



**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JULY 23, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477**

**A. Call to Order:**

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

Mayor, Charles D. Jessup, IV	City Secretary, Courtney Rutherford
Mayor Pro-Tem, John F. Isbell	Alderman, Terry J. Henley,
Alderman, Rick J. Staigle	Alderman, Kelle K. Mills

Alderman, Steven H. Bezner was not present.

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department and Erik Tschanz, Public Works Director

**1. Pledge of Allegiance and Invocation**

Pledge by:	Former Alderman and Resident, Terry Henley
Invocation by:	Cliff Cummings, Sugar Land Chaplain

**B. Reports**

**1. Police Department**

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report, for July 2019, which was distributed to City Council and filed with the City Secretary.

Chief Stewart stated that there were 8 accidents this month, but none were due to the construction on Kirkwood reconstruction.

He also stated that the Economic Development Corporation has funded two cameras to be placed near the school so the City can record the demolition and rebuild of Meadows Elementary. Mayor Jessup thanked EDC for funding the cameras.

**2. Public Works**

Public Works Director, Erik Tschanz, gave a brief recap of Public Works activity for the last quarter. Below is a brief recap:

**May:**

- Staff Attended SE TPWA Chapter BBQ
- Began WWTP Bar Screen Rehab Project

- Assisted with Lt. position with PD Dept.
- Installed new generator for EMS Building
- CRC raised east side of Cedar Form Lane
- Water Pumped from All (3) Wells = 13,955,000
- Reclaimed Water = 514,000

#### **June:**

- Completed Annual CCR – 2018 Drinking Quality Report
- PW Staff Re-stripped/painted City Hall Parking Lot
- Attended Fort Bend County Infrastructure Conference
- Held “eye on water” / Beacon Training for PW Staff
- City Hall received summer color / flowers
- CRC raised 1200 block of Monticeto
- Made Emergency Repair to Drainage Culvert behind Monticeto / Townhomes
- Fire Extinguisher Inspection occurred at all City Facilities
- Drainage basins were installed for new All-Inclusive Park – McDonald Park
- Generators @ all water well sites & EOC/TTC were load tested/topped off with fuel
- Water Pumped from All (3) Wells = 14,200,000
- Reclaimed Water = 935,000

#### **July:**

- EOC Parking Lot – Approval given to City by CenterPoint Energy to construct parking lot
- July 4<sup>th</sup> Parade
- PW staff attended TDA Pesticide Training
- Fire Hydrant Audit
- Met with HDR Engineers concerning Reclaimed Water Storage Capacity Needs
- Water Pumped (Thru 7/20) from all (3) Wells = 10,433,000
- Reclaimed Water (Thru 7/20) = 550,000

### **3. Fire Department Monthly Report for June 2019**

Mayor Jessup stated that he recently met with Fire Chief DiCamillo to discuss some issues; one of which is the new Meadows elementary. Chief DiCamillo stated that he is concerned about the fire access lane at the school and the changes due to HB2439 regarding building materials. He also stated that Stafford will be moving a 100 foot ladder truck the station in Meadows Place next year and this will be very beneficial for the City.

Mayor Jessup then provided an overview of the Stafford Fire Department report for June 2019 which was filed with the City Secretary.

## **C. Mayor and Council Comments**

### **1. Mayor’s Comments**

**a. Baseball Field Update**

Mayor Jessup that he and staff have been reviewing the school plans and the baseball field light near Brighton will have to be moved. The City is still discussing this move with the contractor and should know more in the next 30 days.

He also stated that staff wanted to put the camera on this pole to capture the demolition and rebuild. The City's beacon gateway is also on this pole and will have to be relocated.

**b. Review of Residential Building Permit Fees**

Mayor Jessup stated that after a little over a month with the new fees Council and staff have agreed to revisit fees and look at our options. Council will be reviewing fees at the next budget workshop.

**c. Meadows Elementary Construction Cameras**

Mayor Jessup stated that has already been discussed and he has nothing else to add at this time.

**d. Wheelchair Donation**

Mayor Jessup stated that Helfman Ford donated 10 wheelchairs to the City to distribute as needed. There was also a great article on the donation and all-inclusive park in the Fort Bend Star. He encouraged all to read the article.

**e. Personnel Changes**

Mayor Jessup stated that the City Secretary hired Angie Hernandez for the Permit Clerk position. Ms. Hernandez has over 10 years' experience in the permit department and is bilingual. She represents the City in a positive light and works well with staff.

**2. Council's Comments**

**a. Kirkwood Construction Update – Alderman Rick Staigle**

Alderman Staigle that Mar-Con is planned to switch traffic as early as tomorrow, but he and staff are not happy with the temporary asphalt. The switch will be delayed a few days. As of now the project is two months behind schedule. HDR sent a letter to Mar-Con reminding them of the liquidated damages if the project is not completed on time. Mar-Con stated that they are bringing in more crews to get the project caught up.

**D. Regular Agenda**

**1. Accept the Quarterly Investment Report.**

Alderman Staigle moved to accept the Quarterly Investment Report. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

**2. Discussion and consideration of Ordinance No. 2019-18 amending the General Fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$1,100.00 to line item 100-020-542000, Training and Travel, from the General Fund balance for TML travel expenses for Terry Henley.**

Alderman Staigle moved to approve Ordinance No. 2019-18 amending the General Fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$1,100.00 to line item 100-020-542000, Training and Travel, from the General Fund balance for TML travel expenses for Terry Henley. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

**3. Discussion and possible action to consider Resolution No. 2019-16 accepting the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 "Limitation on Collection of Texas" from Fort Bend County Tax Assessor/Collector, Carrie Surratt.**

Alderman Staigle moved to approve Resolution No. 2019-16 accepting the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 "Limitation on Collection of Texas" from Fort Bend County Tax Assessor/Collector, Carrie Surratt. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

**4. Discussion and consideration of Ordinance. No. 2019-19 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service**

**credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place.**

Alderman Staigle moved to approve Ordinance. No. 2019-19 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

**5. Discussion and consideration of Ordinance No, 2019-20 amending Ordinance No. 2018-25 adding back Section 108, Board of Appeals, for the International Fire Code.**

Alderman Staigle moved to approve Ordinance No, 2019-20 amending Ordinance No. 2018-25 adding back Section 108, Board of Appeals, for the International Fire Code with appeals going before City Council. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

**E. Consent Agenda**

**1. Consider approval of the Minutes held as follows:**

June 10, 2019 – Special Meeting

June 25, 2019 – Regular Meeting

July 2, 2019 – Special Meeting and Joint Public Hearing

July 2, 2019 – Council Budget Workshop

**2. Ratification of Bills**

**HDR, Inc. \$ 19,312.17**

Engineering Services for Kirkwood Reconstruction

**Mar-Con Services, LLC \$185, 474.48**

Pay Estimate #5 - Kirkwood Reconstruction

<b>Joe Salvide</b> Installation of catch basins at McDonald Park	<b>\$ 5,240.00</b>
<b>Randle Law Office LTD., LLP</b> General Legal Counsel	<b>\$ 6,532.50</b>
<b>Randle Law Office LTD., LLP</b> Texas Direct Auto SUP Legal Counsel	<b>\$ 1,727.10</b>
<b>Randle Law Office LTD., LLP</b> Review Board of Adjustment Legal Posting	<b>\$ 156.00</b>
<b>Randle Law Office LTD., LLP</b> Code Enforcement Legal Counsel	<b>\$ 3,978.00</b>
<b>Mar-Con Services, LLC</b> Pay Estimate #6 - Kirkwood Reconstruction	<b>\$ 90,803.44</b>
<b>H&amp;H Escobar Property</b> Inclusive Playground	<b>\$ 17,642.50</b>

Alderman Kopczynski moved to pull consent agenda item #2 for discussion. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

Alderman Isbell moved to approve the consent agenda item number 1 as presented. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

Ms. Rutherford then explained that the bill for H&H Escobar Property was only for \$17,642.50, not \$35,285.00, as posted.

Alderman Isbell moved to approve the consent agenda item #2 as corrected. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

#### **F. Audience Comments**

**Terry Henley, resident at 12203 Alston**, thanked Council for approving his travel expense for the TML meeting. He also stated that TML has been reviewing SB2, revenue caps, and Meadows Place will not be affected since our population is under 30,000.

He reminded Council that he has presented a resolution for approval by Council regarding legal notices. The City Secretary will have that resolution on the July 30<sup>th</sup> Special Meeting agenda.

**Shirley Isbell, resident at 12326 Scottsdale**, invited all to attend the Garden Club Lua at 7:00 p.m. on August 9<sup>th</sup> at the Community Center.

She also stated that Garden Club is looking for speakers at their upcoming meetings. She would also like to work with the City on another Home Tour next spring.

#### **G. Adjourn**

There being no further business on the agenda Alderman Mills moved to adjourn the meeting. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None


Alderman Bezner was not present.


The motion carried.

The meeting was adjourned at 8:04 p.m.

**These minutes were approved by City Council on Tuesday, August 27, 2019.**

ATTEST:

  
Courtney Rutherford, City Secretary

  
Charles D. Jessup, IV, Mayor

