

MINUTES OF SPECIAL MEETING  
OF NOVEMBER 3, 2009  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The special meeting of the Meadows Place City Council was called to order at 6:00 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Charles Kulhanek  
Rick Staigle  
Dave Wilkens

thus constituting a quorum.

Also present was Public Works Director Dan McGraw.

Mr. McGraw gave an overview of the purpose and process involved in reaching the City's goals of energy efficiency. He said there has been \$35,000 set aside for our city as a grant to help us achieve energy efficiency. He will be the authorized representative to deal with this grant along with key financial personnel. The Notice Of Intent (NOI) is due 45 days after September 22<sup>nd</sup>. (November 6<sup>th</sup>). Ours was mailed on October 12<sup>th</sup> and received on October 15<sup>th</sup>. The resolution is due 60 days from September 22<sup>nd</sup> (November 21<sup>st</sup>.) From the date that is received, State Energy Conservation Office (SECO) has 75 days to send the final allocation letter and the application. This should arrive before the end of January. During this wait period, the city will need to have our energy audit completed and determine which facilities would benefit most from using the grant funds. The application letter will be due 30 days from the date it is received (by the end of April.) We should be able to complete and return the application letter within 10 to 14 days after it is received. SECO then has 180 days to review the application and the city will execute the grant agreement that will contain all the requirements and obligations related to spending the Energy Efficiency and Conservation Block Grant (EECBG) funds. Funds must be obligated within six months of the effective award date through contracts and be spent within 36 months. Monthly reports will be due on the 25<sup>th</sup> of each month in the format required by the Comptroller.

Mayor Jessup then read the caption to the following resolution:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS FOR THE PURPOSE OF PURSUING ALL EECBG FUNDING MADE AVAILABLE THROUGH ARRA AND BEING ALLOTTED BY THE STATE ENERGY CONSERVATION OFFICE TO BE USED TO ASSIST IN REACHING THE CITY'S GOALS OF ENERGY EFFICIENCY.**

Councilmember Kulhanek made a motion, seconded by Councilmember Wilkens to adopt the resolution, numbered **2009-11**, as presented. The motion carried unanimously.

There being no further business to consider, Councilmember Kulhanek made a motion, seconded by Councilmember Wilkens to adjourn the meeting. With unanimous approval the meeting was adjourned at 6:12 p.m.

---

Elaine Herff, City Secretary