

Notice of Meeting of the City Council of the City of Roman Forest

2430 Roman Forest Boulevard, Roman Forest, TX 77357

Regular Council Meeting Minutes

Tuesday, March 19, 2019

6:30PM

City Council Chambers

Mayor Chris Parr

Council Member Lori Jo Koepsel – Position 1

Council Member Jill Carlson – Position 2

Council Member David Mullane – Position 3

Council Member Greg Partin – Position 4

Council Member Conley Wallace – Position 5

This notice was posted pursuant to the Texas Open Meetings Act. Notice was hereby given that a City Council Meeting of the City of Roman Forest, Texas, was held at which time the following subjects were discussed and were acted upon.

- A. **CALL TO ORDER:** 6:35pm
- B. **INVOCATION:** Led by City Administrator, Liz Mullane
- C. **PLEDGE OF ALLEGIANCE:**
- D. **ROLL CALL:** Mayor Chris Parr – absent. All others present.
- E. **PUBLIC COMMENTS:**

Mr. Robert Kvenok reporting that he still has standing water in his ditch and mosquitoes are accumulating.

Mr. Wally Wiegat reporting individuals parking on the street at Wildwood to fish in the pond and creating large ruts and getting stuck in the ditch. Would like to keep people from parking in that area. Recommended that No Parking signs be posted.

F. CONSENT AGENDA ITEMS

- F1. Deliberate and consider possible action concerning approving the Minutes of the Regular Council Meeting February 19, 2019. – City Secretary.

Motion made by Councilman Mullane to approve the February 19, 2019 Council Meeting Minutes, 2nd made by Councilman Partin. Votes: Unanimous. Motion Passed.

- F2. Deliberate and consider possible action concerning approving Minutes of the Special Council Meeting and Workshop February 28, 2019. – City Secretary.

Motion made by Councilman Mullane to approve the February 28, 2019 Special Council Meeting and Workshop Minutes, 2nd made by Councilwoman Koepsel. Votes: Unanimous. Motion passed.

- F3. Consider financial and bookkeeping take any action required in connection therewith – City Administrator Mullane.

All in order. No Action.

- F4. Consider the City Administrator report and take any action required in connection therewith – City Administrator Mullane.

No action taken.

- F5. Consider the Police Department update and take any action required in connection therewith – Chief Carlisle.

No paper report given due to new system.

The Police Department has been approved for CJIS grant allowing the Police Department to purchase 2 fully equipped police vehicles.

The fitness policy has been updated.

Resolution 373-19 – RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROMAN FOREST TO AUTHORIZE A COMMUNITY DEVELOPMENT GRANT BETWEEN THE CITY OF ROMAN FOREST, TEXAS AND THE EAST MONTGOMERY COUNTY IMPROVEMENT DISTRICT NOT TO EXCEED \$24,336.00 presented to Council to match grant funding already received for vehicle cameras including a reoccurring fee every 5 years.

Motion made by Councilwoman Koepsel to approve **Resolution 373-19 – RESOLUTION OF THE CITY OF ROMAN FOREST TO AUTHORIZE A COMMUNITY DEVELOPMENT GRANT BETWEEN THE**

CITY OF ROMAN FOREST, TEXAS AND THE EAST MONTGOMERY COUNTY IMPROVEMENT DISTRICT NOT TO EXCEED \$24,336.00 as written. 2nd made by Councilman Mullane. Votes: Unanimous. Motion Passes.

F6. Consider the Roman Forest Special Events Committee update and take any action required in connection therewith.

Jerry Reasoner gave a report of the activities coming up for the Roman Forest Events Committee. The events committee is trying to get members back that stopped coming and trying to recruit more volunteers. The more people volunteering the better the events will be.

A list of activities was presented to council for annual activities. Next year the committee will be teaming up with Forestwood Church for an Easter Egg Hunt.

The next activity will be the Memorial Day Service at the City Park. If weather is bad the service will be at Roman Forest City Hall.

The 4th of July parade is still on even though there will not be fireworks.

G. REGULAR AGENDA ITEMS

G1. Discuss and consider the status of the following projects and taking of any action in conjunction therewith – Liz Mullane

City Drainage Improvements – Section 1 and 2 of Roman Forest Subdivision

The road side ditches have not been complete due to wet conditions over the last several months. A punch list will be worked on as soon as the contractors can get back into the city.

City Paving Improvements – Section 1 and 2 of Roman Forest Subdivision

Greg Phipps suggested to council to approve preparation of plans, publicly advertise and bidding of pavement improvements in Roman Forest Section 1. Bids will be presented to council at the April 16th Regular Council Meeting.

Roman Forest Section 2 pavement improvements will be advertised and sent out for bids within 1 or 2 months after awarding a contract for Roman Forest Section 1.

Motion made by Councilwoman Koepsel to approve preparation of plans, publicly advertise and bidding of pavement improvements in Roman Forest Section 1, 2nd by Councilman Wallace. Votes: Unanimous. Motion Passes.

Venus Outfall Ditch Improvements

Plans have been submitted to County Engineer for pricing. Buildings on the drainage easement have been addressed with the residents.

G2. Discuss and consider adopting **RESOLUTION 291-19 – RESOLUTION TO ADOPT AN INVESTMENT POLICY FOR THE CITY OF ROMAN FOREST, TEXAS AND RELATED MATTERS.**

Motion made by Councilman Partin to adopt **Resolution 291-19 – RESOLUTION TO ADOPT AN INVESTMENT POLICY FOR THE CITY OF ROMAN FOREST, TEXAS.** 2ND made by Councilman Wallace. Votes: Unanimous. Motion passes.

G3. Discuss and consider approving **ORDINANCE 530-19 – AN ORDINANCE BY THE CITY COUNCIL FOR THE CITY OF ROMAN FOREST, TEXAS, AMENDING THE CITY’S OPERATING BUDGET FOR THE FISCAL YEAR 2018-2019, AS PREVIOUSLY APPROVED IN BUDGET ORDINANCE NUMBER 530-18, DATED SEPTEMBER 6, 2018; PROVIDING A TEXAS OPEN MEETINGS CLAUSE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE FOR THE AMENDED CITY BUDGET.**

Motion made by Councilman Partin to table and schedule a workshop to discuss further discuss, 2nd made by Councilwoman Koepsel. Votes: Unanimous. Motion Passes. Workshop set for April 9, 2019 at 6:00pm.

G4. Discuss and consider approving **ORDINANCE 109-19 – AN ORDINANCE ESTABLISHING THE POSITION OF CODE COMPLIANCE OFFICER FOR THE CITY OF ROMAN FOREST. TEXAS, WHO SHALL BE RESPONSIBLE FOR CODE COMPLIANCE AND THE ADMINISTRATION OF BUILDING PERMITS**

Motion made by Councilwoman Koepsel to table, 2nd by Councilman Wallace. Votes: Unanimous. Motion passes.

G5. Discuss and consider accepting the resignation of City Secretary, Iliana Bahr.

Motion to accept the resignation of City Secretary, Iliana Bahr made by Councilman Mullane, 2nd by Councilwoman Koepsel. Votes: Unanimous. Motion Passes.

H. ITEMS OF COMMUNITY INTEREST

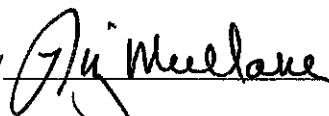
Trash on the Boulevard. Maybe a community committee can be formed.

I. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

J. **ADJOURNMENT:** Motion made by Councilman Wallace to adjourn, 2nd by Councilman Mullane. Votes: Unanimous. Motion passes. Adjourned at 7:55pm.

Requests for accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at (281)399-2660 ext. 101, or fax to (281)689-7573 for information or assistance. I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the City of Roman Forest, is posted on the website and the front door of Roman Forest City Hall, was always readily accessible to the public, by 5:30 pm on March 15, 2019.



/s/ 
Liz Mullane, City Administrator

Council Chambers are set up to record audio and video of the meetings. You may be audio and video recorded while in this facility.

Details on Council meetings may be obtained from the City Secretary's Office, or video of the entire meeting may be downloaded from the website. (Portions of the video may be distorted due to equipment malfunction or other uncontrollable factors.)

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144© and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that body, board, commission or committee subject to the Texas Open Meetings Act.