

Bobby Warren, Mayor  
Drew Wasson, Council Position No. 1  
Sheri Sheppard, Council Position No. 2  
Michelle Mitcham, Council Position No. 3  
James Singleton, Council Position No. 4  
Jennifer McCrea, Council Position No. 5



Austin Bless, City Manager  
Lorri Coody, City Secretary  
Justin Pruitt, City Attorney

## Jersey Village City Council - Regular Meeting Agenda

Notice is hereby given of a Regular Meeting of the City Council of the City of Jersey Village to be held on Wednesday, May 15, 2024, at 7:00 p.m. at the Civic Center Auditorium, 16327 Lakeview Drive, Jersey Village, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. A quorum of the City Council will be physically present at the meeting; however, some Council Members may participate in the meeting via videoconference call. The City Council 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.

### **A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

### **B. INVOCATION, PLEDGE OF ALLEGIANCE**

1. Prayer and Pledge by: Aiden McCrea, Max McCrea, Vivi Wasson, and Andrew Wasson

### **C. ELECTION ITEMS**

1. Consider Ordinance No. 2024-13, canvassing the returns and declaring the results of the General Election held on May 04, 2024, for the purpose of electing three City Council Members (Place1, Place 4, and Place5). *Bobby Warren, Mayor*
2. Issuance of Certificate of Election to Newly Elected Officials. *Lorri Coody, City Secretary*
3. Administer Oath of Office to Elected and newly Appointed Officials. *Lorri Coody, City Secretary*
4. Recognition and Presentation of Service Award to James Singleton outgoing Council Member – Place 4, for his years of service to the City of Jersey Village. *Bobby Warren, Mayor*

**RECESS** – Take recess in order that the newly elected members of Council may take their place on the Council dais.

### **D. PRESENTATIONS**

1. Presentation of Employee of the Month Award for May 2024. *Austin Bless, City Manager*

### **E. 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. *Mayor*

**F. CITY MANAGER’S REPORT**

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, General Fund Budget Projections, Utility Fund Budget Projections, and Quarterly Investment Report.
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
6. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary, and Parks and Recreation Departmental Report
7. Code Enforcement Report

**G. 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.

1. Consider approval of the Minutes for the Regular Session Meeting held on April 22, 2024. *Lorri Coody, City Secretary*
2. Consider Resolution 2024-38, appointing Directors to the Crime Control and Prevention District Board for the term of office beginning May 2024 and ending May 2026. *Lorri Coody, City Secretary*
3. Consider Resolution 2024-39, appointing Directors to the Fire Control, Prevention, and Emergency Medical Services District Board for the term of office beginning May 2024 and ending May 2026. *Lorri Coody, City Secretary*
4. Consider Resolution 2024-40, adopting an Acceptable Use of Information Technology Resources Policy, an Email Policy, and a Security Awareness and Training Policy for the Mayor and City Council Members. *Abram Syphrett, Director of Information Technology*
5. Consider Resolution No. 2024-41, authorizing the City Manager to enter into an agreement with Project Surveillance, Inc. to perform construction observation services for the Congo Lane Drainage Improvements Project. *Robert Basford, Assistant City Manager*
6. Consider Resolution No. 2024-42, finding that CenterPoint Energy Houston Electric, LLC’s requested increase to its electric transmission and distribution rates and charges within the City should be denied; finding that the City’s reasonable rate case expenses shall be reimbursed by the Company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and GCCC legal counsel. *Austin Bleess, City Manager*
7. Discuss and take appropriate action concerning the progress being made by the Owners of the property located at 15830 NW FWY, Jersey Village, Texas to correct the substandard structure at this location. *Miesha Johnson, Community Development Manager*

**H. REGULAR AGENDA**

1. Consider Resolution No. 2024-43, electing a Mayor Pro Tem. *Bobby Warren, Mayor*
2. Consider Resolution No. 2024-44, assigning Council Members to serve as liaison to various city committees and boards. *Bobby Warren, Mayor*
3. Consider Resolution No. 2024-45, reviewing and accepting the 2023 Annual Comprehensive Financial Report (ACFR) and the 2023 Single Audit Reports. *Isabel Kato, Finance Director*
4. Consider Ordinance No. 2024-14, amending the Golf Course Budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 in the amount not to exceed \$75,000 by increasing Revenue Line Item 11-80-8551 (Green Fees), and by increasing Expense Line Item 11-81-8515 (Consultant Fees); approving the proposal from Chet Williams Design, LLC to conduct a Golf Course Master Plan; and authorizing the City Manager to execute all documents with Chet Williams Design, LLC concerning these consulting services. *Robert Basford, Assistant City Manager*

**I. MAYOR AND COUNCIL COMMENTS**

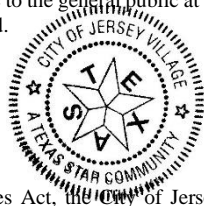
Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make a reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- 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.

**J. 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 May 8, 2024, at 5:00 p.m. and remained so posted until said meeting was convened.



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Lorri Coody, TRMC, 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. Request for accommodation 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.jerseyvillage.info](http://www.jerseyvillage.info).

"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."