

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JUNE 18, 2018 AT 7:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.**

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

The meeting was called to order by Mayor Ray at 7:00 p.m. with the following present:

Mayor, Justin Ray	City Manager, Austin Bleess
Council Member, Andrew Mitcham	City Attorney, Leah Hayes
Council Member, Greg Holden	City Secretary, Lorri Coody
Council Member, Bobby Warren	
Council Member, James Singleton	
Council Member, Gary Wubbenhorst	

The following City of Jersey Village Planning and Zoning Commission Members were present:

Debra Mergel, Chairman	Courtney Standlee, Commissioner
Rick Faircloth, Vice Chairman	Geoff Butler, Commissioner
Joseph Paul, Commissioner	

Commissioners Ty Camp and Barbara Freeman were not present at this meeting.

Staff in attendance: Mark Bitz, Fire Chief; Eric Foerster, Chief of Police; Isabel Kato, Finance Director; Kevin T. Hagerich, Director of Public Works; Jason Alfaro, Director of Parks and Recreation; Christian Somers, Building Official; and Danielle Amason, sitting in on the Planning and Zoning Commission Meeting for Lorri Coody, City Secretary.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer and Pledge by: Frank Maher, Assistant Fire Chief

**C. JOINT PUBLIC HEARING**

1. **Conduct a Joint Public Hearing with the Planning and Zoning Commission for the purpose of receiving written and oral comments from any interested person(s) concerning the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F (“First Business District”) to Zoning District J (“Third Business District”).**

Mayor Ray called the item and Chairman Debra Mergel announced a quorum for the Planning and Zoning Commission. Mayor Ray opened the Joint Public Hearing at 7:02 p.m., stating that the purpose of the meeting was to give those in attendance the right to speak and be heard concerning the Preliminary Report of the Planning and Zoning Commission on the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F (“First Business District”) to Zoning District J (“Third Business District”).

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With no one desiring to speak at the hearing, Mayor Ray and Chairman Mergel closed the joint public hearing at 7:03 p.m., and the Planning and Zoning Commission retired from the City Council Meeting at 7:03 p.m. to conduct its posted meeting agenda and prepare the final report in connection with this joint public hearing.

**D. PRESENTATIONS**

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

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

City Manager Austin Bless presented this month's employee of the month award to Officer Blake McElhaney.

**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.

**Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 553-8625:** Mr. Maloy spoke to City Council about City tax revenue being spent on the Golf Course. He believes that the Golf Course should be a free access area similar to that of Carol Fox Park and Clark Henry Park. He believes it could also serve as a detention area for storm water and be used as a low maintenance green space area for the residents. He has concerns about developing the property South of US HWY 290 and fears additional flooding from such a development. He stated that the City has spent over \$20M on the Golf Course, with none coming from Golf Course revenues. He went on to say that the City has plans to build a new Golf Course Clubhouse and a gray water project that will be in addition to the \$20M already spent. Mr. Maloy also spoke about the monies being spent for the clarifier at the Castlebridge Waste Water Treatment Plant. He believes that all of this expense is a waste of taxpayer dollars because not all residents get to use the Golf Course green space.

**William Beazley, 14910 Lakeview Drive, Jersey Village, Texas (713) 443-9914:** Mr. Beazley spoke to City Council about the Golf Course. He believes that it is not profitable and as such it is subsidized by the residents at about \$250 per household. He went on to say that the course is dependent upon outsiders for revenue, which justifies the use of HOT funds for support. He wants the Golf Course to support itself and make a profit. He is concerned that City Council is not concerned about the Golf Course operating at a loss. He stated that the sport of golf is in decline. He wants City Council to delay further spending on the Golf Course until a firm plan is in place.

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**F. CITY MANAGER’S REPORT**

City Manager, Austin Bless gave his report as follows:

- 1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – April 2018, General Fund Budget Projections as of May 2018, and Utility Fund Budget Projections – May 2018.**
- 2. Open Records Requests – Non-Police**
- 3. Fire Departmental Report and Communication Division’s Monthly Report**
- 4. Police Activity Report, Warrant Report, Investigations/Calls for Service Report, Staffing/Recruitment Report, and Police Open Records Requests**
- 5. Municipal Court Collection Report, Municipal Court Activity Report, Municipal Court Courtroom Activity Report, Speeding and Stop Sign Citations within Residential Areas Report, and Court Proceeds Comparison Report**
- 6. Public Works Departmental Report and Construction and Field Projects Update**
- 7. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary; Golf Course Social Media Summary Report, and Parks and Recreation Departmental Report**
- 8. Report from Code Enforcement**
- 9. City Social Media Summary Report**

In receiving the report, Council engaged in discussion about Golf Course revenues, noting that revenues for the month of May were the best for this month since 2012. Council also discussed street cleaning and the draining of water from the ponds in order to prepare for the upcoming storm.

**G. CONSENT AGENDA**

The following items are considered routine in nature by the City Council and will be enacted with one motion and vote. There will not be separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

- 1. Consider approval of the Minutes for the Regular Session Meeting held on May 14, 2018, the Work Session Meeting held on May 19, 2018, the Special Session Meeting held on May 29, 2018, and the Special Session meeting held on June 12, 2018.**
- 2. Consider Resolution No. 2018-33, authorizing the City Manager to enter into a three (3) year contract with Waste Corporation of Texas, L.P. (WCA) for the City’s residential curbside collection of household trash and recyclables effective October 1, 2018 and expiring on September 30, 2021.**

RESOLUTION NO. 2018-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT

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WITH WASTE CORPORATION OF TEXAS, L.P. FOR THE CITY’S RESIDENTIAL  
CURBSIDE COLLECTION OF HOUSEHOLD TRASH AND RECYCLABLES.

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

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

Nays: None

The motion carried.

**H. CLOSE THE REGULAR SESSION**

Mayor Ray closed the Regular Session at 7:19 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consult with Attorney and Section 551.072 – Deliberation Regarding Real Property.

**I. EXECUTIVE SESSION**

- 1. Pursuant to the Texas Open Meetings Act Section 551.071- Consult with Attorney and Section 551.072 - Deliberation Regarding Real Property, consult with the City Attorney regarding Cause No. 1061305; *Jones Road Holding Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 2, Harris County, Texas and Cause No. 1074704; *Jones Road Project Ltd. vs. City of Jersey Village, Texas*; County Civil Court at Law No. 3, Harris County, Texas. *City Attorney***
- 2. Pursuant to the Texas Open Meetings Act Section 551.072 – Deliberations Regarding Real Property, conduct deliberations regarding the purchase of property for a new Public Works Facility. *Justin Ray, Mayor***

**J. ADJOURN EXECUTIVE SESSION**

Mayor Ray adjourned the Executive Session at 8:10 p.m. and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive Session.

**K. REGULAR SESSION**

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

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

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**2. Discuss and take appropriate action concerning negotiations regarding the purchase of property for a new Public Works Facility.**

With no discussion on the matter, Council Member Singleton moved to authorize the City Manager to engage in negotiations for the purchase of a new Public Works Facility. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

*Mayor Ray called the next two (2) items (K10 and K11) out of order as follows:*

**10. Consider Resolution No. 2018-41, receiving the Planning and Zoning Commission's Final Report as it relates to the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F ("First Business District") to Zoning District J ("Third Business District").**

Debra Mergel, Planning and Zoning Commission Chairman introduced the item. Background information is as follows: The Planning and Zoning Commission met on April 24, 2018 to discuss the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F ("First Business District") to Zoning District J ("Third Business District").

The Commission recommended in its preliminary report, which was submitted to Council at its May 14, 2018 meeting, that amendments be made to Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F ("First Business District") to Zoning District J ("Third Business District"). Additionally, the Commission requested that a Joint Public Hearing be ordered for June 18, 2018.

On June 18, 2018 the City Council and the Planning and Zoning Commission conducted the joint public hearing and the Planning and Zoning Commission now presents its final report and recommendation. This item is to receive the Final Report.

With limited discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2018-41, receiving the Planning and Zoning Commission's Final Report as

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it relates to the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F (“First Business District”) to Zoning District J (“Third Business District”). Council Member Wubbenhorst seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2018-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION’S FINAL REPORT AS IT RELATES TO THE PROPOSAL TO AMEND CHAPTER 14 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TEXAS BY AUTHORIZING REVISION OF THE OFFICIAL ZONING MAP SO THAT THE PROPERTY LOCATED AT 8805 JONES ROAD/12551 STEEPLEWAY AND 8805 JONES ROAD #A, AND DESCRIBED AS TRACTS 1 AND 1A, BLOCK 1, JONES ROAD PLAZA, SHALL BE CHANGED FROM ZONING DISTRICT F (“FIRST BUSINESS DISTRICT”) TO ZONING DISTRICT J (“THIRD BUSINESS DISTRICT”).

- 11. Consider Ordinance No. 2018-13, 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 property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from zoning District F (“First Business District”) to zoning District J (Third Business District); 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.**

Kevin T. Hagerich, Director of Public Works introduced the item. Background information is as follows: The Planning and Zoning Commission met on April 24, 2018 to discuss and take appropriate action regarding the proposal to amend Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F (“First Business District”) to Zoning District J (“Third Business District”).

The Planning and Zoning Commission submitted its preliminary report to Council on May 14, 2018, and a Joint Public Hearing was ordered for June 18, 2018.

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On June 18, 2018 the City Council and the Planning and Zoning Commission conducted a joint public hearing and the Planning and Zoning Commission made its final report and recommendations.

All of the procedural requirements of Section 14-84(c)(2) items a through c have been met. This item is to approve the ordinance that will enact the final recommendation from the Planning and Zoning Commission regarding amendments to Chapter 14 of the Code of Ordinances of the City of Jersey Village, Texas by authorizing revision of the official zoning map so that the property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from Zoning District F (“First Business District”) to Zoning District J (“Third Business District”).

Council engaged in discussion about the Ordinance change. Building Official Somers explained that when this property was first developed, the structures built were “service warehouses,” which are not allowed in District F but is permitted in District J. He further explained that he did not know why the City permitted the construction given the code prohibited it. Nonetheless, the “service warehouses” were built on this property. This zoning change will basically authorize what has already been built at this location. City Attorney Hayes explained that the change will also allow for new businesses to come in consistent with the area. There are no adverse effects for neighboring property owners.

With no further discussion on the matter, Council Member Warren moved to approve Ordinance No. 2018-13, 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 property located at 8805 Jones Road/12551 Steepleway and 8805 Jones Road #A, and described as Tracts 1 and 1A, Block 1, Jones Road Plaza, shall be changed from zoning District F (“First Business District”) to zoning District J (Third Business District”); 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. Council Member Singleton seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2018-13

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 PROPERTY LOCATED AT 8805 JONES ROAD/12551 STEEPLWAY AND 8805 JONES ROAD #A, AND

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DESCRIBED AS TRACTS 1 AND 1A, BLOCK 1, JONES ROAD PLAZA, SHALL BE CHANGED FROM ZONING DISTRICT F (“FIRST BUSINESS DISTRICT”) TO ZONING DISTRICT J (“THIRD BUSINESS DISTRICT”); 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.

*In completing items K10 and K11, Mayor Ray resumed the regular order of the agenda as follows:*

**3. Consider Resolution No. 2018-34, authorizing the City to apply for a grant from the Texas Water Development Board.**

Mark Bitz, Fire Chief introduced the item. Background information is as follows: The city notifies residents of flooding and other emergencies through reverse 911. This process is time consuming and is not 100% accurate to notify our community during events such as flooding, tornadoes or sheltering in place.

On April 18, 2016 during Tax day floods, the city sent a reverse 911 telephone call to let residence know that White oak Bayou was going to flood. This telephone call took more than 3 hours and reached less than half of the residence. During Hurricane Harvey, the city sent a reverse 911 notification to the residence. Again, we had more than a 3-hour call time and the majority of residence in the community did not get a phone call.

Most people have gotten rid of their home phones and only have cell phones. It is important for the community to register their mobile phones to get the alert notification. Most residents have not registered these mobile devices therefore cannot get a call from us. We also believe that most people turn their phones on “Do Not Disturb” throughout the night making it nearly impossible to notify them.

Across the nation, communities continue to use sirens to notify their first responders and to make the community aware of emergencies. It is the cities intention to apply for a grant from the Texas Water Development Board for 50% matching funds. The cost of one siren placed near Carol Fox Park is \$30,950. We are requesting the Texas Water Development Board to fund half of this cost.

The Siren is a Sentry VR-10 Siren with Voice notification. There is information attached to the agenda for review of the siren, specification and site study. It is staff’s recommendation that Council adopt the resolution authorizing the grant application through the Texas Water Development Board.

Council engaged in discussion about the location of the siren which will be in a flood prone area. They also discussed the use of reverse 911 services for those areas located outside the siren coverage. Council wanted more information on what other cities are doing in connection with the sirens. Fire Chief Bitz explained that the City of Katy has just installed

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these sirens. Chief Bitz also reported that he has been approached by several residents, requesting the sirens.

Council discussed the various tones that the siren produces as well as the capability to use voice commands to inform residents of an impending emergency. The coverage area for the commands is one and half miles. Council discussed the need to have advanced warnings/notice for when the siren will be tested in order that residents can prepare, given the decibel level of the siren.

With no further discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2018-34, authorizing the City to apply for a grant from the Texas Water Development Board. Council Member Holden seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2018-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE TEXAS WATER DEVELOPMENT BOARD.

**4. Consider Resolution No. 2018-35, authorizing the City Manager to submit the grant application to Texas General Land Office for the Berm and Wall Street Neighborhood Projects and committing to funding the necessary project cost share.**

Austin Bless, City Manager introduced the item. Background information is as follows: Recently the City has submitted our application to TDEM for the HMGP grant program. That program requires a 25% local match. However, the State is allowing the use of CDBG funds to serve as that match.

From the 2016 Tax Day Floods the City is tentatively allocated \$1,792,344 in CDBG funds. The 25% cost share of our HMGP Grant request would be \$1,557,076. Staff is proposing that we apply for these CDBG funds and utilize them towards the match required.

The project is for the berm and the Wall Street Neighborhood Drainage Projects. Flood and Drainage Facilities are a high priority for the CDBG Funds. The Long Term Flood Recovery Plan that the City undertook has helped us to identify these projects based upon the hydrologic and hydraulic modeling and the citizen input that was received throughout the project. These are both pieces that make our project a good candidate for funding. The study also gave us good cost estimates for these projects, which have been used to create these grant applications.

Council engaged in discussion about the recent Long Term Flood Plan and if this plan was helpful in preparing for and being accepted for grant funding. City Manager Bless

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explained that data included in the study is extremely valuable, especially the FFE data as it will help with writing many of the grants, including the berm and Wall Street Neighborhood project grants. He also explained that the study is helpful in that it assists with writing grants using the same language FEMA speaks. Additionally, having this study shows us what the potential cost savings of the projects are, which is helpful in preparing our Benefit-Cost-Analysis for FEMA grants.

Council asked for clarification on the cost-share for this grant. City Manager Bleess explained that the City has previously submitted our application to TDEM for the HMGP grant program. If approved, the grant will cover 75% of the funding requested and the City will be obligated to fund the remaining 25% of the HMGP grant.

The CBDG grant that is the subject of this item, allocates to the City \$1,792,344 in CDBG funds and permits the funds to be used for the 25% of the City's portion of the HMGP grant which would be \$1,557,076. Staff is proposing that we apply for these CDBG funds and utilize them towards the 25% match required by the HMGP grant.

With no further discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2018-35, authorizing the City Manager to submit the grant application to Texas General Land Office for the Berm and Wall Street Neighborhood Projects and committing to funding the necessary project cost share. Council Member Warren seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2018-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT THE GRANT APPLICATION TO TEXAS GENERAL LAND OFFICE FOR THE BERM AND WALL STREET NEIGHBORHOOD PROJECTS AND COMMITTING TO FUNDING THE NECESSARY PROJECT COST SHARE.

**5. Consider Resolution No. 2018-36, authorizing the City Manager to submit the grant application to PetSamrt Bark for Your Park Grant to add dog park amenities.**

Jason Alfaro, Director of Parks and Recreation introduced the item. Background information is as follows: We are currently working on construction of the Dog Park. It should be open to the community in July. As we look to improve our parks and use outside resources where available, we would like to apply for a \$5,000 grant from PetSafe as part of their Bark for Your Park grant program. Bark for Your Park awards 13 communities each year with funding to not only break ground on new parks, but to also help maintain and upgrade existing parks. We would request the funds to help add some agility features

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to our dog park. If awarded funds, we would need to put up signage at the dog park that includes the PetSafe brand name and logo recognizing them for their grant.

This is a good opportunity for the City to apply for grant funds to help add more features to our dog park.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2018-36, authorizing the City Manager to submit the grant application to PetSamrt Bark for Your Park Grant to add dog park amenities. Council Member Holden seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2018-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM PETSAME BARK FOR YOUR PARK A GRANT TO ADD DOG PARK AMENITIES.

**6. Consider Resolution No. 2018-37, authorizing the City Manager to execute a WellsOne Commercial Card Agreement with Wells Fargo Bank, National Association.**

Isabel Kato, Finance Director introduced the item. Background information is as follows: Currently, almost all payments to vendors for services and/or products are made by manual city checks. In order to make our accounts payable operations more efficient, staff looked into making the majority of our vendor payments thru a process called Commercial Card (p card). By using this process, each department will pay vendors with a credit card. All credit cards will be paid electronically each month. Staff will be responsible for accounting for their purchases via the payment authorization process.

In order to effect the program, the City of Jersey Village was approved a \$400,000 line of credit by our Depository bank Wells Fargo. Wells Fargo will work with our vendors and with Tyler Technology (INCODE) in order to assist the City with the conversion of this program.

In addition to making our accounts payable process more efficient, the Commercial Card program offers greater rewards through the Revenue Share program. These rewards come to the city in the form of actual dollars.

Furthermore, the payment outsourcing through this program is a great addition to our Business Continuity Plan. In the event of a declared emergency in the Houston area, purchases for needed city services and products can be made without interruption because all payments are transmitted to central Wells Fargo hub for processing.

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Since this service was not part of our original depository contract, staff requests that City Council authorize the City Manager to sign this contract with Wells Fargo.

Council engaged in discussion about the program. Some members wondered about the cost of the program, stating that some vendors charge a three to four percent fee for using a credit card. Council also discussed the pros and cons of the program, including how the transactions will be accounted for in the City's computer system and how the paper trail of the transaction will be preserved.

There was also discussion about signatures being required for control and will the new program pose any risks. City Attorney Hayes stated that the program will need to follow the same accounting and purchasing rules already established by the City, which does require purchase order authorization. Finance Director Kato explained that these cards will be used for items purchased during the normal course of business. Large purchases outside of the normal course of business will be paid for by city check.

The discussion closed with inquires about the on-line check register. Finance Director Kato stated that the on-line check register will contain entries for payments made via these cards.

With no further discussion on the matter, Council Member Singleton moved to approve Resolution No. 2018-37, authorizing the City Manager to execute a WellsOne Commercial Card Agreement with Wells Fargo Bank, National Association. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2018-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A WELLSONE COMMERCIAL CARD AGREEMENT WITH WELLS FARGO BANK, NATIONAL ASSOCIATION.

- 7. Consider Resolution No. 2018-38, authorizing action for the 2018-2019 Health Insurance Plan Year by renewing health insurance plans with Texas Municipal League Intergovernmental Employee Benefits Pool at the best possible rate with the current plan and with a renewal date of October 1.**

Trelena Collins, HR Manager introduced the item. Background information is as follows: The City has received the 2019 health insurance rerate quote. Our rerate came in at 7% over our current rates, without any changes to our current plan.

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In the past, best practices were adopted that advised the City to not look outside of a current provider if rerate numbers came back at 10% or less. From conversations with those in the HR community, inclusive of those within the TML pool and those who are not, it is my sentiment that our rerate is favorable. TMLIEBP has been, and remains, a very good, and very competitive way for the city to get health insurance at reasonable costs. With a positive outlook for the Risk Pool, it is recommended to move forward with TMLIEBP.

Budget wise, it would bring ease to the process to go with an October 1 renewal to better line up with the fiscal year. It has been confirmed by TML that the employees would not feel the impact of the change as deductibles and the Section 125 Flexible Spending account run on a calendar year.

Staff is looking for direction from the Council on renewing health insurance plans with Texas Municipal League Intergovernmental Employee Benefits Pool at the best possible rate with the current plan and with a renewal date of October 1.

Council engaged in discussion about the prior practices of the City, which was to move forward with the current provider if the new rates were under a 10% increase. In connection with same, Ms. Collins explained that she has spoken with other entities both in and out of the TML Plan and many are seeing a 20% increase.

Council engaged in discussion about moving from a calendar year to a fiscal year for open enrollment. Some members preferred to keep it at the calendar year. Ms. Collins reported that if no changes are made in the plans, the employees will not notice any changes in moving to a fiscal year. It will only mean having open enrollment in July as opposed to having it in December.

City Council also discussed the 7% increase and how it affects the budget for this year and next year as well as the cost of transitioning to this new date.

With no further discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2018-38, authorizing action for the 2018-2019 Health Insurance Plan Year by renewing health insurance plans with Texas Municipal League Intergovernmental Employee Benefits Pool at the best possible rate with the current plan and with a renewal date of October 1. Council Member Singleton seconded the motion. The vote follows:

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

Nays: None

The motion carried.

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CITY OF JERSEY VILLAGE, TEXAS – June 18, 2018

RESOLUTION NO. 2018-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING ACTION FOR THE 2018-2019 HEALTH INSURANCE PLAN YEAR BY RENEWING HEALTH INSURANCE PLANS WITH TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL AT THE BEST POSSIBLE RATE WITH THE CURRENT PLAN AND WITH A RENEWAL DATE OF OCTOBER 1.

**8. Consider Resolution No. 2018-39, awarding the bid and authorizing the City Manager to enter into a contract with R & B Group, Inc. for the City's Castlebridge Wastewater Treatment Plant Clarifier Addition and Improvements project.**

Kevin T. Hagerich, Director of Public Works introduced the item. Background information is as follows: On May 22, 2018, the City of Jersey Village Engineer, Brooks & Sparks, Inc., along with City staff received bid documents related to the City's Castlebridge Wastewater Treatment Plant Clarifier Addition and Improvements Project. R & B Group, Inc. was the low bidder, submitting a bid of \$1,523,524.00. City Engineer Brooks & Sparks, Inc. has reviewed the bid proposal, and it is the recommendation of Frank Brooks that the City select R & B Group, Inc. as the contractor for the City's Castlebridge Wastewater Treatment Plant Clarifier Addition and Improvements project.

Council engaged in discussion about R&B Group. City Engineer, Frank Brooks explained that this company has been around many years and he has worked with them before. Some members were concerned about what will happen if the project is underbid. City Attorney Hayes explained that in moving forward with the project, the contractor will need to submit a performance bond and payment bond.

The project was discussed. City Engineer Brooks explained that this plant was built more than 30 years ago. During its existence it has never been maintained and it has always had only one clarifier. The plan is to install the new clarifier. Once it is in place, the old clarifier will be refurbished in order that the Castlebridge plant will have a backup clarifier.

Discussion was had about the service area of the Castlebridge Plant. City Engineer Brooks confirmed that this plant services the area South of US HWY 290 and the project will take approximately 200 days to complete. The time line for the project was discussed. Some wanted to know what will happen if the 200 day schedule is not met. City Attorney Hayes explained the process and City Engineer Brooks added that extra days are built into the schedule to accommodate inclement weather.

The bid process was discussed and the requirements for same, including how the bids are evaluated and the bidder is chosen. Council also discussed the contract process.

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2018-39, awarding the bid and authorizing the City Manager to enter into a contract with R & B Group, Inc. for the City's Castlebridge Wastewater Treatment Plant

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Clarifier Addition and Improvements project. Council Member Warren seconded the motion. The vote follows:

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

Nays: None

Abstains: Council Member Holden

The motion carried.

RESOLUTION NO. 2018-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH R & B GROUP, INC. FOR THE CITY'S CASTLEBRIDGE WASTEWATER TREATMENT PLANT CLARIFIER ADDITION AND IMPROVEMENTS PROJECT.

**9. Consider Resolution No. 2018-40, appointing a Director to fill the unexpired term ending December 31, 2019 for Position One on the Tax Increment Reinvestment Zone Board for the City of Jersey Village Tax Increment Reinvestment Zone No. 2.**

Lorri Coody, City Secretary introduced the item. Background information is as follows: The Tax Increment Reinvestment Zone Board shall consist of seven (7) Directors, as follows:

1. Five (5) Directors shall be appointed by the City Council; and
2. Two (2) Directors shall be appointed by the County Commissioners Court.

Harris County has declined our invitation to participate in the Tax Increment Reinvestment Zone.

Effective May 15, 2018, James Singleton, who served in Position One on the Board, tendered his resignation, which is attached. Mr. Singleton served on the Board since his appointment in August 2017.

This item is to appoint a Director to fill the unexpired term ending December 31, 2019 for Position One on the Tax Increment Reinvestment Zone Board.

Qualifications to serve as a Board Member are as follows:

- (a) All regular Board Members shall be at least 18 years of age and be a resident of the County; or
- (b) Own real property in the zone, whether or not the individual resides in the county.

With limited discussion on this matter, Council Member Warren moved to approve Resolution No. 2018-40, appointing Andrea Grimm to fill the unexpired term ending December 31, 2019 for Position One on the Tax Increment Reinvestment Zone Board for

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the City of Jersey Village Tax Increment Reinvestment Zone No. 2. Council Member Singleton seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2018-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A DIRECTOR TO FILL THE UNEXPIRED TERM ENDING DECEMBER 31, 2019 FOR POSITION ONE ON THE TAX INCREMENT REINVESTMENT ZONE BOARD FOR THE CITY OF JERSEY VILLAGE TAX INCREMENT REINVESTMENT ZONE NO. 2.

**L. MAYOR AND COUNCIL COMMENTS**

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make a reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

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

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

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

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

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

**Mayor Ray:** Mayor Ray thanked everyone for coming. He commended Officer Blake McElhaney for his hard work and for being named Employee of the Month. He commended Staff and Council

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for all the work being done on the many projects for which the City is involved and he encouraged the Residents to attend the 4<sup>th</sup> of July parade.

**L. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 8:55 p.m.

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Lorri Coody, City Secretary

