



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JUNE 22, 2021, AT 6:30 P.M., AT MEADOWS PLACE 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	Alderman, David Mertins
Alderman, Tia Baker	Alderman, Rick J. Staigle
Alderman, Kurt Kopczynski	Alderman, Kelle Mills

Nick Haby, City Administrator	City Secretary, Courtney Rutherford
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City Attorney, Grady Randle, was also present.

The following staff were also in attendance: Jack Ashton, Assistant Police Chief; Jennifer Cabello, Code Enforcement Official; Rod Hainey, Public Works Director; and Colene Cabezas, Park & Recreation Director.

1. Pledge of Allegiance and Invocation

Pledge by: Terry Henley, Resident and Former Alderman

Invocation by: Jimmy Fenwick, Resident

B. REPORTS

1. Police Department – Chief Gary Stewart

Assistant Chief Ashton then gave a brief overview of the monthly statistics and activities report for May 2021, which was distributed to City Council and filed with the City Secretary.

Chief Ashton spoke on a few highlights from the month as follows:

- 10 Accidents – Six at US59 and W Airport Blvd. None in the round-a-bouts
- Fraud at Helfman – resulted in an arrest – Counterfeit ID (19 cars for a total of \$1.3M and \$3M nationwide including Puerto Rico) PD is currently working with 21 other agencies involving this suspect.
- A traffic stop resulted in the search of a vehicle, Officer Richmond recovered two Glock pistols with ammunition and \$20 in cash.
- PD continues to follow COVID protocols.
- Flock Cameras – Continue to be a valuable tool – multiple agencies reaching out for information from our cameras.
- Applied for another for 4 more cameras. Grant has been approved but won't have money until November.

- Awarded a grant for a Police ATV.
- Awarded grant for two in-car laptops.
- Live Scan installed and set up.
- Sgt Dottei retired after 15 years of service.
- Two reserve officers resigned as they were unable to meet state mandated training requirements.
- Shop 38 has been sent out for striping and equipment. It is projected to be in service in approximately 4 weeks.
- MPPD has Active shooter training scheduled for July.
- Monitoring weather as we are in hurricane season.

Alderman Baker stated that she is very impressed by all the great things the Police Department is doing and for the grant money received to help with purchases.

2. Code Enforcement – Official Jennifer Cabello

Ms. Cabello gave a summary of Code Enforcement activities for the last quarter. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

- Total Cases for April, May and June was 932.
- Unoccupied Homes – 10 at this time – determined by monitoring water usage and activity at home for 90 days.
- Reviewed violation types.
- Attended 4 meetings to date with Stafford Code Enforcement Supervisor. They meet every other Tuesday. This is one step to getting her Code Enforcement Officer license.

Mayor Jessup asked about rental license violations and how she becomes aware of the violation. Ms. Cabello explained that when researching for violations she has found that the tenant and FBCAD owner do not match. Also, the house is not listed as homestead. There are currently 47 rental properties registered with the City.

Alderman Staigle stated that he is starting to see trees drooping over streets and sidewalks and asked that she start sending notice.

Alderman Kopczynski asked what Ms. Cabello to explain special off-street parking regulations. She stated that would be trailers or recreational vehicles or vehicles parked on the grass.

Alderman Baker asked how Ms. Cabello is handling dead landscaping due to freeze. Ms. Cabello stated that majority have not complied. Asked if she is working with people? Yes, she is.

Mayor noted that Ms. Cabello is working every other weekend and extended hours for summer.

3. Fire Department Monthly Report for May 2021 – Charles Jessup IV, Mayor

Mayor Jessup presented the Stafford Fire Department report for Meadows Place for the month of May 2021, a copy of which was filed with the City Secretary.

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

City Administrator, Nick Haby, stated that due to the large agenda he did not have anything to report at this time.

C. 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. Budget Season

Mayor Jessup stated budget season has begun and Council had their first meeting this past Saturday with the City Administrator, City Secretary, and Finance Director. The Public Works Director also presented a very well put together CIP.

b. Meadows Place Staff

Mayor Jessup stated he just got back from being out of town for an extended time to travel cross country with his family. He was thrilled with how well staff handled City business while he was away.

c. Meadows Place Home Rule Charter Commission

Mayor Jessup stated that the Charter Commission is beginning to wrap up the Home Rule Charter. The Commission, Grady Randle, City Administrator, and City Secretary have done a great job with this process. The Commission will present to the Home Rule Charter to Council in the near future.

d. Subsidence District Appointee

Mayor Jessup stated that FB Subsidence district cost the city a lot of money every month. The city is fortunate to be a part of a small cities group and they will be assigning two new candidates to the board. One from Fulshear and one from FBCMCA. This will be discussed in more detail at the FBCMCA dinner this Thursday, June 24th.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. He stated that the city has reviewed 30% design plan for Dorrance from Kirkwood to the dog park but will only be able to fund the reconstructions from Kirkwood to Oxford.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. He stated that there will be an action item tonight to approve the interlocal with the county and then a cost proposal for engineering in the future. He stated that Citizens have asked for information to be on website.

Mayor Jessup stated that these 2 items require a lot of work, and the city is lucky to have Alderman Staigle. He has volunteered several hours of work that the city could not afford to pay for.

D. REGULAR AGENDA

1. Discussion and recommendation from the Planning and Zoning Commission regarding Vaquero Belfort Partners, LP, amending plat application for the property located at Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Belfort Road, Meadows Place, TX 77477.

Planning & Zoning Commission Chairman, Sean Ulrey, presented the report from the Planning and Zoning Commission recommending approval of the amending plat application for Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Belfort Road, Meadows Place, TX 77477 which was approved unanimously last night at the Planning & Zoning Commission meeting. A copy of which was filed with the City Secretary.

2. Discussion and consideration regarding the Vaquero Belfort Partners, LP, amending plat application for the property located at Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Belfort Road, Meadows Place, TX.

Alderman Staigle made a motion approving the Vaquero Belfort Partners, LP, amending plat application for the property located at Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Belfort Road, Meadows Place, TX 77477. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Alderman Staigle stated that Council does not have authority to decline this request since they have met all requirements requested by the City.

- 3. Discussion and consideration of Ordinance No. 2021-16 calling a Joint Public Hearing before the City of Meadows Place City Council and the Planning and Zoning Commission to be held the 13th day of July 2021 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 1231 West Bellfort Road, Meadows Place, TX 77477.**

Alderman Staigle made a motion approving Ordinance No. 2021-16 calling a Joint Public Hearing before the City of Meadows Place City Council and the Planning and Zoning Commission to be held the 13th day of July 2021 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

- 4. Discussion and consideration of Resolution No. 2021-13 authorizing the Mayor to enter into an Interlocal Agreement with Fort Bend County for the Mobility Bond Project Fort Bend Project No. 20211 – Bikeway at Meadows Place/Stafford.**

Alderman Mertins made a motion approving of Resolution No. 2021-13 authorizing the Mayor to enter into an Interlocal Agreement with Fort Bend County for the Mobility Bond Project Fort Bend Project No. 20211 – Bikeway at Meadows Place/Stafford as amended stating that the County will fund 80% of the project up to \$2,900,000. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Kopczynski, and Mills

Nays: None

Alderman Staigle abstained due to his employment with Fort Bend County.

The motion carried.

- 5. Discussion and consideration of Ordinance No. 2021-17 regarding parking on Ambledwood Drive between Brighton Lane and Dorrance Lane.**

Mayor Jessup stated that this item is to allow parking on west side of Ambledwood near the Nature/Discovery Center.

Alderman Staigle stated that the no parking signs have been removed and staff and Council are not sure what happened. Council has recently been asked to allow parking on the west of Ambledwood for parking at the Nature/Discovery Center.

Alderman Kopczynski made a motion approving Ordinance No. 2021-17 allowing parking on the west side of Amblerwood Drive between Brighton Lane and Dorrance. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

6. Discussion and consideration of Ordinance No. 2021-18 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$17,045 from the City's General Fund balance to line item 100-060-565001, Parks Mowing and Landscaping, for landscaping in the City.

Alderman Staigle made a motion approving Ordinance No. 2021-18 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$17,045 from the City's General Fund balance to line item 100-060-565001, Parks Mowing and Landscaping, for landscaping for the completion of the Kirkwood Roundabout project. Alderman Mills seconded the motion.

Alderman Staigle stated that some of this cost has been reimbursed through insurance.

The vote follows:

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

Nays: None

The motion carried.

7. Discussion and consideration regarding the installation of an electronic sign at the Meadows Place Community Center for City communication.

Staff is requesting to replace the manual marquee sign at the Community Center with an electronic sign. This sign could be asked by all City departments.

Alderman Staigle stated that he does not agree with City doing things that local businesses are not allowed to do. He would like to ask the Planning and Zoning Commission to review the sign ordinance regarding electronic signs and bring a recommendation to City Council.

Alderman Mertins spoke in favor of the electronic sign and stated that it would be an efficient and fast way to communicate with the residents.

Terry Henley, resident at 12203 Alston, spoke in favor electronic signs.

Alderman Kopczynski is in favor of the electronic sign and would like to move forward with a city sign.

Alderman Mills stated that she would like to install more than one sign at the Community Center. She would like a sign in other parts of the city.

Baker believes it would be beneficial for the Community, but agrees this ordinance needs to be reviewed by the P&Z Commission.

Ms. Cabezas there is a \$30 per month fee to access the sign and change it through wi-fi. Industry standard is 5-year warranty and 11-year life expectancy.

At this time, the purchase is not funded.

Mayor instructed P&Z Chair Ulrey to get with the City Secretary to set a meeting to review the sign ordinance.

Alderman Mills made a motion authorizing staff to install an electronic sign as presented and come back at the July meeting with a budget amendment from the general fund. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Kopczynski, and Mills

Nays: Staigle

The motion carried.

8. Discussion and consideration regarding the reconstruction and repair of Majors Baseball Field.

Mayor Jessup stated that staff has done quite a bit of research on what it needed to reconstruct the field.

Brian Frame, resident at 11927 Meadowtrail, made a presentation to Council requesting the city reconstruct and repair Majors Baseball Field located near Meadows Elementary. He also stated that in the future he would like the city.

Pam Huddle, resident at 11803 Meadowdale, stated that her family has played in Meadows Place baseball fields for 19 years and begged the city to get the fields fixed and install lighting.

Mayor Jessup interrupted Ms. Huddle and stated that he senses her panic and fear that the city is not going to fix the fields. He stated that the city does have plans to repair the fields, but to what extent is unknown at this time.

James Fields, resident at 11706 Kangaroo Ct, thanked Council for considering the repair of this field. He stated 60% of the players live in the City of Meadows Place. He also asked for help in repairing the smaller fields.

Mayor Jessup asked how much money they have to put towards the small field repair. Mr. Fields stated that they have approximately \$10,000 to \$15,000.

Mayor Jessup stated that currently this is not in the city budget and Council must decide where this money can come from. He stated that baseball had past opportunities for fund raising and encouraged them to fund raise to help with the cost of the repairs. Mr. Fields stated that they have done fund raising.

Mayor Jessup stated that he knows baseball has been the part of this community and he wants it to remain that way.

Alderman Mills stated that she has been involved with the league this season and they have done a lot of fund raising. Her son joined at age 3 and made friends for life. She wants to the city to fund the repairs.

Alderman Baker stated that the league did a great job fund raising. She stated the volunteers are tapped out and don't always have enough to help.

Mr. Hainey gave a brief presentation on projected repairs of the Majors baseball field. The school reconstruction caused major damages in irrigation, leveling field, fencing, and the lighting. He has received quotes for repairs. To replace one pole and install new six lights is \$38,000 to replace all three poles and upgrade to LED lights would cost \$66,800. Irrigation \$7,000, fence \$7,000, and field grading would cost approximately \$20,000. Total cost of repairs, with the LED lights, would be approximately \$108,000. This irrigation is only for major's fields and the field repair is for the infield only and does not include the outfield.

Ms. Cabezas stated that fee has gone up tremendously since staff initially quoted repairs.

Alderman Staigle made a motion authorizing staff to move forward with the repairs as presented for Majors Baseball field not to exceed \$150,000 and to bring a budget amendment from the general fund to the Council meeting in July. Alderman Mills seconded the motion.

Mr. Hainey stated that it will take at least 45 – 60 days to complete the repairs once work begins.

The vote follows:

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

Nays: None

The motion carried.

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:

May 25, 2021 – Regular Meeting

June 4, 2021 – Possible Quorum

Alderman Staigle made a motion 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 carried.

F. AUDIENCE COMMENTS (for matters NOT on the agenda)

Bruce Mills, 12123 Scottsdale, resident at, spoke highly of the Meadows Place Police Department and asked if the Fire Department could be more involved and attend the City Council meetings monthly. Mayor Jessup stated that the fire department trains on Tuesday nights. He also thanked the city for housing EMS in the City. He also stated that he would like to meet with the Parks Department regarding solar lights.

Terry Henley, resident at 12203 Alston Dr, spoke about recycle pick up. He thanked Mr. Haby and Ms. Hainey for getting his recycle picked up. He knows that Texas Pride offered a signing bonus to get more drivers, but they are still missing streets in the city.

He also spoke about newspaper legal notices in legislation and reminded Council of the TML Annual Conference in Houston this October.

G. RECESS REGULAR MEETING

City Council recessed at 8:30 p.m. from 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 Administrator.

I. RECONVENE

City Council reconvened at 9:20 p.m.

No action was taken.

J. ADJOURN

Alderman Mills made a motion to adjourn. Alderman Kopczynski seconded the motion. There being no further business to discuss the meeting adjourned at 9:20 p.m.

These minutes were approved by City Council on July 27, 2021.

ATTEST:

Courtney Rutherford
Courtney Rutherford, City Secretary

CD Jessup IV
Charles D. Jessup IV, Mayor

