



MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON JANUARY 5, 2021 AT 6:30 P.M. VIRTUALLY VIA ZOOM.

A. Call to Order and Announce a Quorum is Present

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

Mayor, Charles D. Jessup, IV

Alderman, John F. Isbell

Aldermen, Rick J. Staigle

Nick Haby, City Administrator

Mayor Pro-Tem, Kurt Kopczynski

Alderman, Tia Baker

Alderman, Kellie Mills

City Secretary, Courtney Rutherford

Planning and Zoning Commissioners Matt Oltremari, Sean Ulrey, Mike Elmore, Meredith Smith, David Piwonka, and Alternate Nadya Shelton were present.

B. Conduct a Joint Public Hearing before the City of Meadows Place City Council and Planning & Zoning Commission for the purpose of receiving written and oral comments from any interested person(s) concerning an application for an amendment to Meadows Elementary Specific Use Permit to allow for an electronic sign located at 12037 Pender Ln, Meadows Place, TX 77477.

Mayor Jessup opened the Joint Public Hearing at 6:31 p.m. 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.

Steve Bezner, resident at 12222 Meadow Crest Drive, spoke in favor of the electronic sign at the school.

John Isbell, Alderman, and resident at 12326 Scottsdale Drive, spoke in favor of the electronic sign at the school.

Terry Henley, resident at 12203 Alston Drive, spoke in favor of the electronic sign at the school.

David Piwonka, P&Z Commissioner, and resident at 11711 Scottsdale Drive, spoke in favor of the electronic sign at the school.

With no one else signing up to speak, Mayor Jessup closed the Joint Public Hearing closed at 6:39 p.m.

Council took a brief recess while the Planning and Zoning Commission reconvened in a meeting to prepare a report and recommendation to City Council.

Council reconvened at 7:05 p.m.

C. Accept report from the Planning and Zoning Commission regarding the application for an amendment to Meadows Elementary Specific Use Permit to allow for an electronic sign located at 12037 Pender Ln, Meadows Place, TX 77477.

Planning and Zoning Chairman, Sean Ulrey, presented a report from the Planning and Zoning Commission approving the amendment to Specific Use Permit and allowing the electronic sign at Meadows Elementary located at 12037 Pender Lane. They also recommended that the electronic moving message may not change the message (except time and temperature updates) more often than every 15 seconds a day and the hours of operation shall be between 6:00 a.m. and 10:00 p.m. daily.

Alderman Isbell moved to accept the report the Planning and Zoning Commission approving the amendment to Specific Use Permit and allowing the electronic sign at Meadows Elementary located at 12037 Pender Lane. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

D. Discussion and consideration of Ordinance No. 2020-45 approving the Specific Use Permit amendment for Meadows Elementary to allow for an electronic sign located at 12037 Pender Ln, Meadows Place, TX 77477.

Alderman Isbell moved to approve Ordinance No. 2020-45 approving the Specific Use Permit amendment for Meadows Elementary to allow for an electronic sign located at 12037 Pender Ln, Meadows Place, TX 77477. Alderman Baker seconded the motion.

There was brief discussion regarding the brightness of the sign, hours of operations, and how often the message on the sign changes during the day.

Alderman Kopczynski made a motion to approve Ordinance No. 2020-45 approving the Specific Use Permit amendment for Meadows Elementary to allow for an electronic sign located at 12037 Pender Ln, Meadows Place, TX 77477 with the following amendments:

f 3. A LED scrolling marquee sign that incorporates an electronic moving message may not change the message (except time and temperature updates) more often than every 15 seconds a day and must change the message within one second or less.

f 7. The daily hours of operation of the LED scrolling marquee sign on the Property shall be from 6:00 a.m. to 10:00 p.m. (the “daily hours of operation”).

Alderman Isbell seconded the motion. The vote follows:

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

Nays: None


The motion carried.

E. Adjourn


Alderman Mills moved to adjourn the meeting. Alderman Kopczynski seconded the motion. There be no further business the meeting adjourned at 7:25 p.m.

These minutes were approved by City Council on Tuesday, January 26, 2021.

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 MONDAY, JANUARY 18, 2021 AT 6:30 P.M., VIRTUALLY VIA ZOOM.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 3:00 p.m. with the following present via videoconference:

Mayor, Charles D. Jessup, IV

Alderman, John F. Isbell

Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kurt Kopczynski

Alderman, Tia Baker

Alderman, Kellie Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

B. Discussion and consideration of Ordinance No. 2021-01 calling a Joint Public Hearing before the City of Meadows Place City Council and the Planning and Zoning Commission to be held the 9th day of February 2021 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding a Specific Use Permit application under Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f), Restaurants with drive-thru service for the property located at 11707 W Airport Blvd, Meadows Place, TX.

Alderman Isbell moved to approve Ordinance No. 2021-01 calling a Joint Public Hearing before the City of Meadows Place City Council and the Planning and Zoning Commission to be held the 9th day of February 2021 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding a Specific Use Permit application under Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f), Restaurants with drive-thru service for the property located at 11707 W Airport Blvd, Meadows Place, TX. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

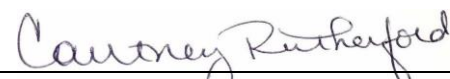
The motion carried.

C. ADJOURN

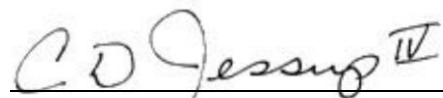
Alderman Staigle moved to adjourn. Alderman Kopczynski seconded the motion. There be no further business the meeting adjourned at 6:32 p.m.

These minutes were approved by City Council on January 26, 2021.

ATTEST:

Handwritten signature of Courtney Rutherford in blue ink.

Courtney Rutherford, City Secretary

Handwritten signature of Charles D. Jessup IV in blue ink.

Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JANUARY 26, 2021 AT 6:30 P.M., AT VIRTUALLY VIA ZOOM.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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

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

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

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief, and Rod Hainey, Public Works Director.

1. Pledge of Allegiance and Invocation

Pledge by Steve Bezner, Former Alderman and Resident

Invocation by: Mayor Charles Jessup IV

B. PRESENTATIONS – SERVICE RECOGNITION

1. Service Recognition

Mayor Jessup recognized Courtney Rutherford, City Secretary, for her five years of dedicated service to the City of Meadows Place.

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave an overview of the monthly statistics and activities report, for January 2020, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Kirkwood Round-a-bout accidents
- 14 Thefts at Murphy: several arrests have been made
- 5 Thefts at Northern Tool: suspect identified
- 1 Theft at Walgreens: Arrest has been made
- Still following COVID protocols

- 3 officers tested positive, 9 were in quarantine, and all have returned to work
- 1 Officer still on Workers Comp leave
- Training Center is partially opened, and they have ben co-hosting classed with HPD
- Shop 36 was involved in an accident in November has been totaled. They are currently looking for a replacement.
- Live scan has been ordered and will take about 60 days to get
- 2 new officers were hired in December. They are currently in training
- They will start working on the PD recruitment video with Josh Merritt tomorrow, January 27, 2021

Alderman Isbell thanked Chief Stewart for delivering PPEs to all of the residents in Meadows Place.

Alderman Baker also thanked him for organizing the event. She has received great feedback from the Community.

Chief Stewart thanked all who helped with the deliveries. He stated that they delivered over 1,500 PPEs in 3 hours.

Alderman Isbell asked about the drag racing on Dairy Ashford. Chief Stewart stated that this took place outside the city limits, but Meadows Place Police Department did respond and it basically a car show. They did not witness any racing.

Alderman Kopczynski asked if the License Plate Readers read the front or back license plate. Chief stated they will read both depending on the direction of traffic.

Alderman Staigle stated that he received complaints about car noises and racing down Dorrance. Chief Stewart stated that he did not receive any calls.

2. Public Works – Rod Hainey, Public Works Director

Mr. Hainey gave a brief summary of Public Works activities for the October, November, and December 2020. Below are a few key points from his presentation:

- **Sidewalk Repairs**
 - Phase 1 was release to the contractor which included 23 locations
 - Phase 2 is scheduled to start in February 2021 which includes 20 locations
- **Street Repairs**

- Early in December 2020 after a heavy rain it came to our attention that the area around the new Elementary school on Pender Lane had serious ponding issues.
- City council approved funding for the repair of the street at the crosswalk and the repair will be scheduled with the coordination and approval of the School District
- **Reviewed USW Operations**
- **Reviewed Requirements for Backflow Prevention Testing**
- **Irrigation System review and update**
 - Repairs have been made on the sprinkler system at McGrath Park.
 - Dairy Ashford esplanades, esplanades on Kirkwood south of West airport have been assessed for damage. West Airport to West Belfort and city hall have also been assessed. Repairs are scheduled and will be completes asap.
 - Meadow Glen park is still outstanding for assessment.
 - Back flow devices at these locations will be tested and repair /replaced as necessary. New cages will be installed at all locations to prevent theft.
- **Public Works and Parks are currently working together to purchase a new trailer**

Mayor Jessup stated that Rod gets work done and we will soon see results in street and sidewalk repairs.

Alderman Isbell stated the Mr. Hainey is doing a great job and thanked him for the getting list of street repairs completed.

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

Stafford did not provide a report for December 2020

4. Administrator’s Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated that a lot has been happening at City Hall. The Council Chamber remodel is complete and the new microphones and tv will be installed soon. He reminded Council that staff will be submitting this expense for CARES Act reimbursement.

He also stated that staff is waiting for a response on 2 final submittals for CARES Act funding. If approved the City will have spent 96% of their CARES funding.

He informed Council that the plumbing work at City Hall has been completed and not additional issues were found.

He the reported that the Charter Review Commission will be meeting for the 4th tomorrow and so far, they have had good discussion.

D. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. COVID Impact on City/Staff

Mayor Jessup informed Council that staff in both the Police Department and Administration tested positive for COVID-19 and had additional staff in quarantine. He stated that number of cases in Meadows Place; there have 224 reported since March. There are currently 30 new cases in quarantine. He reminded everybody to wear their masks, wash their hands, and keep social distancing.

He also stated that all in-person court proceedings are postponed until farther notice.

He thanked Chief Stewart for organizing the PPE deliveries.

b. Joint Public Hearing

Mayor Jessup stated that City Council and Planning & Zoning will be holding a Joint Public Hearing on February 9th at 6:30 p.m. on a Specific Use Permit application for a drive thru restaurant, Starbucks, at W Airport and Kirkwood.

c. Inspection Warrants

Mayor Jessup stated that the City completed an inspection January 25, 2021 with Code Enforcement, Building Official, and Police Department. He is happy to see that there is a process in place for this.

d. IT/Technology Overview

Mayor Jessup stated that he and staff met with Wright Technologies to review the city's IT/Technology process. He is proud to say that Meadows Place is strong when comes to IT. Meadows Place had an attempted attacked 82 times in one day and they were all blocked.

2. Council Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave an update on the Kirkwood Road Reconstruction. He stated that currently he and staff are not happy with the contractor's progress. They met last week to get a schedule of completion and hope to close out the original contract in March. He stated that the landscape contractor still needs to make repairs to landscaping and irrigation and replace dead plants. This all needs to be completed before the City takes ownership.

E. REGULAR AGENDA

1. Discussion and consideration of Ordinance No. 2021-02 calling a general election to be held on Saturday, May 1, 2021 for the purpose of electing city officials of the City of Meadows Place to Alderman Place 4 and Alderman Place 5, providing for early voting and providing for notice of said election.

Alderman Isbell moved to approve Ordinance No. 2021-02 calling a general election to be held on Saturday, May 1, 2021 for the purpose of electing city officials of the City of Meadows Place to Alderman Place 4 and Alderman Place 5, providing for early voting and providing for notice of said election. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Resolution No. 2021-01 authorizing the Mayor to enter into an agreement with Cypress Creek Mosquito Control, Inc. for Mosquito Control Spraying in the City for the year 2021.

Alderman Kopczynski moved to approve Resolution No. 2021-01 authorizing the Mayor to enter into an agreement with Cypress Creek Mosquito Control, Inc. for Mosquito Control Spraying in the City from March 15, 2021 through November 15, 2021 with reporting to TCEQ. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

3. Discussion and consideration of Resolution No. 2021-02 appointing three (3) members to the Economic Development Corporation for a term commencing immediately and ending December 31, 2022.

Alderman Isbell moved to approve Resolution No. 2021-02 appointing Bob Graf, Cameron Miller, and Terry Henley to the Economic Development Corporation for a term

commencing immediately and ending December 31, 2022. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Mayor asked Council to email him what they want

4. Discussion and consideration of Resolution No. 2021-03 appointing three (3) members and one (1) alternate to the Planning and Zoning Commission for a term commencing immediately and ending December 31, 2022.

Alderman Baker moved to table Resolution No. 2021-03 appointing Matt Oltremari, David Piwonka, and Meredith Smith as members and Nadya Shelton as an alternate to the Planning and Zoning Commission for a term commencing immediately and ending December 31, 2022. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

December 15, 2020 – Council Special Session Meeting Minutes

December 21, 2020 – Council Special Session Meeting Minutes

January 5, 2021 – Council Special Session and Joint Public Hearing Minutes

January 18, 2021 – Council Special Session Meeting Minutes

2. Consider acceptance of the Quarterly Investment Report.

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

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

Nays: None

The motion carried.

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

Terry Henley, resident at 12203 Alston, suggested installing boulders in the round-abouts. He also questioned if the city has 5,000 residents. Mayor Jessup stated that City Council has already declared the population of 5,000.

H. RECESS REGULAR MEETING FOR EXECUTIVE SESSION

Mayor Jessup recessed the regular meeting at 7:51 p.m. for Council to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding.

I. EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding a complaint or charge against an officer or employee.

J. ADJOURN EXECUTIVE SESSION

The executive session adjourned at 8:03 p.m. and Council reconvened into regular session.

K. RECONVENE

Discuss and take appropriate action to regarding a complaint or charge against an officer or employee.

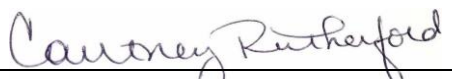
No action was taken.

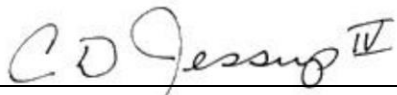
L. ADJOURN

Alderman Kopczynski moved to adjourn. Alderman Baker seconded the motion. There be no further business the meeting adjourned at 8:04 p.m.

These minutes were approved by City Council on February 23, 2021.

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 TUESDAY, JANUARY 26, 2021 AT 5:30 P.M., VIRTUALLY VIA ZOOM.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:32 p.m. with the following present via videoconference:

Mayor, Charles D. Jessup, IV
Alderman, John F. Isbell
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kurt Kopczynski
Alderman, Tia Baker
Alderman, Kellie Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Rod Hainey, Public Works Director, and Anna-Maria Weston, Finance Director were also present.

Ryan Nokelby and John Peterson from HDR Engineering, Inc., were also present.

B. Review and discuss options for infrastructure and street rehabilitation within Meadows Place.

City Council, staff, Mr. Nokelby and Mr. Peterson discussed road options, design proposal and funding options for infrastructure and street rehabilitation within Meadows Place.

There was discussion of asphalt versus concrete reconstruction. Mr. Peterson stated that when replacing with asphalt there is more expense for removal of concrete, subgrade, lime, and base material that it ends up costing about the same as replacing with concrete. He also stated that concrete will last longer than asphalt.

There was brief discussion of funding options; paying cashing versus borrowing money.

Council and staffed purple pipe options, signature intersections, water line replacement, streetlights, storm sewer, and possible sanitary sewer replacement in the cross streets.

Alderman Staigle suggested televising the existing storm sewer and reusing trunklines if possible and repair any damages areas.

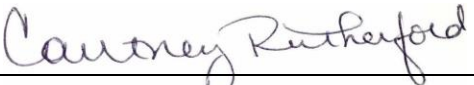
Council agreed that they would like HDR Engineering, Inc. to provide a design proposal at the February 23, 2021 City Council meeting.

C. Adjourn

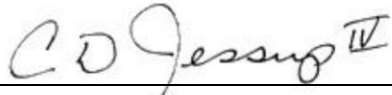
Alderman Baker moved to adjourn. Alderman Kopczynski seconded the motion. There be no further business the meeting adjourned at 6:30 p.m.

These minutes were approved by City Council on February 23, 2021.

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 TUESDAY, FEBRUARY 4, 2021 AT 3:00 P.M., VIRTUALLY VIA ZOOM.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 3:03 p.m. with the following present via videoconference:

Mayor, Charles D. Jessup, IV

Alderman, John F. Isbell

Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kurt Kopczynski

Alderman, Tia Baker

Alderman, Kellie Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Jennifer Cabello, Code Enforcement Official, and Kevin Taylor, Building Official, were also present.

B. Review the preliminary report provided by the Building Official regarding 11810 Dorrance Lane, Meadows Place, TX 77477.

The Building Official, Kevin Taylor, gave a brief summary of his preliminary report filed with the City Secretary and presented to Council. He stated that they performed an inspection on January 25th at 11810 Dorrance in order to determine if the current conditions meets the criteria established by the City of Meadows ordinance 150.36 Minimum Standards for Continued Use and Occupancy. They were unable to access the interior of the building it was observed that the building met the criteria as defined by section 150.36 for a Building that is dilapidated, substandard, or unfit for human habitation.

Mr. Taylor said that the owner also has not complied with the requirements stated in the City of Meadows Place Section 150.36, Unoccupied building, which is a building which has been unoccupied by its owners, lessees, or other invitees for a period of 90 days.

C. Discussion and consideration of Ordinance No. 2021-03 calling a Public Hearing before City of Meadows Place City Council to determine whether the building located at 11810 Dorrance Lane, Meadows Place, Texas violates City of Meadows Place Code of Ordinances Chapter 150, Section 150.36 Minimum Standards for Continued Use and Occupancy.

Alderman Baker moved to approve Ordinance No. 2021-03 calling a Public Hearing before City of Meadows Place City Council on February 23, 2021 at 5:30 p.m. to determine whether the building located at 11810 Dorrance Lane, Meadows Place, Texas violates City of Meadows Place Code of Ordinances Chapter 150, Section 150.36 Minimum Standards for Continued Use and Occupancy. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

D. Discussion and consideration of Resolution No. 2021-04 authorizing the Mayor to enter into an agreement with HDR Engineering for traffic engineering services.

Alderman Staigle moved to approve Resolution No. 2021-04 authorizing the Mayor to enter into an agreement with HDR Engineering for traffic engineering services. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

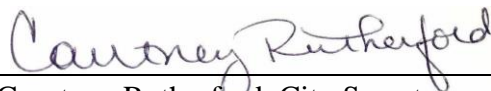
The motion carried.

E. Adjourn

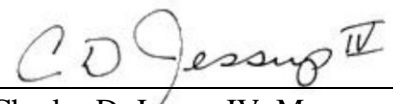
Alderman Baker moved to adjourn. Alderman Mills seconded the motion. There be no further business the meeting adjourned at 3:17 p.m.

These minutes were approved by City Council on February 23, 2021.

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 TUESDAY, FEBRUARY 9, 2021 AT 6:30 P.M., VIRTUALLY VIA ZOOM.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 3:03 p.m. with the following present via videoconference:

Mayor, Charles D. Jessup, IV

Alderman, John F. Isbell

Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kurt Kopczynski

Alderman, Tia Baker

Alderman, Kellie Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

B. Conduct a Joint Public Hearing before the City of Meadows Place City Council and Planning & Zoning Commission to receive written and oral comments from any interested person(s) concerning an application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f), Restaurants with drive-thru service for the property located at 11707 W Airport Blvd, Meadows Place, TX.

Mayor Jessup opened the Joint Public Hearing at 6:31 p.m. 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.

With no one signing up to speak, Mayor Jessup closed the Joint Public Hearing closed at 6:35 p.m.

Council took a brief recess at 6:35 p.m. while the Planning and Zoning Commission reconvened in a meeting to prepare a report and recommendation to City Council.

Council reconvened at 6:52 p.m.

C. Accept report from the Planning and Zoning Commission regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f), Restaurants with drive-thru service for the property located at 11707 W Airport Blvd, Meadows Place, TX.

Planning and Zoning Chairman, Sean Ulrey, presented a report from the Planning and Zoning Commission approving the application for a Specific Use Permit and allowing for the Restaurants with drive-thru service for the property located at 11707 W Airport Blvd, Meadows Place, TX under Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f) with site plan submitted and reviewed during the Joint Public Hearing.

D. Discussion and consideration of Ordinance No. 2021-04 approving the Specific Use Permit application to for the property located at 11707 W Airport Blvd, Meadows Place, TX allowing a restaurants with drive-thru service per Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f).

Alderman Isbell moved to approve Ordinance No. 2021-04 approving the application for a Specific Use Permit and allowing for the Restaurants with drive-thru service for the property located at 11707 W Airport Blvd, Meadows Place, TX under Code of Ordinances, Chapter 153, Section 153.094(B)(2)(f) with site plan submitted and reviewed during the Joint Public Hearing. Alderman Kopczynski seconded the motion. The vote follows:

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

Nays: None

The motion carried.

E. Discussion and possible action regarding the use of the Majors Baseball field for the 2021 Spring Season by Meadows Place Pony Baseball League.

James Fields of Meadows Place Pony Baseball League was present and spoke on behalf of the association. He stated that they wanted permission to use the field as is. The league will organize a work day and get the field ready for practice and hold games on other fields.

There was lengthy discussion among Mr. Fields, City Council, and staff regarding the condition of the field and using it for practice.

Alderman Baker stated that she would like to find a compromise since the league has already faced several hardships due to COVID-19. She is in favor of allowing them to practice so long as they know they city will not provide any maintenance at this time.

Colene Cabezas, Parks and Recreation Director, stated that the field is not in a playable condition and she believes that it is in a dangerous condition. She stated that field needs to be cleaned and graded and the irrigation needs to be repaired. She also stated that she does not know if the lights are working at this time.

Alderman Kopczynski stated that he was in favor of letting them start practicing on the field as long as they put a fence up.

There was discussion regarding the south field and Ms. Cabezas reminded everybody that they south field is not a maintained field and it is an open plat field.

Mayor Jessup stated that he wants to make sure that Meadows Place Pony Baseball League understands that the City will not begin work on the field until they are done.

Alderman Kopczynski moved to allow Meadows Place Pony Baseball League to use Majors Baseball field for practice after they install fence, organize a work day to make the field safer. Alderman Baker seconded the motion.

Alderman Staigle added the condition that once the contractor releases the field Meadows Place Pony Baseball League will have to decide whether to finish the season and risk the fields not being ready for the fall season or quit using the field so that the city can take over in order to make repairs and get it ready for play.

The vote follows:

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

Nays: None

The motion carried.

F. Discussion and possible action regarding public infrastructure reconstruction in the City of Meadows Place.

HDR Engineering Inc. is working on a proposal for the reconstruction of Dorrance Lane and they had a few questions before moving forward. City Council and staff briefly discussed the following questions:


1. Does the City want HDR to include any time for doing a Public Meeting(s)? If so, how many? Note that we are planning a 30%, 75% and 100% Submittal to the City. Council stated that they do not want a public meeting.
2. Can the City confirm if the proposed sidewalk widths will be 4 feet (w/ the 5-ft landings as part of the driveways) or 5 feet throughout? Aldermen Isbell, Kopczynski, and Mills voted for 5 foot sidewalks. Alderman Baker and Staigle voted for 4 foot sidewalks. Based on a majority vote they want 5 foot sidewalks.
3. HDR's current proposal will only be for design phase services for both packages and the first package bid phase. Separate proposals will be provided at a later date for Construction Phase services of Package 1 and Bid/Construction Phase services for Package 2. Is this agreeable to the City? Council stated that this is agreeable.
4. Does the City want us to do anything related to the sanitary sewer within project area? I realize that the sewer trunk mains are in the back yards but there is 1-2 sanitary sewer crossings at the intersections. If the City wants us to incorporate any sanitary sewer items (survey of manholes & flowlines, clean and televise, replacement across intersections, etc.) just let us know. Council agreed to replace sanitary within the project area.


G. Adjourn

Alderman Mills moved to adjourn. Alderman Baker seconded the motion. There be no further business the meeting adjourned at 8:04 p.m.

These minutes were approved by City Council on February 23, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, FEBRUARY 23, 2021 AT 6:30 P.M., AT VIRTUALLY VIA ZOOM.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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

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

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

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief, Anna-Maria Weston, Finance Director, Rod Hainey, Public Works Director and Colene Cabezas, Parks & Recreation Director.

1. Pledge of Allegiance and Invocation

Pledge by: Steve Bezner, Former Alderman and Resident

Invocation by: Jimmy Fenwick, Resident

B. REPORTS

1. Police Department – Chief Gary Stewart

a. Acceptance of Annual Contact Report

First Chief Stewart presented the Annual Contact Report, formerly known as the Racial Profiling Report. The report was accepted by Council and a copy was given to the City Secretary.

Chief Stewart then gave a brief overview of the monthly statistics and activities report, for January 2020, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Seven (7) accidents
- One (1) arrest on a warrant with another jurisdiction
- Two (2) Criminal mischiefs – with suspect identified.
- Seven (7) Thefts
- Mayor and Chief remain on multiple calls regarding COVID-19
- Department continues to follow COVID-19 protocols.

- All officers worked 12 hour shifts and additional officers were brought in during the 2021 Winter Freeze Storm.
- Monitored the area regarding the Car Club meeting at 68 Seafood in Sugar Land. Working with Sugar Land Police Department on this issue. Both are monitoring social media for this group and made contact with the restaurant and property management.
- Shop 36 involved in accident in November 2020 has been totaled and they are looking for a replacement.
- Flock LPR Cameras are installed, training has been completed and we are live.
- Live Scan Equipment has been ordered. It will take approximately 60 days to come in.
- Two (2) new officers have been hired and are in training.
- Recruitment video is near completion.
- Other projects in the works: Video Conferencing System for EOC/Training Center is operational. MPPD used this new technology during our weather briefings and Fort Bend County Jurisdictional calls throughout the 2021 Winter Storm Event.

Alderman Isbell thanked Chief for all of their work with the car show and street racing on Dairy Ashford.

Alderman Baker thanked Chief for patrolling the areas in the City without power with spotlights during the freeze.

2. Parks & Recreation – Colene Cabezas, Parks & Recreation Director

Ms. Cabezas gave a brief summary of Parks & Recreation activities for December through February. Below are a few key points from her presentation:

Parks and Facilities:

- **CenterPoint ROW** – All previous efforts to create a native prairie have been undone due to the construction. Parks will reseed the areas to allow a summer bloom. We will partner with the Meadows Elementary, TMN and Monarch Forever to create seed balls and begin again. Will continue to manage the native prairie as it grows back.
- **Discovery & Nature Center**-Added features for covid protocols and needed improvements.
- **Playgrounds**- Remain Open highly utilized / Kangaroo Park Improvements complete / Brighton Park Installation complete minus fencing.
- **Fields** – As is for now
- **Kirkwood Project**- March 1
- **Beautification**- Winter Storm
- **Freeze-Field House** – Damage / Pool /Irrigation

Staff:

- Full Time Parks Maintenance position remains open

- Leigh - testing for turf management next week/ enrolled in a sports turf management program through the University of Georgia. This will help with the maintenance /management of our ball fields.
- Lauren – TMN / Lifeguard and Lifeguard Instructor Certifications
- Dan – Irrigation Technician
- Colene is serving on the Meadows Elementary Campus Planning Advisory Council March 29
- Worked with City of Pearland with their POD to keep my Emergency Preparedness skills up to date.
- Reigning Strength therapeutic horse riding to develop volunteer opportunities for our YAC kids once we reconvene.

Active Partners:

- Meadows Elementary PTO
- Scout Troop 301- Black Bellied Wood Duck Nesting boxes
- TMN Coastal Prairie chapter / Bellaire Nature Center
- City of Pearland POD/ Active Adult / Field Mgt
- Reigning Strength

Programs & Events

- Opened a Warming Center Wednesday through Friday during freeze. A total of 54 residents stopped by.
- Continue to offer programs to the community with COVID protocols in place.
- Community Center is open for rentals. Only 1 rental in the last 3 months
- Nature Center and Active Adult program remain closed.
- Purchased a Christmas Tree for McGrath Park funded by EDC
- Recreation Coordinator was hired in January and has been preparing the Nature Center and pool for opening.
- Marketing Videos- Did you know to inform viewers of amenities Meadows Place has to offer.

Events: Christmas Memories – Dec 4 from 6-9

450 participants (364 skaters)

Ice skating – Opened 3pm

Live Band – Level One

Photos with Snowman

Selfies with Life size Reindeer

Smores sold out in first hour

Cocoa sold out in 2 hours

2 Trains

Upcoming Programs: Active Adults:

This has been rebranded to Club 55+. Programs will begin in March with new days and times to be more inclusive of schedules and interest. Some new changes will include

Happy hour on Thursday night for themed social nights. Lunch and learn with guest speakers.

Projects:

- Repairs made due to February freeze
- Bikeway Mobility Project – Working with Stafford and the county
- Education signs around lake and trails
- Solar lights along trail by treatment Plant

Events:

- Plan to re-open the Nature Center at the end of March. Staff has completed a new Exploration Zone which includes: Climbers, crawlers and balance logs. Discovery panels to engage the inquisitive mind and challenge kids with activities. New Texas animal species. New hours and days.
- Spring Concert Series April 9 – 30 each Friday night. Each event will include a live band, beer/wine, and concessions, no food trucks.

3. Fire Department Monthly Report for January 2021 – Mayor Charles Jessup IV

Mayor Jessup presented the Stafford Fire Department report for Meadows Place for the month of January 2021.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated

C. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. 2021 Arctic Blast

Mayor Jessup stated that he was happy to see people helping people. He saw several residents out during the freeze helping each other from alerting neighbors

about leaks to helping fix the leak. He also stated that USW did a great job for the city during this even.

b. Infrastructure Rehabilitation

Mayor Jessup stated that there is an item on the agenda to approve a contract for the reconstruction of Dorrance Lane from Kirkwood to Bloomington. He stated that this a huge deal for Meadows Place and thanked Council for doing such a great job and moving forward with infrastructure repair.

2. Council Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave an update on the Kirkwood Road Reconstruction. He stated that the freeze postponed the deadline with plants and irrigation and the plants will have to be re-evaluated. He also stated that moving some of the irrigation and installing bull rock was a great idea. Finally, he stated that the City hopes to close out this project soon.

D. REGULAR AGENDA

1. Discussion and consideration to accept the Audit Report for Fiscal Year 2019-2020.

Mayor Jessup moved to accept the Audit Report for Fiscal Year 2019-2020. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

2. Discussion and consideration of Ordinance No. 2021-05 cancelling the City of Meadows Place General Election scheduled to be held on May 1, 2021 and declaring the unopposed candidates elected to Alderman Places 4 and 5.

Alderman Isbell moved to approve Ordinance No. 2021-05 cancelling the City of Meadows Place General Election scheduled to be held on May 1, 2021 and declaring the unopposed candidates elected to office. Kurt Kopczynski is elected to Alderman Place 4 and Kelle Mills is elected to Alderman Places 5. Alderman Staigle seconded the motion. The vote follows:

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

Nays: None

The motion carried.

3. Discussion and consideration of Resolution No. 2021-05 authorizing the Mayor to enter into an agreement with HDR Engineering, Inc. for the reconstruction of Dorrance Lane from Bloomington to Kirkwood.

Alderman Staigle moved to approve Resolution No. 2021-05 authorizing the Mayor to enter into an agreement with HDR Engineering, Inc. for the reconstruction of Dorrance Lane from Bloomington to Kirkwood and bid process of Dorrance from Kirkwood to Oxford. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

4. Discussion and consideration of Resolution No. 2021-06 reinstating a local state of disaster due to public health emergency in response to COVID-19.

No action on this item.

5. Discussion and consideration regarding Ordinance No. 2021-06 providing for a condition of public entry into property operated by the City of Meadows Place, Texas in response to the COVID-19 Pandemic.

No action on this item.

6. Discussion and possible action regarding the current contract with Huitt-Zollars regarding the facilities review agreement.

Council and staff briefly discussed the proposal in place and how much had been completed and paid for. Council and staff agreed that a workshop with Huitt Zollars would be best to determine how to move forward. Staff will reach out to Huitt Zollars to set a date for the workshop.

Lee Rex, resident at 12310 Meadowberry Drive, asked if this review would include evening and weekend dispatch. Alderman Staigle stated that additional dispatch does not require extra space.

E. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

January 26, 2021 – Council Work Session Meeting Minutes

January 26, 2021 – Regular Council Meeting Minutes

February 4, 2021 – Council Special Session Meeting Minutes

Alderman Isbell moved to approve consent agenda as presented. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

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

Kevin Baker, resident and Boy Scout, stated that he thinks a lot of hard work goes into Council meetings with complicated items on the agenda and reports. He can see how hard City Council works.

Owen Lester, resident and Boy Scout, asked the Mayor what his responsibilities are. Mayor Jessup stated that he runs the meetings and represents the City publicly. Alderman Isbell stated that Council advises the Mayor and staff on what they think is good long term for the City.

Kevin and Owen then asked Council the following questions:

1. How often does City Council meet?
Alderman Kopczynski stated that Council meets regularly once a month and then has special meetings as needed. These special meetings can be for budget reviews and public hearings.
2. What is it like to be on Council?
Mayor Jessup stated that is nice. He believes that the current Council Members work well together in doing what they think is best for the residents for Meadows Place.
3. What are your main priorities?
Mayor Jessup stated he wanted to prepare the City to move into the future and be better than it was when he first for on Council.
Alderman Baker stated that her goal is infrastructure improvements.
4. What is the biggest think you have done?
Alderman Staigle stated the road improvements are a huge accomplishment and cost three to four million dollars.
Alderman Kopczynski stated that the park upgrades like the installation of the splashpad, the lake, additional parks and the Discovery / Nature Center.

Scott Lester, resident and father of Owen, thanked Council for answering the questions and being supportive of Boy Scouts.

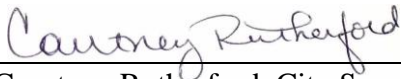
Lee Rex, resident at 12310 Meadowberry Drive, asked about the CERT program. Mayor Jessup told him to get in touch with Matt Oltremari.

G. ADJOURN

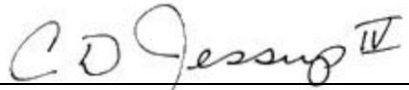
Alderman Kopczynski moved to adjourn. Alderman Mills seconded the motion. There be no further business the meeting adjourned at 9:00 p.m.

These minutes were approved by City Council on March 23, 2021.

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 TUESDAY, FEBRUARY 23, 2021 AT 5:30 P.M., VIRTUALLY VIA ZOOM.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:30 p.m. with the following present via videoconference:

Mayor, Charles D. Jessup, IV
Alderman, Tia Baker
Alderman, Kellie Mills

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

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Kevin Taylor, Building Official; Jennifer Cabello, Code Enforcement Official; and Brandon Morris, Legal Counsel were also present.

Alderman, John F. Isbell was not present.

B. Conduct a Public Hearing before City of Meadows Place City Council to determine whether the building located at 11810 Dorrance Lane, Meadows Place, Texas violates City of Meadows Place Code of Ordinances Chapter 150, Section 150.36 Minimum Standards for Continued Use and Occupancy.

Mayor Jessup opened the Public Hearing at 5:31 p.m. He then explained that the purpose of this hearing was to give the property owner and all interested parties the right to appear and to be heard.

Andy Petershagen, resident at 11811 Dorrance, stated that he appreciated the City taking action on this property. He has lived across the street from this property for approximately 2 years. He has spoken to the homeowner a while back and is not confident in work being completed. He also stated that he has not seen the owner in a couple of months.

Mayor Jessup stated that they City remove the tree in the public right-of-way due to a safety hazard.

With no one else signing up to speak, Mayor Jessup closed the Joint Public Hearing closed at 5:38 p.m.

C. Discussion and possible action regarding the building located at 11810 Dorrance Lane, Meadows Place, Texas.

There was brief discussion among City Council, Legal Counsel, and staff regarding the building located at 11810 Dorrance Lane.

City Secretary, Courtney Rutherford, confirmed that they City received the Certified Mail Return Receipt with a signature. The return showed that they notice of this public hearing was received on February 10, 2021.

Building Official, Kevon Taylor, stated he went out to inspect the property and there were several signs of concern, but could not access inside the home. He suggested that a certified structural engineer inspect the property with a master Electrician and Plumber to determine the status and what needs to be done to bring the property up to Code. He also stated that he sees no sign of desire to repair or occupy the home.

Council, legal counsel, and staff reviewed options to repair or remove and demolish the building. Mr. Morris stated that the City would need a court order to demolish the building and allow 30 days to appeal.

There was discussion regarding different deadlines for the owner to submit a plan to repair, get inspections, permit repairs, and complete the work.

Alderman Staigle made a motion finding the building substandard and authorizing legal counsel to draft a letter giving the homeowner thirty (30) days to make repairs and bring the house up to standard. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Mills

Nays: None

Alderman Isbell was not present.

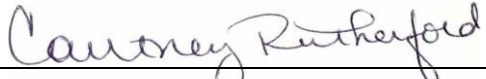
The motion carried.

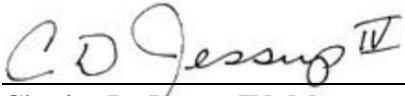
D. Adjourn

Alderman Mills moved to adjourn. Alderman Baker seconded the motion. There being no further business the meeting adjourned at 6:04 p.m.

These minutes were approved by City Council on April 27, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup IV, Mayor



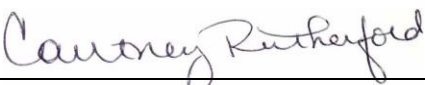


MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT THE CITY OF MEADOWS PLACE ECONOMIC DEVELOPMENT CORPORATION MEETING ON THURSDAY, MARCH 11, 2021 AT 6:30 P.M., AT THE MEADOWS PLACE DISCOVERY CENTER, 11938 AMBLEWOOD DR., MEADOWS PLACE, TEXAS, 77477.

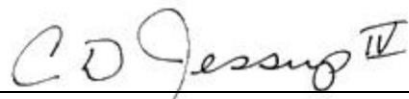
Aldermen Baker, Kopczynski, and Staigle were present at the EDC Meeting. Aldermen Baker and Kopczynski serve as EDC Members. Alderman Staigle was present to give a brief update regarding the Mobility Bond Project. No official business was discussed.

These minutes were approved by City Council on April 27, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, MARCH 23, 2021 AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 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 6:34 p.m. with the following present via teleconference:

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

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

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief, Jennifer Cabello, Code Enforcement Official, and Y'Mica Davis, Deputy Court Clerk.

1. Pledge of Allegiance and Invocation

Pledge by: John Isbell, Alderman

Invocation by: Shirley Isbell, Former Alderman and Resident

B. PRESENTATIONS – SERVICE RECOGNITION

1. Y'Mica Davis, Deputy Court Clerk, 5 Years of Service

Mayor Jessup acknowledged Y'Mica Davis for her five years of dedicated service with the City. He explained that Y'Mica was first hired as the Utility Clerk and moved over to Courts.

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart then gave a brief overview of the monthly statistics and activities report, for March 2021, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Four (4) accidents
- Continue to follow COVID-19 Protocols.
- Internal Investigation in process due to Police Auditors/YouTube Video
- Several Officers have received COVID vaccine.
- Winter Freeze 2021 – All officers would 12-hour shifts, and additional officers were brought in including reserves.

- Car Club Meetings – PD continues to monitor social media, no activity in the last 2 weeks.
- LPR Cameras have been installed.
- LiveScan – Grant still in progress. Equipment ordered.
- Two new Police Officers have advanced to Phase Three of Training
- Shop 36 was totaled in November – 2021 Replacement arriving later this week.

Mayor Jessup thanked Chief Stewart for his time and effort and keeping Council informed.

Alderman Kopczynski thanked the Chief for all that he does. He also stated that it is nice to see the officers out in the City and interacting with the residents.

Alderman Mills asked about an incident at Walgreens and Chief Stewart stated that it is currently under investigation.

2. Code Enforcement – Jennifer Cabello, Code Enforcement Official

Ms. Cabello gave a brief summary of Code Enforcement activities for the last quarter. Below are a few key points from her presentation:

- Total Number of cases: December to Current 283
- Total Cases Opened: December to Current 290
- Total Cases Closed: December to Current 205
- Total Cases to Court: October to Current 27
- Finally getting agreement with Stafford for Code Enforcement Supervision
- Items of Focus for January to March 2021 are Unoccupied Homes, Pool Maintenance, and Special Widespread Violation
- Code Enforcement will start enforcing Section 91.035, Dead Landscaping/Trees on April 15th
- Top 3 Violations for this period were Trash next to curb on non-trash day, Exterior Wall/Trim Cleaning, and Bandit Signs

Mayor Jessup stated that Jennifer has stopped several contractors that were working without permits. Most have complied and pulled the needed permits.

Alderman Kopczynski asked the status of 11810 Dorrance Lane. Ms. Cabello stated that they notice regarding Council's findings at the Public Hearing was mailed March 18th. This notice gave the owner 30 days to bring the structure up to standard.

Alderman Isbell thanked Ms. Cabello for all her hard work on the Code Enforcement quarterly reports.

Alderman Staigle asked what kind of work was being done without permits and Ms. Cabello stated that is mostly plumbing and foundation.

Alderman Baker thanked Ms. Cabello for her hard work and asked how she came up with the date of April 15th for enforcement on dead landscaping. Ms. Cabello stated that she met with Mr. Boone Holiday from Texas A&M AgriLife and he stated that is enough time to determine if vegetation will come back or not.

3. Fire Department Report for February 2021 – Mayor Charles Jessup IV

Mayor Jessup presented the Stafford Fire Department report for Meadows Place for the month of February 2021. He stated that he recently met with the Mayor of Stafford and is thankful for the great working relationship. He also reported that several inspections were made at Meadows Elementary.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated he was to be attending the first meeting in the new Council Chambers. Staff is thrilled with the results.

He also reported that at his last staff meeting staff is doing a great job. They are currently looking at a schedule for contracts and agreements, revisiting the City cell phone policy and the on-call schedule. He also reported that Court will also start in-person proceedings on April 8th, the Discovery Center/Nature Center is set to re-open May. Staff continues to make repairs after the February freeze.

He also announced that March 31st will be his one-year anniversary with the City. He is thankful to be here. It is a great place to work with great and dedicated staff.

Mayor Jessup thanked Mr. Haby for his report and for keeping him updated.

D. MAYOR AND COUNCL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

1. Mayor's Comments

a. Meadows Elementary

Mayor Jessup stated that the City has been in constant contact with various members of FBISD throughout the last few weeks and is working with the Fire Marshal to move the project forward. As of today, the City has not received a request for final inspection for plumbing HVAC is working to set up finals, and electrical passed on March 18th. Staff is putting in a lot of effort and trying to do what they can to assist FBISD.

b. Fort Bend County Mayors Retreat

Mayor Jessup stated that he and nine other Mayors met in a tow-day retreat. During this retreat they covered nineteen different pieces of legislation with Mr. John Pitts, the legislative advisor for Stafford. Together they got updates and answers to many questions. He stated that he was proud to say that Meadows Place looked at as being well positioned for the future. He has received feedback from several Mayors that this was the most comprehensive and productive meeting they have ever had.

c. EDC Update

Mayor Jessup stated that there is an item on the agenda approving EDC funding for Dorrance Reconstruction and the engineering portion of the Fort Bend County Mobility Bond Project with plans to help fund the balance when we move forward. EDC representatives have met with the owners of Avenida Brazil and have begun plans to find a replacement restaurant. Erickson Advertising is working to put an ad together.

2. Council Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Kirkwood Road Reconstruction. He stated that irrigation was working as of last week and there are just a few items remaining to close out the project. He hopes to close out the project and take ownership next month.

He then stated that updated on the Mobility Bond Project and Dorrance project will be coming soon.

b. Unintended Consequences – Alderman John Isbell

Alderman Isbell stated that he was happy to see so many people in attendance. It's the most he's seen at a meeting in a long time. Alderman Isbell stated that he was moving out of the City due to losing his job and therefore resigning his position as alderman. He has lived in Meadows Place for over 34 years and served on City Council for nine years. He loves the City of Meadows Place and he and his wife, Shirley, have volunteered with several different organizations during their 34 years in the City.

Alderman Isbell then stated that he was thankful for the staff of Meadows Place and thanked each of them for all that they do for the City.

Mayor Jessup then called for a fifteen-minute recess to allow Council. Staff, and the residents to enjoy cake and thank Alderman Isbell and his wife, Shirley for their dedicated service to the City.

Council recessed at 7:31 p.m. and reconvened at 7:49 p.m.

E. REGULAR AGENDA

1. Discussion and consideration accepting the resignation of John Isbell from Alderman Place 1.

Alderman Isbell moved to accept his resignation from Alderman Place 1 effective at this end of this meeting. Alderman Staigle seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Mayor Jessup stated that the City sadly accepts Alderman Isbell's resignation.

2. Second reading of a Resolution No. 2021-07 identifying Dorrance Lane Rehabilitation Design as a project and approving EDC expenses not to exceed \$150,000 for the project.

Alderman Isbell moved to approve the second reading of a Resolution No. 2021-07 identifying Dorrance Lane Rehabilitation Design as a project and approving EDC expenses not to exceed \$150,000 for the project. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

Alderman Staigle stated that EDC will fund half of the design for Dorrance Lane.

3. Discussion and consideration of Resolution No. 2021-08 authorizing the City of Meadows Place to enter into an interlocal agreement with the City of Stafford to begin Code Enforcement supervision and training in the City of Meadows Place.

Alderman Staigle moved to approve Resolution No. 2021-08 authorizing the City of Meadows Place to enter into an interlocal agreement with the City of Stafford to begin Code Enforcement supervision and training in the City of Meadows Place. Alderman Mills seconded the motion. The vote follows:

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

Nays: None

The motion carried.

4. Discussion and consideration of Resolution No. 2021-09 adopting a plan for 5% annual energy reduction in the City of Meadows Place.

Alderman Kopczynski moved to approve Resolution No. 2021-09 adopting a plan for 5% annual energy reduction in the City of Meadows Place. Alderman Isbell seconded the motion. The vote follows:

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

Nays: None

The motion carried.

5. Discussion and consideration of the CenterPoint Energy 2021 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment with a rate increase.

Alderman Isbell made a motion to suspend the CenterPoint Energy 2021 Annual Gas Reliability Infrastructure Program (GRIP) Adjustment with a rate increase for forty-five days. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

6. Discussion and consideration on naming the lake in McGrath Park.

Alderman Isbell stated that he requested for this item to be on the agenda. Before leaving office, he would like to see the lake named Mayor Jessup for all that he has done for the City. He stated that the Mayor pioneered getting the lake built. Mayor Jessup stated that he appreciated the thought, but getting the lake built was a of Council and staff.

Alderman Isbell made a motion to name the lake in McGrath Park after Mayor Charles Jessup IV to be determined at a later date. Alderman Mills seconded the motion.

There was brief discussion among Council. Alderman Staigle stated that he supports the motion, however, in general he is against naming things after a seated Council member. He does agree with naming the lake after Mayor Jessup once he leaves office.

Mayor Jessup stated that he agrees with Alderman Staigle.

The vote follows:

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

Nays: None

The motion carried.

Mayor Jessup thanked Alderman Isbell and stated that he is very proud of the lake project.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

February 23, 2021 – Regular Council Meeting Minutes

Alderman Isbell moved to approve consent agenda as presented. Alderman Baker seconded the motion. The vote follows:

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

Nays: None

The motion carried.

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

Shirley Isbell, resident at 1380 Shaws Bend Rd., Columbus, Texas, thanked Alderman Staigle for trying to get a sign ordinance passed. She encouraged Council to revisit the ordinance and get something in place.

Terry Henley, resident at 1203 Alston Drive, thanked John and Shirley for their dedicated service to the City.

He then spoke on HB10 regarding community censorship. He encouraged everybody to go to Austin and address the legislature. He also asked for support for the bills regarding legal postings in local newspapers.

Nadya Shelton, resident at 11942 Brighton, thanked the Isbell's for all that they have done for the City. She then asked what the process will be to replace Alderman Place 1.

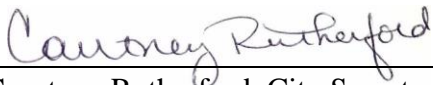
Mayor Jessup stated that Council will be taking applications from interested residents and will appoint a resident for the unexpired term. Alderman Place 1 is up for election in May 2022.

H. ADJOURN

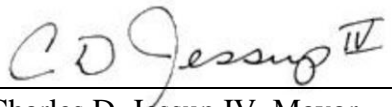
Alderman Staigle moved to adjourn. Alderman Mills seconded the motion. There be no further business the meeting adjourned at 8:20 p.m.

These minutes were approved by City Council on April 27, 2021.

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 TUESDAY, MARCH 23, 2021 AT 5:30 P.M., AT MEADOWS PLACE CITY HALL, 1 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 5:35 p.m. with the following present via videoconference:

Mayor, Charles D. Jessup, IV
Alderman, John F. Isbell
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kurt Kopczynski
Alderman, Tia Baker
Alderman, Kellie Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Chris Casey from Huitt Zollars was also present.

B. First reading of a Resolution No. 2021-07 identifying Dorrance Lane Rehabilitation Design as a project and approving EDC expenses not to exceed \$150,000 for the project.

Mayor Jessup read the first reading of Resolution No. 2021-07 identifying Dorrance Lane Rehabilitation Design as a project and approving EDC expenses not to exceed \$150,000 for the project.

Steve Bezner, resident at 12222 Meadow Crest, asked if there was a plan for road improvements.

Alderman Staigle stated that Council decided to design Dorrance Lane from Kirkwood to Bloomington and then to Dairy Ashford. Once that is complete Council should consider replacing Monticeto or Mulholland. Replacement of streets should include televising the sewer lines and replacing infrastructure.

Alderman Kopczynski made a motion to approve the first reading of a Resolution No. 2021-07 identifying Dorrance Lane Rehabilitation Design as a project and approving EDC expenses not to exceed \$150,000 for the project. Alderman Staigle seconded the motion. The vote follows:

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

Nays: None

The motion carried.

C. Discussion with Huitt Zollars regarding the City's facility review agreement and plan.

Mayor Jessup explained that this project was approved by Council on December 17, 2019. The original agreement was for \$63,000 and to date the City has paid approximately \$25,000 to date. At the beginning of 2019 Huitt Zollars came out to access the facilities, interview

staff, and put together a rough draft of anticipated space and employee needed. Due to COVID the project was put on hold. He and staff wanted to bring this project back to Council to discuss how to move forward.

Mr. Casey gave a brief presentation on what Huitt Zollars has completed to date. There was brief discussion among City Council, Huitt Zollars, and staff regarding the City's facility review agreement and plan. There was discussion regarding additional space needed and how to best obtain that space.

Council agreed to meet with staff to discuss the process and how to move forward. Council asked the City Secretary to get with Council and staff and set a workshop for a Saturday.

Mr. Casey thanked Council for meeting to discuss the project and will wait to move forward until he gets feedback from the Council Staff Workshop.

D. Discussion regarding facing the public during a time of crisis.

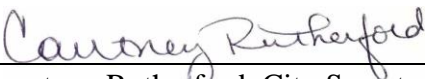
Mayor Jessup stated that there was not enough time to discuss this item.

E. Adjourn

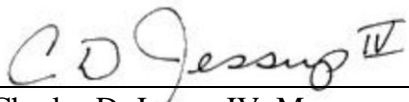
There being no further business the meeting adjourned at 6:25 p.m.

These minutes were approved by City Council on April 27, 2021.

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 SATURDAY, APRIL 24, 2021 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
Alderman, Tia Baker

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

Alderman, Kelle Mills was not present. Alderman Place 1 is vacant.

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief; Rod Hainey, Public Works Director; Colene Cabezas, Parks & Rec Director; and Anna-Maria Weston, Finance Director.

B. Discussion with staff regarding Huitt-Zollars Facilities Review.

Mayor Jessup explained that City Council approved a contract with Huitt Zollars for a City facilities review in December 2019. Huitt Zollars met with staff and did a facilities assessment early to mid-2020 and then the project was put on hold due Covid.

There was discussion among Council and staff regarding the expectations moving forward with the project. They all agreed that they want an assessment with projections of how to expand or better use current building space. Council and staff then reviewed the future personnel projections provided by Huitt Zollars. Council directed Mr. Haby and Ms. Rutherford to update the personnel projections and submit to Huitt Zollars.

Council agreed to move forward with the project and allocate the remaining the approximate \$30,000 to complete the agreement. Staff will bring a budget amendment to Council to reallocate these funds.

C. Discussion and consideration of options for 4th of July.

Parks & Recreation Director, Colene Cabezas, presented three different options for the City's July 4th celebration. The three (3) options are as follows:

- Traditional Morning Parade Only
- Evening Fireworks Only (Same as July 4, 2020)
- July 4th Festival with food trucks, live music, resident spirit booths, and fireworks

Council briefly discussed the different options. Council directed Ms. Cabezas and Ms. Rutherford to record the July 4th presentation to be posted on Social Media with a survey for the residents of Meadows Place to vote on the activity for July 4, 2021.

Gary Stewart, Police Chief; Rod Hainey, Public Works Director; Colene Cabezas, Parks & Rec Director; and Anna-Maria Weston, Finance Director left before discussion of the next item.

D. Discussion and consideration of applicants for Alderman Place 1 vacancy.

Council received resumes and/or letters from the following residents who are interested in serving on City Council for the unexpired term for Alderman Place 1:

- Mike Bezner
- Brian Frame
- Chris Gawlik
- Terry Henley
- Ping Law
- David Mertins
- Nadya Shelton
- Charles Teague

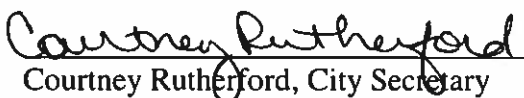
After review and discussion Council agreed to interview four (4) applicants on May 11th and May 12th at 7:00 p.m. for the vacant position. Council authorized the City Secretary to contact Brian Frame, Chris Gawlik, David Mertins, and Ping Law and schedule interviews with City Council.

E. Adjourn

There being no further business to discuss the meeting adjourned at 11:10 a.m.

These minutes were approved by City Council on May 25, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Kelle Mills, Mayor Pro Tem





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, APRIL 27, 2021 AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 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
Alderman, Tia Baker

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

Alderman, Kelle Mills was not present. Alderman Place 1 is vacant.

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief and Rod Hainey, Public Works Department.

1. Pledge of Allegiance and Invocation

Pledge by: Steve Bezner, Former Alderman and Resident

Invocation by: Jimmy Fenwick, Resident

B. PRESENTATIONS – SERVICE RECOGNITION

1. Lynn Dottie, Police Sergeant, 15 Years of Service

Mayor Jessup acknowledged Sergeant Dottie for her fifteen years of dedicated service with the City.

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart then gave a brief overview of the monthly statistics and activities report, for March 2021, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Arrest made in burglary at Sugar Grove Church
- Aggravated Robbery/Home Invasion – Suspects were armed. This case is still under investigation and believed to be related to narcotics.
- 3 Stolen Vehicles recovered due to FLOCK HIT (License Plate Reader)

- Assault & Stand Off with armed suspect – Aggravated assault of 2 Public Servants and Family Member – Peaceful resolution. Large amount of narcotics were recovered with multiple firearms.
- Assisted another agency in serving a Capital Murder Warrant
- Continue to follow COVID-19 Protocols.
- Live Scan Grant in Process
- Two new Police Officers have advanced to Phase Four of the training program.
- Two full time positions remain open but do have candidates they are looking at.
- Shop 36 was totaled and has been replaced. New vehicle is currently getting striped, and equipment installed.

Alderman Baker stated that she continues to be amazed by all that the Police Department does on a monthly basis, especially all the arrest made.

Mayor Jessup shared the Newcomers Guide ad displaying Meadows Place Police Department. We are Safe!

2. Public Works – Rod Hainey, Public Works Director

Mr. Hainey gave a brief summary of Public Work activities for the last quarter, January, February, and March. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

- Sidewalk Repair and Replacement Program
- Street Repairs/Road Fee Funding Repairs
- USW Expenses – February Freeze Repairs
- Backflow Device Update
- Irrigation System Review and Update
- Utility Department Changes – Moved some duties in house and created a new door hanger with information on what was done when they go out to a property.

Alderman Staigle asked if we are educated staff how to work around irrigation. Mr. Hainey stated that he and the Parks Director are working to educate their staff. Alderman Staigle advised that staff she avoid driving vehicles in the parks.

Mayor shared new Public Works video on Shutting off Water for repairs. Alderman Baker suggested making the video to educate the public.

Alderman Kopczynski thanked Rod for his presentation, great amount of detail, and all the work he has done so far. He also thanked Rod for getting door hangers made to communicate with residents.

Alderman Baker wanted to know if sidewalk repair list is available to the public. Mr. Hainey stated that at this time it is not available. It is a working list between the City and the contractor. She stated that it would be good to have available to the public. Mayor stated that the sit can change due to hazard.

3. Fire Department Report for March 2021 – Mayor Charles Jessup IV

Mayor Jessup presented the Stafford Fire Department report for Meadows Place for the month of March 2021, a copy of which was filed with the City Secretary. Mayor stated that he is proud of the working relationship between the City and the Fire Marshal's office. Fire Department contract is up in September and he will be meeting with Chief DiCamillo soon to discuss the contract renewal.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated that investment report is included in tonight's agenda. This is a good snapshot of where we are in the budget. He stated the budget for Sales Tax is \$1.3 million and so far, we have collected over \$900K and with these projections we will most likely come in significantly over the budgeted number.

Due to COVID staff did not have their annual employee appreciation lunch. The Directors came together, and we like to have an employee family appreciation day at the pool. This even will be May 22 11 am to 2 pm. He also invited Council to attend.

Mr. Haby gave a brief update on the Charter Commission. He stated that the commission has a questionnaire of 182 questions they are going through and so far, they are on question 111.

CenterPoint filed application for new light poles on Kirkwood at W Airport for the new Starbucks. We have ordinance for inground utilities, but we also have a franchise. The cost for inground is about \$650k, therefore new poles will be installed.

He and the City Secretary got together to review Council notes for Huitt Zollars Facility Review and sent updates to Huitt Zollars. He told Council to expect a budget amendment to reallocate funds for this project.

Alderman Staigle asked about having an appreciation event for boards/volunteer groups. He also suggested a power easement on the back part of the property for the remaining 9 acres on W Airport.

D. MAYOR AND COUNCL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

1. Mayor's Comments

a. Video Update

Mayor Jessup stated that the City continues to make educational videos for the residents. Most of these videos have been taken with iPhone. He recently met with Tom Erickson and have upgraded to a videographer for these videos.

The Police Department is currently working a recruitment video. We are also finalizing a video on the school rebuild and the Kirkwood project.

b. Subsidence District Update

Mayor Jessup stated that he has been fighting this for some time. We currently have an agreement with WCID2 for the ground water reduction plan, which allows the City to pump ground water. The City must pay fee to WCID to pump ground water and this fee is passed to the residents on the utility bill. This is our water, and we control it. They are looking at resetting permissible levels and he will be attending the Fort Bend County Mayors and Councils meeting on Thursday with Mike Turco, General Manager of the Fort Bend Subsidence District to receive more detail.

c. Council Vacancy

Mayor Jessup stated that City Council decided to take applicants for this vacant position instead of just appointing a resident. Notice was posted on the website and in the April newsletter. Council received eight applicants and will be interviewing four of these applicants. Council hopes to appoint that position at the May Council meeting.

2. Council Comments

a. Kirkwood Construction Update – Alderman Rick Staigle

Alderman Staigle stated that we will review this item in the Regular Agenda. We need to replace this item with a Dorrance update,

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. This is a joint project with the City of Stafford and will include a trail system, a bridge at the Discovery Center, and a new parking lot near the Training Center. He and staff met with Stafford

and the consultant to get design ideas. Initial interlocal had been sent to county and we will also have one with Stafford soon. Hope to start construction first of the year. 80% covered by County Bond and remaining to be covered by Meadows Place and Stafford.

There is a small piece of Stafford that crosses into W Airport. The Cities are discussing a land swap to zone that as Meadows Place.

E. REGULAR AGENDA

- 1. Discussion and consideration of Ordinance No. 2021-07 acknowledging the resignation of John Isbell, Alderman Place 1, and appointing a successor for the unexpired term.**

No Action on this item. Council decided at the Special Session on April 24th to interview four (4) applicants on May 11 and 12 and then make a decision on an appointment.

- 2. Discussion and consideration closing out and accepting the Kirkwood Reconstruction project.**

Alderman Staigle moved to authorize closing out and accepting the Kirkwood Reconstruction project contingent on all paperwork being submitted. Alderman Kopczynski seconded the motion.

This outstanding item is a release from all subs stating that they have been paid. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

- 3. Discussion and possible action regarding the structure located at 11810 Dorrance Lane, Meadows Place, TX 77477 deemed substandard by City Council on February 23, 2021.**

Mayor Jessup moved this item to this end of the agenda.

- 4. Discussion and consideration of Resolution No. 2021-10 authorizing staff to advertise of a Request for Proposals for Professional Auditing Services.**

Mayor Jessup stated that there is no state regulation to make a change, however it is a good practice to look at changing auditors every few years.

Alderman Staigle moved to approve Resolution No. 2021-10 authorizing staff to advertise of a Request for Proposals for Professional Auditing Services. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

5. Discussion and consideration of Ordinance 2021-08 amending Chapter 130 of the Code of Ordinances Titled “Miscellaneous Offenses” by adding Section 130.11: Portable on Demand Storage Units.

Mayor Jessup stated that this item was brought by staff, because currently there is not an ordinance addressing storage pods.

Alderman Staigle moved to approve Ordinance 2021-08 amending Chapter 130 of the Code of Ordinances Titled “Miscellaneous Offenses” by adding Section 130.11: Portable on Demand Storage Units. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

There was discussion among Council regarding a time period to allow storage pods without a permit.

Alderman Staigle amended his motion approving Ordinance No, 2021-08 amending Section (B)(3) as follows: No person shall install, deposit, park or leave any POD or similar devices longer than 72 hours on any property within the city without first obtaining a permit from the City. A permit fee shall be paid as set forth by City Council in a schedule of fees. The permit shall be for a time period not to exceed 90 days during which time the unit may be kept on the property. The 90 days will include loading and unloading time. No more than one permit may be issued for any lot or parcel of property in any 12-month period. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

6. Discussion and consideration of Ordinance No. 2021-09 adjusting the City of Meadows Place schedule of fees for Portable on Demand Storage Units.

Steve Bezner, resident at 12222 Meadow Crest, spoke against fees for storage PODS.

Alderman Staigle moved to approve Ordinance No. 2021-09 adjusting the City of Meadows Place schedule of fees for Portable on Demand Storage Units Permit fee of \$25. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

Council then went back to item #5.

7. Discussion and consideration setting a date for the Council Budget Retreat.

Council agreed to hold a Council Budget Retreat on Saturday, June 19, 2021 at 8:30 a.m.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

- 1. Acceptance of the Quarterly Investment Report.**
- 2. Acceptance of CenterPoint Energy's Annual Franchise Payment Calculation effective July 1, 2021.**
- 3. Consider approval of the Minutes held as follows:**
 - February 23, 2021 – Public Hearing
 - March 11, 2021 – Possible Quorum
 - March 23, 2021 – Special Session & Workshop Meeting
 - March 23, 2021 – Regular Meeting

Alderman Staigle moved to approve consent agenda as presented. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

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

Charlie Teague, resident at 11611 Dorrance Lane, read a thank you note from his children for the new park on Brighton Lane.

Steve Bezner, resident at 12222 Meadow Crest, stated that a few residents have asked him about the dead plants in their front yards. He asked that Council instruct Code Enforcement to give residents more time to evaluate and tend to their landscape.

Mayor Jessup stated that they have increased the time frame before enforcement. City met with Boone Holiday of Texas AgLife to get advice regarding dead landscape. Staff is working with residents.

Alderman Baker stated that she has talked to some residents and is finding that there is also an issue at this time getting plants. She stated that Code Enforcement does not need to be too harsh at this time.

Terry Henley, resident at 12203 Alston Drive, stated that he testified in Austin on the bills regarding newspaper advertising. He also stated that he and TML are concerned about SB10 that will not allow cities to lobby. He is also concerned about HB1869, that would require an election before using Certificates of Obligation.

Mayor Jessup thanked him for going to Austin to testify.

Mayor Jessup stated that Council will be moving into Executive Session under Section 551.071, Consult with the Attorney to discuss.

Council then recessed 8:03 p.m. to consult with the City Attorney, Grady Randle, regarding Regular Agenda Item #3.

3. Discussion and possible action regarding the structure located at 11810 Dorrance Lane, Meadows Place, TX 77477 deemed substandard by City Council on February 23, 2021.

Council reconvened at 8:32 p.m.

Alderman Staigle moved to authorize the City Attorney to proceed with filing a lawsuit to demolish the building at 11810 Dorrance Lane previously determined substandard by City Council. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

H. ADJOURN

There being no further business to discuss the meeting adjourned at 8:34 p.m.

These minutes were approved by City Council on May 25, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Kelle Mills, Mayor Pro Tem





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, MAY 11, 2021 AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 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
Alderman, Tia Baker
Alderman, Kelle Mills

Mayor Pro Tem, Kurt Kopczynski
Alderman, Rick Staigle

Alderman Place 1 is vacant.

Nick Haby, City Administrator, and Courtney Rutherford, City Secretary were also present.

B. Issuance of Certificate of Election and Administer Oath of Office to Elected Officials. Kurt Kopczynski, Alderman Place 4, and Kelle Mills, Alderman Place 5

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

C. Discussion and consider of Ordinance No. 2021-10 electing a Mayor Pro Tem

Alderman Staigle made a motion approving Ordinance No. 2021-10 electing Kelle Mills as Mayor Pro Tem. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

Alderman Place 1 is currently vacant.

The motion carried.

Council recessed at 6:35 p.m. and waited for the first applicant to arrive.

Council reconvened at 6:56 p.m. and moved to the conference room to conduct interviews for Alderman Place 1 vacancy.

Mayor Jessup, Mr. Haby, and Ms. Rutherford left at this time for Council to interview Alderman applicants.

D. Interview David Mertins, applicant for Alderman Place 1 vacancy

Council interviewed resident David Mertins for Alderman Place 1 vacancy.

E. Interview Chris Gawlik, applicant for Alderman Place 1 vacancy

Council interviewed resident Chris Gawlik for Alderman Place 1 vacancy.

F. Adjourn

There being no further business to discuss the meeting adjourned at 7:59 p.m.

These minutes were approved by City Council on May 25, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Kelle Mills, Mayor Pro Tem





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON WEDNESDAY, MAY 12, 2021 AT 7:00 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor Pro Tem, Kelle Mills, at 7:00 p.m. with the following present:

Mayor Pro Tem, Kelle Mills
Alderman, Rick Staigle

Alderman, Tia Baker
Alderman, Kurt Kopczynski

Mayor, Charles D. Jessup, IV was not present.

Alderman Place 1 is vacant.

B. Interview Ping Law, applicant for Alderman Place 1 vacancy

Council interviewed resident Ping Law for Alderman Place 1 vacancy.

C. Interview Brian Frame, applicant for Alderman Place 1 vacancy

Council interviewed resident Brian Frame for Alderman Place 1 vacancy.


D. Adjourn

There being no further business to discuss the meeting adjourned at 8:12 p.m.

These minutes were approved by City Council on May 25, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Kelle Mills, Mayor Pro Tem



MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON WEDNESDAY, MAY 19, 2021 AT 7:00 P.M., VIA ZOOM.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor Pro Tem, Kelle Mills, at 7:00 p.m. with the following present:

Mayor Pro Tem, Kelle Mills
Alderman, Rick Staigle

Alderman, Tia Baker
Alderman, Kurt Kopczynski

Mayor, Charles D. Jessup, IV was not present and Alderman Place 1 is vacant.

City Administrator, Nick Haby and City Secretary, Courtney Rutherford, were also present.

B. Discussion and consideration of applicants for Alderman Place 1 vacancy

Council reviewed the four applicants interviewed for the Alderman Place 1 vacancy. The four residents interviewed were David Mertins, Chris Gawlik, Ping Law, and Brian Frame. Council discussed the different qualities that each candidate had to offer, and they would like to find a way to keep the applicants involved possibly on other City boards or commissions.

Alderman Staigle made a motion to appoint David Mertins for the unexpired term of Alderman Place 1 until the election in May 2022. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Alderman Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

Council then asked Nick Haby, City Administrator, to contact Mr. Mertins to inform him of Council's decision and attend the Council meeting on Tuesday, May 25th to take his Oath of Office and receive his Certificate of Election.

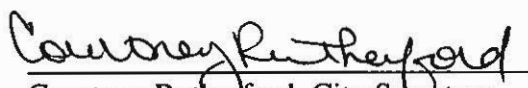
City Council also directed Courtney Rutherford, City Secretary, to contact the other applicants and thank them for applying and invite them to attend the May 25th Council meeting and next EDC meeting.

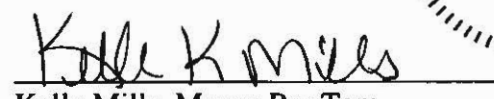
C. Adjourn

Alderman Staigle moved to adjourn. Alderman Kopczynski seconded the motion. There being no further business to discuss the meeting adjourned at 7:19 p.m.

These minutes were approved by City Council on May 25, 2021.

ATTEST:


Courtney Rutherford, City Secretary


Kelle Mills, Mayor Pro Tem





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, MAY 25, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Pro Tem, Kelle Mills, at 6:32 p.m. with the following present:

Alderman, Tia Baker

Alderman, Rick J. Staigle

Alderman, Kurt Kopczynski

David Mertins was sworn in as Alderman Place 1 and joined the meeting at 7:22 p.m.

Charles D. Jessup IV, Mayor, was not present.

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief and Rod Hailey, Public Works Department.

1. Pledge of Allegiance and Invocation

Pledge by: Owen Lester Kevin Baker, and Olivia Baker, Residents and Boy Scouts Troop 301 Members

Invocation by: Scott Lester, Resident

B. REPORTS

1. Police Department – Chief Gary Stewart

Assistant Chief Ashton then gave a brief overview of the monthly statistics and activities report for May 2021, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

No Kirkwood accidents

Alderman Staigle asked Chief Ashton to show the closed cases due to the FLOCK cameras for budget preparation.

2. Parks & Recreation – Colene Cabezas, Parks & Recreation Director

Ms. Cabezas gave a summary of Parks & Recreation activities for the last quarter, March, April, and May. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

Parks and Facilities:

- **CenterPoint ROW** –Parks reseeded edges to allow for a late summer bloom. “Sunflowers” We will partner with the Meadows Elementary, TMN and Monarch Forever to create seed balls and begin again. Will continue to manage the native prairie as it grows back. (Fall Effort)
- **Discovery & Nature Center**-Opened May 1 with new look and hours. Steady flow of visitors
- **Playgrounds**- Working to install fencing at Brighton Park.
- **Majors Ball Field** – As is for now working with PW to plan for a total rehab. Will include a budget amendment and additional funding from EDC to complete.
- **Kirkwood Project**- Replanted 542 plants after the freeze / Still waiting for plant availability to complete project (320 needed)
- **Beautification**- Last evidence of the freeze is along the sound walls at West Airport. Slowly working our way along fence to remove dead ivy. Seasonal change out of flowers has also been affected.
- **Pool** – Prepared for opening on Memorial weekend.
- **Helfman Park**- Weekend Closure in July to repair turf.

Staff:

- Hired Daniel Trlicek as Parks Maintenance Worker
- Leigh Ylanan - Completed Turf Management Training through the University of Georgia. This will help with the maintenance /management of our ball fields.
- Lauren Aguilera – Completed Texas Master Naturalist / Lifeguard / Lifeguard Instructor / NIMS
- Dan Denny – Completed Irrigation Technician Training
- Daniel Trlicek – Completed NIMS

Recreation

- Fully Open and offering all programs without restriction.
- The Community Center rentals have been booked every weekend from May through August.
- Marketing Videos – Filmed 9 Did you know videos / 1 Partner video at Children’s Museum Houston / 1 Roundabout / 1 PD Recruitment to inform viewers of all the amenities Meadows Place has to offer.

Events:

- Re-opened Nature Center- May 1
- Exploration Zone – Climbers, crawlers, and balance logs. Discovery panels to engage the inquisitive mind and challenge kids with activities. New Texas animal species. New hours and days. Averaging 40 visitors weekly.
- Spring Concert Series
 - Hosted 3 concerts / 1 was in partnership with Meadows Elementary PTO

Upcoming Programs:

- Pool Opening – Memorial Weekend / June 4th Kickoff to Summer
 - Wristbands \$10 at Pool.
- Camp beginning – June 7 (9 weeks of camp)

Projects:

- Bikeway Mobility Project – Working with Stafford and the county
- Installing educational signs around the lake and trails
- Solar lights along trail by Treatment Plant
- Roundabout plant replacement

Upcoming Events:

- June 4th – Kick Off to Summer
 - Live Band / Burgers for Residents / Games / Giveaways / Pool Open 6-8pm
- Barefoot Fridays / Jr BFF (June 25 / July 30)
- July 4th Family Festival
 - Posted Presentation / Survey on Facebook and City Website, Polled question participants at concert and Active Adults.
 - Most Votes – Family Festival to include Fireworks, Food Trucks, Live Band, Spirit Booths, Games

Alderman Baker asked about the fence Brighton Park and wanted to know if it was going to be closed. Ms. Cabezas stated that all fences have an opening with a path for entrance.

Alderman Kopczynski stated he was proud of all the amazing things happening in our 1 square mile! He also asked when the Children's Museum video would be available to the public. Ms. Cabezas stated that it is still being edited and should be available soon.

Ms. Cabezas then introduced Owen Lester, Kevin Baker, and Olivia Baker Scouts from Pack 301. The group presented five (5) wood duck boxes to the Parks Department. This project is their part to serve our community.

3. Fire Department Monthly Report for April 2021 – Nick Haby, City Administrator

City Administrator, Nick Haby, presented the Stafford Fire Department report for Meadows Place for the month of April 2021, a copy of which was filed with the City Secretary.

Mr. Haby also mentioned that the current agreement with Stafford Fire Department expires at the end of September. He and the Mayor met with Chief DiCamillo and are working on a new agreement.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief review of City activities for the last month. Mr. Haby stated that a lot has been going. Staff met with Huitt-Zollars and will be meeting again

this week to move forward with this project.

Ms. Haby stated that unfortunately the first Employee Appreciation Day was cancelled due to weather.

Mr. Haby informed Council that staff received a reimbursement from TML for damages during the freeze totaling \$49,000.

Mr. Haby stated that staff has finally started taking photos for the wall of service in the lobby. It will be nice to put a face to the name.

C. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. HDR has submitted the 30% design plans, although he has not had a chance to review them yet.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. This is a joint project with the City of Stafford and will include a trail system, a bridge at the Discovery Center, and a new parking lot near the Training Center. Alderman Staigle and staff are currently reviewing interlocal agreements and trying to finalize the design.

D. REGULAR AGENDA

1. Discussion and consideration of Ordinance No. 2021-07 acknowledging the resignation of John Isbell, Alderman Place 1, and appointing David Mertins for the unexpired term.

Alderman Staigle made a motion approving Ordinance No. 2021-07 acknowledging the resignation of John Isbell, Alderman Place 1, and appointing David Mertins for the unexpired term. Alderman Kopczynski seconded the motion.

Alderman Staigle explained the process Council took to fill the vacancy. Council asked for applicants and then interviewed four of the eight submitted.

The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Mills

Nays: None

Alderman 1 is currently vacant.

The motion carried.

2. Issue Oath of Office and Certificate of Election to newly appointed David Mertins, Alderman Place 1.

City Secretary, Courtney Rutherford, presented the Certificate of Election and administered the Oath of Office to the newly appointed official David Mertins, Alderman Place 1.

3. Discussion and consideration of July 4th celebration event.

City Administrator, Mr. Haby, explained that the city received 133 responses to the online survey. Fifty percent voted for the July 4th Festival and Fireworks, twelve percent voted for the Parade Only, and thirty seven percent voted for the July 4th Festival and Christmas Parade.

Alderman Baker stated that the July 4th Festival with fireworks is still within budget.

Alderman Kopczynski mentioned there was some confusion on Option 2 and 3.

Alderman Staigle stated that the Christmas parade will be an item for discussion in planning next year's budget. He believes residents want more evening events.

Alderman Staigle made a motion authorizing staff to move forward with the July 4th Family Festival and Fireworks for the July 4, 2021, celebration. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

4. Discussion and consideration of Ordinance No. 2021-11 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$15,000 from the City's General Fund balance to a new General Fund line item 100-020-521400, Communications and Marketing, for communication, social media, videos, and promotions of city activities in Meadows Place.

Alderman Staigle made a motion approving Ordinance No. 2021-11 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$15,000 from the City's General Fund balance to a new

General Fund line item 100-020-521400, Communications and Marketing, for communication, social media, videos, and promotions of city activities in Meadows Place. Alderman Baker seconded the motion.

Mr. Haby explained that historically the city has used a marketing firm for city communications. Over the years this has grown to more than EDC work, therefore this item is to fund the non-EDC items from the general fund. EDC funding is only for new or expanding business development. This item will require full funding in next year's budget.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

5. Discussion and consideration of Ordinance No. 2021-12 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$37,000 from the City's General Fund balance to line item 100-040-580000, Public Works Capital Outlay, reallocating funds for the City's Facilities Review Agreement with Huitt Zollars.

Alderman Staigle made a motion approving Ordinance No. 2021-12 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$37,000 from the City's General Fund balance to line item 100-040-580000, Public Works Capital Outlay, reallocating funds for the City's Facilities Review Agreement with Huitt Zollars. Alderman Mertins seconded the motion.

Alderman Staigle stated that this is reallocating unused funds from last year.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

6. Discussion and consideration of Ordinance No. 2021-13 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$35,000 from the City's General Fund balance to line item 100-040-566000, Public Works Sprinkler System Maintenance, for irrigation repairs.

Alderman Baker made a motion approving Ordinance No. 2021-13 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$35,000 from the City's General Fund balance to line item 100-040-566000, Public Works Sprinkler System Maintenance, for irrigation repairs. Alderman Staigle seconded the motion.

Alderman Staigle stated that this is place holder amount for outstanding repairs and that Council and staff will the need to be outsource irrigation maintenance.

Mr. Hainey explained that so far, he has done about \$50,000 in repairs and this amendment will help address more repairs. Once repairs are complete a decision needs to be made on how to maintain the system.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

7. Discussion and consideration of Resolution No. 2021-11 designating the City Right of Way along Kirkwood Road from the northern city limit line of Meadows Place to the northern intersection line of West Airport Boulevard as a linear park within the City of Meadows Place, Texas.

Alderman Staigle made a motion approving Resolution No. 2021-11 designating the City Right of Way along Kirkwood Road from the northern city limit line of Meadows Place to the northern intersection line of West Airport Boulevard as a linear park within the City of Meadows Place, Texas. Alderman Kopczynski seconded the motion.

Alderman Staigle mentioned that at the beginning of this project this area was designed as park land with trails. Mr. Haby mentioned that this is item is for record keeping and future funding of maintenance. Since this is park land EDC funds may be used for maintenance.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

8. Discussion and consideration of Resolution No. 2021-12 amending the City's Employee Policy Manual regarding employee longevity pay.

Alderman Baker made a motion approving Resolution No. 2021-12 amending the City's Employee Policy Manual regarding employee longevity pay. Alderman Kopczynski seconded the motion.

Mr. Haby explained that the current personnel policy pays out longevity per paycheck. This item will change to pay out longevity in one lump sum at the end of the calendar year.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

9. Discussion and consideration of Ordinance No. 2021-14 repealing Ordinance No. 2019-07 appointing Vy Nguyen to act as Assistant Prosecutor in the Municipal Court of Record.

Alderman Staigle made a motion approving Ordinance No. 2021-14 repealing Ordinance No. 2019-07 appointing Vy Nguyen to act as Assistant Prosecutor in the Municipal Court of Record. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

10. Discussion and consideration of Ordinance No. 2021-15 calling a Public Hearing for 12047 Sturdivant.

Alderman Baker made a motion approving Ordinance No. 2021-15 calling a Public Hearing to determine whether the building located at 12047 Sturdivant Street, Meadows Place, Texas violates City of Meadows Place Code of Ordinances Chapter 150, Section 150.36 Minimum Standards for Continued Use and Occupancy on June 22, 2021, at 5:30 p.m. Alderman Mertins seconded the motion.

Mr. Haby explained that this house has been a code enforcement issue for quite some time. The Building Official report states that this does appear to be substandard, and the house currently does not have running water.

Alderman Kopczynski stated he's received complaints regarding this house since before becoming a Council Member.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

E. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

April 24, 2021 – Special Meeting

April 27, 2021 – Regular Meeting

May 11, 2021 – Special Meeting

May 12, 2021 – Special Meeting

May 19, 2021 – Special Meeting

Alderman Kopczynski made a motion to approve the Consent Agenda as presented. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

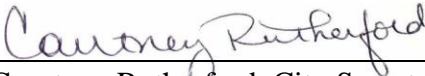
Cheryl Teague, resident at 11611 Dorrance, happy that COVID restrictions have been lifted. She asked about the temperature kiosks still in the lobby. City Secretary, Ms. Rutherford, stated that they are for proceedings and temperature checks and masks are still required due to the Supreme Court. These kiosks are not being used for any other individuals entering City Hall.

G. ADJOURN

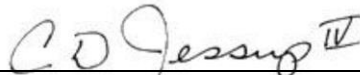
Alderman Staigle motioned to adjourn. Alderman Baker seconded the motion. There being no further business to discuss the meeting adjourned at 7:48 p.m.

These minutes were approved by City Council on June 22, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor



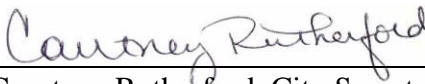


MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT THE KICKOFF TO SUMMER EVENT HOSTED BY THE PARKS AND RECREATION DEPARTMENT ON FRIDAY, JUNE 4, 2021, AT 6:00 P.M., AT THE MCGRATH PARK LOCATED AT 12001 BRIGHTON LANE, MEADOWS PLACE, TEXAS, 77477.

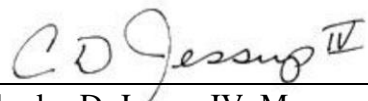
This event was canceled due to rain. A quorum was not present.

These minutes were approved by City Council on June 22, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION AND BUDGET RETREAT MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SATURDAY, JUNE 19, 2021, AT 8:30 A.M., AT MEADOWS PLACE TRAINING CENTER/EOC, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor Jessup, at 8:32 a.m. with the following present:

Mayor Charles D. Jessup, IV

Alderman, David Mertins

Alderman, Rick Staigle

Mayor Pro Tem, Kelle Mills

Alderman, Tia Baker

Alderman, Kurt Kopczynski

City Administrator, Nick Haby; City Secretary, Courtney Rutherford; Finance Director, Anna-Maria Weston; and Public Works Director, Rod Hainey; were also present.

B. Discussion and consideration of Resolution No. 2021-14 accepting the 2021-2022 TML Health 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.

City Secretary, Ms. Rutherford, explained the different options for the TML Health renewal. She stated that TML Health will be moving to the Blue Cross Blue Shield Network with this renewal. She suggested that Council select Option 4, which provides an overall 1.45% premium decrease. This option also offers co-pays for the members. The current agreement is a deductible plan and members must pay a portion of all visits. She stated that knowing a co-pay helps the members better plan for doctor visits and treatments.

She also stated that Council asked her to research Flexible Spending Accounts for the members and the cost would be \$3.70 per month for the members who choose to participate.

Alderman Staigle made a motion to approve Resolution No. 2021-14 accepting Option 4 as presented of the 2021-2022 TML Health Renewal Notice and Benefit Verification Form Setting the Employer Funded Defined Contribution Rate at 93% for Employee Medical, and 100% for Dental, Long Term Disability, Basic Life and AD&D, Voluntary Dependent Life, Additional Employee Life Coverage, and the Flexible Spending Plan. Alderman Mertins seconded the motion. The vote follows:

Ayes: Alderman Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

C. Discussion of the City's *Vision Statement* to review Council's long-term goals, future planning, economic development, and budget review to prepare for the 2021-2022 municipal budget.

Finance Director, Ms. Weston, gave a brief presentation on year-to-date revenue and predictions for the remainder of the fiscal year. She also reviewed the tax rate for proposed budget planning. Staff and Council briefly reviewed expenditures to date.

Public Works Director, Mr. Hainey, gave a presented Council with a proposed Capital Improvement Plan, CIP. He stated that the CIP has short-term projects with a completion time of 0 – 5 years and long-term projects with a completion date of 6 – 15 years. He also stated that this is living document and may be changed based on the needs of the city. Mr. Hainey stated that Council and staff would need to find funding sources for the project ad funding could be found through cash on hand, bonds, or grants.

There was brief discussion among Council and staff regarding the proposed projects and how to fund them.

After the CIP presentation Council briefly reviewed the tax rate, projected revenue, expenditures, utility rates, and salaries.

For planning purposed Council directed staff to use the following numbers in preparing the proposed 2021-2022 municipal budget:

- Salary Increase – 4%
- Sales Tax Revenue - \$725,000
- License & Permit Revenue - \$100,000
- Franchise Revenue - \$250,000
- Fines and Forfeiture Revenue - \$400,000
- Interest Revenue - \$0

D. Discussion regarding dates to meet with Department Directors to review the proposed 2021-2022 Municipal Budget.

Council agreed to meet on the following dates and times with Department Directors to review the proposed 2021-2022 Municipal Budget.

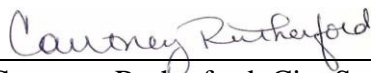
- Parks Department Meeting – July 7th at 6:00 p.m.
- Public Works, Admin and Court – July 10th at 8:30 a.m.
- Police Department – July 20th at 6:00 p.m.

E. Adjourn

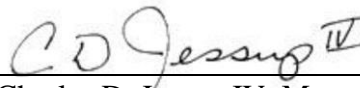
Alderman Baker moved to adjourn. Alderman Mills seconded the motion. There being no further business to discuss the meeting adjourned at 12:26 p.m.

These minutes were approved by City Council on July 27, 2021.

ATTEST:


Courtney Rutherford, City Secretary




Charles D. Jessup IV, Mayor



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JUNE 22, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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

Mayor, Charles D. Jessup IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Alderman, David Mertins
Alderman, Rick J. Staigle
Alderman, Kelle Mills

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

City Attorney, Grady Randle, was also present.

The following staff were also in attendance: Jack Ashton, Assistant Police Chief; Jennifer Cabello, Code Enforcement Official; Rod Hainey, Public Works Director; and Colene Cabezas, Park & Recreation Director.

1. Pledge of Allegiance and Invocation

Pledge by: Terry Henley, Resident and Former Alderman

Invocation by: Jimmy Fenwick, Resident

B. REPORTS

1. Police Department – Chief Gary Stewart

Assistant Chief Ashton then gave a brief overview of the monthly statistics and activities report for May 2021, which was distributed to City Council and filed with the City Secretary.

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

- 10 Accidents – Six at US59 and W Airport Blvd. None in the round-a-bouts
- Fraud at Helfman – resulted in an arrest – Counterfeit ID (19 cars for a total of \$1.3M and \$3M nationwide including Puerto Rico) PD is currently working with 21 other agencies involving this suspect.
- A traffic stop resulted in the search of a vehicle, Officer Richmond recovered two Glock pistols with ammunition and \$20 in cash.
- PD continues to follow COVID protocols.
- Flock Cameras – Continue to be a valuable tool – multiple agencies reaching out for information from our cameras.
- Applied for another for 4 more cameras. Grant has been approved but won't have money until November.

- Awarded a grant for a Police ATV.
- Awarded grant for two in-car laptops.
- Live Scan installed and set up.
- Sgt Dottei retired after 15 years of service.
- Two reserve officers resigned as they were unable to meet state mandated training requirements.
- Shop 38 has been sent out for striping and equipment. It is projected to be in service in approximately 4 weeks.
- MPPD has Active shooter training scheduled for July.
- Monitoring weather as we are in hurricane season.

Alderman Baker stated that she is very impressed by all the great things the Police Department is doing and for the grant money received to help with purchases.

2. Code Enforcement – Official Jennifer Cabello

Ms. Cabello gave a summary of Code Enforcement activities for the last quarter. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

- Total Cases for April, May and June was 932.
- Unoccupied Homes – 10 at this time – determined by monitoring water usage and activity at home for 90 days.
- Reviewed violation types.
- Attended 4 meetings to date with Stafford Code Enforcement Supervisor. They meet every other Tuesday. This is one step to getting her Code Enforcement Officer license.

Mayor Jessup asked about rental license violations and how she becomes aware of the violation. Ms. Cabello explained that when researching for violations she has found that the tenant and FBCAD owner do not match. Also, the house is not listed as homestead. There are currently 47 rental properties registered with the City.

Alderman Staigle stated that he is starting to see trees drooping over streets and sidewalks and asked that she start sending notice.

Alderman Kopczynski asked what Ms. Cabello to explain special off-street parking regulations. She stated that would be trailers or recreational vehicles or vehicles parked on the grass.

Alderman Baker asked how Ms. Cabello is handling dead landscaping due to freeze. Ms. Cabello stated that majority have not complied. Asked if she is working with people? Yes, she is.

Mayor noted that Ms. Cabello is working every other weekend and extended hours for summer.

3. Fire Department Monthly Report for May 2021 – Charles Jessup IV, Mayor

Mayor Jessup presented the Stafford Fire Department report for Meadows Place for the month of May 2021, a copy of which was filed with the City Secretary.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, stated that due to the large agenda he did not have anything to report at this time.

C. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. Budget Season

Mayor Jessup stated budget season has begun and Council had their first meeting this past Saturday with the City Administrator, City Secretary, and Finance Director. The Public Works Director also presented a very well put together CIP.

b. Meadows Place Staff

Mayor Jessup stated he just got back from being out of town for an extended time to travel cross country with his family. He was thrilled with how well staff handled City business while he was away.

c. Meadows Place Home Rule Charter Commission

Mayor Jessup stated that the Charter Commission is beginning to wrap up the Home Rule Charter. The Commission, Grady Randle, City Administrator, and City Secretary have done a great job with this process. The Commission will present to the Home Rule Charter to Council in the near future.

d. Subsidence District Appointee

Mayor Jessup stated that FB Subsidence district cost the city a lot of money every month. The city is fortunate to be a part of a small cities group and they will be assigning two new candidates to the board. One from Fulshear and one from FBCMCA. This will be discussed in more detail at the FBCMCA dinner this Thursday, June 24th.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. He stated that the city has reviewed 30% design plan for Dorrance from Kirkwood to the dog park but will only be able to fund the reconstructions from Kirkwood to Oxford.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. He stated that there will be an action item tonight to approve the interlocal with the county and then a cost proposal for engineering in the future. He stated that Citizens have asked for information to be on website.

Mayor Jessup stated that these 2 items require a lot of work, and the city is lucky to have Alderman Staigle. He has volunteered several hours of work that the city could not afford to pay for.

D. REGULAR AGENDA

1. Discussion and recommendation from the Planning and Zoning Commission regarding Vaquero Bellfort Partners, LP, amending plat application for the property located at Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Bellfort Road, Meadows Place, TX 77477.

Planning & Zoning Commission Chairman, Sean Ulrey, presented the report from the Planning and Zoning Commission recommending approval of the amending plat application for Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Bellfort Road, Meadows Place, TX 77477 which was approved unanimously last night at the Planning & Zoning Commission meeting. A copy of which was filed with the City Secretary.

2. Discussion and consideration regarding the Vaquero Bellfort Partners, LP, amending plat application for the property located at Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Bellfort Road, Meadows Place, TX.

Alderman Staigle made a motion approving the Vaquero Bellfort Partners, LP, amending plat application for the property located at Restricted Reserve “B” and Restricted Reserve “C”, Block 1, CVS Meadows Park 12381 West Bellfort Road, Meadows Place, TX 77477. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle stated that Council does not have authority to decline this request since they have met all requirements requested by the City.

- 3. Discussion and consideration of Ordinance No. 2021-16 calling a Joint Public Hearing before the City of Meadows Place City Council and the Planning and Zoning Commission to be held the 13th day of July 2021 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 1231 West Bellfort Road, Meadows Place, TX 77477.**

Alderman Staigle made a motion approving Ordinance No. 2021-16 calling a Joint Public Hearing before the City of Meadows Place City Council and the Planning and Zoning Commission to be held the 13th day of July 2021 at 6:30 p.m. at Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, to receive public comment regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

- 4. Discussion and consideration of Resolution No. 2021-13 authorizing the Mayor to enter into an Interlocal Agreement with Fort Bend County for the Mobility Bond Project Fort Bend Project No. 20211 – Bikeway at Meadows Place/Stafford.**

Alderman Mertins made a motion approving of Resolution No. 2021-13 authorizing the Mayor to enter into an Interlocal Agreement with Fort Bend County for the Mobility Bond Project Fort Bend Project No. 20211 – Bikeway at Meadows Place/Stafford as amended stating that the County will fund 80% of the project up to \$2,900,000. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Kopczynski, and Mills

Nays: None

Alderman Staigle abstained due to his employment with Fort Bend County.

The motion carried.

- 5. Discussion and consideration of Ordinance No. 2021-17 regarding parking on Amblerwood Drive between Brighton Lane and Dorrance Lane.**

Mayor Jessup stated that this item is to allow parking on west side of Amblerwood near the Nature/Discovery Center.

Alderman Staigle stated that the no parking signs have been removed and staff and Council are not sure what happened. Council has recently been asked to allow parking on the west of Amblerwood for parking at the Nature/Discovery Center.

Alderman Kopczynski made a motion approving Ordinance No. 2021-17 allowing parking on the west side of Amblerwood Drive between Brighton Lane and Dorrance. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

6. Discussion and consideration of Ordinance No. 2021-18 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$17,045 from the City's General Fund balance to line item 100-060-565001, Parks Mowing and Landscaping, for landscaping in the City.

Alderman Staigle made a motion approving Ordinance No. 2021-18 amending the City's General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$17,045 from the City's General Fund balance to line item 100-060-565001, Parks Mowing and Landscaping, for landscaping for the completion of the Kirkwood Roundabout project. Alderman Mills seconded the motion.

Alderman Staigle stated that some of this cost has been reimbursed through insurance.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

7. Discussion and consideration regarding the installation of an electronic sign at the Meadows Place Community Center for City communication.

Staff is requesting to replace the manual marquee sign at the Community Center with an electronic sign. This sign could be asked by all City departments.

Alderman Staigle stated that he does not agree with City doing things that local businesses are not allowed to do. He would like to ask the Planning and Zoning Commission to review the sign ordinance regarding electronic signs and bring a recommendation to City Council.

Alderman Mertins spoke in favor of the electronic sign and stated that it would be an efficient and fast way to communicate with the residents.

Terry Henley, resident at 12203 Alston, spoke in favor electronic signs.

Alderman Kopczynski is in favor of the electronic sign and would like to move forward with a city sign.

Alderman Mills stated that she would like to install more than one sign at the Community Center. She would like a sign in other parts of the city.

Baker believes it would be beneficial for the Community, but agrees this ordinance needs to be reviewed by the P&Z Commission.

Ms. Cabezas there is a \$30 per month fee to access the sign and change it through wi-fi. Industry standard is 5-year warranty and 11-year life expectancy.

At this time, the purchase is not funded.

Mayor instructed P&Z Chair Ulrey to get with the City Secretary to set a meeting to review the sign ordinance.

Alderman Mills made a motion authorizing staff to install an electronic sign as presented and come back at the July meeting with a budget amendment from the general fund. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Kopczynski, and Mills

Nays: Staigle

The motion carried.

8. Discussion and consideration regarding the reconstruction and repair of Majors Baseball Field.

Mayor Jessup stated that staff has done quite a bit of research on what it needed to reconstruct the field.

Brian Frame, resident at 11927 Meadowtrail, made a presentation to Council requesting the city reconstruct and repair Majors Baseball Field located near Meadows Elementary. He also stated that in the future he would the city.

Pam Huddle, resident at 11803 Meadowdale, stated that her family has played in Meadows Place baseball fields for 19 years and begged the city to get the fields fixed and install lighting.

Mayor Jessup interrupted Ms. Huddle and stated that he senses her panic and fear that the city is not going to fix the fields. He stated that the city does have plans to repair the fields, but to what extent is unknown at this time.

James Fields, resident at 11706 Kangaroo Ct, thanked Council for considering the repair of this field. He stated 60% of the players live in the City of Meadows Place. He also asked for help in repairing the smaller fields.

Mayor Jessup asked how much money they have to put towards the small field repair. Mr. Fields stated that they have approximately \$10,000 to \$15,000.

Mayor Jessup stated that currently this is not in the city budget and Council must decide where this money can come from. He stated that baseball had past opportunities for fund raising and encouraged them to fund raise to help with the cost of the repairs. Mr. Fields stated that they have done fund raising.

Mayor Jessup stated that he knows baseball has been the part of this community and he wants it to remain that way.

Alderman Mills stated that she has been involved with the league this season and they have done a lot of fund raising. Her son joined at age 3 and made friends for life. She wants the city to fund the repairs.

Alderman Baker stated that the league did a great job fund raising. She stated the volunteers are tapped out and don't always have enough to help.

Mr. Hainey gave a brief presentation on projected repairs of the Majors baseball field. The school reconstruction caused major damages in irrigation, leveling field, fencing, and the lighting. He has received quotes for repairs. To replace one pole and install new six lights is \$38,000 to replace all three poles and upgrade to LED lights would cost \$66,800. Irrigation \$7,000, fence \$7,000, and field grading would cost approximately \$20,000. Total cost of repairs, with the LED lights, would be approximately \$108,000. This irrigation is only for major's fields and the field repair is for the infield only and does not include the outfield.

Ms. Cabezas stated that fee has gone up tremendously since staff initially quoted repairs.

Alderman Staigle made a motion authorizing staff to move forward with the repairs as presented for Majors Baseball field not to exceed \$150,000 and to bring a budget amendment from the general fund to the Council meeting in July. Alderman Mills seconded the motion.

Mr. Hainey stated that it will take at least 45 – 60 days to complete the repairs once work begins.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

E. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

May 25, 2021 – Regular Meeting

June 4, 2021 – Possible Quorum

Alderman Staigle made a motion to approve the Consent Agenda as presented. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

Bruce Mills, 12123 Scottsdale, resident at, spoke highly of the Meadows Place Police Department and asked if the Fire Department could be more involved and attend the City Council meetings monthly. Mayor Jessup stated that the fire department trains on Tuesday nights. He also thanked the city for housing EMS in the City. He also stated that he would like to meet with the Parks Department regarding solar lights.

Terry Henley, resident at 12203 Alston Dr, spoke about recycle pick up. He thanked Mr. Haby and Ms. Hainey for getting his recycle picked up. He knows that Texas Pride offered a signing bonus to get more drivers, but they are still missing streets in the city.

He also spoke about newspaper legal notices in legislation and reminded Council of the TML Annual Conference in Houston this October.

G. RECESS REGULAR MEETING

City Council recessed at 8:30 p.m. from the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters.

H. EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act, Government Code Section 551.074 – Personnel Matters regarding the annual evaluation of the City Administrator.

I. RECONVENE

City Council reconvened at 9:20 p.m.

No action was taken.

J. ADJOURN

Alderman Mills made a motion to adjourn. Alderman Kopczynski seconded the motion. There being no further business to discuss the meeting adjourned at 9:20 p.m.

These minutes were approved by City Council on July 27, 2021.

ATTEST:

Courtney Rutherford
Courtney Rutherford, City Secretary

CD Jessup IV
Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JUNE 22, 2021, AT 5:30 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 Jessup, at 5:31 p.m. with the following present:

Mayor Charles D. Jessup, IV

Alderman, David Mertins

Alderman, Rick Staigle

Mayor Pro Tem, Kelle Mills

Alderman, Tia Baker

Alderman, Kurt Kopczynski

City Attorney, Grady Randle, City Administrator, Nick Haby; and City Secretary, Courtney Rutherford; also present.

B. Discussion and consideration regarding the substandard progress for the building located at 11810 Dorrance Lane, Meadows Place, Texas.

City Council, Legal Counsel, and staff briefly reviewed the progress of determining 11810 Dorrance Lane. Mr. Randle stated that his office has drafted the lawsuit for review with staff. Mr. Haby and Ms. Rutherford will review the document and submit comments by the end of the week. Mr. Randle stated that city has moved forward with a lawsuit because the homeowner has not made repairs per City Council Order.

Mr. Randle's office will attempt to make deliver of lawsuit to the homeowner.

C. Conduct a Public Hearing before City of Meadows Place City Council to determine whether the building located at 12047 Sturdivant Street, Meadows Place, Texas violates City of Meadows Place Code of Ordinances Chapter 150, Section 150.36 Minimum Standards for Continued Use and Occupancy.

Mayor Jessup opened the Public Hearing for 12047 Sturdivant at 5:42 p.m. He then explained that the purpose of this hearing was to give the property owner, and all interested parties the right to appear and to be heard.

Isaiah Blair and his sister Chrisina Blair, residents at 12047 Sturdivant, addressed City Council and stated that they are working to get the water back on. Mayor Jessup stated that not having water service at the property deems the property substandard per city code.

Mr. Blair stated that he was not working, therefore he was unable to pay the bill or make the repairs on the house. He stated Meadows Place residents Charles and Cheryl Teague have offered to help make repairs to his home.

D. Discussion and possible action regarding the 12047 Sturdivant Street, Meadows Place, TX 77477.

Alderman Staigle made a motion to continue this hearing on July 7, 2021, at 5:30 p.m. to give the resident to get the bill current and get water turned back on. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

Cheryl Teague, resident at 11611 Dorrance Lane, asked if she paid the bill would it change Council's action.

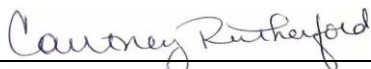
Mayor Jessup stated that it would not. Mr. Blair needs to maintain water service and make the needed repairs on the property.

E. Adjourn

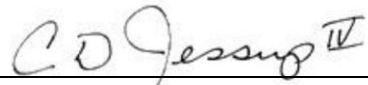
Alderman Staigle moved to adjourn. Alderman Baker seconded the motion. There being no further business to discuss the meeting adjourned at 5:59 p.m.

These minutes were approved by City Council on July 27, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT THE JULY 4TH FAMILY FESTIVAL AND FIREWORKS EVENT HOSTED BY THE PARKS AND RECREATION DEPARTMENT ON SUNDAY, JULY 4, 2021, AT 6:00 P.M., AT MCGRATH PARK LOCATED AT 12001 BRIGHTON LANE, MEADOWS PLACE, TEXAS, 77477.

The Parks and Recreation Department hosted a July 4th Family Festival and Fireworks. The following were present:

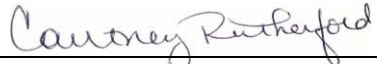
Mayor, Charles D. Jessup, IV
Alderman, John F. Isbell
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kurt Kopczynski
Alderman, Tia Baker
Alderman, Kellie Mills

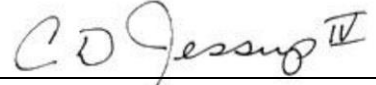
No official business was discussed.

These minutes were approved by City Council on July 27, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION & BUDGET WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON WEDNESDAY, JULY 7, 2021, AT 6:00 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 Jessup, at 5:31 p.m. with the following present:

Mayor Charles D. Jessup, IV

Alderman, David Mertins

Alderman, Rick Staigle

Mayor Pro Tem, Kelle Mills

Alderman, Tia Baker

Alderman, Kurt Kopczynski

City Attorney, Megan Mikutis, City Administrator, Nick Haby; City Secretary, Courtney Rutherford; and Code Enforcement Official, Jennifer Cabello; and Parks and Recreation Director, Colene Cabezas were also present.

B. Continuation of the Public Hearing before City of Meadows Place City Council to determine whether the building located at 12047 Sturdivant Street, Meadows Place, Texas violates City of Meadows Place Code of Ordinances Chapter 150, Section 150.36 Minimum Standards for Continued Use and Occupancy.

Mayor Jessup opened the Public Hearing started on June 22nd regarding the building located at 12047 Sturdivant Street.

Sharon Kitchens, resident at 12034 Pender, stated that she lives behind the property and the grass in the backyard is knee high with rodents and debris. She also stated that the fence is falling.

Cheryl Teague, resident at 11611 Dorrance Lane, stated that she and her husband have been working with Mr. Blair on his property.

Isaiah Blair, resident at 12047 Sturdivant Street, stated that he has spoke with several people who have offered to help with the property, but have not been able to do the work due to the rain.

Mayor Jessup stated that there is a list of violations for the property that have not been repaired including trim work.

Ms. Rutherford stated that the water has been turned back on, but there is still a leak on the property that needs to be repaired.

Alderman Mills stated that she reached out to the community for help and has collected \$260. She told Mr. Blair that there are people in the community that want to help, but he and his family need to work with them to complete the repairs.

C. Discussion and possible action regarding the 12047 Sturdivant Street, Meadows Place, TX 77477.

Alderman Baker made a motion to recess into Executive Session per Sec. 551.071 of the Texas Government Code to consult with the City Attorney regarding 12047 Sturdivant. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

City Council recessed into Executive Session at 6:22 p.m.

City Council adjourned the Executive Session and reconvened at 6:55 p.m.

Alderman Mills made a motion determining the property at 12047 Sturdivant Street substandard and directing the City Attorney to issue an order to make the necessary repairs and bring the property up to standard per Meadows Place Code of Ordinances Section 150.36. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

D. Discussion and consideration of Ordinance No. 2021-19 authorizing and allowing, under the act governing the Texas Municipal Retirement System, Updated Service Credits and Cost of Living Adjustment.

Alderman Staigle made a motion approving Ordinance No. 2021-19 authorizing and allowing, under the act governing the Texas Municipal Retirement System, Updated Service Credits and Cost of Living Adjustment. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

E. Discussion and consideration of Resolution No. 2021-15 accepting sign the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 “Limitation on Collection of Texas” letter from Fort Bend County Tax Assessor/Collector.

Alderman Kopczynski made a motion approving Resolution No. 2021-15 accepting sign the 10/20 Year Write Off per Texas Property Tax Code Sec.33.05 “Limitation on Collection of Texas” letter from Fort Bend County Tax Assessor/Collector. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

F. Review and discussion of the proposed 2021-2022 budget for the Parks & Recreation Department.

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

Ms. Cabezas stated that she is requesting an additional employee for landscape maintenance.

There was brief discussion among Council and Ms. Cabezas regarding future parks projects like park improvements and landscape maintenance.

G. Review and discussion of the proposed 2021-2022 budget for Administration.

No action on this item.

H. Review and discussion of the proposed 2021-2022 budget for the Municipal Court.

No action on this item.

I. Review and discussion of the proposed 2021-2022 budget for the City Council.

No action on this item.

J. Review and discuss the proposed 2021-2022 Municipal Budget Tax Rate, Revenue and Expenditures projections.

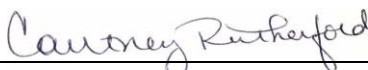
City Council briefly reviewed current salaries for staff. No action was taken.

K. Adjourn

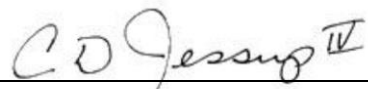
Alderman Staigle moved to adjourn. Alderman Mills seconded the motion. There being no further business to discuss the meeting adjourned at 8:16 p.m.

These minutes were approved by City Council on July 27, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION & BUDGET WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON WEDNESDAY, JULY 10, 2021, AT 6:00 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 Jessup, at 5:31 p.m. with the following present:

Mayor Charles D. Jessup, IV

Alderman, David Mertins

Alderman, Rick Staigle

Mayor Pro Tem, Kelle Mills

Alderman, Tia Baker

Alderman, Kurt Kopczynski

City Attorney, Megan Mikutis, City Administrator, Nick Haby; City Secretary, Courtney Rutherford; and Code Enforcement Official, Jennifer Cabello; and Parks and Recreation Director, Colene Cabezas were also present.

B. Review and discussion of the proposed 2021-2022 budget for the Public Works Department.

Public Works Director, Rod Hailey, gave a detailed overview of proposed budget items for the Public Works Department.

Mr. Hailey stated that he is asking for additional funding to outsource irrigation maintenance. Mr. Hailey stated that it is difficult for his department to keep with the maintenance and repairs since he only has two employees. Council discussed adding \$80,000 for maintenance and an additional line item of \$70,000 for upgrades.

C. Review and discussion of the proposed 2021-2022 budget for the Water Department.

D. Review and discussion of the proposed 2021-2022 budget for the Sewer Department.

Public Works Director, Rod Hailey, gave a detailed overview of proposed budget items for the Water and Sewer Departments.

Mr. Hailey stated that Council needs to review utility rates to pay for the maintenance and future repairs needed on the water and sewer plants.

E. Review and discussion of the proposed 2021-2022 budget for Administration.

City Secretary, Courtney Rutherford, gave a detailed overview of proposed budget items for Administration.

Ms. Weston stated that a new line item needs to be funded for property abatement and liens. Ms. Rutherford stated that \$5,000 would be a good amount to start.

Council then discussed a possible salary increase for the Finance Director due to her increased work.

There was brief discussion among City Council and staff regarding communications and marketing. Alderman Kopczynski brought a proposal from a local company who specializes in maintaining social media. There was discussion regarding what Council wants on social media and who should be responsible for the post and comments. Council agreed that a separate Workshop is needed to discuss social media.

F. Review and discussion of the proposed 2021-2022 budget for the Municipal Court.

City Secretary, Courtney Rutherford, gave a detailed overview of proposed budget items for Municipal Court. She stated that there are no proposed changes for the 2021-2022 budget.

G. Review and discussion of the proposed 2021-2022 budget for the City Council.

City Secretary, Courtney Rutherford, gave a detailed overview of proposed budget items for City Council. She stated that there are no proposed changes for the 2021-2022 budget.

H. Review and discuss the proposed 2021-2022 Municipal Budget Tax Rate, Revenue and Expenditures projections.

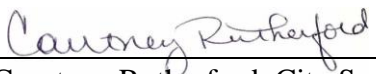
City Council briefly reviewed revenue, expenditures, and the tax rate. No action was taken.

I. Adjourn

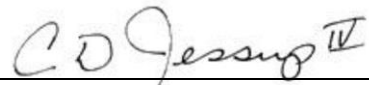
Alderman Kopczynski moved to adjourn. Alderman Mertins seconded the motion. There being no further business to discuss the meeting adjourned at 12:06 p.m.

These minutes were approved by City Council on July 27, 2021.

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 JULY 13, 2021, AT 6:30 P.M. VIRTUALLY VIA ZOOM.

A. Call to Order and Announce a Quorum is Present

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

Mayor, Charles D. Jessup, IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Mayor Pro-Tem, Kelle Mills
Aldermen, Rick J. Staigle

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Aldermen David Mertins and Kelle Mills were not present.

Planning and Zoning Commissioners Matt Oltremari, Sean Ulrey, Mike Elmore, Meredith Smith, David Piwonka, and Alternate Nadya Shelton were present.

B. Conduct a Joint Public Hearing before the City of Meadows Place City Council and Planning & Zoning Commission for the purpose of receiving written and oral comments from any interested person(s) concerning an application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477.

Mayor Jessup opened the Joint Public Hearing at 6:31 p.m. 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.

Paul Blubaugh, resident at 11706 Bolero Ct, questioned what type of auto parts sales was going to be built. Mayor Jessup stated that it will be an O'Reilly Auto Parts. He also questioned the drainage for the new development. Alderman Staigle stated that the detention was designed for development, but the city has not received the final plans for the development. He also requested more landscaping on the property. Mr. Blubaugh also has concerns regarding the hours that the dumpsters are being picked up. Alderman Staigle stated that this needs to be reported to the city in order for staff to address it, because there are hours in place for the garbage pick-up.

Chris Cull, 11702 Bolero Ct, concerned about lighting at the development. Alderman Staigle stated that there are lighting requirements in place.

With no one else signing up to speak, Mayor Jessup closed the Joint Public Hearing at 6:44 p.m.

Council and the Commission took a brief recess at 6:44 p.m. while the Planning and Zoning Commission reconvened in a meeting to prepare a report and recommendation to City Council.

Council reconvened at 6:58 p.m.

- C. Accept report from the Planning and Zoning Commission regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477.**

Planning and Zoning Chairman, Sean Ulrey, presented a report from the Planning and Zoning Commission approving the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477.

Alderman Staigle moved to accept the report the Planning and Zoning Commission approving the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen, Baker, Staigle, and Kopczynski

Nays: None

Aldermen Mertins and Mills were not present.

The motion carried.

- D. Discussion and consideration of Ordinance No. 2021-20 regarding the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477.**

Alderman Staigle moved to approve Ordinance No. 2021-20 approving the application for a Specific Use Permit under Code of Ordinances, Chapter 153, Section 153.095(B)(2)(c)2, Auto parts sales for the property located at 12381 West Bellfort Road, Meadows Place, TX 77477. Alderman Baker seconded the motion.

Alderman Staigle stated that this location is already commercial, and he believes this to be a good fit for the city.

The vote follows:

Ayes: Aldermen, Baker, Staigle, and Kopczynski

Nays: None

Aldermen Mertins and Mills were not present.

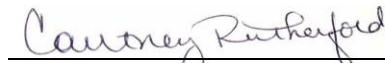
The motion carried.

E. Adjourn


Alderman Kopczynski moved to adjourn the meeting. Alderman Baker seconded the motion. There be no further business the meeting adjourned at 7:01 p.m.

These minutes were approved by City Council on Tuesday, July 27, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor



MINUTES OF THE SPECIAL SESSION & BUDGET WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JULY 20, 2021, AT 6:00 P.M., AT MEADOWS PLACE TRAINING CENTER/EOC, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

A. Call to order and announce a quorum is present.

The meeting was called to order by Mayor Jessup, at 6:00 p.m. with the following present:

Mayor Charles D. Jessup, IV
Alderman, David Mertins
Alderman, Rick Staigle

Mayor Pro Tem, Kelle Mills
Alderman, Tia Baker
Alderman, Kurt Kopczynski

The following staff were also present: City Administrator, Nick Haby; Finance Director, Anna-Maria Weston; and Police Chief, Gary Stewart.

City Secretary, Courtney Rutherford, was not present.

B. Review and discussion of the proposed 2021-2022 budget for the Police Department.

Chief Stewart gave a detailed overview of proposed budget items for the Police Department.

City Council chose to fund a new Police vehicle and Police software in this current fiscal year instead of Fiscal Year 2021-2022.

C. Review and discuss the proposed 2021-2022 Municipal Budget Tax Rate, Revenue and Expenditures projections.

City Council briefly reviewed revenue, expenditures, and the tax rate.

Staff shared budget updates as well as budget and tax rate calendar with Council. Council gave Staff direction to hold the budget and tax rate public hearings before the night that Council adopts the budget and tax rate. Staff also committed to Council that they would review departmental budgets one more time in order to balance the budget, as the draft budget was still not balanced. Tax rate of 0.832 was still the proposed tax rate upon which to balance the budget.

No action was taken.

D. Adjourn

There being no further business to discuss the meeting adjourned at 7:30 p.m.

These minutes were approved by City Council on August 24, minutes were approved by City Council on Tuesday, August 24, 2021.

ATTEST:

Courtney Rutherford

Courtney Rutherford, City Secretary

CD Jessup IV

Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, JULY 27, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Jessup, at 6:31 p.m. with the following present:

Mayor, Charles D. Jessup IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Alderman, David Mertins
Alderman, Rick J. Staigle

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Alderman Kelle Mills was not present.

The following staff were also in attendance: Gary Stewart, Police Chief; Rod and Hainey, Public Works Director.

1. Pledge of Allegiance and Invocation

Pledge by: Rod Hainey, Public Works Director

Invocation by: Jimmy Fenwick, Resident

B. PRESENTATION – SERVICE RECOGNITION

1. Isela Hernandez, Deputy Court Clerk, 5 Years of Service

Mayor Jessup acknowledged Ms. Hernandez for five years of dedicated service to the City.

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for July 2021, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Six calls for Fireworks on July 4 – 1 warning in Meadows Place, 3 in Houston, and 2 unable to locate.
- Flock Safety – 38 hits with 21 located (*13 stolen vehicles, 3 sex offenders, 6 gang-terrorist, 1 Protection Orders, 2 Incorrect Reads, 8 Stolen license plates*)
 - Arrest with unlawful carry of a weapon
- Total Arrest 16 – 5 DWI

- Continue COVID Protocols
- Flock grant pending
- Live Scan installed and setup and mobile unit
- Shop 38 is in service
- Freeze mitigation with FEMA still in progress.
- July 4th Celebration went well – no incidents
- MPPD Active Shorter training in-progress
- Actively trying to fill 4 open positions – only 2 potential applicants at this time
- Continue to monitor weather

Mayor asked about fraud cases. Chief explained a lot are online or over the phone. Best thing to do is educate the public. Mayor would like a “Did You Know” video on this.

Alderman Mertins stated that he saw Officer Foster was on 9 out of 15 arrest. Chief Stewart said they call him Trooper Foster and he is very good at this job.

2. Public Works – Director Rod Hainey

Mr. Hainey gave a summary of Public Works activities for the last quarter. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

Sidewalk repair and replacement program

- Phase 1 was release October 1, 2020, \$33,600.
- Phase 2 was released late March 2021. There are 19 additional locations that have been identified. The approximate cost for Phase II is \$34,930.00.
- The original fund balance was \$70,000. To date we are at \$73,935.00 / 105.62%

Sidewalk repairs that are currently unfunded

The current list of sidewalk repairs that are pending and unfunded amounts to approximately 20 different locations. A portion of these locations will be completed in September 2021 before the end of the fiscal year.

Street Repairs /Road Fee funding

Proposed schedule for 2021.

Completed repairs:

Emergency repair on Pender Lane – school ponds	Jan 2021	\$49,915.00
11922 Meadowtrail Lane	Feb 2021	\$49,505.00
11935 Brighton Lane	Mar 2021	\$23,890.00
12311 Brighton Lane	Mar 2021	\$25,960.00
12010 Ambleswood Drive	May 2021	\$31,895.00
11934 Brighton Lane	July 2021	\$19,335.00

Scheduled to be completed in August 2021:

12211 Meadowcrest	May 2021	\$15,305.00
11915 Bloomington Lane	July 2021	\$23,070.00

Total estimated expenditure: \$238,875.00

USW Expenses for March, April, and May 2021

- **April 2021 - \$39,131.56**
- **May 2021 -\$91,626.05** – This includes 10 major water line repairs 3/3/21 thru 5/2/21 and 17 new meter installations to correct faulty equipment.
- **June 2021 -\$33,242.19**
 - TML insurance paid the city all freeze related invoices below.
 - Freeze repairs Water plants 1 & 2 - \$10,165.00
 - Water plant #3 – Well motor repair - \$24,050.00
 - Well motor rental for plant #3 - \$17,616.00.
 - In addition, the repair on the recycle water line that was submitted late was also funded by TML in the approximate amount of \$5,100.00.

Backflow Devices – update

The freeze damaged a number of the city back flow devices and there are 13 units were tested and half passed, the remainder of the repairs are pending parts delivery.

Irrigation Systems review and update.

- All the irrigation systems have been repaired and one system has a new controller unit.
- These systems and controllers are old and will be scheduled for main component replacement as funding allows.

Public Works Recent projects: - April, May, and June, 2021

- McGrath Park. – sprinkler pump upgrade. Ongoing.
- Cleaning of wet well for lake pump. Ongoing.
- EMS front door replacement. Ongoing
- Major's field, lights, sprinklers, regrade of field, and fence installation. Ongoing
- Consumer confidence report, TCEQ. Completed
- TCEQ testing of water supply for Asbestos. Negative results.
- City Hall upgrade of lights to LED adjustable. Completed.
- TWDB / TCEQ water audit. First one city has been required to complete. Rod and Anna-Maria passed the required training for Water Audit submittal. Completed.
- Gateway at city hall failed. Being replaced. Ongoing.
- Rod and Jake completed WETS sprinkler course.
- Fire Department- ordered new dryer, delivery date August 8.
- City Hall- new picnic table for staff at back door. Ongoing.
- WWTP lift station pump replacement. Ongoing.
- Plumbing repairs in city hall completed.
- PD gate repair. Nexlar. Completed

Black top of Brighton Culdesac – Budget Amendment

CIP discussion

3. Fire Department Monthly Report for June 2021 – Charles Jessup IV, Mayor

Mayor Jessup stated that staff has not received the June 2021 report from Stafford Fire Department.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief update of events from the last month.

Mr. Haby stated that staff met this morning to discuss CIP and agreed that they need to discuss funding in Dorrance.

He stated that there will be several upcoming meetings for budget and tax rate adoption. He reminded Council that tax rate must be adopted within 7 days of public hearing. He stated that staff worked together to balance the 2021-2022 budget and will be present these changes at the August 12th meeting.

He then reminded Council of the upcoming meetings as follows:

- Aug 24th proposed tax rate and set public hearings
- Sep 21st Public Hearings and add an item to discuss tax rate
- Sep 28th Regular Meeting

D. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. Home Rule Charter Commission

Mayor Jessup stated 15 people Commission with 1 alternate. The state regulates this Commission and the city has no authority to direct them. The did prepare a Home Rule Charter that was presented to Council and will go to the voters in an election. Looking at ways to educate the public. We will set the election date tonight. Mayor Jessup thanked the Commission. He will be posting their names so residents can contact them. A copy of the Charter will be mailed to all registered voters

b. Survey on July 4th Preferences

Mayor Jessup stated there is currently a survey on Facebook and City website regarding

July 4th preferences. This survey will close on August 10th. He encouraged everybody to vote.

c. EDC Appointee

Mayor Jessup stated due to a vacancy on the EDC there is an item later in the agenda to appoint a new member. He is happy that EDC President, Bob Graf, has recommended Tim Gooding who has been serving as an advisor to the Commission.

d. Pool & Summer Camp

Mayor Jessup stated that he is so sad we closed. We are running over 20 children per day. Unfortunately, we had to close to illness. City Secretary spent quite a bit of time calculating how to pay the individuals per COVID guidelines. Mayor commended all of the staff that has been working through this COVID incident. He reminded everybody to please be cautious and don't go out while sick.

e. Budget Season

Mayor Jessup stated that we have already discussed budget, but this year in his opinion is the best budget season we have had. The Directors are very knowledgeable of their budgets. They worked very well together to make adjustments for a balanced budget.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. We did receive 75% submission, but he has not had a chance to review it. They will get comments back. One big hiccup are the driveways, due to ADA we will most likely have to go further up driveways.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. Stafford has still not responded to interlocal. Advise sending letter to respond or move forward without them. This will affect the start date of the projection.

Alderman Staigle asked staff to schedule a meeting with CenterPoint due to rumors of denying trail systems. Nick will contact CP to set meeting date.

E. REGULAR AGENDA

1. Discussion and consideration of Ordinance No. 2021-21 calling a Special Election to be held on November 2, 2021, for the purpose of adopting a Home Rule Charter for the City of Meadows Place and providing for early voting and notice of said of election.

Alderman Staigle made a motion approving Ordinance No. 2021-21 calling a Special Election to be held on November 2, 2021, for the purpose of adopting a Home Rule Charter for the City of Meadows Place and providing for early voting and notice of said of election. Alderman

Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: Alderman Mills was not present.

The motion carried.

2. Discussion and consideration of Resolution No. 2021-16 authorizing the Mayor to execute an agreement with Belt Harris Pechacek LLP for the terms and conditions submitted through the city's Request for Proposals for professional Auditing services.

Mayor stated that 6 sealed bids were received and reviewed.

Alderman Baker made a motion approving Resolution No. 2021-16 authorizing the Mayor to execute an agreement with Belt Harris Pechacek LLP for the terms and conditions submitted through the city's Request for Proposals for professional Auditing services. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

Alderman Staigle stated that this agreement is for a three (3) year term with optional renewal.

Mr. Haby stated that staff called several cities and they all had great things to say.

3. Discussion and consideration of Ordinance No. 2021-22 amending the General Fund Revenue Budget for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021 in the amount of \$354,761 due to increased Sales Tax received and reimbursements for Cares Act eligible expenditures.

Alderman Staigle made a motion approving Ordinance No. 2021-22 amending the General Fund Revenue Budget for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021 in the amount of \$354,761 due to increased Sales Tax received and reimbursements for Cares Act eligible expenditures. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

4. Discussion and consideration of Ordinance No. 2021-23 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$150,000 from the City's General Fund Balance to line item 100-040-580000, Public Works Capital Projects, for the Repair to Majors Baseball Field.

Alderman Baker made a motion approving Ordinance No. 2021-23 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$150,000 from the City's General Fund Balance to line item 100-040-580000, Public Works Capital Projects, for the Repair to Majors Baseball Field. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

5. Discussion and consideration of Ordinance No. 2021-24 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$38,250 from the City's General Fund Balance to line item 100-050-533000, Computer Software, for Power DMS Software for TPCA Recognition Program.

Alderman Staigle made a motion approving Ordinance No. 2021-24 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$38,250 from the City's General Fund Balance to line item 100-050-533000, Computer Software, for Power DMS Software for TPCA Recognition Program. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

Alderman Staigle stated that his is for a 5 year contract, therefore saving the City money.

6. Discussion and consideration of Ordinance No. 2021-25 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$69,000 from the City's General Fund Balance to line item 100-050-520510, Vehicle Purchase, for a new Patrol Vehicle and equipment.

Alderman Staigle made a motion approving Ordinance No. 2021-25 amending the General Fund Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 in the amount not to exceed \$69,000 from the City's General Fund Balance to line item 100-050-520510, Vehicle Purchase, for a new Patrol Vehicle and equipment. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

7. Discussion and consideration of Resolution No. 2021-17 appointing a one (1) Director to the Economic Development Corporation for a term commencing immediately and ending December 31, 2021.

Alderman Kopczynski made a motion approving Resolution No. 2021-17 appointing Tim Gooding as a Director to the Economic Development Corporation for a term commencing immediately and ending December 31, 2021. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

8. Discussion and consideration of Resolution No. 2021-18 supporting SKA Consulting's application for a Municipal Setting Designation Certification from the Texas Commission of Environmental Quality.

Mayor Jessup stated that the back up in the packet on the agenda information form. Public Works Director, Rod Hainey, gave a brief explanation. The MSD is attached to a piece of property that has containmenated water. This containmenation is within 300 feet of the surface. Due to this they cannot develop the property. This should not affect the City has it is downstream from the city. He stated that the city would never use this water as our wells are 800 – 1,200 feet deep with a cement casing.

Alderman Staigle made a motion approving Resolution No. 2021-18 supporting SKA Consulting's application for a Municipal Setting Designation Certification from the Texas Commission of Environmental Quality. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

9. Discussion and consideration regarding and ordinance regulating dumpsters in the

city.

Aldermen Kopczynski and Baker requested this item for the agenda. Alderman Kopczynski shared his concerns and stated that there is a dumpster near the school and blocking the sidewalk. With school starting soon he wanted to know the requirements and found we do not have an ordinance covering dumpsters. Council recently approved an ordinance for PODS and believes this is a good ordinance to follow in developing requirements.

Alderman Baker stated that she agrees that they need to be regulated and not allow to block the sidewalk. She would like to see a timeline for the dumpster on the property.

Mayor Jessup stated that the dumpster is most often attached to a building permit and expires when the building permit expires or the work is complete.

Mayor also stated that there is an ordinance that states you cannot block the sidewalk. Mr. Haby states that the code states a vehicle cannot block the sidewalk and a dumpster is not a vehicle.

There was discussion regarding the size of the dumpster and location on the property. There was discussion about limiting it to disposal of construction material.

Staff would like clarification on time limit and location on the property. Not attached to a construction permit limit time frame to 60 days and located on private property and cannot cross the sidewalk or be placed at the curb. Mirror language of PODS ordinance recently passed minus length of dumpster. Present at August 24th meeting.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Review and accept Quarterly Investment Report for the second quarter of year 2021.

2. Consider approval of the Minutes held as follows:

June 19, 2021 – Council Retreat

June 22, 2021 – Special Council Meeting

June 22, 2021 – Regular Meeting

July 4, 2021 – Possible Quorum

July 7, 2021 – Special Council Meeting

July 10, 2021 – Special Council Meeting

July 13, 2021 – Special Council Meeting

Alderman Kopczynski made a motion to approve the Consent Agenda as presented. Alderman

Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

None

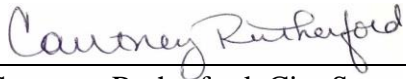
Tia Baker, thanked richard Ramirez

H. ADJOURN

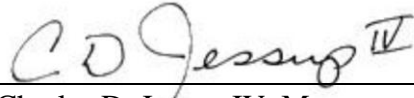
There being no further business to discuss the meeting adjourned at 8:00 p.m.

These minutes were approved by City Council on August 24, 2021.

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 AUGUST 12, 2021, AT 6:00 P.M. VIRTUALLY AT THE MEADOWS PLACE TRAINING CENTER/EOC, 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.

1. Call to Order and Announce a Quorum is Present

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:00 p.m. with the following present.

Mayor, Charles D. Jessup, IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Aldermen David Mertins
Aldermen, Rick J. Staigle

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Mayor Pro-Tem, Kelle Mills was not present.

The following staff were also in attendance: Finance Director, Anna-Maria Weston; Police Chief, Gary Stewart; Public Works Director, Rod Hailey; and Parks & Rec Director, Colene Cabezas.

2. Discussion and consideration of Resolution No. 2021-19 authorizing the Mayor to execute an Interlocal Agreement with the City of Stafford for City-Managed Mobility Project Fort Bend County Project No. 20211- Bikeway at Meadows Place/Stafford.

Alderman Staigle moved to Resolution No. 2021-19 authorizing the Mayor to execute an Interlocal Agreement with the City of Stafford for City-Managed Mobility Project Fort Bend County Project No. 20211- Bikeway at Meadows Place/Stafford. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

3. Discussion and consideration of Resolution No. 2021-20 authorizing the Mayor to execute an agreement with Transcend Engineers & Planners LLC for the Bike and Pedestrian Trail Engineered Design per the Fort Bend County Mobility Bond Project No. 20211.

Alderman Staigle moved to Resolution No. 2021-20 authorizing the Mayor to execute an agreement with Transcend Engineers & Planners LLC for the Bike and Pedestrian Trail Engineered Design per the Fort Bend County Mobility Bond Project No. 20211. Alderman Mertins seconded the motion.

Alderman Staigle stated that he and staff met with CenterPoint. They asked for the route, and they will give us a route analysis and where they want the trail to be. This wouldn't many big changes. The trail would cross Dorrance to the Nature Center and then cut across. Then did state that they would like the trail as straight as possible. CenterPoint is planning to install a 20" gas line in 2022 so the trail will need to go around that.

They discuss the parking lot and CenterPoint stated that they would prefer gravel, but he pointed out they have concrete in other places.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

4. Discussion and consideration of Ordinance No. 2021-26 amending the General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$17,500 from the City's General Fund Balance to line item 100-060-580000, Parks & Rec Capital Improvements, for the purchase and installation of an electronic sign at the Community Center.

Alderman Kopczynski moved to Ordinance No. 2021-26 amending the General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$17,500 from the City's General Fund Balance to line item 100-060-580000, Parks & Rec Capital Improvements, for the purchase and installation of an electronic sign at the Community Center. Alderman Baker seconded the motion.

Alderman Baker asked about the timing for installation. Ms. Cabezas stated that it will be ordered tomorrow. We expect delivery in about 2 weeks.

Alderman Staigle asked about funding from the existing budget, but Ms. Cabezas has plans for that money and some items have been ordered but have not been added to the spreadsheet.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

5. Discussion and consideration of Ordinance No. 2021-27 amending the General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$16,250 from the City's General Fund Balance to line item 100-060-572001, Parks & Rec Grounds Maintenance, for asphalt overlay of the cul-de-sac at the end of Brighton Lane.

Alderman Staigle moved to Ordinance No. 2021-27 amending the General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$16,250 from the City's General Fund Balance to line item 100-060-572001, Parks & Rec Grounds Maintenance, for asphalt overlay of the cul-de-sac at the end of Brighton Lane. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

Alderman Baker asked that staff contact the school and let them know when construction will take place. Chief Stewart suggested contacting FBISD Police Department to coordinate traffic control during construction.

6. Discussion and consideration of Ordinance No. 2021-28 amending the General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to exceed \$49,000 from the City's General Fund Balance to line item 100-040-542013, EOC/TTC West Airport, to replace the air conditioners at the EOC/Training Center.

Mayor Jessup stated that there have been issues with the AC at the Training Center. About 6 weeks ago MLN came out to recharge the system. At that time, they found all three (3) units were leaking. Lennox are currently installed and have a history of bad evaporator coils that leak often. Staff is not aware of the unit leaking prior to this. The concern is that we are in hurricane season and this a critical building. It will be impossible to house staff if the ac is down. MLN provided quotes for repair and replacement. and Ms. Hainey has received several quotes for replacement. Repair cost is \$24,000 to \$32,000 and replacement is \$37,000 to \$49,000. These quotes were pulled together quickly, because there is a 6 – 8-week lead time for replacement. Mr. Hainey stated that the unit is out of warranty.

Replacement cost for Carrier is \$47,000 or \$33,000 between two vendors, but Mr. Hainey has not been able to compare the quote.

Alderman Mertins stated that he thinks we need to replace and not repair due to Lennox history.

Alderman Staigle recommended get a third bid to compare.

Alderman Staigle moved to Ordinance No. 2021-28 amending the General Fund Budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, in the amount not to

exceed \$49,000 from the City's General Fund Balance to line item 100-040-542013, EOC/TTC West Airport, to replace the air conditioners at the EOC/Training Center. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

7. Discussion and consideration of Ordinance No. 2018-32 regarding the general penalties for ordinance violations.

There was discussion among Council and staff on Ordinance No. 2018-32 regarding general penalties for ordinance violations.

The three (3) questions discussed are as follows:

- What is a violation?
 - Council agreed that fines apply to the violations filed in court and.
- How are multiple violations counted?
 - If multiple violations are filed in the court each violation receives a fine.
- Is there a timeframe or expiration for accumulated violations?
 - Council agreed to look at violations in a three (3) year timeframe.

Council then directed staff to bring amended ordinance to the August 24th meeting for review and approval.

8. Review and discuss the proposed 2021-2022 Municipal Budget Tax Rate, Revenue and Expenditures projections

Reviewed certified tax values for Fort Bend CAD and estimated tax rates. Council reviewed the No New Revenue Rate, Voter Approval Rate, and the De Mimmis Tax Rate and the definitions of each rate.

Council and staff reviewed current revenue and projected revenue.

Reviewed proposed budget and all the changes that staff made for a balanced budget in fiscal year 2021-2022. Reviewed the CIP budget and discussion of how to fund the projects.

Discussion regarding an annual park upgrade to \$30,000. Increase election line item to \$15,000.

Accounting Clerk position going full time. Create a new infrastructure line item in the CIP budget.

9. Discussion and consideration regarding water and sewer rates for residential and commercial usage.

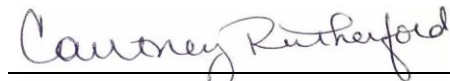
Council and staff review the proposed utility operating budget. There was discussion to increase the trash pick-up rate to \$20.00 per month. Discussion regarding water and sewer rates. Council directed staff to look at adjusting water and sewer rates to help decrease the budget deficit in the utility fund.

10. Adjourn

Alderman Baker moved to adjourn the meeting. Alderman Mertins seconded the motion. There be no further business the meeting adjourned at 9:16 p.m.

These minutes were approved by City Council on Tuesday, August 24, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, AUGUST 24, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Jessup, at 6:31 p.m. with the following present:

Mayor, Charles D. Jessup IV
Alderman, David Mertins
Alderman, Rick J. Staigle

Mayor Pro Tem, Kelle Mills
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Gary Stewart, Police Chief; and Colene Cabezas, Parks & Rec Director.

1. Pledge of Allegiance and Invocation

Pledge by: Dillon Gawlik, Resident

Invocation by: Jimmy Fenwick, Resident

B. PRESENTATIOIN – SERVICE RECOGNITION

1. Jyron Jackson – Police Officer, 15 Years of Service

Mayor Jessup recognized Officer Jackson for his 15 years of dedicated service to the City of Meadows Place and the citizens. He also acknowledged that Officer Jackson has not one sick day in 15 years!

2. Santanna Dominguez, Public Works Maintenance Worker, 5 Years of Service

Mr. Dominguez was not present, but Mayor Jessup did recognize him for his dedicated service to the city.

3. Chris Gawlik – Acknowledging his efforts in saving Meadows Elementary

Mayor Jessup recognized Chris Gawlik for efforts in saving Meadows Elementary. Staff then showed a video regarding the rebuild of Meadows Elementary. Mayor Jessup thanked Chief Ashton for getting the cameras installed that allowed him to capture pictures for the time lapse video.

C. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for August 2021, which was distributed to City Council and filed with the City Secretary.

Chief Stewart spoke on a few highlights from the month as follows:

- Flock Activity
 - 32 hits, 17 vehicles located, and 5 arrest for stolen vehicles
 - 5 Sex Offender Alerts
 - 3 Gang-Terrorist Alert
 - Grant for additional cameras is pending
- Continuing to follow COVID protocols
- Live scan was installed and setup and Mobile unit. Working with Harris County Sheriff for MOU to access the system.
- Shop 39, the newest white Tahoe, is going to Onsite Decals for striping and then to EFS for installation of other equipment.
- Expecting Police ATV grant next month.
- Freeze mitigation with FEMA still in progress, final tier of review of our application submission.
- All TCOLE hours and mandated training have been completed for this training cycle.
- MPPD is actively trying to fill open positions. There are four openings currently: 3 Patrol and 1 Sergeant.
 - Backgrounds are in progress for 1 patrol candidate and 3 part-time dispatchers.
- MPPD continues to monitor weather as it is hurricane season. Encouraged Council and residents to stay prepared.

Mayor stated that he is very pleased with the flock camera activity. He also praised Chief for getting their TCOLE training complete on time.

2. Parks & Rec – Director Colene Cabezas

Ms. Cabezas gave a summary of Parks & Rec activities for the last quarter for the months of June, July, and August. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

Parks and Facilities:

- **CenterPoint ROW** – Trail Project continues to move forward. Staff met with a sign design group for interpretive and wayfinding signs along the trail. They also met with CenterPoint to make sure the trail is built clear of future construction plans for the ROW.
- **Discovery & Nature Center** – Continues to have a steady flow of visitors during the summer. Camp also was able to utilize the facility for part of its programs. Hours were limited for 2 weeks due to limited availability of staff during a covid outbreak.
- **Ball Field** – MPPL and the city have been working together to begin the renovations to the field. Light pole and field repair have been ordered. PW and Parks will meet with FBISD and the Fire Marshal to confirm acceptable placement of the outfield fence. Texas Multi Chem will not be able to complete the field work until December.

- **Kirkwood Project-** In June staff finally replaced all plants from the freeze. They are working with TX Lawn on a new contract to maintain the weeds on a weekly basis effective October 1, 2021.
- **Beautification-** The rain this summer brought quick growth of plants, weeds, and ants. Staff continues to manage what they can between rain and extreme heat.
- **Pool** – Pool ran successfully minus a 2-week shut down for covid and a lap pool repair. We sold \$10K worth of pool bands as compared to \$5K last summer. Pool closing at the end of day on Labor Day.
- **Helfman Park-** Completed a turf repair under the swing set, ordered a new slide to replace a damaged one, Night Herons have successfully flown the coop.

Recreation

- Summer Camp was full each week with an average of 18 kids. Camp did close for the last three weeks due to covid exposure of 14 staff and campers. Refunds were issued to those that were affected by the closure.
- Community Center remained booked throughout summer; however, we are beginning to see a cancellation trend due to covid
- Marketing Videos- Completed 6 new Did you know videos and on schedule to film 3 more this week.

Events:

- Kick off to Summer was cancelled due to rain.
- July 4 was rainy but then it cleared, and we had approx. 800-1K in attendance. The fireworks show lasted 12 min. Survey results have come back that our community would like to continue the evening event with fireworks. I have begun to secure a fireworks vendor for next year.
- BFF – July was canceled due to covid exposure.

Upcoming

- Pool Closing Sept 6 end of day – Labor Day
- New Fall programs will begin in September and participants will be able to register online

Projects:

- Bikeway Mobility Project – Continue to work with Stafford and the county
- Installation of the Digital Marquee by end of September
- Asphalt Overlay to Brighton cul-de-sac will begin after Labor Day and will be coordinated with MPPD / FBISD

Events:

- Fall Festival – October 16 – Craft show with Home & Garden Club, German band, food, beer, Stein holding contest, and kids rides and activities
- Christmas Memories – December 3 (SNOW – Already Ordered)

Mayor Jessup thanked Colene for all her work on these events. He attended the 4th of July event and was pleased with the turn out despite the rain. He thanked Parks for working

through the rain.

Mr. Steve Bezner asked about Oktoberfest. Ms. Cabezas stated the event will be combined with the Fall Festival between the hours of 10:00 a.m. and 2:00 p.m.

3. Fire Department Monthly Report for July 2021 – Charles Jessup IV, Mayor

Mayor Jessup gave brief review of EMS and fire service activity for July 2021 from Stafford Fire Department.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief update of events from the last month. Mr. Haby stated that staff has been doing a lot of work on budget. He has enjoyed the process of working with staff to balance the budget.

The wall of City service is almost complete, and you will soon see photos of staff in the City Hall lobby. They will be organized by years of service.

Council and staff will be attending a social media webinar on September 9th at 9:00 a.m.

D. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. FEMA Risk Rating 2.0

Mayor Jessup stated that FEMA Risk Rating 2.0 will affect all of Fort Bend County. They are currently redoing the rates most of Meadows Place should break even. There is still a lot of unknowns that's why there is an item to oppose this increase currently. He would like to get more information before changing rates. He advised everybody to purchase thief flood insurance prior to September 1, 2021. He and FBCMCA are asking them to postpone for 6 months.

b. Court Collections

City Secretary gave a brief update and stated she and staff met with Linebarger to review Court collections for unpaid fines.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Mayor Jessup thanked Rick for all the work he does for the city. Alderman Staigle gave a brief update on the Dorrance Lane construction project. Reviewed 75% plans and met with HDR. There are few questions to answer:

Few residents have private sidewalks going to the public sidewalk as well as irrigation in the public right of way. Does the city want to replace this as work is done or let the resident be responsible for the damage in the public right of way?

Mayor Jessup stated that he thinks the city should replace it. Council agreed to fund the replacement.

Driveway replacements may go deeper into the residential yard that they wanted. HDR suggested going to a 12% slope. HDR will create the design to present to each resident prior to the work. This will be part of the right-of-way agreement.

Gravel sidewalk in front of Vroom, which is part of phase 2. Does Council want to keep this as decomposed granite or should we upgrade to concrete. Staigle stated that this is 400 feet of concrete. Council agreed to replace with concrete for less maintenance.

Sharrows – bike symbols are Dorrance? – Replace yes or no? Ms. Cabezas is in favor of keeping them to tie into the trail system.

Presented handout on new standard for curb drains. This would require an ordinance to enforce these storm water curb openings.

The all way stops – No study to warrant the stop signs so does Council want to remove the stop signs on Dorrance. Alderman Staigle suggested a workshop to discuss this item.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. Met with CenterPoint and it went pretty good. They would like a routing analysis to make sure the new trail won't interfere with the 20" pipeline to be installed in the future. He also stated that you can design the trail until the routing analysis is complete. Ask CenterPoint how long to get the analysis. Mr. Haby stated that he, staff, and Alderman Staigle have been waiting on the application. The review process should take approximately 6 – 8 weeks.

E. REGULAR AGENDA

- 1. Discussion and consideration of Ordinance No. 2021-29 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 2021-2022 tax**

rate.

Alderman made a motion approving Ordinance No. 2021-29 setting the maximum proposed tax rate at 0.832; setting dates for a public hearing on September 21st at 6:00 p.m. the proposed tax rate; and setting the date City Council will adopt the fiscal year 2021-2022 tax rate. Alderman seconded the motion. The vote follows:

Aldermen Mertins - Aye
Aldermen Baker - Aye
Aldermen Staigle - Aye
Aldermen Kopczynski - Aye
Aldermen Mills - Aye

Mayor Jessup present but does not vote.

The motion carried.

Steve Bezner, resident at 12222 Meadowcrest, asked the average tax increase per resident in Meadows Place. Mr. Haby stated that there will be a presentation in a later item regarding this question.

Mr. Haby stated that this is the proposed tax rate and maximum that Council may adopt. They will vote on the rate in September.

2. Discussion and consideration of Ordinance No. 2021-30 amending the fee schedule regarding trash pick-up and water and sewer rates effective October 1, 2021.

Mr. Haby presented a power point regarding the changes in utility reates. He reminded Council that the budget was going to be about \$112,000 in the deficit with current rates. This rate increase will cut the deficit about \$60,000. The utility fund is supposed to pay for itself.

The proposal does so, while not changing base water/sewer rates (usage up to 4,000 gallons).

The proposed Ordinance makes these changes effective September 26, to match up with the next available billing cycle

Garbage rates have been increased to reflect the increase that Texas Pride is passing onto the city. The trash rate is increasing per the agreement with Texas Pride. That rate is currently \$18.10 and will be increasing to \$20.00. Alderman Staigle stated that there was an increase last year as well and Council did not pass that on to the residents.

Alderman Kopczynski made a motion approving Ordinance No. 2021-30 amending the fee schedule regarding trash pick-up and water and sewer rates effective October 1, 2021. Alderman Staigle seconded the motion.

Alderman Baker stated that it was important to Council for the base to stay the same, so the lower users are not affected.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

3. Discussion and consideration of Ordinance No. 2021-31 accepting the proposed budget and setting the 21st day of September 2021 at 6:00 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 2021-2022.

Mr. Haby gave a brief presentation on the proposed budget. Current proposed budget has a \$45,008 surplus. Staff is suggesting to put this money in the Capital Improvements Projects creating a balanced budget.

Alderman Staigle that the account position was full time and changed to part time because the employee wanted part time. Council is moving it back to full time in order to attract qualified applicants.

Reviewed property tax exemptions. Currently the city offers the maximum homestead exemption. The over 65 exemptions are \$30,000 and there are currently 535 homes with this exemption.

Proposed rate generates approximately \$50,000 in additional revenue.

Alderman Staigle made a motion approving Ordinance No. 2021-31 accepting the proposed budget and setting the 21st day of September 2021 at 6:00 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 2021-2022. Alderman Mills seconded the motion.

Steve Bezner, resident at 12222 Meadowcrest, stated that he was impressed with Council and staff and calculated that increase will be approximately \$35 per house.

He asked how much in currently in the utility reserve account. Mr. Haby stated \$2.45M as of a couple months ago. Alderman Staigle stated that there are several repairs planned for the water facilities.

Terry Henley, resident 12203 Alston Drive, state that the tax rate will increase the revenue approximately 2%. He asked about the park's capital improvement project. Mayor stated that it is \$30,000 for parks new and replacement equipment. He asked for a breakdown of numbers. Alderman Staigle stated that the proposed budget will be on the website for review.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

4. Discussion and consideration of Ordinance No. 2021-32 accepting the proposed Capital Improvement Plan for fiscal year 2021-2022.

Staff has worked on and presented the City's CIP to Council as a part of the FY22 process. The plan, which looks out on both a short-term (5 year) and long-term (15 year) basis consists of both funded and unfunded projects.

After several budget work sessions, tweaks were made based on City Council feedback and the opportunity the City has had to fund some of these items this fiscal year.

This year, Council has the opportunity to formally adopt the CIP, knowing that in some cases, funding sources still need to be identified.

Alderman Mertins made a motion approving Ordinance No. 2021-32 accepting the proposed Capital Improvement Plan for fiscal year 2021-2022. Alderman Kopczynski seconded the motion.

Alderman Staigle asked that the Capital Improvement Plan be placed on the website.

Steve Bezner, resident at 12222 Meadowcrest, stated that this is basically a hundred-year project. He asked is the any chance for mobility funding to replace streets.

Alderman Staigle the County will most likely have another mobility bond project in 2022/2023. The city has funded internal streets in the past for small cities.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

5. Discussion and consideration of Resolution No. 2021-21 authorizing the Mayor to execute an interlocal agreement with the City of Stafford for firefighting, fire protection, and fire investigation services.

Alderman Staigle made a motion approving Resolution No. 2021-21 as amended changing the fire marshal rate from \$35 to \$45 per hour authorizing the Mayor to execute an interlocal agreement with the City of Stafford for firefighting, fire protection, and fire investigation services. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

6. Discussion and consideration of Ordinance No. 2021-33 amending Chapter 91 of the City of Meadows Place Code of Ordinances, Garbage and Trash, by adding Section 91.026: Dumpsters.

Alderman Kopczynski made a motion approving Ordinance No. 2021-33 amending Chapter 91 of the City of Meadows Place Code of Ordinances, Garbage and Trash, by adding Section 91.026: Dumpsters and adding a section 2 stating a permit is required after 72 hours. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

7. Discussion and consideration of Ordinance No. 2021-34 amending the City of Meadows Place Code of Ordinances, Chapter 10: Rules of Construction; General Penalty, Section 10.99 General Penalty of the Code of Ordinances.

Alderman made a Kopczynski motion approving Ordinance No. 2021-34 amending the City of Meadows Place Code of Ordinances, Chapter 10: Rules of Construction; General Penalty, Section 10.99 General Penalty of the Code of Ordinances set the fee for the first violation to \$50, second violation to \$150, and third violation to \$500. Alderman Baker seconded the motion.

Alderman Staigle asked that the city publicize this and explain that residents need to take care of violations before getting a court summons.

Alderman Mertins stated that he wants to educate the residents that Code Enforcement

There was discussion regarding the language of the violation notice. The notice needs to clarify that the city will come back on a certain date to inspect or that the resident needs to submit proof of correction.

Terry Henley, resident at 12203 Alston, asked what the flow chart shows. Mayor Jessup stated that the flow chart is online. He stated that the city needs to verify that the violation has been corrected.

Alderman Baker encourages residents to reach out to City Council with their concerns so issues can be addressed.

Alderman Kopczynski proposed lower the fee due to the court cost, which is approximately \$81, therefore Council lowered the fines for first and second violations.

Mayor Jessup also stated that this is for a 3-year period.

Steve Bezner, resident at 12222 Meadowcrest, he stated that Alderman Baker had a great suggestion to contact City Council with concerns.

Jimmy Fenwick, resident at 12323 Alston, he has experience with code enforcement violations. He got a notice in the mail with pictures regarding the vines growing on his house and fence picket missing. He did not receive a yellow notice as this house. He contacted Jennifer and she worked with him.

Alderman Staigle stated that Council supports code enforcement, but they want the residents treated fairly.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

8. Discussion and consideration of Resolution No. 2021-22 ratifying the First Amendment to the Fort Bend County Cooperation agreement.

Alderman Staigle made a motion approving Resolution No. 2021-22 ratifying the First Amendment to the Fort Bend County Cooperation agreement. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

9. Discussion and consideration of Resolution No. 2021-23 authorizing the Mayor and the City Secretary of the City of Meadows Place, Texas, to enter into a joint election agreement and contract with Fort Bend County for City of Meadows Place November 2, 2021, Special Election services.

Alderman Staigle made a motion approving Resolution No. 2021-23 authorizing the Mayor and the City Secretary of the City of Meadows Place, Texas, to enter into a joint election agreement and contract with Fort Bend County for City of Meadows Place November 2, 2021, Special Election services. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

10. Discussion and consideration of Resolution No. 2021-24 requesting a delay in FEMA Risk Rating 2.0.

Alderman Staigle made a motion approving Resolution No. 2021-24 requesting a delay in FEMA Risk Rating 2.0. Alderman Baker seconded the motion.

Alderman Staigle this will affect home values near the levees.

Alderman Kopczynski thanked Mayor Jessup for leading the charge in this and bringing it to the attention of other cities. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

July 20, 2021 – Special Meeting & Budget Workshop

July 27, 2021 – Regular Meeting

August 12, 2021 – Special Meeting & Budget Workshop

Alderman Mills made a motion to approve the Consent Agenda as presented. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

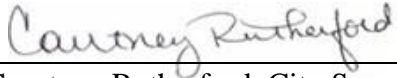
Terry Henley, resident at 12203 Alston, stated gave a brief update regarding TML Region 14 meeting. He presented a resolution to TML regarding publication of notices in the local newspapers.

H. ADJOURN

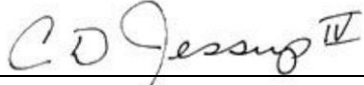
Alderman Baker moved to adjourn. Alderman Mills seconded the motion. There being no further business to discuss the meeting adjourned at 9:04 p.m.

These minutes were approved by City Council on September 28, 2021.

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 AUGUST 24, 2021, AT 5:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

1. Call to Order and Announce a Quorum is Present

The meeting was called to order by Mayor, Charles D. Jessup IV, at 6:00 p.m. with the following present.

Mayor, Charles D. Jessup, IV
Aldermen David Mertins
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kelle Mills arrived at 5:40 p.m.
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Police Chief, Gary Stewart; and Parks & Rec Director, Colene Cabezas.

2. Discussion and presentation from Huitt Zollars regarding the City's facilities review.

Greg Whine, Executive Vice President, from Huitt Zollars made a presentation regarding the city facilities review. Martha, from Huitt Zollars, was also in attendance.

Mr. Whine stated that they recommend completing the project in two phases with the new Police Department building as phase 1.

Council questions:

Alderman Baker stated that she appreciates the different options with pros and cons.

Alderman Kopczynski asked about projections on future staff. Mr. Whine stated that staff projected their future staff needs.

Alderman Mertins stated that this is a long-term project and wanted to know if there are any steps can be done now Staigle stated that was not in the scope of work for this project.

Alderman Staigle stated that Council and staff didn't feel there were many changes that could be done with the current facility.

Alderman Staigle stated the big question is how the City will fund these renovations.

Mayor stated that Council wanted to see the best way to maximize current space and additions needed.

Alderman Mertins asked about elevations to share with staff and residents.

Alderman Staigle once we figure out funding, they will move forward with elevations and renderings.

3. Discussion to set a date for a Workshop to visit the wastewater treatment plant.

There was brief discussion among Council and staff regarding the CARES funds that City has received. At this time the City has received \$568,000 in CARES funds. There has been discussion to use these funds to make repairs at the wastewater treatment plant. The use of these funds is limited; however, they can easily be used for water and sewer improvements.

Council stated that they would like for staff to bring a recommendation regarding repairs.

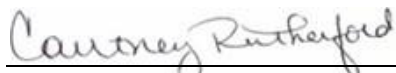
Alderman Mertins, Baker and Kopczynski agreed to meet at the wastewater treatment plant at 8:30 a.m. on September 8, 2021, to tour the facilities.

4. Adjourn

Alderman Mills moved to adjourn the meeting. Alderman Baker seconded the motion. There be no further business the meeting adjourned at 6:13 p.m.

These minutes were approved by City Council on Tuesday, September 28, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup, IV, Mayor





MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT A TOUR OF THE CITY'S WASTEWATER TREATMENT PLANT HOSTED BY THE PUBLIC WORKS DIRECTOR ON WEDNESDAY, SEPTEMBER 8, 2021 AT 8:30 A.M., AT THE MEADOWS PLACE WASTE WATER TREATMENT PLANT, LOCATED AT 11936 ½ MONTIECTO LANE, MEADOWS PLACE, TEXAS, 77477.

The following members of City Council were present:

Alderman, David Mertins
Aldermen, Kurt Kopczynski

Alderman, Tia Baker

Mayor, Charles D. Jessup IV, Mayor Pro-Tem; Kelle Mills; and Alderman Rick Staigle were not present.

No official business was discussed.

These minutes were approved by City Council on September 28, 2021.

ATTEST:

A handwritten signature in cursive script, reading "Courtney Rutherford".

Courtney Rutherford, City Secretary

A handwritten signature in cursive script, reading "C D Jessup IV".

Charles D. Jessup IV, Mayor





MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL SOCIAL MEDIA WEBINAR EVENT HOSTED VIRTUALLY BY THE CITY HALL ESSENTIALS, LLC ON THURSDAY, SEPTEMBER 9, 2021, AT 9:00 A.M., AT THE MEADOWS PLACE EOC/TRAINING CENTER, LOCATED AT 11975 W AIRPORT BLVD., MEADOWS PLACE, TEXAS, 77477.

The following members of City Council were present:

Mayor, Charles D. Jessup, IV
Alderman, David Mertins
Aldermen, Kurt Kopczynski

Mayor Pro-Tem, Kelle Mills
Alderman, Tia Baker

Alderman Rick Staigle was not present.

The following staff were also in attendance: Chief Stewart, Assistant Chief Ashton, Lieutenant Alejandra Adames, Officer Jazmine Melancon, Officer Jyron Jackson, Detective Bruce Campbell, Officer Jerry Brownlee, Sergeant William Nix.

City Manager, Nick Haby, and City Secretary, Courtney Rutherford, also attended virtually.

No official business was discussed.

These minutes were approved by City Council on September 28, 2021.

ATTEST:

A handwritten signature in cursive script that reads "Courtney Rutherford".

Courtney Rutherford, City Secretary

A handwritten signature in cursive script that reads "C D Jessup IV".

Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 21, 2021, AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 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 6:02 p.m. with the following present.

Mayor, Charles D. Jessup, IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Mayor Pro-Tem, Kelle Mills
Aldermen, Rick J. Staigle

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Finance Director, Anna-Maria Weston, Public Works Director, Rod Hainey, and Code Enforcement, Jennifer Cabello.

Aldermen David Mertins was not present.

City Attorney, Megan Mikutis, was also present.

B. Public Hearings

- 1. Conduct a Public Hearing before the City Council of the City of Meadows Place, Texas to hear any and all persons desiring to be heard concerning the 2021 Tax Year Proposed Property Tax Rate for the City of Meadows Place.**

Mayor Jessup opened the Public Hearing at 6:03 p.m. He stated that the purpose of this 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 2021-2022. Mayor Jessup then waiting to see if anybody would show up to speak.

With no one present or signing up to speak, Mayor Jessup closed the Public Hearing at 6:07 p.m.

- 2. Conduct a Public Hearing before the City Council of the City of Meadows Place, Texas to hear any and all persons desiring to be heard concerning City of Meadows Place Municipal Budget for Fiscal Year 2021-2022.**

Mayor Jessup opened the Public Hearing at 6:08 p.m. He stated that the purpose of this 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 2021-2022. Mayor Jessup then waiting to see if anybody would show up to speak.

With no one present or signing up to speak, Mayor Jessup stated that City Council will meet on Tuesday, September 28, 2021, 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. Mayor Jessup then closed the Public Hearing at 6:14 p.m.

C. Regular Agenda

- 1. Discussion and report from the Building Official and resident regarding the structure located at 12047 Sturdivant Street, Meadows Place, TX 77477 deemed substandard by City Council on July 7, 2021.**

Mayor Jessup stated that the Building Official, Kevin Taylor, performed an inspection of the property on Monday, September 20th. Mr. Taylor reported that the broken windows and front door had been replaced, however repairs were still needed to the soffits and fascia boards.

Isaiah Blair and his sister, Christina Blair, were present to discuss progress on their house at 12047 Sturdivant. Mr. Blair stated that he is working with several friends and family members to get the property repaired, but all repairs are not complete at this time. He stated that he doesn't have much free time as he is working a new job and going to school full time. Council explained to him that it is very important that he make time to complete the required repairs in a timely manner.

Mayor Jessup also told Mr. Blair that the water bill is past due again. Mr. Blair stated that he will pay the bill in full on Friday, September 27th.

Mayor Jessup then asked Mr. Blair for a date that he will have all repairs on the house complete. Mr. Blair stated that he could not give a date.

D. Executive Session

Council recessed at 6:28 p.m. to consult with the City Attorney, Megan Mikutis, per Texas Open Meetings Act, Government Code Section 551.071, Consultation with the Attorney.

- 1. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071, Consultation with the Attorney to receive an update regarding the lawsuit regarding the structure located at 11810 Dorrance Lane, Meadows Place, TX 77477 deemed substandard by City Council on February 23, 2021.**
- 2. Pursuant to the Texas Open Meetings Act, Government Code Section 551.071, Consultation with the Attorney regarding possible action regarding the structure located at 12047 Sturdivant Street, Meadows Place, TX 77477 deemed substandard by City Council on July 7, 2021.**

E. Adjourn Executive Session

- 1. Adjourn Executive Session stating that date and time the Executive Session ended and Reconvene the Regular Meeting**

Council adjourned the Executive Session and reconvened the Regular Agenda at 7:34 p.m.

F. Reconvene Regular Agenda

- 2. Discussion and take appropriate action regarding the structure located at 11810 Dorrance Lane, Meadows Place, TX 77477 deemed substandard by City Council on February 23, 2021.**

Mayor Jessup stated that a court hearing is set in County court for Monday, September 27th for this property. No action was taken at this time.

- 3. Discussion and take appropriate action regarding the structure located at 12047 Sturdivant Street, Meadows Place, TX 77477 deemed substandard by City Council on July 7, 2021.**

Alderman Staigle made a motion to set an administrative adjudication hearing, per Section 150.41 of the Code of Ordinances of the City of Meadows Place, for 12047 Sturdivant on Tuesday, October 26th at 6:30 p.m. giving the resident time to pay the water bill and make repairs to the house's fascia and soffits. If repairs are not made the city may assess a civil penalty in an amount not to exceed \$1,000 a day for each violation. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Baker, Staigle, Kopczynski, and Mills

Nays: None

Alderman Mertins was not present.

The motion carried.

Mayor Jessup asked Mr. Blair who was currently living in the house. Mr. Blair and his sister, Christina, stated that they are both living in the house.

- 4. Presentation from USW Utility Group and HRM Environmental LLC regarding repairs to the Wastewater Treatment Plant.**

Corey Bostick of USE Utility Group, Rudy Morrison of Ovivo, and Brendan Kelly of HRM Environmental LLC were present for the presentation.

Mr. Bostick gave a brief history on the Wastewater Treatment Plant. He stated that the plant is over 40 years old and requires a lot of maintenance and repairs. He stated

that in the last five (5) years the city has spent over \$350,000 repairing the travel bridge. He also stated that there are some safety hazards when cleaning the clarifiers. He's met with a couple contractors who stated that over \$1,500,000 of repairs are needed. He then met with HRM & Ovivo who stated the repairs could be done for around \$800,000.

Mr. Morrison gave a brief presentation on the background of the two companies. He stated that they specialize in travel bridge clarifiers. He stated that the city's basin appears to be in good shape, however the wheels on the traveling bridge are worn out and out of alignment. The current traveling bridge has 4 wheels with individual motors that run at different speeds causing it to get out of alignment. The new proposed version runs on modernized power distribution.

Mr. John Vorwaller of Ovivo then gave a presentation on the suggested repairs and upgraded. He showed the differences between and Inboard Launder and the SEL Launder. In the SEL all components are underwater which provides more protection. He recommends upgrading from the hydraulic system to the SEL line shaft system, eliminate the troughs that are rotting and upgrade the existing tank.

There was brief discussion with Council regarding the upgrade and repairs. Council asked about the life expectancy of the new system. Mr. Vorwaller stated that they life expectancy of the new system is 20 to 25 years.

5. Discussion and consideration regarding repairs at the Wastewater Treatment Plant.

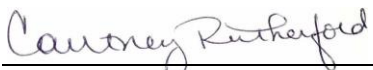
Council directed staff to work with USW Utility Group and HRM Environmental LLC on a proposal for repairs at the Wastewater Treatment Plant that includes a design phase, bid phase and construction with cost for Council to consider.

G. Adjourn

There being no further business to discuss Alderman Mills to adjourn. Alderman Baker seconded the motion and the meeting adjourned at 8:44 p.m.

These minutes were approved by City Council on September 28, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, SEPTEMBER 28, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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

Mayor, Charles D. Jessup IV
Alderman, David Mertins
Alderman, Rick J. Staigle

Mayor Pro Tem, Kelle Mills
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Jack Ashton, Assistant Police Chief; and Jennifer Cabello, Code Enforcement Official.

1. Pledge of Allegiance and Invocation

Pledge by: Terry Henley, Resident, and former Alderman

Invocation by: David Mertins, Alderman

B. REPORTS

1. Police Department – Assistant Chief Jack Ashton

Chief Ashton gave a brief overview of the monthly statistics and activities report for September 2021, which was distributed to City Council and filed with the City Secretary.

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

- 19 Total Arrest
- Continue to follow COVID protocol
- National Night Out – October 5th, so far 4 confirmed block parties
- Live scan installed and set up Mobile Unit. Received signed MOU with Harris County Sheriff Office for MOU to access system. About 8 weeks out for training
- ATV & Flock grants are pending the award notification
- New PD vehicle, Shop 39, has been striped and the to EFA for equipment build
- Freeze mitigation with FEMA still in progress
- ALL TCOLE hours and mandated training have been completed. New cycle starts October 1, 2021.
- Still working to fill 4 open positions: 3 – Patrol, 1 – Sergeant, and 3 Part-Time Dispatchers to fill vacancies. Moving towards one offer for patrol.
- Continue to monitor weather and it is still hurricane season – Reminded Council, staff, and residents to stay prepared.

Mayor Jessup stated that MPPD had their rolling billboard in Richmond for the Fort Bend County Fair. He was proud to have MPPD represented.

Alderman Mertins congratulated MPPD on 19 arrests with part of the department in quarantine.

Alderman Mills stated that kids loved seeing the officers at baseball opening weekend. They loved the stickers! The practice most Tuesdays and Thursdays from 5 pm to 7 pm.

2. Code Enforcement – Jennifer Cabello, Code Enforcement Official

Ms. Cabello gave a summary of Code Enforcement activities for the last quarter for the months of July, August, and September. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

- Total cases opened in July, August, and September was 203 with 345 violations
- Total cases closed was 333 with 511 violations
- Top 3 Violations for this reporting period
 - Grass/Weeds in excess of 9 inches
 - Dead Landscaping/Trees
 - Trashcans/Rubbish/Recycle Bins visible from the street

Mayor Jessup asked about the three (3) unsanitary pools on her list. Is she looking after those or is the homeowner taking care of them? Ms. Cabello stated that there is one pool that the city may need to treat

- When in the field she makes an attempt to knock on the door and speak with the resident.
 - If the resident answers she gives them a yellow tag and follows up with a mailed Notice of Violation.
 - If the resident doesn't answer she give leave the yellow tag and follows up with a mailed Notice of Violation

Alderman Kopczynski asked to modify the notice to state that Code Enforcement will come back to inspect after compliance date in notice.

Alderman Kopczynski asked about "window installed electrical units". Ms. Cabello stated that is window units and they cannot be visible from the street.

Alderman Baker thanked Ms. Cabello for her report. She asked when the case is closed does she notice to the homeowner? Ms. Cabello stated that she does not send notice of case closed.

- Tree clearance violation map showing tree cases currently open and closed.

3. Fire Department Monthly Report for August 2021 – Charles Jessup IV, Mayor

Mayor Jessup gave brief review of EMS and fire service activity for August 2021 from Stafford Fire Department. A copy of which has been filed with the City Secretary

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief update of events from the last month. Mr. Haby acknowledged Chief Ashton and Finance Director; Anna-Maria Weston have done a great job working with FEMA. He knows that it has been an elaborate process.

After actions for Hurricane Nichols staff created an Essential Personnel Form to make sure those essential employees are aware of their expectations during an event. All employees have also completed required training for working an event.

He also mentioned that the Nature Center/Discovery Center is closed this week as they are having a mural painted on the Nature Center floor. All the indoor animals have been moved over to the Discovery Center.

Mayor Jessup stated that he was very impressed with the Hurricane Nicholas AAR.

C. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. National Night Out – October 5, 2021

Mayor stated that this is National Night Out Texas as we are the only state that has it in October; all other states participate in October. He encouraged all of Council to participate in the event and register with MPPD.

b. Fort Bend County Fair

Mayor stated that he along with several other Fort Bend County Mayors participated in the parade. He was proud to have Meadows Place Police Department represented in the parade. He stated that this fair is a long-time tradition in Fort Bend County and last year they gave out \$185,000 in scholarships.

c. Meadows Place Fall Festival & Bazaar – October 16, 2021

Mayor stated Parks & Recreation Department will host the Fall Festival & Bazaar. He stated that more details can be found on the city website and Facebook. He also stated that the Charter Commission will have a pop tent there to visit with residents. The event will take place from 10 am to 2 pm. The Garden Club will have their craft show out in the middle of park this year and those funds go toward their scholarship program.

d. TML Annual Conference

Mayor stated that Council and staff will attend the Annual Conference October 5th through October 9th. He stated that this is a very informative event for Council and staff.

Terry Henely, resident and former TML President, stated that this year's registration is the largest in TML history.

e. Proposed Charter Town Hall Meeting – October 12, 2021

Mayor Jessup stated that Charter Commission will hold a Town Hall meeting on October 12th at 6:30 p.m. to answer questions regarding the creation of the Home Rule Charter and the upcoming election. He encouraged all to attend and invite their neighbors to attend

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. He stated that there are not a lot of updates at this time. There is a contract amendment for HDR to prepare drawings for driveway construction and coordination with residents.

b. Mobility Bond Project Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project.

D. REGULAR AGENDA

1. Discussion and consideration of Ordinance No. 2021-35 adopting the City of Meadows Place Municipal Budget for fiscal year 2021-2022.

Alderman Baker made a motion approving Ordinance No. 2021-35 adopting the City of Meadows Place Municipal Budget for fiscal year 2021-2022. Alderman Mertins seconded the motion. The record vote follows:

Aldermen Baker – Aye
Aldermen Mills – Aye
Aldermen Staigle – Aye
Aldermen Kopczynski – Aye

Aldermen Mertins – Aye

Mayor Jessup present but does not vote.

The motion carried.

2. Conduct a separate vote to ratify the property tax increase reflected in the 2021-2022 budget adopted September 28, 2021.

Alderman Kopczynski made a motion to ratify the property tax increase of 1.66% reflected in the municipal budget for fiscal year 2021-2022 adopted on September 28, 2021. Alderman Baker seconded the motion. The record vote follows:

Aldermen Baker – Aye

Aldermen Mills – Aye

Aldermen Staigle – Aye

Aldermen Kopczynski – Aye

Aldermen Mertins – Aye

Mayor Jessup present but does not vote.

The motion carried

3. Discussion and consideration of Ordinance No. 2021-36 providing a property tax rate for the levy and collection of ad valorem taxes by the City of Meadows Place, Texas, for the year 2021.

Alderman Mertins made a motion approving Ordinance No. 2021-36 providing a property tax rate of \$0.832 per \$100 for the levy and collection of ad valorem taxes by the City of Meadows Place, Texas, for the year 2021. Alderman Staigle seconded the motion.

Alderman Staigle stated that this all maintenance and operations as the city has no debit.

The record vote follows:

Aldermen Baker – Aye

Aldermen Mills – Aye

Aldermen Staigle – Aye

Aldermen Kopczynski – Aye

Aldermen Mertins – Aye

Mayor Jessup present but does not vote.

The motion carried

4. Discussion and consideration of Ordinance No. 2021-37 approving the City of Meadows Place Economic Development Corporation 2020-2021 fiscal year budget as adopted by the Board of Directors at its September 10, 2020, meeting.

Alderman Staigle made a motion approving Ordinance No. 2021-37 approving the City of Meadows Place Economic Development Corporation 2020-2021 fiscal year budget as adopted by the Board of Directors at its September 10, 2020, meeting. Alderman Kopczynski seconded the motion.

Mayor Jessup stated this budget is down 4.88% from last year, however after this budget was passed baseball requested \$15,000 for a score board. Mayor Jessup stated that EDC President stated that there was a unanimous vote by EDC to add the \$15,000 to the budget.

Mayor Jessup stated that Council, boards, and others are causing additional work for staff and this score board will be in the City parks and there has been no discussion regarding the electrical required or coordination with city staff regarding installation and maintenance. Mayor Jessup asked who is going to maintain the scoreboard.

There was brief discussion among City Council, staff, and James Fields of Meadows Place Pony League, regarding the installation and maintenance of the new scoreboard. Mayor Jessup stated that an agreement needs to be in place regarding installation and maintenance before the scoreboard is installed.

Mr. Haby reminded Council that this decision to fund the scoreboard falls with the EDC and Council can only approve the budget at this time.

Terry Henley, an EDC Director, stated that EDC approved the funding, but he agrees all issues with Parks and Public Works need to be worked out before installing

Alderman Baker made a motion to approve Ordinance No. 2021-37 approving the City of Meadows Place Economic Development Corporation 2020-2021 fiscal year budget as amended increasing line item 020-543010, Park Projects, to \$65,000 for fiscal year 2021-2022. Alderman Kopczynski seconded the motion.

Alderman Staigle asked what efforts were made to get sponsorship for the scoreboard. Mr. Fields stated that they did not solicit sponsorship for the scoreboard.

The vote follows:

Ayes: Aldermen Mertins, Baker, Kopczynski, and Mills

Nays: Staigle

The motion carried.

5. Discussion and consideration of Resolution No. 2021-25 authorizing the Mayor to negotiate Contract Amendment #1 not to exceed \$4,475.00 with HDR Engineering, Inc. to provide additional design phase services for the Dorrance Lane

reconstruction project.

Alderman Staigle stated that this is for the extra drawings for the driveways and coordination with the residents for the construction.

Alderman Staigle made a motion approving Resolution No. 2021-25 authorizing the Mayor to negotiate Contract Amendment #1 not to exceed \$4,475.00 with HDR Engineering, Inc. to provide additional design phase services for the Dorrance Lane reconstruction project. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

6. Discussion and consideration of Resolution No. 2021-26 authorizing advertisement for sealed competitive bids for concrete work within the City of Meadows Place.

Alderman Kopczynski made a motion approving Resolution No. 2021-26 authorizing advertisement for sealed competitive bids for concrete work within the City of Meadows Place. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

7. Discussion and consideration of Resolution No. 2021-27 nominating candidates for the Fort Board County Appraisal District Board of Directors.

Alderman Staigle made a motion approving Resolution No. 2021-27 nominating Jim Kij for Chairman, Paul Stamatis Jr. for Vice-Chairman, Michael Rozell for Secretary, and Pamela Gaskin for Director of the Fort Board County Appraisal District Board of Directors. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

E. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

August 24, 2021 – Special Session

August 24, 2021 – Regular Meeting

September 9, 2021 – Possible Quorum

September 10, 2021 – Possible Quorum

September 21, 2021 – Special Meeting

Alderman Staigle made a motion to approve the Consent Agenda as amended correcting the date typo for the Special Meeting from September 20 to September 21. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

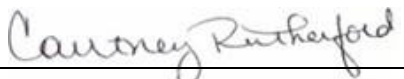
None

G. ADJOURN

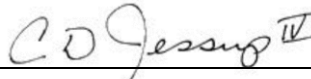
Alderman Baker moved to adjourn. Alderman Mertins seconded the motion. There being no further business to discuss the meeting adjourned at 7:57 p.m.

These minutes were approved by City Council on October 26, 2021.

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 SEPTEMBER 28, 2021, AT 5:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

1. Call to Order and Announce a Quorum is Present

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:33 p.m. with the following present.

Mayor, Charles D. Jessup, IV

Aldermen David Mertins

Aldermen, Rick J. Staigle

Nick Haby, City Administrator

Mayor Pro-Tem, Kelle Mills arrived at 5:38 p.m.

Alderman, Tia Baker

Alderman, Kurt Kopczynski

City Secretary, Courtney Rutherford

2. Discussion regarding City of Meadows Place communications and social media.

Mayor Jessup gave a brief introduction and background regarding this item. He stated that the city currently communicates to the public through the City's newsletter, website, Facebook, and Instagram; all of which are maintained by the Mayor.

Below is a list of items discussed:

- Who will maintain social media once Mayor Jessup stops
- Creation of a Communications/Social Media position. This position could be responsible for communication to the public including the newsletter and social media.
- Hiring a third-party vendor to maintain all social media
- What information and when should it be posted?
- What are the expectations for responding to social media questions and posts?
- Content of posts, proof reading for spelling errors and content
- More purposeful content, for example information on the tax rate
- Posting of upcoming meetings with agendas and live stream link
- City watermark on all photos posted
- Archiving all content on social media

3. Adjourn

Alderman Mills moved to adjourn the meeting. Alderman Kopczynski seconded the motion. There be no further business the meeting adjourned at 6:26 p.m.

These minutes were approved by City Council on Tuesday, October 26, 2021.

ATTEST:

Courtney Rutherford

Courtney Rutherford, City Secretary



CD Jessup IV

Charles D. Jessup, IV, Mayor



MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT THE TOWN HALL MEETING HOSTED BY THE MEADOWS PLACE CHARTER REVIEW COMMISSION ON TUESDAY, OCTOBER 12, 2021, AT 6:30 P.M., AT THE MEADOWS CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS, 77477.

A quorum of City Council was present. The following members were present:

Mayor, Charles D. Jessup, IV
Alderman, Tia Baker
Aldermen, Kurt Kopczynski

Alderman, David Mertins
Alderman Rick Staigle

Mayor Pro-Tem, Kelle Mills was not present.

No official business was discussed.

These minutes were approved by City Council on October 26, 2021.

ATTEST:

A handwritten signature in cursive script, reading "Courtney Rutherford", written in dark ink.

Courtney Rutherford, City Secretary

A handwritten signature in cursive script, reading "C D Jessup IV", written in dark ink.

Charles D. Jessup IV, Mayor





MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT THE MEADOWS PLACE FALL FESTIVAL AND BAZAAR EVENT HOSTED BY THE PARKS AND RECREATION DEPARTMENT ON SATURDAY, OCTOBER 16, 2021, AT 10:00 A.M., AT THE MCGRATH PARK LOCATED AT 12001 BRIGHTON LANE, MEADOWS PLACE, TEXAS, 77477.

A quorum of City Council was present. The following members were present:

Mayor, Charles D. Jessup, IV
Alderman, David Mertins
Alderman Rick Staigle

Mayor Pro-Tem, Kelle Mills
Alderman, Tia Baker
Aldermen, Kurt Kopczynski

was not present.

No official business was discussed.

These minutes were approved by City Council on October 26, 2021.

ATTEST:

A handwritten signature in cursive script, reading "Courtney Rutherford", written in black ink.

Courtney Rutherford, City Secretary

A handwritten signature in cursive script, reading "C D Jessup IV", written in black ink.

Charles D. Jessup IV, Mayor





MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, OCTOBER 26, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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

Mayor, Charles D. Jessup IV
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Alderman, David Mertins
Alderman, Rick J. Staigle

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Mayor Pro Tem, Kelle Mills was not present.

Megan Mikutis from Randle Law was also present for the hearing.

The following staff were also in attendance: Jack Ashton, Assistant Police Chief; Rod Hainey, Public Works Director; and Jennifer Cabello, Code Enforcement Official.

1. Pledge of Allegiance and Invocation

Pledge by: Lt. Adames Alexander, MPPD

Invocation by: Jimmy Fenwick, Resident

Mayor Jessup called item C, Reports, out of order to wait for the resident to arrive for the hearing.

C. REPORTS

1. Police Department – Assistant Chief Jack Ashton

Chief Ashton gave a brief overview of the monthly statistics and activities report for October 2021, which was distributed to City Council and filed with the City Secretary.

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

- Flock Arrest – 29 hits – 11 located – 1 arrest
- Several DWI Arrests
- Continue to follow Covid-19 Protocols
- “Powered Up” for Halloween and preparing for the holidays.
- Pinning ceremony – 5 officers sworn in after a year wait due to covid

- Officers sworn in – J. Hernandez, I. Nsumba, A. Ybarra, C. Foster, Lt. S. Denton,
- Promotions sworn in – Sergeant D. Kenig, Lt. A. Adames, and Asst Chief J. Ashton
- Live Scan Received – Signed MOU from Harris County and on list for training
- Shop 39 – Newest shop has been upfitted and waiting on In-Car Video Cameras to be installed. Should be on the street by this Friday, October 29th
- Received grant for Police ATV
- February Freeze mitigation with FEMA still in process
- Officers Nsumba and Hernandez have started Phase 1 of 16-week training program
- Actively trying to fill 1 Patrol and 1 Sergeant position
- Continuing to monitor weather – one month of hurricane season remaining.

Alderman Kopczynski – asked about additional Flock cameras. Chief Ashton stated that the grant has been awarded for 4 additional cameras. They are working on locations for installation.

2. Public Works – Director Rod Hainey

Mr. Hainey gave a summary of Public Works activities for the last quarter. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

Sidewalk repair and replacement program

The sidewalk replacement program is now part of the annual concrete replacement Bid Project.

Street Repairs /Road Fee funding

The street panel replacement program is also now part of the annual concrete replacement Bid Project.

List of completed street panels for 2021.

• Emergency repair on Pender Lane (School ponds)	Jan 2021	\$49,915.00
• #14 11922 Meadow Trail Lane	Feb 2021	\$49,505.00
• #16 11935 Brighton Lane	Mar 2021	\$23,890.00
• #17 12311 Brighton Lane	Mar 2021	\$25,960.00
• #12 12010 Amblewood Drive	May 2021	\$31,895.00
• #20 12211 Meadow Crest	May 2021	\$15,305.00
• #15 11915 Bloomington Lane	July 2021	\$23,070.00
• #21 11934 Brighton Lane	July 2021	\$19,335.00
• #25 11730 Brook Meadows Lane	Sept 2021	\$15,960.00

Results of the Notice to bidders for concrete replacement will be available in the October 2021 city council meeting. The amount budgeted for these two items is \$70k for sidewalks and \$180k for street panel replacement.

USW Expenses for March, April, and May 2021

- July 2021 - \$52,986.74
- August 2021 -\$56,102.16
- September 2021 -\$59,688.43

Current open issues and repairs with USW

- Well #3 motor has again shorted out, being inspected for cause of damage. Initiated insurance claim with TML
- Existing wheel replacement on travelling bridge- temporary repair. Being repaired today, October 26th. Cost \$17,070.00
- WWTP blower failure. Estimated cost \$24,427.50. Initiated an insurance claim with TML.

Alderman Mertins asked if we found out who is replacing Corey Bostick? Mr. Hainey stated that Byron is taking his place and he is familiar with our district.

Irrigation Systems review and update.

- October 1, 2021, we started the monthly review of all the sprinkler systems in the city with Texas Lawns. Each of the systems will be assessed and the report will be provided to Public Works and Parks. Note – the Kirkwood system will be reviewed bi-weekly. Several links in the systems on Kirkwood, due to employees stepping on the system while weeding and cleaning the beds out. The remainder of the city is on a monthly review.
- EMS door replacement completed by Commercial Doors. New panic hardware meets the Code requirements.
- Majors Field. Lights and sprinklers have been completed. Ongoing portion fence installation and final top grade.
- Gateways. There are three Gateways in the city, located at City Hall, McGrath Park and Water well #2. City Hall unit has been replaced and the other two new units will be installed Late October 2021.
- Fire Alarms at City Hall, Police Department, EMS, and Fire Department were inspected and received an upgraded cell software. (Passed)
- WWTP upgrades. Ovivo and HRM Engineering have been requested to provide a Professional Services agreement for the Design and Rehabilitation of the Travelling Bridge Assembly.
- WWTP Lift station pump, awaiting delivery of new replacement pump.
- Storm Water Permit renewal application has been submitted.
- WWTP Permit renewal has been initiated, - Due September 2022.
- Commercial meters. Testing has begun and eight new meters have been ordered.
- New air condition units for EOC have been ordered. Assembly date will be October 21, 2021.
- Water Plant Number 3 has a new manual disconnect switch installed.

3. Fire Department Monthly Report for September 2021 – Charles Jessup IV, Mayor

Mayor Jessup gave brief review of EMS and fire service activity for September 2021 from Stafford Fire Department. A copy of which has been filed with the City Secretary

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief update of events from the last month.

Staff met with James Fields and Brian regarding the progress of the baseball fields, and they will meet regularly. They also brought in 3 options for the score board. Minors field is complete and hope to have the majors field complete by the end of the year.

Board of Adjustment will be meeting soon on the request for variance for O'Reilly. Planning and Zoning is working to schedule a meeting for next week to discuss signs and bring a recommendation to City Council.

Mayor Jessup went back to Item B on the agenda.

B. ADMINISTRATIVE ADJUDICATION HEARING

1. Administrative adjudication hearing, per Section 150.41 of the Code of Ordinances of the City of Meadows Place, in order to assess a civil penalty for the violations of the Code of Ordinances observed on the property located at 12047 Sturdivant in Meadows Place.

Mayor Jessup opened this hearing at 7:16 p.m. Mayor Jessup asked the homeowner to report to City Council on their progress.

Mr. Isaiah Blair stated that the water bill has been paid and is up to date. They have been working to make repairs on the house. The trim and the fascia boards have been replaced as of today. He stated that work on the back of the house has also been completed and he has pictures that he can send to the city.

Mayor Jessup told Mr. Blair to send the pictures to the City Secretary to forward to City Council for review.

Council recessed at 7:20 p.m. to move into an Executive Session under Section 551.071, Consultation with the Attorney.

Council reconvened Administrative Hearing at 7:33 p.m.

Alderman Staigle asked that Mr. Blair allow Code Enforcement on the property tomorrow to verify that they work is complete.

He also asked when the painting will be complete. Mr. Blair stated that he does not have a date to paint.

Mayor Jessup stated to Mr. Blair that since he did not provide proof that all work was completed Council will continue the hearing on November 16th at 6:30 p.m. However, if he allows Code Enforcement to access the property tomorrow to take photos showing that all work is complete Council will close the case and waive the hearing on November 16th. Mr. Blair stated that he would allow access, however it was supposed to rain. Council agreed to give Mr. Blair until the end of the week to allow Code Enforcement on the property to get photos of the completed work.

Mayor Jessup closed the hearing at 7:36 p.m.

C. REPORTS

1. Police Department – Assistant Chief Jack Ashton

Chief Ashton gave a brief overview of the monthly statistics and activities report for October 2021, which was distributed to City Council and filed with the City Secretary.

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

D. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. Happy New Year/Budget

Mayor stated Happy New Year for the new fiscal year. Staff has officially 99.07% for Property Tax Revenue and revenue over all was up, but we did cut revenue due to Covid.

Mayor stated that he was proud of staff for maintaining their budgets.

b. Election/Early Voting

Mayor stated early voting had started and several Meadows Place residents have been in to vote. He also stated that there were issues with the Post Office getting the proposed Charter out to the registered voters.

Alderman Mertins gave a brief update on his work with Post Office. He is working with Congressman to figure out realistically what they can do. They are working to

get a blue mailbox installed in the city and they are looking at City Hall. He is also looking into the issue of mail being delivered and lost. Mayor asked Alderman Mertins to report monthly on his progress with the Post Office and mail delivery.

c. Subsidence District

Mayor stated about a month he found something about disincentive fees. He contacted the Small Cities Rep and didn't get much of a response. He then contacted Greg Whine, Chairman of the Board, and Mike Turcco of Harris County and Ft Bend County. He and Nick met with them. Mike stated that there is no need to panic even though disincentive fees are going up 190%. Mayor asked for an explanation. He was informed that as long as we are in compliance, Meadows Place is, this fee will not affect Meadows Place.

d. Boards and Commissions

Mayor stated the city is looking to appoint a new member to BOA tonight. He also stated that we need alternates to serve on Boards and Commissions. He stated that serving as an alternate is a good way to get involved. He asked Council if they know anybody, please let him know. He said that if you know anybody and they have questions please ask them to contact the City Secretary.

e. Meadows Place Fall Festival & Bazaar

Mayor stated this was one of the best events to date. He expressed his gratitude to PD for being out there. They did a great job representing Meadows Place Police Department. That shows a great sense of community and that's what the residents are looking for.

He estimated approximately 1,000 people attended. It was nice to see Council there and visiting with the residents. He received a lot of feedback stating this was a great event and the residents had a lot of fun.

Garden Club moved to the center of the event it was also a great success.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Dorrance Lane construction project. He stated that not a lot has changed since last month. He stated that the city should wait until at least January to go out for bid. He stated that Council still needs a workshop on traffic control and this needs to be done before going out to bid. He asked if Council wants PD, Prosecutor, Judge, or City Attorney to attend the meeting. Mayor asked for more detail on the traffic control issue. Alderman Staigle stated that the current issue is Dorrance and Oxford. There was discussion among Council regarding topics they want to discuss at the workshop.

Alderman Mertins asked for a report on stop sign citations over the last 10 years and

how they were prosecuted.

Alderman Kopczynski would like to look at the traffic code and response from legal counsel if the stops remain in place.

Mayor Jessup asked Public Works Director, Rod Hainey, do get traffic counts on Dorrance.

Alderman Baker would like to see history from other cities. What liability does the city face if the stops are put back up?

We will plan for a workshop in November, possibly on November 16.

Surveyors should be done in the field.

b. Mobility Bond - Fort Bend Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle

Alderman Staigle gave a brief update on the Mobility Bond Project. Met with CenterPoint October 15th and not much new information. He has sent them an updated route for review. We may have to move due to the gas line that is going to be installed. Notice to proceed was given to designers to start sidewalk design outside of the easement. We cannot move forward with Parking lot or bridge until confirmation is received regarding the gas line.

One issue moving forward is all contracts restrict structures and that includes lighting. We will address this issue during the permit process.

E. REGULAR AGENDA

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

City Administrator, Nick Haby, asked Council to look at the Annual Report. He stated that the fund balance is a little over \$1,000,000 and a little over half of this is ARAP funds. These funds are restricted. The remaining was due to increased sales tax and unpaid salaries. So, the fund balance net gain is approximately \$500,000.

Alderman Staigle made a motion accepting the Quarterly and Annual Investment Reports. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

2. Discussion and consideration of Resolution No. 2021-28 adopting the 2021-2022 City of Meadows Place Investment Policy and Strategy Guidelines.

Mayor Jessup stated that there are no changes to this policy from last year but must be approved each year.

Alderman Staigle made a motion approving Resolution No. 2021-28 adopting the 2021-2022 City of Meadows Place Investment Policy and Strategy Guidelines. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

3. Discussion and consideration of Resolution No. 2021-29 designating a city representative and an alternate representative to the Houston-Galveston Area Council's 2022 General Assembly.

Alderman Staigle made a motion approving Resolution No. 2021-29 designating Tia Baker as the city representative and David Mertins as the alternate representative to the Houston-Galveston Area Council's 2022 General Assembly. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

4. Discussion and consideration of Resolution No. 2021-30 accepting staff's recommendation regarding the request for sealed competitive bids for concrete work in the city and authorizing the Mayor to execute an agreement for concrete work per Bid No. 2022-01.

Alderman Staigle made a motion approving Resolution No. 2021-30 accepting staff's recommendation regarding the request for sealed competitive bids for concrete work in the city and authorizing the Mayor to execute an agreement with Joe L. Salvide for concrete work per Bid No. 2022-01. Alderman Mertins seconded the motion.

Alderman Staigle asked how these rate compare to previous rates.

Mr. Hainey stated there is a slight increase.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

5. Discussion and consideration of Resolution No. 2021-31 appointing one (1) member to the Meadows Place Board of Adjustment to fill an unexpired term ending December 31, 2021.

Alderman Kopczynski made a motion approving Resolution No. 2021-31 appointing Joe DeBruyn to the Meadows Place Board of Adjustment to fill an unexpired term ending December 31, 2021. Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

6. Discussion and consideration of Ordinance No. 2021-38 amending 130.07, Obstructions, Vegetation on Public Street Right-Of-Way.

Mayor Jessup stated that Code Enforcement was asked who is responsible for maintaining this area. This ordinance clarifies who shall maintain the vegetation in the right-of-way.

Alderman Staigle made a motion approving Ordinance No. 2021-38 amending 130.07, Obstructions, Vegetation on Public Street Right-Of-Way. Alderman Mertins seconded the motion.

Alderman Staigle asked about the trees in the right-of-way? Mr. Haby stated that those belong to the city. Alderman Staigle asked about reviewing this with legal counsel.

Mr. Haby stated that the current ordinance states that any overhang less than 16 feet over the streets and 10 feet over the sidewalk must be trimmed. A resident challenged Code Enforcement and said that is city property therefore the city should trim it. He also stated that city ordinance does state that grass in the ROW is the responsibility of the homeowner.

Alderman Staigle amended his motion to approve this ordinance by adding the verbiage from Chapter 91.039 Section b as Section C as follows:

(C) The requirements of this section apply to any public right-of-way or easement or portion thereof located on the real property or portion thereof required to be cut, including specifically the areas of any real property that extend to or abut upon any curb or paved portion of a public street, the area between a public sidewalk and a public street or highway, and ditches and drainage channels located thereon.

Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

7. Discussion and consideration to reschedule the Regular City Council Meeting in November to November 16, 2021, due to the Thanksgiving holidays.

Alderman Staigle made a motion to reschedule the Regular City Council Meeting in November to November 16, 2021, due to the Thanksgiving holidays. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

8. Discussion and consideration reschedule the Regular City Council Meeting in December due to the Christmas holidays.

Alderman Baker made a motion to reschedule the Regular City Council Meeting in December to December 21, 2021, due to the Christmas holidays. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

F. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

September 28, 2021 – Special Session Meeting

September 28, 2021 – Regular Meeting

October 12, 2021 – Possible Quorum

October 16, 2021 – Possible Quorum

Alderman Staigle made a motion to approve the Consent Agenda. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, and Kopczynski

Nays: None

Alderman Mills was not present.

The motion carried.

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

Chuck McClurkin, 11947 Brighton Lane, asked if the Dorrance reconstruction is from 59 to Dairy Ashford. Alderman Staigle said Council is currently looking at Dorrance from the dog park to Kirkwood and this will have to be done in two (2 parts). He also asked about the current stop signs. Mayor Jessup stated that is why Council is having a workshop to discuss options.

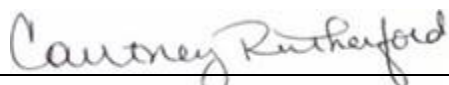
He also asked about Home Rule. He stated that his neighbors heard that Home Rule cannot get bonds for work. Mayor Jessup stated that is false. Mr. Haby state that General Law or Home Rule all has the same ability to borrow money. He also stated that tax laws are the same for General Law and Home Rule.

H. ADJOURN

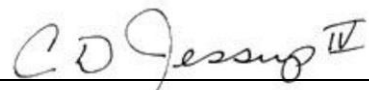
Alderman Kopczynski moved to adjourn. Alderman Baker seconded the motion. There being no further business to discuss the meeting adjourned at 8:51 p.m.

These minutes were approved by City Council on November 16, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF A QUORUM OF THE MEMBERS OF THE MEADOWS PLACE CITY COUNCIL AT THE MEADOWS PLACE PLANNING AND ZONING WEDNESDAY, NOVEMBER 3, 2021, AT 6:00 P.M., TO DISCUSS CITY OF MEADOWS PLACE CODE OF ORDINANCES CHAPTER 153 REGARDING SIGNS AT MEADOWS PLACE CITY HALL LOCATED AT 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS, 77477.

A quorum of City Council was not present. The following members were present:

Mayor, Charles D. Jessup, IV

Alderman, Tia Baker

No official business was discussed by City Council.

These minutes were approved by City Council on November 16, 2021.

ATTEST:

A handwritten signature in cursive script, reading "Courtney Rutherford", written in black ink.

Courtney Rutherford, City Secretary

A handwritten signature in cursive script, reading "C D Jessup IV", written in black ink.

Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON NOVEMBER 15, 2021, AT 5:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 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 5:02 p.m. with the following present.

Mayor, Charles D. Jessup, IV
Alderman, David Mertins
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kelle Mills.
Alderman, Tia Baker

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Alderman Kurt Kopczynski was not present.

B. Discussion and action to consider Ordinance No. 2021-39, canvassing the returns and declaring the results of the Special Election held on November 2, 2021, for the purpose of adopting a Home Rule Charter for the City of Meadows Place.

Mayor Jessup read the returns as follows and stated that the proposition did not pass.:

Proposition A: Shall the proposed Home Rule Charter for the City of Meadows Place, Texas be adopted?

<i>Proposition</i>	<i>Early Voting</i>	<i>Ballot By Mail</i>	<i>Election Day</i>	<i>Total</i>
For	130	3	176	309
Against	239	11	206	456
Undervotes				5

Once the Council Members had completed their review of the canvass, Mayor Jessup called for a motion to approve Ordinance No. 2021-39, canvassing the returns, and declaring the results of the Special Election held on November 2, 2021.

Alderman Staigle made a motion approving Ordinance No. 2021-39, canvassing the returns, and declaring the results of the Special Election held on November 2, 2021, for the purpose of adopting a Home Rule Charter for the City of Meadows Place. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion passed.

Mayor Jessup then stated that this concludes the canvass of the Special Election held on November 2, 2021, for the City Meadows Place with a total of 770 voters.

C. First reading of Resolution No. 2021-32 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$150,000 for the project.

Alderman Mertins made a motion approving Resolution No. 2021-32 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$150,000 for the project. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

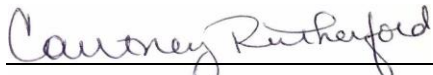
The motion passed.

D. Adjourn

Alderman Staigle moved to adjourn the meeting. Alderman Mills seconded the motion. There being no further business the meeting adjourned at 5:05 p.m.

These minutes were approved by City Council on Tuesday, December 21, 2021.

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 TUESDAY, NOVEMBER 16, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 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
Alderman, David Mertins
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kelle Mills
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

The following staff were also in attendance: Finance Director, Anna-Maria Weston, Public Works Director, Rod Hainey, and Code Enforcement, Jennifer Cabello.

1. Pledge of Allegiance and Invocation

Pledge by: Sean Ulrey, Planning & Zoning Chair and Resident

Invocation by: Jimmy Fenwick, Resident

B. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for November 2021, which was distributed to City Council and filed with the City Secretary. He explained that since Council is meeting early this month the numbers are lower than usual.

Chief Stewart spoke on a few highlights from the month as follows:

- 14 Adult arrests from DWLI, DWI, control substance and FLOCK hits for warrants
- Continue to follow COVID-19 protocols
- Preparing for Christmas Memories and the Holiday Season
- Waiting for training on Live Scan
- All shops (vehicles) are in service
- Completed quarterly training of Officers in Use of Force policy and Self-Defense Tactics, Handcuffing, and Takedowns
- Chiefs attended the International Summit of Mexican Cartels and Gangs
- Freeze mitigation with FEMA still in PROGRESS! He recognized Asst Chief Ashton and Finance Director Anna-Maria Weston for continuing to work on this.
- Hired one new officer Matthew Bruno and three part-time Dispatchers.
- Still one position vacant.
- Holiday season is approaching be safe especially while shopping

Mayor Jessup thanked the Chief for the work especially on the FLOCK hits.

Alderman Mills thanked Chief for the extra patrol on Halloween.

2. Parks & Recreation – Director Colene Cabezas

Ms. Cabeza gave a summary of Parks & Recreation activities for the last quarter for the months of September, October, and November. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

Parks and Facilities:

- **Staffing:** 2 Open positions / interviewing next week
- **Discovery & Nature Center-**The Nature Center floor and walls were painted by a muralist and former resident. The new nature scape has hidden pictures of animals and insects for children to find when visiting.
- **Ball Field** – Light poles are in place and working. Irrigation has been installed and will be completed once the top dressing is complete. Texas Multi Chem will complete both the infield and outfield by end of December. The new fence will Ogo in once the top dressing is done.
- **Kirkwood** -Steps have been taken to assist in the management of the weeds and landscape. Electrical outlets have been installed at the corners of the roundabouts in order to support seasonal displays.
- **Beautification-** Made improvements to the entry signs, led and community center by adding stacked stone
- **Pool-** Replaced sand filters in lap pool (once every 5 years)

Recreation:

- Club 55 is growing. We are seeing new faces each week.
 - They have taken 2 field trips since September – Downtown Aquarium / Ginos Italian Restaurant.
 - In December they will go to Brookwood Community
- Community Center rentals have remained booked but have begun to slow as we approach the Holiday season.
- Field Trip – School Trips have begun again

Events:

- Fall Festival – October 16 – Craft show, German band, food, beer, Stein contest, Kids rides and activities

Upcoming Programs:

- Thanksgiving and Winter break Tennis camp

Upcoming Projects:

- Christmas Decor throughout the city
- Wildflower seeding
- Trout Release Dec 7

Upcoming Events:

- Christmas Memories – December 3

Alderman Baker stated that the adjustments to sign look great. She likes the darker colors and slower movement.

Alderman Mertins thanked Ms. Cabezas for the Fall Festival. He thought it was well executed.

Alderman Kopczynski stated that he was also pleased with the adjustments to the electronic sign. He also stated that the Community Center sign needs to be updated as it is hard to read. He also asked about the dog signs in the parks. Ms. Cabezas stated that she will get with Public Works to get those updated.

Alderman Mills thanked her for use of the Community Center for making Boo Bags for Halloween.

3. Fire Department Monthly Report for October 2021 – Charles Jessup IV, Mayor

Mayor Jessup gave brief review of EMS and fire service activity for October 2021 from Stafford Fire Department. A copy of which has been filed with the City Secretary.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief update of events from the last month. He reported that staff has ordered new audience chairs for the chambers. He also stated that every quarter staff presents a quarterly investment report. He stated that staff will start reporting quarterly the receipts and statements per Chapter 22 of the Local Government Code. As a result of this staff will pull back on the quarterly check reports.

Alderman Mertins stated that he was ok with quarterly reports. Alderman Kopczynski stated that he likes the weekly report. Alderman Staigle stated that the weekly report is easier to review than a three-month report. Council agreed that a monthly check register would suffice.

Mr. Haby reminded Council to look at the Wall of Service before they leave. Staff is very proud of it and residents are taking notice.

C. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. EDC Meeting

Mayor Jessup attended the EDC meeting last week. There was a lot of discussion, and he believes the Corporation has good strong members that are being very proactive in finding businesses for the city. He thanked the EDC members for all their hard work.

b. Redistricting

Mayor Jessup stated that the County Judge and Commissioners approved new boundaries for the four commission precincts. He stated that effective January 1, 2022, Meadows Place will be in Precinct 3, with Commissioner Andy Meyers as the Commissioner.

c. Inflation

Mayor Jessup stated that at the November 1st staff meeting he and staff addressed the possible impact on the budget due to inflation. Staff understands the budget and are aware that they need to watch their budgets closely.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle stated that there is nothing new to report at this time. He also stated that Council and staff have a workshop scheduled November 17th to discuss traffic control devices.

b. Mobility Bond - Fort Bend Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle

Alderman Staigle stated that there is nothing to report at this time. We are still waiting on CenterPoint.

c. Post Office Update – Alderman David Mertins

Alderman Mertins gave a brief update on mail delivery in Meadows Place. He spoke with Troy Nehls, and he stated that he has received forms from several Meadows Place residents regarding a blue mailbox in the city. He encouraged more to submit their forms. The more that are submitted the faster we will see progress. He also stated that progress is moving slow, but we are making progress. Mail service has made

improvements to local delivery.

D. REGULAR AGENDA

1. Accept report from the Planning and Zoning Commission regarding possible changes to City of Meadows Place Code of Ordinances Chapter 153 regarding signs.

Planning and Zoning Commissioner Chairman, Sean Ulrey, presented a report from the Planning and Zoning Commission regarding possible changes to City of Meadows Place Code of Ordinances Chapter 153 regarding signs.

He stated that the Commission had a lengthy discussion regarding signs. The Commission actually took a couple of months to review surrounding cities ordinances as well as four other cities to see the signage allowed. They looked at the cities they wanted to be compared to and noticed that they did not allow electronic signs.

The Commission unanimously agreed to make a recommendation to leave the ordinance as is with no changes to the City of Meadows Place Code of Ordinances Chapter 153 regarding electronic signs.

Alderman Kopczynski thanked P&Z for reviewing this ordinance. He asked which cities do not allow electronic signs. Mr. Ulrey stated a few that do not allow electronic signs were Sugar Land and the Woodlands.

Alderman Baker stated that she attended the meeting and thought they had great discussion. She was impressed with their research and thought process.

Mayor Jessup stated that he also attended and was impressed with their work.

2. Discussion and possible action regarding possible changes to City of Meadows Place Code of Ordinances Chapter 153 regarding signs.

Mayor Jessup stated that Council has a recommendation to leave the ordinance as is. Council took no action on this item.

3. Second reading of Resolution No. 2021-32 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$150,000 for the project.

Alderman Mertins made a motion to approve Resolution No. 2021-32 identifying Dorrance Lane rehabilitation as a project and approving EDC expenses not to exceed \$150,000 for the project. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

4. Discussion and possible action on Resolution No. 2021-33 authorizing advertisement

for sealed competitive bids for Landscape and Lawn Maintenance within the City of Meadows Place.

Alderman Kopczynski made a motion to approve Resolution No. 2021-33 authorizing advertisement for sealed competitive bids for Landscape and Lawn Maintenance within the City of Meadows Place. Alderman Baker seconded the motion.

Alderman Baker noticed that scope of work stated weeding in the roundabouts. She asked that the verbiage be amended to include sidewalks.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

5. Discussion and possible action on Resolution No. 2021-34 authorizing the Mayor to execute an agreement with 24/6 Technical Services, LLC for the replacement of one lift station pump at the Wastewater Treatment Plant.

Mayor Jessup stated that the cost to repair this pump is a little over \$18,00 and the cost to replace is over \$40,000. He asked Mr. Hainey to explain why he is suggesting replacement.

Mr. Hainey explained that these pumps are from 1983 and the original manufacturer has been out of business for over 10 years. He also stated that these pumps are being repaired about once a year. These pumps are not variable speeds and he do not have controls to adjust them. Currently, there is money in the budget for this replacement.

Mayor Jessup asked that he budget replacement of the other 2 pumps next year.

Alderman Staigle made a motion to approve Resolution No. 2021-34 authorizing the Mayor to execute an agreement with 24/6 Technical Services, LLC for the replacement of one lift station pump at the Wastewater Treatment Plant. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

6. Discussion and possible action on Resolution No. 2021-35 authorize the Mayor to sign the 2021 Tax Year Interlocal Agreement with Fort Bend County for Tax Collection Services.

Alderman Baker made a motion to approve Resolution No. 2021-35 authorize the Mayor to sign the 2021 Tax Year Interlocal Agreement with Fort Bend County for Tax Collection Services. Alderman Mills seconded the motion.

Alderman Baker asked how often the rate increases. Mayor Jessup stated that he can't answer that question, but this is the first increase he's seen.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

7. Discussion and possible action on Resolution No. 2021-36 authorizing the Mayor to submit a proposal to name the main canal in Meadows Place that extends into Houston in Harris County and Stafford in Fort Bend County.

Resident Richard Ramirez came across this organization that names bodies of water nationally. He asked if this was eligible, and they said yes, therefore he forwarded that information to the city. Mayor Jessup also stated that the City of Stafford will also be passing a resolution in support of the renaming.

Alderman Staigle made a motion to approve Resolution No. 2021-36 authorizing the Mayor to submit a proposal to name the main canal in Meadows Place, that extends into Houston in Harris County and Stafford in Fort Bend County, as Meadows Place Bayou, East Meadows Place Bayou, and West Meadows Place Bayou. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

8. Discussion and possible action on Resolution No. 2021-37 casting the city's vote for the candidate(s) for the 2021-2022 Fort Bend County Appraisal District Board of Directors.

Alderman Staigle made a motion to approve Resolution No. 2021-37 casting the city's 10 votes for candidate Michael D. Rozell for the 2021-2022 Fort Bend County Appraisal District Board of Directors. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

E. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered

by separate action.

1. Consider approval of the Minutes held as follows:

October 26, 2021 – Regular Meeting

November 3, 2021 – Possible Quorum

Alderman Baker made a motion to approve the Consent Agenda as presented. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

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

Cheryl Teague, resident at 11611 Dorrance Lane, wanted to know who Code Enforcement is using to come look at trees in the city. Ms. Cabello stated that the city uses Boone Holladay from Fort Bend County, Horticulture Texas A&M AgriLife Extension. He works with the cities in Fort Bend County, and it is at no cost to the city.

G. ADMINISTRATIVE ADJUDICATION HEARING

1. Continue the Administrative adjudication hearing from October 26, 2021, per Section 150.41 of the Code of Ordinances of the City of Meadows Place, in order to assess a civil penalty for the violations of the Code of Ordinances observed on the property located at 12047 Sturdivant in Meadows Place.

Mayor Jessup stated that this is a continuation of the Administrative Adjudication Hearing from October 26, 2021. He stated that resident stated that work was complete at the October 26th hearing. Today he sent notice via email stating that the work has not been completed and items are on back order.

Isaiah Blair, resident at 12047 Sturdivant, was present to report to Council. He stated that he has not made any improvements since the last meeting. He has ordered a nail gun to help complete the work faster. He stated that he does have all of the boards to replace, and he was able to complete some board replacements today before the meeting.

Alderman Staigle informed Mr. Blair that he can rent tools at Home Depot on Highway 6. He stated that Council gave him an additional three weeks to get this work completed and again he did not complete the work.

H. EXECUTIVE SESSION

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

Council recessed at 7:45 p.m. to enter into an Executive Session.

- 2. Convene in Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney.**
 - a. Discussion regarding 12047 Sturdivant Administrative adjudication hearing from October 26, 2021, per Section 150.41 of the Code of Ordinances of the City of Meadows Place, in order to assess a civil penalty for the violations of the Code of Ordinances observed on the property.**
 - b. Discussion regarding 11810 Dorrance Lane previously deemed substandard by City Council on February 23, 2021.**
 - c. Discussion regarding 12027 Alston Drive pending litigation.**
- 3. Reconvene the Regular Session to discuss and take appropriate regarding the Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 – Consultation with Attorney.**

Council reconvened into Regular Session at 9:13 p.m.

- a. Discussion and possible action regarding 12047 Sturdivant Administrative adjudication hearing from October 26, 2021, per Section 150.41 of the Code of Ordinances of the City of Meadows Place, in order to assess a civil penalty for the violations of the Code of Ordinances observed on the property.**

Alderman Staigle made a motion assess a civil penalty of \$7,500 and file a lien against the property per the August 5th order and all items A-L of the order must be taken care of at the discretion of our Building Official via an inspection on November 22nd to confirm work is complete. Alderman Mertins seconded the motion.

Alderman Baker wanted it on record that Alderman Mills has done a lot to help. She along with other residents have made donations to help with the repairs.

Alderman Mertins stated that Mr. Blair stated at the previous meeting that the repairs were complete, and they were not, therefore Council is allowing additional time to complete the repairs from August 5th.

The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

Alderman Staigle made a motion stating that is work is not complete to the satisfaction of the Building Official on November 22nd the City Attorney is to move forward with filing suit in district court on December 1, 2021. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

b. Discussion and possible action regarding 11810 Dorrance Lane previously deemed substandard by City Council on February 23, 2021.

Alderman Mertins moved to authorize the City Attorney to enter into discussion with the owner. Alderman Staigle second the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

c. Discussion and possible action regarding 12027 Alston Drive pending litigation.

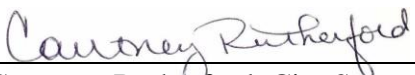
No action.

I. ADJOURN

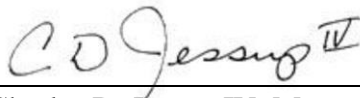
Alderman Staigle made a motion to adjourn. Alderman Mills seconded the motion. There being no further business to discuss the meeting adjourned at 9:19 p.m.

These minutes were approved by City Council on December 21, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Charles D. Jessup IV, Mayor





MINUTES OF THE WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON NOVEMBER 17, 2021, AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 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 6:00 p.m. with the following present.

Mayor, Charles D. Jessup, IV
Alderman, David Mertins
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kelle Mills arrived at 6:10 p.m.
Alderman, Tia Baker
Alderman, Kurt Kopczynski

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

City Attorney, Grady Randle and Judge Bret Kisluk were also attendance.

Staff also in attendance were Police Chief Stewart, Assistant Police Chief Ashton, and Public Works Director Rod Hainey.

B. Discussion regarding traffic control devices in the City of Meadows Place.

Mayor Jessup stated that the reconstruction of Dorrance Lane prompted this item.

City Attorney, Grady Randle, gave brief overview of Chapter 70 in the City of Meadows Place Code of Ordinances regarding traffic signs and stop signs. The current ordinance states that signs installed prior to the passing of that ordinance are deemed valid. He also said that per the Traffic Law Manual the city should use its best judgment in installing stop signs.

Alderman Staigle stated Traffic Engineers would have a different opinion regarding stop signs. He stated that two-way stops are legal and all-way stops have more legal requirements.

Mr. Randle stated that the city has no additional liability if all-way stops are installed or removed, however the city does have maintenance liability.

There was brief discussion regarding traffic stops initiated at stop signs and the liability when a more serious crime is found due to that stop. Chief Stewart stated the usually the traffic stop would be issued as a warning and the probable cause for filing other charges.

Mr. Haby reminded Council that the Dorrance Lane reconstruction is in the design phase now which is almost complete and additional funding would be needed for traffic study.

Council agreed that the stop signs will remain in current positions in the design of Dorrance Lane reconstruction.

Council did ask that staff look into getting electronic speed limit signs that show current speed and flash slow down when driving over the posted speed limit.

C. Discussion related to Right of Way Maintenance Responsibility in Meadows Place.

There was brief discussion among Council and staff regarding the ordinance recently passed stating that is it the responsibility of the homeowner to maintain vegetation in the right-of-way. Alderman Staigle asked if this includes side yards and Council agreed that this does include side yards.

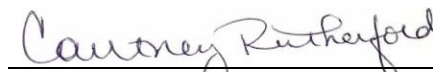
Council agreed not to change the ordinance at this time.

D. Adjourn

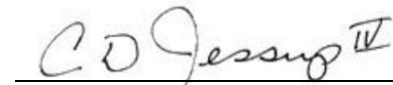
Alderman Baker moved to adjourn the meeting. Alderman Mertins seconded the motion. There being no further business the meeting adjourned at 7:04 p.m.

These minutes were approved by City Council on Tuesday, December 21, 2021.

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 1, 2021, AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 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 6:02 p.m. with the following present.

Mayor, Charles D. Jessup, IV
Alderman, David Mertins
Aldermen, Rick J. Staigle

Mayor Pro-Tem, Kelle Mills.
Alderman, Tia Baker
Alderman Kurt Kopczynski

Nick Haby, City Administrator

City Secretary, Courtney Rutherford

Robert Pechukas with Commissioner Andy Meyers' office was also present.

B. Discussion and possible action regarding a list of capital projects to send to the County for possible funding.

Mayor Jessup stated that he, City Administrator, Nick Haby; and Alderman Tia Baker met with Robert Pechukas and Commissioner Meyers last week. It was real eye opener and productive meeting.

Mr. Pechukas stated that he is excited to work with the city and creating a great relationship.

Mr. Pechukas stated that the County has funds that can be given to the city for certain projects. In order to receive these funds, the city would need to allow Fort Bend County to annex the City of Meadows Place into their County Assistance District (CAD). He also stated that some projects may be funded without joining a CAD.

City Council, staff, and Mr. Pechukas reviewed the list of Capital Projects for the city put together by staff.

Alderman Staigle made a motion to authorizing the Mayor to submit a letter to the County requesting ARPA funding for the following projects:

- Wastewater Treatment Plant – Rehabilitation of the Traveling Bridge Clarifier
- Lift Station Pump Replacement – Replace two (2) main lift station pumps
- Wastewater Treatment Plant – Replace Mechanical Bar Screen
- Generator for the Emergency Operations Center
- Generator at Water Plant #3
- Backup Generator at Wastewater Treatment Plant
- Generator at City Hall

Alderman Baker seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Baker, Staigle, Kopczynski, and Mills

Nays: None

The motion carried.

Mr. Pechukas stated he would submit the following Parks projects to be funded out of the current Parks Bond.

- Fishing Pier and Non-Motorized Boat Dock
- New Roof on the Field House
- Tennis Court Resurfacing

C. Discussion and possible action approving Resolution No. 2021-38 authorizing the Mayor to sign a letter of consent allowing Fort Bend County to annex the City of Meadows Place into their County Assistance District (CAD).

No action at this time.

D. Discussion and possible action regarding location and timing of the Fort Bend Mobility Bond Project.

Alderman Staigle that CenterPoint still does not have a schedule or final design for the pipeline. He stated that at this time the construction of the pipeline is scheduled for August 2022. There was discussion among Council regarding where to put the trail and whether to not to wait on the completion of the pipeline installation. Council agreed to wait on the design of the pipeline before moving forward with the Fort Bend Mobility Bond Project.

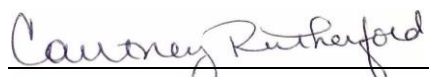
Alderman Staigle will reach out to the CenterPoint to see if a date to start construction has been set.

E. Adjourn

Alderman Mertins moved to adjourn the meeting. Alderman Kopczynski seconded the motion. There being no further business the meeting adjourned at 7:01 p.m.

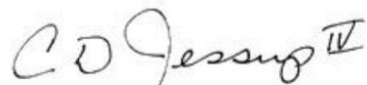
These minutes were approved by City Council on Tuesday, December 21, 2021.

ATTEST:



Courtney Rutherford, City Secretary





Charles D. Jessup, IV, Mayor



MINUTES OF THE WORKSHOP OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, DECEMBER 21, 2021, AT 5:30 P.M., AT MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TEXAS 77477.

1. Call to Order and Announce a Quorum is Present.

The meeting was called to order by Mayor, Charles D. Jessup IV, at 5:32 p.m. with the following present.

Mayor, Charles D. Jessup, IV
David Mertins, Alderman
Kurt Kopczynski, Alderman

Kelle Mills, Mayor Pro-Tem (joined at 6:15 p.m.)
Rick J. Staigle, Alderman

Nick Haby, City Administrator

Courtney Rutherford, City Secretary

Tia Baker, Alderman, was not present.

2. Discussion regarding Meadows Place Police Department Dispatch and other Police Department operations.

Mayor Jessup opened this item for discussion and stated that he believes the city has made huge improvements to dispatch over the last few years.

Chief Stewart gave a brief presentation on dispatch. He stated that several calls are not captured or document because they are for general questions and things like crash reports.

There was discussion among Council and staff regarding another full-time dispatch position. They discussed the following items regarding an additional position:

- Salary
- Training and Certifications - Police Officers cannot serve as backup due to required training
- Hiring a part time dispatcher for 30 hours a week
- Roll over calls
- Non-Emergency calls received
- In house dispatch helps with reporting which allows officers more time out on the streets
- Dispatch also handles records management for the department
- Dispatch assists in prepping documents for court cases
- Dispatch works the window to the public during business hours

- All 911 calls go to the County – 911 is not an option for Meadows Place due to lack of equipment, staff, and 911 is locked and cannot be added
- Possible tax rate increase to fund additional dispatchers

Council directed staff to prepare an item for a future agenda to fund an additional full-time dispatch position.

Council and staff then briefly discussed additional Flock cameras. Chief Stewart stated that current flock cameras were purchased through a grant. Four cameras were initially installed, and four additional cameras were installed today.

There was discussion regarding three points of access to the city that are not covered with flock cameras. Council and staff reviewed these locations and Council directed staff to bring a budget amendment to a future meeting to purchase three additional cameras.

3. Adjourn

Alderman Mertins made a motion to adjourn. Alderman Kopczynski seconded the motion. The meeting adjourned at 6:26 p.m.

These minutes were approved by City Council on January 25, 2022.

ATTEST:

Courtney Rutherford
Courtney Rutherford, City Secretary

Charles D. Jessup IV
Charles D. Jessup IV, Mayor





MINUTES OF THE SPECIAL SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON TUESDAY, DECEMBER 21, 2021, AT 6:30 P.M., AT MEADOWS PLACE CITY HALL, 1 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
David Mertins, Alderman
Kurt Kopczynski, Alderman

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

Nick Haby, City Administrator

Courtney Rutherford, City Secretary

Tia Baker, Alderman, was not present.

The following staff were also in attendance: Police Chief, Gary Stewart; and Code Enforcement, Jennifer Cabello

1. Pledge of Allegiance and Invocation

Pledge by: Jennifer Cabello, Code Enforcement Official

Invocation by: Jimmy Fenwick, Resident

B. REPORTS

1. Police Department – Chief Gary Stewart

Chief Stewart gave a brief overview of the monthly statistics and activities report for December 2021, which was distributed to City Council and filed with the City Secretary. He explained that since Council is meeting early this month the numbers are lower than usual.

Chief Stewart spoke on a few highlights from the month as follows:

- 15 Arrest – Warrant, Public Intoxication, DWI, and a Flock hit for a missing person
- Flock Hits – 14 Stolen Vehicles, 2 Sex Offender, 1 Missing Person
- Continue to follow COVID Protocols
- Reminded everybody to say alert during the holiday season and be aware of scams via email, phone, and social media. See the City newsletter for updated articles
- Live Scan Update – Waiting in line for training
- All Shop Vehicles are in Service
- Four additional Flock cameras installed today
- Working to finalize ATV purchase

- Freeze mitigation with FEMA is STILL in progress. Assistant Chief Ashton and Finance Director Ms. Weston have been working hard on this submittal.
- MPPD is actively trying to fill last open position. Candidate is background check progress.
- One officer is out with COVID positive family member.
- Hurricane Season is officially over.

Mayor Jessup stated that Council had a workshop at 5:30 p.m. to discuss dispatch and the Flock camera systems. He thanked the Chief for all his work gathering data on both issues. It gave Council a much better understanding on the need for additional dispatch.

2. Code Enforcement – Jennifer Cabello, Code Enforcement Official

Ms. Cabello gave a summary of Code Enforcement activities for the last quarter for the months of October, November, and December. A copy of which was distributed to City Council and filed with the City Secretary. Below are a few key points from her presentation:

- Total cases opened in October, November, and December was 190
- Total cases closed in October, November, and December was 188
- Total cases opened in 2021 was 1042 and a total of 1074 was closed
- Cases to Court for the year was 74
- Officer license in progress. She completed her course this month and will take her test next month. She will continue with supervisor until May 2022.
- Top Violations for the year was Grass/Weeds in excess of 9 inches
- Total number of unoccupied buildings is 4

Mayor Jessup how many cases for tree trimming have been closed? Ms. Cabellos stated that there 72 cases closed and 19 still open regarding tree trimming.

3. Fire Department Monthly Report for November 2021 – Charles Jessup IV, Mayor

Mayor Jessup gave brief review of EMS and fire service activity for November 2021 from Stafford Fire Department. A copy of which has been filed with the City Secretary.

There were no Fire Marshal inspections during the month of November.

Mayor Jessup stated that the Fire Marshal is working on final inspections for the Starbucks on W Airport Blvd.

4. City Administrator's Report – Nick Haby, City Administrator

City Administrator, Nick Haby, gave a brief update of events from the last month.

Mr. Haby stated that one improvement in the last few weeks is breaking out some budget detail to be a little clearer in parks operations like the Nature Center expenses.

He stated that staff also changed the way they are presenting receivables and expenditures and next month will be the first quarterly report to Council.

Mr. Haby stated that the annual employee luncheon is scheduled for later this week. He also explained that earlier year staff change longevity and consolidated it in to one check to be distributed at the end of the year. This year we will be distributing 15 checks for 5 years or more of service.

He also reported that a transformer blew at the wastewater treatment plant and blew up pump #2, but everything is functioning now. CenterPoint came out and quickly repaired the transformer.

Mayor stated that Courtney Truman is the new CenterPoint rep for the city. He contacted her and she was aware of the transformer issue. He called Ms. Truman and thanked her for the fast service.

C. MAYOR AND COUNCIL COMMENTS

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include: Expressions of thanks, congratulations, or condolence; Information regarding holiday schedules; An honorary or salutary recognition of a public official, public employee, or other citizen; A reminder about an upcoming event organized or sponsored by the governing body; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda

1. Mayor's Comments

a. County Funding

Mayor Jessup stated that the city got caught up in county realignment and as a result the city has a new Commissioner. That Commissioner is Andy Meyers, and the City has a long-time relationship with him.

He and Nick met with Commissioner Meyers and his Chief of Staff and reviewed some projects that the city needs help with. They presented the Commissioner with a Capital Improvement Project for the City and the Commissioner added this to their agenda. They will be providing \$650,000 in funding for these projects through ARPA. Some of these funds will be used at the wastewater treatment plant.

Mayor thanked Public Works Director, Rod Hailey, and City Administrator, Nick Haby, for getting the CIP put together. He also thanked the County for the funding.

b. Christmas Memories

Mayor Jessup stated that he wanted to brag on the Parks Director, because this was an amazing event. He loved all the new blow ups and play events for the kids. He believes there were record numbers in attendance. He thanked Colene and her staff for their hard work in putting the event together.

c. Holiday Schedule

Ms. Rutherford stated that City offices will be closed December 24, 2021, and December 27, 2021, for the Christmas holidays. City offices will also be closed on January 3, 2022, for the New Year holiday.

d. Viddy Awards

Mayor Jessup stated that City received two Viddy awards. These were for two fabulous videos put together by Josh Merrit. The two award winning videos were the Meadows Elementary reconstruction and the Kirkwood Roundabouts. There were 2,500 videos submitted for this award.

He encouraged the residents to visit the city website and view the award-winning videos. He thanked Josh Merrit for putting together the award-winning videos and EDC for funding the videos.

2. Council Comments

a. Dorrance Lane Construction Update – Alderman Rick Staigle

Alderman Staigle stated that the plans are ready, and Council needs to decide when to go out for bid. Council also needs an item to discuss funding to decide if the city wants to fund it or wait on funding from the county. There was discussion regarding a Special Meeting in January to discuss funding.

b. Fort Bend Mobility Bond Project No. 20211 – Bikeway at Meadows Place/Stafford Update – Alderman Rick Staigle

Alderman Staigle stated CenterPoint has said the trail has to go down the middle. So now they City must decide; do they want to go down the middle or cancel the project. Council agreed that although going down the middle is not ideal, they still want to move forward with the project. He and staff will get with the engineers to make these changes and get the project started.

Mayor Jessup thanked Alderman Staigle for all his work in being a volunteer project manager for the city.

c. Post Office Update – Alderman David Mertins

Alderman Mertins stated that there aren't many updates. There was an email on Dec 6 from Troy Nehls office which had the wrong information. He contacted them and the Meadows Place issue is still in progress. We have permission from the local postmaster for the mailbox at city hall and we are waiting on district approval. Congressman Nehls is helping to get this. Alderman Mertins thanked

the residents for the submittal to the Congressman's office this definitely helped move this along.

D. REGULAR AGENDA

1. Discussion and consideration of Resolution No. 2021-39 authorizing staff to move forward with the demolition of the building located at 11810 Dorrance Lane which City Council found to be substandard on February 23, 2021.

Mayor Jessup introduced this item. Council previously held a public hearing on this property and since the homeowner was a no show, they authorized legal counsel to file a lawsuit to move forward with demolishing the house. The homeowner still did not respond; therefore, this item is to authorize staff to demolish the building.

Alderman Mertins made a motion approving Resolution No. 2021-39 authorizing staff to move forward with the demolition of the building located at 11810 Dorrance Lane which City Council found to be substandard on February 23, 2021. Alderman Mills seconded the motion.

Mr. Ai Le, homeowner of 11810 Dorrance Lane, spoke regarding his house at 11810 Dorrance Lane. He stated that he bought this property before COVID and planned to renovate the home. He has been working on plans for the renovation. He ran into issues with COVID and his parents getting ill, and he has been splitting his time between here and Virginia. He stated that he loves the city, and he wants his grandson to attend Meadows Elementary. He also stated that he has the resources now to complete the project.

Alderman Staigle asked if he has a start date and completion date. He stated that he will submit the plans for renovation on January 25, 2022, and he expects it will take about 4 weeks to get the permit. He expects new framing to be up by April 25, 2022. He plans to finish exterior and then work on the interior of the house.

Alderman Mertins stated that this issue started with a public hearing in February 2021 and there was a series of meetings regarding this issue all the way through filing in court. Mr. Le stated that he did not have people who spoke English well and they accepted the paperwork on his behalf and put it aside, therefore he was not aware of the issues.

Mayor Jessup stated that asked how much is it going to cost him to repair the home? He stated that they city started contacting him back in June 2020 with code enforcement and then legal. Mayor Jessup stated that he personally went to his restaurant twice to try to reach him. He also stated that he does not have trust in what he is saying.

Alderman Mertins moved for Council to recess into Executive Session per Section 551.071, Consult with Attorney. Alderman Staigle seconded the motion. The vote follows:

Council recessed at 7:32 p.m. to move into Executive Session.

Council reconvened into Regular Session at 8:06 p.m.

Mayor Jessup asked Mr. Le the estimated cost for his repairs. Mr. Le stated that this plan is two years old, and he believes it will cost approximately 25% more. His previous estimate was \$50.00 per square for 1,000 square feet and \$60,000 for roof, siding, insulation repairs, and siding. His estimated cost is \$160,000 for the entire house repair and renovation. He is estimating \$65 per square foot.

Alderman Kopczynski told him that current rates are well over \$65.00 per square foot. Alderman Staigle stated that they do not want him to start and not be able to finish the project.

Alderman Mertins withdrew his motion to demolish the building located at 18110 Dorrance Lane.

Alderman Staigle made a motion to pause the demolition as 11810 Dorrance Lane with the following conditions:

1. On or before January 7, 2022, the Homeowner shall secure a cash bond with the City, by and through the remittance of such bond to the City Secretary, in the amount of \$25,000.00.
2. On or before January 24, 2022, the Homeowner shall submit a detailed, stamped, engineer plans and time schedule, along with any required fees at the time, to the City for the work to be completed and for the Property to be brought into conformance with the Code of Ordinances, as required by the Order.
3. On or before February 22, 2022, the Homeowner shall be in substantial compliance with the permitting process and shall have applied for all permits, as applicable and required for the completion of the work described in the submitted detailed plan and time schedule and shall pay any required fees at the time.
4. On receipt of permits, the Homeowner shall have forty-five (45) days to begin construction of the work described in the submitted detailed plan and time schedule.
5. The Property shall be brought into conformance with the City's Code of Ordinances, as determined by the written report of the City's Building Official, no later than 5:00 p.m. on November 30, 2022.
6. The Homeowner shall submit written progress reports to the City to demonstrate reasonable compliance with the submitted plan and time schedule every month, on or before 5:00 p.m. every third Tuesday of the month, as well as upon written request by the City.
7. The Homeowner shall provide access to the Property, both the interior and exterior, to the City's Building Official, or such designee as appointed by the Mayor, to access and enter the Property in order to perform inspections, with the City providing at least

four (4) hours' written notice to the Homeowner's e-mail address, to review the performance of the work to ensure conformity with the detailed plan and time schedule submitted by the Homeowner.

Alderman Mertins seconded the motion.

Mr. Staigle explained that if he does not meet any of these deadlines the city can move forward with the demolition of the building.

Mr. Le asked if he makes the repairs can he move in now? Alderman Mertins stated that the house must be brought up to code before he can move in. Council stated that a garage must be built in order to meet code and bring the house up to standard.

Alderman Staigle stated the plans must be engineered and signed when submitted for approval. Mr. Le asked for the \$25,000 bond to be lowered. Council stated that they would not lower the bond and they could require up to a \$160,000 bond. The \$25,000 bond will cover the city's current legal fees and cover the cost of the demolition.

The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

2. Discussion and consideration of Resolution No. 2021-40 authorizing the Mayor to execute agreement for Lawn and Landscape Maintenance per Bid No. 2022-02.

Alderman Kopczynski stated that he was going to abstain on this item due to the fact that one of the contractors did work at his home and he is listed on the Form 1295 for that contractor.

Mayor Jessup stated that City recently went out for sealed competitive bids on the lawn and landscape maintenance. The City received three bids from Texas Lawn Works, Better View Landscape Services, and Special Touch Landscaping. This agreement is for three years. Council briefly reviewed staffs build tabulation.

Alderman Staigle made a motion approving Resolution No. 2021-40 authorizing the Mayor to execute an agreement with Texas Lawn Works for Lawn and Landscape Maintenance per Bid No. 2022-02. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, and Mills

Nays: None

Alderman Kopczynski abstained from the vote.

Alderman Baker was not present.

The motion carried.

3. Discussion and consideration of Resolution No. 2021-41 appointing four (4) Directors and possible Advisors to the Economic Development Corporation for a term commencing immediately and ending December 31, 2023.

Alderman Baker made a motion approving Resolution No. 2021-41 appointing Kurt Kopczynski, Tia Baker, Richard Ramirez, and Tim Gooding as Directors to the Economic Development Corporation for a term commencing immediately and ending December 31, 2023. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

4. Discussion and consideration of Resolution No. 2021-42 appointing two (2) Commissioners and possible Alternates to the Planning and Zoning Commission for a term commencing immediately and ending December 31, 2023, and one (1) Commissioner for unexpired term ending December 31, 2022.

Alderman Staigle made a motion approving Resolution No. 2021-42 appointing Sean Ulrey and Mike Elmore as Commissioners and Stuart Barrowman, Sammy Skemp, and Anne Green as Alternates to the Planning and Zoning Commission for a term commencing immediately and ending December 31, 2023, and Ben Weber Commissioner for unexpired term ending December 31, 2022. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

5. Discussion and consideration of Resolution No. 2021-43 appointing five (5) members and possible alternate members to the Board of Adjustment for a term commencing immediately and ending December 31, 2023.

Alderman Kopczynski made a motion approving Resolution No. 2021-43 appointing David Piwonka, Chris Gawlik, Terry Henley, Joe DeBruyn, and David Lantz as members and Joseph Weymon, Audrey St. Germain, Ken Smith, and Ping Law as alternate members to the Board of Adjustment for a term commencing immediately and ending December 31,

2023. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

6. Discussion and consideration of Ordinance No. 2021-40 appointing an Emergency Management Coordinator for the city in accordance with Chapter 418 of the Texas Government Code.

Alderman Staigle made a motion approving Ordinance No. 2021-40 appointing Police Chief, Gay Stewart, as the Emergency Management Coordinator for the city in accordance with Chapter 418 of the Texas Government Code. Alderman Mertins seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

7. Discussion and consideration of Ordinance No. 2021-41 setting the 25th day of January 2022 at 6:00 p.m. Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a joint public hearing with the Planning and Zoning Commission to receive public comment regarding Andrew Mecham's application for a Specific Use Permit per City of Meadows Place Code of Ordinances Chapter 153, Section 153.094(B)(2)(d)3 allowing for a Quick Quack Carwash located at 11720 W Airport Blvd., Meadows Place, TX 77477.

Alderman Mertins made a motion approving Ordinance No. 2021-41 setting the 25th day of January 2022 at 6:00 p.m. Meadows Place City Hall, One Troyan Drive, Meadows Place, TX 77477, as the date, time, and place for a joint public hearing with the Planning and Zoning Commission to receive public comment regarding Andrew Mecham's application for a Specific Use Permit per City of Meadows Place Code of Ordinances Chapter 153, Section 153.094(B)(2)(d)3 allowing for a Quick Quack Carwash located at 11720 W Airport Blvd., Meadows Place, TX 77477. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

E. CONSENT AGENDA

Consent Agenda items are considered routine in nature and will be enacted with one motion and vote. There will be no separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes held as follows:

November 15, 2021 – Special Session Meeting

November 16, 2021 – Special Session Meeting

November 17, 2021 – Workshop Meeting

December 1, 2021 – Special Session Meeting

Alderman Staigle made a motion to approve the Consent Agenda as presented. Alderman Kopczynski seconded the motion. The vote follows:

Ayes: Aldermen Mertins, Staigle, Kopczynski, and Mills

Nays: None

Alderman Baker was not present.

The motion carried.

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

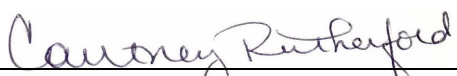
No comments.


G. ADJOURN

Alderman Mertins made a motion to adjourn. Alderman Mills seconded the motion. There being no further business to discuss the meeting adjourned at 8:41 p.m.

These minutes were approved by City Council on January 25, 2022.

ATTEST:


Courtney Rutherford, City Secretary


Charles D. Jessup IV, Mayor

