



Charles Jessup, IV, Mayor  
Tia Baker, Alderman  
Kurt Kopczynski, Alderman  
Nick Haby, City Administrator

David Mertins, Mayor Pro Tem  
Rick Staigle, Alderman  
Kelle Mills, Alderman  
Courtney Rutherford, City Secretary

**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON MARCH 28, 2023, AT 6:30 P.M., AT MEADOWS 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 Jessup at 6:30 p.m. with the following present.**

Mayor, Charles D. Jessup, IV  
Tia Baker, Alderman  
Kurt Kopczynski, Alderman

David Mertins, Mayor Pro Tem  
Rick Staigle, Alderman  
Kelle Mills, Alderman

Nick Haby, City Administrator

Courtney Rutherford, City Secretary

The following staff were also in attendance: Police Chief, Gary Stewart; Communications Director, Cameron Miller; Public Works Director, Rod Haaney; Parks Recreation Director, Anna-Maria Weston; and Jennifer Cabello, Code Enforcement Officer.

**1. Pledge of Allegiance:** Kristen Malone, FBISD Board President

**Invocation:** Jimmy Fenwick, Resident

**B. PRESENTATION**

**1. Presentation about FBISD 2023 Bond Issue**

FBISD Chief Financial Officer Bryan Guinn and FBISD Board President Kristen Malone made a presentation to City Council regarding the upcoming 2023 Bond election and the estimated impact of Propositions A, B, and C. Ms. Malone stated that this is the first City Council meeting they have attended. She stated this is one of the largest bonds the district has ever requested at 1.2 billion dollars. She and Mr. Guinn gave a brief presentation on how the funds would be used, which is listed below.

**General**

- \$1.18 Billion
- \$317 Million for Three School Rebuilds
- \$146 Million for Three New Schools
- \$591 Million for Aging Buildings
- \$67 Million for Network Infrastructure
- \$30 Million for Safety & Security
- \$29 Million for Transportation

## **Technology**

- \$52.5M
- Refresh Computers for Students & Staff
- State Law Requires Separate Proposition for Devices

## **Natatorium**

- \$22.9M
- Natatorium to Service Students and Community in Southeast Area
- Students Spend Significant Time and Mileage Traveling to Other Swim Centers.
- State Law Requires Separate Proposition for Athletic Facilities

Ms. Malone complimented the Mayor and Council on their zest for community and how involved the residents are in all of the city events. She is proud of the city's fellowship and bringing community together.

Mayor Jessup thanked them for coming out and presenting to the City of Meadows Place.

Alderman Staigle stated that new infrastructure is needed for the county growth.

Alderman Kopczynski asked if Berrington Elementary will be re-opening? Mr. Guinn stated that will re-open but will be closed for one more school year and is not part of the bond.

Alderman Baker thanked them for sharing the impact per household.

## **C. REPORTS**

### **1. Police Department – Chief Gary Stewart**

Chief Stewart gave a brief overview of the monthly statistics and activities report for February 2023, which was distributed to City Council and filed with the City Secretary.

Assistant Chief Ashton stated that this reporting period is shorter than normal due to the meeting date change. He spoke on a few highlights from the month as follows:

- Accidents – 11
- Arrest – 3
- Assault – 1
- Burglary of Motor Vehicle – 3
- Burglary of Business, Residential or Residential Building – 1
- Criminal Mischief – 0
- Fraud – 2
- Robbery – 0
- City Ordinance – 17
- Theft – 6

- Property Checks – 1763
- Flock Safety Alerts – 42
  - Stolen Vehicles – 10 (2 Recovered)
  - Sex Offender – 3
  - Stolen License Plates – 7
  - Gang/Suspected Terrorists – 7
  - Protection Order – 9
  - Other Agency Hot List – 6

**Additional Notes:**

- MPPD is in the final part of the training cycle. CPR/AED/NARCAN Class in progress; Just completed "Stop the Bleed" (Stopthebleed.org) is a wound packing and tourniquet application. Taser Re-Certification. Mental Health Training with area agencies continues (LE Class this Thursday). This is in addition to the TCOLE required mandates and legislative update. All required prior to August 2023.
- FLOCK Coming out to replace 4 cameras and update the entire system (no cost to us). Should be completed in the next two weeks.
- Recruiting trip to UH-D Several applications passed out.
- Actively working to fill the 3 Full Time and 2 Part Time open positions.
  - Two Patrol applications in background (one Hired - Florian)
  - One part-time Dispatch application in background completed and in review.
  - Two Accreditation Manager applications in background
- New Server is at the EOC setup up and testing continues with "Hyper-Sync" (This is replacing neverfail). All will need to participate in testing their workstations once it is operational in approximately 3 weeks.
- Mesa door access system (Phase II) project moving forward, wiring is being completed this week.
- March Camp-out went well. PD continues to prepare for an active spring and summer with concerts in the park and 4<sup>th</sup> of July rapidly approaching.
- Grants
  - Ballistic Shield grant Approved are being received.
  - Radio Recorder grant Approved (52k).
  - Dispatch Console grant in review (197k).
  - Portable Radio (10) grant in review (57k).

Alderman Kopczynski stated that he has seen complaints on Facebook about Airbnbs. Chief Stewart stated that they receive a few complaints from time to time, but nothing consistent. Chief Stewart encouraged residents to call the Police Department with their complaints.

## **2. Code Enforcement – Jennifer Cabello, Officer**

Ms. Cabello gave a brief overview of Code Enforcement activities for the last quarter. Below are few highlights from that report that was filed with the City Secretary.

Mayor asked about Fort Bend County animal control.

### **Top 5 Violations**

- Trash next to curb area (not trash day)
- Trashcans/Rubbish/Recycling Bins visible from the street
- Grass/Weeds in Flowerbeds in cracks of concrete
- Bandit Sign – Prohibited Sign

Alderman Mills stated that this is the most thankless job in the city. She stated that she did get a notice of violation. She took care of it and emailed Jennifer. She stated the process was quick and easy. She also thanked Ms. Cabello for taking care of the vacant house across the street.

## **3. Fire Department Monthly Report for February 2023 – Charles Jessup IV, Mayor**

Mayor Jessup presented the monthly fire report for February 2023. A copy was filed with the City Secretary.

Mayor Jessup shared that Stafford Fire Department will be swapping living facilities with EMS, due to staff shortage.

He also stated that the Fire Department complimented Meadows Place staff because as they call for repairs, they are being taken care of quickly.

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

Mr. Haby stated attorney still working on sign ordinance and hopes to have something for review next month.

City has moved over to Municode for Code of Ordinances maintenance online.

Rod authorized company to inspect water well #1 and we’ll have better idea how that is once they are done.

He then reported on the PFIA training that the Mayor, Anna-Maria, Nick and Courtney attend every other year. He presented notes from Finance Director, Anna-Maria Weston, who recently attended the training.

Mayor thanked Anna-Maria for her notes and stated that the Financial Policy later in the agenda is part of the training as well as changing auditors and banks.

## **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. Community Communications**

Mayor Jessup stated that City Council had a 1-hour workshop with the Communications Director prior to the Council meeting. This was a newly created and funded position last year and Mr. Miller has worked hard to raise the standards for the city. He is working great with Council, staff, and residents and getting lots of feedback across the county. Mr. Miller helped launch a new website last week and communications are so much better than where they were. Communication remains a priority for the city.

#### **b. Springtime in Meadows Place**

Mayor Jessup stated that he loves springtime in Meadows Place. The city is starting to look beautiful and people are outside. The campout was a huge success. The park area was full of campers, baseball, and a party at the park. He thanked residents for removing dead plants and planting new.

### **2. Council Comments**

#### **a. Dorrance Lane Construction Update – Alderman Rick Staigle**

Alderman Staigle gave a brief update. He stated that the City had a walk through earlier in the month and the contractor is working on the final punch list. There is one bird bath, and they are currently working on how to correct that. They still need to clean up mailboxes and an ADA inspection is scheduled for April 3<sup>rd</sup>. The project should come in about \$50k under budget and contractor will have financial disadvantage due to completing the project late. Addresses will be completed once the punch list is complete.

Mayor Jessup stated that coming in under budget is rare! He thanked Alderman Staigle and staff who oversaw the project.

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

Alderman Staigle gave a brief update. He stated that this week the engineer is meeting with CenterPoint in the field to identify boring locations. Once we have a verbal ok, we will push for written approval so we can move forward with the project. This project has been delayed for about seven months.

#### **E. REGULAR AGENDA**

##### **1. Discussion and consideration of Resolution No. 2023-04 authorizing an Interlocal Agreement with Fort Bend County, Texas for Personnel Services regarding food service establishments.**

The City Administrator reached out to Fort Bend County, and they have agreed to take over personnel services for the City's food health and safety services.

Alderman Kopczynski moved to approve Resolution No. 2023-04 authorizing an Interlocal Agreement with Fort Bend County, Texas for Personnel Services regarding food service establishments. Alderman Mertins seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

Mr. Haby stated that this still has to go to the County for final approval then staff will notify our businesses of the change.

##### **2. Discussion and consideration of Resolution No. 2023-05 authorizing the Mayor to negotiate an amendment to the agreement with BBG Consulting, Inc. to add Residential Rental Program - Certificate of Occupancy Inspection Services.**

Alderman Baker asked how the city will cover this cost. The City Secretary, Ms. Rutherford, stated that the current application fee will cover the cost.

Alderman Baker moved to approve Resolution No. 2023-05 authorizing the Mayor to negotiate an amendment to the agreement with BBG Consulting, Inc. to add Residential Rental Program - Certificate of Occupancy Inspection Services. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

##### **3. Discussion and possible action related to the bid of the Wastewater Treatment Plant**

## **rehabilitation.**

The scope of work for this project exceeds the current ARPA funding. This item is for City Council to review and discuss funding options. The total estimated cost is 3.2 million and the City currently has 1.4 million.

Mr. Haby stated that there are couple things to discuss before authorizing HDR to go out for bid on this project. Mr. Haby stated at this point Council will have to decide to fund this project or phase 2 of Dorrance.

John Peterson, from HDR Engineering, Inc., gave a brief presentation regarding the proposed project. He stated that the plant is fairly old, and the traveling bridge has reached its end of life. He also reminded City Council that the design does not include construction phase engineering. He also stated there will be a one-year lead time once the bid is approved, so if the project is bid now the completion will be 2025.

Alderman Staigle asked what is the lifespan on this replacement. Mr. Peterson stated it will have an expected life of 30-35 years. Alderman Staigle stated that they City still needs to look at standard round clarifier in the future, but that option is about seven (7) million dollars. He encouraged Council to wait on taking action as he has heard that the City should have an answer from the county on additional funding within 30 days.

Mayor Jessup stated that he does not want to tie the two projects together. He thinks that this project is more important than Dorrance Phase 2 at this time.

Mayor asked about the reclaimed water system. Mr. Hainey state that he has added a potable water supply to help dechlorlify the water. The lake is down about a foot at this time as the reclaimed water is not good quality and will kill the fish.

There was discussion about starting the submittal process and purchasing equipment, but this would affect funding from the County.

There was discussion regarding the potential of ordering the traveling bridge directly at 1.3 million dollars and then starting the bid process for installation of that and the gates. He stated that this would accelerate the schedule by about 6 months. Alderman Staigle stated that the City would need to check on ARPA funding since sole source company before ordering anything.

Mayor Jessup asked Mr. Hainey about his sense of urgency for the repairs. Mr. Hainey stated that he was worried about meeting TCEQ requirements.

Mayor Jessup stated that there needs to be discussion before making a decision.

There was no action at this time.

## **4. Discussion and consideration of Resolution No. 2023-06 adopting the City's Financial Management Policy Statements.**

Alderman Mertins moved to approve Resolution No. 2023-06 adopting the City's Financial Management Policy Statements. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**5. Discussion and consideration regarding CenterPoint Energy 2023 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment with a rate increase.**

Alderman Staigle moved to suspend the CenterPoint Energy 2023 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment with a rate increase for 45 days. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**6. Discussion and consideration regarding a request from TML Health Benefits Pool to send a letter to Texas Legislature requesting reimbursement for COVID expenses.**

Alderman Staigle moved to approve the request from TML Health Benefits Pool to send a letter to Texas Legislature requesting reimbursement for COVID expenses. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**7. Discussion regarding contractor insurance and registration and when it is required for building permit purposes.**

Mayor Jessup state that this item was requested by Alderman Staigle. Alderman Staigle stated that recently he needed warranty work/adjustment on his foundation repair and his contractor did not want to register as a contractor with City. So, he was caught in not getting a permit or not getting the warranty repair. He is asking that warranty companies be grandfathered and allowed to come back without registering.

Mr. Haby stated that he recently met with the Building Official and a permit is not required as there is nothing to inspect on foundation adjustments.



There was brief discussion among Council and staff regarding the reasons for contractor registration and if the job does not require an inspection is a permit required.

After discussion Council directed staff to prepare an ordinance amendment stating the contractor registration and insurance requirements will be waived if warranty work previously permitted with the City.

#### **8. Discussion regarding bars and bar zoning regulations in the City of Meadows Place.**

Mayor requested this item. He was at the EDC meeting last month and got suggestions from members on potential businesses. He stated there are several businesses due to the city and EDC perusing them, for example Aldis, Starbucks, and O'Reilly. A member at the meeting mentioned a potential bar and he stated that was against code. However, he found that the city cannot outlaw legal businesses and the city does not have an ordinance against bars and at this time there are no regulations.

Chief Stewart stated concerns from the police enforcement side. He stated that it does impact law enforcement. You need regular bar checks, and they currently assist neighboring cities at night at local bars with issues. He stated that bars need to maintain a high level of security and problems can lead over into the streets.

Alderman Kopczynski suggested a SUP for bars and Mayor Jessup agreed that could be solution.

Alderman Staigle recommended holding a Joint Public Hearing with the Planning and Zoning Commission to discuss the item.

#### **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:**

February 28, 2023 – City Council Workshop

February 28, 2023 – City Council Regular Meeting

Alderman Staigle moved to approve the Consent Agenda as presented. 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, resident at 12123 Scottsdale**, stated that she works the concessions for baseball and there are 7-10 games on some weekends. She commended Meadows Pony League for working to get teams playing in Meadows Place and thanked the city for fixing up the fields.

**H. RECESS REGULAR SESSION**

**Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters.**

Mayor Jessup recessed the regular meeting at 8:37 p.m. for Council to go into executive session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters.

**I. EXECUTIVE SESSION**

**Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding the annual evaluation of the City Administrator.**

The executive session adjourned at 9:27 p.m. and Council reconvened into regular session.

**J. RECONVENE**

**1. Discuss and take appropriate action regarding the annual evaluation of the City Administrator.**

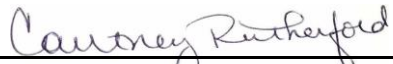
No action was taken.

**K. ADJOURN**

Alderman Mills moved to adjourn. Alderman Mertins seconded the motion. There being no further business to discuss the meeting adjourned at 9:28 p.m.

**These minutes were approved by City Council on April 25, 2023.**

**ATTEST:**

  
\_\_\_\_\_  
Courtney Rutherford, City Secretary



  
\_\_\_\_\_  
Charles D. Jessup IV, Mayor