



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, OCTOBER 27, 2020 AT 6:30 P.M., AT MEADOWS PLACE TRAINING CENTER/EOC, 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, Charles D. Jessup IV, at 6:30 p.m. with the following present via teleconference:

Mayor, Charles D. Jessup, IV
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Mayor Pro-Tem, Rick J. Staigle
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Jack Ashton, Police Captain, and Isela Hernandez, Deputy Court Clerk.

1. Pledge of Allegiance and Invocation

Pledge by: James Fields, Resident

Invocation by: Kurt Kopczynski, Alderman

B. PROCLAMATION

1. Service Recognition

Mayor Jessup recognized Oralia Naccarino, Accounting Clerk, for her five years of dedicated service to the City of Meadows Place.

C. REPORTS

Mayor Jessup called item 3 out of order.

3 Fire Department Monthly Report for September 2020 – Mayor Charles Jessup IV

Mayor Jessup provided an overview of the Stafford Fire Department activity report for September 2020 which was filed with the City Secretary. Mayor Jessup stated that he is pleased to see that staff works well with Fire Marshal, Jon Lopez and the Stafford Fire Department.

Mayor Jessup then called item 2 and 4 together.

2 Public Works Report - Nick Haby, City Administrator

Nick Haby, City Administrator, gave the report for Public Works. He introduced the new Public Works Director, Rod Hainey, who will start work on Monday, November 2nd. Mr. Hainey comes with 30 years of experience in Public Works including infrastructure and water and sewer operations. Mr. Hainey thanked Council for the opportunity to serve the City.

4 Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated that PW has started street and sidewalk repairs for fiscal year 2020-2021. He encouraged the residents to contact Public Works if they have an issues or areas that need to be looked at.

Mayor Jessup then read an email from a resident thanking the City for taking care of an issue/hazard near his home.

Mr. Haby then reviewed the Wall of Service that was budgeted for fiscal year 2020-2021. This will display pictures of staff with their tenure of service.

Staff is beginning training for online payments. They have started with the permit process and Parks events will come at a later date.

Mr. Haby mentioned that Christmas Memories will be on Friday, December 4th from 6:00 p.m. to 9:00 p.m.

Mayor then went back to item 1.

1. Police Department

Chief Stewart was not able to attend the meeting, therefore Captain Ashton gave an overview of the monthly statistics and activities report, for October 2020, which was distributed to City Council and filed with the City Secretary.

Captain Ashton spoke on a few highlights from the month as follows:

- All public contact programs are still on hold due to COVID.
- Continue to disinfect offices and police vehicles.
- Four citations issued on Dorrance for parking violations totaling 6 charges.
- Burglaries in a business were 3 in row on W Airport Blvd. It was the same guy that went door to door. There is video footage, but so far unable to make an ID.

- We are still in hurricane season and it has been an active season. Currently storm Zeta is in the Gulf but turning away from us. The Police Department remains alert and keeping the EOC stocked.
- Training Center is partially opened, and Meadows Place PD hosted a class with Missouri City.
- Grants: have been awarded the License Plate Readers grant. This is for four cameras for five years.
- National Night was more than expected. The Police Department, Mayor, City Council, and the City Administrator attended seven different parties.
- The Department is preparing for Halloween this weekend and the upcoming holidays. This is a busy time of the year.
- Meadows Place is currently providing voting security for the polling location at City Hall. The DA asked for plain clothed officers to volunteer and all said no.
- January 1st the department will have four open positions. Two officers are retiring and there are still two open positions.

Alderman Staigle asked about the 2 accidents in the roundabouts. He stated that he and the City Secretary are supposed to receive notification to pursue insurance.

Alderman Isbell questioned the break-ins at Murphy Express. He wanted to know if they had cameras. Captain stated they do have cameras that have helped to ID defendants and make arrest.

Alderman Bezner asked about the increase in BMV. He wanted to know if the vehicles were unlocked. Captain Ashton stated they were unlocked and at the townhomes.

Mayor asked Captain to explain the TLC program. Captain Ashton stated that a few years ago Meadows Place was having a lot of BMV. Chief Stewart created the TLC program. There is a report card and officers drive around a randomly check vehicles and then leave a report card. The report card list items like was vehicle unlocked and were valuables visible. This is a great educational tool for the community.

D. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff 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. Mayor's Comments

a. Council Rules and Procedures (June)

Mayor Jessup stated that this is a procedure staff will present in June and then review annually.

b. FBCMCA Meeting – Honoring First Responders

Mayor Jessup stated Meadows Place will be hosting a meeting on November 19th to honor all First Responders in the County. We will host from the Meadows Place Training Center and will recognize the multiple departments via zoom.

c. New Budget Year

Mayor Jessup stated that he just wanted to recognize that we are in a new budget year and just a few days away from closing the 2019-2020 budget year. AMW has numbers update and she and staff are very knowledgeable of the budget and keep it with it. Last year was a hard year and we are closing out at the following percentages:

Court 88%
Admin 84:
PW 92%
PD 100.01%

Staff is actively watching these numbers on daily basis. Thanked staff for working so hard to maintain their budgets.

This year same tax rate with 0 debt and focusing on infrastructure. Thanked Council for the great job putting the budget together.

Alderman Staigle reminded Council that they did budget a deficit but finished positive. did not come in deficit and sales tax remained up even with the COVID pandemic.

d. Turnover on Council

Mayor Jessup stated with election coming up there will be a change in Council. Alderman Bezner will be stepping down after a little over 6 years and we will be welcoming a new member soon. He stated that he appreciates all of his effort of the years and he is proud of him.

Alderman Bezner stated he will still be around. He believes that the City is in better shape than when he got on Council and thinks Council is also in good shape.

Mayor thanked Alderman Bezner for his dedicated service to the City.

2. Council Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave an update on the Kirkwood Road Reconstruction. Unfortunately, not all work this last month. Hopefully the Change Order #4 will be the last to get irrigation and electrical operational. We are working with the County to get a date for the ribbon cutting.

Alderman Kopczynski asked about the landscaping issue? Alderman Staigle stated that Parks is working to pull landscaping back and place bull rock.

Mayor stated that Rick's expertise has saved the City a lot of money and thanked him.

E. REGULAR AGENDA

1. Discussion and acceptance of the Quarterly and Annual Investment Reports.

Alderman Bezner moved to accept the Quarterly and Annual Investment Reports. Alderman Staigle seconded the motion.

Brief discussion regarding financial management plan.

The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Resolution No. 2020-44 adopting the 2020-2021 City of Meadows Place Investment Policy and Strategy Guidelines.

Alderman Isbell moved to approve Resolution No. 2020-44 adopting the 2020-2021 City of Meadows Place Investment Policy and Strategy Guidelines. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

3. Discussion and consideration of Resolution No. 2020-45 declaring the number of its inhabitants in the City of Meadows Place.

Precursor in moving to home rule. The city is declaring a population over 5,000 people. There are several different modules used to declare our population over 5,000. Mayor stated that after talking to the CENSUS representative he realized that we are probably over 5,000 population. The 2010 CENSUS only included approximately 80% of the households in the City and was a population of 4,660 so if you have the additional 20% it puts the City at a population of approximately 5,500.

Alderman Staigle moved to approve Resolution No. 2020-45 declaring the number of its inhabitants in the City of Meadows Place between 5,000 and 24,999. Alderman Kopczynski seconded the motion.

Alderman Staigle stated he would like to see the backup. He doesn't know if there is any negative feedback for claiming a population of 5,000.

Alderman Bezner concerned with the fact that we could be challenged.

Mr. Grady Randle, City Attorney, stated that once we pass the resolution it is up to others to prove that we are wrong.

Alderman Bezner stated that he thinks the City should document its reasoning for declaring a population of 5,000 or more.

Council would like to see documentation in writing from the CENSUS stating 4,660 is only 80% of the households in the City.

Alderman Staigle move to table. Alderman Bezner second. The vote follows:

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

Nays: None

The motion carried.

Mayor asked Council to email him what they want

4. Discussion and consideration of Resolution No. 2020-46 appointing members to the City's Charter Review Commission.

Alderman Bezner moved to table Resolution No. 2020-46 appointing members to the City's Charter Review Commission until the November meeting. Alderman Mills seconded the motion.

Alderman Isbell asked about adding Alderman Bezner if this happens once, he is off Council.

Alderman Bezner stated that he was prepared to table this item until he got Council. He also wanted to allow the new Council member to have input. He was also concerned about nepotism with the Commission.

The vote follows:

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

Nays: None

The motion carried.

5. Discussion and consideration of Resolution No. 2020-47 authorizing the Mayor to negotiate change order #4 with Mar-Con Services providing for additions due to changes in irrigation, landscaping work, additional repairs due to vehicle accident, and relocation of the irrigation controller electrical meter pole to CenterPoint Energy's installed power drop.

Alderman Staigle moved to approve Resolution No. 2020-47 authorizing the Mayor to negotiate change order #4 with Mar-Con Services providing for additions due to changes in irrigation, landscaping work, additional repairs due to vehicle accident, and relocation of the irrigation controller electrical meter pole to CenterPoint Energy's installed power drop. Alderman Bezner seconded the motion.

Alderman Staigle that this is \$0 change order.

The vote follows:

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

Nays: None

The motion carried.

6. Discussion and consideration of Resolution No. 2020-48 terminating the Emergency Water Interconnect Agreement with Fort Bend County Water and Control Improvements District No. 2 (WCID2).

Mayor stated that they City has interconnect with WCID2. TCEQ became aware the interconnect. In order to bring it up to regulation and get proper permitting would be costly, therefore WCID2 and Meadows Place decided to disconnect and terminate the agreement.

Alderman Isbell moved to approve Resolution No. 2020-48 terminating the Emergency Water Interconnect Agreement with Fort Bend County Water and Control Improvements District No. 2 (WCID2). Alderman Bezner seconded the motion.

Council asked how they found out about the interconnect. Mr. Haby stated that TCEQ received an anonymous complaint.

The vote follows:

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

Nays: None

The motion carried.

7. Discussion and consideration of Resolution No. 2020-49 authorizing the Mayor to enter into an agreement with HDR Engineering, Inc. for on-going geographic information system (GIS) services.

Alderman Staigle moved to approve Resolution No. 2020-49 authorizing the Mayor to enter into an agreement with HDR Engineering, Inc. for on-going geographic information system (GIS) services. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

8. Discussion and consideration of Resolution No. 2020-50 authorizing the Mayor to enter into an agreement with Houston Fence Company to install safety fence/railing on the bridge along Keegan's Bayou crossing near Kirkwood.

Alderman Staigle moved to approve Resolution No. 2020-50 authorizing the Mayor to enter into an agreement with Houston Fence Company to install safety fence/railing on the bridge along Keegan's Bayou crossing near Kirkwood in an amount of \$7,089.12. Alderman Mills seconded the motion.

Alderman Staigle stated that this expense will be covered under the Kirkwood Project and paid for with EDC funding.

The vote follows:

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

Nays: None

The motion carried.

9. Discussion and consideration of Ordinance No. 2020-37 amending the general fund budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$19,000 to line item 100-040-531500, Public Works Miscellaneous, from the City's General Fund to replace the storm culvert at the Monticeto/Blair Meadow intersection into the bayou.

Alderman Isbell moved to approve Ordinance No. 2020-37 amending the general fund budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$19,000 to line item 100-040-531500, Public Works

Miscellaneous, from the City's General Fund to replace the storm culvert at the Monticeto/Blair Meadow intersection into the bayou. Alderman Staigle seconded the motion.

Mr. Haby stated that this was an emergency repair. He contacted the County and the authorized the City to make the repair. Alderman Staigle stated that the City owns the pipe, therefore we must repair it. The pipe was not draining. Staff needs to create a plan to check the storm culverts and develop a plan for replacement and or repairs.

Council briefly discussed a few other locations that need to be repaired.

The vote follows:

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

Nays: None

The motion carried.

10. Discussion and consideration of Resolution No. 2020-51 designating a City representative and an alternate representative to the Houston-Galveston Area Council's 2021 General Assembly.

Alderman Bezner moved to approve Resolution No. 2020-51 designating John Isbell as the City representative and Rick Staigle as the alternate representative to the Houston-Galveston Area Council's 2021 General Assembly. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

11. Discussion and consideration setting the date, time, and place for a Town Hall Meeting to receive general public comment regarding proposed street and infrastructure maintenance and/or repair in the city limits.

Mayor Jessup stated that this is big deal and invited all the residents in attendance to attend and invite their neighbors to attend as well.

Alderman Staigle stated that he has a meeting on November 11th to start discussing the engineering for replacement. Since the City has no more debt the current Council wants to pay as we go. We look to increase the slope of the streets and the take input on other things to do like stamped concrete or traffic calming devices. (1:13 recording) Council wants residents' input on how to move forward.

Alderman Isbell asked how much was budgeted for the debit payments. Alderman Staigle stated that it was approximately \$300,000 per year.

Alderman Bezner moved to set Saturday, November 14th from 10:00 am. To 12:00 p.m. at Meadows Place City Hall for a Town Hall Meeting to receive general public comment regarding proposed street and infrastructure maintenance and/or repair in the city limits. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

12. Discussion and consideration to reschedule the Regular City Council Meeting in November to November 17, 2020 due to the Thanksgiving holidays.

Alderman Isbell moved to reschedule the Regular City Council Meeting in November to November 17, 2020 due to the Thanksgiving holidays. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

13. Discussion and consideration related to the remaining CARES Act funding.

Mayor Jessup stated that at the last FBCNCMA meeting Ed Sturdivant, County Auditor, and Meadows Place was recognized for being more active on getting this funding and it way ahead of other cities. Mayor and Bob went to every business in the City and gave them the small business application for funding and approximately businesses got funding.

The City still has money available and staff is looking at ways to get this funding.

Mr. Haby stated that approximately \$253,000 was marked for the City of Meadows Place and has spent about 50% of that money.

One item that staff has gotten approved is redoing the Council dais. This money must be spent by December 30th. If we do not spend it the County will take the money and decided how to spend it.

There was brief discussion regarding how the County has spent these funds and future planning to spend the money that cities don't claim. If the City sends money back, we can contact the County and tell them how we would like the money to be spent.

Alderman Bezner asked if the security at the elections can be paid through CARES Act. Mr. Haby stated that staff would have to prove how security is fighting the pandemic.

Alderman Staigle stated that Council Chambers and PPEs be budgeted and then offer the other funds back to the County. Mr. Haby said he predicts approximately \$50,000 will be remaining. Alderman Staigle suggested that the city offer back \$75,000 to the County.

Mr. Randle suggested asking for a reimbursement in attorney fees for reviewing COVID orders. (1:35)

Alderman Staigle moved that staff unencumber up to \$75,000 of the CARES Act funding back to the County once staff has reviewed attorney fees that may be reimbursed. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried

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:

September 22, 2020 – Council Special Session and Public Hearing
September 22, 2020 – Regular Council Meeting Minutes

2. Ratification of Bills

Safety Vision (Camera System New Police Vehicle)	\$ 5,099.00
Safety Vision (Camera System Install)	\$ 200.00
Joe L. Salvide (Road Repair – 12102 Cedar Form Move In Fee)	\$ 8,020.00
Joe L. Salvide (Road Repair – 12102 Cedar Form Completion Fee)	\$ 8,015.00
Joe L. Salvide (Storm Culvert Repair - Deposit)	\$ 9,465.00
Galls (Riot Gear for Police Department)	\$ 26,011.62
Con10gency (Riot Gear Mask for Police Department)	\$ 11,801.50
Tyler Technologies (Annual Maintenance)	\$ 15,110.14
Tyler Technologies (Court Annual Maintenance)	\$ 1,807.14
Onsolve (CodeRED Annual Renewal)	\$ 5,355.00
Play with a Purpose (Playground Equipment)	\$ 6,269.32
Del Carmen Consulting (2020 Racial Profiling Services)	\$ 6,350.00
Clear Choice Plumbing Services (Investigate/Repair Plumbing)	\$ 2,465.00
Clear Choice Plumbing Services (Investigate/Repair Plumbing)	\$ 3,115.00

Alderman Staigle moved to approve the consent agenda as amended to correct the second invoice for Salvide as the final fee. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

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

James Fields, resident and President of Meadows Place baseball at 11706 Kangaroo Ct, spoke to Council about the Meadows Place baseball fields. He stated that due to COVID and the school construction they have lost their main playing fields. They held a fundraiser in order to raise \$5,000 to repair the infields. The full restoration will cost approximately \$14,000 and they would like help from the City if possible. He stated that they would \$9,000 to \$10,000 to complete the infields.

Mayor Jessup stated that Council supports Meadows Place baseball, but not sure what they can do at this time.

Charles Teague, resident at 11611 Dorrance, thanked the Mayor for ending the state of emergency in the City of Meadows Place. He spoke against masks and the pandemic

H. RECESS REGULAR MEETING FOR EXECUTIVE SESSION

Mayor Jessup recessed the regular meeting at 8:19 p.m. for Council to go into executive session with the City Attorney.

- 1. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney to discuss Specific Use Permit for Texas Direct Auto, now knows as VROOM.**
- 2. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 - Consultation with the City Attorney pursuant to Section 551.071 of the Texas Government Code to receive advice on a matter in which the duty of the attorney to the governmental body clearly conflicts with the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and this chapter.**

I. ADJOURN EXECUTIVE SESSION

The executive session adjourned at 9:12 p.m. and Council reconvened into regular session.

J. RECONVENE

Discuss and take appropriate action to regarding the Executive Session.

1. **Discuss and take appropriate action to regarding Government Code Section 551.071 – Consultation with Attorney to discuss Specific Use Permit for Texas Direct Auto, now knows as VROOM.**

Council agreed that Mayor Jessup will send a letter to VROOM.

2. **Discuss and take appropriate action to regarding Government Code Section 551.071 - Consultation with the City Attorney pursuant to Section 551.071 of the Texas Government Code to receive advice on a matter in which the duty of the attorney to the governmental body clearly conflicts with the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and this chapter.**

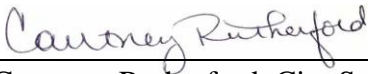
No action was taken.

K. ADJOURN

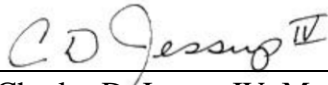
There be no further business the meeting adjourned at 9:14 p.m.

These minutes were approved by City Council on November 17, 2020.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

