



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, July 24, 2023

6:30PM

City Council Chambers

Mayor Chris Parr

Council Member Mitchell Davis – Position 1

Council Member Nelda Adkins – Position 2

Open – 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. CONSENT AGENDA ITEMS:

- a. Consider and approve the Minutes of the Special City Council Meeting dated June 12, 2023.
- b. Consider the Financial and Bookkeeping and take any action in connection therewith – Finance Manager, Liz Mullane
- c. Consider the City Administrator report and take any action required in connection therewith – City Administrator, Tim Underwood
- d. Consider the Police Department Report and take any action required in connection therewith – Chief Stephen Carlisle
- e. Reports
 1. Building Permit Report – Submitted for Review
 2. Municipal Court Report – Submitted for Review
 3. Maintenance Department Report – Submitted for Review

7. 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

8. Discuss the presentation by Naina Magon in creating a Tax Increment Reinvestment Zone (TIRZ).
9. Discuss and consider possible action concerning Variance Approvals for noncompliance fencing located at 2576 and 2614 Appian Way by Porter One Development LLC.
10. Discuss and consider possible action concerning Variance Approval for the release from all utility easements for the sale of the home at 810 Parthenon Place by Deborah Van.
11. Discuss and consider possible action concerning the appointment of Beth Greco as the Roman Forest Events Committee Treasure and Fallon Bulli as the Roman Forest Events Committee Social Media Assistant.
12. Discuss and consider possible action concerning the approval for appointing Beth Greco as the Roman Forest Events Committee Treasure and Fallon Bulli as the Roman Forest Events Committee Social Media Assistant.

13. Discuss and consider possible action concerning RESOLUTION 320-23 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROMAN FOREST, TEXAS, CALLING FOR THE HOLDING OF A GENERAL AND SPECIAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 7, 2023, FOR THE PURPOSE OF ELECTING TWO (3) COUNCIL MEMBERS AND ONE (1) MAYOR; PROVIDING FOR EARLY VOTING; DESIGNATING THE POLLING PLACES; DIRECTING THE GIVING OF NOTICE OF SUCH ELECTION; AND PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTION.
14. Discuss and consider possible action concerning approving Resolution 321-23 - The Election Services Agreement and Joint Election Agreement with Montgomery County for the November 7, 2023, City General and Special Election, and if approved, entry of RESOLUTION 321-23 – A RESOLUTION TO HOLD A JOINT ELECTION WITH MONTGOMERY COUNTY, TEXAS.
15. Discuss and consider possible action concerning approving Resolution 279-23 - THE MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT BUDGET FOR FISCAL YEAR 2024.
16. Discuss and consider approving payment to BOK Financial in the amount of \$53,843.75 for Debt Services Payment for the 2016 Certificate of Obligation.
17. Discuss and consider approving payment to Tyler Technologies in the amount of \$40,056.00 for the purchase of 5 years of Maintenance for ERP Pro 10 Financial Management Suite.
18. Discuss and consider possible action approving a payment to Southern Oaks Water Systems, Inc. in the amount of \$81,000.00 pursuant to the Chapter 380 Agreement approved by City Council on August 18, 2020, leaving an amount of \$6,000.00 contingent on the outcome of the trade agreement between Roman Forest Public Utility District No. 4 and Southern Oaks Water Systems, Inc.
19. Discuss and consider possible action approving a payment to Southern Oaks Water Systems, Inc. in the amount of \$127,961.30 pursuant to the Economic Incentive and Development Agreement for Street Repairs and Improvements in the City of Roman Forest approved by City Council on December 29, 2020.
20. Discuss and consider possible action approving Resolution No. 383-23 Authorizing the Transfer of \$75, 000.00 from the City General Fund to the City Reserve Fund.
21. Discuss and consider an Ordinance amending the 2022-2023 Budget for the Police Department amendments.

Closed Executive Session

22. The City Council may go into Closed Executive Session regarding any item posted on the agenda as authorized by Title 5, Chapter 551 of the Texas Government Code.

12. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

13. ADJOURNMENT

Requests for accommodation 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 always readily accessible to the public, by 6:30 pm on July 20, 2023.

/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.