



**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 27, 2016 AT 7:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477**

**A. Call to Order:**

The meeting was called to order by Mayor Jessup at 7:30 p.m. with the following present:

Mayor, Charles D. Jessup, IV	City Secretary, Courtney Rutherford
Mayor Pro Tempore, Terry J. Henley	Alderman, John F. Isbell
Alderman, Rick J. Staigle	Alderman, Kelle K. Mills

Alderman, Steven H. Bezner was not present.

Staff in attendance: Captain, Jack Ashton, Meadows Place Police Department; and Danny Segundo, Public Works Director.

**1. Pledge of Allegiance and Invocation**

Pledge by: Nicholas Espadia, Boy Scout 23  
Invocation by: Charles D. Jessup IV, Mayor

Mayor Jessup stated that Boy Scout 23 was attending this meeting in order to receive a merit badge.

**B. Public Hearing**

**1. Conduct a public hearing on the City of Meadows Place municipal budget for fiscal year 2016-2017.**

Mayor Jessup opened the Public Hearing at 7:33 p.m. and stated that the purpose of today's hearing is to give all interested parties the right to appear and be heard concerning the City of Meadows Place proposed municipal budget for the fiscal year 2016-2017. Mayor Jessup called upon anyone desiring to speak. There being no one desiring to speak, Mayor Jessup closed this public hearing at 7:34 p.m.

**C. Proclamations**

**1. Proclamation recognizing Tuesday, October 4, 2016 as National Night Out in Meadows Place to provide a unique opportunity for the City of Meadows Place to join forces with thousands of other communities across the state in promoting cooperative, police-community crime prevention efforts.**

Mayor Jessup read a proclamation proclaiming October 4, 2016 as National Night Out in Meadows Place.

#### **D. Reports:**

##### **1. Police Department**

Captain Ashton gave an overview of the monthly statistics and activities report, which was distributed to the Council and filed with the City Secretary. Captain Ashton invited all of Council to attend National Night Out and those planning to attend to RSVP to Madonna in the Police Department.

##### **2. Public Works**

Public Works Director Danny Segundo gave the quarterly report for Public Works, a copy of which has been filed with the City Secretary. Below are a few key points he mentioned.

Mr. Segundo reviewed the departmental completed projects for fiscal year 2015-2016, some of which are improvements at City Hall, street inlets, Dorrance Lane repairs, and water and sewer repairs.

Mr. Segundo reported that the Public Works Department plans to begin cleaning sewer lines throughout the City in the upcoming fiscal year.

Mr. Segundo also took the time to acknowledge Devon Kulhanek. Devon was hired on as a part time employee for the summer. He has a good head on his shoulders and great work ethic and we wish him the best of luck of Texas A&M University.

##### **3. Fire Department Monthly Report for August 2016**

Mayor Jessup provided an overview of the Stafford Fire Department report for August which was filed with the City Secretary.

Mayor Jessup also reported that Council is currently negotiation a new contract with the City of Stafford for fire services.

#### **E. Mayor's Comments**

##### **1. Budget and Budget Process**

Mayor Jessup thanks off of the employees who worked so hard on the budget process. He took this time to give the scouts in attendance a brief explanation of the City's budget. He explained that the budget determines the City's tax rate and what the we can spend. Mayor, Council and staff have worked hard to complete this \$5.8 million dollar budget for the City.

##### **2. New Commercial Endeavors**

Mayor Jessup reported that he's never seen this much activity in the City. There are several new stores opening up in the City; Aldi Grocery Store, UPS Store, a cellphone store, and Murphy's oil.

Mayor Jessup also reported that the EDC President, Bob Graf, has been working with several people to possibly open new businesses in the City. EDC has also started a business of the month program.

Mayor Jessup believes there will be several changes in the City over the next year.

### **3. Changes in the City**

Mayor Jessup stated that there has been many changes at City Hall that will allow staff to work more effectively, efficiently and provide better customer service. He also stated that there are several changes taking place in fiscal year 2016-2017. The city's new Tactical Training Facility will be complete soon. The City will be getting a new pool amenity, splash pad, and physical fitness equipment.

## **F. Council Comments:**

### **1. Terry Henley – Update on EDC, TML, and TARC**

Alderman Henley explained that 1% of the City's sales tax goes to the EDC and that money is used for projects like W Airport improvements, the new TTC, and attracting new businesses to the City. He also gave brief updates on Economic Development, TML and TARC meetings that he has attended recently.

## **G. Regular Agenda**

### **1. Consider Resolution No. 2016-34 accepting the Auditor's Engagement Letter.**

Alderman Staigle moved to approve Resolution No. 2016-34 accepting the Auditor's Engagement Letter. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

### **2. Consider Ordinance No. 2016-19 adopting the fiscal year 2016-2017 municipal budget for the City of Meadows Place, Texas, and appropriating the several sums set up therein to the objects and purposes therein named.**

Alderman Henley moved to approve Ordinance No. 2016-19 adopting the fiscal year 2016-2017 municipal budget for the City of Meadows Place, Texas, and appropriating the several sums set up therein to the objects and purposes therein named. Alderman Isbell seconded the motion. The record vote follows:

Alderman Mills: Aye

Alderman Henley: Aye

Alderman Staigle: Aye  
Alderman Isbell: Aye  
Alderman Bezner was not present.

The motion carried

**3. Consider Ordinance No. 2016-20 levying a tax rate for the City of Meadows Place, Texas for the Tax Year 2016.**

Alderman Staigle moved to approve Ordinance No. 2016-20 levying a tax rate of \$0.832 per \$100 for the City of Meadows Place, Texas for the Tax Year 2016. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

**4. Consider Ordinance No. 2016-21 approving the fiscal year 2016-2017 budget for the City of Meadows Place Economic Development Corporation as adopted by the Board of Directors at its September 8, 2016 Regular Meeting.**

Alderman Henley moved to approve Ordinance No. 2016-21 approving the fiscal year 2016-2017 budget for the City of Meadows Place Economic Development Corporation as adopted by the Board of Directors at its September 8, 2016 Regular Meeting. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

**5. Consider Resolution No. 2016-35 approving the 2016-2017 City of Meadows Place Investment Policy and Strategy Guidelines.**

Alderman Staigle moved to approve Resolution No. 2016-35 approving the 2016-2017 City of Meadows Place Investment Policy and Strategy Guidelines. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

**6. Consider Resolution No. 2016-36 authorizing the Mayor and City Secretary to enter into a contract with Emergency Communications Network, LLC for the CodeRED Notification System.**

Alderman Henley moved to approve Resolution No. 2016-36 authorizing the Mayor and City Secretary to enter into a contract with Emergency Communications Network, LLC for the CodeRED Notification System. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

**7. Consider Resolution No. 2016-37 authorizing the Mayor and City Secretary to enter into a contract with Erickson Advertising Agency for marketing.**

Alderman Staigle moved to approve Resolution No. 2016-37 authorizing the Mayor and City Secretary to enter into a contract with Erickson Advertising Agency for marketing. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

**8. Consider Resolution No. 2016-38 authorizing the Mayor and City Secretary to enter into an agreement with AVR for uReceivables Payment Processing.**

Alderman Isbell moved to approve Resolution No. 2016-38 authorizing the Mayor and City Secretary to enter into an agreement with AVR for uReceivables Payment Processing. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

- 9. Consider Ordinance No. 2016-22 repealing Section 51.02 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.02 of Chapter 51 of the Code of Ordinances; regulating applications, deposits, and fees for water and sewer service; providing for a penalty; providing for repeal; providing for severability; and providing an effective date.**

Alderman Henley moved to approve Ordinance No. 2016-22 repealing Section 51.02 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.02 of Chapter 51 of the Code of Ordinances; regulating applications, deposits, and fees for water and sewer service; providing for a penalty; providing for repeal; providing for severability; and providing an effective date. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

- 10. Consider Ordinance No. 2016-23 repealing Section 51.06 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.06 of Chapter 51 of the Code of Ordinances; regulating water service and sanitary sewer service due dates and times; providing for a penalty; providing for repeal; providing for severability; and providing an effective date.**

Alderman Staigle moved to approve Ordinance No. 2016-23 repealing Section 51.06 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.06 of Chapter 51 of the Code of Ordinances; regulating water service and sanitary sewer service due dates and times; providing for a penalty; providing for repeal; providing for severability; and providing an effective date. Alderman Henley seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

- 11. Consider Ordinance No. 2016-24 repealing Section 51.08 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.08 of Chapter 51 of the Code of Ordinances; regulating temporary water service; providing for a penalty; providing for repeal; providing for severability; and providing an effective date.**

Alderman Henley moved to approve Ordinance No. 2016-24 repealing Section 51.08 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.08 of Chapter

51 of the Code of Ordinances; regulating temporary water service; providing for a penalty; providing for repeal; providing for severability; and providing an effective date. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

**12. Consider Ordinance No. 2016-25 repealing Section 51.11 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.11 of Chapter 51 of the Code of Ordinances; providing rules and regulations for disconnection of water service and sanitary sewer service; providing for a penalty; providing for repeal; providing for severability; and providing an effective date.**

Alderman Isbell moved to approve Ordinance No. 2016-25 repealing Section 51.11 of Chapter 51 of the Code of Ordinances and substituting a new Section 51.11 of Chapter 51 of the Code of Ordinances; providing rules and regulations for disconnection of water service and sanitary sewer service; providing for a penalty; providing for repeal; providing for severability; and providing an effective date. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

**13. Consider Ordinance No. 2016-26 providing for a schedule of fees; repealing all ordinance or resolutions in conflict herewith; providing a penalty; providing for severability; and providing an effective date.**

Isbell Henley moved to approve Ordinance No. 2016-26 providing for a schedule of fees; repealing all ordinance or resolutions in conflict herewith; providing a penalty; providing for severability; and providing an effective date. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

**14. Consider Resolution No. 2016-39 establishing utility billing procedures for the City of Meadows Place.**

Isbell Henley moved to approve Resolution No. 2016-39 establishing utility billing procedures for the City of Meadows Place. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

**15. Consider Resolution No. 2016-40, selecting an individual to serve on the Texas Municipal League (TML) Intergovernmental Risk Pool Board of Trustees Places 6 -9.**

Isbell Henley moved to approve Resolution No. 2016-40, selecting an individual to serve on the Texas Municipal League (TML) Intergovernmental Risk Pool Board of Trustees Places 6 -9. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

**16. Accept the Certification of 2016 Tax Year Anticipated Collection Rate from Patsy Schultz, PCC, Fort Bend County Tax Assessor Collector.**

Isbell Henley moved to accept the Certification of 2016 Tax Year Anticipated Collection Rate from Patsy Schultz, PCC, Fort Bend County Tax Assessor Collector. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

**H. Consent Agenda**

**1. Consider approval of the Minutes held on:**

August 16, 2016 – Budget Workshop Meeting

August 18, 2016 – Budget Workshop Meeting

August 23, 2016 – Workshop Meeting

August 23, 2016 – Regular Meeting

August 26, 2016 – Special Session Meeting

**2. Presentation of Bills**

All Play, Inc. \$ 10,239.55



SplashPads USA	\$ 16,358.97
PlayWell Group, Inc.	\$ 31,472.86
PlayWorks, Inc.	\$ 8,508.24
City of Stafford	\$ 314,716.00
Caldwell Country Chevrolet	\$ 35,972.00
Cap Fleet Upfitters	\$ 7,000.00
Lumber Liquidators	\$ 5,211.29
The Remodelista	\$ 6,835.00
White Box Technologies, Inc.	\$ 11,000.00
Randle Law Office LTD, LLP	\$ 4,297.50
Randle Law Office LTD, LLP	\$ 780.00
Randle Law Office LTD, LLP	\$ 18.00
Joe L. Salvide	\$ 3,575.00
Joe L. Salvide	\$ 6,250.00
Joe L. Salvide	\$ 7,000.00

Alderman Henley moved to approve all items of the consent agenda. Alderman Isbell seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None

Alderman Bezner was not present.

The motion carried

## **I. Audience Comments**

Devon Schorn, 11<sup>th</sup> grade member of Boy Scout Troop 23, commented that he thought it was interesting that Council seems to agree on everything and has very little discussion. Alderman Staigle explained that most items on the agenda have already been discussed in Council Workshops and sometimes several meetings prior to that, so most of the time Council has already to come an agreement by time the item is placed on the Council agenda.

Izaac Neal, member of Boy Scout Troop 23, questioned what the Mayor meant when he stated that some departments don't stay within their budget. Mayor Jessup explained that he made that comment a little tongue and cheek. The City and the Fire Department's timing have been off on budgeting therefore causing the City to go over budget at that item. The City has been budgeting an estimated amount and then at the end of the budget year the actual amount is more than expected. They City has a great relationship with the City of Stafford has recently worked out an agreement to help the City better budget for Fire Services provided to the City.

Flynn Moore, 12<sup>th</sup> grade member of Boy Scout troop 23, stated that he heard Council mention Special Education and wanted to know what the City offered to those with Special Needs. Mayor Jessup explained that that is actually handled by the school district, however Meadows Elementary has a special school for hearing impaired and we always have a representative on the Campus Leadership Team. Mayor Jessup and Alderman Henley suggested contacting his local representatives.

Mayor Jessup then thanked the Troop 23 for attending and participating in the meeting.

Mike Cortez, resident at 11911 Meadow Trail, spoke regarding the speeding on Meadow Trail between Dorrance and Monticeto. He also stated his concern regarding loose dogs in the City. He appreciates the signs in the parks and the efforts that the City has taken on this issue.

Chuck McClurkin, resident at 11947 Brighton Ln, just wanted to let Council and staff know that he thought they did a great job on Dorrance Ln. He asked that Council consider new chairs for the Council Chamber.

Captain Jack Ashton, Meadows Police Department, stated that he and the Chief are out in the City quite frequently have had several conversations about all that is going in the City. He wanted to take this opportunity, to go in permanent record, and say thank you to Council for all of their hard work, commitment and dedication that has made his tenure at Meadows Place worth while

## J. Adjourn

There being no further business on the agenda Alderman Henley moved to adjourn the meeting. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Henley, Isbell, Staigle, and Mills

Nays: None


Alderman Bezner was not present.


The motion carried

The meeting was adjourned at 9:12 p.m.

These minutes were approved by City Council on Tuesday, October 25, 2016.

ATTEST:

  
Courtney Ruthford, City Secretary

  
Charles D. Jessup, IV, Mayor

