



Audrey St. Germain, Mayor
David Mertins, Sr. Alderman
Kurt Kopczynski, Alderman
Nick Haby, City Administrator

Rick Staigle, Mayor Pro Tem
Tia Baker, Alderman
Kelle Mills, Alderman
Shandra Phillips, City Secretary

MEADOWS PLACE CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special Meeting of the City Council of the City of Meadows Place to be held **Tuesday, May 20, 2025, at 6:30 p.m.**, at Meadows Place City Hall, 1 Troyan Drive, Meadows Place, Texas 77477, for the purpose of considering the following agenda items.

All agenda items are subject to action. A quorum of the City Council will be physically present at the meeting; however, some Council Members may participate in the meeting via videoconference per Texas Government Code Sec. 551.127. City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by title 5, Chapter 551, of the Texas Government Code.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

1. Pledge of Allegiance
2. Invocation

B. ELECTION MATTERS

1. Issuance of Certificate of Election and Administer Oath of Office to Elected Officials. Kurt Kopczynski, Alderman Place 4; and Emily Merkley, Alderman Place 5.

C. PROCLAMATION

1. Recognition and presentation of outgoing Alderman, Kelle Mills for her 12 Years of Service to the City of Meadows Place.

D. CERTIFICATE OF RECOGNITION

1. Acknowledging Lori Safieh for 40 years of service at Meadows Elementary
2. Acknowledging Wendy Pennings for 10 years of service on Meadows Elementary PTO

E. AUDIT

1. Presentation, discussion, and consideration to receive and accept the Auditor's Financial Report for Fiscal Year 2023-2024.

F. REPORTS

1. Police Department – Gary Stewart, Chief
2. Code Enforcement – Angie Hernandez, Code Enforcement
3. Fire Department Monthly Report for April 2025 – Audrey St. Germain, Mayor
4. City Administrator's Report – Nick Haby, City Administrator

- a. Transition to SouthState Bank from Independent Financial
- b. Kickoff to Summer- May 24, 2025
- c. Save the Date- 4th of July Celebration

G. PUBLIC COMMENTS

Citizens who have completed a comment card and wish to speak to the City Council will be heard at this time. 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 or existing policy. Citizens shall be limited to **three (3) minutes** for comments to City Council.

H. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members 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. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle
- 2. Dorrance Lane Reconstruction Project Phase 2 – Alderman Rick Staigle

I. REGULAR AGENDA

- 1. Discussion and consideration of Ordinance No. 2025-19 electing a Mayor Pro Tem.
- 2. Discussion and consideration regarding ratifying the Mayor's signature on letters submitted to TDEM for Hazardous Mitigation Grants for the new City generators and drainage outfalls.
- 3. Discussion and consideration regarding Resolution No. 2025-17 authorizing the Mayor and Police Chief to submit a grant application for the 2026 Motor Vehicle Crime Prevention Authority Grant Program.
- 4. Discussion and consideration of Ordinance No. 2025-20 amending the General Fund Budget for the fiscal year ending September 30, 2025, increasing line item 100-495014, Grant Revenue Police Equipment, \$39,896.00 awarded from the 2025 Motor Vehicle Crime Prevention Authority Grant Program – grant number 224-25-0791300 for flock cameras.
- 5. Discussion and consideration of Ordinance No. 2025-21 amending the General Fund Budget for the fiscal year ending September 30, 2025, increasing line item 100-050-5426000, Grant Funded Police Equipment, \$39,896.00 awarded from the 2025 Motor Vehicle Crime Prevention Authority Grant Program – grant number 224-25-0791300 for flock cameras.
- 6. Discussion and consideration of Ordinance No. 2025-22 appointing Kim Parks, an attorney licensed to practice law in the State of Texas, as Assistant Prosecutor in the Municipal Court of the City of Meadows Place.
- 7. Discussion and consideration regarding purchasing agenda quick software (Destiny Software, Inc.) for searchable meeting minutes component.

8. Discussion and consideration regarding dates for the 2025-2026 Budget Workshops.

J. 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:

March 25, 2025 – City Council Regular Meeting

March 25, 2025 – Communications Workshop

April 14, 2025 – Joint City Council and EDC Special Meeting

April 22, 2025 – City Council Regular Meeting

K. ADJOURN

CERTIFICATION

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, this agenda was posted for public information at least 72 hours preceding the scheduled time of the meeting at Meadows Place City Hall located at 1 Troyan Drive, Meadows Place, TX 77477 on the 15th day of May 2025 at 3:30 p.m. and remained posted until said meeting was convened.



Shandra Phillips, City Secretary

In compliance with the Americans with Disabilities Act, the City of Meadows Place will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling (281) 983-2950 forty-eight (48) hours prior to the meeting. Agendas are posted on the Internet Website at www.cityofmeadowsplace.org.