



MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 25, 2018 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:30 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro Tem, John F. Isbell
Alderman, Rick J. Staigle
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, Steven H. Bezner
Aldermen, Terry J. Henley

Staff in attendance: Police Chief Gary Stewart

B. Pledge of Allegiance and Invocation

Pledge by: Kurt Kopczynski, Resident

Invocation by: Chaplain Jim Russell

C. Presentations and Proclamations

1. Proclamation honoring Susan Smith, Executive Director TML Multistate Intergovernmental Employee Benefit Pool.

Mayor Jessup presented a Proclamation honoring Susan Smith, Executive Director of TML Multistate Intergovernmental Employee Benefit Pool and proclaiming September 27, 2018 as Susan Smith Day.

D. Budget Public Hearing

1. Conduct a Public Hearing on the City of Meadows Place municipal budget for fiscal year 2018-2019.

Mayor Jessup open the Public Hearing at 6:36 p.m. and stated that the purpose of the hearing was is to give all interested parties the right to appear and be heard concerning the City of Meadows Place proposed municipal budget for the fiscal year 2018-2019.

Mayor Jessup called upon anyone desiring to speak. There being no one desiring to speak, Mayor Jessup closed this public hearing at 6:37 p.m.

E. Reports

1. Police Department

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report for September 2018. A copy was distributed to City Council and filed with the City Secretary.

Chief Stewart thanked Council for the service, dedication, and time at all of the budget meetings. Alderman Isbell stated that Chief Stewart's preparation makes the budget process easier.

Chief Stewart invited everybody to attend National Night Out on Tuesday, October 2nd from 6:00 p.m. to 8:00 p.m. He also reminded everybody that the next Neighborhood Watch Meeting will be October 18th at 7:00 p.m. Captain Ashton will cover Traffic Stops and Distracted Drivers.

Mayor Jessup encouraged all residents to be outside for National Night Out and show their support for Meadows Place Police Department and the community.

2. Code Enforcement

The Code Enforcement Official, Karl Velasco, reported on code enforcement progress since he began working in Meadows Place on July 2, 2018. A copy was distributed to City Council and filed with the City Secretary.

Mr. Velasco reported that a lot of people are coming into compliance now that they see him out enforcing the codes.

Mayor Jessup thanked Mr. Velasco for his report and asked that in the future he include his weekend hours.

There was brief discussion among Council and Mr. Velasco regarding his first couple of months with the City and the process he follows when filing charges. Mr. Velasco stated that he usually starts with a warning and if they resident doesn't come into compliance he will file a complaint through the Court.

Council thanked him for work and asked that next time he report the number of violations that have come into compliance.

3. Fire Department Monthly Report for August 2018

Mayor Jessup provided an overview of the Stafford Fire Department report for August 2018 which was filed with the City Secretary. Mayor Jessup stated that Ms. Segundo, Public Works Director, works great with the Fire Department and EMS and takes care of building maintenance. Some of the recent projects include a new door and alarm system at the EMS building and a new door panel at the Fire Station. The City has plans for a generator at the EMS building as part of the 2018-2019 CIP budget.

F. Mayor and Council Comments

1. Mayor's Comments

a. Appreciation Dinner

Mayor Jessup thanked Courtney Rutherford for her work putting together the Volunteer Appreciation dinner for the City's board and commission members. He said everyone really enjoyed it and thanked Council for attending.

b. 2017-2018 – A Look Back

Mayor Jessup reported that he believes this has been the best year he's had in Meadows Place. He will be meeting with Department Heads on Monday to review their accomplishments from last year and their goals for the upcoming year. He stated that staff is working hard to raise the standard in Meadows Place.

c. Meadows Place Ads on Freeway Marquee

Mayor Jessup thanked the EDC and Erickson Advertisement for the three new ads on the Sterling McCall marquee. He has been getting feedback which shows that there are getting noticed.

d. Jared Hallmark

Mayor Jessup thanked Jared Hallmark, a resident and employee in Meadows Place, for being the only person that showed up for the Second Tax Rate Public Hearing. Mr. Hallmark currently attends Dulles High School where he plays football and baseball and received an award for academic excellence. Mayor Jessup recently wrote a letter of recommendation to Congressman Olson for Mr. Hallmark to join the US Naval Academy.

e. National Night Out

Mayor Jessup reminded everybody that National Night Out is October 2nd at 6:00 p.m.

2. Council Comments

a. Kirkwood Street Construction Update – Alderman Rick Staigle

Alderman Staigle reported that the City held a public bid opening on September 19th and received right bids. HDR is currently double checking the bids and checking the references on the low bid. The review should be complete by the October meeting and Council will be able to consider acceptance of a contract.

G. Regular Agenda

1. Discussion and consideration of Resolution No. 2018-22 accepting the Auditor's Engagement Letter.

Alderman Bezner moved to approve Resolution No. 2018-22 accepting the Auditor's Engagement Letter. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Ordinance No. 2018-21 adopting the City of Meadows Place municipal budget for fiscal year 2018-2019.

Mayor Jessup called for a motion to approve Ordinance No. 2018-21 adopting the City of Meadows Place municipal budget for fiscal year 2018-2019. This budget will raise

less revenue from property taxes from last year's budget by an amount of \$11,435.00, which is a 0.39% decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$216.40.

Alderman Henley moved to approve Ordinance No. 2018-21 adopting the fiscal year 2018-2019 Municipal Budget for the City of Meadows Place, Texas, and appropriating the several sums set up therein to the objects and purposes therein named. Alderman Staigle seconded the motion.

Mayor Jessup then called upon each Alderman for their vote. The vote follows:

Alderman Bezner: Aye
Alderman Mills: Aye
Alderman Henley: Aye
Alderman Staigle: Aye
Alderman Isbell: Aye

The motion carried

3. Discussion and possible consideration of Ordinance No. 2018-22 approving the fiscal year 2018-2019 budget for the City of Meadows Place Economic Development Corporation as adopted by the Board of Directors at its September 6, 2018 Meeting.

Alderman Henley stated that the proposed budget was amended but the EDC increasing the expenditures for line item 070-584009, Capital Improvement, from \$15,000 to \$30,000.

Alderman Bezner moved to approve Ordinance 2018-22 approving the amended fiscal year 2018-2019 budget for the City of Meadows Place Economic Development Corporation as adopted by the Board of Directors at its September 6, 2018 Meeting. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills
Nays: None

The motion carried.

4. Discussion and possible consideration of Ordinance No. 2018-23 levying a tax rate for the City of Meadows Place, Texas for the Tax Year 2018.

Alderman Isbell moved to approve Ordinance No. 2018-23 levying a tax rate for the City of Meadows Place, Texas for the Tax Year 2018. Alderman Henley seconded the motion.

Council reminded the Public that at the last Regular City Council Meeting Council increased the Homestead Exemption from 13% to 20%. The vote follows:

Ayes: Aldermen Henley, Isbell, Bezner, Staigle, and Mills
Nays: None

The motion carried.

5. Discussion and possible consideration of Ordinance No. 2018-24 repealing subsection 150.02(b) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(b) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Building Code.

Alderman Isbell moved to approve Ordinance No. 2018-24 repealing subsection 150.02(b) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(b) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Building Code. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

6. Discussion and possible consideration of Ordinance No. 2018-25 repealing subsection 150.02(I) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(I) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Fire Code.

Alderman Henley moved to approve Ordinance No. 2018-25 repealing subsection 150.02(I) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(I) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Fire Code. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

7. Discussion and possible consideration of Ordinance No. 2018-26 repealing Subsection 150.02(H) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(H) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Fuel Gas Code.

Alderman Bezner moved to approve Ordinance No. 2018-26 repealing Subsection 150.02(H) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(H) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Fuel Gas Code. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

8. Discussion and possible consideration of Ordinance No. 2018-27 repealing subsection 150.02(F) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(F) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Mechanical Code.

Alderman Staigle moved to approve Ordinance No. 2018-27 repealing subsection 150.02(F) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(F) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Mechanical Code. Alderman Henley seconded the motion. The vote follows:

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

Nays: None

The motion carried.

9. Discussion and possible consideration of Ordinance No. 2018-28 repealing subsection 150.02(E) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(E) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Plumbing Code.

Alderman Isbell moved to approve Ordinance No. 2018-28 repealing subsection 150.02(E) of Section 150.02 of Chapter 150 of the Code of Ordinances and substituting a new subsection 150.02(E) of Section 150.02 of Chapter 150 of the Code of Ordinances; adopting with amendments the 2015 International Plumbing Code. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

10. Discussion and possible consideration of Ordinance No. 2018-29 repealing Sections 115.01 and 115.02 of Chapter 115 of the Code of Ordinances and substituting a new Subsection 115.01 and 115.02 of Chapter 115 of the Code of Ordinances; adopting with amendments the 2015 Texas Food Establishment Rules.

Alderman Bezner moved to approve Ordinance No. 2018-29 repealing Sections 115.01 and 115.02 of Chapter 115 of the Code of Ordinances and substituting a new Subsection 115.01 and 115.02 of Chapter 115 of the Code of Ordinances; adopting with amendments the 2015 Texas Food Establishment Rules. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

11. Discussion and possible consideration of Resolution No. 2018-23 designating a city representative and an alternate representative to the Houston-Galveston Area Council's 2019 General Assembly

Alderman Staigle moved to designate Terry Henley as the City representative and Charles Jessup, IV as the alternate representative to the Houston-Galveston Area Council's 2019 General Assembly. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

H. Consent Agenda

1. Consider approval of the Minutes held as follows:

August 28, 2018 – Regular Meeting

September 18, 2018 – Special Session & Public Hearing

2. Presentation of Bills

Fort Bend Central Appraisal District	\$ 5,089.00
2018-2019 First Quarter Payment	
Randle Law Office LTD., L.L. P.	\$ 6,933.00
General Legal Counsel	
Randle Law Office LTD., L.L. P.	\$ 2,137.50
Texas Voices Legal Counsel	
Randle Law Office LTD., L.L. P.	\$ 97.50
Code Enforcement Legal Counsel (Alston)	
Randle Law Office LTD., L.L. P.	\$ 4,855.50
Code Enforcement Legal	
City of Stafford	\$ 229,000.00
Fire Services in the City	

Alderman Bezner moved to approve the Consent Agenda. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

I. Audience Comments

None

J. Work Shop Agenda

1. Discussion with Legal Counsel regarding permits, general contractors, inspections, and home owner's responsibility.

City Attorney, Grady Randle, was attendance to review permitting requirements for home owners in Meadows Place. Meadows Place Permit Clerk, Isela Hernandez, was also in attendance.

Mayor Jessup stated that he is overall happy with the permit process and department but believes a few adjustments may be needed. He's been hearing from residents that they can do whatever they want, because it is their house. He stated that homeowners can do the work herself, but a permit must still a permit.

Alderman Bezner read a lengthy email he received from resident voicing their frustration during a recently permitted remodel project in the City. Council agreed that the City needs to follow the laws but could maybe be a little relaxed. They would like for staff to create a procedure for pulling permits and include a booklet and possible check list.

There was also discussion among City Council regarding the current building official. It has been brought to Council's attention that it is hard to get a straight answer and sometimes he gives different answers.

City Attorney, Grady Randle, suggested that Council might want to discuss this issue in an executive session in the future. He advised Council against allowing home owners to do all work without permits. He also pointed that there is quite a bit of work that exempt from pulling a permit. This information can be found in the news codes that Council just passed.

Staff will work over the next month or so to put together procedures and guidelines for pulling a permit.

K. Adjourn

There being no further business on the agenda Alderman Henley moved to adjourn the meeting. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

The meeting was adjourned at 9:02 p.m.

These minutes were approved by City Council on Tuesday, October 23, 2018.

ATTEST:

Courtney Rutherford
Courtney Rutherford, City Secretary

Charles D. Jessup IV
Charles D. Jessup, IV, Mayor

