



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JULY 27, 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 6:31 p.m. with the following present:

Mayor, Charles D. Jessup IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Alderman, David Mertins
Alderman, Rick J. Staigle

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Alderman Kelle Mills was not present.

The following staff were also in attendance: Gary Stewart, Police Chief; Rod and Hainey, Public Works Director.

1. Pledge of Allegiance and Invocation

Pledge by: Rod Hainey, Public Works Director

Invocation by: Jimmy Fenwick, Resident

B. PRESENTATIOIN – SERVICE RECOGNITION

1. Isela Hernandez, Deputy Court Clerk, 5 Years of Service

Mayor Jessup acknowledged Ms. Hernandez for five years of dedicated service to the City.

C. REPORTS

1. Police Department – Chief Gary Stewart

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

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

- Six calls for Fireworks on July 4 – 1 warning in Meadows Place, 3 in Houston, and 2 unable to locate.
- Flock Safety – 38 hits with 21 located (*13 stolen vechiles, 3 sex offenders, 6 gang-terrororist, 1 Protection Orders, 2 Incorrecre Reads, 8 Stolen license plates*)
 - Arrest with unlawful carry of a weapon
- Total Arrest 16 – 5 DWI

- Continue COVID Protocols
- Flock grant pending
- Live Scan installed and setup and mobile unit
- Shop 38 is in service
- Freeze mitigation with FEMA still in progress.
- July 4th Celebration went well – no incidents
- MPPD Active Shorter training in-progress
- Actively trying to fill 4 open positions – only 2 potential applicants at this time
- Continue to monitor weather

Mayor asked about fraud cases. Chief explained a lot are online or over the phone. Best thing to do is educate the public. Mayor would like a “Did You Know” video on this.

Alderman Mertins stated that he saw Officer Foster was on 9 out of 15 arrest. Chief Stewart said they call him Trooper Foster and he is very good at this job.

2. Public Works – Director Rod Hainey

Mr. Hainey gave a summary of Public Works 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:

Sidewalk repair and replacement program

- Phase 1 was release October 1, 2020, \$33,600.
- Phase 2 was released late March 2021. There are 19 additional locations that have been identified. The approximate cost for Phase II is \$34,930.00.
- The original fund balance was \$70,000. To date we are at \$73,935.00 / 105.62%

Sidewalk repairs that are currently unfunded

The current list of sidewalk repairs that are pending and unfunded amounts to approximately 20 different locations. A portion of these locations will be completed in September 2021 before the end of the fiscal year.

Street Repairs /Road Fee funding

Proposed schedule for 2021.

Completed repairs:

Emergency repair on Pender Lane – school ponds	Jan 2021	\$49,915.00
11922 Meadowtrail Lane	Feb 2021	\$49,505.00
11935 Brighton Lane	Mar 2021	\$23,890.00
12311 Brighton Lane	Mar 2021	\$25,960.00
12010 Amblerwood Drive	May 2021	\$31,895.00
11934 Brighton Lane	July 2021	\$19,335.00

Scheduled to be completed in August 2021:

12211 Meadowcrest	May 2021	\$15,305.00
11915 Bloomington Lane	July 2021	\$23,070.00

Total estimated expenditure: \$238,875.00

USW Expenses for March, April, and May 2021

- **April 2021 - \$39,131.56**
- **May 2021 - \$91,626.05** – This includes 10 major water line repairs 3/3/21 thru 5/2/21 and 17 new meter installations to correct faulty equipment.
- **June 2021 - \$33,242.19**
 - TML insurance paid the city all freeze related invoices below.
 - Freeze repairs Water plants 1 & 2 - \$10,165.00
 - Water plant #3 – Well motor repair - \$24,050.00
 - Well motor rental for plant #3 - \$17,616.00.
 - In addition, the repair on the recycle water line that was submitted late was also funded by TML in the approximate amount of \$5,100.00.

Backflow Devices – update

The freeze damaged a number of the city back flow devices and there are 13 units that were tested and half passed, the remainder of the repairs are pending parts delivery.

Irrigation Systems review and update.

- All the irrigation systems have been repaired and one system has a new controller unit.
- These systems and controllers are old and will be scheduled for main component replacement as funding allows.

Public Works Recent projects: - April, May, and June, 2021

- McGrath Park. – sprinkler pump upgrade. Ongoing.
- Cleaning of wet well for lake pump. Ongoing.
- EMS front door replacement. Ongoing
- Major's field, lights, sprinklers, regrade of field, and fence installation. Ongoing
- Consumer confidence report, TCEQ. Completed
- TCEQ testing of water supply for Asbestos. Negative results.
- City Hall upgrade of lights to LED adjustable. Completed.
- TWDB / TCEQ water audit. First one city has been required to complete. Rod and Anna-Maria passed the required training for Water Audit submittal. Completed.
- Gateway at city hall failed. Being replaced. Ongoing.
- Rod and Jake completed WETS sprinkler course.
- Fire Department- ordered new dryer, delivery date August 8.
- City Hall- new picnic table for staff at back door. Ongoing.
- WWTP lift station pump replacement. Ongoing.
- Plumbing repairs in city hall completed.
- PD gate repair. Nexlar. Completed

Black top of Brighton Culdesac – Budget Amendment

CIP discussion

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

Mayor Jessup stated that staff has not received the June 2021 report from Stafford Fire Department.

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

City Administrator, Nick Haby, gave a brief update of events from the last month.

Mr. Haby stated that staff met this morning to discuss CIP and agreed that they need to discuss funding in Dorrance.

He stated that there will be several upcoming meetings for budget and tax rate adoption. He reminded Council that tax rate must be adopted within 7 days of public hearing. He stated that staff worked together to balance the 2021-2022 budget and will be present these changes at the August 12th meeting.

He then reminded Council of the upcoming meetings as follows:

- Aug 24th proposed tax rate and set public hearings
- Sep 21st Public Hearings and add an item to discuss tax rate
- Sep 28th Regular Meeting

D. 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. Home Rule Charter Commission

Mayor Jessup stated 15 people Commission with 1 alternate. The state regulates this Commission and the city has no authority to direct them. The did prepare a Home Rule Charter that was presented to Council and will to go the voters in an election. Looking at ways to educate the public. We will set the election date tonight. Mayor Jessup thanked the Commission. He will be posting their names so residents can contact them. A copy of the Charter will be mailed to all registered voters

b. Survey on July 4th Preferences

Mayor Jessup stated there is currently a survey on Facebook and City website regarding

July 4th preferences. This survey will close on August 10th. He encouraged everybody to vote.

c. EDC Appointee

Mayor Jessup stated due to a vacancy on the EDC there is an item later in the agenda to appoint a new member. He is happy that EDC President, Bob Graf, has recommended Tim Gooding who has been serving as an advisor to the Commission.

d. Pool & Summer Camp

Mayor Jessup stated that he is so sad we closed. We are running over 20 children per day. Unfortunately, we had to close to illness. City Secretary spent quite a bit of time calculating how to pay the individuals per COVID guidelines. Mayor commended all of the staff that has been working through this COVID incident. He reminded everybody to please be cautious and don't go out while sick.

e. Budget Season

Mayor Jessup stated that we have already discussed budget, but this year in his opinion is the best budget season we have had. The Directors are very knowledgeable of their budgets. They worked very well together to make adjustments for a balanced budget.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. We did receive 75% submission, but he has not had a chance to review it. They will get comments back. One big hiccup are the driveways, due to ADA we will most likely have to go further up driveways.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. Stafford has still not responded to interlocal. Advise sending letter to respond or move forward without them. This will affect the start date of the projection.

Alderman Staigle asked staff to schedule a meeting with CenterPoint due to rumors of denying trail systems. Nick will contact CP to set meeting date.

E. REGULAR AGENDA

1. Discussion and consideration of Ordinance No. 2021-21 calling a Special Election to be held on November 2, 2021, for the purpose of adopting a Home Rule Charter for the City of Meadows Place and providing for early voting and notice of said of election.

Alderman Staigle made a motion approving Ordinance No. 2021-21 calling a Special Election to be held on November 2, 2021, for the purpose of adopting a Home Rule Charter for the City of Meadows Place and providing for early voting and notice of said of election. Alderman

Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

The motion carried.

2. Discussion and consideration of Resolution No. 2021-16 authorizing the Mayor to execute an agreement with Belt Harris Pechacek LLP for the terms and conditions submitted through the city's Request for Proposals for professional Auditing services.

Mayor stated that 6 sealed bids were received and reviewed.

Alderman Baker made a motion approving Resolution No. 2021-16 authorizing the Mayor to execute an agreement with Belt Harris Pechacek LLP for the terms and conditions submitted through the city's Request for Proposals for professional Auditing services. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

Alderman Staigle stated that this agreement is for a three (3) year term with optional renewal.

Mr. Haby stated that staff called several cities and they all had great things to say.

3. Discussion and consideration of Ordinance No. 2021-22 amending the General Fund Revenue Budget for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021 in the amount of \$354,761 due to increased Sales Tax received and reimbursements for Cares Act eligible expenditures.

Alderman Staigle made a motion approving Ordinance No. 2021-22 amending the General Fund Revenue Budget for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021 in the amount of \$354,761 due to increased Sales Tax received and reimbursements for Cares Act eligible expenditures. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

4. Discussion and consideration of Ordinance No. 2021-23 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$150,000 from the City's General Fund Balance to line item 100-040-580000, Public Works Capital Projects, for the Repair to Majors Baseball Field.

Alderman Baker made a motion approving Ordinance No. 2021-23 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$150,000 from the City's General Fund Balance to line item 100-040-580000, Public Works Capital Projects, for the Repair to Majors Baseball Field. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

5. Discussion and consideration of Ordinance No. 2021-24 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$38,250 from the City's General Fund Balance to line item 100-050-533000, Computer Software, for Power DMS Software for TPCA Recognition Program.

Alderman Staigle made a motion approving Ordinance No. 2021-24 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$38,250 from the City's General Fund Balance to line item 100-050-533000, Computer Software, for Power DMS Software for TPCA Recognition Program. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

Alderman Staigle stated that his is for a 5 year contract, therefore saving the City money.

6. Discussion and consideration of Ordinance No. 2021-25 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$69,000 from the City's General Fund Balance to line item 100-050-520510, Vehicle Purchase, for a new Patrol Vehicle and equipment.

Alderman Staigle made a motion approving Ordinance No. 2021-25 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$69,000 from the City's General Fund Balance to line item 100-050-520510, Vehicle Purchase, for a new Patrol Vehicle and equipment. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

7. Discussion and consideration of Resolution No. 2021-17 appointing a one (1) Director to the Economic Development Corporation for a term commencing immediately and ending December 31, 2021.

Alderman Kopczynski made a motion approving Resolution No. 2021-17 appointing Tim Gooding as a Director to the Economic Development Corporation for a term commencing immediately and ending December 31, 2021. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

8. Discussion and consideration of Resolution No. 2021-18 supporting SKA Consulting's application for a Municipal Setting Designation Certification from the Texas Commission of Environmental Quality.

Mayor Jessup stated that the back up in the packet on the agenda information form. Public Works Director, Rod Hainey, gave a brief explanation. The MSD is attached to a piece of property that has containmenated water. This containmenation is within 300 feet of the surface. Due to this they cannot develop the property. This should not affect the City has it is downstream from the city. He stated that the city would never use this water as our wells are 800 – 1,200 feet deep with a cement casing.

Alderman Staigle made a motion approving Resolution No. 2021-18 supporting SKA Consulting's application for a Municipal Setting Designation Certification from the Texas Commission of Environmental Quality. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

9. Discussion and consideration regarding and ordinance regulating dumpsters in the

city.

Aldermen Kopczynski and Baker requested this item for the agenda. Alderman Kopczynski shared his concerns and stated that there is a dumpster near the school and blocking the sidewalk. With school starting soon he wanted to know the requirements and found we do not have an ordinance covering dumpsters. Council recently approved an ordinance for PODS and believes this is a good ordinance to follow in developing requirements.

Alderman Baker stated that she agrees that they need to be regulated and not allow to block the sidewalk. She would like to see a timeline for the dumpster on the property.

Mayor Jessup stated that the dumpster is most often attached to a building permit and expires when the building permit expires or the work is complete.

Mayor also stated that there is an ordinance that states you cannot block the sidewalk. Mr. Haby states that the code states a vehicle cannot block the sidewalk and a dumpster is not a vehicle.

There was discussion regarding the size of the dumpster and location on the property. There was discussion about limiting it to disposal of construction material.

Staff would like clarification on time limit and location on the property. Not attached to a construction permit limit time frame to 60 days and located on private property and cannot cross the sidewalk or be placed at the curb. Mirror language of PODS ordinance recently passed minus length of dumpster. Present at August 24th meeting.

F. 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. Review and accept Quarterly Investment Report for the second quarter of year 2021.

2. Consider approval of the Minutes held as follows:

June 19, 2021 – Council Retreat

June 22, 2021 – Special Council Meeting

June 22, 2021 – Regular Meeting

July 4, 2021 – Possible Quorum

July 7, 2021 – Special Council Meeting

July 10, 2021 – Special Council Meeting

July 13, 2021 – Special Council Meeting

Alderman Kopczynski made a motion to approve the Consent Agenda as presented. Alderman

Mertins seconded the motion. The vote follows:

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

Nays: None

The motion carried.

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

None

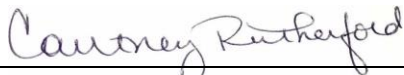
Tia Baker, thanked richard Ramirez

H. ADJOURN

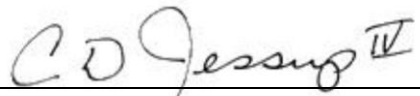
There being no further business to discuss the meeting adjourned at 8:00 p.m.

These minutes were approved by City Council on August 24, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

