



NOTICE OF A MEETING
(In compliance with Sec. 551.041, Et. Seq., Tex. Gov't. Code)

Notice is hereby given that the City of Jersey Village Tax Increment Reinvestment Zone No. 2 (TIRZ) Board will hold a meeting on August 30, 2021 at 6:00 p.m. via videoconferencing. All agenda items are subject to action. The City of Jersey Village TIRZ reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

Pursuant to Section 418.016 of the Texas Government Code, on March 16, 2020, the Governor of the State of Texas granted the Office of the Attorney General's request for the temporary suspension of certain provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people, as a precautionary measure to contain the spread of novel coronavirus COVID-19.

Accordingly, the public will not be allowed to be physically present at this meeting of the City of Jersey Village Tax Increment Reinvestment Zone No. 2 (TIRZ) Board, but the meeting will be available to members of the public and allow for two-way communications for those desiring to participate via telephone. To attend the meeting via telephone, please use the following toll-free number:

346-248-7799 along with Webinar ID: 841 2802 0732.

Any person interested in speaking during the public comment item on the agenda must submit his/her request via email to the City Secretary at lcoody@jerseyvillagetx.com. The request must include the speaker's name, address, topic of the comment and the phone number that will be used for teleconferencing. The request must be received no later than 12:00 p.m. on August 30, 2021.

The following will be observed by the public participating in the meeting:

- Callers will be called upon to speak by the Board Chairperson.
- Once called upon for public comment, speakers should state their name and address before speaking.
- Callers will mute their phone unless called upon to speak (*to eliminate background noise*).
- Callers should use handsets rather than speakerphone whenever possible.

The agenda packet is accessible to the public at the following link:
https://www.jerseyvillagetx.com/page/tirz.ags_mins.

For more information or questions concerning the teleconference, please contact the City Secretary at 713-466-2102. The agenda items for this meeting are as follows:

A quorum of the City of Jersey Village City Council may be in attendance at this meeting.

ITEM(S) to be discussed and acted upon by the Board are listed on the attached agenda.

AGENDA

- A. Open Meeting. Call the meeting to order and the roll of appointed officers will be taken. *Board Chairman*
- B. **CITIZENS' COMMENTS** - Any person who desires to address the City of Jersey Village Tax Increment Reinvestment Zone No. 2 (TIRZ) Board regarding an item on the agenda 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 Board Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the TIRZ Board.

- C. Consider approval of the minutes for the meetings held on January 18, 2021. *Lorri Coody, Board Secretary*
- D. Discuss and take appropriate action concerning authorizing payment to Brookstone L.P. for City Hall Preconstruction work for the City Hall building to be located within TIRZ Number 2. *Austin Bless, City Manager*
- 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: August 25, 2021 at 9:15 a.m. and remained so posted until said meeting was convened.



Lorri Coody, City Secretary

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending City Council meetings. Requests for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at www.jerseyvillagetx.com

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter 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 licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

CITY OF JERSEY VILLAGE, TIRZ BOARD 2 MEETING PACKET FOR THE AUGUST 30, 2021 MEETING

- B. CITIZENS' COMMENTS** - Any person who desires to address the City of Jersey Village Tax Increment Reinvestment Zone No. 2 (TIRZ) Board regarding an item on the agenda 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 Board Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the TIRZ Board.

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE
TAX INCREMENT REINVESTMENT ZONE NO. 2 BOARD**

January 18, 2021 – 6:00 p.m.

TAX INCREMENT REINVESTMENT ZONE NO. 2 BOARD OF THE CITY OF JERSEY VILLAGE, TEXAS, CONVENEED ON JANUARY 18, 2021 AT 6:00 P.M. IN THE CIVIC CENTER MEETING ROOM, 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS.

Pursuant to Section 418.016 of the Texas Government Code, on March 16, 2020, the Governor of the State of Texas granted the Office of the Attorney General's request for the temporary suspension of certain provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people, as a precautionary measure to contain the spread of novel coronavirus COVID-19.

Accordingly, the public was not allowed to be physically present at this meeting of the City of Jersey Village, Texas, Tax Increment Reinvestment Zone No. 2 Board but the meeting was available to members of the public and allowed for two-way communications for those desiring to participate via telephone with the following toll-free number: **346-248-7799 along with Webinar ID: 872 7782 0590.**

A. The meeting was called to order at 6:01 p.m. by James MacDonald Chairperson, and the roll of appointed officers was taken. Board Members and staff present were:

- | | |
|------------------------------|-----------------------------|
| James MacDonald, Chairman | City Manager, Austin Bless |
| Ceri Davies, Vice Chairman | City Secretary, Lorri Coody |
| Ty Camp, Board Member | |
| Sean Anger, Board Member | |
| John Baucum, Board Member | |
| Ashley Hart, Board Member | |
| Judith Tidwell, Board Member | |

Council Liaison, Bobby Warren was present at this meeting.

B. CITIZENS' COMMENTS - Any person who desires to address the City of Jersey Village Tax Increment Reinvestment Zone No. 2 (TIRZ) Board regarding an item on the agenda 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 Board Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the TIRZ Board.

There were no Citizen's Comments.

C. Election of chairperson and vice-chairperson.

Board Chairman, James MacDonald, opened nominations for the office of Chairperson for a one-year term beginning January 1, 2021 and ending December 31, 2021. Board Member Camp nominated Board Member James MacDonald to serve in this capacity. With no other nominations, Chairman MacDonald called for a vote on the nomination of Board Member James MacDonald to serve as Chairperson. The vote follows:

Ayes: Board Members Camp, Davies, Anger, Baucum, Hart, and Tidwell

Nays: None

Abstained: Chairman MacDonald

The nomination carried and James MacDonald will serve as Chairperson for the Tax Increment Reinvestment Zone No. 2 Board for the term beginning January 1, 2021 and ending December 31, 2021.

Board Chairman MacDonald opened nominations for the office of Vice Chairperson for a one-year term beginning January 1, 2021 and ending December 31, 2021. Board Member Camp nominated Board Member Davies. With no other nominations, Chairman MacDonald called for a vote on the nomination of Board Member Ceri Davies to serve as Vice Chairperson. The vote follows:

Ayes: Board Members Camp, Anger, Baucum, Hart, Davies, and Tidwell

Nays: None

Abstained: Chairman MacDonald

Ceri Davies will serve as Vice Chairperson for the Tax Increment Reinvestment Zone No. 2 Board for the term beginning January 1, 2021 and ending December 31, 2021.

D. Consider approval of the minutes for the meeting held on January 20, 2020.

Board Member MacDonald moved to approve the minutes for the meetings held on January 20, 2020. Board Member Anger seconded the motion. The vote follows:

Ayes: Board Members Davies, Anger, Baucum, Hart, Camp and Tidwell
Chairman MacDonald

Nays: None

The motion carried.

E. Consider approving and recommending the Tax Increment Reinvestment Zone Number 2 FY 2020 Annual Report to the City Council.

Austin Bless, City Manager, introduced the item. Background information is as follows:

The Tax Increment Financing Act requires all cities or counties that designate a Tax Increment Reinvestment Zone to file an annual report with the Comptroller's office and the chief executive officer of each taxing unit that levies property taxes on real property in a reinvestment zone. The report must include:

- the amount and source of revenue in the tax increment fund established for the zone;
- the amount and purpose of expenditures from the fund;
- the amount of principal and interest due on outstanding bonded indebtedness;
- the tax increment base and current captured appraised value retained by the zone; and
- the captured appraised value shared by the municipality or county and other taxing units, the total amount of tax increments received, and any additional information necessary to demonstrate compliance with the tax increment financing plan adopted by the governing body of the municipality or county.

As such staff has prepared the following report. It is recommended by Staff that the TIRZ Board recommend Council approve this report.

The Board engaged in discussion about the report. There was discussion about the Village Center and when the project will start. City Manager Bless explained that it was somewhat delayed due to COVID but hopes for groundbreaking in the spring. Some Members wondered if there have been any requests from the Village Center project for TIRZ funds. City Manager Bless confirmed that he has not received any requests for funding. There was also discussion about the groundbreaking and the involvement of the TIRZ Board in this process.

Future projects were discussed. City Manager Bless explained that there are no new projects at this time.

There was also discussion about the sale of the Village Center property and how the sale will affect the TIRZ No. 2. City Manager Bless explained how this sale will affect the TIRZ.

There was also discussion about the proposed development agreement for a restaurant and convenience store to be located on the corner of Jones and State HWY 529. City Manager Bless reported that this property is not in the TIRZ 2.

With no further discussions on the matter, Board Member Camp moved to approve and recommend the FY 2020 Annual Report to the City Council. Board Member Baucum seconded the motion. The vote follows:

Ayes: Board Members Camp, Davies, Anger, Baucum, Hart, and Tidwell
Chairman MacDonald

Nays: None

The motion carried.

A copy of the FY 2020 Annual Report to the City Council is attached to and made a part of these minutes as Exhibit "A."

F. Adjourn

There being no further business on the Agenda the meeting adjourned at 6:17 p.m.

Lorri Coody, City Secretary





**CITY OF JERSEY VILLAGE
TAX INCREMENT REINVESTMENT ZONE NO. TWO BOARD
RECOMMENDATION TO CITY COUNCIL**

The Tax Increment Reinvestment Zone No. Two Board has met in order to review, approve, and recommend the Tax Increment Reinvestment Zone Number 2 FY 2020 Annual Report to the City Council.

After review and discussion, the Board approved the FY 2020 Annual Report, attached hereto as Exhibit A, and recommended approval of the report to the City Council

Respectfully submitted, this 18th day of January 2021.

Board Chairman

ATTEST:

Lorri Coody, City Secretary

EXHIBIT A

TAX INCREMENT REINVESTMENT ZONE NUMBER 2

CITY OF JERSEY VILLAGE, TX

ANNUAL REPORT

FY2020

DRAFT



TAX INCREMENT
REINVESTMENT ZONE
NUMBER 2, CITY OF
JERSEY VILLAGE, TX
ANNUAL REPORT
FY2020

RECOMMENDED FOR APPROVAL BY TIRZ
BOARD ON JANUARY 18, 2021

APPROVED BY CITY COUNCIL ON
JANUARY 18, 2021
Resolution 2021-02

City of Jersey Village, Texas - City Officials

City Council – October 2019 – September 2020

Mayor	Andrew Mitcham
Place 1	Drew Wasson
Place 2	Greg Holden
Place 3	Bobby Warren
Place 4	James Singleton
Place 5	Gary Wubbenhorst

City Staff

City Manager	Austin Bless
City Secretary	Lorri Coody

TIRZ Board of Directors

BOARD MEMBER	POSITION	APPOINT DATE	TERM ENDS
John Baucum	1	12/19	12/21
Ty Camp	2	08/17	12/21
Ceri Davies, Vice Chairman	3	08/17	12/22
Sean Anger	4	01/19	12/22
James MacDonald, Chairman	5	08/17	12/22
Simon Hughes	6	10/17	12/19
Ashley Hart	6	12/20	12/21
Judy Tidwell	7	06/19	12/22

Purpose

The Board shall act as an advisory board to the City Council in the operation and administration of Zone Number 2; and all actions by the board are subject to City Council approval.

Duties and Responsibilities

The authority and responsibility of the board expressly includes:

1. Make recommendations to the City Council regarding the administration of the Zone;
2. Make recommendations to the City Council regarding agreements that are necessary or convenient to implement the project plan and reinvestment zone financing plan;
3. Make recommendations to the City Council regarding agreements with local governments or political subdivisions for management of the zone or implementing the project plan and reinvestment zone financing plan;
4. Make recommendations to the City Council regarding the expenditure of TIF Fund Number 2 funds related to development and redevelopment of land within the zone, in conformance with the following process;
5. Act as the lead entity in working with other boards and commissions regarding incentives, regulations, infrastructure, and all other physical and economic development decisions related to the Zone number 2; and
6. Provide a progress report to the City Council annually, or as requested by the City Council.

Membership

This Board of Directors consists of seven (7) members: five (5) Directors shall be appointed by the City Council; and two (2) Directors shall be appointed by the County Commissioners Court. Since Harris County has elected not to participate in the TIRZ, all seven Director seats have been appointed by the City Council.

Description of Zone

In accordance with the Tax Increment Financing Act (Texas Tax Code Chapter 311), Reinvestment Zone Number Two, Jersey Village, Texas (TIRZ No. 2) was established by Ordinance 2017-26 of the Jersey Village City Council on July 17, 2017.

Purpose of Zone

The City of Jersey Village teamed with consultants to gather input from community stakeholders (from agencies like Harris County, the Houston-Galveston Area Council, METRO, and private land owners) and develop a conceptual plan for the area south of U.S. 290, known as Jersey Village Crossing. Jersey Village Crossing is a proposed 274 acre mixed-use development that includes a major Transit-Oriented Development component that incorporates preliminary designs for a light rail stop. Recent economic trends indicate that workers want to live in places with destinations, public and civic spaces, vibrant

social life, recreational opportunities, and a reasonable commute—all of which are usually included in a mixed-use development.

The purpose of this TIRZ is to support this development.

Financial State of the Zone

Chapter 311.016 (a)(1) of the Texas Tax Code requires an annual status report be filed with the chief officer of each taxing unit that levies property taxes in a reinvestment zone and the state comptroller. The established base year for TIRZ No. 2 reporting was Fiscal Year 2017. This report covers Fiscal 2020, which was October 1, 2019 – September 30, 2020.

Amount and Source of Revenue

The Tax Increment Base Value of the District is \$20,633,175. During Fiscal Year 2020 the value of the district was \$ \$18,830,234, which is a negative captured value of \$1,707,988. As there was no captured value of the TIRZ there was no income for the TIRZ.

Amount and Purpose of Expenditures

There were no expenditures from the TIRZ Fund.

Amount Of Principal And Interest Due

The TIRZ has no bonded indebtedness.

Tax Increment Base And Current Captured Appraised Value Retained By The Zone

Base Year Value (FY2017)	Net Taxable Value (FY2018)	Captured Appraised Value (FY2018)	Net Taxable Value (FY2019)	Captured Appraised Value (FY2019)
\$20,633,175	\$20,538,222	-\$94,953	\$18,830,234	-\$1,802,941

Captured Appraised Value Shared By The Municipality And The Total Amount Of Tax Increments Received

Taxing Jurisdiction & Participation Rate	Captured Appraised Value	Tax Rate per \$100/Value	Amount of Increment
Jersey Village (100%)	-\$1,802,941	0.7425	\$ -

Currently Jersey Village is the only taxing entity participating in the TIRZ and is participating at 100%.

Fund Balance History:

	FY2018	FY2019	FY2020
Revenues	0	0	0
Expenditures	0	0	0
Net Income (Loss)	0	0	0
Ending Fund Balance	0	0	0

Map 1: Location of Tax Increment Reinvestment Zone

The boundaries of the TIRZ are depicted below.



**TAX INCREMENT REINVESTMENT ZONE BOARD NUMBER TWO
CITY OF JERSEY VILLAGE, TEXAS
AGENDA REQUEST**

AGENDA DATE: August 30, 2021

AGENDA ITEM: D

AGENDA SUBJECT: Discuss and take appropriate action concerning authorizing payment to Brookstone L.P. for City Hall Preconstruction work for the City Hall building to be located within TIRZ Number 2.

Department/Prepared By: Austin Bless, City Manager **Date Submitted:** August 23, 2021

EXHIBITS: [Invoice from Brookstone L.P.](#)

BUDGETARY IMPACT:	Required Expenditure:	\$42,000
	Amount Budgeted:	\$42,000
	Appropriation Required:	\$

BACKGROUND INFORMATION:

The City has been working with Brookstone L.P. for several months to develop the Guaranteed Maximum Price, Design Development Estimate, and the Schematic Design Estimate for the new City Hall Building. Brookstone L.P.'s pre-construction costs came to a total of \$42,000. Pre-construction costs can be included as a part of the construction contract for a project, or, as is the case here, the pre-construction costs can be paid separate and apart from a construction contract. If, after the payment of the pre-construction costs, the City enters into a construction contract with Brookstone L.P. and the project starts before the end of June 2022, then half of the pre-construction costs would be credited to the GMP of the project.

The City Council has transferred money from the Capital Improvement Project Fund to the TIRZ 2 Fund for this bill to be paid. Since the money to pay for this is coming from the TIRZ Fund, but the money was allocated by a budget amendment from the Council and not through the TIRZ Board budgeting process, the TIRZ Board should approve the payment of this invoice.

RECOMMENDED MOTION:

MOTION: To authorize payment to Brookstone L.P. for City Hall Preconstruction work for the City Hall building to be located within TIRZ Number 2.

June 18, 2021

City of Jersey Village
Attn: Accounts Payable
16327 Lakeview Dr.
Jersey Village, Texas 77040

For: City Hall Preconstruction

Schematic Design Estimate	\$10,000
Design Development Estimate	\$15,000
GMP Estimate & Value Engineering	<u>\$17,000</u>
Total Due:	\$42,000

*Note if project commences prior to June 30, 2022, 50% of this amount will be credited to the GMP.

Please remit to Accounts Receivable at address below.

CITY OF JERSEY VILLAGE, TIRZ BOARD 2 MEETING PACKET FOR THE AUGUST 30, 2021 MEETING