



MINUTES OF THE SPECIAL MEETING AND JOINT PUBLIC HEARING THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JANUARY 22, 2019 AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order and Announce a Quorum is Present:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:38 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Alderman, Terry J. Henley
Alderman, Rick J. Staigle

City Secretary, Courtney Rutherford
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Mayor Pro-Tem, John F. Isbell, was not present due to illness.

The following Planning and Zoning Commission Members were also present:

Ever Ramirez, Commission Chairman arrived at 6:22 p.m.

Sean Ulrey, Commissioner
Beau Abdulla, Commissioner

Matt Oltremari, Commissioner
Isela Hernandez, Public Works Clerk

B. Joint Public Hearing Items

- 1. Conduct a Joint Public Hearing before the City of Meadows Place City Council and Planning and Zoning Commission concerning the adoption of a new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses.**

Mayor Jessup opened the public hearing at 6:07 p.m. and stated that a quorum was present for both City Council and the Planning and Zoning Commission. He then explained that the purpose of this hearing was to give all interested parties the right to appear and to be heard.

Mayor Jessup then explained that the City cannot make it illegal for a legal business to be in the City, but they can set location and Special Use Permit requirements. A sexually oriented business must be at least 1,000 feet away from a place of worship, schools, childcares, and residential areas, therefore that only leave the frontage of US59.

Mayor Jessup then called upon those signing up to speak on the proposal to adopt a new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses.

Alderman Staigle said this issue was brought to their attention after the recent media coverage on the robot brothels.

Beau Abdulla, resident at 12055 Mulholland, thanked Council for taking action on this item, because it is near and dear to him. He stated that Council needs to review Special Use Permit requirements for spas, nail salons, and massage parlors.

With no one else signing up to speak, Mayor Jessup closed the public hearing at 6:21 p.m.

2. Conduct a Joint Public Hearing before the City of Meadows Place City Council and Planning and Zoning Commission concerning the adoption of a new Section 153.094 of Chapter 153 of the Code of Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services.

Mayor Jessup opened the public hearing at 6:21 p.m. and stated that a quorum was present for both City Council and the Planning and Zoning Commission. He then explained that the purpose of this hearing was to give all interested parties the right to appear and to be heard.

Mayor Jessup that City Council was proactive to the City some control over these issues. If approved this ordinance would require applicants to go before the Planning and Zoning Commission and City Council before establishing a business.

Mayor Jessup then called upon those signing up to speak on the proposal to adopt a new Section 153.094 of Chapter 153 of the Code of Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services.

Sylvia Romano, resident at 11923 Bloomington, asked if these would be allowed in residential areas. Mayor Jessup stated that they would only be allowed in the commercial districts.

Jessie Rodriguez, resident at 11707 Brook Meadows, asked if the City currently has restrictions in the code regarding veterinary services. Alderman Staigle stated that this would be the City to review their business before they move in. Alderman Bezner stated that a Special Use Permit would set criteria and that's not known at this time.

Nora Paul, resident at 11703 Brook Meadows, asked if there would be animals other than dogs and cats or large animals like horses. Alderman Staigle stated that they have to define large or small animals.

With no one else signing up to speak, Mayor Jessup closed the public hearing at 6:36 p.m.

C. 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 Henley, Bezner, Staigle, and Mills

Nays: None

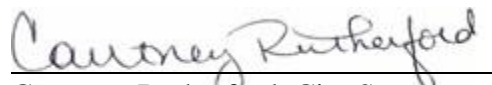
Aldermen Isbell was not present.

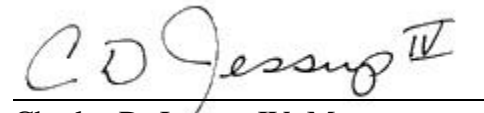
The motion carried.

The meeting was adjourned at 6:36 p.m.

These minutes were approved by City Council on Tuesday, February 26, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JANUARY 22, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:38 p.m. with the following present:

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Alderman, Terry J. Henley
Alderman, Rick J. Staigle

City Secretary, Courtney Rutherford
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Mayor Pro-Tem, John F. Isbell, was not present due to illness.

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department.

1. Pledge of Allegiance and Invocation

Pledge by: Cooper Haldiman
Invocation by: James Russell, Chaplain

B. Presentations and Proclamations

1. Chief Stewart – 25 Years of Service (01/01/1994)

Mayor Jessup acknowledged Chief Gary Stewart for his 25 years of service and presented him with his 25 Year Service Pin. He also acknowledged that Chief Stewart is the longest serving officer in the City of Meadows Place.

Captain Ashton also thanked the Chief for his leadership and service. He then presented him with a gift from the members of Meadows Place Police Department.

C. Reports

1. Police Department

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report, for both January 2019, which was distributed to City Council and filed with the City Secretary.

Chief Stewart reported that there were three (3) incidents due construction on Kirkwood; all before January 9th.

He also reported that a FBISD Police vehicle was broken into and Meadows Place Police recovered some of the items. Chief Stewart stressed how important it is to lock your

vehicle and remove all valuables. The Police continue their car report card program where they observe vehicles and leave a “report card” regarding the status of what is visible in the vehicle.

Alderman Bezner asked if fireworks were a problem this year. Mayor Jessup stated that fireworks were heard in the City, but after investigation it was found that the fireworks were not in the City.

Alderman Henley again stressed the fact that 911 cannot pinpoint a location from a cell phone, but they can if the call is made from a landline.

2. Public Works

Mayor Jessup reported that the City has hired a new Public Works Director, Erik Tschanz. Mr. Tschanz is a former Meadows Place resident and will start work on February 4th.

3. Fire Department Monthly Report for December 2018

Mayor Jessup provided an overview of the Stafford Fire Department report for December 2018 which was filed with the City Secretary. Mayor Jessup reported that both Fire and EMS have been working well with the City through Kirkwood construction. The mailbox located at the Fire Department entrance has been removed until the construction is complete.

D. Mayor and Council Comments

1. Mayor’s Comments

a. Neighborhood Watch

Mayor Jessup explained that Neighborhood Watch is at a plateau and we need more resident involvement in order to keep it going.

b. Citizen Emergency Response Team

Mayor Jessup explained that City is interested in putting together a Citizen Emergency Response Team, CERT, but we need 8 people minimum to get it started. Any one interested needs to attend the Neighborhood Watch meeting on January 29th at 7:00 p.m. for more information.

Mayor Jessup called the next time items together.

c. 2018 in Review

d. Meadows Place Property Values

Mayor Jessup stated that a lot was accomplished in this one square mile in 2018. Some of the highlights are Saving Meadows Place Elementary, opening the Discovery and Nature Center, a new roof and AC were installed at City Hall, the Sex Offender lawsuit against the City was dismissed, set a record for street repairs and

Meadows Place ranked number 8 best suburb in Greater Houston Area. We continue to raise the standards in Meadows Place and it shows in current property values.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle stated that construction on Kirkwood has begun. So far it is moving a good speed. There are a few safety concerns and the City and contractor are looking at ways to make it better.

He stated that residents can email him questions and he will address them as they come in.

b. Hero of the Month – Alderman John Isbell

Alderman Isbell was out sick, so he will report on this item at the February meeting.

c. HGAC grant application for bike way – Alderman Rick Staigle

Alderman Staigle stated that he applied for a grant with HGAC on behalf of the City for walking trails from Meadows Place to the Fountains in Stafford. Unfortunately, HGAC only has \$20,000,000 for the projects and \$290,000,000 worth of projects were submitted, therefore it looks like the City will not be getting part of the grant.

Alderman Mills thanked the residents of MP that contributed food, money, and/or time to make sure that MPFD, Medic 3, and MPPD were provided w/ three meals on Thanksgiving and Christmas days while keeping our city safe.

E. Regular Agenda

1. Discussion and consideration to accept the Audit Report for Fiscal Year 2017-2018.

Jennifer Day, Audit Manager, with McCall Gibson Swedlund Barfoot, PLLC, was present to briefly review the Audit Report for Fiscal 2017-2018.

Alderman Staigle moved to accept the Audit report for Fiscal Year 2017-2018. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried

2. Discussion and acceptance of the Quarterly & Annual Investment Report.

Alderman Staigle moved to accept the Quarterly and Annual Investment Report. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried

3. Discussion and consideration of Ordinance No. 2019-01 calling a general election to be held on Saturday, May 4, 2019 for the purpose of electing city officials of the City of Meadows Place to Alderman Place IV and Alderman Place V, providing for early voting and providing for notice of said election.

Alderman Staigle moved to approve Ordinance No. 2019-01 calling a general election to be held on Saturday, May 4, 2019 for the purpose of electing city officials of the City of Meadows Place to Alderman Place IV and Alderman Place V, providing for early voting and providing for notice of said election. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

Mayor Jessup then called Item #8 out of order since the auditor, Jennifer Day, was present to answer any questions that Council may have.

8. Discussion and consideration of Ordinance No. 2019-04 authorizing the cash defeasance of certain of the City of Meadows Place, Texas General Obligation Bonds, Series 2005.

The Finance Director, Anna-Maria Weston, explained that the City had the funds available to pay off the General Obligation Bonds, Series 2005. She explained that if the City pays off the bond they will need to discuss what to do with the funds and it could possibly affect the tax rate. After paying off this bond the City will still the 2010 Bond Series which will be paid off in 2020.

Alderman Staigle suggested that the City pay off both the 2005 and 2010 bonds.

Jennifer Day, Audit Manager, with McCall Gibson Swedlund Barfoot, PLLC, explained that the 2010 bond is not eligible pay off at this time.

There was discussion among Council to have a Work Session meeting on Saturday, February 16, 2019 at 8:30 a.m. to discuss what to do with the funds.

Alderman Staigle moved to approve Ordinance No. 2019-04 authorizing the cash defeasance of certain of the City of Meadows Place, Texas General Obligation Bonds, Series 2005. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

4. Discussion and acceptance of the report from the Planning and Zoning Commission regarding the adoption of new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses.

Planning and Zoning President, Ever Ramirez, presented a report from the Planning and Zoning Commission to City Council recommending that City Council consider the adoption of new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses. He also stated that the Commission would like to have a work session with City Council to consider Special Use Permits requirements for business that sometimes hide a sexually oriented businesses like spas, nail salons, and massage parlors.

Alderman Staigle moved to accept the report from the Planning and Zoning Commission regarding the adoption of new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

5. Discussion and acceptance of the report from the Planning and Zoning Commission regarding the adoption of a new Section 153.094 of Chapter 153 of the Code of Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services.

Planning and Zoning President, Ever Ramirez, presented a report from the Planning and Zoning Commission to City Council recommending that City Council consider the adoption of a new Section 153.094 of Chapter 153 of the Code of Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services.

Alderman Staigle moved to accept the report from the Planning and Zoning Commission regarding the adoption of a new Section 153.094 of Chapter 153 of the Code of

Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

6. Discussion and consideration of Ordinance No. 2019-02 the adoption a new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses.

Alderman Staigle moved to approve Ordinance No. 2019-02 the adoption a new Chapter 154 to the City of Meadows Place Code of Ordinances, providing rules and regulations for sexually oriented businesses. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

7. Discussion and consideration of Ordinance No. 2019-03 the adoption of new Section 153.094 of Chapter 153 of the Code of Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services.

Alderman Henley moved to approve Ordinance No. 2019-03 the adoption of new Section 153.094 of Chapter 153 of the Code of Ordinances; regulating provisions applicable to the C-1 light commercial district regarding veterinary services. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

8. Discussion and consideration of Ordinance No. 2019-04 authorizing the cash defeasance of certain of the City of Meadows Place, Texas General Obligation Bonds, Series 2005. *Considered out of order after Regular Agenda Item #3*

9. Discussion and consideration of Ordinance No. 2019-05 establishing a maximum prima facie speed limit upon certain portions of a public street and highway situated in the territorial limits of the city of Meadows Place, Texas, being certain portions of S. Kirkwood Road.

Alderman Staigle moved to approve Ordinance No. 2019-05 establishing a maximum the speed limit within the city limits on certain portions of S. Kirkwood Road between the intersection of S. Kirkwood Road and W. Airport Road, and North of the intersection to 11776 S. Kirkwood Road in both directions of travel on such street and highway shall be thirty (30) miles per hour. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

10. Discussion and consideration of Ordinance No. 2019-06 appointing Tracy Middleton as Assistant Prosecutor.

Mayor Jessup explained the City's attorney is the primary prosecutor for the City, but we operate with an assistant during weekly dockets. He also reminded Council that the City has to appoint new prosecutors, because the previous prosecutor, Brian Middleton, was elected as the new District Attorney for Fort Bend County.

Alderman Henley moved to approve Ordinance No. 2019-06 appointing Tracy Middleton as Assistant Prosecutor. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

11. Discussion and consideration of Ordinance No. 2019-07 appointing Vy Nguyen as Assistant Prosecutor.

Alderman Bezner asked if having two prosecutors would increase the budget. Mayor Jessup explained that it would not, because they would not be working at the same time.

Alderman Bezner moved to approve Ordinance No. 2019-07 appointing Vy Nguyen as Assistant Prosecutor. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

12. Discussion and consideration of Resolution No. 2019-01 appointing three (3) members to the Economic Development Corporation for a term commencing immediately upon passage of this resolution and ending December 31, 2020.

Alderman Staigle moved to approve Resolution No. 2019-01 appointing Bob Graf, Terry Henley, and Cameron Miller as members to the Economic Development Corporation for a term commencing immediately upon passage of this resolution and ending December 31, 2020. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

13. Discussion and consideration of Resolution No. 2019-02 appointing three (3) members to the Planning and Zoning Commission for a term commencing immediately upon passage of this resolution and ending December 31, 2020.

Alderman Mills moved to approve Resolution No. 2019-02 appointing Ever Ramirez, Matt Oltremari, and Beau Abdulla as commissioners to the Planning and Zoning Commission for a term commencing immediately upon passage of this resolution and ending December 31, 2020. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

14. Discussion and consideration of Resolution No. 2019-03 appointing one (1) member to the Board of Adjustment for a term commencing immediately upon passage of this resolution and ending December 31, 2019.

Alderman Mills moved to approve Resolution No. 2019-03 appointing Chris Gawlik as a member to the Board of Adjustment for a term commencing immediately upon passage of this resolution and ending December 31, 2019. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried.

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

December 18, 2018 – Regular Meeting

2. Ratification of Bills

Fort Bend Central Appraisal District	\$ 5,089.00
2018-2019 Second Quarter Statement	
Joe L. Salvide	\$ 7,525.00
Sidewalk Replacement	
Joe L. Salvide	\$ 7,525.00
Sidewalk Replacement	
Joe L. Salvide	\$ 7,545.00
Sidewalk Replacement	
Del Carmen Consulting, L.L.C.	\$ 6,350.00
Sidewalk Replacement	
Randle Law Office L.T.D., L.L.P.	\$ 2,164.50
Code Enforcement	
Randle Law Office L.T.D., L.L.P.	\$ 5,385.80
General Legal Counsel	
24/6 Technical Services	\$ 20,179.00
Travel Bridge Repair	
24/6 Technical Services	\$ 23,689.00
Lift Station Rehab	

Alderman Henley requested to pull item F2, Ratification of Bills, for discussion.

Alderman Staigle moved to approve item F1, Minutes, of the consent agenda. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried

Alderman Henley asked that Council review invoice 24/6 Technical Services, for repairs to the travel bridge and lift station. He stated that he had concerns with the repair and wanted to know if it was the wheel. Alderman Staigle reported that former Public Works Director, Mr. Segundo, was working on a 5-year maintenance plan before leaving. Mayor Jessup that repair was not as bad as it could have been due to the previous maintenance performed. Council agreed that the new Director needs to continue with maintenance.

Alderman Henley moved to approve item F2, Ratification of Bills, of the consent agenda. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Henley, Bezner, Staigle, and Mills

Nays: None

Aldermen Isbell was not present.

The motion carried

G. Audience Comments

Charlie Teague, resident at 11611 Dorrance, stated that crossing Kirkwood during the recent construction is dangerous, especially for children because the traffic does not stop.

Mayor Jessup stated that safety is a concern for the City that they are taking seriously. The Police Department and school are working together to help the children crossing.

Kurt Kopczynski, resident at 12019 Meadow Hollow, congratulated Dylan Gawlik for winning this year's fifth grade science project.

Mayor Jessup then called up Dylan Gawlik to explain his project. Dylan stated that he tested the effects of oxygen on light bulbs.

Cheryl Teague, resident at 11611 Dorrance, stated that she purchased her own stop sign and whistle to help her children when crossing Kirkwood during construction. is dangerous, especially for children because the traffic does not stop.

Alderman Staigle stated that it could be illegal for her to stop traffic with her own stop sign.

Chuck McClurkin, resident at 11947 Brighton, asked if the speed limit posted on the orange sign along Kirkwood is enforceable. Alderman Staigle stated most of the time it is not, but it depends on the court of law. He also reminded him that Council passed an ordinance tonight setting the maximum speed limit for Kirkwood to 30 miles per hour.

H. 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 Henley, Bezner, Staigle, and Mills

Nays: None

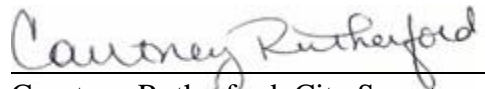
Aldermen Isbell was not present.

The motion carried.

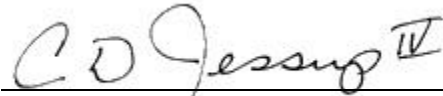
The meeting was adjourned at 8:17 p.m.

These minutes were approved by City Council on Tuesday, February 26, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





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A. Call to Order and Announce a Quorum is Present:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:13 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley
Alderman, Rick J. Staigle

Matt Oltremari, Planning and Zoning Commissioner was present.

Ever Ramirez, Commission Chairman, and Commissioners, Sean Ulrey, Beau Abdulla and Bryan Swinney were not present.

B. Joint Public Hearing Items

Conduct a Joint Public Hearing before the City Council of the City of Meadows Place, Texas, to discuss and receive resident input, and to hear any and all persons desiring to be heard on or in connection with any matter or question involving a proposal to amend Chapter 153, Signs of the City of Meadows Place Code of Ordinances, specifically: Section 153.198 Signs Commercial (N) Electronic and providing rules and regulations for electronic message signs.

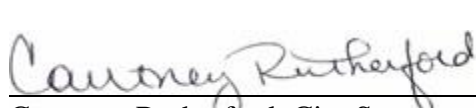
A quorum of the Planning and Zoning Commission was not present therefore the Joint Public Hearing was not conducted. SignCo. America had a truck onsite with a sample electronic message sign for the City to see. Those in attendance did walk outside to view the truck.

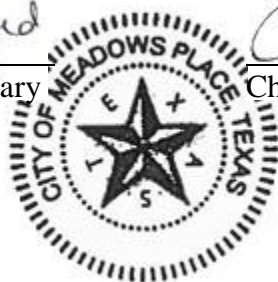
C. Adjourn

Due to lack of quorum the Joint Pubic Hearing/Meeting did not take place.

These minutes were approved by City Council on Tuesday, March 26, 2019.

ATTEST:


Courtney Rutherford, City Secretary




Charles D. Jessup, IV, Mayor



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Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley
Alderman, Rick J. Staigle

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department and Colene Cabezas, Parks and Recreation Director.

1. Pledge of Allegiance and Invocation

Pledge by: Dylan Gawlik, Resident
Invocation by: Kurt Kopczynski, Resident

B. Reports

1. Police Department

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report, for both February 2019, which was distributed to City Council and filed with the City Secretary.

He reported that there have been three (3) accidents in the construction area and they were at the beginning of construction. He also invited everybody to attend the Neighborhood Watch Meeting on March 21st. The topic will be Tax Fraud.

Chief Stewart stated that his officers have been busy attending state mandated training.

a. Acceptance of the Annual Contact Report

Chief Stewart presented the Annual Contact report, which was filed with the City Secretary.

2. Parks & Recreation

The Parks and Recreation Director, Colene Cabezas, gave a brief recap on Parks events and projects for December to current.

Parks and Facilities maintenance:

- Built a storage loft at the Parks Warehouse
- Purchase a new truck for Parks
- Painted the interior of the Community Center
- Performed playground inspections and treated weeds and ants in the trails and parks

Parks and Recreation have completed the following events in the last three (3) months.

- Hosted 23 community meetings at the Discovery & Nature Center.
- Active Adult Tea Party / Field Trip to China Town
- Trout Release- 250 students / 1100 fish
- Christmas Mem / Polar Express /65 hours vol
- Opus 4- 38attnd
- 2 Shop N Drop -YAC vol 80 hours/ 56
- Atrium – Health Services for Active Adults, youth, staff

Upcoming events and projects are as follows:

- Hiring summer seasonal staff
- Repairs to the Community Center Parking Lot
- Annual Family Campout in the Park
- April Concerts in the Park
 - Light the Night will be on April 12

Parks volunteers have contributed 385 hours which is equivalent to approximate \$8,093 in kind services

Ms. Cabezas also stated that Di Torreros became certified as an outdoor leader through Texas Parks and Wildlife and Leigh Ylanan attended the Texas public pool conference.

Ms. Cabezas along with City employees, Dionysius Torreros and Isela Hernandez, took 14 YAC members to the annual YAC Summit.

Mayor Jessup stated that he is proud of all the events we have in this one square mile with very little money. He also stated that he was very proud of the YAC leadership and confidence.

Alderman Henley stated that the YAC program was so successful due to her leadership.

Alderman Isbell thanked her for hard work.

3. Fire Department Monthly Report for January 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for January 2019 which was filed with the City Secretary.

C. Mayor and Council Comments

1. Mayor's Comments

a. Fort Bend County Day

Mayor Jessup reported that he went with other Fort Bend County Chamber members to the Fort Bend County Day in Austin. He stated that the City of Meadows Place was well represented. Alderman Terry Henley and EDC members Bob Graf and Tia Baker also attended the event. It was a long day, but they were able to meet with Legislators and discuss topics like infrastructure, budget transparency, general business and revenue caps.

b. Budget review after paying off General Obligation Bond, Series 2005

Mayor Jessup explained that City Council held a Workshop on Saturday, February 16th at 8:30 a.m. to discuss how to use the funds that had been budgeted for the 2005 Obligation Bonds. The City will pay off this bond in March 2019. There were many ideas discussed, but the main focus of Council was infrastructure. Council all agreed that the funds needed to be used to improve streets and drainage. Mayor Jessup thanked all of Council for attending the workshop and keeping the best interest of the City.

c. New Public Works Director

Mayor Jessup stated that Erik Tschanz is the new Director of Public Works. The former Director, Danny Segundo, took a City Administrator position in Somerville. He wished Mr. Segundo the best of luck.

Mayor Jessup invited Ms. Tschanz to introduce himself. Mr. Tschanz stated that he grew up in Meadows Place and his parents still live here. He stated that he was excited to be back and looks forward to serving the residents and the City.

d. May 4, 2019 General Election

Mayor Jessup stated that after 32 years on City Council Alderman Terry Henley will not be running for re-election and looks forward to retiring. He also encouraged residents to be sure to stop City Hall and vote. The election cost the City over \$5,000 and it is very important to have a good voter turnout.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle stated that construction on Kirkwood remains on schedule at this time, but there has been a lot of rain over the last month. The City and Contractor are working on two (2) utility issues currently with AT&T and CenterPoint.

He stated that residents can email him questions and he will address them as they come in.

b. Hero of the Month – Alderman John Isbell

Alderman Isbell stated that he would like to start a “Hero of the Month” program. He stated that are several citizens and employees who do wonderful things and deserve to be recognized. He stated that most recently Chris Gawlik help organize the Save Meadows Elementary movement and Mary Soto went above and beyond for the children of Meadows Place when the construction began on Kirkwood.

c. TML Update – Alderman Terry Henley

Alderman Henley stated that he met with Pete Olson at the Fort Bend County Day to discuss the issue with debris removal after Hurricane Harvey. H-GAC board had gone out for bids for debris removal so that cities did not have look for bids and slow down the process. FEMA stated that they would not accept the H-GAC bids because they were not specifically for the Harvey event.

d. H-GAC Update – Alderman Terry Henley

Alderman Staigle stated that he applied for a grant with HGAC on behalf of the City for walking trails from Meadows Place to the Fountains in Stafford. Unfortunately, HGAC only has \$20,000,000 for the projects and \$290,000,000 worth of projects were submitted, therefore it looks like the City will not be getting part of the grant.

Alderman Mills thanked the residents of MP that contributed food, money, and/or time to make sure that MPFD, Medic 3, and MPPD were provided w/ three meals on Thanksgiving and Christmas days while keeping our city safe.

D. Regular Agenda

1. Discussion and consideration of Resolution No. 2019-04 authorizing the Mayor and City Secretary to enter into an agreement with Fort Bend County for City of Meadows Place May 4, 2019 General Election Services.

Alderman Isbell moved to approve Resolution No. 2019-04 authorizing the Mayor and City Secretary to enter into an agreement with Fort Bend County for City of Meadows Place May 4, 2019 General Election Services. Alderman Staigle seconded the motion. The vote follows:

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

Nays: None

The motion carried

2. Discussion and consideration of Resolution No. 2019-05 appointing one (1) members to the Economic Development Corporation for a term commencing immediately upon passage of this resolution and ending December 31, 2019.

Alderman Henley moved to approve of Resolution No. 2019-05 appointing Amaya Labrador to the Economic Development Corporation for a term commencing

immediately upon passage of this resolution and ending December 31, 2019. Alderman Staigle seconded the motion. The vote follows:

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

Nays: None

The motion carried

3. Discussion and consideration of Ordinance No. 2019-08 amending the schedule of fees and increasing the fees for Road Maintenance and Temporary Water Service.

Alderman Henley moved to approve Ordinance No. 2019-08 amending the schedule of fees and increasing the Road Maintenance fee to \$10.00 per month and the Temporary Water Service fee to \$2.18 per 1,000 gallons effective March 1, 2019. Alderman Mills seconded the motion.

Alderman Bezner stated that Council held workshop to discussed options for the \$300,000 to \$400,000 coming available after paying off the 2005 General Obligation Bonds. After reviewing options to improve infrastructure they realize they would need more revenue to make improvements. This Road Maintenance increase will bring an additional \$100,000 a year to put towards infrastructure.

Alderman Staigle stated that the City will first work with HDR Engineering on a plan to repairing and replacing infrastructure in the City.

Joe Melancon, resident at 11322 Scottsdale, asked if the Road Maintenance Fee was going towards to sidewalks. Mayor Jessup stated that the Road Maintenance Fee is for internal street maintenance only.

Cheryl Teague, resident at 11611 Dorrance, confirmed that this will be a \$5.00 per month increase on the utility bill.

Ryan Kimbrell, resident at 12319 Meadowdale Dr, stated that the Road Maintenance Fee increase will add approximately \$90,000 in revenue to the annual budget which is approximately the same savings to residents after the Homestead Exemption increase.

Mayor Jessup stated that he was correct, although he had not actually realized that. He also explained that tax revenue and Road Maintenance Fee revenue are budgeted differently.

Alderman Staigle stated that there are no grants for internal streets and at some point patching won't work anymore.

Mayor Jessup then called for a vote on the motion. The vote follows:

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

Nays: None

The motion carried.

- 4. Discussion and consideration of Ordinance No. 2019-09 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$7,000.00 to line item 100-060-580000, Capital Outlay, from the line item 100-060-572001, Grounds Maintenance, in order to build a storage loft in the Parks & Recreation Garage located at 11803 S Kirkwood.**

Mayor Jessup explained that this amendment was to move funds within the Parks and Recreation budget. It is not pulling for the General Fund balance.

Alderman Isbell moved to approve Ordinance No. 2019-09 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$7,000.00 to line item 100-060-580000, Capital Outlay, from the line item 100-060-572001, Grounds Maintenance, in order to build a storage loft in the Parks & Recreation Garage located at 11803 S Kirkwood. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried

- 5. Discussion and consideration of Ordinance No. 2019-10 amending the General Fund Budget Revenue (Fund 100) for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$114,752.00 to line item 100-414000, Current Valorem Taxes, and Debt Service Fund (Fund 3010 in the amount not to exceed \$17,821.00 to line item 301-414000, Current Ad Valorem Taxes due to the 20% Homestead Exemption increase not going in effect until 2019-2020 fiscal year.**

Alderman Staigle moved to approve Ordinance No. 2019-10 amending the General Fund Budget Revenue (Fund 100) for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$114,752.00 to line item 100-414000, Current Valorem Taxes, and Debt Service Fund (Fund 3010 in the amount not to exceed \$17,821.00 to line item 301-414000, Current Ad Valorem Taxes due to the 20% Homestead Exemption increase not going in effect until 2019-2020 fiscal year.. Alderman Henley seconded the motion. The vote follows:

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

Nays: None

The motion carried

E. Consent Agenda

- 1. Consider approval of the Minutes held as follows:**

January 22, 2019 – Special Session and Joint Public Hearing

January 22, 2019 – Regular Meeting

2. Ratification of Bills

James Rys. **\$ 3,337.50**

50% Deposit for Loft build out at Parks Shop

Helfman Ford, Inc. **\$ 24,490.00**

2018 Ford F150 Crew Cab for Parks

Joe Salvide **\$ 7,545.00**

Balance for installation of Handicap Ramps

Joe Salvide **\$ 5,950.00**

Road repair at Dorrance/Meadow Valley to correct drainage

Alderman Bezner moved to approve the consent agenda. Alderman Henley seconded the motion. The vote follows:

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

Nays: None

The motion carried

F. Audience Comments

Joe Melancon, resident at 11322 Scottsdale, stated that he would like for the City to increase the police force by hiring two (2) additional officers.

G. Adjourn

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

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


Nays: None

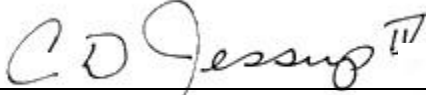
The motion carried.

The meeting was adjourned at 8:02 p.m.

These minutes were approved by City Council on Tuesday, March 26, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON MARCH 26, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

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

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Rick J. Staigle

City Secretary, Courtney Rutherford
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Alderman, Terry J. Henley was not present.

Staff in attendance: Captain Jack Ashton, Meadows Place Police Department and Karl Velasco, Code Enforcement.

City Attorney Brandon Morris was also in attendance from the Randle Law Office.

1. Pledge of Allegiance and Invocation

Pledge by: Kurt Kopczynski, Resident
Invocation by: James Russell, Chaplain

B. Reports

1. Police Department

Police Captain Jack Ashton gave an overview of the monthly statistics and activities report, for March 2019, which was distributed to City Council and filed with the City Secretary.

He reported that Officers have been working with the school crossing guards at Dorrance and Kirkwood Road during school hours. He also stated that the Neighborhood Watch Meeting was cancelled due to the CERT, Community Emergency Response Team, Training.

He also stated that the Department has been busy attending and working to complete state mandated training.

Mayor Jessup state that he is shocked by all of the fraud cases and he thought the last Neighbor Watch Meeting about IRS Scams was outstanding!

2. Code Enforcement

Code Enforcement Officer, Karl Velasco, gave a brief recap on code enforcement for the last quarter, December to present. He stated that the total violations last quarter was 242 violations and as of now 182 of those are closed. He also stated that 73% of these violations/cases are self-initiated. He reported the top violations as follows:

Violations	Total	Closed	Open
Bandit/Contractor Signs	29 cases (102 signs)	29 cases	
Trashcans/Rubbish/Bins Visible from the street	24	22	2
Improper Clearance of trees/shrubs	11	8	3
High Grass/Weeds Violations	21	17	4
Junked/Abandoned Vehicles	8	4	4
Exterior walls/trim/fascia cleaning/repaired/replaced	45	22	23
Wrecked Vehicle / Inoperative / Dismantled / Camper / Boat / Trailer / Motor & Mobile Home – Driveway or Street	16	14	2

Mr. Velasco reported that he filed five new cases with the Municipal Court and filed a lien on one property location on Alston Drive. He also continues to work two weekend days per month.

Mr. Velasco was happy to report that he has completed the food safety inspections at all 21 food establishments in the City.

Mayor Jessup congratulated him on completing the food inspections. He reminded Council that due to Mr. Velasco's certification we were able to bring food inspections in house.

Alderman Bezner asked that when he presents quarterly he keep the previous report numbers, like the Police Department, to show history of violations/progress per quarter.

Alderman Mills asked that he check the status of the pool at 12007 Alston. She has received a complaint. Mr. Velasco stated that he is aware of this pool and has been working with the home owner. The home owner has been treating the pool for to eliminate a possible mosquito issue.

Alderman Isbell asked if he could include a projected completion date for the open violations. Mr. Velasco stated that each violation has a different date according to the violation and date violation notice was sent.

Alderman Staigle asked if he contacts people regarding the bandit signs and asked legal about possible citations. Mr. Velasco stated that he does reach out to the business on the sign and lets them know that they are in violation and the sign has been removed., but they are difficult to track down.

3. Fire Department Monthly Report for February 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for February 2019 which was filed with the City Secretary. He stated that the Fire Marshal has been active in the City in working with staff on the new Meadows Elementary.

C. Mayor and Council Comments

1. Mayor's Comments

a. Water Capacity Study

Mayor Jessup stated that he will be meeting the Parks and Recreation Director regarding the water capacity study due to the new irrigation along Kirkwood Road and the capacity needed to pump the water through the irrigation.

b. Promotional Videos

Mayor Jessup thanked the Economic Development Cooperation for funding the new recycling video. The new video is very informative and gives great tips for recycling. It will be a great asset for new residents and realtors.

c. CERT – Community Emergency Response Team

Mayor Jessup stated that Matt Oltremari is working with the County to get space for training. He encouraged residents to sign up and attending the trainings. Several of the trainings will be hosted in the City of Meadows Place. CERT is very important to the City if we have a significant event.

d. BBG Consulting

Mayor Jessup stated that the City has been working with BBG Consulting for building official duties, permit reviews, and inspections since January and the process has been very smooth. BBG has a quick turn around and has been very professional.

e. Meadows Elementary Construction

Mayor Jessup reminded residents to vote in the school board election. He also stated that the City is working with FBISD to get some bricks from the school to auction off at a later date. They will also have some street signs to auction at Old Town Meadows.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Kirkwood road construction progress.

He stated that the contractor is progressing fairly quickly considering all the rain in the last month. Mr. Staigle stated that there is concern for the children crossing

Kirkwood for school and he has talked to the crossing guard to help educate the children regarding safety in the construction zone.

Donna Nava, resident at 11918 Scottsdale, stated that she has concerns for the children crossing through the construction area at Scottsdale. She is also concerned that the new pavement is a lot lower.

Mayor Jessup stated that the City is working with both the crossing guard and the contractor on the children's safety. He also explained that the new pavement is lower for drainage.

Cheryl Teague, resident at 11611 Dorrance, stated that Kirkwood construction seems to be moving along well and looks fast. She wanted to thank Officer Ramirez for helping to stop traffic so that her children could cross the street.

D. Regular Agenda

- 1. Discussion and consideration of Ordinance No. 2019-11 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$3,200,000.00 to line item 100-070-584030, Kirkwood Major Repair, from the General Fund Balance for Kirkwood Road reconstruction.**

Alderman Staigle moved to approve Ordinance No. 2019-11 as amended amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$3,200,000.00 to line item 100-070-584030, Kirkwood Major Repair, from the General Fund Balance for Kirkwood Road reconstruction with additional funding if needed from Meadows Place Economic Development Corporation. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

- 2. Discussion and consideration of Ordinance No. 2019-12 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$6,000.00 to line item 100-040-561500, Street Maintenance Repair, from line item 100-040-523020, Mosquito Spraying, in order to repair the Community Center parking lot.**

Alderman Isbell moved to approve Ordinance No. 2019-12 amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$6,000.00 to line item 100-040-561500, Street Maintenance Repair, from line item 100-040-523020, Mosquito Spraying, in order to repair the Community Center parking lot. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

Alderman Staigle stated that this money was originally budgeted to purchase mosquito spraying equipment and we no longer have a certified an employee for mosquito spraying.

Mayor Jessup stated that after this amendment there are still funds for contract mosquito spraying.

Alderman Staigle also stated that Council is not used to seeing these budget amendments on the agenda, but this staff helping Council stay informed and track the funds.

3. Discussion and consideration of Resolution No. 2019-06 BBG Consulting Inc. contract addendum #1 in the amount of \$2,000 adding engineering services for Meadows Elementary.

Alderman Staigle moved to approve Resolution No. 2019-06 BBG Consulting Inc. contract addendum #1 in the amount of \$2,000 adding engineering services for Meadows Elementary. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

4. Discussion and consideration of Resolution No. 2019-07 authorizing the mayor and City Secretary to enter into agreement with Cypress Creek Mosquito Control, Inc. for mosquito control spraying in the city.

Alderman Isbell moved to approve Resolution No. 2019-07 authorizing the mayor and City Secretary to enter into agreement with Cypress Creek Mosquito Control, Inc. for mosquito control spraying in the city. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

E. Consent Agenda

1. Consider approval of the Minutes held as follows:

February 26, 2019 – Joint Public Hearing Minutes

February 26, 2019 – Regular Meeting

2. Ratification of Bills

Mar-Con Services, LLC **\$ 311,755.77**

Pay Estimate #1 for Kirkwood Reconstruction

HDR, Inc. **\$ 33,725.61**

Engineering Services for Kirkwood Reconstruction

Alderman Mills moved to approve the consent agenda. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

F. Audience Comments

Kurt Kopczynski, resident at 12019 Meadow Hollow Dr., stated that BBG has been a pleasure to work with, but he feels they are too lax when inspecting. He had an electrical inspection and they did not check the electrical box. Mayor Jessup asked him to email him the details and he would look into it.

Mr. Kopczynski also reported that he noticed missing asphalt on Kirkwood at W Airport. Staff will get with the contractor to get this repaired.

He also asked that when repairing the parking lot at the Community Center that they repair the sidewalk as well.

Lee Hausman, resident at 11723 Cedar Form, stated that the traffic on Dairy Ashford has increased quite a bit since the construction on Kirkwood began. He would like the City to add a sign that says, "Do not block intersection". Alderman Staigle stated that the sign wouldn't really make a difference and hopefully once construction is complete the traffic will ease up.

Sharon Leal, resident at 12015 Meadowdale, invited Council and the residents to attend the Garden Club Earth Day celebration on April 27th at the Community Garden. It will start at 9:00 a.m. and hot dogs and snow-cones will be served.

Chuck McClurkin, resident at 11947 Brighton, asked that the City review the ordinance regarding running a business out of your home. There is a cash for cars business at Kirkwood and Brook Meadows.

He also asked that the sign on Dorrance stating no through trucks be moved closer US 59 so trucks will see it before getting in the neighborhood. Mayor Jessup stated that he will have staff move the sign in front of the alley on Dorrance. Staff will also add a new sign with directional arrows for the car haulers and 18-wheeler trucks.

Donna Nava, resident at 11918 Scottsdale, asked when the school will come down and re-open. Mayor Jessup stated that is scheduled to come down the early part of summer and re-open January 2020.

She also stated concern about a street curb that needed repair. The Mayor advised her to email the Public Works Director.

G. Recess the Regular Meeting

Mayor Jessup recessed the Regular Session at 8:10 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney and Section 551.074 – Personnel Matters.

H. Executive Session

1. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding VROOM property maintenance and commitment to the City.
2. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney regarding Senior Living Facility retail commitment to the City.
3. Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding court staff.

I. Adjourn Executive Session

Mayor Jessup adjourned the Executive Session at 9:14 p.m.

J. Reconvene Regular Meeting

Mayor Jessup reconvened the Regular Session at 9:15 p.m., stating that no final actions, decisions, or voted were had during the Executive Session.

1. **Discuss and take appropriate action concerning items discussed in Executive Session regarding VROOM property maintenance and commitment to the City.**

No action was taken.

2. **Discuss and take appropriate action concerning items discussed in Executive Session regarding Meadows Place Senior Village retail commitment to the City.**

Alderman Staigle made motion authorizing the Mayor and City Secretary to work with the City Attorney to draft a letter to Meadows Place Senior Village regarding retail commitment. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Henley was not present.

The motion carried.

3. **Discuss and take appropriate action concerning items discussed in Executive Session regarding court staff.**

No action was taken.

K. Adjourn

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

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: Alderman Bezner

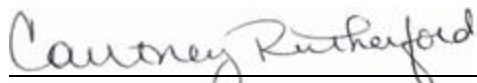
Alderman Henley was not present.

The motion carried.

The meeting was adjourned at 9:18 p.m.

These minutes were approved by City Council on Tuesday, April 23, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON APRIL 23, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Steven H. Bezner

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley,
Alderman, Rick J. Staigle

Alderman, Kelle K. Mills was not present, she was attending the CERT training.

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department and Erik Tschanz, Public Works Director.

1. Pledge of Allegiance and Invocation

Pledge by: Kurt Kopczynski, Resident
Invocation by: James Russell, Chaplain

B. Proclamation

1. Proclamation acknowledging the 50th Anniversary of Municipal Clerks Week

Mayor Jessup read a proclamation acknowledging May 5th through May 11th as the 50th Anniversary of Municipal Clerks Week. He acknowledged City Secretary, Courtney Rutherford, for her work at the City who is a member of the Salt Grass Chapter. The Salt Grass Chapter is a great network of local Municipal Clerks who keep up with election laws, public information, legislature, and more. He thanked them for their service.

C. Reports

1. Police Department

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report, for April 2019, which was distributed to City Council and filed with the City Secretary.

He reported that there have been no accidents on Kirkwood in the construction area. He also reported that there were no burglary of motor vehicles, residents, or businesses in the last month.

Chief Stewart stated that the Neighborhood Watch Meeting has been cancelled due to CERT training and Police staff continue to work on completing the state mandated trainings.

Mayor Jessup thanked Matt Oltremari for working to get people involved in CERT for Meadows Place. He stated that Meadows Place Police Department is conducting some of the training for the county and a little over half of the class is Meadows Place residents.

Alderman Bezner stated that he was happy to see burglaries down and asked what did the Chief attribute to the reduction? The Chief explained that his officers have worked hard on the TLC program and knocking on doors to let residents know when they are leaving their property at risk like leaving their garage doors open late at night. He also stated that a crew was caught who they believe are responsible for previous break ins and word gets out.

Alderman Bezner also stated that he saw the video of the First Amendment videographer and he thought that staff handled it well. Mayor Jessup thanked him for mentioning that and state that the City Secretary, Courtney Rutherford, met with staff to lower anxiety and how to handle in the future.

2. Public Works

Public Works Director, Erik Tschanz, gave a brief recap for February and March. He stated that his department has attended training mosquito control, emergency management, and FEMA. His department is gearing up and preparing for hurricane season.

His department worked with Parks and cleaned up the Waste Water Treatment Plant and got rid of old scrap metal that was being stored there.

He gave a tour of the City's reclaimed water system to Council members from other cities in the county. He also met with Paul from the Mission group regarding a claim due to storm damage from December 2018. He along with USW has submitted invoices and we should be getting a reimbursement soon.

He has also worked with HDR to.

Public Works has also worked on the following projects:

- Updating the City maps and are marking the water valves with HDR
- Power washed City Hall
- Contacted TxDOT to work on restriping of W Airport at US59
- Hired Joe Salvide to repair, resurface and restripe the parking lot at the Community Center
- Working with CenterPoint to get the EOC parking lot approved
- EMS building generator is scheduled to be installed before June 1st

Mayor Jessup thanked him for giving the tour of the reclaimed water system. It really helps people to understand when they get to see how the system works.

Alderman Bezner asked now that he's been in the position for two months does he see anything that needs attention or repair. Mr. Tschanz stated that there is always something to address due to aging infrastructure and streets. He will continue to monitor, document and make repairs as the budget allows.

3. Fire Department Monthly Report for March 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for March 2019 which was filed with the City Secretary. He stated that the Fire continues to work City staff on the new Meadows Elementary.

D. Mayor and Council Comments

1. Mayor's Comments

a. Fort Bend County Mayors and Councils Association Dinner

Mayor Jessup stated that Meadows Place will be hosting this meeting on April 25th. The topics of discussion will be legislative updates and recycling. He will share the City's new video on recycling.

b. Meadows Place Rated #7 of Best Cities to Live

Mayor Jessup stated that Meadows Place is one square mile that very few people knew about a few years ago and now we're coming up in the Top 10! He thanked the Police Department, Administration, Public Works, Parks, City Council and the EDC for all they do to improve our City and help property values to increase.

c. Changes to City Website

Mayor Jessup stated that staff and Erickson Advertising have made significant changes to the City website. They have added a lot more useful information and encouraged everybody to go take a look.

d. EDC – Discussion for New Businesses

Mayor Jessup stated that EDC is working hard to get new businesses and he is proud of their hard work. He stated that there are discussions among developers and property owners for several locations in the city.

e. May 14, 2019 Special Session

Mayor Jessup stated that May 14th will be Alderman Henley's last Council meeting after 32 years of service. He stated that Council will canvass the election and then have a celebration for Terry Henley's service. He invited all of Council, Staff and the residents to attend.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Kirkwood road construction progress. He explained that once complete Kirkwood will drain towards Keegan Bayou. He also stated that in May the contractor will be opening Scottsdale and closing Dorrance and possibly switching Brighton and Brook Meadows at the same time. They will notify the Police, Fire, EMS and the school district. Staff will also post on the city website and Facebook.

b. TML Update – Alderman Terry Henley

Alderman Henley stated that TML continues to watch Senate Bill2 and House Bill 2 regarding revenue caps and school financing. If passed this will have a huge impact on the city budget.

c. Testify in Austin – HB2808 – Alderman Terry Henley

Alderman Henley stated that he went to Austin to testify for HB2808. This would allow cities to post legal notices on city websites, social media, and city newsletters versus the newspapers. He stated that currently cities must post legal notices in the local newspapers which is very expensive and most residents don't even get the newspaper. Allowing cities to post on websites, social media, and in city newsletters would save money and reach more people.

E. Regular Agenda

1. Discussion and consideration regarding the Wright Technologies IT Systems Significant Incident Report.

Stephen Wright of Wright Technologies stated that City recently experienced an internet outage on March 21st. The outage was due to a contractor cutting the fiber line, which caused both City Hall and the EOC to loose internet access. When the city services recovered administration lost data. This loss was due to the server switching to the NeverFail system, but it did not work since the internet was also down at the EOC. Wright was able to capture the information and restore it for admin. Wright is currently making changes and suggest the City add a back-up internet service at each location that goes through separate trunk lines. Wright is researching providers and will report back to staff.

Mayor Jessup thanked Wright Technologies for working with staff and recovering the information.

2. Discussion and consideration of Resolution No. 2019-08 authorizing the Mayor and City Secretary to enter into an agreement with Linebarger Goggan Blair & Sampson LLP Attorneys at Law for the collection of delinquent court fees and fines.

Alderman Bezner moved to approve Resolution No. 2019-08 authorizing the Mayor and City Secretary to enter into an agreement with Linebarger Goggan Blair & Sampson LLP Attorneys at Law for the collection of delinquent court fees and fines. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried.

3. Discussion and acceptance of the Quarterly Investment Report.

Alderman Staigle moved to accept the Quarterly Investment Report as presented. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried.

4. Discussion and consideration of Ordinance No. 2019-13 amending the general fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 increasing revenue in the amount not to exceed \$2,983,002 to line item 100-497012 from the general fund balance for Kirkwood Road reconstruction.

Alderman Staigle moved to approve Ordinance No. 2019-13 amending the general fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 increasing revenue in the amount not to exceed \$2,983,002 to line item 100-497012 from the general fund balance for Kirkwood Road reconstruction. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried.

5. Discussion and acceptance of the Fort Bend County Emergency Management Basic Plan – Interjurisdictional Emergency Plan.

Alderman Isbell moved to accept the Fort Bend County Emergency Management Basic Plan – Interjurisdictional Emergency Plan as presented. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried.

6. Discussion and consideration accepting the CenterPoint Energy Annual Franchise Payment Calculation for July 2019 to June 2020.

Alderman Henley moved to accept the CenterPoint Energy Annual Franchise Payment Calculation for July 2019 to June 2020. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried

7. Discussion and consideration approving the CenterPoint Energy 2019 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment with a rate increase.

Alderman Bezner moved to table consideration the CenterPoint Energy 2019 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment with a rate increase. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried

8. Discussion and possible action setting a date for a Council Retreat.

Council agreed to meet Saturday, June 1st at 8:30 a.m. for a Council Retreat.

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

March 26, 2019 – Regular Meeting

2. Ratification of Bills

Fort Bend Central Appraisal District	\$ 5,011.99
2018-2019 Third Quarter Statement	

Mar-Con Services	\$442,859.82
Kirkwood Road Construction Pay Estimate #2	
Randle Law Office LTD., L.L.P.	\$ 3,763.50
General Legal Counsel	
Randle Law Office LTD., L.L.P.	\$ 2,145.00
Code Enforcement Legal Counsel	
Randle Law Office LTD., L.L.P.	\$ 1,287.50
Texas Direct Auto SUP Legal Counsel	
Randle Law Office LTD., L.L.P.	\$ 1,462.50
Police Department Legal Counsel	
Randle Law Office LTD., L.L.P.	\$ 1,345.50
Oasis Legal Counsel	
Caldwell Country Chevrolet.	\$ 36,354.94
New Police Tahoe	

Alderman Henley moved to approve the consent agenda. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

Alderman Mills was not present.

The motion carried

G. Audience Comments

Kurt Kopczynski, resident at 12019 Meadow Hollow Dr., thanked Alderman Henley for all his hard work and serviced to the City.

Mr. Kopczynski also reported that the average list price for homes in the City is \$251,000 and the record sale last year was \$283,000.

He also asked that Public Works look into a bird bath situation at 12047 Sturdivant and repair the sidewalk near the Community Center.

He also asked who is responsible for the dog park, because it is nasty and the water feature does not work. Alderman Staigle stated that Council is working on the situation. Mayor Jessup stated that there has been multiple changes in management and Council is working with the City Attorney regarding this property.

H. Adjourn

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

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

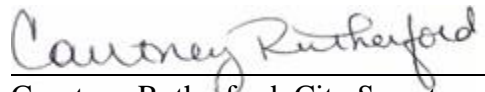
Alderman Mills was not present.

The motion carried

The meeting was adjourned at 8:20 p.m.

These minutes were approved by City Council on Tuesday, May 28, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON MAY 14, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:34 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Alderman, Terry J. Henley
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, Rick J. Staigle

Mayor Pro-Tem, John F. Isbell and Alderman, Steven H. Bezner were not present.

Staff in attendance: Chief Gary Stewart and Captain Jack Ashton, Meadows Place Police Department, Erik Tschanz, Public Works Director, and Colene Cabezas, Parks & Recreation Director.

B. Election Matters

- 1. Discussion and action to consider Ordinance No. 2019-14, canvassing the returns and declaring the results of the General Election held on May 4, 2019 for the purpose of electing two City Council Members (Alderman Place 4 and 5).**

Mayor Jessup called item number 1 and opened the sealed envelope containing the canvass report for the May 4, 2019 General Election for the City of Meadows Place. He instructed members of Council to open their envelopes to review the same. A summary is as follows:

<i>Name of Candidate</i>	<i>Early</i>	<i>Election Day</i>	<i>Total</i>
Alderman Place 4			
Ryan Kimbrell	81	39	120
Kurt Kopczynski	253	178	431
Alderman Place 5			
Kelle Mills	271	178	450

Mayor Jessup read the returns and announced the following: Kurt Kopczynski and Kelle Mills were duly elected to their respective positions.

Once the Council Members had completed their review of the canvass, Mayor Jessup called for a motion to approve Ordinance No. 2019-14, canvassing the returns and declaring the results of the General Election held May 4, 2019.

Alderman Henley moved to approve Ordinance No. 2019-14, canvassing the returns and declaring the results of the General Election held on May 4, 2019 for the purpose of electing two City Council Members (Alderman Place 4 and 5). Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Henley, Staigle, and Mills

Nays: None

Aldermen Bezner and Isbell were not present.

The motion carried.

After the Ordinance passed, Mayor Jessup stated the following:

This concludes the canvass of the election of the General Election held on May 4, 2019 for the City Meadows Place with a total of 572 voters.

Mayor Jessup called the next two items (2 and 3) together.

2. Issuance of Certificate of Election to Newly Elected Officials.

Mayor Jessup delivered Certificates of Election to the newly elected officials Kurt Kopczynski, Alderman Place 4 and Kelle Mills, Alderman Place 5.

3. Administer Oath of Office to Elected and Newly Appointed Officials.

Mayor Jessup administered the Oath of Office to newly elected officials Kurt Kopczynski, Alderman Place 4 and Kelle Mills, Alderman Place 5.

C. Proclamation

1. Recognition and presentation of outgoing Alderman, Terry Henley for his 32 Years of Service to the City of Meadows Place.

Mayor Jessup acknowledged Terry Henley, Alderman, for his 32 years of service. Mayor Jessup acknowledged his role on the Economic Development Corporation, Houston Galveston Area Council, and Texas Municipal League. He also thanked Janie Henley, Terry's spouse, for all of her support over the last 32 years.

Mr. Henley stated that it has been a pleasure to serve the residents of Meadows Place.

D. Adjourn

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

Ayes: Aldermen Henley, Staigle, and Mills

Nays: None

Aldermen Bezner and Isbell were not present.

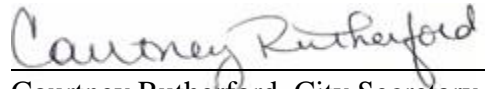
The motion carried.

The meeting was adjourned at 6:50 p.m.

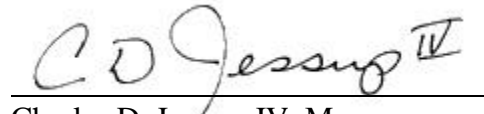
Staff and Council stayed to celebrate Terry Henley until 8:00 p.m. and no official business was discussed.

These minutes were approved by City Council on Tuesday, May 28, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON MAY 28, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley,
Alderman, Rick J. Staigle

Staff in attendance: Captain Jack Ashton, Meadows Place Police Department and Colene, Cabezas, Parks & Recreation Director.

1. Pledge of Allegiance and Invocation

Pledge by: Matt Oltremari, Resident
Invocation by: Kurt Kopczynski, Resident

B. Proclamation

1. Proclamation – Beverly McMinn acknowledging over 28 years of service

Mayor Jessup read a proclamation acknowledging Ms. McMinn's 28 plus years of service to the City and proclaimed May 31, 2019 as Beverly McMinn day in the City of Meadows Place. He wished her the best in her retirement.

2. Proclamation – Citizen Emergency Response Team (CERT)

Mayor Jessup read a proclamation acknowledging the recent graduates of CERT, Citizen Emergency Response Team. He also thanked Matt Oltremari who helped organize the effort and help get it together.

3. Presentation of Meadows Place Garden Club Scholarship Winner

Garden Club President, Joe Debruyne, introduced and presented scholarships to the following recipients:

Laurel Boatright, Dulles High School senior
Kaylyn Court, Math teacher pursuing a master's degree in Special Language Pathology
Naomi Teague, Home School graduate
Tyler Bezner, Sam Houston State University student – Criminal Justice
Lucus Teague, Home School graduate

C. Reports

1. Police Department

Police Captain, Jack Ashton, gave an overview of the monthly statistics and activities report, for May 2019, which was distributed to City Council and filed with the City Secretary.

He reported that there were two cases of fraud this month involving City employees at City Hall. One was a payroll fraud and the other was payment to the judge. Mayor Jessup asked if there is anything the City can do to help prevent this. Captain Ashton stated that staff is currently working on a spam firewall for the City, but the best is to continue to educate people on the dangers of fraud. He also stated that this was the topic at one of the recent Neighborhood Watch meetings.

Alderman Bezner asked about the increase in traffic charges over the last month. Captain Ashton stated that this increase was due to a more aggressive approach due to recent activity in the City.

2. Parks

Parks & Recreation Director, Colene Cabezas, gave a brief recap of events and projects for March to current.

Parks and Facilities:

- **Parks** –Refreshed Meadow Glen Park / Trained PW on irrigation repair, Replaced rotting boards on the lake bridge
- **Pool:** Black algae removal in lap pool/Built a new fence next to lap pool / Opened May 25
- **Community Center Improvements** – Refreshed flower beds / painted fence line/ parking lot overlay and stripes / Ins. reimbursement on leak
- **Discovery & Nature Center**-Hosted 33 community meetings/ 24 field trips w ME /2 Goats 1 tarantula / Summer camp 5/28

Events Completed:

- Family Campout was canceled due to field conditions
- April Concert – Colao & Auction with 250 in attd. / Light the Night – Emotions with 600 in attd. until it rained
- OTM – 12 YAC volunteered / Meadows Anniv-6 YAC
- 18 YAC to Beach cleanup in Galveston
- Active Adult Trip to Newman's Castle / Painted churches / HMFA
- Disaster Preparedness and never fail system

Volunteers –426 hours from March - May = \$8,954

- 1 Experience Works staff provided **240 hours = \$5,048**
- YAC **186 hours= \$3,906**

Staff:

- Di became certified as a LG / Kayak inst
- Hired 10 LG / 2 Front Desk / 8 camp counselors

Upcoming Projects and Events:

- New Trail – Treatment Center to Kirkwood
- Monarch Gateway Project – Mow and Bail / Seed
- Park Deconstruction-Fence / Irrigation / Light pole
- Inclusive Playground-Prepare park, order substrate
- Goat Run
- Kirkwood Roundabout
- Splash night May 31
- BFF / BFF JR / Italian Cooking 6/21
- Kid Fish – CCA 6/29
- Father Son Flag Football 6/29
- July 4 Parade

Mayor Jessup stated that Light the Night was a phenomenal event and stated that a video can be found on the City's website. He then showed the City's newest videoing highlighting the Discovery and Nature Center.

3. Fire Department Monthly Report for April 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for April 2019 which was filed with the City Secretary. He stated that the City continues to work on Fire and EMS access during construction.

D. Mayor and Council Comments**1. Mayor's Comments****a. EOC Parking Lot**

Mayor Jessup stated that he and the Chief have been working on this for a while and recently turned it over the Public Works Director, Erik Tschanz. This parking lot will be similar to the one on Dorrance and will increase the availability of the Training Center. Staff is currently working with Lee Tristan at CenterPoint Energy. The City hopes to have the agreement next month, so we can move forward.

b. Generator at EMS Building

Mayor Jessup stated that City budgeted for a generator at the EMS building for emergency situations. That generator is scheduled to be installed within the next month.

c. Chamber Presentation

Mayor Jessup stated that he was recently invited by Fort Bend Chamber to give a State of the City, which he presented this month. He was joined by EDC President, Bob Graf, EDC Members, Kurt Kopczynski, and Tia Baker. Aldermen John Isbell and Rick Staigle were also there as well as the City Secretary, Courtney Rutherford. The presentation was well received, and he continues to great feedback.

d. NeverFail / System Backup Test

Mayor Jessup stated that all department heads along with Wright Technologies performed the annual NeverFail System test. This test was very encouraging, and staff is comfortable working at the EOC if necessary.

e. Budget Season / State Caps

Mayor Jessup stated that he recently met with department heads to review their current budget and look at the proposed 2019-2020 budget. This year's budget may be a little different due to property tax revenue caps. Legislature recently passed a 3.5% cap based on school funding. If the City wants to adopt a rate that goes over 3.5% we will have to hold an election. Council will be reviewing this morning in the upcoming budget retreat.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Kirkwood road construction progress. He explained that the contractor has made good progress and should be pouring the Dorrance intersection within the next two weeks and then flip to the other side. The lanes will be narrow, but the contractor will be adding temporary asphalt to help widen the temporary lanes.

E. Regular Agenda

1. Discussion and consideration of Ordinance No. 2019-15 electing a Mayor Pro Tem.

Alderman Bezner moved to elect Alderman Rick Staigle as the Mayor Pro Tem. Alderman Mills seconded the motion.

Alderman Staigle stated that Council had previously discussed rotating Mayor Pro Tem according the alderman place so that everyone had the chance to serve. Alderman Bezner stated that he would be next line, but he believed Alderman Staigle was more qualified. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried.

2. Discussion and consideration of Resolution No. 2019-09 designating one (1) member of City Council as an alternate check signer for the City accounts at Independent Bank.

Alderman Isbell volunteered to be the alternate check signer. Alderman Staigle moved to approve Resolution No. 2019-09 appointing Alderman, John Isbell as an alternate signer for the City accounts at Independent Bank. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried.

3. Discussion and consideration of Resolution No. 2019-10 Hike & Bike Trail Agreement.

Alderman Staigle moved to approve Resolution No. 2019-10, Hike & Bike Trail Agreement with CenterPoint. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried.

4. Discussion and consideration of Resolution No. 2019-11 appointing one (1) member to the Meadows Place Board of Adjustment for a term commencing immediately upon passage of this ordinance and ending December 31, 2019.

Alderman Staigle moved to approve Resolution No. 2019-11 appointing Terry Henley to the Meadows Place Board of Adjustment for a term commencing immediately upon passage of this ordinance and ending December 31, 2019. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried.

5. Discussion and consideration regarding the Specific Use Permit for (VROOM).

Mayor Jessup recessed the Regular Session at 7:47 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney.

Mayor Jessup adjourned the Executive Session at reconvened the Regular Session at 8:12 p.m., stating that no final actions, decisions, or voted were had during the Executive Session.

Alderman Staigle moved to authorize the City Attorney to send a letter to VROOM notifying them that they have breached the development agreement and give them 30 days to cure. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

The motion carried.

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

April 23, 2019 – Regular Meeting

May 14, 2019 – Special Meeting (Canvass)

2. Ratification of Bills

HDR, Inc. **\$ 17,202.58**
Engineering Services for Kirkwood Road Reconstruction (April)

HDR, Inc. **\$ 27,655.92**
Engineering Services for Kirkwood Road Reconstruction (February)

HDR, Inc. **\$ 22,754.82**
Engineering Services for Kirkwood Road Reconstruction (March)

Mar-Con Services, LLC **\$ 175,654.69**
Pay Estimate #3 for Kirkwood Reconstruction

Joe Salvide **\$ 5,995.00**
Repair, repave, and restripe Community Center Parking Lot

26/6 Technical Services **\$ 33,380.00**
Rental Motor for Water Plant 3

Alderman Bezner moved to approve the consent agenda. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

Nays: None

The motion carried.

G. Audience Comments

Shirley Isbell, resident at 12326 Scottsdale., congratulating Mayor Jessup on State of the City at Fort Bend Chamber. She also stated that her son Johnny was promoted to District Swim and Dive Coach. She also stated that CenterPoint left a mess her backyard because the

ran out of money and were not able to finish the job. Mayor Jessup asked her to send him an email he will reach out to the CenterPoint rep. She also stated that the City might want to see about changing the name of Meadows Elementary to Meadows Place Elementary.

Marie Niccoloi, resident at 12134 Monticeto, invited Council and the residents to attend the Garden Club Bingo event on June 7th at the Community Center at 6:15 p.m. This event is adults only.

Terry Henley, resident at 12203 Alston, thanked the City for his retirement reception and this it was a pleasure to serve the City for so many years. He also appreciates the appointment to the Board of Adjustment, which allows him to continue serving TML board. He also stated that TML continues to work on resolution to allow legal notices on City websites and newsletter versus the newspaper. He also thanked staff and Council that attended his retirement celebration at HGAC.

Shirley Doyle, resident at 12030 Cedar Form, asked Council to consider changing the dates of Garage Sales or consider a rainout date. Mayor Jessup stated that these dates are set by City ordinance.

Nadva Shelton, resident at 11942 Brighton, asked that Council consider Sunday as option for Garage Sale weekends. Alderman Staigle stated that garage sales were almost completely banned at the last review, but Council could review the ordinance again. Ms. Shelton also stated that she thought the Discovery/Nature Center video was awesome and asked that Council revisit the parking situation there.

Steve Henry, resident at 11802 Scottsdale, asked about the current roofing code. He stated that it is difficult to find the current approved shingles. He asked that Council review the ordinance regarding roof shingles. Alderman Staigle asked that he send an email regarding the different shingles. Mayor Jessup stated that code was to improve property value not prevent purchase.

H. Adjourn

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

Ayes: Aldermen Isbell, Henley, Bezner, and Staigle

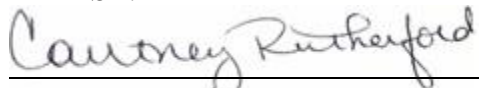
Nays: None

The motion carried.

The meeting was adjourned at 8:35 p.m.

These minutes were approved by City Council on Tuesday, June 25, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





Charles D. Jessup, IV, Mayor

John F. Isbell Sr., Mayor Pro Tem

Steven H. Bezner, Alderman

Rick J. Staigle, Alderman

Kurt Kopczynski, Alderman

Kelle K. Mills, Alderman

Courtney Rutherford, City Secretary

MINUTES OF THE MEADOWS PLACE CITY COUNCIL ATTENDANCE AT MEADOWS PLACE SPLASH NIGHT SPONSORED BY MEADOWS PLACE PARKS & RECREATION DEPARTMENT AT MEADOWS PLACE POOL, LOCATED AT 11975 DORRANCE LANE, MEADOWS PLACE, TEXAS ON FRIDAY MAY 31, 2019 AT 6:00 P.M.

A quorum of the members of the Meadows Place City Council attend the Meadows Place Splash Night sponsored by Meadows Place Parks & Recreation Department at the Meadows Place Pool, located at 11975 Dorrance Lane, Meadows Place, Texas on Friday May 31, 2019 at 6:00 p.m.

The following members attended the parade:

Mayor Charles D. Jessup, IV
Alderman, Rick Staigle
Alderman, John Isbell Sr.
Alderman, Steven Bezner
Alderman, Kurt Kopczynski
Alderman, Kelle Mills

No official business for the City of Meadows Place was conducted at this special meeting / parade.

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.



MINUTES OF THE SPECIAL COUNCIL WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JUNE 1, 2019 AT 8:30 A.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 8:31 a.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, Rick J. Staigle
Alderman, Steve Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

B. Discussion regarding H.B. 852 pertaining to building permit and inspection fees.

Mayor Jessup introduced the item and stated that House Bill 852 states that effective immediately cities can no longer charge building permit fees for residential work based on the value of the construction. He stated that he has already met with the City Building Official, Kevin Taylor, of BBG Consulting, Inc. and he has agreed to review the City's fees and present a new fee schedule. Mayor Jessup stated that does bill does not affect the fees for commercial projects. There was brief discussion among Council as how to adjust the fees and the agreed to wait to see what Mr. Taylor presents.

C. Discussion regarding travel per diems for Council.

Mayor Jessup stated that he put this on the agenda, because it has never been discussed by Council. He also stated that he does not see any member of Council currently taking advantage of the City but wanted to see if Council wanted to put a policy in place. There was brief discussion among Council and they agreed not to make any changes at this time.

D. Discussion regarding Council placement during the Council meetings.

This item was brought to Council due to the election of Kurt Kopczynski. Council agreed that they like the current set up where the Mayor Pro Tem is next to the Mayor and then the seating is from most senior alderman to newest.

Mayor Jessup then called item F out of order on the agenda.

F. Discussion regarding dates to meet with department heads to review the proposed 2019-2020 Municipal Budget.

Council reviewed their calendars and agreed to meet on the following dates and times to review the proposed 2019-2020 Municipal Budget.

June 29 th	11:00 a.m. at the Meadows Place Training Center/EOC Building
July 2 nd	6:00 p.m. at Meadows Place City Hall
July 30 th	6:00 p.m. at Meadows Place City Hall

E. Discussion of City's *Vision Statement* to guide and inform future planning and decision making on the full range of regulatory, municipal, governance, health and safety, taxation, economic development and quality of life issues. Some topics of interest include future development, sales tax, future businesses to pursue, City support, and preparing for budget season.

Council reviewed the current tax rate and the proposed tax rate. There was brief discussion among Council regarding tax rates, property values, and revenue caps.

The main focus of Council was their vision of the City of 25 years from now. Council created an extensive list of things they would like to City over the next year to 25 years from now. Below is a list of Council's vision.

25 YEARS FROM NOW...

- 50% of roads/infrastructure/sidewalk complete
- Regionally recognized
- Facility maintenance
- Software and computer maintenance

15 YEARS FROM NOW...

- 20% of roads/infrastructure/sidewalk complete
- Continued improvements at water & wastewater treatment plant
- Additional family friendly restaurants
- Central café/eating
- Develop Dorrance – townhomes
- Facility maintenance
- Software and computer maintenance

1-5 YEARS FROM NOW...

- New type of government/home rule and city manager
- Hike and bike trail to the fountains
- Expanded police presence
- Band shell at park - location TBD
- Roads/infrastructure/sidewalk repair started
- Closing access to W Belfort?
- Nationally recognized for monarch gateway
- Sponsorship at larger events outside the city (Houston)
- Advertisement of the city in the medical center
- Renovated/expanded police dept facility
- Expanded facilities (City Hall Admin & parking)

- Stream Council Meetings
- Change fencing (wrought iron) at all water tanks
- Additional parking and bridge for Discovery Center
- Improved entrance signs and sidewalk crossings
- City Hall monument sign
- Increase text size on directional signs
- Standardizing city signs and posts

NOW...

- Look at lot setbacks for commercial
- Teardowns & rebuilds standards
- Improve pocket parks
- Increase dispatch?
- Community survey (resident vision)
- All water tanks painted with logo
- Paint traffic light poles at w airport
- Logo on traffic signal control box at W Airport & Kirkwood
- List of plants for monarch butterflies
- Review city ordinances
- Dog park maintenance
- Finalize a citizen advisory committee process
- Way finding signs

F. Discussion regarding dates to meet with department heads to review the proposed 2019-2020 Municipal Budget

Discussed before item E

G. Adjourn

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

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

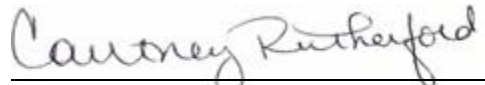
Nays: None

The motion carried.


The meeting was adjourned at 1:18 p.m.

These minutes were approved by City Council on Tuesday, June 25, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL COUNCIL WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JUNE 6, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

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

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, Rick J. Staigle
Alderman, Steve Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

City Attorney, Brandon Morris from Randle Law Offices was also present.

Building Official, Kevin Taylor, from BBG Consulting was not present due to a family emergency.

B. Discussion and consideration of Ordinance No. 2019-16 providing for a schedule of fees; amending Section 150.03, Building Permit fees; repealing all ordinance or resolutions in conflict herewith; providing a penalty; providing for severability; and providing an effective date.

City Attorney, Brandon Morris, explained that effective May 21st cities could no longer charge building permit fees based on construction value due to the passing of HB 852. Staff worked with BBG Consulting to review the cities current permit fees and revenue and determine new fees. Mr. Taylor stated in a meeting with the Mayor and City Secretary that the best way to adjust fees per this bill was to calculate per square footage and set a minimum permit fee plus set some standard fees for different permits like roof and fence permits.

After brief discussion, Alderman Staigle moved to approve Ordinance No. 2019-16 providing for a schedule of fees; amending Section 150.03, Building Permit fees; repealing all ordinance or resolutions in conflict herewith; providing a penalty; providing for severability; and providing an effective date. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

C. Discussion and consideration of HB No. 2439 regarding building products, materials, or methods used in the construction or renovation of residential or commercial buildings.

City Attorney, Brandon Morris, explained that HB No. 2439 is effective September 1, 2019. This bill states that cities shall not adopt or enforce a rule, provision, ordinance, building code, or other regulation that: (a) prohibits or limits, directly or indirectly, the use or installation of a building product or material in the construction, renovation, maintenance, or other alteration of a residential or commercial building if the building product or material is approved for use by a national code or (b) establishes a standard for a building product, material, or aesthetic method in construction, renovation, maintenance, or other alteration of a residential or commercial building. This would affect roof materials, paint colors, driveway materials, and siding.

The discussion among Council regarding the standards of the City as well as how property values could and will be affected.

Alderman Staigle moved to authorize legal to review the City's current codes and determine what is not enforceable due to this House Bill No. 2439 and rate not exceed \$5,000.00. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

D. Adjourn

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

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


Nays: None


The motion carried.

The meeting was adjourned at 7:41 p.m.

These minutes were approved by City Council on Tuesday, June 25, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL COUNCIL WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JUNE 10, 2019 AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:17 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, Rick J. Staigle
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, John F. Isbell

Aldermen, Steve Bezner and Kurt Kopczynski were not present.

B. Discussion and consideration of Ordinance No. 2019-17 calling a Joint Public Hearing before the City Council of the City of Meadows Place, Texas, and the Planning and Zoning Commission of the City of Meadows Place, Texas, to be held on the 2nd day of July, 2019, at 6:00 p.m. at the City of Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, to hear any and all persons desiring to be heard on or in connection with any matter or question involving a Specific Use Permit application under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary.

Alderman Staigle moved to approve Ordinance No. 2019-17 calling a Joint Public Hearing before the City Council of the City of Meadows Place, Texas, and the Planning and Zoning Commission of the City of Meadows Place, Texas, to be held on the 2nd day of July, 2019, at 6:00 p.m. at the City of Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, to hear any and all persons desiring to be heard on or in connection with any matter or question involving a Specific Use Permit application under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Staigle, Isbell, and Mills

Nays: None

The motion carried.

Aldermen Bezner and Kopczynski were not present.

C. Discussion and consideration of Resolution No. 2019-12 appointing two (2) members to the Meadows Place Planning and Zoning Commission for terms commencing

immediately upon passage of this resolution and one ending December 31, 2019 and the other ending December 31, 2020.

Alderman Staigle moved to approve Resolution No. 2019-12 appointing Mike Elmore and Jason Adams as members to the Meadows Place Planning and Zoning Commission for terms commencing immediately upon passage of this resolution and Mr. Elmore's term ending December 31, 2019 and Mr. Adams term ending December 31, 2020. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Staigle, Isbell, and Mills

Nays: None

The motion carried.

Aldermen Bezner and Kopczynski were not present.

D. Adjourn

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

Ayes: Aldermen Staigle, Isbell, and Mills

Nays: None

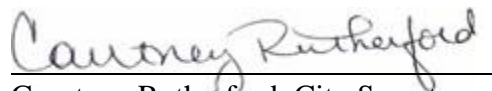
The motion carried.

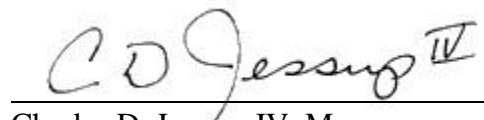
Aldermen Bezner and Kopczynski were not present.

The meeting was adjourned at 6:22 p.m.

These minutes were approved by City Council on Tuesday, July 23, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JUNE 25, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Rick J. Staigle

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley,
Alderman, Kelle K. Mills

Alderman, Steven H. Bezner was not present.

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department and Karl Velasco, Code Enforcement

1. Pledge of Allegiance and Invocation

Pledge by: William Nix, Meadows Place Police Department
Invocation by: Fred Ortiz, Police Chaplain from Lake Jackson

B. Proclamation

1. Proclamation – Acknowledging Meadows Place Police Department Reserve Officers

Mayor Jessup read a presented a proclamation to Chief Stewart and the Meadows Place Police Department acknowledging the nine Reserve Police Officers who serve the City of Meadows Place.

C. Reports

1. Police Department

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report, for June 2019, which was distributed to City Council and filed with the City Secretary.

He also acknowledged the four Meadows Place Police Officers that were recently promoted within the department. Jason Rebsch was promoted to Lieutenant, Aerial Clawson who promoted to Sergeant, Doron Kenig who was promoted to Corporal, and Yonathan Mezegabe who promoted to Detective. He also stated that after all of these promotions there was an opening for a patrol officer and introduced Alejandra Adames as the new patrol officer. She comes to the City with 20 years of experience.

He also reported that the department recently passed their audit with 100%.

Chief Stewart reported that Reserve Officer Jerry Brownlee writes grant applications for the City and just this year the City has acquired \$105,000 in grant funds. His efforts help to keep the department up to date with the latest equipment and takes the financial burden off the City.

Mayor Jessup congratulated the Department and thanked Officer Brownlee for efforts in grant funds.

Alderman Isbell also thanked the officers for all they do.

2. Code Enforcement

Code Enforcement Official, Karl Velasco, gave a brief recap of code enforcement for March 27, 2019 to current. He stated that the total violations last quarter was 370 violations and charges have been filed in Municipal Court for three. He also stated that 77% of these violations/cases are self-initiated. He reported the top violations as follows:

Violations	Total	Closed	Open
Bandit / Contractor Signs	34 cases (115 signs)	34 cases	0
Trashcans/Rubbish/Bins Visible from the street	92	85	7
Improper Clearance of trees/shrubs	39	16	23
High Grass/Weeds/Grass in between cracks	87	56	31
Junked / Abandoned Vehicles	13	10	3
Exterior Walls/Trims/Fascia - Cleaning/Repair/Replaced	38	14	24
Trailer/Boat/RV/Wrecked or Inoperative Vehicle	18	14	4

Mr. Velasco sent information on the City's Substandard Buildings to three homes that he and staff believe to be abandoned and vacant. also stated that he worked 6 weekend days in the last quarter.

3. Fire Department Monthly Report for May 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for May 2019 which was filed with the City Secretary. He reported that the Fire Station lost power today, but business was uninterrupted due to the generator installed by the City. He stated that the City continues to work on Fire and EMS access during construction.

D. Mayor and Council Comments

1. Mayor's Comments

a. FBCMCA Mayors' Luncheon

Mayor Jessup reported that he attends the FBCMCA Mayors' luncheon every month and this month they met in Richmond and the topic of discussion was SB2, effective

tax rate and HB2439, regulation of building materials. These bills have huge effects on the City and Council and staff will be looking into the implementation of the changes.

b. Upcoming July 4th Parade

Mayor Jessup reminded everybody that the parade will start at 9:00 a.m. and they are expecting a good crowd. There will be music and food at the end of the parade. Eric Helfman of Helfman Ford will be the Parade Marshall and they have given over \$30,000 to the all-inclusive park. CERT will also be involved at the parade.

c. Budget Update

Mayor Jessup stated that Council and staff are starting to prepare the 2019-2020 Municipal budget. They will be looking at how recent legislation will affect the budget, but staff and council have a great understanding of how the budget works, and he has confidence in them.

d. Update on Meadows Elementary Demolition and Rebuild

Mayor Jessup stated that has there first conflict with the rebuild. There is a light pole located near the baseball fields that needs to be removed. The pole also houses one of the beacons for the reading the water meters and this will also be relocated.

e. TML Leadership Fellow Award – Courtney Rutherford

The Texas Municipal League recognized our City Secretary, Courtney Rutherford, as a Certified Leadership Fellow after her training in Austin. Participants explored the principles and characteristics of ethical leadership, learned to build trust, and community, discovered ways to improve team-building and communication skills, and practiced negotiation for strategic influence. All this will improve her skills and raise the standards of the City of Meadows Place and to make sure Meadows Place continues to be...Our Place for Life! Mayor Jessup thanked Ms. Rutherford and congratulated her.

f. Annual Drinking water Report

Mayor Jessup stated the Annual Drinking Water report will be in the July newsletter and was published prior to the deadline. He encouraged the residents to look it over and was happy to report that there were no violations.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Kirkwood road construction progress. He stated that the contractor is a few weeks behind due to rain. They will be switching traffic shortly after the 4th of July and Dorrance will be open for the parade.

E. Regular Agenda

- 1. Discussion and consideration of Resolution No. 2019-13 accepting the 2019-2020 TML Health Employee Benefits Renewal Notice and Benefit Verification Form Setting the Employer Funded Defined Contribution Rate for Employee Medical, Dental, Long Term Disability, Basic Life and AD&D, Voluntary Dependent Life and Additional Employee Life Coverage.**

Alderman Staigle moved to approve Resolution No. 2019-13 accepting the 2019-2020 TML Health Employee Benefits Renewal Notice and Benefit Verification Form Setting the Employer Funded Defined Contribution Rate for Employee Medical, Dental, Long Term Disability, Basic Life and AD&D, Voluntary Dependent Life and Additional Employee Life Coverage adopting the same plan that the City currently provides. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

- 2. Discussion and consideration of Resolution No. 2019-14 CenterPoint License Agreement for a parking lot near Meadows Place Training Center and EOC building.**

Alderman Staigle moved to approve Resolution No. 2019-14 CenterPoint License Agreement for a parking lot near Meadows Place Training Center and EOC building. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

- 3. Discussion and consideration of Resolution No. 2019-15 authorizing the Mayor and City Secretary to solicit bids for a new phone system for the City of Meadows Place.**

Alderman Isbell moved to approve Resolution No. 2019-15 authorizing the Mayor and City Secretary to solicit bids for a new phone system for the City of Meadows Place. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

May 28, 2019 – Regular Meeting

June 1, 2019 – Special Session Workshop

June 6, 2019 – Special Meeting

2. Ratification of Bills

Mar-Con Services, LLC	\$145,937.53
Engineering for Kirkwood Road Reconstruction	

Josh Merritt Creative, LLC	\$5,370.00
Nature Center Video	

Arrowhead Electric, Inc	\$7,910.00
Installation of Generator at EMS Building	

24/6 Technical Services	\$23,960.00
Motor for Blower#1 at Sewer Treatment Plant	

Alderman Mills moved to approve the consent agenda. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

G. Audience Comments

None

H. Adjourn

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

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

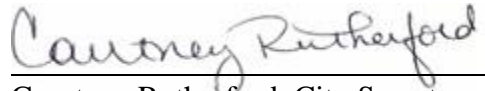
Alderman Bezner was not present.

The motion carried.

The meeting was adjourned at 8:09 p.m.

These minutes were approved by City Council on Tuesday, July 23, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL MEETING AND JOINT PUBLIC HEARING THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JULY 2, 2019 AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order and Announce a Quorum is Present:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:01 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley
Alderman, Rick J. Staigle

Ever Ramirez, Commission Chairman, and Commissioners Matt Oltremari, Sean Ulrey, Mike Elmore, and Jason Adams from the Planning and Zoning Commissioner were present.

B. Joint Public Hearing Items

Conduct a Joint Public Hearing before the City Council of the City of Meadows Place, Texas, and the Planning and Zoning Commission of the City of Meadows Place, Texas, to be held on the 2nd day of July, 2019, at 6:00 p.m. at the City of Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, to hear any and all persons desiring to be heard on or in connection with any matter or question involving a Specific Use Permit application under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary.

Mayor Jessup opened the public hearing at 6:01 p.m. and stated that a quorum was present for both City Council and the Planning and Zoning Commission. He then explained that the purpose of this hearing was to give all interested parties the right to appear and to be heard.

Sharon Kitchen, resident at 12034 Pender Ln., stated her concerns regarding mess that comes with construction. She is also concerned about the lighting now that some lights have been removed. Mayor Jessup stated that she can call the City Secretary to report issues and Alderman Staigle stated that she can contact the contractor directly.

Trent Perez, Civil Engineer, stated that they met with the City and discussed the design of the school and believes that they City is happy with it. The new school will be a little larger to better serve the community.

Timothy Engles, resident at 12107 Brighton Ln., stated his concern regarding noise, traffic, and driveway access during the construction.

Mayor Jessup stated there will be a mess and some challenges during the construction, but the contractors will work to keep it at a minimum.

Alderman Staigle stated that it is impossible to predict anything at time, but it shouldn't affect driveway access.

Mr. Perez also stated that the bid has not been awarded so a they do not have a contractor yet.

With no one else signing up to speak, Mayor Jessup closed the public hearing at 6:15 p.m.

C. Acceptance of CenterPoint Energy Electric, LLC Filing to Change Rates.

Alderman Isbell moved to table the acceptance of CenterPoint Energy Electric, LLC Filing to Change Rates. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Council recessed at 6:18 p.m. and waited for the Planning and Zoning Commission to finish their meeting.

Council reconvened at 6:26 p.m.

D. Accept report from the Planning and Zoning Commission regarding the application for Executive Session for a Specific Use Permit application under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary.

Chairman Ramirez presented the Planning and Zoning Commission recommending the City Council accept the application for a Specific Use Permit under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary.

E. Consider Ordinance No. 2019-16 approving the Specific Use Permit under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary.

Alderman Staigle moved to approve the Specific Use Permit under Code of Ordinances, Chapter 153, R-1 Residential District, Section 153.090(C) (2) (b), Schools, for a new Meadows Elementary. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

F. Adjourn

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

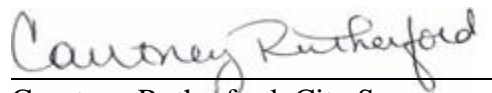
Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

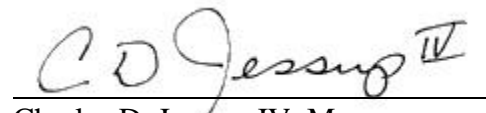
The motion carried.

These minutes were approved by City Council on Tuesday, July 23, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





**MINUTES OF THE MEADOWS PLACE CITY COUNCIL BUDGET WORKSHOP
MEETING HELD ON JULY 2, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE
TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TX 77477**

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:45 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, Rick J. Staigle
Alderman, Steve Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Anna-Maria Weston, Finance Director and Chief Gary Stewart were also present

B. Review and discuss the proposed Municipal Budget for Fiscal Year 2019-2020.

1. Review and discuss the proposed 2019-2020 Police Departmental budget.

Police Chief, Gary Stewart, stated that this is 7th year to present his budget before Council. He then gave a detailed overview of proposed budget items for the Police Department.

Chief Stewart stated that he is requesting additional full time and part time positions due to increased volume and staffing issues. He also believes that once the Grid is complete there will be increased traffic and activity in the City.

There was discussion regarding the increase of part time dispatches to increase call coverage after regular business hours.

Council and staff discussed the possibilities for expanding the current Police and Administrative facilities. Council agreed to set aside \$50,000 and look into a professional facilities review plan.

Questions were posed by Council and there was discussion among Council and Chief Stewart regarding staffing, vehicles, and facility use and possible expansion over all. A copy of the Police Department presentation was filed with the City Secretary.

2. Review and discuss 2019-2020 Revenue Projections.

Council briefly reviewed the City's projected revenue and discussed changes due to the recent legislative changes. Council asked that the Finance Director put in \$100,000 plus family benefits package in the Administration budget for a City Administrator.

Council also agreed to reduce the Mayor Pro Tem monthly salary from \$300 to \$200 starting October 1, 2019.

C. Adjourn

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

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

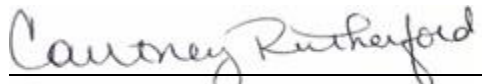
Nays: None

The motion carried.

The meeting was adjourned at 8:47 p.m.

These minutes were approved by City Council on Tuesday, July 23, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JULY 23, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, John F. Isbell
Alderman, Rick J. Staigle

City Secretary, Courtney Rutherford
Alderman, Terry J. Henley,
Alderman, Kelle K. Mills

Alderman, Steven H. Bezner was not present.

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department and Erik Tschanz, Public Works Director

1. Pledge of Allegiance and Invocation

Pledge by: Former Alderman and Resident, Terry Henley
Invocation by: Cliff Cummings, Sugar Land Chaplain

B. Reports

1. Police Department

Police Chief Gary Stewart gave an overview of the monthly statistics and activities report, for July 2019, which was distributed to City Council and filed with the City Secretary.

Chief Stewart stated that there were 8 accidents this month, but none were due to the construction on Kirkwood reconstruction.

He also stated that the Economic Development Corporation has funded two cameras to be placed near the school so the City can record the demolition and rebuild of Meadows Elementary. Mayor Jessup thanked EDC for funding the cameras.

2. Public Works

Public Works Director, Erik Tschanz, gave a brief recap of Public Works activity for the last quarter. Below is a brief recap:

May:

- Staff Attended SE TPWA Chapter BBQ
- Began WWTP Bar Screen Rehab Project

- Assisted with Lt. position with PD Dept.
- Installed new generator for EMS Building
- CRC raised east side of Cedar Form Lane
- Water Pumped from All (3) Wells = 13,955,000
- Reclaimed Water = 514,000

June:

- Completed Annual CCR – 2018 Drinking Quality Report
- PW Staff Re-stripped/painted City Hall Parking Lot
- Attended Fort Bend County Infrastructure Conference
- Held “eye on water” / Beacon Training for PW Staff
- City Hall received summer color / flowers
- CRC raised 1200 block of Monticeto
- Made Emergency Repair to Drainage Culvert behind Monticeto / Townhomes
- Fire Extinguisher Inspection occurred at all City Facilities
- Drainage basins were installed for new All-Inclusive Park – McDonald Park
- Generators @ all water well sites & EOC/TTC were load tested/topped off with fuel
- Water Pumped from All (3) Wells = 14,200,000
- Reclaimed Water = 935,000

July:

- EOC Parking Lot – Approval given to City by CenterPoint Energy to construct parking lot
- July 4th Parade
- PW staff attended TDA Pesticide Training
- Fire Hydrant Audit
- Met with HDR Engineers concerning Reclaimed Water Storage Capacity Needs
- Water Pumped (Thru 7/20) from all (3) Wells = 10,433,000
- Reclaimed Water (Thru 7/20) = 550,000

3. Fire Department Monthly Report for June 2019

Mayor Jessup stated that he recently met with Fire Chief DiCamillo to discuss some issues; one of which is the new Meadows elementary. Chief DiCamillo stated that he is concerned about the fire access lane at the school and the changes due to HB2439 regarding building materials. He also stated that Stafford will be moving a 100 foot ladder truck the station in Meadows Place next year and this will be very beneficial for the City.

Mayor Jessup then provided an overview of the Stafford Fire Department report for June 2019 which was filed with the City Secretary.

C. Mayor and Council Comments

1. Mayor’s Comments

a. Baseball Field Update

Mayor Jessup that he and staff have been reviewing the school plans and the baseball field light near Brighton will have to be moved. The City is still discussing this move with the contractor and should know more in the next 30 days.

He also stated that staff wanted to put the camera on this pole to capture the demolition and rebuild. The City's beacon gateway is also on this pole and will have to be relocated.

b. Review of Residential Building Permit Fees

Mayor Jessup stated that after a little over a month with the new fees Council and staff have agreed to revisit fees and look at our options. Council will be reviewing fees at the next budget workshop.

c. Meadows Elementary Construction Cameras

Mayor Jessup stated that has already been discussed and he has nothing else to add at this time.

d. Wheelchair Donation

Mayor Jessup stated that Helfman Ford donated 10 wheelchairs to the City to distribute as needed. There was also a great article on the donation and all-inclusive park in the Fort Bend Star. He encouraged all to read the article.

e. Personnel Changes

Mayor Jessup stated that the City Secretary hired Angie Hernandez for the Permit Clerk position. Ms. Hernandez has over 10 years' experience in the permit department and is bilingual. She represents the City in a positive light and works well with staff.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle that Mar-Con is planned to switch traffic as early as tomorrow, but he and staff are not happy with the temporary asphalt. The switch will be delayed a few days. As of now the project is two months behind schedule. HDR sent a letter to Mar-Con reminding them of the liquidated damages if the project is not completed on time. Mar-Con stated that they are bringing in more crews to get the project caught up.

D. Regular Agenda

1. Accept the Quarterly Investment Report.

Alderman Staigle moved to accept the Quarterly Investment Report. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

- 2. Discussion and consideration of Ordinance No. 2019-18 amending the General Fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$1,100.00 to line item 100-020-542000, Training and Travel, from the General Fund balance for TML travel expenses for Terry Henley.**

Alderman Staigle moved to approve Ordinance No. 2019-18 amending the General Fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$1,100.00 to line item 100-020-542000, Training and Travel, from the General Fund balance for TML travel expenses for Terry Henley. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

- 3. Discussion and possible action to consider Resolution No. 2019-16 accepting the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 "Limitation on Collection of Texas" from Fort Bend County Tax Assessor/Collector, Carrie Surratt.**

Alderman Staigle moved to approve Resolution No. 2019-16 accepting the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 "Limitation on Collection of Texas" from Fort Bend County Tax Assessor/Collector, Carrie Surratt. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

- 4. Discussion and consideration of Ordinance. No. 2019-19 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service**

credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place.

Alderman Staigle moved to approve Ordinance. No. 2019-19 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

5. Discussion and consideration of Ordinance No, 2019-20 amending Ordinance No. 2018-25 adding back Section 108, Board of Appeals, for the International Fire Code.

Alderman Staigle moved to approve Ordinance No, 2019-20 amending Ordinance No. 2018-25 adding back Section 108, Board of Appeals, for the International Fire Code with appeals going before City Council. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

E. Consent Agenda

1. Consider approval of the Minutes held as follows:

June 10, 2019 – Special Meeting

June 25, 2019 – Regular Meeting

July 2, 2019 – Special Meeting and Joint Public Hearing

July 2, 2019 – Council Budget Workshop

2. Ratification of Bills

HDR, Inc. \$ 19,312.17

Engineering Services for Kirkwood Reconstruction

Mar-Con Services, LLC \$185, 474.48

Pay Estimate #5 - Kirkwood Reconstruction

Joe Salvide Installation of catch basins at McDonald Park	\$ 5,240.00
Randle Law Office LTD., LLP General Legal Counsel	\$ 6,532.50
Randle Law Office LTD., LLP Texas Direct Auto SUP Legal Counsel	\$ 1,727.10
Randle Law Office LTD., LLP Review Board of Adjustment Legal Posting	\$ 156.00
Randle Law Office LTD., LLP Code Enforcement Legal Counsel	\$ 3,978.00
Mar-Con Services, LLC Pay Estimate #6 - Kirkwood Reconstruction	\$ 90,803.44
H&H Escobar Property Inclusive Playground	\$ 17,642.50

Alderman Kopczynski moved to pull consent agenda item #2 for discussion. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

Alderman Isbell moved to approve the consent agenda item number 1 as presented. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

Ms. Rutherford then explained that the bill for H&H Escobar Property was only for \$17,642.50, not \$35,285.00, as posted.

Alderman Isbell moved to approve the consent agenda item #2 as corrected. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried.

F. Audience Comments

Terry Henley, resident at 12203 Alston, thanked Council for approving his travel expense for the TML meeting. He also stated that TML has been reviewing SB2, revenue caps, and Meadows Place will not be affected since our population is under 30,000.

He reminded Council that he has presented a resolution for approval by Council regarding legal notices. The City Secretary will have that resolution on the July 30th Special Meeting agenda.

Shirley Isbell, resident at 12326 Scottsdale, invited all to attend the Garden Club Lua at 7:00 p.m. on August 9th at the Community Center.

She also stated that Garden Club is looking for speakers at their upcoming meetings. She would also like to work with the City on another Home Tour next spring.

G. Adjourn

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

Ayes: Aldermen Isbell, Staigle, Kopczynski, and Mills

Nays: None


Alderman Bezner was not present.


The motion carried.

The meeting was adjourned at 8:04 p.m.

These minutes were approved by City Council on Tuesday, August 27, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE MEADOWS PLACE CITY COUNCIL SPECIAL SESSION AND BUDGET WORKSHOP MEETING HELD ON JULY 30, 2019 AT 6:00 P.M. AT THE MEADOWS PLACE TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:03 p.m. with the following present:

Mayor, Charles D. Jessup, IV
Mayor Pro-Tem, Rick J. Staigle
Alderman, Steve Bezner
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Anna-Maria Weston, Finance Director and Parks & Recreation Director, Colene Cabezas were also present.

Mayor Jessup called item C out of order.

C. Discussion and consideration of Resolution No. 2019-18 to seek introduction and passage of legislation that would increase transparency of and accessibility to legal notices by providing options in the method of their distribution.

Former Alderman Terry Henley was there to present the resolution. He stated that the resolution is to allow City's to post legal notices on their websites and newsletters instead of the newspapers.

Alderman Staigle moved to approve Resolution No. 2019-18 to seek introduction and passage of legislation that would increase transparency of and accessibility to legal notices by providing options in the method of their distribution. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Former Alderman Henley stated that he will present this resolution to TML at the TML Region 14 Meeting on Saturday, August 24th and encouraged Council to attend.

B. Review and discuss the proposed Municipal Budget for Fiscal Year 2019-2020.

1. Review and discuss the proposed 2019-2020 Parks & Recreation Departmental budget.

Parks and Recreation Director, Colene Cabezas, gave a detailed overview of proposed budget items for the Police Department.

Ms. Cabezas stated that she is requesting a full time Super Intendent for the Parks Department due to all of the added amenities.

Questions were posed by Council and there was discussion among Council and Ms. Cabezas regarding staffing, facilities, and Parks programs and events. Ms. Cabezas is requesting a full time Super Intendent for the Parks Department due to all of the added amenities. A copy of the Parks and Recreation Department presentation was filed with the City Secretary.

2. Review and discuss the proposed 2019-2020 Fiscal Year Budget, Expenditures and Revenue Projections.

Council briefly reviewed the City's projected revenue and expenditures for the proposed 2019-2020 fiscal year budget. They discussed the additional positions requested for Administration, Police Department, Dispatch, and Parks. Council agreed that increase in the tax rate would be necessary in order to fund the requested positions.

3. Discussion and consideration of Resolution No. 2019-17 setting the maximum proposed tax rate; setting dates for any necessary public hearings on the proposed tax rate; and setting the date City Council will adopt the fiscal year 2019-2020 tax rate.

Alderman Staigle moved to approve Resolution No. 2019-17 setting the maximum proposed tax rate at \$0.920; setting August 27th at 6:00 p.m. and September 10th at 6:00 p.m. as dates for the necessary public hearings on the proposed tax rate; and September 24th as the date City Council will adopt the fiscal year 2019-2020 tax rate. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried.

C. Discussion and consideration of Resolution No. 2019-18 to seek introduction and passage of legislation that would increase transparency of and accessibility to legal notices by providing options in the method of their distribution.

Discussed at the beginning of the meeting.

D. Discussion and consideration of Ordinance No. 2019-21 repealing Ordinance No. 2019-20; amending Section 108 of the 2015 International Fire Code to provide for appeals to the City Council.

Alderman Staigle moved to approve Ordinance No. 2019-21 repealing Ordinance No. 2019-20; amending Section 108 of the 2015 International Fire Code to provide for appeals to the City Council. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

E. Discussion and consideration of Resolution No. 2019-19 accepting the 2019-2020 Rerate Notice from VSP Vision Care and Setting the Employer Funded Defined Contribution Rate and authorizing the Mayor and City Secretary to enter into an agreement for employee and dependent vision coverage.

Alderman Isbell moved to approve No. 2019-19 accepting the 2019-2020 Rerate Notice from VSP Vision Care and Setting the Employer Funded Defined Contribution Rate and authorizing the Mayor and City Secretary to enter into an agreement for employee and dependent vision coverage. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

F. Discussion and consideration of Resolution No. 2019-20 supporting the retention of funding currently identified for Segments B, C, D and I1 of SH 99 (grand parkway) in the proposed 2020 Unified Transportation Program.

Alderman Staigle moved to approve Resolution No. 2019-20 supporting the retention of funding currently identified for Segments B, C, D and I1 of SH 99 (grand parkway) in the proposed 2020 Unified Transportation Program. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

G. Discussion and possible action regarding residential building permit fees.

On Council adopted Ordinance No. 2019-16 changing the fees for residential building permit fees due the passing of HB852. After a few months with the new rates staff and Council

thought some of the new rates were too high. Council reviewed the current the rates and authorized the City secretary to prepare an ordinance for the August 27th City Council meeting updating the fees.

H. Discussion and possible action regarding the Texas Direct Auto Dog Park.

Mayor Jessup stated that he has met with Paul Hennessey and they have requested that the city extend their current Specific use Permit. He also said that they are willing to address some of the issues at the dog park like the water feature and adding landscaping.

Council briefly discussed the issue with the empty retail space. Mayor Jessup stated that he thinks the City and Texas Direct Auto can come to agreement on the retail space. City Council authorized the Mayor to meet with Mr. Hennes and request \$250,000 a year in place of the lost retail revenue.

I. Discussion and consideration regarding standard uniform on shirts for City Council.

There was brief discussion regarding City shirts for City Council. Council agreed that they would like to remain uniform and order shirts in dark green white, or tan. Council will purchase shirts and then bring them to the City Secretary to be embroidered with their name and the City logo.

J. Adjourn

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

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

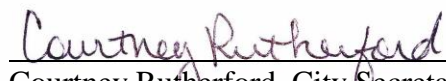
Nays: None

The motion carried.

The meeting was adjourned at 8:56 p.m.

These minutes were approved by City Council on Tuesday, August 27, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON AUGUST 27, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

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

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Staff in attendance: Captain Jack Ashton, Meadows Place Police Department and Colene Cabezas, Parks & Recreation Director

1. Pledge of Allegiance and Invocation

Pledge by: Mike Schofield, Resident
Invocation by: Jim Fenwick, Pastor and Resident

B. First Public Hearing on Proposed Tax Rate

- 1. Conduct the first public hearing giving all persons interested the right to appear and to be heard on the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 15.58 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax rate calculated under Chapter 26, Tax Code).**

Mayor Jessup opened the public hearing at 6:33 p.m. and stated the purpose of today's hearing is to give all interested parties the right to appear and be heard regarding the City's proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 15.58 percent.

Mayor Jessup then called those who signed up to speak at the Public Hearing.

Steven Bezner, alderman and resident at 12222 Meadow Crest Dr. stated that he was not in favor of the additional funds for more dispatch. He does not think the additional dispatch will actually solve the problem of 911 in the city. Alderman Staigle reminded Council that the Police Chief did not ask for additional funds for dispatch and that this was put in by City Council.

Michael Schofield, resident at 12118 Meadowdale, stated that he was against additional funding for dispatch and additional officers. He also stated that he was against the tax

rate increase. He also asked what the tax increase would be next year. Alderman Staigle stated that next year's rate could not be determined at this time, but this year's increase was due to additional personnel.

Terry Henley, resident at 12203 Alston, stated that he was against the tax rate increase and that he believes the calculation in the newsletter is incorrect and that the impact on residents will actually be \$200 to \$400 for the year due to increased property values. He stated that he was in favor of a City Administrator, but not the other proposed personnel.

Mayor Jessup then stated the City Council will meet on Tuesday, September 24, 2019 at 6:30 p.m. at the Meadows Place City Hall, 1 Troyan Drive, Meadows Place, Texas, for the purpose of voting on the proposed tax rate. There being no one desiring to speak, Mayor Jessup closed this public hearing at 6:58 p.m.

C. Presentations and Proclamations

1. National Night Out – October 1, 2019

Mayor Jessup presented the Police Department with a proclamation for National Night Out on October 1st. He encouraged all of Council and the residents of Meadows Place to participate in the event.

D. Reports

1. Police Department

Police Captain Jack Ashton gave an overview of the monthly statistics and activities report, for August 2019, which was distributed to City Council and filed with the City Secretary.

Captain Ashton state that there were no accidents due to the construction on Kirkwood reconstruction, however one vehicle did hit the concrete round-a-bout and left the scene.

He also stated that officers are back from vacations and illness, therefore there are more officers on patrol and there will be less overtime.

Alderman Isbell asked if the Police Department would advise citizens to drive the Police Department if being chased on the road. Captain Ashton stated that he would recommend the citizen stay mobile, call 911 and stay on the phone until an officer was able to catch up to them. He also advised that they should drive to a well populated area if possible.

Alderman Bezner asked if there has been additional pressure on the Police Department due to the school construction. Captain Ashton stated that it just changed their navigation and traffic flow has been reduced since there is no school in the city at this time.

Mayor Jessup thanked Captain Ashton and the Police Department for working with ProCam to get up at the school so the city and citizens can watch the progress.

2. Parks and Recreation

Parks and Recreation Director, Colene Cabezas, gave a brief recap of Public Works activity for the last quarter. Below is a brief recap:

Parks and Facilities:

Inclusive Playground- Installed equipment and turf. Next is painting the light poles, install boulders, modify the little library and hang signage.

Pool-Last weekend for the pool. We had an increase of wrist band sells from last year as well as pool rentals. (4K more than FY18)

Trails- Monarch ROW was mowed, bailed and seeded. Now completing Monarch Trail head with demo table signage, seating and walking trail.

Discovery & Nature Center-Hosted 10 weeks of summer camp. \$18,917. Working on a brochure to help promote all the amenities (Field Trips, Party Rental, MOPS, Drop In)

Completed Events:

Splash night 300 attended

BFF / BFF JR / Italian Cooking

Kid Fish – 75 attended Sponsored by CCA

July 4 Parade most entries to date with over 95 vehicles / 60 entries

Volunteer Hours

1 Experience Works staff provided **240 hours = \$5,048**

Partnerships:

Meadows Elementary – Posting monthly updates in city newsletter to help keep community connected and informed. Bricks will be distributed on Oct 5 during Monarch Madness.

Helfman Ford- Donated 10 wheelchairs for the city to distribute as sees fit. 2 sizes to choose from.

ABC Vet – Provides well checks on site at the NC every 4 months

On-Going Projects:

New Trail – Treatment Center to Kirkwood

Kirkwood Roundabout

Upcoming Events:

Sept 8th Grandparents Day

Sept 20th YAC Bash

Oct 5th Monarch Madness / Grand opening of new trail head

Oct 25th Oktoberfest

Oct TBD Glow Fun Run

Oct TBD Inclusive Playground Grand Opening

3. Fire Department Monthly Report for July 2019

Mayor Jessup stated that he recently met with Fire Chief DiCamillo to discuss some issues; one of which is the new Meadows elementary. Chief DiCamillo stated that he is concerned about the fire access lane at the school and the changes due to HB2439 regarding building materials. He also stated that Stafford will be moving a 100-foot ladder truck the station in Meadows Place next year and this will be very beneficial for the City.

Mayor Jessup then provided an overview of the Stafford Fire Department report for June 2019 which was filed with the City Secretary.

E. Mayor and Council Comments

1. Mayor's Comments

a. Government Treasurers' Organization of Texas Certification of Investment Policy

Mayor Jessup stated that the Government Treasurer's Organization of Texas has awarded the City with a Certificate of Distinction for its 2018 Investment Policy in July. This is the third time that the City has been awarded this certificate and it is good for 2 years. The City is one of 30 entities awarded the certificate. Mayor Jessup acknowledged the work of Finance Director, Anna-Maria Weston, and thanked her for part in getting this award.

b. Municipal Cyber Attack / Lunch & Learn

Mayor Jessup explained that a few weeks ago 23 cities in Texas were attacked by ransomware and their information was being held hostage. Some of paid the ransom while others are trying to fight it legally. He also stated that at that time an attempt, actually 66 attempts, were made on the City of Meadows Place, but due to recent upgrades in the City they were unsuccessful and kicked back.

He then reported that on Friday, August 30th staff closed city offices and attended a lunch and learn on cyber security with Wright Technologies.

c. EOC Parking Lot

Mayor Jessup stated that he met with the City of Stafford and they have no interest in sharing the cost. He will be asking EDC if they are willing to help fund the parking lot.

d. Code Enforcement / Health Inspector

Mayor Jessup stated that the position has posted and very applications have been received. He also would like to talk to Stafford about an interlocal agreement for Food and Health inspections.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle stated the project is moving along, but still a mess. He also stated that the contractor has made up for a little of the lost time and is still behind schedule, but still plan to finish by the end of the year.

There was brief discussion regarding the temporary asphalt and Alderman Staigle stated that the contractor is aware and working to make improvements.

F. Regular Agenda

1. Discussion and action to accept the 2019 Tax Year Anticipated Collection Rate from Carrie Surratt, PCC, CTOP, Fort Bend County Tax Assessor/Collector.

Alderman Staigle moved to accept the 2019 Tax Year Anticipated Collection Rate from Carrie Surratt, PCC, CTOP, Fort Bend County Tax Assessor/Collector. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Ordinance No. 2019-22 amending Chapter 34 of the City of Meadows Place Code of Ordinances, establishing a municipal court of record.

Alderman Isbell moved to approve Ordinance No. 2019-22 amending Chapter 34 of the City of Meadows Place Code of Ordinances, establishing a municipal court of record. Alderman Staigle seconded the motion.

Mayor Jessup stated that this change will allow the city to move forward with abatement warrants which allows the city to move faster on code enforcement.

The vote follows:

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

Nays: None

The motion carried.

3. Discussion and consideration of Ordinance No. 2019-23 appointing the City Secretary as the Court Clerk of the Municipal Court of Record.

Alderman Bezner moved to approve Ordinance No. 2019-23 appointing the City Secretary as the Court Clerk of the Municipal Court of Record. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

4. Discussion and consideration of Ordinance No. 2019-24 providing for schedule of fees; updating fees for residential building permits; repealing all ordinance or resolutions in conflict herewith; providing a penalty; providing for severability; and providing an effective date.

Alderman Staigle moved to approve Ordinance No. 2019-24 providing for schedule of fees; updating fees for residential building permits; repealing all ordinance or resolutions in conflict herewith; providing a penalty; providing for severability; and providing an effective date. Alderman Kopczynski seconded the motion.

Alderman Staigle that this ordinance lowers fees but should still cover the cost of inspections.

The vote follows:

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

Nays: None

The motion carried.

5. Discussion and consideration of Resolution No. 2019-21 accepting the new contract with BBG Consulting, Inc. for building official duties, residential and commercial plan reviews, inspections, and consultations for the City.

Alderman Bezner moved to approve Resolution No. 2019-21 accepting the new contract with BBG Consulting, Inc. increasing the monthly fee from \$2,000 to \$2,700 for building official duties, residential and commercial plan reviews, inspections, and consultations for the City. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

6. Consider Ordinance No. 2019-25, setting the 24th day of September 2019 at 6:30 p.m. at Meadows Place City Hall, 1 Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a public hearing on the proposed municipal budget fiscal year 2019-2020.

Alderman Isbell moved to approve Ordinance No. 2019-25, setting the 24th day of September 2019 at 6:30 p.m. at Meadows Place City Hall, 1 Troyan Drive, Meadows

Place, TX 77477, as the date, time, and place for a public hearing on the proposed municipal budget fiscal year 2019-2020. Alderman Mills seconded the motion.

Alderman Staigle stated that he will not be at the September 24th meeting.

The vote follows:

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

Nays: None

The motion carried.

7. Discussion and possible action on animal control in the City.

Mayor Jessup stated that he put this on the agenda because it is ongoing issue that the City is working on. The county has a trap, neuter and release program and they clip the ear of the animal before releasing it to show it has been neutered. He thinks this is something that will need to be discussed with the new code enforcement officer.

Alderman Staigle that he has polled some residents and they don't want the city spending a lot of money on animal control. He suggested getting tags for animals and fining the owner when they are picked up.

Alderman Kopczynski asked about an ordinance against feeding feral cats and the Mayor explained that it is hard to define feral.

Alderman Isbell suggested adding animal control to code enforcement and the Mayor explained that there is separate training and certifications for animal control.

8. Discussion and possible action regarding massage parlor businesses within the City of Meadows Place.

Alderman Kopczynski explained that he asked for this to be added to the agenda. He stated that this subject was recently discussed during a Planning & Zoning meeting regarding sexually oriented businesses. He gave Council a hand out with the City of Pearland's ordinance regrading massage parlors.

Resident, Jimmy Fenwick, also spoke in support of an ordinance to regulate massage parlors in the city. Alderman Kopczynski stated that there are several massage businesses that are a front for sex and human trafficking.

There was brief discussion among council about how to enforce an ordinance and what businesses to include, like in home massage businesses. Council agreed that all massage businesses should be licensed.

Mayor Jessup thanked Alderman Kopczynski and Mr. Fenwick for bringing this subject to Council for discussion.

Council would like to work with legal counsel and bring this back a later time.

9. Discussion and possible action regarding substandard house on the City of Meadows Place.

Alderman Isbell asked this be added to the agenda because he has received several complaints about a few houses on Brighton. He would like to see a timeline for handling these situations but knows that we need to wait until we have a code enforcement officer.

Mayor Jessup stated that if people suspect they are dealing drugs that is a criminal offense and needs to be reported the Police Department. He also stated that the city needs an address in order to act and that becoming a court of record will help.

Alderman Staigle stated that when hiring a new code enforcement officer make sure they understand the expectations of Council.

Mayor Jessup also stated that if it is a report of substandard conditions the city needs a complaint with pictures. The city needs cooperation from the residents to work towards abatement.

10. Discussion and possible action regarding employee drug testing.

Mayor Jessup stated that a city employee recently has an at fault accident in a city vehicle which brought up the fact that the city does not require drug or alcohol testing after accident. There was brief discussion among council regarding when drug testing would be required and what would be tested for. Council agreed that they would like for the City Secretary to get drug testing policies from other cities to review.

G. Consent Agenda

1. Consider approval of the Minutes held as follows:

July 4, 2019 – Possible Quorum (Parade)

July 23, 2019 – Regular Meeting

July 30, 2019 – Special Meeting and Budget Workshop

2. Ratification of Bills

Degg Service Enterprise, Inc.	\$ 7,322.80
Repair of Bar Screen at WWTP	
HDR, Inc.	\$ 28,850.42
Engineering for Kirkwood Reconstruction (06/30-08/03)	
HDR, Inc.	\$ 21,535.03
Engineering for Kirkwood Reconstruction (05/26-06/29)	
Mar-Con Services, LLC	\$256,736.10
Pay Estimate #7 for Kirkwood Reconstruction	
VORTEX Corp.	\$ 5,296.20
ADA Access button on City Hall Doors	

Vortex, Corp. Installation of Panic Bars on City Hall Doors	\$ 11,137.30
Joe Savide Street Repairs	\$ 18,650.00
Randle Law Office LTD., LLP Texas Direct Auto SUP Work	\$ 253.50
Randle Law Office LTD., LLP General Legal Counsel for July 2019	\$ 9,613.50
Randle Law Office LTD., LLP Code Enforcement Legal Counsel	\$ 1,131.00

Alderman Kopczynski moved to approve the consent agenda. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

H. Audience Comments

Charles Teague, resident at 11611 Dorrance, thanked Council for the excellent job they are doing. He also asked if the crosswalks on Kirkwood were going to be 6 feet, because they currently look like 2 feet. Alderman Staigle stated that he would look into it, but the crosswalks were not poured yet and just temporary.

Cheryl Teague, resident at 11611 Dorrance, asked about sheds in the backyard and the permitting process. The City Secretary briefly explained the requirements for accessory buildings. She stated that accessory buildings less than 200 square feet do not need a permit, but if over 200 square feet or adding electrical and/or plumbing would require a permit.

I. Recess Regular Meeting

Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney.

Mayor Jessup recessed the regular meeting at 8:46 p.m. for Council to go into executive session with the City Attorney.

J. Executive Session

- 1. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney to extend and modify the Specific Use Permit for Texas Direct Auto, now known as VROOM.**

K. Adjourn Executive Session

Adjourn the Executive Session, stating that date and time the Executive Session ended and Reconvene the Regular Meeting.

L. Reconvene

The executive session adjourned at 9:17 p.m. and council reconvened into regular session.

- 1. Discuss and take appropriate action to extend and modify the Specific Use Permit for Texas Direct Auto, now known as VROOM.**

Alderman Staigle moved to authorize the City Attorney to revise the Specific Use Permit with VROOM for council to review. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

M. Adjourn

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

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


Nays: None

The motion carried.

The meeting was adjourned at 9:17 p.m.

These minutes were approved by City Council on Tuesday, September 24 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE MEADOWS PLACE CITY COUNCIL SPECIAL SESSION AND BUDGET WORKSHOP MEETING HELD ON SEPTEMBER 3, 2019 AT 6:00 P.M. AT THE MEADOWS PLACE TRAINING CENTER, 11975 W AIRPORT BLVD., MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor Pro-Tem, Rick J. Staigle, at 6:02 p.m. with the following present:

Mayor Pro-Tem, Rick J. Staigle
Alderman, Kurt Kopczynski

City Secretary, Courtney Rutherford
Alderman, Kelle K. Mills

Mayor, Charles D. Jessup, IV, and Aldermen John F. Isbell and Steve Bezner were not present.

B. Conduct a public hearing on Trent Perez's, on behalf of Fort Bend ISD, request for a variance to the 2015 International Fire Code regarding Fire Apparatus Access Roads at the new Meadows Elementary, located at 12037 Pender Lane, Meadows Place, TX 77477.

Mayor Pro-Tem Staigle opened the public hearing at 6:02 p.m.

Leslie Mardis of PDR Land Development Services, LLC stated that she designed the access roads per the 2012 International Fire Code and the full 26-foot access road was provided along the backside of the building. She believed that it was only required on both sides of the building for aerial fire apparatus. The school has requested the narrow roadway for crowd control during student pick and drop off.

Stafford Fire Marshal, Jon Lopez, was present and presented a power point presentation for clarification of the requirement. He stated that he attended the preconstruction meeting on March 7, 2019 and PDR Land Development was informed of the requirement. Per Section D103 the access road width shall be a minimum of 26 feet. He also stated that he went to several different schools in Fort Bend County and they all have the 26-foot access roads.

Ms. Mardis stated that requiring the 26 feet would require the building to be shifted and that would be a hardship on the school district. Mayor Pro-Tem Staigle stated that meeting this requirement would require the building to be moved.

There was brief discussion regarding how to meet the 26 feet requirement without modifying the building.

With nobody else wanting to speak Mayor Pro-tem Staigle closed the public hearing at 6:34 p.m.

C. Discussion and take appropriate action on Trent Perez's, on behalf of Fort Bend ISD, request for a variance to the 2015 International Fire Code regarding Fire Apparatus Access Roads at the new Meadows Elementary, located at 12037 Pender Lane, Meadows Place, TX 77477.

Alderman Kopczynski moved to approve Resolution No. 2019-22 affirming the Fire Marshal's decision regarding the 26-foot-wide access road. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Staigle, Kopczynski, and Mills

Nays: None

Aldermen Isbell and Bezner were not present.

The motion carried.

D. Adjourn

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

Ayes: Aldermen Staigle, Kopczynski, and Mills

Nays: None

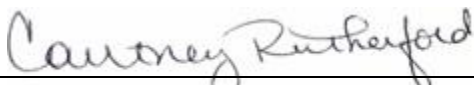
Aldermen Isbell and Bezner were not present.

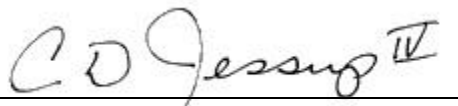
The motion carried.

The meeting was adjourned at 6:37 p.m.

These minutes were approved by City Council on Tuesday, September 24, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 10, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor Pro-Tem, Rick J. Staigle, at 6:33 p.m. with the following present:

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

City Secretary, Courtney Rutherford
Alderman, Kurt Kopczynski

Mayor, Charles D. Jessup, IV and Aldermen John F. Isbell were not present.

B. Second Public Hearing on Proposed Tax Rate

- 1. Conduct the second public hearing giving all persons interested the right to appear and to be heard on the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 15.58 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax rate calculated under Chapter 26, Tax Code).**

Mayor Pro-Tem Staigle opened the public hearing at 6:33 p.m. and stated the purpose of today's hearing is to give all interested parties the right to appear and be heard regarding the City's proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 15.58 percent.

Mayor Pro-Tem Staigle then called those who signed up to speak at the Public Hearing.

Stuart Barrowman, resident at 11947 Brook Meadows Lane, questions the increase in salaries for both administration and parks. He stated that he doesn't think any more staff for the parks department is necessary.

Mayor Pro-Tem Staigle explained that the increase in administration is for a City Administrator and the increase in parks is for one new employee to help with the added amenities and events.

Cindy Barrowman, resident at 11947 Brook Meadows Lane, spoke against any more amenities in the parks. She stated that she thinks the city has enough. She specifically asked about a bandshell going in at the baseball fields.

Mayor Pro-Tem Staigle explained that a bandshell is in the long-term plan, but not budgeted in the upcoming budget.

Terry Henley, resident at 12203 Alston, spoke against the tax rate increase. He also stated that his #1 priority is safety of the citizens, but more officers are not needed at this time.

Mayor Jessup then stated the City Council will meet on Tuesday, September 24, 2019 at 6:30 p.m. at the Meadows Place City Hall, 1 Troyan Drive, Meadows Place, Texas, for the purpose of voting on the proposed tax rate. There being no one desiring to speak, Mayor Jessup closed this public hearing at 6:58 p.m.

Mike Bezner, resident at 11842 Mulholland, stated that tax rate increase takes away the savings of the homestead exemption and council shouldn't have changed the homestead exemption. He would like to see the homestead exemption for over 65 be 100% and frozen,

Ken Smith, resident at 11931 Valencia, stated that he was disappointed to see that very few people showed up for the public hearing, but according to recent posts on Facebook residents support the tax rate increase.

Mayor Pro-Tem Staigle that city is currently in negotiations with VROOM to replace the missing revenue due to lack of retail along the 59 frontage. This has not been finalized, but if approved the city could consider a possible tax rate of \$0.890.

Alderman Bezner suggested spending from the reserves in order to reduce proposed tax rate.

Mayor Pro-Tem Staigle also stated that the last 3 years the revenue has exceeded the proposed so maybe council could look at increasing the proposed revenue.

Alderman Bezner suggested that Council have one more workshop to review the budget and tax rate before the adoption on September 24th.

Council agreed to hold a workshop on September 24th at 5:30 p.m. before the regular council meeting.

There was also discussion among Council regarding other line items that could be changed in order to reduce the tax rate.

Chris Gawlik, resident at 11419 Scottsdale, stated that he's seen an overwhelming amount of support of the impact is truly just \$27.00 per year, but he's not sure about \$150 to \$200 per year.

Mayor Pro-Tem Staigle stated that increase varies depending on how its calculated.

There being nobody else to speak Mayor Pro-Tem Staigle closed the public hearing at 7:05 p.m.

C. Adjourn

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

Ayes: Aldermen Bezner, Kopczynski, and Mills

Nays: None

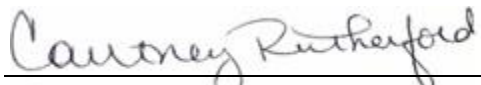
Alderman Isbell was not present.

The motion carried.

The meeting was adjourned at 7:06 p.m.

These minutes were approved by City Council on Tuesday, September 24, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL MEETING BUDGET WORKSHOP OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 24, 2019 AT 5:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:00 p.m. with the following present:

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

City Secretary, Courtney Rutherford
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Mayor Pro-Tem, Rick J. Staigle was not present.

Staff in attendance: Anna-Maria Weston, Finance Director

B. Review and discuss the proposed Municipal Budget for Fiscal Year 2019-2020

1. Review and discuss the proposed 2019-2020 Fiscal Year Budget, Expenditures and Revenue Projections.

Council met to review the projected expenditures and revenue and the City's reserve balance before making a final decision and adopting the 2019 tax rate. Council discussed keeping the current tax rate and pulling some money from the reserve balance.

Mayor Jessup and Council thanked the Finance Director, Ms. Weston, for keeping the budget numbers up to date for Council to review.

C. Adjourn

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

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

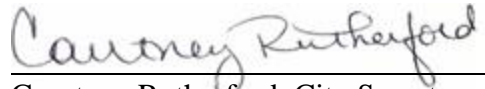
Alderman Staigle was not present.

The motion carried.

The meeting was adjourned at 5:38 p.m.

These minutes were approved by City Council on Tuesday, October 22, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 24, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:32 p.m. with the following present:

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

City Secretary, Courtney Rutherford
Alderman, Steven H. Bezner
Alderman, Kelle K. Mills

Mayor Pro-Tem, Rick J. Staigle was not present.

Staff in attendance: Captain Jack Ashton, Meadows Place Police Department

1. Pledge of Allegiance and Invocation

Pledge by: Mike Schofield, Resident
Invocation by: Jim Fenwick, Pastor and Resident

**B. Public Hearing on Proposed Fiscal Year 2019-202 Municipal Budget
First Public Hearing on Proposed Tax Rate**

1. Conduct a public hearing giving all persons interested the right to appear and to be heard on the proposed City of Meadows Place municipal budget for fiscal year 2019-2020.

Mayor Jessup opened the public hearing at 6:33 p.m. and stated the purpose of today's hearing is to give all interested parties the right to appear and be heard concerning the City of Meadows Place proposed municipal budget for the fiscal year 2019-2020.

Mayor Jessup then called those who signed up to speak at the Public Hearing.

Terry Henley, resident at 12203 Alston, stated that he was against a tax rate increase and asked for the proposed rate. Mayor Jessup stated that after reviewing the proposed budget more Council is considering staying with the current rate of \$0.832.

There being no one else desiring to speak, Mayor Jessup closed this public hearing at 6:38 p.m.

C. Reports

1. Police Department

Police Captain Jack Ashton gave an overview of the monthly statistics and activities report, for September 2019, which was distributed to City Council and filed with the City Secretary.

Captain Ashton state that there were no accidents due to the construction on Kirkwood reconstruction, however one vehicle did hit the concrete round-a-bout and left the scene.

He also stated that the Police Department has issued three (3) citations to 18-wheeler drivers for cutting through the City.

Alderman Bezner asked about the resident on Mulholland that was robbed after leaving the bank. Captain Ashton stated that they have very little information, but possibly have a license plate number.

Mayor Jessup asked about the loud party that the Police Department responded to and wanted to know if it was an Airbnb rental. Captain Ashton stated that it was a 19-year-old that rented the house for the night to host a party. Most of the attendees left after the Police arrived.

2. Code Enforcement

Mayor Jessup stated that position is still vacant, and he is currently reviewing applications.

3. Fire Department Monthly Report for August 2019

Mayor Jessup stated that a leak was recently report at the Fire Station and Public Works is looking into it. The new lettering for the EMS building is scheduled to be installed soon.

Mayor Jessup then provided an overview of the Stafford Fire Department report for June 2019 which was filed with the City Secretary.

D. Mayor and Council Comments

1. Mayor's Comments

a. FBCMCA Proclamation for the 83rd annual Fort Bend County Fair Association

Mayor Jessup stated Meadows Place is he is the current chairman for FBCMCA, and he will be participating in the parade. He also stated that if anybody was interested in the buyer's club to contact him.

b. National Night Out – October 1, 2019

Mayor Jessup reminded everybody that National Night is October 1st at 6:00 p.m. and encouraged everybody to participate and reminded them to register with Madonna at the Police Department.

c. Monarch Madness – October 5, 2019

Mayor Jessup invited everybody to attend the Monarch Madness Festival and Garden Club Craft Show on October 5th at 9:00 a.m. He also stated that bricks from Meadows Elementary will be available at 11:00 a.m.

d. Floor on September 19, 2019

Mayor Jessup stated that once again the City was spared during the recent floods and the streets are designed to hold water and the City continues to drain well. He was at a meeting in Katy and when he returned to the City about 3:00 p.m. the waters had receded. He reminded everybody to stay in when there is flooded. “Turn around don’t drown”!

2. Council’s Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle was absent, but Mayor Jessup stated that they are still on schedule to complete by January 3, 2020. Alderman Staigle will have more information next month.

E. Regular Agenda

1. Discussion and consideration of Resolution No. 2019-23 accepting the Auditor’s Engagement letter from McCall Gibson Swedlund Barfoot PLLC.

Alderman Isbell moved to accept Resolution No. 2019-23 accepting the Auditor’s Engagement letter from McCall Gibson Swedlund Barfoot PLLC. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

Mayor Jessup then called item #3 out of order.

3 Discussion and consideration of Ordinance No. 2019-27 adopting the City of Meadows Place municipal budget for fiscal year 2019-2020.

Alderman Isbell moved to approve Ordinance No. 2019-27 adopting the City of Meadows Place municipal budget for fiscal year 2019-2020 as amended. Alderman Kopczynski seconded the motion.

Stewart Barrowman, resident at 11947 Brook Meadows Lane, thanked Council for amending the proposed budget before adopting and stated that he is against hiring a City Administrator.

The vote follows:

Alderman Bezner: Aye
Alderman Mills: Aye
Alderman Isbell: Aye
Alderman Kopczynski: Aye
Alderman Staigle was not present.

The motion carried.

2. Discussion and consideration of Ordinance No. 2019-26 levying a tax rate for the City of Meadows Place, Texas for the Tax Year 2019.

Alderman Bezner moved to approve Ordinance No. 2019-26 levying a tax rate for the City of Meadows Place, Texas for the Tax Year 2019 of \$0.832/\$100. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

4. Discussion and consideration of Ordinance No. 2019-28 approving the City of Meadows Place Economic Development Corporation 2019-2020 fiscal year budget as adopted by the Board of Directors at its September 5, 2019 meeting.

Alderman Kopczynski moved to approve Ordinance No. 2019-28 approving the City of Meadows Place Economic Development Corporation 2019-2020 fiscal year budget as adopted by the Board of Directors at its September 5, 2019 meeting. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

5. Discussion and consideration of Ordinance No. 2019-29 adopting a Drought Contingency Plan; providing for a penalty.

Alderman Bezner moved to approve Ordinance No. 2019-29 adopting a Drought Contingency Plan; providing for a penalty. Alderman Isbell seconded the motion.

Mayor Jessup asked if there were anybody from the public that wanted to speak on this item. Nobody wanted to comment. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

6. Discussion and consideration of Resolution No. 2019-24 authorizing the Mayor and City Secretary to negotiate an agreement with HDR Engineering, Inc. for on-going GIS services.

Alderman Kopczynski moved to approve Resolution No. 2019-24 authorizing the Mayor and City Secretary to negotiate an agreement with HDR Engineering, Inc. for on-going GIS services. Alderman Bezner seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

7. Discussion and consideration of Resolution No. 2019-25 authorizing the Mayor and City Secretary to negotiate an amendment to the current contract with HDR Engineering, Inc. to revise the fees related to construction management services for the Kirkwood Road reconstruction.

Alderman Isbell moved to approve Resolution No. 2019-25 authorizing the Mayor and City Secretary to negotiate an amendment to the current contract with HDR Engineering, Inc. to revise the fees related to construction management services for the Kirkwood Road reconstruction. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

8. Discussion and consideration of Ordinance No. 2019-30 amending the General Fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$400.00 to line item 100-020-542000, Training and Travel, from the General Fund balance for TML travel expenses for Terry Henley.

Alderman Isbell moved to approve Ordinance No. 2019-30 amending the General Fund budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 in the amount not to exceed \$400.00 to line item 100-020-542000, Training and Travel, from the General Fund balance for TML travel expenses for Terry Henley. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

9. Set date for a Special Council Meeting to review and amend the Specific Use Permit for VROOM, formally known as Texas Direct Auto.

Council agreed to meet on Tuesday, October 8th at 6:00 p.m.

Cheryl Teague, resident at 11611 Dorrance, spoke about the VROOM employees unsafe driving on Dorrance. She stated that a friend was driving a 15-passenger van and was hit by a VROOM employee who did not have insurance. She has tried to contact VROOM but had not received a call back and was hung up on. She also complained about the car carrier trucks driving through the City. Mayor Jessup stated that the City is installing new larger signs stating, "No thru trucks".

Leigh Pew, resident at 11319 Scottsdale, stated that they employees do not pay attention when entering on to Dorrance and speed down Dorrance and Scottsdale.

10. Discussion and possible action regarding short term, vacation rentals, i.e. Airbnb within the City of Meadows Place.

Mayor Jessup stated that he and others have started noticing short term rentals in the City. The most recent being the 19-year-old that rented out a house for the night to have a party. This rental caused lots of traffic and noise issues. The Police had to be called out due to the noise. He also stated that he is not sure if there is much the City can do but wanted Council to discuss the issue with the legal counsel. There was discussion regarding registration of these properties or requiring a license. The state does collect tax from Airbnb, but the city does not have a hotel occupancy tax, therefore we can collect the taxes.

Brandon Morris, Legal Counsel from Randle Law, stated that currently there is no state law preventing the city from regulating short term rentals, but there were six bills presented at the legislative session that were not passed. He believes they will come up again at the next legislation.

The city can address short term rentals through zoning and allowing it only in certain districts. Alderman Isbell asked if the city could ban short term rentals in the city. Mr. Morris stated that at the current time there is no state law preventing the city from banning them.

Alderman Kopczynski asked if they city could require the occupancy inspection every time a new tenant rents the property and Mr. Morris said yes. Mayor Jessup stated that he thought that was a good idea, but who would enforce it, the city does not have the required staff to monitor that.

Alderman Bezner stated that he doesn't want to jump the conclusion that the city wants to ban them due to one incident.

Mayor Jessup stated this item does not need action at this time but will be needed soon.

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

August 27, 2019 – Regular Meeting

September 3, 2019 – Special Meeting

September 10, 2019 – Special Meeting and Tax Rate 2nd Public Hearing

2. Ratification of Bills

Caldwell Country	\$27,440.00
2020 Chevrolet Tahoe for PD	
City of Stafford	\$234,000.00
Fire Fighting, Dispatch, & Fire Marsal Services	
Emergency Fleet Service	\$9,688.19
Emergency Equipment for New Police Vehicle	
GTS Technology Solutions	\$5,266.33

Equipment for New Police Vehicle	
H&H Escobar Property Services	\$17,642.50
Installation of turf at Inclusive Playground	
Joe Salvide	\$18,265.00
Street repairs – Scottsdale	
Joe Salvide	\$18,270.00
Completion of Street Repairs – Scottsdale	
Mar-Con Services, LLC	\$230,751.94
Kirkwood Reconstruction Pay Estimate #8	
Medrano Painting	\$5,500.00
Repair & paint exterior of EMS building	
Pro Cam Texas	\$5,600.00
Camera at Meadows Elementary	
Randle Law Office, LTD., L.L.P.	\$4,309.50
General Legal Counsel	
Randle Law Office, LTD., L.L.P.	\$585.00
TDA Special Use Permit	
Randle Law Office, LTD., L.L.P.	\$1,131.00
Code Enforcement Legal Counsel	
Regas Contracting	\$8,472.05
Remodel of City Hall bathrooms (50%)	
Texas Hydrant Services	\$35,975.00
Fire Hydrant Repairs	

Alderman Bezner moved to approve the consent agenda. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle was not present.

The motion carried.

G. Audience Comments

Ryan Kimbrell resident at 12319 Meadowdale Drive, asked if the City enforces code violations on commercial properties. He stated that he has noticed several in violation. The Mayor asked Mr. Kimbrell to call the him to discuss specific addresses.

Terry Henley, resident at 12302 Alston, commended Council for reviewing the budget and adopting a tax rate within their limits.

H. Recess Regular Meeting

Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney.

Mayor Jessup recessed the regular meeting at 8:09 p.m. for Council to go into executive session with the City Attorney.

I. Executive Session

- 1. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney to discuss the status of the house 11418 Brighton Lane.**

J. Adjourn Executive Session

Adjourn the Executive Session, stating that date and time the Executive Session ended and Reconvene the Regular Meeting.

K. Reconvene

The executive session adjourned at 8:36 p.m. and council reconvened into regular session.

- 1. Discuss and take appropriate regarding 11418 Brighton Lane.**

No action was taken.

L. Adjourn

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

Ayes: Aldermen Isbell, Bezner, Kopczynski, and Mills

Nays: None

The motion carried.


Alderman Staigle was not present.


The motion carried.

The meeting was adjourned at 8:37 p.m.

These minutes were approved by City Council on Tuesday, October 22, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON OCTOBER 8, 2019 AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:00 p.m. with the following present:

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

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Drew Shirley from Randle Law Office was also present.

B. Discussion and consideration regarding the first amendment to the Development Agreement between the City of Meadows Place, Texas, and Left Gate Property Holding, Inc. d/b/a Texas Direct Auto.

Mayor Jessup stated that the relationship with VROOM, formally Texas Direct Auto, have been improving. He has been in touch with Paul Hennessy regarding the amendment to the Development Agreement. The following changes addressed in the Amendment are as follows:

- No Parking in the Alleyway and Vroom keeps it cleaned
- Install a French drain or similar to drain the back (west side) of the dog park to keep it dry
- Re-landscape TDA Dog Park to get rid of the water features and put in a fountain / water
- system for the dogs
- Permit Meadows PD to install a camera system they can access on pole in dog park
- Extend the SUP to coordinate with Vroom lease dates. Through December 31, 2024
- Allow Vroom to utilize the now empty retail space on the northeast corner of the building for
- automotive purposes benefitting Vroom
- Vroom to submit a monthly payment of \$ 10,000.00 to the City of Meadows Place to replace
- the loss of sales tax revenue (city will rebate the amount of sales tax actually generated up to \$10,000 per month)

There was discussion among Council and legal counsel regarding the changes in the amendment.

Council agreed that they would like for legal counsel to amend the First Amendment to address the following changes:

Section 3.041

- Verbiage Change: install, maintain and repair French drain and drainage at the dog park
- Verbiage change: Maintain and repair landscaping
- Complete improvements within 120 days of the agreement effective date
- Install, maintain, and repair prominent signage in the dog park that states. "THIS DOG PARK IS MAINTAINED BY VROOM, INC. PLEASE CONTACT _____ AT (____) _____ - _____ WITH ANY QUESTIONS OR CONCERNS."

Section 3.10

- add Developer agrees to pain the alleyway curbs red and to install, maintain, and repair signage indicating that the alleyway is a fire lane and that no parking is allowed in the alleyway.

Section 4.01

- Sales Tax Revenue payment from VROOM is due by the first (1st) of each month
- If a rebate is due it shall be paid within fifteen (15) days after the date the City receives from the Secretary of State of Texas detailed information regarding the specific amount of sales tax revenue generated by the tenant. If the amount of sales tax revenue actually received by the City from the tenant exceeds \$10,000 per month for any three (3) consecutive months, then the payment by the Developer to the City and the rebate from the City to the Developer shall be suspended until and if the sales tax revenue actually received by the City falls below \$10,000 in any individual month, in which case the Developer payments and City rebates shall automatically be reinstated.

Section 7.01

- Provide contact name and address for Notice delivery

Alderman Bezner moved to authorize Randle Law to make amendments as discussed to the First Amendment as discussed and authorize the Mayor and City Secretary to negotiate an agreement after the revisions have been made by Randle Law. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

C. Adjourn

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

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

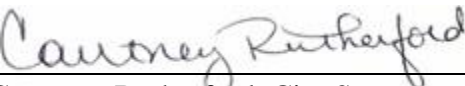
Nays: None

The motion carried.

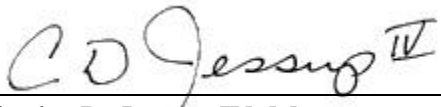
The meeting was adjourned at 6:39 p.m.

These minutes were approved by City Council on Tuesday, October 22, 2019.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON OCTOBER 22, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

A. Call to Order:

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:31 p.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.	

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department and Erik Tschanz, Public Works Director

1. Pledge of Allegiance and Invocation

Pledge by:	Charles D Jessup IV, Mayor
Invocation by:	Jim Fenwick, Pastor and Resident

2. Public Comment Cards – If you wish to speak on any agenda item please complete a comment card and turn into the City Secretary.

Mayor Jessup stated that if anybody from the audience wished to speak on an agenda item to please complete a comment card and turn into the City Secretary.

B. Reports

1. Police Department

Police Chief Stewart gave an overview of the monthly statistics and activities report, for October 2019, which was distributed to City Council and filed with the City Secretary.

Chief Stewart stated that there were seven⁷ accidents in the last and only one was in the construction area. He also reported that 13 bags of cocaine were seized in an evading arrest incident. The news media was on location, but the story did not make the news.

Alderman Bezner asked about the annual Police Chili Cook-Off. Chief Stewart stated that Meadows Place PD did not participate in the Cook-Off this year, but they will be back out there next year.

Chief Stewart reported that Meadows Place PD did participate in the First Responders Golf Tournament. They did not have a team, but were there as support staff.

Chief Stewart thanked City Council for approving the additional police officers and dispatch hours. One part time officer did start on October 1, 2019.

Mayor Jessup stated that he had lunch with the Chief and Captain Ashton and thanked them for the professionalism and he was very impressed with the National Night Out training.

2. Public Works

Public Works Director, Erik Tschanz, gave a brief recap of Public Works activity for the last quarter. Below is a brief recap:

August:

- PW Staff attended Hydrant / Valve Training
- 11931-11935 Scottsdale Street Repair Completed (\$18,650.00/1,504 SF)
- Fire Hydrant Repairs made
- Windshield replaced in PW F-150 Truck
- Demolition of Meadows Elementary Completed
- Jockey pump @ WWTP lift station replaced
- Contractor began painting exterior of EMS facility
- (4) Total water main break(s): (12231 Brighton, 11315 Brook Meadows Lane, 11711 Kangaroo Court, 11711 Solano Court)
- Replaced reclaimed water pump with like pump
- Replaced monument sign lighting to LED
- Water Pumped (All 3 wells) for month = 17,850,000 / Reclaimed = 837,000

September:

- McDonald Park – Irrigation modifications made to all-Inclusive park
- Temporary Well Motor placed on – WW # 3
- Compiled/Received quotes for FY 2019-20 Street Repair / Mud Jacking List
- Electrical conduit replaced adjacent to GST @ WW # 1
- Remaining corridor lights replaced to LED – Admin side of City Hall
- Carpet steamed cleaned inside EMS Building
- (2) Total water main break(s): (12123 Meadow Hollow Drive, 11711 Kangaroo Court – Rt. Side easement)
- Water Pumped (All 3 wells) = 14,464,000 / Reclaimed = 763,000
- Stepping stones placed around utility payment drop off box

October:

- Completed FY 2019-20 Street Repair/Mud Jacking List
- Spectra Shield lined (3) Sanitary Sewer MH's: (12047 Mulholland, 12526 Meadow Glen Dr., 11318 Scottsdale)
- City Hall Bathroom Remodel
- PW Staff attended general laws, regulations / lawn & ornamental with FBC
- "No Thru Truck" Signs on Dorrance

- No water main breaks to date
- TCEQ Inspection

Alderman Isbell asked that the street repair list be added to the City website.

3. Fire Department Monthly Report for September 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for September 2019 which was filed with the City Secretary.

C. Mayor and Council Comments

1. Mayor's Comments

a. TML Conference

Mayor Jessup stated that TML reported this year's conference had the highest attendance ever with over 3,000 attendees. He stated that he, the City Secretary, and Aldermen Staigle, Isbell, and Kopczynski all attended. He and the City Secretary coordinated their schedules in order to attend more sessions.

He also attended the TML business meeting where the City of Meadows Place resolution on legal notice was presented and approved. TML will start coordinating efforts to support this bill.

b. CenterPoint Gas Monthly Refund

Mayor Jessup stated that after rate reviews CenterPoint will be giving customers a monthly rate refund. The overall refund is approximately \$17,000,000 to all customers.

c. TML Health Monthly Refund

The City Secretary stated that due to excess funds last year TML is issue refunds to \$767.48 for the next fiscal year.

d. Personnel Changes

Mayor Jessup stated that the City Secretary hired a new Utility Clerk, Liliana Rodriguez. She has municipal experience, is bilingual and interacts well with staff and the residents. She also has outstanding computer skills.

Mayor Jessup also reported that the City has received several application for the Code Enforcement position. He is putting together an interview committee and will begin interviewing applicants soon.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle the project is moving along and they have flipped intersections. Dorrance and Brook Meadows are now closed. Streetlights have been delayed by a month, because CenterPoint will not have them until December.

D. Regular Agenda

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

Alderman Staigle moved to accept the Quarterly and Annual Investment Reports, with no changes from last year. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Resolution No. 2019-26 adopting the 2019-2020 City of Meadows Place Investment Policy and Strategy Guidelines.

Alderman Bezner moved to approve Resolution No. 2019-26 adopting the 2019-2020 City of Meadows Place Investment Policy and Strategy Guidelines. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

3. Discussion and receive recommendation from the Planning and Zoning Commission regarding Fort Bend ISD's plat application for Meadows Elementary located at 12037 Pender Lane.

Alderman Staigle moved to the accept recommendation from the Planning and Zoning Commission regarding Fort Bend ISD's plat application for Meadows Elementary located at 12037 Pender Lane. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

4. Discussion and consideration regarding Fort Bend ISD's plat application for Meadows Elementary located at 12037 Pender Lane.

Alderman Staigle moved to approve Fort Bend ISD's plat application for Meadows Elementary located at 12037 Pender Lane with the following conditions; 25 foot building line along Brighton and Correct the spelling of Valencia. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

¹
5. Discussion and receive recommendation from the Planning and Zoning Commission regarding Windrose Land Surveying's plat application for the property located at the corner of W Airport and Kirkwood.

Alderman Bezner moved to accept the recommendation from the Planning and Zoning Commission regarding Windrose Land Surveying's plat application for the property located at the corner of W Airport and Kirkwood. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

6. Discussion and consideration regarding Windrose Land Surveying's plat application for the property located at the corner of W Airport and Kirkwood.

Alderman Staigle moved to approve Windrose Land Surveying's plat application for the property located at the corner of W Airport and Kirkwood with the following conditions; correct the tax entities in the notes block on the plat. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

7. Discussion and consideration of Resolution No. 2019-27 authorizing the Mayor and City Secretary to execute a first amendment to the Marketing Agreement with Erickson Advertising Agency.

Alderman Staigle moved to approve Resolution No. 2019-27 authorizing the Mayor and City Secretary to execute a first amendment to the Marketing Agreement with Erickson Advertising Agency. Alderman Isbell 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. 2019-28 designating a City representative and an alternate representative to the Houston-Galveston Area Council's 2020 General Assembly.

Alderman Bezner moved to approve Resolution No 2019-28 designating Alderman John Isbell as the City's representative and Mayor Pro Tem, Rick Staigle as the alternate representative to the Houston-Galveston Area Council's 2020 General Assembly. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

9. Discussion and consideration of Ordinance No. 2019-31 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place.

Alderman Staigle moved to Ordinance No. 2019-31 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

10. Discussion and consideration to reschedule the Regular City Council Meeting in December to December 17, 2019 due to the Christmas holidays.

Alderman Bezner moved to approve rescheduling the Regular City Council Meeting in December to December 17, 2019 due to the Christmas holidays. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

11. Discussion regarding the City Administrator job description.

Council reviewed a draft job description for the City Administrator position and agreed that this item needs to be reviewed in a workshop. Aldermen Bezner and Kopczynski agreed to review the job description and present changes and suggestions to City Council.

12. Discussion and possible action regarding televising / live streaming City Council meetings.

Alderman Kopczynski asked for this item to be added to the agenda. He would like the meetings to be livestreamed for transparency, accountability, and for residents to understand how the City is run. He believes it could be posted to Facebook to YouTube.

There was brief discussion among Council regarding equipment to use and who would be responsible for running the video for each meeting. Council agreed for Alderman Kopczynski to get more information on cost, equipment and where to stream the video and then report back to Council.

Nadya Shleton, resident at 11942 Brighton Ln, stated that she is in favor of livestreaming the meetings, because it would allow her to catch up when she is unable to attend.

13. Discussion and set a date for a Workshop Meeting to review future planning and prioritize items such as local street utility and pavement replacement, updating city codes, hiring of city administrator, and home rule charter.

After a brief discussion Council agreed to hold a Workshop on Saturday, November 23rd at 8:30 a.m. at the Meadows Place Training Center. Council's long term vision, City Administrator job description, declaring a population of 5,000 and becoming Home Ruled, street and utility repairs, and City facilities review will be some topics of discussion.

E. Consent Agenda

1. Consider approval of the Minutes held as follows:

September 24, 2019 – Budget Workshop

September 24, 2019 – Regular Meeting

October 8, 2019 – Special Meeting

2. Ratification of Bills

24/6 Technical Services	\$20,890.00
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Waste Water Treatment Plant #1 Lift Pump	
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BBG Consulting, Inc	\$14,191.00
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Meadows Elementary Engineering, Plan Review, & Inspections	
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BP Barco Products	\$13,354.30
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Lamp & Bench for Park	
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Concrete Raising Corporation	\$6,925.52
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Street Raising	
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Del Carmen Consulting Racial Profiling Services (2019)	\$6,350.00
E Contractors USA LLC Relocation of Playground Equipment	\$14,976.07
Emergency Fleet Services Equipment for new Police Vehicle	\$8,812.19
GTS Technology Solutions Equipment for new Police Vehicle	\$5,266.33
HDR, Inc. Kirkwood Rd. Engineering for September 2019	\$23,762.83
HDR, Inc. Kirkwood Rd. Engineering for August 2019	\$21,148.56
Joe Salvide Road Repairs (Meadow Crest and Meadowhollow)	\$17,635.00
Kompan Wheelchair Carousel	\$11,189.64
Kompan Inclusive Playground Swing	\$2,450.00
Onsolve CodeRed	\$5,100.00
Onyx McDonald Park Irrigation	\$5,200.00
Randle Law Office, Ltd, L.L.P. General Legal Counsel	\$7,644.00
Randle Law Office, Ltd, L.L.P. Texas Direct Auto SUP	\$1,501.50
Randle Law Office, Ltd, L.L.P. Code Enforcement	\$721.50
Tyler Technologies, Inc. Annual Software Maintenance	\$14,130.42

Alderman Staigle moved to approve the consent agenda. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

F. Audience Comments

None

G. Adjourn

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

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

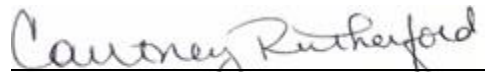
Nays: None


The motion carried.

The meeting was adjourned at 8:36 p.m.

These minutes were approved by City Council on Tuesday, November 26, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





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 at 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 list 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 Amblerwood 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:

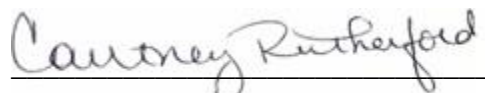
Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

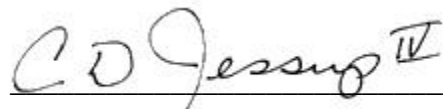
The motion carried.

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

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON NOVEMBER 26, 2019 AT 6:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477.

A. Call to Order:

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

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

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Staff in attendance: Captain Jack Aston and Lieutenant Jason Rebsch Meadows Place Police Department, Colene Cabezas, Parks & Recreation Director, and Jennifer Cabello, Code Enforcement Official.

1. Pledge of Allegiance and Invocation

Pledge by: Terry Henley, Former Alderman
Invocation by: Captain Jack Ashton, Meadows Place Police Department

B. Presentations

1. Acknowledge Jack Ashton, Meadows Place Police Captain, for 25 years of service

Mayor Jessup acknowledged and thanked Jack Ashton for his 25 years of service and presented him with his 25-year service pin.

C. Reports

1. Police Department

Police Lieutenant Rebsch gave an overview of the monthly statistics and activities report, for November 2019, which was distributed to City Council and filed with the City Secretary.

Lieutenant Rebsch reported that the resident at 11418 Brighton is no longer living at the residence.

Lieutenant Rebsch announced the Officer Adames was recently promoted to Sergeant. She went through the previous Sergeant assessment with the department.

Mayor Jessup asked about the 5 loud noise and party issues and wanted to know if they were are one location. Captain Ashton confirmed that all were at one location.

Mayor Jessup also stated that he recently called PD regarding a solicitor at his house and reminded everybody that soliciting is not allowed without a permit from the City. He reminded residents to call the Police Department when you see somebody who may not belong.

Alderman Isbell recently heard of the term “ghost guns” and this is a kit that you can buy without a background kit. It’s a gun that you have to put together. Captain Ashton stated that they are actually not that easy to build and he has heard of one incident in Florida and the gun was dropped and broke. He agrees that there should be education and concern.

Alderman Staigle asked about coordinating with the businesses and getting to know them. Captain Ashton stated that they are still meeting with the different businesses. Alderman Staigle is concerned about the surveillance at Aldi and would like for the City to put some pressure on them to increase surveillance. Make them aware that they are affecting our City. He suggested that we contact upper management. He suggested a fee for responding if they do not take action. Mayor asked Lieutenant Rebsch to pull the number of reports from Aldi and Courtney to contact City Secretaries to see if they have any policy on this.

Alderman Staigle stated that he saw on Facebook that a pedestrian was struck on W Airport and asked if it was true Lt Rebsch stated that there was an accident around November 11th, but he does not have details.

Alderman Bezner asked if there is anything that jumps out on the monthly report. Rebsch reported that unfortunately during this time of year burglaries and robberies are up, but the report is about what they expect. Officers are patrolling and working hard.

Alderman Bezner questioned case from 2013 on the report that led to arrest in a homicide case. Police Department sent a baseball cap that the defendant was wearing for DNA test and found the defendant was wanted for capital murder.

Lieutenant Rebsch last night around 10:00 p.m. the Police responded to an aggravated robbery at Kelley’s. They do have a lead and they are following up on it.

2. Parks & Recreation

Parks & Recreation Director, Colene Cabeza, gave a brief recap of Parks & Recreation activity for the last quarter. Below is a brief recap:

Summary from September to November.

Parks & Facilities Update

- Completed Monarch right-of-way trail. We should see color in the spring, but right now it is in dormant season.
- Discovery & Nature Center brochure was completed to help increase revenue.
- Decorated the City for the fall season and changed banners.
- Now they have started decorating for Christmas and changed the banners and installed snowflakes and decorated oak tree in the park.

- Inclusive playground, Helfman Playground for All, is complete and opened November 9.

Events

- November 9 Helfman Park Grand Opening. Both news channel 39 and 13 covered the event. Two more pieces of equipment to be delivered soon.
- Oktoberfest, German Festival, very well attended even though it was cold, and the Astros were playing in the World Series.
- Monarch Madness on October 6th was also very well attended. Parks estimates approximately 500 were in attendance. City of Sugar Land and Missouri City also attended in hopes to join.
- Shop & Drop event. YAC babysits and allows parents a night out.
- Grandparents day September 8th.

Volunteers

- 1 Exp 240 hours \$5,048
- YAC helped at 4 events totaling 272 hours \$5,712

Staff Changes

- Doris Sauls, former Experience Work Employee, has been hired as part-time employee and works at the Nature Center.
- Estonia Adams was then brought on from Experience Works. She is also working at the Nature Center.
- Posted the position for Parks Superintendent and opened until filled.

Upcoming Events

- Active adults collecting items for Star of Hope.
- Begun the new trail along the bayou from water treatment center to Kirkwood. Alderman Staigle that we worked with Mar-Con to get this trail complete.
- Still working on landscaping for the Kirkwood project.
- Installing solar light poles on the trail from Dorrance to Monticeto adding much needed light.
- Improving animal pens at the Nature Center. Coyotes have found our animals and something got in the quail pen and we only have one quail remaining.
- Christmas Memories December 6th at 6:00 p.m. with snow and Santa!
- Shop & Drop on December 13th
- Opus 4 on December 14th at City Hall at 6:30 p.m.
- Preparing for a 5k Fun Run with Living Water. Working with both Parks and PD scheduled for March 28th.

Alderman Bezner asked about an emergency phone on the trail near the lake. Ms. Cabezas stated that she is not aware of phone. Mayor Jessup stated that there is an electrical box.

Alderman Kopczynski stated that he has been at the park daily since it opened and it is amazing. He has met people from Katy, Rosenberg and several other cities. Word is out and people love it.

Mayor Jessup asked that photos and address of new park be added to the City website.

Mayor Jessup asked about Texas Parks and Wildlife trout stocking of the lake. Ms. Cabezas stated that as of now it is scheduled for the second week of December, but we do not have an exact date at this time. Alderman Kopczynski asked about doing a Facebook live of the release. Ms. Cabezas will talk to Erickson Advertising.

3. Fire Department Monthly Report for October 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for October 2019 which was filed with the City Secretary.

D. Mayor and Council Comments

1. Mayor's Comments

a. Introduction of Jennifer Cabello, Code Enforcement Official

Mayor Jessup introduced Jennifer Cabello the new Code Enforcement Official. In her first week she got thrown in to 11418 Brighton Lane and handled herself so well and professionally.

Ms. Cabello gave a brief background of herself. She stated that she grew up close to Meadows Place. Mayor Jessup stated that her father was a very respected building official who is well known in the area and been a great influence on Ms. Cabello. She is also a professor. She has been here 15 days and so far, gets along great with her coworkers. She will be presenting her report at the December meeting.

b. Senate Bill 1152 – 2019-2020 Franchise Fee Collections

Mayor Jessup stated that SB 1152 became effective September 1, 2019 and addresses right-of-way payments to carriers that provide both telecommunications and cable service in Texas. A carrier that provides services must conduct an annual comparison of total payments made statewide to municipalities. The carrier/provider will pay to municipalities the greater of the two fees (telecommunications or cable), based on the statewide comparison. Comcast and AT&T provide both telecommunications and cable service in Meadows Place and Texas. Both providers have informed Meadows Place which fee they will continue to pay beginning 2020. Comcast will pay the cable fee and not telecom fee. AT&T will telecom fee and U-verse.

The overall net impact to the City will be a loss of approximately \$10,000 in franchise fees.

c. Where in the World is Meadows Place?

Mayor Jessup introduced the water bottle contest. Residents have been asked to submit photos from now to January 7th with a Meadows Place water bottle while on vacation. The photos will be posted on the City website and the winner will receive a gift card for dinner for two plus dessert at Avenida Brazil. Displays have been setup in City Hall and at the Discovery Center.

d. 2018-2019 Fiscal Year End Budget

Mayor Jessup stated that finance has closed the 2018-2019 fiscal year and the auditors are reviewing the numbers. Mayor Jessup thanked Council and staff for keeping the expenses at 100.27% which included unexpected expenses.

2. Council's Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle stated that he attended the monthly meeting last week and the project is moving along. Good news is we should switch to all concrete in about 3 weeks. Unfortunately, CenterPoint has delayed the light pole installation to January and they also delays the landscaping.

Alderman Kopczynski asked about lane closure for sidewalks. Alderman Staigle stated that there will be delays while unloading the concrete trucks. City will need to monitor lane closure during the pours.

Alderman Staigle stated the biggest issue has been the temporary asphalt, other than that the project has been going smoothly.

Mayor Jessup thanked Alderman Staigle for his help with the project.

b. H-GAC Update Alderman John Isbell

Alderman Isbell reported that he attended the H-GAC meeting last week. He was selected to the General Assembly, but he cannot take the place of Former Alderman Henley. Election of Board Members took place and the new representatives for our area Nancy Arnold of Waller and Mayor Joe Garcia of Pattison.

Several upcoming H-GAC events that Alderman Isbell plans to attend.

c. Meadows Place Home & Garden Home Tour April 25, 2020 – Alderman John Isbell

Alderman Isbell asked residents to save the date, April 25, 2020, for the Meadows Place Home and Garden Home Tour from 2:00 p.m. to 5:00 p.m. This is the 50-year anniversary and significant event and have several residence interested in participating. Will be asking EDC to purchase feather flags for the event. Mayor Jessup asked him to put the request in writing with cost and submit to the EDC for review.

He requested to sell tickets at the Nature Center and asked to use the City printer. Mayor Jessup said that it depends on the number of copies.

E. Regular Agenda

1. Discussion and possible action regarding Lucas Leal's request to install a U.S. Flag Dropbox in front of Meadows Place City Hall for his Eagle Scout project.

Mayor Jessup introduced the item and Alderman Isbell moved to approve Lucas Leal's request to install a U.S. Flag Dropbox with a location agreed upon with the Parks Director for his Eagle Scout project. Alderman Staigle seconded the motion.

Lucas Leal was present to present his request for his eagle Scout Project. He would like to install a retirement drop box for American Flags at City Hall. The box will have plaques stating why to retire the flag and what the flag represents.

Alderman Staigle asked how he selected his location. Mr. Leal stated that he wanted to have the box near the current flags on display. Alderman Staigle stated that a lot of people don't come to City Hall and he thinks we should find a more central location. There was discussion regarding location and that people go to the parks more than City Hall, so that might be a better location. Mr. Leal stated that having it at City Hall would bring people to City Hall and there is symbolism having it near the flags.

Mayor Jessup asked who will actually pick up and dispose of the flags. Mr. Leal stated that his troop will pick up the flags and then do a ceremonial burning of the flags.

Alderman Kopczynski asked about the construction of box. Mr. Leal stated that the box will be made of metal.

Alderman Isbell asked if his name will be on the box and he stated that yes it will be on one of the plaques.

Alderman Staigle stated that he could reach out to another troop if for some reason Troop 911 stops collecting the flags.

Mayor Jessup asked if there is a form that needs to be completed and Ms. Cabezas stated that the Eagle Scout provides the form to the City for approval. She will review with Mr. Leal after Thanksgiving.

The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Resolution No. 2019-29 casting the City's vote for the candidate(s) for the 2020-2021 Fort Bend County Appraisal District Board of Directors.

Alderman Bezner moved to approve Resolution No. 2019-29 casting the City's ten votes for candidate, Al Abramczyk for the 2020-2021 Fort Bend County Appraisal District Board of Directors. Alderman Staigle 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. 2019-30 authorizing the Mayor and City Secretary to enter into an agreement with Vepo, LLC for a secured Internet based system allowing Backflow Prevention Assembly Testers (BPAT) to input Texas Commission on Environmental Quality (TCEQ) approved backflow Test and Maintenance (T&M) Reports, and Customer Service Inspectors to enter TCEQ approved Customer Service Inspection Certificates.

Mayor Jessup stated that agreement is at no cost to the City. The recent TCEQ inspection brought this situation to light.

Doug Goodwin of Vepo was present and stated that his company provides an online system to report backflow testing results. They are the only company that complies 100% with TCEQ guidelines. He stated that backflow assembly protects your water supply and must be tested annually by a licensed inspector. Vepo system allows the tester to enter the information online and the city will have access to this information and check compliance. This is funded by the tester when they enter their test information and no fees are passed on to the City. Vepo is 100% internet based and backed up every hour on servers throughout the country.

Alderman Staigle moved to approve Resolution No. 2019-30 authorizing the Mayor and City Secretary to enter into an agreement with Vepo, LLC for a secured Internet based system allowing Backflow Prevention Assembly Testers (BPAT) to input Texas Commission on Environmental Quality (TCEQ) approved backflow Test and Maintenance (T&M) Reports, and Customer Service Inspectors to enter TCEQ approved Customer Service Inspection Certificates. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried

4. Discussion and consideration of Ordinance No. 2019-32 calling Joint Public Hearing to be held before the City Council and Planning and Zoning Commission of the City of Meadows Place, Texas, to be held on the 28th day of January 2020, at 6:00 p.m. at the City of Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, at which time all persons desiring to be heard will be heard on or in connection with any matter or question involving the proposed amendment to Section 153.096 of

Chapter 153 of the Code of Ordinances regulating provisions applicable to the C-3 Special Commercial District; and adopting a new Chapter 117 to the City of Meadows Place Code of Ordinances, providing rules and regulations for massage establishments.

Alderman Bezner moved to approve Ordinance No. 2019-32 calling Joint Public Hearing to be held before the City Council and Planning and Zoning Commission of the City of Meadows Place, Texas, to be held on the 28th day of January 2020, at 6:00 p.m. at the City of Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, at which time all persons desiring to be heard will be heard on or in connection with any matter or question involving the proposed amendment to Section 153.096 of Chapter 153 of the Code of Ordinances regulating provisions applicable to the C-3 Special Commercial District; and adopting a new Chapter 117 to the City of Meadows Place Code of Ordinances, providing rules and regulations for massage establishments. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried

5. Discussion and consideration Resolution No. 2019-31 authorizing the Mayor and City Secretary to enter into agreement with T-Mobile for the City's mobile services, which include the Code Enforcement mobile tablet, hot spots, and staff mobile phones currently on Sprint.

Mayor Jessup stated that the savings will be between \$100 to \$340 per month. Our current vendor is Sprint. There are a few questions from the Police Department.

Captain Ashton stated that PD has some concerns regarding some features needed. Previously contract with T-Mobile was not good. PD has questions regarding coverage during a disaster, like priority access. Captain Ashton stated that he and the chief are not ready to move forward today.

Alderman Staigle stated that the cost savings are not worth it if you don't have access during an event.

Alderman Staigle moved to table Resolution No. 2019-31 authorizing the Mayor and City Secretary to enter into agreement with T-Mobile for the City's mobile services, which include the Code Enforcement mobile tablet, hot spots, and staff mobile phones currently on Sprint until the December meeting. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried

6. Discussion and possible action regarding the revised job description for the City Administrator.

Alderman Bezner moved to approve the revised City Administrator job description and get the position posted. Alderman Staigle seconded the motion.

Alderman Bezner stated that her Alderman Kopczynski reviewed some articles from EDC President Graf that helped to rewrite the job description. Alderman Bezner would like to look for a candidate with strong leadership skills and move forward with the City's current vision. This candidate should focus on strategic planning and budget. He is looking for general management experience and not necessarily government experience.

Alderman Bezner would like to be on the interview committee.

Alderman Staigle stated that the only position that would not report to the City Administrator are the City Secretary and Finance Director. These positions would continue to report directly to the City Council. Alderman Bezner disagreed and stated that he believes the Finance Director should report to the City Administrator. There was brief discussion regarding the Finance Director and who that position would report to. There was discussion regarding Finance Director versus Auditor.

Alderman Staigle asked if this position has the ability to hire and fire or so they recommend to Council hire and fire of employees. There was brief discussion among Council regarding this issue and discussion regarding City policy of termination.

There discussion regarding the interview committee and their objective and responsibility to advertise the position.

There was discussion regarding the termination of City Administrator would have to go before City Council and the Mayor would not have authority to terminate.

There was discussion regarding setting administrative policies for hiring and firing.

Alderman Kopczynski asked about changing the title to City Manager if the city goes home rule. Mayor Jessup stated that would be addressed in the Charter.

Discussion regarding staff getting to meeting with candidates prior to offering position.

The vote follows:

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

Nays: None

The motion carried

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

October 22, 2019 – Regular Meeting

2. Ratification of Bills

Mar-Con Services, LLC	\$226,457.11
Pay Estimate #10 for Kirkwood Reconstruction	
Joe Salvide	\$13,465.00
Street Repair – 12318 Brighton Ln	
Joe Salvide	\$23,770.00
Street Repair – 11903 Meadowtrail Ln	
Joe Salvide	\$17,635.00
Street Repair – 12227 Meadow Crest/Valencia Cul-de-sac 12246 Meadowhollow Dr	
HDR, Inc.	\$23,686.67
Kirkwood Engineering Services (October 2019)	
24/6 Technical Services	\$34,378.00
Repair Well Motor and Water Well #3	
Medrano Painting	\$8,835.00
Painting park equipment and fence	
Randle Law LTD., L.L.P.	\$4,212.00
General Legal Counsel	
Randle Law Office, LTD., L.L.P.	\$1,272.00
Code Enforcement Legal Counsel	
Randle Law Office, LTD., L.L.P.	\$1,404.00
Texas Direct Auto SUP	
Randle Law Office, LTD., L.L.P.	\$312.00
Economic Development Corporation	
Concrete Conservation, LLC	\$6,690.00
Manhole Liner	
Texas Commission on Environmental Quality	\$11,101.24
Annual Permit	

Alderman Staigle moved to approve the consent agenda. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

G. Audience Comments

None

H. Adjourn

There being no further business on the agenda Alderman Staigle 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 8:45 p.m.

These minutes were approved by City Council on Tuesday, December 17, 2019.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup, IV, Mayor





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON DECEMBER 17, 2019 AT 6:30 P.M. AT MEADOWS PLACE CITY HALL, ONE TROYAN DRIVE, 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:

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

City Secretary, Courtney Rutherford
Alderman, John F. Isbell
Alderman, Kurt Kopczynski

Staff in attendance: Captain Jack Ashton and Jennifer Cabello, Code Enforcement Official.

1. Pledge of Allegiance and Invocation

Pledge by: Captain Jack Ashton, Meadows Place Police Department

Invocation by: Jimmy Fenwick, Meadows Place Resident

B. Presentations and Proclamation

None

C. Reports

1. Police Department

Captain Jack Ashton gave an overview of the monthly statistics and activities report, through December 16, 2019, which was distributed to City Council and filed with the City Secretary.

Code of Ordinance violation there were four for loud noise/party, but all were at different locations. He also stated that of the reported accidents none were in the construction area.

Last month there was an aggravated robbery at Kelly's Country Kitchen and Corporal Kenig identified the suspect, a warrant was issued, and an arrest was made. Captain Ashton recognized Officer Campbell and Corporal Kenig

Captain Ashton gave a brief recap of the Police Department's annual awards dinner. This year there was a tie for Officer of the year which is a first in the department's history. Officers Ramirez and both received the Officer of the Year award.

Officer Jackson received an award for his 13th year of perfect attendance.

Preparing for Christmas and New Year's Eve which will conclude their busy season.

Mayor Jessup thanked the Police Department for their hard work and congratulated those who won awards.

Officer Bezner is there anything that stands out or seems to be trending. Captain Ashton stated how important it is to call and report incidents and suspicious activity.

Alderman Staigle asked how can we get our businesses to help us help them? He has noticed that several businesses do not have surveillance videos. Captain Ashton stated that their first question is "is there video available?" He'd like to see this handled at staff level, but if it needs to move higher up please let Council know. Alderman Staigle stated that he has seen other cities declare these businesses as a nuisance in the city.

Mayor Jessup asked that the Police Department provide a list of businesses without cameras and the City will prepare a letter to send to the local office plus the corporate office.

Alderman Mills thanked the Police Department for helping her and her husband at Christmas Memories.

2. Code Enforcement

Code Enforcement Official, Jennifer Cabello gave an overview for November 11, 2019 to December 16, 2019, which was distributed to City Council and filed with the City Secretary.

Alderman Bezner asked the difference between a case and violations. Ms. Cabezas explained that the case is issued for the address and could have multiple violations.

Alderman Bezner what is the follow up on 11838 Mulholland for January 6, 2020. Ms. Cabezas stated that she gave 30-day notice to come into compliance. What is the follow up? Ms. Cabello stated that she will inspect to see if they have come into compliance. If not, she will move to citation or inspection warrant. He can get access to the property if she needs it.

Alderman Staigle addressed item 9e, tree clearance. Stafford Fire Department will be bringing in a new ladder truck and trees to be trimmed so that the truck can pass underneath.

Alderman Isbell asked about pending cases from the previous employee. Ms. Cabezas stated that there were approximately 100+ that were pending and she has closed over 50% to date. He would also like to see more history on her report.

Alderman Kopczynski asked about section 4, charges files in court, and the cases that do not show. City Secretary, Courtney Rutherford, stated that a Failure to Appear will be issued and the case will eventually be handed over to collections. Mayor Jessup stated that Code Enforcement can get an inspection warrant and abate if necessary and file a lien.

3. Fire Department Monthly Report for November 2019

Mayor Jessup provided an overview of the Stafford Fire Department report for November 2019 which was filed with the City Secretary.

Fire Marshal has approved the plans for Meadows Elementary. Fire Marshal has also reviewed plans for a new strip center on W Airport at Kirkwood.

Pulled the power reel from the ceiling.

D. Mayor and Council Comments

1. Mayor's Comments

a. FBCAD 2019 Tax Collections

Meadows Place has collected 13.19% of the 2019 taxes versus 7% of other cities in the county. The cities overall collection is 99%. This collection rate helps with the city's budget process.

b. Instagram

The City now has an Instagram account and he will be getting a lesson tomorrow and will be posting more.

c. Election Information

The laws have changed, and we now have to a permanent link on the city's website homepage for election information. The City Secretary has posted information for the May 2, 2020 election.

d. Christmas Memories

The event was outstanding and probably has to largest attendance to date. The Parks Department and Police Department do a great job at the event. The event is special for Meadows Place.

e. Where in the World is Meadows Place - Water Bottle Contest

This is a Facebook contest asking people to take a Meadows Place water bottle on vacation and send in pictures to the City Secretary with the water bottle to be entered for a chance to win dinner.

f. Road Repair Update

Mayor Jessup reported that from October to current Public Works has spent \$11,225 on concrete raising and they have replaced 7,207 square feet of concrete totaling \$89,455.

g. Court Arraignment Times

Due to overtime and long days on arraignment court dates the Judge, prosecutors and staff have agreed to move arraignments from 5:30 p.m. to 1:30 p.m.

2. Council Comments

a. Kirkwood Street Construction Update – Alderman Rick Staigle

Alderman Staigle stated that Kirkwood is coming along and opened the traffic a couple of weeks. Met with CenterPoint and they were supposed to start foundation this week, but we have not seen them yet. A big question about the speed limit and the 15-mph sign is not enforceable. The speed limit is 30 mph and will be posted at completion of the project. Lower to 25 mph we have to meet certain specifications including a yearly report to the state with citation data and accident data.

Mayor Jessup stated that he is in favor of a speed limit of 25 mph. Alderman Staigle stated that this is not an action item tonight but could be on the agenda in January if Council wants to move forward with changing the speed limit.

John Macasaet, resident at 11618 Brook Meadows, asked about landscaping that was removed. He stated that he has matching flowerbeds on either side of his driveway and asked if it will be reinstalled. Alderman Staigle asked that he send the information to the City Secretary.

E. Regular Agenda

- 1. Discussion and consideration of Ordinance No. 2019-33 setting the 25th day of February 2020 at 6:30 p.m. at Meadows Place City Hall, One Trojan Drive, Meadows Place, TX 77477, as the date, time, and place for a public hearing to receive public comment regarding proposed street and infrastructure maintenance and/or repair in the city limits.**

Alderman Isbell moved to approve Ordinance No. 2019-33 setting the 25th day of February 2020 at 6:00 p.m. at Meadows Place City Hall, One Trojan Drive, Meadows Place, TX 77477, as the date, time, and place for a public hearing to receive public

comment regarding proposed street and infrastructure maintenance and/or repair in the city limits. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

2. Discussion and possible action regarding the creation of a hiring/interview committee for the City Administrator position.

Mayor Jessup recommended Bob Graf and Tia Baker as the two residents to serve on the committee. He also asked Aldermen Staigle and Bezner to serve on the committee. He then asked for discussion on the committee.

Alderman Isbell stated that he thinks that is a great committee with lots of experience.

Alderman Isbell moved to appoint Mayor Jessup, Alderman Staigle, Alderman Bezner, Bob Graf, and Tia Baker, Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Council then reviewed a hiring process for the City Administrator position.

Applicants to Bob and Rick by Friday, December 20th. The Committee will meet the week of January 19th. The City Secretary will send an email to set the date and time.

3. Discussion and consideration Resolution No. 2019-31 authorizing the Mayor and City Secretary to enter into agreement with T-Mobile for the City's mobile services, which include the Code Enforcement mobile tablet, hot spots, and staff mobile phones currently on Sprint.

There was brief discussion regarding first responder access during a significant event.

Alderman Bezner moved to approve Resolution No. 2019-31 authorizing the Mayor and City Secretary to enter into agreement with T-Mobile for the City's mobile services, which include the Code Enforcement mobile tablet, hot spots, and staff mobile phones currently on Sprint. Alderman Staigle seconded the motion. The vote follows:

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

Nays: None

The motion carried.

4. Discussion and consideration of Ordinance No. 2019-34 amending building permit fees for tear down and rebuilds.

Alderman Staigle moved to approve Ordinance No. 2019-34 amending building permit fees for residential tear down and rebuilds to \$.56 per square foot. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Bezner, Staigle, and Mills

Nays: None

Alderman Kopczynski abstained from the vote.

The motion carried

Staigle make cost effective and encourage rebuilds in the City.

5. Discussion and consideration of Resolution No. 2019-32 allowing the Mayor and City Secretary to declare surplus equipment and authorizing the sale or disposal thereof.

Alderman Staigle moved to approve Resolution No. 2019-32 allowing the Mayor and City Secretary to declare surplus equipment and authorizing the sale or disposal thereof. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried

6. Discussion and possible action regarding the Wastewater Treatment Plant improvements.

Public Works Director, Erik Tschanz was present, and Corey Bostick with USW was also present

A couple days after Thanksgiving the 2 traveling bridges malfunctioned, 2 days apart, and are in need of repair. These are a major expense and other items that need to be repaired.

Alderman Staigle stated that it looks to be over \$350,000 in repairs. Council asked the cost for repair or new bridges. If you don't repair the weirs and troughs the overall cost repair is about \$150,000. There is approximately \$750,000 in reserves.

Mr. Bostick stated daily operator of the facility and take pleasure in working with these facilities. He stated that the facilities are well over 40 years in age and in need of repair. Discussed options for repair and material to be used. He suggested fiberglass instead of metal for the repairs because fiberglass will hold up better over time.

Alderman Bezner would like to tor facility and see what needs to be repaired.

Alderman Staigle stated that there is enough in reserve to pay for the repairs. Mr. Bostick stated that the got an estimate of \$750,000 for replacement. Alderman Staigle suggested making the repair and Council start preparing for the replacement in the future.

There is also a blower mower down currently. The blower is at the shop being repaired.

Council asked that Mr. Tschanz and Mr. Bostick to put together 5-year plan to be presented to Council in February.

Alderman Kopczynski asked if they will be getting more bids for the repair? Mr. Bostick stated that they will get more repairs.

Council agreed to meet on Friday, December 20th at 2:00 p.m. to meet and review the facilities.

7. Discussion and consideration of Resolution No. 2109-33 authorizing the Mayor and City Secretary to negotiate amendment #2 to the current contract with HDR Engineering, Inc. to revise the fees related to construction management for additional part-time construction inspection services for the Kirkwood Road reconstruction.

Due to project running into February.

Alderman Staigle moved to approve Resolution No. 2109-33 authorizing the Mayor and City Secretary to negotiate amendment #2 to the current contract with HDR Engineering, Inc. to revise the fees related to construction management for additional part-time construction inspection services for the Kirkwood Road reconstruction not to exceed \$16,000.00. 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. 2019-34 authorizing the Mayor and City Secretary to enter into agreement with Huitt-Zollars for professional architectural and engineering services for a facility condition and needs assessment.

Chris Casey, Vice President of Huitt-Zollars. Been in Texas for 40 years and in the Houston area over 20 years. Come do visual inspection of all 5 facilities. They will then put together a cost assessment to make improvements based on maintenance, needs and projected growth.

Alderman Staigle stated that this proposal does not include all facilities. If Council wants to review more facilities, we will need to increase the budget. Public Works facilities are not included in the proposal and Council could ask for a proposal to review these facilities.

Alderman Bezner suggested that Council review all of the facilities. Mr. Casey stated that it would be more thorough to review all facilities, but that will cost more.

There was discussion to add more facilities to the proposal. Facilities to consider adding would be the EOC and Fire Station.

Alderman Staigle moved to approve Resolution No. 2019-34 authorizing the Mayor and City Secretary to enter into agreement with Huitt-Zollars for professional architectural and engineering services for a facility condition and needs assessment not to exceed \$65,000.00. Alderman Bezner seconded the motion. The vote follows:

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

Nays: None

The motion carried

9. Discussion and consideration of Resolution No. 2019-35 authorizing the Mayor and City Secretary to enter into agreement with Fort Bend County Water Control and Improvement District No. 2 (WCID2) for Emergency Water Interconnect.

Mayor Jessup stated that we currently have a connection for emergency water, and we were called on it by TCEQ, therefore we must get an agreement in place and filed with the state. Alderman Staigle stated that this interconnect was installed as part of the W Airport project and had not been in place for very long.

Alderman Staigle moved to approve Resolution No. 2019-35 authorizing the Mayor and City Secretary to enter into agreement with Fort Bend County Water Control and Improvement District No. 2 (WCID2) for Emergency Water Interconnect. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried

F. Consent Agenda

1. Consider approval of the Minutes held as follows:

November 23, 2019 – Special Meeting & Workshop

November 26, 2019 – Regular Meeting

2. Ratification of Bills

Joe Salvide (Concrete work – 12318 Brighton)	\$13,465.00
Joe Salvide (Concrete Work – 12210 Scottsdale, 12051 Mulholland)	\$8,480.00
Joe Salvide (Concrete Work – 12210 Scottsdale & 12051 Mulholland Complete)	\$8,475.00
Joe Salvide (Granite Installation)	\$5,850.00
HDR, Inc. (Kirkwood Engineering for October 2019)	\$23,686.67
HDR, Inc. (Kirkwood Engineering for November 2019)	\$24,910.54
Mar-Con Services, LLC (Kirkwood Pay Estimate #10)	\$226,457.11
BBG Consulting, Inc. (Building Official Duties for October 2019)	\$2,700.00
BBG Consulting, Inc. (Building Official Duties for November 2019)	\$2,700.00
McCall Gibson Swedlund Barfoot PLLC (Audit FY Ending 09/30/2019)	\$20,000.00
Ice Express (Snow for Christmas Memories)	\$7,200.00
Motorola Solutions (Mobile & Portable Radios per Grant)	\$44,031.18
Regas Contracting (Complete Remodel of City Hall Lobby Bathrooms)	\$8,472.05
Avery Knapp Caldwell Chevrolet (2020 Chevy Tahoe for Police)	\$24,440.00

Alderman Bezner moved to approve the consent agenda. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

G. Audience Comments

None

H. Adjourn

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

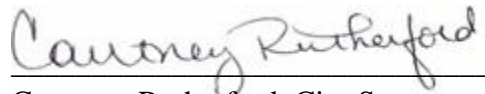
Ayes: Aldermen Isbell, Bezner, Staigle, Kopczynski, and Mills

Nays: None

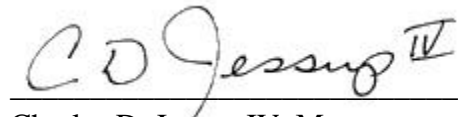
The motion carried.

The meeting was adjourned at 8:29 p.m.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor

