City of Needville
REGULAR COUNCIL MEETING MINUTES
August 13, 2025

Present: Mayor Chad Nesvadba, Councilpersons: Dusty Kalkomey, Wyatt Sbrusch, Phillip Wigginton, Robert Sloan, and Becky Colunga

Staff Present: Cynthia Sullivan, Brian Sebesta, Michael Dickerson, Angie Jackson, Tommy Ramsey, City Attorney, Chris Steubing, and Joe Esch

Mayor Nesvadba called the meeting to order at 5:50 pm.
Councilor Wigginton led the invocation and pledges.

PUBLIC HEARING FOR WATER CONSUMER CONFIDENCE REPORT

Mayor Nesvadba opened the Public Hearing at 5:51 p.m. Brian Sebesta presented the Water Consumer Confidence Report. No public comments were received, and the Public Hearing was closed at 5:53 pm.

REGULAR AGENDA

1. **Consideration of and action on approval of the July 9, 2025 City Council meeting minutes.**

   ACTION: Motion by Councilperson Dusty Kalkomey, seconded by Councilperson Robert Sloan to approve the minutes of the July 9, 2025 Council meeting; all voting aye, motion carried.

2. **Council to accept submission of the 2025 Tax Year Certified Appraisal Roll and New Property Value received from Fort Bend County.**

   Angie Jackson presented the 2025 Certified Taxable Value and New Property Value totals received from Fort Bend County.

   ACTION: Motion by Councilperson Dusty Kalkomey, seconded by Councilperson Robert Sloan to accept submission of the 2025 Tax Year Certified Appraisal Roll and New Property Value received from Fort Bend County; all voting aye, motion carried.

3. **Council to accept submission of the 2025 Tax Year Truth-in-Taxation Calculations from Fort Bend County.**

   Angie Jackson presented the 2025 Tax Year Truth-in-Taxation Calculations from Fort Bend County.

   ACTION: Motion by Councilperson Wyatt Sbrusch, seconded by Councilperson Dusty Kalkomey to accept the submission of the 2025 Tax year Truth in Taxation

Calculations from Fort Bend County; all voting aye, motion carried.

4. **Consideration and action to set Public Hearings related to 2025-2026 Municipal Budget and 2025 Tax Rate.**

   Angie Jackson explained the need to set the Public Hearings related to the 2025-2026 Municipal Budget and the 2025 Tax Rate at 6:00 p.m., Thursday, September 4, 2025 at City Hall.

   ACTION: Motion by Councilperson Phillip Wigginton, seconded by Councilperson Dusty Kalkomey to set the Public Hearings related to the 2025-2026 Municipal Budget and the 2025 Tax Rate on Thursday, September 4, 2025 at 6:00 pm; all voting aye, motion carried.

5. **Consideration and action on a Resolution adopting a proposed 2025 Tax Rate.**

   Angie Jackson explained requested Council support in setting the proposed FY2025 property tax rate at $0.435508 per $100 valuation. She said this is record vote does not constitute final adoption of the tax rate. Also, she explained City Council retains full discretion to adopt the proposed rate or a lower rate following the conclusion of the Budget Workshop discussions. However, state law prohibits adoption of a rate higher than the proposed rate one it is published.

   ACTION: Motion by Councilperson Wyatt Sbrusch, seconded by Councilperson Phillip Wigginton to approve Resolution No. R-25-0813 adopting a proposed not-to-exceed tax rate for 2025 at $0.435508; Council Member Colunga, yes, Council Member Sbrusch, yes, Council Member Sloan, yes, Council Member Wigginton, yes, Council Member Kalkomey, yes, Mayor Nesvadba, yes, motion carried unanimously.

6. **Council to review and discuss Pay Plan and H-GAC Salary Survey.**

   Angie Jackson explained the Pay Plan is to be updated and adopted each year as part of the budget process. Annual maintenance would include increasing the ranges based on the annual percentage change in the CPI for the Houston-The Woodlands-Sugar Land area. Employees that fall below the minimum would be brought up to minimum and those employees at the maximum would have room for a pay increase. Annual maintenance would ensure the city does not get too far behind in the market.

   ACTION: Motion by Councilperson Phillip Wigginton, seconded by Councilperson Wyatt Sbrusch to adopt the 2025-2026 Pay Plan for city employees; all voting aye, motion carried.

7. **Council to approve Fort Bend County Municipal Utility District No. 252 Utility Conveyance and Security Agreement approved by the District at its May 5, 2025.**

   Chris Steubing explained Fort Bend County MUD 252 was created to support the development of the Harvest Pointe and other development within the city. Through this, the MUD is a financing mechanism that supports infrastructure development by providing funding reimbursement through taxes levied by the District. The major infrastructure required to support new development will be maintained and operated by the city. After construction and acceptance, the District will transfer the required infrastructure assets to the City for continued maintenance and operation in accordance with the development agreement Section 3.05 Public Improvements.

ACTION: Motion by Councilperson Dusty Kalkomey, seconded by Councilperson Phillip Wigginton to approve the utility conveyance and security agreement for the transfer of infrastructure from the MUD to the city; all voting aye, motion carried.

8. **Council to approve the Final Plat for Harvest Pointe Section 2 consisting of 36.615 acres of land located on Needville-Fairchilds Road, northeast of State Highway 36, within the Needville City limits. This Plat creates fifty (50) single family residential lots that are 50 and 60 feet by 120, 125, and 149 feet deep (approximately 6,000 square feet) or larger.**

   Llarance Turner presented this final plat and explained it was presented to Planning Commission at the July meeting where there was a conditional approval based on the City Engineer's comments. Since then, the applicant has resolved those outstanding items.

   ACTION: Motion by Councilperson Phillip Wigginton, seconded by Councilperson Dusty Kalkomey to approve the Final Plat for Harvest Pointe Section 2; all voting aye, motion carried.

9. **Council to conditionally approve the Final Plat for Needville ISD Elementary School No. 3 consisting of 19.993 acres of land located on Needville-Fairchilds Road, north of State Highway 36, within the City Limits. This Plat creates 2 (two) reserves and one lot that is generally 799 feet by 1089 feet deep (approximately 870,818 square feet).**

   Llarance Turner presented this final plat and explained it was presented to the Planning Commission at the July meeting where there was a conditional approval based on the City Engineer's comments, which have not been reported that they are completed, so there would be a conditional approval of this Final Plat.

   ACTION: Motion by Councilperson Dusty Kalkomey, seconded by Councilperson Phillip Wigginton to conditionally approve the Final Plat for Needville ISD Elementary School No. 3; all voting aye, motion carried.

10. **Council to approve a Variance request for the Village Subdivision plat reducing the frontage of all the lots by two feet (Sec. 78-83 of the Subdivision Ordinance).**

    Llarance Turner presented the Variance for The Village Subdivision. He explained the Final Plat was presented to the Planning Commission at the November 2024 meeting where there was a conditional approval based on the City Engineer's comments. There were no responses to those comments that are included in the review memo. Since then, the Fort Bend County Drainage District has required an additional 20 feet to their existing drainage easement to the south. The applicant presented two options for a variance to accommodate this request. One option was to reduce the frontage size of all the lots by about 2 feet on average to allow for a larger easement. The second option was to reduce the lot frontage to the first two lots adjacent to the easement to about 48 feet on average. The Planning Commission chose to accept the first option that reduced the frontage of all the lots.

Councilperson Kalkomey asked how the Fire Department would be able to turn a fire truck around at the half of the cul-de-sac. He said the Developer has to find another way out of the subdivision and it will require purchasing more land.

ACTION: Motion by Councilperson Phillip Wigginton, seconded by Councilperson Robert Sloan to approve the variance; four Councilpersons voting aye, Councilperson Dusty Kalkomey voted no, motion carried.

11. Council to approve a Moving Permit application requested by Monica Herrera for property located 3415 School Street.

Llarance Turner presented the Moving Permit for Monica L. Herrera for a house moved to 3415 School Street to serve as her law office. Mark Herrera was present to answer any questions from Council. Councilperson Sloan suggested they get a review for the move from CenterPoint before moving the house.

ACTION: Motion by Councilperson Dusty Kalkomey, seconded by Councilperson Phillip Wigginton to approve the moving permit for a house moved to 3415 School Street for Monica L. Herrera; all voting aye, motion carried.

12. Council to discuss a replacement for the vacant position on the Development Corporation of Needville Committee.

Council tabled this item to a future Agenda.

DEPARTMENT REPORTS

A. OPERATION MANAGER: Brian Sebesta presented his report.

B. CITY ENGINEER: Llarance Turner of Kaluza reported:

- Needville Water & Wastewater Master Plans – The citywide water and waste water modelling efforts are almost complete. We will have another update meeting later this month. The next step is taking the completed results of the modelling and preparing the final report.
- TXDOT State Highway 36: City utility replacement and enhancement project – TxDOT's sub-contractor Joselin is working on the water line installations along SH 36.

- Richmond Street Mobility Bond Reconstruction – We have reviewed their 100% plans and sent comments back into the County for plan revisions. The County has not sent an ILA for review yet.
- City of Needville Water Plant Rehab. Project – Contractor is currently working on the new plant building foundation. The schedule shows substantial completion in December.
- Harvest Pointe – The developer is continuing to build out their homes. They have begun a landscaping project along the detention pond that has been reviewed and approved previously by the City Engineer.
- August Meadows- The developer is currently working on their section 1 infrastructure.
- Magnolia Trails – The developer has obtained their permit and will have a preconstruction meeting later this month.

C. POLICE DEPARTMENT: Chief Dickerson gave his report.

D. FIRE DEPARTMENT: Troy Svatek gave his report.

E. PERMITTING: Report was included in Agenda Packet.

F. DEVELOPMENT CORPORATION OF NEEDVILLE: Joe Esch reported the following:

The meeting of the DCN was held on August 6, 2025. The following significant actions were taken:

- Approved of Board Meeting Minutes and Treasures reports as presented

- Discussed the current board vacancy, possible candidates and making recommendation to Council on filling board vacancy. The board did not make a recommendation at this meeting. No recommendation was made. Posting will occur for board member applications. The board will take up possible candidate recommendation at the Sept meeting.

- Reviewed and discussed the proposed DCN FY2025/2026 budget. The board was supportive of the budget as present. As the board will meet in September to consider a final budget for recommendation to Council for action.

- The board was updated on current status of projects and activities of the DCN. The following is the status of the recent Business Improvement Grants

  Kanak Law Firm mural is complete, and the reimbursement has been closed out

  Sweetness Honey completed its mural and has submitted for the review and reimbursement process

  Needville's Napa Auto Parts was approved for a Business Improvement Grant. A draft agreement was provided to them and receipt confirmed. Currently awaiting comments from draft Business Improvement Grant agreement for their project.

G. MUNICIPAL COURT: Monthly report was included in the Agenda Packet.

H. FINANCIAL REPORT: Angie Jackson gave her report included in the Agenda Packet.

I. CITY SECRETARY REPORT: Cynthia Sullivan gave her report included in the Agenda Packet.

J. CHRIS STEUBING REPORT:

- Master Drainage Plan – Mayor and staff met with Halff to review some identified projects that have been identified across the city. Feedback was provided and the Halff team is taking those back to continue to develop solutions to the identified problem areas. We are targeting November for the last public meeting where the focus will be on solutions and outcomes.

- Facilities Master Plan – Consultant continues working on programming after comments from staff. Plan will be proposed for the next 5 to 10 years to accommodate growth. Council workshop pending for this Fall.

- Water / Wastewater Master Plan – Existing conditions water model reviewed and comments provided to consultant team. Wastewater system evaluation is moving and analysis of capacity for collection system reviewed. Update meeting to occur later in August and plan for City Council review will be generated after that. Workshops will be planned for this Fall prior to adoption.

- Mobility Master Plan - We have met with HGAC on the Mobility Master Plan and reviewed the scope and path forward. They will cover 100% of the cost at $350,000 with a goal of completion in approximately 18 months. Deliverables will include the mobility plan, thoroughfare plan, roadway cross sections, pedestrian improvements, etc.

- Strategic planning with DCN – Projects have been identified for inclusion in the DCN budget and these are being carried forward and will be discussed through the budget cycle. We continue to look for opportunities in the downtown area to partner through the DCN and extend the reinvestment activities in this area.

- Policy development:
    - Procurement policy drafted and reviewed. Comments being addressed and a future workshop planned with City Council
    - Fleet replacement policy – Pulling best-case models together
    - Tech replacement policy – Reaching out to various communities that have policies like this that we can learn from and use to develop this one.

- SH 36 project – Continued with our bi-weekly team calls to discuss updates, conflicts, potential changes, construction progress and more. Update meetings with TxDOT, Pulice (GC), Volkert (PM), Kaluza, city staff and the sub-contractors have been helpful for us to maintain communications and plan for traffic shifts later this month.

- FY 26 work plan development and department head-identified priorities have been discussed, reviewed and submitted for budget inclusion. You will hear about those throughout the budget process moving forward.

- MI Homes Development – Communications have begun with the developer and their legal team. A City Council workshop will be planned early on to review the development proposal and identify any items that will need to be addressed through the DA process.

- Water/WW rate study is moving along. Rate plans will be workshopped with City Council through budget process. Planned 5-year CIP figures are being put in place for planning purposes. Separation of operation and capital budgets is taking place so a firm baseline can be produced for review. The plan will remain flexible as the water and wastewater master plan continues moving forward.

- Development Code – We continue to address items as they arise. We are working on developing off-street parking standards for commercial areas that have transitioned from single-family to commercial. We are looking at standards that would maintain the rural feel yet provide and meet the necessary requirements for commercial parking standards.

- Wastewater treatment plant evaluation – Ardurra has prepared a scope and we have asked for some modifications. Once received we will bring back to City Council for approval. Anticipating bringing this forward in October after budget adoption.

- Data development and capture continue as processes are reviewed and discussions are had. This will continue to be a working assignment for reporting of various parts of the city. This will continue to be a focus for staff and can be used moving forward to develop performance metrics for areas as needed.

- Staff development – Working with Cynthia on this and incorporating comments that have been received. We will bring an updated version back in the coming weeks. We are working to develop performance plans as well as evaluation forms that work together.

EXECUTIVE SESSION

Mayor adjourned regular session at 7:08 p.m. to go into Executive Session for deliberation regarding the purchase, exchange, lease, or value of real property (Section 551.072).

Mayor returned to regular session at 7:53 p.m. No action or discussion was taken after Executive Session.

ADJOURNMENT: Mayor Nesvadba adjourned the meeting at 7:53 p.m.

ATTEST:

Chad Nesvadba

Chad Nesvadba, Mayor

Cynthia Sullivan

Cynthia Sullivan, City Secretary