



Audrey St. Germain, Mayor  
David Mertins, Sr. Alderman  
Rick Staigle, Alderman  
Nick Haby, City Administrator

Kurt Kopczynski, Mayor Pro Tem  
Tia Baker, Alderman  
Emily Merkley, 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 **Wednesday, May 27, 2026, at 6:30 p.m.**, at Meadows Place EOC/Training Center, 11975 W Airport Blvd., 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: Audrey St. Germain, Mayor; David Mertins, Sr., Alderman Place 1; Tia Baker, Alderman Place 2; and Rick Staigle, Alderman Place 3

### C. CERTIFICATE OF RECOGNITION

1. Acknowledging Rita Daniels on her retirement from Fort Bend ISD

### D. REPORTS

1. Police Department – Gary Stewart, Chief
2. Code Enforcement – Chelsea Thomas, Code Enforcement Officer
3. City Administrator’s Report – Nick Haby, City Administrator

### E. 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.

### F. 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 3 – Alderman Rick Staigle

#### **G. REGULAR AGENDA**

1. Discussion and consideration of Ordinance No. 2026-07 electing a Mayor Pro Tem.
2. Discussion and consideration of Resolution No. 2026-09 accepting the Engineering Services Proposal and authorizing the Mayor to execute an agreement with HDR Engineering, Inc. for the Phase II Small MS4 General Permit in the amount of \$18,500.
3. Discussion and consideration regarding Ordinance No. 2026-08 amending the General Fund Budget for Fiscal Year ending September 30, 2026, increasing line item 100-040-566500, Public Works Storm Water Maintenance and Permit in the amount of \$16,700 for engineering services related to drafting a new Storm Water Management Plan and the Notice of Intent for submission to TCEQ for Phase II Small MS4 General Permit.
4. Discussion and consideration regarding Ordinance No. 2026-09 amending the General Fund Budget for Fiscal Year ending September 30, 2026, increasing line item 100-040-523005, Public Works Fire Protection in the amount of \$50,000 for Fiscal Year 2025-2026 coefficient fee for Fire services from the City of Stafford.
5. Discussion and consideration of Resolution No. 2026-10 amending the City's Personnel Policy to add Artificial Intelligence (AI) Use & Governance Policy.
6. Discussion and consideration regarding the tennis court repair.
7. Discussion and consideration regarding Dorrance Lane Reconstruction Project Phase 2 construction and Phase 3 design.
8. Discussion and consideration regarding dates for the 2026-2027 Budget Workshops.

#### **H. 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 28, 2026 – City Council Regular Meeting

April 28, 2026 – City Council and P&Z Workshop

#### **I. 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.

**J. EXECUTIVE SESSION**

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

**K. ADJOURN EXECUTIVE SESSION**

Adjourn the Executive Session stating the date and time the Executive Session ended and reconvene the Regular Session.

**L. RECONVENE**

Discuss and take appropriate action on items discussed in Executive Session.

**M. 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 3 business days preceding the scheduled time of the meeting at Meadows Place City Hall located at 1 Troyan Drive, Meadows Place, TX 77477 on the 21<sup>st</sup> day of May 2026 at 4:00 p.m. and remained posted until said meeting was convened.



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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](http://www.cityofmeadowsplace.org).