

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON NOVEMBER 15, 2021 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 7:01 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, Gary Wubbenhorst	

Staff in attendance: Mark Bitz, Fire Chief; Isabel Kato, Finance Director; Kirk Riggs, Chief of Police; Robert Basford, Director of Parks and Recreation; and Harry Ward, Director of Public Works. City Secretary, Lorri Coody, was not physically present at this meeting but attended via the live stream at <https://www.jerseyvillagetx.com/page/city.livestream>.

B. INVOCATION, PLEDGE OF ALLEGIANCE

1. Prayer and Pledge by: Frank Maher, Assistant Fire Chief

C. PRESENTATIONS – There were no presentations.

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.

James MacDonald, 16306 Acapulco, Jersey Village, Texas (832) 253-6167 – Mr. MacDonald spoke to City Council about the JV Citizen of the Month Award.

Ronald Templeton, Crawford Street, Jersey Village, Texas – Mr. Templeton spoke to City Council about a ponding problem on the Street in front of his home as well as other drainage issues.

Kimberly Henao, 15601 Singapore Lane, Jersey Village, Texas (832) 689-9878 – Ms. Henao gave informational tidbits about Jersey Village.

Andrew Mitcham, 15810 Acapulco Drive, Jersey Village, Texas (713) 202-6474 - Mr. Mitcham made comments about information given in the City Manager's Report concerning the Golf Course greens, Golf Course revenues, home elevations, and traffic calming.

E. CITY MANAGER'S REPORT

City Manager Bleess gave his monthly follows. In addition he gave a brief summary on the status of the Berm and Wall Street Projects.

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1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – September 2021, General Fund Budget Projections as of September 2021, and Utility Fund Budget Projections – October 2021.
2. Fire Departmental Report and Communication Division’s Monthly Report
3. Police Department Monthly Activity Report, Warrant 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

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 5 and 6 have been pulled from the Consent Agenda for further discussion. Accordingly, Items 5 and 6 contain discussion information as well as Council’s vote. The vote on Items 1 through 4 is found at the end of the Consent Agenda.

1. **Consider approval of the Minutes for the Regular Session Meeting held on October 18, 2021 and the Work Session Meeting held on October 18, 2021.**
2. **Consider Resolution No. 2021-71, receiving the Capital Improvements Advisory Committee’s November 2021 Semiannual Progress Report.**

Background information on this item is as follows: The Capital Improvements Advisory Committee (CIAC) met on October 25, 2021 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 November Semiannual Report covering the last six (6) months of fiscal year 2020-2021. This item is to receive the November 2021 Semiannual Progress Report prepared at the October 25, 2021 CIAC Meeting.

RESOLUTION NO. 2021-71

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE’S NOVEMBER 2021 SEMIANNUAL PROGRESS REPORT.

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- 3. Consider Resolution No. 2021-72, appointing a Committee Member to fill the unexpired term ending September 30, 2022 for Place 7 on the Parks and Recreation Advisory Committee.**

Background information on this item is as follows: City Council considered appointments to the Parks and Recreation Advisory Committee during its September 20 and October 18, 2021, Regular Session Meetings.

Several appointments were made during both meetings. However, at the October 18, 2021 Meeting, City Council learned that Travis Coggin who served in Place 7 on this Committee tendered his resignation. Mr. Coggin has served on the Committee since his appointment in September of 2018.

Given that the agenda posting only provided for appointment of Alternate Committee Members at the October 18, 2021 meeting, Staff was directed to add an item to the November 15, 2021 agenda to fill his unexpired term.

One application remains for consideration among those submitted for consideration over the course of the past two months.

RESOLUTION NO. 2021-72

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A COMMITTEE MEMBER TO FILL THE UNEXPIRED TERM ENDING SEPTEMBER 30, 2022 FOR PLACE 7 ON THE PARKS AND RECREATION ADVISORY COMMITTEE.

- 4. Consider Resolution No. 2021-73, casting its ballot for the election of Mike Sullivan to the Board of Directors of the Harris County Appraisal District.**

Background information for this item is as follows: During the September 18, 2021, Regular Council Session, City Council nominated Mike Sullivan as a candidate for a position on the Board of Directors of the Harris County Appraisal District. The Harris County Appraisal District closed its nomination period for board candidates and is currently requesting City Council to vote for the candidate of its choice. Mr. Sullivan is the only person listed on the ballot for consideration.

RESOLUTION NO. 2021-73

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, CASTING ITS BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT.

- 5. Consider Resolution No. 2021-74, authorizing applications for the FEMA FY21 FMA Grant to Elevate Homes.**

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Background information for this item is as follows: Staff is recommending the City Council authorize a grant application for home elevations for the FY2021 FEMA FMA Grants.

Since 2017 there have been about 165 homes that have been identified for potential elevation. These homes are ones that have flooded multiple times and ones that are most susceptible to future flood events even after other flood mitigation projects, such as the expansion of the E100 branch of the bayou, the berm around the golf course, and street drainage improvement projects are completed. The list was created using data from FEMA and the Long-Term Flood Recovery Plan.

Since that time 37 of the homes have been awarded grant funding for home elevations, 3 are being mitigated as part of TIRZ 3, 2 others were purchased by FEMA through HCFCD, and 3 others were mitigated by the individual property owners. That leaves 120 homes that remain to be mitigated as of today.

A preliminary benefit cost analysis was done for all those homes. A benefit cost analysis is a process used to measure the benefits of a home elevation (i.e. savings to the flood insurance program) minus the costs associated with doing the elevation. A BCA involves measurable financial metrics such as costs saved as a result of the decision to pursue a project.

The result of a BCA is a Benefit-Cost Ratio (BCR). A project is considered cost-effective when the BCR is 1.0 or greater. A BCR has a value of 1.0 when the costs and benefits equal. If the value is greater than 1 the benefits are greater than the costs. If it's less than 1 then the costs of the project are more than the benefits of it.

With any application the city submits the maximum number of houses we can apply for and reasonably expect to be funded is about 20 homes. That means it is going to take about 6-9 years of applications to apply for every home.

The BCA information from each home was used to put all the homes into groups so that each group would be over a 1.0. That came out to 7 different groups of homes. The homes that have a BCA of less than 1 need to be mixed into a group that has homes of a BCA higher than 1 so that all the homes combined have a BCA or higher than 1.

FEMA does have a "Benefit Cost Ratio – Standard + Additional" category. The additional includes things like social benefits, the number of volunteers that are required to help muck out houses after flooding, and how many people in the homework outside the home. The additional only comes in to play if the standard BCR is over 0.75. In our initial analysis we only look at the standard amounts. When those additional benefits are added in for homes, we can usually achieve a BCR of around 1.2 or 1.3.

Here are the general timelines that have occurred in the past. This does not mean the timelines are the same for future years but is meant to give an estimate of how long it takes.

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The City will submit the application to the state in November. The state will submit the application to FEMA in late January.

FEMA should identify applications for further review in summer 2022. (This is the first step in the approval process.)

It could take anywhere from 10-20 months for final approval to be given. That means the award would not be final until March – December 2022. This is 16 – 26 months after the city submits the initial application to the state.

Once the award is final it will take about 4 months for homeowners to select contractors (the city pre-qualifies contractors, and homeowners select one of the pre-qualified ones by the City), for contractors to come up with specifications for the exact work to be done.

Once that is done it takes about 4 months to get the funding for the first half of the homes to be elevated. It's takes roughly 3 months for a home to be elevated.

Once 70% of the funds have been spent on elevating the first round of homes, the city requests funding for the second round of homes. It takes about 4 months to get funding from the state. It takes roughly 3 months for a home to be elevated.

In total it can take between 33 months to 43 months from application to project completion.

Because the grant relies heavily on information from FEMA about flood history of properties, and FEMA requires that information to stay private, the city does not disclose publicly the addresses of the homes that are to be included in the application. All of the homeowners who are in this grant application are aware that their home has been selected for this.

Homes included in this proposed grant application are on the following streets:

Acapulco Drive	Lakeview Drive	Jersey Drive
Colwyn Lane	Philippine St	Tenbury Street
N Tahoe	De Lozier Street	Wall Street
Capri Drive	Hawaii Lane	

The proposed grant has 1 home that is designated as a Severe Repetitive Loss (meaning it has 4 or more losses, or at least 2 losses of more than 50% of the home value at the time of the loss), 11 that are Repetitive Loss (meaning it has 2 or more losses) and 4 are insured which means they do not qualify as Repetitive Loss or Severe Repetitive Loss. FEMA will pay 100% of the costs for a Severe Repetitive Loss home, 90% of the costs for a Repetitive Loss home and 75% of the costs for an insured home.

The Application proposed tonight has 16 homes to be elevated. The project has a BCA of 1.38. The total project cost is expected to be \$5,043,170, with the federal cost share being \$4,420,102 and the city cost share of \$623,068.

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Council discussed the number of homes to be elevated each year that are typically included in the City's applications for funding. Council also discussed the various projects the City has undertaken to mitigate flooding in accordance with the long term flood study. The progress made on these projects was also discussed.

With no further discussion on the matter, Council Member Wubbenhorst moved to approve Resolution No. 2021-74, authorizing applications for the FEMA FY21 FMA Grant to Elevate Homes. Council Member Singleton seconded the motion. The vote follows:

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

Nays: None

The motion carried.

RESOLUTION NO. 2021-74

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING APPLICATIONS FOR THE FEMA FY21 FMA GRANT TO ELEVATE HOMES.

6. Consider Ordinance No. 2021-38, amending the budget of such city for the fiscal year beginning October 1, 2021, and ending September 30, 2022 to provide for an increase in Department 23 / Incentives budget; and providing for severability.

Background information for this item is as follows: When the 2021-2022 budget was prepared prior to approval by council, HR used a position budgeting system, which erroneously budgeted the incorrect amount of \$5,760 instead of the required amount of \$13,500. This line item is \$7,740 short of the required annual expenditure. This item is to increase the budget an additional \$7,740 bringing the new budget total to \$13,500. Line item 1-23-3010.

With limited discussion concerning what comprises incentive pay, Council Member Wubbenhorst moved to approve Ordinance No. 2021-38, amending the budget of such city for the fiscal year beginning October 1, 2021, and ending September 30, 2022 to provide for an increase in Department 23 / Incentives budget; and providing for severability. Council Member Singleton seconded the motion. The vote follows:

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

Nays: None

The motion carried.

ORDINANCE NO 2021-38

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE BUDGET OF SUCH CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AND PROVIDING FOR SEVERABILITY.

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Items 5 and 6 were removed from the consent agenda. The discussion and vote for each removed item 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 4 on the Consent Agenda. Council Member Mitcham seconded the motion. The vote follows:

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

Nays: None

The motion carried.

G. 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 Wubbenhorst: Council Member Wubbenhorst stated “Go Falcons.”

Council Member Singleton: Council Member Singleton is pleased with the amount of work dedicated to improving the City’s sidewalks. He also thanked the Parks and Recreation Department and all the volunteers who helped make this year’s Fall Frolic a success.

Council Member Wasson: Council Member Wasson also thanked the volunteers. He thanked all veterans for their service and he wished everyone a Happy Thanksgiving. Go Falcons.

Council Member Sheppard: Council Member Sheppard wished all a Happy Thanksgiving.

Council Member Mitcham: Council Member Mitcham stated that the Fall Frolic was great this year and she thanked everyone who had a part in making it a success. She explained that this

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year the holiday parade will be a light parade and she encouraged those interested to enter a float in the parade. She closed by giving information about the puppy that was run over this past week.

Mayor Warren: Mayor Warren stated that he will have a town hall meeting this Thursday. He invites all to attend and ask questions. He will be present to answer these questions. He wished all a Happy Thanksgiving.

H. ADJOURN

There being no further business on the Agenda the meeting was adjourned at 7:35 p.m.



Lorri Coody, City Secretary