NOTICE OF WORK SESSION MEETING
(In compliance with Sec. 551.041, Et. Seq., Tex. Gov't. Code)
NOTICE is hereby given that the City of Jersey Village City Council of the City of Jersey Village, Texas will conduct a work session meeting at 5:30 p.m. on October 18, 2021, in the Civic Center Auditorium, 16327 Lakeview Drive, Jersey Village, Texas.
$\operatorname{ITEM}(\mathrm{S})$ to be discussed and acted upon at this meeting is/are listed on the attached agenda.

## AGENDA

A. Call to Order and Announcement of Quorum. Bobby Warren, Mayor
B. 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. Bobby Warren, Mayor
C. Discuss and take appropriate action concerning a potential bond election in May of 2022 for municipal projects such as the golf course clubhouse and city hall. Austin Bleess, City Manager
D. Discuss and take appropriate action regarding the desire to contract with the Harris County Clerk to perform election services for the City of Jersey Village. Lorri Coody, City Secretary
E. Adjourn

## CERTIFICATION

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: October 13, 2021 at 4:00 p.m. and remained so posted until said meeting was convened.

Lorri Coody, City Secretary, TRMC

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling 713 4662102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at www.jerseyvillage.info.
"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun) a person licensed under © い゙, JERS H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."
"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person lice Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun tra openly."

B. 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. Bobby Warren, Mayor

# CITY COUNCIL - CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST 

AGENDA DATE: October 18, 2021

## AGENDA ITEM: C

AGENDA SUBJECT: Discuss and take appropriate action concerning a potential bond election in May of 2022 for municipal projects such as the golf course clubhouse and city hall.

Department/Prepared By: Austin Bleess, CM Date Submitted: October 11, 2021
EXHIBITS: Financial Adviser Presentation from September 20, 2021
BUDGETARY IMPACT: Required Expenditure: \$
Amount Budgeted: \$
Appropriation Required: \$

## CITY MANAGER APPROVAL: AB

## BACKGROUND INFORMATION:

The City Council is meeting to discuss the possible calling of a bond election for the Golf Course Convention Center or the City Hall. Both of these projects are high priority items in the 2020 Comprehensive Plan.

Currently I am estimating the Convention Center Club House to have a cost, as designed, of approximately $\$ 7,500,000$ and the City Hall to have a cost, as designed, of $\$ 10,500,000$. These two projects have a total estimated cost of $\$ 18,000,000$.

With these two big construction projects looming I wanted to provide some information for the City Council as to funding and ideas. There are two main ways that the City could move forward with these construction projects. One is cash on hand, the other is bonding.

## Cash on hand

Right now this is the cash on hand that I feel comfortable recommending:
\$1,500,000 from Fund 7 (Vehicle/Equipment Replacement)
\$3,000,000 from Fund 10 (CIP)
$\$ 3,000,000$ from General Fund (This would leave us with approximately a 120 day reserve)
$\$ 7,500,000$ in total
For the sake of simplicity I am not considering any cash that will be received when the land is sold. I am only considering what is currently on hand as of today.

Right now the city is not making much money on interest, which is one thing to consider with our current funds.

## Bonds

Right now the interest rate on bonds are at record lows, around $2.25 \%$, as shown by our financial advisor in the last workshop. The presentation is included with this memo for easy reference. With interest rates being so low now, it would be a good time to bond, if the Council wanted to.

If and when interest rates go up, borrowing money today would keep our fund balance intact so in future years we could pay cash on hand for projects.

Depending upon how a bond is structured we could pay it back early.

Now to get into a bit more of the specifics for each project.

## Golf Course Convention Center Club House

Current estimated cost of $\$ 7.5$ Million (original bids came in at $\$ 5$ million, assuming $20 \%$ increase in costs given current market conditions, 10\% for Furniture, Fixture, Equipment, and 10\% contingency).

1. The City could bond for $\$ 10$ Million for "Golf Course Facilities." We would spend $\$ 7.5$ on the Convention Center Club House. We'd spend $\$ 450,000$ on repaving the entire entrance/parking lot to 6 " of concrete. (That number is estimated based on prices from Wall Street.) Estimated - $\$ 100,000$ for natural gas (Natural gas is a better option for restaurants than electric). We'd do a new golf course maintenance facility for $\$ 1.5$ million. This is in the CIP for future years and would be split between GC and Parks/Rec. The remaining $\$ 450,000$ would be earmarked for a new cart barn. There is also some work to the course on the back 9 holes we would recommend doing at the same time as the rest of the construction, which has an estimated cost of $\$ 250,000$. This would bring our course into a great position for the future and take care of all or nearly all of the major issues and projects at once.

Total cost: \$10,250,000.
2. The City could spend $\$ 7.5$ million of cash on hand for the Convention Center Club House. This could leave us in a tight spot if the costs come in higher for the building. It would also mean we would not have a new parking lot, or natural gas for the restaurant. The other projects would happen in future fiscal years.

## City Hall

As of right now there is no timeline for a new city hall to be built in Village Center.
From a City Planning perspective, it makes much more sense for City Hall to be located in a commercial area, rather than a residential area. Looking for a permanent solution in a commercial area is advisable for the city. This would get the bulk of the traffic, which is not from residents, out of the residential neighborhood. It would also have benefits to the businesses near where City Hall is located. The Civic Center could remain standing, as it is the better part of the building, and could be utilized by groups that are looking for cheap/free rent options, as we likely do not want those groups to be taking up the majority of the use of the Convention Center Club House.

But in the short term we should do something about the facility.
Pre-COVID we would have approximately 25 full time staff people in City Hall, along with 2-4 part time staff depending on the season/schedules, etc. Of that 25 full time, 3 people are "front facing" where their main duties rely on customer interaction, and 5 other positions need to be in the office the majority of the time. There are 6 positions that could be hybrid where they are in the office, but can also work from home. There are 9 positions that can be primarily work from home. They may need to come to the office on occasion, but would not need a dedicated work space.

With this information I am proposing three options for consideration.

1. We could remodel the current civic center and take approximately $2,000-3,000$ square feet of space to create a 2-3 offices, and bullpen spaces (cubicle areas) for 12 people that
would be secured from the larger Civic Center. We could put cashier windows into the current vestibule area of the Civic Center. We would keep the executive session room intact that could be used for a conference room for city hall. We would need to remodel the bathrooms to take care of plumbing issues. I think all of this work could be done for $\$ 300,000$.
2. We could rent some office or retail space. We would need approximately $2,000-3,000$ square feet of space to utilize. This would be the front counter, bullpen spaces with room for 12 people and 2-3 small offices. The civic center would be kept in the current condition to house City Council meetings.
3. Buy some commercial space with the same needs of Option 2.

For all three options I propose demolition of everything past the bathrooms, including the UShaped room, bay area, and current offices. We would need to send and retrieve more documents to/from Iron Mountain, rather than storing on site. But with our transition to digital we have a lot fewer paper documents anyway. There is some storage of other items that we would need to figure out, but that would be workable.

In any option this should be viewed as a temporary solution to cover a few years' time, no more than five years, until a new permanent city hall could be built.

## Next Steps

Tonight staff needs guidance from the Council as to which way to move forward. If the Council wishes to move forward towards a bond election then staff will begin to work closely with the Financial Advisor to get the necessary paperwork and Council resolutions drafted.

If the city wants to consider a bond election there are a few issues that would need to be decided. These items do not need to be decided tonight, but would need to be decided in the coming months if Council chooses to go for a bond election.

Issue 1. Which projects would be paid for with the bond? Based upon the council discussion so far to this point it seems the Convention Center Club House is a higher priority to complete right now than the City Hall.

Issue 2. The amount of the bond. The Financial Advisor recommends $\$ 10,000,000$ as the smallest amount to go out for a bond for. That is the lowest amount that makes it feasible for the city to expend the cash on the costs of the bond for the amount we get. The City can also refinance existing debt with a new bond issuance, but we do not have to if the Council wishes not to.

Issue 3. The type of bond. We could utilize a bank for the bond, or it could be bonds sold on the open market. The financial advisor discussed this last month. Both have their pros and cons. It comes down to what flexibility the Council would want in repaying the bond and what the tradeoffs for that would be.

The election would be held in May of 2022, and there is more discussion on the election itself in the next agenda item.

RECOMMENDED ACTION: A consensus from Council on which way to move forward on this topic.

RECOMMENDED MOTION: None necessary.

# City of Jersey Village, Texas 

## Overview of Current Debt Portfolio and Future Bonding Scenarios

## Overview of Current Bond Market - Bond Buyer Index



## Summary of Callable Bonds Outstanding

## Summary of City's Call Provisions on Outstanding Bond Issues

City of Jersey Village - Summary of Callable Bonds Outstanding - As of September 30, 2021

| Issue Description | Call Date | Principal <br> Amount <br> Outstanding | Principal <br> Amount <br> Callable | Callable <br> Maturities | Final <br> Maturity | Coupons: <br> Callable <br> Maturities |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| General Obligation Refunding Bonds, Series 2012 | Anytime | \$ 2,765,000 | \$ 2,765,000 | 2022-2025 | 2025 | 3.000\% |
| General Obligation Refunding Bonds, Series 2016 | 03/15/2026 | 5,775,000 | 1,600,000 | 2027 | 2027 | 3.000\% 雨 |
| Totals | --- | \$ 8,540,000 | \$ 4,365,000 | --- | --- | --- |

The City currently has $\$ 4,365,000$ of existing fixed rate bonds eligible to be repaid/refinanced prior to final maturity, of which $\$ 2,765,000$ is currently callable.

The City has an opportunity to refund a portion of its outstanding debt at a lower interest rate and receive interest cost savings. The refunding is for interest cost savings and is not a restructuring of the City's existing debt.

| Series | Maturity <br> Date | Principal <br> Amount * | Call <br> Date/Price | Interest <br> Rate |
| :---: | :---: | :---: | :---: | :---: |
| General Obligation Refunding Bonds, | 3/15/2023 | \$825,000 | 7/2/2022@100 | 3.000\% |
| Series 2012 | 3/15/2024 | 475,000 | 7/2/2022@100 | 3.000\% |
|  | 3/15/2025 | 490,000 | 7/2/2022@100 | 3.000\% |
|  | Totals: | \$1,790,000 |  |  |

## Estimated Interest Cost Savings and Debt Service Requirements

## Proposed General Obligation Refunding Bonds

On a stand-alone basis, the refunding does not generate significant present value savings due to the size of the refunding and the estimated issuance costs. If the City were to combine the proposed refunding with a "new money" bond issue, the savings would be more substantial, as the overall par amount would be larger and the issuance costs would be spread across the entire transaction.

| Fiscal Year Ending (9/30) | Current Debt Service Requirements | Less: Debt Service on the Refunded Bonds* | Plus: Series 2022 <br> Refunding Bonds |  | Total <br> Debt <br> Service | Estimated Savings (b) |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Principal* | Interest (a) |  |  |
| 2022 | \$1,526,850 | \$26,850 |  | \$14,307 | \$1,514,307 | \$12,543 |
| 2023 | 1,522,625 | 866,325 | \$805,000 | 53,500 | 1,514,800 | 7,825 |
| 2024 | 1,527,200 | 496,825 | 460,000 | 28,200 | 1,518,575 | 8,625 |
| 2025 | 1,525,500 | 497,350 | 475,000 | 9,500 | 1,512,650 | 12,850 |
| 2026 | 1,616,175 |  |  |  | 1,616,175 |  |
| 2027 | 1,624,000 |  |  |  | 1,624,000 |  |
| Totals | \$9,342,350 | \$1,887,350 | \$1,740,000 | \$105,507 | \$9,300,507 | \$41,843 |
|  |  |  | Present | ue Savings: |  | 2.323\% |

[^0](a) Interest estimated at current market rates for illustrative purposes only.
(b) Includes estimated transaction costs and any necessary debt service fund transfers.

## Future Bonding Scenarios: Estimated Debt Service Requirements

## Proposed $\$ 10$ Million Debt Issuance (Sold June 2022)

| Fiscal Year Ending$(9 / 30)$ | Current Debt Service Requirements | Less: Debt Service on the Refunded Bonds * | Plus: Series 2022 <br> Refunding Bonds |  | Estimated Savings (b) | Plus: Series 2022 <br> $\mathbf{\$ 1 0 , 0 0 0 , 0 0 0}$ Debt Issuance |  |  | Total <br> Debt Service <br> Requirements |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  | Principal* | Interest (a) |  | Principal (c)* | Interest (a) | Total |  |
| 2022 | \$1,526,850 | \$26,850 |  | \$14,307 | \$12,543 |  |  |  | \$1,514,307 |
| 2023 | 1,522,625 | 866,325 | \$805,000 | 53,500 | 7,825 | \$40,000 | \$364,072 | \$404,072 | 1,918,872 |
| 2024 | 1,527,200 | 496,825 | 460,000 | 28,200 | 8,625 | 75,000 | 322,481 | 397,481 | 1,916,056 |
| 2025 | 1,525,500 | 497,350 | 475,000 | 9,500 | 12,850 | 85,000 | 319,881 | 404,881 | 1,917,531 |
| 2026 | 1,616,175 |  |  |  |  | 80,000 | 317,200 | 397,200 | 2,013,375 |
| 2027 | 1,624,000 |  |  |  |  | 75,000 | 314,681 | 389,681 | 2,013,681 |
| 2028 |  |  |  |  |  | 505,000 | 305,256 | 810,256 | 810,256 |
| 2029 |  |  |  |  |  | 525,000 | 288,519 | 813,519 | 813,519 |
| 2030 |  |  |  |  |  | 540,000 | 271,213 | 811,213 | 811,213 |
| 2031 |  |  |  |  |  | 560,000 | 253,338 | 813,338 | 813,338 |
| 2032 |  |  |  |  |  | 580,000 | 234,813 | 814,813 | 814,813 |
| 2033 |  |  |  |  |  | 595,000 | 215,719 | 810,719 | 810,719 |
| 2034 |  |  |  |  |  | 615,000 | 196,056 | 811,056 | 811,056 |
| 2035 |  |  |  |  |  | 635,000 | 175,744 | 810,744 | 810,744 |
| 2036 |  |  |  |  |  | 660,000 | 154,700 | 814,700 | 814,700 |
| 2037 |  |  |  |  |  | 680,000 | 132,925 | 812,925 | 812,925 |
| 2038 |  |  |  |  |  | 700,000 | 110,500 | 810,500 | 810,500 |
| 2039 |  |  |  |  |  | 725,000 | 87,344 | 812,344 | 812,344 |
| 2040 |  |  |  |  |  | 750,000 | 63,375 | 813,375 | 813,375 |
| 2041 |  |  |  |  |  | 775,000 | 38,594 | 813,594 | 813,594 |
| 2042 |  |  |  |  |  | 800,000 | 13,000 | 813,000 | 813,000 |
| Totals | \$9,342,350 | \$1,887,350 | \$1,740,000 | \$105,507 | \$41,843 | \$10,000,000 | \$4,179,410 | \$14,179,410 | \$23,479,916 |
|  |  |  | Present V | ue Savings: | 2.323\% |  |  |  |  |

* Preliminary, subject to change.
(a) Interest estimated at current market rates for illustrative purposes only.
(b) Includes estimated transaction costs and any necessary debt service fund transfers.
(c) Generates proceeds of $\mathbf{\$ 1 0 , 0 0 0 , 0 0 0}$ for the City and includes estimated issuance costs.


## Future Bonding Scenarios: Estimated Debt Service Requirements

## Proposed $\$ 15$ Million Debt Issuance (Sold June 2022)

| Fiscal |  | Less: Debt |  |  |  |  |  |  | Total <br> Debt Service <br> Requirements |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Year <br> Ending | Current Debt Service | Service on the Refunded | Plus: Series 2022 <br> Refunding Bonds |  | Estimated Savings (b) | Plus: Series 2022 $\mathbf{\$ 1 5 , 0 0 0 , 0 0 0}$ Debt Issuance |  |  |  |
| (9/30) | Requirements | Bonds* | Principal* | Interest (a) |  | Principal (c)* | Interest (a) | Total |  |
| 2022 | \$1,526,850 | \$26,850 |  | \$14,307 | \$12,543 |  |  |  | \$1,514,307 |
| 2023 | 1,522,625 | 866,325 | \$805,000 | 53,500 | 7,825 | \$45,000 | \$546,352 | \$591,352 | 2,106,152 |
| 2024 | 1,527,200 | 496,825 | 460,000 | 28,200 | 8,625 | 105,000 | 484,331 | 589,331 | 2,107,906 |
| 2025 | 1,525,500 | 497,350 | 475,000 | 9,500 | 12,850 | 115,000 | 480,756 | 595,756 | 2,108,406 |
| 2026 | 1,616,175 |  |  |  |  | 110,000 | 477,100 | 587,100 | 2,203,275 |
| 2027 | 1,624,000 |  |  |  |  | 105,000 | 473,606 | 578,606 | 2,202,606 |
| 2028 |  |  |  |  |  | 765,000 | 459,469 | 1,224,469 | 1,224,469 |
| 2029 |  |  |  |  |  | 790,000 | 434,200 | 1,224,200 | 1,224,200 |
| 2030 |  |  |  |  |  | 815,000 | 408,119 | 1,223,119 | 1,223,119 |
| 2031 |  |  |  |  |  | 840,000 | 381,225 | 1,221,225 | 1,221,225 |
| 2032 |  |  |  |  |  | 870,000 | 353,438 | 1,223,438 | 1,223,438 |
| 2033 |  |  |  |  |  | 900,000 | 324,675 | 1,224,675 | 1,224,675 |
| 2034 |  |  |  |  |  | 925,000 | 295,019 | 1,220,019 | 1,220,019 |
| 2035 |  |  |  |  |  | 960,000 | 264,388 | 1,224,388 | 1,224,388 |
| 2036 |  |  |  |  |  | 990,000 | 232,700 | 1,222,700 | 1,222,700 |
| 2037 |  |  |  |  |  | 1,025,000 | 199,956 | 1,224,956 | 1,224,956 |
| 2038 |  |  |  |  |  | 1,055,000 | 166,156 | 1,221,156 | 1,221,156 |
| 2039 |  |  |  |  |  | 1,090,000 | 131,300 | 1,221,300 | 1,221,300 |
| 2040 |  |  |  |  |  | 1,125,000 | 95,306 | 1,220,306 | 1,220,306 |
| 2041 |  |  |  |  |  | 1,165,000 | 58,094 | 1,223,094 | 1,223,094 |
| 2042 |  |  |  |  |  | 1,205,000 | 19,581 | 1,224,581 | 1,224,581 |
| Totals | \$9,342,350 | \$1,887,350 | \$1,740,000 | \$105,507 | \$41,843 | \$15,000,000 | \$6,285,771 | \$21,285,771 | \$30,586,278 |
|  |  |  | Present V | ue Savings: | 2.323\% |  |  |  |  |

* Preliminary, subject to change.
(a) Interest estimated at current market rates for illustrative purposes only.
(b) Includes estimated transaction costs and any necessary debt service fund transfers.
(c) Generates proceeds of $\mathbf{\$ 1 5 , 0 0 0 , 0 0 0}$ for the City and includes estimated issuance costs.


# CITY COUNCIL CITY OF JERSEY VILLAGE, TEXAS AGENDA REQUEST 

AGENDA DATE: October 18, 2021
AGENDA ITEM: D
AGENDA SUBJECT: Discuss and take appropriate action regarding the desire to contract with the Harris County Clerk to perform election services for the City of Jersey Village.

Dept./Prepared By: Lorri Coody, City Secretary Date Submitted: October 11, 2021
EXHIBITS: Election Memo

## BACKGROUND INFORMATION:

This item is to discuss contracting with Harris County to perform election services for our City.
Included in the meeting packet is an election memo that, in consideration of the recent climate concerning elections, outlines several issues to be considered concerning City Elections along with the following recommendations:

1. We hold off on purchasing the disabled voter machine until May of 2024;
2. We contract with Harris County to conduct the May 2022 election;
3. We contract with Harris County to conduct the May 2023 election; and
4. We make a decision about moving forward with the May 2024 election after the County makes its decision regarding same.

## RECOMMENDED ACTION:

Discuss and take appropriate action regarding the desire to contract with the Harris County Clerk to perform election services for the City of Jersey Village.

## MEMORANDUM

TO: City Council<br>FROM: Lorri Coody<br>SUBJECT: Municipal Elections<br>DATE: October 6, 2021

During this Work Session Meeting, City Council will conduct discussions about the May 2022 Election and whether to call a special election to consider bond propositions. This memo is to outline several issues to be considered concerning the May 2022 Elections.

First, the Texas Legislature has passed SJR2, which basically states that the State of Texas will call a constitutional amendment election on the May 7 uniform election date in 2022. This means that the County will be conducting an election during the same time period that we will be conducting our General Election and Special Election for a bond election (if called). Harris County has already sent out an email stating that they will conduct a joint election with all entities that wish to contract with them for this election in order to make the voting process seamless for the voter and less confusing.

During the Council's discussions, it will be important to discuss the fact that should Jersey Village wish to conduct their own election and not contract with the County, Harris County will not be able to use our facility. They will need to establish a polling place at another location for their election activities. This will mean that voters will need to go to both polling places to cast their votes respectively. Given that the County will have multiple polling locations during early voting, permitting the voter to vote outside Jersey Village (while at work), we run the risk of voters stating that they did not see our ballot options and were not permitted to vote. It will be confusing to the voter. For this reason, I recommend that we contract with Harris County for the May 7, 2022 election.

Second, the Texas Legislature also passed SB1. SB1 makes many changes in many areas to the election process. The changes become effective December 2, 2021 and will be in effect for the May 7, 2022 election cycle. Following are a few areas where changes have occurred:

1. Voter Registration Applications have changed;
2. Cancellation of elections are now mandatory;
3. Opening and Closing the Polls have changed;
4. The dates and hours for early voting have changed in order to standardize across all entities. This will require that voters are informed of the change so they are not caught off guard;
5. The composition of the Early Voting Ballot Board has changed. We must now have an alternate judge in addition to the presiding judge;
6. Poll Watchers must now have SOS training, take an oath, and present certification to be a watcher;
7. The process for assisting a voter has changed, requiring updated forms;
8. Ballot by Mail applications must be solicited by the voter. Entities cannot mail them randomly. Also, requests for multiple applications should be directed to the SOS; and
9. Civil Penalties for election officers.

Perhaps the change of greatest concern for Jersey Village pertains to the implementation of CIVIL PENALTIES for election officials. The law provides that an election official may be liable to the State of Texas for a civil penalty if the official violates a provision of the Election Code. Since this is a brand new addition to the Election Code, the Secretary of State (SOS) did not have much information on how this will play out. However, the SOS did voice concern, stating that many times during an election, officials must make tough decisions when faced with challenging situations and sometimes the decision may fall into the "grey area" and be considered outside of the Election Code.

The civil penalties change will affect everyone in Jersey Village that is involved in running/working the election, including election judges and election clerks. Because we do not know exactly how this new provision is going to play out and because of recent public comments about our election process, I recommend that we contract with Harris County for the next two years for election services.

Third, the Texas Legislature passed SB13 to provide some temporary provisions concerning the holding of the State's primary elections. The bill gives three different dates for conducting these elections based upon when the re-districting maps are finalized. These primary elections could be held March 1, April 5, or May 24. Our election will be held May 7. The closer the primary elections are held to May 7, the more confusing it may be for the voter. For this reason, I recommend contracting with Harris County for the May 7, 2022 election.

Fourth, it is important to know that the Texas Election Code exempts Harris County from the responsibility to contract with cities to provide election services in even numbered years. Nonetheless, because the State has called a Constitutional Amendment Election for May 7, 2022, Harris County has agreed to contract their election services to cities for that election. When I asked the County if making this decision means that the County will offer to contract with cities on both even and odd numbered years moving forward, Isabel Longoria, the Elections Administrator for Harris County, stated that "This May will be a good test for us to determine how we are able to handle 3 county-wide elections in 3 months (March 2022, 2 elections in May 2022) and even-year May elections in general."

Since May 2023 is an odd numbered year, they are already committed to contract with cities for that election. Therefore, they will make their decision for the May 2024 elections based upon the next two years of experience. For this reason, it is my recommendation that we contract with Harris County for election services for May 2022 and May 2023 and we wait until May 2024 before we purchase any election equipment for the city.

Finally, contracting with Harris County will cost Jersey Village approximately the same as if the City conducted the election on its own. Cost estimates are as follows:

| Election Expense Detail | May 2022 <br> Estimated City <br> Conducted <br> Expenses | May 2022 <br> Estimated County <br> Conducted <br> Expenses |
| :--- | ---: | ---: |
| Cleanint Pens | $\$ 192.61$ | $\$ 200.00$ |

In summary, all of this being said, and given the recent climate for elections, it is my recommendation that:

1. We hold off on purchasing the disabled voter machine until May of 2024;
2. We contract with Harris County to conduct the May 2022 election;
3. We contract with Harris County to conduct the May 2023 election; and
4. We make a decision about moving forward with the May 2024 election after the County makes its decision regarding same.

[^0]:    * Preliminary, subject to change.

