



**MINUTES OF THE SPECIAL MEETING AND BUDGET WORKSHOP OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON WEDNESDAY, JULY 17, 2024, AT 6:00 P.M., AT MEADOWS PLACE EOC/TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.**

**A. Call to order and announce a quorum is present.**

The meeting was called to order by Mayor, Audrey St. Germain, at 6:05 p.m. with the following present.

Audrey St. Germain, Mayor  
David Mertins, Sr., Alderman  
Kurt Kopczynski, Alderman

Rick Staigle, Mayor Pro Tem  
Tia Baker, Alderman  
Kelle Mills, Alderman

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; Parks & Recreation Director, Colene Cabezas; and Assistant Chief Jack Ashton.

**B. Review and discussion of the proposed 2024-2025 Fiscal Year Municipal Budget, Tax Rate, Water and Sewer Rates, Revenue and Expenditure projections.**

Finance Director, Anna-Maria Weston, presented the quarterly investment and financial reports reviewing current investment balances, fund balances, and fund reserves.

Ms. Weston then reviewed the revised proposed budget for both the utility and general funds. She reviewed current revenue sources such as Sales Tax, Licenses and Permits, Franchise Fees, Fines and Forfeitures, Parks and Recreation events, and Interest earned. She also briefly reviewed the current fund balances and expenditures.

There was brief discussion regarding closed captioning of livestreaming of the City Council meeting. Council decided to review this option at a later date. Staff will meet with the City Attorney and review requirements for closed captioning.

Communications Director, Cameron Miller, gave a brief presentation regarding the City's monthly newsletter. He suggested moving to a quarterly newsletter. There was discussion regarding a survey of the residents regarding a quarterly publication. Mr. Miller also presented a full page dedicated to Meadows Place EDC to publish updates on their meetings and businesses in the city. Council and staff discussed sharing the cost of the newsletter with the EDC.

Council agreed to change to a quarterly publication that will be published in December, March, June, September effective December 1, 2024. Staff will bring a fee schedule adjustment for ads for quarterly and annual publication.

Council and staff discussed the proposed tax rate of \$0.79961 for fiscal year 2024-2025. Council agreed to meet on August 7<sup>th</sup> at 5:30 p.m. to discuss the proposed tax rate.

There was discussion to name the lake after Mayor, Charles Jessup IV and having a dedication ceremony at the Fall Festival in October. Council agreed on the name Lake Jessup. Council directed staff to get pricing on a granite name sign with bronze birds, information sign, and bench with background on Mayor Jessup the lake.

**C. Adjourn**

There being no further business to discuss Mayor St. Germain adjourned the meeting at 7:38 p.m.

**These minutes were approved by City Council on July 23, 2024.**

**ATTEST:**

*Courtney Rutherford*  
Courtney Rutherford, City Secretary

*Audrey St. Germain*  
Audrey St. Germain, Mayor

