



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

Tia Baker, Mayor Pro Tem  
Rick Staigle, Alderman  
Kelle Mills, Alderman  
Courtney Rutherford, 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 21, 2024, at 6:30 p.m.**, at Meadows Place City Hall, 1 Troyan Dr., Meadows Place, Texas 77477, for the purpose of considering the following agenda items. All agenda items are subject to action.

*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. Also, pursuant to Texas Government Code Sec. 551.127, A quorum of City Council will be physically present at the meeting, however some Council Members may participate in the meeting via video conference.*

### A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

1. Pledge of Allegiance
2. Invocation

### B. REPORTS

1. Police Department – Gary Stewart, Chief
2. Code Enforcement – Angie Hernandez, Code Enforcement Official
3. Fire Department Monthly Report for April 2024 – Mayor
4. City Administrator’s Report – Nick Haby, City Administrator
  - a. Disaster Accounting Training
  - b. Kickoff to Summer – June 7
  - c. City’s Personnel Policy

### C. 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**

## **D. REGULAR AGENDA**

1. Discussion and consideration of Ordinance No. 2024-25 electing a Mayor Pro Tem.
2. Discussion and consideration of Resolution No. 2024-17 removing Charles Jessup and designating a new check signer for the City accounts at Independent Bank and designating primary check signers effective immediately upon passage of this ordinance.
3. Discussion and consideration of Resolution No 2024-18 designating Audrey St. Germain Mayor; David N. Haby, City Administrator; and Courtney Rutherford, City Secretary; as the Authorized Representatives and Finance Director, Anna-Maria Weston as an Inquiry Representative for the City's TexPool Investment account.
4. Discussion and consideration of Resolution No. 2024-19 – designating Audrey St. Germain, Mayor; David N. Haby, City Administrator; and Anna-Maria Weston, Finance Director; as authorized users to access and move money via the City's Lone Star account and removing Charles Jessup IV, Mayor; and Courtney Rutherford, City Secretary.
5. Discussion and consideration of Resolution No. 2024-20 authorizing the Mayor to execute a contract amendment with i3 Verticals, AVR, adding NCOA Data Verification Service to Statement Processing suite.
6. Discussion and consideration of Resolution No. 2024-21 authorizing the Mayor to execute Lease Agreement No. L137427 with CenterPoint Energy Houston, LLC For a parking area on 0.46-acre (20,000 square feet) parcel of land out of a 24.75-acre tract or parcel of land situated in the H.J. Dewitt Survey, Abstract 162, Fort Bend County, Texas.
7. Discussion and consideration regarding dates for 2024-2025 Budget Workshops.

## **E. 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:**

April 23, 2024 – City Council Workshop

April 23, 2024 – City Council Meeting

May 14, 2024 – City Council Special Meeting

## **F. 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.**

**G. 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.

**H. EXECUTIVE SESSION**

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

**I. RECONVENE**

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

**J. ADJOURN**

**CERTIFICATION**

I, the undersigned authority, do hereby certify that in accordance with the Texas Open Meeting Act, this agenda was posted the 16<sup>th</sup> day of May 2024 at 6:35 p.m. on City Hall bulletin board, a place convenient and readily accessible to the general public at all times, at Meadows Place City Hall located at 1 Troyan Drive, Meadows Place, TX 77477 and the City's website, [www.cityofmeadowsplace.org](http://www.cityofmeadowsplace.org).



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Courtney Rutherford, 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 at (281) 983-2950 forty-eight (48) hours prior to the meeting. Agendas are posted on the Internet Website at [www.cityofmeadowsplace.org](http://www.cityofmeadowsplace.org).