



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

2430 Roman Forest Boulevard, Roman Forest, TX 77357

City Council Meeting Agenda

Monday, November 28, 2022

6:30PM

City Council Chambers

Mayor - Chris Parr

Council Member Mitchell Davis – Position 1

Council Member Nelda Adkins – Position 2

Council Member David Mullane – Position 3

Council Member Greg Partin – Position 4

Council Member James Brooks – Position 5

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

1. CALL TO ORDER:
2. INVOCATION:
3. PLEDGE OF ALLEGIANCE:
4. ROLL CALL:
5. PUBLIC COMMENTS:
6. Consideration and Possible Action: On approval of Resolution 327-22, **A RESOLUTION OF THE CITY OF ROMAN FOREST, TEXAS, CERTIFYING THE ELECTION RESULTS FOR COUNCIL POSITION NO. 1, COUNCIL POSITION NO. 2, COUNCIL POSITION NO. 3 AND COUNCIL POSITION NO. 5; SUCH ELECTION WAS HELD ON NOVEMBER 8, 2022; AND DECLARING ELECTED TO THE OFFICE OF COUNCIL POSITION 1 MITCHELL DAVIS, AS AN UNOPPOSED CANDIDATE; AND DECLARING ELECTED TO THE OFFICE OF COUNCIL POSITION 2 NELDA ADKINS, AS AN OPPOSED CANDIDATE; AND DECLARING ELECTED TO THE OFFICE OF COUNCIL POSITION 3 DAVID MULLANE, AS AN UNOPPOSED CANDIDATE; AND DECLARING ELECTED TO THE OFFICE OF COUNCIL POSITION 5 JAMES BROOKS, AS AN UNOPPOSED CANDIDATE DURING THE NOVEMBER 8, 2022 ELECTION.**

Swearing in candidates:

1. Councilmember Mitchell Davis – Council Position No. 1
 2. Councilmember Nelda Adkins – Council Position No. 2
 3. Councilmember David Mullane – Council Position No. 3
 4. Councilmember James Brooks – Council Position No. 5
7. CONSENT AGENDA ITEMS:
- a. Consider and approve the Minutes of the Regular City Council Meeting Minutes dated October 24, 2022
 - b. Reports:
 1. Consider the Financial and Bookkeeping and take any action in connection therewith – City Administrator, Tim Underwood
 2. Consider the City Administrator report and take any action required in connection therewith – City Administrator, Tim Underwood
 3. Consider the Police Department Report and take any action required in connection therewith – Chief Stephen Carlisle
 4. Consider the Building Permit Report submitted for Review.
 5. Consider the Code Compliance Report submitted for Review.
 6. Consider the Municipal Court Report submitted for Review.
 7. Consider the Maintenance Report submitted for Review.
8. Recognition of Stephen Carlisle for his 10 years of dedicated service of Chief of Police.

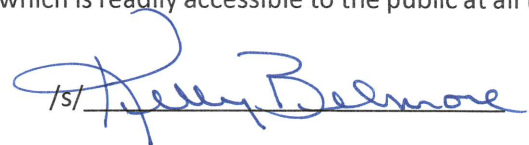
9. Discuss and consider approving the Presentation of the 9/30/21 audited financial statements by Jon Watson from BrooksWatson & Co.
10. Discussion and consider engaging with BrooksWatson for the September 30, 2022 audit.
11. Discuss and consider **ORDINANCE 529-22 – AN ORDINANCE BY THE CITY COUNCIL FOR THE CITY OF ROMAN FOREST, TEXAS AMENDING THE CITY’S OPERATING BUDGET FOR THE FISCAL YEAR 2022-2023. AS PREVIOUSLY APPROVED IN THE BUDGET ORDINANCE NUMBER 530-22. DATED SEPTEMBER 13, 2022; PROVIDING A TEXAS OPEN MEETING CLAUSE AND PROVIDING AN IMMEDIATE EFFECTIVE DATE FOR THE AMENDED BUDGET**
12. Discuss and consider the status of the following projects and taking of any action in conjunction therewith – Engineer Greg Phipps.
 - City Drainage Improvements
 - City Paving Improvements
 - Michaelangelo Outfall Ditch Improvement
13. Discuss and take action on the upcoming holiday schedule for the City Hall hours of operation for Christmas Eve and Christmas Day. (December 22 & December 26)
14. Discuss and consider the judges for the City Christmas Decoration Contest.
15. Announcements:
 - Christmas Craft Show will be on December 3rd at 12:00pm – 3:00pm at the Pavilion – Please contact Deanna Martinez.
 - City Hall Christmas Tree Lighting will be on December 8th at 5:30pm with Dogwood Elementary Choir and Santa at City Hall.
 - The Christmas Decoration and Light Judging will be on December 17th at dark.
16. Discuss and consider possible action approving **Resolution No. 702-22, A RESOLUTION OF THE CITY COUNCIL OF ROMAN FOREST, TEXAS AUTHORIZING THE CITY ADMINISTRATOR TO BE AN AUTHORIZED REPRESENTATIVE FOR THE TEXPOOL.**
17. Discuss and consider possible action approving **Resolution No. 703-22, A RESOLUTION OF THE CITY COUNCIL OF ROMAN FOREST, TEXAS AUTHORIZING THE CITY ADMINISTRATOR TO BE AN AUTHORIZED REPRESENTATIVE FOR THE TEXPOOL.**
18. Discuss and consider possible action approving **Resolution No. 704-22, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROMAN FOREST, TEXAS, DESIGNATING SIGNATORIES OF CITY BANK ACCOUNT WITH WELLS FARGO NATIONAL BANK, SUPERSEDING ANY PREVIOUS RESOLUTION AND PROVIDING AN EFFECTIVE DATE 11/28/2022.**
19. Discuss and consider possible action approving **Resolution No. 1066-22, A RESOLUTION OF THE CITY COUNCIL OF ROMAN FOREST, TEXAS AUTHORIZING THE CITY ENGINEER TO PREPARE AN ESTIMATE OF THE**

COST OF IMPROVEMENTS TO CERTAIN STREETS IN SECTION 4 OF THE CITY THAT REQUIRE IMPROVEMENTS AND TO REPORT ON THE COSTS BY THE FRONT FOOTAGE OF EACH LOT ABUTTING ALONG BOTH SIDES OF EACH STREET TO BE IMPROVED; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE UPON PASSAGE.

20. . Discuss and consider possible action concerning Ord. _____, **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROMAN FOREST, TEXAS, AMENDING CHAPTER 20, ENTITLED "LAND USE," CODE OF ORDINANCES, CITY OF ROMAN FOREST, TEXAS BY THE ADDITION OF NEW ARTICLE IV AND ARTICLE V; PROVIDING FOR THE REGULATION OF ASSISTED LIVING FACILITIES, BOARDING HOMES AND COMMUNITY HOMES SERVING DISABLED PERSONS IN RESIDENTIAL NEIGHBORHOODS; REQUIRING REGISTRATION OF SUCH HOMES WITH THE CITY; REQUIRING ACCESSIBILITY AND FIRE SAFETY STANDARDS; REGULATING THE NUMBER OF VEHICLE SPACES; AUTHORIZING THE CITY ADMINISTRATOR TO CLOSE AN ASSISTED LIVING FACILITY OR COMMUNITY HOME IN THE EVENT OF A PUBLIC HEALTH OR SAFETY THREAT; PROVIDING FOR AN APPEAL FROM SUCH CLOSURE; PROVIDING FOR A FINE NOT TO EXCEED \$500 UPON CONVICTION OF CERTAIN VIOLATIONS; PROVIDING FOR PUBLICATION, EFFECTIVE DATE AND OTHER RELATED MATTERS.**
21. Discussion and consider possible action concerning Ord. 544-22; **AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ROMAN FOREST, TEXAS, (or "City") declining to approve the change in rates requested in Entergy Texas, Inc.'s ("ETI" or "Company") Statement of Intent filed with the City on July 1, 2022, AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE WAS CONSIDERED WAS OPEN TO THE PUBLIC AND IN ACCORDANCE WITH TEXAS LAW.**
22. Discuss and consider the options relating to the Building Permits and Inspection Fees
23. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS
24. ADJOURNMENT

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, which is readily accessible to the public at all times, by 6:30 pm on November 23, 2022.



/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.