

**MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JUNE 25, 2015 AT 6:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.**

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

The meeting was called to order by Mayor Ray at 6:15 p.m. with the following present:

Mayor, Justin Ray	City Manager, Mike Castro, PhD
Council Member, Andrew Mitcham	City Secretary, Lorri Coody
Council Member, Greg C. Holden	
Council Member, C. J. Harper	
Council Member, Sheri Sheppard	
Council Member, Tom Eustace	

City Attorney, Mary Ann Powell, was not present at this meeting.

The following Planning and Zoning Commission Members were present:

Chairman, Debra Mergel	Barbara Freeman, Commissioner
George Ohler, Commissioner	Michael O'Neal, Commissioner
Joyce Berube, Commissioner	

Commissioner Joyce Berube was not present when the meeting was called to order, but joined the meeting in progress at 6:25 p.m.

Commissioners Rick Faircloth and Ratan K. Jha were not present at this meeting.

Staff in attendance: Brian Breeding, Public Works Director; Christian Somers, Building Official, and Sonya Smith, Public Works Administrative Assistant.

**B. Conduct a Joint Work Session with the Planning and Zoning Commission in order to receive and discuss the Comprehensive Planning Advisory Committee's Draft Recommendations for the City of Jersey Village's Comprehensive Plan and to review the Draft Comprehensive Plan document.**

Consultants, Dan Sefko and Shad Comeaux, with Freese and Nichols, Inc., began the Work Session with a presentation covering the Comprehensive Planning Advisory Committee's (CPAC) Draft Recommendations for the City's Comprehensive Plan.

The presentation covered the planning process implemented by the CPAC in arriving at their recommendations. The process included the following three (3) phases:

- a. Community Snapshot and Visioning;
- b. Future Land Use; Transportation and Circulation Plan; Economic Development; Parks, Recreation, and Open Spaces; Community Character; and Community Facilities.
- c. Report, Implementation, and Adoption.

The Consultants explained their meetings with residents included breakout sessions and a visual character survey in which 247 responses were received. The results from these sessions concluded that sustaining Jersey Village neighborhoods is a high priority.

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Following is a list of common themes prevalent throughout the information gathering sessions:

- Infrastructure maintenance and beautification are important for improving the aesthetics of the City;
- Location within the region is an opportunity to attract people and businesses, but gateways into city should be identified and clearly visible;
- City services are good, but there is a need to improve city facilities;
- Improving the quality of life for residents with better community facilities such as parks, trails and recreational centers; and
- Maintain small town feel, but add big city amenities.

The Consultants then reviewed the ten (10) Comprehensive Plan goals, which served as the foundation and guideline for the process and reviewed the following areas:

- Current and Future Land Use Maps;
- Thoroughfare Plan;
- Trails and Parks Connectivity;
- Corridors and Gateways; and
- Community Facilities

*Planning and Zoning Commissioner, Joyce Berube, joined the meeting in progress at 6:25 p.m.*

The presentation concluded with a listing of the top 21 Priority Recommendations made by the CPAC.

In concluding the presentation, the Consultants responded to the following questions by the City Council and the Planning and Zoning Commission:

1. **Question:** Has a set of best practices/suggestions been included that prioritizes and outlines the financial aspects for plan implementation?

**Response:** The Consultants instructed the CPAC that the city could not afford all of the 150 initial recommendations. Accordingly, the list was scaled back to the top 21 priority recommendations. Additionally, the plan does include some best practices. However, it has been the experience of the Consultants that cities typically take the list and begin by deciding which items to complete each year and budget accordingly as they work through the plan.

2. **Question:** Does the plan include a timeline analysis?

**Response:** The plan is based short-term – three (3) to five (5) years out.

3. **Question:** How does the US HWY 290 Expansion Project affect implementation of the plan?

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**Response:** City Manager Castro explained that any capital projects listed in the plan cannot begin until the completion of US HWY 290. Therefore, in the beginning years of plan implementation, the focus will be non-capital items.

4. **Question:** Of the 8 million in certificates of deposits issued for the city's work on the US HWY 290 Expansion Project, how much will be reimbursed by TxDOT?

**Response:** City Manager Castro stated that a significant portion will be reimbursed by TxDOT; but there is a set process for reimbursement and this will take time.

5. **Question:** Can hotel/motel taxes be used to fund the plan?

**Response:** The use of hotel/motel tax funds is strictly outlined in state statutes. It is not likely that these funds will be eligible for use in implementing the plan.

With no further discussion, Mayor Ray recessed the City Council Meeting at 6:40 p.m. in order that the Planning and Zoning Commission may retire from the City Council meeting to conduct its posted meeting agenda and prepare a preliminary report. The meeting was reconvened by Mayor Ray at 7:31 p.m.

**C. Consider Ordinance No. 2015-19, 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 adoption of the City's Comprehensive Plan.**

Planning and Zoning Chairman, Debra Mergel, gave the report. She told City Council that the Commissioners preliminarily recommend that City Council approve the Draft Comprehensive Document. She asked that Council receive the Commission's written report and call for a joint public hearing on July 20, 2015 in order to give the public an opportunity to give testimony and present written evidence concerning the adoption of the City's Comprehensive Plan.

With no discussion on the matter, Council Member Sheppard moved to approve Ordinance No. 2015-19, 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 adoption of the City's Comprehensive Plan. Council Member Eustace seconded the motion. The vote follows:

Ayes: Council Members Mitcham, Holden, Harper, Sheppard, and Eustace

Nays: None

The motion carries.

**ORDINANCE NO. 2015-19**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S PRELIMINARY REPORT AND CALLING**

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A JOINT PUBLIC HEARING OF THE CITY COUNCIL AND THE PLANNING AND ZONING COMMISSION CONCERNING THE ADOPTION OF THE CITY'S COMPREHENSIVE PLAN.

**D. Discuss and take appropriate action to establish the remaining schedule for adopting the Comprehensive Plan, including schedules for City Council and any other necessary Board and/or Commission.**

Mayor, Justin Ray, introduced the item. He led the Council in discussion on how to move forward on approving the City's Comprehensive Plan after conducting the Joint Public Hearing and receiving the Planning and Zoning Commission's final report on July 20, 2015.

Discussion was had about conducting a work session for City Council to review and discuss the Draft Comprehensive Plan in detail. Some members felt this work session should take place before the public meeting, other felt it more appropriate to hold the work session after the public hearing.

After conducting the work session, and based upon the discussions had in the work session, Council could:

1. Send the Plan back to P&Z for further review and amendments if needed; or
2. City Council could make the amendments to the plan as part of the adoption process.

Many of the members felt that each of the 21 recommendations made by the Comprehensive Planning and Advisory Committee should be discussed in detail, including avenues for financing the recommendations and if there are any other items that need to be included in the plan.

Council discussed the need to prioritize the recommendations as well as their desire to consider input from Staff concerning the recommendations and Staff's input concerning addition of any other items for inclusion in the plan. The goal is to have a plan that is realistic and "doable."

The consensus of Council was to place and item on the July 20, 2015 agenda for consideration of a date and time for a work session on the City's Comprehensive Plan.

**E. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 7:46 p.m.

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Lorri Coody, City Secretary