



Audrey St. Germain, Mayor  
David Mertins, Sr. Alderman  
Rick Staigle, Alderman  
Nick Haby, City Administrator

Kurt Kopczynski, Mayor Pro Tem  
Tia Baker, Alderman  
Emily Merkley, Alderman  
Shandra Phillips, City Secretary

## MEADOWS PLACE CITY COUNCIL REGULAR MEETING AGENDA

Notice is hereby given of a Special Meeting of the City Council of the City of Meadows Place to be held **Tuesday, September 23, 2025, at 6:30 p.m.**, at Meadows Place City Hall, 1 Troyan Drive, Meadows Place, Texas 77477, for the purpose of considering the following agenda items.

*All agenda items are subject to action. A quorum of the City Council will be physically present at the meeting; however, some Council Members may participate in the meeting via videoconference per Texas Government Code Sec. 551.127. City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by title 5, Chapter 551, of the Texas Government Code.*

### A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

1. Pledge of Allegiance
2. Invocation

### B. PROCLAMATION

1. Recognition and Presentation to Fire Chief Larry Di'Camillo for his 35 Years of Service to the City of Meadows Place.

### C. SERVICE RECOGNITION

1. Doron Kenig, Police Sergeant – 10 Years of Service
2. Colene Cabezas, Parks & Recreation Director – 10 Years of Service

### D. REPORTS

1. Police Department – Gary Stewart, Chief
2. Parks & Recreation – Colene Cabezas, Director
3. City Administrator's Report – Nick Haby, City Administrator
  - a. Economic Development Corporation

### E. PUBLIC COMMENTS

Citizens who have completed a comment card and wish to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, City staff and City Council Members are prevented from discussing the subject and may respond only with statements of factual information or existing policy. Citizens shall be limited to **three (3) minutes** for comments to City Council.

### F. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members 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. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle
2. Dorrance Lane Reconstruction Project Phase 3 – Alderman Rick Staigle

#### **G. REGULAR AGENDA**

1. Discussion and consideration of Ordinance No. 2025-28 approving the City of Meadows Place Economic Development Corporation 2025-2026 Fiscal Year budget as adopted by the Board of Directors on September 11, 2025, Economic Development Corporation Meeting.
2. Discussion and consideration regarding ratifying the Mayor's signature on a letter of support on behalf of the Houston Parks Board - 2025 Places 4 People Call 4 Projects Submission – Alief Trail Extension Project.
3. Discussion and consideration of Resolution No. 2025-26 accepting the Engineering Design Proposal and authorizing the Mayor to execute an agreement with Sander Engineering for the Dorrance Lane Reconstruction Project Phase 3 in the amount of \$260,235.56.
4. Discussion and consideration of Ordinance No. 2025-29 amending the Utility Fund Budget for the Fiscal Year ending September 30, 2025, increasing line item 300-020-580000, Utility Capital Outlay/Projects \$3,090,000 for the Wastewater Treatment Plant Clarifier Reconstruction Project and the Lift Station Pump with Controls.
5. Discussion and consideration of Ordinance No. 2025-30 amending the Utility Fund Budget for the Fiscal Year ending September 30, 2025, increasing line item 300-046-567000, Utility Water Maintenance and Repairs \$250,000 for several utility water expenses.
6. Discussion and consideration of Ordinance No. 2025-31 amending the General Fund Budget for the Fiscal Year ending September 30, 2025, increasing line item 100-070-584060, Capital – Infrastructure, \$2,144,000 for Dorrance Lane Reconstruction Phase 2 Construction and Engineering Services.
7. Discussion and consideration of Ordinance No. 2025-32 amending the General Fund Budget for the Fiscal Year ending September 30, 2025, increasing line item 100-070-584065, Capital – MP Stafford Mobility Project \$75,000 for the Fort Bend Mobility Bond Project.
8. Discussion and consideration of Resolution No. 2025-23 amending the City's Personnel Policy Section 6.2.1 – Vacation Accrual, Sections 6.2.2c. and f. – Administration of Vacation Leave, Section 5.4.1 – Overtime to reduce the maximum compensatory time accrual to 40 hours for nonexempt employees and compensatory time payouts for nonexempt employees at the end of the fiscal year.
9. Discussion and Consideration of Resolution No. 2025-24 adopting a revised City Organizational Chart.
10. Discussion and Consideration of Resolution No. 2025-25 casting the City's vote for the candidate for the 2025-2026 Texas Municipal League (TML) Region 14 Director.

11. Discussion and consideration to reschedule the Regular City Council Meetings on October 28, 2025, November 28, 2025, and December 23, 2025.

## **H. 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:**

August 19, 2025 – City Council Special Meeting

## **I. RECESS REGULAR SESSION**

Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding legal matters not related to litigation or the settlement of litigation.

## **J. EXECUTIVE SESSION**

Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding legal matters not related to litigation or the settlement of litigation.

## **K. ADJOURN EXECUTIVE SESSION**

Adjourn the Executive Session stating the date and time the Executive Session ended and reconvene the Regular Session.

## **L. RECONVENE**

Discuss and take appropriate action on items discussed in Executive Session.

## **M. ADJOURN**

### **CERTIFICATION**

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, this agenda was posted for public information at least 72 hours preceding the scheduled time of the meeting at Meadows Place City Hall located at 1 Troyan Drive, Meadows Place, TX 77477 on the 17<sup>th</sup> day of September 2025 at 3:15 p.m. and remained posted until said meeting was convened.



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Shandra Phillips, City Secretary

In compliance with the Americans with Disabilities Act, the City of Meadows Place will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling (281) 983-2950 forty-eight (48) hours prior to the meeting. Agendas are posted on the Internet Website at [www.cityofmeadowsplace.org](http://www.cityofmeadowsplace.org).