

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JUNE 23, 2026 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 St. Germain at 6:30 p.m. with the following present.

Audrey St. Germain, Mayor	Emily Merkley, Mayor Pro Tem
David Mertins, Alderman, not present	Tia Baker, Alderman
Rick Staigle, Alderman	Kurt Kopczynski, Alderman
Nick Haby, City Administrator	Shandra Phillips, City Secretary

The following staff were also in attendance: Communications Director, Cameron Miller; Police Chief, Gary Stewart; Parks & Recreation Director, Colene Cabezas; Finance Director Anna-Maria Weston; and Public Works Director, Byron Hughey.

1. Pledge of Allegiance: Audrey St. Germain, Mayor
2. Invocation: Kurt Kopczynski, Alderman

B. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for June 2026, which was distributed to City Council and filed with the City Secretary.

He spoke on a few highlights from the month as follows:

- Calls for Service – 2800
- Accidents – 11
- Arrest – 7
- Traffic Citations Issued – 232
- Assault – 0
- Burglary of Motor Vehicle – 3
- Burglary of Business, Residential or Residential Building – 0
- City Ordinance – 10
- Criminal Mischief – 1
- Fraud – 1
- Robbery – 0
- Property Checks – 3667
- Theft – 2
- Flock Safety Alerts – 145
 - Stolen Vehicles – 22
 - Sex Offender – 25
 - Stolen License Plates – 13
 - Gang/Suspected Terrorists – 19
 - Missing Person Alert – 10

- Warrant – 14
- Protection Order – 11
- Other Agency Hot List – 22
- Violent Person – 9

Additional Notes:

- Grant Status:
 - All approved and 1 remaining to collect.
- MPPD currently has two candidates in the conditional offer stage, if accept will have one open vacancy.
- Accreditation: progressing through and preparing for June on site assessment. Awaiting for on-site date.
- Officer Rice has completed training and is currently working with SPO Rodriguez. Officer Chan was promoted to SPO.
- MPPD has completed the Incident Action Plan and is prepared for the 4th of July Fireworks Event on Saturday, July 04, 2026.

2. Parks & Recreation – Colene Cabezas, Director

Ms. Cabezas presented the quarterly report for Parks and Recreation which was distributed to City Council and filed with the City Secretary. This report covered activity April, May, and June 2026. A few key points are listed below:

Event Recap

- Concert in the Park, Band and Burgers – April 24, 2026– Band performed was Breakfast at Tiffanys and 300 in attendance. The event was successful.
- Bare Foot Friday (BFF) – 40 kids in total attended.

Upcoming Events

- July 4th Fireworks only event- Saturday, July 4, 2025, at 9:15 p.m.
- Bare Foot Friday (BFF) will be held on July 17

Current/ Completed Projects

- Tennis Court: HDR is currently preparing the engineering specifications for the tennis court repair project.
- Completed updates at City Hall, the Emergency Operations Center (EOC), Nature Center, Community Center, and Police Department to meet Fire Code compliance requirements.
- Created a dedicated media space with a rack system for the Communications Department utilizing in-house resources.
- Currently working to restore City facilities by addressing deferred maintenance and improving overall conditions. Projects include deep cleaning, stripping and waxing floors, painting, sheetrock repairs, roof leak repairs, replacement of damaged furnishings, and repurposing and consolidating underutilized spaces.
- Completing turf repairs at Helfman Park.
- Filling low areas along the walking trail.

- Weed and ant treatment and maintenance.

Upcoming Projects

- Six-hole disc golf course, \$5,000 funded by Economic Development Corporation (EDC).
- Painting of the McGrath Park fence line along West Airport Boulevard.

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

a. Fiscal Year 2027 Budget Kick-Off

Mr. Haby advised that a budget meeting would be held on Wednesday, July 08, 2026 at 6:00 p.m.

C. PUBLIC COMMENTS

Cathy Zepeda, resident at 11422 Dorrance: Ms. Zepeda spoke regarding an incident at a short-term rental.

Chris Gawlik, resident at 11419 Scottsdale: Mr. Gawlik spoke regarding short-term rental policies.

Tim Smith, resident at 11622 Dorrance: Mr. Smith spoke regarding an incident involving a short-term rental and policies.

Lisa Fisher, resident at 12037 Brighton Ln.: Ms. Fisher spoke regarding the possibility of the City providing water service to the Park Meadow Townhomes.

Richard Cobb, resident at 11618 S. Kirkwood Rd.: Mr. Cobb spoke regarding the possibility of the City providing water service to the Park Meadow Townhomes.

D. MAYOR AND COUNCIL COMMENTS

Mayor St. Germain recognized longtime Meadows Place resident Morris in honor of his 100th birthday. She also advised that the City was currently reviewing its ordinances and codes to ensure they are aligned with the applicable state and city laws.

1. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle

Alderman Staigle advised that there were no new updates.

2. Dorrance Lane Reconstruction Project Phase 3 – Alderman Rick Staigle

Alderman Staigle advised that no new information was available to report.

E. REGULAR AGENDA

1. Discussion and consideration regarding Resolution No. 2026-11 approving the 2026-2027 Texas Health Benefits Pool Renewal Notice and Benefit Verification Form Setting the Employer Funded Defined Contribution Rate for Employee Medical, Dental, Long-Term Disability, Basic Life and AD&D, Voluntary Dependent Life and Additional Employee Life Coverage.

Alderman Staigle motioned to approve Resolution No. 2026-11 approving the 2026-2027 Texas Health Benefits Pool Renewal Notice and Benefit Verification Form Setting the Employer Funded Defined Contribution Rate for Employee Medical, Dental, Long-Term Disability, Basic Life and AD&D, Voluntary Dependent Life and Additional Employee Life Coverage. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

Nays: None

The motion passed unanimously.

2. Discussion and consideration of Resolution No. 2026-12 allowing the Mayor to declare surplus equipment and authorizing the sale or disposal thereof.

Alderman Kopczynski motioned to approve Resolution No. 2026-12 allowing the Mayor to declare surplus equipment and authorizing the sale or disposal thereof. Alderman Merkley seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

Nays: None

The motion passed unanimously.

3. Discussion and consideration of Ordinance No. 2026-10 amending the General Fund Budget for the fiscal year ending September 30, 2026, increasing line item 100-050-520510, Police Vehicle Purchase, \$115,000 from the General Fund balance to purchase a new police vehicle and equipment needed.

Alderman Staigle motioned to approve Ordinance No. 2026-10 amending the General Fund Budget for the fiscal year ending September 30, 2026, increasing line item 100-050-520510, Police Vehicle Purchase, \$115,000 from the General Fund balance to purchase a new police vehicle and equipment needed. Alderman Merkley seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

Nays: None

The motion passed unanimously.

4. Discussion and consideration of Resolution No. 2026-13 authorizing the Mayor and Communications Director to execute agreements with Apptegy Inc. and Boxcast.

Alderman Baker motioned to approve Resolution No. 2026-13 authorizing the Mayor and Communications Director to execute agreements with Apptegy Inc. and Boxcast. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

Nays: None

The motion passed unanimously.

5. Discussion and consideration regarding ratifying the Mayor's signature on the amended Interlocal Agreement between Fort Bend County Tax Office and the City of Meadows Place.

Alderman Staigle motioned to approve ratifying the Mayor's signature on the amended Interlocal Agreement between Fort Bend County Tax Office and the City of Meadows Place. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

Nays: None

The motion passed unanimously.

6. Discussion and consideration regarding the City utility service to the Park Meadows Townhomes.

City Council and Public Works Director Byron Hughey discussed the following: possibility of providing City water and sewer service to the Park Meadows Townhomes, cost, jurisdictional boundaries, existing water meters, water service availability, system capacity, engineering requirements, an interlocal agreement with the City of Houston, and existing water line infrastructure.

After a brief discussion, the consensus of the City Council was for Mr. Hughey to contact HDR Engineer to provide proposal for scope of work to further discussion and review.

No action was taken.

7. Discussion and consideration regarding creating an ad hoc committee for the City of Stafford multi-year interlocal fire services agreement.

Alderman Merkley motioned to approve creating an ad hoc committee for the City of Stafford multi-year interlocal fire services agreement and appointing Mayor St. Germain, Aldermen David Mertins, Aldermen Rick Staigle, City Administrator Nick Haby, and Finance Director Anna-Maria Weston. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

Nays: None

The motion passed unanimously.

8. Discussion and consideration regarding the City of Meadows Place Code of Ordinances Sec. 150.14. - Residential rental property licensing and inspection.

City Administrator Nick Haby presented the current ordinance and provided an overview of the amendments adopted in 2022. City Council, Mr. Haby, and the City Attorney Heather Cook discussed the legal authority and jurisdiction for regulating short-term rentals, including licensing requirements, home-rule versus general-law cities authority, zoning restrictions, enforcement options, and procedures for addressing ordinance violations.

After brief discussion, the consensus of City Council was for the City Attorney to review the City's ordinances and associated permitting requirements for recommended amendments.

F. CONSENT AGENDA

1. Consider approval of the Minutes held as follows:

May 27, 2026 – Code Enforcement Workshop

May 27, 2026 – City Council Special Meeting

Alderman Merkley moved to approve the Consent Agenda as presented. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Merkley

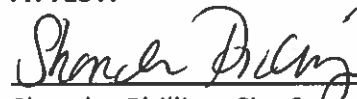
Nays: None

The motion passed unanimously.

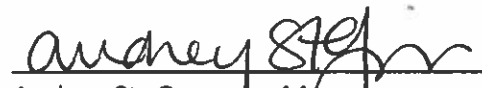
G. ADJOURN

There being no further business to discuss the meeting adjourned at 8:18 p.m.

ATTEST:



Shandra Phillips, City Secretary



Audrey St. German, Mayor

