

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JANUARY 26, 2016 AT 7:30 P.M.**

**1. Call to Order:**

The meeting was called to order by Mayor Jessup at 7:30 p.m. with the following present:

Mayor, Charles D. Jessup, IV  
Alderman, John F. Isbell  
Alderman, Steven H. Bezner  
Alderman, Rick J. Staigle  
Alderman, Kelle K. Mills

Mayor Pro Tempore, Terry J. Henley  
City Secretary, Courtney Rutherford

Staff in attendance: Colene Cabezas, Parks and Recreation Director; Gary Stewart, Chief of Police

**a. Pledge of Allegiance and Invocation**

Pledge by: Savannah Cabezas, Youth Action Council, YAC, President  
Invocation by: Chaplin Wayne Collins

**2. Reports:**

**a. Parks and Recreation**

Director Colene Cabezas reported the following:

**Current**

1. We have hosted 2 community events:
  - a. MP Haunting with approx. 300 in attendance
  - b. Christmas Memories: 800-900 attendance
2. Decorated the City for Christmas with the addition of 14 wreaths on West Airport
3. 2 outreach programs All about Bats – Boy Scouts & Community Chat and the Trout Release of 700 trout. Fourth and fifth classes from Meadows Elementary attended.
4. Successfully Offered several new programs – Christmas Crafts, Boot Camp, Tutoring, Tennis lessons, family kickball, CHL, Turkey Trot, Pickle ball
5. Rented the Community Center 14 times
6. Gained sponsorships of \$5,500 and \$2000 in kind – HDR Inc., Assad and Assoc, Beard Realty Group, Brookside Equipment. At this time Ms. Cabezas gave special recognition and presented a plaque to Terry Maher of HDR for their continued support.
7. 32 volunteers supported Meadows Place events

8. We assisted many community organizations with their events:
  - a. Sugar Grove Church with their fun run
  - b. Neighborhood Watch for a 1<sup>st</sup> time Jingle Jog Run and Pancake Feed
  - c. Swim Team with their Polar Bear Plunge
9. Began a Youth Action Council with 22 members, those in attendance were introduced.
  - a. State wide Summit in Pearland Feb 20-21
  - b. Collect Soles 4 Souls beginning of February
10. Designed, constructed, and opened a new shared use trail, Phase I, and will begin Phase II in February. It will connect to City of Houston as they complete their trail system. Kinder Morgan will be replacing the Foot Bridge and plan to install within the next two weeks
11. Trimmed 72 Parks Trees
12. Begun a tree farm for succession planning of our current tree inventory

**Upcoming:**

13. Ms. Cabezas and Monica are registered to take the CPO course and Outdoor Leadership for Family Camping.
14. Ms. Cabezas has transferred her TMN membership to the Fort Bend County Branch and joined the Gulf Coast Regional Directors Association
15. Buffalo Soldier Presentation for the Elementary and then the community on March 10
16. Family Camp Out in the Park event March 12
17. Life guard interviews to begin in February
18. Beginning to create a stream lined process for Work Order's that will benefit all staff. (Empower, inform, and improve efficiencies)
19. Working with PW in regards to the completion of the irrigation at the City entry ways so that the landscaping can begin.
20. Looking into the possibility of Meadows Place becoming a Monarch Host City
21. Thanks to all for support of time resources and finances! Police, Public works, Administration, Parks and Recreation, EDC, Council, Mayor, Boy Scouts, Homeschoolers, Meadows Elementary, YAC, Community Volunteers, Pony League, Meadows Marlins, TPW, HDR, Brookside, Anita Milne, Kurt Kopczynski, Kinder Morgan, and Ft. Bend County

**b. Police Department**

Chief Stewart gave an overview of the monthly statistics and activities report, which was distributed to the Council and filed with the City Secretary. He also introduced full-time Officer Terrell Bundrige and Reserve Officer Danielle Delgado. He also stated that the issue with the registration of the sex offender is still on going.

**c. Fire Department Response Statistics**

Mayor Jessup provided an overview of the reports from November and December, which were filed with the City Secretary.

**3. Mayor's Comments**

**a. Introduction of new City Secretary, Courtney Rutherford**

Mayor Jessup introduced Ms. Rutherford, who comes to the City of Meadows Place with 17 years of municipal experience.

**b. Special Council Meeting on January 21, 2016**

Mayor Jessup stated that the meeting was regarding the Sex Offender Lawsuit and the Sex Offender trying to move into Meadows Place. He stated that the City is moving forward, but this is still very volatile. He thanked Chief Stewart for looking out for Meadows Place and the community for showing their support.

**c. Quarterly Budget Review**

Mayor Jessup stated that he recently met with each department head and reviewed their budgets. He expressed his appreciation for staff and their understanding of their budgets and commitment to making it work.

**d. Elections/Voting**

The Mayor reminded everybody that the Primary election is coming up in March and the Meadows Place General Election will be on May 7, 2016. The City Secretary stated that the last day to file for place on ballot on Friday, February 19, 2016.

**e. Meadows Place Messages on Sterling McCall Sign**

The Mayor stated that he is working with the new General Manager of Sterling McCall and hopes to have the City's messages on the their marquee by the end of the month.

**4. Council Comments:**

**a. Alderman Terry Henley – EDC involvement in opening of the new walking trail**

Alderman Henley spoke of the grand opening of the new walking trail off of Dorrance Lane. He stated that this is only phase 1 and funds came from the EDC budget. The

EDC provided \$15,000.00 towards the trail and for beautification at the entrance and around the sign.

**b. Alderman Rick Staigle – Discuss repairs on Dorrance Ln**

Alderman Staigle stated that the City is closer to make the needed repairs on Dorrance Lance from US59 to Bloomington. He stated that they City went through a couple rounds of bad bud processing, but are currently looking at entering into an Interlocal agreement with the County. The City is also working with Texas Director Auto to help fund the repairs since some of the damage is due to the large trucks. The total cost for the repair will be about \$160,000.00

**5. Old Business:**

**a. Receipt of report from HGAC/HDR regarding S Kirkwood traffic study**

Terry Maher, of HDR, and Allan Clark, of HGAC, presented the city with the completed traffic study for S Kirkwood between W Belfort and W Airport. He stated that they looked at eight different options and used three different software to come up with the best option. In order to prepare this report they reviewed traffic and traffic standards. The summary of the report can be found on the HDR's website. A traffic simulation is also available so residents can see how the suggestions will work and affect traffic flow. This video can be found on YouTube under Kirkwood Rd Traffic Study. .

Mr. Maher thanked HGAC for helping with the study and funding.

**6. New Business:**

**a. Approval of Quarterly Investment Report**

Alderman Staigle moved to accept the Quarterly Investment Report. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None

The motion carried.

**b. Presentation of Audit Report**

Jennifer Day, of McCall Gibson Swedlund Barfoot, PLLC, presented the audit report for 2015. She stated that City received an unmodified opinion which is the best you can get.

Alderman Henley moved to accept the audit report at presented. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None

The motion carried.

**c. Receipt of Recommendation from Planning and Zoning Commission regarding ALDI, Inc. request for zoning variations.**

Alderman Isbell moved to accept the recommendation of Planning and Zoning approving the variances requested by ALDI, Inc. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None

The motion carried.

**7. Ordinances:**

**a. Ordinance 2016-02**

**An ordinance calling an election for the City of Meadows Place, Texas, to be held on Saturday, the 7<sup>th</sup> day of May, 2016, for the purpose of electing city officials, providing for early voting and providing for notice of said election.**

Alderman Henley moved to accept Ordinance No. 2016-02 calling for an election for the city of Meadows Place, Texas, to be held on Saturday, the 7<sup>th</sup> day of May, 2016. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None

The motion carried.

**b. Ordinance 2016-03**

**An ordinance authorizing the Mayor and City Secretary to enter into an Interlocal Project Agreement (“project agreement”), pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code and chapters 251.012 and/or 251.015 of the Texas Transportation Code, between Fort Bend County, Texas, (“county”) a body corporate and politic, acting by and through its commissioners court and the City of Meadows Place (“local government”) a county, municipality, special district, or other political subdivision (including a corporate or political local government organized under state law), acting by and through its city council for the purpose of an asphalt overlay on Dorrance Lane in Meadows Place, in a form as attached hereto and marked Exhibit “A”.**

Alderman Isbell moved to accept Ordinance No. 2016-03 authorizing the Mayor and City Secretary to enter into an Interlocal Agreement with Fort Bend County for asphalt overlay on Dorrance Lane. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None

The motion carried.

**c. Ordinance 2016-04**

**An ordinance appointing a Presiding Judge to serve in the municipal court of the City of Meadows Place, Texas.**

Alderman Bezner moved to accept Ordinance No. 2016-04 appointing Bret Kuslik as the Presiding Judge. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried.

**d. Ordinance 2016-05**

**An ordinance appointing an Associate Judge to serve in the municipal court of the City of Meadows Place, Texas.**

Alderman Staigle moved to accept Ordinance No. 2016-05 appointing Beverly McMinn as the Associate Judge. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried

**e. Ordinance 2016-06**

**An ordinance pursuant to chapter 153 of the Code of Ordinances of the City of Meadows Place, Texas, entitled "Planned Development Amendment – ALDI corporation," for the construction of a grocery store planned development, making certain findings of fact, establishing conditions for the acceptance of the planned development amendment, providing procedures for the city council of the city of meadows place to maintain continuing jurisdiction, providing for penalties for violation of any of the terms and conditions and providing for the acceptance of the planned development amendment.**

Alderman Bezner moved to accept Ordinance No. 2016-06 approving the Planned Development Amendment – ALDI Corporation. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried

**8. Resolutions:**

**a. Resolution No. 2016-01**

**A resolution appointing seven (7) directors to the Economic Development Corporation for a term commencing immediately upon passage of this ordinance, and ending in December, 2017.**

Alderman Isbell moved to appoint Bob Graf, Harry Hamilton, Terry Henley, Kurt Kopczynski, Clyde Little, Margaret Sandlin, and Matthew Walker to the Economic Development Corporation. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried

**b. Resolution No. 2016-02**

**A resolution appointing five (5) members to the Board of Adjustment for a term commencing immediately upon passage of this ordinance, and ending in December, 2017.**

Alderman Staigle moved to appoint Benet Gaytos, R, Nelson Goolsby, Clyde Little, David Piwonka, and Doug Schroeder to the Board of Adjustment. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried

**c. Resolution No. 2016-03**

**A resolution appointing two (2) commissioners to the Planning and Zoning Commission for a term commencing immediately upon passage of this ordinance, and ending in December, 2017.**

Alderman Mills moved to appoint Bob McDonald and Bryan Swinney to the Planning and Zoning Commission. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried

**9. Consent Agenda:**

**a. Minutes:**

December 22, 2015 – Workshop Meeting

Regular Council Meeting 01.26.2016

December 22, 2015 – Public Hearing  
December 22, 2015 – Regular Meeting  
December 29, 2015 – Joint Meeting with Planning and Zoning Commission  
December 29, 2015 – Special Meeting  
January 5, 2016 – Special Meeting

**b. Presentation of bills:**

The LETCO Group, LLC	\$ 5,515.00
Randle Law Office, LTD., L.L.P.	9,170.52

**c. Ratification of Expenditures:**

Tree Masters Landscape Design	\$ 8,000.00
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Alderman Henley moved to items a, b, and c on the Consent Agenda. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None

The motion carried

**10. Audience Comments:**

No audience comments

**11. Adjournment**

There being no further business on the Agenda Alderman Staigle moved to adjourn the meeting. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills  
Nays: None


The motion carried.

The meeting was adjourned at 8:44 p.m.

These minutes were approved by City Council on Tuesday, February 23, 2016.

ATTEST:

  
Courtney Rutherford, City Secretary

  
Charles D. Jessup, IV, Mayor

