



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 26, 2023, 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 Jessup at 6:31 p.m. with the following present.

Mayor, Charles D. Jessup, IV
David Mertins, Alderman
Kurt Kopczynski, Alderman

Tia Baker, Mayor Pro Tem
Rick Staigle, Alderman
Kelle Mills, Alderman *(Arrived at 6:34 p.m.)*

Nick Haby, City Administrator

Courtney Rutherford, City Secretary

The following staff were also in attendance: Communications Director, Cameron Miller; Assistant Chief Jack Ashton; Code Enforcement Officer, Jennifer Cabello; Parks & Recreation Director, Colene Cabezas; and Public Works Director, Rod Hainey.

1. Pledge of Allegiance: Matthew Autry, Resident

Invocation: Jimmy Fenwick, Resident

B. PROCLAMATION

1. World Teachers’ Day – October 5, 2023

Mayor Jessup presented to Ms. Cindel Blackmer, Meadows Elementary Principal, and teachers with the Proclamation for World Teachers’ Day and declared October 5, 2023, as World Teachers’ Day in Meadows Place.

C. REPORTS

1. Police Department – Assistant Chief Jack Ashton

Chief Stewart was not present; therefore, Assistant Ashton gave a brief overview of the monthly statistics and activities report for September 2023, which was distributed to City Council and filed with the City Secretary.

He spoke on a few highlights from the month as follows:

- Calls for Service – 2198
- Accidents – 11
- Arrest – 11
- Traffic Citations Issued – 365
- Assault – 3

- Burglary of Motor Vehicle – 2
- Burglary of Business, Residential or Residential Building – 1
- Criminal Mischief – 4
- Fraud – 3
- Robbery – 0
- City Ordinance – 8
- Theft – 3
- Property Checks – 1701
- Flock Safety Alerts – 66
 - Stolen Vehicles – 18
 - Sex Offender – 16
 - Stolen License Plates – 14
 - Gang/Suspected Terrorists – 4
 - Missing Person Alert – 1
 - Warrant – 3
 - Protection Order – 8
 - Other Agency Hot List – 2
 - Violent Person – 0

Mayor Jessup asked about the incident regarding an elderly resident who found a fraudulent account in their name with several transactions. Mayor Jessup asked if there is a way to make more people aware. Assistant Chief Ashton stated that he can work with Mr. Miller, Communications Director, to get some information out via social media and the newsletter.

Additional Notes:

- MPPD has started new training cycle for 2023-2024.
- National Night Out is quickly approaching, Tuesday, October 3rd from 6pm to 8pm. Register parties with the PD.
- Working to get Shop 40, the Police Car, equipment upfitting scheduled for next Tuesday. It should take about a week to complete.
- The Mesa door access system should be complete. Minor software changes are still in progress.
- MPPD completed the Sergeant’s Assessment Board on September 14th. Chief Stewart is reviewing the results of the five participants.
- Grant Status
 - Radio Recorder grant approved in the amount of \$52,000
 - Dispatch Console grant in the amount of \$197,000 is in review. Met with Motorola to review equipment and installation list. Application in revision.
 - Portable Radio grant for 10 radios in review in the amount of \$57,000.
 - PD is currently seeking a \$250,000 grant for in-car-cameras and body cameras.

Assistant Chief Ashton shared that Meadows Place Police assisted Fort Bend County

Sheriff's Department in reference to a human trafficking incident at 12326 Meadowhollow. This is still an active case under investigation and cannot be discussed at this time.

Alderman Staigle asked about damage to the rails at the floating dock. Ms. Cabezas, Parks & Recreation Director, stated that it looks like they were trying to rock the dock and broke the welds that hold the railing on the docks. This cannot be repaired and must be replaced. She is working with a contractor to get quotes at this time.

2. Code Enforcement – Jennifer Cabello, Officer

Ms. Cabello presented the quarterly report for Code Enforcement which was distributed to City Council and filed with the City Secretary. This report covered activity for July, August, and September 2023.

Top 5 Violations

- Trash next to curb area (not trash day) – 41
- Dead Landscaping/Trees – 38
- Obstructions/Clearances – Trees/Landscaping – 36
- Grass/Weeds in Flowerbeds in cracks of concrete – 31
- Bandit Sign – Prohibited Sign – 28

Ms. Cabello reported that there were 1314 open cases for the fiscal year, 1353 cases closed, and 96 citations issued. She also reported that she worked 24 weekends over the last fiscal year.

Mayor Jessup asked about the house on Alston and asked if it was closed. Ms. Cabello reported that his work is not complete, but the owner is in compliance at this time.

3. Fire Department Monthly Report for August 2023 – Charles Jessup IV, Mayor

Mayor Jessup presented the fire report for August 2023 which was distributed to City Council and filed with the City Secretary. There was a total of 43 incidents in Meadows Place over the last month and 31 of those were to assist EMS with medical incidents. He stated that he was proud to see so many firefighters at the funeral of Mr. Frances who was a member of Stafford Fire Department.

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

a. Fiscal Year 2022-2023 Final Amended Budget

City Administrator, Nick Haby, stated that this meeting marks the end of the 2022-2023 fiscal year. He then presented the Final Amended Budget for fiscal year 2022-2023 prepared by Ms. Weston, the Finance Director. This document shows the final budget numbers after budget amendments that were made throughout the fiscal year. He reviewed the original budgeted revenue and the final revenue. He stated this increase was mostly due to investment interest and County funding. He then reviewed expenditures and stated that it

was a successful budget year.

Mayor Jessup stated that he was impressed by the report and liked seeing the amendments listed with the supporting ordinance.

Alderman Mertins stated this shows transparency for anyone questioning how money was spent and how the budget was balanced.

D. MAYOR AND COUNCIL COMMENTS

1. Mayor's Comments

a. Another Great Year for Meadows Place

Mayor Jessup stated that this was another great year as Mr. Haby just showed through the improved budget reporting process. He shared that bond money and county funding has helped with maintenance throughout the city. He reminded staff and the residents that City Council has struggled with some tough decisions this year and he is pleased to work with this City Council, and they are one of the best he has worked with. He recognized the new sensory park installed and stated that is beautiful and he constantly sees people using it. He thanked each department for their work to make Meadows Place better.

b. Community Input

Mayor Jessup stated that Council and staff try very hard to communicate with the community. He stated that it started with the newsletter. The City has hired a Communications Director to help get information out. He works on the newsletter, the City website, social media, and marquee signs. Mayor Jessup stated that the city wants the community's input. He reminded the residents that they can use "Ask a Question" on the website and report code enforcement issues through the website as well. He also reminded everyone that solicitors must have a permit from the city, so please report solicitors to the police department that are not permitted.

2. Council Comments

a. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle

Alderman Staigle reported that we are still waiting on the next submission. The surveyor did field review to locate the new power poles from CenterPoint. It won't be as accurate, but it did save the city money. He reported that as of now the goal is for them to submit the 100% plans to the city before October 23, 2023, however they are still gathering information and finishing the design. The city will review it and then submit it to CenterPoint again for review and approval. Mr. Haby stated that he and the Mayor met with the new Mayor of Stafford regarding the portion of the project.

Alderman Staigle stated that the city has declared the Dorrance Lane project closed and will no longer be on the agenda. Alderman Kopczynski asked if the final invoice has been paid. Alderman Staigle stated that the city has requested this information, and the contractor has still not submitted the information. Staff met with the City Attorney, and he informed the city of the statute of limitations and now the city will wait to see if the contractor will submit the final documents requested per the contract.

E. REGULAR AGENDA

1. Discussion and consideration regarding Ordinance No. 2023-37 approving the City of Meadows Place Economic Development Corporation 2023-2024 fiscal year budget as adopted by the Board of Directors at its September 14, 2023, Economic Development Corporation meeting.

Alderman Mertins made to approve Ordinance No. 2023-37 approving the City of Meadows Place Economic Development Corporation 2023-2024 fiscal year budget as adopted by the Board of Directors at its September 14, 2023, Economic Development Corporation. Alderman Staigle seconded the vote. The vote follows:

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

Nays: None

The motion passed unanimously.

Mr. Haby reminded Council that this budget includes the \$250,000 allocated for the Dorrance Lane project and staff will bring a budget amendment for this item in the near future.

2. Discussion and consideration of the first reading of Resolution No. 2023-20 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$250,000 for this project.

Alderman Staigle moved to approve the first reading of Resolution No. 2023-20 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$250,000 for this project. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

3. Discussion and consideration regarding Resolution No. 2023-21 ratifying the Mayor's signature on an agreement with TXU Energy Retail Company LLC for electric rates for a term from January 2026 to December 2030.

Mayor Jessup stated that the city's electric broker contacted the city regarding rates and advised the city that this is a good rate, and the city should lock in now.

Alderman Staigle moved to approve Resolution No. 2023-21 ratifying the Mayor's signature on an agreement with TXU Energy Retail Company LLC for electric rates for a term from January 2026 to December 2030. Alderman Kopczynski 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. 2023-22 authorizing the Mayor to execute an agreement with LEM Construction Co., Inc. for the WWTP Clarifier Rehabilitation Project in the amount of \$4,275,000.00 including additive alternate items per the recommendation of HDR Engineering, Inc.

Alderman Staigle stated that the City Attorney stated that action taken at the last meeting was not correct per Procurement law, therefore the City needs to approve the contract for the bid amount and then negotiate changes.

Alderman Staigle moved to approve Resolution No. 2023-22 authorizing the Mayor to execute an agreement with LEM Construction Co., Inc. for the WWTP Clarifier Rehabilitation Project in the amount of \$4,275,000.00 including additive alternate items per the recommendation of HDR Engineering, Inc. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

5. Discussion and consideration of Ordinance No. 2023-38 repealing City of Meadows Place Code of Ordinances Chapter 130, Section 130.53 Juvenile Curfew per House Bill 1819 effective September 1, 2023.

Alderman Staigle moved to approve Ordinance No. 2023-38 repealing City of Meadows Place Code of Ordinances Chapter 130, Section 130.53 Juvenile Curfew per House Bill 1819 effective September 1, 2023. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

Alderman Baker asked if there is anything that can be done if children are seen out late at night. Alderman Staigle stated there would have to be probable cause.

The motion passed unanimously.

6. Discussion and consideration of the Second reading of Resolution No. 2023-20 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$250,000 for this project.

Alderman Kopczynski moved to approve the Second reading of Resolution No. 2023-20 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$250,000 for this project. Alderman Mertins seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

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:

August 15, 2023 – City Council Special Meeting

August 22, 2023 – City Council Regular Meeting

September 15, 2023 – Possible Quorum (Presentation by FBC District Attorney)

Alderman Staigle moved to approve the Consent Agenda as presented. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion passed unanimously.

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

Emily Merkley asked everyone to sing Happy Birthday to Cameron Miller, the Communications Director.

Jimmy Fenwick, resident 12323 Alston Drive, thanked City Council, First Responders and staff

for how they care for the city. He stated that Meadows Place is unique in how they are there for the community.

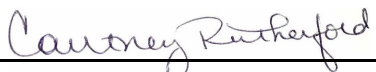
Kelle Mills, resident and Alderman, stated that there are over 160 children registered for the fall baseball season and congratulated Meadows Pony League for getting more involvement.

H. ADJOURN

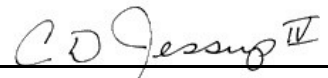
There being no further business to discuss the meeting adjourned at 7:39 p.m.

These minutes were approved by City Council on October 24, 2023.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

