



**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**

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**Tuesday, May 21, 2019**

**6:30PM**

**City Council Chambers**

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**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:** 6:31pm

**B. INVOCATION:** Lead by City Administrator Liz Mullane

**C. PLEDGE OF ALLEGIANCE:** Lead by Mayor Chris Parr

**D. ROLL CALL:**

Mayor Chris Parr –Present

Council Member David Mullane -Present

Council Member Lori Jo Koepsel –Present

Council Member Greg Partin- Present

Council Member Jill Carlson –Present

Council Member Conley Wallace – Present

**E. PUBLIC COMMENTS:**

Resident Nelda Adkins – Suggested striping a Bike Lane on Appian Way to Dogwood

Resident Daniel Marquez – Discussed drainage issues on Forum Ct

**F. CONSENT AGENDA ITEMS**

F1. Deliberate and consider possible action concerning approving Minutes of the Regular Council Meeting May 21, 2019.

Council Member Conley Wallace made a motion to approve Minutes of the Regular City Council Meeting dated May 21, 2019 as written, Council Member Jill Carlson seconded the motion. Votes in favor: Unanimous.

F2. Consider financial and bookkeeping and take any action required in connection therewith – City Administrator Mullane.  
All in Good Order

F3. Consider the City Administrator report and take any action required in connection therewith – City Administrator Mullane.

F4. Consider the Police Department update and take any action required in connection therewith – Chief Carlisle.

**G. REGULAR AGENDA ITEMS**

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

City Drainage Improvements – Section 1 and 2 of Roman Forest Subdivision  
City Paving Improvements – Section 1 and 2 of Roman Forest Subdivision  
Venus Outfall Ditch Improvements

Engineer Greg Phipps spoke concerning Hayden Paving contract verbiage clarifying bid amounts. Hayden Paving to start on Section 1 of Roman Forest Wednesday May 22, 2019 and Section 2, starts 2 weeks after. Mayor Chris Parr requested to wait 30 days after Section 1, before starting on Section 2. There was no report for Venus Outfall.

Council Member Conley Wallace made a motion that the Paving Improvements to serve Roman Forest, Section 1 is awarded to Hayden Paving, Inc. in the amount of \$857,145.74, including the base bid items, extra work items and alternate items. The alternate item, base repair with hot mix asphaltic concrete base course (Black Base), replaces base bid item 6 and extra work item 13, Base repair with cement stabilized crushed aggregate base course, Council Member David Mullane seconded the motion.

Votes: Unanimous

Mayor Chris Parr called for Recess at: 7:23pm

Mayor Chris Parr called for Return at: 7:33pm

- G2. Discuss and consider possible action concerning the appointment of Kelly Belmore as City Secretary. – Liz Mullane

Kelly Belmore sworn in as City Secretary

- G3. Discuss and consider accepting an offer from Roman Forest Consolidated MUD 1&2 for the purchase of Lot 86 of Block 5, Section 1 of the Roman Forest Subdivision in the amount of \$1,000.00

Council Member David Mullane made a motion to accept the offer, Council Member Jill Carlson seconded the motion.

Votes: Unanimous

- G4. Discuss and consider accepting an offer from Roman Forest Consolidated MUD 1&2 for the purchase of Lot 87 of Block 5, Section 1 of the Roman Forest Subdivision in the amount of \$1,000.00

Council Member Jill Carlson made a motion to accept the offer, Council Member Conley Wallace seconded the motion.

Votes: Unanimous

- G5. Discuss and consider accepting an offer from Roman Forest Consolidated MUD 1&2 for the purchase of Lot 90 of Block 5, Section 1 of the Roman Forest Subdivision in the amount of \$1,000.00

Council Member Conley Wallace made a motion to accept the offer, Council Member Lori Jo Koepsel seconded the motion.

Votes: Unanimous

- G6. Discuss and consider possible action concerning setting up a Public Hearing for replat of Reserve property located at 2507, 2509, 2511, 2513, 2515, 2517 and 2519 Appian Way, previously lots J2-J5 – Seandee Tullos

Council Member Lori Jo Koepsel made a motion to table, Council Member Greg Partin seconded the motion.

Votes: Unanimous

- G7. Discuss and consider amending **ORDINANCE 205 – AN ORDINANCE OF THE CITY OF ROMAN FOREST, TEXAS, REGULATING WEEDS, BRUSH, RUBBISH, AND ANY OTHER OBJECTIONABLE, UNSIGHTLY, OR UNSANITARY MATTER THAT CONSTITUTE PUBLIC NUISANCES AND PROVIDING FOR INSPECTION AND ABATEMENT; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR VIOLATIONS OF THIS ORDINANCE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT WITH THIS ORDINANCE** to include dead or dangerous trees – Council Member Koepsel

Council Member Lori Jo Koepsel made a motion to withdraw this agenda item, Council Member David Mullane seconded the motion.

Votes: Unanimous

#### H. ITEMS OF COMMUNITY INTEREST

##### I. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Ordinance 303-17 – Forbidding Alcohol consumption in Park-Council Member Lori Jo Koepsel

Heavy Truck Traffic on residential streets-Council Member Greg Partin

Ditch Maintenance Ordinance-Council Member Jill Carlson

##### J. ADJOURNMENT:

Council Member Conley Wallace made a motion to adjourn, Council Member seconded Greg Partin seconded the motion. Votes: Unanimous

Meeting adjourned at: 8:03pm

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, was posted on the website and in front of Roman Forest City Hall, which is always readily accessible to the public, by 5:30 pm on June 14, 2019.



/s/ Kelly Belmore  
Kelly Belmore, City Secretary

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.