



MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, MARCH 8, 2022, AT 6:30 P.M., AT MEADOWS PLACE TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

1. Call to order and announce a quorum is present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 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

Courtney Rutherford, City Secretary

Finance Director, Anna-Maria Weston; Police Chief, Gary Stewart; Assistant Chief Jack Ashton, Park & Recreation Director, Colene Cabezas; and Public Works Director, Rod Hainey, were also in attendance.

2. Discussion regarding City of Meadows Place personnel compensation and future planning.

Finance Director, Anna-Maria Weston, gave a brief presentation reviewing the 2021-2022 fiscal year budget. She briefly reviewed revenue collected and projected collections for the remainder of the fiscal year.

Chief Stewart then gave a brief presentation regarding Police Department personnel. He stated that his department has five (5) vacant positions. He stated that it is difficult to recruit at this time as the starting salary for Meadows Place Police Department is currently 16.47% below average. He stated that he does not want to be at the high end of the pay scale, but if Council could raise the hiring salary to the mid-range, he believes it would help recruit new officers. He suggested a flat rate increase across the board for the department. This would bring the starting salary up as well keep the more tenured officers and higher-ranking officers in line.

Council agreed to a salary market adjustment across the department and to increase the starting salary for a Police Officer to \$58,000.

City Administrator, Nick Haby, then gave a brief presentation regarding salaries for Administration, Parks and Public Works. He stated that he put together a salary survey for the staff and found that most of the office clerks and field staff were in line with surrounding cities. He wanted Council to look at the salaries for the Department Directors. He stated that all directors are currently about 12% below average pay.

Council reviewed current revenues and expenditures. After review they directed staff to

bring a budget amendment to the March 22nd Regular Council meeting detailing the salary market increases for the following positions:

- The Police Department
- City Administrator
- City Secretary
- Public Works Director
- Parks & Recreation Director
- Finance Director
- Code Enforcement Officer
- Public Works Maintenance Workers
- Recreation Coordinator
- Parks Maintenance Employee

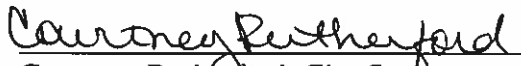
Council then briefly discussed the open Communications Director position. Staff stated that two (2) applications have been received. Council agreed to have the interview committee review the applicants and then make decision as to hire or put the position on hold.

3. ADJOURN

Alderman Mertins moved to adjourn the meeting. Alderman Mills seconded the motion. There being no further business to discuss the meeting adjourned at 8:10 p.m.

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

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup IV, Mayor

