



Audrey St. Germain, Mayor
David Mertins, Alderman
Kurt Kopczynski, Alderman
Nick Haby, City Administrator

Rick Staigle, Mayor Pro Tem
Tia Baker, Alderman
Kelle Mills, Alderman
Courtney Rutherford, City Secretary

MEADOWS PLACE CITY COUNCIL REGULAR MEETING AGENDA

Notice is hereby given of a Regular Meeting of the City Council of the City of Meadows Place to be held **Tuesday, September 24, 2024, at 6:30 p.m.**, at Meadows Place City Hall, 1 Troyan Dr., 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 and Invocation

B. REPORTS

1. Police Department – Gary Stewart, Chief
2. Parks & Recreation – Colene Cabezas, Director
3. Fire Department Monthly Report for August 2024 – Audrey St. Germain, Mayor
4. City Administrator’s Report – Nick Haby, City Administrator
 - a. Budget Close Out
 - b. Wastewater Capital Projects

C. 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

D. REGULAR AGENDA

1. Discussion and consideration regarding Ordinance No. 2024-40 approving the City of Meadows Place Economic Development Corporation 2024-2025 fiscal year budget as adopted by the Board of Directors at its September 19, 2024, Economic Development

Corporation meeting.

2. Discussion and consideration of Resolution No. 2024-36 appointing one (1) Director to the Meadows Place 4B Economic Development Corporation for a term commencing immediately and ending December 31, 2025.
3. Discussion and consideration of Resolution No. 2024-37 accepting the letter of recommendation from HDR Engineering, Inc. and authorizing the Mayor to execute an agreement with Tandem Services, LLC for the Dorrance Lane Reconstruction Project Phase 2 in the amount of \$2,029,661.00.
4. Discussion and consideration of the first reading of Resolution No. 2024-38 declaring Meadows Place Economic Development Corporation's intent to undertake the Meadows Place Mark McGrath Park Batting Cage as a project and declaring to spend \$10,000 to construct the slab for the Meadows Place Mark McGrath Park Batting Cage Project.
5. Discussion and consideration of the second reading of Resolution No. 2024-38 declaring Meadows Place Economic Development Corporation's intent to undertake the Meadows Place Mark McGrath Park Batting Cage as a project and declaring to spend \$10,000 to construct the slab for the Meadows Place Mark McGrath Park Batting Cage Project.
6. Discussion and consideration of Resolution No. 2024-39 authorizing the Mayor to execute an amendment to the agreement with American Janitorial Services increasing the Community Center cleaning fees.
7. Discussion and consideration of Resolution No. 2024-40 amending the City's Personnel Policy Section 6.2.2b Administration of Vacation leave allowing full-time employees to carry over up to 40 hours of vacation leave annually.
8. Discussion and consideration of Ordinance No. 2024-41 amending the General Fund Budget for the fiscal year ending September 30, 2024, increasing line item 100-060-58000 Parks Capital Improvements \$9,062 from the General Fund balance for naming of Lake Jessup and signage.
9. Discussion and consideration of Ordinance No. 2024-42 amending the General Fund Budget for the fiscal year ending September 30, 2024, increasing line item 100-060-571520 Summer Camp Expenses \$2,000 from the General Fund balance due to the increase in pay for camp counselors.
10. Discussion and consideration of Ordinance No. 2024-43 amending the Utility Fund Budget for the fiscal year ending September 30, 2024, increasing line item 300-020-580000, Utility Capital Outlay/Projects \$1,350,000 for the Wastewater Treatment Plant Clarifier Reconstruction Project And the Lift Station Pump with Controls.
11. Discussion and consideration of Ordinance No. 2024-44 amending the General Fund Budget for the fiscal year ending September 30, 2024, increasing line item 100-070-584060, Capital – Infrastructure, \$45,000 for Dorrance Lane Reconstruction Phase 2 engineering and design.

12. Discussion and consideration of Ordinance No. 2024-45 amending the General Fund Budget for the fiscal year ending September 30, 2024, increasing line item 100-070-584065, Capital – MP Stafford Mobility Project \$35,000 for activity on the Fort Bend Mobility Bond Project.
13. Discussion and consideration authorizing staff to pay invoice from Fort Bend County Appraisal District in the amount of \$34,572.14 due to CAD supplement charges for tax years 2022 and 2023.
14. Discussion and consideration of Resolution No. 2024-41 casting the City’s vote for the candidate for the 2024-2025 Texas Municipal League (TML) Region 14 Director.
15. Discussion and consideration of Ordinance No. 2024-46 calling a Joint Public Hearing before City Council and the Planning and Zoning Commission to be held the 22nd day of October 2024 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding a specific use application from AutoZone Parts Inc. c/o Yen W. Lai, P.E. per Meadows Place Code of Ordinances, Chapter 153, Section 153.94(b)(2)(d)(2) allowing for auto parts sales, Auto Zone, on the property located at 11707 W Airport Blvd., Meadows Place, TX 77477.

E. 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 26, 2024 – City Council Special Meeting

August 27, 2024 – City Council Meeting

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

Comments on non-agenda items shall be limited to **three (3) minutes** per person. 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, existing policy, or proposal to place the subject on the agenda for a future meeting. **Please identify yourself with name and address.**

G. ADJOURN

CERTIFICATION

I, the undersigned authority, do hereby certify that in accordance with the Texas Open Meeting Act, this agenda was posted the 19th day of September 2024 at 1:05 p.m. on City Hall bulletin board, a place convenient and readily accessible to the general public at all times, at Meadows Place City Hall located at 1 Troyan Drive, Meadows Place, TX 77477 and the City’s website, www.cityofmeadowsplace.org.



Courtney Rutherford, 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 accommodation 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.