



**MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, AUGUST 13, 2024, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.**

**The meeting was called to order by Mayor St. Germain at 6:34 p.m.**

Audrey St. Germain, Mayor  
David Mertins, 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: Communications Director, Cameron Miller; and Finance Director; Anna-Maria Weston.

**1. Discussion and consideration of Ordinance No. 2024-32 setting the maximum proposed tax rate; setting dates for any necessary public hearings on the proposed tax rate; and setting the date City Council will adopt the fiscal year 2024-2025 tax rate.**

Finance Director, Anna-Maria Weston, presented the different tax rates based on appraised property values from Fort Bend County Appraisal District. She also reviewed the current homestead exemption. There are currently 1247 homes claiming homestead exemptions which is 20% of the value. The average homestead exemption is \$57,379 on a house valued at \$286,894. The over 65 exemption is \$30,000 and there are 554 properties claiming the over 65 exemptions. There was a question about increasing the over 65 exemption and Ms. Weston explained that exemptions cannot be changed at this time, they must be set prior April each year.

She also presented proposed changes to the 2024-2025 proposed budget listed below.

- Reduced License and Permit Revenue from \$125,000 to \$110,000
- Increase City Hall Maintenance & Repairs from \$45,000 to \$65,000
- Increase Street Repairs from \$50,000 to \$75,000

Council reviewed the different tax rates per the budget presentation and unfunded Capital Improvement Projects.

Alderman Staigle moved to approve Ordinance No. 2024-32 setting the maximum proposed tax rate at \$0.884207 per \$100; setting August 26, 2024, at 6:30 p.m. for any necessary public hearings on the proposed tax rate; and the date City Council will adopt the fiscal year 2024-2025 tax rate. Alderman Mertins seconded the motion.

The record vote follows:

Aldermen Mertins	Aye
Alderman Baker	Aye
Alderman Staigle	Aye
Alderman Kopczynski	Aye
Alderman Mills	Aye

Mayor St. Germain was present but did not vote.

The motion passed unanimously.

**2. Discussion and consideration of Resolution No. 2024-31 accepting the auditor’s engagement letter from Crowe LLP.**

Alderman Staigle moved to approve Resolution No. 2024-31 accepting the auditor’s engagement letter from Crowe LLP. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**3. Discussion and consideration of Resolution No. 2024-32 authorizing NTS Pumps, Motors, and Controls to repair the blower number 3 at the city’s Wastewater Treatment Plant in the amount not to exceed \$36,000.**

Alderman Staigle moved to approve Resolution No. 2024-32 authorizing NTS Pumps, Motors, and Controls to repair the blower number 3 at the city’s Wastewater Treatment Plant in the amount not to exceed \$36,000. Alderman Mertins seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**4. Discussion and consideration of Resolution No. 2024-33 amending the City’s Personnel Policy regarding emergency pay and holidays worked.**

Alderman Mertins moved to approve Resolution No. 2024-33 amending the City’s Personnel Policy regarding emergency pay and holidays worked. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**5. Discussion and consideration regarding vacation carry over for staff due to Hurricane Beryl.**

City Administrator, Nick Haby, stated that the a few years ago during COVID City Council allowed staff to carry over vacation. This current request is for a one-time carryover due to Hurricane Beryl. There was discussion regarding carryover in general. Council was in favor of some form of carryover on an annual basis. Council directed staff to review carryover procedures and bring back a policy change to allow vacation carryover.

Alderman Baker moved to allow 40 hours of vacation this one time due to Beryl. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

**6. Recess Special Agenda**

Mayor St. Germain recessed the special meeting at 7:17 p.m. to move into an Executive Session.

- a. Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.087(2) – Deliberation regarding Economic Development Negotiations.**

**7. Executive Session**

- a. Pursuant to the Texas Open Meetings Act, Government Code Section 551.087(2) – Deliberation regarding Economic Development Negotiations – business incentive for the business located at 11720 W Airport Blvd.**

**8. Reconvene**

Mayor St. Germain reconvened the meeting at 8:11 p.m.

- a. **Discuss and take appropriate action regarding Economic Development Negotiations – business incentive for the business located at 11720 W Airport Blvd.**

Alderman Mertins made a motion directing staff to work with the City Attorney to draft an incentive agreement as discussed for the business located at 11720 W Airport Blvd. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

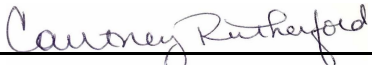
The motion passed unanimously.

9. Adjourn

There being no further business to discuss the meeting adjourned at 8:12 p.m.

**These minutes were approved by City Council on August 27, 2024.**

**ATTEST:**

  
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Courtney Rutherford, City Secretary

  
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Audrey St. Germain, Mayor

