65</u>	<u>31.41</u>	<u>0.00</u>	<u>3,772.35</u>
TOTAL SUPPLIES	5,500.00	266.45	1,727.65	31.41	0.00	3,772.35
<u>MAINTENANCE--BLDGS, STRUC</u>						
83-4001 BUILDINGS & GROUNDS	<u>16,000.00</u>	<u>430.60</u>	<u>6,550.12</u>	<u>40.94</u>	<u>0.00</u>	<u>9,449.88</u>
TOTAL MAINTENANCE--BLDGS, STRUC	16,000.00	430.60	6,550.12	40.94	0.00	9,449.88
<u>MAINTENANCE--EQUIPMENT</u>						
TOTAL						
<u>SERVICES</u>						
83-5017 UTILITIES	<u>25,000.00</u>	<u>1,472.67</u>	<u>10,536.68</u>	<u>42.15</u>	<u>0.00</u>	<u>14,463.32</u>
TOTAL SERVICES	<u>25,000.00</u>	<u>1,472.67</u>	<u>10,536.68</u>	<u>42.15</u>	<u>0.00</u>	<u>14,463.32</u>
TOTAL 83-BUILDING MAINTENANCE	<u>46,500.00</u>	<u>2,169.72</u>	<u>18,814.45</u>	<u>40.46</u>	<u>0.00</u>	<u>27,685.55</u>

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
84-GC CONCESSIONS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SALARIES, WAGES &amp; BENEFIT</u>						
TOTAL						
<u>COST OF SALES</u>						
TOTAL						
<u>MAINTENANCE--EQUIPMENT</u>						
TOTAL						
<u>SERVICES</u>						
TOTAL						
TOTAL	=====	=====	=====	=====	=====	=====

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
85-GC DEBT SERVICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
-----						
<u>OTHER SERVICES</u>						
TOTAL	_____	_____	_____	_____	_____	_____
<u>DEBT SERVICE</u>						
TOTAL	_____	_____	_____	_____	_____	_____
<u>CAPITAL IMPROVEMENTS</u>						
TOTAL	_____	_____	_____	_____	_____	_____
TOTAL	=====	=====	=====	=====	=====	=====

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
87-GC CAPITAL IMPROVEMENT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<u>CAPITAL IMPROVEMENTS</u>						
87-7010 CAPITAL IMPROVEMENT	<u>143,000.00</u>	<u>17,076.49</u>	<u>65,085.67</u>	<u>86.68</u>	<u>58,861.25</u>	<u>19,053.08</u>
TOTAL CAPITAL IMPROVEMENTS	143,000.00	17,076.49	65,085.67	86.68	58,861.25	19,053.08
<u>INTERFUND ACTIVITY</u>						
TOTAL						
TOTAL 87-GC CAPITAL IMPROVEMENT	<u>143,000.00</u>	<u>17,076.49</u>	<u>65,085.67</u>	<u>86.68</u>	<u>58,861.25</u>	<u>19,053.08</u>

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

11 -GOLF COURSE FUND  
88-EQUIPMENT MAINTENANCE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
88-3001 SALARIES AND WAGES	45,191.00	3,474.22	24,453.04	54.11	0.00	20,737.96
88-3003 LONGEVITY	864.00	66.46	454.12	52.56	0.00	409.88
88-3007 OVERTIME	500.00	0.00	681.73	136.35	0.00	( 181.73)
88-3051 FICA/MEDICARE TAXES	3,561.00	258.10	1,994.19	56.00	0.00	1,566.81
88-3052 WORKER'S COMP	1,002.00	0.00	731.83	73.04	0.00	270.17
88-3053 UNEMPLOYMENT TAXES	900.00	9.00	9.00	1.00	0.00	891.00
88-3054 RETIREMENT	6,970.00	527.20	4,111.31	58.99	0.00	2,858.69
88-3055 HEALTH INSURANCE	11,789.00	983.66	6,884.40	58.40	0.00	4,904.60
88-3056 LIFE INS	87.00	6.38	44.66	51.33	0.00	42.34
88-3057 DENTAL	1,144.00	86.68	606.76	53.04	0.00	537.24
88-3058 LONG TERM DISABILITY	<u>196.00</u>	<u>0.00</u>	<u>75.85</u>	<u>38.70</u>	<u>0.00</u>	<u>120.15</u>
TOTAL SALARIES, WAGES & BENEFIT	72,204.00	5,411.70	40,046.89	55.46	0.00	32,157.11
<b>SUPPLIES</b>						
88-3504 WEARING APPAREL	300.00	25.97	25.97	8.66	0.00	274.03
88-3514 FUEL & OIL	2,200.00	260.40	547.04	24.87	0.00	1,652.96
88-3523 TOOLS/EQUIPMENT	2,400.00	194.70	593.48	24.73	0.00	1,806.52
88-3529 REPAIR PARTS	21,500.00	710.27	9,875.03	45.93	0.00	11,624.97
88-3535 GROUND/SHOP SUPPLIES	<u>5,000.00</u>	<u>262.75</u>	<u>900.39</u>	<u>18.01</u>	<u>0.00</u>	<u>4,099.61</u>
TOTAL SUPPLIES	31,400.00	1,454.09	11,941.91	38.03	0.00	19,458.09
<b>MAINTENANCE--EQUIPMENT</b>						
TOTAL						
<b>SERVICES</b>						
88-5029 TRAVEL/TRAINING	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL SERVICES	500.00	0.00	0.00	0.00	0.00	500.00
<b>INTERFUND ACTIVITY</b>						
88-9781 TRANSFER TO EQUIP PURCH CONT	<u>24,780.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>24,780.00</u>
TOTAL INTERFUND ACTIVITY	<u>24,780.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>24,780.00</u>
TOTAL 88-EQUIPMENT MAINTENANCE	128,884.00	6,865.79	51,988.80	40.34	0.00	76,895.20
*** TOTAL EXPENSES ***	<u>1,958,567.00</u>	<u>149,061.32</u>	<u>864,236.23</u>	<u>49.27</u>	<u>100,711.71</u>	<u>993,619.06</u>
EXCESS OF REVENUES OVER EXPENDITURES	0.00	10,252.51	( 119,085.02)	0.00	( 100,711.71)	219,796.73
*** PROJECTED FUND BALANCE ***	( 4,144,638.16)		( 4,263,723.18)			
*** END OF REPORT ***						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	9,623,145.01		9,623,145.01			
<b>PROPERTY TAXES</b>						
10-7101 CURRENT PROPERTY TAXES	6,650,000.00	77,063.53	6,537,562.14	98.31	0.00	( 112,437.86)
10-7102 DELINQUENT PROPERTY TAXES	30,000.00	( 3,244.38)	( 32,114.95)	107.05-	0.00	( 62,114.95)
10-7103 PENALTY, INTEREST & COSTS	<u>25,000.00</u>	<u>2,515.54</u>	<u>16,345.30</u>	<u>65.38</u>	<u>0.00</u>	<u>( 8,654.70)</u>
TOTAL PROPERTY TAXES	6,705,000.00	76,334.69	6,521,792.49	97.27	0.00	( 183,207.51)
<b>OTHER TAXES</b>						
10-7511 ELECTRIC FRANCHISE	360,000.00	30,123.58	211,127.74	58.65	0.00	( 148,872.26)
10-7512 TELEPHONE FRANCHISE	110,000.00	15,435.29	63,273.04	57.52	0.00	( 46,726.96)
10-7513 GAS FRANCHISE	32,000.00	0.00	15,072.73	47.10	0.00	( 16,927.27)
10-7514 CABLE TV FRANCHISE	75,000.00	0.00	36,841.24	49.12	0.00	( 38,158.76)
10-7515 TELECOMMUNICATION	35,000.00	102.85	7,723.61	22.07	0.00	( 27,276.39)
10-7621 CITY SALES TAX	3,000,000.00	240,678.21	1,733,671.30	57.79	0.00	( 1,266,328.70)
10-7622 SALES TX-RED. PROPERTY TX	1,500,000.00	120,339.06	866,835.66	57.79	0.00	( 633,164.34)
10-7631 MIXED DRINK TAX	<u>35,000.00</u>	<u>7,635.53</u>	<u>22,931.73</u>	<u>65.52</u>	<u>0.00</u>	<u>( 12,068.27)</u>
TOTAL OTHER TAXES	5,147,000.00	414,314.52	2,957,477.05	57.46	0.00	( 2,189,522.95)
<b>FINES WARRANTS &amp; BONDS</b>						
10-8001 FINES	950,000.00	98,877.91	692,724.54	72.92	0.00	( 257,275.46)
10-8002 TIME PAYMENT FEE-GENERAL	10,700.00	839.89	6,706.65	62.68	0.00	( 3,993.35)
10-8003 TIME PAYMENT FEE-COURT	0.00	209.96	1,676.65	0.00	0.00	1,676.65
10-8004 COURT TECHNOLOGY FEES	0.00	2,026.91	13,459.87	0.00	0.00	13,459.87
10-8005 COURT SECURITY FEE	0.00	1,517.16	10,076.90	0.00	0.00	10,076.90
10-8006 OMNI FEE	8,000.00	903.64	5,707.06	71.34	0.00	( 2,292.94)
10-8007 CHILD SAFETY FEE	0.00	61.62	602.45	0.00	0.00	602.45
10-8008 JUDICIAL FEE	<u>0.00</u>	<u>301.02</u>	<u>2,001.61</u>	<u>0.00</u>	<u>0.00</u>	<u>2,001.61</u>
TOTAL FINES WARRANTS & BONDS	968,700.00	104,738.11	732,955.73	75.66	0.00	( 235,744.27)
<b>FEES &amp; CHARGES FOR SERVIC</b>						
10-8501 GARBAGE FEES/RESIDENTIAL	1,000.00	0.00	383.34	38.33	0.00	( 616.66)
10-8503 POOL MEMBERSHIP FEES	15,000.00	565.00	565.00	3.77	0.00	( 14,435.00)
10-8504 SWIM LESSONS FEE	0.00	660.00	660.00	0.00	0.00	660.00
10-8507 AMBULANCE SERVICE FEES	300,000.00	24,032.47	180,224.45	60.07	0.00	( 119,775.55)
10-8509 PET TAGS	700.00	55.00	410.00	58.57	0.00	( 290.00)
10-8510 POUND FEES	150.00	0.00	0.00	0.00	0.00	( 150.00)
10-8511 JERSEY VILLAGE STICKERS	0.00	10.00	79.00	0.00	0.00	79.00
10-8512 RENTAL FEE	35,000.00	410.00	840.00	2.40	0.00	( 34,160.00)
10-8513 CHILD SAFETY FEE-COUNTY	8,000.00	870.07	5,296.46	66.21	0.00	( 2,703.54)
10-8514 FOOD & BEVERAGE FEES	1,000.00	75.00	660.00	66.00	0.00	( 340.00)
10-8515 POLICE OFFICER FEE	0.00	0.00	1,400.00	0.00	0.00	1,400.00
10-8516 FARMER'S MARKET FEES	9,500.00	0.00	2,110.00	22.21	0.00	( 7,390.00)
10-8999 PLAN CHECKING AND PLAT REVIEW	<u>20,000.00</u>	<u>1,846.20</u>	<u>21,625.05</u>	<u>108.13</u>	<u>0.00</u>	<u>1,625.05</u>
TOTAL FEES & CHARGES FOR SERVIC	390,350.00	28,523.74	214,253.30	54.89	0.00	( 176,096.70)

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>LICENSES &amp; PERMITS</b>						
10-9001 BUILDING PERMITS	100,000.00	4,868.69	43,310.39	43.31	0.00	( 56,689.61)
10-9002 PLUMBING PERMITS	10,000.00	1,050.00	4,275.00	42.75	0.00	( 5,725.00)
10-9003 ELECTRICAL PERMITS	18,000.00	1,283.00	4,398.00	24.43	0.00	( 13,602.00)
10-9004 MECHANICAL PERMITS	8,000.00	645.00	3,117.00	38.96	0.00	( 4,883.00)
10-9006 SIGN PERMITS	8,000.00	123.90	11,515.71	143.95	0.00	3,515.71
10-9007 LIQUOR LICENSES	6,000.00	120.00	6,175.00	102.92	0.00	175.00
10-9009 ELECTRICAL LICENSES	500.00	0.00	0.00	0.00	0.00	( 500.00)
10-9010 ANTENNA ANNUAL FEES	0.00	0.00	3,183.63	0.00	0.00	3,183.63
10-9012 BURGLAR/FIRE ALARM PERMIT	12,000.00	1,008.00	5,835.00	48.63	0.00	( 6,165.00)
10-9013 FIRE MARSHAL PERM FEES	500.00	126.00	694.00	138.80	0.00	194.00
10-9015 OPERATIONAL HARZADOUS PERM	100.00	0.00	0.00	0.00	0.00	( 100.00)
10-9016 HOTEL/MOTEL LICENSE PERMITS	<u>1,000.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL LICENSES & PERMITS	164,100.00	9,224.59	83,503.73	50.89	0.00	( 80,596.27)
<b>INTEREST EARNED</b>						
10-9601 INTEREST EARNED	<u>250,000.00</u>	<u>35,250.49</u>	<u>220,987.46</u>	<u>88.39</u>	<u>0.00</u>	<u>( 29,012.54)</u>
TOTAL INTEREST EARNED	250,000.00	35,250.49	220,987.46	88.39	0.00	( 29,012.54)
<b>INTERFUND ACTIVITY</b>						
10-9750 CRIME CONTROL DISTRICT REIMB.	1,540,786.00	506,224.26	920,481.27	59.74	0.00	( 620,304.73)
10-9752 TRANSFER FROM UTLY FUND	560,000.00	0.00	0.00	0.00	0.00	( 560,000.00)
10-9753 COURT SECURITY & TECH REIMB.	46,000.00	0.00	0.00	0.00	0.00	( 46,000.00)
10-9754 TRANFER FROM MOTEL TAX FUND	<u>17,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>( 17,500.00)</u>
TOTAL INTERFUND ACTIVITY	2,164,286.00	506,224.26	920,481.27	42.53	0.00	( 1,243,804.73)
<b>MISCELLANEOUS REVENUE</b>						
10-9802 SALE OF ASSETS	79,000.00	0.00	0.00	0.00	0.00	( 79,000.00)
10-9803 REFUND OF INSURANCE PREMIUM	0.00	0.00	500.00	0.00	0.00	500.00
10-9805 DONATIONS--PARK	0.00	0.00	730.00	0.00	0.00	730.00
10-9808 DONATION-CITY BEAUTIFICATION	0.00	0.00	3,213.00	0.00	0.00	3,213.00
10-9811 REIMBRSMNT-WORKMEN'S COMP	0.00	0.00	524.98	0.00	0.00	524.98
10-9815 INSURANCE SETTLEMENT	0.00	0.00	496.24	0.00	0.00	496.24
10-9816 PROPERTY LIENS/ORD VIOLATION	0.00	0.00	280.00	0.00	0.00	280.00
10-9899 MISCELLANEOUS	<u>90,000.00</u>	<u>15,591.47</u>	<u>34,178.31</u>	<u>37.98</u>	<u>0.00</u>	<u>( 55,821.69)</u>
TOTAL MISCELLANEOUS REVENUE	169,000.00	15,591.47	39,922.53	23.62	0.00	( 129,077.47)
<b>OTHER AGENCY REVENUES</b>						
10-9901 GRANTS/CONTRACTS-COPS	0.00	4,000.00	6,150.00	0.00	0.00	6,150.00
10-9904 FEMA	0.00	0.00	4,230.24	0.00	0.00	4,230.24
10-9905 AMBULANCE FEES STATE GRANT	500,000.00	0.00	151,843.14	30.37	0.00	( 348,156.86)
10-9906 LEOSE FUNDS - TRAINING GRANT	<u>0.00</u>	<u>0.00</u>	<u>3,020.24</u>	<u>0.00</u>	<u>0.00</u>	<u>3,020.24</u>
TOTAL OTHER AGENCY REVENUES	<u>500,000.00</u>	<u>4,000.00</u>	<u>165,243.62</u>	<u>33.05</u>	<u>0.00</u>	<u>( 334,756.38)</u>
*** TOTAL FUND REVENUES ***	16,458,436.00	1,194,201.87	11,856,617.18	72.04	0.00	( 4,601,818.82)
*** TOTAL AVAILABLE REVENUES ***	26,081,581.01		21,479,762.19			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
11-ADMINISTRATIVE SERVICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
11-3001 SALARIES	358,902.00	26,487.10	184,931.20	51.53	0.00	173,970.80
11-3002 WAGES	0.00	429.56	1,134.63	0.00	0.00	( 1,134.63)
11-3003 LONGEVITY	720.00	48.00	315.76	43.86	0.00	404.24
11-3010 INCENTIVES	720.00	0.00	0.00	0.00	0.00	720.00
11-3020 EMPLOYEE AWARDS/BONUS	1,700.00	0.00	1,039.99	61.18	0.00	660.01
11-3051 FICA/MEDICARE TAXES	24,772.00	1,865.39	12,578.22	50.78	0.00	12,193.78
11-3052 WORKMEN'S COMPENSATION	11,550.00	0.00	9,029.67	78.18	0.00	2,520.33
11-3053 UNEMPLOYMENT COMPENSATION	3,600.00	27.00	96.12	2.67	0.00	3,503.88
11-3054 RETIREMENT	49,251.00	4,039.28	30,387.70	61.70	0.00	18,863.30
11-3055 HEALTH INSURANCE	40,853.00	3,408.09	23,852.97	58.39	0.00	17,000.03
11-3056 LIFE INS	261.00	19.14	133.98	51.33	0.00	127.02
11-3057 DENTAL INSURANCE	2,785.00	211.00	1,477.00	53.03	0.00	1,308.00
11-3058 LONG-TERM DISABILITY	<u>1,381.00</u>	<u>0.00</u>	<u>448.60</u>	<u>32.48</u>	<u>0.00</u>	<u>932.40</u>
TOTAL SALARIES, WAGES & BENEFIT	496,495.00	36,534.56	265,425.84	53.46	0.00	231,069.16
<b>SUPPLIES</b>						
11-3502 POSTAGE/FREIGHT/DEL. FEE	150.00	0.00	0.00	0.00	0.00	150.00
11-3503 OFFICE SUPPLIES	4,000.00	0.00	597.91	14.95	0.00	3,402.09
11-3510 BOOKS & PERIODICALS	200.00	0.00	256.99	128.50	0.00	( 56.99)
11-3520 FOOD	<u>10,000.00</u>	<u>10.46</u>	<u>3,892.28</u>	<u>38.92</u>	<u>0.00</u>	<u>6,107.72</u>
TOTAL SUPPLIES	14,350.00	10.46	4,747.18	33.08	0.00	9,602.82
<b>MAINTENANCE--EQUIPMENT</b>						
11-4501 FURN., FIXT., & OFF. MACH.	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>
TOTAL MAINTENANCE--EQUIPMENT	2,000.00	0.00	0.00	0.00	0.00	2,000.00
<b>SERVICES</b>						
11-5001 MAYOR & COUNCIL EXPENDITURES	4,000.00	0.00	552.35	13.81	0.00	3,447.65
11-5007 RECORDS MANAGEMENT	6,000.00	444.99	3,098.84	51.65	0.00	2,901.16
11-5012 PRINTING	250.00	0.00	174.25	69.70	0.00	75.75
11-5014 MEDICAL EXPENSES	8,000.00	138.50	4,226.50	52.83	0.00	3,773.50
11-5020 COMMUNICATIONS	3,600.00	221.05	1,485.39	41.26	0.00	2,114.61
11-5025 PUBLIC NOTICES	7,500.00	516.06	4,774.60	63.66	0.00	2,725.40
11-5026 CODIFICATIONS	6,500.00	0.00	2,675.04	41.15	0.00	3,824.96
11-5027 MEMBERSHIPS/SUBSCRIPTIONS	6,000.00	81.95	3,854.60	64.24	0.00	2,145.40
11-5029 TRAVEL/TRAINING	19,000.00	0.00	2,760.32	14.53	0.00	16,239.68
11-5030 CAR ALLOWANCE	6,600.00	500.00	3,500.00	53.03	0.00	3,100.00
11-5041 NEWSLETTER	<u>9,500.00</u>	<u>445.29</u>	<u>2,671.45</u>	<u>28.12</u>	<u>0.00</u>	<u>6,828.55</u>
TOTAL SERVICES	76,950.00	2,347.84	29,773.34	38.69	0.00	47,176.66

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
11-ADMINISTRATIVE SERVICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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<u>SUNDRY</u>						
11-5401 ELECTION EXPENSE	<u>7,000.00</u>	<u>2,471.79</u>	<u>2,794.81</u>	<u>39.93</u>	<u>0.00</u>	<u>4,205.19</u>
TOTAL SUNDRY	7,000.00	2,471.79	2,794.81	39.93	0.00	4,205.19
<u>PROFESSIONAL SERVICES</u>						
TOTAL						
<u>OTHER SERVICES</u>						
11-6005 NOTARY SURETY BONDS	<u>300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>
TOTAL OTHER SERVICES	300.00	0.00	0.00	0.00	0.00	300.00
<u>CAPITAL OUTLAY</u>						
TOTAL						
<u>INTERFUND ACTIVITY</u>						
11-9772 TECHNOLOGY USER FEE	<u>4,250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,250.00</u>
TOTAL INTERFUND ACTIVITY	4,250.00	0.00	0.00	0.00	0.00	4,250.00
TOTAL 11-ADMINISTRATIVE SERVICE	<u>601,345.00</u>	<u>41,364.65</u>	<u>302,741.17</u>	<u>50.34</u>	<u>0.00</u>	<u>298,603.83</u>
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CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
12-LEGAL/OTHER SERVICES  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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<u>SALARIES, WAGES &amp; BENEFIT</u>						
12-3052 WORKMEN'S COMPENSATION	300.00	0.00	235.82	78.61	0.00	64.18
TOTAL SALARIES, WAGES & BENEFIT	300.00	0.00	235.82	78.61	0.00	64.18
<u>SERVICES</u>						
12-5023 GRANTS AND INCENTIVES	1,459,168.00	0.00	266,929.00	18.29	0.00	1,192,239.00
TOTAL SERVICES	1,459,168.00	0.00	266,929.00	18.29	0.00	1,192,239.00
<u>SUNDRY</u>						
TOTAL						
<u>PROFESSIONAL SERVICES</u>						
12-5502 LEGAL FEES	125,000.00	12,013.14	107,982.96	86.39	0.00	17,017.04
12-5515 CONSULTANT SERVICES	4,500.00	0.00	15,350.00	341.11	0.00	( 10,850.00)
TOTAL PROFESSIONAL SERVICES	129,500.00	12,013.14	123,332.96	95.24	0.00	6,167.04
<u>OTHER SERVICES</u>						
12-6001 AUTOMOBILE LIABILITY	38,531.00	0.00	37,588.00	97.55	0.00	943.00
12-6003 LIABILITY-FIRE & CASUALTY INSR	69,140.00	0.00	67,964.18	98.30	0.00	1,175.82
12-6005 SURETY BONDS	500.00	0.00	477.00	95.40	0.00	23.00
12-6007 INSURANCE/DEDUCTIBLE	0.00	0.00	( 3,278.84)	0.00	0.00	3,278.84
TOTAL OTHER SERVICES	108,171.00	0.00	102,750.34	94.99	0.00	5,420.66
<u>CAPITAL OUTLAY</u>						
12-6570 LAND ACQUISITION	5,183,703.00	0.00	5,192,903.13	100.18	0.00	( 9,200.13)
TOTAL CAPITAL OUTLAY	5,183,703.00	0.00	5,192,903.13	100.18	0.00	( 9,200.13)
<u>INTERFUND ACTIVITY</u>						
12-9760 TRFR TO CAPITAL IMPROVEMENTS	5,455,000.00	0.00	0.00	0.00	0.00	5,455,000.00
12-9761 TRANSFER TO GOLF FUND	634,067.00	0.00	0.00	0.00	0.00	634,067.00
12-9772 TECHNOLOGY USER FEES	500.00	0.00	0.00	0.00	0.00	500.00
TOTAL INTERFUND ACTIVITY	6,089,567.00	0.00	0.00	0.00	0.00	6,089,567.00
TOTAL 12-LEGAL/OTHER SERVICES	12,970,409.00	12,013.14	5,686,151.25	43.84	0.00	7,284,257.75
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CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
13-INFO TECHNOLOGY  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
13-3001 SALARIES	188,352.00	14,411.48	99,668.01	52.92	0.00	88,683.99
13-3002 WAGES	9,579.00	780.00	4,020.00	41.97	0.00	5,559.00
13-3003 LONGEVITY	960.00	66.46	446.72	46.53	0.00	513.28
13-3051 FICA/MEDICARE TAXES	15,215.00	1,122.79	8,201.03	53.90	0.00	7,013.97
13-3052 WORKMEN'S COMPENSATION	408.00	0.00	312.07	76.49	0.00	95.93
13-3053 EMPLOYMENT TAXES	3,600.00	28.80	83.52	2.32	0.00	3,516.48
13-3054 RETIREMENT	28,345.00	2,190.82	16,394.89	57.84	0.00	11,950.11
13-3055 HEALTH INSURANCE	31,800.00	2,653.66	18,571.96	58.40	0.00	13,228.04
13-3056 LIFE INS	261.00	19.14	133.98	51.33	0.00	127.02
13-3057 DENTAL INSURANCE	2,785.00	211.00	1,477.00	53.03	0.00	1,308.00
13-3058 LONG-TERM DISABILITY	<u>795.00</u>	<u>0.00</u>	<u>314.65</u>	<u>39.58</u>	<u>0.00</u>	<u>480.35</u>
TOTAL SALARIES, WAGES & BENEFIT	282,100.00	21,484.15	149,623.83	53.04	0.00	132,476.17
<b>SUPPLIES</b>						
13-3502 POSTAGE/FREIGHT	500.00	0.00	276.64	55.33	0.00	223.36
13-3503 OFFICE SUPPLIES	250.00	0.00	0.00	0.00	0.00	250.00
13-3509 COMPUTER SUPPLIES	2,200.00	129.89	1,436.25	65.28	0.00	763.75
13-3510 BOOKS & PERIODICALS	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL SUPPLIES	3,050.00	129.89	1,712.89	56.16	0.00	1,337.11
<b>MAINTENANCE--EQUIPMENT</b>						
13-4501 FURN. FIXTURES. OFF EQUIPMENT	6,314.00	208.53	2,971.49	70.44	1,476.19	1,866.32
13-4502 COMPUTER EQUIPMENT	9,500.00	607.30	4,685.26	49.32	0.00	4,814.74
13-4504 SOFTWARE MAINTENANCE	<u>182,255.00</u>	<u>2,670.00</u>	<u>61,126.21</u>	<u>52.14</u>	<u>33,907.77</u>	<u>87,221.02</u>
TOTAL MAINTENANCE--EQUIPMENT	198,069.00	3,485.83	68,782.96	52.59	35,383.96	93,902.08
<b>SERVICES</b>						
13-5020 COMMUNICATIONS	26,160.00	364.11	11,437.20	43.72	0.00	14,722.80
13-5027 MEMBERSHIPS/SUBSCRIPT	1,250.00	0.00	427.81	34.22	0.00	822.19
13-5029 TRAVEL/TRAINING	<u>7,600.00</u>	<u>0.00</u>	<u>5,500.00</u>	<u>72.37</u>	<u>0.00</u>	<u>2,100.00</u>
TOTAL SERVICES	35,010.00	364.11	17,365.01	49.60	0.00	17,644.99
<b>PROFESSIONAL SERVICES</b>						
13-5515 CONSULTANT SERVICES	<u>48,800.00</u>	<u>5,447.00</u>	<u>8,741.00</u>	<u>36.61</u>	<u>9,125.00</u>	<u>30,934.00</u>
TOTAL PROFESSIONAL SERVICES	48,800.00	5,447.00	8,741.00	36.61	9,125.00	30,934.00
<b>CAPITAL OUTLAY</b>						
13-6573 COMPUTER EQUIPMENT	7,000.00	0.00	0.00	0.00	0.00	7,000.00
13-6574 COMPUTER SOFTWARE	<u>66,524.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>66,524.00</u>
TOTAL CAPITAL OUTLAY	73,524.00	0.00	0.00	0.00	0.00	73,524.00

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
13-INFO TECHNOLOGY  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>INTERFUND ACTIVITY</b>						
13-9740 COMPUTER CAPITAL USER FEE	50,000.00	0.00	0.00	0.00	0.00	50,000.00
13-9771 TECHNOLOGY PURCHASE CONTRIBUTI	2,500.00	0.00	0.00	0.00	0.00	2,500.00
13-9772 TECHNOLOGY USER FEE	<u>48,842.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,842.00</u>
TOTAL INTERFUND ACTIVITY	<u>101,342.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>101,342.00</u>
 TOTAL 13-INFO TECHNOLOGY	 741,895.00	 30,910.98	 246,225.69	 39.19	 44,508.96	 451,160.35

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
14-PURCHASING  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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<u>SUPPLIES</u>						
14-3502 POSTAGE/FREIGHT	13,000.00	1,751.17	9,244.34	71.11	0.00	3,755.66
14-3503 OFFICE SUPPLIES	<u>5,000.00</u>	<u>0.00</u>	<u>2,008.75</u>	<u>40.18</u>	<u>0.00</u>	<u>2,991.25</u>
TOTAL SUPPLIES	18,000.00	1,751.17	11,253.09	62.52	0.00	6,746.91
<u>MAINTENANCE--EQUIPMENT</u>						
TOTAL						
<u>SERVICES</u>						
14-5012 PRINTING	1,000.00	0.00	552.70	55.27	0.00	447.30
14-5022 RENTAL OF EQUIPMENT	<u>2,600.00</u>	<u>0.00</u>	<u>612.00</u>	<u>23.54</u>	<u>0.00</u>	<u>1,988.00</u>
TOTAL SERVICES	3,600.00	0.00	1,164.70	32.35	0.00	2,435.30
<u>PROFESSIONAL SERVICES</u>						
TOTAL						
<u>CAPITAL OUTLAY</u>						
TOTAL						
TOTAL 14-PURCHASING	<u>21,600.00</u>	<u>1,751.17</u>	<u>12,417.79</u>	<u>57.49</u>	<u>0.00</u>	<u>9,182.21</u>

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
15-ACCOUNTING SERVICES  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
15-3001 SALARIES	197,457.00	15,463.79	107,290.14	54.34	0.00	90,166.86
15-3003 LONGEVITY	1,344.00	99.68	686.70	51.09	0.00	657.30
15-3007 OVERTIME	2,000.00	283.48	3,082.21	154.11	0.00	( 1,082.21)
15-3010 INCENTIVES	600.00	46.16	323.12	53.85	0.00	276.88
15-3051 FICA/MEDICARE TAXES	15,407.00	1,119.10	8,566.85	55.60	0.00	6,840.15
15-3052 WORKMEN'S COMPENSATION	413.00	0.00	323.08	78.23	0.00	89.92
15-3053 EMPLOYMENT TAXES	2,700.00	26.72	26.72	0.99	0.00	2,673.28
15-3054 RETIREMENT	30,155.00	2,380.23	18,051.77	59.86	0.00	12,103.23
15-3055 HEALTH INSURANCE	33,977.00	2,835.11	19,842.11	58.40	0.00	14,134.89
15-3056 LIFE INS	261.00	19.14	133.98	51.33	0.00	127.02
15-3057 DENTAL INSURANCE	3,433.00	211.00	1,624.12	47.31	0.00	1,808.88
15-3058 LONG-TERM DISABILITY	846.00	0.00	322.35	38.10	0.00	523.65
TOTAL SALARIES, WAGES & BENEFIT	288,593.00	22,484.41	160,273.15	55.54	0.00	128,319.85
<b>SUPPLIES</b>						
15-3502 POSTAGE/FREIGHT/DEL.FEE	200.00	0.00	24.47	12.24	0.00	175.53
15-3503 OFFICE SUPPLIES	700.00	24.88	183.11	26.16	0.00	516.89
15-3510 BOOKS & PERIODICALS	50.00	0.00	50.00	100.00	0.00	0.00
TOTAL SUPPLIES	950.00	24.88	257.58	27.11	0.00	692.42
<b>MAINTENANCE--EQUIPMENT</b>						
15-4501 FURN.FIXT. & OFF.MACH.	150.00	0.00	0.00	0.00	0.00	150.00
TOTAL MAINTENANCE--EQUIPMENT	150.00	0.00	0.00	0.00	0.00	150.00
<b>SERVICES</b>						
15-5012 PRINTING	1,200.00	0.00	769.97	64.16	0.00	430.03
15-5020 COMMUNICATIONS	4,000.00	221.05	1,435.38	35.88	0.00	2,564.62
15-5027 MEMBERSHIPS	400.00	0.00	313.04	78.26	0.00	86.96
15-5029 TRAVEL/TRAINING	4,500.00	0.00	997.43	22.17	0.00	3,502.57
TOTAL SERVICES	10,100.00	221.05	3,515.82	34.81	0.00	6,584.18
<b>SUNDRY</b>						
15-5405 PERMITS & FEES	550.00	0.00	97.50	17.73	0.00	452.50
TOTAL SUNDRY	550.00	0.00	97.50	17.73	0.00	452.50
<b>PROFESSIONAL SERVICES</b>						
15-5501 AUDITS/CONTRACTS/STUDIES	27,000.00	467.42	19,445.96	72.02	0.00	7,554.04
TOTAL PROFESSIONAL SERVICES	27,000.00	467.42	19,445.96	72.02	0.00	7,554.04

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
15-ACCOUNTING SERVICES  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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<u>CAPITAL OUTLAY</u>						
TOTAL						
<hr/>						
<u>INTERFUND ACTIVITY</u>						
15-9772 TECHNOLOGY USER FEE	1,700.00	0.00	0.00	0.00	0.00	1,700.00
TOTAL INTERFUND ACTIVITY	1,700.00	0.00	0.00	0.00	0.00	1,700.00
TOTAL 15-ACCOUNTING SERVICES	329,043.00	23,197.76	183,590.01	55.80	0.00	145,452.99

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
16-CUSTOMER SERVICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
16-3001 SALARIES	35,930.00	2,793.60	19,188.00	53.40	0.00	16,742.00
16-3003 LONGEVITY	480.00	36.92	241.88	50.39	0.00	238.12
16-3007 OVERTIME	1,000.00	0.00	0.00	0.00	0.00	1,000.00
16-3010 INCENTIVES	1,080.00	83.08	581.56	53.85	0.00	498.44
16-3051 FICA/MEDICARE TAXES	2,944.00	196.34	1,439.95	48.91	0.00	1,504.05
16-3052 WORKMEN'S COMPENSATION	79.00	0.00	58.96	74.63	0.00	20.04
16-3053 EMPLOYMENT TAXES	900.00	8.61	8.61	0.96	0.00	891.39
16-3054 RETIREMENT	5,763.00	433.84	3,222.99	55.93	0.00	2,540.01
16-3055 HEALTH INSURANCE	15,621.00	1,302.94	9,119.36	58.38	0.00	6,501.64
16-3056 LIFE INS	87.00	6.38	44.66	51.33	0.00	42.34
16-3057 DENTAL INSURANCE	1,144.00	37.64	263.48	23.03	0.00	880.52
16-3058 LONG-TERM DISABILITY	157.00	0.00	59.90	38.15	0.00	97.10
TOTAL SALARIES, WAGES & BENEFIT	65,185.00	4,899.35	34,229.35	52.51	0.00	30,955.65
<b>SUPPLIES</b>						
16-3503 OFFICE SUPPLIES	500.00	23.00	83.50	16.70	0.00	416.50
TOTAL SUPPLIES	500.00	23.00	83.50	16.70	0.00	416.50
<b>MAINTENANCE--EQUIPMENT</b>						
16-4501 FURN., FIX, & OFF MACH EQ	400.00	0.00	24.99	6.25	0.00	375.01
TOTAL MAINTENANCE--EQUIPMENT	400.00	0.00	24.99	6.25	0.00	375.01
<b>SERVICES</b>						
16-5020 COMMUNICATIONS	3,000.00	128.75	789.27	26.31	0.00	2,210.73
TOTAL SERVICES	3,000.00	128.75	789.27	26.31	0.00	2,210.73
<b>PROFESSIONAL SERVICES</b>						
16-5527 HARRIS CTY APPRAISAL DIST	66,000.00	0.00	29,226.00	44.28	0.00	36,774.00
16-5528 HARRIS CTY TAX OFFICE	7,000.00	0.00	5,445.10	77.79	0.00	1,554.90
TOTAL PROFESSIONAL SERVICES	73,000.00	0.00	34,671.10	47.49	0.00	38,328.90
<b>OTHER SERVICES</b>						
TOTAL						
<b>CAPITAL OUTLAY</b>						
TOTAL						
<b>INTERFUND ACTIVITY</b>						
16-9772 TECHNOLOGY USER FEE	250.00	0.00	0.00	0.00	0.00	250.00
TOTAL INTERFUND ACTIVITY	250.00	0.00	0.00	0.00	0.00	250.00
TOTAL 16-CUSTOMER SERVICE	142,335.00	5,051.10	69,798.21	49.04	0.00	72,536.79

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
19-MUNICIPAL COURT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
19-3001 SALARIES	197,767.00	12,804.94	89,072.60	45.04	0.00	108,694.40
19-3003 LONGEVITY	1,248.00	64.61	435.65	34.91	0.00	812.35
19-3007 OVERTIME	5,000.00	0.00	1,102.02	22.04	0.00	3,897.98
19-3010 INCENTIVES	2,280.00	212.32	1,486.24	65.19	0.00	793.76
19-3051 FICA/MEDICARE TAXES	15,782.00	1,041.23	7,840.72	49.68	0.00	7,941.28
19-3052 WORKMEN'S COMPENSATION	423.00	0.00	345.09	81.58	0.00	77.91
19-3053 EMPLOYMENT TAXES	3,600.00	34.78	196.78	5.47	0.00	3,403.22
19-3054 RETIREMENT	30,887.00	2,134.03	16,231.31	52.55	0.00	14,655.69
19-3055 HEALTH INSURANCE	40,545.00	4,391.75	30,737.37	75.81	0.00	9,807.63
19-3056 LIFE INS	348.00	25.52	178.64	51.33	0.00	169.36
19-3057 DENTAL INSURANCE	2,635.00	248.64	1,740.48	66.05	0.00	894.52
19-3058 LONG-TERM DISABILITY	748.00	0.00	311.80	41.68	0.00	436.20
TOTAL SALARIES, WAGES & BENEFIT	301,263.00	20,957.82	149,678.70	49.68	0.00	151,584.30
<b>SUPPLIES</b>						
19-3503 OFFICE SUPPLIES	2,000.00	0.00	907.76	45.39	0.00	1,092.24
19-3510 BOOKS & PERIODICALS	200.00	0.00	78.95	39.48	0.00	121.05
19-3523 TOOLS/EQUIPMENT	100.00	0.00	0.00	0.00	0.00	100.00
TOTAL SUPPLIES	2,300.00	0.00	986.71	42.90	0.00	1,313.29
<b>MAINTENANCE--EQUIPMENT</b>						
19-4501 FURN., FIXT. & OFF. MACH.	500.00	0.00	149.97	29.99	0.00	350.03
TOTAL MAINTENANCE--EQUIPMENT	500.00	0.00	149.97	29.99	0.00	350.03
<b>SERVICES</b>						
19-5012 PRINTING	4,000.00	0.00	1,370.60	34.27	0.00	2,629.40
19-5020 COMMUNICATIONS	3,000.00	128.75	789.27	26.31	0.00	2,210.73
19-5027 MEMBERSHIPS	300.00	0.00	160.00	53.33	0.00	140.00
19-5029 TRAVEL/TRAINING	3,500.00	0.00	495.22	14.15	0.00	3,004.78
TOTAL SERVICES	10,800.00	128.75	2,815.09	26.07	0.00	7,984.91
<b>SUNDRY</b>						
19-5404 JURY EXPENSE	300.00	0.00	0.00	0.00	0.00	300.00
TOTAL SUNDRY	300.00	0.00	0.00	0.00	0.00	300.00
<b>PROFESSIONAL SERVICES</b>						
19-5505 JUDGES	55,000.00	5,075.00	24,300.00	44.18	0.00	30,700.00
19-5506 PROSECUTORS	35,000.00	2,400.00	12,300.00	35.14	0.00	22,700.00
19-5516 COLLECTION AGENCY FEES	2,000.00	263.50	1,610.50	80.53	0.00	389.50
19-5518 INTERPRETERS	500.00	0.00	30.29	6.06	0.00	469.71
TOTAL PROFESSIONAL SERVICES	92,500.00	7,738.50	38,240.79	41.34	0.00	54,259.21

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
19-MUNICIPAL COURT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
-----						
<u>OTHER SERVICES</u>						
TOTAL						
<u>CAPITAL OUTLAY</u>						
TOTAL						
<u>INTERFUND ACTIVITY</u>						
TOTAL						
TOTAL 19-MUNICIPAL COURT	407,663.00	28,825.07	191,871.26	47.07	0.00	215,791.74
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CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
21-POLICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
21-3001 SALARIES	1,711,234.00	132,341.51	892,305.48	52.14	0.00	818,928.52
21-3003 LONGEVITY	7,056.00	457.86	3,136.56	44.45	0.00	3,919.44
21-3007 OVERTIME	100,000.00	2,144.77	28,746.81	28.75	0.00	71,253.19
21-3010 INCENTIVES	24,119.00	1,762.98	12,608.55	52.28	0.00	11,510.45
21-3014 S.T.E.P. PROGRAM	60,000.00	5,576.26	28,244.97	47.07	0.00	31,755.03
21-3051 FICA/MEDICARE TAXES	142,668.00	10,301.21	75,200.73	52.71	0.00	67,467.27
21-3052 WORKMEN'S COMPENSATION	37,698.00	0.00	29,430.72	78.07	0.00	8,267.28
21-3053 EMPLOYMENT TAXES	25,200.00	260.06	893.87	3.55	0.00	24,306.13
21-3054 RETIREMENT	275,634.00	20,671.06	152,316.71	55.26	0.00	123,317.29
21-3055 HEALTH INSURANCE	304,830.00	20,081.49	137,575.10	45.13	0.00	167,254.90
21-3056 LIFE INS	2,262.00	160.94	1,099.83	48.62	0.00	1,162.17
21-3057 DENTAL INSURANCE	23,125.00	1,538.66	10,460.65	45.24	0.00	12,664.35
21-3058 LONG-TERM DISABILITY	7,228.00	(0.60)	2,835.79	39.23	0.00	4,392.21
TOTAL SALARIES, WAGES & BENEFIT	2,721,054.00	195,296.20	1,374,855.77	50.53	0.00	1,346,198.23
<b>SUPPLIES</b>						
21-3502 POSTAGE/FREIGHT/DEL. FEE	100.00	0.00	14.90	14.90	0.00	85.10
21-3503 OFFICE SUPPLIES	7,900.00	684.33	3,161.36	40.02	0.00	4,738.64
21-3504 WEARING APPAREL	18,474.00	50.99	5,086.84	27.54	0.00	13,387.16
21-3505 CRIME PREVENTION SUPPLIES	2,000.00	0.00	255.00	12.75	0.00	1,745.00
21-3510 BOOKS AND PERIODICALS	2,500.00	1,000.00	2,668.00	106.72	0.00	(168.00)
21-3515 MEDICAL SUPPLIES	1,000.00	0.00	625.20	62.52	0.00	374.80
21-3519 AMMUNITION AND TARGETS	6,000.00	0.00	4,763.74	93.27	832.68	403.58
21-3520 FOOD	2,400.00	0.00	663.08	27.63	0.00	1,736.92
21-3523 TOOLS/EQUIPMENT	4,750.00	139.80	1,870.48	39.38	0.00	2,879.52
21-3534 PARTS AND MATERIALS	500.00	0.00	200.00	40.00	0.00	300.00
TOTAL SUPPLIES	45,624.00	1,875.12	19,308.60	44.15	832.68	25,482.72
<b>MAINTENANCE--EQUIPMENT</b>						
21-4501 FURN. FIXT. & OFF. MACH.	5,597.00	186.33	964.98	58.96	2,335.02	2,297.00
21-4503 RADIO AND RADAR EQUIPMENT	2,500.00	0.00	0.00	0.00	0.00	2,500.00
21-4510 VEHICLE CLEANING	2,500.00	16.50	539.75	21.59	0.00	1,960.25
21-4599 MISCELLANEOUS EQUIPMENT	15,805.70	40.75	5,787.55	36.74	20.00	9,998.15
TOTAL MAINTENANCE--EQUIPMENT	26,402.70	243.58	7,292.28	36.54	2,355.02	16,755.40
<b>SERVICES</b>						
21-5012 PRINTING	2,000.00	0.00	142.00	7.10	0.00	1,858.00
21-5015 LAB TESTS	2,400.00	0.00	(1,496.00)	62.33-	0.00	3,896.00
21-5020 COMMUNICATIONS	10,000.00	533.14	3,613.80	36.14	0.00	6,386.20
21-5022 RENTAL OF EQUIPMENT	30,000.00	702.75	3,928.35	24.22	3,339.00	22,732.65
21-5025 PUBLIC NOTICES	250.00	0.00	0.00	0.00	0.00	250.00
21-5027 MEMBERSHIPS	1,400.00	0.00	725.00	51.79	0.00	675.00
21-5029 TRAVEL/TRAINING	22,500.00	530.00	5,558.88	24.71	0.00	16,941.12
TOTAL SERVICES	68,550.00	1,765.89	12,472.03	23.06	3,339.00	52,738.97

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
21-POLICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SUNDRY</u>						
21-5402 JAIL EXPENSE	8,000.00	182.69	1,135.67	14.20	0.00	6,864.33
TOTAL SUNDRY	8,000.00	182.69	1,135.67	14.20	0.00	6,864.33
<u>PROFESSIONAL SERVICES</u>						
21-5515 CONSULTANT SERVICES	1,800.00	0.00	1,544.00	85.78	0.00	256.00
TOTAL PROFESSIONAL SERVICES	1,800.00	0.00	1,544.00	85.78	0.00	256.00
<u>OTHER SERVICES</u>						
21-6003 LIABILITY-FIRE & CASUALTY INSR	21,400.00	0.00	20,640.00	96.45	0.00	760.00
21-6005 NOTARY SURETY BONDS	340.00	0.00	0.00	0.00	0.00	340.00
TOTAL OTHER SERVICES	21,740.00	0.00	20,640.00	94.94	0.00	1,100.00
<u>DEBT SERVICE</u>						
TOTAL						
<u>CAPITAL OUTLAY</u>						
21-6571 OFFICE FURNITURE AND EQUIPMENT	4,000.00	3,780.00	3,780.00	94.50	0.00	220.00
21-6572 SPECIAL EQUIPMENT-	317,000.00	2,650.00	314,650.00	99.26	0.00	2,350.00
TOTAL CAPITAL OUTLAY	321,000.00	6,430.00	318,430.00	99.20	0.00	2,570.00
<u>INTERFUND ACTIVITY</u>						
21-9772 TECHNOLOGY USER FEE	16,000.00	0.00	0.00	0.00	0.00	16,000.00
TOTAL INTERFUND ACTIVITY	16,000.00	0.00	0.00	0.00	0.00	16,000.00
TOTAL 21-POLICE	3,230,170.70	205,793.48	1,755,678.35	54.55	6,526.70	1,467,965.65

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
22- RED LIGHT CAMERA  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
-----						
SALARIES, WAGES & BENEFIT	_____	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____	_____	_____
TOTAL	=====	=====	=====	=====	=====	=====

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
23-COMMUNICATIONS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
23-3001 SALARIES	390,681.00	26,856.99	197,789.54	50.63	0.00	192,891.46
23-3002 WAGES	24,870.00	0.00	1,500.00	6.03	0.00	23,370.00
23-3003 LONGEVITY	1,248.00	73.86	452.47	36.26	0.00	795.53
23-3007 OVERTIME	50,000.00	6,496.25	33,565.29	67.13	0.00	16,434.71
23-3010 INCENTIVES	10,320.00	664.56	4,236.57	41.05	0.00	6,083.43
23-3018 PERFORMANCE PAY	36,204.00	0.00	0.00	0.00	0.00	36,204.00
23-3051 FICA/MEDICARE TAXES	0.00	2,474.47	18,675.28	0.00	0.00	( 18,675.28)
23-3052 WORKMEN'S COMPENSATION	967.00	0.00	734.98	76.01	0.00	232.02
23-3053 EMPLOYMENT TAXES	11,700.00	80.14	285.81	2.44	0.00	11,414.19
23-3054 RETIREMENT	66,815.00	5,020.73	38,107.43	57.03	0.00	28,707.57
23-3055 HEALTH INSURANCE	111,682.00	5,308.54	38,408.49	34.39	0.00	73,273.51
23-3056 LIFE INS	783.00	57.42	395.56	50.52	0.00	387.44
23-3057 DENTAL INSURANCE	7,362.00	286.28	2,276.80	30.93	0.00	5,085.20
23-3058 LONG-TERM DISABILITY	<u>1,664.00</u>	<u>0.00</u>	<u>567.26</u>	<u>34.09</u>	<u>0.00</u>	<u>1,096.74</u>
TOTAL SALARIES, WAGES & BENEFIT	714,296.00	47,319.24	336,995.48	47.18	0.00	377,300.52
<b>SUPPLIES</b>						
23-3502 POSTAGE	100.00	0.00	0.00	0.00	0.00	100.00
23-3503 OFFICE SUPPLIES	4,390.00	0.00	1,945.55	44.32	0.00	2,444.45
23-3504 WEARING APPAREL	3,475.00	79.98	1,091.85	31.42	0.00	2,383.15
23-3510 BOOKS AND PERIODICALS	200.00	0.00	196.00	98.00	0.00	4.00
23-3523 TOOLS/EQUIPMENT	<u>3,000.00</u>	<u>150.68</u>	<u>900.19</u>	<u>30.01</u>	<u>0.00</u>	<u>2,099.81</u>
TOTAL SUPPLIES	11,165.00	230.66	4,133.59	37.02	0.00	7,031.41
<b>MAINTENANCE--EQUIPMENT</b>						
23-4501 FURN.FIXT. & OFF.MACH.	18,800.00	126.82	7,617.05	40.52	0.00	11,182.95
23-4503 RADIO AND RADAR EQUIPMENT	1,250.00	185.93	185.93	14.87	0.00	1,064.07
23-4505 TELEPHONE MAINTENANCE	13,400.00	0.00	0.00	0.00	0.00	13,400.00
23-4599 MISCELLANEOUS EQUIPMENT	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL MAINTENANCE--EQUIPMENT	33,550.00	312.75	7,802.98	23.26	0.00	25,747.02
<b>SERVICES</b>						
23-5012 PRINTING	100.00	0.00	0.00	0.00	0.00	100.00
23-5020 COMMUNICATIONS	4,500.00	189.39	1,163.72	25.86	0.00	3,336.28
23-5023 COMMUNICATIONS-EMERGY RSP. FEE	1,500.00	0.00	0.00	0.00	0.00	1,500.00
23-5024 RADIO USAGE FEES	2,000.00	89.00	534.00	26.70	0.00	1,466.00
23-5027 MEMBERSHIPS	1,200.00	0.00	513.00	42.75	0.00	687.00
23-5029 TRAVEL/TRAINING	<u>6,000.00</u>	<u>0.00</u>	<u>1,294.00</u>	<u>21.57</u>	<u>0.00</u>	<u>4,706.00</u>
TOTAL SERVICES	15,300.00	278.39	3,504.72	22.91	0.00	11,795.28

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
23-COMMUNICATIONS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<u>PROFESSIONAL SERVICES</u>						
TOTAL						
<u>OTHER SERVICES</u>						
23-6005 SURETY BONDS	600.00	0.00	0.00	0.00	0.00	600.00
TOTAL OTHER SERVICES	600.00	0.00	0.00	0.00	0.00	600.00
<u>CAPITAL OUTLAY</u>						
TOTAL						
<u>INTERFUND ACTIVITY</u>						
23-9772 TECHNOLOGY USER FEE	54,950.00	0.00	0.00	0.00	0.00	54,950.00
TOTAL INTERFUND ACTIVITY	54,950.00	0.00	0.00	0.00	0.00	54,950.00
TOTAL 23-COMMUNICATIONS	829,861.00	48,141.04	352,436.77	42.47	0.00	477,424.23

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
25-FIRE DEPARTMENT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
25-3001 SALARIES	443,002.00	35,853.73	242,752.64	54.80	0.00	200,249.36
25-3002 WAGES	136,284.00	8,659.82	59,572.10	43.71	0.00	76,711.90
25-3003 LONGEVITY	2,976.00	225.22	1,526.64	51.30	0.00	1,449.36
25-3007 OVERTIME	40,000.00	7,520.07	34,445.77	86.11	0.00	5,554.23
25-3009 VOLUNTEERS STIPEND	64,000.00	2,778.00	18,556.00	28.99	0.00	45,444.00
25-3010 INCENTIVES	14,250.00	406.12	3,610.56	25.34	0.00	10,639.44
25-3051 FICA/MEDICARE TAXES	53,059.00	4,078.11	28,070.63	52.90	0.00	24,988.37
25-3052 WORKMEN'S COMPENSATION	21,582.00	0.00	14,481.11	67.10	0.00	7,100.89
25-3053 EMPLOYMENT TAXES	8,100.00	91.51	726.19	8.97	0.00	7,373.81
25-3054 RETIREMENT	73,410.00	6,586.73	45,380.94	61.82	0.00	28,029.06
25-3055 HEALTH INSURANCE	89,972.00	7,505.03	52,527.89	58.38	0.00	37,444.11
25-3056 LIFE INS	522.00	38.28	267.96	51.33	0.00	254.04
25-3057 DENTAL INSURANCE	6,218.00	471.04	3,297.28	53.03	0.00	2,920.72
25-3058 LONG-TERM DISABILITY	1,891.00	0.00	726.20	38.40	0.00	1,164.80
25-3059 FIREFIGHTERS' RETIREMENT	<u>26,000.00</u>	<u>0.00</u>	<u>21,952.66</u>	<u>84.43</u>	<u>0.00</u>	<u>4,047.34</u>
TOTAL SALARIES, WAGES & BENEFIT	981,266.00	74,213.66	527,894.57	53.80	0.00	453,371.43
<b>SUPPLIES</b>						
25-3502 SHIPPING/FREIGHT CHARGES	200.00	0.00	208.05	104.03	0.00	( 8.05)
25-3503 OFFICE SUPPLIES	6,999.00	0.00	5,103.89	72.92	0.00	1,895.11
25-3504 WEARING APPAREL	46,350.00	2,852.70	43,914.64	94.75	0.00	2,435.36
25-3505 FIRE PREVENTION MATERIALS	2,900.00	0.00	0.00	0.00	0.00	2,900.00
25-3508 FILM AND CAMERA SUPPLIES	50.00	0.00	0.00	0.00	0.00	50.00
25-3510 BOOKS AND PERIODICALS	1,150.00	0.00	442.65	38.49	0.00	707.35
25-3515 MEDICAL SUPPLIES	19,000.00	2,956.55	13,578.38	71.47	0.00	5,421.62
25-3517 JANITORIAL SUPPLIES	1,400.00	0.00	0.00	0.00	0.00	1,400.00
25-3520 FOOD	8,999.00	36.94	6,407.96	71.21	0.00	2,591.04
25-3523 TOOLS/EQUIPMENT	<u>61,000.00</u>	<u>4,621.77</u>	<u>28,184.78</u>	<u>46.20</u>	<u>0.00</u>	<u>32,815.22</u>
TOTAL SUPPLIES	148,048.00	10,467.96	97,840.35	66.09	0.00	50,207.65
<b>MAINTENANCE--EQUIPMENT</b>						
25-4501 FURN, FIXT, & OFFICE EQPT.	4,700.00	158.37	1,219.53	53.03	1,272.87	2,207.60
25-4503 RADIO AND RADAR EQUIPMENT	2,500.00	0.00	0.00	0.00	0.00	2,500.00
25-4599 MAINTENANCE-MISC EQUIPMENT	<u>34,749.00</u>	<u>3,035.50</u>	<u>22,462.48</u>	<u>56.37</u>	<u>( 2,874.17)</u>	<u>15,160.69</u>
TOTAL MAINTENANCE--EQUIPMENT	41,949.00	3,193.87	23,682.01	52.64	( 1,601.30)	19,868.29
<b>SERVICES</b>						
25-5012 PRINTING	750.00	0.00	0.00	0.00	0.00	750.00
25-5014 MEDICAL EXPENSES	30,035.00	0.00	250.00	0.83	0.00	29,785.00
25-5020 COMMUNICATIONS	6,500.00	359.51	2,530.37	38.93	0.00	3,969.63
25-5024 RADIO USAGE FEES	15,000.00	1,062.50	6,375.00	42.50	0.00	8,625.00
25-5027 MEMBERSHIPS	3,115.00	220.00	2,320.00	74.48	0.00	795.00
25-5029 TRAVEL/TRAINING	<u>15,000.00</u>	<u>1,700.00</u>	<u>7,179.48</u>	<u>47.86</u>	<u>0.00</u>	<u>7,820.52</u>
TOTAL SERVICES	70,400.00	3,342.01	18,654.85	26.50	0.00	51,745.15

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
25-FIRE DEPARTMENT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SUNDRY</b>						
25-5405 LICENSES/PERMITS	999.00	0.00	0.00	0.00	0.00	999.00
TOTAL SUNDRY	999.00	0.00	0.00	0.00	0.00	999.00
<b>PROFESSIONAL SERVICES</b>						
25-5508 MEDICAL AND OTHER WASTE-DISP	1,300.00	51.65	361.55	27.81	0.00	938.45
25-5512 ACCIDENT INSURANCE	5,300.00	0.00	4,354.00	82.15	0.00	946.00
25-5516 COLLECTION AGENCY FEES	121,000.00	967.78	18,767.04	15.51	0.00	102,232.96
TOTAL PROFESSIONAL SERVICES	127,600.00	1,019.43	23,482.59	18.40	0.00	104,117.41
<b>OTHER SERVICES</b>						
TOTAL						
<b>CAPITAL OUTLAY</b>						
TOTAL						
<b>INTERFUND ACTIVITY</b>						
25-9772 TECHNOLOGY USER FEE	96,623.00	0.00	0.00	0.00	0.00	96,623.00
25-9781 EQUIP. PURCHASE CONTRIBUTION	6,250.00	0.00	0.00	0.00	0.00	6,250.00
25-9791 EQUIPMENT USER FEE	223,349.00	0.00	0.00	0.00	0.00	223,349.00
TOTAL INTERFUND ACTIVITY	326,222.00	0.00	0.00	0.00	0.00	326,222.00
TOTAL 25-FIRE DEPARTMENT	1,696,484.00	92,236.93	691,554.37	40.67	( 1,601.30)	1,006,530.93

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
30-PUBLIC WORKS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
30-3001 SALARIES	147,125.00	11,370.50	79,593.50	54.10	0.00	67,531.50
30-3003 LONGEVITY	336.00	25.84	168.00	50.00	0.00	168.00
30-3007 OVERTIME	1,000.00	0.00	0.00	0.00	0.00	1,000.00
30-3051 FICA/MEDICARE TAXES	11,816.00	789.12	5,908.16	50.00	0.00	5,907.84
30-3052 WORKMEN'S COMPENSATION	2,943.00	0.00	2,068.95	70.30	0.00	874.05
30-3053 EMPLOYMENT TAXES	1,800.00	18.00	18.00	1.00	0.00	1,782.00
30-3054 RETIREMENT	23,127.00	1,765.64	13,359.35	57.77	0.00	9,767.65
30-3055 HEALTH INSURANCE	6,567.00	549.73	3,845.67	58.56	0.00	2,721.33
30-3056 LIFE INS	174.00	12.76	89.32	51.33	0.00	84.68
30-3057 DENTAL INSURANCE	994.00	75.28	526.96	53.01	0.00	467.04
30-3058 LONG-TERM DISABILITY	<u>649.00</u>	<u>0.00</u>	<u>247.80</u>	<u>38.18</u>	<u>0.00</u>	<u>401.20</u>
TOTAL SALARIES, WAGES & BENEFIT	196,531.00	14,606.87	105,825.71	53.85	0.00	90,705.29
<b>SUPPLIES</b>						
30-3502 POSTAGE/FREIGHT/DEL. FEE	100.00	0.00	0.00	0.00	0.00	100.00
30-3503 OFFICE SUPPLIES	1,200.00	0.00	867.98	72.33	0.00	332.02
30-3504 WEARING APPAREL	300.00	0.00	0.00	0.00	0.00	300.00
30-3510 BOOKS AND PERIODICALS	100.00	0.00	0.00	0.00	0.00	100.00
30-3520 FOOD	<u>2,500.00</u>	<u>88.98</u>	<u>806.15</u>	<u>32.25</u>	<u>0.00</u>	<u>1,693.85</u>
TOTAL SUPPLIES	4,200.00	88.98	1,674.13	39.86	0.00	2,525.87
<b>MAINTENANCE--EQUIPMENT</b>						
30-4501 FURNITURE AND EQUIPMENT	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL MAINTENANCE--EQUIPMENT	100.00	0.00	0.00	0.00	0.00	100.00
<b>SERVICES</b>						
30-5012 PRINTING	300.00	0.00	0.00	0.00	0.00	300.00
30-5020 COMMUNICATIONS	3,200.00	128.73	789.17	24.66	0.00	2,410.83
30-5027 MEMBERSHIPS	350.00	0.00	0.00	0.00	0.00	350.00
30-5029 TRAVEL/TRAINING	2,000.00	33.41	33.41	1.67	0.00	1,966.59
30-5030 CAR ALLOWANCE	<u>6,000.00</u>	<u>461.54</u>	<u>3,230.78</u>	<u>53.85</u>	<u>0.00</u>	<u>2,769.22</u>
TOTAL SERVICES	11,850.00	623.68	4,053.36	34.21	0.00	7,796.64
<b>PROFESSIONAL SERVICES</b>						
30-5510 ENGINEERING SERVICES	10,000.00	0.00	0.00	0.00	0.00	10,000.00
30-5515 CONSULTANT SERVICES	<u>10,000.00</u>	<u>2,450.00</u>	<u>8,175.00</u>	<u>81.75</u>	<u>0.00</u>	<u>1,825.00</u>
TOTAL PROFESSIONAL SERVICES	20,000.00	2,450.00	8,175.00	40.88	0.00	11,825.00
<b>OTHER SERVICES</b>						
TOTAL						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
30-PUBLIC WORKS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<u>CAPITAL OUTLAY</u>						
TOTAL						
<hr/>						
<u>INTERFUND ACTIVITY</u>						
30-9772 TECHNOLOGY USER FEE	1,250.00	0.00	0.00	0.00	0.00	1,250.00
30-9781 EQUIPMENT PURCHASE CONTRIBUTIO	<u>20,240.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,240.00</u>
TOTAL INTERFUND ACTIVITY	<u>21,490.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>21,490.00</u>
TOTAL 30-PUBLIC WORKS	254,171.00	17,769.53	119,728.20	47.11	0.00	134,442.80
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CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
31-COMMUNITY DEVELOPMENT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
31-3001 SALARIES	281,422.00	17,245.70	120,014.77	42.65	0.00	161,407.23
31-3003 LONGEVITY	1,632.00	118.16	795.78	48.76	0.00	836.22
31-3007 OVERTIME	1,000.00	309.65	2,076.50	207.65	0.00	( 1,076.50)
31-3010 INCENTIVES	480.00	36.92	258.44	53.84	0.00	221.56
31-3051 FICA/MEDICARE TAXES	21,767.00	1,302.69	9,721.65	44.66	0.00	12,045.35
31-3052 WORKMEN'S COMPENSATION	1,125.00	0.00	828.53	73.65	0.00	296.47
31-3053 EMPLOYMENT TAXES	4,500.00	35.04	35.04	0.78	0.00	4,464.96
31-3054 RETIREMENT	42,602.00	2,664.58	20,072.39	47.12	0.00	22,529.61
31-3055 HEALTH INSURANCE	66,086.00	3,202.17	19,454.15	29.44	0.00	46,631.85
31-3056 LIFE INS	435.00	25.52	165.88	38.13	0.00	269.12
31-3057 DENTAL INSURANCE	3,779.00	199.60	1,203.84	31.86	0.00	2,575.16
31-3058 LONG-TERM DISABILITY	<u>1,191.00</u>	<u>0.00</u>	<u>376.85</u>	<u>31.64</u>	<u>0.00</u>	<u>814.15</u>
TOTAL SALARIES, WAGES & BENEFIT	426,019.00	25,140.03	175,003.82	41.08	0.00	251,015.18
<b>SUPPLIES</b>						
31-3503 OFFICE SUPPLIES	3,500.00	267.14	1,026.20	29.32	0.00	2,473.80
31-3504 WEARING APPAREL	900.00	0.00	0.00	0.00	0.00	900.00
31-3510 BOOKS AND PERIODICALS	1,900.00	0.00	1,620.50	85.29	0.00	279.50
31-3521 ANIMAL SHELTER	6,000.00	85.00	460.00	7.67	0.00	5,540.00
31-3523 TOOLS/EQUIPMENT	<u>300.00</u>	<u>0.00</u>	<u>58.41</u>	<u>19.47</u>	<u>0.00</u>	<u>241.59</u>
TOTAL SUPPLIES	12,600.00	352.14	3,165.11	25.12	0.00	9,434.89
<b>MAINTENANCE--EQUIPMENT</b>						
TOTAL						
<b>SERVICES</b>						
31-5008 ABATEMENT/SUBSTANDARD PROPERTY	100.00	0.00	0.00	0.00	0.00	100.00
31-5012 PRINTING	600.00	57.00	109.10	18.18	0.00	490.90
31-5020 COMMUNICATIONS	6,000.00	313.33	2,081.36	34.69	0.00	3,918.64
31-5027 MEMBERSHIPS	900.00	0.00	365.00	40.56	0.00	535.00
31-5029 TRAVEL/TRAINING	<u>10,000.00</u>	<u>0.00</u>	<u>944.31</u>	<u>9.44</u>	<u>0.00</u>	<u>9,055.69</u>
TOTAL SERVICES	17,600.00	370.33	3,499.77	19.89	0.00	14,100.23
<b>SUNDRY</b>						
TOTAL						
<b>PROFESSIONAL SERVICES</b>						
31-5515 CONSULTANT	<u>12,000.00</u>	<u>3,325.00</u>	<u>16,832.00</u>	<u>140.27</u>	<u>0.00</u>	<u>( 4,832.00)</u>
TOTAL PROFESSIONAL SERVICES	12,000.00	3,325.00	16,832.00	140.27	0.00	( 4,832.00)

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
31-COMMUNITY DEVELOPMENT  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>						
31-6571 OFFICE FURNITURE & EQUIPMENT	1,000.00	0.00	0.00	0.00	0.00	1,000.00
TOTAL CAPITAL OUTLAY	1,000.00	0.00	0.00	0.00	0.00	1,000.00
<u>INTERFUND ACTIVITY</u>						
31-9772 TECHNOLOGY USER FEE	3,250.00	0.00	0.00	0.00	0.00	3,250.00
31-9781 EQUIP. PURCHASE CONTRIBUTION	20,240.00	0.00	0.00	0.00	0.00	20,240.00
31-9791 EQUIPMENT USER FEE	6,000.00	0.00	0.00	0.00	0.00	6,000.00
TOTAL INTERFUND ACTIVITY	29,490.00	0.00	0.00	0.00	0.00	29,490.00
TOTAL 31-COMMUNITY DEVELOPMENT	498,709.00	29,187.50	198,500.70	39.80	0.00	300,208.30

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
32-STREETS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SALARIES, WAGES &amp; BENEFIT</u>						
32-3001 SALARIES	141,781.00	11,015.76	77,016.70	54.32	0.00	64,764.30
32-3003 LONGEVITY	2,160.00	162.46	1,102.07	51.02	0.00	1,057.93
32-3007 OVERTIME	5,000.00	567.94	1,131.54	22.63	0.00	3,868.46
32-3010 INCENTIVES	0.00	0.00	207.72	0.00	0.00	( 207.72)
32-3051 FICA/MEDICARE TAXES	11,394.00	831.55	6,074.67	53.31	0.00	5,319.33
32-3052 WORKMEN'S COMPENSATION	7,158.00	0.00	5,836.62	81.54	0.00	1,321.38
32-3053 EMPLOYMENT TAXES	2,700.00	27.00	27.00	1.00	0.00	2,673.00
32-3054 RETIREMENT	22,300.00	1,758.62	12,901.11	57.85	0.00	9,398.89
32-3055 HEALTH INSURANCE	49,906.00	5,935.54	34,190.74	68.51	0.00	15,715.26
32-3056 LIFE INS	261.00	19.14	172.26	66.00	0.00	88.74
32-3057 DENTAL	2,785.00	358.12	2,144.20	76.99	0.00	640.80
32-3058 LONG-TERM DISABILITY	605.00	0.00	238.20	39.37	0.00	366.80
TOTAL SALARIES, WAGES & BENEFIT	246,050.00	20,676.13	141,042.83	57.32	0.00	105,007.17
<u>SUPPLIES</u>						
32-3504 WEARING APPAREL	1,000.00	0.00	278.56	27.86	0.00	721.44
32-3523 TOOLS/EQUIPMENT	1,700.00	196.67	1,544.92	90.88	0.00	155.08
32-3534 PARTS AND MATERIALS	98,300.00	93.48	63,555.63	58.65	( 5,900.00)	40,644.37
TOTAL SUPPLIES	101,000.00	290.15	65,379.11	58.89	( 5,900.00)	41,520.89
<u>MAINTENANCE--BLDGS, STRUC</u>						
32-4002 STREET SIGNS	10,000.00	0.00	7,844.06	78.44	0.00	2,155.94
32-4003 STREET MAINTENANCE MAT'L	25,000.00	2,907.45	8,468.46	33.87	0.00	16,531.54
32-4004 SIDEWALK REPLACEMENT	6,000.00	0.00	593.62	9.89	0.00	5,406.38
TOTAL MAINTENANCE--BLDGS, STRUC	41,000.00	2,907.45	16,906.14	41.23	0.00	24,093.86
<u>MAINTENANCE--EQUIPMENT</u>						
32-4598 ORNMNTL STREET LIGHT MAIN	1,000.00	0.00	0.00	0.00	0.00	1,000.00
TOTAL MAINTENANCE--EQUIPMENT	1,000.00	0.00	0.00	0.00	0.00	1,000.00
<u>SERVICES</u>						
32-5016 STREET LIGHTING	210,000.00	15,251.64	108,473.72	51.65	0.00	101,526.28
32-5020 COMMUNICATIONS	5,900.00	268.98	1,772.88	30.05	0.00	4,127.12
TOTAL SERVICES	215,900.00	15,520.62	110,246.60	51.06	0.00	105,653.40
<u>PROFESSIONAL SERVICES</u>						
32-5507 MOSQUITO SPRAYING	16,000.00	1,140.00	6,555.00	40.97	0.00	9,445.00
32-5515 CONSULTANT SERVICES	40,000.00	0.00	0.00	0.00	0.00	40,000.00
TOTAL PROFESSIONAL SERVICES	56,000.00	1,140.00	6,555.00	11.71	0.00	49,445.00

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
32-STREETS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<u>CAPITAL OUTLAY</u>						
TOTAL						
<hr/>						
<u>INTERFUND ACTIVITY</u>						
32-9772 TECHNOLOGY USER FEE	625.00	0.00	0.00	0.00	0.00	625.00
32-9781 EQUIPMENT PURCHASE CONTRIBUTIO	59,280.00	0.00	0.00	0.00	0.00	59,280.00
32-9791 EQUIPMENT USER FEE	25,000.00	0.00	0.00	0.00	0.00	25,000.00
TOTAL INTERFUND ACTIVITY	84,905.00	0.00	0.00	0.00	0.00	84,905.00
TOTAL 32-STREETS	745,855.00	40,534.35	340,129.68	44.81	( 5,900.00)	411,625.32

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
33-BUILDING MAINTENANCE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
33-3001 SALARIES	44,400.00	3,462.14	24,320.38	54.78	0.00	20,079.62
33-3007 OVERTIME	5,000.00	64.05	688.54	13.77	0.00	4,311.46
33-3051 FICA/MEDICARE TAXES	3,779.00	261.94	1,986.97	52.58	0.00	1,792.03
33-3052 WORKMEN'S COMPENSATION	1,243.00	0.00	3,261.43	262.38	0.00	( 2,018.43)
33-3053 EMPLOYMENT TAXES	900.00	9.00	171.00	19.00	0.00	729.00
33-3054 RETIREMENT	7,396.00	525.05	4,023.66	54.40	0.00	3,372.34
33-3055 HEALTH INSURANCE	18,665.00	548.51	3,838.35	20.56	0.00	14,826.65
33-3056 LIFE INS	87.00	6.38	44.66	51.33	0.00	42.34
33-3057 DENTAL	1,144.00	37.64	263.48	23.03	0.00	880.52
33-3058 LONG-TERM DISABILITY	<u>257.00</u>	<u>0.00</u>	<u>77.70</u>	<u>30.23</u>	<u>0.00</u>	<u>179.30</u>
TOTAL SALARIES, WAGES & BENEFIT	82,871.00	4,914.71	38,676.17	46.67	0.00	44,194.83
<b>SUPPLIES</b>						
33-3504 WEARING APPAREL	390.00	0.00	66.88	17.15	0.00	323.12
33-3517 JANITORIAL SUPPLIES	6,000.00	655.35	2,688.45	44.81	0.00	3,311.55
33-3523 TOOLS/EQUIPMENT	<u>1,500.00</u>	<u>0.00</u>	<u>637.01</u>	<u>42.47</u>	<u>0.00</u>	<u>862.99</u>
TOTAL SUPPLIES	7,890.00	655.35	3,392.34	43.00	0.00	4,497.66
<b>MAINTENANCE--BLDGS, STRUC</b>						
33-4001 MAINTENANCE-BLDG & GROUNDS	<u>56,300.00</u>	<u>2,318.81</u>	<u>27,847.48</u>	<u>49.46</u>	<u>0.00</u>	<u>28,452.52</u>
TOTAL MAINTENANCE--BLDGS, STRUC	56,300.00	2,318.81	27,847.48	49.46	0.00	28,452.52
<b>SERVICES</b>						
33-5017 UTILITIES	110,000.00	5,422.14	38,658.67	35.14	0.00	71,341.33
33-5029 TRAVEL AND TRAINING	1,000.00	0.00	0.00	0.00	0.00	1,000.00
33-5040 BUILDING MAINT-OUTSOURCING	<u>13,500.00</u>	<u>1,915.00</u>	<u>3,830.00</u>	<u>28.37</u>	<u>0.00</u>	<u>9,670.00</u>
TOTAL SERVICES	124,500.00	7,337.14	42,488.67	34.13	0.00	82,011.33
<b>PROFESSIONAL SERVICES</b>						
33-5521 PEST CONTROL SERVICES	<u>1,800.00</u>	<u>725.00</u>	<u>1,139.38</u>	<u>63.30</u>	<u>0.00</u>	<u>660.62</u>
TOTAL PROFESSIONAL SERVICES	1,800.00	725.00	1,139.38	63.30	0.00	660.62
<b>CAPITAL OUTLAY</b>						
33-6580 BLDG & GROUND IMPROVEMENT	<u>16,000.00</u>	<u>3,165.95</u>	<u>3,165.95</u>	<u>19.79</u>	<u>0.00</u>	<u>12,834.05</u>
TOTAL CAPITAL OUTLAY	16,000.00	3,165.95	3,165.95	19.79	0.00	12,834.05
<b>INTERFUND ACTIVITY</b>						
33-9791 EQUIPMENT USER FEE	<u>2,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>
TOTAL INTERFUND ACTIVITY	<u>2,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>
TOTAL 33-BUILDING MAINTENANCE	291,561.00	19,116.96	116,709.99	40.03	0.00	174,851.01

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
35-SOLID WASTE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
-----						
<u>SALARIES, WAGES &amp; BENEFIT</u>						
TOTAL						
<u>PROFESSIONAL SERVICES</u>						
35-5508 SOLID WASTECOLLECTION SERVICES	340,489.00	25,875.15	159,167.81	46.75	0.00	181,321.19
35-5509 STORM CLEAN-UP-DEBRIS REMOVAL	2,900.00	0.00	0.00	0.00	0.00	2,900.00
35-5519 RECYCLING PROGRAM	93,179.00	7,625.52	45,753.12	49.10	0.00	47,425.88
TOTAL PROFESSIONAL SERVICES	<u>436,568.00</u>	<u>33,500.67</u>	<u>204,920.93</u>	<u>46.94</u>	<u>0.00</u>	<u>231,647.07</u>
TOTAL 35-SOLID WASTE	436,568.00	33,500.67	204,920.93	46.94	0.00	231,647.07
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CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
36-FLEET SERVICES  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
36-3001 SALARIES	110,730.00	8,545.36	59,963.49	54.15	0.00	50,766.51
36-3003 LONGEVITY	1,056.00	75.69	518.73	49.12	0.00	537.27
36-3007 OVERTIME	5,000.00	48.14	2,017.32	40.35	0.00	2,982.68
36-3010 INCENTIVES	600.00	46.16	323.12	53.85	0.00	276.88
36-3051 FICA/MEDICARE TAXES	8,980.00	642.81	4,886.96	54.42	0.00	4,093.04
36-3052 WORKMEN'S COMPENSATION	2,237.00	0.00	1,807.98	80.82	0.00	429.02
36-3053 EMPLOYMENT TAXES	1,800.00	18.00	18.00	1.00	0.00	1,782.00
36-3054 RETIREMENT	17,576.00	1,303.90	10,155.21	57.78	0.00	7,420.79
36-3055 HEALTH INSURANCE	18,357.00	1,532.17	12,839.43	69.94	0.00	5,517.57
36-3056 LIFE INS	174.00	12.76	89.32	51.33	0.00	84.68
36-3057 DENTAL	1,641.00	124.32	870.24	53.03	0.00	770.76
36-3058 LONG-TERM DISABILITY	472.00	0.00	188.40	39.92	0.00	283.60
TOTAL SALARIES, WAGES & BENEFIT	168,623.00	12,349.31	93,678.20	55.55	0.00	74,944.80
<b>SUPPLIES</b>						
36-3503 OFFICE SUPPLIES	1,200.00	0.00	118.23	9.85	0.00	1,081.77
36-3504 WEARING APPAREL	900.00	300.00	580.00	64.44	0.00	320.00
36-3510 MANUALS AND PERIODICALS	1,000.00	120.00	120.00	12.00	0.00	880.00
36-3514 FUEL AND OIL	135,000.00	10,440.02	69,863.20	51.75	0.00	65,136.80
36-3523 TOOLS/EQUIPMENT	1,900.00	241.63	1,447.82	76.20	0.00	452.18
36-3529 VEHICLE REPAIR PARTS	40,000.00	3,556.56	26,938.12	67.35	0.00	13,061.88
36-3535 SHOP SUPPLIES	4,500.00	109.85	1,118.28	24.85	0.00	3,381.72
TOTAL SUPPLIES	184,500.00	14,768.06	100,185.65	54.30	0.00	84,314.35
<b>MAINTENANCE--EQUIPMENT</b>						
36-4520 AUTO REPAIR/OUTSOURCED	65,000.00	7,582.27	31,860.87	51.25	1,451.80	31,687.33
TOTAL MAINTENANCE--EQUIPMENT	65,000.00	7,582.27	31,860.87	51.25	1,451.80	31,687.33
<b>SERVICES</b>						
36-5020 COMMUNICATIONS	1,800.00	117.19	815.92	45.33	0.00	984.08
36-5027 MEMBERSHIP	700.00	0.00	499.00	71.29	0.00	201.00
36-5029 TRAVEL/TRAINING	2,300.00	0.00	665.52	28.94	0.00	1,634.48
TOTAL SERVICES	4,800.00	117.19	1,980.44	41.26	0.00	2,819.56
<b>SUNDRY</b>						
36-5405 LICENSES/PERMITS	850.00	57.75	504.69	59.38	0.00	345.31
TOTAL SUNDRY	850.00	57.75	504.69	59.38	0.00	345.31
<b>OTHER SERVICES</b>						
TOTAL						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
36-FLEET SERVICES  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>						
36-6572 SPECIAL EQUIPMENT	7,000.00	0.00	2,899.99	41.43	0.00	4,100.01
36-6574 COMPUTER SOFTWARE	<u>3,200.00</u>	<u>0.00</u>	<u>2,760.00</u>	<u>86.25</u>	<u>0.00</u>	<u>440.00</u>
TOTAL CAPITAL OUTLAY	10,200.00	0.00	5,659.99	55.49	0.00	4,540.01
<u>INTERFUND ACTIVITY</u>						
36-9772 TECHNOLOGY USER FEE	1,000.00	0.00	0.00	0.00	0.00	1,000.00
36-9781 EQUIP. PURCHASE CONTRIBUTION	<u>49,560.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>49,560.00</u>
TOTAL INTERFUND ACTIVITY	<u>50,560.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,560.00</u>
TOTAL 36-FLEET SERVICES	484,533.00	34,874.58	233,869.84	48.57	1,451.80	249,211.36

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
39-PARKS & RECREATION  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SALARIES, WAGES &amp; BENEFIT</b>						
39-3001 SALARIES	418,798.00	26,420.23	173,717.11	41.48	0.00	245,080.89
39-3002 WAGES	49,824.00	1,057.26	2,088.64	4.19	0.00	47,735.36
39-3003 LONGEVITY	3,888.00	240.00	1,665.20	42.83	0.00	2,222.80
39-3007 OVERTIME	1,800.00	90.83	349.84	19.44	0.00	1,450.16
39-3051 FICA/MEDICARE TAXES	36,285.00	1,990.57	13,515.71	37.25	0.00	22,769.29
39-3052 WORKMEN'S COMPENSATION	8,318.00	0.00	5,887.72	70.78	0.00	2,430.28
39-3053 EMPLOYMENT TAXES	11,700.00	60.02	624.03	5.33	0.00	11,075.97
39-3054 RETIREMENT	63,556.00	3,988.06	28,082.85	44.19	0.00	35,473.15
39-3055 HEALTH INSURANCE	147,313.00	8,625.30	56,885.29	38.62	0.00	90,427.71
39-3056 LIFE INS	870.00	44.66	299.86	34.47	0.00	570.14
39-3057 DENTAL	9,500.00	508.68	3,377.40	35.55	0.00	6,122.60
39-3058 LONG-TERM DISABILITY	1,775.00	0.00	446.50	25.15	0.00	1,328.50
TOTAL SALARIES, WAGES & BENEFIT	753,627.00	43,025.61	286,940.15	38.07	0.00	466,686.85
<b>SUPPLIES</b>						
39-3504 WEARING APPAREL	2,000.00	715.60	1,354.81	67.74	0.00	645.19
39-3506 CHEMICALS	2,200.00	35.85	1,293.47	58.79	0.00	906.53
39-3523 TOOLS/EQUIPMENT	3,900.00	16.27	1,620.09	41.54	0.00	2,279.91
39-3531 RECREATION & EVENTS	15,000.00	584.50	13,566.44	90.44	0.00	1,433.56
39-3534 EQUIP REPAIR PARTS	7,500.00	209.48	2,908.61	38.78	0.00	4,591.39
39-3536 LANDSCAPING MATERIALS	6,890.00	320.25	4,099.88	59.50	0.00	2,790.12
TOTAL SUPPLIES	37,490.00	1,881.95	24,843.30	66.27	0.00	12,646.70
<b>MAINTENANCE--BLDGS, STRUC</b>						
39-4007 POOL MAINTENANCE	17,500.00	3,520.00	6,506.25	76.14	6,817.50	4,176.25
39-4008 PARK MAINTENANCE	16,800.00	2,611.28	6,638.82	39.52	0.00	10,161.18
TOTAL MAINTENANCE--BLDGS, STRUC	34,300.00	6,131.28	13,145.07	58.20	6,817.50	14,337.43
<b>MAINTENANCE--EQUIPMENT</b>						
TOTAL						
<b>SERVICES</b>						
39-5012 PRINTING	1,000.00	0.00	26.05	2.61	0.00	973.95
39-5020 COMMUNICATIONS	2,661.00	32.30	263.10	9.89	0.00	2,397.90
39-5022 EQUIPMENT RENTAL	1,600.00	0.00	0.00	0.00	0.00	1,600.00
39-5029 TRAVEL/TRAINING	3,000.00	0.00	2,706.11	90.20	0.00	293.89
TOTAL SERVICES	8,261.00	32.30	2,995.26	36.26	0.00	5,265.74
<b>CAPITAL OUTLAY</b>						
39-6516 PARKS & LANDSCAPING PROJS	131,500.00	12,050.00	22,500.00	17.11	0.00	109,000.00
TOTAL CAPITAL OUTLAY	131,500.00	12,050.00	22,500.00	17.11	0.00	109,000.00

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

01 -GENERAL FUND  
39-PARKS & RECREATION  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>INTERFUND ACTIVITY</b>						
39-9772 TECHNOLOGY USER FEE	875.00	0.00	0.00	0.00	0.00	875.00
39-9781 EQUIP. PURCHASE CONTRIBUTION	20,000.00	0.00	0.00	0.00	0.00	20,000.00
39-9791 EQUIPMENT USER FEE	<u>11,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,800.00</u>
TOTAL INTERFUND ACTIVITY	<u>32,675.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>32,675.00</u>
TOTAL 39-PARKS & RECREATION	<u>997,853.00</u>	<u>63,121.14</u>	<u>350,423.78</u>	<u>35.80</u>	<u>6,817.50</u>	<u>640,611.72</u>
*** TOTAL EXPENSES ***	<u>24,680,055.70</u>	<u>727,390.05</u>	<u>11,056,747.99</u>	<u>45.01</u>	<u>51,803.66</u>	<u>13,571,504.05</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>( 8,221,619.70)</u>	<u>466,811.82</u>	<u>799,869.19</u>	<u>9.10-</u>	<u>( 51,803.66)</u>	<u>( 8,969,685.23)</u>
*** PROJECTED FUND BALANCE ***	<u>1,401,525.31</u>		<u>10,423,014.20</u>			
*** END OF REPORT ***						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

03 -DEBT SERVICE FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	393,736.74		393,736.74			
<u>PROPERTY TAXES</u>						
50-7101 CURRENT PROPERTY TAXES	1,360,000.00	15,752.48	1,337,216.36	98.32	0.00	( 22,783.64)
50-7102 DELINQUENT PROPERTY TAX	30,000.00	( 1,295.08)	( 12,919.74)	43.07-	0.00	( 42,919.74)
50-7103 PENALTY, INTEREST, COSTS	<u>15,000.00</u>	<u>566.27</u>	<u>4,004.75</u>	<u>26.70</u>	<u>0.00</u>	<u>( 10,995.25)</u>
TOTAL PROPERTY TAXES	1,405,000.00	15,023.67	1,328,301.37	94.54	0.00	( 76,698.63)
<u>INTEREST EARNED</u>						
50-9601 INTEREST EARNED	<u>9,000.00</u>	<u>1,018.77</u>	<u>7,366.38</u>	<u>81.85</u>	<u>0.00</u>	<u>( 1,633.62)</u>
TOTAL INTEREST EARNED	9,000.00	1,018.77	7,366.38	81.85	0.00	( 1,633.62)
<u>INTERFUND ACTIVITY</u>						
50-9752 TRANSFER FROM UTILITY FUND	<u>90,262.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>( 90,262.00)</u>
TOTAL INTERFUND ACTIVITY	<u>90,262.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>( 90,262.00)</u>
*** TOTAL FUND REVENUES ***	<u>1,504,262.00</u>	<u>16,042.44</u>	<u>1,335,667.75</u>	<u>88.79</u>	<u>0.00</u>	<u>( 168,594.25)</u>
*** TOTAL AVAILABLE REVENUES ***	<u>1,897,998.74</u>		<u>1,729,404.49</u>			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

03 -DEBT SERVICE FUND  
51-DEBT SERVICE  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<b>DEBT SERVICE</b>						
51-6121 PRINCIPAL/DEBT SERVICE	1,180,000.00	0.00	1,180,000.00	100.00	0.00	0.00
51-6122 INTEREST/DEBT SERVICE	335,400.00	0.00	173,600.00	51.76	0.00	161,800.00
51-6123 MAINTENANCE FEE/DEBT SERVICE	<u>9,000.00</u>	<u>0.00</u>	<u>1,250.00</u>	<u>13.89</u>	<u>0.00</u>	<u>7,750.00</u>
TOTAL DEBT SERVICE	1,524,400.00	0.00	1,354,850.00	88.88	0.00	169,550.00
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<b>INTERFUND ACTIVITY</b>						
TOTAL	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL 51-DEBT SERVICE	<u>1,524,400.00</u>	<u>0.00</u>	<u>1,354,850.00</u>	<u>88.88</u>	<u>0.00</u>	<u>169,550.00</u>
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*** TOTAL EXPENSES ***	<u>1,524,400.00</u>	<u>0.00</u>	<u>1,354,850.00</u>	<u>88.88</u>	<u>0.00</u>	<u>169,550.00</u>
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EXCESS OF REVENUES OVER EXPENDITURES	<u>( 20,138.00)</u>	<u>16,042.44</u>	<u>( 19,182.25)</u>	<u>95.25</u>	<u>0.00</u>	<u>( 955.75)</u>
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*** PROJECTED FUND BALANCE ***	<u>373,598.74</u>		<u>374,554.49</u>			
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*** END OF REPORT ***						

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

05 -MOTEL TAX FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	385,263.98		385,263.98			
<b>OTHER TAXES</b>						
55-7635 MOTEL OCCUPANCY TAX	<u>150,000.00</u>	<u>9,740.97</u>	<u>46,959.42</u>	<u>31.31</u>	<u>0.00</u>	<u>( 103,040.58)</u>
TOTAL OTHER TAXES	150,000.00	9,740.97	46,959.42	31.31	0.00	( 103,040.58)
<b>INTEREST EARNED</b>						
55-9601 INTEREST EARNED	<u>8,000.00</u>	<u>506.17</u>	<u>3,394.65</u>	<u>42.43</u>	<u>0.00</u>	<u>( 4,605.35)</u>
TOTAL INTEREST EARNED	<u>8,000.00</u>	<u>506.17</u>	<u>3,394.65</u>	<u>42.43</u>	<u>0.00</u>	<u>( 4,605.35)</u>
*** TOTAL FUND REVENUES ***	<u>158,000.00</u>	<u>10,247.14</u>	<u>50,354.07</u>	<u>31.87</u>	<u>0.00</u>	<u>( 107,645.93)</u>
*** TOTAL AVAILABLE REVENUES ***	<u>543,263.98</u>		<u>435,618.05</u>			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

05 -MOTEL TAX FUND  
56-MOTEL TAX  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<b>SERVICES</b>						
56-5043 GENERAL ADVERTISING	25,000.00	0.00	12,500.00	50.00	0.00	12,500.00
56-5044 ADVERTISING	<u>34,900.00</u>	<u>0.00</u>	<u>12,374.85</u>	<u>35.46</u>	<u>0.00</u>	<u>22,525.15</u>
TOTAL SERVICES	59,900.00	0.00	24,874.85	41.53	0.00	35,025.15
<b>PROFESSIONAL SERVICES</b>						
TOTAL						
<b>CAPITAL OUTLAY</b>						
TOTAL						
<b>INTERFUND ACTIVITY</b>						
56-9751 TRANSFER TO GENERAL FUND	17,500.00	0.00	0.00	0.00	0.00	17,500.00
56-9753 TRANSFER TO CAPITAL IMP FUND	<u>470,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>470,000.00</u>
TOTAL INTERFUND ACTIVITY	<u>487,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>487,500.00</u>
TOTAL 56-MOTEL TAX	<u>547,400.00</u>	0.00	24,874.85	4.54	0.00	522,525.15
*** TOTAL EXPENSES ***	<u>547,400.00</u>	0.00	24,874.85	4.54	0.00	522,525.15
EXCESS OF REVENUES OVER EXPENDITURES	( 389,400.00)	10,247.14	25,479.22	6.54-	0.00	( 414,879.22)
*** PROJECTED FUND BALANCE ***	( 4,136.02)		410,743.20			

\*\*\* END OF REPORT \*\*\*

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

10 -CAPITAL IMPROVEMENTS FUND  
REVENUES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
BEGINNING FUND BALANCE	3,460,969.33		3,460,969.33			
<u>INTEREST EARNED</u>						
90-9601 INTEREST EARNED	<u>10,000.00</u>	<u>5,806.34</u>	<u>38,938.48</u>	<u>389.38</u>	<u>0.00</u>	<u>28,938.48</u>
TOTAL INTEREST EARNED	10,000.00	5,806.34	38,938.48	389.38	0.00	28,938.48
<u>INTERFUND ACTIVITY</u>						
90-9751 TRFR F/GENERAL FUND	5,455,000.00	0.00	0.00	0.00	0.00	( 5,455,000.00)
90-9753 TRANSFER FROM MOTEL TAX FUND	<u>470,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>( 470,000.00)</u>
TOTAL INTERFUND ACTIVITY	5,925,000.00	0.00	0.00	0.00	0.00	( 5,925,000.00)
<u>MISCELLANEOUS REVENUE</u>						
TOTAL	-----	-----	-----	-----	-----	-----
<u>OTHER AGENCY REVENUES</u>						
TOTAL	-----	-----	-----	-----	-----	-----
*** TOTAL FUND REVENUES ***	<u>5,935,000.00</u>	<u>5,806.34</u>	<u>38,938.48</u>	<u>0.66</u>	<u>0.00</u>	<u>( 5,896,061.52)</u>
*** TOTAL AVAILABLE REVENUES ***	<u>9,395,969.33</u>		<u>3,499,907.81</u>			

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

FINANCIAL STATEMENT  
AS OF: APRIL 30TH, 2019

10 -CAPITAL IMPROVEMENTS FUND  
91-CAPITAL IMPROVEMENTS  
DEPARTMENT EXPENDITURES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<hr/>						
<u>SALARIES, WAGES &amp; BENEFIT</u>						
TOTAL						
<u>CAPITAL OUTLAY</u>						
TOTAL						
<hr/>						
<u>CAPITAL IMPROVEMENTS</u>						
91-7013 LONG TERM RECOVERY	3,880,000.00	96,464.00	276,860.00	13.35	241,160.00	3,361,980.00
91-7105 PARK IMPROVEMENTS	50,000.00	10,223.50	15,922.50	80.40	24,276.02	9,801.48
91-7117 GOLF COURSE RECLAIM WATER	700,000.00	0.00	3,450.00	0.49	0.00	696,550.00
91-7120 290 EXPANSION	0.00	0.00	7,635.15	0.00	0.00	( 7,635.15)
91-7127 NEW TAYLOR BLDG CONSTRUCTION	200,000.00	0.00	0.00	0.00	0.00	200,000.00
91-7129 STREET LIGHTING REHABILITATION	0.00	7,075.00	7,075.00	0.00	0.00	( 7,075.00)
91-7130 FACILITIES IMPROVEMENT	50,000.00	0.00	23,897.25	13.33	( 17,232.40)	43,335.15
91-7131 GOLF COURSE CONVENTION CENTER	2,420,000.00	8,080.50	99,450.40	0.24	( 93,650.40)	2,414,200.00
91-7132 SPLASH PAD	0.00	0.00	11,500.00	0.00	( 11,500.00)	0.00
91-7134 STREET PANELS REPLACEMENT (2)	105,000.00	0.00	0.00	0.00	0.00	105,000.00
91-7135 CITY HALL ENG/ARCHITECT	450,000.00	0.00	0.00	0.00	0.00	450,000.00
91-7136 GATEWAY ENTRANCE	<u>1,000,000.00</u>	<u>36,056.63</u>	<u>46,025.34</u>	<u>18.55</u>	<u>139,474.66</u>	<u>814,500.00</u>
TOTAL CAPITAL IMPROVEMENTS	8,855,000.00	157,899.63	491,815.64	8.74	282,527.88	8,080,656.48
<hr/>						
<u>INTERFUND ACTIVITY</u>						
TOTAL						
<hr/>						
TOTAL 91-CAPITAL IMPROVEMENTS	<u>8,855,000.00</u>	<u>157,899.63</u>	<u>491,815.64</u>	<u>8.74</u>	<u>282,527.88</u>	<u>8,080,656.48</u>
<hr/>						
*** TOTAL EXPENSES ***	<u>8,855,000.00</u>	<u>157,899.63</u>	<u>491,815.64</u>	<u>8.74</u>	<u>282,527.88</u>	<u>8,080,656.48</u>
<hr/>						
EXCESS OF REVENUES OVER EXPENDITURES	( 2,920,000.00)	( 152,093.29)	( 452,877.16)	25.19	( 282,527.88)	( 2,184,594.96)
<hr/>						
*** PROJECTED FUND BALANCE ***	<u>540,969.33</u>		<u>3,008,092.17</u>			
<hr/>						

\*\*\* END OF REPORT \*\*\*

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

CITY OF JERSEY VILLAGE  
PROPERTY TAX COLLECTION  
REPORTS

MARCH 2019

TAX COLLECTION SYSTEM  
 TAX COLLECTOR MONTHLY REPORT  
 FROM 03/01/2019 TO 03/31/2019

INCLUDES AG ROLLBACK

JURISDICTION: 0070 City of Jersey Village

	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----
YEAR 2018	00.742500	7,961,419.34	2,903
	-----	-----	-----

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
-----								
2018	7,629,973.57	.00	331,445.77	85,041.21	7,787,443.80	173,975.54	97.81	0.00
2017	75,862.32	.00	66,640.67-	1,704.30	19,110.26-	28,331.91	7.23-	0.00
2016	26,008.76	75.24-	2,232.88-	1,454.51	3,353.80	20,422.08	14.11	0.00
2015	16,189.17	.00	543.42-	1,317.49	2,550.32	13,095.43	16.30	0.00
2014	11,210.27	134.71	280.31	134.52	103.35	11,387.23	.90	0.00
2013	9,338.04	.00	185.62	0.00	26.52	9,497.14	.28	0.00
2012	9,494.16	.00	0.00	0.00	0.00	9,494.16		0.00
2011	11,209.10	.00	0.00	0.00	0.00	11,209.10		0.00
2010	14,169.18	.00	0.00	0.00	0.00	14,169.18		0.00
2009	20,869.36	.00	0.00	0.00	0.00	20,869.36		0.00
2008	8,041.93	.00	0.00	0.00	0.00	8,041.93		0.00
2007	3,645.10	.00	0.00	0.00	0.00	3,645.10		0.00
2006	2,335.76	.00	0.00	0.00	0.00	2,335.76		0.00
2005	1,938.93	.00	0.00	0.00	0.00	1,938.93		0.00
2004	1,343.86	.00	0.00	0.00	0.00	1,343.86		0.00
2003	611.89	.00	0.00	0.00	0.00	611.89		0.00
2002	636.52	.00	0.00	0.00	0.00	636.52		0.00
2001	589.88	.00	0.00	0.00	0.00	589.88		0.00
2000	870.75	.00	0.00	0.00	0.00	870.75		0.00
1999	153.99	.00	0.00	0.00	0.00	153.99		0.00
1998	14.48	.00	0.00	0.00	0.00	14.48		0.00
****	7,844,507.02	59.47	262,494.73	89,652.03	7,774,367.53	332,634.22		0.00

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 REVERSALS DETAIL SCHEDULE  
 FROM: 03/01/2019 THRU 03/31/2019  
 JURISDICTION: 70 City of Jersey Village

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
2014 RF190320	203-852-590-0000	201412	0.07	0.00	0.00	0.00 50	0.00	0.07 RF
2014 RF190320	203-852-590-0000	201412	134.44	0.00	0.00	0.00 50	0.00	134.44 RF
	2014 TOTAL		134.51	0.00	0.00	0.00	0.00	134.51
2016 RF190329	082-106-000-0021	201612	157.95-	0.00	0.00	0.00 28	157.95	0.00 RF
2016 RF190329	082-106-000-0021	201612	0.00	0.00	0.00	0.00 28	157.95-	157.95-RF
	2016 TOTAL		157.95-	0.00	0.00	0.00	0.00	157.95-
2018 ESC050306191	107-446-000-0011	201712	237.47	0.00	0.00	0.00 5	0.00	237.47 RF
2018 OTR20190305	118-020-073-0027	201902	366.03	0.00	1.52	0.00 0	0.00	367.55 RF
2018 OTR20190305	118-020-073-0027	201902	366.03	0.00	1.52	0.00 0	0.00	367.55 RF
2018 RF190305	118-020-073-0027	201902	366.03-	0.00	1.52-	0.00 0	367.55	0.00 RF
2018 RF190305	118-020-073-0027	201902	0.00	0.00	0.00	0.00 0	367.55-	367.55-RF
2018 RF190305	118-020-073-0027	201902	366.02-	0.00	1.53-	0.00 0	367.55	0.00 RF
2018 RF190305	118-020-073-0027	201902	0.00	0.00	0.00	0.00 0	367.55-	367.55-RF
	2018 TOTAL		237.48	0.00	0.01-	0.00	0.00	237.47
YEAR 2014								
	REFUNDS		134.51	0.00	0.00	0.00	0.00	134.51
	RETURNED ITEMS		0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS/REVERSALS		0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL		134.51	0.00	0.00	0.00	0.00	134.51
YEAR 2016								
	REFUNDS		157.95-	0.00	0.00	0.00	0.00	157.95-
	RETURNED ITEMS		0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS/REVERSALS		0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL		157.95-	0.00	0.00	0.00	0.00	157.95-
YEAR 2018								
	REFUNDS		237.48	0.00	0.01-	0.00	0.00	237.47
	RETURNED ITEMS		0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS/REVERSALS		0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL		237.48	0.00	0.01-	0.00	0.00	237.47
ALL YEARS								
	REFUNDS		214.04	0.00	0.01-	0.00	0.00	214.03
	RETURNED ITEMS		0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS/REVERSALS		0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL		214.04	0.00	0.01-	0.00	0.00	214.03

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 SUMMARY OF PAYMENTS AND REVERSALS  
 FROM: 03/01/2019 THRU 03/31/2019  
 JURISDICTION: 70 City of Jersey Village

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT
	2014 TOTAL		0.01	0.00	0.00	0.00	0.00	0.01
	2015 TOTAL		1,317.49	0.00	655.57	394.61	0.00	2,367.67
	2016 TOTAL		1,612.46	0.00	611.54	444.80	0.00	2,668.80
	2017 TOTAL		1,704.30	0.00	405.16	363.09	0.00	2,472.55
	2018 TOTAL		84,803.73	0.00	5,379.72	0.00	0.00	90,183.45
	TOTAL PAYMENTS		89,437.99	0.00	7,051.99	1,202.50	0.00	97,692.48
	2014 TOTAL		134.51	0.00	0.00	0.00	0.00	134.51
	2016 TOTAL		157.95-	0.00	0.00	0.00	0.00	157.95-
	2018 TOTAL		237.48	0.00	0.01-	0.00	0.00	237.47
	TOTAL REVERSALS		214.04	0.00	0.01-	0.00	0.00	214.03
	TOTAL FOR UNIT		89,652.03	0.00	7,051.98	1,202.50	0.00	97,906.51

**Tax Collection System**  
**Distribution Report - PROPERTY TAX**  
 For Deposit Dates: 03/01/2019 thru 03/31/2019

**Jurisdiction 0070 JERSEY VILLAGE**

Year	Levy	Penalty Interest	Attorney	Adjustment Amount	Net Collections	Commissions (Excludes Attorney)	Net Payable	Disbursed to Jurisdiction	Disbursed to Attorneys
2018	85,041.21	5,379.71	0.00	0.00	90,420.92	0.00	90,420.92	90,420.92	0.00
2017	1,704.30	405.16	363.09	0.00	2,472.55	0.00	2,472.55	2,109.46	363.09
2016	1,454.51	611.54	444.80	0.00	2,510.85	0.00	2,510.85	2,066.05	444.80
2015	1,317.49	655.57	394.61	0.00	2,367.67	0.00	2,367.67	1,973.06	394.61
2014	134.52	0.00	0.00	0.00	134.52	0.00	134.52	134.52	0.00
Total:	\$89,652.03	\$7,051.98	\$1,202.50	\$0.00	\$97,906.51	\$0.00	\$97,906.51	\$96,704.01	\$1,202.50

**General Fund**  
**For the period ended April 30, 2019**

Revenue	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
Property Taxes	6,705,000.00	6,705,000.00	6,521,792.49	97.27%	6,705,000.00
Electric Franchise Taxes	360,000.00	360,000.00	211,127.74	58.65%	360,000.00
Telephone Franchise	110,000.00	110,000.00	63,273.04	57.52%	110,000.00
Gas Franchise	32,000.00	32,000.00	15,072.73	47.10%	32,000.00
Cable TV Franchise	75,000.00	75,000.00	36,841.24	49.12%	75,000.00
Telecommunication	35,000.00	35,000.00	7,723.61	22.07%	35,000.00
City Sales Tax	3,000,000.00	3,000,000.00	1,733,671.30	57.79%	3,000,000.00
Sales TX-Reduce Property Taxes	1,500,000.00	1,500,000.00	866,835.66	57.79%	1,500,000.00
Mixed Drink Tax	35,000.00	35,000.00	22,931.73	65.52%	35,000.00
Fines Warrants & Bonds	968,700.00	968,700.00	732,955.73	75.66%	1,000,000.00
Fees & Charge for Services	390,350.00	390,350.00	214,253.30	54.89%	390,350.00
Licenses & Permits	164,100.00	164,100.00	83,503.73	50.89%	164,100.00
Interest Earned	250,000.00	250,000.00	220,987.46	88.39%	350,000.00
Interfund Activity	1,852,286.00	2,164,286.00	920,481.27	42.53%	2,164,286.00
Misc Revenue	169,000.00	169,000.00	39,922.53	23.62%	169,000.00
Other Agency Revenue	500,000.00	500,000.00	165,243.62	33.05%	500,000.00
Total Revenue	<u>16,146,436.00</u>	<u>16,458,436.00</u>	<u>11,856,617.18</u>	<u>72.04%</u>	<u>16,589,736.00</u>
<b>Expenditures</b>					
Administrative Service	601,345.00	601,345.00	302,741.17	50.34%	601,300.00
Legal/Other Services	7,786,706.00	12,970,409.00	5,686,151.25	43.84%	12,970,400.00
Info Technology	741,895.00	741,895.00	246,225.69	33.19%	741,800.00
Purchasing	21,600.00	21,600.00	12,417.79	57.49%	21,600.00
Accounting Services	329,043.00	329,043.00	183,590.01	55.80%	329,000.00
Customer Services	142,335.00	142,335.00	69,798.21	49.04%	142,000.00
Municipal Court	407,663.00	407,663.00	191,871.26	47.07%	407,600.00
Police Department	2,918,170.70	3,230,170.70	1,755,678.35	54.35%	3,230,100.00
Communications	829,861.00	829,861.00	352,436.77	42.47%	829,800.00
Fire Department	1,696,484.00	1,696,484.00	691,554.37	40.76%	1,696,400.00
Public Works	254,171.00	254,171.00	119,728.20	47.11%	254,000.00
Community Development	498,709.00	498,709.00	198,500.70	39.80%	498,700.00
Streets	745,855.00	745,855.00	340,129.68	45.60%	745,800.00
Building Maintenance	291,561.00	291,561.00	116,709.99	40.03%	291,500.00
Solid Waste	436,568.00	436,568.00	204,920.93	46.94%	436,500.00
Fleet Services	484,533.00	484,533.00	233,869.84	48.27%	484,500.00
Parks & Recreation	938,353.00	997,853.00	350,423.78	35.12%	997,800.00
Total Expenditures	<u>19,124,852.70</u>	<u>24,680,055.70</u>	<u>11,056,747.99</u>	<u>44.80%</u>	<u>24,678,800.00</u>

**Utility Fund**  
**For the period ended April 30, 2019**

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
<b>Revenue</b>					
Fees & Charge for Services	4,320,000.00	4,320,000.00	2,234,727.49	51.73%	4,320,000.00
Interest Earned	50,000.00	50,000.00	58,547.64	117.10%	80,000.00
Interfund Activity	-	-	-		
Miscellaneous Revenue	57,500.00	57,500.00	33,561.21	58.37%	60,000.00
Other Agency Revenue	-	-	-		-
<b>Total Revenue</b>	<b>4,427,500.00</b>	<b>4,427,500.00</b>	<b>2,326,836.34</b>	<b>52.55%</b>	<b>4,460,000.00</b>
<b>Expenditures</b>					
Water & Sewer	3,898,058.00	3,898,058.00	1,177,622.85	30.21%	3,898,050.00
Utility Capital Projects	1,625,000.00	1,625,000.00	1,228,901.60	75.62%	1,625,000.00
	-	-	-		-
<b>Total Expenditures</b>	<b>5,523,058.00</b>	<b>5,523,058.00</b>	<b>2,406,524.45</b>	<b>43.57%</b>	<b>5,523,050.00</b>

No	Last Name	First Name	Date Info Requested	Description of Info Requested	Department Routed	Date Fwd to Dept	Date Received from Dept	Date Requestor Contacted	Amt	Date of Pick-up or Mailing	Open	Complete	AG Opinion	PROCESS TIME
1	Oliver	Glen D/	10/11/2018	Complete Vendor Listing	Isabel	10/16/2018	10/16/2018	10/16/2018	\$0.00	10/16/2018 via email	NO	YES		15 minutes accumulated 15 minutes
2	Mauriello	Mike	10/15/2018	Request copies of all information, reports or any City of Jersey correspondence related to any and all environmental surveys, studies, investigations, data and assessments including Phase I Environmental Site Assessments (ESAs) and Phase II ESA's, in connection with the properties as described in the Appraisal Report dated August 7, 2008 "Jones Road Holding & Project Vacant Land East and west Side of Jones road, South of U.S. 290, Houston, TX 77044".	Lorri	10/15/2018	10/15/2018	10/15/2018 with Partial release of info along with a req. to clarify	\$0.00	10/15/2018 via email	YES	NO		25 minutes accumulated 25 minutes
3	Hughes	Simon	10/16/2018	please provide copies of all documents referenced in item 10 D, E, F, G, of the Real Estate Purchase Agreement (Jones Rd) and including any new survey obtained by the City	Lorri	10/17/2018	10/17/2018	10/17/2018	\$0.00	10/17/2018 via email	NO	YES		20 minutes accumulated 20 minutes
4	Villarreal	Nina	10/16/2018	I am requesting a list of all residential properties in the city of Jersey Village that have had the water shut off, due to delinquent payments, any time between September 15, 2018 and October 15, 2018. I only need the property addresses. I do not want any customer information or reason for shut off. I authorize you to redact confidential information in accordance with Section 182.052 of the Utilities Code	Maria	10/16/2018	10/17/2018	10/17/2018	\$0.00	10/17/2018 via email	NO	YES		15 minutes accumulated 15 minutes
5	Hughes	Simon	10/18/2018	Please provide all documents which support Council Member Mitcham's statement that the construction of the new Golf Course Clubhouse / Convention Center will, "introduce a new revenue stream to the golf course fund that will potentially remove any need for general fund supplementals. The request lists specific documents being requested.	Jason	10/29/2018	10/29/2018	10/29/2018	37.50 PD 11-28-18	10/29/2018 via email	NO	YES		150 minutes accumulated 170 minutes
6	Falke	Cathy	10/18/2018	Any permit issue 16306 Delozier	Ashley	10/19/2018	10/19/2018	10/19/2018	\$0.00	10/19/2018 via email	NO	YES		25 minutes accumulated 25 minutes
7	Johnson	Rudy	10/21/2018	I am requesting the dash cam video for this accident report. This accident is on the dash cam of the officer who wrote the report.	JVPD	10/24/2018	10/24/2018	10/24/2018	\$0.00	10/24/2018 handled by JVPD	NO	YES		N/A
8	Deforges	Cheryl	10/22/2018	1995 - 2006 CC Minutes, 2012-2017 CC Minutes, and Historical Elections Record	Lorri	10/29/2018	10/29/2018	10/29/2018	\$0.00	10/29/2018 via email	NO	YES		15 minutes accumulated 15 minutes
9	Hyde	Apriell	10/19/2018	Documents (such as site plans, applications, and building permits) on all self-storage facilities that have been proposed, zoned, started construction, opened, or started/completed an expansion. Please state what phase they are in. Ex. planned only, received building permit but no construction, started construction.	Ashley	10/29/2018	10/29/2018	10/29/2018	\$0.00	10/29/2018 redundant req. Letter sent via email	NO	YES		N/A
10	Lopez	Shanna	10/29/2018	Current Solid Waste Contract	Lorri	10/29/2018	10/29/2018	10/29/2018	\$0.00	10/29/2018 via email	NO	YES		15 minutes accumulated 15 minutes
11	Harwood	Aleisha	10/31/2018	Commerical and Residential Building Permits 10-01-2018 thru 10-31-2018, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	10/31/2018	11/1/2018	11/2/2018	\$0.00	11/2/2018 via email	NO	YES		15 minutes accumulated 15 minutes
12	Beazley	Merrilee	11/1/2018	Any and all reports for the Jersey Crossing Property to include the following: Hazardous Chemical Studies; Environmental Impact Studies; Water Well Studies; EPA Violations; OSHA Violations.	Lorri	11/1/2018	11/1/2018	11/1/2018	\$0.00	11/01/2018 via email	NO	YES		15 minutes accumulated 15 minutes
13	Beazely	Merrilee	11/1/2018	Request for ownership of the properties located in Jersey Crossing	Lorri	11/1/2018	11/1/2018	11/1/2018	\$0.00	11/01/2018 via email	NO	YES		15 minutes accumulated 30 minutes

14	Beazley	Merrilee	11/1/2018	The reports on the recent fire in October at the house on Leeds and Philipine.	Mark Bitz	11/1/2018	11/1/2018	11/1/2018	\$0.00	11/01/2018 via email	NO	YES		15 minutes accumulated 45 minutes
15	O'Neill	Alia	11/1/2018	Police Department Salary, Benefits, Staffing, etc. records	Trelena	11/1/2018	11/1/2018	11/1/2018	\$0.00	11/01/2018 via email	NO	YES		30 minutes accumulated 30 minutes
16	Ngueyn	Leon	11/1/2018	Blueprint for the house at 15905 Capri Drive, Jersey Village, Texas	Ashley	11/1/2018	11/1/2018	11/1/2018	\$0.00	11/02/2018 No Response Info - via email	NO	YES		15 minutes accumulated 15 minutes
17	Hughes	Simon	11/1/2018	Can you please provide a copy of each of the active / outstanding general obligation refunding bond instruments executed by the city? (I believe there are two from 2012 and 2016.). Can you please include documents showing the current balance and principal and interest payments scheduled?	Isabel	11/2/2018	11/2/2018	11/2/2018	\$0.00	11/02/2018 via email	NO	YES		15 minutes accumulated 185 minutes
18	Burttschell	Heath	11/5/2018	List of HOA	Lorri	11/5/2018	11/5/2018	11/5/2018	\$0.00	11/05/2018 via email	NO	YES		15 minutes accumulated 15 minutes
19	Running	Todd	11/16/2018	Request for ordinance violations at ten (10) addresses in JV - January 1, 2016 to present	Gordon	11/16/2018	11/20/2018	11/20/2018	\$0.00	11/20/2018 via email	NO	YES		30 minutes accumulated 30 minutes
20	Tasi	Peter	11/26/2018	15814 Tahoe Drive - Floor Plan, Inspeciton reports, all permits, flood damage reports	Ashley	11/26/2018	11/29/2018	11/29/2018	\$0.00	11/29/2018 via email	NO	YES		45 minutes accumulated 45 minutes
21	Morgan	Paul	11/16/2018	In connection with records from the JVPD since 01-01-2008 concerning violation of Jersey Village Police Department rules and/or regulations, the names of officers, job assignments, the nature of the violation, the date of occurrence, the date of the sustained finding and any disciplinary finding. Additionally, the names of officers receiving complaints, suspensions, or letters of reprimand and the names of officers who have a sustained or un-sustained finding of a violation of Jersey Village Police Department rules and/or regulations, other acts of misconduct, and/or conviction(s) where the matter was referred to an outside agency such as the District Attorney's Office, Federal Bureau of Investigation, etc., for further or additional investigation and/or action.	Trelena	11/29/2018	Estimate Letter written 11-29-2018							WITHDRAWN OPERATION OF LAW
22	Villareal	Nina	12/3/2018	all residential properties that have had the water disconnected within the last 30 days. If clarification is needed, due to delinquent payments.  You may redact all information included in 182.052 of the Texas utilities code, but property address must be included according to the Utilities Code in Chapter 182 Section 05.	Maria	12/3/2018	12/3/2018	12/3/2018	\$0.00	12/03/2018 via email	NO	YES		15 minutes accumulated 15 minutes
23	Harwood	Aleisha	12/1/2018	Commerical and Residential Building Permits 11-01-2018 thru 11-30-2018, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	12/4/2018	12/4/2018	12/4/2018	\$0.00	12/4/2018 via email	NO	YES		15 minutes accumulated 30 minutes
24	Horsman	Marla	12/5/2018	Public Improvement District Documents on all created since 2015	Lorri	12/5/2018	12/5/2018	12/5/2018 - No Responsive Records	\$0.00	12/05/2018 via email	NO	YES		15 minutes accumulated 15 minutes
25	Medrano	Jessica	12/7/2018	Permits for the coverec patio located at 15301 Jersey Dr.	Ashley	12/7/2018	12/10/2018	12/10/2018	\$0.00	12/10/2018 via email	NO	YES		15 minutes accumulated 15 minutes

26	Hennes	Rebecca	12/7/2018	the total amount of money that the Jersey Village Police Department seized (property and cash) through civil asset forfeiture in 2017 and 2018 to date. Please provide separate reports for each year.	Sonya	12/7/2018	12/10/2018	12/10/2018	\$0.00	12/10/2018 via email	NO	YES		15 minutes accumulated 15 minutes
27	Ramlal	Ramon	12/10/2018	All permits for property address 15814 Singapore Lane	Ashley	12/10/2018	12/10/2018	12/10/2018	\$0.00	12/10/2018 via email	NO	YES		15 minutes accumulated 15 minutes
28	Dickinson	B.	12/12/2018	Cost of installing RLC	Eric	12/12/2018	12/12/2018	12/12/2018	\$0.00	12/12/2018 via email	NO	YES		15 minutes accumulated 15 minutes
29	Advantage	Masonry	12/12/2018	Foundation Repair Permits for 2014 thru 2018	Ashley	12/12/2018	12/13/2018	12/13/2018	\$0.00	12/13/2018 via email	NO	YES		15 minutes accumulated 15 minutes
30	Garay	Rey	12/14/2018	Jones Road Project Property - Please provide copies of all permits submitted/approved, certificates of occupancy and building plans	Ashley	12/14/2018	12/17/2018	12/17/2018	\$0.00	12/17/2018 via email	NO	YES		15 minutes accumulated 15 minutes
31	Garay	Rey	12/14/2018	Jones Road Project Property - Any record of responses, underground storage tank (UST) presence, encounters with hazardous materials, violations and inspections at the above location and/or adjacent properties.	Mark Bitz	12/14/2018	12/17/2018	12/17/2018	\$0.00	12/17/2018 via email	NO	YES		35 minutes accumulated 35 minutes
32	Beazley	Merrilee	12/17/2018	Business Plan related to the golf course	Jason	12/17/2018	12/19/2018	12/19/2018	\$0.00	12/19/2018 via email	NO	YES		15 minutes accumulated 60 minutes
33	Desforges	Cheryl	12/17/2018	Business Plan related to the golf course	Jason	12/17/2018	12/19/2018	12/19/2018	\$0.00	12/19/2018 via email	NO	YES		15 minutes accumulated 15 minutes
34	Tatom	Cathy	12/21/2018	Fire and EMS response to calls information	Mark Bitz	12/21/2018	1/2/2019	1/2/2019	\$0.00	01/02/2019 via email	NO	YES		30 minutes accumulated 30 minutes
35	Carter	Van	12/27/2018	Questions concerning the proposals for the bank depository services	Orlando with Wells Fargo	1/2/2019	1/8/2019	1/8/2019	\$0.00	01/08/2019 via email	NO	YES		30 minutes accumulated 30 minutes
36	Overall	Leah	1/2/2019	Commerical and Residential Building Permits for July, Sept, Oct, Nov, and Dec 2018, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and	Ashley	1/2/2019	1/2/2019	1/2/2019	\$0.00	01/02/2019 via email	NO	YES		15 minutes accumulated 15 minutes
37	Harwood	Aleisha	1/2/2019	Commerical and Residential Building Permits 12-01-2018 thru 12-31-2018, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	1/2/2019	1/2/2019	1/2/2019	\$0.00	01/02/2019 via email	NO	YES		15 minutes accumulated 45 minutes
38	Ward	James	12/26/2018	Name and Email address of sworn officers	Bob	1/4/2019	1/4/2019	1/4/2019	\$0.00	01/04/2019 via email	NO	YES		15 minutes accumulated 15 minutes
39	Nech	Heather	1/7/2019	Residential Foundation Repair Permit Report for December 2018	Ashley	1/7/2019	1/8/2019	1/8/2019	\$0.00	01/08/2019 via email	NO	YES		15 minutes accumulated 15 minutes
40	Aguilar	Natalie	1/10/2019	Copies of performance evaluations, disciplinary documents, training records, and any classes they have taken from the Personnel Files - Sgt. E. Bruss and Officer J. Boughter	Trelena	10/1/2019	1/22/2019	01/16/2019 - Sent Estimate Ltr - 01-18-2019 Reequestor narrowed and clarified scope	\$22.50	01/22/2019 via email	NO	YES		90 minutes accumulated 90 minutes
41	Beazley	Merrilee	1/14/2019	"A full and complete copy of any and all Internal Affairs investigations related to James Singleton during his employment at the City of Jersey Village Police Department. This request shall include any Internal Affairs investigation regardless of the manner and means of ultimate determination of outcome."	Lorri	1/14/2019	1/14/2019	1/14/2019	\$0.00	01/14/2019 via email - REDUNDANT REQUEST	NO	YES		15 minutes accumulated 75 minutes

42	Dunaway	Sheila	1/17/2019	Cloramine Project Bid Tab	Lorri	1/17/2019	1/17/2019	1/17/2019	\$0.00	01/17/2019 via email	NO	YES		15 minutes accumulated 15 minutes
43	Dunaway	Sheila	1/17/2019	Listing of Proposals for FMA Grant	Lorri	1/17/2019	1/17/2019	1/17/2019	\$0.00	01/17/2019 via email	NO	YES		15 minutes accumulated 30 minutes
44	Collard	Nicole	1/28/2019	any information on new or expanded self-storage facilities that have gone through zoning, planning or construction in the last six months. Specifically applications, site plans, meeting minutes or any issued permits.	Ashley	1/28/2019	1/28/2019	1/28/2019	\$0.00	1/28/2019 via email	NO	YES		15 minutes accumulated 15 minutes
45	Strickland	Megan Cantu	1/28/2019	All permits, surveys, elevation certificaes, permit applications, citations, coimunications and other records relating to the real property located at 15534 Congo Lane, Jersey Village, Texas	Ashley	1/28/2019	1/28/2019	1/28/2019	\$0.00	1/28/2019 via email	NO	YES		15 minutes accumulated 15 minutes
46	Andrews	Jenny	1/28/2019	any documents which may contain information regarding a grant, contract or other agreement between the city (including any department or office of the city or any employee of the city in his/her official capacity) and an abortion provider or their affiliate including, but not limited to, any form of the name Planned Parenthood or Whole Woman's Health. This includes an agreement for volunteer or free services, as well as those agreements which include payment for services or any other transfer of money.	Lorri	1/28/2019	1/28/2019	1/28/2019	\$0.00	1/28/2019 via email	NO	YES		15 minutes accumulated 15 minutes
47	Harwood	Aleisha	2/1/2019	Commerical and Residential Building Permits 01-01-2019 thru 01-31-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	2/1/2019	042/04/2019	2/4/2019	\$0.00	02/04/2019 via email	NO	YES		15 minutes accumulated 60 minutes
48	Adjain	Cynthia	2/4/2019	Copy of November 18, 1996 Smoking Ordinance	Lorri	2/4/2019	2/4/2019	2/4/2019	\$0.00	02/04/2019 via email	NO	YES		15 minutes accumulated 15 minutes
49	Beazley	Merrilee	2/5/2019	information regarding a lawsuit that I believe was between Mr. Hall, who is now deceased, and the city of Jersey Village. He lived at 16324 Acapulco	Trelena/Lorri	2/5/2019	2/12/2019	2/12/2019 - NO RECORDS	\$0.00	02/12/2019 via email	NO	YES		15 minutes accumulated 90 minutes
50	Hamil	Colleen	2/5/2019	a list of Job Titles by Department budgeted this year for your city, with the employee counts and whether the position is full-time, part-time, seasonal, or temporary (Job Type). Please include the full-time equivalent (FTE) total for the current budget year.	Trelena	2/5/2019	2/8/2019	2/8/2019	\$0.00	02/08/2019 via email	NO	YES		15 minutes accumulated 15 minutes
51	Mark	Jonathan	2/5/2019	Code Violations reports to City Council 07-2018 to current	Lorri	2/5/2019	2/5/2019	2/5/2019	\$0.00	02/05/2019 via email	NO	YES		15 minutes accumulated 15 minutes
52	Villarreal	Nina	2/8/2019	a list of all residential properties that have had the water shut off any time between JANUARY 1, 2019 and FEBRUARY 1ST, 2019	Maria	2/11/2019	2/11/2019	2/11/2019 - No Records	\$0.00	2/11/2019 via email	NO	YES		15 minutes accumulated 30 minutes
53	Gonzalez	Alejandra	2/11/2019	Copies of variances, special exceptions, conditional use permits or zoning relief of any kind, existing certificates of occupancy, and any site plans of file for 18800 and 18900 Northwest Freeway and 9110 N. Eldride Parkway. 02-14-2019 - Amended Scope to inspect Site Plan docs and receive copies of Certificates of Occupancy - Site Plan Inspection completed on 02-22-2019	Ashley	2/11/2019	2/14/2019	2/14/2019	\$0.00	02/14/2019 via email	NO	YES		15 minutes accumulated 15 minutes
54	Ellard	Logan	2/11/2019	Lindswy Almaguer's employment status with the City and documentation needed to get new insurance coverage for minor child	Trelena	2/11/2019	2/14/2019	2/14/2019	\$0.00	02/14/2019 via email	NO	YES		15 minutes accumulated 15 minutes
55	Arrajj	Shawn	2/12/2019	Candidate Filings	Lorri	2/12/2019	2/12/2019	2/12/2019	\$0.00	02/12/2019 via email	NO	YES		15 minutes accumulated 15 minutes

56	Nech	Heather	2/13/2019	Residential Foundation Repair Permit Report for January 2019	Ashley	2/14/2019	2/14/2019	2/14/2019	\$0.00	02/14/2019 via email	NO	YES		15 minutes accumulated 30 minutes
57	Oler	Chelsea	2/18/2019	15106 Lakeview Drive - Most Recent Drawings, 2014, all interior drawings (graph paper) - Master bath plumbing	Ashley	2/18/2019	2/18/2019	2/18/2019	\$0.00	2/18/2019 via email	NO	YES		15 minutes accumulated 15 minutes
58	Arrajj	Shawn	2/18/2019	Additional Candidate Filings	Lorri	2/18/2019	2/18/2019	2/18/2019	\$0.00	2/18/2019 via email	NO	YES		15 minutes accumulated 30 minutes
59	Taylor	Fred G.	2/25/2019	The completed Application for Placement on the Ballot for your candidates	Lorri	2/25/2019	2/25/2019	2/25/2019	\$0.00	02/25/2019 via email	NO	YES		15 minutes accumulated 15 minutes
60	Finlay	Deborah	2/25/2019	a copy of the survey plat being used for construction at 17300 Jersey Meadow Drive, Jersey Village, Texas - 02-27-2018 - Site Inspection of Site Plan	Jim Bridges	2/27/2019	2/27/2019	2/27/2019	\$0.00	02/27/2019 via inspection of site plan	NO	YES		15 minutes accumulated 15 minutes
61	Overall	Leah	2/26/2019	Commerical and Residential Building Permits for Jan 2019 including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	2/26/2019	2/27/2019	2/27/2019	\$0.00	02/27/2019 via email	NO	YES		15 minutes accumulated 30 minutes
62	Property Solutions		2/26/2019	Site Assessment - Lonestar Chevrolet - Permit Records	Ashley	02/26/2019	2/28/2019	2/28/2019	\$0.00	02/28/2019 via email	NO	YES		25 minutes accumulated 95 minutes
63	Property Solutions		2/26/2019	Site Assessment - Lonestar Chevrolet - Fire Records	Mark Bitz	2/26/2019	2/27/2019	2/27/2019	\$0.00	2/27/2019 via email	NO	YES		55 minutes accumulated 55 minutes
64	Property Solutions		2/26/2019	Site Assessment - Lonestar Chevrolet - Utility Records	Maria	2/26/2019	2/27/2019	2/27/2019	\$0.00	2/27/2019 via email	NO	YES		15 minutes accumulated 70 minutes
65	Humphrey	Heather	2/27/2019	Building Permit and associated application for construction at 16002 Acapulco Drive	Ashley	2/27/2019	2/28/2019	2/28/2019	\$0.00	02/28/2019 via email	NO	YES		15 minutes accumulated 15 minutes
66	Harwood	Aleisha	3/1/2019	Commerical and Residential Building Permits 02-01-2019 thru 02-28-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	3/1/2019	3/1/2019	3/1/2019	\$0.00	03/01/2019 via email	NO	YES		15 minutes accumulated 75 minutes
67	Axenie	Antonio	3/1/2019	a list of project/permit applications or zoning change requests regarding self-storage	Ashley	3/4/2019	3/4/2019	3/4/2019	\$0.00	03/04/2019 via email	NO	YES		15 minutes accumulated 15 minutes
68	Olvera	Leo	3/4/2019	Did the home located at 15802 Acapulco Flood during the tax day floods.	Ashley	3/4/2019	3/4/2019	3/4/2019	\$0.00	03/04/2019 via email	NO	YES		15 minutes accumulated 15 minutes
69	Pryce	Chevall	3/5/2019	Applications for Place on May 4 2019 City Election	Lorri	3/5/2019	3/5/2019	03/05/20109	\$0.00	03/05/2019 via email	NO	YES		15 minutes accumulated 15 minutes
70	Alva	Maximilian	3/5/2019	Oath and Statement of Officer for all current officers that issue citations, all training certificates, Memorandum of Unerstanding with DPS concerning procedures of the inspection program and if none a statement stating same.	Trelena - Sonya - Lorri	3/5/2019	3/18/2019	3/18/2019	\$0.00	03/18/2019 via email	NO	YES		180 minutes accumulated 180 minutes
71	Schreiner	Stephanie	3/8/2019	An electronic copy of any and all employees for year of 2018, (fiscal or calendar year). Each employee record should contain the employer name, employer zip code, year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.	Trelena	3/11/2019	3/11/2019	03/11/201	\$0.00	03/11/2019 via email	NO	YES		30 minutes accumulated 30 minutes
72	Munive	Javier	3/8/2019	Copy of Plumbing Plans for 17360 Northwest Freeway	Ashley	3/25/2019	3/25/2019	03-11-19 Sent Estimate Letter	\$0.00	03/25/2019 via email	NO	YES		30 minutes accumulated 30 minutes

73	Beazley	Merrilee	3/13/2019	RLC Contracts and emails from TML about RLC Legislation since 10-1-2018.	Lorri	3/13/2019	3/14/2019	03/13/2019 - Request to clarify - Rec'd clarification 03/14/2019	\$0.00	03/14/2019 via email	NO	YES		15 minutes accumulated 135 minutes
74	Beazley	Merrilee	3/13/2019	Justin Ray Campaign Finance Reports	Lorri	3/13/2019	3/13/2019	3/13/2019	\$0.00	03/13/2019 via email	NO	YES		30 minutes accumulated 120 minutes
75	Yalcin	Zoe	3/15/2019	Purchasing Information 08-29-18 to present	Isabel	3/18/2019	3/18/2019	3/18/2019	\$0.00	03/18/2019 via email	NO	YES		30 minutes accumulated 30 minutes
76	Beazley	Merrilee	3/15/2019	Please provide any and all tickets which were issued while the City of Jersey Village had Red Light Cameras in place.	Justin McDole	3/18/2019	Withdrawn operation of law	3/18/2019 sent cost email		Withdrawn operation of law	NO	YES		N/A
77	Whaley	Mark A.	3/18/2019	Copy of Schedule of Fees	Lorri	3/18/2019	3/18/2019	3/18/2019	\$0.00	03/18/2019 via US Mail	NO	YES		15 Minutes accumulated 15 minutes
78	Smith	C. Stacey	3/28/2019	Any and all information gathered during the application process and the reason why disqualified for the dispatch position (February 2019) Applicant called and reduced scope to exclude criminal history information	Trelena	3/28/2019	4/1/2019 - Sent Info to City Atty for review	4/9/2019 sent partial release of information to the requestor via email. Balance sent to City ATTY for AG submittal	\$0.00	04/09/2019 partial response via email	YES	NO	YES	45 Minutes accumulated 45 minutes
79	Lewis	Kylan	3/28/2019	Homes flooded during Harvey	Danielle	3/28/2019	3/28/2019	3/28/2019	\$0.00	3/28/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
80	Nech	Heather	3/28/2019	Residential Foundation Repair Permit Report for January 2019	Ashley	3/28/2019	3/29/2019	3/29/2019	\$0.00	03/29/2019 via email	NO	YES		15 Minutes accumulated 30 minutes
81	Murphy	Thom	4/1/2019	Address of all overhead signals in Jersey Village	Sonya	4/1/2019	4/1/2019	4/1/2019	\$0.00	04/01/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
82	Harwood	Aleisha	4/1/2019	Commerical and Residential Building Permits 03-01-2019 thru 03-31-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	4/1/2019	4/1/2019	4/1/2019	\$0.00	04/01/2019 via email	NO	YES		15 minutes accumulated 90 minutes
83	Sureshchandra	Suma	4/1/2019	Building Permits Issued from March 1 , 2019 through March 31, 2019 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools	Ashley	4/1/2019	4/2/2019	4/2/2019	\$0.00	04/02/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
84	Yates	David	4/2/2019	Copy of RLC Contract and Copy of 380 Agreement for Village Center	Lorri	4/2/2019	4/2/2019	4/2/2019	\$0.00	04/02/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
85	Ayson	Brian K.	4/5/2019	Mark E. Divel employment file,	Trelena	4/5/2019	4/12/2019	4/12/2019 Sent Estimate Letter - Accepted Charges 4/15/2019	\$63.00	04/17/2019 via email	NO	YES		210 Minutes accumulated 210 Minutes
86	Beazley	Merrilee	4/15/2019	Any and all training records for all of the staff at the Jersey Meadow Golf Course for the last two years related to First Aid, CPR and AED. This includes all full time and part time staff.	Matt & Jason	4/15/2019	4/18/2019	4/18/2019	\$0.00	04/18/2019 via email	NO	YES		30 minutes accumulated 165 minutes
87	Murguia	Abraham	4/16/2019	Listing of properties with code violations - February 2019	Lorri	4/17/2019	4/17/2019	4/17/2019	\$0.00	04/17/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
88	Allstun	Lance	4/17/2019	Permits and other records pertaining to 15802 Acapulco Drive	Ashley	4/17/2019	4/17/2019	4/17/2019	\$0.00	04/17/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
89	Alexander	Jeff	4/22/2019	Economic Development incentive related agreements or amendments executed between 10/1/2018 and 3/31/2019	Lorri	4/22/2019	4/22/2019	4/22/2019	\$0.00	04/22/2019 via email	NO	YES		15 Minutes accumulated 15 minutes

90	Warren	Bobby	4/23/2019	April 22, 2019 EV Combination Forms	Lorri	4/23/2019	4/23/2019	4/23/2019	\$0.00	04/23/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
91	Warren	Bobby	4/24/2019	April 23, 2019 EV Combination Forms	Lorri	4/24/2019	4/24/2019	4/24/2019	\$0.00	04/24/2019 via email	NO	YES		15 Minutes accumulated 30 minutes
92	Warren	Bobby	4/25/2019	April 24, 2019 EV Combination Forms	Lorri	4/25/2019	4/25/2019	4/25/2019	\$0.00	4/25/2019 via email	NO	YES		15 Minutes accumulated 45 minutes
93	Warren	Bobby	4/26/2019	April 25, 2019 EV Combination Forms	Lorri	4/26/2019	4/26/2019	4/26/2019	\$0.00	04/26/2019 via email	NO	YES		15 Minutes accumulated 60 minutes
94	Warren	Bobby	4/29/2019	April 26, 2019& April 27, 2019 EV Combination Forms	Lorri	4/29/2019	04/29/20109	4/29/2019	\$0.00	4/29/2019 via email	NO	YES		15 Minutes accumulated 75 minutes
95	Warren	Bobby	4/30/2019	April 29, 2019 EV Combination Forms	Lorri	4/30/2019	4/30/2019	4/30/2019	\$0.00	4/30/2019 via email	NO	YES		15 Minutes accumulated 90 minutes
96	Beazley	Merrilee	4/30/2019	EV Combination forms through April 29, 2019	Lorri	4/30/2019	4/30/2019	4/30/2019	\$0.00	4/30/2019 via email	NO	YES		30 minutes accumulated 180 minutes
97	Beazley	Merrilee	4/30/2019	Report on Collaborate and the development of Village Center	Lorri	4/30/2019	4/30/2019	4/30/2019	\$0.00	04/30/2019 via email	NO	YES		30 minutes accumulated 195 minutes
98	Warren	Bobby	5/1/2019	April 30, 2019 EV Combination Forms	Lorri	5/1/2019	5/1/2019	5/1/2019	\$0.00	05/01/2019 via email	NO	YES		30 minutes accumulated 105 minutes
99	Harwood	Aleisha	5/1/2019	Commerical and Residential Building Permits 04-01-2019 thru 04-30-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	5/1/2019	5/1/2019	5/1/2019	\$0.00	5/1/2019	NO	YES		15 minutes accumulated 105 minutes
100	Sureshchandra	Suma	5/1/2019	Building Permits Issued from 4-01-2019 through 4-30-2019 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools	Ashley	5/1/2019	5/1/2019	5/1/2019	\$0.00	05/01/2019 via email	NO	YES		15 Minutes accumulated 30 minutes
101	Beazley	Merrilee	5/1/2019	I am requesting any and all reports regarding mold reports, roof leaks on any and all buildings that are the current civic center and city hall. I am requesting and and all reports regarding insurance reports or any and all other reports related to the remodeling or fixing up of these buildings. I requesting any and all estimate reports for the fixing up of the civic center and city hall.	Lorri and Isabel	5/1/2019	5/1/2019	5/1/2019	\$0.00	05/01/2019 via email	NO	YES		30 minutes accumulated 225 minutes
102	Biederstadt	Cathy	5/1/2019	Listing of those submitted applications for appointment to Council Member Place 1 position	Lorri	5/1/2019	5/1/2019	5/1/2019	\$0.00	05/01/2019 via email	NO	YES		15 Minutes accumulated 15 minutes
103	Nech	Heather	5/1/2019	April 2019 Foundation Permits	Ashley	5/1/2019	5/2/2019	5/2/2019	\$0.00	05/02/2019 via email	NO	YES		15 minutes accumulated 45 minutes
104	Beazley	Merrilee	5/2/2019	Combination forms for EV on April 30, 2019	Lorri	5/2/2019	5/2/2019	5/2/2019	\$0.00	05/02/2019 via email	NO	YES		15 minutes accumulated 240 minutes
105	Sheldon	Michael	5/2/2019	Original blue prints showing plumbing drawings for 17482A and 17482B NW FWY	Ashley	5/2/2019								
106	Hintz	James	5/4/2019	Copy of most recent fire report for 15421 Leeds Lane	Mark Bitz	5/4/2019	5/6/2019	5/6/2019	\$0.00	05/06/2019 via email	NO	YES		15 minutes accumulated 15 minutes



# MONTHLY REPORT – April 2019

## Jersey Village Fire Department

### EMERGENCY RESPONSES

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Fire/County	3	6	2	3									14
Fire/ETJ	0	2	0	0									2
Fire/JV	24	19	25	24									92
EMS/County	2	1	4	0									7
EMS/ETJ	4	8	3	5									20
EMS/JV	64	54	70	75									263
TOTAL	97	90	104	107									398
Transports	44	38	55	51									188
Aid received	2	1	0	0									3
Aid given	2	2	2	3									9

### FIRE INSPECTIONS CONDUCTED

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Inspections	64	43	46	31									184

### PUBLIC EDUCATION PROGRAMS CONDUCTED

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Programs	8	7	9	7									31
Audience	156	1364	246	128									1894

### FIRE INVESTIGATIONS CONDUCTED

Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	TOTAL
0	0	0	4									4

- We continued the Citizens Fire Academy, which began January 10<sup>th</sup> with 16 participants. They had their Field and Burn Day on April 13<sup>th</sup>. They also had their graduation day on April 23<sup>rd</sup> with a potluck dinner.
- Lifescan a health preventative screening company came to our station the week of the 22<sup>nd</sup> through the 26<sup>th</sup> and scanned 40 of our Firefighters/EMT for health maintenance.
- We continue to give Girl Scout and preschool tours at the station
- We also continue to have Fire drills at the Elementary and High School

**Respectfully submitted,**  
**Mark Bitz**  
**Fire Chief/Fire Marshal**

# APRIL 2019

## Communication Division Monthly Report

Date	CFS - PD	CFS - FD	911 Phone	License Plate	Driver's License	Criminal History	TCIC Messages	Day Total
1-Apr	45	2	14	39	37	2	5	144
2-Apr	67	6	22	37	42	5	0	179
3-Apr	52	2	13	32	44	3	8	154
4-Apr	38	6	30	27	30	3	4	138
5-Apr	60	6	17	35	39	0	7	164
6-Apr	58	4	17	44	39	2	5	169
7-Apr	46	4	16	30	27	1	2	126
8-Apr	41	5	19	40	39	0	5	149
9-Apr	51	1	5	43	37	0	1	138
10-Apr	76	3	28	40	32	2	8	189
11-Apr	71	0	11	56	37	0	4	179
12-Apr	90	9	22	57	40	3	0	221
13-Apr	69	2	17	51	65	3	0	207
14-Apr	58	3	12	42	39	2	1	157
15-Apr	55	5	10	39	34	1	8	152
16-Apr	51	2	8	44	52	1	1	159
17-Apr	56	6	20	29	32	1	9	153
18-Apr	66	9	28	45	49	1	0	198
19-Apr	76	0	17	63	59	6	5	226
20-Apr	61	3	20	41	46	0	0	171
21-Apr	46	3	16	27	38	1	5	136
22-Apr	105	0	11	93	84	1	2	296
23-Apr	64	3	18	52	53	0	5	195
24-Apr	71	5	21	58	34	2	0	191
25-Apr	91	1	16	57	63	2	4	234
26-Apr	90	3	27	85	80	4	7	296
27-Apr	89	6	13	59	71	4	1	243
28-Apr	57	2	15	37	50	2	1	164
29-Apr	55	4	17	43	43	0	11	173
30-Apr	63	4	14	44	64	0	1	190
<b>Totals</b>	<b>1918</b>	<b>109</b>	<b>514</b>	<b>1389</b>	<b>1399</b>	<b>52</b>	<b>110</b>	<b>5491</b>

This month Communications Supervisor Rayne Herzog and TCO Theresa Regan attended the TXAPCO/NENA Conference in Galveston and brought back new ideas for training and QA in the Dispatch Center. TCO Amber Rozas won the TXNENA Silent Hero award, but unfortunately on her way to Galveston to get her award, she was in a major car accident and had to have emergency surgery. She was finally able to receive her award at a celebration given by GHC-911 on the 24th. TCO Stacy Jones attended a Customer Service Class at Webster PD.

## JERSEY VILLAGE POLICE DEPARTMENT

### Criminal Investigation Division Report for April 2019

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**Sex Crimes/Child Cases (0):** no new sex/child crimes were initiated this month

**Assault Cases (0):** no new assault cases were initiated this month

**Property Crimes/Burglaries and Thefts:**

**Robbery (2):** two similar robberies occurred at the apartment complex located at 8655 Jones Road. Detectives have identified a possible suspect and the case is under active investigation

**Home / Business Burglaries (1):** the following structure burglaries were investigated this past month:

1. The theft of tools from within a shed in the 15800 block of Elwood is under active investigation. The tools belonged to a contractor who is working on the home, and the contractor suspects another contractor of taking the tools. In addition, the homeowner believes that a different contractor damaged part of his home.

**Vehicle Burglaries (2):** the following new vehicle burglaries were initiated this past month:

1. A vehicle burglary from the 18600 block of Northwest freeway is under active investigation.
2. A vehicle was burglarized from the hotel parking lot located at 17550 Northwest Freeway. The suspect was captured on video, but has not been identified as of this date.

**Criminal Mischief (1):** A criminal mischief investigation (to a vehicle on the lot) from Joe Myer's Toyota is under active investigation.

**Thefts (2):** the following general thefts were investigated:

1. The theft of a package from the 16100 block of Wall Street was investigated, but had no viable leads.
2. The theft of two Apple iPhone watches from T-Mobile is under active investigation

**Stolen Vehicles/Trailers (1):** the following stolen vehicle investigations were initiated this month:

1. A stolen backhoe from the 7300 block of Senate was located by detectives. The video evidence revealed that the lease company picked up the backhoe.

**Identity Theft/Fraud (4):** the following new fraud cases were investigated this month:

1. A fraud investigation was conducted 11111 Pleasant Colony, whereby someone used a credit card without permission. *Detectives were able to identify and charge the suspect in this case.*
2. A forgery investigation was initiated and closed without any leads, from 11011 Pleasant Colony
3. A fraud report from the 8400 block of N. Tahoe was referred to the agency having jurisdiction.
4. A fraud report from the 16500 block of Jersey Dr. was investigated and deemed unfounded.

**Hit and Run Crashes (0):** The following hit and run crashes were investigated this month:

1. No new hit and run investigations were initiated this month.

**Miscellaneous:**

- Seventy-seven (77) new pieces of property and evidence were processed and submitted into the Property Room.
- Eight (8) destruction orders were completed for submission to the Harris County District Attorney's Office this past month for items to be removed from the Property Room.
- A camera was placed at a covert location to assist with possible future crimes in the area (illegal dumping)
- An internal affairs investigation was completed for policy violations (IAD 1901)
- A dispatch applicant background was completed (McKenzie)
- A dispatch applicant background was completed (Hales)
- A property room spot audit was conducted, with no deficiencies noted

**Training Report:**

Below is a summary of the training given to our employees this past month:

<u>Date</u>	<u>Officer</u>	<u>Course</u>	<u>Hours</u>	<u>Notes</u>
4/2/2019	Limerick/Zatzkin	Taser Instructor Course	40	Online and In-class Angleton
4/5/2019	Holley/Coble	Basic Instructor Course	80	Tomball PD
4/4/2019	5	Fingerprinting	20	JVPD Academy
4/4/2019	5	Photography	20	JVPD Academy
4/10/2019	12	SFST Refresher	96	TMPA
4/11/2019	8	Basic DWI Investigation	64	JVPD Academy
4/18/2019	Lerma	EVOC Driving Course	24	Katy ISD PD
4/16/2019	21	Deescalation Course	168	JVPD Academy
4/16/2019	2	SABA Instructor Course	8	Galveston
4/25/2019	9	Eyewitness ID Course	72	JVPD Academy
		<b>Total Training Hours for Month</b>	<b>592</b>	

## April 2019

	March 2019	April 2019
Warrants Executed	701	491
Warrants Issued	850	861
Letters Mailed	257	280
Phone Calls	1,412	1,441
Door Hangers	3	4
Arrests	2	2
Amount collected	\$142,963.46	\$104,902.74

273 Emails Sent (Reduces Letters Mailed Out)

5 1/2 Days Municipal Court Bailiff

1/2 Training Day

1 Holiday Day

**15 Total Days Warrants Worked**

# Jersey Village Police Department

## Investigations / Calls-For-Service Report

December, 2019

### MAJOR CRIME INDEX

TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Tots
<b>VIOLENT CRIME:</b>													
MURDER	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	2	1	0	0	0	0	0	0	0	0	3
AGG. ASSAULT	2	2	0	1	0	0	0	0	0	0	0	0	5
<b>PROPERTY CRIME:</b>													
BURGLARY-RESIDENCE	2	0	1	1	0	0	0	0	0	0	0	0	4
BURGLARY-BUSINESS	3	3	4	2	0	0	0	0	0	0	0	0	12
ALL THEFTS:	4	15	5	3	0	0	0	0	0	0	0	0	27
<i>From Vehicles</i>	2	11	3	0	0	0	0	0	0	0	0	0	16
<i>From Coin Machines</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
AUTO THEFTS	1	5	2	1	0	0	0	0	0	0	0	0	9
<b>MAJOR CRIMES:</b>	<b>12</b>	<b>25</b>	<b>14</b>	<b>9</b>	<b>0</b>	<b>60</b>							

<b>ARRESTS: (Only Highest Classified Charge Counted Per Arrest)</b>													
MUNICIPAL MISD.(C)	22	22	30	23	0	0	0	0	0	0	0	0	97
MISDEMEANORS (A&B)	14	13	10	18	0	0	0	0	0	0	0	0	55
<i>Misd. Narcotic Arrests</i>	1	0	2	1	0	0	0	0	0	0	0	0	4
ALL FELONIES	9	6	6	9	0	0	0	0	0	0	0	0	30
<i>Fel. Narcotic Arrests</i>	7	2	3	6	0	0	0	0	0	0	0	0	18
ARRESTS NOT BOOKED	55	50	55	59	0	0	0	0	0	0	0	0	219
<b>TOTAL ARRESTS:</b>	<b>100</b>	<b>91</b>	<b>101</b>	<b>109</b>	<b>0</b>	<b>401</b>							

# Jersey Village Police Department

## Investigations / Calls-For-Service Report

December, 2019

### OTHER CALLS FOR SERVICE

TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Tots
<b>ACCIDENTS:</b>													
Accident Major	0	0	0	0	0	0	0	0	0	0	0	0	0
Accident Major Auto-Ped	0	0	0	0	0	0	0	0	0	0	0	0	0
Accident Major FSRA	0	0	0	0	0	0	0	0	0	0	0	0	0
Accident Minor	89	112	81	106	0	0	0	0	0	0	0	0	388
Accident Minor FSGI	12	28	23	24	0	0	0	0	0	0	0	0	87
<b>MISDEMEANOR CRIMINAL INVESTIGATIONS</b>													
Assault	8	13	4	4	0	0	0	0	0	0	0	0	29
Criminal Mischief	6	12	9	7	0	0	0	0	0	0	0	0	34
Disturbance	19	30	50	25	0	0	0	0	0	0	0	0	124
Terroristic Threat	2	0	4	0	0	0	0	0	0	0	0	0	6
Trespass	0	0	0	0	0	0	0	0	0	0	0	0	0
Harassment	0	6	3	3	0	0	0	0	0	0	0	0	12
Solicitor	4	3	9	28	0	0	0	0	0	0	0	0	44
City Ordinance Violation.	0	0	0	0	0	0	0	0	0	0	0	0	0
Warrant Service	14	4	3	10	0	0	0	0	0	0	0	0	31
<b>POLICE ASSISTANCE</b>													
911 Hang Up	0	0	0	0	0	0	0	0	0	0	0	0	0
Alarms	0	0	0	0	0	0	0	0	0	0	0	0	0
Welfare Check	69	44	65	68	2	0	0	0	0	0	0	0	248
Missing Person	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist JVFD/EMS	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist Other Agency	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist Public	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Control	3	1	1	9	0	0	0	0	0	0	0	0	14
Crime Prevention	22	30	107	103	0	0	0	0	0	0	0	0	262
Multiple Unit Response	0	0	0	1	0	0	0	0	0	0	0	0	1
<b>MISCELLANEOUS POLICE INVESTIGATIONS</b>													
Abandoned Vehicle	1	4	3	0	0	0	0	0	0	0	0	0	8
Found Article	0	0	0	0	0	0	0	0	0	0	0	0	0
Found Bicycle	0	0	0	0	0	0	0	0	0	0	0	0	0
Humane	13	28	28	21	0	0	0	0	0	0	0	0	90
Information	0	0	0	0	0	0	0	0	0	0	0	0	0
Investigation	6	8	2	0	1	0	0	0	0	0	0	0	17

## Jersey Village Police Department Investigations / Calls-For-Service Report

December, 2019

Open Door/Window	30	20	8	2	2	0	0	0	0	0	0	0	0	62
Recovery - Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Suspicious Person/Vehicle	202	254	271	233	5	0	0	0	0	0	0	0	0	965
Traffic Hazard	35	18	26	37	0	0	0	0	0	0	0	0	0	116
Other Misc. Calls-For-Service	857	816	1042	950	14	0	0	0	0	0	0	0	0	3679
<b>Other CFS Totals:</b>	<b>1392</b>	<b>1431</b>	<b>1739</b>	<b>1630</b>	<b>24</b>	<b>0</b>	<b>6216</b>							
<b>Maj.Crime &amp; CFS Tots:</b>	<b>1404</b>	<b>1456</b>	<b>1753</b>	<b>1639</b>	<b>24</b>	<b>0</b>	<b>6276</b>							

## **Police Department Open Positions/Recruitment**

**April 2019**

As of April 30, 2019, the Jersey Village Police Department is accepting applications for the following positions:

- Patrol Officer
- Patrol Sergeant

The Police Department is currently interviewing qualified candidates.

No	Last Name	First Name	Req Date	Description of Info Requested	Date Requestor Contacted	Amt	Date of Pick-up or Mailing	Open	Complete	AG Opinion	PROCESS TIME
1	MCCLEES LAW	FIRM	10/1/2018	COPY OF VIDEO FROM DWI ARREST ON 9/23/18, JACKSON, CHRISTOPHER LEON			10/11/18 VIA MAIL	YES	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
2	WILLIAMS	KHERKHER	10/2/2018	COPIES OF 911, ALL RECORDINGS, FIELD NOTES, WITNESS STATEMENTS FOR ACCIDENT 18-13283			10/5/18 VIA MAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
3	LEXUS	NEXIS	10/2/2018	CITATIONS ISSUED FOR THE MONT OF SEPT.			10/3/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
4	CHRISS	JORI	10/2/2018	CFS & OFFENSE REPORTS FROM 1/2017 TO PRESENT DATE FOR 8655 JONES RD # 321	12/17/18 WITHHOLD PER AG		10/8/18 VIA PU	YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
5	FOGLE	WAYNE		VIOLENT CRIMES/ INDEX CRIMES IN THE AREA OF ENERGY CAPITAL CREDIT UNION FROM 10/1/17 TO 9/30/18			10/8/18 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
6	KALIDAS	HAMANT	10/3/2018	LAST 2 WEEKS OF CITATIONS ISSUED			10/8/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
7	BENDOKAS	CHERYL	10/4/2018	PHOTO CD OF ACCIDENT 18-15845		\$3.00	10/9/18 VIA MAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
8	COUPE	DEVIN	10/4/2018	CFS FOR 15514 CONGO FOR THE LAST 2 YEARS			10/4/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
9	OKOH-BROWN	LISA	10/8/2018	18-14107 OFFENSE REPORT OCCURRED ON 8/20/18 ARREST OF JOSEFINA RAMIREZ ARAUJO	11/1/18 WITHHOLD PER AG			YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
10	SLOYER	KATY	10/9/2018	COPY OF 18-16657 REPORT TX LP JHK0333							
11	LOPEZ	EILEEN	10/10/2018	POLICE REPORT ARREST ON 8/19/18 OF JOSEFINA RAMIERZ				YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
12	VU	STEPHANY	10/10/2018	COPY OF POLICE REPORT 18-16079 9/23/18	12/17/18 WITHHOLD PER AG			YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
13	KALIDAS	HAMANT	10/15/2018	LAST 2 WEEKS OF CITATIONS ISSUED			10/18/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 01 HRS 00 MIN
14	GUSS	STEWART J.	10/15/2018	COPY OF REPORT 18-15648			10/15/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
15	JOHNSON	RUDOLPH	10/22/2018	COPY OF DASH CAM VIDEO OF ACCIDENT 18-14281	11/15/18 WITHHOLD PER AG			NO	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
16	KALIDAS	HAMANT	10/25/2018	LAST 2 WEEKS OF CITATIONS ISSUED			10/29/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 1 HRS 30 MIN
17	PARMAR	RAHULKUMAR	10/30/2018	COMPLETE COPY OF 18-17258			11/12/18 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
18	LEXUS	NEXIS	11/1/18	CITATIONS ISSUED FOR THE MONT OF OCT.			11/1/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 1 HRS 00 MIN
19	KALIDAS	HAMANT	11/3/2018	LAST 2 WEEKS OF CITATIONS ISSUED			11/12/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 2 HRS 00 MIN
20	DOUGLAS	MELVINA	11/7/2018	COPY OF PICTURES FOR 18-14154 AND A LIST OF CFS FOR THIS LOCATION FOR THE LAST 3 YEARS	12/17 HOLD PER AG		11/12/18 VIA PU	NO	YES	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
21	SMITH	DANIELLE	11/9/2018	COPY OF CASE 18-18023			11/12/18 VIA PU	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
22	ABC 13		11/9/2018	COPY OF BOOKING PHOTOS LANDAVERDE, EDWIN AND GULERMO HERNANDEZ			11/9/18 VIA EMAIL	NO	YES	NO	00 HRS 10 MIN ACCUM 00 HRS 10 MIN
23	WILEY	ALVIN	11/13/2018	COPY OF DASH CAM FOR C0050884 11/12/18 B. ELASSAAD	11/29/18 SENT TO AG OFFICE 2/14 AG RELEASED THE CD	\$3.00		YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
24	FARRIS	JAMES	11/14/2018	CFS FOR 8621 KARI CT FROM 2014-PRESENT			11/21/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
25	CONNER	CLAIRE	11/14/2018	COPY OF OFFENSE REPORT 02-5468 INVOLVING DAVILA, CHRISTIAN			11/21/18 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
26	KALIDAS	HAMANT	11/15/2018	LAST 2 WEEKS OF CITATIONS ISSUED			11/21/18 VIA EMAIL	NO	YES	NO	00 HRS 20 MIN ACCUM 2 HRS 30 MIN
27	VENEZIO	MATT	11/15/2018	1/31/2006 COPY OF CALL HOLLY @ 11011 PC	SENT TO AG OFFICE 3/20/19 WITHDRAWN			YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN

28	MORGAN	PAUL	11/16/2018	SINCE 2008 TO PRESENT LIST OF OFFICER WHO HAVE SUSTAINED A VIOLATION OF JVPD RULES & REGULATIONS	REF TO CITY SECR.														
29	ESPINOZA	ALEJANDRA	11/19/2018	18-18006 COPY OF OFFESNE REPORT	SENT TO AG OFFICE 1/7 AG RULING WITHHOLD OR				YES	NO	YES							2 HRS 00 MIN	ACCUM 2 HRS 00 MIN
30	KALIDAS	HAMANT	11/27/2018	LAST 2 WEEKS OF CITATIONS ISSUED				12/4/18 VIA EMAIL	YES	NO	YES							00 HRS 20 MIN	ACCUM 3 HRS 00 MIN
31	MARTINEZ	PETRA	11/27/2018	COPY OF CASE 18-14473 INCLUDING PHOTOS		\$3.00		11/30/18 READY FOR PICK UP	NO	YES	NO							2 HRS 00 MIN	ACCUM 2 HRS 00 MIN
32	GORE	SHANTON	11/28/2018	COPY OF ARREST REPORT 18-19329	SENT TO AG OFFICE 2/7/19 WITHHOLD PER AG OFFICE				YES	NO	YES							2 HRS 00 MIN	ACCUM 2 HRS 00 MIN
33	LEXUS	NEXIS	12/3/2018	LAST MONTH OF CITATIONS ISSUED				12/4/18 VIA EMAIL	YES	NO	YES							00 HRS 30 MIN	ACCUM 2 HRS 00 MIN
34	STUART	LIPPMAN	12/3/2018	INFORMATION ON A ARREST FOR CASE NUMBER 17-21528				12/4/18 VIA EMAIL	NO	YES	NO							00 HRS 20 MIN	ACCUM 00 HRS 20 MIN
35	ARANDIA	VIVIAN	12/5/2018	COPY OF REPORT 18-16679	SENT TO AG OFFICE 1/21/19 AG ADVISED TO WITHHOLD				YES	NO	YES							2 HRS 00 MIN	ACCUM 2 HRS 00 MIN
36	CARRON	RONALD	12/5/2018	COPY OF REPORT 18-20025 AND PHOTO CD				12/6/18 VIA PU	NO	YES	NO							2 HRS 00 MIN	ACCUM 02 HRS 00 MIN
37	REZSOFI	COLE	12/6/2018	CFS FOR WHATABUGER 17234 WBSR FROM 12/6/17-12/6/2018				12/13/18 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 00 HRS 30 MIN
38	ARRAZOLO	KARINA	12/6/2018	COPY OF TRAFFIC STOP W/TX LP BNS8733 IN MAY 2017				12/6/18 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 00 HRS 30 MIN
39	KALIDAS	HAMANT	12/11/2018	LAST 2 WEEKS OF CITATIONS ISSUED				12/17/18 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 3 HRS 00 MIN
40	VOZAR	MARGARETT	12/17/2018	CFS FROM 2014 TO PRESENT DAY FOR 14000-16000 CONGO & AUSTRALIA				12/17/18 VIA PU	NO	YES	NO							00 HRS 30 MIN	ACCUM 4 HRS 00 MIN
41	KALIDAS	HAMANT	12/21/2018	LAST 2 WEEKS OF CITATIONS ISSUED				12/27/18 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 3 HRS 30 MIN
42	KPRC		12/21/2018	2018 CRIMINAL MISCHIEF REPORTS AND BMV'S				12/28/18 VIA EMAIL	NO	YES	NO							2 HRS 00 MIN	ACCUM 2 HRS 00 MIN
43	WARD	JAMES	12/26/2018	SWORN OFFICERS NAME & WORK EMAIL IN EXCEL SPREADSHEET FORMAT				1/3/19 VIA EMAIL	NO	YES	NO							00 HRS 20 MIN	ACCUM 00 HRS 20 MIN
44	SIMON	FLETCHER	12/31/2018	18-9857 FALL @ COACHES	REF TO JVFD			1/4/19 VIA EMAIL											
45	LEXUS	NEXIS	1/2/2019	LAST MONTH OF CITATIONS ISSUED				1/7/19 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 2 HRS 30 MIN
46	KALIDAS	HAMANT	1/3/2019	LAST 2 WEEKS OF CITATIONS ISSUED				1/7/19 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 4 HRS 00 MIN
47	DISCOVERY	RESOURCES	1/8/2019	COPY OF ACCIDENT 16-22860, 911 RECORDINGS, PHOTOS, BODY CAM, DISPATCH RECORDS, AUDIO RECORDINGS, WITNESS STATEMENTS				1/16/18 VIA PU	NO	YES	NO							00 HRS 30 MIN	ACCUM 00 HRS 30 MIN
48	NIELSEND	LAW FIRM	1/9/2019	COPY OF CRASH ID 18-21128, PHOTOS, VIDEO & AUDIO RECORDED, 911 RECORDING				1/16/19 VIA CRRR	NO	YES	NO							00 HRS 30 MIN	ACCUM 00 HRS 30 MIN
49	ALVA	MAXIMILIAN E.	1/15/2019	UNK DOCUEMENTS	1/16/19 CLARIFCATION EMAIL SENT . 1/23/19 MAILED EMAIL REQUEST FOR CLARIFICATION BY CRRR			SENT TO CITY SECRETARY											
50	MARTIN	CHRIS	1/15/2019	COPY OF STOLEN VHEICLE REPORT 19-000244	1/16/18 EMAIL SENT TO REQUESTOR 1/18 WITHDREW REQUESET	XXX	XXXX	XXX	XXX	XX	XXXX								
51	PEREZ	ANMANUELA	1/15/2019	6/4/2015 PI ARREST				1/16/19 VIA EMAIL	NO	YES	NO							00 HRS 30 MIN	ACCUM 00 HRS 30 MIN

52	KALIDAS	HAMANT	1/15/2019	LAST 2 WEEKS OF CITATIONS ISSUED			1/18/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 4 HRS 30 MIN	
53	BEAZLEY	MERRILEE	1/15/2019	COPY OF ALL RECORDINGS TO A TRAFFIC STOP ON 12/31/18@ 930 BIKE RIDER @ JV ANIMAL HOSPITAL	1/23/19 SENT TO AG OFFICE 2/15 AG STATED TO WITHHOLD							
54	DURKOVIC	KRISTY	1/16/2019	19-822 COPY OF COMPLETE REPORT, CD'S ETC....			1/23/19 VIA CRRR 7017 0190 0001 1887 4846	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN	
55	AGUILAR	BRENDA	1/16/2019	17-24561 COPY OF REPORT	1/24/19 SENT TO AG OFFICE 3/25/19 AG STATED TO WITHHOLD							
56	MONTGOMERY	STEPHANY	1/18/2019	COPY OF REPORT 15-17886 FROM 11/23/2015			1/21/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN	
57	ROJAS	VICTOR	1/22/2019	COPY OF OFFENSE REPORT 18-16679			1/28/19 VIA PU	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN	
58	WALTER	BEVERLY	1/24/2019	CFS FOR 12400 CASTLEBRIDGE # 125 FROM 4/2018 TO PRESENT TIME			1/24/19 VIA MAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN	
59	KALIDAS	HAMANT	1/25/2019	LAST 2 WEEKS OF CITATIONS ISSUED			1/29/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 5 HRS 00 MIN	
60	FARRIS	MILAGROS	2/4/2019	ALL RECORDS FOR CASE NUMBER 19-2036			2/13/19 VIA EMAIL	NO	YES	NO	2 HRS 30 MIN ACCUM 2 HRS 30 MIN	
61	LEXUS	NEXIS	2/4/2019	LAST MONTH OF CITATIONS ISSUED			2/13/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 3 HRS 00 MIN	
62	KALIDAS	HAMANT	2/4/2019	LAST 2 WEEKS OF CITATIONS ISSUED			2/13/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 5 HRS 30 MIN	
63	KPRC		2/4/2019	BOOKING PHOTO OF GONZALEZ, RICARDO			2/4/19 VIA EMAIL	YES	YES	NO	00 HRS 30 MIN ACCUM 2 HRS 30 MIN	
64	ZAND	SARA	2/4/2019	COPY OF AUDIO CFS & REPORT FOR CASE NUMBER 19-2036			2/13/19 VIA EMAIL	NO	YES	NO	2 HRS 30 MIN ACCUM 2 HRS 30 MIN	
65	HARRELL	CORNELIOUS	2/6/2019	DASH CAM FOR C0051655-01	2/13/2019 SENT TO AG OFFICE , OPEN CASE W/JV COURT 3/11 AG ADVISED TO WITHHOLD				YES	NO	YES	2 HRS 30 MIN ACCUM 2 HRS 30 MIN
66	SMITH	TRISH	2/7/2019	COPY OF CFS AND REPORT FOR 19-2097 ?	2/13/19 WITHDREW REQUEST							
67	ARCENEUX	AMANDA	2/12/2019	COPY OF ENTIRE REPORT 19-2124			2/13/19 VIA PU	NO	YES	NO	2 HRS 30 MIN ACCUM 2 HRS 30 MIN	
68	FISCHER	JOHN	2/13/19	COPY OF INVESTIGATIVE REPORT 11-10591			2/20/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN	
69	KALIDAS	HAMANT	2/14/2019	LAST 2 WEEKS OF CITATIONS ISSUED			2/20/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 6 HRS 00 MIN	
70	FARRIS	MILAGROS	2/14/2019	CFS FOR THE LAST 3 YEARS FROM 86721 KARI CT			2/20/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN	
71	ELLARD	LOGAN	2/15/2019	CFS @ 126 SADDLE ON 2/8			2/22/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 20 MIN	
72	LIZMI	DENISE	2/19/2019	COPY OF ANY AND ALL REPORTS INVOLVING MYSELF			2/19/19 VIA PU	NO	YES	NO	00 HRS 20 MIN ACCUM 00 HRS 20 MIN	
73	ALMAGUER	LINDSEY	2/19/2019	REPORT OR ANY DOCUMENTS PERTAINING TO LOGAN ELLARD DOB 5/1/91 @ 126 SADDLE DR OR MYSELF LINDSEY ALMAGUER DOB 1/26/93 FOR THE LAST 2 YEARS			2/22/19 VIA EMAIL	NO	YES	NO	00 HRS 20 MIN ACCUM 00 HRS 20 MIN	
74	HAMILTON	SHIRLEY	2/20/2019	COMPLETE COPY OF 19-2103	LT. DOOLEY STATED OK TO RELEASE		2/22/19 VIA EMAIL	YES	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN	
75	TRUESDALE	VANESA	2/20/2019	COMPLETED COPY OF 19-2952	3/7/19 SENT TO AG							
76	EASLEY	WHITNEY	2/26/2019	19-0346 COMPLETE REPORT INCLUDING CD'S	3/7/19 SENT TO AG							
77	KALIDAS	HAMANT	2/26/2019	LAST 2 WEEKS OF CITATIONS ISSUED			3/7/19 VIA EMAIL	NO	YES	NO	00 HRS 20 MIN ACCUM 6 HRS 20 MIN	

78	FARRIS	MILAGROS	3/1/2019	COPY OF CFS @ 8621 KARI CT THIS PAST WED 2/27			3/1/19 VIA EMAIL	NO	YES	NO	00 HRS 20 MIN ACCUM 2 HRS 20 MIN
79	LEXUS	NEXIS	3/1/2019	LAST MONTH OF CITATIONS ISSUED			3/7 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 3 HRS 30 MIN
80	KELLER	VERONICA	3/1/2019	ALL CHARGES AND DISPOSITION DOCUMENTS INVOLVING OROZCO, EUSEBIO DOB 9/3/86 DPS ID # 50115806			3/7/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
81	INNOVATIVE LEGAL	SOLUTIONS	3/4/2019	COPYS OF REPORT FROM 9/08/2013 @ JONES & 290 FEEDER RD			3/7/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
82	JOSEPH	GRACE	3/6/2019	2 YEAR HISTORY OF 8218 ARGENTINA			3/7/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
83	SCARBOROUGH	ROBERT	3/7/2019	COMPLETE COPY OF 12-11108 INCLUDING PHOTOS/CD'S			3/15/19 VIA PU	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
84	KALIDAS	HAMANT	3/8/2019	LAST 2 WEEKS OF CITATIONS ISSUED			3/15/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 7 HRS 00 MIN
85	FBI	NICS	3/11/2019	COPY OF REPORT VALIANTE, TERRI ARRESTED ON 2/13/92			3/14/19 VIA FAX	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
86	FARRIS	MILGROS	3/11/2019	COPY OF ENTIRE REPORT INCLUDING CD'S 19-4005			3/13/19 WITHDREW REQUEST				XXXX
87	VON BLON	MICHAEL	3/11/	COPY OF ENTIRE REPORT INCLUDING CD'S 19-4005			3/13/19 WITHDREW REQUEST				XXXX
88	FARRIS	MILAGROS	3/18/2019	COPY OF CFS @ 8621 KARI CT FOR 3-18-19 INCIDENT			3/18/19 VIA EMAIL	NO	YES	NO	00 HRS 20 MIN ACCUM 2 HRS 20 MIN
89	RAMJI	LAW FIRM	3/20/2019	COPY OF OTHER 6 ACCIDENTS OCCURRED ON 12/4/2016			SENT CLARIFICATION EMAIL ON 3/20 AS OF 4/2 NO RESPONSE WITHDREW	XX	XX	XX	XXXX
90	KALIDAS	HAMANT	3/20/2019	LAST 2 WEEKS OF CITATIONS ISSUED			3/25/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 7 HRS 30 MIN
91	ROMERO	MARIA	3/20/2019	COPY OF 17-16777 REPORT	3/26 SENT TO AG FOR OPINION						
92	KALIDAS	HAMANT	3/26/2019	LAST 2 WEEKS OF CITATIONS ISSUED			4/3/18 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 7 HRS 30 MIN
93	FARRIS	JAMES	3/28/2019	COPY OF LAST 4 REPORTS AT 8621 KARI CT							
94	CLARK	VANESSA	3/29/2019	COPY OF REPORT 16-12624			4/3/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
95	LEXUS	NEXIS	4/2/2019	LAST MONTH OF CITATIONS ISSUED			4/3/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 4 HRS 00 MIN
96	FARRIS	JAMES	4/4/2019	ALL REPORTS TO 8621 KARI CT SINCE 2014	4/11/19 SENT TO AG FOR OPINION			YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
97	CORTEZ	ENRIQUE	4/18/19	COPIES OF REPORT 19-3523 & 19-4096 ID THEFT	4/16/19 SENT TO AG FOR OPINION		4/16/19 VIA PU PART OF REQUEST	YES/NO	YES	YES/NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
98	KALIDAS	HAMANT	4/11/2019	LAST 2 WEEKS OF CITATIONS ISSUED			4/18/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 8 HRS 00 MIN
99	MENDOZA	ROLANDO	4/11/2019	COPY OF VIDEO FROM CITATION C0053394 FROM COBLE ON 4/10/19 @ 1715	4/16/19 SENT TO AG FOR OPINION			YES	NO	YES	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
100	CUBBERLY	WALT	4/15/2019	ANY AND ALL REPORTS, PICTURES, RECORDINGS AND DOCUMENTS FOR ANGELENE HEBBLE FROM 4/26/17			4/17/19 VIA EMAIL & PU	NO	YES	NO	3 HRS 00 MIN ACCUM 3 HRS 00 MIN
101	HARRIS	NAEOSHA	4/18/2019	ANY REPORTS OR DISPATCH RECORDS ASSOCIATED WITH 8205 RIO GRANDE, FRANCISCO VEGA, or STEPANIE LOPEZ	4/18/19 SENT CLARIFICATION EMAIL		4/18/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
102	KALIDAS	HAMANT	4/23/2019	LAST 2 WEEKS OF CITATIONS ISSUED			4/30/2019	NO	YES	NO	00 HRS 30 MIN ACCUM 8 HRS 30 MIN
103	HERNANDEZ	MARCUS	4/30/2019	COPY OF ARREST REPORT 11-4320							
104											
105											

**CITY OF JERSEY VILLAGE  
MUNICIPAL COURT  
COLLECTIONS**

MONTH	CITY PORTION			RESTRICTED FUND				STATE & OMNI & COLLECTIONS	TOTAL COLLECTION
	CITY FINES	WARRANT COLLECTION	CITY PORTION OMNI FEES	COURT SEC. FUND	COURT TECH. FEE	JUDICIAL EFF. FEE	CHILD SAFETY	PORTION FEES	
Jan	\$81,073.44	\$9,079.92	\$626.86	\$1,387.22	\$1,849.68	\$276.86	\$134.25	\$45,322.05	\$139,750.28
Feb	\$93,059.49	\$16,083.61	\$1,050.31	\$1,637.07	\$2,182.77	\$324.42	\$70.00	\$60,625.93	\$175,033.60
Mar	\$102,939.19	\$18,827.66	\$1,204.28	\$1,746.24	\$2,332.29	\$346.85	\$0.00	\$69,510.25	\$196,906.76
Apr	\$79,609.21	\$12,093.30	\$903.64	\$1,517.16	\$2,026.91	\$301.02	\$61.62	\$55,186.23	\$151,699.09
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									
<b>Totals</b>	<b>\$356,681.33</b>	<b>\$56,084.49</b>	<b>\$3,785.09</b>	<b>\$6,287.69</b>	<b>\$8,391.65</b>	<b>\$1,249.15</b>	<b>\$265.87</b>	<b>\$230,644.46</b>	<b>\$663,389.73</b>

**Municipal Courts**  
**Activity Detail**  
**April 1, 2019 to April 30, 2019**

**100.0 Percent Reporting Rate**  
**1 Reports Received Out of a Possible 1**

**Court: Jersey Village**

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

CRIMINAL CASES							
	Traffic Misdemeanors			Non-Traffic Misdemeanors			
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance	Total
<b>Cases Pending 4/1/2019:</b>							
<i>Active Cases</i>	9,105	63	0	99	703	116	10,086
<i>Inactive Cases</i>	17,929	40	0	163	5,829	51	24,012
Docket Adjustments	0	0	0	0	0	0	0
<b>Cases Added:</b>							
New Cases Filed	905	2	0	4	269	8	1,188
Cases Reactivated	340	1	0	1	117	0	459
All Other Cases Added	0	0	0	0	0	0	0
<b>Total Cases on Docket</b>	<b>10,350</b>	<b>66</b>	<b>0</b>	<b>104</b>	<b>1,089</b>	<b>124</b>	<b>11,733</b>
<b>Dispositions:</b>							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	291	0	0	3	76	3	373
Dismissed by Prosecution	281	1	0	4	42	4	332
Total Dispositions Prior to Court Appearance or Trial	572	1	0	7	118	7	705
Dispositions at Court Appearance or Trial:							
Convictions:							
<i>Guilty Plea or Nolo Contendere</i>	2	0	0	0	0	0	2
<i>By the Court</i>	6	0	0	0	0	1	7
<i>By the Jury</i>	2	0	0	0	0	0	2
Acquittals:							
<i>By the Court</i>	0	0	0	0	0	0	0
<i>By the Jury</i>	0	0	0	0	0	0	0
Dismissed by Prosecution	26	0	0	3	4	0	33
Total Dispositions at Court Appearance or Trial	36	0	0	3	4	1	44
Compliance Dismissals:							
After Driver Safety Course	50	---	---	---	---	---	50
After Deferred Disposition	89	1	0	3	1	1	95
After Teen Court	0	0	0	0	0	0	0
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	20	---	---	---	---	---	20
All Other Transportation Code Dismissals	207	0	0	0	0	0	207
Total Compliance Dismissals	366	1	0	3	1	1	372
All Other Dispositions	0	0	0	0	0	0	0
<b>Total Cases Disposed</b>	<b>974</b>	<b>2</b>	<b>0</b>	<b>13</b>	<b>123</b>	<b>9</b>	<b>1,121</b>
<b>Cases Placed on Inactive Status</b>	<b>542</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>264</b>	<b>1</b>	<b>810</b>
<b>Cases Pending 4/30/2019:</b>							
<i>Active Cases</i>	8,834	63	0	89	702	114	9,802
<i>Inactive Cases</i>	18,131	40	0	164	5,976	52	24,363
<b>Show Cause and Other Required Hearings Held</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>14</b>	<b>0</b>	<b>112</b>
<b>Cases Appealed:</b>							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

**Municipal Courts**  
**Activity Detail**  
**April 1, 2019 to April 30, 2019**

**100.0 Percent Reporting Rate**  
**1 Reports Received Out of a Possible 1**

**Court: Jersey Village**

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

CIVIL/ADMINISTRATIVE CASES	
	<b>Total</b>
<b>Cases Pending 4/1/2019:</b>	
<i>Active Cases</i>	0
<i>Inactive Cases</i>	0
Docket Adjustments	0
<b>Cases Added:</b>	
New Cases Filed	0
Cases Reactivated	0
All Other Cases Added	0
<b>Total Cases on Docket</b>	<b>0</b>
<b>Dispositions:</b>	
Uncontested Civil Fines or Penalties	0
Default Judgments	0
Agreed Judgments	0
Trial/Hearing by Judge/Hearing Officer	0
Trial by Jury	0
Dismissed for Want of Prosecution	0
All Other Dispositions	0
<b>Total Cases Disposed</b>	<b>0</b>
<b>Cases Placed on Inactive Status</b>	<b>0</b>
<b>Cases Pending 4/30/2019:</b>	
<i>Active Cases</i>	0
<i>Inactive Cases</i>	0
<b>Cases Appealed:</b>	
After Trial	0
Without Trial	0
JUVENILE/MINOR ACTIVITY	
	<b>Total</b>
Transportation Code Cases Filed.....	8
Non-Driving Alcoholic Beverage Code Cases Filed.....	0
Driving Under the Influence of Alcohol Cases Filed.....	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	0
Truant Conduct Cases Filed.....	0
Education Code (Except Failure to Attend) Cases Filed.....	0
Violation of Local Daytime Curfew Ordinance Cases Filed.....	0
All Other Non-Traffic Fine-Only Cases Filed.....	5
Transfer to Juvenile Court:	
<i>Mandatory Transfer</i> .....	0
<i>Discretionary Transfer</i> .....	0
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	0
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i> .....	0
<i>Statements Certified</i> .....	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	0

**Municipal Courts**  
**Activity Detail**  
**April 1, 2019 to April 30, 2019**  
**100.0 Percent Reporting Rate**  
**1 Reports Received Out of a Possible 1**  
**Court: Jersey Village**

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

ADDITIONAL ACTIVITY		
	Number Given	Number Requests for Counsel
Magistrate Warnings:		
<i>Class C Misdemeanors</i> .....	0	--
<i>Class A and B Misdemeanors</i> .....	0	0
<i>Felonies</i> .....	0	0
		<b>Total</b>
Arrest Warrants Issued:		
<i>Class C Misdemeanors</i> .....		784
<i>Class A and B Misdemeanors</i> .....		0
<i>Felonies</i> .....		0
Capiases Pro Fine Issued .....		84
Search Warrants Issued .....		0
Warrants for Fire, Health and Code Inspections Filed .....		0
Examining Trials Conducted .....		0
Emergency Mental Health Hearings Held .....		0
Magistrate's Orders for Emergency Protection Issued .....		0
Magistrate's Orders for Ignition Interlock Device Issued .....		0
All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond .....		0
Driver's License Denial, Revocation or Suspension Hearings Held .....		0
Disposition of Stolen Property Hearings Held .....		0
Peace Bond Hearings Held .....		0
Cases in Which Fine and Court Costs Satisfied by Community Service:		
<i>Partial Satisfaction</i> .....		1
<i>Full Satisfaction</i> .....		8
Cases in Which Fine and Court Costs Satisfied by Jail Credit .....		60
Cases in Which Fine and Court Costs Waived for Indigency .....		11
Amount of Fines and Court Costs Waived for Indigency .....		\$ 4,626
Fines, Court Costs and Other Amounts Collected:		
<i>Kept by City</i> .....		\$ 91,713
<i>Remitted to State</i> .....		\$ 36,488
<i>Total</i> .....		\$ 128,202

CITY OF JERSEY VILLAGE  
MUNICIPAL COURT  
COURT ROOM ACTIVITIES

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

<u>DATE</u>	<u>JUDGE/ PROSECUTOR</u>	<u>TOTAL CASES</u>	<u>NO</u>	<u>% TO</u>	<u>SHOWED</u>	<u>% TO</u>	<u>PAYMENT</u>	<u>% TO</u>	<u>DOCKET</u>	<u>% TO</u>
			<u>SHOWED</u>	<u>TOTAL</u>	<u>TOTAL</u>	<u>TOTAL</u>	<u>PLAN</u>	<u>TOTAL</u>	<u>CLOSED</u>	<u>TOTAL</u>
<u>April 1, 2019</u>	Judge Chancia	434	264	61%	170	39%	14	8%	34	20%
<u>AM/PM Docket</u>	Tracie Middleton									
<u>April 3, 2019</u>	Judge Halick	366	233	64%	133	36%	18	14%	39	29%
<u>AM/PM Docket</u>	Bret Kisluk									
<u>April 8, 2019</u>	Judge Chancia	271	76	28%	195	72%	15	8%	101	52%
<u>AM/PM Docket</u>	Lance Long									
<u>April 10, 2019</u>	Judge Brashear	152	23	15%	129	85%	10	8%	71	55%
<u>AM/PM Docket</u>	Lance Long									
<u>April 24, 2019</u>	Judge Brashear	26	5	19%	21	81%	2	10%	10	48%
<u>AM Docket</u>	Lance Long									
<u>April 29, 2019</u>	Judge Chancia	416	200	48%	216	52%	7	3%	62	29%
<u>AM/PM Docket</u>										
<u>TOTAL</u>		<b>1,665</b>	<b>801</b>	<b>48%</b>	<b>864</b>	<b>52%</b>	<b>66</b>	<b>8%</b>	<b>317</b>	<b>37%</b>









Specific Offenses.....: Include: 3001, 3001S, 3001SZ, 3006, 3006I

3006 RAN STOP SIGN  
 Statute: 545.151 TRANSPORTATION CODE

T C0053319 -01 4/03/2019 IA RAN STOP SIGN SMITH ST  
 Number of Citations for Offense.....: 1  
 Number of Violations for Offense.....: 1  
 Number of Citations to Juveniles.....: 0  
  
 Number of Citations to Minors.....: 0  
  
 Offenses  
 RAN STOP SIGN 1

3586 SPEEDING  
 Statute: 545.351 TRANSPORTATION CODE

T C0053599 -01 4/23/2019 IA SPEEDING 36 MPH in a 25 MPH 7900 RIO GRANDE  
 T C0053606 -01 4/23/2019 IA SPEEDING 42 MPH in a 25 MPH 16000 LAKEVIEW DR

Totals for Offense

Number of Citations for Offense.....: 2  
 Number of Violations for Offense.....: 2  
 Number of Citations to Juveniles.....: 0  
  
 Number of Citations to Minors.....: 2  
  
 Offenses  
 SPEEDING 2

3006I RAN STOP SIGN - INTERSECTION  
 Statute: TC 545.151

T C0053322 -01 4/03/2019 CL RAN STOP SIGN - INTERSECTION WALL ST  
 T C0053364 -01 4/08/2019 IA RAN STOP SIGN - INTERSECTION 8300 RIO GRANDE  
 T C0053391 -01 4/10/2019 IA RAN STOP SIGN - INTERSECTION M SOLOMON ST  
 T C0053458 -01 4/14/2019 IA RAN STOP SIGN - INTERSECTION 15400 PHILLIPINE  
 T C0053459 -01 4/14/2019 IA RAN STOP SIGN - INTERSECTION U 15900 HONOLULU

Totals for Offense

Number of Citations for Offense.....: 5  
 Number of Violations for Offense.....: 5  
 Number of Citations to Juveniles.....: 0  
  
 Number of Citations to Minors.....: 1  
  
 Offenses  
 RAN STOP SIGN - INTERSECTION 5

Totals for Offense Level

Total Citations for Offense Level...: 8  
 Total Violations for Offense Level..: 8  
 Total Citations to Juveniles.....: 0

Grand Totals

Total Number of Citations.....: 8  
 Total Number of Violations.....: 8  
 Total Number of Citations Juveniles.: 0  
  
 Total Number of Citations Minors.....: 1

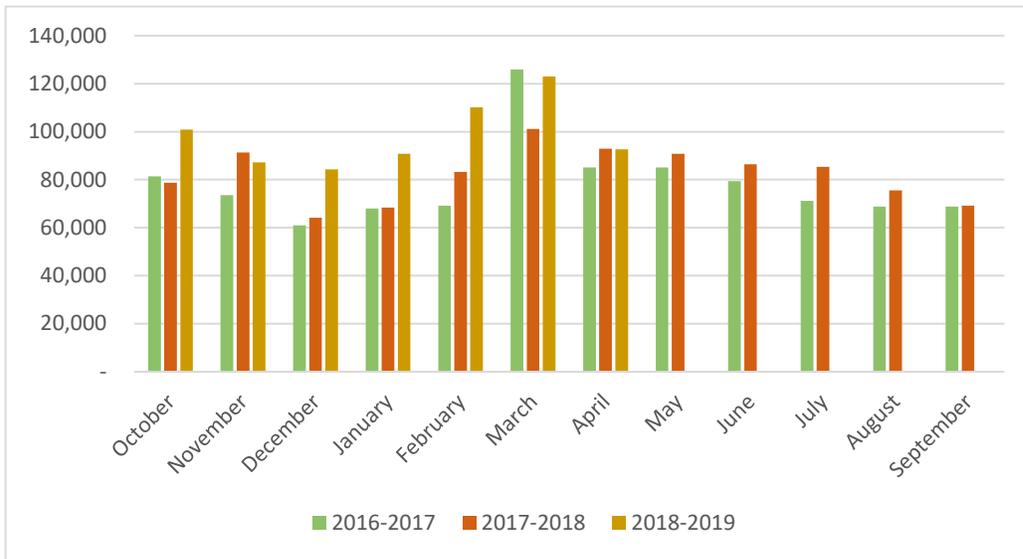
**JERSEY VILLAGE MUNICIPAL COURT ACTIVITY REPORT**

**GENERAL PROCEEDS**

**FY 2016, 2017, 2018**

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
October	81,429	78,666	100,832
November	73,598	91,263	87,251
December	61,011	64,109	84,302
January	68,006	68,431	90,781
February	69,140	83,276	110,193
March	125,944	101,163	122,971
April	85,083	92,902	92,606
May	85,083	90,836	
June	79,360	86,467	
July	71,219	85,337	
August	68,725	75,503	
September	68,797	69,179	
<b>FY Total</b>	<b>\$ 937,398</b>	<b>\$ 987,132</b>	<b>\$ 688,935</b>

Average Per Month     \$    78,116     \$    82,261     \$    98,419



CITY OF JERSEY VILLAGE PUBLIC WORKS DEPARTMENT												
2019 YEARLY REPORT												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	<b>WATER</b>											
WATER PLANT #1 SEATTLE	0	0	0	0								
WATER PLANT #2 VILLAGE	0.50	0.43	0	0.42								
WATER PLANT #3 WEST	0.85	0.58	0	1.52								
CITY OF HOUSTON (SEATTLE)	31.984	28.233	34.03	35.947								
INTERCONNECT(529)	0.05	0	0.18	0.15								
TOTAL(Million Gallons)	32.169	28.334	34.048	36.156								
MAX DAILY FLOW	1.418	1.970	2.839	1.312								
METER READS	3258	3264	3265	3277								
WATER OFF/ON	12	15	7	19								
METER ACCURACY TESTS	0	0	0	0								
MAIN BREAKS REPAIRED	0	0	0	0								
WATER LEAKS REPAIRED	6	8	11	4								
FIRE HYDRANTS SERVICED	1	0	0	0								
METER INSTALLATIONS	76	50	27	18								
SERVICE INSPECTIONS	0	0	19	5								
QUALITY	1	0	2	0								
PRESSURE	0	3	0	0								
SEWER COMPLAINTS	2	0	0	0								
	<b>WHITE OAK BAYOU</b>											
AVG. DAILY FLOW (EFFLUENT)	1.051	0.8688	0.8194	*								
JV PORTION	0.3859	0.3151	0.2984	*								
% OF PLANT	23.0%	34.6%	38.3%	*								
	<b>GARBAGE</b>											
Residential Customers	2172	2173	2173	2179								
Complaints	4	2	5	2								
	<b>COMMUNITY DEVELOPMENT</b>											
Plans Checked	16	12	3	11								
Sign Plan Reviews	2	1	4	3								
Permits Issued	95	78	91	83								
Inspections (Permit)	90	155	59	127								
Insp (Site)	41	52	33	19								
Conferences	4	6	2	3								
Certificate of Occupancy (Residential)	1	0	0	0								
Certificate of Occupancy (Commercial)	3	4	1	1								
Street/Sidewalk Repairs (in yards)	3	1	0	2								
Sign repairs	2	0	0	0								
	<b>CODE ENFORCEMENT</b>											
Violation Letters	26	32	27	32								
Red tags for ordinance violations	35	37	47	38								
Conferences	45	27	31	29								
Signs picked up-bandit and ROW signs	27	12	23	14								
Animals picked up	3	3	4	5								
Animals taken to HC	0	1	1	3								
Traps Issued	2	2	2	0								
	<b>FLEET</b>											
Work Orders	49	45	49	37								
Preventative Maintenance	15	6	7	12								
Unscheduled Repairs	35	30	29	17								
New Vehicle Set ups	0	5	0	0								

\* - unavailable at this time

Jersey Meadow Golf Course  
Monthly Report

FY 2018-2019													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2389	2319	2117	1993	1873	3241	4169						18101
Tournament Rounds	582	393	299	257	297	367	526						2721
Range buckets	1265	955	970	1031	1046	1284	1368						7919
Unearned Revenue	-1472.95	-1668.62	-3443.07	1,430.45	60.48	-134.21	504.86						(4,723.06)
Star Memberships	2,094.31	1,601.02	3,748.62	2,358.88	1,996.45	6,057.91	5,552.78						23,409.97
Green Fees	65,328.60	52,816.14	68,371.79	42,809.31	44,185.56	85,369.39	103,277.89						462,158.68
Tournament Fees	17,318.04	11,240.60	7,232.24	6,767.13	7,847.31	11,481.95	16,021.51						77,908.78
Range Fees	6,576.03	4,475.29	9,669.19	5,207.18	6,205.01	7,889.27	7,087.90						47,109.87
Club Rental	624.66	325.00	200.00	300.00	240.00	220.00	500.00						2,409.66
Sales of Merchandise	15,603.17	12,923.62	11,727.68	7,095.43	14,064.14	14,104.40	20,214.49						95,732.93
Concession Fees	4,576.77	3,087.86	2,869.59	2,652.55	2,637.97	4,628.91	4,886.33						25,339.98
Miscellaneous Fees	1,236.00	258.00	723.00	2,475.00	1,538.94	3,071.00	1,389.00						10,690.94
<b>Total Income</b>	<b>\$111,884.63</b>	<b>85,058.91</b>	<b>101,099.04</b>	<b>71,095.93</b>	<b>78,775.86</b>	<b>132,688.62</b>	<b>159,434.76</b>						<b>\$740,037.75</b>
Weather Totals	7W / 3RO	11W/4RO/1H	11W/2RO/1H	15W/3RO	10W/3RO	5W	7W						66W / 15RO / 2H
Income Per Round	\$37.45	\$31.39	\$41.72	\$29.91	\$35.35	\$35.13	\$32.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2017 - 2018													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,102	3,070	2,024	1,729	1,589	3470	3759	3530	3086	3,189	3,797	2,067	34,412
Tournament Rounds	555	369	275	317	262	374	449	585	491	307	319	228	4,531
Range buckets	1,391	1,398	770	895	787	1696	1884	1508	1322	1,280	1,359	852	15,142
Unearned Revenue			-24.63	967.27	-639.7	-367.01	-218.17	-1096.72	-349.85	-1530.91	-278.61	-431.73	-3970.06
Star Memberships	1,083.00	1,075.00	1,177.43	886.16	1,747.32	3,162.05	4,582.19	2,639.33	3,504.48	3,017.77	3,433.05	1038.59	27,346
Green Fees	76,440.71	83,616.18	56,482.97	41,148.61	34,012.15	92,628.33	105,731.34	97,318.89	89,853.79	88,257.01	94,600.16	54,390.33	914,480
Tournament Fees	15,749.55	10,763.90	8,833.94	9,282.22	6,489.84	10,364.94	13,093.08	16,466.79	15,368.94	9,305.25	9,077.39	7,464.76	132,261
Range Fees	6,820.25	7,163.03	5,664.41	4,636.80	4,335.16	10,101.88	9,859.66	9,101.61	7,509.12	7,112.74	7,161.08	4,782.61	84,248
Club Rental	150.00	555.00	430.00	230.00	60.00	420.00	524.66	280.00	460.00	475.52	380.00	200.00	4,165
Sales of Merchandise	16,065.54	15,566.43	10,147.15	8,019.54	10,197.37	17,132.64	16,095.62	18,707.26	14,255.38	15,682.44	14,648.24	9,488.43	166,006
Concession Fees	4,070.46	4,003.81	2,587.61	2,170.15	1,979.37	4,541.22	4,790.23	5,333.66	4,121.71	3,529.24	4,120.95	2,579.58	43,828
Miscellaneous Fees	653.99	210.00	795.00	2,745.00	1,710.00	1,665.00	1,035.00	690.00	490.00	480.00	525.00	190.00	11,189
<b>Total Income</b>	<b>\$121,033.50</b>	<b>\$122,953.35</b>	<b>\$86,093.88</b>	<b>\$70,085.75</b>	<b>\$59,891.51</b>	<b>\$139,649.05</b>	<b>\$155,493.61</b>	<b>\$149,440.82</b>	<b>\$135,213.57</b>	<b>\$126,329.06</b>	<b>\$133,667.26</b>	<b>\$79,702.57</b>	<b>\$1,383,523.99</b>
Weather Totals	5W / 1RO	0	6W/4RO/1H	7W/5RO&ICE	5W / 6RO	1W/1RO/2CM	1 CM	4 W	3W / 3 RO	7W / 1 RO	4W / 1RO	16W / 6 RO	58W/28RO/3CM/1H
Income Per Round	\$32.80	\$35.44	\$36.95	\$33.35	\$31.76	\$35.60	\$35.91	\$35.94	\$36.92	\$35.71	\$31.71	\$34.46	\$34.82
FY 2016 - 2017													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,521	2,355	1,972	1,584	2,223	2,331	3,281	3,253	2,881	2,835	2,057	3,166	30,459
Tournament Rounds	771	472	325	341	336	549	473	812	517	596	310	517	6,019
Range buckets	1,783	1,256	968	632	991	1279	1412	1263	1155	1,295	956	1,286	14,276
Unearned Revenue													
Star Memberships	2,235.00	1,570.00	25.00	1,029.00	1,510.00	1,024.00	2,221.00	1,144.00	1,219.00	800.00	620.00	555.00	13,952
Green Fees	71,022.49	65,681.11	50,027.42	38,520.25	61,122.97	55,752.79	88,247.62	87,096.00	74,742.39	73,059.53	53,137.49	79,790.70	798,201
Tournament Fees	23,727.00	15,666.88	9,089.41	9,620.52	9,547.76	15,065.14	15,118.67	25,088.25	15,155.20	19,660.62	8,650.70	16,188.44	182,579
Range Fees	8,258.92	6,360.11	4,774.40	4,514.09	6,347.68	6,640.74	7,981.02	7,154.62	6,139.70	6,290.14	5,154.24	7,231.26	76,847
Club Rental	340.00	260.00	100.00	125.00	275.00	150.00	475.00	450.00	470.00	425.00	375.00	213.86	3,659
Sales of Merchandise	8,480.22	10,003.82	11,483.44	6,450.19	12,081.93	12,342.40	12,562.48	12,120.38	14,895.60	13,280.56	7,315.30	11,177.14	132,193
Concession Fees	3,607.96	2,907.70	2,282.52	1,852.88	2,529.79	3,058.07	4,267.45	4,599.10	3,209.21	5,744.57	2,244.09	3,790.50	40,094
Miscellaneous Fees	60.00	722.47	219.00	5,601.50	1,621.00	1,773.00	1,123.32	540.00	345.00	300.00	390.00	225.00	12,920
<b>Total Income</b>	<b>\$117,731.59</b>	<b>\$103,172.09</b>	<b>\$78,001.19</b>	<b>\$67,713.43</b>	<b>\$95,036.13</b>	<b>\$95,806.14</b>	<b>\$131,996.56</b>	<b>\$138,192.35</b>	<b>\$116,176.10</b>	<b>\$119,560.42</b>	<b>\$77,886.82</b>	<b>\$119,171.90</b>	<b>\$1,260,444.72</b>
Weather Totals	2 W	5 W/1CM/1H	4 W/2RO/1H	3 W/7RO	6W/1CM/1RO	3W/5RO/1CM	2W/1CM/3RO	10 TT	3W/1CM	4W/1CM/2RO	4W/1RO/2CM	6W / 5RO	46W/28RO/8CM/2H
Income Per Round	\$35.08	\$35.94	\$33.95	\$34.64	\$36.55	\$32.91	\$34.57	\$33.71	\$33.83	\$34.61	\$32.64	\$32.21	\$34.17

Jersey Meadow Golf Course  
Monthly Report

FY 2015 - 2016													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,839	2,010	1,964	2,015	2,397	2,561	2,433	2,911	2,591	3,012	1,874	2,215	28,822
Tournament Rounds	89	73	33		154	57	428	571	672	428	430	458	3,393
Range buckets	1,045	528	626	857	1195	1224	1152	1354	1444	1,484	922	1,132	12,963
Star Memberships	2,320.00	1,840.00	2,160.00	2,720.00	3,200.00	2,880.00	3,120.00	3,195.00	4,105.00	4,720.00	1,680.00	2,765.00	34,705
Green Fees	81,461.98	58,415.91	56,870.74	61,260.67	71,371.18	78,811.81	77,316.60	88,465.87	74,355.72	88,449.72	49,618.51	60,651.53	847,050
Tournament Fees	3,507.47	3,480.00	1,600.50		5,307.31	2,457.42	13,699.36	17,393.71	19,728.37	13,160.39	12,453.56	13,837.02	106,625
Range Fees	6,099.17	3,205.02	3,985.47	4,891.36	7,045.93	6,953.50	7,080.21	6,496.23	6,269.88	7,647.03	4,584.13	6,253.36	70,511
Sales of Merchandise	5,520.79	4,143.21	4,484.56	3,588.10	4,733.45	7,385.19	7,318.89	7,988.83	10,044.66	11,428.74	8,048.85	7,391.68	82,077
Concession Fees	3,615.16	2,390.07	2,115.33	2,117.89	2,454.64	2,951.94	3,371.51	4,035.94	3,650.00	3,548.87	2,127.83	2,529.94	34,909
Miscellaneous Income	3,946.41	1,958.57	2,801.66	1,458.15	3,350.88	2,642.18	797.99	75.00	625.00	4,181.00	165.00	45.00	22,047
<b>Total Income</b>	<b>\$106,470.98</b>	<b>\$75,432.78</b>	<b>\$74,018.26</b>	<b>\$76,036.17</b>	<b>\$97,463.39</b>	<b>\$104,082.04</b>	<b>\$112,704.56</b>	<b>\$127,650.38</b>	<b>\$118,778.63</b>	<b>\$133,135.75</b>	<b>\$78,677.88</b>	<b>\$93,473.53</b>	<b>\$1,197,924.35</b>
Weather Totals	5 rain	7 rain/1 closed	8 rain/1 closed	6 rain	3 rain	5 rain	6 rain/2 closed	1 A/1 RO/5 rain	1 RO/6 rain	2 rain	2 RO / 12 rain	5 rain	74 R / 1 A / 4 closed
<b>Income Per Round</b>	<b>\$35.57</b>	<b>\$35.33</b>	<b>\$35.98</b>	<b>\$36.39</b>	<b>\$36.95</b>	<b>\$38.66</b>	<b>\$38.30</b>	<b>\$35.74</b>	<b>\$35.14</b>	<b>\$37.33</b>	<b>\$33.42</b>	<b>\$33.94</b>	<b>\$36.11</b>
FY 2014 - 2015													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,309	2,227	1,938	1,741	1,857	2,353	2,787	2,175	2,559	3,101	2,683	2,788	29,518
Tournament Rounds	282	72	9	82	88	122	86	427	282	24	150	40	1,664
Range buckets	1,205	641	514	662	828	747	1054	570	828	1,119	1,022	1,038	10,228
Star Memberships	2,800.00	1,440.00	2,480.00	3,200.00	3,280.00	3,760.00	4,560.00	4,160.00	5,040.00	5,280.00	3,040.00	3,630.00	42,670
Green Fees	93,432.44	65,090.39	52,482.91	50,493.14	55,649.84	67,830.42	82,135.12	69,453.93	73,951.39	89,770.24	79,091.67	82,386.10	861,768
Tournament Fees	11,123.00	2,937.00	387.00	3,529.00	3,129.71	4,620.00	4,300.00	13,300.96	8,646.00	1,212.00	5,491.00	2,000.00	60,676
Range Fees	7,330.62	3,963.32	3,113.21	3,748.13	5,169.54	4,715.30	6,622.06	3,757.32	5,067.31	6,489.92	5,983.85	6,385.83	62,346
Sales of Merchandise	7,737.66	6,531.42	5,201.81	3,940.79	3,821.79	5,315.21	6,723.45	6,429.09	7,312.73	6,651.59	6,020.07	8,047.46	73,733
Concession Fees	5,320.35	2,303.14	1,699.47	1,673.08	2,006.87	2,573.29	3,161.08	3,508.66	2,945.26	3,050.58	2,780.99	2,863.49	33,886
Miscellaneous Income	6,978.24	1,694.18	3,203.26	2,857.26	3,025.80	2,979.57	3,634.69	3,312.38	5,031.37	9,249.57	3,373.41	6,628.33	51,968
<b>Total Income</b>	<b>\$134,722.31</b>	<b>\$83,959.45</b>	<b>\$68,567.66</b>	<b>\$69,441.40</b>	<b>\$76,083.55</b>	<b>\$91,793.79</b>	<b>\$111,136.40</b>	<b>\$103,922.34</b>	<b>\$107,994.06</b>	<b>\$121,703.90</b>	<b>\$105,780.99</b>	<b>\$111,941.21</b>	<b>\$1,187,047.06</b>
Weather Totals	3 rain	8 rain/1 closed	8 rain/1 closed	15 weather days	8 weather days	9 rain	8 rain	14 rain	7 rain	1 rain	4 rain	8 rain	93/2
<b>Income Per Round</b>	<b>\$36.74</b>	<b>\$35.89</b>	<b>\$33.94</b>	<b>\$36.34</b>	<b>\$37.43</b>	<b>\$35.57</b>	<b>\$37.10</b>	<b>\$38.34</b>	<b>\$36.24</b>	<b>\$37.26</b>	<b>\$36.27</b>	<b>\$38.30</b>	<b>\$36.70</b>
FY 2013 - 2014													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,915	2,352	2,125	2,234	2,158	2,914	3,457	3,175	3,344	3,457	3,350	2,749	34,230
Tournament Rounds	178	75	0	30	30	95	246	363	203	13	17	44	1,294
Range buckets	1,088	698	720	912	900	842	1,506	1,307	1,212	1,018	1,024	901	12,128
Star Memberships	3,120.00	4,390.00	3,330.00	6,640.00	3,840.00	5,120.00	4,240.00	4,710.00	7,310.00	3,440.00	3,440.00	3,280.00	52,860
Green Fees	78,645.99	63,957.07	54,503.69	59,507.83	61,185.05	83,182.58	100,859.16	89,579.55	95,691.73	97,238.07	97,159.65	76,287.19	957,798
Tournament Fees	6,989.00	2,680.43	0.00	1,316.00	1,209.00	2,534.96	9,242.34	12,779.32	7,574.00	585.00	765.00	1,778.00	47,453
Range Fees	6,647.62	4,336.49	4,162.33	5,026.01	5,483.68	5,532.44	9,420.71	8,235.84	7,269.11	6,702.15	6,660.53	5,748.74	75,226
Sales of Merchandise	6,732.73	4,941.18	4,868.91	3,557.24	4,717.04	7,505.23	9,270.66	8,478.68	7,672.13	7,363.93	7,248.10	5,954.23	78,310
Concession Fees	4,015.08	2,590.27	1,934.64	2,341.60	2,520.77	3,237.75	4,575.36	4,251.76	4,177.83	3,535.74	3,767.37	3,083.69	40,032
Miscellaneous Income	6,106.08	3,660.45	5,745.04	3,590.43	3,913.54	6,608.67	8,326.80	7,177.72	7,189.39	10,967.77	8,019.90	6,743.05	78,049
<b>Total Income</b>	<b>\$112,256.50</b>	<b>\$86,555.89</b>	<b>\$74,544.61</b>	<b>\$81,979.11</b>	<b>\$82,869.08</b>	<b>\$113,721.63</b>	<b>\$145,935.03</b>	<b>\$135,212.87</b>	<b>\$136,884.19</b>	<b>\$129,832.66</b>	<b>\$127,060.55</b>	<b>\$102,874.90</b>	<b>\$1,329,727.02</b>
Weather Totals	6 rain	8 rain/1 closed	10 rain/1 closed	9 rain & freeze	12 weather days	8 rain/ice	2 rain	6 rain	6 rain	4 Rain	3 rain	7 rain	81/2
<b>Income Per Round</b>	<b>\$35.28</b>	<b>\$33.85</b>	<b>\$33.51</b>	<b>\$33.28</b>	<b>\$36.12</b>	<b>\$36.09</b>	<b>\$38.26</b>	<b>\$36.89</b>	<b>\$36.53</b>	<b>\$36.42</b>	<b>\$36.72</b>	<b>\$35.66</b>	<b>\$35.94</b>

Jersey Meadow Golf Course  
Monthly Report

FY 2012 - 2013													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,018	2,701	2,244	1,888	2,550	3,207	2,986	3,685	3,335	3,481	3,654	2,915	35,664
Tournament Rounds	252	138	0	156	92	179	440	90	350	0	82	40	1,819
Range buckets	1,225	1,124	943	806	1,180	1,569	1,345	1,471	1,206	1,262	1,355	1,008	14,494
Star Memberships	4,350.00	4,050.00	4,230.00	4,880.00	3,660.00	6,850.00	4,510.00	5,280.00	6,030.00	4,150.00	4,640.00	3,455.00	56,085
Green Fees	86,691.45	77,195.74	66,045.80	50,321.20	74,964.54	94,102.73	89,278.09	100,813.49	94,131.86	98,224.36	100,669.60	78,876.70	1,011,316
Tournament Fees	8,655.62	5,338.38	0.00	4,745.00	2,760.00	2,766.50	15,348.30	3,910.50	12,267.00	0.00	3,755.00	1,350.00	60,896
Range Fees	5,976.93	5,252.15	4,365.00	4,511.84	6,538.66	8,935.26	7,721.35	8,554.73	7,279.42	6,721.38	7,694.45	5,895.41	79,447
Sales of Merchandise	8,211.11	6,279.45	5,291.47	5,096.26	7,156.90	6,303.31	7,527.24	9,687.40	8,406.51	7,139.90	8,140.62	6,834.45	86,075
Concession Fees	4,346.28	3,229.36	2,428.81	2,219.61	2,973.60	3,707.31	4,715.23	4,243.94	4,231.43	3,478.68	3,953.92	3,033.14	42,561
Miscellaneous Income	8,632.04	7,495.90	5,620.06	5,243.28	4,711.82	7,607.33	7,745.64	10,292.53	8,570.49	10,133.72	10,472.34	6,591.64	93,117
<b>Total Income</b>	<b>\$126,863.43</b>	<b>\$108,840.98</b>	<b>\$87,981.14</b>	<b>\$77,017.19</b>	<b>\$102,765.52</b>	<b>\$130,272.44</b>	<b>\$136,845.85</b>	<b>\$142,782.59</b>	<b>\$140,916.71</b>	<b>\$129,848.04</b>	<b>\$139,325.93</b>	<b>\$106,036.34</b>	<b>\$1,429,496.16</b>
Weather Totals	1 rain	2 rain/1 closed	6 rain/1 closed	11 rain	6 rain	1 rain	5 rain	3 rain/2 maint.	1 rain	8 rain	3 rain	4 rain	51/4
<b>Income Per Round</b>	<b>\$37.47</b>	<b>\$36.91</b>	<b>\$37.32</b>	<b>\$35.29</b>	<b>\$37.51</b>	<b>\$36.45</b>	<b>\$38.63</b>	<b>\$36.42</b>	<b>\$36.60</b>	<b>\$36.11</b>	<b>\$36.05</b>	<b>\$34.71</b>	<b>\$36.64</b>
FY 2011 - 2012													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,197	2,584	2,384	2,523	1,930	3,094	3,742	3,759	3,335	3,037	3,316	3,149	36,050
Tournament Rounds	252	220	0	71	119	58	456	311	301	115	21	109	2,033
Range buckets	1,348	1,116	979	1,137	689	1,472	1,821	1,605	1,467	927	1,191	1,227	14,979
Star Memberships	3,450.00	2,850.00	3,420.00	4,720.00	3,215.00	5,015.00	6,740.00	5,690.00	4,950.00	3,890.00	4,847.00	3,675.00	52,462
Green Fees	86,961.06	75,789.86	66,383.52	70,031.71	49,635.21	86,204.47	109,812.57	101,462.44	96,117.30	84,902.59	89,724.88	87,838.57	1,004,864
Tournament Fees	6,976.00	8,911.01	0.00	2,125.00	3,870.00	2,446.00	16,031.00	12,603.07	10,326.00	4,672.24	882.00	3,847.00	72,689
Range Fees	6,802.86	5,318.24	4,844.98	5,507.43	3,280.61	7,335.68	9,617.08	7,870.86	7,048.26	5,095.15	5,629.80	6,001.17	74,352
Sales of Merchandise	7,610.47	6,144.44	8,357.47	5,799.85	5,647.97	8,602.16	13,579.42	15,595.32	11,351.62	9,054.05	8,974.84	7,509.52	108,227
Concession Fees	3,829.49	2,640.15	2,549.98	2,739.64	1,954.47	3,838.73	5,659.13	5,245.18	4,728.65	3,673.72	3,812.72	4,014.84	44,687
Miscellaneous Income	7,053.00	6,609.23	8,529.79	7,177.18	8,492.85	9,448.03	10,858.82	11,964.72	14,350.84	8,464.58	10,883.66	10,891.51	114,724
<b>Total Income</b>	<b>\$122,682.88</b>	<b>\$108,262.93</b>	<b>\$94,085.74</b>	<b>\$98,100.81</b>	<b>\$76,096.11</b>	<b>\$122,890.07</b>	<b>\$172,298.02</b>	<b>\$160,431.59</b>	<b>\$148,872.67</b>	<b>\$119,752.33</b>	<b>\$124,754.90</b>	<b>\$123,777.61</b>	<b>\$1,472,005.66</b>
Weather Totals	1 rain	4 rain/1 closed	7 rain/1 closed	6 rain	8 rain	8 rain	3 rain	2 rain/2 maint.	4 rain	10 rain	3 rain	6 rain	62/4
<b>Income Per Round</b>	<b>\$34.57</b>	<b>\$37.59</b>	<b>\$38.03</b>	<b>\$36.00</b>	<b>\$35.57</b>	<b>\$37.40</b>	<b>\$39.44</b>	<b>\$38.02</b>	<b>\$39.58</b>	<b>\$36.76</b>	<b>\$35.93</b>	<b>\$36.86</b>	<b>\$37.27</b>
FY 2010 - 2011													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,643	2,534.00	2,366.00	2,179.00	2,297.00	3,312.00	3,522.00	3,690.00	3,179.00	3,526	3,029	3,338	36,615
Tournament Rounds	294	68	20	22	77	176	468	193	273	0	30	63	1,684
Range buckets	1,510	1,058	916	888	1,274	1,876	2,048	1,770	1,257	1,472	1,083	1,135	16,287
Star Memberships	3075.00	2952.50	3835.00	2320.00	3520.00	3860.00	6380.00	6930.00	5710.00	4695.00	4460.00	3375.00	51,113
Green Fees	101,562.24	67,761.92	64,035.46	61,557.60	65,186.16	91,510.28	102,436.44	105,157.54	88,722.13	100,567.92	79,639.48	92,029.90	1,020,167
Tournament Fees	9,094.00	2,664.00	600.00	880.00	2,545.00	6,039.00	17,102.50	7,620.00	9,933.00	0.00	1,330.50	3,087.00	60,895
Range Fees	7,443.85	5,011.14	4,410.23	4,189.24	5,695.23	8,978.85	10,252.89	8,390.40	6,227.00	6,703.44	5,361.79	5,459.55	78,124
Sales of Merchandise	6,734.53	4,917.85	6,226.12	4,002.56	4,432.63	7,361.35	9,508.45	9,991.97	8,419.59	7,303.99	6,060.27	6,186.80	81,146
Concession Fees	3,581.73	1,901.35	1,982.47	1,769.18	1,796.90	3,822.67	4,904.61	4,531.72	3,851.24	3,425.06	2,734.75	3,382.25	37,684
Miscellaneous Income	7,687.65	5,445.04	6,054.75	3,064.49	3,199.22	6,996.28	8,449.28	10,103.68	13,433.44	8,449.96	7,207.17	8,411.14	88,502
<b>Total Income</b>	<b>\$139,179.00</b>	<b>\$90,653.80</b>	<b>\$87,144.03</b>	<b>\$77,783.07</b>	<b>\$86,375.14</b>	<b>\$128,568.43</b>	<b>\$159,034.17</b>	<b>\$152,725.31</b>	<b>\$136,296.40</b>	<b>\$131,145.37</b>	<b>\$106,793.96</b>	<b>\$121,931.64</b>	<b>\$1,417,630.32</b>
Weather Totals	0 rain	5 rain/1 closed	6 rain/2 closed	16 rain	7 rain/freeze	3 rain/close	0 rain	1 rain	1 rain	5 rain	0 rain	4 rain	48/3
<b>Income Per Round</b>	<b>\$34.57</b>	<b>\$33.71</b>	<b>\$34.92</b>	<b>\$34.29</b>	<b>\$34.90</b>	<b>\$35.75</b>	<b>\$38.26</b>	<b>\$37.55</b>	<b>\$37.83</b>	<b>\$35.86</b>	<b>\$33.45</b>	<b>\$34.86</b>	<b>\$35.68</b>

Jersey Meadow Golf Course  
Monthly Report

FY 2009 - 2010													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,787	2,676	1,560	1,793	1,627	2,733	3,109	3,650	3,115	2,694	3,108	2,819	31,671
Tournament Rounds	176	56	18	50	39	210	630	318	191	106	224	140	2,158
Range buckets	774	1,042	403	577	732	1294	1704	1732	1117	743	1,176	1,028	12,322
Star Memberships	2700.00	2850.00	2325.00	2960.00	3035.00	4750.00	5025.00	5805.00	5885.00	3555.00	4535.00	2805.00	46,230
Green Fees	78,163.14	72,799.20	43,991.37	47,155.91	42,930.20	71,732.46	84,216.76	101,977.53	83,465.56	76,115.18	82,571.47	76,588.52	861,707
Tournament Fees	6,126.00	2,824.80	444.78	2,135.00	1,642.00	6,486.04	21,182.46	11,408.00	6,786.00	2,475.00	5,375.00	4,874.24	71,759
Range Fees	4,345.85	5,197.37	1,815.11	2,687.57	3,608.29	6,477.58	8,578.17	9,026.51	5,391.05	3,714.83	6,032.45	5,152.87	62,028
Sales of Merchandise	4,941.78	5,032.06	5,025.00	5,026.29	3,846.26	7,538.45	10,722.17	10,200.46	7,924.24	7,138.28	8,416.68	6,215.64	82,027
Concession Fees	2,803.45	2,170.75	1,164.27	1,396.99	1,314.78	2,360.74	3,573.23	3,373.94	2,942.60	2,415.79	2,542.38	2,559.23	28,618
Miscellaneous Income	4,127.54	5,618.95	4,115.81	4,023.44	3,989.91	7,178.92	8,167.90	10,002.32	14,955.42	7,893.33	9,647.04	7,796.88	87,517
<b>Total Income</b>	<b>\$103,207.76</b>	<b>\$96,493.13</b>	<b>\$58,881.34</b>	<b>\$65,385.20</b>	<b>\$60,366.44</b>	<b>\$106,524.19</b>	<b>\$141,465.69</b>	<b>\$151,793.76</b>	<b>\$127,349.87</b>	<b>\$103,307.41</b>	<b>\$119,120.02</b>	<b>\$105,992.38</b>	<b>\$1,239,887.19</b>
Weather Totals	12 rain	4 rain/1 closed	16rain/1 closed	12 rain&freeze	9 rain	5 rain	5 rain	3 rain	6 rain	14 rain	3 rain	7 rain	96/2
<b>Income Per Round</b>	<b>\$33.92</b>	<b>\$34.28</b>	<b>\$35.84</b>	<b>\$33.87</b>	<b>\$34.41</b>	<b>\$34.58</b>	<b>\$36.49</b>	<b>\$36.79</b>	<b>\$36.74</b>	<b>\$35.63</b>	<b>\$34.39</b>	<b>\$34.87</b>	<b>\$35.29</b>
FY 2008 - 2009													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,073	2,824	2,263	2,903	2,765	3,064	3,454	4,292	3,705	3,492	3,553	2,971	38,359
Tournament Rounds	436	217	40	59	166	172	253	621	222	90	182	274	2,732
Range buckets	1,473	1,336	896	1501	1283	1482	1808	2449	1747	1,442	1,568	1,234	18,219
Star Memberships	3,675.00	2,175.00	2,850.00	3,300.00	3,375.00	2,625.00	4,725.00	5,600.00	4,875.00	4,275.00	3,900.00	3,375.00	44,750
Green Fees	85,378.23	81,782.92	63,107.88	85,114.72	75,556.66	83,037.88	98,381.09	118,199.30	101,442.89	92,519.10	97,926.16	79,959.42	1,062,406
Tournament Fees	16,915.15	8,620.00	1,734.00	1,618.25	5,782.56	5,966.00	7,105.22	24,132.78	9,199.52	3,574.37	3,384.00	11,096.02	99,128
Range Fees	7,543.82	6,492.82	4,726.70	7,260.72	6,467.39	7,234.18	9,423.98	12,183.42	8,925.09	7,124.29	8,068.39	6,298.10	91,749
Sales of Merchandise	7,680.45	5,845.06	5,749.02	6,175.08	7,378.24	7,647.01	8,649.23	9,469.04	9,003.92	7,768.97	8,691.51	6,723.18	90,781
Concession Fees	3,646.01	2,257.19	1,771.73	2,303.93	2,331.45	2,416.99	3,417.68	4,094.73	3,271.77	3,054.93	2,968.04	2,587.46	34,122
Miscellaneous Income	9,671.94	7,325.63	7,825.08	7,667.00	9,325.27	6,641.10	7,269.75	10,287.23	14,040.61	12,834.43	10,524.28	7,107.67	110,520
<b>Total Income</b>	<b>\$134,510.60</b>	<b>\$114,498.62</b>	<b>\$87,764.41</b>	<b>\$113,439.70</b>	<b>\$110,216.57</b>	<b>\$115,568.16</b>	<b>\$138,971.95</b>	<b>\$183,966.50</b>	<b>\$150,758.80</b>	<b>\$131,151.09</b>	<b>\$135,462.38</b>	<b>\$117,146.85</b>	<b>\$1,533,455.63</b>
Weather Totals	4 rain	3 rain/1 closed	5 rain/1 closed	3 rain	4 rain	9 rain	5 rain	0 rain	1 rain	4 rain	3 rain	7 rain	48/2
<b>Income Per Round</b>	<b>\$37.29</b>	<b>\$36.94</b>	<b>\$36.87</b>	<b>\$37.18</b>	<b>\$36.45</b>	<b>\$34.90</b>	<b>\$36.21</b>	<b>\$36.31</b>	<b>\$37.15</b>	<b>\$35.42</b>	<b>\$35.22</b>	<b>\$35.06</b>	<b>\$36.23</b>
FY 2007 - 2008													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,192	2,480	2,736	2,093	2,660	3,294	3,571	3,931	3,740	3,937	3,454	2,602	37,690
Tournament Rounds	671	239	52	14	136	92	633	403	236	25	22		2,523
Range buckets	1,319	1,048	1046	670	1139	1692	2003	1847	1599	1,598	1,235	1,143	16,339
Star Memberships	1,125.00	1,550.00	1,725.00	2,325.00	3,450.00	7,350.00	3,300.00	5,100.00	6,125.00	7,275.00	4,725.00	3,200.00	47,250
Green Fees	85,660.56	66,972.27	79,060.69	60,368.18	75,060.02	96,735.43	98,765.00	112,642.50	104,126.56	105,197.39	97,231.84	74,327.25	1,056,148
Tournament Fees	20,010.12	8,577.00	1,944.01	626.00	4,597.00	3,000.95	19,915.27	14,606.25	8,681.00	808.25	1,249.00		84,015
Range Fees	6,998.33	5,620.11	5,594.84	3,316.53	5,701.59	8,831.93	10,254.45	10,181.57	8,019.81	7,948.89	6,211.84	5,264.15	83,944
Sales of Merchandise	6,323.97	6,795.17	7,157.44	4,211.03	5,220.90	8,454.32	8,533.52	10,289.47	9,891.12	8,167.06	8,573.44	4,885.10	88,503
Concession Fees	2,720.64	2,116.80	1,881.42	1,429.58	2,044.44	2,845.78	3,576.02	4,247.24	3,361.53	3,120.31	3,078.02	2,131.87	32,554
Miscellaneous Income	3,649.17	3,294.29	2,554.38	2,735.65	4,626.10	4,846.64	11,084.79	12,245.83	14,991.62	10,154.55	10,227.21	6,841.60	87,252
<b>Total Income</b>	<b>\$126,487.79</b>	<b>\$94,925.64</b>	<b>\$99,917.78</b>	<b>\$75,011.97</b>	<b>\$100,700.05</b>	<b>\$132,065.05</b>	<b>\$155,429.05</b>	<b>\$169,312.86</b>	<b>\$155,196.64</b>	<b>\$142,671.45</b>	<b>\$131,296.35</b>	<b>\$96,649.97</b>	<b>\$1,479,664.60</b>
Weather Totals	4 rain	4 rain/1 closed	5 rain/1 closed	9 rain	5 rain	5 rain	1 rain	2 rain	8 rain	6 rain	10 rain	6 closed-lke	65/2
<b>Income Per Round</b>	<b>\$32.45</b>	<b>\$34.34</b>	<b>\$35.22</b>	<b>\$34.50</b>	<b>\$34.78</b>	<b>\$36.83</b>	<b>\$36.19</b>	<b>\$37.89</b>	<b>\$37.49</b>	<b>\$34.17</b>	<b>\$36.41</b>	<b>\$35.91</b>	<b>\$35.62</b>

Jersey Meadow Golf Course  
Monthly Report

FY 2006 - 2007													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,568	2,743	2,148	1,634	2,112	2,933	3,492	3,239	2,647	2,625	2,954	2,977	32,072
Tournament Rounds	831	241			78	167	365	163	506	17	83	354	2,805
Range buckets	852	1,017	619	328	632	1329	1282	1032	828	573	963	1,334	10,789
Star Memberships	825.00	1,125.00	900.00	1,200.00	2,025.00	2,550.00	2,025.00	2,025.00	2,700.00	1,925.00	1,950.00	2,850.00	22,100
Green Fees	75,052.08	77,054.99	61,958.41	46,047.63	56,727.00	82,002.01	99,339.96	89,832.90	74,158.69	70,256.48	77,765.35	86,213.98	896,409
Tournament Fees	26,126.45	8,229.66			2,340.00	5,984.52	12,937.27	5,764.00	18,891.57	544.00	2,336.64	15,028.00	98,182
Range Fees	4,486.00	5,059.11	2,966.69	1,641.14	3,305.97	6,574.96	6,450.73	5,493.95	4,170.50	2,964.69	4,660.35	6,313.05	54,087
Sales of Merchandise	5,756.99	6,144.51	4,545.42	2,018.11	4,485.95	7,001.69	6,762.30	7,439.75	7,492.20	5,128.58	6,279.02	5,522.72	68,577
Concession Fees	2,753.47	1,831.77	849.49	837.97	1,471.62	2,361.81	3,116.86	2,325.47	2,603.71	1,741.09	2,161.42	2,346.82	24,402
Miscellaneous Income	2,861.56	2,584.60	3,755.19	2,290.00	2,423.00	3,468.25	5,474.79	5,195.82	5,667.66	9,645.66	4,445.60	4,146.88	51,959
<b>Total Income</b>	<b>\$117,861.55</b>	<b>\$102,029.64</b>	<b>\$74,975.20</b>	<b>\$54,034.85</b>	<b>\$72,778.54</b>	<b>\$109,943.24</b>	<b>\$136,106.91</b>	<b>\$118,076.89</b>	<b>\$115,684.33</b>	<b>\$92,205.50</b>	<b>\$99,598.38</b>	<b>\$122,421.45</b>	<b>\$1,215,716.48</b>
Weather Totals				15 rain/cold	6 rain/cold	5 rain	3 rain	9 rain	12 rain	15 rain	4 rain	1 rain	
<b>Income Per Round</b>	<b>\$34.43</b>	<b>\$33.82</b>	<b>\$34.49</b>	<b>\$32.33</b>	<b>\$32.31</b>	<b>\$34.64</b>	<b>\$34.76</b>	<b>\$34.11</b>	<b>\$35.83</b>	<b>\$34.17</b>	<b>\$32.15</b>	<b>\$35.90</b>	<b>\$34.22</b>
FY 2005 - 2006													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,071	2,326	2,455	2,571	2,094	3,000	3,817	3,241	2,760	2,838	3,056	3,060	34,289
Tournament Rounds	342	372	122	14	123	275	216	303	254	214	107	273	2,615
Range Buckets	1,348	854	1,032	863	754	1,468	1,666	1,125	915	958	1,123	1,143	13,249
Star Memberships	825.00	750.00	525.00	1,950.00	975.00	1,500.00	1,598.00	945.00	1,785.00	2,250.00	750.00	1,095.00	14,948
Green Fees	83,308.78	64,013.19	68,822.00	67,352.18	54,583.70	78,298.53	106,519.47	83,888.84	74,680.30	78,797.17	77,376.73	81,821.30	919,462
Tournament Fees	11,166.20	11,292.59	4,058.00	623.00	5,168.84	8,581.15	7,073.12	8,324.82	6,950.00	5,527.00	3,878.00	10,384.78	83,028
Range Fees	6,370.11	4,580.34	5,192.32	4,300.89	3,572.44	6,376.90	7,462.75	5,430.79	4,506.92	4,860.93	5,547.94	5,670.09	63,872
Sales of Merchandise	6,352.08	4,710.74	5,973.00	5,587.32	4,895.17	5,634.42	7,388.88	6,373.86	6,177.10	5,357.32	6,436.83	6,133.67	71,020
Concession Fees	2,790.10	1,842.23	1,655.27	1,581.45	1,144.16	1,846.17	2,892.01	2,455.09	2,292.43	1,865.99	2,056.32	2,395.12	24,816
Miscellaneous Income	1,592.00	3,000.28	1,843.00	1,676.00	1,660.18	1,954.00	6,361.74	8,579.88	5,424.63	5,062.01	4,973.97	2,453.64	44,581
<b>Total Income</b>	<b>\$112,404.27</b>	<b>\$90,189.37</b>	<b>\$88,068.59</b>	<b>\$83,070.84</b>	<b>\$71,999.49</b>	<b>\$104,191.17</b>	<b>\$139,295.97</b>	<b>\$115,998.28</b>	<b>\$101,816.38</b>	<b>\$103,720.42</b>	<b>\$101,019.79</b>	<b>\$109,953.60</b>	<b>\$1,221,728.17</b>
Weather Totals													
<b>Income Per Round</b>	<b>\$32.69</b>	<b>\$33.15</b>	<b>\$33.97</b>	<b>\$31.38</b>	<b>\$32.04</b>	<b>\$31.36</b>	<b>\$34.14</b>	<b>\$32.46</b>	<b>\$33.19</b>	<b>\$33.25</b>	<b>\$31.70</b>	<b>\$32.66</b>	<b>\$32.70</b>
FY 2004 - 2005													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,118	2,006	2,531	2,293	1,589	2,474	3,064	2,758	2,956	2,912	2,893	2,488	31,082
Tournament Rounds	277	106	70	3	36	150	277	408	263	57	60	110	1,817
Range buckets	0	665	1163	891	476	1101	1550	1293	1226	748	1,068	852	11,033
Star Memberships	480.00	0.00	675.00	2,181.00	675.00	2,100.00	2,850.00	1,950.00	1,725.00	1,500.00	1,425.00	1,050.00	16,611
Green Fees	74,189.66	51,783.51	62,571.20	59,311.24	41,562.60	66,557.58	85,036.07	71,311.04	74,745.97	77,384.45	71,587.00	62,165.00	798,205
Tournament Fees	12,244.20	4,070.00	2,690.00	350.00	1,362.23	4,532.00	8,260.76	13,663.66	9,030.60	2,289.01	2,365.00	4,048.00	64,905
Range Fees	360.00	2,817.98	3,872.64	3,668.49	2,028.03	4,701.63	6,928.84	6,292.07	6,066.74	3,544.83	4,894.00	4,313.66	49,489
Sales of Merchandise	4,790.63	2,674.76	6,274.93	4,686.93	3,987.02	5,930.59	8,513.16	6,768.94	6,379.57	8,554.90	6,392.00	4,394.00	69,347
Concession Fees	2,886.22	3,589.83			916.00	1,535.00	2,196.04	2,163.80	2,638.75	2,088.86	2,074.00	1,650.00	21,739
Miscellaneous Income	180.00	60.00	1,401.00	930.00	727.00	1,408.00	2,183.09	2,724.00	6,716.64	3,941.67	4,276.00	12,914.17	37,462
<b>Total Income</b>	<b>\$95,130.71</b>	<b>\$64,996.08</b>	<b>\$77,484.77</b>	<b>\$71,127.66</b>	<b>\$51,257.88</b>	<b>\$86,764.80</b>	<b>\$115,967.96</b>	<b>\$104,873.51</b>	<b>\$107,303.27</b>	<b>\$99,303.72</b>	<b>\$93,013.00</b>	<b>\$90,534.83</b>	<b>\$1,057,758.19</b>
Weather Totals						10 R; 20 S	2R; 28 S	3R; 28S	30S; No R	12R; 19 S	7R; 25 S	4R; 26S	
<b>Income Per Round</b>	<b>\$27.88</b>	<b>\$30.77</b>	<b>\$29.53</b>	<b>\$30.03</b>	<b>\$31.13</b>	<b>\$32.27</b>	<b>\$33.86</b>	<b>\$32.51</b>	<b>\$32.80</b>	<b>\$32.94</b>	<b>\$31.02</b>	<b>\$34.44</b>	<b>\$31.65</b>

Jersey Meadow Golf Course  
Monthly Report

FY 2003 - 2004													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	2,838	2,605	2,735	2,186	1,829	2,824	3,261	3,203	1,952	0	0	3,841	27,274
Tournament Rounds	582	317	12	29	240	140	370	153	82	32	0	537	1,912
Range buckets	1,247	1,124	1,015	614	512	903	1,746	1,431	576	0	0	0	9,168
Star Memberships	880.00	485.00	617.00	2,840.00	1,620.00	2,485.00	2,810.00	1,670.00	50.00	0.00	0.00	1,220.00	\$14,677.00
Green Fees	70,103.87	65,595.91	64,691.42	52,796.04	43,975.88	66,495.18	81,103.98	82,362.52	25,167.00	0.00	0.00	77,631.05	629,922.85
Tournament Fees	18,430.40	10,762.40	464.40	1,015.00	2,747.00	3,595.00	3,718.50	5,235.00	2,912.21	2,956.16	0.00	11,150.00	62,986.07
Range Fees	4,026.35	3,865.34	3,230.29	2,270.18	1,911.88	3,048.27	6,152.89	5,249.27	1,827.36	0.00	0.00	175.00	31,756.83
Sales of Merchandise	5,129.89	4,224.64	7,198.84	4,165.57	4,035.75	5,954.69	7,510.77	5,908.66	4,261.91	424.55	0.00	6,037.47	54,852.74
Concession Fees	2,013.15	3,492.29	2,560.00	1,977.00	1,731.20	1,740.36	2,485.45	2,965.09	3,108.38	0.00	0.00	81.92	22,154.84
Miscellaneous Income	2,240.00	1,920.00	1,323.00	1,275.00	1,640.00	840.82	499.00	953.00	3,285.75	250.00	0.00	192.00	14,418.57
<b>Total Income</b>	<b>\$102,823.66</b>	<b>\$90,345.58</b>	<b>\$80,084.95</b>	<b>\$66,338.79</b>	<b>\$57,661.71</b>	<b>\$84,159.32</b>	<b>\$104,280.59</b>	<b>\$104,343.54</b>	<b>\$40,612.61</b>	<b>\$3,630.71</b>	<b>\$0.00</b>	<b>\$96,487.44</b>	<b>\$830,768.90</b>
<b>Income Per Round</b>	<b>\$29.81</b>	<b>\$30.75</b>	<b>\$28.93</b>	<b>\$28.67</b>	<b>\$27.09</b>	<b>\$27.56</b>	<b>\$27.95</b>	<b>\$30.59</b>	<b>\$19.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21.76</b>	<b>\$27.96</b>
FY 2002 - 2003													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	2,637	3,056	2,275	2,460	1,777	3,199	3,900	4,354	3,915	3,647	3,280	2,557	37,057
Tournament Rounds	0	159	0	0	188	138	66	287	62	59	17	248	1,224
Range buckets	843	1,084	861	752	415	1,256	2,003	1,941	1,532	1,500	1,529	1,232	14,948
Star Memberships	400.00	300.00	1,115.00	7,465.00	3,578.00	4,420.00	5,205.00	3,990.00	2,610.00	1,895.00	1,790.00	805.00	\$33,573.00
Green Fees	59,060.50	83,865.33	59,280.09	57,262.20	41,843.58	76,659.46	100,788.23	107,607.15	95,050.74	82,944.99	78,205.60	59,952.70	902,520.57
Tournament Fees	10,519.97	5,164.20	0.00	0.00	2,598.97	4,602.65	1,840.00	10,473.00	1,550.00	2,130.00	595.00	8,425.00	47,898.79
Range Fees	2,136.97	3,105.58	2,242.99	2,007.38	990.85	3,100.81	5,061.68	4,843.09	3,583.54	3,625.44	5,109.22	3,918.18	39,725.73
Sales of Merchandise	4,852.77	5,794.15	4,434.45	2,578.44	2,578.83	5,989.11	6,515.03	7,535.29	5,503.11	5,638.05	5,540.26	3,653.07	60,612.56
Concession Fees	3,692.00	3,146.00	2,056.00	2,079.00	1,494.00	2,970.00	2,969.95	3,999.34	5,224.34	3,331.06	3,097.78	2,473.09	36,532.56
Miscellaneous Income	1,650.00	1,860.00	2,265.00	1,419.00	1,695.00	2,130.00	2,550.00	2,805.00	6,380.00	6,588.00	2,295.00	2,160.00	33,797.00
<b>Total Income</b>	<b>\$82,312.21</b>	<b>\$103,235.26</b>	<b>\$71,393.53</b>	<b>\$72,811.02</b>	<b>\$54,779.23</b>	<b>\$99,872.03</b>	<b>\$124,929.89</b>	<b>\$141,252.87</b>	<b>\$119,901.73</b>	<b>\$106,152.54</b>	<b>\$96,632.86</b>	<b>\$81,387.04</b>	<b>\$1,154,660.21</b>
<b>Income Per Round</b>	<b>\$31.06</b>	<b>\$32.02</b>	<b>\$30.89</b>	<b>\$26.56</b>	<b>\$26.06</b>	<b>\$28.60</b>	<b>\$30.19</b>	<b>\$29.58</b>	<b>\$29.49</b>	<b>\$28.13</b>	<b>\$28.77</b>	<b>\$28.73</b>	<b>\$29.29</b>
FY 2001 - 2002													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	3,203	3,061	2,774	2,800	2,969	3,734	4,385	4,735	4,182	4,139	3,580	3,592	43,154
Tournament Rounds													
Range buckets	1,388	1,374	844	1,261	1,316	1,897	2,131	2,143	1,818	1,813	1,506	1,476	18,967
Star Memberships				3,075.00	1,650.00	2,275.00	1,725.00	1,125.00	725.00	550.00	775.00	950.00	\$12,850.00
Green Fees/Cart Fees	72,224.98	77,087.14	65,224.37	68,447.62	70,028.61	91,055.04	111,535.50	119,348.59	104,195.50	104,907.23	89,569.50	79,854.95	1,053,479.03
Tournament Fees	17,967.54	10,416.85	1,552.00	0.00	3,741.00	2,498.00	12,004.42	6,740.00	2,220.70	0.00	1,919.00	17,433.92	76,493.43
Range Fees	3,924.83	3,699.12	2,181.79	3,236.49	3,508.36	4,850.70	5,791.90	5,805.72	4,675.54	4,822.48	4,043.98	3,696.75	50,237.66
Sales of Merchandise	7,501.72	7,470.10	8,574.76	4,093.24	4,597.56	8,690.81	7,429.96	7,877.93	8,103.63	5,589.34	5,526.70	4,663.97	80,119.72
Concession Fees	4,471.00	3,728.00	2,457.00	850.00	4,046.00	3,656.00	4,778.00	4,932.00	4,636.00	4,331.00	3,382.00	2,992.00	44,259.00
Miscellaneous Income					3,348.03	10.00		2,115.00	5,080.00	1,880.00	1,860.00	3,030.00	17,323.03
<b>Total Income</b>	<b>\$106,090.07</b>	<b>\$102,401.21</b>	<b>\$79,989.92</b>	<b>\$75,777.35</b>	<b>\$90,919.56</b>	<b>\$113,035.55</b>	<b>\$143,264.78</b>	<b>\$147,944.24</b>	<b>\$129,636.37</b>	<b>\$122,080.05</b>	<b>\$107,076.18</b>	<b>\$112,621.59</b>	<b>\$1,334,761.87</b>
<b>Income Per Round</b>	<b>\$33.12</b>	<b>\$33.45</b>	<b>\$28.84</b>	<b>\$27.37</b>	<b>\$30.07</b>	<b>\$29.66</b>	<b>\$32.28</b>	<b>\$31.01</b>	<b>\$30.83</b>	<b>\$29.36</b>	<b>\$29.69</b>	<b>\$31.09</b>	<b>\$30.63</b>

Jersey Meadow Golf Course  
Monthly Report

FY 2000 - 2001													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	3,632	2,387	2,224	1,526	2,087	2,196	3,929	3,482	3,097	3,564	3,433	3,480	35,037
Tournament Rounds													
Range buckets				567	755	1,194	1,757	1,498	1,293	1,252	1,229	1,218	10,763
Green Fees/Cart Fees	100,532.00	59,091.00	57,691.00	42,849.85	53,215.20	55,637.91	108,176.93	93,704.77	79,608.10	86,599.86	76,676.57	82,458.86	\$896,242.05
Tournament Fees	19,585.00	7,087.00	6,235.00	0.00	0.00	4,107.87	9,607.00	14,018.50	332.64	792.00	2,186.00	4,023.02	67,974.03
Range Fees	6,702.00	3,778.00	3,198.00	2,365.14	3,229.47	5,533.59	7,552.85	6,458.97	5,754.22	5,431.94	4,280.78	3,776.78	58,061.74
Sales of Merchandise	19,858.00	4,548.00	5,884.00	3,055.92	2,960.74	8,316.70	9,143.74	7,896.28	7,636.53	6,951.08	8,554.69	6,491.01	91,296.69
Concession Fees	285.00	808.00	417.00	1,726.00	2,278.00	2,982.00	4,942.00	3,701.00	3,099.00	3,441.00	3,256.00	3,505.00	30,440.00
Miscellaneous Income	-571.00	3,254.00	2,407.00										
<b>Total Income</b>	<b>\$146,391.00</b>	<b>\$78,566.00</b>	<b>\$75,832.00</b>	<b>\$49,996.91</b>	<b>\$61,683.41</b>	<b>\$76,578.07</b>	<b>\$139,422.52</b>	<b>\$125,779.52</b>	<b>\$96,430.49</b>	<b>\$103,215.88</b>	<b>\$94,954.04</b>	<b>\$100,254.67</b>	<b>\$1,144,014.51</b>
<b>Income Per Round</b>	<b>\$40.31</b>	<b>\$32.91</b>	<b>\$34.10</b>	<b>\$32.76</b>	<b>\$29.56</b>	<b>\$34.87</b>	<b>\$35.49</b>	<b>\$36.12</b>	<b>\$31.14</b>	<b>\$28.96</b>	<b>\$27.66</b>	<b>\$28.81</b>	<b>\$32.65</b>
Notes: 1. October, November, December 2000 Golf Course under private management contract. City took over management January 1, 2001.													
2. Green Fees and Cart Fees combined into one fee beginning January 2002.													
3. Food and drinks contracted out to private vendor as of January 2001.													
4. Star Membership program began in January 2002.													
5. FY 2000 -2001 - records in Smith Systems Software, no printouts available and the software is offline.													
6. Concession Fees shown in time period of purchase, not when received.													
7. Income/Round: Income does not include Star Memberships; Rounds includes Rounds Played and Tournament Rounds.													
8. Miscellaneous Income includes: Cart fee, Handicap Service, Leagues, expired Gift Certificates, Miscellaneous merchandise and Junior Camp.													
9. As of April, 2016, Leagues are accounted for in Rounds played and in Green Fees.													
10. FY 2016-2017 - Line Item added: Club Rental.													
11. Abbreviations: W-weather RO-rain out CM-course maintenance TT-temporary tees H-holiday													
12. FY 2016-2017 - Miscellaneous Income changed to Miscellaneous Fees per Finance.													

**CITY OF JERSEY VILLAGE, TEXAS**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSET**  
**GOLF COURSE FUND**  
**April 30, 2019**  
**Fiscal Year October 1, 2018 thru September 30, 2019**  
**Unaudited**

	April 2019	FISCAL YEAR TO DATE
<b>OPERATING REVENUES</b>		
Charges for Services	158,283	738,557
Total Operating Revenue	<u>\$158,283</u>	<u>\$738,557</u>
<b>OPERATING EXPENSES</b>		
Personal services	65,734	497,901
Supplies	5,189	63,191
Repairs and Maintenance	17,350	33,180
Contractual Services	4,315	50,540
Other	50,666	213,617
Depreciation	27,791	194,537
Total Operating Expenses	<u>\$171,045</u>	<u>\$1,052,966</u>
Operating Income (Loss)	<u>(\$12,762)</u>	<u>(\$314,409)</u>
<b>NON OPERATING REVENUES</b>		
Interest and investment revenue	1,031	6,594
Sales of Fixed Assets	0	0
	<u>\$1,031</u>	<u>\$6,594</u>
Total non operating revenue (expenses)	\$1,031	\$6,594
Income (loss) before contributions and transfers		
Transfers In	0	0
Transfers out	0	0
<b>Change in net assets</b>	<b>(\$11,731)</b>	<b>(\$307,815)</b>
<b>Total net assets beginning of the year</b>		<b>\$2,345,606</b>
<b>Total net assets end of the year**</b>		<b>\$2,037,791 **</b>

\*\* These are preliminary non-audited numbers

**Golf Course Fund**  
**For the period ended April 30, 2019**

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
<b>Revenue</b>					
Fees & Charge for Services	1,310,000.00	1,310,000.00	738,556.75	56.38%	1,310,000.00
Interest Earned	7,000.00	7,000.00	6,594.46	94.21%	10,000.00
Interfund Activity	634,067.00	634,067.00	-	0.00%	634,067.00
Miscellaneous Revenue	7,500.00	7,500.00	-	100.00%	7,500.00
Other Agency Revenue	-	-	-	0.00%	-
Total Revenue	1,958,567.00	1,958,567.00	745,151.21	38.05%	1,961,567.00
<b>Expenditures</b>					
Club House	713,308.00	713,308.00	381,450.51	53.48%	713,308.00
Course Maintenance	926,875.00	926,875.00	347,616.41	37.50%	926,875.00
Building Maintenance	46,500.00	46,500.00	18,814.45	40.46%	46,500.00
Capital Improvement	143,000.00	143,000.00	65,085.67	0.00%	143,000.00
Equipment Maintenance	128,884.00	128,884.00	51,461.60	39.93%	128,884.00
Total Expenditures	1,958,567.00	1,958,567.00	864,428.64	44.14%	1,958,567.00

# Jersey Meadow Golf Course

## Social Media Summary Report

May 2019

Statistics are for the month of April 2019

Facebook



Page Likes	New Likes	Posts	Page Reach	Page Engagement
567	14	13	11,402	790
Prior Year				
		63	21,091	
New Reviews	Total Reviews	Total Rating		
1	59	4		

Twitter



Followers	New Followers	Tweets	Impressions	Profile Visits
36	0	1	336	24
Prior Year				
33	1	2	920	18

Yelp



New Reviews	Avg. Rating	Total Reviews	Total Rating
0	0	11	3.5
Prior Year			
0	0	8	3.5

Golf Advisors



New Reviews	Avg. Rating	Total Reviews	Total Rating
1	4	198	3.6
Prior Year			
11	3.181818182	158	3.5

Trip Advisors



New Reviews	Avg. Rating	Total Reviews	Total Rating
0	0	6	4
Prior Year			
0	0	5	4

Google



New Reviews	Avg. Rating	Total Reviews	Total Rating
6	3.60	137	3.9
Prior Year			
4	4.00	71	4

**City of Jersey Village**  
**Parks and Recreation Department**

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TO: Mayor and City Council  
CC: Austin Bleess, City Manager  
FROM: Jason Alfaro, Parks & Recreation Director  
DATE: May 7, 2019  
SUBJECT: Parks and Recreation Department Update

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**Golf Course:**

**Financial Report** - For the month of April, the course received \$103,277 in green fees, and \$16,021 in tournament fees. According to the monthly report, the course had 4,169 rounds of golf and 526 rounds of tournament play. The average income received per round was \$32.67. There were seven (7) days that the weather affected play. Merchandise sales for the month totaled \$20,214.

**Maintenance/Pro Shop Report** – The new putting green construction has been completed. Course staff has updated all the drainage and irrigation components around the new putting green and we are anticipating the sprigging of Bermuda grass should take place in early May. The practice area that is under construction is mostly complete, with final dirt work taking place during the first week of May. Course staff has been able to start sodding some areas of the new projects, but mainly focusing on the tee boxes and practice greens for the moment. Staff has also been busy building our new friendly tees along the course. These new tee boxes will allow novice and beginner golfers a better experience when playing on the course.

Our pro shop staff has been very busy with tournaments and juniors school. We ordered new cards for the course and we plan to implement those soon. The new cards show the new tee boxes yardage and has the new holes listed to reflect the change. To recap, we changed holes 8 and 9 to 17 and 18, and vice versa. Our new merchandiser is continuing to make positive changes to our merchandise and has rearranged the pro shop layout to help increase sales. We are continuing to see an increase in rounds with more play coming from tournaments and outings.

**Parks, Recreation, and Facilities:**

**Parks** – The parks maintenance employee have been busy with routine maintenance. The parks staff is in the process of changing seasonal flower color throughout the city's medians and planter beds. The splash pad is open with no issues this year, and we are in the process of finishing small projects and maintenance items at the pool.

**Parks Projects:**

**Dog Park** – We have submitted all documents from the updated request from Harris County. We are awaiting their review of the plans.

**Gateway and Entry Signs** – City staff met with Clark Condon and the County regarding possible variances on some of the sign locations. The county is currently reviewing the locations we discussed in the meeting to see what kind of variances or adjustments that we may need to make to our documents. Clark Condon is continuing to work on the other site locations so we can continue to move closer to construction.

**Clubhouse/Convention Center** - PGAL submitted 75% completion of construction documents to city staff for review. Staff had an opportunity to review and discuss any major issues/concerns. No major issues/concerns were found, but we did receive some comments/suggestion from staff that has been sent to PGAL. We are planning to have everything ready to be published for bid on May 15<sup>th</sup>.

**Clark Henry Park** – The pool painting project was completed at the end of April. New coats of paint were placed on the trim and pump house building. The acid room in our pump house was coated with a sealer that helps reduce the amount of wear and tear that the acid room receives. The pavilion metal skirt was also painted to match the new colors at the pool. The restroom facility at the pavilion is almost complete. The walls are freshly painted, new restroom fixtures are in place, and new partitions and lighting will be completed during the first couple of week in May.

**Recreation** – We had a huge turnout to the Easter Egg Festival at Clark Henry Park. There was an estimated 1,500 people in the park throughout the time of the event. The event was very well received and we plan to expand this event even more next year. Currently, we are gearing up for our summer pool activities and our movie in the park series. We are looking at the possibility of providing a weeklong half-day camp during the month of June or July. April's Farmer's Market had a great turnout of vendors and patrons and we are continuing to receive new applications for the market.

**Facility Maintenance:**

We have been busy with building maintenance requests and projects. Majority of the time has been dedicated to work order requests and preventative maintenance items. Staff has been securing quotes for various projects at facilities. We have also been replacing fixtures and outdated or worn items with new LED and high efficiency use items as they go out.

Address	Violation	Red Tag	Letter Mailed	Date	Abated Within Time Required
16105 Jersey	Vehicle on street in excess of 24 hrs	x		4/1/19	y
15913 Acapulco	Yard/Lot Maintenance	x		4/1/19	n
15830 NW Freeway	Yard/Lot Maintenance		x	4/1/19	y
16006 Jersey	No foundation permit	x		4/1/19	y
15814 Tenbury	RV - parked/stored over 7 days		x	4/2/19	y
8225 Rio Grande	Residential Maintenance		x	4/2/19	y
16314 Crawford	Pool holding stagnant water		x	4/2/19	y
15906 Jersey	Signs - In City ROW	x		4/2/19	y
16017 Lakeview	Tree/Stump/Shurb - Dead to remove		x	4/3/19	n
15313 Chichester	Dog - Loud/Excessive Barking		x	4/3/19	y
15602 Jersey	Tree/Stump/Shurb - Dead to remove		x	4/3/19	y
16126 St Helier	No POD permit	x		4/3/19	y
15714 Juneau	Trailer (Box/Gooseneck/Utility) parked-stored		x	4/4/19	y
15918 Juneau	Trailer (Box/Gooseneck/Utility) parked-stored		x	4/4/19	y
15913 Acapulco	Yard/Lot Maintenance		x	4/4/19	y
16206 Lakeview	Vehicle - Blight/Junk		x	4/5/19	p
15905 Juneau	Yard/Lot Maintenance		x	4/5/19	y
16437 Wall	Yard/Lot Maintenance		x	4/5/19	n
14902 Lakeview	No Dumpster permit	x		4/5/19	y
15526 Jersey	Residential Maintenance	x		4/8/19	y
16534 Delozier	Tree clearance at street/sidewalk		x	4/8/19	y
16025 Congo	Vehicle - Blight/Junk		x	4/8/19	p
16302 Jersey	Signs - In City ROW	x		4/9/19	y
15906 Jersey	Signs - In City ROW	x		4/9/19	y
7823 Equador	No Flood Development Review	x		4/9/19	y
15426 Chichester	Trailer (Box/Gooseneck/Utility) on street over 2 hours	x		4/9/19	y
16021 Kevindale	Obstructing use of sidewalk		x	4/10/19	y
8806 Jones	Yard/Lot Maintenance		x	4/10/19	y
15409 Chichester	Signs - In City ROW	x		4/10/19	y
15105 Lakeview	Vehicle parked on unpaved surface		x	4/10/19	y
16309 Lewis	Dog - Loud/Excessive Barking		x	4/11/19	y

Address	Violation	Red Tag	Letter Mailed	Date	Abated Within Time Required
15622 Shanghai	Trash/Recycling/Yard Waste at curb too early	x		4/11/19	y
110 Windcrest	No Dumpster permit	x		4/11/19	y
8222 N. Tahoe	Dog/Pet - Unregistered		x	4/12/19	n
16884 NW Freeway	Pool holding stagnant water		x	4/12/19	y
15814 Tenbury	RV - parked/stored over 7 days		x	4/12/19	n
17504 NW Freeway	Trash enclosure maintenance	x		4/12/19	y
15621 Shanghai	Dog/Pet - Unregistered		x	4/15/19	n
15326 Glamorgan	Trash/Recycling/Yard Waste at curb too early	x		4/15/19	y
16405 St Helier	Trash/Recycling/Yard Waste at curb too early	x		4/15/19	y
16506 St Helier	Trash/Recycling/Yard Waste at curb too early	x		4/15/19	y
16222 Congo	Trash cans visible		x	4/16/19	y
15906 Tahoe	Trash cans visible		x	4/16/19	y
16209 Lakeview	No Mechanical Permit	x		4/16/19	y
16218 Congo	No plumbing permit	x		4/16/19	y
15313 Chichester	Dog/Pet - Unregistered		x	4/17/19	y
0 Senate	Vehicle parked on unpaved surface		x	4/17/19	y
17386 NW Freeway	Trash enclosure maintenance	x		4/17/19	y
15409 Chichester	Signs - In City ROW	x		4/17/19	y
15617 Elwood	RV - parked/stored over 7 days		x	4/18/19	y
51 Cherry Hills	Trash/Recycling/Yard Waste at curb too early	x		4/18/19	y
52 Cherry Hills	Trash/Recycling/Yard Waste at curb too early	x		4/18/19	y
8317 Achgill	Trash/Recycling/Yard Waste at curb too early	x		4/18/19	y
16309 St Helier	Dog - At Large	x		4/18/19	y
15318 Jersey	Dog - At Large		x	4/22/19	y
16129 Wall	Trash cans visible		x	4/22/19	y
16425 Jersey	Trash/Recycling/Yard Waste at curb too early	x		4/22/19	y
16309 Koester	Signs - In City ROW	x		4/22/19	y
15701 Acapulco	Construction Debris	x		4/22/19	y
15401 Mauna Loa	Tree/Stump/Shurb - Dead to remove		x	4/23/19	p
16210 Jersey	No foundation permit	x		4/23/19	y
16109 Wall	No Dumpster permit	x		4/23/19	y

Address	Violation	Red Tag	Letter Mailed	Date	Abated Within Time Required
16324 Acapulco	No fence permit	x		4/23/19	y
15313 Mauna Loa	No fence permit	x		4/24/19	y
16006 Singapore	Yard/Lot Maintenance	x		4/24/19	n
15610 Jersey	Blight	x		4/24/19	y
8114 Argentina	Yard/Lot Maintenance	x		4/30/19	y
16106 Crawford	Yard/Lot Maintenance	x		4/30/19	y
15613 Elwood	Signs - In City ROW	x		4/30/19	y

# City of Jersey Village

## Social Media Summary Report

### May 2019

Statistics are for the month of April 2019

Facebook



Current Year				
Page Likes	New Likes	Posts	Page Reach	Page Engagement
1,687	63	84	28,600	2,935
Prior Year				
		61	14,705	2,324

Twitter



Followers	New Followers	Tweets	Impressions	Profile Visits
296	8	100	11,200	96
Prior Year				
		53	6,147	104

Constant Contact



Campaigns	Emails	Open Rate	Click Through Rate
2	863	73%	16%
Prior Year			
1	737	46%	12%
		Benchmark Open Rate	Benchmark Click Through Rate
		23%	9%

Benchmark metric is provided by Constant Contact comparing us to other Governmental users of their services

Nextdoor



Current Year		
Posts	Thanks	Impressions
4	1	1,020
Prior Year		
9	34	4,263

YouTube



Current Year		
Live Views	Recorded Views	Subscribers
32	296	54
Prior Year		
0	73	9

Instagram



Followers	Posts	Engagements
143	41	5177

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON APRIL 15, 2019 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  
Council Member, Andrew Mitcham  
Council Member, Greg Holden  
Council Member, Bobby Warren  
Council Member, James Singleton  
Council Member, Gary Wubbenhorst

City Manager, Austin Bless  
City Secretary, Lorri Coody  
City Attorney, Scott Bounds

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

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. **Prayer by: Jeremy E. Ray American Legion Post 324 Chaplain.**
2. **Pledge by: Stefanie Otto, Commander, 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 Dusty Bryant.

**D. SUBSTANDARD STRUCTURE – PUBLIC HEARING AND RELATED ITEM**

1. **Conduct a Public Hearing pursuant to Section 34-253 of the Code, so that the owner or the owner’s representatives for the property located at 15421 Leeds Lane, Jersey Village, Texas may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures.**

Mayor Ray called upon Building Official, Christian Somers to give a presentation regarding this item. Mr. Somers’ presentation included information about the following topics:

1. Fire damaged structure with pictures;
2. Overview of the Building Official’s duty in connection with a substandard structure;
3. Remodel work is not an option;
4. Demolition is the only option;
5. Overview of activity since the fire in October 2018;
6. Roofing;

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7. Examples of load path with pictures;
8. Detail of rafters;
9. Detail and pictures of bracing;
10. Floors and ceilings;
11. Examples and pictures of joists;
12. Cladding with pictures;
13. Local Government Code, Title 7, Chapter 214; and
14. Relative City Code of Ordinances.

In completing his presentation, Council asked: Should the building be demolished to which Building Official Somers responded YES.

Brandon Hakori the Attorney for Amerihome Mortgage Company was present. He told Council that the mortgage company does not have access to the property because the insurance claim on the property is still being processed and the insurance company has not completed its investigation.

Owner Lemadre Miller was present. He told City Council that an insurance claim has been filed but is not complete. He stated that he has been in contact with the Texas Department of Insurance and that he has an Attorney representing him concerning the insurance claim and the Insurance Company's failure to resolve the claim. He told City Council that he believes that the home needs to be demolished. However, he would like to hold off on moving forward at this time until the Insurance Company has made its findings. He told City Council that should the Insurance Company pay, those monies would be used to demolish the home. If they do not pay, he will pay to demolish the home.

Mr. Miller went on to explain that he has a meeting on April 22, 2019 at 5:00 p.m. with an attorney in connection with the insurance issue. He told City Council that there is an arson claim in connection with the fire. After this meeting, he told City Council that the Texas Department of Insurance has told him that the insurance company has 30 days to complete its investigation.

Mr. Miller told City Council that he did put up fencing on the property to secure it.

City Council asked Fire Chief Bitz if he had completed his investigation of the fire and if there is any need to collect further information. Chief Bitz stated that his investigation was completed the day of the fire. He went on to say that if the insurance company is still collecting evidence it would not be worthy at this point given the amount of time that has passed since the fire.

Council discussed the realistic time line for the demolition. City Attorney Bounds told the Council that they must give at least 30 days' notice of the demolition, but a longer period can be approved. If the City initiates the demolition, it does not have to be done by competitive bid. An informal bidding process is acceptable since it will be less than \$50,000. Mr. Miller told the Council that he has a demolition proposal for \$27,000. With

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this information in mind, the City Attorney told Council that in addition to this amount, the City could expect to pay about 10% more since it will require a bond and insurance. If the City proceeds with the demolition, the City will place a lien on the property.

Some members on Council wondered if the City pays to demolish the property will the insurance company get out of paying it obligatory amount. Owner Miller stated that he believes that should the City pay, the insurance company will not pay.

Council was concerned about securing the property and protecting the community from harm. In conjunction with securing the property, Council also discussed the on-going investigation and how this would be handled in conjunction with the demolition process. However, at the end of the day, the overall concern centered on the structure not being secured and being unsafe.

Council also wondered if the City begins the demolition process, does that preclude the owner from demolishing the property before the City. City Attorney Bounds told the Council that it would not preclude the owner from demolishing the property.

Attorney Hakeri told Council that the foreclosure sale scheduled for this property was postponed pending the outcome of the insurance company's investigation.

With no further discussions with the Owner and the Attorney for the mortgage company, Mayor Ray call to order this public hearing at 7:29 p.m. stating that he purpose of the hearing is to provide for the owner or the owner's representatives of the property located at 15421 Leeds Lane in Jersey Village, Texas to appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures. The burden is on the owner, lienholder, or mortgagee to demonstrate the scope of the work required to comply with the ordinance and the time it will take to perform the work.

With no one desiring to speak at this hearing, Mayor Ray closed the public hearing being held to provide for the owner or the owner's representatives of the property located at 15421 Leeds Lane in Jersey Village, Texas to appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures at 7:30 p.m.

Mayor Ray than asked Owner Miller and Attorney Bryant if they had any closing remarks. Hearing none, Mayor Ray called the next item on the agenda as follows:

- 2. Consider Ordinance No. 2019-08, finding the structures at 15421 Leeds Lane, Jersey Village, Texas 77040, (Lot 1, Block 49, Jersey Village), the "Property", to be substandard and a public nuisance; ordering Ashleigh Nichole Howard or the true owners of the property to abate the substandard and dangerous structures on the property; authorizing the City to demolish the structures on the property if owner fails to abate the substandard and dangerous structures on the property; authorizing**

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**the City to assess a lien against the property for the costs of the demolition; and making other findings and provisions related thereto.**

Christian Somers, Building Official, explained the fencing issues that were had with the owner's actions to secure the property. Council discussed the process of securing the property. City Attorney Bounds stated that it is the owner's responsibility to secure the property.

Attorney Bounds then reviewed the proposed Ordinance with the Council, stating that Section 2 provides for the mandatory 30 days, Section 3a is only needed should Council desire to extend the 30 days. If no extension is desired, Section 3a is deleted and Section 3b becomes Section 3a.

The Ordinance elements and time frames were discussed with City Attorney Bounds answering and explaining the various options.

Council discussed setting Section 3a at 72 hours. If after 72 hours the building is not secured then it reverts back to a demolition in 30 days from April 15. If the building is secured, an additional 15 days will be added to the deadline for demolition which would be 45 days from April 15.

With no further discussion on the matter, Council Member Wubbenhorst moved to approve Ordinance No. 2019-08, with the revisions discussed concerning Section 3a, finding the structures at 15421 Leeds Lane, Jersey Village, Texas 77040, (Lot 1, Block 49, Jersey Village), the "Property", to be substandard and a public nuisance; ordering Ashleigh Nichole Howard or the true owners of the property to abate the substandard and dangerous structures on the property; authorizing the City to demolish the structures on the property if owner fails to abate the substandard and dangerous structures on the property; authorizing the City to assess a lien against the property for the costs of the demolition; and making other findings and provisions related thereto. 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. 2019-08

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, FINDING THE STRUCTURES AT 15421 LEEDS LANE, JERSEY VILLAGE, TEXAS 77040, (LOT 1, BLOCK 49, JERSEY VILLAGE), THE "PROPERTY", TO BE SUBSTANDARD AND A PUBLIC NUISANCE; ORDERING ASHLEIGH NICHOLE HOWARD OR THE TRUE OWNERS OF THE PROPERTY TO ABATE THE SUBSTANDARD AND DANGEROUS STRUCTURES ON THE PROPERTY; AUTHORIZING THE CITY TO DEMOLISH THE STRUCTURES ON THE PROPERTY IF OWNER FAILS TO ABATE

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THE SUBSTANDARD AND DANGEROUS STRUCTURES ON THE PROPERTY;  
AUTHORIZING THE CITY TO ASSESS A LIEN AGAINST THE PROPERTY FOR  
THE COSTS OF THE DEMOLITION; AND MAKING OTHER FINDINGS AND  
PROVISIONS RELATED THERETO.

**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.

**Gary Hopkins, 15314 Mauna Loa Lane, Jersey Village, Texas (713) 937-1391** – Mr. Hopkins was called but did not appear to speak.

**Merrilee Beazley, 14910 Lakeview Drive, Jersey Village, Texas (346) 332-6074** – Ms. Beazley asked Staff for assistance in distributing materials to City Council concerning the upcoming election before making her comments. Ms. Beazley then told Council that she is running for City Council on the May 4, 2019 ballot. She explained why she is running for Council Member Place 2.

*In completing her comments, Council Member Warren stated that he felt it was inappropriate for Ms. Beazley to ask Staff to distribute her campaign literature.*

**Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 461-1430**: Mr. Maloy spoke to City Council about the homestead tax exemption and the over 65 tax exemption. These two exemptions are currently at 8% and \$50,000 respectively. He would like to see Council consider changing these exemption amounts. In connection with same, Mr. Maloy gave examples of different values these exemptions could generate in savings for the residents should Council consider changing these amounts. Mr. Maloy also spoke about the bond election had several years ago for a City Hall and renovations to the Fire Department. He closed by stating that the residents should be able to make decisions concerning large expenditures.

**Barbi Freeman, 15501 Jersey Drive, Jersey Village, Texas (713) 466-6903**: Ms. Freeman pays tribute to Joyce Berube who passed away last week. She told Council that we owe a great deal of gratitude for all she has done for the City of Jersey Village. Joyce served on several Boards and Commissions, on City Council and was Mayor Pro-tem. The love of her life was the City. She loved Jersey Village.

**F. CITY MANAGER'S REPORT**

- 1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – February 2019, General Fund Budget**

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- Projections as of March 2019, Utility Fund Budget Projections – March 2019, and Quarterly Investment Report – March 2019.**
- 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**
  - 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 Special Session Meeting held on March 15, 2019, and the Regular Session Meeting held on March 18, 2019.**
- 2. Consider Resolution No. 2019-13, authorizing the City Manager to enter into a contract with Microsoft Corporation to renew the three-year Software Enterprise Agreement.**

Council Member Mitcham moved to approve items 1 and 2 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. REGULAR SESSION**

- 1. Consider Resolution No. 2019-14, suspending the May 27, 2019 effective date of the proposal by CenterPoint Energy Resources Corp., D/B/A CenterPoint Energy Entex and CenterPoint Energy Texas Gas – Houston Division to implement interim grip rate adjustments for gas utility investment in 2018 and requiring delivery of this resolution to the company and legal counsel.**

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Austin Bless, City Manager, introduced the item. Background information is as follows: On March 28, 2019 CenterPoint Gas made Interim Rate Adjustment or “GRIP” filings with the Cities in their Houston Division. The Company is seeking recovery of \$99,461,495 in invested capital. Last year the increase was \$112,238,512. The current filing will increase rates to residential customers by \$.58 per month. This will increase the current residential customer charge from \$15.93 to \$16.51 per month.

Increases are currently scheduled to go into effect on May 27.

Under the GRIP statute cities may not challenge the Company’s request. The only action you may take is to suspend the effective date of the rate increase by 45 days. The proposed Resolution, if adopted, will suspend the rate increase that would otherwise go into effect on May 27, 2019 for 45 days.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2019-14, suspending the May 27, 2019 effective date of the proposal by CenterPoint Energy Resources Corp., D/B/A CenterPoint Energy Entex and CenterPoint Energy Texas Gas – Houston Division to implement interim grip rate adjustments for gas utility investment in 2018 and requiring delivery of this resolution to the company and legal counsel. 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. 2019-14

A RESOLUTION BY THE CITY OF JERSEY VILLAGE, TEXAS SUSPENDING THE MAY 27, 2019 EFFECTIVE DATE OF THE PROPOSAL BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – HOUSTON DIVISION TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2018 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

- 2. Consider Resolution No. 2019-15, suspending the May 10, 2019 effective date of CenterPoint Energy Houston Electric, LLC’s requested rate change to permit the City time to study the request and to establish reasonable rates; approving continued cooperation with the Golf Coast Coalition of Cities; hiring Lloyd Gosselink Attorneys and Consulting Services to negotiate with the Company and direct any necessary litigation and appeals; requiring reimbursement of Cities’ rate case expenses; 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.**

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Austin Bless, City Manager, introduced the item. Background information is as follows: CenterPoint Energy Houston Electric, LLC filed an application on April 5, 2019 to increase system-wide transmission and distribution rates by \$161 million per year. The Company asks to approve an increase in \$154 million in retail transmission and distribution rates (an increase of about 7.4%) and \$6.8 million in wholesale transmission rates (an increase of about 1.8%). According to CenterPoint, the impact on an average residential customer would be an increase of about \$2.38 per month.

This resolution suspends the May 10, 2019 effective date of the Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with other members of GCCC served by CenterPoint, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by an electric utility cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. If the City fails to take some action regarding the filing before the effective date, CenterPoint's rate request is deemed approved.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2019-15, suspending the May 10, 2019 effective date of CenterPoint Energy Houston Electric, LLC's requested rate change to permit the City time to study the request and to establish reasonable rates; approving continued cooperation with the Gulf Coast Coalition of Cities; hiring Lloyd Gosselink Attorneys and Consulting Services to negotiate with the Company and direct any necessary litigation and appeals; requiring reimbursement of Cities' rate case expenses; 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 Gary seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2019-15

RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS, SUSPENDING THE MAY 10, 2019 EFFECTIVE DATE OF CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING CONTINUED COOPERATION WITH THE GULF COAST COALITION OF CITIES; HIRING LLOYD GOSSELINK ATTORNEYS AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY

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LITIGATION AND APPEALS; REQUIRING REIMBURSEMENT OF CITIES' RATE CASE EXPENSES; 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.

- 3. Consider Resolution No. 2019-16, approving the Assignment of the Purchase Option of approximately 10.56 acres of land Southeast of US 290 on either side of Jones Road in Jersey Village, Texas, to Collaborate Special Projects LLC; and authorizing the City Manager to take all appropriate and necessary steps to complete the assignment.**

Austin Bleess, City Manager, introduced the item. Background information is as follows: Tonight the Council can take another step forward in the development of Village Center. In July 2018 the city entered into a Settlement Agreement with Jones Road Project LTD, which included a purchase option for the property on Jones Road, identified on the plat map as Restricted Reserve "D" and "E" of Jones Rd. 290 Commercial Reserves.

As part of the Chapter 380 Agreement the city entered into with Collaborate Special Projects LLC in March, the city needs to assign our purchase option of the property to them. As such Collaborate will be purchasing the property, and the city will not. If for some reason Collaborate Special Projects does not complete the purchase of the property, the city would have the right to do so before the timelines in the purchase agreement expire.

This Resolution authorizes the assignment of the Purchase Option, and authorizes the City Manager to take all appropriate and necessary steps to complete the assignment.

With limited discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2019-16, approving the Assignment of the Purchase Option of approximately 10.56 acres of land Southeast of US 290 on either side of Jones Road in Jersey Village, Texas, to Collaborate Special Projects LLC; and authorizing the City Manager to take all appropriate and necessary steps to complete the assignment. 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. 2019-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE ASSIGNMENT OF THE PURCHASE OPTION OF APPROXIMATELY 10.56 ACRES OF LAND SOUTHEAST OF US 290 ON EITHER SIDE OF JONES ROAD IN JERSEY VILLAGE, TEXAS, TO COLLABORATE SPECIAL PROJECTS LLC; AND AUTHORIZING THE CITY MANAGER TO TAKE ALL APPROPRIATE AND NECESSARY STEPS TO COMPLETE THE ASSIGNMENT.

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**4. Consider Resolution No. 2019-17, authorizing the City Manager to execute an Agreement with Collaborate Architects LLC for architectural and engineering services for Jersey Village City Hall located in the Village Center Development.**

Austin Bless, City Manager, introduced the item. Background information is as follows: With the announcement of the Village Center Development a new City Hall is proposed in the development. By putting City Hall there we can offer a lot of savings to the tax payer and synergy for the development.

They estimate this new City Hall to be approximately 28,800 square feet in size at a construction cost of \$5,184,000. That does not include Furniture, Fixtures, and Equipment. A facility of this size will allow for some future growth that may be necessary over the next 50 years. It is important to note that the new city hall will house more than what we have today, and it will also serve the community for the next 50 years and beyond.

The proposal for Architectural and Engineering Services for Jersey Village City Hall located in the Village Center Development is on the following pages. The proposed services include pre-design services, schematic design phase, design development phase, construction documents, assistance with permitting, putting the work out to bid, construction administration, Furniture, Fixtures, and Equipment (FF&E) Services, and Project Management Services.

For this fiscal year we have budgeted \$450,000 for the design services. For the next two fiscal years we have earmarked \$8,000,000 for the construction of the building, for a total project budget of \$8,450,000.

We have the proposal before the Council tonight and the architects are ready to get started on the design quickly.

Council discussed the residents' desires in connection with this development and the placement of City Hall as a main piece of the development. In their interactions with residents, 80% were in favor of placing City Hall within Village Center, especially once they understood that such a placement supports the development. It was also mentioned that the cost to construct City Hall as part of the development would be less because of economies of scale. The City Hall will be a focal point of the development and a great place for residents.

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2019-17, authorizing the City Manager to execute an Agreement with Collaborate Architects LLC for architectural and engineering services for Jersey Village City Hall located in the Village Center Development. 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.

RESOLUTION NO. 2019-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH COLLABORATE ARCHITECTS LLC FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR JERSEY VILLAGE CITY HALL LOCATED IN THE VILLAGE CENTER DEVELOPMENT.

- 5. Consider Ordinance No. 2019-09, adopting a Water Conservation Plan for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 70, Utilities, by amending Article VI., *Water Conservation Plan*; providing a severability clause; providing a penalty as provided by Section 1-8 of the Code; and providing an effective date.**

Kevin Hagerich, Director of Public Work, introduced the item. Background information is as follows: Since 2014 the City has been required by the Texas Water Development Board (TWDB) to have a Water Conservation Plan, as we have more than 3,300 meter connections. That plan must be updated every 5 years.

The Texas Water Code requires retail public water suppliers with more than 3,300 connections to:

1. Conduct and submit a water loss audit annually
2. Report annually to the TWDB on the process in implementing their current water conservation plan
3. Develop and submit an updated water conservation plan to the TWDB every five years.

The water audit addresses four main points of water loss; loss from distribution lines, inaccuracies in meters, deficiencies in accounting practices, and theft of service.

The Utility Profile provides information related to the City of Jersey Villages historical usage, as well as current residential and commercial usage.

The Public Works Department has also created a Water Conservation Plan. The plan identifies conservation goals, best management practices and water conservation methods that the city will target over a five to ten year period. City staff will identify cost associated with the program and address them accordingly within its capital improvement plan.

Currently, the public works department has completed the annual water loss audit, utility profile report, water conservation plan, and submitted completed reports before the May 1, 2019 deadline for review.

This agenda item is to adopt the Water Conservation Plan, and amend the Code of Ordinances to set forth the rules and regulations of the plan.

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With limited discussion on the matter, Council Member Mitcham moved to approve Ordinance No. 2019-09, adopting a Water Conservation Plan for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 70, Utilities, by amending Article VI., *Water Conservation Plan*; providing a severability clause; providing a penalty as provided by Section 1-8 of the Code; and providing an effective date. Council Member Warren seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2019-09

AN ORDINANCE ADOPTING A WATER CONSERVATION PLAN FOR THE CITY OF JERSEY VILLAGE; AMENDING THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, CHAPTER 70, UTILITIES, BY AMENDING ARTICLE VI., *WATER CONSERVATION PLAN*; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY AS PROVIDED BY SECTION 1-8 OF THE CODE; AND PROVIDING AN EFFECTIVE DATE.

**6. Consider Resolution No. 2019-18, appointing a member to the Board of Adjustment to fill the unexpired term for Place A2.**

Lorri Coody, City Secretary, introduced the item. Background information is as follows: The Board of Adjustment is created by Sec. 14-22(a) which states:

There shall be a board of adjustment consisting of five voting members and two alternates. Members shall be appointed by the mayor with approval of council during the month of October. Each member shall be a resident of the city. The members of the board shall be identified by place numbers (1) through (5) and alternates (1) and (2). Places (1), (2) and (3) and alternate (1) shall be appointed initially for a term no greater than one year; places (4) and (5) and alternate (2) shall be initially appointed for a term no greater than two years. Thereafter, all members shall be appointed for a term of two years. Should a vacancy occur, the mayor, with approval of the council, shall appoint a person to complete the unexpired term of the position.

As you know, Joyce Berube, a member of this Board, passed away on April 8, 2019. She served in Place A2. The term of office for Place A2 began on October 1, 2018 and will expire on September 30, 2020. She had served on this Board since October of 2018.

In order to prepare for this item the following actions were taken to inform residents of this opening and extend invitation for consideration of applications:

1. A notice was placed on the City's website
2. A notice was placed on the City's Facebook Page

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The applications of qualified candidates are attached for Council's review.

With limited discussion on the matter, Council Member Singleton moved to Resolution No. 2019-18, appointing Nestor Mena to the Board of Adjustment to fill the unexpired term for Place A2. 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. 2019-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A MEMBER TO THE BOARD OF ADJUSTMENT TO FILL THE UNEXPIRED TERM FOR PLACE A2.

**I. 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 Wubbenhorst:** Council Member Wubbenhorst expressed his sympathy for the Berube family. He is thankful for all that Joyce Berube did for the City of Jersey Village. She was a model citizen.

**Council Member Singleton:** Council Member Singleton also expressed his sympathy for the Berube family. Joyce was the face of Jersey Village. He expressed his respect for all that Joyce has done for the City. Her memorial service will be conducted on May 11, 2019 at Saint Maximilian's Catholic Church.

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**Council Member Mitcham:** Council Member Mitcham also expressed his sympathy for the Berube family. Joyce’s optimism was contagious. She loved Jersey Village and left the City a better place.

**Council Member Holden:** Council Member Holden also expressed his sympathy for the Berube family. Joyce served many years on the Jersey Village Council. Her hard work for Jersey Village will be missed.

**Council Member Warren:** Council Member Warren remembered Joyce Berube by sharing a story about Joyce and her love of people. Joyce Berube had a joy for Jersey Village.

**Mayor Ray:** Mayor Ray remembered Joyce Berube and her support. He is thankful for her mentorship. She supported him early on in his membership on City Council. Joyce did a great job representing Jersey Village. She was service minded. Thank you Joyce for all that you have done for this City.

**J. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 8:25 p.m.



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Lorri Coody, City Secretary

**MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 06, 2019 AT 6:00 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 6:00 p.m. with the following present:

Mayor, Justin Ray  
Council Member, Andrew Mitcham  
Council Member, Greg C. Holden  
Council Member, Bobby Warren  
Council Member, James Singleton  
Council Member, Gary Wubbenhorst

City Manager, Austin Bleess  
City Secretary, Lorri Coody

**B. COUNCIL MEMBERSHIP ITEMS**

**1. Receive presentation of qualifications from interested applicants.**

Mayor Justin Ray introduced the item. Background information is as follows: Council Member Mitcham, who currently serves in Place 1, had submitted his application for a place on the May 4, 2019 ballot as Mayor. Given that there were no other applicants for this position, Council Member Mitcham ran unopposed. Once Council Member Mitcham takes the oath as Mayor on May 13, 2019, he will automatically resign his position as Council Member Place 1, creating a vacancy on City Council.

The City Charter provides that vacancies on the council arising from any cause shall be filled by a vote of the council. Additionally, the City Charter, Section 2.03 provides that a council position filled by appointment shall be filled by election at the next city general election.

On March 18, 2019, City Council directed staff to post notice in the April issue of the JV Star and on the City website, seeking applicants interested in being appointed to the vacant Council Member Place 1 position until the next General Election.

In the notice, applicants were asked to file application for the position with the City Secretary by 12 PM on May 1, 2019. They were also invited to attend the May 06, 2019 Special City Council Meeting in order to deliver a three to five minute presentation concerning their qualifications for office and to give an explanation outlining their desire to hold office. The notice was followed up with a formal letter to each candidate that timely filed an application reminding them of the May 06, 2019 meeting date and time.

This item is to receive presentations from the applicants.

After explaining how this process is going to be conducted, Mayor Ray began with the presentation process. He thanked the applicants for their interest and conducted a roll call of the applicants. All were present.

Applicants were then called in the following order to give their presentation:

Nora Hahn  
Robert Ottmann  
Judy Tidwell

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Simon Hughes  
Michael Stembridge  
Michael Drew Wasson  
Joe Pennington

Upon completing each presentation, each Council Member was afforded a two (2) minute question and answer session with each applicant if needed.

Upon completion of the presentations, Council did not find it necessary to convene an Executive Session pursuant to the Texas Open Meetings Act, Section 551.074. Therefore, items C through E were not called.

**C. RECESS THE SPECIAL SESSION – NOT CALLED**

Recess the Special Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 - Appointment of a public officer.

**D. EXECUTIVE SESSION – NOT HELD**

1. Pursuant to the Texas Open Meetings Act Section 551.074 - Conduct an Executive Session in order to deliberate the appointment of a public officer (Councilmember Place 1).

**E. ADJOURN EXECUTIVE SESSION – NOT CALLED**

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

**F. SPECIAL SESSION - COUNCIL MEMBERSHIP ITEMS CONTINUED**

1. Conduct possible follow-up questioning of applicants, and consider Resolution No. 2019-19, making an appointment to fill the vacancy of City Councilmember, Place 1 effective upon the position becoming vacant when Councilmember Mitcham is sworn in as Mayor, which is anticipated to be on or about Monday, May 13, 2019 acknowledging that the position shall be filled by election at the next city general election.

Mayor Justin Ray asked if City Council had any follow-up questions for the applicants or comments. Following are comments made by each Council Member:

Council Member Greg Holden felt that the presentations were phenomenal, making the decision very difficult. He outlined the process he will take in making his decision as follows:

1. The appointed person will be by a vote of City Council. He encouraged those not appointed to stay involved;
2. Characteristics needed for consideration – knowledgeable, trustworthy, good communication skills, unbiased, able to give meaningful contribution, possess an understanding of Municipal Government and a desire to go above and beyond;

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- 3. Appointee must share the same vision; and
- 4. Appointee must share the same values of the person they are replacing.

In closing, Council Member Holden stated that he has served with 20 of the last 23 Council Members over the past 18 years. This decision will come down to a “gut” feeling, the information received tonight, and the information that he has received from residents prior to tonight’s meeting. He thanked everyone for making a presentation.

**Council Member Wubbenhorst** stated that there will only be one winner.

**Council Member Singleton** stated that this is a tough decision. He too has had off-line conversations with residents that have narrowed the field of applicants down to two (2). In making his final selection, Council Member Singleton feels that the appointed applicant must have the ability to run a campaign.

**Council Member Warren** stated that members of the current City Council all share the same vision for the City because each was elected by the same electorate. The position being filled is Council Member Place 1 – Andrew Mitcham’s seat; therefore, it is important to consider the things that Council Member Mitcham feels are important in making this decision. He also stated that in addition to tonight’s presentations, he too has received much input from residents that is important to consider in making this decision. The bulk of the communications equally supported two (2) of the applicants. In making this decision, he stated that community involvement will also be considered.

**Council Member Mitcham** stated that we have a great group of applicants and he encouraged those not chosen tonight to stay involved. Currently, there is much going on in Jersey Village, and we need your talent. He stated that his choice will be the applicant that best mirrors his vision for the City. The appointment will be to fill the unexpired term of Council Member Place 1.

Having no more comments, Mayor Ray called upon each Council Member by name to take the roll call vote, asking each Council Member to state the name of the applicant of their choice as follows:

<b><u>Council Member’s Name</u></b>	<b><u>Name of Desired Applicant</u></b>
Council Member Mitcham, state your vote	Drew Wasson
Council Member Holden, state your vote	Drew Wasson
Council Member Warren, state your vote	Drew Wasson
Council Member Singleton, state your vote	Simon Hughes
Council Member Wubbenhorst, state your vote	Judy Tidwell

Mayor Ray then announced that Applicant Drew Wasson had received a majority of the votes of Council for the appointment. With no additional voting necessary, Mayor Ray called for a motion on Resolution No. 2019-19. Accordingly, Council Member Mitcham moved to approve Resolution No. 2019-19, appointing Drew Wasson to fill the vacancy of City Councilmember, Place 1 effective upon the position becoming vacant when Council Member Mitcham is sworn in as Mayor, which is anticipated to be on or about Monday, May 13, 2019 acknowledging that the position shall be filled by election at the

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next city general election. The motion was seconded by Council Member Wubbenhorst. The vote follows:

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

Nays: None

The motion carried.

**2. Discuss and take appropriate action concerning an update on the Golf Course Clubhouse and Convention Center Project.**

Jason Alfaro, Director of Parks and Recreation, introduced the item. Background information is as follows: During February's regularly scheduled council meeting the convention center and clubhouse layout/design was approved as substantially presented. Since that time, staff has been working with PGAL to complete the interior designs and materials selection. We have had multiple meetings with PGAL over the past few months and have discussed various options in regards to the interior materials. In the handout provided, we have included an updated site plan and an interior materials list. Staff feels that the materials selected will create an upscale feel to the facility, keep maintenance to a minimum, and stay in line with our budget.

Parks and Recreation Director Alfaro walked City Council through the materials included in the Council Packet. Council engaged in discussion about the various materials and the floor plans.

The process for selecting the "finishes" was discussed. Mr. Alfaro explained that the samples are presented by the Consultant's interior designer who provides a pallet from which Staff makes selections that will stay within the appropriated budget. Council had concerns about the porcelain wood tile flooring in that it looks like parquet, which is not acceptable. Others felt the carpeting was strange and looked like something from the 1970's. It was also mentioned that the gold fixtures seem to be dated. It was the consensus of Council that the choices should be at a minimum traditional but timeless is better.

Mr. Alfaro told Council that the design is about 75% complete. The plan is to go out for bid on May 15 with the first publication and the second publication on May 22. He hopes to have a contract to bring back to Council at the June City Council Meeting.

**G. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 7:10 p.m.

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Lorri Coody, City Secretary

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** H02

**AGENDA SUBJECT:** Consider Resolution No. 2019-20, receiving the Capital Improvements Advisory Committee's April 2019 Semiannual Progress Report.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** April 22, 2019

**EXHIBITS:** [Resolution No. 2019-20](#)  
[Exhibit A](#) – CIAC Semiannual Progress Report

**BACKGROUND INFORMATION:**

The Capital Improvements Advisory Committee (CIAC) met on April 22, 2019 to discuss the growth rate, capital improvement projects completed, and impact fees collected and to review the capital improvements projects identified in the Capital Improvements Plan in order to compile their April Semiannual Report covering the first six (6) months of fiscal year 2018-2019.

This item is to receive the April 2019 Semiannual Progress Report prepared at the April 22, 2019 CIAC Meeting.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2019-20, receiving the Capital Improvements Advisory Committee's April 2019 Semiannual Progress Report.

**RESOLUTION NO. 2019-20**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE’S APRIL 2019 SEMIANNUAL PROGRESS REPORT.**

\* \* \* \* \*

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**THAT,** the Capital Improvements Advisory Committee’s April 2019 Semiannual Progress Report is hereby received. The report is attached hereto as “Exhibit A.”

**PASSED AND APPROVED** this the 13th day of May, 2019.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



## **EXHIBIT A**

# **Capital Improvements Advisory Committee April 2019 Semiannual Progress Report**



**CITY OF JERSEY VILLAGE  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
SEMIANNUAL PROGRESS REPORT  
April 22, 2019**

The Capital Improvements Advisory Committee has met in order to review current land use assumptions, capital improvements plan and impact fees imposed, in accordance with Chapter 395 of the Texas Local Government Code.

**Background:**

On November 7, 2018, the City of Jersey Village Capital Improvements Advisory Committee met and prepared a semi-annual progress report, recommending to City Council that the impact fee structure was sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it was not necessary to conduct and Impact Fee Study to reevaluate the City's impact fee structure at this time. On November 19, 2018, City Council received and approved the report.

**Progress:**

During the first six months of FY 2018-2019, one (1) new commercial construction permit was issued with permit fees totaling \$10,605.60 as shown in the Project Payment Report attached hereto and made a part hereof as Exhibit A.

As of March 31, 2019, the City's Impact Fee Fund has a Trial Balance of \$1,040,025.76 as reflected in the Trial Balance Report attached here to and made a part hereof as Exhibit B.

**Impact Fee Eligible Projects Identified in the Capital Improvements Plan:**

The following is a listing of both Water and Wastewater Impact Fee Eligible Projects identified in the Capital Improvements Plan for future projected growth:

**Water:**

1. Hwy 290 8" & 12" Water Line (\$605,900) - COMPLETED
2. FM 529 8" & 12" Water Line (\$847,400)
3. Charles Road 8" & 12" Water Line Loop (\$903,900)
4. Wright Road 12" Water Line (\$884,600)
5. Fairview Street 12" Water Line (\$1,514,600)
6. Harms Road 12" Water Line (\$1,711,200)
7. Proposed Water Facility #4 (\$5,645,700)
8. Musgrove Lane 8" & 12" Water Line (\$393,300)
9. Taylor Road 8" Water Line Extension (\$103,500)
10. City of Houston Interconnect No. 2 (\$1,145,400)

**Wastewater:**

1. Charles Road 8” Wastewater Line (\$565,800)
2. Wright Road 10” Wastewater Line (\$162,900)
3. Fairview Street 10” Wastewater Line (\$792,200)
4. Harms Road 10” Wastewater Line (\$775,600)
5. Proposed Lift Station #1 & 12” Force Main (\$791,700)
6. Charles Road Area 8” Wastewater Line (\$317,400)
7. Taylor Road 8”, 10” & 12” Wastewater Line (\$897,000)
8. Jones Road Area 8” Wastewater Line (\$162,900) - COMPLETED

**Recommendations:**

After duly considering all the information before it, the Capital Improvements Advisory Committee recommends to Council that:

  xx   The current impact fee structure is sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is not necessary to conduct and Impact Fee Study to reevaluate the City’s impact fee structure at this time.

       The current impact fee structure is not sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is necessary that the City hire a consultant to conduct and Impact Fee Study to reevaluate the City’s impact fee structure.

Signed and approved this the 22nd day of April, 2019.

s/Rick Faircloth, Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



STATUS: OPENED, COMPLETED

PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: Include: BLD-COM, BLD-RES

PAYMENT DATES: 10/01/2018 TO 3/31/2019

FEE CODES: Include: IMPACT WST, IMPACT WTR, IMPACT01, IMPACT02, IMPACT03, IMPACT04, IMPACT05, IMPACT06

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
0000006667	2/04/2019	BRASS THIMBLE	17300 JERSEY MEADOWS	10,605.60CR	

TOTAL ALL PROJECTS: 1 10,605.60CR

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

STATUS: OPENED, COMPLETED

PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: Include: BLD-COM, BLD-RES

PAYMENT DATES: 10/01/2018 TO 3/31/2019

FEE CODES: Include: IMPACT WST, IMPACT WTR, IMPACT01, IMPACT02, IMPACT03, IMPACT04, IMPACT05, IMPACT06

SORTED BY: PROJECT

\*\* SEGMENT CODE TOTALS \*\*

SEGMENT CODE	DESCRIPTION	TOTAL PAID
BLD-COM	COMMERCIAL BUILDING	10,605.60CR
	TOTAL	10,605.60CR

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

STATUS: OPENED, COMPLETED

PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: Include: BLD-COM, BLD-RES

PAYMENT DATES: 10/01/2018 TO 3/31/2019

FEE CODES: Include: IMPACT WST, IMPACT WTR, IMPACT01, IMPACT02, IMPACT03, IMPACT04, IMPACT05, IMPACT06

SORTED BY: PROJECT

\*\* FEE CODE TOTALS \*\*

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
IMPACT01	IMPACT WATER 1 SERVICE UNIT	1	7,827.30CR
IMPACT02	IMPACT WASTE 1 SERVICE UNIT	1	2,778.30CR
		TOTAL	10,605.60CR

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

STATUS: OPENED, COMPLETED

PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: Include: BLD-COM, BLD-RES

PAYMENT DATES: 10/01/2018 TO 3/31/2019

FEE CODES: Include: IMPACT WST, IMPACT WTR, IMPACT01, IMPACT02, IMPACT03, IMPACT04, IMPACT05, IMPACT06

SORTED BY: PROJECT

\*\* GENERAL LEDGER DISTRIBUTION \*\*

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
04 -0-0001	CASH	10,605.60
04 -43-8547	WATER DISTRIBUTION	7,827.30CR
04 -43-8548	SEWER PLANT CAPACITY	2,778.30CR

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: THROUGH ZZZZZZZZZZ  
 PROJECT STATUS: Opened, Completed  
 SEGMENT CODE: Include: BLD-COM, BLD-RES  
 FEE CODE: Include: IMPACT WST, IMPACT WTR, IMPACT01, IMPACT02, IMPACT03, IMPACT04, IMPACT05, IMPACT06

PAYMENT SELECTION: DATE RANGE FROM: 10/01/2018 THROUGH 3/31/2019

PRINT OPTIONS

SECURITIES ONLY: NO  
 INCLUDE SECURITIES: NO  
 SEGMENT DETAIL: NO  
 INCLUDE REVERSE PAYMENTS: NO  
 REPORT SEQUENCE: PROJECT  
 COMMENT CODE:

\*\*END OF REPORT\*\*

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

04 -IMPACT FEE FUND

ACCOUNT	*** MONTH TO DATE ***		*** YEAR TO DATE ***	
	DEBITS	CREDITS	DEBITS	CREDITS
<b>ASSETS</b>				
0-0001 CASH	28.60		153,309.85	
0-0005 CASH INVESTED	1,816.02		886,715.91	
<b>LIABILITIES &amp; FUND BALANCE</b>				
0-2100 PRIOR YEAR FUND BALANCE	0.00			465,441.95
0-2104 RESERVED WATER CAPACITY	0.00			216,370.91
0-2105 RESERVED W/W CAPACITY	0.00			337,414.48
<b>REVENUES (CONT)</b>				
43-8547 WATER DISTRIBUTION		28.60		7,895.90
43-8548 SEWER PLANT CAPACITY	0.00			2,778.30
43-9601 INTEREST EARNED		1,816.02		10,124.22
<b>EXPENSES (CONT)</b>				
<b>TOTALS:</b>	( 1,844.62)	1,844.62	( 1,040,025.76)	1,040,025.76

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** H03

**AGENDA SUBJECT:** Consider Resolution No. 2019-21, receiving the Planning and Zoning Commission's 2019 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** April 22, 2019

**EXHIBITS:** [Resolution No. 2019-21](#)  
[Exhibit A](#) – 2019 Annual Progress Report

**BACKGROUND INFORMATION:**

The Planning and Zoning Commission (P&Z) met on April 22, 2019 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 May 13, 2019. 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
4. Changes in State laws.

This item is to receive the 2018 Annual Progress Report prepared at the April 22, 2019 P&Z Meeting.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2019-21, receiving the Planning and Zoning Commission's 2019 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan.

**RESOLUTION NO. 2019-21**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S 2019 ANNUAL PROGRESS REPORT PERTAINING TO THE CITY'S PROGRESS IN IMPLEMENTING THE COMPREHENSIVE PLAN.**

\* \* \* \* \*

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**THAT**, the Planning and Zoning Commission's 2019 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan is hereby received. The report is attached hereto as "Exhibit A."

**PASSED AND APPROVED** this the 13th day of May, 2019.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



## **EXHIBIT A**

### **CITY OF JERSEY VILLAGE PLANNING & ZONING COMMISSION 2019 ANNUAL COMPREHENSIVE PLAN PROGRESS REPORT**



## CITY OF JERSEY VILLAGE PLANNING & ZONING COMMISSION 2019 ANNUAL COMPREHENSIVE PLAN PROGRESS REPORT

On February 15, 2016, City Council approved Ordinance No. 2016-04, which adopted the City’s 2016 Comprehensive Plan. As part of the Plan, the Planning and Zoning Commission is charged with preparing an Annual Progress Report for submittal and presentation to the City Council.

On April 22, 2019, the Planning and Zoning Commission conducted the 2019 annual review of the Comprehensive Plan and reports the following:

**The City’s Progress in implementing the Plan:** In determining Plan’s implementation progress, the Commission reviewed the Implementation Matrix. This matrix outlines the Plan’s priority and general recommendations, along with budget assumptions, and suggested time frames for completing action items. The review produced a list of the progress made by the City on several action items undertaken during budget year 2018-2019. The list is attached to and made a part of this report as “Exhibit A.”

**Changes in conditions that form the basis of the Plan and Community support for the Plan’s goals, strategies, and actions:** The Plan’s implementation progress has been affected by the April 18, 2016 flooding event where in some 230 homes were flooded, prompting City Council to order a Long-Term Flood Recovery Study. The study is now complete. There were four (4) projects outlined in the Long Term Flood Recovery Study. They are as follows:

1. Wall Street Drainage
2. Golf Course Berm
3. Widening and Deepening White Oak Bayou
4. Elevation of Homes

The Commission finds that these recommended projects are currently being implemented and expected that it will be several years before the projects are completed, which will affect the City’s ability to take on other projects listed in the Comprehensive Plan.

Nonetheless, for budget year 2019-2020, the Commission recommends that the projects detailed in attached “Exhibit B” be considered as action items for budget year 2019-2020.

**Demographic Data:** Updates to relevant demographic data regarding the economy of the City are attached to and made a part of this report as “Exhibit C.”

**Changes in State laws:** Finally, there have been no changes in the law that will affect our Comprehensive Plan.

Respectfully submitted, this 22nd day of April 2019.

ATTEST:

s/Rick Faircloth, Chairman

s/Lorri Coody, City Secretary



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**CITY OF JERSEY VILLAGE  
MEMORANDUM**

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**TO:** AUSTIN BLEESS, CITY MANAGER  
**FROM:** KEVIN T. HAGERICH, DIRECTOR OF PUBLIC WORKS  
**SUBJECT:** STAFF UPDATE REPORT FOR FY 2018-2019  
**DATE:** APRIL 15, 2019

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**COMPREHENSIVE PLAN PROJECTS UNDERWAY, ONGOING OR COMPLETE**

**Future Land Use Recommendations**

Description: Establish a zoning overlay district for the Highway 290 corridor.  
Status: Tentative completion date of June 2019.

Description: Review existing development codes to identify incompatibility with the vision and desired uses (higher quality restaurants, services, and entertainment).  
Status: In Progress.

**Transportation & Circulation Recommendations**

Description: Explore TxDOT funding opportunities for multi-modal transportation alternatives.  
Status: On going

Description: Prioritize sidewalk improvement areas based upon propensity to generate pedestrian traffic, with safe routes to schools and safe routes to transit of highest priority.  
Status: A map of the city has been completed showing all sidewalks, and where they are lacking. Sidewalks will be addressed this year.

**Economic Development Recommendations**

Description: Perform analysis to determine viability of Jersey Meadows extension.  
Status: Council pulled project from CIP.

Description: Consider creation of a Municipal Management District (MMD) to fund corridor enhancements and on-going maintenance.  
Status: In progress

**Parks, Recreation & Open Space Recommendations**

Description: Parks Master Plan  
Status: In progress

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**CITY OF JERSEY VILLAGE  
MEMORANDUM**

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**TO:** AUSTIN BLEESS, CITY MANAGER  
**FROM:** KEVIN T. HAGERICH, DIRECTOR OF PUBLIC WORKS  
**SUBJECT:** PROPOSED COMPREHENSIVE PLAN ACTIVITIES FOR FY 2019-2020  
**DATE:** APRIL 15, 2019

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**PROPOSED PROJECTS FOR FY 19/20**

**Future Land Use Recommendations:**

- Consider mixed use development, combining residential and nonresidential uses

**Transportation & Circulation Recommendations**

- Develop neighborhood pedestrian connections through a trail system, acquire/ secure land needed for initial paths of trail system, utilize existing bayous and conveyance channels to help expand the trail system if necessary

**Economic Development Recommendations:**

- Prepare marketing materials highlighting the assets and advantages of Jersey Village
- Identify potential redevelopment sites and create proposal packages to incentivize developers

**Community Character Recommendations:**

- Finish the gateway signage project

Population

Year	Jersey Village		Compound Annual Growth Rate	Harris County	
	Population	Percent Change		Population	Percent Change
1980	966	-	7.1%	2,409,547	-
1990	4,826	399.6%		2,818,199	17.0%
2000	6,880	42.6%		3,400,578	20.7%
2010	7,620	10.8%		4,092,459	20.3%
*Est. 2012	7,785	2.2%	-	4,253,963	3.9%
*Est. 2015	7,877	1.2%		4,538,028	6.7%
*Est. 2016	7,892	0.2%			
*Est. 2017	7,896	0.1%		4,525,519	-0.3%

*Source: U.S. Census 1980, 1990, 2000, 2010; \*Source: Census estimate for 2016,*

Age Distribution

Age Group	2000		2010		2017	
	Number	Percent	Number	Percent	Number	Percent
Young (0-14)	1,209	17.57%	1,121	14.71%	1,121	14.71%
High School (15-19)	464	6.74%	427	5.60%	427	5.60%
College, New Family (20-24)	446	6.48%	544	7.14%	544	7.14%
Prime Labor Force (25-44)	2,175	31.61%	1,986	26.06%	1,986	26.06%
Older Labor Force (45-64)	2,063	29.99%	2,424	31.81%	2,424	31.81%
Elderly (65+)	523	7.60%	1,118	14.67%	1,118	14.67%
Total	6,880	100.00%	7,620	100.00%	7,620	100.00%
Median age	37.8		41.8			

*Source: U.S. Census 2000, 2010, Census Estimates*

Jersey Village					
Male			Female		
Age	Population	Percent	Age	Population	Percent
Under 5 years	217	2.8%	Under 5 years	187	2.5%
5 to 9 years	201	2.6%	5 to 9 years	151	2.0%
10 to 14 years	190	2.5%	10 to 14 years	175	2.3%
15 to 19 years	207	2.7%	15 to 19 years	220	2.9%
20 to 24 years	267	3.5%	20 to 24 years	277	3.6%
25 to 29 years	307	4.0%	25 to 29 years	306	4.0%
30 to 34 years	245	3.2%	30 to 34 years	241	3.2%
35 to 39 years	250	3.3%	35 to 39 years	218	2.9%
40 to 44 years	203	2.7%	40 to 44 years	216	2.8%
45 to 49 years	228	3.0%	45 to 49 years	264	3.5%
50 to 54 years	298	3.9%	50 to 54 years	342	4.5%
55 to 59 years	331	4.3%	55 to 59 years	349	4.6%
60 to 64 years	296	3.9%	60 to 64 years	316	4.1%
65 to 69 years	192	2.5%	65 to 69 years	217	2.8%
70 to 74 years	123	1.6%	70 to 74 years	168	2.2%
75 to 79 years	86	1.1%	75 to 79 years	123	1.6%
80 to 84 years	51	0.7%	80 to 84 years	73	1.0%
85 years and over	32	0.4%	85 years and over	53	0.7%

Source: US Census Bureau 2013-2017 American Community Survey 5-Year Estimates

Race/Ethnicity	2000		2010		2017	
	Number	Percent	Number	Percent	Number	Percent
Caucasian	5,960	86.6%	5,813	76.3%	6,299	79.8%
African-American	280	4.1%	631	8.3%	1,014	12.8%
American Indian & Alaska Native	15	0.2%	29	0.4%	11	0.1%
Asian	350	5.1%	663	8.7%	381	4.8%
Hawaiian & Other Pacific Islander	4	0.1%	0	0.0%	0	0.0%
Some Other Race	167	2.4%	320	4.2%	11	0.1%
Two or More Races	104	1.5%	164	2.2%	180	2.3%
Total	6,880	-	7,620	-	7,896	-
Hispanic Origin	499	7.3%	1,109	14.6%	1,224	15.5%

Source: U.S. Census 2000, 2010, Census Estimates

Household Type	2000		2010		2015		2016		2017	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Family Households	1,943	68.4%	2,134	63.2%	1,882	59.7%	2,092	58.8%	2,134	63.2%
With Own Children Under 18 Years	825	29.0%	764	22.6%	555	17.6%	623	17.5%	764	35.8%
Married Couple Family	1,693	59.6%	1,766	52.3%	1,573	49.9%	1,751	49.2%	1,756	
With Own Children Under 18 years	669	23.6%	570	16.9%		N/R		N/R	570	32.3%
Female Householder, No Husband Present	176	6.2%	268	7.9%	195	6.2%	192	5.4%	268	
With Own Children Under 18 Years	116	4.1%	148	4.4%		N/R		N/R	148	
Non-Family Households	897	31.6%	1,245	36.8%	1,271	40.3%	1,466	41.2%	1,245	
Householder Living Alone	704	24.8%	1,069	31.6%	1,129	35.8%	1,338	37.6%	1,069	
65 Years and Over	72	2.5%	299	8.8%	363	11.5%	416	11.7%		
Total Households	2,840		3,379		3,153		3,558		3,379	
Average Household Size	2.42		2.25		Not Estimated		Not Estimated		2.25	

Income Level	1999		2012		2015		2016		2017		
	Number	Percent									
Less than \$10,000	68	2.4%	78	2.4%	149	4.2%	128	3.6%	81	2.2%	
\$10,000 to \$14,999	84	2.9%	111	3.4%	123	3.5%	137	3.9%	22	0.6%	
\$15,000 to \$24,999	173	6.0%	264	8.0%	290	8.3%	254	7.1%	100	2.7%	
\$25,000 to \$34,999	241	8.4%	223	6.7%	211	6.0%	165	4.6%	159	4.3%	
\$35,000 to \$49,999	407	14.2%	373	11.3%	581	16.5%	622	17.5%	413	11.2%	
\$50,000 to \$74,999	603	21.0%	709	21.4%	699	19.9%	716	20.1%	608	16.5%	
\$75,000 to \$99,999	473	16.5%	528	15.9%	421	12.0%	383	10.8%	442	12.0%	
\$100,000 to \$149,999	493	17.2%	440	13.3%	314	8.9%	421	11.8%	678	18.4%	
\$150,000 to \$199,999	219	7.6%	329	9.9%	269	7.7%	264	7.4%	461	12.5%	
\$200,000 or more	108	3.8%	257	7.8%	456	13.0%	468	13.2%	726	19.7%	
<b>Total Households</b>		2,869	100.0%	3,312	100.0%	3,513	100.0%	3,558	100.0%	3,687	100.1%
<i>Median Household Income (\$)</i>		\$68,431.00		\$69,000.00		\$65,280.00		\$65,345.00		\$61,983.00	
<i>Median Household Income Adjusted for Inflation (\$) to 2017 dollars</i>		\$101,143		\$73,924.00		\$67,831		66978.65		N/A	
<small>Source: U.S. Census 2000; 2008-2012 American Community Survey 5-Year Estimates, *Bureau of Labor Statistics Website, Inflation Calculator link, \$1.00 in 1999 was worth \$1.38 in 2012 and worth \$1.42 in 2015, \$1.44 in 2016, \$1.48 in 2017.</small>											

Housing Type

Units in Structure	2000				2012				2015			
	Jersey Village		Texas		Jersey Village		Texas		Jersey Village		Texas	
Total housing units	3,087		8,123,262		3,548		9,961,513		3,722		10,305,607	
1-unit, detached	1,754	56.8%	5,171,892	63.7%	1,932	54.5%	6,542,607	65.7%	2,167	58.2%	6,729,990	65.3%
1-unit, attached	34	1.1%	249,018	3.1%	42	1.2%	263,514	2.6%	47	1.3%	276,365	2.7%
2 units	21	0.7%	170,679	2.1%	32	0.9%	198,542	2.0%	0	0.0%	198,621	1.9%
3 or 4 units	119	3.9%	272,988	3.4%	72	2.0%	314,623	3.2%	102	2.7%	333,227	3.2%
5 to 9 units	199	6.4%	356,073	4.4%	288	8.1%	485,357	4.9%	363	9.8%	499,237	4.8%
10 to 19 units	401	13.0%	351,859	4.3%	604	17.0%	642,531	6.5%	461	12.4%	651,199	6.3%
20 or more units	550	17.8%	819,101	10.1%	565	15.9%	760,009	7.6%	575	15.4%	839,106	8.1%
Mobile home	9	0.3%	731,652	9.0%	13	0.4%	754,330	7.6%	7	0.2%	761,116	7.4%

Units in Structure	2016				2017			
	Jersey Village		Texas		Jersey Village		Texas	
Total housing units	3,808		10,441,643		3,907		10,611,386	
1-unit, detached	2,146	56.4%	6,814,608	65.3%	2,264	57.9%	6,925,144	65.3%
1-unit, attached	66	1.7%	280,210	2.7%	70	1.8%	279,941	2.6%
2 units	0	0.0%	198,910	1.9%	0	0.0%	201,826	1.9%
3 or 4 units	141	3.7%	337,978	3.2%	143	3.7%	344,274	3.2%
5 to 9 units	459	12.1%	502,562	4.8%	375	9.6%	506,785	4.8%
10 to 19 units	425	11.2%	661,573	6.3%	486	12.4%	671,323	6.3%
20 or more units	562	14.8%	866,780	8.3%	569	14.6%	891,633	8.4%
Mobile home	9	0.2%	762,848	7.3%	0	0.0%	773,297	7.3%

House Values (Owner-Occupied)	2012				2000				2015			
	Jersey Village		Texas		Jersey Village		Texas		Jersey Village		Texas	
Owner-Occupied Units	1,870		5,609,007		1,652		3,849,585		2,028		5,693,770	
Less than \$50,000	0	0.0%	696,888	12.4%	11	0.7%	875,444	22.7%	8	0.4%	674,508	11.8%
\$50,000 to \$99,999	66	3.5%	1,361,239	24.3%	167	10.1%	1,561,509	40.6%	55	2.7%	1,296,992	22.8%
\$100,000 to \$149,999	231	12.4%	1,238,795	22.1%	797	48.2%	700,830	18.2%	277	13.7%	1,175,058	20.6%
\$150,000 to \$199,999	719	38.4%	895,978	16.0%	402	24.3%	335,179	8.7%	619	30.5%	907,977	15.9%
\$200,000 to \$299,999	678	36.3%	758,661	13.5%	182	11.0%	223,968	5.8%	770	38.0%	839,526	14.7%
\$300,000 to \$499,999	162	8.7%	436,502	7.8%	55	3.3%	104,821	2.7%	237	11.7%	531,883	9.3%
\$500,000 to \$999,999	14	0.7%	167,999	3.0%	38	2.3%	37,697	1.0%	41	2.0%	206,852	3.6%
\$1,000,000 or more	0	0.0%	52,945	0.9%	-	-	10,137	0.3%	21	1.0%	60,974	1.1%
Median (dollars)	194,300		128,000		142,900		82,500		205,300		136,000	
House Values (Owner-Occupied)	2016				2017							
	Jersey Village		Texas		Jersey Village		Texas					
Owner-Occupied Units	1,987		5,747,458		2,059		5,851,046					
Less than \$50,000	11	0.6%	651,147	11.3%	15	0.7%	626,418	10.7%				
\$50,000 to \$99,999	40	2.0%	1,241,499	21.6%	26	1.3%	1,173,334	20.1%				
\$100,000 to \$149,999	211	10.6%	1,133,895	19.7%	133	6.5%	1,093,211	18.7%				
\$150,000 to \$199,999	604	30.4%	917,067	16.0%	500	24.3%	933,468	16.0%				
\$200,000 to \$299,999	739	37.2%	896,804	15.6%	789	38.3%	979,797	16.7%				
\$300,000 to \$499,999	298	15.0%	603,389	10.5%	438	21.3%	697,195	11.9%				
\$500,000 to \$999,999	64	3.2%	235,890	4.1%	138	6.7%	271,885	4.6%				
\$1,000,000 or more	20	1.0%	67,767	1.2%	20	1.0%	75,738	1.3%				
Median (dollars)	216,600		142,700		246,700		151,500					

Year House Constructed						
	2105		2016		2017	
<b>Total Housing Units</b>	<b>3,772</b>	<b>-</b>	<b>3,808</b>	<b>-</b>	3907	-
2014 or Later	0	0.0%	9	0.2%	7	0.2%
2010 to 2013	48	1.3%	58	1.5%	46	1.2%
2000 to 2009	667	17.7%	686	18.0%	727	18.6%
1990 to 1999	1,022	27.1%	1,105	29.0%	1126	28.8%
1980 to 1989	696	18.5%	732	19.2%	732	18.7%
1970 to 1979	1,030	27.3%	866	22.7%	860	22.0%
1960 to 1969	157	4.2%	199	5.2%	239	6.1%
1950 to 1959	88	2.3%	111	2.9%	131	3.4%
1940 to 1949	14	0.4%	33	0.9%	24	0.6%
1939 or earlier	0	0.0%	9	0.2%	15	0.4%
<i>Source: Census Estimates</i>						

Year Householder Moved into Unit		2015		2016		2017	
<b>Occupied housing units</b>	<b>3,513</b>	-	<b>3,558</b>	-		3687	
Moved in 2015 or Later	<b>70</b>	2.0%	<b>299</b>	8.4%		481	
Moved in 2010 to 2014	1,209	34.4%	1,175	33.0%		1215	
Moved in 2000 to 2009	1,324	37.7%	1,240	34.9%		1065	
Moved in 1990 to 1999	399	11.4%	341	9.6%		353	
Moved in 1980 to 1989	162	4.6%	177	5.0%		191	
Moved in 1979 or earlier	349	9.9%	326	9.2%		382	

Source: Census Estimates

Educational Attainment	2000		2012		2015		2016		2017	
	Number	Percent								
Population 25 years and over	4,840		5,776		5,994		6,065		6,044	
No High School	85	1.8%	53	0.9%	100	1.7%	114	1.9%	123	2.0%
Some High School	278	5.7%	218	3.8%	215	3.6%	216	3.6%	194	3.2%
High School Graduate	759	15.7%	1,244	21.5%	1,376	23.0%	1,426	23.5%	1,148	19.0%
Some College	1,303	26.9%	1,607	27.8%	1,426	23.8%	1,522	25.1%	1,403	23.2%
Associate's	304	6.3%	346	6.0%	575	9.6%	465	7.7%	480	7.9%
Bachelor's	1,408	29.1%	1,385	24.0%	1,386	23.1%	1,460	24.1%	1,721	28.5%
Graduate	703	14.5%	923	16.0%	916	15.3%	862	14.2%	975	16.1%
Percent High School Graduate or Higher	92.5%		95.3%		94.7%		94.6%		94.9%	
Percent Bachelor's Degree or Higher	43.6%		40.0%		38.4%		38.3%		29.2%	

Source: 2000 Census, 2008-2012 American Community Survey 5-Year Estimates, 2015 Census Estimate, 2016 Estimate

Employment Industry	2000		2012		2015		2016		2016	
	Number	Percent								
Agriculture, forestry, fishing and hunting, and mining	136	3.3%	189	4.5%	256	6.0%	302	7.4%	298	7.2%
Construction	205	4.9%	398	9.4%	313	7.3%	380	9.3%	210	5.1%
Manufacturing	504	12.0%	660	15.5%	518	12.1%	463	11.4%	485	11.7%
Wholesale trade	425	10.2%	152	3.6%	300	7.0%	260	6.4%	252	6.1%
Retail trade	454	10.9%	402	9.5%	335	7.8%	356	8.7%	316	7.6%
Transportation and warehousing, and utilities	275	6.6%	178	4.2%	197	4.6%	178	4.4%	212	5.1%
Information	158	3.8%	151	3.6%	132	3.1%	10	0.2%	10	0.2%
Finance and insurance, and real estate and rental and leasing	304	7.3%	396	9.3%	316	7.4%	328	8.1%	368	8.9%
Professional, scientific, and management, and administrative and waste management services	590	14.1%	515	12.1%	561	13.1%	504	12.4%	576	13.9%
Educational services, and health care and social assistance	750	17.9%	763	18.0%	767	18.0%	727	17.9%	779	18.8%
Arts, entertainment, and recreation, and accommodation and food services	136	3.3%	221	5.2%	368	8.6%	307	7.5%	289	7.0%
Other services, except public administration	95	2.3%	75	1.8%	142	3.3%	186	4.6%	220	5.3%
Public administration	151	3.6%	147	3.5%	63	1.5%	70	1.7%	121	2.9%
<b>Total Employment:</b>	<b>4,183</b>	<b>100.0%</b>	<b>4,247</b>	<b>100.0%</b>	<b>4,268</b>	<b>100.0%</b>	<b>4,071</b>	<b>100.0%</b>	<b>4,136</b>	<b>100.0%</b>

Source: 2000 Census; 2008-2012 American Community Survey 5-Year Estimates; Census Estimates

Occupation	2000				2012				2015			
	Jersey Village		Texas		Jersey Village		Texas		Jersey Village		Texas	
Civilian employed ages 16 and over	4,183		9,234,372		4,247		11,440,956		4,268		12,094,262	
Management, business, science, and arts occupations	2,205	52.7%	3,078,757	33.3%	2,128	50.1%	3,919,380	34.3%	2,013	47.2%	4,246,418	35.1%
Service occupations	317	7.6%	1,351,270	14.6%	339	8.0%	2,003,418	17.5%	374	8.8%	2,137,635	17.7%
Sales and office occupations	1,262	30.2%	2,515,596	27.2%	1,027	24.2%	2,880,468	25.2%	1,106	25.9%	2,950,995	24.4%
Natural resources, construction, and maintenance	164	3.9%	1,069,839	11.6%	420	9.9%	1,282,484	11.2%	406	9.5%	1,314,287	10.9%
Production, transportation, and material moving	235	5.6%	1,218,910	13.2%	333	7.8%	1,355,206	11.8%	369	8.6%	1,444,927	11.9%

*Sources: 2000 Census, 2008-2012 American Community Survey 5-Year Estimates, Census Estimates*

Occupation	2016				2017			
	Jersey Village		Texas		Jersey Village		Texas	
Civilian employed ages 16 and over	4,071		12,371,392		4,136		12,689,069	
Management, business, science, and arts occupations	1,976	48.5%	4,382,313	35.4%	2,137	51.7%	4,551,929	35.9%
Service occupations	340	8.4%	2,185,662	17.7%	373	9.0%	2,221,181	17.5%
Sales and office occupations	1,049	25.8%	2,988,311	24.2%	1,122	27.1%	3,038,408	23.9%
Natural resources, construction, and maintenance	418	10.3%	1,342,559	10.9%	241	5.8%	1,370,630	10.8%
Production, transportation, and material moving	288	7.1%	1,472,547	11.9%	263	6.4%	1,506,921	11.9%

2012

2015

Employment Status	Jersey Village		Texas		Jersey Village		Texas	
	Percentage	Total	Percentage	Total	Percentage	Total	Percentage	Total
Population 16 years and over	-	6,597	-	19,110,058	-	6,816	-	20,241,168
In labor force	67.2%	4,430	65.4%	12,507,191	66.5%	4,530	64.7%	13,101,788
Civilian labor force	67.0%	4,422	64.9%	12,401,364	66.2%	4,510	64.3%	13,006,330
Employed	64.4%	4,247	59.9%	11,440,956	62.6%	4,268	59.8%	12,094,262
Unemployed	2.7%	175	5.0%	960,408	3.6%	242	4.5%	912,068
Armed Forces	0.1%	8	0.6%	105,827	0.3%	20	0.5%	95,458
Not in labor force	32.8%	2,167	34.6%	6,602,867	33.5%	2,286	35.3%	7,139,380
Females 16 years and over	-	4,422	-	9,714,241	-	3,491	-	10,283,420
In labor force	41.9%	1,853	58.5%	5,683,277	55.7%	1,945	57.9%	5,951,284
Civilian labor force	41.9%	1,853	58.3%	5,666,279	55.7%	1,945	57.7%	5,937,407
Employed	40.0%	1,768	53.8%	5,224,259	52.1%	1,819	53.5%	5,505,407

2016

2017

Employment Status	Jersey Village		Texas		Jersey Village		Texas	
	Percentage	Total	Percentage	Total	Percentage	Total	Percentage	Total
Population 16 years and over	-	6,805	-	20,599,223	-	6,766	-	20,998,008
In labor force	64.2%	4,367	64.6%	13,312,277	65.3%	4,419	64.6%	13,565,038
Civilian labor force	63.3%	4,310	64.2%	13,219,523	64.6%	4,369	64.2%	13,473,957
Employed	59.8%	4,071	60.1%	12,371,392	61.1%	4,136	60.4%	12,689,069
Unemployed	3.5%	239	4.1%	848,131	3.4%	233	3.7%	784,888
Armed Forces	0.8%	57	0.5%	92,754	0.7%	50	0.4%	91,081
Not in labor force	35.8%	2,438	35.4%	7,286,946	34.7%	2,347	35.4%	7,432,970
Females 16 years and over	-	3,478	-	10,464,813	-	3,521	-	10,660,959
In labor force	54.2%	1,884	57.8%	6,047,825	54.6%	1,922	57.8%	6,162,604
Civilian labor force	54.2%	1,884	57.7%	6,034,288	54.6%	1,922	57.7%	6,148,636
Employed	49.4%	1,719	53.8%	5,631,426	49.7%	1,749	54.2%	5,779,279

Travel Time to Work	2012		2015		2016		2017	
	Jersey Village	Texas						
Less than 10 minutes	4.1%	13.3%	6.3%	12.7%	6.3%	12.4%	7.4%	12.2%
10 to 14 minutes	12.3%	14.4%	14.7%	13.9%	14.5%	13.7%	12.0%	13.5%
15 to 19 minutes	15.0%	16.1%	15.4%	15.9%	13.9%	15.8%	13.0%	15.8%
20 to 24 minutes	19.0%	14.8%	16.1%	14.7%	13.7%	14.6%	15.2%	14.5%
25 to 29 minutes	5.3%	5.8%	2.7%	5.8%	4.5%	5.9%	5.1%	5.9%
30 to 34 minutes	21.7%	14.9%	19.3%	15.0%	18.7%	14.9%	19.4%	14.9%
35 to 44 minutes	6.9%	6.1%	8.6%	6.2%	9.7%	6.4%	9.4%	6.5%
45 to 59 minutes	8.2%	7.6%	8.4%	8.1%	9.1%	8.3%	11.3%	8.6%
60 or more minutes	7.6%	7.0%	8.4%	7.6%	9.7%	7.9%	7.1%	8.1%
Mean travel time to work (minutes)	26.9	24.9	26.8	25.6	28.4	25.9	28	26.1

Source: 2008-2012 American Community Survey 5-Year Estimates, Census Estimates

Means of Transportation to Work	2012	2015	2016	2016	2017
Workers 16 years and over	4,237	4246	4111	4111	4157
Car, truck, or van -- drove alone	86.5%	3716	3716	3716	3637
Car, truck, or van -- carpooled	6.4%	285	285	285	258
Public transportation (excluding taxicab)	2.5%	84	84	84	91
Walked	1.2%	35	35	35	17
Other means	1.5%	16	16	16	42
Worked at home	1.9%	110	110	110	112

Source: 2008-2012 American Community Survey 5-Year Estimates, Census Estimates

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019      **AGENDA ITEM:** H04

**AGENDA SUBJECT:** Consider Resolution No. 2019-22, approving participation by the City of Jersey Village as a partner with the Harris County Emergency Management Plan, and authorizing the Mayor to sign the approval and implementation sheet on behalf of the City.

**Department/Prepared By:** Fire / Mark Bitz      **Date Submitted:** May 2, 2019

**EXHIBITS:** [Resolution No. 2019-22](#)  
[Exhibit A](#) - Basic Plan

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	0.00
	Amount Budgeted:	\$	0.00
	Appropriation Required:	\$	0.00

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

In 2004, the city joined with Harris County in the development of an All Hazard Mitigation Plan as required by the Federal Disaster Mitigation Act of 2000. Along with other cities, our city and Harris County jointly developed the plan. In 2006, the city council formally adopted the plan per the required methods of the State of Texas. In 2010, Harris County made a revision and we continued to partner with Harris County. The most current revision of the All Hazard Mitigation Plan was approved by the State of Texas and FEMA in 2015.

Attached you will find a copy of the Harris County All Hazard Mitigation Plan. This plan was adopted as is in June 2015. Harris County has requested us to update our resolution this year. The attached resolution will once again formally adopt the most current version of this All Hazards Mitigation Plan. This resolution will then be forwarded to Harris County and onto the State of Texas so we may continue to be in compliance with the Federal Disaster Act and continue to be eligible for any future federal disaster funding.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2019-22, approving participation by the City of Jersey Village as a partner with the Harris County Emergency Management Plan, and authorizing the Mayor to sign the approval and implementation sheet on behalf of the City.

**RESOLUTION NO. 2019-22**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING PARTICIPATION BY THE CITY OF JERSEY VILLAGE AS A PARTNER WITH THE HARRIS COUNTY EMERGENCY MANAGEMENT PLAN, AND AUTHORIZING THE MAYOR TO SIGN THE APPROVAL AND IMPLEMENTATION SHEET ON BEHALF OF THE CITY.**

**WHEREAS**, every year the City of Jersey Village is a Signatory Partner to the Harris County Emergency Management Plan, and

**WHEREAS**, this Plan, a copy of which is attached hereto as “Exhibit A” has been developed so every city within Harris County follows the same guidelines and procedures for a major emergency situation and the Plan follows the necessary NIMS compliance standards as outlined in the required government plan, and

**WHEREAS**, it is necessary that Council approve the City’s participation as a partner with the Harris County Emergency Management Plan and authorize the Mayor to sign the approval and implementation sheet on behalf of the City; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS,**

**THAT**, the participation by the City of Jersey Village as a partner with the Harris County Emergency Management Plan is hereby approved, and the Mayor is authorized to sign the approval and implementation sheet on behalf of the city

**PASSED AND APPROVED** this 13th day of May 2019.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



# **BASIC PLAN**

# **EMERGENCY MANAGEMENT PLAN**

**Harris County, Texas**

**February 2015**

EXHIBIT A

# APPROVAL & IMPLEMENTATION

## Basic Plan

### Integrated Emergency Management Plan

This annex is hereby approved for implementation and supersedes all previous editions.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Harris County Judge

# APPROVAL & IMPLEMENTATION

## Basic Plan

### Integrated Emergency Management Plan

This annex is hereby approved for implementation and supersedes all previous editions.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor, City of Jersey Village

## Basic Plan

# Integrated Emergency Management Plan

## I. AUTHORITY

### A. Federal

1. Robert T. Stafford Disaster Relief & Emergency Assistance Act, (as amended), 42 U.S.C. 5121
2. Emergency Planning and Community Right-to-Know Act, 42 USC Chapter 116
3. Emergency Management and Assistance, 44 CFR
4. Hazardous Waste Operations & Emergency Response, 29 CFR 1910.120
5. Homeland Security Act of 2002
6. Homeland Security Presidential Directive. *HSPD-5*, Management of Domestic Incidents
7. Homeland Security Presidential Directive, *HSPD-3*, Homeland Security Advisory System
8. National Incident Management System
9. National Response Framework
10. National Strategy for Homeland Security, July 2002
11. Nuclear/Radiological Incident Annex of the National Response Framework
12. Presidential Policy Directive 8 – National Preparedness

### B. State

1. Government Code, Chapter 418 (Emergency Management)
2. Government Code, Chapter 421 (Homeland Security)
3. Government Code, Chapter 433 (State of Emergency)
4. Government Code, Chapter 791 (Inter-local Cooperation Contracts)
5. Health & Safety Code, Chapter 778 (Emergency Management Assistance Compact)
6. Executive Order of the Governor Relating to Emergency Management
7. Executive Order of the Governor Relating to the National Incident Management System
8. Administrative Code, Title 37, Part 1, Chapter 7 (Division of Emergency Management)
9. The Texas Homeland Security Strategic Plan, Parts I and II, December 15, 2003
10. The Texas Homeland Security Strategic Plan, Part III, February 2004

### C. Local

1. City Ordinance:  
Bellaire # 09-081, dated 16 November 2009  
Bunker Hill # 04-304, dated 17 February 2004.

El Lago # 378, dated 21 October 2009.  
 Galena Park # 2009-08, dated 20 October 2009.  
 Hedwig Village # 547, dated 12 February 2004.  
 Hilshire Village # 560, dated 17 February 2004.  
 Humble # 10-679, dated 12 November 2009.  
 Hunters Creek # 620, dated 17 February 2004.  
 Jacinto City # 2009-5, dated 19 October 2009  
 Jersey Village No. 2014-43, dated 15 Dec 2014  
 Morgan's Point # 09-563, dated 27 October 2009.  
 Piney Point # 912, dated 23 February 2004.  
 Shoreacres # 2009-56, dated 9 November 2009.  
 South Houston # 2009-29, dated 27 October 2009.  
 Southside Place # 144, dated 8 October 1985.  
 Spring Valley # 2004-06, dated 23 March 2004.  
 Taylor Lake Village # 09-579, dated 21 OCTOBER 2009.  
 Tomball # 92-16, dated 19 October 1992.  
 West University Place # 1850, dated 13 August 2007.

2. Commissioner's Court Order #No Number, dated May 22, 2012.
3. Joint Resolution between the County of Harris and the Cities of:
  - Bellaire No Number dated 5 March 2012.
  - Bunker Hill No Number dated 21 February 2012.
  - El Lago No Number dated 21 October 2009.
  - Galena Park R04-2009 dated 20 October 2009.
  - Hedwig Village No Number dated 22 May 2012.
  - Hilshire Village No Number dated 21 February 2012.
  - Humble No Number dated 22 May 2012.
  - Hunters Creek No Number dated 22 May 2012.
  - Jacinto City 2009-12R dated 19 October 2009.
  - Jersey Village No 2014-65 dated 15 Dec 2014.
  - Morgan's Point 09-55 dated 27 February 2012.
  - Piney Point No Number dated 13 February 2012.

- Shoreacres 2009-25 dated 9 November 2009.
- South Houston 2009-16R dated 27 October 2009.
- Southside Place No Number dated 10 April 2012.
- Spring Valley 2004-06 dated 22 May 2012.
- Taylor Lake Village 09-852 dated 21 October 2009.
- Tomball 2009-32 dated 6 February 20012.
- West University Place 2009-22 dated 19 October 2009.

4. Inter-local Agreements & Contracts. See the summary in Appendix 5.

**II. PURPOSE**

The Harris County Basic Plan outlines the Harris County Office of Homeland Security and Emergency Management’s (HCOHSEM) approach to emergency operations, and is applicable to Harris County and Cities adhering to this plan. It provides general guidance for emergency management activities and an overview of methods in prevention, preparedness, response, and recovery. The plan describes the Harris County emergency response organization and assigns responsibilities for various emergency tasks. This plan is intended to provide a framework for more specific functional annexes that describe in greater detail who does what, when, and how. This plan applies to all local officials, departments, and agencies. The primary audience for this document includes the chief elected official and other elected officials, the emergency management staff, department and agency heads and their senior staff members, leaders of non-government agencies that support emergency operations, and others who may participate in the mitigation, preparedness, response, and recovery efforts.

**III. EXPLANATION OF TERMS**

**A. Acronyms**

AAR	After Action Report
ARC	American Red Cross
CFR	Code of Federal Regulations
DDC	Disaster District Committee
DHS	Department of Homeland Security
EMC	Emergency Management Coordinator
EOC	Emergency Operations or Operating Center
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency, an element of the U.S. Department of Homeland Security
Hazmat	Hazardous Material

HCOHSEM	Harris County Office of Homeland Security & Emergency Management
HSPD-5	Homeland Security Presidential Directive 5
ICP	Incident Command Post
ICS	Incident Command System
IP	Improvement Plan
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
NIMS	National Incident Management System
NRF	National Response Framework
OSHA	Occupational Safety & Health Administration
PIO	Public Information Officer
SOGs	Standard Operating Guidelines
SOC	State Operations Center
TRRN	Texas Regional Response Network
TSA	The Salvation Army

**A. Definitions**

1. Area Command (Unified Area Command). An organization established (1) to oversee the management of multiple incidents that are each being managed by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Sets overall strategy and priorities, allocates critical resources according to priorities, ensures that incidents are properly managed, and ensures that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional.
2. Disaster District. Disaster Districts are regional state emergency management organizations mandated by the Executive Order of the Governor relating to Emergency Management whose boundaries parallel those of Highway Patrol Districts and Sub-Districts of the Texas Department of Public Safety.
3. Disaster District Committee. The DDC consists of a Chairperson (the local Highway Patrol captain or command lieutenant), and agency representatives that mirror the membership of the State Emergency Management Council. The DDC Chairperson, supported by committee members, is responsible for identifying, coordinating the use of, committing, and directing state resources within the district to respond to emergencies.
4. Emergency Operations Center. Specially equipped facilities from which government officials exercise direction and control and coordinate necessary resources in an emergency situation.
5. Emergency Situations. As used in this plan, this term is intended to describe a *range* of occurrences, from a minor incident to a catastrophic disaster. It includes the following:

- a. Incident. An incident is a situation that is limited in scope and potential effects. Characteristics of an incident include:
- 1) Involves a limited area and/or limited population.
  - 2) Evacuation or in-place sheltering is typically limited to the immediate area of the incident.
  - 3) Warning and public instructions are provided in the immediate area, not community-wide.
  - 4) One or two local response agencies or departments acting under an incident commander normally handle incidents. Requests for resource support are normally handled through agency and/or departmental channels.
  - 5) May require limited external assistance from other local response agencies or contractors.
  - 6) For the purposes of the NRF, incidents include the full range of occurrences that require an emergency response to protect life or property.
- b. Emergency. An emergency is a situation that is larger in scope and more severe in terms of actual or potential effects than an incident. Characteristics include:
- 1) Involves a large area, significant population, or important facilities.
  - 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
  - 3) May require community-wide warning and public instructions.
  - 4) Requires a sizable multi-agency response operating under an incident commander.
  - 5) May require some external assistance from other local response agencies, contractors, and limited assistance from state or federal agencies.
  - 6) The Emergency Operations Center (EOC) will be activated to provide general guidance and direction, coordinate external support, and provide resource support for the incident.
  - 7) For the purposes of the NRF, an emergency (as defined by the Stafford Act) is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of catastrophe in any part of the United States.”
- c. Disaster. A disaster involves the occurrence or threat of significant casualties and/or widespread property damage that is beyond the capability of the local government to handle with its organic resources. Characteristics include:
- 1) Involves a large area, a sizable population, and/or important facilities.

- 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
  - 3) Requires community-wide warning and public instruction.
  - 4) Requires a response by many local response agencies operating under one or more incident commanders.
  - 5) Requires significant external assistance from other local response agencies, contractors, and extensive state or federal assistance.
  - 6) The EOC will be activated to provide general guidance and direction, provide emergency information to the public, coordinate state and federal support, and coordinate resource support for emergency operations.
  - 7) For the purposes of the NRF, a major disaster (as defined by the Stafford Act) is any catastrophe, regardless of the cause, which in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster federal assistance.
- d. Catastrophic Incident. For the purposes of the NRF, this term is used to describe any natural or manmade occurrence that results in extraordinary levels of mass casualties, property damage, or disruptions that severely affect the population, infrastructure, environment, economy, national morale, and/or government functions. An occurrence of this magnitude would result in sustained national impacts over prolonged periods of time, and would immediately overwhelm local and state capabilities. All catastrophic incidents are *Incidents of National Significance*.
6. Hazard Analysis. A document, published separately from this plan, which identifies the local hazards that have caused or possess the potential to adversely affect public health and safety, public or private property, or the environment.
  7. Hazardous Material (Hazmat). A substance in a quantity or form that could pose an unreasonable risk to health, safety, and/or property when manufactured, stored, or transported. The substance, by its nature, containment, and reactivity, has the capability for inflicting harm during an accidental occurrence, it is toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer, and poses a threat to health and the environment when improperly managed. Hazardous Material includes toxic substances, certain infectious agents, radiological materials, and other related materials such as oil, used oil, petroleum products, and industrial solid waste substances.
  8. Incident of National Significance. An actual or potential high-impact event that requires a coordinated and effective response by an appropriate combination of federal, state, local, tribal, nongovernmental, and/or private sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities.

9. Inter-local agreements. Arrangements between governments or organizations, either public or private, for reciprocal aid and assistance during emergency situations where the resources of a single jurisdiction or organization are insufficient or inappropriate for the tasks that must be performed to control the situation. Commonly referred to as mutual aid agreements.
10. Public Information. Information that is disseminated to the public via the news media before, during, and/or after an emergency or disaster
11. Risk Analysis. A product or process that collects information and assigns values to risks for the purpose of informing priorities, developing or comparing courses of action, and informing decision making. It provides a risk based quantitative method of identifying threats and hazards and assessing vulnerability, consequence (impacts), and risk within the community.
12. Stafford Act. The Robert T. Stafford Disaster Relief and Emergency Assistance Act authorizes federal agencies to undertake special measures designed to assist the efforts of states in expediting the rendering of aid, assistance, emergency services, and reconstruction and rehabilitation of areas devastated by disaster.
13. Standard Operating Guidelines. Approved methods for accomplishing a task or set of tasks. SOGs are typically prepared at the department or agency level.

**IV. SITUATION AND ASSUMPTIONS**

**A. Situation**

1. Harris County and Cities adhering to this plan are exposed to many hazards, all of which have the potential for disrupting the community, causing casualties, and damaging or destroying public or private property. A summary of Harris County’s major hazards is provided in Figure 1. More detailed information is provided in the Risk Analysis, published separately.

**FIGURE 1.**

**HAZARD SUMMARY**

	Likelihood of Occurrence *	Estimated Impact on Public Health & Safety	Estimated Impact on Property
Hazard Type:	(See below)	Limited, Moderate, or Major	Limited, Moderate or Major
<b>Natural</b>			
Drought	High	Moderate	Limited

Earthquake	Unlikely	N/A	N/A
Erosion	Unlikely	N/A	N/A
Extreme Heat	High	Limited	Limited
Flash Flooding	High	Moderate	Moderate
Flooding (Coastal)	High	Major	Major
Flooding (Riverine)	High	Major	Major
Hail	High	Limited	Moderate
Hurricane	High	Major	Major
Landslides	Unlikely	N/A	N/A
Sinkholes	Unlikely	N/A	N/A
Subsidence	Unlikely	N/A	N/A
Thunderstorms	High	Limited	Limited
Tornado	High	Limited	Limited
Tsunami	Unlikely	N/A	N/A
Wildfire	High	Limited	Limited
Winter Storm	Low	Limited	Limited
<b>Technological</b>			
Dam/Levee Failure	Low	Moderate	Moderate
Energy/Fuel Shortage	Moderate	Limited	Limited
Energy/Pipeline Failure	High	Major	Major
Hazmat/Oil Spill (fixed site)	High	Moderate	Moderate
Hazmat/Oil Spill (transport)	High	Moderate	Moderate
Major Structural Fire	Moderate	Limited	Limited
Nuclear Facility Incident	Unlikely	N/A	N/A
Water System Failure	Low	Major	Moderate
<b>Security</b>			
Civil Disorder	Low	Moderate	Moderate
Enemy Military Attack	Low	Major	Major
Terrorism	Low	Major	Major
<b>* Likelihood of Occurrence: Unlikely, Low, Moderate or High</b>			

## B. Assumptions

1. Harris County and the cities adhering to this plan will continue to be exposed and subject to the impact of those hazards described above, as well as other and lesser hazards that may develop in the future.
2. It is possible for a major disaster to occur at any time and at any place. In many cases, dissemination of warning to the public and implementation of increased readiness measures may be possible. However, some emergency situations occur with little or no warning.

3. Outside assistance will be available in most emergency situations that affect Harris County and cities adhering to this plan. Since it takes time to summon external assistance, it is essential for us to be prepared to carry out the initial emergency response on an independent basis.
4. Proper mitigation actions, such as floodplain management, and fire inspections, can prevent or reduce disaster-related losses. Detailed emergency planning, training for emergency responders and other personnel, and conducting periodic emergency drills and exercises can improve readiness to deal with emergency situations.

## V. CONCEPT OF OPERATIONS

### A. Objectives

1. The objectives of Harris County's emergency management program are to protect public health and safety and preserve public and private property.
2. Evaluate potential health risks associated with the incident and assess the impacts they may have on residents and responders.

### B. General

1. It is HCOHSEM's responsibility to protect public health and safety and preserve property from the effects of hazardous events. This program has the primary role in identifying and mitigating hazards, preparing for and responding to emergencies or disasters, and managing the recovery from emergency situations that affect the county.
2. It is impossible for Harris County to do everything that is required to protect the lives and property of its population. Residents have the responsibility to prepare themselves and their families to cope with emergency situations and handle their affairs and property in ways that will aid the government in managing emergencies. Harris County will assist residents in carrying out these responsibilities by providing public information and instructions prior to and during emergency situations.
3. Harris County is responsible for organizing, training, and equipping local emergency responders and emergency management personnel, providing appropriate emergency facilities, providing suitable warning and communications systems, and for contracting with emergency services. The state and federal governments offer programs that provide some assistance with portions of these responsibilities.
4. To achieve these objectives, an emergency management program has been organized which is both integrated (employs the resources of government,

organized volunteer groups, and businesses) and comprehensive (addresses mitigation, preparedness, response, and recovery). This plan is one element of preparedness activities.

5. This plan is based on an all-hazard approach to emergency planning. It addresses general functions that may need to be performed during any emergency situation and is not a collection of plans for specific types of incidents. For example, the warning annex addresses techniques that can be used to warn the public during any emergency situation, whatever the cause.
6. Departments, agencies, and cities adhering to this plan are expected to develop and keep current standard operating guidelines (SOGs) that describe how emergency tasks will be performed. Departments and agencies are charged with ensuring that training and equipment necessary for an appropriate response are in place.
7. This plan is based upon the concept that the emergency functions that must be performed by many departments or agencies generally parallel some of their normal day-to-day functions. To the extent possible, the same personnel and material resources used for day-to-day activities will be employed during emergency situations. Because personnel and equipment resources are limited, some routine functions that do not contribute directly to the emergency may be suspended for the duration of an emergency. The personnel, equipment, and supplies that would normally be required for those functions will be redirected to accomplish emergency tasks.
8. Harris County and cities adhering to this plan adopted the National Incident Management System (NIMS) in accordance with the President's Homeland Security Directive (HSPD)-5. The adoption of NIMS will provide a consistent approach to the effective management of situations involving natural or man-made disasters, or terrorism. NIMS allows the integration of response activities using a set of standardized organizational structures designed to improve interoperability between all levels of government, private sector, and nongovernmental organizations.
9. This plan, in accordance with the National Response Framework (NRF), is an integral part of the national effort to prevent, and reduce America's vulnerability to terrorism, major disasters, and other emergencies, minimize the damage and recover from attacks, major disasters, and other emergencies that occur. In the event of an Incident of National Significance, as defined in HSPD-5, Harris County will integrate all operations with all levels of government, private sector, and nongovernmental organizations through the use of NRF coordinating structures, processes, and protocols.

### **C. Operational Guidance**

The five components of NIMS will be employed in all operations, which will provide a standardized framework that facilitates operations in all phases of emergency management. Appendix 7 provides further details on the NIMS.

1. Initial Response. Emergency responders are likely to be the first on the scene of an emergency situation. They will normally take charge and remain in charge of the incident until it is resolved or until others who have legal authority to do so, assume responsibility. They will seek guidance and direction from local officials and seek technical assistance from state and federal agencies and industry where appropriate.
2. Implementation of ICS

The first local emergency responder to arrive at the scene of an emergency situation will implement the incident command system and serve as the incident commander until relieved by a more senior or more qualified individual. The incident commander will establish an incident command post (ICP) and provide an assessment of the situation to local officials, identify response resources required, and direct the on-scene response from the ICP.

For some types of emergency situations a specific incident scene may not exist in the initial response phase and the Emergency Operation Center (EOC) may accomplish initial response actions, such as mobilizing personnel and equipment and issuing precautionary warning to the public. As the potential threat becomes clearer and as specific impact site or sites become identified, an incident command post may be established, and direction and control of the response is transitioned to the Incident Commander.

3. Source and Use of Resources.

Harris County and the cities adhering to the basic plan will use local resources, all of which meet the requirements for resource management in accordance with the NIMS, to respond to emergency situations, purchase supplies and equipment, if necessary, and request assistance if local resources are insufficient or inappropriate. §418.102 of the Government Code provides that the County should be the first channel through which a municipality requests assistance when its resources are exceeded. If additional resources are required, Harris County will:

- 1) Summon those resources available to us pursuant to mutual aid agreements. See Appendix 6 to this plan, which summarizes the mutual aid agreements and identifies the officials authorized to request those resources.

- 2) Summon emergency service resources that have been contracted for. See Appendix 6.
- 3) Request assistance from volunteer groups active in disasters.
- 4) Request assistance from industry or individuals who have resources needed to deal with the emergency situation.

When external agencies respond to an emergency situation within our jurisdiction, it is expected of them to conform to the guidance and direction provided by the incident commander, which will be in accordance with the NIMS.

#### **D. Incident Command System**

1. Intend to employ ICS, an integral part of the NIMS, in managing emergencies. ICS is both a strategy and a set of organizational arrangements for directing and controlling field operations. It is designed to effectively integrate resources from different agencies into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand. A summary of ICS is provided in Appendix 7.
2. The incident commander is responsible for carrying out the ICS function of command -- managing the incident. The four other major management activities that form the basis of ICS are operations, planning, logistics, and finance/administration. For small-scale incidents, the incident commander and one or two individuals may perform all of these functions. For larger incidents, a number of individuals from different departments or agencies may be assigned to separate staff sections charged with those functions.
3. An incident commander using response resources from one or two departments or agencies can handle the majority of emergency situations. Departments or agencies participating in this type of incident response will normally obtain support through their own department or agency.
4. In emergency situations where other jurisdictions or the state or federal government are providing significant response resources or technical assistance, it is generally desirable to transition from the normal ICS structure to a Unified or Area Command structure. This arrangement helps to ensure that all participating agencies are involved in developing objectives and strategies to deal with the emergency. Appendix 7 provides additional information on Unified and Area Commands.

#### **E. ICS – EOC Interface**

1. For major emergencies and disasters, the Emergency Operations Center (EOC) will be activated. When the EOC is activated, it is essential to establish a division of responsibilities between the incident command post and the EOC. A general division of responsibilities is outlined below. It is essential that a precise division of responsibilities be determined for specific emergency operations.

2. The incident commander is generally responsible for field operations, including:
  - Isolating the scene.
  - Directing and controlling the on-scene response to the emergency situation and managing the emergency resources committed there.
  - Warning the population in the area of the incident and providing emergency instructions to them.
  - Determining and implementing protective measures (evacuation or in-place sheltering) for the population in the immediate area of the incident and for emergency responders at the scene.
  - Implementing traffic control arrangements in and around the incident scene.
  - Requesting additional resources from the EOC.
3. The EOC is generally responsible for:
  - Providing resource support for the incident command operations.
  - Issuing community-wide warning.
  - Issuing instructions and providing information to the general public.
  - Organizing and implementing large-scale evacuation.
  - Organizing and implementing shelter and mass arrangements for evacuees.
  - Coordinating traffic control for large-scale evacuations.
  - Requesting assistance from the State and other external sources.
4. In some large-scale emergencies or disasters, emergency operations with different objectives may be conducted at geographically separated scenes. In such situations, more than one incident command operation may be established. If this situation occurs, a transition to an Area Command or a Unified Area Command is desirable, and the allocation of resources to specific field operations will be coordinated through the EOC.

## **F. State, Federal & Other Assistance**

### **1. State & Federal Assistance**

If local resources are inadequate to deal with an emergency situation, Harris County will request assistance from the state. State assistance furnished to local governments is intended to supplement local resources, not substitute for such resources, including mutual aid resources, equipment purchases or

leases, or resources covered by emergency service contracts. As noted previously, cities must request assistance from their county before requesting state assistance.

Requests for state assistance should be made to the Disaster District Committee (DDC) Chairperson of Region 16, who is located at the Department of Public Safety District Office. See Appendix 3 to Annex M, Resource Management, for a form that can be used to request state assistance. In essence, state emergency assistance to local governments begins at the DDC level and the key person to validate a request for, obtain, and provide that state assistance and support is the DDC Chairperson. A request for state assistance must be made by the chief elected official (the County Judge or Mayor of a City adhering to this Basic Plan) and may be made by telephone, fax, or email. The DDC Chairperson has the authority to utilize all state resources within the district to respond to a request for assistance, with the exception of the National Guard. Use of National Guard resources requires approval of the Governor.

The Disaster District staff will forward requests for assistance that cannot be satisfied by state resources within the District to the State Operations Center (SOC) in Austin for action.

## 2. Other Assistance

If resources required to control an emergency situation are not available within the State, the Governor may request assistance from other states pursuant to a number of interstate compacts or from the federal government through the Federal Emergency Management Agency (FEMA).

For major emergencies and disasters for which a Presidential Declaration has been issued, federal agencies may be mobilized to provide assistance to state(s) and local governments. The National Response Framework (NRF) describes the policies, planning assumptions, concept of operations, and responsibilities of designated federal agencies for various response and recovery functions. The Nuclear/Radiological Incident Annex of the NRF addresses the federal response to major incidents involving radioactive materials.

FEMA has the primary responsibility for coordinating federal disaster assistance. No direct federal disaster assistance is authorized prior to a Presidential emergency or disaster declaration, but FEMA has limited authority to stage initial response resources near the disaster site and activate command and control structures prior to a declaration and the Department of Defense has the authority to commit its resources to save lives prior to an emergency or disaster declaration. See Annex J, Recovery, for additional information on the assistance that may be available during disaster recovery.

The NRF applies to Stafford and non-Stafford Act incidents and is designed to accommodate not only actual incidents, but also the threat of incidents. Therefore, NRF implementation is possible under a greater range of incidents.

## **G. Emergency Authorities**

1. Key federal, state, and local legal authorities pertaining to emergency management are listed in Section I of this plan.
2. Key federal, state, and local legal authorities pertaining to emergency management are listed in Section I of this plan.
3. Texas statutes and the Executive Order of the Governor Relating to Emergency Management provide local government, principally the chief elected official, with a number of powers to control emergency situations. If necessary, these powers will be used during emergency situations. These powers include:
4. Emergency Declaration. In the event of riot or civil disorder, the County Judge or Mayor of a city adhering to this Basic Plan may request the Governor to issue an emergency declaration for their jurisdiction and take action to control the situation. Use of the emergency declaration is explained in Annex U, Legal.
5. Disaster Declaration. When an emergency situation has caused severe damage, injury, or loss of life or it appears likely to do so, the County Judge or the Mayor of a City adhering to this Basic Plan may, by executive order or proclamation, declare a local state of disaster. The County Judge or the Mayor of a City adhering to this Basic Plan may subsequently issue orders or proclamations referencing that declaration to invoke certain emergency powers granted the Governor in the Texas Disaster Act on an appropriate local scale in order to cope with the disaster. These powers include, but are not limited to:
6. Suspending procedural laws and rules to facilitate a timely response.
7. Using all available resources of government and commandeering private property, subject to compensation, to cope with the disaster.
8. Restricting the movement of people and occupancy of premises.
9. Prohibiting the sale or transportation of certain substances.
10. Implementing price controls.
11. A local disaster declaration activates the recovery and rehabilitation aspects of this plan. A local disaster declaration is required to obtain state and federal

disaster recovery assistance. See Annex U, Legal, for further information on disaster declarations and procedures for invoking emergency powers.

## H. Actions by Phases of Emergency Management

### 1. Mitigation:

HCOHSEM will conduct mitigation activities as an integral part of our emergency management program. Mitigation is intended to eliminate hazards, reduce the probability of hazards causing an emergency situation, or lessen the consequences of unavoidable hazards. Mitigation should be a pre-disaster activity, although mitigation may also occur in the aftermath of an emergency situation with the intent of avoiding repetition of the situation. Our mitigation program is outlined in Annex P, Hazard Mitigation.

### 2. Preparedness:

HCOHSEM will conduct preparedness activities to develop the response capabilities needed in the event an emergency. Among the preparedness activities included in our emergency management program are

- 1) Providing emergency equipment and facilities.
- 2) Emergency planning, including maintaining this plan, its annexes, and appropriate SOGs.
- 3) Conducting or arranging appropriate training for emergency responders, emergency management personnel, other local officials, and volunteer groups who assist us during emergencies.
- 4) Conducting periodic drills and exercises to test our plans and training.

### 3. Response:

HCOHSEM will respond to emergency situations effectively and efficiently. The focus of most of this plan and its annexes is on planning for the response to emergencies. Response operations are intended to resolve an emergency situation while minimizing casualties and property damage. Response activities include warning, emergency medical services, firefighting, law enforcement operations, evacuation, shelter and mass care, emergency public information, search and rescue, as well as other associated functions.

### 4. Recovery:

If a disaster occurs, HCOHSEM will carry out a recovery program that involves both short-term and long-term efforts. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal state. The federal government, pursuant to the Stafford Act, provides the vast majority of

disaster recovery assistance. The recovery process includes assistance to individuals, businesses, and to government and other public institutions. Examples of recovery programs include temporary housing, restoration of government services, debris removal, restoration of utilities, disaster mental health services, and reconstruction of damaged roads and bridges. Our recovery program is outlined in Annex J, Recovery.

## **VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

### **A. General**

Most departments and agencies of local government have emergency functions in addition to their normal day-to-day duties. During emergency situations, our normal organizational arrangements are modified to facilitate emergency operations. Our governmental organization for emergencies includes an executive group, emergency services, and support services. Appendix 3 depicts our emergency organization.

1. Executive Group
2. The Executive Group provides guidance and direction for emergency management programs and for emergency response and recovery operations. The Executive Group includes the County Judge, Mayor(s), City Manager(s), County Commissioners, Sheriff, and Emergency Management Coordinator(s) of the jurisdictions adhering to this Basic Plan.
3. Emergency Services
4. Emergency Services include the Incident Commander and those departments, agencies, and groups with primary emergency response actions. The incident commander is the person in charge at an incident site.
5. Emergency Support Services
6. This group includes departments and agencies that support and sustain emergency responders and also coordinate emergency assistance provided by organized volunteer organizations, business and industry, and other sources.
7. Volunteer and Other Services
8. This group includes organized volunteer groups and businesses that have agreed to provide certain support for emergency operations.

### **B. Assignment of Responsibilities**

All personnel assigned responsibilities in this plan are trained on NIMS concepts, procedures and protocols.

1. General

For most emergency functions, successful operations require a coordinated effort from a number of departments, agencies, and groups. To facilitate a coordinated effort, elected and appointed officials, departments and agency heads, and other personnel are assigned primary responsibility for planning and coordinating specific emergency functions. Generally, primary responsibility for an emergency function will be assigned to an individual from the department or agency that has legal responsibility for that function or possesses the most appropriate knowledge and skills. Other officials, departments, and agencies may be assigned support responsibilities for specific emergency functions. Appendix 4 summarizes the general emergency responsibilities of local officials, department and agency heads, and other personnel. The County Judge takes the lead for emergency situations in the unincorporated areas of the County and the Mayor of the Cities adhering to this Basic Plan takes the lead for incidents within their respective city limits.

2. The individual having primary responsibility for an emergency function is normally responsible for coordinating the preparation of and maintaining that portion of the emergency plan that addresses that function. Plan and annex assignments are outlined in Appendix 5. Listed below are general responsibilities assigned to the Executive Group, Emergency Services, Support Services, and other Support Agencies. Additional specific responsibilities can be found in the functional annexes to this Basic Plan.

3. Common Responsibilities - All emergency services and support services will:

- a. Provide personnel, equipment, and supplies to support emergency operations upon request.
- b. Develop and maintain SOGs for emergency tasks.
- c. Provide the trained personnel to staff the incident command post and EOC and conduct emergency operations.
- d. Provide current information on emergency resources for inclusion in the Resource List in Appendix 1 to Annex M, Resource Management.
- e. Report information regarding emergency situations, as well as damage to facilities and equipment, to the Incident Commander and the EOC.

<b>Agency or Position</b>	<b>Functions/Responsibilities</b>	<b>Phase(s)</b>
County Judge/Mayor  Annex N – Direction and Control	Establish objectives and priorities for the emergency management program and provide general policy guidance	All Phases

	<p>on the conduct of that program.</p> <p>Monitor the emergency response during disaster situations and provide direction where appropriate.</p> <p>With the assistance of the Public Information Officer, keep the public informed during emergency situations.</p> <p>With the assistance of the legal staff, declare a local state of disaster, request that the Governor declare a state of emergency, or invoke the emergency powers of government when necessary.</p> <p>Request assistance from other local governments or the State, when necessary.</p> <p>Direct activation of the EOC.</p>	
<p>Executive Assistant to the County Judge or Mayor</p> <p>Annex N – Direction and Control</p>	<p>Implement the policies and decisions of the governing body relating to emergency management.</p> <p>Organize the emergency management program and identify personnel, equipment, and facility needs.</p> <p>Assign emergency management program</p>	<p>All Phases</p>

	<p>tasks to departments and agencies.</p> <p>Ensure that departments and agencies participate in emergency planning, training, and exercise activities.</p> <p>Coordinate the operational response of local emergency services.</p> <p>Coordinate the activation of the EOC and supervise its operation.</p>	
<p>Emergency Management Coordinator(s)</p> <p>Annex N – Direction and Control</p>	<p>Serve as the staff advisor to our County Judge or the Mayor of a City adhering to this Basic Plan on emergency management matters.</p> <p>Keep the County Judge, Mayor, and City Manager of a City adhering to this Basic Plan apprised of our preparedness status and emergency management needs.</p> <p>Coordinate local planning and preparedness activities and the maintenance of this plan.</p> <p>Maintain a resource inventory.</p> <p>Arrange appropriate training for local emergency management personnel and emergency responders.</p>	<p>All Phases</p>

	<p>Coordinate periodic emergency exercises to test our plan and training.</p> <p>Manage the EOC, develop procedures for its operation, and conduct training for those who staff it.</p> <p>Activate the EOC when required.</p> <p>Liaison on a day-to-day basis with the state emergency management staff and other local emergency management personnel.</p> <p>Coordinate with organized volunteer groups and businesses concerning emergency operations.</p>	
<p>Incident Commander Multiple Annexes</p>	<p>Coordinate with organized volunteer groups and businesses concerning emergency operations.</p> <p>Determine and implement required protective actions for response personnel and the public at an incident site.</p>	<p>Response and Recovery</p>
<p>Harris County Sheriff's Office and/or City's Police Chief Annex A - Warning</p>	<p>Receive information of emergency situations.</p> <p>Alert key local officials of emergency situations.</p> <p>Disseminate warning</p>	<p>Response</p>

	<p>information and instructions to the public through available warning systems.</p> <p>Disseminate warning and instructions to special facilities, such as schools and hospitals.</p>	
<p>Harris County Sheriff's Office and</p> <p>Harris County ITC and/or</p> <p>City's PD Communication Supervisor</p> <p>Annex B - Communications</p>	<p>Identify the communications systems available within the local area and determine the connectivity of those systems, and ensure their interoperability</p> <p>Develop plans and procedures for coordinated use of the various communications systems available in this jurisdiction during emergencies.</p> <p>Determine and implement means of augmenting communications during emergencies, including support by volunteer organizations.</p>	Preparedness
<p>Harris County Fire Marshall and/or</p> <p>City's Fire Chief</p> <p>Annex D – Radiological Protection</p>	<p>Maintain inventory of radiological equipment.</p> <p>Ensure that response forces include personnel with current training in radiological monitoring and decontamination.</p> <p>Respond to radiological and/or terrorist incidents involving radiological</p>	Preparedness, Response, Recovery

	<p>materials.</p> <p>Make notification concerning radiological incidents to state and federal authorities.</p>	
<p>Harris County Sheriff's Office and/or</p> <p>City's Police Chief</p> <p>Annex E - Evacuation</p>	<p>Identify areas where an evacuation has occurred, or may in the future, and determine of population at risk.</p> <p>Perform evacuation planning for known risk areas to include route selection and determination of traffic control requirements.</p> <p>Develop simplified planning procedures for ad hoc evacuations.</p> <p>Determine emergency public information requirements.</p> <p>Perform evacuation planning for special needs facilities such as schools, hospitals, nursing homes, and other institutions.</p>	Preparedness
<p>Harris County Fire Marshall's Office and/or</p> <p>City's Fire Chief</p> <p>Annex F - Firefighting</p>	<p>Fire prevention activities.</p> <p>Fire detection and control.</p> <p>Hazardous material and oil spill response.</p> <p>Terrorist incident response.</p> <p>Evacuation support.</p>	All Phases

	<p>Post-incident reconnaissance and damage assessment.</p> <p>Fire safety inspection of temporary shelters.</p> <p>Prepare and maintain fire resource inventory.</p>	
<p>Harris County Sheriff's Office and/or</p> <p>City's Police Chief</p> <p>Annex G – Law Enforcement</p>	<p>Maintenance of law and order.</p> <p>Traffic control.</p> <p>Terrorist incident response.</p> <p>Provision of security for vital facilities, evacuated areas, and shelters.</p> <p>Access control for damaged or contaminated areas.</p> <p>Warning support.</p> <p>Post-incident reconnaissance and damage assessment.</p> <p>Prepare and maintain law enforcement resource inventory.</p>	<p>All Phases</p>
<p>Harris County Public Health &amp; Environmental Services Department(HCPHES)</p> <p>Harris County Hospital District</p> <p>Harris County Institutes of Forensic Sciences</p>	<p>Coordinate health and medical care and EMS support during emergency situations.</p> <p>Public health information and education.</p> <p>Inspection of food and water supplies.</p> <p>Develop emergency public</p>	<p>All Phases</p>

<p>And/or</p> <p>City's Public Health Authority/Public Health Office</p> <p>Annex H - Health and Medical Services</p>	<p>health regulations and orders.</p> <p>Coordinate collection, identification, and interment of deceased victims.</p>	
<p>Harris County Office of Homeland Security and Emergency Management and/or</p> <p>City's Emergency Management Coordinator</p> <p>Annex N – Direction and Control</p>	<p>Direct and control our local operating forces.</p> <p>Maintain coordination with neighboring jurisdictions and the Disaster District in Region 2A, Houston, Texas.</p> <p>Maintain the EOC in an operating mode or be able to convert the designated facility space into an operable EOC, rapidly.</p> <p>Assign representatives, by title, to report to the EOC and develops procedures for crisis training.</p> <p>Develop and identify the duties of the staff, use of displays and message forms, and procedures for EOC activation.</p> <p>Coordinate the evacuation of areas at risk.</p>	<p>All Phases</p>
<p>Harris County Fire Marshall's Office and/or</p> <p>City's Fire Chief</p>	<p>Direct and control our local operating forces. In accordance with OSHA regulations, establish an ICS to manage the response to hazardous</p>	<p>Preparedness, Response, Recovery</p>

<p>Annex Q - Hazardous Materials and Oil Spill</p>	<p>materials incidents.</p> <p>Establish the hazmat incident functional areas (e.g., Hot Zone, Cool Zone, Cold Zone, etc.)</p> <p>Determine and implement requirements for personal protective equipment for emergency responders.</p> <p>Initiate appropriate actions to control and eliminate the hazard in accordance with established hazmat response guidance and SOPs.</p> <p>Determine areas at risk and which public protective actions, if any, should be implemented.</p> <p>Apply appropriate firefighting techniques if the incident has, or may, result in a fire.</p> <p>Determine when affected areas may be safely re-entered.</p>	
<p>Harris County Fire Marshall's Office and/or City's Fire Chief</p> <p>Annex R – Search and Rescue</p>	<p>Coordinate and conduct search and rescue activities.</p> <p>Identify requirements for specialized resources to support rescue operations.</p> <p>Coordinate external technical assistance and equipment support for</p>	<p>Response</p>

	search and rescue operations.	
<p>The Federal Bureau of Investigation (FBI) would have primary responsibility.</p> <p>Harris County Sheriff's Office and/or City's Police Chief would act as support.</p> <p>Annex V - Terrorist Incident Response</p>	<p>Coordinate and carry out defensive anti-terrorist activities, including criminal intelligence, investigation, protection of facilities, and public awareness activities.</p> <p>Coordinate and carry out offensive counter-terrorist operations to neutralize terrorist activities.</p> <p>Carry out terrorism consequence operations conducted in the aftermath of a terrorist incident to save lives and protect public and private property.</p> <p>Ensure required notification of terrorist incidents is made to state and federal authorities.</p>	Preparedness, response, recovery
<p>Community Services Department and/or</p> <p>American Red Cross and/or</p> <p>Salvation Army</p> <p>Annex C – Shelter and Mass Care</p>	<p>Perform emergency shelter and mass care planning.</p> <p>Coordinate and conduct shelter and mass care operations with our other departments, relief agencies, and volunteer groups.</p>	Preparedness, Response
<p>Harris County Office of Homeland Security and Emergency Management and/or</p>	<p>Establish a Joint Information Center (JIC)</p> <p>Conduct on-going hazard awareness and public</p>	All Phases

<p>City's Public Affairs Officer</p> <p>Public Information</p>	<p>education programs.</p> <p>Pursuant to the Joint Information System (JIS), compile and release information and instructions for the public during emergency situations and respond to questions relating to emergency operations.</p> <p>Provide information to the media and the public during emergency situations.</p> <p>Arrange for media briefings.</p> <p>Compile print and photo documentation of emergency situations.</p>	
<p>Harris County Department of Human Resources</p> <p>Harris County Public Infrastructure Department (HCPID) and/or</p> <p>City's Finance Director</p> <p>Annex J - Recovery</p>	<p>Establish and train a damage assessment team using local personnel. Coordinate the efforts of that team with state and federal damage assessment personnel who may be dispatched to assist us.</p> <p>Assess and compile information on damage to public and private property and the needs of disaster victims. Formulate and carry out programs to fill those needs.</p> <p>If damages are beyond our capability to deal with, compile information for use by our elected</p>	<p>Preparedness, Recovery</p>

	<p>officials in requesting state or federal disaster assistance.</p> <p>If we are determined to be eligible for state or federal disaster assistance, coordinate with state and federal agencies to carry out authorized recovery programs.</p>	
<p>Harris County Public Infrastructure Department and/or</p> <p>City's Public Works Director</p> <p>Annex K – Public Works and Engineering</p>	<p>Protect government facilities and vital equipment where possible.</p> <p>Assess damage to streets, bridges, traffic control devices, and other public facilities.</p> <p>Direct temporary repair of vital facilities.</p> <p>Restore damaged roads and bridges.</p> <p>Restore waste treatment and disposal systems.</p> <p>Arrange for debris removal.</p> <p>General damage assessment support.</p> <p>Building inspection support.</p> <p>Provide specialized equipment to support emergency operations.</p> <p>Support traffic control and search and rescue operations.</p>	<p>Recovery</p>

<p>Harris County Public Infrastructure Department and/or</p> <p>City's Public Utility Director</p> <p>Annex L - Utilities</p>	<p>Protect government facilities and vital equipment where possible.</p> <p>Arrange for the provision of emergency power sources where required.</p> <p>Identify requirements for emergency drinking water and portable toilets to the department or agency responsible for mass care.</p> <p>Assess damage to, repair, and restore public utilities.</p> <p>Monitor recovery activities of privately owned utilities.</p>	<p>Preparedness, Recovery</p>
<p>Harris County Facilities and Property management Department and/or</p> <p>City's Human Resource Director</p> <p>Annex M – Resource Management</p>	<p>Maintain an inventory of emergency resources.</p> <p>During emergency operations, locate supplies, equipment, and personnel to meet specific needs.</p> <p>Maintain a list of suppliers for supplies and equipment needed immediately in the aftermath of an emergency.</p> <p>Establish emergency purchasing procedures and coordinate emergency procurements.</p> <p>Establish and maintain a manpower reserve and</p>	<p>Preparedness, Response, Recovery</p>

	<p>coordinate assignment of reserve personnel to departments and agencies that require augmentation.</p> <p>Coordinate transportation, sorting, temporary storage, and distribution of resources during emergency situations.</p> <p>Establish staging areas for resources, if required.</p> <p>During emergency operations, identify to the Donations Management Coordinator those goods, services, and personnel that are needed.</p> <p>Maintain records of emergency-related expenditures for purchases and personnel.</p>	
<p>Harris county Community and Economic Development Department and /Or</p> <p>City's Human Services Director</p> <p>Annex O – Human Resources</p>	<p>Identify emergency feeding sites.</p> <p>Identify sources of clothing for disaster victims.</p> <p>Secure emergency food supplies.</p> <p>Coordinate the operation of shelter facilities, whether operated by local government, local volunteer groups, or organized disaster relief agencies such as the</p>	<p>Preparedness, Recovery</p>

	<p>American Red Cross.</p> <p>Coordinate special care requirements for disaster victims such as the aged, special needs individuals, and others.</p> <p>Coordinate the provision of disaster mental health services to disaster victims, emergency workers, and/or others suffering trauma due to the emergency incident/disaster.</p>	
<p>Hazard Mitigation Coordinator per Jurisdiction</p> <p>Annex P – Hazard Mitigation</p>	<p>Maintain the local Hazard Analysis. Identify beneficial pre-disaster hazard mitigation projects and seek approval from local officials to implement such projects.</p> <p>In the aftermath of an emergency, determine appropriate actions to mitigate the situation and coordinate implementation of those actions.</p> <p>Coordinate and carry out post-disaster hazard mitigation programs.</p>	Mitigation
<p>Harris County Management Services and/or</p> <p>City's Transportation Director/Fleet Services Division</p>	<p>Identify local public and private transportation resources and coordinate their use in emergencies.</p> <p>Coordinate deployment of transportation equipment</p>	Preparedness, Response, Recovery

<p>Annex S - Transportation</p>	<p>to support emergency operations.</p> <p>Establish and maintain a reserve pool of drivers, maintenance personnel, parts, and tools.</p> <p>Maintain records on use of transportation equipment and personnel for purpose of possible reimbursement.</p>	
<p>Harris County Office of Homeland Security and Emergency Management and/or</p> <p>City's Donations Manager</p> <p>Annex T – Donations Management</p>	<p>Compile resource requirements identified by the Resource Management staff.</p> <p>Solicit donations to meet known needs.</p> <p>Establish and implement procedures to receive, accept, or turn down offers of donated goods and services, and provide instructions to donors of needed goods or services.</p> <p>In coordination with the Resource Management staff, establish a facility to receive, sort, and distribute donated goods.</p>	<p>Preparedness, Recovery</p>
<p>Harris County Attorney's Office and/or</p> <p>City's Attorney</p> <p>Annex U - Legal</p>	<p>Advise local officials on the emergency powers of local government and procedures for invoking those measures.</p> <p>Review and advise our officials on possible legal</p>	<p>All Phases</p>

	<p>issues arising from disaster operations.</p> <p>Prepare and/or recommend legislation to implement the emergency powers that may be required during and emergency.</p> <p>Advise local officials and department heads on record-keeping requirements and other documentation necessary for the exercising of emergency powers.</p>	
<p><b>Volunteer Groups</b></p> <p>Greater Houston Area, American Red Cross (ARC)</p>	<p>Shelter Management and feeding at fixed facilities</p> <p>Other provisions such as medications, eyeglasses, clothing etc are provided</p> <p>Provision of limited financial resources</p>	<p>Response, Recovery</p>
<p><b>Volunteer Groups</b></p> <p>The Salvation Army</p>	<ul style="list-style-type: none"> <li>a. Provide shelter and emergency assistance such as mobile feeding</li> <li>b. Temporary housing</li> <li>c. Counseling services</li> <li>d. Missing person services</li> <li>e. Warehousing and distribution of donated goods</li> <li>f. Provides referrals to government and private agencies for</li> </ul>	<p>Response, Recovery</p>

	special services	
<b>Volunteer Groups</b>  Southern Baptist Convention Disaster Relief	<ul style="list-style-type: none"> <li>a. Mobile feeding units</li> <li>b. Disaster childcare</li> <li>c. Clean-up activities, temporary repairs, reconstruction</li> <li>d. Counseling</li> <li>e. Bilingual services</li> </ul>	Response, Recovery
<b>Volunteer Groups</b> RACES	<ul style="list-style-type: none"> <li>a. Communication support</li> </ul>	Response, Recovery
<b>Harris County Business Support</b>  Centerpoint – An Energy Company	<ul style="list-style-type: none"> <li>a. An energy company which provides a liaison to the county EOC</li> </ul>	Preparedness, Response, Recovery
<b>Harris County Business Support</b>  Nextel – A telecommunications Company	<ul style="list-style-type: none"> <li>a. A Telecommunication company which can provide priority cell phone use</li> <li>b. May provide temporary cell phones for emergency personnel</li> </ul>	Preparedness, Response, Recovery

**VII. DIRECTION AND CONTROL**

**A. General**

1. The County Judge takes the lead for emergency situations in the unincorporated areas of the county and the mayor takes the lead for incidents within city limits. The Harris County Judge and the Mayors of the cities adhering to this Basic Plan are responsible for establishing objectives and policies for emergency management and providing general guidance for disaster response and recovery operations, within their jurisdictions, all in compliance with the NIMS. During disasters, they may carry out those responsibilities from their EOC.

2. The EMC will provide overall direction of the response activities of all our departments. During major emergencies and disaster, they will normally carry out those responsibilities from their EOC.
3. The EMC or his designee will manage the EOC.
4. The Incident Commander, assisted by a staff sufficient for the tasks to be performed, will manage the emergency response at an incident site.
5. During emergency operations, department heads retain administrative and policy control over their employees and equipment. However, personnel and equipment will carry out mission assignments directed by the Incident Commander. Each department and agency is responsible for having its own operating procedures to be followed during response operations, but interagency procedures, such a common communications protocol, may be adopted to facilitate a coordinated effort.
6. If local resources are insufficient or inappropriate to deal with an emergency situation, assistance may be requested from other jurisdictions, organized volunteer groups, or the State. The process for requesting State or federal assistance is covered in section V.F of this plan; see also the Request for Assistance form in Annex M, Resource Management, Appendix 3. External agencies are expected to conform to the general guidance and direction provided by our senior decision-makers.

**B. Emergency Facilities**

1. Incident Command Post. Except when an emergency situation threatens, but has not yet occurred, and those situations for which there is no specific hazard impact site (such as a severe winter storm or area-wide utility outage), an incident command post or command posts will be established in the vicinity of the incident site(s). As noted previously, the Incident Commander will be responsible for directing the emergency response and managing the resources at the incident scene.

2. Emergency Operating Center. When major emergencies and disasters have occurred or appear imminent, we will activate our EOC's, which are located at:

Harris County:	6922 Katy Rd., Houston, Texas 77024
Bellaire	5110 Jessamine, Bellaire, Texas 77401
Bunker Hill	901 Corbindale, Houston, Texas 77024
El Lago	98 Lakeshore Drive, El Lago, Texas 77586
Galena Park	2207 Clinton Drive, Galena Park, Texas 77547

Hedwig Village	901 Corbindale, Houston, Texas 77024
Hillshire Village	901 Corbindale, Houston, Texas 77024
Humble	310 Bender, Humble, Texas 77338
Hunters Creek	901 Corbindale, Houston, Texas 77024
Jacinto City	1301 Mercury Drive, Jacinto City, Texas 77029
Jersey Village	16501 Jersey Village Drive, Jersey Village, Texas 77040
Morgan's Point	1415 E. Main, Morgan's Point, Texas 77571
Nassau Bay	1800 NASA Parkway, Nassau Bay, Texas 77058
Piney Point	901 Corbindale, Houston, Texas 77024
Shoreacres	601 Shoreacres Blvd., Shoreacres, Texas 77571
South Houston	3827 S. Shaber, Houston, Texas 77504
Southside Place	6309 Edloe, Houston, Texas 77005
Spring Valley	901 Corbindale, Houston, Texas 77024
Taylor Lake Village	500 Kirby, Taylor Lake Village, Texas 77586
Tomball	1200 Rudel, Tomball, Texas 77375
West University Place	3800 University, Houston, Texas 77005

3. The following individuals are authorized to activate the EOC

County Judge

Emergency Management Coordinator

Deputy Emergency Management Coordinator

4. The general responsibilities of the EOC are to:

Assemble accurate information on the emergency situation and current resource data, to allow local officials to make informed decisions on courses of action.

Work with representatives of emergency services, determine and prioritize required response actions and coordinate their implementation.

Provide resource support for emergency operations.

Suspend or curtail government services, recommend the closure of schools and businesses, and cancellation of public events.

Organize and activate large-scale evacuations and mass care operations.

Provide emergency information to the public.

5. Representatives of those departments and agencies assigned emergency functions in this plan will staff the EOC. EOC operations are addressed in Annex N, Direction and Control. The interface between the EOC and the incident command post is described in paragraph V.E above.
6. The Alternate EOC for Harris County is located at 1301 Franklin, Houston, Texas 77002. This facility will be used if our primary EOC becomes unusable.  
  
The alternate EOC for the cities adhering to this Basic Plan is located at 6922 Katy Rd., Houston, Texas 77024.
7. Harris County has a mobile command and control vehicle, operated by the Harris County Sheriff's Office, which may be used as an incident command post.

### **C. Line of Succession for Harris County**

1. To ensure continuity of government during threatened or actual disasters, the line of succession within the county is from the County Judge to the Commissioners in order of their seniority.
2. Line of Succession for the Emergency Management Coordinator will be the Deputy Emergency Management Coordinator followed by the Training/Exercise Supervisor.
3. Lines of succession to each department head are according to the Standing Operating Procedures established by each department.
4. To the greatest extent practicable, succession authority will be by prior arrangement embodied in appropriate executive orders or plans. However, the succession authority may be changed by executive order at the time of the disaster need.

### **D. Line of Succession for the Cities Adhering to this Basic Plan**

1. The line of succession for the Mayors is:
  - a. Mayor

- b. Mayor Pro Tem
  - c. Councilmember according to seniority
2. The line of succession for the Emergency Management Coordinator is:
    - a. Emergency Management Coordinator
    - b. Operations Manager
    - c. Training/Exercise Supervisor
  3. The lines of succession for each of our department and agency heads shall be in accordance with the SOGs established by those departments and agencies.

#### **E. Incident Command System and EOC Interface**

If both the HCEOC and an ICP are operating, the Incident Commander and the HCEOC must agree upon a specific division of responsibilities for emergency response activities to avoid duplication of effort as well as conflicting guidance and direction. The HCEOC and the ICP must maintain a regular two-way information flow.

### **VIII. READINESS LEVELS**

Many emergencies follow some recognizable build-up period during which actions can be taken to achieve a gradually increasing state of readiness. HCOHSEM uses a four-tier system. Readiness Levels will be determined by the Mayor or County Judge for their respective jurisdictions or, for certain circumstances, the Emergency Management Coordinator. General actions to be taken at each readiness level are outlined in the annexes to this plan; more specific actions will be detailed in departmental or agency SOGs.

The following readiness levels will be used as a means of increasing our alert posture.

#### **A. Readiness Level IV – Normal Conditions**

1. Emergency incidents occur and local officials are notified. One or more departments or agencies respond to handle the incident; an incident command post may be established. Limited assistance may be requested from other jurisdictions pursuant to established inter-local agreements.
2. The normal operations of government are not affected.

#### **B. Readiness Level III – Increased Readiness**

1. Increased Readiness refers to a situation that presents a greater potential threat than “Level IV”, but poses no immediate threat to life and/or property. Increased

readiness actions may be appropriate when the situations similar to the following occur:

- 1) Tropical Weather Threat: A tropical weather system has developed that has the potential to impact the local area. Readiness actions may include regular situation monitoring, a review of plans and resource status, determining staff availability and placing personnel on-call.
  - 2) Tornado Watch: indicates possibility of tornado development. Readiness actions may include increased situation monitoring and placing selected staff on alert.
  - 3) Flash Flood Watch: indicates flash flooding is possible due to heavy rains occurring or is expected to occur. Readiness actions may include increased situation-monitoring, reconnaissance of known trouble spots, deploying warning signs.
  - 4) Wildfire Threat: During periods of extreme wildfire threat, readiness actions may include deploying additional resources to areas most at risk, arranging for standby commercial water tanker support, conducting daily aerial reconnaissance, or initiating burn bans.
  - 5) Mass Gathering: For mass gatherings with a previous history of problems, readiness actions may include reviewing security, traffic control, fire protection, and first aid planning with organizers and determining additional requirements.
2. Declaration of “Level III” will generally require the initiation of the “Increased Readiness” activities identified in each annex to this plan.

### C. Readiness Level II – High Readiness

1. High Readiness refers to a situation with a significant potential and probability of causing loss of life and/or property. This condition will normally require some degree of warning to the public. Actions could be triggered by severe weather warning information issued by the National Weather Service such as:
  - 1) Tropical Weather Threat: A tropical weather system may impact the local area within 72 hours. Readiness actions may include continuous storm monitoring, identifying worst-case decision points, increasing preparedness of personnel and equipment, updating evacuation checklists, verifying evacuation route status, and providing the public information for techniques on how to protect homes and businesses and provide information on the evacuation routes.

- 2) Tornado Warning: Issued when a tornado has actually been sighted in the vicinity and may strike in the local area. Readiness actions may include activating the EOC, continuous situation monitoring, and notifying the public about the warning.
  - 3) Flash Flood Warning: Issued to alert persons that flash flooding is imminent or occurring on certain streams or designated areas, and immediate action should be taken. Readiness actions may include notifying the public about the warning, evacuating low-lying areas, opening shelters to house evacuees, and continuous situation monitoring.
  - 4) Winter Storm Warning: Issued when heavy snow, sleet, or freezing rain are forecast to occur separately or in a combination. Readiness actions may include preparing for possible power outages, putting road crews on stand-by to clear and/or sand the roads, and continuous situation monitoring.
  - 5) Mass Gathering: Civil disorder with relatively large-scale localized violence is imminent. Readiness actions may include increased law enforcement presence, putting hospitals and fire departments on alert, and continuous situation monitoring.
2. Declaration of a “Level II” will generally require the initiation of the “High Readiness” activities identified in each annex to this plan.

#### **D. Readiness Level I – Maximum Readiness**

1. Maximum Readiness refers to situation that hazardous conditions are imminent. This condition denotes a greater sense of danger and urgency than associated with a “Level II” event. Actions could also be generated by severe weather warning information issued by the National Weather Service combined with factors making the event more imminent.
  - 1) Tropical Weather Threat: The evacuation decision period is nearing for an approaching tropical weather system that may impact the local area. Readiness actions may include continuous situation monitoring, full activation of the EOC, recommending precautionary actions for special facilities, placing emergency personnel and equipment into position for emergency operations, and preparing public transportation resources for evacuation support.
  - 2) Tornado Warning: Tornado has been sighted especially close to a populated area or moving towards a populated area. Readiness actions may include taking immediate shelter and put damage assessment teams on stand-by.

- 3) Flash Flood Warning: Flooding is imminent or occurring at specific locations. Readiness actions may include evacuations, rescue teams on alert, sheltering evacuees and/or others displaced by the flooding, and continuous monitoring of the situation.
  - 4) Mass Gathering: Civil disorder is about to erupt into large-scale and widespread violence. Readiness actions may include having all EMS units on stand-by, all law enforcement present for duty, notifying the DDC that assistance may be needed and keep them apprised of the situation, and continuous monitoring of the situation is required.
2. Declaration of “Level I” will generally require the initiation of the “Maximum Readiness” activities identified in each annex to this plan.

## IX. ADMINISTRATION AND SUPPORT

### A. Agreements and Contracts

1. Should our local resources prove to be inadequate during an emergency; requests will be made for assistance from other local jurisdictions, other agencies, and industry in accordance with existing inter-local agreements and contracts and those agreements and contracts concluded during the emergency. Such assistance may include equipment, supplies, or personnel. All agreements will be entered into by authorized officials and should be in writing whenever possible. Agreements and contracts should identify the local officials authorized to request assistance pursuant to those documents.
2. In an effort to facilitate assistance pursuant to inter-local agreements, our available resources are identified and are a part of the Texas Regional Response Network (TRRN).
3. The agreements and contracts pertinent to emergency management that we are a party to are summarized in Appendix 6.

### B. Reporting

1. Hazardous Materials Spill Reporting. If we are responsible for a release of hazardous materials of a type or quantity that must be reported to state and federal agencies, the department or agency responsible for the spill shall make the required report. See Annex Q, Hazardous Materials and Oil Spill Response, for more information. If the party responsible for a reportable spill cannot be located, the Incident Commander shall ensure that the required report(s) are made.

2. Initial Emergency Report. This short report should be prepared and transmitted by the EOC when an on-going emergency incident appears likely to worsen and we may need assistance from other local governments or the State. See Annex N, Direction and Control, for the format and instructions for this report.
3. Situation Report. A daily situation report should be prepared and distributed by the EOC during major emergencies or disasters. See Annex N, Direction and Control, for the format of and instructions for this report.
4. Other Reports. Several other reports covering specific functions are described in the annexes to this plan

### **C. Maintenance and Preservation of Records**

#### **1. Record Keeping for Emergency Operations**

Our county and cities adhering to this plan are responsible for establishing the administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for expenditures made to support emergency operations within their respective jurisdictions. This shall be done in accordance with the established local fiscal policies and standard cost accounting procedures.

Activity Logs. The Incident Command Post and the EOC shall maintain accurate logs recording key response activities, including:

- 1) Activation or deactivation of emergency facilities.
- 2) Emergency notifications to other local governments and to state and federal agencies.
- 3) Significant changes in the emergency situation.
- 4) Major commitments of resources or requests for additional resources from external sources.
- 5) Issuance of protective action recommendations to the public.
- 6) Evacuations.
- 7) Casualties.
- 8) Containment or termination of the incident.

Incident Costs. All department and agencies shall maintain records summarizing the use of personnel, equipment, and supplies during the response to day-to-day incidents to obtain a estimate of annual emergency response costs that can be used as in preparing future department or agency budgets.

Emergency or Disaster Costs. For major emergencies or disasters, all departments and agencies participating in the emergency response shall maintain detailed of costs for emergency operations to include:

- 9) Personnel costs, especially overtime costs
- 10) Equipment operations costs
- 11) Costs for leased or rented equipment

- 12) Costs for contract services to support emergency operations
- 13) Costs of specialized supplies expended for emergency operations

## 2. Preservation of Records

In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents, as well as property and tax records. The principal causes of damage to records are fire and water; therefore, essential records should be protected accordingly. Each agency responsible for the preparation of annexes to this plan will include protection of vital records in its SOGs.

In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents, as well as property and tax records. The principal causes of damage to records are fire and water; therefore, essential records should be protected accordingly. Each agency responsible for the preparation of annexes to this plan will include protection of vital records in its SOGs.

If records are damaged during an emergency situation, seek professional assistance to preserve and restore them.

### D. Training

It will be the responsibility of each agency director to ensure that agency personnel, in accordance with the NIMS, possess the level of training, experience, credentialing, currency, physical and medical fitness, or capability for any positions they are tasked to fill.

### E. Consumer Protection

Consumer complaints regarding alleged unfair or illegal business practices often occur in the aftermath of a disaster. Such complaints will be referred to the County or City Attorney for the jurisdiction in which the complaint arose, who will pass such complaints to the Consumer Protection Division of the Office of the Attorney General.

### F. Post Incident and Exercise Review

The EMC is responsible for organizing and conducting a critique following the conclusion of a significant emergency event/incident or exercise. The After Action Report (AAR) will entail both written and verbal input from all appropriate participants. An Improvement Plan will be developed based on the deficiencies identified, and an individual, department, or agency will be assigned responsibility for correcting the deficiency and a due date shall be established for that action.

<b>X. PLAN DEVELOPMENT AND MAINTENANCE</b>
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**A. Plan Development**

The Harris County Judge and the Mayors of the cities adhering to this Basic Plan are responsible for approving and promulgating this plan for their respective jurisdictions.

**B. Distribution of Planning Documents**

1. The Harris County Judge and the Mayors of the cities adhering to this Basic Plan shall determine the distribution of this plan and its annexes within their respective jurisdictions. In general, copies of plans and annexes should be distributed to those individuals, departments, agencies, and organizations tasked in this document. Copies should also be set-aside for the EOC and other emergency facilities.
2. The Basic Plan should include a distribution list (See Appendix 1 to this plan) that indicates who receives copies of the Basic Plan and the various annexes to it. In general, individuals who receive annexes to the Basic Plan should also receive a copy of this plan, because the Basic Plan describes our emergency management organization and basic operational concepts.

**C. Review**

The Basic Plan and its annexes shall be reviewed annually by local officials. The EMC will establish a schedule for annual review of planning documents by those tasked in them.

**D. Update**

1. This plan will be updated based upon deficiencies identified during actual emergency situations and exercises and when changes in threat hazards, resources and capabilities, or government structure occur.
2. The Basic Plan and its annexes must be revised or updated by a formal change at least **every five years**. Responsibility for revising or updating the Basic Plan is assigned to the EMC. Responsibility for revising or updating the annexes to this plan is outlined in Section VI.B, Assignment of Responsibilities, as well as in each annex. For details on the methods of updating planning documents as well

as more information on when changes should be made, refer to Chapter 3 of the Division of Emergency Management (DEM) Local Emergency Management Planning Guide (TDEM-10).

3. Revised or updated planning documents will be provided to all departments, agencies, and individuals tasked in those documents.
4. §418.043(4) of the Government Code provides that DEM shall review local emergency management plans. The process for submitting new or updated planning documents to DEM is described in Chapter 6 of the DEM-10. The EMC is responsible for submitting copies of planning documents to our DEM Regional Liaison Officer for review.

## **XI. REFERENCES**

- A. Texas Department of Public Safety, Texas Division of Emergency Management, Local Emergency Management Planning Guide, DEM-10
- B. Texas Department of Public Safety, Texas Division of Emergency Management, Disaster Recovery Manual
- C. Texas Department of Public Safety, Texas Division of Emergency Management, Mitigation Handbook
- D. FEMA, Independent Study Course, IS-288: The Role of Voluntary Organizations in Emergency Management
- E. FEMA, State and Local Guide (SLG) 101: Guide for All-Hazard Emergency Operations Planning
- F. U. S. Department of Homeland Security, National Response Framework
- G. 79th Texas Legislature, House Bill 3111

## **XII. APPENDICES**

1. Distribution List
2. Organization for Emergencies
3. Functional Responsibility Matrix
4. Annex Assignments
5. Summary of Agreements & Contracts
6. National Incident Management System

<b>DISTRIBUTION LIST</b>
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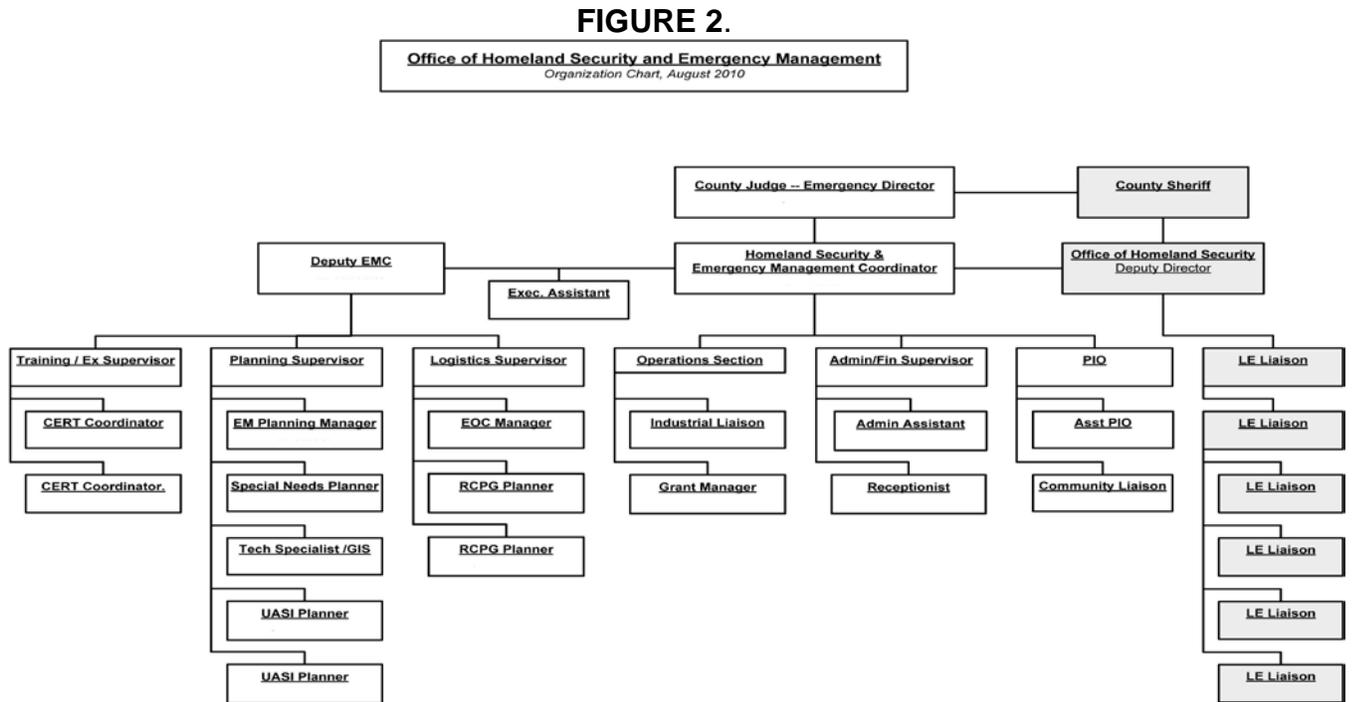
<u>JURISDICTION/AGENCY PLAN</u>	<u>BASIC PLAN</u>	<u>ANNEXES</u>
EOC REFERENCE LIBRARY	2	ALL
COUNTY JUDGE/MAYOR	1	ALL
CITY MANAGER	1	ALL
EACH COUNTY COMMISSIONER	1	ALL
EMC	1	ALL
CITY SECRETARY/ASST. TO THE JUDGE	1	ALL
COUNTY SHERIFF	2	ALL
POLICE CHIEF	1	ALL
EACH CONSTABLE	1	ALL
FIRE CHIEF/FIRE MARSHAL	2	ALL
COMMUNITY SERVICES DIRECTOR	1	ALL
COUNTY/CITY HEALTH OFFICER	1	ALL
TAX ASSESSOR	1	ALL
CITY PUBLIC WORKS DIRECTOR/COUNTY ENGINEER	1	ALL
PUBLIC UTILITIES DIRECTOR	1	ALL
HUMAN RESOURCES DIRECTOR	1	ALL
COUNTY/CITY ATTORNEY	1	ALL
JUSTICES OF THE PEACE	1	ALL
MEDICAL EXAMINER	1	ALL
RACES OFFICER	1	ALL
RADIOLOGICAL OFFICER	1	ALL
HARRIS COUNTY HOSPITAL DISTRICT	1	ALL
COUNTY/CITY ANIMAL CONTROL	1	ALL
ISD TRANSPORTATION DIRECTOR	1	ALL
HARRIS COUNTY DEPARTMENT OF EDUCATION	1	ALL
HARRIS COUNTY LOCAL EMERGENCY PLANNING COMMITTEES	16	ALL
AMERICAN RED CROSS	1	C, E, J, O, T
THE SALVATION ARMY	1	C, E, J, O, T
SOUTHERN BAPTIST CONVENTION DISASTER RELIEF	1	C, E, J, O, T
SEVENTH DAY ADVENTIST DISASTER SERVICES	1	C, E, J, O, T
GDEM REGIONAL LIAISON OFFICER	1	ALL
AUDITOR'S OFFICE	1	ALL
FINANCE DIRECTOR	1	ALL
ALL OTHER HARRIS COUNTY DEPARTMENT HEADS	1	ALL

**ORGANIZATION FOR EMERGENCIES**

**HARRIS COUNTY HOMELAND SECURITY & EMERGENCY MANAGEMENT ORGANIZATION**

In Harris County, as required by state law and in the attempt to most efficiently provide emergency services for the population, an Emergency Management organization has been established depending heavily on existing functional resources of the Harris County. The concept for this organization is to utilize the existing county management organization supported by a specialized staff element called the Office of Emergency Management. Management, direction and control of county governmental activities and resources is provided by the County Judge and the County Commissioners. The Office of Emergency Management attends to the regular administration of Emergency Management activities in support of the County Judge and the Commissioners. Additional details of the functions of the Office of Emergency Management follow later in this appendix.

Figure 2 depicts the organizational arrangement for Emergency Management in Harris County



**EMERGENCY MANAGEMENT FUNCTIONAL RESPONSIBILITIES**

	Warning	Communications	Shelter & Mass Care	Radiological Protection	Evacuation	Firefighting	Law Enforcement	Health & Medical	Public Information	Recovery	Public Works & Engineering	Utilities	Resource Management	Direction & Control	Human Services	Hazard Mitigation	Hazmat & Oil Spill Response	Search & Rescue	Transportation	Donations Management	Legal	Terrorist Incident Response	
County Judge/Mayor	S	S	S	S	S	S	S	S	S	S	S	S	S	P	S	S	S	S	S	S	S	S	S
Asst. to Judge/City Manager									P	S			S							S			
EMC	P	C	C	C	S	C	C	C	C	C	C	C	S	P	C	S	C	C	C	P	C	C	C
Law Enforcement	S	P	S	S	P	S	P						S	S	S		S	S		S		P	
Fire Service	S	S	S	P	S	P							S	S		S	P	P		S		S	
Public Works		S	S	S	S		S			S	P	S	S	S		P	S	S					S
Utilities		S								S		P	S	S		S	S			S		S	
Health & Medical Services			S	S	S			P					S	S	S		S	S	S	S	S		S
Social Services			S		S								S		P	S				S		S	
Community Services			P		S								S		S					P			
Human Resources										P											S		
Tax Assessor/Finance Dir.										S			S			S				S			
Transportation/ISD			S		S								S		S		S		S				S
City/County Attorney's Office					S								S			S				S	P	S	
Search & Rescue					S									S									S
Information Technology		P																					
Facility & Property Management													P										
Fleet Services																				P			

P – INDICATES PRIMARY RESPONSIBILITY  
 S – INDICATES SUPPORT RESPONSIBILITY  
 C – INDICATES COORDINATION RESPONSIBILITY

**ANNEX ASSIGNMENTS**

<b>ANNEX</b>	<b>ASSIGNED TO:</b>
Annex A: Warning	Police Chief/HCOHSEM
Annex B: Communications	Police Chief/HCITC&HCSO
Annex C: Shelter & Mass Care	Red Cross/Salvation Army
Annex D: Radiological Protection	Fire Chief/HCFMO
Annex E: Evacuation	Police Chief/HCSO
Annex F: Firefighting	Fire Chief/HCFMO
Annex G: Law Enforcement	Police Chief/HCSO
Annex H: Health and Medical Services	City Health Department/HCPH, HCHD, HCMEO, MHMRA
Annex I: Public Information	City PIO/HCOHSEM
Annex J: Recovery	City Finance Director/HCHRRM, HCPID, HCCSD
Annex K: Public Works & Engineering	City Public Works Director/HCPID
Annex L: Utilities	City Public Utilities Director/HCPID
Annex M: Resource Management	City Human Resources Director/FPM
Annex N: Direction & Control	City EMC/HCOHSEM
Annex O: Human Services	City Human Services Director/HCCSD
Annex P: Hazard Mitigation	City Public Works Director/HCOHSEM
Annex Q: Hazardous Materials & Oil Spill Response	Fire Chief/HCFMO
Annex R: Search & Rescue	Fire Chief/HCFMO
Annex S: Transportation	City Transportation Director/METRO
Annex T: Donations Management	Seventh Day Adventists Disaster Services
Annex U: Legal	City Attorney/HCAO
Annex V: Terrorist Incident Response	Police Chief/HCSO
Annex W: Finance	HC Auditor's Office

<b>SUMMARY OF AGREEMENTS AND CONTRACTS</b>
--

**1. AGREEMENTS**

Due to the voluminous number of agreements, it is impracticable to attach them to the Basic Plan. Copies are maintained and are available for review at any time and are housed in the facility hosting the Harris County EOC, Houston TranStar, in the Planning Supervisor's office, 6922 Katy Rd., Houston, Texas 77024.

**2. CONTRACTS**

Due to the voluminous number of contracts, it is impracticable to attach them to the Basic Plan. Copies are maintained and are available for review at any time and are housed in the facility hosting the Harris County EOC, Houston TranStar, in the Planning Supervisor's office, 6922 Katy Rd., Houston, Texas 77024.

<b>NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) SUMMARY</b>
---

**A. Background**

1. NIMS is a comprehensive, national approach to incident management that is applicable to all jurisdictional levels and across functional disciplines. This system is suitable across a wide range of incidents and hazard scenarios, regardless of size or complexity. It provides a flexible framework for all phases of incident management, as well as requirements for processes, procedures, and systems designed to improve interoperability.
2. NIMS is a multifaceted system that provides a national framework for preparing for, preventing, responding to, and recovering from domestic incidents.

**B. Components**

1. Command and Management: The incident management structures employed by NIMS can be used to manage emergency incidents or non-emergency events such as celebrations. The system works equally well for small incidents and large-scale emergency situations. The system has built-in flexibility to grow or shrink depending on current needs. It is a standardized system, so personnel from a variety of agencies and geographic locations can be rapidly incorporated into a common management structure.

The Incident Management System can be used to manage emergency incidents or non-emergency events such as celebrations.

## 1) FEATURES OF ICS

ICS has a number of features that work together to make it a real management system. Among the primary attributes of ICS are:

1. **Common Terminology.** ICS requires the use of common terminology, such as the use of standard titles for facilities and positions within an organization, to ensure efficient and clear communications.
2. **Organizational Resources.** All resources including personnel, facilities, major equipment, and supply items used to support incident management activities must be “typed” with respect to capability. This typing will minimize confusion and enhance interoperability.

3. Manageable Span of Control. Span of control should ideally vary from three to seven. Anything less or more requires expansion or consolidation of the organization.
4. Organizational Facilities. Common terminology is used to define incident facilities, the activities conducted at these facilities, and the organizational positions that can be found working there.
5. Use of Position Titles. All ICS positions have distinct titles.
6. Reliance on an Incident Action Plan. The Incident Action Plan, which may be verbal or written, is intended to provide supervisory personnel a common understanding of the situation and direction for future action. The plan includes a statement of objectives, organizational description, assignments, and support material such as maps. Written plans are desirable when two or more jurisdictions are involved, when state and/or federal agencies are assisting local response personnel, or there has been significant turnover in the incident staff.
7. Integrated Communications. Integrated communications includes interfacing disparate communications as effectively as possible, planning for the use of all available systems and frequencies, and requiring the use of clear text in communications.
8. Accountability. ICS is based on an orderly chain of command, check-in for all responders, and only one supervisor for each responder.

## UNIFIED COMMAND

9. Unified Command is a variant of ICS used when there is more than one agency or jurisdiction with responsibility for the incident or when personnel and equipment from a number of different agencies or jurisdictions are responding to it. This might occur when the incident site crosses jurisdictional boundaries or when an emergency situation involves matters for which state and/or federal agencies have regulatory responsibility or legal requirements.
10. ICS Unified Command is intended to integrate the efforts of multiple agencies and jurisdictions. The major change from a normal ICS structure is at the top. In a Unified Command, senior representatives of each agency or jurisdiction responding

to the incident collectively agree on objectives, priorities, and an overall strategy or strategies to accomplish objectives; approve a coordinated Incident Action Plan; and designate an Operations Section Chief. The Operations Section Chief is responsible for managing available resources to achieve objectives. Agency and jurisdictional resources remain under the administrative control of their agencies or jurisdictions, but respond to mission assignments and direction provided by the Operations Section Chief based on the requirements of the Incident Action Plan.

## AREA COMMAND

11. An Area Command is intended for situations where there are multiple incidents that are each being managed by an ICS organization or to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command becomes Unified Area Command when incidents are multijurisdictional.
12. The organization of an Area Command is different from a Unified Command in that there is no operations section, since all operations are conducted on-scene, at the separate ICPs.

**Multiagency Coordination Systems.** Multiagency coordination systems may be required for incidents that require higher level resource management or information management. The components of multiagency coordination systems include facilities, equipment, EOCs, specific multiagency coordination entities, personnel, procedures, and communications; all of which are integrated into a common framework for coordinating and supporting incident management.

**Public Information.** The NIMS system fully integrates the ICS Joint Information System (JIS) and the Joint Information Center (JIC). The JIC is a physical location where public information staff involved in incident management activities can collocate to perform critical emergency information, crisis communications, and public affairs functions. More information on JICs can be obtained in the DHS National Incident Management System Plan, dated March 2004.

2. **Preparedness:** Preparedness activities include planning, training, and exercises as well as certification of response personnel, and equipment acquisition and certification. Activities would also include the creation of inter-local agreements and Emergency Management Assistance Compacts. Any public information activities such as publication management would also be preparedness activities.

3. Resource Management: All resources, such as equipment and personnel, must be identified and typed. Systems for describing, inventorying, requesting, and tracking resources must also be established.
4. Communications and Information Management: Adherence to NIMS specified standards by all agencies ensures interoperability and compatibility in communications and information management.
5. Supporting Technologies: This would include any technologies that enhance the capabilities essential to implementing the NIMS. For instance, voice and data communication systems, resource tracking systems, or data display systems.
6. Ongoing Management and Maintenance: The NIMS Integration Center provides strategic direction and oversight in support of routine review and continual refinement of both the system and its components over the long term.

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019                      **AGENDA ITEM:** H05

**AGENDA SUBJECT:** Consider Resolution No. 2019-23, authorizing the Jersey Village Fire Department to remove, give and/or auction off surplus equipment.

**Department/Prepared By:** Fire / Mark Bitz                      **Date Submitted:** May 6, 2019

**EXHIBITS:** [Resolution No. 2019-23](#)  
[Exhibit A](#) – List of Surplus Equipment

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The fire department is in possession of old equipment that is not being used. Some of the equipment is more than 30 years old and no longer is an item we can use on our apparatus.

In an effort to make room and clean out storage, we would like to get rid of this surplus of equipment. To do this we would like to

1. Allow staff by seniority to look through the equipment and potentially have a souvenir to display in their homes.
2. We would like to call on some rural departments that are not well off with funds and invite them to come and pick items that they think they could use.
3. We would call the Texas Forest Service and ask them to come and pick up equipment they could use.
4. Anything remaining would become surplus for auction.

The department members have already made a once through to determine what we should keep in stock and for display. Exhibit A shows the equipment that remains and would be part of Items 1-4 above.

**RECOMMENDED ACTION:**

Motion: To approve Resolution No. 2019-23, authorizing the Jersey Village Fire Department to remove, give and/or auction off surplus equipment.

**RESOLUTION NO. 2019-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE JERSEY VILLAGE FIRE DEPARTMENT TO REMOVE, GIVE AND/OR AUCTION OFF SURPLUS EQUIPMENT.**

**WHEREAS**, the Jersey Village City Council finds it in the best interest of the citizens of the City of Jersey Village that the Fire department removes old surplus equipment that no longer is viable to the city; and

**WHEREAS**, the fire department staff will have an opportunity to review the equipment and some of this equipment being old and no longer viable can become display pieces for the members; and

**WHEREAS**, the members of the department will by seniority be able to review the equipment and choose a piece of equipment to have as their own to display; and

**WHEREAS**, the fire department will call on rural fire departments that do not have funds to buy equipment, and invite them to the city to select equipment that they might use to respond to emergencies; and

**WHEREAS**, the fire department will Call the Texas Forest Service to give them equipment that can be used to assist departments across Texas; and

**WHEREAS**, the remaining equipment will be placed in a city auction for resale; **NOW THEREFORE:**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, THAT:**

The City Council authorizes the Fire Chief to review surplus equipment and proceed with the reduction of surplus equipment.

**PASSED AND APPROVED** this 13<sup>th</sup> day of May, 2019

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



Exhibit A - JVFD Listing of Surplus Equipment

Item	Quantity
Cord reel	4
Circle D light	8
Misc Circle D light parts	
AC pigtail	14
Box light	1
90 deg flashlight	2
Ass. electrical wiring	5
Small diameter hose clamp	2
LDH clamp	1
Flashlight charger box	1
Foam eductor	1
PSI gauge	2
Bag turbo flares	1
Ground monitor anchor	2
Nozzle maintenance kit	1
3" hose	3
4" hose	1
1-3/4" nozzle	15
Salvage cover	6
Tarp	1
2-1/2" nozzle	2
1" nozzle	4
Foam nozzle	2
Hose jacket	1
Discharge cap	17
Misc coupling adapters	35
Gated wye	2
Water thief	2
Gate valve	2
High pressure air hose	1
16 gal. shop vac	1
Water hose	1
PRO/pak	1
Survivair water vac	2
Hurst air cart	1
Christmas light	1
Hydrant bag	1
Paint guide	1
Pedal cutter	1
Bolt cutter	3
Hook	4
Pike pole	6
Pry bar	2
Shovel	3
Grass broom	3
Ass. pry tools	15
Sledge hammer	1
Maul	1
Pipe wrench	1
Push broom	1
Squeegee	1
Gas PPV fan	2
Smoke ejector	2
Air cart	1
Jack stand	2
Thermal imager	1
Knee pad	6
Ass. straps	
Wood plug kit	
Ladder belt	1
Key map	1
Short backboard	1
Metal clip board	1
Slim jim	2
Spanner wrench	18
Hand saw	3
Spanner tool mount	10
Step	1
Flare canister	1
K tool	1
Vest	2
Tool box (empty)	8
Tool box w/ misc tools	10
Rope	3
Hand crash rescue kit	1
Corded drill	1
Chainsaw chap	1
Hurst spreader	1
Hurst cutter	1
Auto unlock tool	1
Hose testing pump w/ kit	1
Hydrant testing diffuser	1
Apparatus tray	3
PFD	3
Water helmet	4
Water rescue throw bag	5
Box SCBA valves	1
Toilet seat	
Scott respirator	13
SCBA parts bag	1
Scott mask	5
SCBA case	4
Fire prevention banner	2
SCBA seat cover	5
Metal gas can	6
Extinguisher bracket	8
Large ass. Bracket	8
Measuring wheel	1
Indian pump nozzle	1
Box small ass. bracket	1
Hose rack bracket	11
Ass. metal piece	22
Tool cart	1
Oil filter	1
Bag rack bracket	1
Ass. hardware bag	1
Box emergency lights & ass. parts	1
Electrical disconnect	1
Pin stripe	1
Oil filter wrench	1
Air compressor	1
Box smoke fluid	1
Rubber maid tubs	3
Smoke machine	1
Kenwood UHF handheld	7
Kenwood handheld charger bank	1
Kenwood battery charger bank	1
Ass. Kenwood radio parts box	1

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13 2019

**AGENDA ITEM:** H06

**AGENDA SUBJECT:** Consider Ordinance 2019-12, amending the Capital Improvement Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 by increasing line items 10-91-7014 (FY 17 - Home Elevation Grant Adm. Services) in the amount not to exceed \$400,000 and 10-90-9905 (FY 17 - FEMA Grant Home Elevations) in the amount not to exceed \$3,355,448 for the administration of all aspects of the grant according to the contractual agreement with TWDB and the Flood Mitigation assistance Grant Agreement with FEMA.

**Department/Prepared By:** Finance/Isabel Kato    **Date Submitted:** May 7, 2019

**EXHIBITS:** [Ordinance 2019-12](#)

[EX A](#) - Budget Amendment Form - 10-91-7104

[EX B](#) - Budget Amendment Form - 10-90-9905

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$ 400,000
	Amount Budgeted:	\$ 0.00
	Appropriation Required:	\$ 400,000

**CITY MANAGER APPROVAL:** AB

**BACKGROUND INFORMATION:**

On January 21, 2019, the City of Jersey Village City Council approved Resolution 2019-04 authorizing the City Manager to enter into an agreement for FMA Program Home Elevation Grant Administration and Project Management Services with Jefferey S. Ward & Associates. The City of Jersey Village was awarded a grant for Home Elevation and desired to have an outside agency administer this grant. In addition, this company will provide project management services.

This ordinance will allow appropriating the amount required to collect the revenues provided by the FEMA Grant with account 10-90-9905 and appropriate the amount required to pay for the services of the grant administration and the management of the project with account no 10-91-7014.

**RECOMMENDED ACTION:**

Motion: To approve Ordinance 2019-12, amending the Capital Improvement Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 by increasing line items 10-91-7014 (FY 17 - Home Elevation Grant Adm. Services) in the amount not to exceed \$400,000 and 10-90-9905 (FY 17 - FEMA Grant Home Elevations) in the amount not to exceed \$3,355,448 for the administration of all aspects of the grant according to the contractual agreement with TWDB and the Flood Mitigation assistance Grant Agreement with FEMA.

**ORDINANCE NO. 2019-12**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE CAPITAL IMPROVEMENT FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019 BY INCREASING LINE ITEMS 10-91-7014 (FY 17 – FEMA GRANT ADMINISTRATIVE SERVICES) IN THE AMOUNT NOT TO EXCEED \$400,000 AND 10-90-9905 (FY 17 – FEMA GRANT HOME ELEVATION) IN THE AMOUNT NOT TO EXCEED \$3,355,448**

**WHEREAS**, subsequent to the adoption of the annual budget for the City of Jersey Village for the fiscal year beginning October 1, 2018, and ending September 30, 2019, the City has expenditure changes; and

**WHEREAS**, the City Manager has recommended that such budget be amended to reflect such revenues and expenditures in accordance with Exhibit A and Exhibit B attached hereto and made a part hereof; and

**WHEREAS**, the City Council finds and determines that the budget should be amended as recommended by the City Manager; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The recitals contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted.

**Section 2.** The annual budget of the City of Jersey Village, Texas for the fiscal year beginning October 1, 2017, and ending September 30, 2018, is hereby amended by increasing the appropriations to the account contained therein as provided in the attached:

- Exhibit A – Budget Amendment from Capital Improvement Fund by increasing line item 10-91-7014 (fy17 fema grant administrative services) in the amount not to exceed \$400,000.
- Exhibit B – Budget Amendment from Capital Improvement Fund by increasing line item 10-90-9905 (fy17 fema grant home elevation) in the amount not to exceed \$3,355,448

**Section 3.** In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, Texas declares that it would have passed each and every part of the same notwithstanding the omission of any such part of this declared to be invalid or unconstitutional, or whether there be one or more parts.

**PASSED AND APPROVED** this 13<sup>th</sup> day of May, 2019

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY OF JERSEY VILLAGE  
BUDGET TRANSFER / AMENDMENT REQUEST FORM**

I request the following budget transfer between line item within the same division:

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____

I request the following amendment to the current budget to increase the overall budget by the amount designated below: **Only one item per form.**

<u>From the fund balance of:</u>	<u>To Line Item</u>	<u>Amount</u>
<input type="checkbox"/> General Fund	_____	_____
<input type="checkbox"/> Utility Fund	_____	_____
<input checked="" type="checkbox"/> Capital Improvements Fund	10-91-7014	\$400,000
<input type="checkbox"/> Other _____	_____	_____

**Justification**

On January 21, 2019, the City of Jersey Village City Council approved Resolution 2019-04 authorizing the City Manager to enter into an agreement for FMA Program Home Elevation Grant Administration and Project Management Services with Jefferey S. Ward & Associates. The City of Jersey Village was awarded a grant for Home Elevation and desired to have an outside agency administer this grant. In addition, this company will provide project management services.

This ordinance will allow appropriating the amount required to collect the revenues provided by the FEMA Grant with account 10-90-9905 and appropriate the amount required to pay for the services of the grant administration and the management of the project with account no 10-91-7014.

Requested by: *Paula L...* Date *5/08/19*  
 Finance: Sufficient Funds,  Exist  Do Not Exist: *Paula L...* Date *5/18/19*  
 City Manager: Approved / Not Approved: *Ant. Blum* Date *5/18/19*

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

**CITY OF JERSEY VILLAGE  
BUDGET TRANSFER / AMENDMENT REQUEST FORM**

I request the following budget transfer between line item within the same division:

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____

I request the following amendment to the current budget to increase the overall budget by the amount designated below: **Only one item per form.**

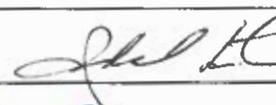
<u>From the fund balance of:</u>	<u>To Line Item</u>	<u>Amount</u>
<input type="checkbox"/> General Fund	_____	_____
<input type="checkbox"/> Utility Fund	_____	_____
<input checked="" type="checkbox"/> Capital Improvements Fund	10-90-9905	\$3,355,448
<input type="checkbox"/> Other _____	_____	_____

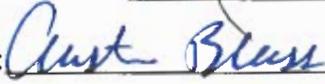
**Justification**

On January 21, 2019, the City of Jersey Village City Council approved Resolution 2019-04 authorizing the City Manager to enter into an agreement for FMA Program Home Elevation Grant Administration and Project Management Services with Jefferey S. Ward & Associates. The City of Jersey Village was awarded a grant for Home Elevation and desired to have an outside agency administer this grant. In addition, this company will provide project management services.

This ordinance will allow appropriating the amount required to collect the revenues provided by the FEMA Grant with account 10-90-9905 and appropriate the amount required to pay for the services of the grant administration and the management of the project with account no 10-91-7014.

Requested by:  Date 5/18/19

Finance: Sufficient Funds  Exist  Do Not Exist:  Date 5/18/19

City Manager: Approved / Not Approved:  Date 5/18/19

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST DISCUSSION FORM**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I01

**AGENDA SUBJECT:** Consider Resolution 2019-24, electing a Mayor Pro Tem.

**Department/**

**Prepared By:** Lorri Coody

**Date Submitted:** April 22, 2019

**EXHIBITS:** [Resolution No. 2019-24](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	0,000.00
	Amount Budgeted:	\$	0,000.00
	Appropriation Required:	\$	0,000.00

**CITY MANAGER APPROVAL:** NMC

**BACKGROUND INFORMATION:**

According to Article II, Sec. 2.05 of the City Charter, Council shall, at its first meeting following the general municipal election, elect one of its members as mayor pro tem.

The mayor pro tem shall act as mayor during the absence or disability of the mayor and shall have power to perform every act the mayor could perform; provided, however, that the mayor pro tem shall be entitled to vote upon all matters considered by the council.

If the mayor and the mayor pro tem are absent from a meeting, the council shall elect an attending member to preside over such meeting.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution 2019-24, electing \_\_\_\_\_ as Mayor Pro Tem.

**RESOLUTION NO. 2019-24**

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

**WHEREAS**, the City Council shall, at its first meeting following the general municipal election, elect one of its members as mayor pro tem, and;

**WHEREAS**, City Council has nominated and approved the election of a mayor pro tem, now therefore;

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**THAT**, \_\_\_\_\_, is elected as the Mayor Pro tem for the City Council for the City of Jersey Village for a term of one year at the pleasure of Council.

**PASSED AND APPROVED** this the **13th** day of **May, 2019**.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I02

**AGENDA SUBJECT:** Discuss and take appropriate action regarding Council Liaison Assignments.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** April 22, 2019

**EXHIBITS:** [Resolution No. 2019-25](#)  
[Exhibit A](#) - Council Liaison Appointments

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL: AB**

**BACKGROUND INFORMATION:**

City Council members serve as liaisons to all city boards and committees. In this capacity, council members primarily serve to represent the desires of council to the board.

There are no established procedures for assigning liaison positions. With the recent election, the Capital Improvements Advisory Committee and the Planning and Zoning Commission do not have liaisons. This agenda item has been placed to allow Council Members to fill the vacant positions, and adjust other positions as desired.

Current assignments are:

Planning and Zoning Commission and  
Capital Improvements Advisory Committee  
Building Board of Adjustment and Appeals  
Recreation and Events Committee  
Golf Course Advisory Committee  
Board of Adjustment  
TIRZ

Andrew Mitcham  
Greg Holden  
James Singleton  
Bobby Warren  
Gary Wubbenhorst  
Bobby Warren

**RECOMMENDED ACTION:**

**MOTION:** Approval of Resolution 2019-25, assigning Council Members to serve as liaison to various city committees and boards.

**RESOLUTION NO. 2019-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING COUNCIL LIAISONS TO VARIOUS BOARDS AND COMMITTEES.**

**WHEREAS**, Section 9.12 of the City of Jersey Village Charter authorizes the establishment of such boards, agencies, and commissions deemed necessary for the conduct of the city’s business, and;

**WHEREAS**, the City Council of Jersey Village has caused to be created the Planning and Zoning Commission, the Capital Improvements Advisory Committee, the Building Board of Adjustment, the Zoning Board of Adjustment, the Golf Course Committee, and the Recreation and Events Committee, and;

**WHEREAS**, it has been the longstanding practice of Council Members to serve as liaisons for each of the aforementioned boards, agencies, or commissions, **NOW THEREFORE**;

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS**

**THAT**, the following Council Members are appointed to serve as Council Liaison to various boards and committees as detailed in the attached Exhibit A.

**PASSED AND APPROVED** this the **13th** day of **May, 2019**.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



City of Jersey Village – May 13, 2019  
City Council Liaison Assignments  
Exhibit A

Planning and Zoning Commission and  
Capital Improvements Advisory Committee

---

Building Board of Adjustment and Appeals

---

Recreation and Events Committee

---

Golf Course Advisory Committee

---

Board of Adjustment

---

TIRZ Board Zone No. 2

---

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST DISCUSSION FORM**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I03

**AGENDA SUBJECT:** Consider Resolution No. 2019-26, accepting the resignation of Crime Control and Prevention District Board Member Justin Ray, and appointing a new member to the Crime Control and Prevention District for the unexpired term ending August 31, 2019.

**Department/Prepared By:** Lorri Coody

**Date Submitted:** May 6, 2019

**EXHIBITS:** [Resolution No. 2019-26](#)  
[Resignation of Justin Ray](#)

**BUDGETARY IMPACT:** none

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

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, 2020; James Singleton, August 31, 2020; Andrew Mitcham, August 31, 2020; and J. Lane DuBois-Freeman, August 31, 2020.

Justin Ray has resigned as member of the board of directors. Drew Wasson is a newly appointed Council Member.

**RECOMMENDED ACTION:**

Motion: To accept the resignation of Crime Control and Prevention District Board Member Justin Ray, and approve Resolution No. 2019-26, appointing Drew Wasson as a Director of the Crime Control and Prevention District for the unexpired term ending August 31, 2019.

**RESOLUTION NO. 2019-26**

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

**WHEREAS**, 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; and

**WHEREAS**, 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, 2020; James Singleton, August 31, 2020; Andrew Mitcham, August 31, 2020; and J. Lane DuBois-Freeman, August 31, 2020; and

**WHEREAS**, Justin Ray has resigned as a member of the board of directors; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The recitals set forth in the preamble to this Resolution are hereby approved, ratified and confirmed.

**Section 2.** The resignation of Justin Ray as a member of the District’s board of directors is hereby accepted.

**Section 3.** \_\_\_\_\_ is hereby appointed as a Director of the Crime Control and Prevention District for the unexpired term ending August 31, 2019.

**PASSED AND APPROVED** this 13th day of May 2019.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I04

**AGENDA SUBJECT:** Consider Ordinance No. 2019-13, 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 proposed zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** April 23, 2019

**EXHIBITS:** [Ordinance No. 2019-13](#)  
[Exhibit A](#) - Planning and Zoning Commission’s Preliminary Report

**BACKGROUND INFORMATION:**

The City is proposing a zoning change for 16327 and 16401 Lakeview Drive along with 16501 Jersey Drive. These properties are all owned by the City and house the current City Hall, Police Station, and Fire Station. This would change the zone from Zone G “Second Business District” to Zone A “Single Family Dwelling.

On April 22, 2019, the Planning and Zoning Commission met to review the City’s proposal 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.

**RECOMMENDED P&Z ACTION:**

**MOTION:** To approve Ordinance No. 2019-13, 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 proposed zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas.

**ORDINANCE NO. 2019-13**

**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 PROPOSED ZONING AMENDMENT CHANGE FROM DISTRICT G TO DISTRICT A FOR THE PROPERTIES LOCATED AT 16401 LAKEVIEW DRIVE AND DESCRIBED AS RES A1 JERSEY MEADOWS, 16327 LAKEVIEW DRIVE AND DESCRIBED AS RES B1 JERSEY MEADOWS, 0 LAKEVIEW DRIVE AND DESCRIBED AS RES D JERSEY MEADOWS, AND 16501 JERSEY DRIVE AND DESCRIBED AS TRS 1B & 12E (NM) ABST 228 J M DEMENT IN THE CITY OF JERSEY VILLAGE, TEXAS.**

**WHEREAS**, on April 22, 2019, the Planning and Zoning Commission met to review the City's proposed zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas; and

**WHEREAS**, as a result of the discussions had surrounding said request fully described above, the Planning and Zoning Commission submits its preliminarily report to City Council on May 13, 2019 and asks that it be received; and

**WHEREAS**, the City Council desires to call a joint public hearing with the Commission on the proposed zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

**Section 2.** The Planning and Zoning Commission's Preliminary Report as it relates to a zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas, is hereby received. The complete and correct copy of the Preliminary Report is attached hereto as "Exhibit A" and fully incorporated for all purposes.

**Section 3.** The City Council and the Planning and Zoning Commission of the City of Jersey Village, Texas will conduct a Joint Public Hearing at 7:00 p.m., June 17, 2019, at the Civic Center Auditorium,

16327 Lakeview, Jersey Village, Texas on the proposed zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement in the City of Jersey Village, Texas.

**Section 4.** The City Secretary be, and she is hereby, directed to give notice of such public hearing as may be provided by law.

**PASSED, APPROVED, AND ADOPTED** this 13th day of May 2019.

**ATTEST:**

\_\_\_\_\_  
Andrew Mitcham, Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary



# **EXHIBIT A TO THE ORDINANCE**

## **Planning & Zoning Commission Preliminary Report – Zoning Change**



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION  
PRELIMINARY REPORT – ZONING CHANGE**

The Planning and Zoning Commission has met in order to review the request of a zoning amendment change from District G to District A for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement, in the City of Jersey Village, Texas.

After review and discussion, the Commissioners preliminarily propose that Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas be amended by authorizing revision of the official zoning map as set out in Section 14-82 so that properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement be changed from Zoning District G (“Second Business District”) to Zoning District A (“Single Family Dwelling District”).

This preliminary change to the City’s comprehensive zoning ordinance is more specifically detailed in the proposed ordinance attached as Exhibit “A.”

The next step in the process as required by Section 14-84(c)(2)(b) of the Jersey Village Code of Ordinances is for Council to call a joint public hearing with the Planning and Zoning Commission.

Respectfully submitted, this 22nd day of April 2019.

s/Rich Faircloth, Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



**EXHIBIT A**  
**TO THE**  
**PLANNING AND ZONING**  
**COMMISSION'S**  
**PRELIMINARY REPORT**  
**APRIL 22, 2019**

**PROPOSED ORDINANCE NO. 2019-xx**

**AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TEXAS, THE JERSEY VILLAGE DEVELOPMENT CODE, BY AUTHORIZING REVISION OF THE OFFICIAL ZONING MAP AS SET OUT IN SECTION 14-82 SO THAT PROPERTIES LOCATED AT 16401 LAKEVIEW DRIVE AND DESCRIBED AS RES A1 JERSEY MEADOWS, 16327 LAKEVIEW DRIVE AND DESCRIBED AS RES B1 JERSEY MEADOWS, 0 LAKEVIEW DRIVE AND DESCRIBED AS RES D JERSEY MEADOWS, AND 16501 JERSEY DRIVE AND DESCRIBED AS TRS 1B & 12E (NM) ABST 228 J M DEMENT, SHALL BE CHANGED FROM ZONING DISTRICT G (“SECOND BUSINESS DISTRICT”) TO ZONING DISTRICT A (“SINGLE-FAMILY DWELLING DISTRICT”); CONTAINING OTHER FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR REPEAL; PROVIDING A PENALTY AS PROVIDED BY SECTION 1-8 OF THE CODE; AND PROVIDING AN EFFECTIVE DATE.**

\* \* \* \* \*

**WHEREAS**, the City Council of the City of Jersey Village, Texas, determines it in the best interest of the health, safety, and welfare of the citizens of the City to amend the Zoning Ordinance; and

**WHEREAS**, the Planning & Zoning Commission has issued its report and has recommended amendment to the Zoning Ordinance by authorizing revision of the Official Zoning Map as set out in Section 14-82 relating to the change of the zoning designation for the properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement from zoning District G (“Second Business District”) to zoning District A (“Single-Family Dwelling District”); and

**WHEREAS**, the Planning & Zoning Commission and City Council have conducted, in the time and manner required by law, a joint public hearing on such amendment to the zoning ordinance and find that the adoption of this ordinance is in the best interest of the citizens of Jersey Village; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

**Section 2.** The properties located at 16401 Lakeview Drive and described as Res A1 Jersey Meadows, 16327 Lakeview Drive and described as Res B1 Jersey Meadows, 0 Lakeview Drive and described as Res D Jersey Meadows, and 16501 Jersey Drive and described as TRS 1B & 12E (NM) ABST 228 J M Dement is rezoned from District G (“Second Business District”) to District A (“Single-Family Dwelling District”).

**Section 3.** The Official Zoning District Map of the City shall be revised and amended to show the change in zoning classification of the property with the appropriate references thereon to the number and effective date of this ordinance.

**Section 4.** In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

**Section 4. Repeal.** All other ordinances or parts of ordinances in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed.

**Section 5. Penalty.** Any person who shall violate any provision of this Ordinance shall be guilty of a misdemeanor and subject to a fine as provided in Section 1-8.

**Section 6. Effective Date.** This ordinance shall be in full force and effect from and after its passage.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

**ATTEST:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I05

**AGENDA SUBJECT:** Consider Ordinance No. 2019-14, 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 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** April 23, 2019

**EXHIBITS:** [Ordinance No. 2019-14](#)  
[Exhibit A](#) - Planning and Zoning Commission’s Preliminary Report

**BACKGROUND INFORMATION:**

The City is proposing an amendment to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations.

On April 22, 2019, the Planning and Zoning Commission met to review the City’s proposal 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.

**RECOMMENDED P&Z ACTION:**

**MOTION:** To approve Ordinance No. 2019-14, 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 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations.

**CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019**

**ORDINANCE NO. 2019-14**

**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 BUILDING AND DEVELOPMENT, ARTICLE IV. ZONING DISTRICTS, DIVISION 2 USE BASED ZONING DISTRICTS, SECTION 14-101 REGULATIONS FOR DISTRICT A (SINGLE-FAMILY DWELLING DISTRICT) TO REVISE SUBSECTION (A) TO AUTHORIZE POLICE STATIONS AND FIRE STATIONS.**

**WHEREAS**, on April 22, 2019, the Planning and Zoning Commission met to review the City's proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations; and

**WHEREAS**, as a result of the discussions had surrounding said request fully described above, the Planning and Zoning Commission submits its preliminarily report to City Council on May 13, 2019 and asks that it be received; and

**WHEREAS**, the City Council desires to call a joint public hearing with the Commission on the proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

**Section 2.** The Planning and Zoning Commission's Preliminary Report as it relates amendments to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations, is hereby received. The complete and correct copy of the Preliminary Report is attached hereto as "Exhibit A" and fully incorporated for all purposes.

**Section 3.** The City Council and the Planning and Zoning Commission of the City of Jersey Village, Texas will conduct a Joint Public Hearing at 7:00 p.m., June 17, 2019, at the Civic Center Auditorium, 16327 Lakeview, Jersey Village, Texas on the proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a) to authorize police stations and fire stations.

**Section 4.** The City Secretary be, and she is hereby, directed to give notice of such public hearing as may be provided by law.

**PASSED, APPROVED, AND ADOPTED** this 13th day of May 2019.

**ATTEST:**

\_\_\_\_\_  
Andrew Mitcham, Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary



# **EXHIBIT A TO THE ORDINANCE**

## **Planning & Zoning Commission Preliminary Report – Zoning Text Change**



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION  
PRELIMINARY REPORT – TEXT CHANGE - DISTRICT A**

The Planning and Zoning Commission has met in order to consider amendments to the Code of Ordinances at Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to provide for police stations and fire station in the residential zone;

After review and discussion, the Commissioners preliminarily propose that amendments be made to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (a)(3) to allow for municipal government buildings, police stations and fire stations as follows:

(a)(3) Municipal ~~and~~ government buildings, police stations, fire stations, and public libraries.

This preliminary change to the City’s comprehensive zoning ordinance is more specifically detailed in the proposed ordinance attached as Exhibit “A.”

The next step in the process as required by Section 14-84(c)(2)(b) of the Jersey Village Code of Ordinances is for Council to call a joint public hearing with the Planning and Zoning Commission.

Respectfully submitted, this 22<sup>nd</sup> day of April 2019.

s/Rick Faircloth, Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



**EXHIBIT A**  
**TO THE**  
**PLANNING AND ZONING**  
**COMMISSION'S**  
**PRELIMINARY REPORT**  
**APRIL 22, 2019**

PROPOSED ORDINANCE NO. 2019-xx

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, BY AMENDING CHAPTER 14 BUILDING AND DEVELOPMENT, ARTICLE IV. ZONING DISTRICTS, DIVISION 2 USE BASED ZONING DISTRICTS, SECTION 14-101 REGULATIONS FOR DISTRICT A (SINGLE-FAMILY DWELLING DISTRICT) TO REVISE SUBSECTION (A) TO AUTHORIZE POLICE STATIONS AND FIRE STATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY AS PROVIDE BY SECTION 1-8 OF THE CODE; AND PROVIDING AN EFFECTIVE DATE.

\* \* \* \* \*

WHEREAS, the City Council of the City of Jersey Village, Texas, determines it in the best interest of the health, safety, and welfare of the citizens of the City to amend the Zoning Ordinance; and

WHEREAS, the Planning & Zoning Commission has issued its report and has recommended amendment to the Zoning Ordinance by more clearly defining government buildings; and

WHEREAS, the Planning & Zoning Commission and City Council have conducted, in the time and manner required by law, a joint public hearing on such amendment to the zoning ordinance and find that the adoption of this ordinance is in the best interest of the citizens of Jersey Village; NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:

**Section 1.** The City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

**Section 2.** The Code of Ordinances of the City of Jersey Village is amended by deleting from Chapter 14, Article IV, Division 2, Section 14-101(a)(3) the language shown below in struckthrough (~~deleted~~) and by adding thereto the language shown below as underscored and boldfaced (**added**), with the new Section 14-101(a)(3) to read as follows:

(a)(3) Municipal ~~and~~ government buildings, police stations, fire stations, and public libraries.

**Section 3.** In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

**Section 4. Repeal.** All other ordinances or parts of ordinances in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed.

**Section 5. Penalty.** Any person who shall violate any provision of this Ordinance shall be guilty of a misdemeanor and subject to a fine as provided in Section 1-8.

**Section 6. Effective Date.** This ordinance shall be in full force and effect from and after its passage.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

**ATTEST:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I06

**AGENDA SUBJECT:** Consider Ordinance No. 2019-15, 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 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** May 9, 2019

**EXHIBITS:** [Ordinance No. 2019-15](#)  
[Exhibit A](#) - Planning and Zoning Commission's Preliminary Report

**BACKGROUND INFORMATION:**

The City is proposing an amendment Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments.

On May 8, 2019, the Planning and Zoning Commission met to review the City's proposal 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.

**RECOMMENDED P&Z ACTION:**

**MOTION:** To approve Ordinance No. 2019-15, 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 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments.

**ORDINANCE NO. 2019-15**

**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 BUILDING AND DEVELOPMENT, ARTICLE IV. ZONING DISTRICTS, DIVISION 2 USE BASED ZONING DISTRICTS, SECTION 14-101 REGULATIONS FOR DISTRICT A (SINGLE-FAMILY DWELLING DISTRICT) TO REVISE SUBSECTION (C) TO LIMIT THE TYPES OF MASONRY THAT MAY BE USED FOR VENEER TREATMENTS.**

**WHEREAS**, on May 8, 2019, the Planning and Zoning Commission met to review the City's proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments; and

**WHEREAS**, as a result of the discussions had surrounding said request fully described above, the Planning and Zoning Commission submits its preliminarily report to City Council on May 13, 2019 and asks that it be received; and

**WHEREAS**, the City Council desires to call a joint public hearing with the Commission on the proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

**Section 2.** The Planning and Zoning Commission's Preliminary Report as it relates amendments to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments, is hereby received. The complete and correct copy of the Preliminary Report is attached hereto as "Exhibit A" and fully incorporated for all purposes.

**Section 3.** The City Council and the Planning and Zoning Commission of the City of Jersey Village, Texas will conduct a Joint Public Hearing at 7:00 p.m., June 17, 2019, at the Civic Center Auditorium, 16327 Lakeview, Jersey Village, Texas on the proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments.

**Section 4.** The City Secretary be, and she is hereby, directed to give notice of such public hearing as may be provided by law.

**PASSED, APPROVED, AND ADOPTED** this 13th day of May 2019.

**ATTEST:**

\_\_\_\_\_  
Andrew Mitcham, Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary



# **EXHIBIT A TO THE ORDINANCE**

## **Planning & Zoning Commission Preliminary Report – Veneer**



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION  
PRELIMINARY REPORT – TEXT CHANGE – SECTION 14-101(c)**

The Planning and Zoning Commission has met in order to consider amendments to the Code of Ordinances at Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District), to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments.

After review and discussion, the Commissioners preliminarily propose that amendments be made to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to revise Subsection (c) to limit the types of masonry that may be used for veneer treatments.

This preliminary change to the City’s comprehensive zoning ordinance is more specifically detailed in the proposed ordinance attached as Exhibit “A.”

The next step in the process as required by Section 14-84(c)(2)(b) of the Jersey Village Code of Ordinances is for Council to call a joint public hearing with the Planning and Zoning Commission.

Respectfully submitted, this 8th day of May 2019.

s/R. T. Faircloth, Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



**EXHIBIT A**

**TO THE**

**PLANNING AND ZONING**

**COMMISSION'S**

**PRELIMINARY REPORT**

**ORDINANCE NO. 2019-xx**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, BY AMENDING CHAPTER 14 BUILDING AND DEVELOPMENT, ARTICLE IV. ZONING DISTRICTS, DIVISION 2 USE BASED ZONING DISTRICTS, SECTION 14-101 REGULATIONS FOR DISTRICT A (SINGLE-FAMILY DWELLING DISTRICT) TO REVISE SUBSECTION (C) TO LIMIT THE TYPES OF MASONRY THAT MAY BE USED FOR VENEER TREATMENTS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY AS PROVIDE BY SECTION 1-8 OF THE CODE; AND PROVIDING AN EFFECTIVE DATE.**

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**WHEREAS**, the City Council of the City of Jersey Village, Texas, determines it in the best interest of the health, safety, and welfare of the citizens of the City to amend the Zoning Ordinance; and

**WHEREAS**, the Planning & Zoning Commission has issued its report and has recommended amendments to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 2 Use Based Zoning Districts, Section 14-101 Regulations for District A (Single-Family Dwelling District) to limit the types of masonry that may be used for veneer treatments; and

**WHEREAS**, the Planning & Zoning Commission and City Council have conducted, in the time and manner required by law, a joint public hearing on such amendments; and

**WHEREAS**, the City Council of the City of Jersey Village now deems that such requested amendment to the zoning ordinance is in accordance with the comprehensive plan and is appropriate to grant; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**Section 1.** That the facts and matter set forth in the preamble of this Ordinance are hereby found to be true and correct.

**Section 2.** Chapter 14, “Building and Development,” Article IV. *Zoning Districts*, of the Code of Ordinances of the City of Jersey Village, Texas, is hereby amended to revise subsection (c) in Section 14-101 Regulations for District A (single-family dwelling district), by adding the language underlined to read and provide as follows:

**“Chapter 14 – BUILDING AND DEVELOPMENT**

....

**Sec. 14-101. Regulations for district A (single-family dwelling district).**

....

(c) *Construction.* The exterior walls on all residences in district A shall be a least 75 percent masonry construction to the top elevation line of the building sides of the first floor. Slab on grade home elevations must install masonry **construction skirts** to cover the sub-slab void or crawlspace, below exterior walls. The style and quality of all carports, detached private garages and freestanding structures constructed after a certificate of occupancy shall conform to the original structure; provided, however, that only utility structures may have metal facades.

- (1) Masonry construction may include brick, stucco, or stone material. **Stucco must be integrally colored or otherwise finished with a coating.**
- (2) Use of CMU for exterior wall veneers **is prohibited in this district, except that split-face concrete blocks, integrally colored or otherwise finished with a coating, may be utilized for the construction of veneer skirts for slab on grade home elevations.** EIFS is prohibited.

**Section 3.** Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction shall be fined in accordance with Section 1-8 of The City Code. Each day of violation shall constitute a separate offense.

**Section 4.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2019.

**ATTEST:**

\_\_\_\_\_  
Justin Ray, Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I07

**AGENDA SUBJECT:** Consider Ordinance No. 2019-16, 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 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** May 9, 2019

**EXHIBITS:** [Ordinance No. 2019-16](#)  
[Exhibit A](#) - Planning and Zoning Commission's Preliminary Report

**BACKGROUND INFORMATION:**

The City is proposing an amendment to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts.

On May 8, 2019, the Planning and Zoning Commission met to review the City's proposal 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.

**RECOMMENDED P&Z ACTION:**

**MOTION:** To approve Ordinance No. 2019-16, 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 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts.

**ORDINANCE NO. 2019-16**

**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 BUILDING AND DEVELOPMENT, ARTICLE IV. ZONING DISTRICTS, DIVISION 1 GENERALLY, SECTION 14-88 REGULATIONS THAT APPLY FOR ALL DISTRICTS, TO REVISE SUBSECTION (A)(19)(A) TO PROVIDE FOR SCREENING OF COMMERCIAL DEVELOPMENT FROM RESIDENTIAL ZONING DISTRICTS.**

**WHEREAS**, on May 8, 2019, the Planning and Zoning Commission met to review the City's proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts; and

**WHEREAS**, as a result of the discussions had surrounding said request fully described above, the Planning and Zoning Commission submits its preliminarily report to City Council on May 13, 2019 and asks that it be received; and

**WHEREAS**, the City Council desires to call a joint public hearing with the Commission on the proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

**Section 2.** The Planning and Zoning Commission's Preliminary Report as it relates to amendments to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts, is hereby received. The complete and correct copy of the Preliminary Report is attached hereto as "Exhibit A" and fully incorporated for all purposes.

**Section 3.** The City Council and the Planning and Zoning Commission of the City of Jersey Village, Texas will conduct a Joint Public Hearing at 7:00 p.m., June 17, 2019, at the Civic Center Auditorium, 16327 Lakeview, Jersey Village, Texas on the proposal to amend Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts.

**Section 4.** The City Secretary be, and she is hereby, directed to give notice of such public hearing as may be provided by law.

**PASSED, APPROVED, AND ADOPTED** this 13th day of May 2019.

**ATTEST:**

\_\_\_\_\_  
Andrew Mitcham, Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary



# **EXHIBIT A TO THE ORDINANCE**

## **Planning & Zoning Commission Preliminary Report – Screening**



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION  
PRELIMINARY REPORT – TEXT CHANGE – SECTION 14-88(a)(19)(a)**

The Planning and Zoning Commission has met in order to consider amendments to the Code of Ordinances at Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts.

After review and discussion, the Commissioners preliminarily propose that amendments be made to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts.

This preliminary change to the City’s comprehensive zoning ordinance is more specifically detailed in the proposed ordinance attached as Exhibit “A.”

The next step in the process as required by Section 14-84(c)(2)(b) of the Jersey Village Code of Ordinances is for Council to call a joint public hearing with the Planning and Zoning Commission.

Respectfully submitted, this 8th day of May 2019.

s/R. T. Faircloth, Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



**EXHIBIT A**

**TO THE**

**PLANNING AND ZONING**

**COMMISSION'S**

**PRELIMINARY REPORT**

**ORDINANCE NO. 2019-xx**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, BY AMENDING CHAPTER 14 BUILDING AND DEVELOPMENT, ARTICLE IV. ZONING DISTRICTS, DIVISION 1 GENERALLY, SECTION 14-88 REGULATIONS THAT APPLY FOR ALL DISTRICTS TO REVISE SUBSECTION (A)(19)(A) TO PROVIDE FOR SCREENING OF COMMERCIAL DEVELOPMENT FROM RESIDENTIAL ZONING DISTRICTS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY AS PROVIDED BY SECTION 1-8 OF THE CODE; AND PROVIDING AN EFFECTIVE DATE.**

---

**WHEREAS**, the City Council of the City of Jersey Village, Texas, determines it in the best interest of the health, safety, and welfare of the citizens of the City to amend the Zoning Ordinance; and

**WHEREAS**, the Planning & Zoning Commission has issued its report and has recommended amendments to Chapter 14 Building and Development, Article IV. Zoning Districts, Division 1 Generally, Section 14-88 Regulations that Apply for all Districts, to revise Subsection (a)(19)(a) to provide for screening of commercial development from residential zoning districts; and

**WHEREAS**, the Planning & Zoning Commission and City Council have conducted, in the time and manner required by law, a joint public hearing on such amendments; and

**WHEREAS**, the City Council of the City of Jersey Village now deems that such requested amendment to the zoning ordinance is in accordance with the comprehensive plan and is appropriate to grant; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**Section 1.** That the facts and matter set forth in the preamble of this Ordinance are hereby found to be true and correct.

**Section 2.** Chapter 14, "Building and Development," Article IV. *Zoning Districts*, of the Code of Ordinances of the City of Jersey Village, Texas, is hereby amended to revise subsection (a) in Section 14-88 Regulations that apply for all zoning districts, by adding the language underlined to read and provide as follows:

**"Chapter 14 – BUILDING AND DEVELOPMENT**

....

**Sec. 14-88. Regulations that apply for all zoning districts.**

....

(a) *General regulations.*

....

**(19) Screening.**

....

a. For development of nonresidential lots directly abutting and adjacent to residential ~~lots~~ **zoning districts**, an obscuring wall shall be required. The required wall shall be located inside the nonresidential lot lines abutting and adjacent to the residential ~~lots~~ **zoning districts**; provided, however, where a masonry wall has been constructed in a residential subdivision abutting nonresidential lots prior to development of the nonresidential lots, the masonry wall in the residential lots shall serve as the required screen and shall meet all requirements required of screens on nonresidential lots. Where a masonry wall of at least six feet in height exists in the residential lots abutting a nonresidential development, the nonresidential developer shall provide a buffer yard one and one-half times the width required elsewhere in this Code with two times the landscaping requirements in lieu of a second masonry wall.”

**Section 3.** Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction shall be fined in accordance with Section 1-8 of The City Code. Each day of violation shall constitute a separate offense.

**Section 4.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2019.

**ATTEST:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I08

**AGENDA SUBJECT:** Consider Resolution No. 2019-27, approving the sale of approximately 23.34 acres of land Southeast of US 290 on either side of Jones Road in Jersey Village, Texas, to Collaborate Special Projects, LLC for the sum of \$5,250,000, pursuant to a Real Property Purchase Agreement made by and between the City of Jersey Village and Collaborate Special Projects, LLC; and, authorizing the City Manager to take all appropriate and necessary steps to complete the sale of said property.

**Department/Prepared By:** Austin Bless, City Manager **Date Submitted:** May 8, 2019

**EXHIBITS:** [Resolution No. 2019-27](#)  
[EX A](#) – Property Depiction & Description  
[EX B](#) – TIRZ #2 Project Plan  
[EX C](#) – Draft Real Property Purchase Agreement

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL: AB**

**BACKGROUND INFORMATION:**

Tonight the Council can take another step forward in the development of Village Center. In October 2018 the City purchased approximately 23.34 acres of Land from Jones Road Holding LTD. The City paid \$5,250,000 for that property.

Tonight the Council can enter into a Real Property Purchase Agreement with Collaborate Special Projects LLC to sell the property to them for the amount of \$5,250,000. It is anticipated the sale of this property will close in August of this year.

Last month the Council approved the assignment of the option for the other parcels of land. So with approval of this tonight Collaborate Special Projects will control and own all of the land upon the purchase being completed.

The attached Resolution authorizes the sale of the property and authorizes the City Manager to take all appropriate and necessary steps to complete the sale.

**RECOMMENDED ACTION AND MOTION:**

To approve Resolution No. 2019-27, approving the sale of approximately 23.34 acres of land Southeast of US 290 on either side of Jones Road in Jersey Village, Texas, to Collaborate Special Projects, LLC for the sum of \$5,250,000, pursuant to a Real Property Purchase Agreement made by and between the City of Jersey Village and Collaborate Special Projects, LLC; and, authorizing the City Manager to take all appropriate and necessary steps to complete the sale of said property.

CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019

**RESOLUTION NO. 2019-27**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE SALE OF APPROXIMATELY 23.34 ACRES OF LAND SOUTHEAST OF US 290 ON EITHER SIDE OF JONES ROAD IN JERSEY VILLAGE, TEXAS, TO COLLABORATE SPECIAL PROJECTS, LLC FOR THE SUM OF \$5,250,000, PURSUANT TO A REAL PROPERTY PURCHASE AGREEMENT MADE BY AND BETWEEN THE CITY OF JERSEY VILLAGE AND COLLABORATE SPECIAL PROJECTS, LLC; AND, AUTHORIZING THE CITY MANAGER TO TAKE ALL APPROPRIATE AND NECESSARY STEPS TO COMPLETE THE SALE OF SAID PROPERTY.**

**WHEREAS**, the City of Jersey Village, Texas (the “City”) owns certain real property in Harris County, Texas (the “Property”), a depiction and description of which is attached to this Resolution as “Exhibit A”; and

**WHEREAS**, the Property is wholly located within the City’s Tax Increment Reinvestment Zone #2 (the “TIRZ”); and

**WHEREAS**, the City Council of the City (the “Council”) may exercise any power necessary and convenient to carry the purposes of the TIRZ, including the power to sell real property on the terms and conditions and in the manner it considers advisable, to implement the project plans of the TIRZ, with such power prevailing over any law or municipal charter to the contrary; and

**WHEREAS**, the Council desires to sell the Property to Collaborate Special Projects, LLC (the “Buyer”) in order to bring about the Village Crossing development as specified in the TIRZ Project Plan, a copy of which is attached to this Resolution as “Exhibit B”; and,

**WHEREAS**, the Council and the Buyer have set forth the terms of the sale of the Property in a Real Property Purchase Agreement, a draft version of which is attached to this Resolution as “Exhibit C”; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:**

**Section 1:** That the statements set forth in the Recitals to this Resolution are hereby found and determined to be true and correct and are incorporated herein for all purposes.

**Section 2:** That it will sell the Property to the Buyer for the amount and according to the terms and conditions laid out in a Real Property Purchase Agreement substantially similar to the draft version attached hereto as “Exhibit C”.

**Section 3:** That the City Manager is hereby authorized to take all appropriate and necessary steps to finalize the sale of the Property, including but not limited, to the execution of any and all documents related to the sale of the Property, and any costs associated therewith.

**PASSED AND APPROVED** this 13th day of May 2019.

**ATTEST:**

\_\_\_\_\_  
**Andrew Mitcham, Mayor**



\_\_\_\_\_  
**Lorri Coody, City Secretary**

**EXHIBIT A – PROPERTY DEPICTION & DESCRIPTION**

**EXHIBIT A**  
**Description of the Land**

**TRACT 1:**

All of Restricted "F" of JONES RD. 290 COMMERCIAL RESERVES, a subdivision in Harris County, Texas according to the map or plat thereof recorded in/under Film Code No. 631037 of the Map Records of Harris County, Texas and being the same 10.89 acre tract of land described as Tract I in Special Warranty Deed filed for record under Harris County Clerk's File No. 20080357006.

**TRACT 2:**

All of Restricted Reserve "B" of JONES RD. 290 COMMERCIAL RESERVES, a subdivision in Harris Count, Texas according to the map or plat thereof recorded in/under Film Code No. 631037 of the Map Records of Harris County, Texas and being the same 2.593 acre tract of land described as Tract II and the same 6.543 acre tract of land described as Tract IV in Special Warranty Deed filed for record under Harris County Clerk's File No. 20080357006.

**TRACT 3:**

All of Restricted Reserve "G" of JONES RD. 290 COMMERCIAL RESERVES, a subdivision in Harris Count, Texas according to the map or plat thereof recorded in/under Film Code No. 631037 of the Map Records of Harris County, Texas and being the same 3.321 acre tract of land described as Tract III in Special Warranty Deed filed for record under Harris County Clerk's File No. 20080357006.

**EXHIBIT B – TIRZ #2 PROJECT PLAN**



FINAL FINANCING PLAN  
AND PROJECT PLAN FOR  
TAX INCREMENT  
REINVESTMENT ZONE  
NUMBER 2, CITY OF  
JERSEY VILLAGE, TX

APPROVED February 19, 2018  
Ordinance 2018-05

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## Introduction

The City of Jersey Village (the “City”) incorporated in 1956, and is located in northwest Harris County. The current population of the city is 7,935. The City is approximately 90% built out. The relatively undeveloped land within the City limits and its ETJ are located mainly within this proposed Reinvestment Zone.

The City of Jersey Village teamed with consultants to gather input from community stakeholders (from agencies like Harris County, the Houston-Galveston Area Council, METRO, and private land owners) and develop a conceptual plan for the area south of U.S. 290, known as Jersey Village Crossing. Jersey Village Crossing is a proposed 274 acre mixed-use development that includes a major Transit-Oriented Development component that incorporates preliminary designs for a light rail stop. Recent economic trends indicate that workers want to live in places with destinations, public and civic spaces, vibrant social life, recreational opportunities, and a reasonable commute—all of which are usually included in a mixed-use development. Jersey Village can expect reasonable growth over the next 30 years, with ongoing demand for both residential and non-residential real estate. The TOD site would capture a fair share of that growth so long as it includes a mix of mutually reinforcing land uses for both day and night.

The area designated for Transit Oriented Development (TOD) along U.S. 290 is intended to enhance the relationship between land use and transportation by focusing on design, layout and intensity of use. This area is situated on the south side of the highway. The present plan for this area includes co-location of a new central transit station with the METRO light rail and supportive reuse surrounding the site. When combined with effective transit service, the neighborhood presents more walkable opportunities nearby and safe, comfortable options for routes to walk as well as destinations to walk to. In turn, the transit provides residents and workers in the area reliable transportation choices, extending their options, and supports the more intense use of land. In addition to transit access, characteristics of this land use type often include lower speed roads and narrower cross sections to encourage safe walking, a mix of residential uses within a quarter mile of the transit service, multistory residential, sidewalks buffered from roads, reduced parking and parking behind buildings, and a mix of uses to encourage options nearby to live, work, and play. They may also include adaptive reuse of existing buildings, design elements like awnings on buildings to protect residents from weather, pedestrian scaled lighting, benches, street trees and landscaping. Safe biking facilities like bike lanes and lower road speeds can extend the range of the TOD effective area and can further provide good alternatives to walking and driving short distances.

The City believes that this development can and likely will occur before the transit piece of the development occurs. This development is envisioned to accommodate transit, but is not predicated on the transit before development happens.

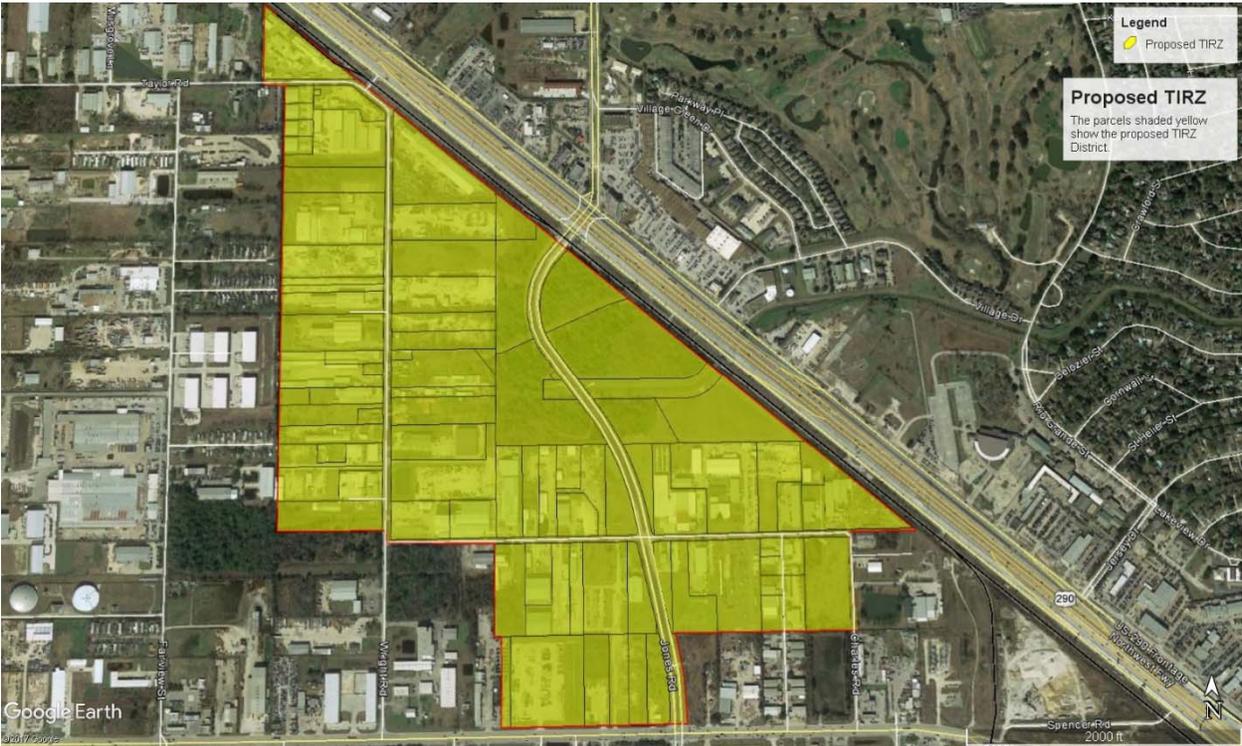
In order to facilitate this development the City is proposing the creation of Tax Increment Revitalization Zone (TIRZ) Number 2, City of Jersey Village, TX. The TIRZ as proposed will allow the City and other taxing entities to partner with each other for public improvements each may have planned for the area. The City believes that a TIRZ is the best mechanism by which to partner with private sector developers to plan, fund, and construct the needed improvements over the long-range time horizon such an ambitious undertaking might require.

Through the TIRZ, the City can both maximize the value of the ETJ to the benefit of voters and citizens, as well as contribute to the community cohesion that comes with planned development. Annexation of the ETJ will be required as part of the project. Annexation may happen through any of the means outlined in Texas State Statutes.

The TIRZ is one layer of funding to help leverage additional funding sources for city improvements. Creating a TIRZ with identified projects is an effective method to communicate the city's key areas for investment and targeted growth.

Map 1: Location of Proposed Tax Increment Reinvestment Zone

The proposed boundaries of the TIRZ are depicted below.



Benefits of the District

The creation of this proposed TIRZ District allows the City of Jersey Village to benefit from new business tax revenue, sales tax revenue, and job creation on property that is currently vacant. In addition, this will also likely spur the development of other underutilized lands to a more productive land use.

It will allow companies to make significant investments within the proposed TIRZ area that has the potential to add over \$520 million to the tax base over the proposed 30 year life of the district.

The City will capture 100% of the taxable real property incremental revenues being created within the TIRZ.

## Project Plan

This Project Plan and Reinvestment Zone Financing Plan (“The Plan”) has been prepared in accordance with the requirements of Chapter 311.011 of the Texas Tax Code and outlines the improvements to be funded and implemented by the proposed Tax Increment Reinvestment Zone Number 2, City of Jersey Village, Texas.

There are also several benefits to the city, other local taxing jurisdictions, and tax payers in general that will be accomplished with this TIRZ. One of those benefits is achieving some of the Comprehensive Plan Goals, which include:

- Invest in infrastructure, activities, and opportunities that will revitalize the highway 290 corridor to maximize its visual appeal, sense of place, and economic value.
- Promote infill and redevelopment of vacant or underutilized parcels.
- Promote the appropriate mix of land uses within the city limits and extraterritorial jurisdiction.
- Ensure that transportation, public services, and utilities are maintained and enhanced to meet the community’s present and future needs.
- Provide public facilities to maintain community safety, and serve existing and new development in an efficient and cost effective manner.
- Highlight the city’s image as a special community by enhancing the visual character of the city’s commercial areas and community entrances.
- Encourage quality family-oriented retail, restaurant, and entertainment opportunities to provide the goods and services valued by jersey village’s residents.

Other benefits for the City include:

- Provides ability to influence quality, timing, and type of development in ETJ.
- Enhances the City’s tax base.
- Provides tool to partner with private developers to construct improvements.

Existing Uses and Conditions

The table below, based on information from the Comp Plan, details the existing land uses and the percentages of their respective areas within the City.

Figure 1: Current Land Uses

Land Use	City Limits		ETJ	
	Acres	Percent	Acres	Percent
Single Family	683	30.2%	15	2.1%
Multi-Family	88	3.9%	0	0.0%
Townhome	21	0.9%	0	0.0%
Manufactured	-	0.0%	25	3.6%
<b>Total Residential</b>	<b>792</b>	<b>35.0%</b>	<b>40</b>	<b>5.7%</b>
Parks and Open Space	83	3.7%	0	0.0%
Public/Semi-Public	180	8.0%	11	1.6%
Private Recreation	134	5.9%	0	0.0%
Retail	44	1.9%	2	0.3%
Office	28	1.2%	0	0.0%
Commercial	182	8.1%	198	28.1%
Industrial	74	3.3%	302	42.9%
Detention Pond/Lake	98	4.3%	5	0.7%
Right-of-Way	446	19.8%	28	4.0%
Railroad Right-of-Way	27	1.2%	0	0.0%
<b>Nonresidential</b>	<b>1,296</b>	<b>57.4%</b>	<b>546</b>	<b>77.6%</b>
<b>Vacant</b>	<b>170.00</b>	<b>7.5%</b>	<b>118</b>	<b>16.8%</b>
<b>Total Acres</b>	<b>2,258</b>		<b>704</b>	

On the following pages are maps that show the existing uses and land conditions of the proposed TIRZ area, along with the current zoning of the area.

Map 2: Existing Uses and conditions of land within and around the TIRZ.



**Existing Land Use  
Jersey Village**

- |               |                      |
|---------------|----------------------|
| Single Family | Retail               |
| Townhome      | Parks and Open Space |
| Multi-Family  | Private Recreation   |
| Office        | Public/Semi-Public   |
| Commercial    | Detention Pond/Lake  |
| Industrial    | Vacant               |
- 
- |  |         |
|--|---------|
|  | City    |
|  | ETJ     |
|  | Streams |

Map 3: The existing land use zoning within the TIRZ.



Map 4: The existing land use zoning with the characteristic zones overlaid.

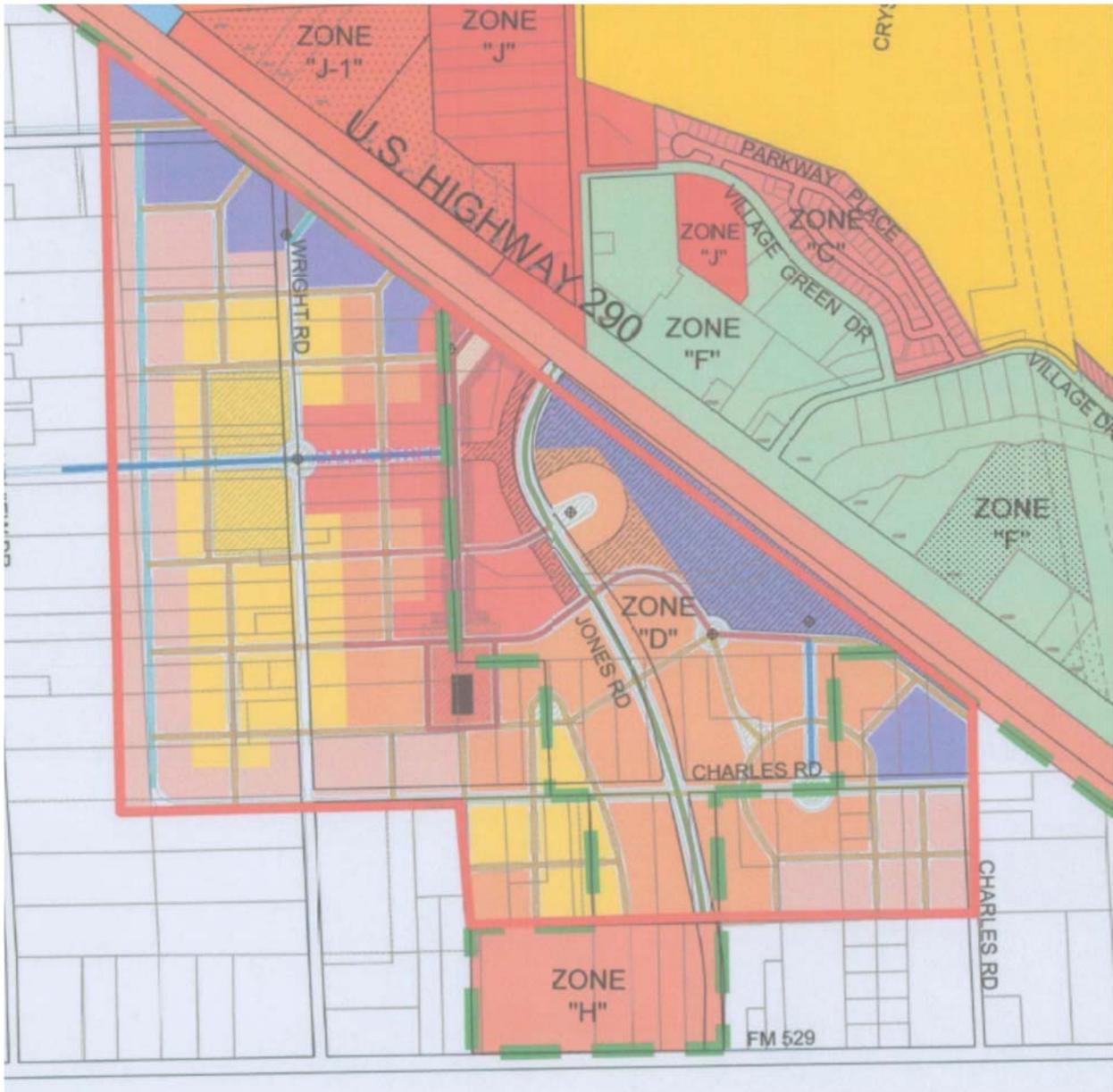
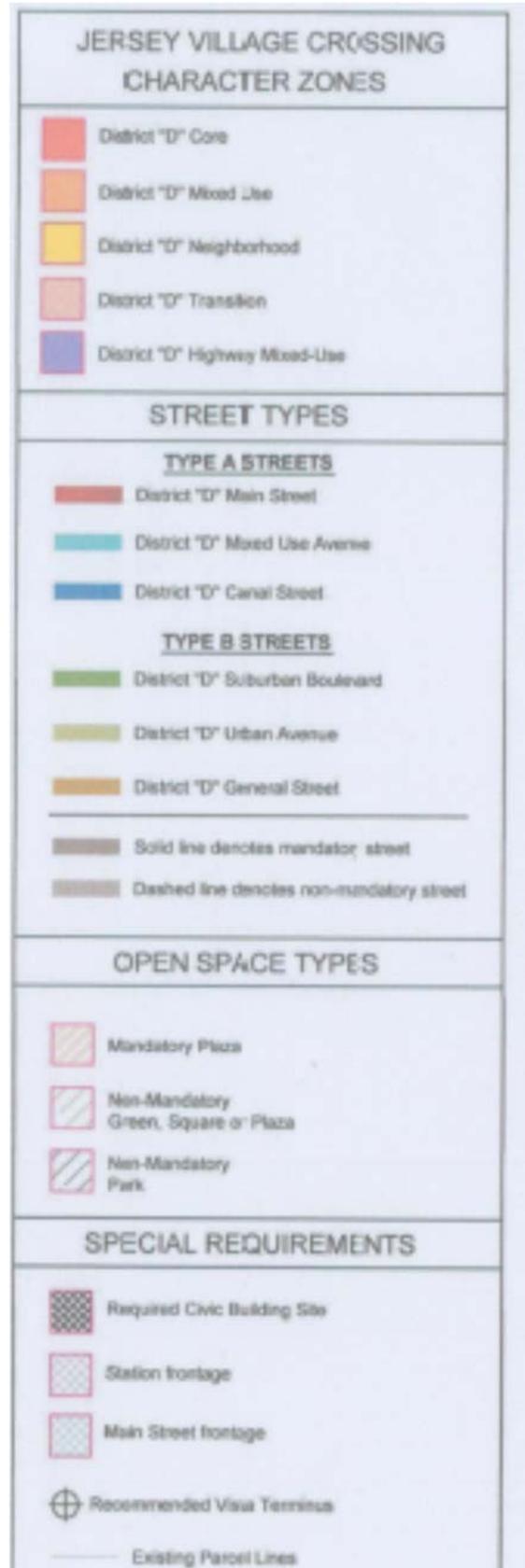


Figure 2: Jersey Village Crossing Character Zones



## Ordinance Changes

Other than ordinance changes that may be required by the annexation and zoning of properties currently in the ETJ, there are no other contemplated changes to the City's Code of Ordinances or Master Plan.

## Non-Project Costs

Non-Project Costs will consist of unreimbursed costs of public rights-of way, utility upgrades, street relocation cost, technology investment, public open space improvements and other private investment. The projects which are expected to result from the TIRZ major infrastructure improvements consist of private investment in various development projects which will include internal infrastructure such as internal roads, water, sewer, and drainage facilities, along with the private development. The total value of such projects can reasonably be projected to total more than \$70 million at TIRZ end.

## Method of Relocation

There are only four parcels in the Zone that are currently used for residential purposes. If relocation is necessary it will be done in accordance with all applicable city, state, and federal requirements.

Certain TIRZ eligible projects such as road improvements may result in the relocation of existing uses depending upon its final alignment. If relocation becomes necessary and in instances where appropriate, costs associated with such relocation may, on a case-by-case basis, be considered as eligible project costs, as determined by the Board of Directors of the TIRZ. In addition, the TIRZ Board and City will consider and utilize such other methods as are available, cost effective, and efficient to aid in the relocation with due weight being given to the availability of tax increments to pay related costs.

## Financing Plan

### Financial Plan Narrative

The City views its participation in the development of the Jersey Crossing area as vital to the success of the development of this area, and the long-term growth of Jersey Crossing as a community asset. The cost of the development within the proposed Zone will be a public private partnership model that has been successful in numerous other communities. The TIRZ is intended to provide a funding and/or reimbursement mechanism for major public infrastructure to provide improved roadways and public utilities to un-served properties within the zone, along with the various landscape, beautification, and urban design components that are already part of the Form Based Codes in place in this area. The comprehensive and long-term nature of the project will promote stability, sustainable commercial, retail, and light industrial opportunities in an area that is currently underutilized and undervalued. The TIRZ may fund all or a portion of the eligible projects.

### Estimated Project Costs

The City of Jersey Village is proposing the following Financial Plan, which is presented below. The dollar amounts are approximate estimates based upon assumptions that can be made of how the land will be developed. The estimates used for Capital Costs were gathered from various studies done by the city over the years, include the Impact Fee Study in 2015 and the TOD Study done in 2010. The base costs

were given an inflation factor of 4% annually from the original date of their estimate, to help arrive at the estimated costs.

Proposed Budget	Amount	Category	Authorized by Tax Code
Water/Sewer	\$ 11,000,000	Capital Costs	311.002(1)(A)
Roads/sidewalks	\$ 12,000,000	Capital Costs	311.002(1)(A)
Drainage	\$ 12,000,000	Capital Costs	311.002(1)(A)
Traffic/Parking	\$ 19,000,000	Capital Costs	311.002(1)(A)
Civic Facilities	\$ 9,300,000	Capital Costs	311.002(1)(A)
Acquisition of land/easements	\$ 10,000,000	Capital Costs	311.002(1)(A)
Interest/financing	\$ 17,000,000	Interest/Financing	311.002(1)(B)
Professional Services	\$ 5,000,000	Professional Services	311.002(1)(D)
Administrative Costs	\$ 9,000,000	Administrative Costs	311.002(1)(E)
Relocation	\$ 2,000,000	Relocation	311.002(1)(F)
Organizational costs	\$ 600,000	Organizational costs	311.002(1)(G)
Operating Costs	\$ 10,000,000	Operating Costs	311.002(1)(I)
Grants	\$ 20,000,000	Discretionary	311.002(1)(L)
<b>Total Expenses</b>	<b>\$ 136,900,000</b>		

The project costs should be adjusted to actual development plans and actual bid costs when the projects occur. The intent of the plan is to show what projects can be completed and funded with tax increment revenues. It is likely that tax increments could exceed the estimates listed above and that costs could be moved between line items.

In addition to the projects described above projects that are eligible pursuant to the Texas Tax Code shall also be considered eligible project costs. The TIRZ will fund project costs at the discretion and approval of the Board of Directors of the TIRZ and the City Council.

### Kind, Number and Location of Proposed Public Improvements

Some of the public improvements being proposed include streets and utilities, including water, sewer, and drainage.

For wastewater projects the following are anticipated to be needed, along with the potential costs:

1	Charles Road 8" Wastewater Line	\$565,800
2	Jones Road Area 8" Wastewater Line	\$162,900
3	Charles Road Area 8" Wastewater Line	\$317,400
4	Proposed Lift Station #1 & 12" Force Main	\$791,700
5	Wright Road 10" Wastewater Line	\$775,600

\*Source: Water & Wastewater Impact Fee Report, November 2015, City of Jersey Village.

The more precise locations are depicted in Exhibit A attached to this document.

For water projects the following are anticipated to be needed along with the potential costs:

1	Hwy 290 8" & 12" Water Line	\$605,900
2	FM 529 8" & 12" Water Line	\$847,400
3	Charles Road 8" & 12" Water Line Loop	\$903,900
4	Wright Road 12" Water Line	\$884,600

\*Source: Water & Wastewater Impact Fee Report, November 2015, City of Jersey Village.

This is depicted in Exhibit B attached to this document.

Drainage for storm water will also have to be implemented. It is anticipated the drainage would be located along Jones Road, Charles Road, Wright Road, and the "Main Street" in the Jersey Crossing area.

The majority of these improvements will be required in the ETJ area of the City, as that area is currently without these services. The water and sewer plans have already been outlined in the "Water & Wastewater Impact Fee Report" dated November 2015 by the City of Jersey Village.

Street layouts have been preliminary laid out, and are depicted in Map 4.

It must be stated that while the tentative location for these public improvements have been identified, final alignments will be determined at the time of design. Public infrastructure improvements and civic facilities will be considered eligible projects anywhere within the zone.

### Economic Feasibility

Currently the estimated project costs for the TIRZ are \$136,900,000. The City will use 100% of the incremental increase of the Tax Rate for the entire 30-year life of the TIRZ. That

In 2010 the City had a Market Feasibility Analysis & Fiscal Impact Assessment done for the Transit Oriented Development, which is the TIRZ area. This report was completed by TXP, INC. That report shows the project the City is hoping to accomplish with the TIRZ is economically feasible.

That report looked at the amount of square footage that could reasonably be anticipated to be added in three separate categories. They are: Residential Use, Retail/Restaurants/Entertainment, and Office space. The report also provides the projected amount of property value that each of those three development areas would add.

#### Square Footage/Units By Phase

	Residential Units	Retail/Rest./Ent.	Office
Phase One	378	344,622	187,497
Phase Two	125	51,949	28,264
Phase Three	421	185,003	100,654
TOTATL	924	581,574	316,415

Property Values By Phase

	Residential Units	Retail/Rest./Ent.	Office	Totals
Phase One	\$59,841,800	\$39,631,560	\$21,562,172	\$121,035,532
Phase Two	\$79,552,414	\$45,605,745	\$24,812,521	\$149,970,680
Phase Three	\$146,107,500	\$66,881,125	\$36,387,725	\$249,376,350

We have used these property values by phase for our calculations for what the valuation will increase by and when. Those charts are on the following pages, under the section titled Estimated Captured Appraised Value by Year.

Based upon those numbers, the current tax rate of the City, and an estimated 1% annual appreciation rate of property values, the city will capture \$137,817,090 in incremental taxes over the 30-year life of the Zone. Current project costs are estimated to be \$136,900,000 over the 30-year life of the zone. The revenues projected exceed the expenses projected.

It should be noted as well that these revenues do not take into consideration any additional sales tax revenues the city would collected from the retail, restaurant, or entertainment establishments or any other miscellaneous licenses, fines, or fees the city man collect. The Fiscal Impact Assessment previously mentioned estimates that revenue to be over \$2.6 million annually. This economic analysis does not include any contribution Harris County would make if they choose to participate.

Estimate of Bonded Indebtedness To Be Incurred

Bonds, notes or other obligations may be issued to yield net proceeds sufficient to pay all or a portion of the eligible project costs and related professional fees that are currently estimated at, but are not limited to, \$136,900,000. The City, at its sole discretion, may issue or cause to be issued bonds, notes, or other obligations secured by tax increment revenues, the proceeds of which could be used to pay for or reimburse Project Costs, including public improvements, capitalized interest, professional fees, developer interest and costs of issuance of the bonds.

Estimated Time When Monetary Obligations Are To Be Incurred

Bond issuances, if necessary, will occur at appropriate times as determined by the City and the City’s Financial Advisor. Project Costs, administrative costs, and costs related to the creation and organization of the TIRZ may be paid from the issuance of bonds or directly from tax increment revenue.

Methods and Sources of Financing

The primary source of revenue for the TIRZ will be ad valorem property taxes generated on the annual incremental value above the base year value. The City of Jersey Village will participate at 100% of the increment for the duration of the TIRZ. The City is hopeful that Harris County will also participate in the TIRZ, however at this time the County has not yet committed to participating.

To ensure timely construction of public improvements, both pay-as-you-go and various methods of financing may be utilized. These include:

- Tax Increment Bonds or Notes. As allowed by annual incremental increases in Zone assessed value, tax-exempt tax increment bonds or notes may be issued to fund improvements.
- Direct Reimbursements. Projects that are closely related to particular private development projects or public infrastructure programs of public agencies, municipalities, and authorities may be financed through reimbursement agreements with a developer, public agency, municipality, or authority using a direct payment annually from the TIRZ increment fund.
- Other private financing. Some projects may be financed on a short-term basis through private financial institutions.
- Grants/Other Public Funds. To the extent permitted by law, efforts will be made to leverage TIRZ funds with other public funds and economic development tools.

### Duration of Zone

It is being proposed that the Zone be established for a period of 30 years. As such, the final year of tax increment revenues being captured would be in 2047. Therefore, the zone would terminate on December 31, 2047.

### Current Appraised Value of Taxable Real Property

Based on the 2017 Harris County Appraisal District tax roll, the estimated base year value of the proposed TIRZ will be \$18,861,575. These are the parcels already within the City of Jersey Village. Parcels that are currently in the ETJ of the City are valued at \$56,012,592. Since they are not currently taxed by the City they are not counted as part of the base year valuation.

### Estimated Captured Appraised Value By Year

The tables on the following page shows the Captured Appraised Value and the resulting revenue from the City and County. Harris County has chosen not to participate at this time.

<b>Jersey Village</b>					
TIRZ Year	Year	Assessed Value	Taxes Collected		
Base	2017	\$18,861,575	\$ 140,047		
TIRZ Year	Year	Projected Annual Assessed Value	Gross New Incremental Taxes Collected	Estimated New Construction Value Added	Estimated New Annexation Value Added
1	2018	\$ 19,050,191	\$ 1,400		
2	2019	\$ 197,414,638	\$ 1,325,756	\$ 121,035,500	\$ 57,138,445
3	2020	\$ 349,359,484	\$ 2,453,947	\$ 149,970,700	
4	2021	\$ 602,229,479	\$ 4,331,507	\$ 249,376,400	
5	2022	\$ 608,251,774	\$ 4,376,222		
6	2023	\$ 614,334,292	\$ 4,421,385		
7	2024	\$ 620,477,634	\$ 4,466,999		
8	2025	\$ 626,682,411	\$ 4,513,070		
9	2026	\$ 632,949,235	\$ 4,559,601		
10	2027	\$ 639,278,727	\$ 4,606,597		
11	2028	\$ 645,671,514	\$ 4,654,064		
12	2029	\$ 652,128,230	\$ 4,702,005		
13	2030	\$ 658,649,512	\$ 4,750,425		
14	2031	\$ 665,236,007	\$ 4,799,330		
15	2032	\$ 671,888,367	\$ 4,848,724		
16	2033	\$ 678,607,251	\$ 4,898,612		
17	2034	\$ 685,393,323	\$ 4,948,998		
18	2035	\$ 692,247,257	\$ 4,999,889		
19	2036	\$ 699,169,729	\$ 5,051,288		
20	2037	\$ 706,161,426	\$ 5,103,201		
21	2038	\$ 713,223,041	\$ 5,155,634		
22	2039	\$ 720,355,271	\$ 5,208,591		
23	2040	\$ 727,558,824	\$ 5,262,077		
24	2041	\$ 734,834,412	\$ 5,316,098		
25	2042	\$ 742,182,756	\$ 5,370,660		
26	2043	\$ 749,604,584	\$ 5,425,767		
27	2044	\$ 757,100,630	\$ 5,481,425		
28	2045	\$ 764,671,636	\$ 5,537,640		
29	2046	\$ 772,318,352	\$ 5,594,417		
30	2047	\$ 780,041,536	\$ 5,651,761		
Avg. Annual		\$ 637,569,051	\$ 4,593,903		
Cummulative			\$ 137,817,090	\$ 520,382,600	\$ 57,138,445
		<b>Assumptions:</b>			
		Years in Projection	30		
		Tax Rate (Per hundred)	\$ 0.7425		
		Annual Appreciation of District	1%		

<b>Harris County</b>				
TIRZ Year	Year	Assessed Value	Taxes Collected	
Base	2017	\$74,874,167	\$ 140,047	
TIRZ Year	Year	Projected Annual Assessed Value	Gross New Incremental Taxes Collected	Estimated New Value Added
1	2018	\$ 75,622,909	\$ 236,445	\$ -
2	2019	\$ 197,414,638	\$ 743,781	\$ 121,035,500.0
3	2020	\$ 349,359,484	\$ 1,376,722	\$ 149,970,700.0
4	2021	\$ 602,229,479	\$ 2,430,077	\$ 249,376,400.0
5	2022	\$ 608,251,774	\$ 2,455,164	\$ -
6	2023	\$ 614,334,292	\$ 2,480,501	\$ -
7	2024	\$ 620,477,634	\$ 2,506,092	\$ -
8	2025	\$ 626,682,411	\$ 2,531,938	\$ -
9	2026	\$ 632,949,235	\$ 2,558,044	\$ -
10	2027	\$ 639,278,727	\$ 2,584,410	\$ -
11	2028	\$ 645,671,514	\$ 2,611,039	\$ -
12	2029	\$ 652,128,230	\$ 2,637,936	\$ -
13	2030	\$ 658,649,512	\$ 2,665,101	\$ -
14	2031	\$ 665,236,007	\$ 2,692,537	\$ -
15	2032	\$ 671,888,367	\$ 2,720,248	\$ -
16	2033	\$ 678,607,251	\$ 2,748,237	\$ -
17	2034	\$ 685,393,323	\$ 2,776,505	\$ -
18	2035	\$ 692,247,257	\$ 2,805,055	\$ -
19	2036	\$ 699,169,729	\$ 2,833,892	\$ -
20	2037	\$ 706,161,426	\$ 2,863,016	\$ -
21	2038	\$ 713,223,041	\$ 2,892,432	\$ -
22	2039	\$ 720,355,271	\$ 2,922,142	\$ -
23	2040	\$ 727,558,824	\$ 2,952,149	\$ -
24	2041	\$ 734,834,412	\$ 2,982,456	\$ -
25	2042	\$ 742,182,756	\$ 3,013,067	\$ -
26	2043	\$ 749,604,584	\$ 3,043,983	\$ -
27	2044	\$ 757,100,630	\$ 3,075,209	\$ -
28	2045	\$ 764,671,636	\$ 3,106,746	\$ -
29	2046	\$ 772,318,352	\$ 3,138,600	\$ -
30	2047	\$ 780,041,536	\$ 3,170,771	\$ -
Avg. Annual		\$ 639,454,808	\$ 2,585,143	
Cummulative			\$ 77,554,295	\$ 520,382,600
Assumptions:				
Years in Projection			30	
Tax Rate (Per hundred)			\$ 0.4166	
Annual Appreciation of District			1%	

Exhibit A: Wastewater Project Location Map



Exhibit B: Water Project Location Map



**EXHIBIT C – DRAFT REAL PROPERTY PURCHASE AGREEMENT**

**AGREEMENT OF PURCHASE AND SALE OF REAL PROPERTY:**  
**UNIMPROVED PROPERTY**

**ARTICLE 1: PROPERTY/PURCHASE PRICE**

**1.1 Certain Basic Terms.**

- (a) Seller: City of Jersey Village, Texas
- (b) Purchaser: Collaborate Special Projects, LLC
- (c) Effective Date: The latest date of execution by Seller or Purchaser, as indicated on the signature page.
- (d) Purchase Price: \$5,250,000.00
- (e) Earnest Money: \$100.00
- (f) Due Diligence Period: Thirty (30) days after the Effective Date.
- (g) Closing Date: August 31, 2019, or on such earlier date as Purchaser designates by written notice to Seller and the Title Company.
- (h) Title Company: \_\_\_\_\_  
Attn: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_
- (i) Brokers: None.

**1.2 Property.**

Subject to the terms and conditions of this Agreement of Purchase and Sale of Real Property for Unimproved Property (this "**Agreement**"), Seller agrees to sell to Purchaser, and Purchaser agrees to purchase from Seller, the following property (collectively, the "**Property**"):

- (a) The "**Real Property**" being that certain tract or parcel of land containing approximately 23.34 acres as more particularly described on **Exhibit A** attached hereto together with: (i) all and singular the rights, benefits, privileges, easements, tenements, hereditaments, and appurtenances therein or in anywise appertaining to such real property; (ii) all right, title and interest to all minerals, oil, gas, and other hydrocarbon substances thereon or thereunder; (iii) all air, water, riparian, and solar rights related thereto; and, (iv) all right, title, and interest of Seller in and to all strips and gores and any land lying in the bed of any street, road, or alley, open or proposed, adjoining such real property. The Deed and all other documents to be delivered at Closing shall use the metes and bounds description or lot and block reflected in the final completed version of the Survey, as approved by Purchaser and Seller, such approval not to be unreasonably withheld or delayed. Seller and Purchaser acknowledge that the description of the Real Property set forth above and the depiction set forth in **Exhibit A** hereto may be legally insufficient for the purposes of supporting an action to enforce this Agreement. As such, Seller and Purchaser confirm unto one another that notwithstanding any

insufficiency, the parties desire to be bound by their respective agreements to sell and purchase the Property as described herein. Therefore, since the parties are desirous of executing this Agreement and to provide for the right of Seller or Purchaser to demand and successfully enforce the terms hereof and to ensure such right is not precluded due to the legal description of the Property, Seller and Purchaser agree that: (i) they are experienced in transactions of the nature provided for in this transaction; (ii) that, in fact, they specifically are familiar with the location of the Property; (iii) each party waives any and all claims of an insufficient legal description in a cause of action for enforcement hereof; and, (iv) upon approval by Seller and Purchaser of the Survey, the metes and bounds description of the Property prepared by the Surveyor shall become the legal description of the Property hereunder. Upon approval of the metes and bounds description of the Property prepared by the Surveyor or the current lot and block description of the Property as created per plat, as applicable, Seller and Purchaser agree that such metes and bounds description or lot and block description, as applicable, of the Property shall automatically, without the necessity of further action, be substituted for **Exhibit A** attached hereto; provided, however, that upon the request of either party hereto, Seller and Purchaser agree to amend this Agreement to evidence the substitution of such approved metes and bounds description or lot and block description, as applicable, for **Exhibit A** hereto.

- (b) Seller's interest in the "**Intangible Personal Property**" being all intangible personal property related to the Real Property, including, without limitation: (i) all trade names and trademarks associated with the Real Property including Seller's rights and interests in the name of the Real Property; (ii) warranties, contract rights related to the construction, operation, ownership, or management of the Real Property (but excluding Seller's obligations thereunder); (iii) governmental permits, approvals, and licenses (to the extent assignable); and, (iv) telephone exchange numbers (to the extent assignable).

### 1.3 **Earnest Money.**

- (a) Within three (3) business days after the Effective Date, Purchaser shall deposit the Earnest Money with the Title Company. The Title Company shall pay the Earnest Money to Seller at and upon the Closing (as hereinafter defined) or otherwise, to the party entitled to receive the Earnest Money in accordance with this Agreement. The Earnest Money shall be held and disbursed by the Title Company pursuant to this Agreement.
- (b) Seller and Purchaser agree and acknowledge that One Hundred Dollars (\$100.00) of the Earnest Money shall be paid to Seller if this Agreement is terminated for any reason pursuant to the terms of Section 2.2 hereof (the "**Independent Contract Consideration**"). Moreover, Seller and Purchaser agree and acknowledge that the Independent Contract Consideration has been bargained for and agreed as additional consideration for Seller's execution and delivery of this Agreement. At Closing, the Independent Contract Consideration shall be applied to the Purchase Price.

## ARTICLE 2: INSPECTION

### 2.1 **Seller's Delivery of Specified Documents.**

Within ten (10) days after the Effective Date, Seller shall provide to Purchaser the following documents (the "**Specified Documents**"):

- (a) Operating Statements. Operating statements of the Property for the thirty-six (36) months preceding the Effective Date;
- (b) Tax Statements. Copies or a summary of ad valorem tax statements relating to the Property for the current year, other current tax period, and for the thirty-six (36) months preceding the Effective Date and all information regarding special assessments for the Property;
- (c) Utilities. All utility availability letters, together with copies of all invoices for utilities incurred by Seller for the Property in the twenty-four (24) months immediately preceding the Effective Date;
- (d) Service Contracts. Copies of all management, service, supply, equipment rental, and other contracts related to the Property (the “**Service Contracts**”) together with a list of same;
- (e) Maintenance Records. All available maintenance work orders for the twelve (12) months preceding the Effective Date;
- (f) Environmental Reports. Any environmental, soils, or geotechnical reports in Seller’s possession or control related to the Property;
- (g) Existing Title and Survey Documents. Copy of Seller’s existing title insurance policy and any existing surveys of the Property (including, without limitation, archaeological, boundary, topographic, and tree surveys);
- (h) Certificates/Permits. A copy of all governmental permits, approvals, licenses, and certificates for occupancy related to the Property (the “**Permits**”);
- (i) Governmental Correspondence. Any written notices, reports, citations, orders, decisions, correspondence, or memoranda from any governmental authority addressed to Seller (including, but not limited to, copies of any zoning letters) and applications by Seller to any governmental authority;
- (j) Warranties. Any existing warranties currently in force with respect to the Property; and
- (k) Litigation. All available pleadings or documents relating to pending or threatened litigation with respect to the Property.

Seller shall provide to Purchaser any documents described above and coming into Seller’s possession or control or produced by Seller after the initial delivery above and to continue to provide same during the pendency of this Agreement.

## 2.2 Due Diligence.

- (a) Purchaser shall have through the last day of the Due Diligence Period in which to examine, inspect, and investigate the Property and, in Purchaser’s sole and absolute judgment and discretion, to determine whether the Property is acceptable to Purchaser and to obtain all necessary internal approvals. Notwithstanding anything to the contrary in this Agreement, Purchaser may terminate this Agreement for any reason whatsoever by giving notice of termination to Seller on or before the last day of the Due Diligence Period. If Purchaser does not give the notice of termination, this Agreement shall continue in full force and effect. If

this Agreement terminates pursuant to this Section 2.2, the Earnest Money (less the Independent Contract Consideration) shall be refunded to Purchaser immediately upon request, and all further rights and obligations of the parties under this Agreement shall terminate except for all indemnity obligations of the parties hereto or other provisions of this Agreement that expressly survive the termination of this Agreement.

- (b) During the pendency of this Agreement, Purchaser shall have reasonable access to the Property for the purpose of conducting surveys, architectural, engineering, geotechnical, and environmental inspections and tests (including intrusive inspection and sampling) and any other inspections, studies, or tests reasonably required by Purchaser. Seller shall cooperate with Purchaser in connection with Purchaser's due diligence as reasonably requested by Purchaser. Prior to entry upon the Property, Purchaser and Purchaser's agents or representatives accessing the Property shall obtain and deliver to Seller a certificate of insurance naming Seller as an additional insured, evidencing commercial general liability insurance coverage with combined single limits of not less than two thousand dollars (\$2,000,000) from an underwriter reasonably acceptable to Seller. Purchaser agrees to indemnify Seller and to hold harmless and defend Seller from and against any and all claims, demands, causes of action, damages, liabilities, costs, and expenses including, without limitation, reasonable attorneys' fees and court costs, which are asserted against, suffered, or incurred by Seller as a result of any inspection, testing, or examination of the Property by Purchaser or its agents or representatives; provided, however, that in no event shall such indemnity apply to either: (i) matters merely discovered by Purchaser or any of Purchaser's representatives or agents, but not originally caused or exacerbated by any of Purchaser or Purchaser's representatives or agents; or, (ii) to the extent caused by the gross negligence or willful misconduct of Seller or any of its representatives or agents. Purchaser further agrees that it shall be solely responsible for any and all costs associated with the inspections described in this Section 2.2 and agrees to promptly discharge or contest (after first depositing adequate security therefor with Seller) any liens that are filed against the Property as a result of such inspections. Promptly following each such inspection, Purchaser shall restore the Property to substantially the same condition as existed prior to such inspections. In the course of its inspections Purchaser may make inquiries to third parties including, without limitation, lenders, contractors, parties to Service Contracts, and municipal, local, and other government officials and representatives, and Seller consents to such inquiries. The terms of this Section 2.2 shall survive the Closing and any termination of this Agreement.

### **2.3 Due Diligence Period Extensions.**

There shall be no option to extend the Due Diligence period.

### **2.4 Use Approvals.**

Seller shall, at no cost to Seller, reasonably assist and cooperate with Purchaser in Purchaser's attempts to obtain all zoning and land use approvals, variances, amendments, or other changes required by all applicable governmental authorities or private parties under any applicable deed restrictions to allow the Property to be used for Purchaser's intended use as a charter school, without any conditions or contingencies (collectively, the "Use Approvals"). Such assistance and cooperation includes, without limitation, timely execution by Seller of any documents in connection therewith, provided such documents do not impose any liability or obligation on Seller or the Property, and provided further that in no event shall the Use Approvals become

binding on the Property or Seller prior to the Closing Date. Seller shall notify Purchaser promptly of the receipt of comments, notices, or requests from any governmental entities or private parties relating to the Use Approvals, and shall supply Purchaser with copies of all correspondence between Seller or any of its representatives and governmental entities with respect to the Use Approvals.

## **2.5 CCRs.**

If the Property is subject to or encumbered by any Covenants, Conditions and Restrictions, or similar instrument (“CCRs”) governing or affecting the use, operation, maintenance, management, or improvement of the Property, then Purchaser may request during the Due Diligence Period that Seller request from the association or other entity having governing or approval rights under the CCRs an estoppel certificate from such association or other entity, in form and substance satisfactory to Purchaser. Seller shall request that such entity sign such estoppel certificate, and Seller shall deliver any response to Purchaser. In addition, Purchaser may request during the Due Diligence Period that Seller execute and deliver a recordable assignment, in form and substance satisfactory to Purchaser, assigning any and all developer, declarant or other related rights or interests of Seller in or under the CCRs, if Seller holds such rights or interests.

## **2.6 Plat.**

If required by any governmental authority in order for Seller to convey the Property to Purchaser, then during the Due Diligence Period, Purchaser shall initiate the process for a subdivision plat of the Property, subdividing the Property as a separate legal parcel from the larger tract of which it is a part (the “Subdivision Plat”). Purchaser shall promptly provide Seller with copies of preliminary and final drafts of the Subdivision Plat as they become available for Seller’s review and approval. The Subdivision Plat and all applications and submittals relative thereto shall be subject to the review and approval of Seller and Purchaser such approval not to be unreasonably withheld, conditioned, or delayed. Purchaser shall pay all fees, costs, and expenses related to the preparation, processing, and filing of the Subdivision Plat and all other expenses relating thereto. Neither Purchaser nor Seller shall unreasonably withhold or delay approval of the Subdivision Plat. The Subdivision Plat will be finalized and filed of public record prior to Closing, and Closing shall be automatically extended until such time as the Plat is approved by the applicable governmental authority and filed of record. To the extent that the Subdivision Plat contains any development or other obligation, Purchaser shall indemnify and hold harmless Seller from and against all such obligations. It shall be Purchaser’s sole responsibility to obtain a Subdivision Plat; provided, however, that Seller shall cooperate with Purchaser in all aspects of the plat-approval process. If Purchaser is unable to finalize the Subdivision Plat due to any requirements of the applicable governmental authorities which relate to property outside of the Property which cannot be satisfied within thirty (30) days of Purchaser’s initial submission of the Plat, then Purchaser shall have the right to terminate this Agreement upon written notice to Seller and be entitled to a return of the Earnest Money (less the Independent Contract Consideration) and all further rights and obligations of the parties under this Agreement shall terminate except for all indemnity obligations of the parties hereto or other provisions of this Agreement that expressly survive the termination of this Agreement.

## 2.7 Property Condition.

EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES SET FORTH IN THIS AGREEMENT AND IN THE DOCUMENTS TO BE DELIVERED AT CLOSING, THE PROPERTY IS BEING CONVEYED “AS IS, WHERE IS”. EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES SET FORTH IN THIS AGREEMENT AND IN THE DOCUMENTS TO BE DELIVERED AT CLOSING, PURCHASER ACKNOWLEDGES THAT SELLER HAS NOT MADE, DOES NOT MAKE, AND SPECIFICALLY NEGATES AND DISCLAIMS ANY REPRESENTATIONS, WARRANTIES, PROMISES, COVENANTS, AGREEMENTS, OR GUARANTIES OF ANY KIND OR CHARACTER WHATSOEVER, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, OF, AS TO, CONCERNING, OR WITH RESPECT TO: (I) THE VALUE, NATURE, QUALITY, OR CONDITION OF THE PROPERTY, INCLUDING, WITHOUT LIMITATION, THE WATER, SOIL, AND GEOLOGY; (II) THE SUITABILITY OF THE PROPERTY FOR ANY AND ALL ACTIVITIES AND USES WHICH MAY BE CONDUCTED THEREON; (III) THE COMPLIANCE OF OR BY THE PROPERTY WITH ANY LAWS, RULES, ORDINANCES, OR REGULATIONS OF ANY APPLICABLE GOVERNMENTAL AUTHORITY OR BODY; (IV) THE HABITABILITY, MERCHANTABILITY, MARKETABILITY, PROFITABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OF THE PROPERTY; OR, (V) ANY OTHER MATTER WITH RESPECT TO THE PROPERTY. EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES SET FORTH IN THIS AGREEMENT AND IN THE DOCUMENTS TO BE DELIVERED AT CLOSING, PURCHASER FURTHER ACKNOWLEDGES THAT SELLER HAS NOT MADE, DOES NOT MAKE, AND SPECIFICALLY NEGATES AND DISCLAIMS ANY REPRESENTATIONS OR WARRANTIES REGARDING COMPLIANCE OF THE PROPERTY WITH ANY ENVIRONMENTAL PROTECTION, POLLUTION, OR LAND USE LAWS, RULES, REGULATIONS, ORDERS, OR REQUIREMENTS, INCLUDING, WITHOUT LIMITATION, THOSE PERTAINING TO SOLID WASTE, AS DEFINED BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY REGULATIONS AT 40 C.F.R., PART 261, OR THE DISPOSAL OR EXISTENCE, IN OR ON THE PROPERTY, OF ANY HAZARDOUS SUBSTANCES, AS DEFINED BY THE COMPREHENSIVE ENVIRONMENTAL RESPONSE COMPENSATION AND LIABILITY ACT OF 1980, AS AMENDED, AND THE REGULATIONS PROMULGATED THEREUNDER. EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES SET FORTH IN THIS AGREEMENT AND IN THE DOCUMENTS TO BE DELIVERED AT CLOSING, SELLER SHALL NOT BE LIABLE OR BOUND IN ANY MANNER BY ANY VERBAL OR WRITTEN STATEMENTS, REPRESENTATIONS, OR INFORMATION PERTAINING TO THE PROPERTY OR THE OPERATION THEREOF, FURNISHED BY ANY PARTY PURPORTING TO ACT ON BEHALF OF SELLER. THE PROVISIONS OF THIS SECTION 2.7 SHALL SURVIVE CLOSING.

## ARTICLE 3: TITLE AND SURVEY REVIEW

### 3.1 Delivery of Title Commitment and Survey.

Seller shall cause to be prepared and delivered to Purchaser and its counsel within ten (10) days after the Effective Date: (i) a current, effective commitment for title insurance (the “Title Commitment”) issued by the Title Company, in the amount of the Purchase Price with

Purchaser as the proposed insured, and accompanied by true, complete, and legible copies of all documents referred to in the Title Commitment; and, (ii) Seller's existing survey of the Property (the "**Survey**"). Purchaser shall have the right, within thirty (30) days after receipt of the Title Commitment and all title exception documents, to obtain a new (dated on or after the Effective Date) on-the-ground Texas Category 1A, Condition II land title survey of the Property including a certification addressed to Purchaser, the Title Company and such other parties as Purchaser may specify (the "**New Survey**"). Should Purchaser obtain the New Survey: (i) the New Survey shall be considered the "**Survey**" for all purposes under this Agreement; and, (ii) upon completion of the New Survey the metes and bounds description of the Property prepared in connection with the New Survey will be used to describe the Property in all closing documents used to consummate the transaction contemplated by this Agreement.

### **3.2 Title Review and Cure.**

Purchaser shall notify Seller in writing (the "**Title Notice**") within thirty (30) days after last to be received by Purchaser of the Title Commitment, including all documents referred to in the Title Commitment, and the Survey, which exceptions to title (including Survey matters), if any, will not be accepted by Purchaser (the "**Title Review Period**"). If Purchaser fails to notify Seller in writing of its disapproval of any exceptions to title prior to the expiration of the Title Review Period, then Purchaser shall be deemed to have approved the condition of title (including Survey matters) to the Property as then reflected in the Title Commitment and on the Survey, excluding Seller Cure Items (as hereinafter defined). Seller shall notify Purchaser in writing within fifteen (15) business days after its receipt of the Title Notice, indicating which objections to title (and Survey) Seller will cure (the "**Cure Notice**"). If Seller fails to timely deliver the Cure Notice to Purchaser, then Seller shall be deemed to have elected not to cure any of the objections specified in the Title Notice at or prior to Closing. Seller shall have no obligation to cure title objections; provided, that notwithstanding any other provision of this Agreement to the contrary, Seller shall in all events be obligated at or prior to Closing, and regardless of whether Purchaser makes objection thereto, to obtain a release of any lien, mortgage or security interest encumbering the Property, to satisfy all items on Schedule C of the Title Commitment required to be satisfied by Seller and satisfy any matter placed against the Real Property on or after the Effective Date (collectively, the "**Seller Cure Items**"). Purchaser shall have until ten (10) days after delivery of the Cure Notice or the date by which Seller has been deemed to have elected not to cure any of the title objections (other than Seller Cure Items) to provide Seller with written notice indicating that either: (i) Purchaser waives the objections that Seller has not agreed to cure (whereby such exceptions shall be deemed Permitted Exceptions (as hereinafter defined)); or, (ii) Purchaser elects to terminate this Agreement in which event Purchaser shall receive a prompt refund of the Earnest Money (less the Independent Contract Consideration) and neither party hereto shall have any further obligations hereunder except for any indemnity provisions or other provisions of this Agreement that specifically survive the termination of this Agreement. If Seller does not receive such a notice from Purchaser then Purchaser shall be deemed to have elected option (i) above. Seller agrees to remove any exceptions or encumbrances to title which are created by, under, or through Seller after the date of this Agreement and which are not permitted by the terms of this Agreement. As used in this Agreement, the term "**Permitted Exceptions**" shall mean:

- (a) those matters that either are not objected to in writing within the time period provided in this Section 3.2, or if objected to in writing by Purchaser, are those which Seller has elected not

to remove or cure, excluding all Seller Cure Items, and subject to which Purchaser has elected or is deemed to have elected to accept the conveyance of the Property; and

- (b) the lien of all ad valorem real estate taxes and assessments not yet due and payable as of the Closing, subject to adjustment as herein provided.

### **3.3 Amended Title Commitment.**

In the event the Title Commitment is amended to include new exceptions that are not set forth in a prior Title Commitment, Purchaser shall have ten (10) days after Purchaser's receipt of the amended Title Commitment within which to notify Seller of any such exceptions to which it objects, provided such new exceptions have not been created by Purchaser or its contractors or agents. If Purchaser objects to any such exceptions, Seller shall have ten (10) days from receipt of Purchaser's objection(s) to remedy such exceptions by waiver or endorsement to the Title Commitment acceptable to Purchaser; provided, Seller shall have no obligation to cure any such new objections unless such are Seller Cure Items or otherwise are the result of the acts of omissions of Seller (which shall also be deemed to be Seller Cure Items under this Agreement). If Seller is unable or unwilling to cure any new objections that Seller is not otherwise under this Agreement obligated to cure within five (5) days after the date of Purchaser's notice of such new objections, then Purchaser may, as its sole and exclusive remedy: (i) not more than five (5) days after the expiration of Seller's 5-day cure period, terminate this Agreement and receive the Earnest Money (less the Independent Contract Consideration) immediately from the Title Company without the need for obtaining further consent or instruction from Seller, and thereafter all obligations hereunder shall terminate, except as otherwise provided herein; or, (ii) waive such objections to any uncured new matter and the transaction contemplated by this Agreement shall close as scheduled. If written notice of objection under this Section 3.3 is not timely given by Purchaser to Seller, then Purchaser shall be deemed to have approved of the condition of the title of the Real Property as shown by the amended Title Commitment (other than as to Seller Cure Items) and such uncured new matters (other than Seller Cure Items) shall be part of the Permitted Exceptions.

### **3.4 Delivery of Title Policy at Closing.**

At the Closing, as a condition to Purchaser's obligation to close, the Title Company shall deliver to Purchaser a Texas standard T-1 Owner Policy of Title Insurance ("**Title Policy**") issued by the Title Company containing the endorsements requested by Purchaser and that the Title Company has agreed to issue, dated the date and time of the recording of the Deed in the amount of the Purchase Price, insuring Purchaser as owner of good and indefeasible fee simple title to the Property, subject only to the Permitted Exceptions; provided, however, that: (i) the standard exception for discrepancies, conflicts, or shortages in area shall be deleted except for "shortages in area"; (ii) such Title Policy shall have "None of Record" endorsed regarding restrictions (except for those that are Permitted Exceptions); (iii) no exception shall be made for the rights of parties in possession; and, (iv) the standard exception for taxes shall be limited to the year in which the Closing occurs, marked "not yet due and payable" and subsequent years and subsequent assessments for prior years due to change in land usage or ownership. Seller shall execute at Closing an affidavit on the Title Company's standard form so that the Title Company can delete or modify the standard printed exceptions as to parties in possession, unrecorded liens, and similar matters. The Title Policy may be delivered after the Closing if at the Closing the Title Company issues a currently effective, duly-executed "marked-up" Title Commitment or Pro

Forma Owner Policy of Title Insurance (the “**Pro Forma**”) and irrevocably commits in writing to issue the Title Policy in the form of the “marked-up” Title Commitment or Pro Forma promptly after the Closing Date.

### **3.5 Title and Survey Costs.**

Seller hereby covenants and agrees to reimburse Purchaser at Closing for the costs and expenses associated with Purchaser’s obtaining the New Survey, but in an amount not to exceed five thousand dollars (\$5,000.00). The cost of the premium for the Title Policy, excluding the premium for the survey deletion and any endorsements thereto requested by Purchaser, shall be paid by Seller. Purchaser shall pay for the survey deletion and any endorsements requested by Purchaser.

## **ARTICLE 4: OPERATIONS AND RISK OF LOSS**

### **4.1 Performance under Service Contracts.**

During the pendency of this Agreement, Seller will perform its material obligations under Service Contracts and other agreements that may affect the Property.

### **4.2 New Contracts.**

During the pendency of this Agreement, Seller will not enter into any contract that will be an obligation affecting the Property subsequent to the Closing except contracts entered into in the ordinary course of business that are terminable without cause and without penalty to Seller or Purchaser on thirty (30) days notice, and Seller will not amend or modify any Service Contracts.

### **4.3 Listings and Other Offers.**

During the pendency of this Agreement, Seller will not solicit, make, or accept any offers to sell the Property, engage in any discussions or negotiations with any third party with respect to the sale or other disposition of the Property, or enter into any contracts or agreements (whether binding or not) regarding any disposition of the Property.

### **4.4 Damage.**

Risk of loss up to and including the Closing Date shall be borne by Seller. Seller shall immediately notify Purchaser in writing of the extent of any damage to the Property. In the event of any material damage to or destruction of the Property or any portion thereof, Purchaser may, at its option, by notice to Seller given within ten (10) days after Purchaser is notified of such damage or destruction (and if necessary the Closing Date shall be extended to give Purchaser the full ten (10) day period to make such election): (i) terminate this Agreement and the Earnest Money (less the Independent Contract Consideration) shall be immediately returned to Purchaser; or, (ii) proceed under this Agreement, receive any insurance proceeds due Seller as a result of such damage or destruction and assume responsibility for such repair, and Purchaser shall receive a credit at Closing for any deductible, uninsured, or coinsured amount under said insurance policies. If Purchaser elects (ii) above, Seller will cooperate with Purchaser after the Closing to assist Purchaser in obtaining the insurance proceeds from Seller’s insurers. If the Property is not materially damaged, then Purchaser shall not have the right to terminate this Agreement, but Seller shall at its cost repair the damage before the Closing in a manner

reasonably satisfactory to Purchaser or if repairs cannot be completed before the Closing, credit Purchaser at Closing for the reasonable cost to complete the repair. “**Material damage**” and “**Materially damaged**” means damage reasonably exceeding two percent (2%) of the Purchase Price to repair. The terms of this Section 4.4 shall apply to the transaction set out in this Agreement in lieu of the terms of the Uniform Vendor and Buyer Risk Act, Texas Property Code, Section 5.007.

#### **4.5 Condemnation.**

Seller shall immediately notify Purchaser of any proceedings in eminent domain that are contemplated, threatened, or instituted by anybody having the power of eminent domain. Within ten (10) days after Purchaser receives written notice from Seller of proceedings in eminent domain that are contemplated, threatened, or instituted by anybody having the power of eminent domain (and if necessary the Closing Date shall be extended to give Purchaser the full ten (10) day period to make such election) Purchaser may: (i) terminate this Agreement and the Earnest Money (less the Independent Contract Consideration) shall be immediately returned to Purchaser; or, (ii) proceed under this Agreement, in which event Seller shall, at the Closing, assign to Purchaser its entire right, title and interest in and to any condemnation award, and Purchaser shall have the sole right during the pendency of this Agreement to negotiate and otherwise deal with the condemning authority in respect of such matter. The terms of this Section 4.5 shall apply to the transaction set out in this Agreement in lieu of the terms of the Uniform Vendor and Buyer Risk Act, Texas Property Code, Section 5.007.

#### **4.6 Operation.**

Except as Purchaser may otherwise consent in writing, until the Closing Date, unless this Agreement is sooner terminated, Seller shall: (i) carry on the business of the Property in the ordinary course and in a manner consistent with Seller’s prior practices; (ii) maintain the Property in its present condition and repair, ordinary wear and tear excepted, and subject to the terms of Article 4 hereof; (iii) maintain the existing insurance policies for the Property and the operation thereof (and any replacements thereof) in full force and effect; and, (iv) not grant to any third party any interest in the Property or any part thereof or further voluntarily encumber the Property.

#### **4.7 Payment of Bills.**

Seller agrees that between the Effective Date and the Closing or any earlier termination of this Agreement, it shall, at its sole cost and expense, except for: (i) any item to be prorated at the Closing in accordance with this Agreement; (ii) bills or invoices that are not received by Seller at least ten (10) days prior to the Closing Date; and, (iii) bills or invoices that are being contested in good faith, at or prior to the Closing Date, pay all bills or invoices arising out of or in connection with or resulting from Seller’s use, ownership, or operation of the Property up to and on the day before the Closing Date. Notwithstanding the foregoing, Seller will remain obligated, after the Closing, for the payment of all bills and invoices arising out of or in connection with or resulting from Seller’s use, ownership or operation of the Property prior to the Closing Date.

#### **4.8 Zoning.**

Seller agrees that between the Effective Date and the Closing or any earlier termination of this Agreement, it shall, at its sole cost and expense, without Purchaser’s prior written consent, not

restrict, rezone, file, or modify any development plan or zoning plan or establish or participate in the establishment of any improvement district with respect to all or any portion of the Property.

#### **4.9 Litigation.**

Following Seller's receipt of notice, Seller will advise Purchaser promptly of any litigation or any arbitration proceeding or any administrative hearing (including condemnation) before any governmental agency which concerns or affects the Property in any manner and which is instituted after the Effective Date.

### **ARTICLE 5: CLOSING**

#### **5.1 Closing.**

The consummation of the transaction contemplated herein ("**Closing**") shall occur on the Closing Date at the offices of the Title Company or at such other location to which the parties may mutually agree.

#### **5.2 Conditions to Parties' Obligations to Close.**

In addition to all other conditions set forth herein, the obligation of Seller, on the one hand, and Purchaser, on the other hand, to consummate the transactions contemplated hereunder shall be contingent upon the following:

- (a) Each of the representations and warranties contained herein shall be true and correct as of the Effective Date and on the Closing Date. For purposes of this clause (a), a representation shall be false if the factual matter that is the subject of the representation is false notwithstanding any lack of knowledge or notice to the party making the representation;
- (b) As of the Closing Date, each party shall have performed in all material respects all of the obligations, covenants, and deliveries required of each party hereunder;
- (c) There shall exist no actions, suits, arbitrations, claims, attachments, proceedings, assignments for the benefit of creditors, insolvency, bankruptcy, reorganization, or other proceedings, pending or threatened against either party that would materially and adversely affect the operation or value of the Property or either party's ability to perform its obligations under this Agreement; and
- (d) There shall exist no pending or threatened action, suit, or proceeding with respect to either party before or by any court or administrative agency which seeks to restrain or prohibit, or to obtain damages or a discovery order with respect to, this Agreement or the consummation of the transactions contemplated hereby.

So long as a party is not in default hereunder, if any condition to such party's obligation to proceed with the Closing hereunder has not been satisfied as of the Closing Date, such party may, in its sole discretion, terminate this Agreement by delivering written notice to the other party on or before the Closing Date, or elect to close, notwithstanding the non-satisfaction of such condition, in which event such party shall be deemed to have waived any such condition. In the event such party elects to close, notwithstanding the non-satisfaction of such condition, there shall be no liability on the part of any other party hereto for breaches of representations and

warranties of which the party electing to close had actual knowledge at the Closing. Nothing in the foregoing shall relieve a party from any liability it would otherwise have if the failure of a party to satisfy a condition also constitutes a default by such party hereunder.

### **5.3 Conditions to Purchaser's Obligations to Close.**

Purchaser shall not be obligated to close this transaction if as of the Closing Date, there is any condition applicable to the Property that materially differs from that which existed on the last day of the Due Diligence Period.

### **5.4 Seller's Deliveries in Escrow.**

At least one (1) business day prior to the Closing Date, Seller shall deliver in escrow to the Title Company the following:

- (a) Deed. A special warranty deed in the form of Exhibit B attached hereto, executed and acknowledged by Seller, conveying to Purchaser good and indefeasible fee simple title to the Real Property, subject only to the Permitted Exceptions (the "Deed");
- (b) Assignment of Service Contracts and Personal Property. An Assignment of Service Contracts and Personal Property in the form of Exhibit C attached hereto, executed, and acknowledged by Seller, vesting in Purchaser good title to the property described therein free of any claims except for the Permitted Exceptions to the extent applicable;
- (c) State Law Disclosures. Such disclosures and reports, required by applicable State and local law in connection with the conveyance of real property;
- (d) FIRPTA. A Foreign Investment in Real Property Tax Act affidavit executed by Seller. If Seller fails to provide the necessary affidavit or documentation of exemption on the Closing Date, Purchaser may proceed with withholding provisions as provided by law;
- (e) Certificate Updating Representations and Warranties. A certificate updating those representations and warranties of Seller contained in Section 7.1 of this Agreement as of Closing, executed by Seller;
- (f) Authority. Evidence of existence, organization, and authority of Seller and the authority of the person executing documents on behalf of Seller reasonably satisfactory to Purchaser and the Title Company; and
- (g) Additional Documents. Any additional documents that Purchaser or the Title Company may reasonably require for the proper consummation of the transaction contemplated by this Agreement.

### **5.5 Purchaser's Deliveries in Escrow.**

Except as specified below, at or prior to the Closing, Purchaser shall deliver in escrow to the Title Company the following:

- (a) Purchase Price. On the Closing Date, the Purchase Price, less the Earnest Money that is applied to the Purchase Price, plus or minus applicable prorations, deposited by Purchaser

with the Title Company in immediate, same-day federal funds wired for credit into the Title Company's escrow account;

- (b) Assignment of Service Contracts and Personal Property. Execution by Purchaser of the Assignment of Service Contracts and Personal Property;
- (c) State Law Disclosures. Such disclosures and reports required by applicable State and local law in connection with the conveyance of real property;
- (d) Authority. Evidence of existence, organization, and authority of Purchaser and the authority of the person executing documents on behalf of Purchaser reasonably satisfactory to Seller and the Title Company; and
- (e) Additional Documents. Any additional documents that Seller or the Title Company may reasonably require for the proper consummation of the transaction contemplated by this Agreement.

#### **5.6 Closing Statements/Escrow Fees.**

At least one (1) business day prior to the Closing Date, Seller and Purchaser shall deposit with the Title Company executed closing statements consistent with this Agreement in form required by the Title Company. The Title Company's escrow fee shall be paid one-half (½) by Seller and one-half (½) by Purchaser.

#### **5.7 Title Policy.**

The Title Company shall deliver to Purchaser the Title Policy pursuant to Section 3.4.

#### **5.8 Possession.**

Seller shall deliver possession of the Property to Purchaser at the Closing subject only to the Permitted Exceptions.

#### **5.9 Obligations under Service Contracts.**

On or prior to the expiration of the Due Diligence Period, Purchaser shall notify Seller in writing of which of the Service Contracts Purchaser does not wish to assume at Closing (the "**Rejected Contracts**") and Seller shall, at or before Closing, terminate all Rejected Contracts; provided that Seller shall only be obligated to terminate those Rejected Contracts that Seller may terminate at or prior to Closing without the payment of any penalty or fee in connection with such termination, unless Purchaser agrees to pay in full and assume responsibility for any such penalty or fee. Seller warrants that it shall have performed, and shall indemnify Purchaser from and against any liability for nonperformance and nonpayment of, its obligations and liabilities under the Service Contracts that are assumed by Purchaser up to and including the Closing Date, and Purchaser agrees to perform Seller's obligations under such Service Contracts accruing after the Closing Date. This obligation shall survive the Closing Date.

#### **5.10 Delivery of Books and Records.**

Immediately after the Closing, Seller shall deliver to Purchaser the following: (i) original Permits in Seller's possession or control; and, (ii) copies or originals of all books and records of account,

contracts, copies of correspondence with suppliers, receipts for deposits, unpaid bills, and other papers or documents which pertain to the Property together with all advertising materials, booklets, keys, and other items, if any, used in the operation of the Property.

### **5.11 Close of Escrow.**

Upon satisfaction or completion of the applicable foregoing conditions and deliveries, the parties shall direct the Title Company to immediately record and deliver the documents described above to the appropriate parties and make disbursements according to the closing statements executed by Seller and Purchaser.

## **ARTICLE 6: PRORATIONS**

### **6.1 Prorations.**

The items in this Section 6.1 shall be prorated between Seller and Purchaser as of the Closing Date (unless otherwise provided herein), with Purchaser being responsible for such items beginning on the Closing Date:

- (a) Taxes and Assessments. General real estate taxes and assessments imposed by governmental authority (“**Taxes**”) and any assessments by private covenant constituting a lien or charge on the Property for the then-current calendar year or other current tax period not yet due and payable. If the Closing occurs prior to the receipt by Seller of the tax bill for the calendar year or other applicable tax period in which the Closing occurs, Purchaser and Seller shall prorate Taxes for such calendar year or other applicable tax period based upon the most recent ascertainable assessed values and tax rates. If the Property has not been assessed on a completed basis but will be for the current year or other applicable tax period, the parties shall complete the proration based upon an assessed value equal to the Purchase Price. All taxes and interest that become due as a penalty, whether retroactive or not, imposed due to the transfer of the Property or a change in the use of the Property after Closing, from the use prior to the Closing, shall be paid by Seller.
- (b) Utility Charges. Electric, water, sewer, gas, fuel, waste collection and removal, and other utility and operating expenses relating to the Property shall be prorated as of the day preceding the Closing Date. It shall be assumed that the utility charges were incurred uniformly during the billing period in which the Closing occurs. If bills for the applicable period are unavailable, the amounts of such charges will be estimated based upon the latest known bills. Notwithstanding the foregoing, to the extent possible, Seller and Purchaser shall request the utility companies to read the meters as of the date preceding the Closing Date, and Seller shall be responsible for all charges incurred through the day preceding the Closing Date. All prepaid deposits for utilities shall be refunded to Seller at the time of closing by the utility companies, and it shall be Purchaser’s responsibility to make any utility deposits required for service. Notwithstanding the foregoing, Purchaser shall be solely responsible for ensuring that utility services including water, gas, electrical, telephone, storm water drainage, storm water detention (if necessary), and sanitary sewer will be available in capacities sufficient to serve Purchaser’s intended use of the Property as developed at no expense to Seller.

- (c) Proration Adjustment. After receipt of final Taxes and other bills, Purchaser shall prepare and present to Seller a calculation of the proration of such Taxes and other items, based upon the actual amount of such items charged to or received by the parties for the year or other applicable fiscal period. The parties shall make the appropriate adjusting payment between them within thirty (30) days after presentment to Seller of Purchaser's calculation. Seller may inspect Purchaser's books and records related to the Property to confirm the calculation.

## **6.2 Sales, Transfer, and Documentary Taxes.**

Seller shall pay all sales, gross receipts, compensating, stamp, excise, documentary, transfer, deed or similar taxes and fees imposed in connection with this transaction under applicable local or state law.

## **6.3 Commissions.**

Seller and Purchaser hereby represent and warrant to each other that they have not dealt with any real estate broker, sales person, or finder in connection with this transaction. As such, there will be no broker's commission. To the extent permitted by applicable law, Seller will indemnify, defend (with counsel reasonably acceptable to Purchaser), and save Purchaser harmless from and against any commissions or fees alleged to be payable by any broker, finder, or sales person engaged, or alleged to be engaged by, through or under Seller. Purchaser will indemnify, defend (with counsel reasonably acceptable to Seller), and save Seller harmless from and against any commissions or fees alleged to be payable to any broker, finder, or sales person engaged, or alleged to be engaged by, through or under Purchaser.

## **6.4 Survival.**

The provisions of this Article 6 shall survive the Closing.

# **ARTICLE 7: REPRESENTATIONS AND WARRANTIES**

## **7.1 Seller's Representations and Warranties.**

As a material inducement to Purchaser to execute this Agreement and consummate this transaction, Seller represents and warrants to Purchaser that:

- (a) Authority. Seller is a duly organized, validly existing, in good standing, and is qualified to do business in the State of Texas. Seller has the full right and authority and has obtained any and all consents required therefor to enter into this Agreement, consummate or cause to be consummated the sale. This Agreement and all of the documents to be delivered by Seller at the Closing have been and will be authorized and properly executed and will constitute the valid and binding obligations of Seller, enforceable in accordance with their terms.
- (b) Conflicts and Pending Actions or Proceedings. There is no agreement to which Seller is a party or, to Seller's knowledge, binding on Seller which is in conflict with this Agreement. There is no action or proceeding pending or, to Seller's knowledge, threatened against the Property, including, without limitation, any condemnation or re-zoning proceedings, or which challenges or impairs Seller's ability to execute or perform its obligations under this Agreement. Seller has not received written notice of any suits or claims pending or threatened with respect to or in any manner adversely affecting the Property, nor has Seller received written notice of any circumstances which should or could reasonably form the

basis for any such suits or claims which have not otherwise been disclosed in writing to Purchaser by Seller.

- (c) Contractors and Suppliers. All contractors, subcontractors, suppliers, architects, engineers, and others who have performed services, labor, or supplied material in connection with Seller's acquisition, development, ownership, and management of the Property have been paid in full and all liens arising therefrom (or claims which with the passage of time or notice or both, could mature into liens) have been satisfied and released. There are no unrecorded liens which could affect the Property.
- (d) Service Contracts and Specified Documents. The Specified Documents provided pursuant to Article 2, including, without limitation, the list of Service Contracts, and all other information provided by Seller, are true, correct, and complete. Other than the Service Contracts delivered as part of the Specified Documents and the Permitted Exceptions, there are no contracts, agreements, or other documents that will affect the Property from and after the Closing. Neither Seller nor, to Seller's knowledge, any other party is in default under any Service Contract or in default or violation of any Permit.
- (e) Notice of Violations or Defects. Seller has received no written notice: (i) that the Property or the use thereof violates any governmental law or regulation or any covenants or restrictions encumbering the Property; (ii) of any material physical defect in the Property; or, (iii) from any insurance company or underwriter of any defect that would materially adversely affect the insurability of the Property or cause an increase in insurance premiums.
- (f) Environmental. Seller has no knowledge of: (i) the presence of any Hazardous Materials (as hereinafter defined) in, on, or under the Real Property; (ii) any noncompliance or violation of Environmental Laws (as hereinafter defined) related to the Real Property; or, (iii) any environmental lien, charge, assessment, or threatened inclusion of the Real Property into any Super Fund designated cleanup area, or inclusion of the Real Property into any designated environmental area by any governmental body, entity, or agency. The term "**Environmental Laws**" shall include, without limitation, those laws commonly known as the Clean Air Act, the Clean Water Act, and the Water Quality Act of 1987; the Federal Insecticide, Fungicide, and Rodenticide Act ("**FIFRA**"); the Marine Protection, Research, and Sanctuaries Act; the National Environmental Policy Act; the Noise Control Act; the Occupational Safety and Health Act; the Resource Conservation and Recovery Act ("**RCRA**"), as amended by the Hazardous and Solid Waste Amendments of 1984; the Safe Drinking Water Act; the Comprehensive Environmental Response, Compensation and Liability Act ("**CERCLA**"), as amended by the Superfund Amendments and Reauthorization Act, and the Emergency Planning and Community Right-to-Know Act; the Toxic Substance Control Act ("**TSCA**"); and the Atomic Energy Act; as each of the same may be amended, with implementing regulations and guidelines. Environmental Laws shall also include all state, regional, county, municipal and other local laws, regulations, and ordinances that are equivalent or similar to the federal laws recited above or purport to regulate Hazardous Materials. The term "**Hazardous Materials**" shall include, without limitation, any hazardous substance, pollutant, or contaminant regulated under CERCLA; oil and petroleum products and natural gas, natural gas liquids, liquefied natural gas, and synthetic gas usable for fuel; pesticides regulated under FIFRA; asbestos, polychlorinated biphenyls, and other substances regulated under TSCA; source material, special nuclear material, and by-product materials regulated

under the Atomic Energy Act; and, industrial process and pollution control wastes to the extent regulated under applicable Environmental Laws.

- (g) Withholding Obligation. Seller's sale of the Property is not subject to any Federal, State, or local withholding obligation of Purchaser under the tax laws applicable to Seller or the Property.
- (h) ERISA. Seller is not and is not acting on behalf of an "employee benefit plan" within the meaning of Section 3(3) of the Employee Retirement Income Security Act of 1974, as amended, a "plan" within the meaning of Section 4975 of the Internal Revenue Code of 1986, as amended or an entity deemed to hold "plan assets" within the meaning of 29 C.P.R. § 2510.3101 of any such employee benefit plan or plans.
- (i) Consent. No consent of any third party is required in order for Seller to enter into this Agreement and perform Seller's obligations hereunder or thereunder.
- (j) Third Party Possession. Except for parties with possessory rights pursuant to the Service Contracts and the Permitted Exceptions, there are no parties in possession of any part of the Property, and there are no written leases or other rental agreements, licenses, or subleases affecting any part of the Property.
- (k) Zoning. Seller has not taken any action, the object of which would be to change the present zoning of or other land-use limitations upon the Property, or any portion thereof, or its potential use, and Seller has not received written notice of any pending proceedings, the object of which would be to change the present zoning or other land-use limitations applicable to the Property.
- (l) Purchase Rights. No party (other than Purchaser) has a purchase option, right of first refusal, or other right to purchase the Property.
- (m) OFAC. Neither Seller nor any owner of an interest in Seller appears on the Specially Designated Nationals and Blocked Persons list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury, or is a person or entity with whom Purchaser is otherwise restricted from doing business under applicable laws relating to national security (such as the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001, commonly known as the "USA Patriot Act") and executive orders and regulations relating to such applicable laws.

## **7.2 Purchaser's Representations and Warranties.**

Purchaser represents and warrants to Seller that:

- (a) Organization and Authority. Purchaser is duly organized, validly existing, in good standing, and qualified to do business in the State of Texas. Purchaser has the full right and authority and has obtained any and all consents required therefor to enter into this Agreement, consummate or cause to be consummated the purchase of the Property. This Agreement and all of the documents to be delivered by Purchaser at the Closing have been and will be authorized and properly executed and will constitute the valid and binding obligations of Purchaser, enforceable in accordance with their terms.

- (b) Conflicts and Pending Action. There is no agreement to which Purchaser is a party or to Purchaser's knowledge binding on Purchaser which is in conflict with this Agreement. There is no action or proceeding pending, or to Purchaser's knowledge, threatened against Purchaser or which challenges or impairs Purchaser's ability to execute or perform its obligations under this Agreement.
- (c) OFAC. Neither Purchaser, any owner of an interest in Purchaser, Purchaser's lender, nor the source of any of Purchaser's equity for the consummation of the transactions contemplated by this Agreement appears on the Specially Designated Nationals and Blocked Persons list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury, or is a person or entity with whom Seller is otherwise restricted from doing business under applicable laws relating to national security (such as the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001, commonly known as the "USA Patriot Act") and executive orders and regulations relating to such applicable laws.

### **7.3 Survival of Representations and Warranties.**

The representations and warranties set forth in this Article 7 are made as of the Effective Date and are remade as of the Closing Date and shall not be deemed to be merged into or waived by the instruments of Closing. Each party agrees to defend and indemnify the other against any claim, liability, damage, or expense asserted against or suffered by such other party arising out of the breach or inaccuracy of any such representation or warranty. Notwithstanding the foregoing or anything herein to the contrary, the indemnity set forth herein shall survive until the expiration of any applicable statute of limitations affecting the matters set forth therein.

## **ARTICLE 8: DEFAULT AND REMEDIES**

### **8.1 Seller's Default.**

If this transaction fails to close as a result of Seller's default, Purchaser shall be entitled, as its sole and exclusive remedy, to: (i) terminate this Agreement, receive the Earnest Money (less the Independent Contract Consideration), and recover from Seller all of Purchaser's out-of-pocket costs and expenses incurred in connection with this Agreement; or, (ii) enforce specific performance of Seller's obligations hereunder. Notwithstanding anything to the contrary contained in the foregoing, in the event the equitable remedy of specific performance is not available due to the Seller no longer owning title to the Property at Closing, Purchaser may seek aggregate actual damages in an amount not to exceed ten percent (10%) of the Purchase Price. Seller shall not refuse to consent to the release of the Earnest Money to Purchaser if required to do so by the terms of this Agreement. In the event of a breach of this Section 8.1, Purchaser shall be entitled to all fees, costs, and expenses (including reasonable attorneys' fees), and the amount of any such fees, costs, and expenses awarded to Purchaser shall be in addition to any amounts that Purchaser is provided hereunder. This Section 8.1 shall survive the termination of this Agreement.

### **8.2 Purchaser's Default.**

If this transaction fails to close due to the default of Purchaser, then Seller's sole and exclusive remedy shall be to terminate this Agreement and retain the Earnest Money as agreed liquidated

damages, Seller waiving all other rights or remedies in the event of such default by Purchaser. The parties acknowledge that Seller's actual damages in the event of such default by Purchaser under this Agreement will be difficult to ascertain, and that such liquidated damages represent the parties' best estimate of such damages. Purchaser shall not refuse to consent to the release of the Earnest Money to Seller if required to do so by the terms of this Agreement.

## **ARTICLE 9: MISCELLANEOUS**

### **9.1 Parties Bound.**

- (a) Neither party may assign this Agreement without the prior written consent of the other, and any such prohibited assignment shall be void; provided that Purchaser may assign this Agreement without Seller's consent to an Affiliate (as hereinafter defined) or to effect a Section 1031 exchange pursuant to Section 9.17. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the respective legal representatives, successors, assigns, heirs, and devisees of the parties. For the purposes of this Article, the term "**Affiliate**" means: (i) an entity that directly or indirectly controls, is controlled by or is under common control with the Purchaser; or, (ii) an entity at least a majority of whose economic interest is owned by Purchaser; and the term "**control**" means the power to direct the management of such entity through voting rights, ownership, or contractual obligations.
- (b) Each party represents and warrants that it has full constitutional and lawful right, power, and authority, under currently applicable law, to execute, deliver, and perform the terms and obligations of this Agreement. Accordingly, the Agreement constitutes the legal valid and binding obligation of the parties, is enforceable in accordance with its terms and provisions, and does not require the consent of any other entity.
- (c) The parties acknowledge and affirm that no department of the Seller has the legal authority to enter into any contract of any type or nature in the name of the department or to accept any legal notice on behalf of the Seller.

### **9.2 Headings.**

The article and paragraph headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

### **9.3 Invalidity and Waiver.**

If any portion of this Agreement is held invalid or inoperative, then so far as is reasonable and possible the remainder of this Agreement shall be deemed valid and operative, and effect shall be given to the intent manifested by the portion held invalid or inoperative. The failure by either party to enforce against the other any term or provision of this Agreement shall be deemed not to be a waiver of such party's right to enforce against the other party the same or any other such term or provision.

### **9.4 Survival.**

The provisions of this Agreement that contemplate performance after the Closing and the obligations of the parties not fully performed at the Closing shall survive the Closing and shall not be deemed to be merged into or waived by the instruments of Closing.

### 9.5 **Entirety and Amendments.**

This Agreement embodies the entire agreement between the parties and supersedes all prior agreements and understandings relating to the Property. This Agreement may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought.

### 9.6 **Time.**

Time is of the essence of this Agreement. However, if this Agreement requires any act to be done or action to be taken on a date which is a Saturday, Sunday, legal holiday, the Friday after Thanksgiving, or Christmas Eve, such act or action shall be deemed to have been validly done or taken if done or taken on the next succeeding day which is not a Saturday, Sunday, legal holiday, the Friday after Thanksgiving, or Christmas Eve, and the successive periods shall be deemed extended accordingly. The term "**business day**" excludes Saturdays, Sundays, legal holidays, the Friday after Thanksgiving, and Christmas Eve.

### 9.7 **Confidentiality.**

- (a) Seller shall make no public announcement or disclosure of the existence of this Agreement or any information related to this Agreement to outside brokers or other third parties, before or after the Closing, without the prior written specific consent of Purchaser. Seller may make disclosure of this Agreement to its lenders, creditors, officers, employees, and agents as necessary to perform of its obligations hereunder.
- (b) Purchaser shall keep confidential the existence and the terms of this Agreement, except as to its employees, consultants, attorneys, accountants, lenders, and other agents (collectively, the "**Purchaser Parties**") who may be involved in conducting the due diligence related to the transactions contemplated by this Agreement. Purchaser and Purchaser Parties who receive such confidential information shall hold in strictest confidence all data and information obtained with respect to the Property or Seller or its business, whether obtained before or after the execution and delivery of this Agreement, and shall not disclose the same to others; provided, however, that it is understood and agreed that: (i) Purchaser may disclose such data and information to the Purchaser Parties provided that Purchaser advises such persons of the confidential nature of such information and in all events Purchaser shall be responsible for each such person's obligation to keep confidential the data and information provided to them pursuant to this Agreement; and, (ii) Purchaser's and the Purchaser Parties' obligation to keep such information confidential shall terminate as of the earlier to occur of the consummation and closing of the transaction contemplated by this Agreement or the expiration of twelve (12) months after termination of this Agreement. Purchaser and the Purchaser Parties shall use Seller's confidential information only for purposes of evaluating whether to consummate the transactions contemplated by this Agreement, and for no other purposes. Notwithstanding the foregoing, each party consents to any disclosure of this Agreement which the other party reasonably believes is required by law, by the public disclosure obligations required by the U.S. Securities and Exchange Commission or which is recommended in good faith by counsel to such other party. In the event of a breach or threatened breach by Purchaser or the Purchaser Parties of this **Section Error! Reference source not found.**, Seller shall be entitled to an injunction restraining Purchaser or the Purchaser Parties from disclosing, in

whole or in part, such confidential information. The provisions of this Section Error! Reference source not found. shall survive the termination of this Agreement, but shall not survive Closing.

(c) Notwithstanding any other provision herein, this Agreement is public information. To the extent, if any, that any provision of this Agreement is in conflict with the Texas Public Information Act, then the Texas Public Information Act shall prevail.

**9.8 Attorneys' Fees.**

Should either party employ attorneys to enforce any of the provisions hereof, the party losing in any final judgment agrees to pay the prevailing party all reasonable costs, charges and expenses, including attorneys' fees, expended or incurred in connection therewith.

**9.9 Notices.**

All notices required or permitted hereunder shall be in writing and shall be served on the parties at the following address:

**For Seller:**

City of Jersey Village  
16501 Jersey Drive  
Jersey Village, Texas 77040  
Attn: City Manager  
Phone: (713) 466-2109  
Email: [ableess@ci.jersey-village.tx.us](mailto:ableess@ci.jersey-village.tx.us)

**For Purchaser:**

Collaborate Special Projects LLC  
3302 Canal Street, Suite #36  
Houston, Texas 77003  
Attn: Saul Valentin, Founding Principal  
Phone: (832) 409-3050  
Email: [svalentin@collaborate-llc.com](mailto:svalentin@collaborate-llc.com)

**With a copy to:**

City of Jersey Village  
Wortham Tower, Suite 600  
2727 Allen Parkway  
Houston, Texas 77019-2133  
Attn: City Attorney  
Phone: (713) 533-3800  
Email: [jpruitt@olsonllp.com](mailto:jpruitt@olsonllp.com)

**With a copy to:**

Hunton Andrews Kurth LLP  
  
600 Travis Street, Suite 4200  
Houston, TX 77002  
Attn: Mark B. Arnold  
Phone: (713) 220-3938  
Email: [markarnold@HuntonAK.com](mailto:markarnold@HuntonAK.com)

Any such notices shall be either: (i) sent by certified mail, return receipt requested, in which case notice shall be deemed delivered three (3) business days after deposit, postage prepaid, in the U.S. Mail; (ii) sent by overnight delivery using a nationally recognized overnight courier, in which case notice shall be deemed delivered one (1) business day after deposit with such courier; (iii) sent by personal delivery, in which case notice shall be deemed delivered on the date personally delivered as evidenced by a written receipt therefor; or, (iv) sent by email, in which case notice shall be deemed delivered upon confirmation of transmission. The above addresses may be changed by written notice to the other party; provided, however, that no notice of a change of address shall be effective until actual receipt of such notice. Copies of notices are for informational purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

**9.10 Construction.**

The parties acknowledge that the parties and their counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be

resolved against the drafting party shall not be employed in the interpretation of this Agreement or any exhibits or amendments hereto.

#### **9.11 Calculation of Time Periods.**

Unless otherwise specified, in computing any period of time described herein, the day of the act or event after which the designed period of time begins to run is not to be included and the last day of the period so computed is to be included, unless such last day is a Saturday, Sunday, or legal holiday, in which event the period shall run until the end of the next day which is neither a Saturday, Sunday, or legal holiday. The last day of any period of time described herein shall be deemed to end at 11:59 PM Central Standard Time.

#### **9.12 Information and Audit Cooperation.**

At Purchaser's request, at any time after the Closing, Seller agrees to provide to the Purchaser's designated independent auditor access to the books and records of the Property and all related information regarding the period for which Purchaser is required to have the Property audited under the regulations of the Securities and Exchange Commission, and a representation letter in such form as may be reasonably required by Purchaser or its auditor regarding the books and records of the Property in connection with the normal course of auditing the Property in accordance with generally accepted auditing standards. The terms of this Section 9.12 shall survive Closing.

#### **9.13 Procedure for Indemnity.**

Promptly after receipt by an indemnitee of notice of any claim, such indemnitee will, if a claim in respect thereof is to be made against the indemnitor, deliver to the indemnitor written notice thereof and the indemnitor shall have the right to assume the defense thereof with counsel mutually satisfactory to the parties; provided, however, that an indemnitee shall have the right to retain its own counsel, with the fees and expenses to be paid by the indemnitor, if the indemnitee reasonably believes that representation of such indemnitee by the counsel retained by the indemnitor would be inappropriate due to actual or potential differing interests between such indemnitee and any other party represented by such counsel in such proceeding. The failure to deliver written notice to the indemnitor within a reasonable time of notice of any such claim shall relieve such indemnitor of any liability to the indemnitee under this indemnity only if and to the extent that such failure is prejudicial to its ability to defend such action, and the omission so to deliver written notice to the indemnitor will not relieve it of any liability that it may have to any indemnitee other than under this indemnity. The terms of this Section 9.13 shall survive Closing.

#### **9.14 Execution in Counterparts.**

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of such counterparts shall constitute one (1) Agreement. To facilitate execution of this Agreement, the parties may execute and exchange by telephone facsimile, PDF, or other electronic imaging technology counterparts of the signature pages.

#### **9.15 Section 1031 Exchange.**

Upon Seller's request to Purchaser, Purchaser agrees to reasonably cooperate with Seller so that Seller's transfer of the Property to Purchaser shall, at Seller's election, be accomplished in a

manner enabling the transfer to qualify as part of a like-kind exchange of property by Seller within the meaning of Section 1031 of the Internal Revenue Code (a “**Like-Kind Exchange**”). If Seller so elects, Purchaser shall reasonably cooperate with Seller to effect such Like-Kind Exchange, which cooperation shall include, without limitation, taking such actions as Seller reasonably requests to enable such transfer to qualify as part of a Like-Kind Exchange. Upon Purchaser’s request to Seller, Seller agrees to reasonably cooperate with Purchaser so that Seller’s transfer of the Property to Purchaser shall, at Purchaser’s election, be accomplished in a manner enabling the transfer to qualify as part of a Like-Kind Exchange of property by Purchaser. If Purchaser so elects, Seller shall reasonably cooperate with Purchaser to effect such Like-Kind Exchange, which cooperation shall include, without limitation, taking such actions as Purchaser reasonably requests to enable such transfer to qualify as part of a Like-Kind Exchange. Neither party’s obligations hereunder shall be increased as a result of the agreements provided in this subsection, and each party shall bear all costs and expenses associated with any Like-Kind Exchange initiated for such party’s benefit.

#### **9.16 Further Assurances.**

In addition to the acts and deeds recited herein and contemplated to be performed, executed, and delivered by Seller to Purchaser at Closing, Seller agrees to perform, execute, and deliver, but without any obligation to incur any additional liability or expense, on or after the Closing any further deliveries and assurances as may be reasonably necessary to consummate the transactions contemplated hereby or to further perfect the conveyance, transfer, and assignment of the Property to Purchaser. The terms of this Section 9.16 shall survive Closing.

#### **9.17 Exculpation of the Seller and Purchaser.**

Notwithstanding anything to the contrary contained herein, the partners or members of the Seller or Purchaser, as applicable, and the members and partners of such members and the trustees, officers, directors, employees, agents, and security holders of Seller or Purchaser, as applicable, assume no personal liability for any obligations entered into on behalf of Seller or Purchaser, as applicable, and his, her, or its individual assets shall not be subject to any claims of any person relating to such obligations. The foregoing shall govern any direct and indirect obligations of Seller or Purchaser under this Agreement. The provisions of this Section 9.17 shall survive the Closing and any termination of this Agreement.

#### **9.18 Funding.**

The parties understand and acknowledge that the funding of this Agreement is contained in the Seller’s annual budget and is subject to the approval of the Seller in each fiscal year. The parties further agree that should the governing body of the Seller fail to approve a budget which includes sufficient funds for the continuance of this Agreement, or should the governing body of the Seller fail to certify funds for any reason, then and upon the occurrence of such event, the Agreement shall terminate as to the Seller and the Seller shall then have no further obligation to the any other party. When the funds budgeted or certified during any fiscal year by the Seller to discharge its obligations under this Agreement are expended, the Purchaser’s *sole and exclusive remedy* shall be to terminate the Agreement.

#### **9.19 Venue and Applicable Law.**

This Agreement is subject to all present and future valid laws, orders, rules, ordinances, and

regulations of the United States of America, the State of Texas, the parties, and any other regulatory body having jurisdiction over this Agreement. This Agreement shall be construed and governed according to the laws of the State of Texas. The sole and exclusive venue for any action, controversy, dispute, or claim arising under this Agreement shall be in a court of appropriate jurisdiction in Harris County, Texas.

**9.20 Rights and Remedies Reserved.**

The Seller reserves the right to exercise any right or remedy available to it by law, contract, equity, or otherwise, including without limitation, the right to seek any and all forms of relief in a court of competent jurisdiction. Further, the Seller shall not be subject to any arbitration process prior to exercising its unrestricted right to seek judicial remedy. The remedies set forth herein are cumulative and not exclusive, and may be exercised concurrently.

**9.21 No Third-Party Beneficiaries; No Joint Enterprise.**

This Agreement is entered into solely by and between, and may be enforced only by and among the parties. Except as set forth above, this Agreement shall not be deemed to create any rights in or obligations to any third parties. Nothing in this Agreement is intended to, or shall be construed to, create any joint enterprise between or among the Parties.

**9.22 No Personal Liability.**

Nothing in this Agreement shall be construed as creating any personal liability on the part of any employee, officer, or agent of any public body that may be a party to this Agreement.

**9.23 Attorney's Fees.**

The parties expressly agree that in the event of any litigation arising between the parties that each party shall be solely responsible for payment of its own attorneys and that neither party shall be responsible for the other party's attorney fees, regardless of the outcome of the litigation.

**9.24 Indemnity.**

(a) **TO THE EXTENT ALLOWED UNDER LAW, THE PURCHASER SHALL INDEMNIFY AND HOLD HARMLESS, TO THE FULLEST EXTENT PERMITTED BY LAW, THE SELLER AND THE SELLER'S RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS, AND AGENTS (COLLECTIVELY, THE "INDEMNITEES"), FROM AND AGAINST ANY AND ALL LOSSES, DAMAGES, CLAIMS, OR LIABILITIES, OF ANY KIND OR NATURE, WHICH ARISE DIRECTLY OR INDIRECTLY FROM, OR ARE RELATED TO, IN ANY WAY, MANNER, OR FORM TO, THE SERVICES CONTEMPLATED IN THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, LOSSES, DAMAGES, CLAIMS, OR LIABILITIES ARISING FROM, OR RELATED TO, IN ANY WAY, MANNER, OR FORM, THE ACT OR OMISSION OF THIRD PARTIES. THE PURCHASER FURTHER COVENANTS AND AGREES TO DEFEND ANY SUITS OR ADMINISTRATIVE PROCEEDINGS BROUGHT AGAINST THE INDEMNITEES ON ACCOUNT OF ANY SUCH CLAIM, AND TO PAY OR RELEASE THE FULL AMOUNT OR OBLIGATION OF ANY SUCH CLAIM INCURRED BY, ACCRUING TO, OR IMPOSED ON THE INDEMNITEES, AS APPLICABLE, RESULTING FROM ANY SUCH SUITS, CLAIMS, OR ADMINISTRATIVE PROCEEDINGS. IN ADDITION, THE PURCHASER SHALL PAY TO THE INDEMNITEES, AS APPLICABLE, ALL ATTORNEY'S FEES INCURRED BY SUCH PARTIES IN ENFORCING THE PURCHASER'S INDEMNITY IN THIS SECTION.**

- (b) **TO THE EXTENT ALLOWED UNDER LAW, THE INDEMNITEES SHALL NOT BE LIABLE FOR, FROM, OR AGAINST, AND THE PURCHASER HEREBY RELEASES THE INDEMNITEES FOR, FROM, AND AGAINST, ANY LOSSES, DAMAGES, CLAIMS, OR LIABILITIES TO THE PURCHASER, ON ANY THEORY OF LEGAL LIABILITY, INCLUDING, BUT NOT LIMITED TO, THE NEGLIGENCE, OF ANY TYPE OF DEGREE OR FAULT, OF THE INDEMNITEES ARISING FROM, OR RELATED TO, IN ANY WAY, MANNER, OR FORM, THE UNENFORCEABILITY OR VOIDANCE, FOR ANY REASON, OF ALL OR ANY PORTION OF, THIS AGREEMENT.**
- (c) **THE INDEMNITY AND RELEASE PROVIDED HEREIN SHALL SURVIVE THE TERMINATION OR VOIDANCE OF THIS AGREEMENT.**
- (d) **THE PARTIES EXPRESSLY ACKNOWLEDGE THAT THE SELLER'S AUTHORITY TO INDEMNIFY AND HOLD HARMLESS ANY THIRD PARTY IS GOVERNED BY ARTICLE XI, SECTION 7 OF THE TEXAS CONSTITUTION AND ANY PROVISION WHICH PURPORTS TO REQUIRE INDEMNIFICATION BY THE SELLER IS INVALID.**

**9.25 Insurance Requirements.**

If and when this Agreement requires insurance coverage, then the Purchaser shall obtain and to cause all of its agents to obtain comprehensive liability insurance coverage, including workers' compensation or a self-insurance plan in lieu thereof, at all times during the term of this Agreement in the amounts acceptable to the Seller, with the Seller to be named as additional insured on certain coverages on a primary and non-contributory basis due to any damage, injury, or death attributed to the Purchaser or its agents while performing this Agreement, and with the Purchaser providing waivers of subrogation in favor of the Seller on all coverages. The Purchaser shall submit copies of the endorsements required in this provision with its certificate of insurance.

**9.26 Sovereign Immunity Acknowledged and Retained.**

**THE PARTIES EXPRESSLY ACKNOWLEDGE AND AGREE THAT NO PROVISION OF THIS AGREEMENT IS IN ANY WAY INTENDED TO CONSTITUTE A WAIVER BY EITHER PARTY OF ANY IMMUNITIES FROM SUIT OR LIABILITY THAT EITHER PARTY MAY HAVE BY OPERATION OF LAW, BUT THE SELLER HEREBY EXPRESSLY RETAINS ALL OF ITS GOVERNMENTAL IMMUNITIES.**

**9.27 International Warranties.**

The parties warrant that each complies with Chapter 2270, Subtitle F, Title 10 of the Texas Government Code by verifying that: (1) neither party boycotts Israel; and, that (2) neither party will boycott Israel during the term of the Agreement. Additionally, the parties recognize that Texas Senate Bill 252 prohibits the Seller from entering into a contract with an entity that is identified by the Texas Comptroller as a company known to have contracts with or provide supplies or service with Iran, Sudan, or a foreign terrorist organization.

**ARTICLE 10: EARNEST MONEY PROVISIONS**

**10.1 Investment and Use of Funds.**

The Title Company shall invest the Earnest Money in government insured interest-bearing accounts satisfactory to Purchaser, shall not commingle the Earnest Money with any funds of the

Title Company or others, and shall promptly provide Purchaser and Seller with confirmation of the investments made. If the Closing under this Agreement occurs, the Title Company shall deliver the Earnest Money to, or upon the instructions of, Purchaser on the Closing Date. Provided such supplemental escrow instructions are not in conflict with this Agreement as it may be amended in writing from time to time, Seller and Purchaser agree to execute such supplemental escrow instructions as may be appropriate to enable Title Company to comply with the terms of this Agreement. Seller and Purchaser designate the Title Company as the “Reporting Person” for the transaction pursuant to Section 6045(e) of the United States Internal Revenue Code 1986, as amended.

## **10.2 Termination.**

If Purchaser elects to terminate the Agreement, Title Company shall pay the entire Earnest Money (minus the Independent Contract Consideration) to Purchaser one business day following receipt of purchaser’s termination notice, as applicable (as long as the current investment can be liquidated in one day) and this Agreement shall thereupon terminate. No notice to Title Company from Seller shall be required for the release of the Earnest Money to Purchaser by Title Company. The Earnest Money shall be released and delivered to Purchaser from Title Company upon Title Company’s receipt of the purchaser’s termination notice, as applicable, despite any objection or potential objection by Seller. Seller agrees it shall have no right to bring any action against Title Company which would have the effect of delaying, preventing, or in any way interrupting Title Company’s delivery of the Earnest Money to Purchaser pursuant to this Article, any remedy of Seller being against Purchaser, not Title Company.

## **10.3 Other Terminations.**

Upon a termination of this Agreement (other than pursuant to Article 2 of this Agreement or a default under this Agreement), either party to this Agreement (the “**Terminating Party**”) may give written notice to the Title Company and the other party (the “**Non-Terminating Party**”) of such termination and the reason for such termination. Such request shall also constitute a request for the release of the Earnest Money to the Terminating Party. The Non-Terminating Party shall then have five business days in which to object in writing to the release of the Earnest Money to the Terminating Party. If the Non-Terminating Party provides such an objection, then the Title Company shall retain the Earnest Money until it receives written instructions executed by both Seller and Purchaser as to the disposition and disbursement of the Earnest Money, or until ordered by final court order, decree, or judgment, which is not subject to appeal, to deliver the Earnest Money to a particular party, in which event the Earnest Money shall be delivered in accordance with such notice, instruction, order, decree, or judgment.

## **10.4 Interpleader.**

Seller and Purchaser mutually agree that in the event of any controversy regarding the Earnest Money, other than termination of this Agreement by Purchaser pursuant to Article 2 of this Agreement, unless mutual written instructions are received by the Title Company directing the Earnest Money’s disposition, the Title Company shall not take any action, but instead shall await the disposition of any proceeding relating to the Earnest Money or, at the Title Company’s option, the Title Company may interplead all parties and deposit the Earnest Money with a court of competent jurisdiction in which event the Title Company may recover all of its court costs and reasonable attorneys’ fees. Seller or Purchaser, whichever loses in any such interpleader action,

shall be solely obligated to pay such costs and fees of the Title Company, as well as the reasonable attorneys' fees of the prevailing party in accordance with the other provisions of this Agreement.

**10.5 Liability of Title Company.**

The parties acknowledge that the Title Company is acting solely as a stakeholder at their request and for their convenience, that the Title Company shall not be deemed to be the agent of either of the parties, and that the Title Company shall not be liable to either of the parties for any action or omission on its part taken or made in good faith, and not in disregard of this Agreement, but shall be liable for its negligent acts and for any loss, cost, or expense incurred by Seller or Purchaser resulting from the Title Company's mistake of law respecting the Title Company's scope or nature of its duties. Seller and Purchaser shall jointly and severally indemnify and hold the Title Company harmless from and against all costs, claims, and expenses, including reasonable attorneys' fees, incurred in connection with the performance of the Title Company's duties hereunder, except with respect to actions or omissions taken or made by the Title Company in bad faith, in disregard of this Agreement or involving negligence on the part of the Title Company.

**SIGNATURES**

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the day and year written below.

**FOR SELLER:**

**FOR PURCHASER:**

\_\_\_\_\_  
Austin Bless, City Manager

\_\_\_\_\_  
Name [Signature]

\_\_\_\_\_  
Name [Printed]

**Dated:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**TITLE COMPANY'S AGREEMENT AND RECEIPT**

Title Company has executed this Agreement in order to agree that Title Company shall act as escrow agent with respect to and hold in escrow the Earnest Money and the interest earned thereon, and shall disburse the Earnest Money and the interest earned thereon, pursuant to this Agreement.

\_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**EXHIBITS: AGREEMENT OF PURCHASE AND SALE**

<b><u>Exhibit</u></b>	<b><u>Title</u></b>	<b><u>Page</u></b>
<b>A</b>	<b>Real Property</b>	<b>30</b>
<b>B</b>	<b>Special Warranty Deed</b>	<b>31</b>
<b>C</b>	<b>Assignment of Service Contracts and Personal Property</b>	<b>33</b>

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE REAL PROPERTY**

**TRACT 1:**

All of Restricted Reserve "F" of JONES RD. 290 COMMERCIAL RESERVES, a subdivision in Harris County, Texas according to the map or plat thereof recorded in/under Film Code No. 631037 of the Map Records of Harris County, Texas and being the same 10.89 acre tract of land described as Tract I in Special Warranty Deed filed for record under Harris County Clerk's File No. 20080357006.

**TRACT 2:**

All of Restricted Reserve "B" of JONES RD. 290 COMMERCIAL RESERVES, a subdivision in Harris County, Texas according to the map or plat thereof recorded in/under Film Code No. 631037 of the Map Records of Harris County, Texas and being the same 2.593 acre tract of land described as Tract II and the same 6.543 acre tract of land described as Tract IV in Special Warranty Deed filed for record under Harris County Clerk's File No. 20080357006.

**TRACT 3:**

All of Restricted Reserve "G" of JONES RD. 290 COMMERCIAL RESERVES, a subdivision in Harris County, Texas according to the map or plat thereof recorded in/under Film Code No. 631037 of the Map Records of Harris County, Texas and being the same 3.321 acre tract of land described as Tract III in Special Warranty Deed filed for record under Harris County Clerk's File No. 20080357006.



**EXECUTED** to be effective for all purposes as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

For Grantor:

\_\_\_\_\_, a \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**STATE OF TEXAS** §

§

**COUNTY OF HARRIS** §

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, as \_\_\_\_\_ of \_\_\_\_\_, on behalf of said \_\_\_\_\_.

[S E A L]

Notary Public, State of \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Notary

My Commission Expires: \_\_\_\_\_

## EXHIBIT C

### ASSIGNMENT OF SERVICE CONTRACTS AND PERSONAL PROPERTY

This Assignment of Service Contracts and Personal Property (this “**Assignment**”) is executed to be effective as of \_\_\_\_\_, 2019 (the “**Effective Date**”) and delivered pursuant to that certain Agreement of Purchase and Sale (the “**Agreement**”) dated \_\_\_\_\_, 2019 by and between the City of Jersey Village, Texas (“**Seller**”) and Collaborate Special Projects, LLC (the “**Purchaser**”) covering the real property described in **Exhibit A** attached hereto (the “**Real Property**”).

1. **Assignment and Assumption.** For good and valuable consideration Seller hereby assigns, transfers, sets over, and conveys to Purchaser, and Purchaser hereby accepts the following (collectively, the “**Assigned Property**”):

(a) **Intangible Property.** All intangible personal property related to the Real Property, including, without limitation: (i) all trade names and trademarks associated with the Real Property including Seller’s rights and interests in the name of the Real Property; (ii) warranties, contract rights related to the construction, operation, ownership, or management of the Real Property (but excluding Seller’s obligations thereunder); (iii) governmental permits, approvals and licenses (to the extent assignable); and, (iv) telephone exchange numbers (to the extent assignable); and

(b) **Service Contracts.** The management, service, supply, equipment rental, and other contracts related to the Real Property (the “**Service Contracts**”) described in **Exhibit B** attached hereto.

2. **Indemnification.** Seller warrants that it shall have performed, and shall indemnify Purchaser from and against any liability for nonperformance and nonpayment of, its obligations and liabilities under the Service Contracts that are assumed by Purchaser up to and including the Effective Date, and Purchaser agrees to perform Seller’s obligations under such Service Contracts accruing after the Effective Date.

3. **Warranty.** Seller hereby represents and warrants to Purchaser that it is the owner of the Assigned Property, that the Assigned Property is free and clear of all liens, charges, and encumbrances other than the Permitted Exceptions (as defined in the Agreement), and Seller warrants and defends title to the Assigned Property unto Purchaser, its successors and assigns, against any person or entity claiming, or to claim, the same or any part thereof, subject only to the Permitted Exceptions.

4. **Counterparts.** This Assignment may be executed in multiple counterparts, each of which shall constitute an original and all of which when taken together shall constitute one (1) instrument.

5. **Further Assurances.** On or after the Effective Date, Seller and Purchaser will each take all appropriate and commercially reasonable actions and execute (or cause to be executed) all documents, instruments, or conveyances of any kind which are reasonably necessary to carry out any of the provisions hereof.

**IN WITNESS WHEREOF**, the undersigned have caused this Assignment to be executed as of the Effective Date.

**For Seller:**

\_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**For Purchaser:**

\_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** May 13, 2019

**AGENDA ITEM:** I09

**AGENDA SUBJECT:** Consider Resolution No. 2019-28, awarding the bid and authorizing the City Manager to execute a contract with Nova Painting for the City of Jersey Village Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants.

**Department/Prepared By:** Public Works

**Date Submitted:** May 8, 2019

**EXHIBITS:**        [Resolution No. 2019-28](#)  
                      [EX A](#) – Brooks & Sparks Recommendation  
                      [EX B](#) – Nova Paintings LLC’s Bid Document

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$ 315,000
	Amount Budgeted:	\$ 475,000
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

On May 7, 2019, the City of Jersey Village Engineer, Brooks & Sparks Inc., along with City staff received bid documents related to the City’s Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants. Nova Painting was the responsive, qualified bidder, submitting a bid of \$315,000. City Engineer Brooks & Sparks Inc. has reviewed the bid proposal, and it is the recommendation of Frank Brooks that the City select Nova Painting as the contractors for the City’s Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants.

**RECOMMENDED ACTION:**

Motion: To approve Resolution No. 2019-28, awarding the bid and authorizing the City Manager to execute a contract with Nova Painting for the City of Jersey Village Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants.

**CITY COUNCIL REGULAR SESSION MEETING PACKET FOR THE MEETING TO BE HELD ON MAY 13, 2019**

**RESOLUTION NO. 2019-28**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH NOVA PAINTINGS LLC FOR THE CITY'S GROUND STORAGE TANK REHABILITATION PROJECT AT THE SEATTLE AND VILLAGE WATER PLANTS.**

**WHEREAS**, the City Council of the City of Jersey Village approved funds for the Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants; and

**WHEREAS**, the City received a bid from Nova Paintings LLC for construction in connection with the City's Water Ground Storage Tank Rehabilitation Project in the amount of \$315,000; and

**WHEREAS**, the City Engineer Brooks and Sparks has reviewed the bid documents and recommends awarding the contract to Nova Paintings LLC; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1:** The contract for construction in connection with the City's Water Ground Storage Tank Rehabilitation Project at the Seattle and Village Water Plants shall be awarded to the responsive, qualified bidder, Nova Paintings LLC; and

**Section 2:** The City Manager is authorized to execute on behalf of the City of Jersey Village all necessary contract documents with Nova Paintings, LLC based upon the recommendation of the City Engineer, Brooks & Sparks attached hereto as Exhibit "A," and Nova Paintings LLC's bid document as attached hereto as Exhibit "B".

**PASSED AND APPROVED** this the 13th day of May A.D., 2019.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



May 8, 2019

Mr. Austin Bless, City Manager  
City of Jersey Village  
16501 Jersey Drive  
Jersey Village, Texas 77040-1999

RE: Ground Storage Tank Rehabilitation  
for the Seattle Water Plant and the  
Village Drive Water Plant  
Jersey Village Bid No. 2019-2  
Brooks & Sparks No. 537-0096

Mr. Bless:

The City of Jersey Village received bids for the above referenced project on Tuesday, May 7, 2019. Five (5) bids were received and are tabulated as follows:

Contractor	Base Bid	Deduct for Alternate Paint Not Specified
Trey Evans Co.	\$479,000	0
NG Painting, LLC.	355,000	0
Nova Painting LP.	315,000	0
Pardalis Industrial	400,000	- \$20,000
T&G Services, Inc.	428,200	0

Based on evaluations of the low bidder's qualifications and previous experience of Nova Painting, LLC., we recommend award of the contract to Nova Painting, Inc. in the amount of \$315,000.00.

I trust this information is helpful. If you have any questions or require additional information, please call me.

Sincerely,



Frank E. Brooks, P.E.  
Principal

Cc: Ms. Lorri Coody – City Secretary