



Charles Jessup, IV, Mayor
David Mertins, Alderman
Rick Staigle, Alderman
Nick Haby, City Administrator

Kelle Mills, Mayor Pro Tem
Tia Baker, Alderman
Kurt Kopczynski, Alderman
Courtney Rutherford, City Secretary

MEADOWS PLACE CITY COUNCIL REGULAR MEETING AGENDA

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JANUARY 25, 2022, AT 6:30 P.M., AT MEADOWS CITY HALL, LOCATED AT 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:45 p.m. with the following present.

Mayor, Charles D. Jessup, IV
David Mertins, Alderman
Rick J. Staigle, Alderman

Kelle Mills, Mayor Pro-Tem
Tia Baker, Alderman
Kurt Kopczynski, Alderman

Nick Haby, City Administrator (joined at 7:25 p.m.)

Courtney Rutherford, City Secretary

The following staff were also in attendance: Assistant Police Chief, Jack Ashton; Public Works Director, Rod Hailey

1. Pledge of Allegiance: Ken Smith, Resident

Invocation: Jimmy Fenwick, Resident

B. PRESENTATIONS

1. Viddy Award Presentation to Josh Merritt of Merritt Media

Mayor Jessup presented Josh Merritt of Merritt Media with two Viddy Awards. The city won a gold award for the Save Meadows Elementary video and a platinum award for the Kirkwood Round-A-Bout construction. There were 2,500 applicants submitted for this award. Merritt Media submitted two videos and won for both.

C. REPORTS

1. Police Department – Chief Jack Ashton

Chief Ashton gave a brief overview of the monthly statistics and activities report for January 2022, which was distributed to City Council and filed with the City Secretary.

Chief Ashton spoke on a few highlights from the month as follows:

- Continue to follow COVID protocol
- COVID hit PD hard over Christmas, but they were able to maintain coverage.

- The department is still recovering and currently have 2 officers still out.
- Georgia Watson hired as first full-time evening Dispatcher.
- Live Scan Update – still waiting on training
- Flock Safety – 22 hits, 12 located and 14 of those alerts were stolen vehicles.
- Three additional Flock cameras have been ordered
- Working to finalize ATV purchase
- Freeze mitigation with FEMA is *STILL* in progress. As of next month, Anna-Maria and Chief Ashton will have been working on this for one year.
- One Patrol Officer resigned – actively working to fill 2 open positions
- Entered a new training cycle and officers are working to stay ahead of the curve
- 11 Arrest – DWI, Tampered with Government Document, Criminal trespass, Public Intoxication, Warrants, and Flock hits
- Officer Manna was flagged down regarding a shooting at business on Wilcrest and US59. He called for backup. Officer Foster arrived. Both performed CPR along with a nurse on the scene. HPD & HFD arrived on scene and determined the female victim has passed.

Chief Ashton thanked Council for funding the new dispatch position. Mayor Jessup acknowledged Chief Stewart's efforts to get the department to this point and stated how thankful he is for hie efforts.

Alderman Baker thanked them for all of their hard work. In reviewing the report, she sees that they get some pretty bad people off the street.

Mayor Jessup we can have all the technology, but it comes down to the people. He shared that there was a death in Meadows Place, and he went by to express his condolences and the family praise Meadows Place Police Department for all that they did and for staying with the family until it was closed.

2. Public Works – Director Rod Hainey

Mr. Hainey gave a summary of Public Works activities for the last quarter. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

Sidewalk repair and replacement program

The sidewalk replacement Phase I for 2021-2022 was released for construction December 14, 2021. There are 35 locations with approximately 5802 square feet of sidewalk replacement. Estimated cost of the first Phase is \$50,420.00

Street Repairs /Road Fee funding

The street panel replacement program is also now part of the annual concrete replacement Bid Project.

List of completed street panels for 2021-2022

- 11826 Scottsdale \$28,245.00
- 11826 Meadow Dale \$23,285.00

USW Expenses for October, November, and December 2021

- October 2021 - \$68,885.89

- November 2021 -\$18,685.08 *Monthly bill was \$51,374.84 and was adjusted by credits.
- September 2021 -\$37,546.77
- Other repairs with USW and outside vendors.

1) Well #3 motor has been repaired and we added three new replacement components since the most recent damage was the second repair to the motor within 8 months. Additional equipment included, Under and over Voltage monitor, Equalizer Surge protection, and Lighting Arrestor. Total Invoice \$23,315.00

2) Existing wheel replacement on travelling bridge- temporary repair. Scheduled for week of October 18, 2021. Cost \$17,281.49. Completed but we found a gear box that was damaged, incomplete.

3) WWTP blower failure. Both the blower and the motor failed. Motor replacement with new cost \$11,708.75. Approximate cost of blower repair was just under \$25,000. Unit is operational.

4) Water well #3 main disconnect completed cost \$16,840.00.

Water Well Performance Testing

G-M Services have completed a performance test on all three of the water wells. I have attached a portion of the report for each well. Wells number 1 and 2 appear to operate satisfactorily concerning overall efficiency, Flow meter accuracy and pumping draw down. But well #3 reported brass particles in the discharge and a 57% overall efficiency and this will require further investigation.

REVIEW OF REPORT AND HISTORICAL PRODUCTION.

January 17, 2022- Alsay Incorporated quoted \$8,750.00 to remove the pump, disassemble and perform TV survey of the well. Work was approved to proceed. Will provide verbal update at city council meeting if new information is available.

Irrigation Systems review and update.

On a monthly basis we receive a report on all the sprinklers within the city. I have attached the six (6) page report for December 2021. Information only. The report is reviewed by staff and repairs are authorized.

Public Works recent projects. – October, November, and December

- Requested Commercial doors to replace door in Finance department, city hall.
- Majors Field. Fence construction pending. Waiting on contractor. Dirt work is almost complete.
- Gateways. There are three Gateways in the city, located at City Hall, McGrath Park and Water well #2 have been install and are operational.
- WWTP upgrades. Ovivo and HRM Engineering have been requested to provide a Professional Services agreement for the Design and Rehabilitation of the Travelling Bridge Assembly. Waiting on Professional Services proposal.
- WWTP Lift station pump, awaiting delivery of new replacement pump. No update.
- WWTP Permit renew has been initiated, - Due September 2022. Required Lab testing has been submitted. Waiting on lab results.
- New air condition units for EOC have been delivered and installation has been completed.
- Belt press at WWTP has new belts installed.

Mayor Jessup stated that Council is working towards getting proactive and appreciate all he is doing to get the city there.

3. Fire Department Monthly Report for December 2021 – Charles Jessup IV, Mayor

Mayor Jessup gave brief review of EMS and fire service activity for December 2021 from Stafford Fire Department. A copy of which has been filed with the City Secretary

4. City Administrator’s Report – Nick Haby, City Administrator

No report this month.

D. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make 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 salutary recognition of a public official, public employee, or other citizen; 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

1. Mayor’s Comments

a. Meadows Place Voting Precinct

Mayor Jessup stated that it is important to note that the city is in a new voting precinct due to redistricting. Meadows Place is now voting precinct 3022.

b. Boards, Commissions, and EDC

Mayor Jessup thanked the residents who have volunteered to be on the different City boards and commissions.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. He stated that Council recently met to provide funding for Phase 1 which will be from Kirkwood to Oxford. It is scheduled to be advertised on February 8th. The city plans to hold some town hall meetings before construction starts.

b. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. He stated that a path has finally been approved by CenterPoint from Monticeto to Sugar Grove which leads to the fountains. This project also includes a parking lot at the EOC and a bridge to the Discovery Center. Fort Bend County is funding 80% of this project.

c. Post Office Update – Alderman David Mertins

Alderman Mertins gave a brief update. He recently heard back from Troy Nehls and out Post Office contact was out with covid. The permit process has been started for a blue mailbox at city hall delivery, but we are still waiting on install date. We also still need to work with local post office on mail delivery. So many Meadows Place residents responded that the Commissioner’s office stated that they have enough and asked that residents stop responding.

E. REGULAR AGENDA

Mayor Jessup called items 4 and 5 out of order:

- 4. Accept the report from the Planning and Zoning Commission regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(b)(2)(d)3 allowing for a Quick Quack Car Wash located at 11720 W Airport Blvd., Meadows Place, TX 77477.**

Planning and Zoning Commission Chair, Sean Ulrey, presented the report from the Planning and Zoning Commission regarding the SUP application. He stated that by a vote of four (4) to two (2) the Commission voted to deny the SUP.

- 5. Discussion and consideration regarding Ordinance No. 2022-06 regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(b)(2)(d)3 allowing for a Quick Quack Car Wash located at 11720 W Airport Blvd., Meadows Place, TX 77477.**

Alderman Staigle moved to deny Ordinance No. 2022-06 regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(b)(2)(d)3 allowing for a Quick Quack Car Wash located at 11720 W Airport Blvd., Meadows Place, TX 77477. Alderman Mertins seconded the motion.

Alderman Baker thanked Joseph for his presentation and thought he did a great job. She does think they could be a great addition to the city just not in that location.

Alderman Staigle stated that this is nothing against Quick Quack and they must be selective due to limited space to develop in the city.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

Mayor Jessup then went back to the order of the agenda.

- 1. Discussion and consideration of Ordinance No. 2022-05 ordering a general election to be held on Saturday, May 7, 2022 for the purpose of electing city officials of the City of Meadows Place to Mayor, Alderman Place 1, Alderman Place 2, and Alderman Place 3; providing for early voting and providing for notice of said**

election; authorizing the Mayor, or designee, to enter into a Joint Election Agreement with Fort Bend County to conduct the General Municipal Election on behalf of the City of Meadows Place; designating the places and manner of holding the election; providing for the posting and publication of notice; providing for a runoff election if required; providing a savings clause; providing an open meetings clause; and, providing an effective date.

Alderman Staigle moved to approve Ordinance No. 2022-05 ordering a general election to be held on Saturday, May 7, 2022 for the purpose of electing city officials of the City of Meadows Place to Mayor, Alderman Place 1, Alderman Place 2, and Alderman Place 3; providing for early voting and providing for notice of said election; authorizing the Mayor, or designee, to enter into a Joint Election Agreement with Fort Bend County to conduct the General Municipal Election on behalf of the City of Meadows Place; designating the places and manner of holding the election; providing for the posting and publication of notice; providing for a runoff election if required. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

2. Discussion and consideration of Resolution No. 2022-01 authorizing the Mayor to execute an agreement with Cypress Creek Mosquito Control, Inc. for Mosquito Control Spraying in the City.

Alderman Kopczynski moved to approve Resolution No. 2022-01 authorizing the Mayor to execute an agreement with Cypress Creek Mosquito Control, Inc. for Mosquito Control Spraying in the City. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

3. Discussion and consideration of Resolution No. 2022-02 appointing one (1) member to the Meadows Place Planning and Zoning Commission for a term commencing immediately and ending December 31, 2023.

Alderman Baker moved to approve Resolution No. 2022-02 appointing Stuart Barrowman to the Meadows Place Planning and Zoning Commission for a term commencing immediately and ending December 31, 2023. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

Items 4 & 5 were discussed in the beginning of the agenda out of order.

4. Accept the report from the Planning and Zoning Commission regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(b)(2)(d)3 allowing for a Quick Quack Car Wash located at 11720 W Airport

Blvd., Meadows Place, TX 77477.

- 5. Discussion and consideration regarding Ordinance No. 2022-06 regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(b)(2)(d)3 allowing for a Quick Quack Car Wash located at 11720 W Airport Blvd., Meadows Place, TX 77477.**

- 6. Discussion and consideration of emergency repairs to Water Well #3.**

There was discussion regarding the repair presented by Rod in his departmental report. This repair is over \$25,000 therefore needs Council approval.

Alderman Staigle moved to authorize the Mayor and staff to move forward with the emergency repair. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

- 7. Discussion and consideration of Ordinance No. 2022-07 amending General Fund Revenue Budget for the Fiscal Year beginning October 1, 2021, and ending September 30, 2022, in the total amount not to exceed \$75,905 from the General Fund to line item 100-040-580000, Public Works Capital Outlay, for the completion the Majors Baseball Field reconstruction and three AC units at the Training Center.**

Alderman Mertins moved to approve Ordinance No. 2022-07 amending General Fund Revenue Budget for the Fiscal Year beginning October 1, 2021, and ending September 30, 2022, in the total amount not to exceed \$75,905 from the General Fund to line item 100-040-580000, Public Works Capital Outlay, for the completion the Majors Baseball Field reconstruction and three AC units at the Training Center. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

- 8. Discussion and consideration of Ordinance No. 2022-08 amending Chapter 130: Miscellaneous Offenses of the Code of ordinances of the City of Meadows Place, Texas, by adding Section 130.11 “Donation Collection Containers.”**

Alderman Staigle moved to approve Ordinance No. 2022-08 amending Chapter 130: Miscellaneous Offenses of the Code of ordinances of the City of Meadows Place, Texas, by adding Section 130.11 “Donation Collection Containers.” Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

9. Discussion and consideration regarding City of Meadows Place Code of Ordinances, Chapter 153, Section 153.073 regarding garages.

Mayor Jessup stated that this is going to require some discussion. Mr. Haby stated that two Alderman requested this item. Current ordinance states that a garage is required for all residential lots. He also reviewed the definition of a garage as an attached or unattached structure being an enclosure designed to be used in the storage of at least two automobiles.

He stated that if a resident wants to convert this to living space it is currently not allowed. This is time for Council to discuss if this ordinance is still in the best interest of the city. Mr. Haby stated that if a resident converts their existing garage to a living space that would be out of compliance. Mr. Haby also stated that does Council want to require new construction to build a garage.

Alderman Baker asked if this item has come before Council in the past? Mr. Staigle stated that he is not aware of this item coming to council before. He is afraid that removing the garages would hurt property values. Alderman Kopczynski stated that a home did recently sell in Meadows Place without a garage, and it was only about \$5,000 less.

There was brief discussion among Council regarding City of Meadows Place Code of Ordinances, Chapter 153, Section 153.073 regarding garages. There was discussion regarding property values if the city does not require a garage.

Mr. Haby asked the Ms. Rutherford if there have been applications denied converting garages to living space. Mr. Rutherford stated that yes there have been a couple applications denied due to current ordinance.

Alderman Kopczynski stated that he would be in favor of ordinance that doesn't require a garage for existing homes, but require for new construction and allow for conversion, but must still have a garage door to look like a garage from the street view.

Alderman Staigle stated to direct staff to research with legal counsel, BBG, and research other city's ordinances.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no 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 held as follows:

December 21, 2021 – Workshop

December 21, 2021 – Special Session Meeting

January 11, 2021 – Special Session Meeting

2. Consider acceptance of the Quarterly Financial and Investment Reports.

Alderman Staigle made motion to accept the concept agenda. Alderman Mills seconded the

motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed unanimously.

G. AUDIENCE COMMENTS (for matters NOT on the agenda)

This provides an opportunity to comment on non-agenda items. Comments shall be limited to **three (3) minutes** per person. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, City staff and City Council Members are prevented from discussing the subject and may respond only with statements of factual information, existing policy, or proposal to place the subject on the agenda for a future meeting. **Please identify yourself with name and address.**

Kelle Mills, Mayor Pro Tem, and resident at 12123 Scottsdale Drive, gave a shout to Mayor Jessup for getting the trash picked up for the 4 residents on Radford Street who was previously being picked up by the City of Houston.

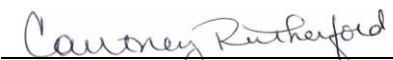
David Mertins, Alderman Place 1, asked Council to schedule a workshop in February to discuss communications.

H. ADJOURN


Alderman Mills moved to adjourn. Alderman Kopczynski seconded the motion. There being no further business to discuss the meeting adjourned at 8:40 p.m.

These minutes were approved by City Council on February 22, 2022.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

