



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 APRIL 25, 2023, AT 6:30 P.M., AT MEADOWS PLACE EOC/TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Jessup at 6:31 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 Hainey; Parks & Recreation Director, Colene Cabezas; and Finance Director, Anna-Maria Weston.

1. Pledge of Allegiance: Officer J. Jackson

Invocation: Jimmy Fenwick, Resident

B. PROCLAMTION

1. Proclamation for Elaine Kisluk

Mayor Jessup read a Proclamation declaring Aril 25, 2023 as Elaine Kisluk day in Meadows Place.

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for April 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 – 6
- Arrest – 7
- Assault – 4
- Burglary of Motor Vehicle – 1

- Burglary of Business, Residential or Residential Building --
- Criminal Mischief – 0
- Fraud – 0
- Robbery – 0
- City Ordinance – 12
- Theft – 4
- Property Checks – 1795
- Flock Safety Alerts – 60
 - Stolen Vehicles – 9
 - Sex Offender – 3
 - Stolen License Plates – 18
 - Gang/Suspected Terrorists – 18
 - Missing Person Alert – 1
 - Protection Order – 9
 - Other Agency Hot List – 2
- Total Arrests 7

Additional Notes:

- MPPD continues to complete the current 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 July 31, 2023.
- FLOCK has recently completed the changes/upgrades. Seeing an increase in the “Hits”.
- We are actively working to fill our (3) FT and (2) PT 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
- Mesa door access system (Phase II) project moving forward, coming out Wednesday to finish install and start test of the automatic door operation.
- PD Participated in the Olde Town Meadows School Carnival. Officers were out and about, including giving ATV Rides to our young constituents and future leaders. Yesterday, MPPD participated in Law Day at Gus George High School from 8a-2p and yesterday evening our Police Officers received a visit from Cub Scout Pack 1115. This visit helped fulfill some of their citizenship requirements.
- Police Dept. continues to prepare for an active spring and summer with this Fridays’ Concert in the Park (and more to come). MPPD is also preparing for the fast-approaching 4th of July.
- Grants Update:
 - Ballistic Shield grant Approved; Shields have been received.
 - Radio Recorder grant Approved (52k).
 - Dispatch Console grant in review (197k).
 - Portable Radio (10) grant in review (57k).

Mayor Jessup thanked the Chief and his officers for their involvement at Old Town Meadows. They make Council and the residents feel safe.

Alderman Baker asked if they had an estimate for attendance in the park and Old Town Meadows. Chief stated that they estimated about 300-400 at the Concert and approximately 600 at Old Town Meadows.

Alderman Kopczynski stating that he likes to push see community policing and that is exactly what they were doing.

Chief Stewart stated that he is very appreciative of the supportive community in Meadows Place.

2. Public Works – Rod Hainey, Director

Mr. Hainey gave a brief overview of Public Work activities for the last quarter covering January, February, and March. Below are few highlights from that report that was filed with the City Secretary.

Sidewalk repair and replacement program

The sidewalk replacement program is funded annually in the amount of \$70,000. This year we have already spent \$52,735.00, which is approximately 75% of the annual budget. No sidewalk repairs were done this quarter, other than utility repairs.

Street Repairs /Road Fee funding

The street panel replacement program is funded by the road use fee and the budget is \$185,000.

Repairs this quarter

- 12218 Meadow Park Ct- \$4,250.00
- Intersection of Dorrance and Amblewood - \$12,700.00
- 11802, 11806, 11810 Brighton Ln - \$46,760.00
- 12107 & 12111 Sturdivant Ct. - \$22,235.00
- 12203, 12143, & 12147 Valencia St, Meadow Crest Cul-De-Sac. -\$26,060.00
- 12207 Valencia St -\$22,450.00

USW Expenses for – January, February, and March 2023

- January 2023 - \$73,452.90
- February 2023 – \$40,834.26
- March 2023 - \$66,528.65
- Annual Water Department Maintenance- Budget, \$463,000
 - Year to Date, Expenditure \$314,923.00 Approx. 68%
- Annual Sewer Department Maintenance- Budget \$334,000
 - Year to Date, Expenditure \$193,958.00 Approx. 58%

Other repairs with USW and outside vendors

1. Water Well number 1, Scheduled to be pulled for inspection April 19, 2023

2. WPI has ordered the three generators to be installed at the EOC, Water Plant #3, and the WWTP. Only the EOC Natural Gas generator has been delivered, installation has not been completed.
3. HDR, bidding of the rehabilitation of the Clarifier bridge assembly. Project on hold until funding is available.
4. A new 480 volts water heater was purchased and installed at the Fire Station.
5. Supplemental water supply to the lake has been completed. \$6,675.00
6. Screening material installed at Water Well number 2.
7. City owned backflow devices were tested. A few required repairs and will be scheduled for re-test.
8. Poured an access driveway on East side of the WWTP. \$34,250.00

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 March 2023. Information only. The report is reviewed by staff and repairs are authorized.

3. Fire Department Monthly Report for March 2023 – Charles Jessup IV, Mayor

There was no report for this month from Stafford Fire Department. Mayor Jessup stated that Stafford Fire Department is very satisfied with their relationship with the City of Meadows Place. Our Public Works responds promptly to their concerns. Chief DiCamillo is working well with us and doing a good job.

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

Mr. Haby stated that staff recently met with Wright Technologies to discuss upcoming IT issues and budget. He is proud to report that Wright has a good inventory list and presented a detailed list of IT needs including cyber security. They will be holding a cyber security training for Council and staff. Once training will be during lunch with another one in the evening. The City Secretary will send out dates once we have confirmation.

Wright also launched an External Email Banner that alerts Council and staff to emails from outside the organization. This will help staff to recognize spam emails.

Lastly, he reported that the County accepted the Interlocal Agreement and will be taking over the food, health and safety for the City. A letter will be mailed out to all food vendors.

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. Mayors Meeting at Fort Bend County EOC

Mayor Jessup stated that the Fort Bend County Mayors held their lunch meeting at the Fort Bend EOC and toured the facility and saw how they operate. He said that it was a very well planned out facility and a step up from the old facility.

b. Legislative Update

Mayor Jessup stated that he is very disappointed in the attitude of legislature towards cities. He plans to get to Austin to testify as the Chair of Fort Bend County Mayors and Councils Association.

Terry Henley, resident and former Alderman, stated that he went to Austin to testify for HB622 regarding newspaper posting requirements. He has been trying to get this passed for over 15 years. He stated that it is expensive for cities to post in the newspaper, and it is difficult to locate the posting in the newspaper.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update. He stated that staff is still working to get a final date for the final walk through. The contractor is still reviewing the bird baths and looking at options to resolve them. He stated that the construction did pass ADA inspection and the city is still working with CenterPoint to get the lights fixed.

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 there isn't a lot to report at this time. The city met with CenterPoint at the end of March and is still waiting for the board approval.

E. REGULAR AGENDA

1. Discussion and consideration of Ordinance No. 2023-09 amending the City of Meadows Place Code of Ordinances Chapter 150: Buildings by modifying sections 150.05 and 150.07; providing for severability; providing an effective date; providing for a penalty; and, providing for repeal.

Mayor this item is from discussion at the March Council meeting. This is to remove registration and insurance requirements for warranty work. Mayor is concerned with

contractors not pulling permits.

Alderman Staigle stated that they would still have to pull permit they just don't have to register and provide insurance.

Alderman Staigle moved to approve Ordinance No. 2023-09 amending the City of Meadows Place Code of Ordinances Chapter 150: Buildings by modifying sections 150.05 and 150.07; providing for severability; providing an effective date; providing for a penalty; and, providing for repeal. Alderman Kopczynski seconded the motion.

Alderman Baker asked what if something goes wrong during warranty repair. Alderman Staigle stated it would be between the homeowner and contractor and this would not remove requirement for inspection. This requirement will not put the homeowner at any more risk than when the original work was done.

The vote follows:

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

Nays: None

The motion passed unanimously.

2. Discussion and possible action related to the bid of the Wastewater Treatment Plant rehabilitation.

Mayor Jessup stated that he has spoken to the commissioners in the last two weeks and there is stuff going on that he doesn't know about. There is no discussion regarding ARPA funding requests for funding. Mayor Jessup is going to reach out to the judge and would like to postpone this item until the May meeting.

Alderman Baker said that she agrees with one month delay, but we need to move forward.

No action was taken on this item.

3. Discussion and consideration regarding Resolution No. 2023-07 approving Texas SmartBuy Membership and designating a primary and secondary contact.

Alderman Mertins moved to approve Resolution No. 2023-07 approving Texas SmartBuy Membership and designating the City Secretary, Courtney Rutherford, as the primary and Police Chief, Gary Stewart, as the secondary contact. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

- 4. Discussion and consideration regarding Ordinance No. 2023-10 amending the General Fund Budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, in the amount of \$150,000 from the Fort Bend County Parks Bond to line item 100-497000, Grant Revenue Capital Improvement, for three (3) Parks capital improvements projects, including the field house roof replacement, the installation of a floating wildlife viewing area/observation deck and tennis court improvements.**

Alderman Staigle moved to approve Ordinance No. 2023-10 amending the General Fund Budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, in the amount of \$150,000 from the Fort Bend County Parks Bond to line item 100-497000, Grant Revenue Capital Improvement, for three (3) Parks capital improvements projects, including the field house roof replacement, the installation of a floating wildlife viewing area/observation deck and tennis court improvements. 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 Ordinance No. 2023-11 amending the General Fund Budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, in the amount not to exceed \$150,000 from line item 100-497000, Grant Revenue Capital Improvement, to line item 100-060-58000, Parks Capital Outlay, for Parks Capital Improvements Projects, including the field house roof replacement, the installation of a floating wildlife viewing area/observation deck and tennis court improvements.**

Alderman Kopczynski moved to approve Ordinance No. 2023-11 amending the General Fund Budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, in the amount not to exceed \$150,000 from line item 100-497000, Grant Revenue Capital Improvement, to line item 100-060-58000, Parks Capital Outlay, for Parks Capital Improvements Projects, including the field house roof replacement, the installation of a floating wildlife viewing area/observation deck and tennis court improvements. Alderman Mertins 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 Ordinance No. 2023-12 amending the Utility Fund Budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, in the amount not to exceed \$316,000 from the Utility Account Reserves to line item 300-020-**

580000, Utility Capital Outlay, for the rehabilitation to water well #2.

Alderman Staigle moved to approve Ordinance No. 2023-12 amending the Utility Fund Budget for the fiscal year beginning October 1, 2022, and ending September 30, 2023, in the amount not to exceed \$316,000 from the Utility Account Reserves to line item 300-020-580000, Utility Capital Outlay, for the rehabilitation to water well #2. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

7. Discussion to set a date for a Workshop to discuss the City's sign ordinance.

Council agreed to hold a Workshop meeting on May 3rd at 6:00 p.m. at the EOC/Training Center to discuss the City's sign ordinance and a possible development on the 9-acre tract of land on W Airport.

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. Consideration of Quarterly Investment Report.

2. Consideration of Quarterly Budget and Financial Report.

3. Consider approval of the Minutes held as follows:

March 28, 2023 – City Council Workshop

March 28, 2023 – City Council Regular Meeting

Alderman Staigle moved to approve the Consent Agenda as presented. Alderman Kopczynski 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.**

Kurt Kopczynski, resident, stated that swim team has started, and they currently have 160 registered swimmers. Sean Ulrey is the head coach, Emily Merkley is the President, and they have 31 sponsors.

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 7:57 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 Secretary.

The executive session adjourned at 8:54 p.m. and Council reconvened into regular session.

J. RECONVENE

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

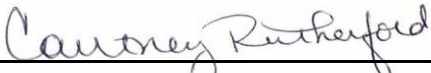
No action was taken.

K. ADJOURN

Alderman Mills moved to adjourn. Alderman Baker seconded the motion. There being no further business to discuss the meeting adjourned at 8:54 p.m.

These minutes were approved by City Council on May 23, 2023.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

