



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON OCTOBER 24, 2023, AT 6:30 P.M., AT MEADOWS PLACE EOC/TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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

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

Tia Baker, Mayor Pro Tem *(arrived at 6:33 p.m.)*
Rick Staigle, Alderman

Nick Haby, City Administrator

Courtney Rutherford, City Secretary

Kelle Mills, Alderman, was not present.

The following staff were also in attendance: Communications Director, Cameron Miller; Assistant Chief Jack Ashton; Public Works Director, Rod Hainey; Parks & Recreation Director, Colene Cabezas; and Finance Director, Anna-Maria Weston.

1. Pledge of Allegiance: Cameron Miller

2. Invocation: Jimmy Fenwick

B. REPORTS

1. Police Department – Assistant Chief Jack Ashton

Chief Stewart was not present; therefore, Assistant Chief Ashton gave a brief overview of the monthly statistics and activities report for October 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 – 2256
- Accidents – 21
- Arrest – 15
- Traffic Citations Issued – 341
- Assault – 0
- Burglary of Motor Vehicle – 2
- Burglary of Business, Residential or Residential Building – 1
- Criminal Mischief – 1
- Fraud – 2
- Robbery – 0
- City Ordinance – 21

- Theft – 8
- Property Checks – 1887
- Flock Safety Alerts – 88
 - Stolen Vehicles – 11
 - Sex Offender – 12
 - Stolen License Plates – 21
 - Gang/Suspected Terrorists – 13
 - Missing Person Alert – 0
 - Warrant – 11
 - Protection Order – 12
 - Other Agency Hot List – 2
 - Violent Person – 6

Mayor requested a quick break to acknowledge Emily Merkley in attendance on her birthday. Council, staff and residents in attendance sang Happy Birthday to Ms. Merkley.

Additional Notes:

- MPPD has started a new training cycle for 2023-2024
- Training Center in full swing! Multiple Agency training (this allows our D to host classes needed by opening the training to other agencies, at little to no cost for the city as the host). We hosted three different classes (SFST Field Sobriety Update X2 and Legal Update), last week with visitors from:
 - Rosenberg PD (3)
 - Stafford PD (2)
 - FBC Pct. 1 (12)
 - FBC Pct. 3 (2)
 - DPS (1)
 - Shertz (3)
 - MPD (12)
- National Night Out was a success despite the weather.
- Shop 40 is almost complete and on the road. The Computer/Video System is being programmed.
- Mesa is still working on the automatic scheduler.
- Grant Status (remains the same)
 - Radio Recorder grant approved in the amount of \$52,000.
 - Dispatch Console grant in the amount of \$197,000 is in review.
 - 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.

Alderman Staigle asked about the email regarding a call to Dispatch that went to the County. Assistant Chief Ashton stated that they are still looking into the incident. They have reached out to the person who sent the email to better understand what happened and followed up with the County and have requested a copy of the audio from the call to see what was said.

Alderman Kopczynski asked about the residential burglary. Assistant Chief Ashton stated that this case is still under investigation, but Friendswood Police Department just arrested an

individual who had the driver's license of the victim from Meadows Place in his position.

Mayor Jessup stated that he was pleased to see Meadows Place taking advantage of the Training Center and hosting training that benefits Meadows Place Police Department as well.

2. Public Works – Roderick Hainey, Director

Mr. Hainey presented the quarterly report on Public Works which was distributed to City Council and filed with the City Secretary. This report covered activity for July, August, and September 2023. A few key points are listed below.

Sidewalk repair and replacement program

The sidewalk replacement program is funded annually in the amount of \$70,000. As of late September, we have been working on last year's funding. We anticipate a large sidewalk project will be released on the first of next year. The short list has approximately 18 locations that will be addressed.

Mayor Jessup stated that the City has received a few complaints on sidewalks that aren't hazardous. He stated that Mr. Hainey is doing a good job at evaluating and looking at other ways to make some repairs like using asphalt instead of replacing the whole sidewalk.

Street Repairs /Road Fee funding

The street panel replacement program is funded by the road use fee and the budget is \$185,000. Two sections in Meadow Valley have been released for repairs, approximately \$65k. Four other locations have been identified and quoted.

USW Expenses (July, August, and September 2023)

July 2023 - \$68,825.41

August 2023 – \$96,067.46

September 2023 - \$112,559.07

Mr. Hainey also provided a seven-year history of leaks and repair costs.

Other repairs with USW and outside vendors.

- 1) Water Well #3 Generator installed. 350 KW- Diesel.
- 2) EOC Generator installed. 80 KW Natural gas.
 - a. Staff performed a test and the power transferred seamlessly.
- 3) WWTP Generator installed but not connected. 500 KW – Diesel.
- 4) HDR, bidding of the rehabilitation of the Clarifier bridge assembly. Project moving forward.
- 5) Blowers at the Wastewater Plant:
 - a. Blower #1 – Motor and blower both inoperative.
 - b. Blower #2 – Operational (New)
 - c. Blower #3 – Unit is being replaced by USW.

d. Blower #4 - Operational

- 6) Made repairs to air conditioner in the Finance Department, damper had failed.
- 7) Fire Department garage doors were serviced.
- 8) Completed review of water leak and related cost for the last seven years. See attachment, History water leak and Cost.
- 9) Water meter review – the water system has approximately 1600 meters and around three hundred have registered over one million gallons, since being installed. Accurate meter has been scheduled to pull and test ten of these meters. Since the system was last updated in 2016 these results will determine the efficiency of the units with over one million gallons of consumption.
- 10) Lake pump update. The lake pump that utilizes recycled water for the irrigation system has been plagued with failures over the last few months. The main issue being the priming of the unit. Approximately six months ago a separate primer pump was installed, and this appeared to correct this issue. BUT now the sprinkler heads are being clogged and the pump will not continuously prime. The debris from the bottom of the lake is the root cause of the failure. As an alternative source to supply the irrigation system, a potable water connection has been made. Have contacted the original vendor, Pumps, Motors, and Controls. And we are working on an alternative solution to pump the recycled water into the irrigation system.
- 11) WWTP lift station. Small jockey pump has failed again. Replacement will be ordered, and the old unit will be reworked for a spare.

Irrigation Systems review and update

On a monthly basis we receive a report on all the sprinklers within the city. This report has been reviewed by staff and repairs are authorized.

Alderman Kopczynski asked about the fire hydrants that are covered in plastic bags. Mr. Hainey said they do not have a completion date at this time. Those hydrants have been identified and parts have been ordered and will be repaired and placed back in service as soon as possible.

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

Mayor Jessup presented the fire report for September 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 24 of those were assist EMS with medical incidents.

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

City Administrator, Nick Haby, stated that calendars have been printed and complimented Communications Director, Cameron Miller, on his work putting it together and thanked EDC for funding the project.

He shared that staff is working with Texas Lawn Works on a new option for service on the city's irrigation systems. Staff will be bringing a new agreement to Council to review regarding increased rates on irrigation maintenance.

C. MAYOR AND COUNCIL COMMENTS

1. Mayor's Comments

a. Elections

Mayor Jessup stated that this is a very important election cycle for the state of Texas, Fort Bend County, and Meadows Place. He stated that even though the city doesn't have any items on the ballot there are several items that affect the city; the Fort Bend Mobility Bond has \$3,000,000 allocated to the city. He also stated that Meadows Elementary School is the center of the city and there is a VATRE item on the ballot that will increase pay for teachers. He stated that this item will cost residents approximately \$10 a month, however the overall tax rate will go down.

Alderman Mertins shared that if the VATRE passes the state will match a portion of the money.

b. Park Additions

Mayor Jessup stated that he is very happy with Public Works, staff and Parks. He encouraged others to ride around and look at the new equipment that has been installed at the sensory park. He said he constantly sees people of all ages using the parks of Meadows Place.

2. Council Comments

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

Alderman Staigle reported that there is not a lot of changes. Staff got back with the engineer regarding the gate on the bridge and the gate will be on the end of the bridge near the Discovery Center. He asked that the city provided the vendor information for the city's current vendor on the electronic doors.

Mayor Jessup wanted his appreciation for Alderman Staigle for acting as the volunteer project manager on several of the city's recent projects. He shared that the city couldn't have done these projects without his guidance.

D. REGULAR AGENDA

1. **Discussion and consideration of Resolution No. 2023-23 authorizing the Mayor to execute Change Order No. 1 with LEM Construction Co. for the reduction of bypass pumping and solid removals and reducing the contract amount to \$3,950,000 for the WWTP Clarifier Rehabilitation Projection.**

Hunter Howard with LEM Construction Co. was present for any questions regarding the change order.

Mr. Howard stated that the bid came in over budget and they were contacted by HDR Engineering regarding the bid. He stated that there were some issues with how the bid was put together regarding pumping for the gate replacements. They reviewed the bid and removed some of the extra fees and reduced the contract amount due to the city accepting all of the Add Alts.

Alderman Baker moved to approve Resolution No. 2023-23 authorizing the Mayor to execute Change Order No. 1 with LEM Construction Co. for the reduction of bypass pumping and solid removals and reducing the contract amount to \$3,950,000 for the WWTP Clarifier Rehabilitation Projection. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

Mr. Haby stated that staff will now meet with the contractor and give a Notice to Proceed and intend to get started soon.

2. Discussion and consideration of Resolution No. 2023-24 adopting the 2023-2024 City of Meadows Place Investment Policy and Strategy Guidelines.

Alderman Staigle moved to approve Resolution No. 2023-24 adopting the 2023-2024 City of Meadows Place Investment Policy and Strategy Guidelines. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

3. Discussion and consideration of Resolution No. 2023-25 designating a city representative and an alternate representative to the Houston-Galveston Area Council's 2024 General Assembly.

Alderman Kopczynski moved to approve Resolution No. 2023-25 designating Tia Baker as the city representative and David Mertins as the alternate representative to the Houston-Galveston Area Council's 2024 General Assembly. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

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. Acceptance of the Quarterly and Annual Financial and Investment Reports.

2. Acceptance of the Quarterly Budget and Financial Report.

3. Consider approval of the Minutes held as follows:

- September 19, 2023 – Special Meeting
- September 26, 2023 – City Council Regular Meeting

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

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion passed unanimously.

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

Alderman Staigle stated Alderman Mills was going to ask for item to review the TML Representative travel budget. Aldermen Baker Mertin, and Kopczynski agreed to add the item to the next agenda.

Terry Henley, resident and former Alderman, shared that his daughter is a teacher and left Fort Bend to go to Lamar for a salary increase. He also shared that it was an excellent TML Conference this year in Dallas, although attendance was lower. He stated that he attended the business meeting and TML passed his resolution regarding newspaper posting requirements for cities. Mayor Jessup stated that he is going to send notice to all of the representatives to pass the bill regarding the option to publish in the newspaper and remove the requirement for publication.

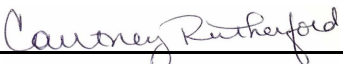
Tia Baker, resident, stated that she brought signs for the mobility bond election, and she has fact sheets for anyone who would like more information regarding the bond. She stated that Fort Bend is growing so quickly, and this bond money is much needed improvements.

G. ADJOURN


There being no further business to discuss the meeting adjourned at 7:50 p.m.

These minutes were approved by City Council on November 28, 2023.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

