



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

2430 Roman Forest Boulevard, Roman Forest, TX 77357

Special City Council Meeting Minutes

Monday, August 30, 2021

5:30PM

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 James Brooks – 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.

1. CALL TO ORDER: Mayor Chris Parr 5:32pm
2. INVOCATION: Led by Council Member James Brooks
3. PLEDGE OF ALLEGIANCE: Led by Mayor Chris Parr
4. ROLL CALL:

Mayor Chris Parr – Present	Council Member David Mullane – Present
Council Member Lori Koepsel – Present	Council Member Greg Partin – Present
Council Member Jill Carlson – Present	Council Member James Brooks – Present

Other City employees present: City Administrator Liz Mullane, Captain Dimitri Jasonis, City Engineer Greg Phipps, City Secretary Kelly Belmore

5. PUBLIC COMMENTS:

Mitchell Davis – 65 Artesian Way – Consider amending Land Lease Agreement for properties around Pine Pond. One is for use of park and one is for building a dock. Doesn't feel he or his neighbor should be responsible for uninvited guests coming onto their property to use the dock or pond without property owners permission.

Darla Feery – 2642 Colosseum Ct – Supporting and encouraging residents to sign up at Tachus to get on a list to see if they can or would consider servicing our area with highspeed internet, etc. Roads at Colosseum Ct need to be repaved and what are the plans, Mowing down the boulevard area from Dollar General or can we hire a company to do it, status on the columns in front at the freeway, general election questions.

Floyd Jackson – 254 Chariot Ln – Made mention the election was not posted on marquee and residents were unaware until it was canceled. Stated some people don't have knowledge or computers to see it on our website. He would like an Ordinance or Resolution for a 65 year and older tax exemption. Made mention of why is there a fee for a fence permit on a already existing fence in place.

6. CONSENT AGENDA ITEMS:

- a. Consider and approve the following consent agenda items:
 1. Minutes of the Regular City Council Meeting dated July 26, 2021
 2. Minutes of the Special City Council Meeting dated August 10, 2021
 3. Minutes of the Special City Council Meeting dated August 20, 2021
 4. Financial and Bookkeeping – City Administrator, Liz Mullane
 5. City Administrator Report – City Administrator, Liz Mullane
 6. Police Department Report – Chief Stephen Carlisle

Council Member James Brooks made a motion to approve the Consent Agenda items 6-a., 1-3, Council Member Jill Carlson seconded the motion. Votes in favor: Unanimous

7. Discuss and consider the status of the following projects and taking of any action in conjunction therewith – Engineer Greg Phipps

City Paving Improvements

Section 2:

Geotech Engineering and Testing provided the report of the results of material testing. A meeting was held with Hayden Paving and city personnel on August 19, 2021 and they reviewed the results. As a result of the meeting, a field meeting is scheduled for early September to mark pavement repair locations.

Section 4, Phase 1:

AAA Asphalt appears to have substantially completed the road work. They have submitted Pay application No. 3 in the amount of \$298,515.93, with 10% retainage in the amount of \$84,522.11 for consideration. Change Order No. 1 is presented for consideration in the amount of \$358.38 issued as a result of project delays due to utilities.

Council Member Jill Carlson made a motion to approve the Pay Application No. 3 to AAA Asphalt in the amount of \$298,515.93 including Change Order No. 1 in the amount of \$358.38, Council Member David Mullane seconded the motion. Votes in favor: Unanimous

City Drainage Improvements

Shrek Pond:

City Engineer Greg Phipps stated that the project was bid and bids were substantially over budget. They will be bringing more options of bidding before the 90 day bid awards on September 28th deadline.

8. Discuss and consider approving a **RESOLUTION RELATING TO APPROVING A FINANCING BY THE ROMAN FOREST CULTURAL EDUCATION FACILITIES FINANCE CORPORATION IN THE AMOUNT OF \$5,000,000 FOR THE BENEFIT OF SEA TURTLE, INC. AND RELATED MATTERS.**

Council Member Jill Carlson made a motion approving a Resolution Relating to a Financing by The Roman Forest Cultural Education Facilities Finance Corporation in the Amount of \$5,000,000 for the benefit of Sea Turtle Inc, which the city will receive \$12,500.00, Council Member Lori Koepsel seconded the motion.

Votes in favor: Unanimous

9. Discuss and consider a variance from Xlr8 Realty for 2526 Appian Way for the 10 foot build line required by deed restrictions to be reduced to a 5 foot build line on the northern boundary line for an existing structure.

Council Member David Mullane made a motion to grant a variance to Xlr8 Realty at 2526 Appian Way to only the existing building, with no new or additional structure, Council Member James Brooks seconded the motion. Votes in favor: Unanimous

10. Discuss and consider possible action concerning Property Tax Trust Bids and related matters..

Council Member James Brooks made a motion to agree to the resale of the Property Tax Trust Bids and related matters, Council Member Jill Carlson seconded the motion. Votes in favor: Unanimous

11. Discuss and consider possible action concerning setting up a TexPool account for the Coronavirus Local Fiscal Recovery Fund.

Council Member Jill Carlson made a motion to approve setting up a TexPool account for the Coronavirus Local Fiscal Recovery Fund, Council Member Lori Koepsel seconded the motion. Votes in favor: Unanimous

12. Discuss and consider paying invoice from JA Costanza & Associates in the amount of \$21,142.60 for asphalt surface testing and study of Roman Forest, Section 2, with funds to be transferred from the city's reserve account as previously approved in Resolution 437-21 dated June 28, 2021.

Council Member Greg Partin made a motion to pay JA Costanza & Associates in the amount of \$21,142.60 for asphalt surface testing for Roman Forest Section 2, Council Member James Brooks seconded the motion. Votes in favor: Unanimous

13. Discuss and consider paying Invoice #4 from JA Costanza & Associates in the amount of \$17,944.63 for Professional Engineering services for Roman Forest, Section 4, Phase 1 – Paving Improvements.

Council Member Greg Partin made a motion to pay Invoice #4 to JA Costanza & Associates in the amount of \$17,944.63 for Professional Engineering Services for Roman Forest, Section 4, Phase 1 – Paving Improvements, Council Member Jill Carlson seconded the motion. Votes in favor: Unanimous

14. Discuss and consider possible action concerning **ORDINANCE 537-21 – AN ORDINANCE BY THE CITY COUNCIL FOR THE CITY OF ROMAN FOREST, TEXAS AMENDING THE CITY'S OPERATING BUDGET FOR THE FISCAL YEAR 2020-2021, AS PREVIOUSLY APPROVED IN BUDGET ORDINANCE NUMBER 526-21, DATED JULY 26, 2021; PROVIDING A TEXAS OPEN MEETINGS CLAUSE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE FOR THE AMENDED BUDGET**

Council Member David Mullane made a motion to accept Ordinance 537-21 as written with the amendment to change the conduit for the Sea Turtle to capital outlay for maintenance with amendments, Council Member James Brooks. Votes in favor: Unanimous

15. Discuss and consider possible action concerning an Order of Cancellation of the November 2, 2021 election.

Council Member David Mullane made a motion to approve the Order of Cancellation of the November 2, 2021 election, Council Member Lori Koepsel seconded the motion. Votes in favor: Unanimous

16. Discuss and consider possible action concerning a **RESOLUTION SUBMITTING NOMINEE(S) AS CANDIDATES(S) FOR THE ELECTION OF THE MONTGOMERY COUNTY CENTRAL APPRAISAL DISTRICT'S BOARD OF DIRECTORS-2022-2023 TERM**

Council Member Lori Koepsel made a motion to take No Action, Council Member David Mullane seconded the motion. Votes in favor: Unanimous

17. Discuss and consider possible action concerning the TML Health Benefits Pool Official Ballot for 2021 Board of Trustee Election.

Council Member Lori Koepsel made a motion to take No Action, Council Member David Mullane seconded the motion. Votes in favor: Unanimous

18. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

New permit fee rates
Colosseum Ct road repair
Lease agreement for ponds and docks

19. ADJOURNMENT

Council Member Lori Koepsel made a motion to adjourn the meeting, Council Member Jill Carlson seconded the motion. Votes in favor: Unanimous
Mayor Chris Parr adjourned at 6:49pm

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)399-7373 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 the front door of Roman Forest City Hall, which was readily accessible to the public at all times, by 5:30 pm on August 26, 2021.



/s/ 
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.