

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JANUARY 27, 2026 AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 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 St. Germain at 6:31 p.m. with the following present.

Audrey St. Germain, Mayor	Kurt Kopczynski, Mayor Pro Tem
David Mertins, Alderman	Tia Baker, Alderman
Rick Staigle, Alderman	Emily Merkley, Alderman
Nick Haby, City Administrator	Shandra Phillips, City Secretary

The following staff were also in attendance: Communications Director, Cameron Miller; Police Chief, Gary Stewart; and Finance Director, Anna-Maria Weston.

1. Pledge of Allegiance: Audrey St. Germain, Mayor
2. Invocation: Jimmy Fenwick, Chaplain and resident

B. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for January 2026, which was distributed to City Council and filed with the City Secretary.

He spoke on a few highlights from the month as follows:

- Calls for Service – 2366
- Accidents – 8
- Arrest – 5
- Traffic Citations Issued – 401
- Assault – 3
- Burglary of Motor Vehicle – 6
- Burglary of Business, Residential or Residential Building – 0
- Criminal Mischief – 2
- Fraud – 1
- Robbery – 0
- City Ordinance – 8
- Theft – 5
- Property Checks – 2601
- Flock Safety Alerts – 81
 - Stolen Vehicles – 3
 - Sex Offender – 19
 - Stolen License Plates – 2
 - Gang/Suspected Terrorists – 1
 - Missing Person Alert – 0

- Warrant – 12
- Protection Order – 24
- Other Agency Hot List – 20
- Violent Person – 0

Additional Notes:

- Grant Status:
 - All approved and 2 remaining to collect.
- MPPD currently has 1 Full-Time Police Officer position. One candidate is in background.
- MPPD has filled 1 Full-Time Police Officer position. The newest Police Officer is Chelsea Martin-Rice, and she began her career with the City on January 20, 2026.
- MPPD did well for the Winter Freeze event. There was a lot of communication and cooperation with surrounding agencies. No significant issues to report.

2. Public Works – Rod Hainey, Interim Contract Director

Mr. Hainey presented the quarterly report for Public Works which was distributed to City Council and filed with the City Secretary. This report covered activity for October, November, and December 2025. A few key points are listed below:

Sidewalk repair and replacement program:

A city-wide review of the sidewalks has been completed. Phase I has been completed and the cost was \$35,000. Phase II was released in early January 2026 and will be completed by the end of January, with an estimated cost of \$35,000. A portion of the sidewalk repair was omitted from Phase II, which can be funded next fiscal year, approximately \$17,800.

Street Repairs /Road Fee funding:

Current Fund Balance as of January 2026 was \$140,000. Complete review of all streets was completed in December 2025, and 48 locations have been identified in need of repair.

Power Scoop Utilities (PSU) Expenses:

October 2025 – \$24,702.66, November 2025 - \$48,784.57, December 2025 - \$34,224.70.

Other repairs with PSU and outside vendors:

- 1) EMS Building. ABC Pest Control was called to exterminate pest and possible wild animals from the roof/ attic areas. Will be an ongoing issue; we have a contract with ABC Pest Control for a monthly service. On going service.
- 2) Authorized repair on Gateway \$2,000. The cost of new units would be \$13,500
- 3) TCEQ failed Biomonitoring in November 2024, failed the required re-test twice, December 2024 and January 2025. Also, June 2025 and August 2025 Biomonitoring FAILED. PSU and Bio Aquatics submitted a Toxicity Reduction Evaluation Plan (TRE) to the TCEQ. They have received the Plan and the schedule for completion is February 2027. Update: November 2025 and December 2025 Biomonitoring passes and regular monthly testing at the WWTP have also passed for the past two months.
- 4) The Recycling effluent filter is down for repairs. ALFA Laval Inc. has provided estimates for repair in the amount of \$21,759.30. This repair work was scheduled to start November 1, 2025, and has been completed.
- 5) On September 2 we received the Lead and Copper notification from TCEQ. PSU has completed the testing of the 20 residential locations, and we await the official report. Update: Passed and completed.

- 6) The Community Center Air Conditioner has failed. The units are 2003-year model and will need to be replaced. The completion date is mid- January 2026.
- 7) STP replaced Blower #4 at WWTP, Blower #3 failed, and only three units are working. The estimated cost is \$17,000.
- 8) PSU completed the water line replacement on Mulholland at Brighton; the cost of the repair was \$62,500. The outstanding issues at this location include the repair of the concrete wall and still having difficulty receiving a written estimate from residents.
- 9) All basins have been cleaned out by Magna Flow.

3. **City Administrator’s Report – Nick Haby, City Administrator**

Mr. Haby thanked City staff for their contributions during the Winter Freeze. He advised that the Court department staff recently visited the City of Pearland and created new graphics to be displayed during court.

C. **PUBLIC COMMENTS**

John Rittman, resident at 11934 Brighton Ln.: Mr. Rittman, spoke regarding an interaction with the police department.

D. **MAYOR AND COUNCIL COMMENTS**

Mayor St. Germain provided the upcoming election dates and advised that 4 City Council members were up for re-election.

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

Alderman Staigle advised that Centerpoint has not responded. He also advised that a meeting with City of Stafford would be scheduled for everyone to be updated on the project.

2. **Dorrance Lane Reconstruction Project Phase 3 – Alderman Rick Staigle**

Alderman Staigle advised that the survey verification has been completed.

E. **PUBLIC HEARING AND RELATED ACTIONS**

1. The City Council will hold a Public Hearing to hear any and all persons desiring to be heard concerning the City of Meadows Place, Texas fee schedule, including fees charged as a condition of constructing, renovating, or remodeling a residential or commercial structure.

Mayor St. Germain introduced the item and opened the Public Hearing at 6:49 p.m.

Mayor St. Germain then called for public comments from the audience.

With no public comments, Mayor St. Germain closed the Public Hearing at 6:49 p.m.

2. Discussion and consideration of Ordinance No. 2026-01 approving and adopting the City of Meadows Place, Texas fee schedule, including fees charged as a condition of constructing, renovating, or remodeling a residential or commercial structure.

Alderman Mertins motioned to approve Ordinance No. 2026-01 approving and adopting the City of Meadows Place, Texas fee schedule, including fees charged as a condition of constructing, renovating, or remodeling a residential or commercial structure.

Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

F. REGULAR AGENDA

1. Presentation and discussion regarding the 4th Quarter Investment Report.

Finance Director, Anna-Maria Weston, gave a brief presentation on the Quarterly Investment Report. She presented the 4th Quarter 2025 Investment report ending December 31, 2025, summarizing the beginning and end of quarter balances in all City South State Bank accounts as well as in the City's two Investment Pools, TexPool and LoneStar.

The interest rate for the investment accounts decreased from 4.3% to 4%. The total interest earned on all accounts (City, Utility and EDC) decreased from \$99,967 to \$82,4962 from the previous quarter.

The unrestricted reserves for the City Operating Fund ended the fiscal year at 6.0 months, or \$623,926 below the recommended 7 months reserve. The end of the quarter Utility reserve was at 4.9 months or \$888,828 less than recommended reserve of 10 months.

No action was taken.

2. Presentation and discussion regarding the 4th Quarter Budget and Financial Report.

Finance Director, Anna-Maria Weston, gave a brief presentation on the Quarterly Budget and Financial Report. She presented the 4th Quarter 2025 Budget and Financial Report ending December 31, 2025, summarizing quarterly banking activity (deposits, withdrawals, and interest earnings) of all City, Utility and EDC bank and investment accounts. In addition, the report presents fiscal year-to-date revenues and expenditures both as a percentage of the budget and in total value for the City's General Operations and Utility account.

She advised that the General Fund revenues ended the quarter at 19.9% of budget, comparable with last year's at 19.3%. Ms. Weston also advised that current and delinquent property tax collections through December were at 16%, which was above last year's by approximately \$100,000. Other revenue line items are on track for the budget year with a few exceptions. Interest earned and Permit revenue are less than 20% of the budget, which will require future monitoring. Fines and Forfeitures revenue however was at 32% of an increased budget. During the quarter, the City received \$166,458 from the County for the lift station project. This was the remaining balance from the original \$645,000 ARPA funds obligated to the City in 2021. The City also received Grant reimbursement of \$148,392 for the car camera and dispatch grants that were awarded in fiscal year 2024-2025. The City is still waiting on about \$40,000 from last fiscal year for the flock camera grant.

No action was taken.

3. Discussion and consideration of Resolution No. 2026-01 authorizing the Mayor to execute an independent contract with Roderick Hainey to assist the City Administrator with Public Works duties and tasks until the City is able to hire a permanent replacement for the position of Public Works Director.

Alderman Staigle motioned to approve Resolution No. 2026-01 authorizing the Mayor to execute an independent contract with Roderick Hainey to assist the City Administrator with Public Works duties and tasks until the City is able to hire a permanent replacement for the position of Public Works Director. Alderman Mertins seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

4. Discussion and consideration of Resolution No. 2026-02 amending the City's Personnel Policy Section 6. Absences from work – to add Police Department Mental Health Leave.

Alderman Kopczynski motioned to approve Resolution No. 2026-02 amending the City's Personnel Policy Section 6. Absences from work – to add Police Department Mental Health Leave. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

5. Discussion and consideration of Resolution No. 2026-03 authorizing the Mayor to enter into an agreement with Lemons Auctioneers, LLC and Online Pros per Buy Board #708-23 to auction city equipment declared surplus.

Alderman Merkley motioned to approve Resolution No. 2026-03 authorizing the Mayor to enter into an agreement with Lemons Auctioneers, LLC and Online Pros per Buy Board #708-23 to auction city equipment declared surplus. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

6. Discussion and consideration of Resolution No. 2026-04 authorizing the Mayor to enter into a 5-year agreement with Cintas for City Hall mat rental, Public Works and Parks Department Field Staff uniform pants rental and cleaning.

Alderman Mertins motioned to approve Resolution No. 2026-04 authorizing the Mayor to enter into a 5-year agreement with Cintas for City Hall mat rental, Public Works and Parks Department Field Staff uniform pants rental and cleaning. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

7. Discussion and consideration of Resolution No. 2026-05 authorizing the Mayor and Police Chief to submit a grant application for Interoperability Radio Purchases to the Office of the Governor – grant number 57562-01.

Alderman Kopczynski motioned to approve Resolution No. 2026-05 authorizing the Mayor and Police Chief to submit a grant application for Interoperability Radio Purchases to the Office of the Governor – grant number 57562-01. Alderman Merkley seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

- 8. Discussion and consideration regarding Ordinance No. 2026-02 ordering a general election to be held on Saturday, May 02, 2026 for the purpose of electing City Officials of the City of Meadows Place to Mayor and Alderman Places 1, 2, and 3; providing for early voting and for notice of said election; authorizing the Mayor and/or City Secretary 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.**

Alderman Merkley motioned to approve Ordinance No. 2026-02 ordering a general election to be held on Saturday, May 02, 2026 for the purpose of electing City Officials of the City of Meadows Place to Mayor and Alderman Places 1, 2, and 3; providing for early voting and for notice of said election; authorizing the Mayor and/or City Secretary 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. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

G. CONSENT AGENDA

- 1. Consider approval of the Minutes held as follows:**

December 18, 2025 – Special City Council Meeting

Alderman Staigle moved to approve the Consent Agenda as presented. Alderman Mertins seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

H. RECESS REGULAR SESSION

Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding legal matters not related to litigation or the settlement of litigation.

Mayor St. Germain recessed the special meeting at 7:28 p.m. for Council to go into executive session.

I. EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding legal matters not related to litigation or the settlement of litigation:

- a. Update regarding 12002 Southwest Freeway

J. ADJOURN EXECUTIVE SESSION

The executive session adjourned at 8:53 p.m. and Mayor St. Germain reconvened City Council into regular session.

K. RECONVENE

Discuss and take appropriate action on items discussed in Executive Session.

No action was taken.

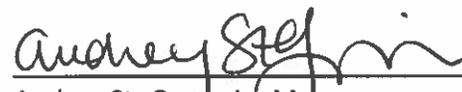
L. ADJOURN

There being no further business to discuss the meeting adjourned at 8:53 p.m.

ATTEST:



Shandra Phillips, City Secretary



Audrey St. Germain, Mayor

