



MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JULY 11, 2023, AT 6:00 P.M., AT THE MEADOWS PLACE EOC/TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:30 p.m. with the following present.

Mayor, Charles D. Jessup, IV
David Mertins, Alderman
Kurt Kopczynski, Alderman

Tia Baker Mayor Pro Tem (Arrived at 6:15 p.m.)
Rick J. Staigle, Alderman

Kelle Mills, Alderman was not present.

Nick Haby, City Administrator

Courtney Rutherford, City Secretary

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

1. Discussion consideration authorizing staff to purchase a new tractor for Parks and Recreation through TX BuyBoard contract not to exceed \$60,000.

Alderman Baker moved to authorize staff to purchase a new tractor for Parks and Recreation through TX BuyBoard contract not to exceed \$60,000. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

Alderman Kopczynski asked where the money to fund this purchase is money coming from? Mr. Haby stated this will come from the General Fund Balance which was increased by the interest revenue adjustment made at the May 23, 2023, meeting.

2. Discussion and consideration of Resolution No. 2023-13 adopting a Certificate Pay and Academic Pay Policy.

Alderman Staigle asked to table this item until after the budget discussion in item 5. Council

agreed, therefore Mayor Jessup called Item #3.

3. Discussion and consideration of Ordinance No. 2023-18 amending the schedule of fees updating fees for water service rates, sanitary sewer service rates, and adding a Utility Capital Project Fee.

Alderman Mertins made a motion to approve Ordinance No. 2023-18as amended approving the amendment of the schedule of fees updating fees for water service rates, and sanitary sewer service rates. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

Council agreed to receive public comment from the residents at the August 15, 2023 meeting at 6:30 p.m. regarding the addition of a monthly Utility Infrastructure Fee.

4. Discussion and consideration of Ordinance No. 2023-19 accepting the proposed Capital Improvement Plan for fiscal year 2023-2024.

Council and staff briefly reviewed the Capital Improvement Plan for fiscal year 2023-2024.

Mr. Haby explained that Dorrance Phase II has been moved to fiscal year 2024-2025, but that does not mean Council can't move the project to fiscal year 2023-2024 if funding is available. Alderman Staigle also stated that the city should wait to see if this project makes the County Bond list.

Alderman Staigle moved to approve Ordinance No. 2023-19 accepting the proposed Capital Improvement Plan for fiscal year 2023-2024. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

5. Review and discussion of the proposed 2023-2024 Fiscal Year Municipal Budget, Tax Rate, Water and Sewer Rates, Revenue and Expenditure projections.

Finance Director, Anna-Maria Weston, presented a review of the current budget. She reviewed current Revenue sources such as Sales Tax, Licenses and Permits, Franchise Fees, Fines and Forfeitures, Parks and Recreation events, and Interest earned.

Ms. Weston presented the changes made to the proposed budget by staff since the June 20th meeting including additional funding for Capital Improvements for Infrastructure. She stated that proposed budget does not have any changes to proposed expenditures.

She explained that the current proposed surplus is \$133,670 with a 3% tax increase. If Council wants to fund more surplus for infrastructure the tax rate will need to be increased. Staff has estimated that 7% tax rate increase would generate approximately \$280,000 in surplus for infrastructure. Ms. Weston reminded staff that this is an estimated number since the city does not have certified values from Fort Bend County Appraisal District at this time.

Ms. Weston and Mr. Haby explained that this proposed budget includes a 5% COLA for staff plus the funding for the Certificate Pay and Academic Pay to be discussed after this budget review item.

Council discussed the proposed tax rate needed to fund \$280,000 for infrastructure improvements. There was discussion regarding a lower rate, but due to infrastructure needs Council agreed to move forward with a proposed tax rate of \$0.80600. Council will officially vote on the proposed tax rate at the August 8, 2023, meeting at 6:00 p.m.

Alderman Staigle made a motion to accept the proposed budget for fiscal year 2023 – 2024 with the changes presented and adding \$280,000 for infrastructure improvements. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

Mayor Jessup then called item #2.

2. Discussion and consideration of Resolution No. 2023-13 adopting a Certificate Pay and Academic Pay Policy.

Alderman Staigle made a motion to approve Resolution No. 2023-13 adopting a Certificate Pay and Academic Pay Policy with an effective date of August 1, 2023, with a one-time academic pay adjustment for Department Directors. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

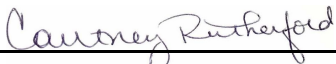
The motion passed unanimously.

6. Adjourn

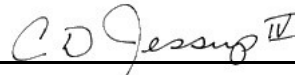
There being no further business to discuss the meeting adjourned at 7:33 p.m.

These minutes were approved by City Council on July 25, 2023.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

