



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

2430 Roman Forest Boulevard, Roman Forest, TX 77357

Regular City Council Meeting Agenda

Monday, March 28, 2022

6:30 P.M.

City Council Chambers

Mayor Chris Parr

Vacant – Position 1

Councilmember Nelda Adkins – Position 2

Councilmember David Mullane – Position 3

Councilmember Greg Partin – Position 4

Councilmember James Brooks – Position 5

This notice was posted pursuant to the Texas Open Meetings Act. NOTICE IS HEREBY GIVEN that a meeting of the Roman Forest City Council will be held on Monday, March 28, 2022, at 6:30 p.m. at the City Hall Building, 2430 Roman Forest Blvd, Roman Forest 77357, at which time the following subjects will be discussed and acted upon.

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. CITIZEN INQUIRIES – NOT TO EXCEED THREE MINUTES

Citizens are invited to speak for three (3) minutes on matters relating to city government that relate to agenda or non-agenda items. Speakers are asked to stand up and approach the podium to address Council and give their name and address before sharing their comments.

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

6. Consider and approve the following consent agenda items:

All consent agenda items listed are considered to be routine by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- a. Minutes of the Regular City Council Meeting Minutes dated 2/28/2022
- b. Reports
 1. Financial and Bookkeeping – City Administrator, April Knudsen
 2. City Administrator Report – City Administrator, April Knudsen
 3. Police Department Report – Chief Stephen Carlisle
 4. Building Permit Report – Submitted For Review
 5. Code Compliance Report – Submitted For Review
 6. Municipal Court Report – Submitted For Review
 7. Maintenance Department Report – Submitted For Review

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

City Paving Improvements
City Drainage Improvements
Updates on the Michelangelo and Shrek Outfall projects

8. Discussion and possible action to fill the vacancy of Council Position No. 1.
9. Discussion and possible action on presentation by Casey Osborn, Netdata Municipal Court Case Management Software and GHS Collection services, to how it will save the court time, money and (most importantly) clerk's time, and dramatically improve our current and delinquent collection rates.
10. Discussion and possible action on Memorandum of Understanding regarding Lots 11 and 12 in Block 14, Section 1, Roman Forest Subdivision.
11. Discussion and possible action on Chief Carlisle's Racial Profiling Analysis Report.
12. Discussion and possible action on **ORD 316-18 – AN ORDINANCE OF THE CITY OF ROMAN FOREST, TEXAS, PROVIDING FOR THE REGULATION OF SIGNS TO BE DISPLAYED WITHIN THE CITY LIMITS AND EXTRATERRITORIAL JURISDICTIONAL LIMITS OF ROMAN FOREST, TEXAS; CONTAINING DEFINITIONS AND FINDING RELATED TO THE SUBJECT; PROVIDING GENERAL PROVISIONS AND REGULATIONS AS TO TYPE, CONSTRUCTION, AND MAINTENANCE OF SIGNS; PROVIDING REGULATIONS CONCERNING BILLBOARDS, PORTABLE SIGNS AND ELECTRONIC SIGNS; PROHIBITING CERAIN SIGNS; PROVIDING FOR PERMITS FOR SIGNS AND PERMIT FEES; PROVIDING FOR ENFORCEMENT AND PENALTY FOR VIOLATIONS: PROVIDING REPEAL AND SAVINGS CLAUSES; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND SETTING AN EFFECTIVE DATE AFTER PUBLICATION AS PROVIDED BY LAW.**
13. CITY COUNCIL INQUIRY/REQUESTS FOR FUTURE AGENDA ITEMS

Pursuant to Texas Government Code § 551.042, the Mayor and Councilmembers may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy, or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

14. ADJOURNMENT

Roman Forest City Hall is accessible to individuals with disabilities through its main entry on Roman Forest Blvd. Parking spaces for individuals with disabilities are

available in the north parking lot. City Hall is equipped with restroom facilities that are accessible. Please contact the City Secretary at (281)399-2660 ext. 101, or fax to (281)689-7573 if special accommodations are needed.

CERTIFICATION

I certify that a true and correct copy of the Notice of City of Roman Forest City Council Meeting and Agenda for **Monday, March 28, 2022**, was posted on the Roman Forest website and on the City Hall bulletin board located at the front door of Roman Forest City Hall, 2430 Roman Forest Blvd, Roman Forest, TX 77357, a place convenient and readily accessible to the public 24 hours a day, and remained posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATE OF POSTING: 3/24/2022

TIME OF POSTING: 11:09am

DATED: 3/24/2022



Kelly Belmore, City Secretary
City of Roman Forest

Agenda Items: Council may vote and/or act upon each of the items listed in this agenda in an order considered to be convenient to the public and Council. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered together for purposes of convenience and efficiency.

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.) Video recordings of Regular meetings of the Roman Forest City Council are available online at <https://www.rftx.org/>.

If, during the course of the meeting and discussion of any items covered by this notice, City Council determines that a Closed or Executive Session of the Council is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, 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; and/or deliberations about gifts & donations pursuant to Chapter 551.073 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(c) 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.

I certify that the Notice of City of Roman Forest City Council meeting and agenda was removed by me from the City Hall bulletin board located at the front door of Roman Forest City Hall, 2430 Roman Forest Blvd, Roman Forest, TX 77357.

TIME OF REMOVAL: _____

DATE OF REMOVAL: _____

Kelly Belmore, City Secretary
City of Roman Forest