

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JUNE 20, 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 7:05 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, Jennifer McCrea	

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

B. INVOCATION, PLEDGE OF ALLEGIANCE

1. Prayer by: Felicity Singleton
2. Pledge by: Jane Mitcham, Allie Mitcham, Vivian Wasson, Rose Singleton and Aiden McCrea

C. PRESENTATIONS

1. None

D. CITIZENS' COMMENTS

Citizens who have signed a card and wish to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the 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.

Richard Ray, 16325 Koester Street, Jersey Village, Texas (713) 466-8167 – Mr. Ray spoke to City Council about a few issues in Jersey Village. He had questions for the Council about bringing projects to the residents for vote approval, the failure of the Village Center Project, Code Enforcement issues, the true cost of the Golf Course and the on-going costs of this asset, and the Council's plan to increase golf course revenues.

Ashley Brown, 15306 Lakeview Drive, Jersey Village, Texas (936) 662-5231 – Ms. Brown spoke to City Council about the proposed stadium. She feels it should be owned and run by a private company and not the City. She believes it will take too long to pay back the investment and would be comparable to that of the golf course. She did not think that the survey accurately measured resident desires and feels that an individual link for just residents to communicate their desires would best serve this purpose.

Simon Hughes, 15409 Lakeview Drive, Jersey Village, Texas (281) 380-9001 – Mr. Hughes spoke to City Council about the home across the street from his home that has been under construction for almost two years. He understands delays, but there is very little activity, on a consistent basis, on the construction of this home. He stated that this home, with its inconsistent

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

construction, has become an eye sore. The property is not being maintained. He closed by stating that with more construction taking place in the City, it would do the City well to update its construction ordinance concerning porta potties and more stringent timelines to better manage projects.

Michael Stembridge, 15422 Jersey Drive, Jersey Village, Texas (832) 880-3809 – Mr. Stembridge spoke to City Council about an on-line presentation he viewed by the Harris County Flood Control District. It pertained to storm water conveyance tunnels that are going to be buried. The projected tunnels map shows where all these tunnels are going to run throughout the City. The White Oak Bayou tunnel goes from Interstate 610 to Beltway 8 and it does not come into Jersey Village. He would like to see these tunnels to include Jersey Village. He does support this project but wants Jersey Village included.

Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 461-1430 – Mr. Maloy spoke to City Council about increasing the residential homestead exemption to 20%. He supports this increase and would also like the over 65 exemption to be increased to \$165,000. He also spoke to City Council about the Golf Course remodel project. He feels this project should have been voted on by the residents of the City. He gave background information about the golf course renovation project over the course of the last several years. It went from some \$800,00 to over \$5 million and the residents are still not being asked to vote on approval of this project.

Frank Maher 16514 Saint Helier, Jersey Village, Texas (713) 376-3151 – Mr. Maher spoke to City Council about the traffic situation at Post Elementary, specifically the picking up and dropping off of children at this school. He told City Council that over the past year, he has had the mirrors on his truck hit twice. He suggests that the City Manager have an engineer look at adding two feet to the road on Congo on the High School side of the street. He believes that the School District should be asked to help with the cost. He believes this is a problem that can be corrected.

Kimberly Henao, 15601 Singapore Lane, Jersey Village, Texas (832-689-9878) – Ms. Henao gave information about Jersey Village. She gave information about the pool and the golf course and the history of these two amenities. She also provided information about the hike and bike trail, Clark Henry Park and the 4th of July celebration.

E. CITY MANAGER'S REPORT

City Manager Bless gave the following monthly report.

- 1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – April 2022, General Fund Budget Projections as of May 2022, and Utility Fund Budget Projections – May 2022.**
- 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.**

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

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**

F. CONSENT AGENDA

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

Each Consent Agenda item appears below with background information. Item 10 was pulled from the Consent Agenda for further discussion. Accordingly, Item 10 contains discussion information as well as Council's vote. The vote on Items 1 through 9 are found at the end of the Consent Agenda.

1. **Consider approval of the Minutes for the Work Session Meeting held on May 13, 2022, the Regular Session Meeting held on May 18, 2022, and the Special Session held on June 6, 2022.**
2. **Consider Resolution No. 2022-30, setting the 18th day of July 2022 at 6:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas 77040 as the date, time, and place for a public hearing on the proposed fiscal year 2022-2023 municipal budget.**

BACKGROUND INFORMATION:

In accordance with Section 102.006 of the Local Government Code, a municipality shall hold a public hearing on its proposed budget and shall provide for public notice of the date, time, and location of the hearing.

RESOLUTION NO. 2022-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, SETTING A DATE, TIME AND PLACE FOR A PUBLIC HEARING ON THE PROPOSED FISCAL YEAR 2022-2023 MUNICIPAL BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

3. **Consider Ordinance No. 2022-19, receiving the Planning and Zoning Commission's Preliminary Report and calling a Joint Public Hearing of the City Council and the Planning and Zoning Commission concerning the proposal to amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding**

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1.

BACKGROUND INFORMATION:

One of the goals in the Comprehensive Plan is to “Encourage quality Community-orientated Retail and Restaurants”, “Encourage quality Community-orientated Entertainment”, to update city codes to conform to the Comprehensive Plan, and to “Review existing development codes to identify incompatibility with the vision and desired uses (higher quality restaurants, services, and entertainment), and to protect residential neighborhoods.”

To that end, on June 15, 2022, the Commission prepared its preliminary report recommending that City Council make amendments to the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1.

This item is to receive the Planning and Zoning Commission’s preliminary report and call a joint public hearing for July 18, 2022.

ORDINANCE NO. 2022-19

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION’S PRELIMINARY REPORT AND CALLING A JOINT PUBLIC HEARING OF THE CITY COUNCIL AND THE PLANNING AND ZONING COMMISSION CONCERNING THE PROPOSAL TO AMEND THE JERSEY VILLAGE CODE OF ORDINANCES AT CHAPTER 14, ARTICLE I, SECTION 14-5 BY ADDING DEFINITIONS FOR CERTAIN USES; AND BY AMENDING CHAPTER 14, ARTICLE IV, SECTION 14-109.1(A) TO INCLUDE ADDITIONAL USES IN ZONE J-1.

- 4. Consider Ordinance No. 2022-20, amending the General Fund and the Capital Replacement Budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, in the amount not to exceed \$475,000 by increasing line items 01-12-9795 (Transfer to Capital Replacement) by \$475,000 and in the Capital Replacement Fund by increasing line item 07-71-9795 (Transfer from General Fund) by \$475,000.**

BACKGROUND INFORMATION:

During the FY 2020-2021 City of Jersey Village Audit, our auditors concluded that since the Capital Replacement fund is an Internal Service fund it should not receive grant revenues, only transfer from the other funds. At the end of Fiscal Year-2021, the City received part of the awarded American Rescue Plan moneys. Some of these moneys were applied to the Capital Replacement Funds. The auditors suggested a correcting entry as part of the audit findings applying these moneys to the General fund. With this budget

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

amendment, we are transferring these funds back to the Capital replacement since the expenditures were budgeted in this fund.

ORDINANCE NO. 2022-20

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND AND CAPITAL REPLACEMENT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022 IN THE AMOUNT NOT TO EXCEED \$475,000 IN THE GENERAL FUND BY INCREASING LINE ITEM 01-12-9795 (TRANSFER TO CAPITAL REPLACEMENT) AND \$475,000 IN THE CAPITAL REPLACEMENT FUND BY INCREASING LINE ITEM 07-71-9795 (TRANSFER FROM THE GENERAL FUND).

- 5. Consider Resolution No. 2022-31, designating the Assistant City Manager as Acting City Manager during temporary absences or disabilities of the City Manager.**

BACKGROUND INFORMATION:

From time to time, the city manager is absent from the city for an extended period. It is important to provide for continuity of government to ensure the proper function of the city when the manager is absent. The City Charter section 5.01 states:

By letter filed with the city secretary, the city manager may designate, subject to council approval, a qualified city administrative officer to be acting city manager during his temporary absences or disabilities. The council may revoke such designation at any time and appoint another person acting city manager to serve during such times; and if the city manager fails to make such designation, the council may appoint an acting city manager to serve during such times. The council may remove an acting city manager at any time.

It is my desire to designate the Assistant City Manager as Acting City Manager when I am absent from the city for an extended period. It is also my desire to designate the Fire Chief and Police Chief as alternates should the Assistant City Manager not be available to serve.

RESOLUTION NO. 2022-31

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

- 6. Consider Resolution No. 2022-32, amending the Purchasing Policy for the City of Jersey Village.**

BACKGROUND INFORMATION:

The state is requesting the city update our purchasing policy to include two items that we have to follow per federal law for any purchasing that utilizes federal funding. These are things we already do, as we are required to do it as part of the grant fund utilization.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

The two items are below:

Davis-Bacon Labor Standards Compliance

To ensure compliance with General Wage Decision and the Davis-Bacon Labor Standards provisions, the City will perform bi-weekly spot checks of contractor's certified payrolls for all workers on CDBG construction projects to ensure that employee wage rates and classifications are in compliance with Title I of the Housing and Community Development Act of 1974. The City will also review any corrected payrolls to ensure that discrepancies are addressed accordingly and in a timely manner. In addition, contractors will be required to make additional payments, if needed, and documented on a supplemental correction payroll, within 30 days of written notice.

Federal Awards

All procurements made by the City of Jersey Village involving the expenditures of Federal Funds will be conducted in accordance with the procedures set forth by this Policy. This Policy is in accord with all applicable Federal, State, and local government statutes and regulations, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards, 2 CFR 200.18 to 2 CFR 200.327. It is the policy of the City of Jersey Village to conduct all procurements in the highest ethical manner, and in accordance with all applicable laws and regulations. To the extent required by law and regulation, and to the maximum extent practical, the City will conduct all procurement transactions in a manner providing full and open competition, consistent with the standards set forth by 2 CFR 200.319. Subject to specified cost thresholds and documented delegation of authority, all procurements will be reviewed by the City Manager and Finance Director to ensure compliance with this Policy. Additionally, the City will review the current 2 CFR 200 contract provision and incorporate it into construction contracts, as applicable.

We have also made some small changes to reflect how we handle purchase orders in the INCODE 10 financial system and using a digital bid process rather than a paper based bid process.

RESOLUTION NO. 2022-32

A RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS, REVIEWING AND APPROVING THE CITY OF JERSEY VILLAGE PURCHASING PROCEDURES IN COMPLIANCE WITH THE TEXAS GOVERNMENT CODE CHAPTER 252 PURCHASING AND CONTRACTING AUTHORITY OF MUNICIPALITIES.

- 7. Consider Ordinance No. 2022-21, amending Chapter 42 of the Code of Ordinances of the City of Jersey Village, Texas, entitled "Offenses and Miscellaneous Provisions", by adding a new Article VII, entitled "Catalytic Converters"; containing findings and other provisions relating to the subject; declaring certain conduct to be unlawful; providing a penalty; providing for severability; providing for publication; and providing an effective date.**

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

BACKGROUND INFORMATION:

The Texas Local Government Code at Section 54.004 authorizes home-rule municipalities to enforce ordinances necessary to protect health, life, and property and to preserve the good government, order, and security of the municipality and its inhabitants. As such, staff proposes an Ordinance amendment to address catalytic converter thefts in our City.

In connection with same, the National Insurance Crime Bureau has reported that the claims of catalytic converter thefts rose nationwide from 3,389 in 2019 to 14,433 in 2020 and during the first four months of 2022, the Jersey Village Police Department recorded 30 catalytic converter thefts, compared to 12 catalytic converter thefts throughout the entirety of 2020.

Since catalytic converter thefts are sometimes associated with violent crimes including aggravated assaults and aggravated robberies, the proposed ordinance will allow our Police Department to arrest violators on a class C misdemeanor.

ORDINANCE NO. 2022-21

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 42 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TEXAS, ENTITLED “OFFENSES AND MISCELLANEOUS PROVISIONS”, BY ADDING A NEW ARTICLE VII, ENTITLED “CATALYTIC CONVERTERS”; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; DECLARING CERTAIN CONDUCT TO BE UNLAWFUL; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

8. **Consider Ordinance No. 2022-22, amending Chapter 42 of the Code of Ordinances of the City of Jersey Village, Texas, entitled “Offenses and Miscellaneous Provisions”, by adding a new Article VIII, entitled “Donation Containers”; containing findings and other provisions relating to the subject; declaring certain conduct to be unlawful; providing a penalty; providing for severability; providing for publication; and providing an effective date.**

BACKGROUND INFORMATION:

Over the past several years the Houston area has seen a proliferation of donation boxes being placed on private property. These donation boxes can become a source of illegal dumping, blight, and litter. Many of these boxes become a place for people to discard junk rather than make donations of items with value.

While our zoning ordinances do address these types of things in a limited fashion, we want to be proactive and ensure the city has effective tools to control this potential problem. Staff is recommending an ordinance that would prohibit donation containers within the city limits.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Given our proximity to several locations where donations can be made directly to store fronts within 5-mile radius of the city, along with several companies that will come directly to a person's home to pick up items of value, staff does not feel these bins are necessary inside the City.

The ordinance would prohibit the containers, subject the container to a daily impound fee and a daily fine as well.

ORDINANCE NO. 2022-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 42 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TEXAS, ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS", BY ADDING A NEW ARTICLE VIII, ENTITLED "DONATION CONTAINERS"; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; DECLARING CERTAIN CONDUCT TO BE UNLAWFUL; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

- 9. Consider Resolution No. 2022-33, authorizing action for the 2022-2023 Health Insurance Plan Year by renewing health insurance plans with Texas Municipal League Intergovernmental Employee Benefits Pool.**

BACKGROUND INFORMATION:

We recently received our FY23 health insurance rerate quote. Our rerate came in with a 13% increase. We tried to negotiate a lower increase, but we were unsuccessful.

The City has been with TML Health since 2009, which means this upcoming year will be our 14th year with them. Since that time our rates, including this 13% increase, have gone up by 52.5%, which is an average of 3.75% annually.

In looking at the market for public sector health insurance not from TML Health the average increase is 16%. In the Houston metro area TML Health rate increases are 12% - 18%. TML Health average increase statewide this year is 13%.

There is no increase for dental or vision insurance.

Staff is recommending renewing health insurance plans with Texas Municipal League Intergovernmental Employee Benefits Pool with the current plans.

RESOLUTION NO. 2022-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING ACTION FOR THE 2022-2023 HEALTH INSURANCE PLAN YEAR BY RENEWING HEALTH INSURANCE PLANS AND ADDING

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

VISION PLANS WITH TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL
EMPLOYEE BENEFITS POOL.

- 10. Consider Ordinance No. 2022-23, amending the Jersey Village Code of Ordinances, Chapter 2, Article IV, Division 2, Section 2-142 to amend the Schedule of Fees related to water meters; providing a severability clause; providing for repeal; and providing an effective date.**

BACKGROUND INFORMATION:

The City of Jersey Village has received some requests for water meter testing from residents concerned with meter accuracy. City staff has determined charges should be established to recover the costs associated with meter accuracy testing. The City has experienced a steady increase in the cost to provide an acceptable level of service to its Citizens and the City wishes to not only continue, but to improve its level of service to all its citizens and customers now and in the future.

The proposed charge of meter testing will be the actual cost incurred by the City at an estimated rate of \$100.00 to \$150.00, depending on the size of the meter. Cost will be reimbursed to the citizen at one hundred percent if the meter is found to be inaccurate after testing. “Accurate” is defined as meeting or exceeding the guidelines for accuracy as established by the American Water Works Association. The accuracy limits are typically 98.5% - 101.5% at a test of 100 gallons.

Residents may request meter accuracy testing through the Utility Billing division. They at that point would fill out a meter test request form, sign the waiver, and pay the current market rate for the meter test. The Utility Billing division will coordinate on-site accuracy bench testing utilizing third-party testing services. If the meter fails the on-site accuracy test, the meter will be replaced, and the corresponding account will be evaluated to determine if any billing correction is warranted. If the meter is found to be accurate in accordance with the standards set forth by the American Water Works Association, the meter will not be replaced, and the citizen will assume responsibility for all associated costs.

Council engaged in discussion about this proposal. Some members wondered how often meters are inaccurate. City Manager Bleess stated in all his experience he has not seen a meter to be inaccurate in the City’s favor. The third-party involvement in testing was discussed. The City currently pays for this service. Meters are very rarely off.

Council discussed the triggers for testing such as leaks, over usage, and other reasons. The purpose of the change is to make sure that residents are not asking for a test just because they receive a bill greater than expected. It is to encourage residents to make sure all other avenues for the unexpected bill are researched before requesting testing. This is not an issue wherein one believes that the meter was read incorrectly.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

With no further discussion on the matter, Council Member Mitcham moved to approve Ordinance No. 2022-23, amending the Jersey Village Code of Ordinances, Chapter 2, Article IV, Division 2, Section 2-142 to amend the Schedule of Fees related to water meters; providing a severability clause; providing for repeal; and providing an effective date. Council Member Sheppard seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2022-23

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE JERSEY VILLAGE CODE OF ORDINANCES, CHAPTER 2, ARTICLE IV, DIVISION 2, SECTION 2-142 TO AMEND THE SCHEDULE OF FEES RELATED TO WATER METERS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Item 10 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 9 on the Consent Agenda. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

G. REGULAR AGENDA

- 1. Consider Resolution No. 2022-34, appointing a Committee Member to fill the unexpired term ending September 30, 2023, for Place A3 on the Parks and Recreation Advisory Committee.**

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

City Council considered appointments to the Parks and Recreation Advisory Committee during its May 18, 2022, Regular Session Meeting.

Several appointments were made during this meeting. However, shortly after the May 18, 2022, Meeting, Glenn Jackoviak, who serves in Place 1, resigned since he no longer lives in Jersey Village.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Upon receipt of Glenn Jackoviak's resignation, his Place was filed in accordance with the Parks and Recreation Advisory Committee's Rules for filling vacancies, leaving position A3 vacant as follows:

Should a vacancy occur in the regular voting membership of the Parks and Recreation Committee, such unexpired term of the vacancy shall be automatically filled by an alternate member of the Committee. The selection order for filling the vacancy shall be determined by the alternate position number, with position A1 filling the first vacancy, position A2 filling the second vacancy, and so on. Once an alternate member has been selected to fill an unexpired term for a vacancy and becomes a regular voting member on the Board, the position number and term of office for the remaining alternate members shall be adjusted so that alternate member A2 becomes A1 and alternate member A3 becomes A2 and so on.

This item it to fill the vacant position A3 by appointment. Andrea Grimm, Sara Bowden, Elysia Ross, Clare Towery, Emma Aguirre, Christina Sheehy, and Karen Fitzgerald have submitted their application and are interested in appointment.

Council engaged in discussion about the applicants and their qualifications. There was also discussion about how in years gone by that the Committee interviewed applicants to make a recommendation for appointment. The consensus for the appointment was for Clare Towery given her qualifications. It was also mentioned that for those not appointed there are plenty of opportunities to volunteer.

With no further discussion on the matter, Council Member Singleton moved to appoint Clare Towery as the Committee Member to fill the unexpired term ending September 30, 2023, for Place A3 on the Parks and Recreation Advisory Committee. 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. 2022-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A COMMITTEE MEMBER TO FILL THE UNEXPIRED TERM ENDING SEPTEMBER 30, 2023, FOR PLACE A3 ON THE PARKS AND RECREATION ADVISORY COMMITTEE.

2. Consider Resolution No. 2022-35, rescheduling the Monday, September 19, 2022, Regular City Council Meeting.

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

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

City Manager Bless is giving a presentation before the International City/County Management Assoc. (ICMA) conference being held September 17 through September 21, 2022, making him unavailable for the September 19, 2022, City Council Meeting.

Accordingly, it is suggested that City Council consider rescheduling the September 19, 2022, Regular Session City Council Meeting for one of the following dates:

September 12, 2022, at 7 PM; or
September 26, 2022, at 7 PM.

Council engaged in discussion about the rescheduling of the September 19 City Council Regular Session Meeting.

With no further discussion on the matter, Council Member McCrea moved to reschedule the Monday, September 19, 2022, Regular Session City Council Meeting to September 12, 2022, at 7 PM. 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. 2022-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, RESCHEDULING THE MONDAY, SEPTEMBER 19, 2022, REGULAR CITY COUNCIL MEETING.

- 3. Consider Ordinance No. 2022-24, modifying the Residential Homestead Exemption for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 62, Taxation, by amending Article I., In General; providing a severability clause; and providing an effective date.**

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

During the budget retreat held on May 13, 2022, City Council discussed the Homestead Exemption, Over 65 Exemption, and the Disabled Exemption. As presented during the budget retreat, Staff has researched how increases would impact the future fund balances given the CIP and projected expenses.

Below is a breakdown of how changes to each exemption would impact the city and property owners going forward.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Increasing the Homestead Exemption				
Increased Homestead Exemption Amount	Average Value to be exempted	Total Value To Be Exempted	Average Property Tax Savings for Homeowner	Total Loss of City Revenue
1%	\$ 3,385	\$ 6,595,632	\$ 25.13	\$ 48,972.57
2%	\$ 6,655	\$ 13,191,264	\$ 49.41	\$ 97,945.14
3%	\$ 9,982	\$ 19,786,896	\$ 74.12	\$ 146,917.71
4%	\$ 13,310	\$ 26,382,528	\$ 98.82	\$ 195,890.27
5%	\$ 16,637	\$ 32,978,161	\$ 123.53	\$ 244,862.84
6%	\$ 19,964	\$ 39,573,793	\$ 148.24	\$ 293,835.41

The average value of a home for a person receiving the Over 65 exemption is, based upon April data from HCAD, \$332,739. Based upon that, moving the Homestead Exemption to 20% and keeping the Over 65 Exemption the same, the home would be taxed on 50% of the value. The comparison below shows what a person with the Over 65 Exemption paid based on an average house in 2021 and what that would be in 2022.

	2021	2022
Homestead Exemption Rate	14%	20%
Avg Value	\$ 302,781	\$ 332,739
Homestead Exemption	\$ (42,389)	\$ (66,548)
Over 65 Exemption	\$ (100,000)	\$ (100,000)
Taxable value	\$ 160,392	\$ 166,191
Percent of value that is taxable	53%	50%
Tax paid to city based .7425 rate	\$ 1,191	\$ 1,234

The Ordinance, as drafted, is based upon the conversations that Council had during the budget retreat and proposes a twenty percent Homestead Exemption. The Council can change that number if they would wish.

The Council could choose to increase the Over 65 Homestead Exemption if they want. Here’s a breakdown of the impact of raising that would be.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Increasing the Over 65 Homestead Exemption				
Over 65 Amount	Additional Amount to be exempted	Average Property Tax Savings for Over 65 Homeowner	Total Loss of City Revenue	
\$ 100,000	\$ -	\$ -	\$ -	\$ -
\$ 105,000	\$ 4,235,000	\$ 37.13	\$	\$ 31,928
\$ 110,000	\$ 8,470,000	\$ 74.25	\$	\$ 63,855
\$ 115,000	\$ 12,705,000	\$ 111.38	\$	\$ 95,783
\$ 120,000	\$ 16,940,000	\$ 148.50	\$	\$ 127,710
\$ 125,000	\$ 21,175,000	\$ 185.63	\$	\$ 159,638
\$ 130,000	\$ 25,410,000	\$ 222.75	\$	\$ 191,565
\$ 135,000	\$ 29,645,000	\$ 259.88	\$	\$ 223,493
\$ 140,000	\$ 33,880,000	\$ 297.00	\$	\$ 255,420
\$ 145,000	\$ 38,115,000	\$ 334.13	\$	\$ 287,348
\$ 150,000	\$ 42,350,000	\$ 371.25	\$	\$ 319,275
\$ 155,000	\$ 46,585,000	\$ 408.38	\$	\$ 351,203
\$ 160,000	\$ 50,820,000	\$ 445.50	\$	\$ 383,130
\$ 165,000	\$ 55,055,000	\$ 482.63	\$	\$ 415,058
\$ 170,000	\$ 59,290,000	\$ 519.75	\$	\$ 446,985
\$ 175,000	\$ 63,525,000	\$ 556.88	\$	\$ 478,913
\$ 180,000	\$ 67,760,000	\$ 594.00	\$	\$ 510,840
Avg Value of home owned by person over 65 years old				\$ 332,739
Number of Over 65 Exemptions				847

We need to notify HCAD of any changes by June 30th so they can get the information into their calculations for our taxable properties.

Council engaged in discussion about the exemptions. Council Member Singleton expressed to City Council that he never intended to speak for City Council when he stated to the public that the homestead exemption would be increased.

In discussing the matter, the consensus of Council seemed to be to increase the homestead exemption to 20%. The history of the increases was discussed. A few years back it was increased from 8% to 14%.

There was discussion about the aging infrastructure and the number of capital projects planned. There was also discussion about the ambulance service and its fees. With this being said, there was concern about not having the revenues to cover services and needed projects.

The increase in sales tax revenues was discussed and how this revenue helps the City as well as the separate funds for the police department and fire department from the CCPD and the FCPEMSD taxes.

Increased property evaluations were discussed in connection with the increase in these exemptions.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

The Mayor pointed out that there is another part of the Ordinance, which is the increase for the over 65 exemption. Accordingly, this exemption was discussed. Some felt it should be increased by an additional \$10,000, which in conjunction with the increase in the homestead exemption, would lower the taxes for this age group. Others felt that the over 65 exemption should remain the same with no increase.

City Manager Bless gave information on what other Cities in the area are doing.

After discussion, it was the consensus of Council to increase the homestead exemption to 20% and make no changes to the over 65 exemption.

With no further discussion on the matter, Council Member Singleton moved to approve Ordinance No. 2022-24, modifying the Residential Homestead Exemption for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 62, Taxation, by amending Article I., In General; providing a severability clause; and providing an effective date as amended by removing section 2 and increasing the homestead exemption to 20%. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2022-23

AN ORDINANCE MODIFYING THE RESIDENTIAL HOMESTEAD EXEMPTION FOR THE CITY OF JERSEY VILLAGE; AMENDING THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, CHAPTER 62, TAXATION, BY AMENDING ARTICLE I., *IN GENERAL*; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

4. Consider Resolution No. 2022-36, authorizing the City Manager to enter into an agreement with Project Surveillance, Inc. to perform construction observation services for the Seattle Street Reconstruction Project.

Robert Basford, Assistant City Manager, introduced the item. Background information is as follows:

The City of Jersey Village has received a proposal for professional services from Project Surveillance, Inc., to assist City staff with construction observation throughout the Seattle Street Reconstruction Project. The purpose of the professional service will be to observe the daily activities of the contractor's work to ensure conformance with drawings and specifications. Project Surveillance, Inc. will keep accurate daily construction reports, photos and videos as well as assist the project manager with the observation and inspection of critical construction work.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Additionally, Project Surveillance, Inc. will:

- Conduct Constructability Reviews to plans by verifying Field Conditions ahead of Proposed Work
- Observe the daily activities of the contractor's work for conformance with the drawings and specifications
- Keeping accurate daily construction reports, diary, photos and videos
- Observe and verify quantities for progress payments
- Organize and prioritize time to ensure that critical items of work are observed

The costs for this will come from the overall Seattle Street Project funding. It is a piece of the overall costs of the project that is factored into the budget.

This is a professional service which means we do not have to go out for public bids for this work. Project Surveillance is a reputable firm that comes with great recommendations from other cities that have used them for various projects similar in nature.

Council engaged in discussion about these services. Some wondered if we have used these services before. City Manager Bless stated in the past the testing was limited. He stated that the testing is not required but ensures that we have better eyes on the project to make sure the contractor is doing what they are supposed to be doing.

With no further discussion on the matter, Council Member Singleton moved to approve Resolution No. 2022-36, authorizing the City Manager to enter into an agreement with Project Surveillance, Inc. to perform construction observation services for the Seattle Street Reconstruction Project. Council Member Wasson seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2022-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PROJECT SURVEILLANCE, INC. TO PERFORM CONSTRUCTION OBSERVATION SERVICES FOR THE SEATTLE STREET RECONSTRUCTION PROJECT.

5. Discuss and take appropriate action concerning membership in the Harris County Mayors' and Councils' Association.

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

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

The City has been a member of the Harris County Mayors' and Councils' Association (HCMCA) for many years.

The purpose and objectives of HCMCA are as follows:

1. To promote the general welfare of the communities of Harris County, Texas.
2. To maintain lines of communication between the various governmental entities within Harris County.
3. To create a better understanding between the cities and governmental units of Harris County.
4. To aid in the improvement of municipal administration in Harris County.

Recently, the Association had discussions and a vote on updating its bylaws and rules, including changes in its membership rate structure. For the past five years, our membership cost in this organization has been \$750 annually. It will now be \$1,500 annually.

Louise Richman, CPA for the Association explained the reasons for this increase as follows:

1. It has been over five years since the board reviewed costs.
2. The cost of the venues has increased significantly over the past five years.
3. City dues pays for elected officials to attend the meetings with no additional charges.
4. Dues also cover the meeting's speakers and dinner, the annual audit and IRS Form 990 preparations and filing, and other administrative and educational functions.

In addition to membership fees, there are meal charges in certain instances. City Elected Officials attend the meeting with a meal at no charge. However, should they choose to bring their spouse, the fee for the spouse's meal is \$50.

A copy of the proposed by-laws and the finally approved by-laws were included in the meeting packet.

Council engaged in discussion about this organization. Some members have not been on the email list for events by this organization. Some members felt it would be a good thing to keep the membership. Other members who have attended did not feel that the benefits for Jersey Village were worthwhile. Others felt that the recent event they attended was worthwhile. It was pointed out that this Organization has the ability to make appointments to certain Boards in the area and networking is important.

With no further discussion on the matter, Council Member McCrea moved to continue membership in the Harris County Mayors' and Councils' Association. Council Member Singleton seconded the motion. The vote follows:

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

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Nays: None

The motion carried.

6. Consider Resolution No. 2022-37, authorizing the City Manager to negotiate an agreement with Brookstone Construction for Construction Manager At Risk of the new Jersey Meadow Golf Course Club House.

Robert Basford, Assistant City Manager, introduced the item. Background information is as follows:

At the February Council meeting the City Council authorized the City Manager to begin negotiating a contract with FGM Architects for a new club house. The proposed contract utilized a Construction Manager At Risk (CMAR) format. In this format the CMAR assumes the risk for construction or rehabilitation of a facility at the contracted price in the same manner as a general contractor, but also provides consultation to the city regarding construction during and after the design of the facility.

Staff has held the introductory meetings with FGM Architects as well as a majority of the schematic design meetings, as they continue to refine the design layout. We are approaching the portion of the design phase in which a CMAR should be selected and introduced to the project.

The Request for Qualification (RFQ) was posted on the city website on May 4, 2022. Five responses to the RFQ were timely received and a team of city staff consisting of City Manager, Austin Bless; Assistant City Manager, Robert Basford; and Golf Manager, Matt Jones completed the evaluation based on the criteria outline within the RFQ. In addition, we had FGM Architects evaluate the proposals.

After review and discussion with the evaluation team Brookstone Construction was unanimously selected as the firm. The average and median results of the rankings are below.

	Brookstone Construction	CMC Development & Construction	Petra LLC	Stewart Builders LLD.	The Gonzalez Group
avg.	90	75.3	55	82	84
median	90	70.5	50.5	85.5	83.5

Tonight, we are recommending Council authorize the City Manager to negotiate an agreement to have Brookstone Construction provide CMAR services for the new Golf Course clubhouse.

Council engaged in discussion about the project. Some members wondered about the scoring of submittals. Mr. Basford explained the scoring process for rating the submittals.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Some members of the Council gave favorable input about their experience with Brookstone outside City business.

Mayor Warren gave information about the request for qualification process.

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2022-37, authorizing the City Manager to negotiate an agreement with Brookstone Construction for Construction Manager At Risk of the new Jersey Meadow Golf Course Club House. 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. 2022-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AN AGREEMENT WITH BROOKSTONE CONSTRUCTION FOR CONSTRUCTION MANAGER AT RISK OF THE NEW JERSEY MEADOW GOLF COURSE CLUB HOUSE.

H. 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 McCrea: Council Member McCrea is happy to live in Jersey Village with such an outstanding Police Department. They worked safely and they did a very good job.

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Council Member Singleton: Council Member Singleton is sympathetic to the concerns voiced about the stadium survey. He encourages all to remember that the survey is only a portion of the study. The study was not to gauge the City's financial commitment, rather the desires for such a facility.

Council Member Wasson: Council Member Wasson also thanked the Police Department for their work. He is proud to live in Jersey Village. He is concerned with the drought, the lack of rain, and the extreme heat. He is excited about the 4th of July celebration.

Council Member Sheppard: Council Member Sheppard also thanks the Police Department and encouraged all to attend the July 4th event.

Council Member Mitcham: Council Member Mitcham is proud to live in Jersey Village and thanks the Police Department. She recognized Assistant Manager Basford for his hard work in hiring lifeguards. She wished all a Happy 4th of July.

Mayor Warren: Mayor Warren recognized Lt. Keele for his hard work over the past week. He stated that on June 16th and 17th, Lt. Danny Keele illustrated outstanding leadership during back-to-back Officer Involved Shootings (OIS) in a 48-hour period. Officer Keele quickly secured the crime scenes, contacted the Texas Rangers, Houston SWAT, News media and managed them with confidence. He is a commander, deserving of the acknowledgement and recognition for a job well done! He is a leader who demonstrates daily the ability to put theory into practical application in the most difficult of situations. Lt Keele, thank you for being a true leader while having to navigate through these two critical situations. You performed your duties at a high level of professionalism, valor, and courage protecting our community. Mayor Warren also thanked the entire Police Department for a job well done.

I. RECESS THE REGULAR SESSION

Mayor Warren Recess the Regular Session at 8:28 p.m. to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.087 Deliberation Regarding Economic Development Negotiations, Section 551.072 Deliberations about Real Property and Section 551.071 Consultations with Attorney.

J. EXECUTIVE SESSION

1. Pursuant to the Texas Open Meeting Act Section 551.087 Deliberation Regarding Economic Development Negotiations, Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney, a closed meeting to deliberate information from a business prospect that the City seeks to locate in Jersey Village TIRZ Number 2 and economic development negotiations, including the possible purchase, exchange or value of real property, related thereto. *Bobby Warren, Mayor*

K. ADJOURN EXECUTIVE SESSION

REGULAR MEETING OF THE CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS – JUNE 20, 2022

Mayor Warren adjourned the Executive Session at 9:13 p.m., and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive Session.

L. RECONVENE THE REGULAR SESSION

- 1. Discuss and take appropriate action regarding items discussed in closed session regarding economic development negotiations, including the possible purchase, exchange or value of real property, related thereto, and contractual obligations of the City under existing contracts related to Jersey Village TIRZ Number 2.**

No discussions were had, and no action was taken on this item.

M. ADJOURN

There being no further business on the agenda the meeting was adjourned at 9:14 p.m.



Lorri Coody, TRCM, City Secretary