



## NOTICE OF A MEETING

(In compliance with Sec. 551.041, Et. Seq., Tex. Gov't. Code)

Notice is hereby given of a Regular Meeting of the Comprehensive Plan Update Committee of the City of Jersey Village to be held on Thursday, December 17, 2020, at 7:00 p.m. via videoconferencing. All agenda items are subject to action. The Committee 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.

Pursuant to Section 418.016 of the Texas Government Code, on March 16, 2020, the Governor of the State of Texas granted the Office of the Attorney General's request for the temporary suspension of certain provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people, as a precautionary measure to contain the spread of novel coronavirus COVID-19.

Accordingly, the public will not be allowed to be physically present at this Regular Meeting of the Comprehensive Plan Update Committee of the City of Jersey Village, Texas, but the meeting will be available to members of the public and allow for two-way communications for those desiring to participate via telephone. To attend the meeting via telephone, please use the following toll-free number: **346-248-7799 along with Webinar ID: 960 7090 2465.**

Any person interested in speaking during the public comment item on the agenda must submit his/her request via email to the City Manager at [ableess@jerseyvillagetx.com](mailto:ableess@jerseyvillagetx.com). The request must include the speaker's name, address, topic of the comment and the phone number that will be used for teleconferencing. The request must be received no later than 12:00 p.m. on December 17, 2020.

The following will be observed by the public participating in the meeting:

- Callers will be called upon to speak by the Chairperson.
- Once called upon for public comment, speakers should state their name and address before speaking.
- Callers will mute their phone unless called upon to speak (*to eliminate background noise*).
- Callers should use handsets rather than speakerphone whenever possible.

The agenda packet is accessible to the public at the following link: [https://www.jerseyvillagetx.com/page/cpuc.ags\\_min](https://www.jerseyvillagetx.com/page/cpuc.ags_min).

For more information or questions concerning the teleconference, please contact the Public Works Administrative Assistant at 713-466-2133. The agenda items for this meeting are as follows:

ITEM(S) to be discussed/acted upon by the Committee are listed on the attached agenda.

### AGENDA

A. Call the meeting to order and announce a quorum is present. *Dr. Courtney Standlee*

## B. CITIZENS' COMMENTS

Any person who desires to address this Committee regarding an item on the agenda 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 Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments.

C. Consider approval of the Minutes for the Regular Meeting held on November 19, 2020. *Harry Ward, Public Works Director*

D. Discuss and take appropriate action regarding a review of the draft 2020 Comprehensive Plan in order to recommend changes to the planning and zoning commission in accordance with Section 14-23(d)(4) of the Code of Ordinances. *Austin Bleess, City Manager*

E. 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: December 10, 2020 at 7:30 p.m. and remained so posted until said meeting was convened.



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Harry Ward  
Public Works Director

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)

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly." posted on the Internet Website at <http://www.jerseyvillagetx.com/>

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE  
COMPREHENSIVE PLANNING UPDATE COMMITTEE**

**November 19, 2020 – 7:00 p.m.**

A quorum of the Comprehensive Planning Update Committee of the City of Jersey Village, Texas, convened on November 19, 2020, at 7:00 p.m. via videoconference.

**A. The meeting was called to order by Dr. Courtney Standlee at 7:07 p.m. and roll was taken. The following Committee members were present for the meeting:**

Brittany Davies  
Peter Jessup  
Judy Tidwell  
Anthony Martin

Debra Mergel, Ashley Hart, Gabriella Hall, Jennifer McCrea, and Amy Weyer were not present at this meeting.

City Staff in attendance: Austin Bleess; City Manager, Harry Ward; Director of Public Works, Christian Somers; Building Official, and Danielle Cordova; Administrative Secretary.

Also in attendance: Council Liaison Drew Wasson.

**1. Designate alternate members to serve in place of any absent Committee Members.**

No action was taken.

**B. Citizen's Comments**

No action was taken; there were no comments from citizens.

**C. Consider approval of the Minutes for the Regular Meeting held on November 12, 2020.**

Brittany Davies moved to approve the minutes of the meeting held on November 12, 2020. Judy Tidwell seconded the motion.

All were in favor; the motion carried.

**D. Discuss and take appropriate action regarding a review of the City's 2016 Comprehensive Plan in order to recommend changes to the planning and zoning commission in accordance with Section 14-23(d)(4) of the Code of Ordinances.**

The Committee held discussion on Chapter 8: Community Facilities of the City's 2016 Comprehensive Plan. Committee members identified the following changes to the chapter:

- Add water plants/ wastewater treatment plants to the list of the city’s primary buildings
- Add dates each city facility was built/established in the summary of findings section
- Correct typo in “apparatus” under fire station section
- Indicate that the golf course cart barn is to be replaced after a new clubhouse is built to coordinate with the look and feel of the new facility
- Indicate that the aesthetics of the golf course maintenance building are to be maintained and improved
- Indicate that the issues regarding the storage of hydraulic oil and chemicals have been addressed
- Update pictures for deficiencies identified at city hall
- Add/remove items that have been/need to be updated at each city facility
- Indicate that improvements will be made where they are suitable without over spending until a transition can be made to the new city hall
- Replace the heading “City Maintenance Staff Buildings” with “Public Works/ Parks Buildings”
- Incorporate details from the purchase of the Public Works facility at 12527 Taylor Rd.
- Add a section for facilities that city employees maintain (i.e. water treatment facilities, pool facilities, etc.), identify their purpose, and possible problems
- Indicate that the Capital Improvements Plan is evaluated annually

Dr. Standlee proceeded the discussion to Chapter 9: Implementation Plan of the City’s 2016 Comprehensive Plan. The Committee identified the following changes to the chapter:

- Reference FEMA grants, berm project, and green spaces to maintain the city’s AA+ rating in the Sustainment of Core Activities section
- Title the city council figure on page 170 of the Comprehensive Plan and incorporate checks, balances, and collaboration
- Remove the term “individual” in training workshops on page 22
- Replace the term “annual review” with “periodic review” on page 23
- Remove paragraph on right hand side of page 174, summarize, and incorporate details into figure 9.1
- Update Priority Recommendations table, prioritize current items, and incorporate accomplishments from the last four years
- Incorporate a figure that can represent the text within the Financing the Comprehensive Plan section
- Update the years in implementation matrix
- Reformat Future Land Use Recommendations table to correspond with the Priority Recommendations table

City Manager Bless indicated a draft of the revised Comprehensive Plan will be sent to the Committee by December 10, 2020 and requested that written comments be returned by December 15, 2020.

With no further discussion, Dr. Standlee proceeded to the next agenda item.

**E. Adjourn**

Dr. Standlee adjourned the meeting at 8:41p.m. The next meeting is scheduled for December 17, 2020 at 7:00 p.m.

Respectfully submitted,

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Danielle D. Cordova  
Administrative Secretary, City of Jersey Village

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Harry O. Ward, P.E.  
Director of Public Works, City of Jersey Village

**COMPREHENSIVE PLANNING UPDATE COMMITTEE  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** December 17, 2020

**AGENDA ITEM:** D

**AGENDA SUBJECT:** Discuss and take appropriate action regarding a review of the draft 2020 Comprehensive Plan in order to recommend changes to the planning and zoning commission in accordance with Section 14-23(d)(4) of the Code of Ordinances.

**Department/Prepared By:** Austin Bless, City Manager **Date Submitted:** December 10, 2020

**EXHIBITS:** 2016 Comprehensive Plan  
(<https://www.jerseyvillagetx.com/page/open/1499/0/2016%20Comp%20Plan.pdf>)  
2020 Draft Comprehensive Plan

**CITY MANAGER APPROVAL: AB**

**BACKGROUND INFORMATION:**

Tonight we will review the comments from the Committee on the Draft 2020 Comprehensive Plan. We will also review the comments received from the survey that was completed.

If the Committee wishes to recommend the draft to the Planning and Zoning Commission for their consideration the Committee could do so. A motion for that is below.

If the Committee feels it is not ready for that step we will need another meeting to finalize this.

**RECOMMENDED ACTION:**

Move to recommend the Draft 2020 Comprehensive Plan to the Planning and Zoning Commission for their review pursuant to Section 14-23(d)(4) of the Code of Ordinances.