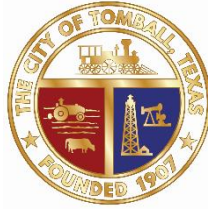


MINUTES OF REGULAR AGENDA CITY OF TOMBALL, TEXAS



**Monday, November 03, 2025
5:00 P.M.**

The City Council of the City of Tomball, Texas, conducted the meeting scheduled for November 03, 2025, 5:00 P.M., at 401 Market Street, Tomball, Texas 77375.

A. Mayor L. Klein Quinn called the meeting to order at 5:01 P.M.

PRESENT:

Mayor Lori Klein Quinn
Council 1 John Ford
Council 2 Paul Garcia
Council 3 Dane Dunagin
Council 4 Lisa A. Covington
Council 5 Randy Parr

CITY STAFF PRESENT:

City Manager - David Esquivel
City Secretary – Thomas Harris III
City Attorney – Loren Smith
Assistant City Secretary – Shannon Bennett
Community Development Director – Craig Meyers
Fire Chief – Joe Sykora
Captain - Brandon Patin
Human Resources Director - Kristie Lewis
Finance Director - Bragg Farmer
Public Works Director - Drew Huffman
Director of Marketing & Tourism - Chrislord Templonuevo
Director of Special Projects – Luisa Taylor
Director of I.T. – Ben Lato
Project Manager - Meagan Mageo
Police Officer – Erin O'Neill

B. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*

There were no public comments received.

C. General Discussion

1. Discussion and direction on the initiation of a Charter Review Process, including possible charter amendments for a 2026 Election, and the appointment of a Charter Review Commission.

The Council reached a consensus not to appoint a Charter Review Commission. City Attorney Loren Smith will research whether a Special Election may be cancelled contingent upon the General Election taking place.

- D. Proposed Future Agenda Items *[The following items are provided for informational purposes for City Council and public review. Any item may be pulled for separate discussion at Council's request.]*

There was no discussion held for items D.1-3.

1. Workshop Discussion Only - Zoning Case Z25-11: Request by 2S & Z Investments LLC, to amend Chapter 50 (Zoning) of the Tomball Code of Ordinances, by rezoning approximately 2.109 acres of land legally described as being two tracts of land (1.047 and 1.062 acres), each being a portion of Lot 477 of Tomball Townsite from the Agricultural (AG) zoning district to the Commercial (C) zoning district. The property is located at 22700 Hufsmith-Kohrville Road, within the City of Tomball, Harris County, Texas.
2. Workshop Discussion Only - Zoning Case Z25-12: Request by Harkins Medical Properties LTD, represented by Dennis Conde, to amend Chapter 50 (Zoning) of the Tomball Code of Ordinances, by rezoning approximately 3.140 acres of land legally described as being a portion of Lot 6 of Tomball Medical Park Replat of Reserve "B" and a tract of land situated in the Jesse Pruitt Survey, Abstract No. 629 from the Agricultural (AG) zoning district to the Duplex (D) zoning district. The property is located within the 13000 block (south side) of Medical Complex Drive, within the City of Tomball, Harris County, Texas.
3. Workshop Discussion Only - Zoning Case Z25-13: Request by Pitcher Realty Group LLC, represented by Mundy Property Holdings PLLC, to amend Chapter 50 (Zoning) of the Tomball Code of Ordinances, by rezoning approximately 0.9966 acres of land legally described as being two tracts of land (0.660 and 0.3366 acres) situated within the Joseph House Survey, Abstract No. 34 from the Single-Family Residential (SF-9) zoning district to the Office (O) zoning district. The property is located at 13519 Zion Road, within the City of Tomball, Harris County, Texas.

4. Public Works Director Drew Huffman led the discussion – Approve a services agreement with Hydro Clear Services, LLC for a vac-truck services and regular maintenance of sewer components for a total annual amount not-to-exceed \$160,000 (CSB No. 2025-19), approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the Fiscal Year 2025-2026 budget.
- E. Recess/Reconvene at 6:00 p.m.

Mayor Klein Quinn recessed the meeting at 5:30 p.m. and reconvened it at 6:00 p.m.
- F. Invocation led by Pastor Jason Schleicher, Salem Lutheran Church
- G. Pledges to U.S. and Texas Flags led by Dane Dunagin, Council 3
- H. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*
 - Colleen Pye, 411 Fannin expressed her opinion of the City removing the lights too early.
- I. Presentations
 1. Presentation by the Tomball Lions Club to the Tomball Fire Department and Explorer Post # 5451 in the amount of \$2,000 for the 2025 Holiday Heroes Event.

Al Gearhardt of the Tomball Lions Club presented the Tomball Fire Department and Explorer Post #5451 a check in the amount of \$2,000 for the 2025 Holiday Heros Event.
- J. Reports and Announcements
 1. Announcements
 - I. **Upcoming events:**
 - November 5, 2025 – Coffee with a Cop from 8:30 – 10 a.m. at Chick-fil-A (14314 FM 2920 Rd)
 - November 8, 2025 – Tidy Up Tomball from 8:00 – 11:30 a.m. at First Baptist Church Parking Lot (407 Houston St)

- November 8, 2025 – 2nd Saturday at the Depot from 4:00 – 8:00 p.m. at Tomball Depot Plaza
- November 13, 2025 – Kaffeeklatsch Holiday Special from 11:30 a.m. – 1:00 p.m. at Tomball Community Center
- November 20, 2025 – Let’s Talk! from 5:00 – 7:30 p.m. at Tomball Community Center

2. Reports by City staff and members of council about items of community interest on which no action will be taken:

- Council 4 Lisa Convington - Wal-Mart is hosting a Veterans Day program on November 11 at 10:00 a.m.
- Mayor Lori Klein Quinn - Sunflower Bank is hosting a Veterans Day Program
- Mayor Lori Klein Quinn – Christians Business Luncheon is on November 11th
- Police Chief Jeff Burt thanked the Council and attendees who completed the Policy Academy
- City Manager David Esquivel announced that the City of Tomball received the bronze award for the best Scenic City
- Mayor Lori Klein recognized Nichaela Shaheen at Community Impact Newspaper for the article on the Comprehensive Plan
- Mayor Lori Klein donated two books to the Community Center, “Walkable City” and “Arbitrary Lines”
- Council 3 Dane Dunagin recognized Colleen Pye and Tana Ross for attending a conference related to Planning and Zoning

K. Old Business Consent Agenda: *[All matters listed under Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item in question will be removed from the Consent Agenda and will be considered separately. Information concerning Consent Agenda items is available for public review.]*

1. Adopt, on Second Reading, Ordinance No. 2025-37, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Pine Country Public Improvement District Number 1 (PID 1).
2. Adopt, on Second Reading, Ordinance No. 2025-38, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Raleigh Creek Public Improvement District Number 2 (PID 2).

3. Adopt, on Second Reading, Ordinance No. 2025-39, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Reserve at Spring Lake Public Improvement District Number 3 (PID 3).
4. Adopt, on Second Reading, Ordinance No. 2025-40, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Alexander Estates Public Improvement District Number 4 (PID 4).
5. Adopt, on Second Reading, Ordinance No. 2025-41, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Yaupon Trails Public Improvement District Number 5 (PID 5).
6. Adopt, on Second Reading, Ordinance No. 2025-42, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Copper Cove Public Improvement District Number 6 (PID 6).
7. Adopt, on Second Reading, Ordinance No. 2025-43, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Grand Junction Public Improvement District Number 7 (PID 7).
8. Adopt, on Second Reading, Ordinance No. 2025-44, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Timber Trails Public Improvement District Number 8 (PID 8).
9. Adopt, on Second Reading, Ordinance No. 2025-45, an Ordinance of the City of Tomball, Texas Authorizing and Approving the Calendar Year 2025 Annual Service and Assessment Plan (SAP) Update for the Pine Trails Public Improvement District Number 13 (PID 13).

Motion made by Council 1 Ford, Seconded by Council 4 Covington to approve Old Business Consent Agenda items.

Voting Yea: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

- L. New Business Consent Agenda: *[All matters listed under Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item in question will be removed from the Consent Agenda and will be considered separately. Information concerning Consent Agenda items is available for public review.]*
1. Approve Minutes of Oct. 20, 2025, Regular City Council meeting.
 2. Approve the annual renewal expenditures with Tyler Technologies, Inc. for recurring Software as a Service (SaaS) subscriptions, support services, and licensing fees associated with the City's enterprise systems including ERP Pro, Computer-Aided Dispatch (CAD), Public Safety Analytics, BRAZOs eCitation, GIS, and Utility Billing Online for Fiscal Year 2025–2026, through a Sourcewell Contract (Contract No. 060624-TTI) for a total not-to-exceed amount of \$479,235. Authorize the expenditure of funds and authorize the City Manager to execute any and all documents related to this purchase. This expenditure is included in the Fiscal Year 2025-2026 budget.
 3. Approve services agreement with Senergy Petroleum, LLC for operating and emergency fuel purchases for an annual not-to-exceed amount of \$600,000 (RFP No. 2025-17), approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the Fiscal Year 2025-2026 budget.
 4. Approve an expenditure of greater than \$100,000 with Harris County Radio Services for radio airtime, programming, and part services, for a not-to-exceed amount of \$116,000.00, approve the expenditure of funds therefore, and authorize the City Manager to execute any and all documents related to the purchases. The purchase is included in the FY 2025-2026 Budget.
 5. Approve services agreement renewal with Accurate Utility Supply, LLC for water, wastewater, and drainage supplies and services through a BuyBoard Contract (Contract No. 626-20) for a not-to-exceed amount of \$250,000, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the Fiscal Year 2025-2026 budget.
 6. Approve Resolution No. 2025-54, a Resolution of the City of Tomball, Texas approving updates to the Fiscal Year 2025-2026 Master Fee Schedule.
 7. Consideration and possible action to cancel the existing professional services agreement with Teague Nall and Perkins, Inc., dated August 18, 2025, and approve a new professional services agreement with Teague Nall and Perkins, Inc. for engineering services related to the U.S. Department of Housing and Urban

Development – Community Project Fund (CPF) grant related to the Carrell & Lovett Storm Sewer Improvements for an amount not-to-exceed \$1,460,000, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.

8. Approve changes to Administrative Policy No. 23, Park Reservation.
9. Approve changes to Administrative Policy No. 24, Sports Courts Reservation.

Motion made by Council 5 Parr, Seconded by Council 4 Covington to approve New Business Consent Agenda items 1 – 5, 7 & 9.

Voting Yea: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

6. Approve Resolution No. 2025-54, a Resolution of the City of Tomball, Texas approving updates to the Fiscal Year 2025-2026 Master Fee Schedule

Motion made by Council 4 Covington, Seconded by Council 5 Parr to approve Resolution No. 2025-54

Voting Yea: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

8. Approve changes to Administrative Policy No. 23, Park Reservation.

Motion made by Council 5 Covington, Seconded by Council 2 Garcia to approve Administrative Policy No. 23, Park Reservation.

Motion was made to amend Administrative Policy No. 23, Park Reservation to provide a refundable maintenance deposit for all City facilities with the amount to be determined by City Staff.

Voting Yea on amended motion: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

M. New Business

1. Public Hearing 6:00 P.M. and Consideration of and action on Ordinance No. 2025-49, an Ordinance granting the request for annexation of a certain tract of land being a 1.9756 acre (86,058 square feet) tract of land, situated in the Jesse Pruitt Survey, Abstract Number 629, Harris County, Texas; being out of and a part of lot Four Hundred and Seventy-Seven (477), of Tomball Townsite, a subdivision in Harris County, Texas, according to the map or plat thereof, as recorded in Volume 2, Page 65, of the map records of Harris County, Texas (H.C.M.R.); said 1.9756 acre tract being out of and a part of a 1.0472 acre tract conveyed to 2S & Z Investments LLC by deed as recorded under Harris County Clerk's File Number (H.C.C.F. No.) RP-2025-238354 and out of and a part of a 1.062 acre tract conveyed to 2S & Z Investments LLC by deed as recorded under H.C.C.F. No. RP-2025-244581; providing for a service plan; providing for severability.

Mayor opened the Public Hearing at 6:47 P.M.

Mayor closed the Public Hearing at 6:48 P.M.

Motion made by Council 4 Covington, Seconded by Council 3 Dunagin to adopt Ordinance No. 2025-49

Voting Yea: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

2. Approve the Appointment, by the City Manager, of Sakura Moten as Assistant City Manager, effective November 17, 2025.

Motion made by Council 4 Covington, Seconded by Council 5 Parr to appoint the Assistant City Manager Sakura Moten.

Voting Yea: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

3. Approve Resolution No. 2025-55, a Resolution of the City Council of the City of Tomball, Texas, for the Designation of Its Representative and Alternate for the Houston-Galveston Area Council 2026 General Assembly.

Motion made by Council 3 Dunagin, Seconded by Council 4 Covington to approve Resolution No. 2025-55 designating Paul Garcia as the Representative and Lori Klein Quinn as the Alternate.

Voting Yea: Council 1 Ford, Council 2 Garcia, Council 3 Dunagin, Council 4 Covington, Council 5 Parr

Motion carried unanimously.

4. Approve changes to Administrative Policy No. 26, Rules and Regulations for City of Tomball Parks.

No action was taken.

5. Executive Session: The City Council will meet in Executive Session as Authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, for the Following Purpose(s):

- Sec. 551.071 – Consultation with the City Attorney regarding a matter which the Attorney’s duty requires to be discussed in closed session
 - Sec. 551.072 – Deliberations regarding Real Property; A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.
- Executive Session Started: 7:01 P.M.
 - Executive Session Ended: 7:22 P.M.

N. Mayor Lori Klein Quinn adjourned the meeting at 7:22 P.M.

PASSED AND APPROVED this 17th day of November 2025.

Thomas Harris III, TRMC
City Secretary

Lori Klein Quinn
Mayor