



MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON MARCH 26, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:30 p.m. with the following present:

Mayor, Charles D. Jessup, IV	City Secretary, Courtney Rutherford
Mayor Pro-Tem, John F. Isbell	Alderman, Steven H. Bezner
Alderman, Rick J. Staigle	Alderman, Kelle K. Mills

Alderman, Terry J. Henley was not present.

Staff in attendance: Captain Jack Ashton, Meadows Place Police Department and Karl Velasco, Code Enforcement.

City Attorney Brandon Morris was also in attendance from the Randle Law Office.

1. Pledge of Allegiance and Invocation

Pledge by:	Kurt Kopczynski, Resident
Invocation by:	James Russell, Chaplain

B. Reports

1. Police Department

Police Captain Jack Ashton gave an overview of the monthly statistics and activities report, for March 2019, which was distributed to City Council and filed with the City Secretary.

He reported that Officers have been working with the school crossing guards at Dorrance and Kirkwood Road during school hours. He also stated that the Neighborhood Watch Meeting was cancelled due to the CERT, Community Emergency Response Team, Training.

He also stated that the Department has been busy attending and working to complete state mandated training.

Mayor Jessup state that he is shocked by all of the fraud cases and he thought the last Neighbor Watch Meeting about IRS Scams was outstanding!

2. Code Enforcement

Code Enforcement Officer, Karl Velasco, gave a brief recap on code enforcement for the last quarter, December to present. He stated that the total violations last quarter was 242 violations and as of now 182 of those are closed. He also stated that 73% of these violations/cases are self-initiated. He reported the top violations as follows:

Violations	Total	Closed	Open
Bandit/Contractor Signs	29 cases (102 signs)	29 cases	
Trashcans/Rubbish/Bins Visible from the street	24	22	2
Improper Clearance of trees/shrubs	11	8	3
High Grass/Weeds Violations	21	17	4
Junked/Abandoned Vehicles	8	4	4
Exterior walls/trim/fascia cleaning/repared/replaced	45	22	23
Wrecked Vehicle / Inoperative / Dismantled / Camper / Boat / Trailer / Motor & Mobile Home – Driveway or Street	16	14	2

Mr. Velasco reported that he filed five new cases with the Municipal Court and filed a lien on one property location on Alston Drive. He also continues to work two weekend days per month.

Mr. Velasco was happy to report that he has completed the food safety inspections at all 21 food establishments in the City.

Mayor Jessup congratulated him on completing the food inspections. He reminded Council that due to Mr. Velasco's certification we were able to bring food inspections in house.

Alderman Bezner asked that when he presents quarterly he keep the previous report numbers, like the Police Department, to show history of violations/progress per quarter.

Alderman Mills asked that he check the status of the pool at 12007 Alston. She has received a complaint. Mr. Velasco stated that he is aware of this pool and has been working with the home owner. The home owner has been treating the pool for to eliminate a possible mosquito issue.

Alderman Isbell asked if he could include a projected completion date for the open violations. Mr. Velasco stated that each violation has a different date according to the violation and date violation notice was sent.

Alderman Staigle asked if he contacts people regarding the bandit signs and asked legal about possible citations. Mr. Velasco stated that he does reach out to the business on the sign and lets them know that they are in violation and the sign has been removed., but they are difficult to track down.

3. Fire Department Monthly Report for February 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for February 2019 which was filed with the City Secretary. He stated that the Fire Marshal has been active in the City in working with staff on the new Meadows Elementary.

C. Mayor and Council Comments

1. Mayor's Comments

a. Water Capacity Study

Mayor Jessup stated that he will be meeting the Parks and Recreation Director regarding the water capacity study due to the new irrigation along Kirkwood Road and the capacity needed to pump the water through the irrigation.

b. Promotional Videos

Mayor Jessup thanked the Economic Development Cooperation for funding the new recycling video. The new video is very informative and gives great tips for recycling. It will be a great asset for new residents and realtors.

c. CERT – Community Emergency Response Team

Mayor Jessup stated that Matt Oltremari is working with the County to get space for training. He encouraged residents to sign up and attending the trainings. Several of the trainings will be hosted in the City of Meadows Place. CERT is very important to the City if we have a significant event.

d. BBG Consulting

Mayor Jessup stated that the City has been working with BBG Consulting for building official duties, permit reviews, and inspections since January and the process has been very smooth. BBG has a quick turn around and has been very professional.

e. Meadows Elementary Construction

Mayor Jessup reminded residents to vote in the school board election. He also stated that the City is working with FBISD to get some bricks from the school to auction off at a later date. They will also have some street signs to auction at Old Town Meadows.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Kirkwood road construction progress.

He stated that the contractor is progressing fairly quickly considering all the rain in the last month. Mr. Staigle stated that there is concern for the children crossing

Kirkwood for school and he has talked to the crossing guard to help educate the children regarding safety in the construction zone.

Donna Nava, resident at 11918 Scottsdale, stated that she has concerns for the children crossing through the construction area at Scottsdale. She is also concerned that the new pavement is a lot lower.

Mayor Jessup stated that the City is working with both the crossing guard and the contractor on the children's safety. He also explained that the new pavement is lower for drainage.

Cheryl Teague, resident at 11611 Dorrance, stated that Kirkwood construction seems to be moving along well and looks fast. She wanted to thank Officer Ramirez for helping to stop traffic so that her children could cross the street.

D. Regular Agenda

- 1. Discussion and consideration of Ordinance No. 2019-11 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$3,200,000.00 to line item 100-070-584030, Kirkwood Major Repair, from the General Fund Balance for Kirkwood Road reconstruction.**

Alderman Staigle moved to approve Ordinance No. 2019-11 as amended amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$3,200,000.00 to line item 100-070-584030, Kirkwood Major Repair, from the General Fund Balance for Kirkwood Road reconstruction with additional funding if needed from Meadows Place Economic Development Corporation. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

- 2. Discussion and consideration of Ordinance No. 2019-12 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$6,000.00 to line item 100-040-561500, Street Maintenance Repair, from line item 100-040-523020, Mosquito Spraying, in order to repair the Community Center parking lot.**

Alderman Isbell moved to approve Ordinance No. 2019-12 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$6,000.00 to line item 100-040-561500, Street Maintenance Repair, from line item 100-040-523020, Mosquito Spraying, in order to repair the Community Center parking lot. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

Alderman Staigle stated that this money was originally budgeted to purchase mosquito spraying equipment and we no longer have a certified an employee for mosquito spraying.

Mayor Jessup stated that after this amendment there are still funds for contract mosquito spraying.

Alderman Staigle also stated that Council is not used to seeing these budget amendments on the agenda, but this staff helping Council stay informed and track the funds.

3. Discussion and consideration of Resolution No. 2019-06 BBG Consulting Inc. contract addendum #1 in the amount of \$2,000 adding engineering services for Meadows Elementary.

Alderman Staigle moved to approve Resolution No. 2019-06 BBG Consulting Inc. contract addendum #1 in the amount of \$2,000 adding engineering services for Meadows Elementary. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

4. Discussion and consideration of Resolution No. 2019-07 authorizing the mayor and City Secretary to enter into agreement with Cypress Creek Mosquito Control, Inc. for mosquito control spraying in the city.

Alderman Isbell moved to approve Resolution No. 2019-07 authorizing the mayor and City Secretary to enter into agreement with Cypress Creek Mosquito Control, Inc. for mosquito control spraying in the city. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

E. Consent Agenda

1. Consider approval of the Minutes held as follows:

February 26, 2019 – Joint Public Hearing Minutes

February 26, 2019 – Regular Meeting

2. Ratification of Bills

Mar-Con Services, LLC	\$ 311,755.77
Pay Estimate #1 for Kirkwood Reconstruction	

HDR, Inc.	\$ 33,725.61
Engineering Services for Kirkwood Reconstruction	

Alderman Mills moved to approve the consent agenda. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

F. Audience Comments

Kurt Kopczynski, resident at 12019 Meadow Hollow Dr., stated that BBG has been a pleasure to work with, but he feels they are too lax when inspecting. He had an electrical inspection and they did not check the electrical box. Mayor Jessup asked him to email him the details and he would look into it.

Mr. Kopczynski also reported that he noticed missing asphalt on Kirkwood at W Airport. Staff will get with the contractor to get this repaired.

He also asked that when repairing the parking lot at the Community Center that they repair the sidewalk as well.

Lee Hausman, resident at 11723 Cedar Form, stated that the traffic on Dairy Ashford has increased quite a bit since the construction on Kirkwood began. He would like the City to add a sign that says, “Do not block intersection”. Alderman Staigle stated that the sign wouldn’t really make a difference and hopefully once construction is complete the traffic will ease up.

Sharon Leal, resident at 12015 Meadowdale, invited Council and the residents to attend the Garden Club Earth Day celebration on April 27th at the Community Garden. It will start at 9:00 a.m. and hot dogs and snow-cones will be served.

Chuck McClurkin, resident at 11947 Brighton, asked that the City review the ordinance regarding running a business out of your home. There is a cash for cars business at Kirkwood and Brook Meadows.

He also asked that the sign on Dorrance stating no through trucks be moved closer US 59 so trucks will see it before getting in the neighborhood. Mayor Jessup stated that he will have staff move the sign in front of the alley on Dorrance. Staff will also add a new sign with directional arrows for the car haulers and 18-wheeler trucks.

Donna Nava, resident at 11918 Scottsdale, asked when the school will come down and re-open. Mayor Jessup stated that is scheduled to come down the early part of summer and re-open January 2020.

She also stated concern about a street curb that needed repair. The Mayor advised her to email the Public Works Director.

G. Recess the Regular Meeting

Mayor Jessup recessed the Regular Session at 8:10 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney and Section 551.074 – Personnel Matters.

H. Executive Session

1. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding VROOM property maintenance and commitment to the City.
2. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding Senior Living Facility retail commitment to the City.
3. Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding court staff.

I. Adjourn Executive Session

Mayor Jessup adjourned the Executive Session at 9:14 p.m.

J. Reconvene Regular Meeting

Mayor Jessup reconvened the Regular Session at 9:15 p.m., stating that no final actions, decisions, or voted were had during the Executive Session.

1. **Discuss and take appropriate action concerning items discussed in Executive Session regarding VROOM property maintenance and commitment to the City.**

No action was taken.

2. **Discuss and take appropriate action concerning items discussed in Executive Session regarding Meadows Place Senior Village retail commitment to the City.**

Alderman Staigle made motion authorizing the Mayor and City Secretary to work with the City Attorney to draft a letter to Meadows Place Senior Village regarding retail commitment. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

3. **Discuss and take appropriate action concerning items discussed in Executive Session regarding court staff.**

No action was taken.

K. Adjourn

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

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: Alderman Bezner


Alderman Henley was not present.

The motion carried.


The meeting was adjourned at 9:18 p.m.

These minutes were approved by City Council on Tuesday, April 23, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor

