



Audrey St. Germain, Mayor
David Mertins, Sr. Alderman
Kurt Kopczynski, Alderman
Nick Haby, City Administrator

Rick Staigle, Mayor Pro Tem
Tia Baker, Alderman
Kelle Mills, Alderman
Courtney Rutherford, City Secretary

MEADOWS PLACE CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special Meeting of the City Council of the City of Meadows Place to be held **Tuesday, December 17, 2024, at 5:30 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. A quorum of the City Council will be physically present at the meeting; however, some Council Members may participate in the meeting via videoconference per Texas Government Code Sec. 551.127. 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. SERVICE RECOGNITION

1. Kelly Sarabia, Reserve Officer – 20 Years of Service
2. Dan Denny, Parks Supervisor – 15 Years of Service
3. Lee Meyen, Dispatcher – 7 Years of Service
4. Alejandra Adames, Police Lieutenant – 5 Years of Service
5. Angie Hernandez, Code Enforcement – 5 Years of Service
6. Liliana Veruny, Accounting Specialist – 5 Years of Service

C. REPORTS

1. Police Department – Gary Stewart, Chief
2. Parks & Recreation – Colene Cabezas, Director
3. Fire Department Monthly Report for November 2024 – Audrey St. Germain, Mayor
4. City Administrator's Report – Nick Haby, City Administrator
 - a. Holiday Schedule

D. RECESS SPECIAL MEETING

Recess the Special Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Deliberation regarding appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary.

E. EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Deliberation regarding appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary.

F. ADJOURN EXECUTIVE SESSION

Adjourn the Executive Session stating the date and time the Executive Session ended and reconvene the Regular Session.

G. RECONVENE

Discuss and take appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary.

H. PUBLIC COMMENTS

Citizens who have completed a comment card and wish to speak to the City Council will be heard at this time. 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 or existing policy. Citizens shall be limited to **three (3) minutes** for comments to City Council.

I. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members 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 salutory 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. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle
2. Dorrance Lane Reconstruction Project Phase 2 – Alderman Rick Staigle

J. REGULAR AGENDA

1. Discussion and consideration of Resolution No. 2024-52 appointing three (3) Directors to the Economic Development Corporation for a term commencing immediately upon passage of this resolution and ending December 31, 2026.
2. Discussion and consideration of Resolution No. 2024-53 appointing two (2) Commissioners to the Planning and Zoning Commission for a term commencing immediately upon passage of this resolution and ending December 31, 2026.
3. Discussion regarding the Wastewater Treatment Plant rehabilitation project.

4. Discussion and consideration of Ordinance No. 2024-54 amending the General Fund Budget for the fiscal year ending September 30, 2025, increasing line item 100-050-510100, Police Department Salaries, \$16,500 and increasing line item 100-020-510100, Administration Salaries, \$3,500 for the Emergency Management Stipend.
5. Discussion and consideration of Ordinance No. 2024-55 calling a Joint Public Hearing before City Council and the Planning and Zoning Commission to be held the the 28th day of January 2025 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding a specific use application from Coree Corbin or Collision Motor Specialist per Meadows Place Code of Ordinances, Chapter 153, Section 153.95(B)(2)(c)(4) allowing for auto body shop on the property located at 12002 Southwest Freeway, Meadows Place, TX 77477.
6. Discussion and consideration Resolution No. 2024-54 authorizing the City Secretary to advertise a Request for Sealed Bids for the Operations, Maintenance, and Management of the City's Municipal Water, Wastewater Collection System and & Wastewater Treatment Plant.
7. Discussion and consideration of the first reading of Resolution No. 2024-55 identifying Meadows Place Economic Development Corporation's intent to undertake the general park improvements as a Meadows Place Economic Development Corporation's project and approving the expenditure of \$90,000 for the general park improvements project.
8. Discussion and consideration of the second reading of Resolution No. 2024-55 identifying Meadows Place Economic Development Corporation's intent to undertake the general park improvements as a Meadows Place Economic Development Corporation's project and approving the expenditure of \$90,000 for the general park improvements project.
9. Discussion and consideration of the first reading of Resolution No. 2024-56 identifying Meadows Place Economic Development Corporation's intent to undertake general Parks Maintenance not to exceed \$21,600.
10. Discussion and consideration of the second reading of Resolution No. 2024-56 identifying Meadows Place Economic Development Corporation's intent to undertake general Parks Maintenance not to exceed \$21,600.
11. Discussion and consideration of the first reading of Resolution No. 2024-57 identifying Meadows Place Economic Development Corporation's intent to undertake park improvements within Kirkwood Linear not to exceed \$40,000.
12. Discussion and consideration of the second reading of Resolution No. 2024-57 identifying Meadows Place Economic Development Corporation's intent to undertake park improvements within Kirkwood Linear not to exceed \$40,000.

13. Discussion and consideration of the first reading of Resolution No. 2024-58 identifying Meadows Place Economic Development Corporation's intent to undertake the expenditure of \$280,000 for the Dorrance Lane Rehabilitation project.
14. Discussion and consideration of the second reading of Resolution No. 2024-58 identifying Meadows Place Economic Development Corporation's intent to undertake the expenditure of \$280,000 for the Dorrance Lane Rehabilitation project.
15. Discussion and consideration of the first reading of Resolution No. 2024-59 identifying Meadows Place Economic Development Corporation's intent to undertake Business Development Expenses not to exceed \$129,400.
16. Discussion and consideration of the second reading of Resolution No. 2024-59 identifying Meadows Place Economic Development Corporation's intent to undertake Business Development Expenses not to exceed \$129,400.
17. Discussion and consideration of Resolution No. 2024-60 authorizing the Mayor and Police Chief to submit a grant application for the SB224 Catalytic Converter Grant Program.
18. Discussion and consideration regarding Resolution No. 2024-61 authorizing the Mayor and Police Chief to submit a grant application for the replacement of the dispatch console to the Office of the Governor – grant number 5245401.

K. 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:

November 19, 2024 – City Council Special Meeting

L. 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 12th day of December 2024 at 4:45 p.m. and remained posted until said meeting was convened.



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.