

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 18, 2022, 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 Warren at 7:01 p.m. with the following present:

Mayor, Bobby Warren	City Manager, Austin Bleess
Council Member, Drew Wasson	City Secretary, Lorri Coody
Council Member, Sheri Sheppard	City Attorney, Justin Pruitt
Council Member, Michelle Mitcham	
Council Member, James Singleton	
Council Member, Gary Wubbenhorst	

Council Member Sheri Sheppard attended the meeting via video conference.

Staff in attendance: Mark Bitz, Fire Chief; Isabel Kato, Finance Director; Kirk Riggs, Chief of Police and Robert Basford, Director of Parks and Recreation.

B. INVOCATION, PLEDGE OF ALLEGIANCE

1. Prayer and Pledge by Council Member Drew Wasson

C. PRESENTATIONS

1. None

D. ELECTION ITEMS

1. **Discussion with possible action to consider Ordinance No. 2022-15, canvassing the returns and declaring the results of the General Election held on May 07, 2022, for the purpose of electing a City Council Members (Place 1, Place 4, and Place 5).**

Mayor, Bobby Warren, called the item and opened the sealed envelope containing the canvass report for the May 07, 2022 General Election for the City of Jersey Village. He instructed the members of Council to open their envelopes containing the canvass report and to review same. A summary follows:

<i>Name of Candidate</i>	<i>Mail</i>	<i>Early</i>	<i>Election Day</i>	<i>Total</i>
Councilmember Place No. 1				
Drew Wasson	61	435	191	687
Councilmember Place No. 4				
Jim Fields	39	290	111	440
James Singleton	37	306	146	489
Councilmember Place No. 5				
Jennifer McCrea	64	439	197	700

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Mayor Warren read the returns and announced the following: Drew Wasson, James Singleton, and Jennifer McCrea are duly elected to their respective positions.

Once the Council Members completed their review of the canvass, Mayor Warren called for a motion to approve Ordinance No. 2022-15, canvassing the returns and declaring the results of the General Municipal Election held May 07, 2022.

Council Member Mitcham moved to approve Ordinance No. 2022-15, canvassing the returns and declaring the results of the General Municipal Election held May 07, 2022. Council Member Wasson seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and Wubbenhorst

Nays: None

The motion carried.

ORDINANCE NO. 2022-15

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 07, 2022.

After the Ordinance passed, Mayor Warren stated the following:

This concludes the canvass of the election of the General Election held on May 7, 2022 for the City Jersey Village with a total of 953 voters.

Mayor Warren called the next two items (2 and 3) together.

2. Issuance of Certificate of Election to Newly Elected Officials.

City Secretary, Lorri Coody, delivered Certificates of Election to the newly elected officials Drew Wasson, Council Member, Place 1; James Singleton, Council Member, Place 4; and Jennifer McCrea, Council Member, Place 5.

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

City Secretary, Lorri Coody, administered the Oath of Office to newly elected officials Drew Wasson, Council Member, Place 1; James Singleton, Council Member, Place 4; and Jennifer McCrea, Council Member, Place 5.

4. Recognition and Presentation of Service Award to Gary Wubbenhorst outgoing Council Member – Place 5, for his years of service to the City of Jersey Village.

Mayor, Bobby Warren, recognized and presented a service plaque to outgoing Council Member Gary Wubbenhorst for his years of service to the City of Jersey Village. Council Member Wubbenhorst, accepting the service plaque, gave a few remarks about his service and thanked the residents for the experience.

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RECESS – Mayor Warren called a recess at 7:13 p.m. for the newly elected members of Council to take their place at the Council dais, and reconvened the meeting at 7:22 p.m.

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.

Joel Dejean, Houston, Texas, Independent Candidate for US Congress for Texas 38th District. He gave background information about the Columbine massacre. Then he mentioned another massacre in Texas and one in Buffalo, New York. He went on to talk about the Buffalo massacre and how it was related to Nazism. He is against assisting the Ukraine since he believes the US is using Ukraine as a proxy to fight Russia. He tied this back to the measures that are happening around the nation.

Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 461-1430 – Mr. Maloy spoke to City Council about the recent City Council / Staff Budget Meeting for FY 2022-2023. He was concerned about the time and place for which this meeting was held and how it prevented residents from attending. He went on to explain the discussions at the meeting concerning tax exemptions. He also spoke to the cost of the development of a new City Hall on the south side of US Highway 290 and how we now have a new developer for this land. He is opposed to locating City Hall at this location. He would like for this issue to be brought before the residents for a vote. He would also like the Golf Course Clubhouse Project to be taken to the residents for a vote.

Michael Stembridge, 15422 Jersey Drive, Jersey Village, Texas (832) 880-3809 – Mr. Stembridge spoke to City Council about his desire to be appointed as a Director to the TIRZ3 Board. While in the past he opposed the TIRZ3 project, he now sees this program as a benefit to his neighbors and to the City. Revitalizing the City is the way to move forward.

Ron Damico, 15521 Jersey Drive, Jersey Village, Texas (713) 478-1232 – Mr. Damico spoke to City Council about his desire to be appointed as a Director to the TIRZ3 Board. He gave background information about his qualifications for this appointment.

Kimberly Henao, 15601 Singapore Lane, Jersey Village, Texas (832-689-9878) – Ms. Henao spoke to City Council about the history of Jersey Village. She provided historical tidbits about various Ordinances passed and approved by the City Council in past years.

F. CITY MANAGER'S REPORT

City Manager Bless gave the following monthly report. There were comments about the Golf Course revenues.

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1. **Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – February 2022, General Fund Budget Projections as of March 2022, Utility Fund Budget Projections – March 2022, and the March 2022 Quarterly Investment Report.**
2. **Fire Departmental Report and Communication Division’s Monthly Report**
3. **Police Department Monthly Activity Report, Warrant Report, Staffing/Recruitment Report, and Police Open Records Requests.**
4. **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**
5. **Public Works Departmental Status Report**
6. **Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary, and Parks and Recreation Departmental Report.**
7. **Code Enforcement 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.

Each Consent Agenda item appears below with background information. Item 7 was pulled from the Consent Agenda for further discussion. Accordingly, Item 7 contains discussion information as well as Council’s vote. The vote on Items 1 through 6, and 8 are found at the end of the Consent Agenda.

1. **Consider approval of the Minutes for the Regular Session Meeting held on April 18, 2022 and the Minutes for the Special Session Meeting held on May 4, 2022.**
2. **Consider Resolution No. 2022-19, receiving the Capital Improvements Advisory Committee’s April 2022 Semiannual Progress Report.**

BACKGROUND INFORMATION:

The Capital Improvements Advisory Committee (CIAC) met on April 18, 2022 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 2021-2022.

This item is to receive the April 2022 Semiannual Progress Report prepared at the April 18, 2022 CIAC Meeting.

RESOLUTION NO. 2022-19

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE'S APRIL 2022 SEMIANNUAL PROGRESS REPORT.

3. **Consider Resolution No. 2022-20, receiving the Planning and Zoning Commission's 2022 Annual Progress Report pertaining to the City's progress in implementing the Comprehensive Plan.**

BACKGROUND INFORMATION:

The Planning and Zoning Commission (P&Z) met on April 18, 2022 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 18, 2022. 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 2022 Annual Progress Report prepared at the April 18, 2022 P&Z Meeting.

RESOLUTION NO. 2022-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S 2022 ANNUAL PROGRESS REPORT PERTAINING TO THE CITY'S PROGRESS IN IMPLEMENTING THE COMPREHENSIVE PLAN.

4. **Consider Resolution No. 2022-21, appointing Directors to the Crime Control and Prevention District Board for the term of office beginning May 2022 and ending May 2024.**

BACKGROUND INFORMATION:

The Jersey Village Crime Control and Prevention 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:

- Drew Wasson – Term ending May 2022
- James Singleton – Term ending May 2022
- Gary Wubbenhorst – Term ending May 2022
- Bobby Warren – Term ending May 2023
- Sheri Sheppard – Term ending May 2023
- Michelle Mitcham – Term ending May 2023

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- Austin Bleess – Term ending upon separation from the City

This item is to appoint Directors to the Crime Control and Prevention District Board for the term of office beginning May 2022 and ending May 2024.

RESOLUTION NO. 2022-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING DIRECTORS TO THE CRIME CONTROL AND PREVENTION DISTRICT BOARD FOR THE TERM OF OFFICE BEGINNING MAY 2022 AND ENDING MAY 2024.

5. **Consider Resolution No. 2022-22, appointing Directors to the Fire Control, Prevention, and Emergency Medical Services District Board for the term of office beginning May 2022 and ending May 2024.**

BACKGROUND INFORMATION:

The Jersey Village Fire Control, Prevention, and Emergency Medical Services District, organized and existing under Chapter 344, 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:

- Drew Wasson – Term ending May 2022
- James Singleton – Term ending May 2022
- Gary Wubbenhorst – Term ending May 2022
- Bobby Warren – Term ending May 2023
- Sheri Sheppard – Term ending May 2023
- Michelle Mitcham – Term ending May 2023
- Austin Bleess – Term ending upon separation from the City

This item is to appoint Directors to the Fire Control, Prevention, and Emergency Medical Services District Board for the term of office beginning May 2022 and ending May 2024.

RESOLUTION NO. 2022-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING DIRECTORS TO THE FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD FOR THE TERM OF OFFICE BEGINNING MAY 2022 AND ENDING MAY 2024.

6. **Consider Ordinance No. 2022-16, amending Chapter 66, Article II, Section 66-72(a) of the Code of Ordinances of the City of Jersey Village, entitled “No Parking/Tow-Away Zone Designated” to correct a scrivener's error pertaining to the requirements**

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for Congo Street from its intersection with Senate Avenue to its intersection with Solomon Street; providing a penalty; providing for severability; providing for publication; and providing an effective date.

BACKGROUND INFORMATION:

Recently, it was brought to the attention of City Staff that a scrivener's error has been discovered in the City's Code of Ordinances at Chapter 66, Section 66-72(a) requiring a correction to the requirements for no parking/tow-away zones for Congo Street from its intersection with Senate Avenue to its intersection with Solomon Street.

Currently, the Code of Ordinances restricts the no parking to the north side of Congo along this section when it should restrict the parking to the south side.

The Proposed Ordinance makes the correction.

ORDINANCE NO. 2022-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 66, ARTICLE II, SECTION 66-72(A) OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, ENTITLED "NO PARKING/TOW-AWAY ZONE DESIGNATED" TO CORRECT A SCRIVENER'S ERROR PERTAINING TO THE REQUIREMENTS FOR CONGO STREET FROM ITS INTERSECTION WITH SENATE AVENUE TO ITS INTERSECTION WITH SOLOMON STREET; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

- 7. Consider Ordinance No. 2022-17, amending the General Fund Budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, in the amount not to exceed \$104,000 by decreasing various line items from Department 30 (Public Works) and Department 39 (Parks) and increasing various line items in Department 11 (Administration) by \$104,000.**

BACKGROUND INFORMATION:

With the departure of the Public Works Director an opportunity has arisen to bring the Parks, Public Works, and Recreation departments under one umbrella. Historically the staff in these departments utilize the same facilities and they still share equipment. As a way to increase efficiencies and bring better cohesion to these three areas, the City Manager is proposing to reorganize these to do away with the Director level positions and create an Assistant City Manager position that would be over all three areas. The Parks and Recreation Director would become the Assistant City Manager.

The plan would reclassify the Engineer in Training (EIT) position into a project manager position to oversee projects city wide. They would be the person in the field for the upcoming streets projects and would also take the lead on the multitude of projects that are forecast in the CIP. They would also assist with other projects that are not CIP, but

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The plan would also reclassify the Public Works Administrative Assistant position to a Public Works Manager position. That position would oversee Streets, Utilities, Fleet, and Building Maintenance.

The third position, which would be new, would be a Community Development Manager position. This position would oversee Code Enforcement, Building Permits, and would also focus on economic development. A person that could focus on economic development has been one of the Comprehensive Plan goals since 2016. For this fiscal year we budgeted for a Building Official. However, our contract with BBG is working extremely well and in my opinion, it is in the best interest of the city to not fill the position and continue to utilize our contract.

This plan does not increase the number of city employees. It also fits within budgeted amounts that already exist. It is a net zero impact plan that provides for a better oversight of city services and projects, while achieving several comprehensive plan goals.

This plan also shows the commitment to staff. As we strive to be one of the best places to work, we can show staff there are opportunities to move up. We have the staff that we have trained for years to learn and better themselves and we have the opportunity to promote good people to use their skill sets in a better way.

Council engaged in discussion about this proposal. Council congratulated Staff on this innovative approach since it saves money, provides a better experience for our residents, and better opportunities for our employees. Kudos to Staff. Council is excited about this proposal and the investment in our existing Staff.

With no further discussion on this matter, Council Member Mitcham moved to approve Ordinance No. 2022-17, amending the General Fund Budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, in the amount not to exceed \$104,000 by decreasing various line items from Department 30 (Public Works) and Department 39 (Parks) and increasing various line items in Department 11 (Administration) by \$104,000. Council Member Singleton seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, and McCrea

Nays: None

Abstain: Council Member Singleton

The motion carried.

ORDINANCE NO. 2022-17

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, IN THE AMOUNT NOT TO EXCEED \$104,000 BY DECREASING VARIOUS LINE ITEMS FROM DEPARTMENT 30

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(PUBLIC WORKS) AND DEPARTMENT 39 (PARKS) AND INCREASING VARIOUS LINE ITEMS IN DEPARTMENT 11 (ADMINISTRATION) BY \$104,000.

8. **Consider Ordinance No. 2022-18, amending Section 66-146 “Definitions” and Section 66-150 “Authority to Enforce Article” of Article IV “Junked Vehicles” of Chapter 66 “Traffic and Vehicles” of the Code of Ordinances of the City of Jersey Village; providing a penalty; providing for severability; providing for publication; and providing an effective date.**

BACKGROUND INFORMATION:

In a review of the Junk Vehicle Ordinance with the Code Enforcement Officer and our municipal prosecutor we noticed that our ordinance is slightly outdated when compared to state law. This ordinance change would conform our ordinance to state law.

We are also adding the Code Enforcement Officer into our ordinance as a person who can enforce the ordinance. Previously the Building Official or Police Chief would have to do so.

ORDINANCE NO. 2022-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING SECTION 66-146 “DEFINITIONS” AND SECTION 66-150 “AUTHORITY TO ENFORCE ARTICLE” OF ARTICLE IV “JUNKED VEHICLES” OF CHAPTER 66 “TRAFFIC AND VEHICLES” OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

Item 7 was removed from the consent agenda. The discussion and vote for the removed item can be found under the appropriate Consent Agenda item. The vote for the remaining items NOT removed from the Consent Agenda is as follows:

Council Member Wasson moved to approve items 1 through 6 and 8 on the Consent Agenda. Council Member McCrea seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried.

H. REGULAR AGENDA

1. **Consider Resolution No. 2022-23, electing a Mayor Pro Tem.**

With limited discussion, Council Member McCrea moved to nominate Michelle Mitcham to serve as Mayor Pro Tem. Council Member Wasson nominated James Singleton to serve as Mayor Pro Tem. Council Member Sheppard seconded the nomination for

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Michelle Mitcham and Mayor Warren called for the vote on electing Council Member Mitcham as Mayor Pro Tem. The vote follows:

Ayes: Council Members Sheppard, Mitcham, and McCrea

Nays: Council Members Wasson and Singleton

The motion carried.

RESOLUTION NO. 2022-23

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

2. Consider Resolution No. 2022-24, assigning Council Members to serve as liaison to various city committees and boards.

Mayor Warren called the item, stating that the only Boards/Committees without a liaison are the Board of Adjustment and the Golf Course Advisory Committee. He asked for discussion on the matter, and if there would be any changes in the current assignments. The consensus was as follows:

Planning and Zoning Commission and Capital Improvements Advisory Committee	Drew Wasson
Building Board of Adjustment and Appeals	Jennifer McCrea
Parks and Recreation Advisory Committee	Michelle Mitcham
Golf Course Advisory Committee	Sheri Sheppard
Board of Adjustment	Jennifer McCrea
TIRZ2	James Singleton
TIRZ3	James Singleton

With no further discussion on this item, Council Member Wasson moved to approve Resolution No. 2022-24, assigning Council Members to serve as liaison to various city committees and boards as discussed. Council Member McCrea seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried.

RESOLUTION NO. 2022-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING COUNCIL LIAISONS TO VARIOUS BOARDS AND COMMITTEES.

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3. Consider Resolution No. 2022-25, appointing a Director to fill the unexpired term ending December 31, 2023 for position two on the City of Jersey Village Tax Increment Reinvestment Zone No. 3 (TIRZ No. 3).

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

The Tax Increment Reinvestment Zone No. 3 Board consists of nine (9) Directors, to include a member from the State Senate and House of Representatives as well as a member from each taxing unit located within the TIRZ3 District.

In order to serve on the TIRZ No. 3 Board, with the exception of the State Senator and State House Representative members, all other Board members shall be at least eighteen (18) years of age and own real property in TIRZ No. 3 or be an employee or agent of a person that owns real property in TIRZ No. 3. Any Board member who ceases to possess such qualifications shall automatically be deemed to have vacated their membership on the Board.

Katie Moore, who serves in position two on the Board has tendered her resignation because she no longer resides within the boundaries of the TIRZ3 District.

This item is to appoint a Director to fill the unexpired term ending December 31, 2023 for position two on the City of Jersey Village Tax Increment Reinvestment Zone No. 3 (TIRZ No. 3).

Applications of two (2) interested residents were included in the meeting packet.

Council discussed the appointment. Council Member Wasson nominated Michael Stembridge for the appointment. Council Member Sheppard seconded the nomination.

With no further discussion on the matter, Council Member Wasson moved to approve Resolution No. 2022-25, appointing Michael Stembridge as Director to fill the unexpired term ending December 31, 2023 for position two on the City of Jersey Village Tax Increment Reinvestment Zone No. 3 (TIRZ No. 3). Council Member Sheppard seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried.

RESOLUTION NO. 2022-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A DIRECTOR TO FILL THE UNEXPIRED TERM ENDING DECEMBER 31, 2023, FOR POSITION TWO ON THE CITY OF JERSEY VILLAGE TAX INCREMENT REINVESTMENT ZONE NO. 3 (TIRZ NO. 3).

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- 4. Consider Resolution No. 2022-26, appointing alternate non-voting members to alternate positions A1, A2, and A3 on the Parks and Recreation Advisory Committee for the unexpired term ending September 30, 2023.**

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

The Parks and Recreation Advisory Committee consists of seven (7) regular voting members and three (3) alternate non-voting members.

Currently, all three (3) alternate non-voting member positions are vacant. Vacancies occurring in the alternate positions are filled by Council for the unexpired term of the vacated alternate member office. The current term of office for all alternate members began on October 1, 2021 and will expire on September 30, 2023.

This item is to appoint alternate non-voting members to serve on the Parks and Recreation Advisory Committee.

Applications of four (4) interested residents are included in the meeting packet.

Council engaged in discussion about the applicants. After discussion, the consensus for the appointments are as follows:

Alternate 1 – Nancy Manlove

Alternate 2 – Rachel Beazley

Alternate 3 – Robin Taylor

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2022-26, appointing alternate non-voting members to alternate positions A1, A2, and A3 on the Parks and Recreation Advisory Committee for the unexpired term ending September 30, 2023, as discussed. Council Member McCrea seconded the motion. The vote follows:

Ayes: Council Members Sheppard, Mitcham, and McCrea

Nays: Singleton and Wasson

The motion carried.

RESOLUTION NO. 2022-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING ALTERNATE NON-VOTING MEMBERS TO ALTERNATE POSITIONS A1, A2, AND A3 ON THE PARKS AND RECREATION ADVISORY COMMITTEE FOR THE UNEXPIRED TERM ENDING SEPTEMBER 30, 2023.

- 5. Consider Resolution No. 2022-27, appointing a Commissioner to fill the unexpired term ending September 30, 2023 for position two on the Planning and Zoning Commission and the Capital Improvements Advisory Committee.**

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

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

Effective May 18, 2022, Jennifer McCrea, who served in position two for this Commission, tendered her resignation to take a seat on City Council. Her resignation is included in the meeting packet. Ms. McCrea has served on the Commission since her appointment in January of 2019.

In order to prepare for this item, a notice was placed on the City's website, in the JV Star, and on the City's Facebook Page. Additionally, while some applications may have been submitted sometime ago, all applicants have been contacted in order to confirm their continued desire for appointment.

Applications of five (5) interested candidates are included in the meeting packet.

After discussion on the matter, Council Member Singleton moved to approve Resolution No. 2022-27, appointing Ashley Brown as Commissioner to fill the unexpired term ending September 30, 2023 for position two on the Planning and Zoning Commission and the Capital Improvements Advisory Committee. Council Member Mitcham seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried

RESOLUTION NO. 2022-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A COMMISSIONER TO FILL THE UNEXPIRED TERM ENDING SEPTEMBER 30, 2023, FOR POSITION TWO ON THE PLANNING AND ZONING COMMISSION AND THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE.

- 6. Consider Resolution No. 2022-28, awarding the bid and authorizing the City Manager to enter into a contract with Main Lane Industries LTD for the Seattle Street Reconstruction Project.**

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

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On May 3 city staff received bid documents related to the Seattle Street Reconstruction project. The city received bids from 5 companies for the project. Each bid was ranked against the following matrix:

	Max Points
Experience	20
Capacity -Staff	4
Capacity - Workload	4
Capacity - Plan	4
Capacity - Financial	4
Capacity - Understanding	4
Cost	40
Total Score	80

The City and Engineer worked together to ensure the bids were done in compliance with all applicable federal, state, and local standards.

The bid and ranking results are as follows:

	Gulf Coast Limestone	Greenscape Six	Marcon Services	Conrad Construction	Main Lane Industries
Experience	0	15	20	20	20
Capacity -Staff	0	3	4	4	4
Capacity - Workload	0	4	3	4	4
Capacity - Plan	0	4	4	4	4
Capacity - Financial	3	3	2	4	4
Capacity - Understanding	0	4	3	4	4
Cost	37	39	39	36	40
Total Score	40	72	75	76	80
Bid Price	\$ 3,586,121.88	\$ 3,343,273.00	\$ 3,404,859.70	\$ 3,650,926.50	\$ 3,298,505.00

The engineers estimate for this project was just over \$2 million.

The City has received nearly \$624,835 from the Congressional Community Funded Projects towards the water lines for the project. I am also working with HCFCFCD to secure \$225,978 for the storm sewer improvements for this project. The plan is to utilize approximately \$1,500,000 in American Rescue Plan funds for this project as week. The remaining \$947,962 would come from the Capital Improvement Fund.

Council engaged in discussion about street improvements in terms of inflation and cost of goods and the effects of same on future products. City Manager Bless stated that moving

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forward, projects similar to the Seattle Street Reconstruction project will be in the neighborhood of \$4 million.

With no further discussion on the matter, Council Member McCrea moved to approve Resolution No. 2022-28, awarding the bid and authorizing the City Manager to enter into a contract with Main Lane Industries LTD for the Seattle Street Reconstruction Project. Council Member Singleton seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried

RESOLUTION NO. 2022-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AWARDING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MAIN LANE INDUSTRIES LTD FOR THE SEATTLE STREET RECONSTRUCTION PROJECT.

7. Discuss and take appropriate action regarding staffing and pool hours of operation for the 2022 pool season, including consideration of Resolution No. 2022-29, authorizing the City Manager to enter into a contact for pool management services.

Director of Parks and Recreation, Robert Basford introduced the item. Background information is as follows:

As we approach the upcoming pool season, staff has requested feedback from council pertaining to the upcoming pool schedule, and potential staffing scenarios listed below.

Without changing service to our stakeholders, the pool is set to operate for 679 hours this season starting May 28, 2022 and closing September 6, 2022. We typically employ 15-18 lifeguards and 2 cashiers each pool season. Within this number, we include 2-4 pool managers paid at a higher rate. Each one-hour shift will utilize 1 cashier, 3-4 lifeguards and 1-2 pool managers for a total of 6 employees on staff each hour. We historically have 3 guards on stand, two off assisting with routine pool maintenance, taking a break or assisting from the pool deck if needed and we rotate every 30 minutes. We are currently set to pay our cashier \$9 per hour, our lifeguards \$11 per hour and our pool managers \$13 per hour and currently have a budget of \$50,000. As of May 10, 2022 we have the potential to hire 7 lifeguards dependent on certification, interview, and pre-employment screening. As of May 18, 2022 we have the potential to hire 8 lifeguards.

Due to the industry labor shortage we have to consider some alternatives in order to achieve optimal service for our residents. Agencies nearby are experiencing a similar issue when it comes to staffing and there is evidence that this problem is statewide and beyond.

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Alternative options:

1) Consider raising the rate of pay for lifeguards and pool managers:

Classification	Hours	Set Cashier Rate	Rate options		
			\$11 & \$13 per hour	\$13 & \$15 per hour	\$18 & \$20 per hour
		9\$/hour			
Lifeguard	2100		\$ 23,100.00	\$ 52,500.00	\$ 63,000.00
Cashier	700	\$ 6,300.00	\$ -	\$ -	\$ -
Manager (+\$2 per hour)	1400		\$ 18,200.00	\$ 21,000.00	\$ 28,000.00
Total wage expense			\$ 47,600.00	\$ 79,800.00	\$ 97,300.00
Budget Impact			\$ -	\$ 29,800.00	\$ 47,300.00

2) Consider entering into a pool management contract

Contract 1				Contract 2	
Sunny Days Pool Management			Company	Swim Houston Pool Management	
May 28 - September 6			Pool Dates	May 28 - September 6	
679			Hours	600	
yes			Staffing Cashier	yes	
yes			Swim lessons (in house)	yes	
yes			pool rentals (additional fee)	yes	
\$ 105,000.00			Cost	\$	95,060.00

3) Consider a combination of a rate adjustment combined with reduced pool hours to minimize the budget impact.

It is important to note that raising lifeguard rates may currently impact pool schedule/hours for the first few weeks of the season as we work to fill our staff.

Council engaged in discussion about this item and the various options. The contracts were discussed. Some members felt that we should strike option 2 because of the obligations and requirement outlined in the contracts are not reasonable. It was felt that increasing the hourly rate is a better option for moving forward. Some members were surprised at the current \$11 per hour, stating that the rate should be higher. Some felt that \$13 to \$15 would be more reasonable, especially with the competition from other cities in the area. It was pointed out that residents use and want the pool for summer fun. The proposal of cutting the hours was discussed. Most were in favor of increasing the hourly rate to \$13 to \$15 per hour. This rate was discussed. Some members felt that there should be a flat rate of \$15 per hour regardless of position.

Some members pointed out that typically City Council does not set hourly rates of pay. City Manager Bless stated that this is true and based upon the discussions had this evening he is in a position to set the rates and come back to Council at a later date for a

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budget amendment. At the end of the day, City Council wants the pool open for the enjoyment of residents.

City Manager Bless stated that we have enough in the budget to take us through the end of June or early July. With this in mind, some members felt we should increase the hourly rate and have staff come back to Council for a budget amendment in the future. It was pointed out that until we get more staff, the pool will operate at reduced hours.

There was no motion on the Resolution. The resolution FAILED for lack of a motion.

RESOLUTION NO. 2022-29 - FAILED

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR SWIMMING POOL MANAGEMENT SERVICES.

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 salutary 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 salutary 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 Mitcham: Council Member Mitcham thanked Gary Wubbenhorst for his service and welcomed Council Member McCrea to the Council. She wished all a Happy Father's Day.

Council Member Sheppard: Council Member Sheppard thanked Council Member Wubbenhorst for his service and welcomed Council Member McCrea to the Council.

Council Member Wasson: Council Member Wasson also thanked Council Member Wubbenhorst for his service to the City. He welcomed Council Member McCrea to the Council, stating that he is looking forward to great discussions. He wished all a Happy Father's Day and Memorial Day.

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Council Member Singleton: Council Member Singleton thanked Council Member Wubbenhorst for his service. He thanked all who voted in the recent election. He encouraged residents to attend Memorial Day Services.

Council Member McCrea: Council Member McCrea thanked Council Member Wubbenhorst for his service. She appreciates the residents putting their trust in her. Go Astros.

Mayor Warren: Mayor Warren recognized Bob Blevins on his retirement. He has 19 years with City of Jersey Village and 48 years in the industry. He will be missed. Congrats to Council Member McCrea. He thanked Council Member Wubbenhorst for his service to the City.

J. ADJOURN

There being no further business on the agenda the meeting was adjourned at 8:47 p.m.



Lorri Coody, TRCM, City Secretary