

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON APRIL 22, 2024, 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 Pro tem Mitcham at 7:12 p.m. with the following present:

Mayor Pro tem, Michelle Mitcham
Council Member, Drew Wasson
Council Member, Sheri Sheppard
Council Member, James Singleton
Council Member, Jennifer McCrea

City Manager, Austin Bless
City Secretary, Lorri Coody
City Attorney, Bridgette Begle

City Attorney, Justin Pruitt was not present at this meeting. Mayor, Bobby Warren, was not present at this meeting.

Staff in attendance: Robert Basford, Assistant City Manager; Isabel Kato, Finance Director; Danny Keele, Chief of Police; Mark Bitz, Fire Chief; Abram Syphrett, Director of Innovation; and Miesha Johnson, Economic Development Manager.

B. INVOCATION, PLEDGE OF ALLEGIANCE

- 1. Prayer and Pledge by: Stefanie Otto, Commander of the Jeremy E. Ray American Legion Post 324.**

C. PRESENTATIONS

- 1. Presentation of Police Department Employee of the 2024 First Quarter Award by Stefanie Otto, Commander of the Jeremy E. Ray American Legion Post 324.**

Michelle Mitcham, Mayor Pro tem and Commander Stefanie Otto gave the presentation of the 2024 First Quarter Award to Officer Aaron Polster.

- 2. Presentation of Employee of the Month Award for April 2024.**

Austin Bless, City Manager, presented Michael Fontaine with the April 2024 Employee of the Month Award.

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.

Mayor Pro tem called upon City Manager Bless to explain how items come to be on the agenda. Accordingly, Mr. Bless explained that the item concerning the Golf Course Bridge was discussed by the Golf Course Advisory Committee and the Committee made a recommendation that this item concerning the Golf Course Bridge should be placed on the Council Agenda for discussion.

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Jo Hewett, 15917 Lakeview Drive, Jersey Village, Texas (713) 806-8453 - Ms. Hewett spoke to Council about the Jersey Village Senior Outreach (JVSO) Organization. She gave information about the membership and how the program is marketed, which is through word of mouth. She gave information about the services and support the program provides for the community. She gave information about a recent event wherein the JVSO put on a program to explain the various services provided, and she explained two new services that are now offered by the Organization.

Dennis Petersen, 16522 Cornwall, Jersey Village, Texas (713) 412-6886 – Mr. Petersen spoke to City Council about item F5 on the agenda concerning the Drought Contingency Plan. He recommended that when there are changes to any plans that affect the residents, the changes should be made available to the public so that there is enough time for review before it will be approved by City Council. He stated that he found it difficult to find the updated plan online. He also spoke to item F12 on the agenda concerning the plans at Clark Henry Park. He felt that these improvements were turned down during the recent bond election and does not feel we should be making the improvements with funds from the General Fund. He also wanted to know the total cost of the project. He felt, based upon his calculations, the costs could be as much at \$1 to \$2 million. He also spoke to item G2. He is against closing the Golf Course Bridge and gave reasons for same.

Mayor Pro tem Mitcham stated that the plans for the Park are part of the Comprehensive Plan. Council Member Singleton stated that this project is just for design.

Brian McCauley, 16401 Smith Street, Jersey Village, Texas (346) 324-4816 – Mr. McCauley spoke to City Council about the Golf Course Bridge. He believes that keeping the bridge open could be a safety issue, but believes it is also a benefit to residents to have the bridge open. He explained his reasoning for seeing it as a benefit. He can live with it being closed, if Jersey Meadows Drive is extended to Rio Grande Street.

Will Beazley, 14910 Lakeview Drive, Jersey Village, Texas (512) 897-2523 – Mr. Beazley spoke to City Council about the Golf Course Bridge. He stated that when it was first designed the bridge was not for through traffic. He also spoke about the health situation for community children. Children that do not do sports in school will struggle with fitness for the rest of their lives. With this in mind, the plan for sport fields can never be enough. He encourages City Council to consider using that land on the south side of US Highway 290 for the benefit of children's fitness instead of a stadium. If we could have the same level of outreach as JVSO for our children, that would be great.

Eric Henao, 15601 Singapore Lane, Jersey Village, Texas (832) 567-0974 – Mr. Henao thanked City Council. He gave information about improvements made to the bayou. He also spoke about the April 21 storm and how the police department responded to vendors trying to sell residents new roofs. He had a great time on Founders Day. He recognized Austin Bless for his award from the University of Houston. The opening of the new Golf Course Clubhouse was great. The building is very beautiful, and he had a great time during the opening. He also mentioned the upcoming City Council meeting concerning the City budget. He is not opposed to the closure of the Golf Course Bridge and gave his reasoning for same.

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Michael Torigian, 8325 Achgill Street, Jersey Village, Texas (713) 927-9000 – Mr. Torigian spoke to City Council stating that there seems to be a distrust of the City by residents. He feels that there is not enough transparency with residents. He gave reasons to support his feelings. He also stated that there should have been more time for open comments concerning what residents really want concerning the closing of this bridge. He would like City Council to give this closure strong considerations.

Kurt Beasley, 8518 Wyndham Village, Drive, Jersey Village, Texas (713) 328-6676 – Mr. Beasley is a resident for 21 years. The Bridge is a big issue. He stated that when the bridge was closed, signs were posted stating it would be reopened in one year. Now, the City is trying to close it permanently. He wants the City to do what they say they are going to do. When you do not, your integrity is questioned. He would like for the item to be tabled. He felt that for 21 years having the bridge open has not been a problem so there is no need to close the bridge.

Nancy Roberts, 16542 Village Drive, Jersey Village, Texas (832) 212-9010 – Ms. Roberts is concerned about the lot on the south side of Village Drive. It needs to be mowed. It is a privately owned lot. She would like the City to make sure that this lot is mowed regularly. She also pointed out another home on Village where the fence is falling down. She would also like to have the City “weed eat” around the polls on Village Drive. She does not want the bridge closed at the Golf Course.

Simon Hughes, 15409 Lakeview Drive, Jersey Village, Texas (281) 380-9001 – Mr. Hughes spoke to the City Council about the Golf Course Bridge. It is a big issue. His concern with closing the bridge is that he only learned a few weeks ago from someone on the Advisory Committee that the bridge will be closed. While the item was posted on the agenda, this is a hot topic, and the City should have given residents more notice concerning this action. Perhaps an open house or a town meeting would have been appropriate so that residents could have given input, which provides opportunity for residents to have a voice and be heard.

Keith Frischermeier, 8610 Meadowview Court, Jersey Village, Texas (281) 748-3608 – Mr. Frischermeier lives in Wyndham Village. With the proposed closing of the Golf Course Bridge, he has to consider alternative routes, which could be the continuation of Meadows Drive to Rio Grande Street. He also stated that what he does like about the pass though is that the gates are closed at night preventing through traffic. With all the improvements at the Golf Course, he feels that closing the bridge would prevent people from attending the new amenities. He also mentioned that should there be a major emergency event, not having this bridge open eliminates a path of evacuation from the City.

Bill Edwards, 16001 Jersey Drive, Jersey Village, Texas (346) 313-3766 – Mr. Edwards would like the Resolutions 2024-10, 2024-11, and 2024-36 removed from consent. He would like City Council to vote on the bridge tonight. He feels the bridge is dangerous and feels that it is against the law to use a parking lot for cut through traffic.

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Rick Faircloth, 16010 Lakeview Drive, Jersey Village, Texas (713) 466-8065 – Mr. Faircloth would like City Council to make provisions for tax relief for seniors during the upcoming budget talks. He also spoke about the Golf Course Bridge. He believes that restricting traffic to only one lane with signs posted at each side may be an alternative to closing the bridge. Another idea is to have one lane for pedestrians and one for vehicles. He believes that the item should be tabled so that more discussion and research can be had concerning the closure.

Jim Fields, 16412 Saint Helier, Jersey Village, Texas (713) 206-1184 – Mr. Fields spoke about the Golf Course Bridge. He stated that he has asked for the studies on the bridge but has not received same. He does not support the bridge closure. He does not understand why the issue of the bridge was not discussed during the construction planning phases of the new clubhouse. He suggested that a foot bridge be built adjacent to the existing bridge. He also mentioned the City pool leaking. He requested the information from the City and did not receive any information that would support a leaking pool. He also mentioned the voting machines. He closed by asking that items F3, F12 and F13 be removed from the consent agenda.

City Secretary, Lorri Coody, addressed Mr. Fields concerns regarding the voting machines.

Michael Stembridge, 15422 Jersey Drive, Jersey Village, Texas (832) 880-3809 – Mr. Stembridge stated that initially he supported the closure of the Golf Course Bridge but now would like to have the bridge reopened. He gave his reasoning for keeping the bridge open.

Kimberly Henao 15601 Singapore Lane, Jersey Village, Texas (832) 689-9878 – Ms. Henao gave her 31st installment concerning laws for the City of Jersey Village, Harris County, and the State of Texas.

E. CITY MANAGER'S REPORT

City Manager Bless gave the following monthly report. He gave information about the various grants for which the City has applied.

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report, General Fund Budget Projections, Utility Fund Budget Projections, and Quarterly Investment Report.
2. Fire Departmental Report and Communication Division's Monthly Report
3. Police Department Monthly Activity 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

F. CONSENT AGENDA

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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. Items 6, 7, 11, and 13 were pulled from the Consent Agenda for further discussion. Accordingly, Items 6, 7, 11, and 13 contain discussion information as well as Council's vote, if applicable. The vote for Items 1 through 5, 8 through 10, and 12 are found at the end of the Consent Agenda.

- 1. Consider approval of the Minutes for the Regular Session Meeting held on March 18, 2024.**
- 2. Consider Resolution 2024-28, amending the Purchasing Policy for the City of Jersey Village.**

BACKGROUND INFORMATION:

Bac in 2022 the Texas General Land Office (GLO) requested 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. During their review our grant application for the Comprehensive Plan update grant that was submitted earlier this year they found a typo in their language they had previously submitted to the city. On page four of the policy in the Federal Awards section it cited the 2 Code of Federal Regulations (CFR) 200.18 to CFR 200.327. It should have read as 2 CFR 200.318 to 2 CFR 200.327.

That is the only change in the policy that is being presented here tonight. The GLO requires that Council adopt this change for our grant to continue through their review process.

RESOLUTION NO. 2024-28

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.

- 3. Consider Resolution 2024-29, proclaiming April as Fair Housing Month in connection with the City of Jersey Village, Texas participation in federally funded Community Development Block Grant (CDBG) projects.**

BACKGROUND INFORMATION:

The City has applied for grant funds for the Comprehensive Plan Project from CDBG-MIT. As part of this the City is required to conduct at least one activity during the contract period of the CDBG contract, to affirmatively further fair housing.

One of those things we can do is approve a resolution proclaiming April as Fair Housing Month. The attached Resolution does that for the requirements of the grant.

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RESOLUTION NO. 2024-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, PROCLAIMING APRIL AS FAIR HOUSING MONTH.

4. **Consider Resolution No. 2024-30, authorizing the Jersey Village Chief of Police, Danny Keele, to enter into Agreement with the United States Department of Justice, Drug Enforcement Administration concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.**

BACKGROUND INFORMATION:

On September 1, 2023, House Bill 6 came into effect, reclassifying all fentanyl-related overdose deaths as homicides. In 2022, the Jersey Village Police Department was tasked with investigating four fatalities that were ultimately linked to fentanyl overdoses. These investigations require extensive resources, including prolonged surveillance, execution of search warrants, informant cooperation, and undercover operations, to effectively prosecute offenders.

Recognizing the complexity and severity of narcotics-related cases, the Jersey Village Police Department seeks to collaborate with the Drug Enforcement Administration (DEA) through a formal agreement. This partnership will provide crucial resources and expertise necessary for addressing such cases, particularly those involving fentanyl-related fatalities, within Jersey Village.

The Houston, Texas, area grapples with a persistent issue of narcotics and dangerous drug trafficking, significantly impacting public health and welfare. To combat this illegal activity, it is proposed to enter into an agreement with the United States Department of Justice, DEA.

As part of the agreement, the Houston Task Force will perform the following activities and duties:

- a) disrupt the illicit drug traffic in the area by immobilizing targeted violators and trafficking organizations;
- b) provide necessary funds and equipment to support the activities of the DEA Special Agents and parent agency officer assigned to the Task Force
- c) gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and
- d) conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Texas.

To accomplish the objectives of the Houston Task Force, the Jersey Village Police Department agrees to detail one experienced officer to the Houston Task Force for a period of not less than two years. During this period of assignment, the Jersey Village Police Department officer:

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- a) Will be under the direct supervision and control of DEA supervisory personnel assigned to the Task Force;
- b) shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force; and
- c) shall be deputized as Task Force Officer(s) of DEA pursuant to 21 U.S.C. Section 878.

During previous budget meetings with City Council, the former police chief discussed the potential advantages of participating in the Houston Task Force. One notable advantage of this collaboration is the prospect of asset forfeiture. Successful investigations frequently lead to the confiscation of assets obtained through unlawful means. These forfeited assets can subsequently be redirected to finance additional investigations, purchase equipment, and reinforce community safety initiatives. Consequently, this contributes to a safer and more secure environment for all residents. It is important to note that the Jersey Village Police Department would be entitled to a percentage of all seized assets resulting from investigations in which the Task Force Officer participated.

This partnership not only enhances law enforcement effectiveness but also demonstrates a commitment to safeguarding public health and welfare. Assigning a Jersey Village Police Department officer within the Task Force is a proactive measure that aligns with the department's mission to protect and serve the community.

RESOLUTION NO. 2024-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE JERSEY VILLAGE CHIEF OF POLICE, DANNY KEELE, TO ENTER INTO AGREEMENT WITH THE UNITED STATES DEPARTMENT OF JUSTICE, DRUG ENFORCEMENT ADMINISTRATION CONCERNING THE USE AND ABUSE OF CONTROLLED SUBSTANCES UNDER THE PROVISIONS OF 21 U.S.C. § 873.

- 5. **Consider Ordinance 2024-10, adopting a Water Conservation Plan for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 70, Utilities, by amending Article VI., *Water Conservation Plan*; providing a severability clause; providing a penalty as provided by Section 1-8 of the Code; and providing an effective date.**

BACKGROUND INFORMATION:

The City of Jersey Village is mandated by the Texas Water Development Board (TWDB) to maintain an updated Water Conservation Plan, a requirement applicable to municipalities with over 3,300-meter connections, with revisions needed every five years.

In accordance with the Texas Water Code, retail public water suppliers exceeding 3,300 connections must fulfill the following obligations:

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1. Annual Water Loss Audit: Conduct and submit a water loss audit annually, addressing key areas such as distribution line losses, meter inaccuracies, deficiencies in accounting practices, and theft of service.
2. Annual Reporting to TWDB: Report annually to the TWDB, outlining the progress in implementing the current water conservation plan.
3. Five-Year Update: Develop and submit an updated water conservation plan to the TWDB every five years.

The water audit evaluates various aspects of water loss to ensure efficient water management. It delves into distribution line losses, meter accuracy, accounting practices, and theft prevention. The City's utility profile furnishes historical data on water usage, encompassing both residential and commercial sectors. The Public Works Department has diligently formulated a comprehensive Water Conservation Plan based on this profile. This plan outlines specific conservation goals, incorporates best management practices, and outlines methods the City will implement over the next five-year period.

The purpose of this agenda item is to seek approval for the adoption of the updated Water Conservation Plan. Simultaneously, we propose amendments to the Code of Ordinances to delineate the rules and regulations governing the plan. This proactive approach aligns with regulatory requirements and ensures sustainable and responsible water management practices for the City of Jersey Village.

ORDINANCE NO. 2024-10

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

6. **Consider Ordinance 2024-11, adopting a Drought Contingency Plan for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 70, Utilities, by amending Article V., *Drought Contingency Plan*; providing a severability clause; providing a penalty as provided by Section 1-8 of the Code; and providing an effective date.**

BACKGROUND INFORMATION:

The City of Jersey Village introduced its first drought contingency plan with Ordinance 2000-25, a significant move for water resource management. However, this plan has only had minor tweaks since its introduction. With the city's changing needs and the goal of improved water management, staff are now working to revise the plan.

Public involvement was a key part of the revision process, using email, social media, the city website, and the March JV Start newsletter to gather community feedback. Even though there was a great push for public feedback, especially after having to enter the plan

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last year, only five people provided feedback on the plan. But that feedback did help shape the proposed updates to the drought contingency plan. These updates aim to improve the plan’s effectiveness and clarity in addressing water shortages.

There are proposed changes for the triggering events for the plan. Phase One would be triggered when the city reaches the production capacity of 90% or more for 3 consecutive days. Phase Two would be triggered when the city reaches the production capacity of 95% or more for 2 consecutive days.

The following table offers a concise comparison of the current drought contingency plan and the suggested revisions, highlighting the main changes for each phase.

Phase	Current Plan	Proposed Plan
Phase One	Mandatory watering restrictions Only water 2 days per week	Voluntary watering restrictions Only water 2 days per week
Phase Two	Mandatory watering restrictions Only water 1 day per week	Voluntary watering restrictions Only water 2 days per week
Phase Three	Only water 1 day per week	Designated watering days clarified, Only water 1 day per week Clarified watering for golf course
Phase Four	No watering days allowed	No watering days allowed Clarified watering for golf course

The proposed revisions include updates to Phase One and Phase Two of water shortage conditions, incorporating the duration of these conditions into the plan. Notably, Phase One is proposed to shift from a mandatory to a voluntary stage, allowing for greater flexibility by permitting two voluntary watering days per week.

Conversely, Phase Two proposes clarified measures by mandating water use restrictions, albeit still permitting two watering days per week, as opposed to the previous allowance of only one day per week.

Furthermore, Phases Three and Four have been revised to provide clearer guidance on mandatory water use restrictions. Phase Three also specifically designates one watering day per week to streamline water usage during critical stages of shortage.

These proposed changes aim to ensure the drought contingency plan remains relevant and effective in addressing the city's current and future water management needs, while also promoting community involvement and understanding.

City Manager Bless told City Council that since the packet was distributed, Staff noticed some differences in Exhibit A and the Ordinance, specifically Sections 70-162 and 70-163. These two Sections were correct in Exhibit A and the Ordinance has been updated with the correction.

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Council engaged in discussion concerning the plan and the proposed changes. Some stated that making these changes to the plan offers more flexibility. The changes are more realistic.

With no further discussion on the matter, Council Member Sheppard moved to approve Ordinance 2024-11, adopting a Drought Contingency Plan for the City of Jersey Village; amending the Code of Ordinances of the City of Jersey Village, Chapter 70, Utilities, by amending Article V., *Drought Contingency Plan*; providing a severability clause; providing a penalty as provided by Section 1-8 of the Code; and providing an effective date as corrected. Council Member Wasson seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO. 2024-11

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

- 7. Consider Resolution 2024-31, authorizing the City Manager to enter into a contract with Westwood Professional Services for the design and construction management of the Seattle Street and Singapore Lane Reconstruction Projects.**

BACKGROUND INFORMATION:

As part of the 2023 Bond Election, residents approved funding allocating \$15.5 million for five (5) street reconstruction projects. Seattle Street and Singapore Lane were among the identified streets designated for replacement within the bond proposal, attributed to their aging infrastructure and current state of deterioration.

City staff proposes engaging Westwood Professional Services to oversee the design, bidding, and construction management of the Solomon Street and Australia Street projects. The total cost for this engagement and construction of the project to be \$4,924,156.00. This estimate includes provisions for inflation and potential change orders.

This agenda request pertains to the design and management of the Seattle Street and Singapore Lane Projects. The cost for this design contract is \$534,566.00.

Westwood Professional Services, the proposed firm for managing the design and construction of the Seattle Street and Singapore Lane projects, is a full service, multi-discipline professional engineering firm providing services to public and private clients throughout the United States.

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Westwood offers the following benefits for the City of Jersey Village:

- Depth and availability in team and resources to ensure the project is completed on time and within budget.
- Experts in government and regulatory collaboration, various external funding resources and standard PS&E processing procedures.
- Standardized QA/QC processes to ensure project compliance and expedite the overall review process.
- Proactive and responsive communication, keeping all parties engaged and ensuring issues are addressed promptly.

Westwood is available to commence services immediately upon the receipt of Notice-to-Proceed from the City. Their commitment is based on their critical evaluation of the current workload of existing and anticipated projects scheduled.

With limited discussion on the item, Council Member McCrea moved to approve Resolution 2024-31, authorizing the City Manager to enter into a contract with Westwood Professional Services for the design and construction management of the Seattle Street and Singapore Lane Reconstruction Projects. 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. 2024-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH WESTWOOD PROFESSIONAL SERVICES FOR THE DESIGN SERVICES AND CONSTRUCTION MANAGEMENT FOR THE SEATTLE STREET AND SINGAPORE LANE RECONSTRUCTION PROJECTS.

- 8. Consider Ordinance 2024-12, approving the request of the Board of Directors of the Crime Control and Prevention District to amend the 2023-2024 Crime Control and Prevention District's Budget in the amount of \$262,002.19, and authorizing the purchase of new police radios and accessory equipment from the Crime Control and Prevention District Fund.**

BACKGROUND INFORMATION:

The Jersey Village Police Department is requesting \$262,002.19 from the CCPD budget to purchase new police radios and accessory equipment to include earpieces and portable radio cases. New police radios and accessory equipment is essential to uphold the highest standards of safety and protection for our citizens. Effective and reliable police radio

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communication is a critical lifeline that ensures the safety of our officers in the field and provides a crucial layer of liability protection for our city.

Our current police radios were purchased in 2012 for the amount of \$220,998.00. These radios have surpassed their operational lifespan. According to the manufacturer these radios were designed and expected to serve effectively for a period of five to seven years. These devices have doubled the manufacturer's recommended time frame. Due to the age of the radios, there has been an increase in repairs along with issues related to the radios' efficiency and reliability. The warranty coverage has expired, and the department has experienced a notable increase in maintenance costs along with the radios being out of service for extended periods of time for repairs.

Uninterrupted radio communication can be the difference between life and death for police officers and our community. The reliability of our current radios presents a risk for our officers' safety. This risk increases liability concerns for the City. The proposed upgrade to new radios is a necessary step towards enhancing our operational capabilities and addressing the safety and liability concerns associated with the age of our old radios.

The inquiry into purchasing new radios began during the 2023-2024 budget planning process. At that time, the Department began researching multiple radio manufacturers. Each radio manufacturer had its own set of unique benefits and concerns. A decision was made at that time to be diligent in our efforts to ensure all options were explored before requesting funding for an expenditure of this magnitude.

In an attempt to be fiscally responsible, the request for the purchase comes mid-year in an attempt to save money. The Houston-Galveston Area Council (H-GAC) Buy Board has announced a price increase of approximately 9.45%, which is set to take effect in June 2024. By securing the purchase of new radios and accessory equipment before this deadline, the City stands to avoid this cost increase. This request for funding to upgrade our police radios is driven by the need to maintain the highest levels of public safety, officer safety, and fiscal responsibility.

Included with the agenda item you will find the quote from Northwest Communications, an HGAC Buy Board Member, for \$254,744.80 representing the cost of the new radios. This quote also includes the cost should the City wait until after June 2024 to purchase these same radios at a significant increase.

Also included in the request is the cost for radio earpieces from N-ear at \$5,212.19 and the cost of the portable radio cases at \$2045.20 from Zero9 Holsters. The addition of the accessory equipment brings the total cost to \$262,002.19.

ORDINANCE NO. 2024-12

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE REQUEST OF THE BOARD OF DIRECTORS OF THE CRIME CONTROL AND PREVENTION DISTRICT TO AMEND THE 2023-2024 CRIME CONTROL AND

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PREVENTION DISTRICT’S BUDGET IN THE AMOUNT OF \$262,002.19; AUTHORIZING THE PURCHASE OF NEW POLICE RADIOS AND ACCESSORY EQUIPMENT FROM THE CRIME CONTROL AND PREVENTION DISTRICT FUND; AMENDING THE CAPITAL REPLACEMENT ANNUAL BUDGET OF THE CITY OF JERSEY VILLAGE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024 TO REFLECT THESE CHANGES; AND PROVIDING FOR SEVERABILITY.

- 9. Consider Resolution 2024-32, receiving the Planning and Zoning Commission’s 2024 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 10, 2024, 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 April 22, 2024. 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 2024 Annual Progress Report prepared at the April 10, 2024, P&Z Meeting.

RESOLUTION NO. 2024-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION’S 2024 ANNUAL PROGRESS REPORT PERTAINING TO THE CITY’S PROGRESS IN IMPLEMENTING THE COMPREHENSIVE PLAN.

- 10. Consider Resolution 2024-33, receiving the Capital Improvements Advisory Committee’s April 2024 Semiannual Progress Report.**

BACKGROUND INFORMATION:

The Capital Improvements Advisory Committee (CIAC) met on April 10, 2024 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 2023-2024.

This item is to receive the April 2024 Semiannual Progress Report prepared at the April 10, 2024, CIAC Meeting.

RESOLUTION NO. 2024-33

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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 2024 SEMIANNUAL PROGRESS REPORT.

11. Consider Resolution 2024-34, authorizing the City Manager or designee to negotiate and execute an Interlocal Agreement with Harris County regarding the transfer of certain emergency services equipment.

BACKGROUND INFORMATION:

Jersey Village Fire Department has an ambulance that was going to auction. This ambulance was kept additional years beyond replacement because of the parts issues occurring during Covid. We believe we now are able to remove this ambulance from inventory and place it into Auction. The ambulance is a 2012 Dodge Ram 4500 Chassis with a Frazer built module. VIN 3C7WDKCL1CG126113 with a Texas plate of 1130636

Harris County Fire Marshal's Office contacted us with an inquiry to purchase this ambulance for use at their fire training field. City policy allows the sale of our assets through the following methods as written in the policy.

PROPERTY SALVAGE AND DISPOSAL

Many items may outlive their usefulness and become unserviceable or obsolete. If it is found that the item is no longer serviceable to the City it shall be reported to the employee charged with maintaining the inventory of fixed assets for ultimate disposal. A Fixed Asset Inventory Processing Form must be filled out by the user department and the item transferred to the designated department for storage and ultimate disposal by the most advantageous (to the city) method.

Upon approval by the City Manager, surplus materials and equipment may be disposed of in one of the following methods:

1. public auction;
2. trade-in on new equipment;
3. sealed bids;
4. destruction as unsalvageable;
5. donation to non-profit organization or
6. negotiated price by Council.

Item 6 above allows for the council to negotiate a price. This vehicle had a trade in value of \$25,000 three years ago. We would recommend a negotiated price between \$15,000 and \$18,000 to sell to Harris County, TX if council authorizes the sale of this 2012 Dodge Rame Frazer built Ambulance.

Council Member Singleton stated that since he works for the Harris County Fire Marshal's Office he is abstaining from the discussion and voting on this item.

Council engaged in discussion concerning the amount for the sale.

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With no further discussion on the matter, Council Member Wasson moved to approve Resolution 2024-34, authorizing the City Manager or designee to negotiate and execute an Interlocal Agreement with Harris County regarding the transfer of certain emergency services equipment in the amount of \$18,000. Council Member McCrea seconded the motion. The vote follows:

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

Nays: None

Abstain: Council Member Singleton

The motion carried.

RESOLUTION NO. 2024-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO NEGOTIATE AND EXECUTE AN INTERLOCAL AGREEMENT WITH HARRIS COUNTY REGARDING THE TRANSFER OF CERTAIN EMERGENCY SERVICES EQUIPMENT.

- 12. Discuss and take appropriate action concerning the progress being made by the Owners of the property located at 15830 NW FWY, Jersey Village, Texas to correct the substandard structure at this location.**

BACKGROUND INFORMATION:

On January 22, 2024, the City Council conducted a public hearing pursuant to Section 34-253 of the Code, so that the owner or the owner's representatives for the property located at 15830 NW FWY, Jersey Village, Texas may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures.

After that hearing, City Council passed ordinance 2024-01, finding the structure at 15830 NW FWY, Jersey Village, Texas 77040 to be substandard and a public nuisance. Since the passage of the Ordinance, the Owner has submitted reports to City Council by way of updating the Council on the progress being made by the owner on the substandard structure.

In accordance with the ordinance, the owner submitted plans to demo out all interior improvements and set up the space for a future build-out. The plans included additional paving for parking, landscaping and a dumpster pad. The plans also include replacing the existing roof, adding new gutters and downspouts, replacing the existing fascia, replace the existing soffit and lighting and painting the exterior of the building. The proposed work will correct the substandard issues. The plans were submitted to SAFEbuilt on April 4th and the review was completed on April 12th.

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The review was disapproved with SAFEbuilt requiring the architect to submit to TDLR for TAS (ADA) registration. A note was also added for impervious paving calculations for detention review by the city's engineer as additional impervious surface is being proposed the site.

Tonight, the owner submits the 3rd update report.

13. Consider Resolution 2024-35, authorizing the City Manager to enter into an agreement with Burditt for Clark Henry Park Multi-Use Diamond Field design, construction documents, bidding and construction phase services.

BACKGROUND INFORMATION:

This item is to authorize the City Manager to enter into an agreement with Burditt for the conceptual design, construction documents, and bidding and construction phase services for the Clark Henry Park Multi-Use Fields project.

The Clark Henry Park Multi-Use Field Project, as previously studied in the Park Master Plan, will allow for a variety of user groups to utilize the fields regularly. The site's drainage and maintenance will be addressed through this phase to provide a safe and usable facility.

The overall Project requirements and associated services are a detailed and iterative process; therefore, the following is not intended to be exhaustive. Rather, it serves to establish a basis of agreement on certain project parameters and an understanding of significant elements to be included in the Project Scope of Work. Following are certain facts, understanding of City expectations, and initial Project Requirements as we understand them:

- Multi-Use Diamond Field with lighting, backstop and irrigation
- T-Ball Field
- Spectator Seating with shade structure option
- Explore fencing options along the existing trail
- Landscaping, hardscape along impacted areas as needed

The total cost for this is expected to be \$114,500, which includes surveying and geotechnical work. As part of our Capital Improvement Program we have set aside \$255,000 in our current fiscal year for the project. At the end of last fiscal year the Council moved \$500,000 from the General Fund to the CIP for this project. We also anticipate putting additional funding for this project into the FY25 budget as well. The City Manager has submitted a request for Congressional Community Project Funding for this project.

If approved, staff would immediately begin conceptual meetings to formulate a final plan and an updated opinion of probable cost prior to the finalization of the next fiscal year's budget. Initial plans would target the construction of the fields to minimize impact on the services and events offered within the park.

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Council engaged in discussion about the item. There were a few questions concerning the process of bonding and if the previous bond was voted down does that prevent us from moving forward with this item. City Attorney Begle stated that it does not. It was also mentioned that these plans have been around for sometime and have been budgeted for some time on the Capital Improvements Plan (CIP) and Parks Master Plan. Both of these plans have had much community input.

With no further discussion on the matter, Council Member Sheppard moved to approve Resolution 2024-35, authorizing the City Manager to enter into an agreement with Burditt for Clark Henry Park Multi-Use Diamond Field design, construction documents, bidding and construction phase services. 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. 2024-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BURDITT FOR CLARK HENRY PARK MULTI-USE DIAMOND FIELD DESIGN, CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION PHASE SERVICES.

Items 6, 7, 11, and 13 were removed from the consent agenda. The discussion and vote for the removed items 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 Singleton moved to approve Items 1 through 5, 8 through 10, and 12 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.

G. REGULAR AGENDA

- 1. Consider Resolution 2024-36, awarding the bid and authorizing the City Manager to enter into a contract with Environmental Allies for the Congo Lane Subdivision Drainage Improvements Project.**

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

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On March 27, 2024, City staff received bid documents for the Congo Lane Subdivision Drainage Improvements Project. Seven (7) responsive bids were received for the project;

Bidder	Base Bid
Environmental Allies	\$2,950,512.00
R Construction	\$3,672,610.05
Cracon, Inc.	\$3,786,693.10
Teamwork Construction Services Inc.	\$4,034,834.00
iCon GC LLC	\$4,260,000.00
MC2 Civil, LLC	\$4,576,184.50
Conrad Construction Co., LTD	\$4,850,523.00

Reconstruction of Congo Lane from Senate to Equador will include the following construction activities:

- Demolition of existing road
- Abandonment of existing utilities
- Installation of new water and storm facilities
- Construction of new road and sidewalks

City staff and consulting engineering firm, Garza EMC, worked together to ensure bidding was conducted in compliance with all applicable federal, state and local standards.

Environmental Allies submitted the lowest responsible bid for the project at \$2,950,512.00. The consulting firm’s projected cost estimate was \$4,010,874.00.

Environmental Allies comes with a recommendation from the consulting Engineering Firm, Garza EMC, who has confirmed that the contractor shows relevant project experience with twenty-one (21) years of general contracting involvement. Additionally, city staff conducted reference checks, soliciting feedback from recent clients regarding the contractor’s performance in addressing complaints, managing time, and handling change orders. The feedback received was predominantly positive.

The cost to perform the Congo Lane Subdivision Drainage Improvements Project will be paid through 2023 Bond Election funding in which residents approved an allocation of \$15.5 million for five street reconstruction projects including Congo Lane.

With limited discussion on the matter, Council Member McCrea moved to approve Resolution 2024-36, awarding the bid and authorizing the City Manager to enter into a contract with Environmental Allies for the Congo Lane Subdivision Drainage Improvements Project. Council Member Singleton seconded the motion. The vote follows:

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

Nays: None

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The motion carried.

RESOLUTION NO. 2024-36

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 ENVIRONMENTAL ALLIES FOR THE CONGO LANE SUBDIVISION DRAINAGE IMPROVEMENTS PROJECT.

2. Consider Resolution 2024-37, closing the Jersey Meadow Golf Club Bridge to vehicular traffic.

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

As we approach the final stages of construction for the new Golf Course Clubhouse, our focus has shifted towards renovating existing structures. Staff have planned the operation of both buildings, revisiting the necessity of closing the bridge to vehicular traffic for enhanced operational efficiency and safety.

With the expansion of our facility and the growing popularity of the golf course, there is a pressing need to optimize traffic flow within the parking lot for both safety and convenience. Vehicular traffic counts in 2018 revealed an average of 1,300 on weekdays and 744 cars per weekend day crossing the bridge, many of which are simply passing through. We have seen a rise in the number of golfers steadily over the last 5 years.

Closing the bridge to vehicular traffic will enable golf carts to utilize it, while also providing a designated lane for pedestrian access, facilitating movement to additional parking across the bayou.

The upcoming additions of a restaurant and convention center are expected to draw larger crowds, and this measure will alleviate congestion, ensuring a more enjoyable experience for patrons. There is the potential that there will often be activity in the restaurant and the convention center all while a full field of golfers are present.

This permanent closure of the bridge was requested during the November 13th, 2023, golf advisory board meeting and it was formally placed on the agenda to discuss and vote on a closure recommendation during the March 11, 2024, meeting. The committee mentioned that it is a good idea given that the new construction plans will attract additional attendance. The committee doesn't want to create barriers to potential events due to excessive passthrough traffic and congestion. The committee officially recommends the bridge be closed to vehicular traffic with 6 voting in favor and 1 against.

Council engaged in discussion about the closure. The background information about the history of the bridge was reviewed. The course was started in 1956, was sold in 1994 and was expanded to 36 holes. The bridge was constructed to connect the main course and the auxiliary course, which is now the detention pond. In 2000, the City purchased the

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course and constructed a driveway to add pavement between the two courses. In 2011, there was discussion about a Jersey Meadows Drive cut-through and again in 2014. In 2015, a cement truck got stuck on the bridge. A traffic study in 2015 and 2016 was conducted. It pointed out that emergency vehicles cannot take the Golf Course Bridge due to weight limitations. In the ensuing years, discussions about this bridge continued. It has been back and forth since 2002. The safety issue about the bridge is not because of the bridge itself, it is about the traffic. If we increase the volume of people on the course, there will be more people not looking for cars. And if we increase traffic, those driving will not be looking for people.

Alternatives to mitigate the inconvenience should be discussed but is not on the agenda tonight.

Some members pointed out that it is a safety issue as more than one car tries to pass at one time. It is essentially a cut-through parking lot. It needs to be closed and we need to find an alternative solution that benefits residents.

It was pointed out that many years ago, this was a dirt road for carts. This item has been discussed for many years. It is time to make decisions as precautionary measures instead of reactive measures.

Many of the members wanted to close the bridge but also wanted to discuss alternative solutions for residents.

Transparency was discussed. It was pointed out that there are always items discovered during projects and there are items missed that need further discussion and attention.

The bridge was removed from the Capital Improvements Plan back in 2019; however, given the amount of traffic that goes across this bridge, it needs to be put back on the plan.

Council Member Singleton moved to direct the City Manager to look at options to expand Jersey Meadows Drive and that these options be discussed during the Capital Improvements Plan discussions held during the May and July budget meetings. City Manager Bless stated that this will be discussed in May and July. Council Member Wasson seconded the motion. The vote follows:

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

Nays: None

The motion carried.

The bridge will not be open during construction. No action was taken on the proposed Resolution closing the Jersey Meadow Golf Club Bridge to vehicular traffic.

RESOLUTION NO. 2024-37 – NO ACTION TAKEN

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, CLOSING THE JERSEY MEADOW GOLF CLUB BRIDGE TO VEHICULAR TRAFFIC.

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

Council Member McCrea: Council Member McCrea congratulated City Manager Bless on the recent leadership award he received from the University of Houston. It is very well deserved.

Council Member Singleton: Council Member Singleton also congratulated City Manager Bless, stating that many do not know the impact he has on the City as well as the Millions of grant dollars that he has brought into the City.

Council Member Wasson: Council Member Wasson mentioned the City Election as well as the Harris County Appraisal District Election. There will be future discussions on the Golf Course Bridge in May and July. He thanked James Singleton for his six years on City Council.

Council Member Sheppard: Council Member Sheppard encourages all to try out the new Golf Course Clubhouse. It is a great experience.

Mayor Pro tem Mitcham: Mayor Pro tem Mitcham thanked all for coming and giving comments. There were varied opinions, but all were graceful.

I. ADJOURN

There being no further business on the agenda the meeting was adjourned at 9:07 p.m.

Lorri Coody, TRMC, City Secretary

