



MINUTES OF THE SPECIAL SESSION AND WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON NOVEMBER 23, 2019 AT 8:30 A.M. AT THE MEADOWS PLACE 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, Charles D. Jessup IV, at 8:30 a.m. with the following present:

Mayor, Charles D. Jessup, IV	City Secretary, Courtney Rutherford
Mayor Pro-Tem, Rick J. Staigle	Alderman, John F. Isbell
Alderman, Steven H. Bezner	Alderman, Kurt Kopczynski
Alderman, Kelle K. Mills arrived at 6:46 p.m.	

Bob Graf and Tia Baker of Meadows Place EDC were also in attendance.

B. Discussion and recap regarding the property ay 11418 Brighton Lane.

TX Pride disposed of all property in the yard. There were a few issues with the refrigerator removal, but staff was able to get it removed the next day. Texas Pride will charge the city for the cost of the truck, crew, and tonnage.

Jennifer Cabello, Code Enforcement, and Officer Ramirez performed an inspection per the warrant on Monday.

Ms. Cabello along with Meadows Place Police Department were onsite to oversee the process of eviction and clean up. The City Secretary scheduled pick up of the refrigerator. Officer Jackson also remained onsite throughout the clean-up process.

The City is now waiting for HUD to action with the property. Code Enforcement did send a notice of violation to HUD from Inspection warrant.

C. Discussion and possible action regarding local street utility and pavement repair and replacement.

The City has started a mini program and created a listed with approximately 3 years' worth of repairs. This list is on the City website. Public Works has estimated approximately six (6) months of repairs in progress and starting to work on sidewalks. Public Works has begun working on list of sidewalk repairs. There are 25 locations east of Amblewood and 25 west. Areas of high traffic are first on the list.

Alderman Staigle stated that the City will pay off current bond debt in 2020 and should start using that money for repairs. After paying off bonds the City will have approximately \$300,000 - \$400,000 a year. He stated that structurally 75% of streets could last another 20 years, therefore we could consider asphalt. Council needs to make a plan and prioritize.

Council discussed that a \$20,000,000 bond would most likely only cover one section of repairs. There was discussion about a program to start replacing a block at a time and start making improvements all over the city.

Alderman Staigle recommended starting with Dorrance at Bloomington. There was also brief discussion to ask HDR to design the reconstruction. The biggest concern is the drainage when replacing the streets and that the pitch of the streets will need to be changed. Reconstruction will increase the number of inlets and some inlets will need be relocated.

There was brief discussion regarding asphalt blacktop of current streets versus complete reconstruction. Council also discussed holding a public hearing to get public input.

Mayor Jessup stated that it is important to get a process started and start making some repairs.

Council agreed to set a Public Hearing on Road Reconstruction Vision in February at the Community Center. Alderman Staigle and Ms. Baker of EDC, will work together to put together some drawings for the public hearing.

D. Discussion and possible on updating city codes.

Mayor Jessup stated that this is due to the passing of SB2439. Some of the current ordinances are no longer enforceable due to this change. One issue is the current ordinance regarding approved roof shingles. Council agreed that the Roof Permit application should be changed to say recommended shingles and no longer required.

There was discussion regarding homeowners doing work in their home and if a permit is required. Homeowners can only do work on their homestead, not rental properties or flip.

There was brief discussion about Home Owners Associations and the fact that they can still regulate building materials.

In June Council authorized legal counsel to review the current codes and notify Council which codes are no longer enforceable due to SB2439. Legal counsel is to report at the December 17th meeting.

E. Discussion and possible regarding hiring a City Administrator and job description.

Aldermen Bezner and Kopczynski are currently reviewing the job description and will report back to Council. Council agreed that this position will report to City Council. There was discussion regarding an interviewing panel and who would serve on that panel.

There was also discussion regarding what type of person Council is looking for. They are looking for a person with a background in finance, infrastructure, community development, etc. Council agreed that they want this position to have the same drive as Mayor Jessup and continue the evolution of the City.

Council agreed that it is a priority to get this job description completed and posted. There was discussion regarding hiring a firm to create job posting and recruit versus the City creating the job description and interviewing and hiring.

Bob Graf stated that it would be a good idea to get the word out and let people know what the City is looking for, because others might know somebody that would be a good fit for the City.

Mayor Jessup stated that the City currently has great staff that gets along and are very professional. Council agreed that they are looking for someone who can effectively manage department heads and strategy to move the City forward.

Council agreed to add an item to the November 26th agenda to review the revised the job description.

F. Discussion and possible action regarding a home rule charter.

Alderman Staigle stated that the City can self declare a population of 5,000 based on current data and asked if they want to use the data and go to home rule?

There was discussion regarding the benefits of going to home rule? There are some benefits to going home rule, but it is it worth the work and cost to make the change? One benefit is changing the registered sex offender limits. The City can get more specific on animal control and building issues. Mayor Jessup has looked in to cost and it is less expensive than he originally thought and with currently legislature it is worth looking at the make change.

There was discussion regarding what would be included in the charter and how the City would go about making the change. The question came up regarding citizen vote for changing to home rule, what percentage if any is needed to make the change?

Alderman Bezner would like to more information regarding cost and effort to make the change.

Alderman Isbell would like to know what percent is required by citizens to adopt a charter.

Alderman Staigle stated that the city can become a Council Manager Form, Mayor Council Form, or Commission Form type of government.

Council agreed that they would like to pursue becoming home rule city and authorize Legal Counsel to start putting information together to make the change.

Charter Commission must be compiled of 15 members. Council agrees that this and the City Administrator should be their priority for 2020.

G. Discussion and possible action regarding the facilities review project.

Mayor Jessup asked who do we hire to do this? Alderman Staigle stated that he knows a vendor but asked if Council wanted to take applications or go out for bid.

Alderman Staigle suggested that Council consider Huitt-Zollars for the facilities review.

Alderman Bezner moved that City Council accept Alderman Staigle's recommendation of Huitt-Zollars and contact them to start the facilities review process and possible contract. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

H. Discussion and possible action regarding the First Amendment to the VROOM Development Agreement.

VROOM submitted several changes to the agreement as follows:

- Change the time frame for dog park improvements from 120 days to 180 days
- Change to sign at the dog park to include a TDA email only for complaints or concerns of regarding the dog park.

Council agreed that they want to keep the time frame for improvements at 120 days. They will also accept the email on the signage as long as verbiage is added to the agreement that TDA will take corrective action within 10 business days on items needing repair.

There was discussion regarding parking in the alleyway. Council wants TDA to install fire line striping in the alleyway and the alleyway must remain open.

Council stated that they final mark up from legal counsel must be reviewed by City Council via email before going back to TDA.

I. Discussion and possible action regarding the City Council's long-term vision.

Council briefly reviewed the items on City Council's long-term vision.

Council agreed to review permit fees regarding residential tear down and rebuild at the December City Council meeting.

Mayor Jessup wants to push for parking lot near the EOC but is more expensive than originally projected and would like to request a variance from Stafford for the parking lot. The City Secretary will contact Stafford for the variance request application.

Mayor Jessup stated that staff is still working on the bridge to the Discovery Center. Alderman Staigle asked how will staff limit access from the bridge. Mayor Jessup stated that it will only be open during certain events, like when Meadows Elementary walks over for field trips.

Alderman Staigle stated that baseball wants the City to help with maintenance of the fields, but it takes community involvement and leadership for these groups to stay active in the city. Council agreed that they City does not have extra funds at this time to work on the fields.

J. Adjourn

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

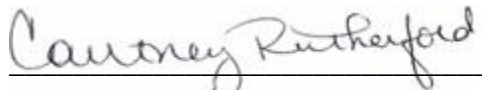
Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

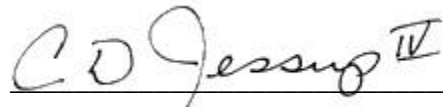
The motion carried.

The meeting was adjourned at 11:25 a.m.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

