

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON SEPTEMBER 18, 2023, AT 7:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Warren at 7:00 p.m. with the following present:

Mayor, Bobby Warren	City Manager, Austin Bleess
Council Member, Drew Wasson	City Secretary, Lorri Coody
Council Member, Sheri Sheppard	City Attorney, Justin Pruitt
Council Member, Michelle Mitcham	
Council Member, James Singleton	
Council Member, Jennifer McCrea	

Staff in attendance: Isabel Kato, Finance Director; Kirk Riggs, Chief of Police; Mark Bitz, Fire Chief; Abram Syphrett, Director of Innovation; Laura Capps, Human Resource Manager; and Miesha Johnson, Community Development Manager.

Robert Basford, Assistant City Manager, was not present at this meeting.

B. INVOCATION, PLEDGE OF ALLEGIANCE

1. Prayer and Pledge by Max and Aiden McCrea

C. PRESENTATIONS

1. **Presentation of Employee of the Month Award for September 2023 to Steve Angulo.**

Austin Bleess, City Manager, presented the September Employee of the Month Award to Steve Angulo.

2. **Presentation of Lifeguard Valor Award for Pool Personnel.**

Austin Bleess, City Manager, presented the Lifeguard Valor Award to Luke Beasley and Easton Critchfield.

3. **Presentation of Public Service Excellence Award.**

Kirk Riggs, Chief of Police, presented the Public Service Excellence Award to Matt Jones, Steve Angulo, Kimberly Williams, Jennifer Johnson, Matthew Williamson, and Arian Ramirez.

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.

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Bruce Bowden, 16325 Lewis Street, Jersey Village, Texas (713) 410-9766 – Mr. Bowden spoke to City Council. He stated that the bond propositions should have been placed on the ballot separately so that residents could pick and choose which ones they wanted to approve or disapprove. He also spoke about the cost of the street projects that are on the ballot. He believes that the City already has funds for these projects. He also stated that all these projects cannot be completed in one year. He closed by stating that the calculations for the tax rate presented in the bond information did not account for inflation. He gave information supporting this omission. He wants the information corrected. He also wondered why we are appointing a health officer.

Mayor Warren stated that the calculations are made in accordance with State law.

Judy Brune, 15310 Philippine, Jersey Village, Texas (713) 443-9496 – Ms. Brune spoke to City Council. She asked all in attendance “Who are the most important people in the world to you?” She believes the answer is our children. In connection with same, she does not support the building of a bridge over Ecuador Street. She gave reasons in support of her position as well as ideas for resolving the issue.

Jim Fields, 16413 Saint Helier, Jersey Village, Texas (713) 206-1184 Mr. Fields spoke to City Council about the City’s focus on this being the best place to work. Instead, he believes the focus should be the best place to live. He also brought up the junk vehicles located throughout the City. He believes that these junk vehicles affect our property values. He believes that we have many people on Staff that should take pride in the City and identify these problem areas. He brought up a problem with weeds on Settle Slue. He is concerned about the proposal for employees to purchase homes in Jersey Village. He does not support this program. He also addressed his concern about the calculations of the tax rate in connection with the bond election information. He wants this fixed on the website. He also spoke to City salaries and how much these values have increased. He believes that the \$18M in surplus should be used to fix the City’s streets and not go out for a bond for these repairs.

Frank Maher, 16514 Saint Helier, Jersey Village, Texas (713) 376-3151 – Mr. Maher spoke to City Council. He would like to have a representative from the Harris County Flood Control District for the next meeting. He would like to be able for residents to hear an update on flood control issues in Jersey Village and give residents a chance to ask questions.

Rick Faircloth, 16010 Lakeview, Jersey Village, Texas (713) 466-8065 – Mr. Faircloth spoke to City Council about the bond election. He wants City Council to consider an exemption for the over 65 residents that may be affected should the propositions pass. He also stated that he believes that the propositions should have been presented separately as opposed to being grouped together. He reported that many residents are not happy about how these propositions are placed on the ballot and he does not believe that the propositions are going to pass.

Eric Henao, 15601 Singapore Lane, Jersey Village, Texas (832) 567-0974 – Mr. Henao spoke to City Council. He thanked City Council for his opportunity to serve on the Planning and Zoning Commission. He wants to be reappointed. He mentioned that the deal with KHJR fell through, but he believes that the City will continue to get the deal done in the best way to serve the

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residents. He thanked all for their hard work on this project. He also mentioned the break in the heat and the upcoming events.

Sonya Cossey, 15322 Welwyn Drive, Jersey Village, Texas (713) 569-3708 – Ms. Cossey spoke about the apartment complex going up across the Beltway. She complained about drainage onto her property. She would like to have trees or a barrier planted. Mayor Warren explained that unfortunately the City does not have any control over this project.

Jo Hewitt, 15917 Lakeview, Jersey Village, Texas – Ms. Hewitt spoke about her concern of opening Ecuador Street as a “through street.” She gave reasons for her position. Mayor Warren explained that this topic has been discussed by the Council, but not in depth. However, something does need to be done about the bridge, but no decisions have been made concerning solutions to this problem.

Jeff Kopecky, 16125 Delosier, Jersey Village, Texas (713) 385-6927 – Mr. Kopecky spoke to City Council about the lack of communication from the City. He stated that last Friday there were all types of cones placed outside his home, but he was not notified by the City concerning any project. He stated that the cones are still there with no activity. He would like to know what is going on. He also mentioned that there are many code violations on his block, and he would like to have these violations addressed. He believes that the City must be cleaned up. City Manager Bless stated that there are three panels at that location that are moving around as traffic passes. The cones are placed for safety until repairs can be made. Mayor Warren encouraged residents to reach out to him and other Council Members wherever there is an issue that needs to be addressed.

Kimberly Henao, 15601 Singapore Lane, Jersey Village, Texas (832) 689-9878 – Ms. Henao gave her monthly update concerning the history of Jersey Village. She provided information pertaining to the second half of 1994. She gave background information concerning the activities in the City during that time.

E. CITY MANAGER’S REPORT

City Manager, Austin Bless gave the following monthly report. He also reported that we have been approved for two new home elevations. The police department is handling National Night Out.

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – July 2023, General Fund Budget Projections as of August 2023, and Utility Fund Budget Projections – August 2023
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

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6. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary, and Parks and Recreation Departmental Report
7. Code Enforcement Report

F. CONSENT AGENDA

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

Each Consent Agenda item appears below with background information. Items 7 and 8 were pulled from the Consent Agenda for further discussion. Accordingly, Items 7 and 8 contains discussion information as well as Council's vote, if applicable. The vote on Items 7 and 8 is found at the end of the Consent Agenda.

1. **Consider approval of the Minutes for the Regular Session Meeting held on August 21, 2023.**
2. **Consider Resolution No. 2023-42, reviewing and approving the investment policy and investment strategies used for city funds in compliance with the Texas Government Code.**

BACKGROUND INFORMATION:

The Texas State Legislature passed the Public Funds Investment Act in 1994 in response to financial crises in California caused when a public agency invested heavily in risky funds. To ensure public funds in Texas would not be placed in a similar situation, the act was drafted, defining the means and limitations public agencies must comply with before investing the funds. All local and state governments are bound by provisions dictated by the Public Fund Investment Act. All agencies covered by the Public Funds Investment Act must write an investment plan. This plan must address the safety of the investment and also list the types of funds into which the agency is entitled to invest. The Public Funds Investment Act places several requirements on investments made by public agencies. One of the allowable investment tools are the investment pools. All investment pools must be continuously rated at AAA or AAA-m by nationally recognized ratings agency. In the case of the City of Jersey Village, we invest in TexPool and in the City's depository bank Wells Fargo. Tex Pool currently provides investment services to over 2,000 communities throughout the State of Texas and it is also rated AAA-m by Standard & Poor's. This rating is the highest rating a local government investment pool can achieve.

Furthermore, The Texas Government Code, Public Funds Investment Act Section 2256.005(e) requires that Council review the City's investment policy and investment strategies not less than annually, and that Council adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and

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investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.

The investment policy submitted for Council Review with this item contains no changes from the policy last reviewed and approved by Council on September 12, 2022.

Staff recommends that the investment policy and investment strategies be reviewed and approved in accordance with the Public Funds Investment Act.

RESOLUTION NO. 2023-42

A RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS, REVIEWING AND APPROVING THE INVESTMENT POLICY AND INVESTMENT STRATEGIES USED FOR CITY FUNDS IN COMPLIANCE WITH THE TEXAS GOVERNMENT CODE.

3. Consider Resolution No. 2023-43, approving the 2023 Flood Insurance Assessment.

BACKGROUND INFORMATION:

As part of the Community Rating System (CRS) program the City of Jersey Village annually conducts a Flood Insurance Assessment (FIA). A FIA is an analysis of a community's level of flood insurance coverage that identifies where increased coverage would be beneficial.

As part of this, the City has collected information from the Community Information System on four main topics. Those topics are:

1. Insurance Overview
2. Policies by building occupancy
3. Policies by FIRM Zone
4. Pre- and post-FIRM policy summary

Overall the Jersey Village has 47% of its buildings covered by flood insurance. Of the buildings in the Special Flood Hazard Area (SFHA) the coverage rate is 60%. These rates have been steadily declining since 2019. Given the flooding our region has experienced over the past several years these rates could be higher.

Staff concludes that more efforts could be made to bring awareness to the need of flood insurance, especially to those in Zone X. As such staff is recommending more action be taken to increase awareness of flood insurance and encouragement of people to buy it. Staff will put more information about flood insurance in the JV Star and similar citywide outreaches. Staff will also send a letter to everyone in the SFHA.

The full assessment is made apart of the resolution as Exhibit A.

As Council will recall, the City is a member of the Community Rating System (CRS) at a level 7. Because of this, the average savings per policy in the SFHA is \$152 per year. Collectively the community saves \$88,908 on flood insurance because of this. We are

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currently working on becoming a Level 5 CRS Community which would save residents 25% on their flood insurance premiums compared to the 15% they receive today. That would be savings of \$253 for those in the SFHA and \$155,557 for the city as a whole.

RESOLUTION NO. 2023-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE 2023 FLOOD INSURANCE ASSESSMENT.

- 4. Consider Resolution No. 2023-44, appointing Dr. Son Nguyen as Health Officer for the City of Jersey Village.**

BACKGROUND INFORMATION:

State law requires that a city appoint to office a City Health Officer for a two year term and should be reappointed at the end of the term. Dr. Son Nguyen, Center Medical Director for Concentra Medical Centers has agreed to serve in this capacity.

Staff respectfully recommends the approval of the reappointment of Dr. Son Nguyen of Concentra Medical Centers for a term to expire September 30, 2025.

RESOLUTION NO. 2023-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING CITY HEALTH OFFICER.

- 5. Consider Resolution No. 2023-45, nominating a candidate to serve on the Harris County Appraisal District's Board of Directors.**

BACKGROUND INFORMATION:

Harris County Appraisal District has requested the City's participation in nominating a member for the Harris County Appraisal District's Board of Directors. Mike Sullivan presently serves on the Board and is seeking nomination for this position.

RESOLUTION NO. 2023-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, NOMINATING A CANDIDATE FOR A POSITION ON THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT.

- 6. Consider Resolution No. 2023-46, authorizing the City Manager to negotiate an agreement with Wells Fargo Bank, NA for depository services.**

BACKGROUND INFORMATION:

The current depository agreement between the City and Wells Fargo Bank, NA, which was issued for a three-year period, with two extensions expires September 30, 2023. A Request for Proposal for banking services was issued. Two banks responded with proposal, Stellar Bank and Wells Fargo Bank, NA.

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In reviewing the proposal by Stellar Bank, immediately two areas of concern were identified. First, Stellar Bank began operations on February 21, 2023, because of a merger between Allegiance Bancshares, Inc. and Community Bank of Texas. Accordingly, this bank has been in operation for less than one year. Additionally, the bank utilizes old technology stating that the software provided by the bank must be compatible with Windows NT/XP.

Given the high-level of service we have previously received from Wells Fargo Bank, NA coupled with their high-level of technical functionality that is compatible with our INCODE financial software as well as several other departmental software applications with a financial component, Staff is recommending that the City remain with Wells Fargo Bank, NA.

This item is to authorize the City Manager to execute an agreement with Wells Fargo Bank, NA for depository services for a three-year term, which will expire on September 30, 2026 in substantially the form as attached as Exhibit A to the Resolution.

RESOLUTION NO. 2023-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT WITH WELLS FARGO BANK, NA FOR DEPOSITORY SERVICES.

- 7. Consider Resolution No. 2023-47, awarding the bid and authorizing the City Manager to enter into a contract with Pioneer Construction Services, LLC for the Philippine Lift Station Improvements Project.**

BACKGROUND INFORMATION:

One of our capital improvement projects for this upcoming year is the lift station on Philippine Street that pumps our wastewater to the White Oak Bayou Wastewater Treatment plant. There are several reasons why this project is necessary.

- The current lift station has hit the end of its lifespan.
- The pumps and other equipment are old and worn out, and the station is prone to flooding.
- The lift station is not meeting current safety and environmental standards. The pumps and other equipment are not energy-efficient, and the station is not properly equipped to handle hazardous materials.
- The lift station is not able to keep up with the demands of the growing population.

A rehabilitation project for the Philippine Lift Station would address all of these issues. The project would replace the old pumps and equipment with new, energy-efficient equipment. It would also make the station more resistant to flooding and overflows. Additionally, the project would bring the station up to current safety and environmental standards.

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A rehabilitation project for the Philippine Lift Station is a necessary investment in the future of our community. It will help to ensure that our sewage system is reliable, safe, and environmentally friendly.

Here are some of the specific benefits of rehabilitating the Philippine Lift Station:

- Improved reliability: The new pumps and equipment will be more reliable and less likely to fail. This will help to reduce the number of sewage overflows and flooding events.
- Reduced energy costs: The new equipment will be more energy-efficient, which will save money on energy costs.
- Improved safety: The new equipment will be safer to operate and maintain. This will reduce the risk of accidents and injuries.
- Improved environmental protection: The new equipment will be less polluting, which will help to protect the environment.

The rehabilitation of the Philippine Lift Station is a worthwhile investment that will benefit our community for many years to come.

We recently went out to bid on this project. We only received one bid. While we would typically want to see more than one bid, the engineer for the project Bleyl Engineer, has done due diligence on the contractor and is recommending that the city award the bid. The contractor has done many similar projects, and Bleyl is familiar with their work.

They are recommending that we do the base bid with the extra times and the supplemental items. The total bid cost of the project is \$1,314,055. This is well below the engineers estimate of the project which was closer to \$2,100,000.

The full bid tab and letter of recommendation from the engineer is included with this item.

City Council discussed this item. Some wondered about the purpose of a lift station. City Manager Bleess explained that the station lifts wastewater from low level pipes to the elevation of the wastewater treatment plant so it can be processed. It is important that this station works properly. The last time this station was overhauled was some 40 years ago. Some wondered if the City owns this lift station. City Manager Bleess explained that we do own the lift station, which is a part of the White Oak Bayou wastewater treatment plant.

With no further discussion on the matter, Council Member Wasson moved to approve Resolution No. 2023-47, awarding the bid and authorizing the City Manager to enter into a contract with Pioneer Construction Services, LLC for the Philippine Lift Station Improvements Project. Council Member Mitcham 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. 2023-47

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 PIONEER CONSTRUCTION SERVICES, LLC FOR THE PHILIPPINE LIFT STATION IMPROVEMENT PROJECT.

8. **Consider Resolution No. 2023-48, authorizing the City Manager to enter into a contract with Integrity Images for professional services related to professional photography and videography services.**

BACKGROUND INFORMATION:

The City's Comprehensive Plan 2020 update was approved by the City Council in February 2021. This plan and each of its subsequent progress reports has included the recommendation for the coordination of economic development activities including branding/marketing.

The Community Development Department aims to meet this objective by using current fiscal year budget savings to conduct a city-wide branding and marketing campaign utilizing the professional photography services of Integrity Images. As noted in the comprehensive plan, a branding and marketing program is seen as essential in promoting the community and making sure that Jersey Village is recognized as one of the premier first-tier suburbs of Houston. These images and videos will be used to promote the City's economic development initiatives and marketing.

The city is also working towards a Texas Film Friendly Community Designation. As part of that we need to submit photographs of some of the areas in the city film makers could shoot.

This project will fit in our existing department budget for consultant services in the Community Development Department, Line 01-31-5515. This will not require any additional allocation of funds.

This item is to authorize the City Manager to sign a contract for professional photography and videography services with Integrity Images.

Community Development Manager, Meisha Johnson introduced the item. Council engaged in discussion about the item. Some wondered about the project. Ms. Johnson explained how it will work with the images and the filming. There were questions about the raw video footage, to which Ms. Johnson addressed. Some felt that this program will be a good move toward updating the City's image.

With no further discussion on the matter, Council Member Wasson moved to approve Resolution No. 2023-48, authorizing the City Manager to enter into a contract with Integrity Images for professional services related to professional photography and

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videography services. 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. 2023-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INTEGRITY IMAGES FOR PHOTOGRAPHY AND VIDEOGRAPHY SERVICES.

Items 7 and 8 were removed from the consent agenda. The discussion and vote for the removed items can be found under the appropriate Consent Agenda items. The vote for the remaining items NOT removed from the Consent Agenda is as follows:

Council Member Singleton moved to approve items 1 through 6 on the Consent Agenda. Council Member Wasson seconded the motion. The vote follows:

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

Nays: None

The motion carried.

G. REGULAR AGENDA

- 1. Consider Resolution No. 2023-49, appointing members to the Planning and Zoning Commission (P&Z) and the Capital Improvements Advisory Committee (CIAC), the Board of Adjustment (BOA), the Building Board of Adjustment and Appeals (BBOAA), the Parks and Recreation Advisory Committee (PRAC), the Golf Course Advisory Committee (GCAC), and the Village Center Local Government Corporation Board (VCLGC).**

City Secretary, Lorri Coody, presented the item. She explained that the terms for members serving on various Boards, Commissions, and Committees have expired, requiring that new appointments be made by the Council at this time.

The applications of those qualified candidates who have expressed interest in serving on these Boards and Commissions were included in the Council meeting packet.

There was discussion from City Council on how to move forward with appointments. It was noted that there are many individuals interested in appointments and under the current practice of reappointing incumbents, it seems that few new appointments are made. Accordingly, some members wondered if Council should consider term limits or a new

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practice regarding tenure in order to manage appointments in a more equitable manner that ensures opportunity for all desiring to serve. As such, Council would like Staff to bring back a discussion item concerning term limits and tenure on Boards and Commissions for Council's review.

There was also discussion about the Board of Adjustment membership. It was pointed out that while this Board does not meet very often, the work that they do is very important as their decisions are final and only appealable to the District Court. Therefore, City Council does not have any input on Board decisions. Council Member McCrea and Liaison to this Board gave an example of something that happened recently at a meeting of this Board wherein there was confusion concerning the Board's decision which required that the Board review a request twice at two separate meetings. The Board's decision on that issue was ultimately appealed to District Court. As such, Council Member McCrea felt that more in-depth discussions are needed by City Council concerning how the membership for this Board is handled. Given the current agenda posting and the need for further discussions, it was the consensus of Council that no action be taken on this particular board's appointments until the Council's next meeting so concerns can be addressed.

With no further pre-appointment discussions, Council reviewed the openings on each of the following Boards and Committees and by consensus made the appropriate appointments as follows:

Planning & Zoning Commission and the Capital Improvements Advisory Committee

Drew Weaver to Position 1, Deb Plunder to Position 2, Charles A. Butler, III to Position 3, and Eric Henao to Position 4 for the term that begins on October 1, 2023 and ends September 30, 2025.

The Board of Adjustment

Given that further discussion is needed concerning the Board of Adjustment Membership, no appointments were made during this meeting for this Board. Council will consider appointments for the 2023-2025 term during the October 2023 City Council Meeting.

The Building Board of Adjustment and Appeals

Deborah Hart to Position 5, Michael O'Kelley to Position 6, and Gary Vossler to Position 7 for the term that begins on October 1, 2023 and ends September 30, 2025.

The Recreation and Events Committee

Edward Lock to Position 1, Robyn Taylor to Position 2, Heather Tuggle to Position 3, Lynda Schubring to Position 4, Tommy Huebner to Position A1, Karen Fitzgerald to Position A2, and Molly Slaid to Position A3 for the term that begins on October 1, 2023 and ends September 30, 2025.

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The Golf Course Advisory Committee

Daniel Alvarado to Position 1, Greg Fair to Position 2, Jane Arnett to Position 3, and David L. Lock to Position 4 for the term that begins on October 1, 2023 and ends September 30, 2025.

Village Center Local Government Corporation

Ben Melson to the Director at Large Position for the term that begins on October 1, 2023 and ends September 30, 2025.

With no further discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2023-49, appointing members to the Planning and Zoning Commission (P&Z) and the Capital Improvements Advisory Committee (CIAC), the Building Board of Adjustment and Appeals (BBOAA), the Parks and Recreation Advisory Committee (PRAC), the Golf Course Advisory Committee (GCAC), the Village Center Local Government Corporation Board (VCLGC), and delaying decisions on the Board of Adjustment (BOA) appointments until the October 2023 City Council Meeting. 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. 2023-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING MEMBERS TO THE PLANNING AND ZONING COMMISSION (P&Z) AND THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC), THE BOARD OF ADJUSTMENT (BOA), THE BUILDING BOARD OF ADJUSTMENT AND APPEALS (BBOAA), THE PARKS AND RECREATION ADVISORY COMMITTEE (PRAC), THE GOLF COURSE ADVISORY COMMITTEE (GCAC), AND THE VILLAGE CENTER LOCAL GOVERNMENT CORPORATION BOARD (VCLGC).

2. Discuss and take appropriate action on the proposed Employee Housing Incentive Program that aims to assist our employees in finding suitable housing within the City of Jersey Village, Texas.

Laura Capps, Human Resource Manager, introduced the item. Background information is as follows:

During the 2023-2024 budget meetings, City Council requested that Staff look into creating a program to help employees establish roots in our City. After researching other municipalities that offer such a program, we found two cities. One program was offered

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by Chapel Hill Town, North Carolina and the other program was offered by Grand Rapids, Michigan. Our research did not lead to any responses from local municipalities.

Chapel Hill Town, North Carolina offered a program to employees with an area median income of 115% and below. Because we want to incentivize all income levels in Jersey Village, we decided to not include the median income criteria into our proposed program. It is important to note that based upon their program, affordability is the greatest barrier. The review of their program can be found at [Chapel Hill Employee Homeowner Assistance Program Expands To Aid More Town Staff - Chapelboro.com](https://www.chapelboro.com/news/2022/09/27/chapel-hill-employee-homeowner-assistance-program-expands-to-aid-more-town-staff/).

Grand Rapids, Michigan's program is offered to all employees; however, only two to three people out of 1,673 employees per year take advantage of the subsidies. Their average cost per home is a little more than \$100,000 lower than homes located in City of Jersey Village.

The City of Jersey Village has a Volunteer Firefighter Home Purchase Stipend that was previously implemented in 2007. The program gave first time home buyer volunteer firefighters \$3,000 for the first year and \$750 per year for any additional year for a maximum of \$9,000. We had one volunteer enroll that was eligible for the program based on the program requirements.

The Employee Housing Incentive Program, as contemplated by the City Council, seeks to support our valued employees in their quest for affordable housing within our community. Keeping within budget, we propose an incentive equivalent to 2% of the home purchase cost, which would help provide financial relief to eligible employees for down payments, closing costs etc. Given the average home price of \$404,500 within Jersey Village, we believe it is crucial to address this housing challenge. If we offered a maximum of 2%, that equals an estimated \$8,000 for the average housing price. However, the question arises whether \$8,000 is adequate enough to make a difference for an employee. Our proposed program is included with this item.

Because the current housing price average within the city limits is \$404,500, making a 2% incentive seem inadequate, Council may want to consider other options such as offering the incentive to those that take up residence within five (5) miles of the City or offering an incentive to those that rent within the city limits or within a five (5) mile area of the city.

Staff is looking for guidance from Council for moving forward with this program. Is there a cap on the dollar amount, or a percentage of the purchase price that Council desires? Would Council be interested in offering incentives to live within a five (5) mile radius of the city rather than in the city limits?

Council engaged in discussion about the proposed program. Some members wondered if this type of program is something that would appeal to staff. Ms. Capps stated that since details about the program have not been presented to City Staff, there is no feedback from employees regarding this program.

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It was mentioned that such a program was discussed during the budget retreat with the intention of encouraging employees to live in the City. As such, some members were not interested in the five-mile radius requirement but would consider rentals.

It was also mentioned that there were comments made during the public comment portion of the meeting, stating that we should be more focused on residents and their needs as opposed to that of the City's employees. However, some members felt that investing in our employees is important because it is our employees who are responsible for making our City better. Also, such a program is a benefit that may draw good and qualified employees into our City. Therefore, investing in the roots of Jersey Village has its benefits.

Some members had mixed emotions concerning this program. It was pointed out that the incentives established for the Volunteer Fire Department were to incentivize having firefighters nearby in the case of a fire. The incentives being discussed this evening would be a solution to a problem that we don't have, which is that of finding and retaining employees. We have a strong work culture in Jersey Village, which already draws people to want to work here. Therefore, this program is not necessary at this time.

Home prices were discussed. \$8,000 is quite a bit of money but prorating it over four or five years, one has to wonder if this is an incentive. Nonetheless, some felt it was an incentive.

It was pointed out that the price per square foot on homes in Jersey Village is higher than surrounding areas. Some felt this is attributed to good City services. The percentage of current Staff living in Jersey Village was discussed. City Manager Bless pointed out that possibly 5 or 6% of the City's employees live in the City.

The benefits of having police and fire employees living in the City was discussed by Council. It was suggested that Council might consider bringing the current Fire Department Program up to date and then offer it to police as well.

Some members were concerned that there really are no cities in Texas offering this program. Ms. Capps stated that she reached out to some 120 members of her Human Resource Organization and did not receive any responses.

The Fire Chief stated that his staff is very happy in Jersey Village. His oldest member has been with the City 33 years. The Chief of Police stated that his employees are happy as well.

As a result, it was the consensus of Council to revisit this program at a future date should hiring and retaining City employees become a problem.

H. MAYOR AND COUNCIL COMMENTS

REGULAR MEETING OF THE CITY COUNCIL
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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 Mitcham: Council Member Mitcham stated that Candy Corn Lane is coming to town. A BBQ is set. October 11 is Home Coming and October 3 is National Night Out. She encouraged all to attend.

Council Member Sheppard: Council Member Sheppard wants Staff to take a look at the City's landscaping.

Council Member Wasson: Council Member Wasson would also like to have the plants replaced with Texas native varieties. He encouraged residents to get the City app because it makes it easy for residents to report issues as they see them. He stated that if you do not have a way to use the app, please call the City to report issues. Regarding the bond page and the numbers, these numbers are not necessarily out of line and can change with any number of issues. He stated that the propositions are for residents to approve the projects but does not mean that the City will spend all this money, we will only spend what is needed. He wished all a great October.

Council Member Singleton: Council Member Singleton agrees with the comments concerning the app for reporting issues to the City. He mentioned that on Thursday, the DPS Crime Lab has an open house. He encourages all to attend. He also stated that there will be many City events in October. The Police and Fire Open House is October 21. Please come out. October 3 is National Night Out.

Council Member McCrea: Council Member McCrea encouraged all to attend the October events. She would like to have information about the number of City phone calls received and the number of City calls being returned. She thanked the Police Department concerning the management of school traffic each morning. She also thanked Council Member Singleton for his help with her water filter issue.

REGULAR MEETING OF THE CITY COUNCIL
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Mayor Warren: Mayor Warren encouraged all to participate in National Night Out. He also encouraged residents to reach out to City Council about issues they are facing in the City. Council can help get these issues resolved.

I. RECESS THE REGULAR SESSION

Mayor Warren recessed the Regular Session to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.087 Deliberation Regarding Economic Development Negotiations, Sections 551.072 – Deliberations about Real Property, 551.071 – Consultations with Attorney, and Section 551.074 – Personnel Matters at 8:53 p.m.

J. EXECUTIVE SESSION

- 1. Pursuant to the Texas Open Meeting Act Section 551.087 Deliberation Regarding Economic Development Negotiations, Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney a closed meeting to deliberate information from a business prospect that the City seeks to locate in Jersey Village TIRZ Number 2 and economic development negotiations, including the possible purchase, exchange or value of real property, related thereto.**
- 2. Pursuant to the Texas Open Meeting Act Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney, a closed meeting to deliberate the potential and possible purchase, exchange, sale, or value of real property, located within TIRZ 3.**
- 3. Pursuant to the Texas Open Meetings Act Section 551.074 - Personnel Matters, conduct an Executive Session in order to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary.**
- 4. Pursuant to the Texas Open Meetings Act Section 551.074 - Personnel Matters, conduct an Executive Session in order to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager.**

K. ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

Mayor Warren adjourned the Executive Session at 11:20 p.m., and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive Session.

L. RECONVENE REGULAR SESSION

- 1. Consider Resolution 2023-50, authorizing the City Manager to finalize negotiations and enter into Purchase Agreements and related documents regarding the acquisition of certain real property located within the boundaries of Tax Increment Reinvestment Zone Number 3 (the “TIRZ”) as recommended by the Board of Directors of the TIRZ, to implement the Project Plans of the TIRZ.**

REGULAR MEETING OF THE CITY COUNCIL
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Austin Bless, City Manager, introduced the item stating that City Council has heretofore recessed into an Executive Session pursuant to Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney, to discuss the potential and possible purchase, exchange or value of real property, located within TIRZ 3.

This item is to take action on the possible purchase of land in the TIRZ 3.

With limited discussion on the matter, Council Member Singleton moved to approve Resolution 2023-50, authorizing the City Manager to finalize negotiations and enter into Purchase Agreements and related documents regarding the acquisition of certain real property located within the boundaries of Tax Increment Reinvestment Zone Number 3 (the “TIRZ”) as recommended by the Board of Directors of the TIRZ, to implement the Project Plans of the TIRZ. 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. 2023-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO FINALIZE NEGOTIATIONS AND ENTER INTO PURCHASE AGREEMENTS AND RELATED DOCUMENTS REGARDING THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED WITHIN THE BOUNDARIES OF TAX INCREMENT REINVESTMENT ZONE NUMBER 3 (THE “TIRZ”) AS RECOMMENDED BY THE BOARD OF DIRECTORS OF THE TIRZ, TO IMPLEMENT THE PROJECT PLANS OF THE TIRZ.

2. Consider setting the City Secretary’s compensation for budget year 2023-2024.

In consideration of this item, Council Member Singleton moved to set the City Secretary’s compensation for budget year 2023-2024 at \$152,000.00. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

3. Consider setting the City Manager’s compensation for budget year 2023-2024 and consider employment agreement amendments.

In consideration of this item, Council Member Singleton moved to set the City Manager’s compensation for budget year 2023-2024 at \$210,000.00. Council Member McCrea seconded the motion. The vote follows:

REGULAR MEETING OF THE CITY COUNCIL
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Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried.

M. ADJOURN

There being no further business on the agenda the meeting was adjourned at 11:23 p.m.



Lorri Coody, TRMC, City Secretary