



Charles D. Jessup, IV, Mayor      Rick J. Staigle, Mayor Pro Tem  
John F. Isbell, Alderman      Steven H. Bezner, Alderman  
Kurt L. Kopczynski, Alderman      Kelle K. Mills, Alderman  
Nick Haby, City Administrator      Courtney Rutherford, City Secretary

## **MEADOWS PLACE CITY COUNCIL SPECIAL SESSION AGENDA**

Notice is hereby given of a Special Session Meeting of the City Council of the City of Meadows Place to be held **Tuesday, November 17, 2020 at 6:30 p.m.**, at Meadows Place City Hall, 1 Troyan Drive, Meadows Place, Texas 77477, for the purpose of considering the following agenda items. All agenda items are subject to action. 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
2. Invocation

### **B. ELECTION MATTERS**

1. Discussion and action to consider Ordinance No. 2020-38, canvassing the returns and declaring the results of the General Election held on November 3, 2020 for the purpose of electing a Mayor and Aldermen Place 1, Place 2, and Place 3.
2. Issuance of Certificate of Election to Newly Elected Officials.
3. Administer Oath of Office to Newly Elected Officials.

### **C. REPORTS**

1. Police Department – Chief Gary Stewart
2. Parks and Recreation – Colene Cabezas, Parks & Recreation Director
3. Fire Department Monthly Report for October 2020 – Mayor Charles Jessup IV
4. City Administrator’s Report – Nick Haby, City Administrator

### **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. State of the City
- b. Boards and Commissions
- c. COVID-19

## **2. Council Comments**

- a. Kirkwood Construction Update – Alderman Rick Staigle

## **E. REGULAR AGENDA**

1. Discussion and consideration of Ordinance No. 2020-39 electing a Mayor Pro Tem.
2. Discussion and consideration of Resolution No. 2020-52 authorizing the Mayor and Police Chief to submit a grant application for the LPR Acquisition Project (License Plate Readers) to the Office of the Governor – Grant Number 411107.
3. Discussion and consideration of Resolution No. 2020-53 appointing 2 members to the Planning and Zoning Commission.
4. Discussion and consideration of Resolution No. 2020-45 declaring the number of its inhabitants in the City of Meadows Place.
5. Discussion and consideration of Resolution No. 2020-46 appointing members to the City's Charter Review Commission.
6. Discussion and consideration of Resolution No. 2020-54 authorizing the Mayor to enter into an agreement with Tyler technologies for the purchase of Tyler Technology Content/Document Management Suite, Incode Court Suite, and Tyler Content Manager modules in order to receive and store documents digitally to limit contact, exposure and spread of COVID-19 and allow staff working remotely to access documents and data.
7. Discussion and consideration Resolution No. 2020-55 authorizing the Mayor to enter into an agreement with Wright Business Technologies, Inc. for the purchase of new servers for the storage of data due to the Tyler Technology Content/Document Management Suite, Incode Court Suite, and Tyler Content Manager modules.
8. Discussion and consideration of Resolution No. 2020-56 authorizing the Mayor to enter into an agreement with Select Plumbing in the amount of \$8,798 for plumbing repair services at City Hall.
9. Discussion and consideration of Resolution No. 2020-57 authorizing an agreement with Construction Masters Residential for reconstruction of the Council Dais to allow for physical distance.

10. Discussion and consideration of Resolution No. 2020-58 authorizing the Mayor to negotiate a second addendum to the agreement with BBBG Consulting, Inc. to add substandard building review, inspection and program management.
11. Discussion and consideration of Resolution No. 2020-59 appointing BBG Consulting, Inc. President, Kevin Taylor as the Building Official for the City of Meadows Place.
12. Discussion and consideration of Resolution No. 2020-60 authorizing agreement with agreement with AVES Audio Visual Systems, INC for new microphones in the City Council Chamber/Courtroom.
13. Discussion and consideration of Resolution No. 2020-61 authorizing the Mayor to enter into an agreement with Semarck Landscaping Services, LLC for an amount not to exceed \$10,000 for interim maintenance of S. Kirkwood Dr.
14. Discussion and possible action amending City of Meadows Place Code of Ordinances Chapter 30, Section 30.31 Payment of Debts and Obligations.
15. Discussion and possible action amending City of Meadows Place Code of Ordinances Chapter 150, Section 150.09 Certificate of Occupancy requirement.
16. Discussion and consideration to reschedule the Regular City Council Meeting in December to December 15, 2020 due to the Christmas holidays.

**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:**

October 27, 2020 – Regular Council Meeting Minutes

**2. Ratification of Bills**

<b>GTS Technology Solutions</b> (Computer Camera System TLETS for Police Vehicle)	\$ 5,773.52
<b>Crimestar</b> (Annual Renewal)	\$ 2,000.00
<b>Crimestar</b> (Annual Renewal)	\$ 3,100.00
<b>Texas Lawn Works</b> (Irrigation Repairs at McGrath Park)	\$ 9,396.00
<b>Joe Salvide</b> (Storm Culvert Repair – Completion Payment)	\$ 9,460.00
<b>Tree Master</b> (Tree Trimming throughout the City)	\$ 26,620.00
<b>Tree Master</b> (Removal of Fallen Tree)	\$ 1,200.00

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

This provides an opportunity to comment on non-agenda items. Comments 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.**

**H. ADJOURN**

**CERTIFICATION**

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, this agenda was posted for public information at least 72 hours preceding the scheduled time of the meeting at Meadows Place City Hall located at 1 Troyan Drive, Meadows Place, TX 77477 on the 13<sup>rd</sup> day of November, 2020 at 4:30 p.m. and remained posted until said meeting was convened.



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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 accommodations must be made to the City Secretary by calling at (281) 983-2950 forty-eight (48) hours prior to the meeting. Agendas are posted on the Internet Website at [www.cityofmeadowsplace.org](http://www.cityofmeadowsplace.org).