



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JULY 28, 2020 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, Charles D. Jessup IV, at 6:30 p.m. with the following present via teleconference:

Mayor, Charles D. Jessup, IV
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Mayor Pro-Tem, Rick J. Staigle
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Police Chief, Gary Stewart, Public Works Director, Erik Tschanz; Dan Denny, Parks & Recreation; and Madonna Bolmanski, Dispatch

1. Pledge of Allegiance and Invocation

Pledge by: Erik Tschanz, Public Works Director

Invocation by: Jimmy Fenwick, Resident

B. PRESENTATIONS – SERVICE RECOGNITION

Mayor Jessup recognized the following staff for their dedicated service to the City of Meadows Place. Each employee was present with a service pin for their years of service.

- Dan Denny, Parks & Rec Maintenance, 10 Years of Service
- Madonna Bolmanski, Dispatcher, 10 Years of Service

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave an overview of the monthly statistics and activities report, for June 2020, which was distributed to City Council and filed with the City Secretary.

Two 18-wheeler accidents in the roundabouts with damage to the roundabouts.

Continue to disinfectant police vehicles daily between shifts.

Chief reported that the recent HPD activity in the City was due to a 911 text. Houston Police Department had to ping the phone in order to find location. Once the location of the victim was found Meadows Place Police Department took control of the scene. The incident is under investigation.

Reported on July 4th and generator failure at EOC.

Two officers out with COVID-19 and have received their first negative test results and hope to be back to work soon.

October 19th hosting TML Will day for police officers and their families.

SRTs and storage unit have been ordered. Currently putting together an MOU with Sugar Land.

Alderman Isbell asked about the spirit of the officers with all going on right now. Chief reported that his department is in good spirits.

Alderman Staigle asked about damage to the FBC Deputy car do they think it is personal or just against police in general. Chief stated still under investigation.

Staigle also stated that he sees several businesses still have inoperable camera systems. Start working with management to get those working.

Mayor Jessup thanked the Chief and officers for all they do in and for our City.

2. Public Works – Erik Tschanz

Mr. Tschanz presented his quarterly report. His reporting period covered May through July 2020.

Some of the key points he spoke on are as follows:

May:

- Magna Flow removed extra sludge from WWTP due to increased water usage from pandemic.
- Began Irrigation Inventory
- One (1) water main break during month: 11827 Meadow Trail
- Water Pumped from All three (3) Wells = 14,037,000
- Reclaimed Water = 451,000

June:

- Completed Annual CCR – 2019 Drinking Quality Report and posted on City website
- Annual Fire Extinguisher Inspection occurred at all City Facilities
- Roof repaired over server room @ EOC facility
- Began water collection / distribution video with Josh Merritt
- Five (5) Total water main breaks during the month: 11010 Dorrance Ln., 12327 Brighton Ln., 12362 Dorrance/Cedar Form Ln., 12118 Monticeto Ln. & 11711 Kangaroo Ct.
- Water Pumped from All three (3) Wells = 17,200,000

- Reclaimed Water = 726,000

July:

- PW staff attended remote TEEEX wastewater training
- PW staff completed NIMS Training
- To date, tow (2) water main breaks: 11723 Cedar Form Ln. and 11802 Demia Ct.
- Water Pumped from all three (3) Wells as of (7/23/2020) = 13,380,000
- Reclaimed Water as of (7/23/2020) = 474,000
- On 7/22/2020 one (1) of the two metal wheels on the clarifier traveling bridge had damage; a new wheel has been ordered under warranty and hopefully will be installed and back in operation early next week.

Alderman Bezner asked if we passed the fire extinguisher test and the roof repair at the EOC building. Erik reported that one of the copper lines going into the PVC pipe was not sealed properly. The repair was approximately \$700.00.

Water usage up due to watering yards and being home due to COVID.

Alderman Kop asked if EOC was still under warranty – no.

Alderman Isbell asked if we are currently using bank sand to back fill pipes at water main breaks. Mr.. Tschanz stated new have not and that is why he asked for the storage containers for bank sand.

Mayor Jessup stated that he is encourage by the progress on irrigation so far.

3. Fire Department Monthly Report for June 2020 – Mayor Charles Jessup IV

Mayor Jessup provided an overview of the Stafford Fire Department activity report for June 2020 which was filed with the City Secretary.

We had 41 EMS calls last month and that is higher than usual. He thinks this could be due to more people at home due to COVID.

Mayor Jessup stated that he is impressed with the relationship with the City's relationship with the Fire Department and the Fire Marshal Jon Lopez.

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

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby explained the new agenda item forms in the packet and they are to help explain the items being presented to Council.

He's had some good staff meetings with senior staff and making improvements to house processes. He also reported that staff has decided to change the City credit cards from Bank of America to Independent Bank.

Mr. Haby spoke about Chapter 30 in the City ordinance about signing checks. He has reviewed this ordinance with the City Secretary and they would like to have a discussion with the Council to see what if any changes that want to make to this ordinance,

Cares Act, we did get hazardous pay for the officers an still have about \$100,000 to spend through the end of the year and would like to talk to Council regarding upcoming COVID expenses.

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. Resident Input

Mayor Jessup stated that the City gets calls more frequently than most might think. He thanked all the residents that contact the City and stated that their input is very important.

b. COVID – Thank you First Responders

Mayor Jessup stated that we have 2 officers with COVID and thanked all of our first responders who continue to serve despite the risk of COVID. He thanked all of PD, Fire, and EMS for their service.

c. Where is the World Winner

Mayor Jessup stated in June the City ran its second Where in the World photo contest. This year due to COVID the photos were from much closer to home. Pamela Muldowney won the June Where in the World Water Bottle winner.

d. Budget Season

Mayor Jessup stated that we just got our final numbers from FBCAD.

2. Council Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle stated that we continue to make progress on KW. Mostly down to punch list and landscaping. We continue to have damage from VROOM delivery trucks. Luckily so far we have been able to get insurance information and are perusing claims with the insurance claims for the damage. Once invoice #15 is there will be approximately \$343,000 left on the project. CP lights are mostly installed and on. Only minor work left to complete the project.

Alderman Bezner asked about the trees. Alderman Staigle stated that he spoke with landscape architect and they stated that they plant close now.

Alderman Isbell asked about making changes due to the damage on Kirkwood. Staigle reported that there is a change order to move some of the boxes. He wants to continue to work with VROOM on deliveries and route them a different direction other than Kirkwood. Contract end date is September and he thinks it will be complete before then.

Mayor encouraged everybody to drive down Kirkwood at night because it is beautiful.

He has received comments about types of plants and these were chosen because they are native and take less water. This plan is supposed to be low maintenance and come back year after year.

E. REGULAR AGENDA

1. Review and accept Quarterly Investment Report for the second quarter of the year 2020.

Alderman Staigle moved to accept Quarterly Investment Report for the second quarter of the year 2020. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

2. Discussion and consideration of Ordinance No. 2020-20 Ordinance amending Chapter 71 and Chapter 72 of the Meadows Place Code of Ordinances, establishing new 'No Parking' and 'Loading' zones within the rights of way in the City of Meadows Place, Texas.

Alderman Staigle moved to approve Ordinance No. 2020-20 as amending Ordinance amending Chapter 71 of the Meadows Place Code of Ordinances, establishing new 'No Parking' along Dorrance and on the north side Meadow Crest in the City of Meadows Place, Texas. Alderman Isbell seconded the motion.

Scott Jacobson would love to have no parking along Dorrance Lane.

Alderman Bezner stated that he walked the property along Dorrance and there is a lot of trash. He asked if Code Enforcement has been out to check the property. Mayor Jessup stated that CE has been out and they will address it this week. He asked Scott is there anything else the City and VROOM to do to partner and repair the relationship.

He stated that he has all car carriers have been instructed of the route to take to drop off and pick up vehicles. He said when there has been accident they do contact the broker that they do not want that driver any more.

Dog Park – just about ready to open. Dog watering stations were to be delivered today, but he has not received confirmation. They should be installed this week. Mayor VROOM and City may have different expectations regarding landscaping and maybe need to meet.

Bezner – what do you want citizens to do when VROOM vehicle tears up their landscape. Jacobson stated that they do not own vehicle email Paul@vroom.com with any complaints regarding landscaping.

Staigle – Council not happy and citizens are not happy. Asking Mayor and City Admin that Staigle plans to bring SUP permit to every single agenda until we get this taken of and consider pulling permit. Basically permit states that Council may repeal if any part of agreement or City ordinance is violated. City will be sending due process and notice. The City is fed up.

Jacobson – with all due respect since he joined company 18 months ago his goal has been to improve relationship. He regularly communicates with Mayor and has spent lots of money on dog park, parking lot, and cleaning up the area. He has spent over \$5,000 \$1.2m ON BUILDING that is over 30 years and paying \$120,000 a year in place of sales tax. He cannot police the commercial drivers.

Mayor Jessup stated that he can see that this is an important topic for Mr. Jacobson and City Council. He will contact Mr. Jacobson to set up a meeting to discuss this in more detail with VROOM and City Council.

Alderman Isbell asked if the carriers call once they get close. Mr. Jacobson stated no they do not. They are dispatched very specific instructions on how to approach and deliver.

The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

- 3. Discussion and consideration of Resolution No. 2020-33 designating Charles D. Jessup IV, Mayor; David N. Haby, City Administrator; and Courtney Rutherford, City Secretary; as the Authorized Representatives and Finance Director, Anna-Maria Weston as an Inquiry Representative for the City's TexPool Investment account.**

Alderman Isbell moved to approve Resolution No. 2020-33 designating Charles D. Jessup IV, Mayor; David N. Haby, City Administrator; and Courtney Rutherford, City Secretary; as the Authorized Representatives and Finance Director, Anna-Maria Weston as an Inquiry Representative for the City's TexPool Investment account. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

4. Discussion and consideration of Resolution No. 2020-34 accepting the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 "Limitation on Collection of Texas" letter from Fort Bend County Tax Assessor/Collector, Carrie Surratt.

Alderman Staigle moved to approve Resolution No. 2020-34 accepting the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 "Limitation on Collection of Taxes" letter from Fort Bend County Tax Assessor/Collector, Carrie Surratt. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

5. Discussion and consideration of Ordinance. No. 2020-21 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" and Consumer Price Index, CPI, or Cost of Living Adjustment, in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place.

Alderman Isbell moved to approve Ordinance. No. 2020-21 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" and Consumer Price Index, CPI, or Cost of Living Adjustment, in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place ad hoc USC 70% and CPI 100%. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

6. Discussion and consideration of Ordinance No. 2020-22 amending the City's General Fund Budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020 in the amount \$6,000 to line item 100-050-533010, Security Cameras, from the line item 100-060-572016, Park Facilities M&O, for Field House cameras.

Alderman Kopczynski moved to approve Ordinance No. 2020-22 amending the City's General Fund Budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020 in the amount \$6,000 to line item 100-050-533010, Security Cameras, from the line item 100-060-572016, Park Facilities M&O, for Field House cameras. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

7. Discussion and consideration of Ordinance No. 2020-23 amending the City's General Fund Budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, in the amount not to exceed \$35,000.00 to line item 100-060-580000, Parks & Recreation Capital Improvement, from the General Fund, for playground equipment, fencing, and signs at the Brighton Lane and Kangaroo Court Pocket Parks and for re-plastering the lap pool.

Alderman Staigle moved to approve Ordinance No. 2020-23 amending the City's General Fund Budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, in the amount not to exceed \$35,000.00 to line item 100-060-580000, Parks & Recreation Capital Improvement, from the General Fund, for playground equipment, fencing, and signs at the Brighton Lane and Kangaroo Court Pocket Parks and for re-plastering the lap pool. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

8. Discussion and consideration of Ordinance No. 2020-24 repealing Ordinance No. 2001-35 providing taxation for motor vehicles leased for personal use.

Alderman Kopczynski moved to approve Ordinance No. 2020-24 repealing Ordinance No. 2001-35 providing taxation for motor vehicles leased for personal use. Alderman Staigle seconded the motion.

Alderman Staigle stated that the overall budget impact is approximately \$8,000.00

The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

9. Discussion and consideration of Resolution No. 2020-35 authorizing the Mayor to negotiate Change Order #3 to the current contract with Mar-Con Services providing for changes in irrigation and landscaping work which have been identified – particularly to minimize the possibility of vehicular damage to the City’s infrastructure over time for the Kirkwood Road reconstruction project.

Alderman Staigle moved to approve Resolution No. 2020-35 authorizing the Mayor to negotiate Change Order #3 to the current contract with Mar-Con Services providing for changes in irrigation and landscaping work have been identified – particularly to minimize the possibility of vehicular damage to the City’s infrastructure over time for the Kirkwood Road reconstruction project. Alderman Mills seconded the motion.

Staigle this is actually going to reduce the overall contract, because some quantities in the contract have changed. This basically authorizes the additional work. This will include repairs due to accidents, which the city is working to get reimbursed through insurance.

The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

10. Discussion and consideration of new City limit signs.

Thank you to Kurt and Tia for working on this project. Thank you to Tia for having the signs made for Council to view.

Tia stated that these signs were designed by EDC. The current signs are small and hard to see when you drive by. These samples are actual size. They would like for Council to pick a design and EDC will move forward with purchase and installation.

Kurt vertical for in the neighborhood and horizontal will be at major entrances along W Airport, Kirkwood, and Dairy Ashford.

Staigle did we look at the wind load for the signs? Tia stated that the larger sign will be a 2 post sign.

Kurt still need to go out for bid, but EDC will be paying for the signs.

Bezner concerned about population and he thinks this will be changing after CENSUS results. He stated that we consider leaving the population off for now.

Tia stated that it can be updated once we get new numbers.

Choose between the 2 horizontal signs to move forward with the bid.

Thank you for LJA for providing the sample signs.

Staigle suggested we hold the signs up on the street and let Council drive by to see them. Move this to the August 11 meeting.

11. Discussion and Consideration of Ordinance No. 2020-25 setting August 25, 2020 at 6:00 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a joint public hearing to receive public comment regarding Electronic Signs.

Alderman Staigle moved to approve Ordinance No. 2020-25 setting August 25, 2020 at 6:00 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a joint public hearing to receive public comment regarding Electronic Signs. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

12. Discussion and Consideration of Ordinance No. 2020-26 setting August 25, 2020 at 6:00 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a joint public hearing to receive public comment regarding Carports.

Alderman Bezner Ordinance No. 2020-26 setting August 25, 2020 at 6:00 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a joint public hearing to receive public comment regarding Carports. Alderman Isbell seconded the motion.

Staigle what is driving this request. Mayor stated that we've received questions and looking for clarity.

The vote follows:

Ayes: Aldermen Bezner, Staigle, Kopczynski, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

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. Consider approval of the Minutes held as follows:

June 20, 2020 – Council Retreat Special Session Minutes
June 23, 2020 – Regular Meeting Minutes
July 14, 2020 – Council Special Session & Budget Workshop Minutes

2. Ratification of Bills

Phoenix Design Group (July 4 th Fireworks final Payment)	\$ 2,500.00
FBCAD (4 th Quarter Billing)	\$ 5,904.75
Randle Law Office L.T.D., L.L.P. (General Legal Counsel)	\$ 3,295.50
Randle Law Office L.T.D., L.L.P. (General Legal Counsel)	\$ 897.00
Randle Law Office L.T.D., L.L.P. (Board of Adjustment)	\$ 409.50
Randle Law Office L.T.D., L.L.P. (Open Records)	\$ 58.50
Randle Law Office L.T.D., L.L.P. (Texas Direct Auto)	\$ 253.50
Randle Law Office L.T.D., L.L.P. (Texas Direct Auto)	\$ 780.00
Randle Law Office L.T.D., L.L.P. (Texas Direct Auto)	\$ 585.00
Mar-Con Services, LLC (Kirkwood Project #14)	\$ 99,867.81
Wright Technologies. (IT Services & Barracuda Backup)	\$ 12,113.82
HDR, Inc. (Kirkwood Engineering)	\$ 10,804.11
SWAGIT (Camera Install for Livestreaming)	\$ 11,064.00
Joe L. Salvide (Concrete Repair on Brook Meadows Deposit)	\$ 4,985.00
Joe L. Salvide (Concrete Repair on Brook Meadows Complete)	\$ 4,980.00
Joe L. Salvide (Concrete Repair on Oak Meadow Deposit)	\$ 4,985.00

Alderman Staigle moved to approve the consent agenda. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

None

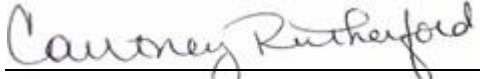
H. ADJOURN

There be no further business Alderman Staigle moved to adjourn the meeting. Alderman Bezner seconded the motion.

The meeting adjourned at 8:08 p.m.

These minutes were approved by City Council on August 25, 2020.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

