

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE  
COMPREHENSIVE PLANNING UPDATE COMMITTEE**

**October 1, 2020 – 7:00 p.m.**

A quorum of the Comprehensive Planning Update Committee of the City of Jersey Village, Texas, convened on October 1, 2020, at 7:00 p.m. via videoconference.

**A. The meeting was called to order by Dr. Courtney Standlee, Chairperson at 7:03 p.m. and roll was taken. The following Committee members were present for the meeting:**

|                   |                |
|-------------------|----------------|
| Courtney Standlee | Gabriella Cole |
| Debra Mergel      | Anthony Martin |
| Peter Jessup      |                |
| Judy Tidwell      |                |

Ashley Hart, Amy Weyer, Brittany Davies, and Jennifer McCrea were not present at this meeting.

City Staff in attendance: Austin Bless; City Manager, Harry Ward; Director of Public Works, Christian Somers; Building Official, and Danielle Cordova; Administrative Secretary.

Also in attendance: Council Liaison Drew Wasson.

**1. Designate alternate members to serve in place of any absent Committee Members.**

Judy Tidwell, Gabriella Cole and Anthony Martin were designated to serve in place of absent Committee members.

**B. Citizen's Comments**

No action was taken; there were no comments from citizens.

**C. Consider approval of the Minutes for the Regular Meeting held on September 17, 2020.**

Debra Mergel moved to approve the minutes of the meeting held on September 17, 2020 with corrections on page 3 to read as follows:

- Remove figure 4.2 and verbiage referencing highway fatalities

Additionally, the Committee expressed the desire to have City staff further modify the technical verbiage of Chapter 4; changes are to be revisited prior to making a final recommendation to the Planning and Zoning Commission.

Peter Jessup seconded the motion.

All were in favor; the motion carried.

**D. Discuss and take appropriate action regarding a review of the City's 2016 Comprehensive Plan in order to recommend changes to the planning and zoning commission in accordance with Section 14-23(d)(4) of the Code of Ordinances.**

The Committee engaged in discussion regarding the proposed citizen survey and demographics questionnaire. City Manager Bless recommended placing the survey online, in the Jersey Village Star, and on social media. Committee members questioned the verification of individuals taking the survey. Some regarded requiring the name of the individual completing the survey while others preferred making the address optional.

Additionally, the Committee noted the following changes to the citizen survey and demographics questionnaire:

- Add the statement “please allow any residents of this household to complete this survey”
- Question 7 - change commute times to increments of 15 minutes (30-45 minutes, 45-60, etc.) and add an option for no commute
- Add comment boxes for questions that reference citizen’s perception of the city
- Gather information from police, fire, public works, etc. to incorporate into questions pertaining to their respective departments
- Add a question for the ranking/prioritization of police, fire, and public works projects to reflect how individuals think tax dollars should be spent
- Add the question “would you be willing to increase funding for repairs to (streets, sidewalks, etc.)”
- Add the question “are we investing enough in streets, sidewalks, etc.”
- Add more comment boxes for level of importance, improvement, and successes, and incorporate ranking questions throughout questionnaire allowing individuals to identify the issues they feel are the most important
- Question 39 – remove the term “challenge” and replace with “challenge(s)”
- Question 41 – separate services offered and quality of life into two different questions
- Add a question about the city website and app
- Add the subsequent question “if you disagree with the goal, please explain why” to questions that reference goals

Dr. Standlee proceeded the discussion to the 2016 Comprehensive Plan Chapter 4: Transportation and Circulation Plan. Committee members identified the following changes to Chapter 4:

- Replace figure 4.2 with a traffic count map
- Add a table reflecting the number of crashes occurring within the City
- Update figure 4.3 with new signalized intersections (Castlebridge and Eldridge)
- Rename figure 4.4 “The Complete Street Initiative”

- Clarify “the plan” on bullet point located on page 4.8
- Remove the sentence “An illustrative of how this policy would apply to a Minor Residential Collector – the example of Jersey Meadows Drive as it is proposed to connect between Jones Road and Rio Grande Drive is shown below within a 70 foot right-of-way” in the first paragraph of page 4.9.
- Reference the requirement of sidewalks in the second paragraph of page 4.9
- Replace the term “Spencer Rd.” with “FM 529” throughout the text
- Indicate the City is an equal distance away from Bush Intercontinental and Hobby Airport on page 4.11
- Remove proposed trails and roads from figure 4.6 that are unlikely
- Replace the term “facilities” with “routes” on page 4.13
- Relocate page 4.10 Functional Classification to the beginning of Chapter 4
- Define the acronym “R.O.W.”
- Replace “part of the 2009 Comprehensive Plan effort” with “part of the 2016 Comprehensive Plan effort” on page 4.13
- Add a figure reflecting local roads, collector roads, cross sections, etc.
- Add car counts per day to Thoroughfare Design Standards section
- Reference the complete streets initiative approach in the Sidewalk System and Bicycle Accommodations section
- Update the complete streets image and utilize the term “complete streets” throughout the text
- Indicate that the City has generous streets which provide safe pathways for pedestrians, cyclists, and golf carts
- Reference design and mobility enforcement and accessibility standards as related to sidewalks in first bullet point on page 4.14
- Rephrase the sentence “The plan recommends conducting a corridor pedestrian mobility study to identify specific corridor deficiencies and potential solutions for improvement prioritization” and incorporate the phrase “studies have been conducted” on page 4.14
- Incorporate new data for transit considerations
- Remove the commuter rail section on page 4.14
- Remove the sentence “acquire/secure land needed for initial paths of trail system” and add bullet point referencing partnership with Harris County Flood Control on page 4.15

The Committee expressed the intent to begin their review of Chapter 5 during the next meeting. With no further discussion, Chairperson, Dr. Standlee proceeded to the following agenda item.

### **E. Adjourn**

Chairperson, Dr. Courtney Standlee adjourned the meeting at 9:02 p.m. The next meeting is scheduled for October 15, 2020 at 7:00 p.m.

Respectfully submitted,

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Danielle Cordova  
Administrative Secretary, City of Jersey Village

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Harry O. Ward, P.E.  
Director of Public Works, City of Jersey Village