



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

2430 Roman Forest Boulevard, Roman Forest, TX 77357

Regular City Council Meeting Agenda

Monday, May 23, 2022

6:30 P.M.

City Council Chambers

Mayor Chris Parr

Councilmember Mitchell Davis – Position 1

Councilmember Nelda Adkins – Position 2

Councilmember David Mullane – Position 3

Councilmember Greg Partin – Position 4

Councilmember James Brooks – Position 5

This notice is 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, May 23, 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. 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 4/25/2022
- b. Minutes of the Workshop and Special Council Meeting dated 5/09/2022
- c. 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
6. Report on 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
7. Discussion and possible action concerning Michelangelo Outfall, the options for recommended work, the estimated costs and if a bid will need to be authorized.
8. Discussion and possible action on the proposed ordinance regarding adding the option of memorandums of understandings to be offered and approved as needed on a case-by-case basis by the city administrator.
9. Discussion and possible action concerning citizen's request to purchase a small portion of the reserve located in front of his property on Artesian Way.
10. Discussion and possible action on potential new city inspection and plan review company.
11. Discussion and possible action on **ORDINANCE NO. 424-22 – A ORDINANCE OF THE CITY OF ROMAN FOREST, TEXAS, AMENDING ARTICLE III, WEIGHT RESTRICTIONS, IN CHAPTER 42 OF THE CITY CODE OF ORDINANCES; ESTABLISHING A MAXIMUM WEIGHT LIMIT FOR MOTOR VEHICLES ON STREETS WITHIN THE JURISDICTION OF THE CITY OF ROMAN FOREST, OTHER THAN STATE HIGHWAYS; PROVIDING FOR EXCEPTIONS; ESTABLISHING A MAXIMUM WEIGHT LIMIT FOR READY-MIXED CONCRETE TRUCKS WITHIN THE CITY OF ROMAN FOREST; PROVIDING FOR PERMITS AND FEES FOR HEAVY TRUCKS AND \$15,000**

STREET BONDS FOR OVER-WEIGHT READY-MIX CONCRETE TRUCKS USING CITY STREETS; PROVIDING FOR A PENALTY OF A FINE NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; PROVIDING SEVERABILITY AND REPEALING CLAUSES; PROVIDING TEXAS OPEN MEETINGS ACT CLAUSE; AND DECLARING AN EFFECTIVE DATE UPON PUBLICATION.

12. Discussion and possible action concerning **ORDINANCE 541-22 – AN ORDINANCE BY THE CITY COUNCIL FOR THE CITY OF ROMAN FOREST, TEXAS, AMENDING THE CITY’S OPERATING BUDGET FOR THE FISCAL YEAR 2021-2022, AS PREVIOUSLY APPROVED IN BUDGET ORDINANCE NUMBER 532-21, DATED SEPTEMBER 14, 2021.**

13. **CITIZEN COMMENTS/INQUIRIES– NOT TO EXCEED THREE MINUTES PER PERSON**

Citizens who desire to address the Council on any matter may do so during this item. Please limit your comments to three (3) minutes. Speakers are asked to stand up when their name is called by the Mayor, approach the podium to address Council and give their name and address before sharing their comments.

Please understand that while Council appreciates hearing your comments, state law (Texas Gov’t Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing city policy, and (2) taking action other than directing staff to place the matter on a future agenda. In accordance with the Texas Open Meetings Act, the City Council cannot discuss or take action on an unposted item. However, the Mayor may request the City Administrator to provide additional information at a future meeting on a matter of general interest to the full City Council, the public at large and to the citizen making the comment. Issues may be referred to City Staff for research and possible future action.

14. **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.

15. ADJOURN INTO EXECUTIVE SESSION

Public notice is given that the City Council will adjourn into a Closed or Executive Session during the meeting in order to discuss any matters listed on the agenda when authorized by the provision of the Open Meeting Act, 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 or other related matters that related to agenda item to be discussed. Action, if any, will be taken in open session.

Specifically, discussions under Texas Government Code § 551.074 – Discussions of personnel matters, and Texas Government Code § 551.087 – Discussions regarding economic development negotiations.

16. Reconvene into open session for discussion and possible action, if determined appropriate, on item(s) discussed in Executive Session.

17. 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.

18. 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, May 23, 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: 5/19/22

TIME OF POSTING: 2:15pm

DATED: 5/19/22



Kelly Belmore
Kelly Belmore, City Secretary
City of Roman Forest

This regular city council meeting can be adjourned and reconvened, if necessary, the next following regular business day.

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