



Charles D. Jessup, IV, Mayor  
Terry J. Henley, Mayor Pro Tempore  
Steven H. Bezner, Alderman  
John F. Isbell, Sr., Alderman  
Kelle K. Mills, Alderman  
Rick J. Staigle, Alderman

Janice M. Moore, City Secretary


## NOTICE OF WORKSHOP MEETING

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS WILL MEET IN A SPECIAL SESSION OPEN TO THE PUBLIC AS FOLLOWS: **TUESDAY, SEPTEMBER 15, 2015 AT 6:00 P.M.**, MEADOWS PLACE CITY HALL, ONE TROYAN DRIVE, MEADOWS PLACE, TEXAS.

### AGENDA

1. **Call to Order**
2. **Discussion:**
  - a. Tour of the Police Department
  - b. Public Meeting on Kirkwood Road Renovation
  - c. Discussion of Adopting Policy for Capitalization of Assets
  - d. EDC Member Vacancy
  - e. Facebook Announcements
  - f. Experience Works
3. **Upcoming Council Agenda Items**
4. **Adjournment**

I CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA WAS POSTED AT MEADOWS PLACE CITY HALL ON THE 10TH DAY OF SEPTEMBER, 2015 BEFORE 6:00 P.M.

  
Janice M. Moore, City Secretary

{SEAL}

The City Hall is wheelchair accessible. Access to the building and special parking are available at the front City Hall parking lot. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (281) 983-2931 or [jmoore@citysecretary.org](mailto:jmoore@citysecretary.org) or call TDD (800) RELAY-TX at least two (2) working days prior to the meeting, so that appropriate arrangements can be made.

## NOTICE OF REGULAR MEETING

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, WILL MEET IN A REGULAR SESSION, OPEN TO THE PUBLIC AS FOLLOWS: **TUESDAY, SEPTEMBER 15, 2015 AT 7:30 P.M.**, MEADOWS PLACE CITY HALL, ONE TROYAN DRIVE, MEADOWS PLACE, TEXAS.

## AGENDA

### *If You Wish To Speak On Any Agenda Item*

*Please make your request on the welcome sheet. You may address up to four (4) items on today's agenda. Note: Each item may be addressed only once by each individual up to a maximum of three (3) minutes. Council reserves the right to limit debate and call for the question if it deems sufficient discussion has taken place and/or if a high item of priority arises.*

### **1. Call to Order:**

- a. Pledge of Allegiance and Invocation

### **2. Presentations:**

- a. Recognizing Beverly McMinn, Court Clerk/Assoc. Judge, for 25 Years of Service

### **3. Reports:**

- a. Police Department – Chief Gary Stewart
- b. Public Works – Danny Segundo
- c. Fire Department Response Statistics (August 2015) – Mayor Charles D. Jessup IV

### **4. Mayor's Comments:**

- a. Meadows Place in Top 10 Again
- b. Thank Council, Staff & Department Heads for Budget
- c. Facebook Update
- d. Parks & Recreation Director Colene Cabezas Selected as a Member of the Meadows Place Elementary Campus Based Leadership Team
- e. City Secretary Janice M. Moore and Parks & Recreation Assistant Monica Parsons Recognized as Recipients of the TML Leadership Academy 2015 Leadership Fellow Award

**5. Council Comments: None**

**6. New Business:**

- a. Designation for the Texas Municipal League Intergovernmental Employee Benefits Pool (TMLIEBP) 2015 Board of Trustee Election
- b. HGAC Traffic Study Report for Kirkwood Road

**7. Ordinances:**

a. Ordinance 2015-15:

AN ORDINANCE ADOPTING THE FISCAL 2015-2016 BUDGET FOR THE CITY OF MEADOWS PLACE, TEXAS, AND APPROPRIATING THE SEVERAL SUMS SET UP THEREIN TO THE OBJECTS AND PURPOSES THEREIN NAMED.

b. Ordinance 2015-16:

AN ORDINANCE LEVYING A TAX RATE FOR THE CITY OF MEADOWS PLACE, TEXAS FOR THE TAX YEAR 2015.

c. Ordinance 2015-17:

AN ORDINANCE APPROVING THE FISCAL 2015-2016 BUDGET FOR THE CITY OF MEADOWS PLACE ECONOMIC DEVELOPMENT CORPORATION AS ADOPTED BY THE BOARD OF DIRECTORS AT ITS SEPTEMBER 10, 2015 REGULAR MEETING.

d. Ordinance 2015-18:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, PROVIDING FOR A SCHEDULE OF FEES; REPEALING ALL ORDINANCES OR RESOLUTIONS IN CONFLICT HERewith; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

**8. Resolutions:**

a. Resolution 2015-19:

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING ONE (1) ALTERNATE MEMBER TO THE PLANNING AND ZONING COMMISSION.

b. Resolution 2015-20:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH HDR ENGINEERING, INC. FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) HOSTING SERVICES.

c. Resolution 2015-21:

A RESOLUTION ADOPTING POLICIES FOR CAPITALIZATION AND DEPRECIATION OF CITY OF MEADOWS PLACE ASSETS.

d. Resolution 2015-22:

A RESOLUTION APPROVING THE 2015-2016 CITY OF MEADOWS PLACE INVESTMENT POLICY AND STRATEGY GUIDELINES.

9. **Consent Agenda:**

*All Consent Agenda items are considered to be routine and will be enacted by one (1) motion. There will not be discussion, unless an item is removed at the request of a Council Member.*

a. Minutes:

August 20, 2015	Special	September 3, 2015	Special (1)
August 25, 2015	Workshop	September 3, 2015	Special (2)
August 25, 2015	Regular	September 8, 2015	Special

b. Presentation of Invoices:

Lone Star Products & Equipment LLC	\$ 7,423.00
Randle Law Office, Ltd, L.L.P. (July & Aug)	\$12,338.39
Texas Hydrant Services	\$ 8,365.00

10. **Audience Comments** (*for matters NOT on the agenda*)

This provides an opportunity to comment on non-agenda items. Comments shall be limited to **three (3) minutes** per person. By state law, comments by the Mayor or Council members on any item not on the agenda shall be limited to:

- Statements of specific factual information given in response to any inquiry.
- A recitation of existing policy in response to an inquiry.
- A proposal to place the subject on the agenda for a future meeting.

Please identify yourself if you are a resident. Thank you.

11. **Adjournment**

I CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA WAS POSTED AT MEADOWS PLACE CITY HALL ON THE 10TH DAY OF SEPTEMBER, 2015 BY 6:00 P.M.

  
Janice M. Moore, City Secretary

{SEAL}

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**Stafford Fire Department**  
**City of Meadows Place**  
**Response Statistics**



**August 2015**

**Stafford Fire Department  
City of Meadows Place  
Response Statistics  
August 2015**

**Incident Type**

EMS:	24
Structure Fires:	0
Vehicle Fire:	0
Arcing/Shorted Electrical:	0
Fire/Carbon Monoxide Alarm:	3
Motor Vehicle Accident:	1
Hazardous Materials:	0
Good intent:	0
All Other Fire Related:	1
<b>Total:</b>	<b>29</b>

**Incident By Time of Day**

Weekday	(07:00 – 18:00):	11
Weeknight	(18:01 – 06:59):	6
Weekend Day	(07:00 – 18:00):	8
Weekend Night	(18:01 – 06:59):	4
<b>Total:</b>		<b>29</b>

**Inspections**

5 site inspections – walk through (Sterling McCall)	5
2 hyro-test (Sterling McCall	2
2 plan reviews (Suya Hut, Sterling McCall. Fire Alarm Plans)	2
2 group home site inspections	2
1 school inspection (Sugar Grove Christian Academy	1
<b>Total:</b>	<b>12</b>

**TO:** TML MultiState Intergovernmental Employee Benefits Pool Members of Region 14

**DATE:** August 17, 2015

**RE:** 2015 Board of Trustee Election



**TML MultiState Intergovernmental Employee Benefits Pool  
Board of Trustees – TML Region 14**

**Term of Office  
October 1, 2015 – September 30, 2018**

*Please vote for one candidate.*

☐

**Jay Stokes ~ City Manager, City of Deer Park**

Mr. Stokes currently serves as the City Manager for the City of Deer Park. He has a Bachelor of Arts from Abilene Christian University and a Master of Public Policy and Administration from Baylor University. Mr. Stokes is a Member of the Texas City Management Association and the Deer Park Rotary Club and a Volunteer for the Special Olympics of Texas. Mr. Stokes has served as a TML MultiState IEBP Board of Trustee since 2006.

☐

I certify that this ballot is cast in accordance with official action taken at a duly called meeting on \_\_\_\_\_, 2015.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Entity

Ballots may be submitted by mail in envelope provided, by facsimile (512) 320-5638 or electronically to [cfryer@bickerstaff.com](mailto:cfryer@bickerstaff.com) to be received by September 28, 2015

Catherine Brown Fryer  
Bickerstaff Heath Delgado Acosta LLP  
3711 S. MoPac Expressway, Building One, Suite 300, Austin, Texas 78746



## ITEM 7.A.

### ORDINANCE 2015-15

**AN ORDINANCE ADOPTING THE FISCAL 2015-2016 BUDGET FOR THE CITY OF MEADOWS PLACE, TEXAS, AND APPROPRIATING THE SEVERAL SUMS SET UP THEREIN TO THE OBJECTS AND PURPOSES THEREIN NAMED.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

1. That the City's budget for the fiscal year ending September 30, 2016, which is attached hereto, was duly prepared, filed with the City Secretary more than thirty (30) days prior to the tax levy of the City of Meadows Place, Texas, for the fiscal year ending September 30, 2016, and was there available for inspection by any taxpayer.

2. That a public hearing was duly called and held on said budget not less than fifteen (15) days after the date of such filing with the City Secretary and prior to the time the City Council of the City of Meadows Place levied taxes for such current fiscal year, public notice of such hearing having been first duly given as required by law.

3. That all parties desiring to participate and be heard at said public hearing having been heard until no more evidence was offered, and such hearing having been concluded, and the City Council of the said City having made such changes in such budget as in its judgement the law warrants and the best interests of the taxpayers of the City of Meadows Place, Texas demand, said budget with such changes being attached hereto, as aforesaid.

4. That the budget of the City of Meadows Place, Texas, hereto attached and marked Exhibit "A", for the fiscal year ending September 30, 2016, be and the same is hereby, in all respects, finally approved and adopted as so changed; and the same shall be and is hereby filed with the City Secretary of the City.

5. That the several amounts specified for the several purposes named in said budget be and they are hereby appropriated to and for such purposes.

6. That the City Secretary shall file copies of this Ordinance and of such budget with the County Clerk of Fort Bend County, Texas.

**PASSED and APPROVED** this, the 15th of September, 2015.

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

**ATTEST:**

\_\_\_\_\_  
Janice M. Moore, City Secretary

{SEAL}

Account No	General Fund Revenue Description	Budget FYE 2016	Budget FYE 2015
414000	Current Valorem Taxes	\$2,136,321	\$1,948,961
414100	1/2 Ad Valorem Sales Taxes	\$275,000	\$245,000
414500	Delinquent Taxes	\$25,000	\$15,000
414600	Penalties & Interest	\$10,000	\$10,000
414700	Delinquent Tax Atty Fees	\$8,000	\$8,000
415000	1% Sales Tax	\$550,000	\$490,000
415500	Mixed Beverage Receipts	\$4,000	\$4,000
425000	License & Permits	\$50,000	\$50,000
426000	Franchise Fees	\$285,000	\$260,000
431000	Fines & Forfeitures	\$390,000	\$375,000
441500	News Letter Advertising	\$12,000	\$12,000
441600	Miscellaneous Revenue	\$1,000	\$1,000
441700	Return Check Fee	\$100	\$100
451001	Recreational Center Rentals	\$11,000	\$10,000
451002	Pool Rentals	\$1,000	\$300
451005	Pool Passes	\$5,000	\$4,000
451006	Tennis Court Passes	\$1,000	\$1,000
452000	Programs	\$15,000	\$15,000
471000	Road Use Fee	\$95,000	\$0
481000	Interest Earned	\$1,000	\$800
	<b>Total Revenue</b>	<b>\$3,875,421</b>	<b>\$3,450,161</b>

<b>Account No</b>	<b>Dept 010 Council Description</b>	<b>Budget FYE 2016</b>	<b>Budget FYE 2015</b>
010-510100	Salaries	\$25,200	\$25,200
010-511305	TWC Expense	\$22	\$511
010-511306	Medicare Expense	\$365	\$365
010-511307	Social Security Expense	\$1,562	\$1,562
010-512000	Worker's Compensation	\$63	\$64
010-532000	Office Supplies	\$0	\$0
010-541000	Dues & Subscriptions	\$2,900	\$2,400
010-542000	Training & Travel	\$8,000	\$8,000
010-548500	Discretionary Expense	\$2,400	\$2,400
	<b>Total Council 010 Expense</b>	<b>\$40,513</b>	<b>\$40,502</b>

Account No	Dept 020 Administration Description	Budget FYE 2016	Budget FYE 2015
020-510100	Salaries	\$198,399	\$182,962
020-510200	Overtime Earnings	\$1,500	\$0
020-510300	Longevity	\$600	\$540
020-511305	TWC Expense	\$45	\$1,035
020-511306	Medicare Expense	\$2,907	\$2,668
020-511307	Social Security Expense	\$0	\$3,249
020-512000	Worker's Compensation	\$680	\$645
020-512005	Employee Health Insurance	\$63,841	\$47,522
020-512006	Employee Vision Insurance	\$0	\$672
020-512007	Employee Dental Insurance	\$0	\$672
020-512008	Employee Life, ADD, LT Insurance	\$0	\$672
020-512010	TMRs Contributions	\$15,499	\$12,362
020-521000	Audit Fee	\$22,500	\$26,000
020-521025	Legal	\$85,000	\$80,000
020-521026	Delinquent Tax Atty Fees	\$8,000	\$8,000
020-521030	Payroll Services	\$14,200	\$12,500
020-521040	Financial Services	\$3,000	\$3,000
020-521500	Inspector Fees	\$20,000	\$12,500
020-521510	Consulting Building Official	\$15,000	\$7,500
020-522000	Tax Collector & Roll Exp	\$15,000	\$10,000
020-522010	General Liability Insurance	\$300	\$300
020-522011	E & O Insurance	\$550	\$550
020-522012	Real & Personal Prop Ins	\$3,000	\$3,000
020-531000	Postage	\$1,250	\$1,250
020-531500	Misc	\$2,500	\$704
020-532000	Office Supplies/Equipment	\$7,500	\$10,000
020-533000	Computer Software	\$15,000	\$5,500
020-533005	Computer Hardware	\$1,500	\$0
020-533007	Computer Services/Support	\$22,500	\$23,500
020-541000	Dues & Subscriptions	\$2,000	\$400
020-541500	Records Management	\$1,500	\$800
020-542000	Employee Training & Travel	\$6,550	\$5,000
020-542001	Employee Relations	\$1,000	\$600
020-545000	Legal Publications	\$2,500	\$2,500
020-545500	Newsletter Printing	\$27,000	\$27,000
020-545501	Newsletter Delivery	\$10,000	\$9,500
020-546000	Utilities	\$12,000	\$10,000
020-546002	Telephone and Cell Phone	\$61,400	\$12,000
020-547000	Election Exp	\$3,500	\$3,500
020-548500	Discretionary Expense	\$5,000	\$3,525
020-549500	Credit Card Fees & Disc	\$100	\$100
	<b>Total Dept 020 Expense</b>	<b>\$652,821</b>	<b>\$532,228</b>

Account No	Dept 030 Courts Description	Budget FYE 2016	Budget FYE 2015
030-510100	Salaries	\$38,049	\$36,935
030-510111	Judges	\$18,000	\$16,800
030-510112	Prosecutors	\$18,000	\$16,800
030-510200	Overtime Earnings	\$3,500	\$3,500
030-510300	Longevity	\$1,500	\$1,440
030-511305	TWC Expense	\$9	\$207
030-511306	Medicare Expense	\$624	\$607
030-512000	Worker's Compensation	\$124	\$124
030-512005	Employee Health Insurance	\$7,408	\$7,303
030-512006	Employee Vision Insurance	\$0	\$85
030-512007	Employee Dental Insurance	\$0	\$387
030-512008	Employee Life, ADD, LT Insurance	\$0	\$336
030-512010	TMRs Contributions	\$3,328	\$3,203
030-522010	General Liability Insurance	\$50	\$50
030-522011	E & O Insurance	\$100	\$100
030-523100	Collection Agency Fee	\$15,000	\$0
030-531000	Postage	\$1,500	\$1,000
030-531500	Misc	\$200	\$200
030-532000	Office Supplies/Equipment	\$2,000	\$2,000
030-541000	Dues & Subscriptions	\$150	\$150
030-542000	Employee Training & Travel	\$1,200	\$750
030-547500	Juror Exp	\$150	\$96
030-549500	Credit Card Fee & Disc	\$100	\$100
	<b>Total Dept 030 Expense</b>	<b>\$110,992</b>	<b>\$92,173</b>

Account No	Dept 040 Public Works Description	Budget FYE 2016	Budget FYE 2015
040-510100	Salaries	\$134,455	\$130,227
040-510200	Overtime Earnings	\$7,500	\$7,500
040-510300	Longevity	\$480	\$1,680
040-511305	TWC Expense	\$27	\$621
040-511306	Medicare Expense	\$2,065	\$2,021
040-512000	Worker's Compensation	\$2,881	\$2,556
040-512005	Employee Health Insurance	\$50,117	\$45,685
040-512006	Employee Vision Insurance	\$0	\$584
040-512007	Employee Dental Insurance	\$0	\$1,821
040-512008	Employee Life, ADD, LT Insurance	\$0	\$1,040
040-512010	TMRs Contributions	\$8,708	\$10,665
040-520500	Vehicle Liability Insurance	\$3,500	\$3,500
040-520501	Vehicle Physical Dmg Ins	\$1,000	\$1,000
040-520510	Vehicle Purchase	\$22,300	\$0
040-521040	Financial Service	\$300	\$300
040-522010	General Liability Insurance	\$550	\$550
040-522011	E & O Insurance	\$1,000	\$800
040-522012	Real & Personal Prop Ins	\$100	\$100
040-523005	Fire Protection	\$210,000	\$210,000
040-523010	Animal Control	\$3,100	\$3,100
040-523020	Mosquito Control	\$5,800	\$2,800
040-526100	Fire Marshall	\$3,300	\$3,300
040-531500	Misc	\$1,000	\$1,000
040-532000	Office Supplies/Equipment	\$700	\$700
040-532003	Building Custodial Supplies	\$2,000	\$2,000
040-532005	Tool & Equipment	\$4,000	\$4,000
040-533000	Computer Software	\$6,600	\$5,200
040-533005	Computer Hardware	\$400	\$400
040-533500	Uniforms	\$2,000	\$2,000
040-534005	Fuel	\$10,000	\$11,000
040-541000	Dues & Subscriptions	\$600	\$400
040-542000	Employee Training & Travel	\$3,500	\$3,500
040-542007	EMS/ Kirkwood	\$15,000	\$7,700
040-542010	Firestation	\$18,300	\$18,300
040-542030	Bldg Custodial Services	\$15,000	\$15,000
040-544010	GIS	\$2,400	\$2,400
040-546000	Utilities	\$800	\$800
040-546001	Street Lights Electricity	\$75,500	\$75,500
040-546002	Telephone & Cell Phone	\$0	\$4,500
040-546004	Traffic Light Electricity	\$500	\$500
040-549500	Credit Card Fees & Disc	\$100	\$100
040-561500	Street Repair	\$50,000	\$40,000
040-561501	Road Fee Funded Street Repair	\$95,000	\$0
040-561502	Sidewalk Repair	\$30,000	\$25,000
040-561503	Traffic Signal Maintenance	\$1,000	\$1,000
040-562004	City Hall Maintenance	\$56,300	\$56,300
040-562006	Equipment Maint/Repair	\$5,000	\$5,000
040-563000	Vehicle Maint/Repair	\$8,195	\$8,195
040-565000	Grounds Maint/Landscape	\$18,000	\$18,000
040-565001	Mowing Contract	\$60,265	\$60,265
040-566000	Sprinkler Sys Maint	\$4,000	\$4,000
040-566500	Storm Water Maint/Permit	\$2,780	\$2,780
040-598001	Emergency Management	\$1,500	\$1,500
	<b>Total Dept 040 Expense</b>	<b>\$947,623</b>	<b>\$806,890</b>

Account No	Dept 050 Police Description	Budget FYE 2016	Budget FYE 2015
050-510100	Salaries	\$918,138	\$791,450
050-510200	Overtime Earnings	\$35,000	\$35,000
050-510300	Longevity	\$8,340	\$7,800
050-510500	Education/Incentive Pay	\$9,600	\$8,400
050-510600	Vacation	\$2,000	\$2,000
050-510700	Sick Leave	\$2,000	\$2,000
050-511305	TWC Expense	\$138	\$3,175
050-511306	Medicare Expense	\$13,999	\$12,155
050-511307	Social Security Expense	\$190	\$188
050-512000	Worker's Compensation	\$24,661	\$20,353
050-512005	Employee Health Insurance	\$194,369	\$183,749
050-512006	Employee Vision Insurance	\$0	\$1,984
050-512007	Employee Dental Insurance	\$0	\$8,006
050-512008	Employee Life, ADD, LT Insurance	\$0	\$6,668
050-512010	TMRS Contributions	\$74,397	\$63,894
050-520500	Vehicle Liability Insurance	\$6,000	\$6,000
050-520501	Vehicle Physical Dmg Ins	\$2,700	\$2,700
050-520510	Vehicle Purchase	\$84,000	\$39,377
050-522004	Police Liability Insurance	\$6,600	\$6,600
050-523030	Police Dept Consultant	\$4,000	\$1,150
050-531000	Postage	\$500	\$500
050-531500	Misc	\$3,000	\$3,000
050-532000	Office Supplies/Equipment	\$13,500	\$13,500
050-533300	Computer Software	\$7,000	\$12,500
050-533505	Computer Hardware	\$10,500	\$0
050-533500	Uniforms	\$12,500	\$12,000
050-534005	Fuel	\$55,000	\$55,000
050-541000	Dues & Subscriptions	\$9,800	\$9,800
050-542000	Employee Training & Travel	\$12,000	\$12,000
050-542500	Special Operation	\$1,500	\$1,500
050-542510	Forensic & Technical	\$3,000	\$3,000
050-542700	Radio Equip & Maint	\$16,000	\$14,000
050-542800	Vehicle Equipment	\$6,000	\$6,000
050-544010	GIS	\$3,600	\$3,600
050-545050	Community Service	\$2,500	\$2,500
050-546000	Utilities	\$11,000	\$11,000
050-546002	Telephone and Cell Phone	\$0	\$35,500
050-548500	Discretionary Expense	\$2,000	\$2,000
050-563000	Vehicle Repair & Maint	\$20,000	\$20,000
050-598000	Contingency Funds	\$2,000	\$2,000
050-598001	Emergency Management	\$5,000	\$1,000
	<b>Total Dept 050 Expense</b>	<b>\$1,582,533</b>	<b>\$1,423,049</b>



Account No	Dept 060 Parks & Recreation Description	Budget FYE 2016	Budget FYE 2015
060-510100	Salaries	\$207,786	\$178,402
060-510200	Overtime earnings	\$3,500	\$3,500
060-510300	Longevity	\$0	\$1,740
060-511305	TWC Expense	\$100	\$2,296
060-511306	Medicare Expense	\$3,120	\$2,714
060-511307	Social Security Expense	\$4,436	\$6,053
060-512000	Worker's Compensation	\$4,353	\$3,730
060-512005	Employee Health Insurance	\$46,300	\$17,272
060-512006	Employee Vision Insurance	\$0	\$224
060-512007	Employee Dental Insurance	\$0	\$607
060-512008	Employee Life, ADD, LT Insurance	\$0	\$768
060-512010	TMRS Contributions	\$11,100	\$6,848
060-521040	Financial Services	\$0	\$0
060-522010	General Liability Insurance	\$300	\$300
060-522011	E & O Insurance	\$600	\$520
060-522012	Real & Personal Prop Ins	\$500	\$300
060-531000	Postage	\$350	\$350
060-531500	Misc	\$3,000	\$3,000
060-532000	Office Supplies/Equipment	\$1,500	\$1,500
060-532005	Tools & Equipment	\$3,000	\$3,000
060-533000	Computer Software	\$1,000	\$1,000
060-533005	Computer Hardware	\$1,000	\$1,000
060-533500	Uniforms	\$1,500	\$1,500
060-534005	Fuel	\$3,500	\$3,000
060-541000	Dues & Subscriptions	\$200	\$200
060-542000	Employee Training & Travel	\$3,000	\$3,000
060-546002	Telephone and Cell Phones	\$0	\$4,000
060-54950	Credit Card Fee & Disc	\$100	\$100
060-563000	Vehicle Repair & Maint	\$3,000	\$3,000
060-565000	Fall/Granite Surface Materials	\$4,000	\$5,000
060-565001	Mowing Parks/Fields	\$31,000	\$31,000
060-566000	Sprinkler Sys Maint Lake	\$3,000	\$3,000
060-570501	McDonald Park Maintenance	\$9,000	\$9,000
060-570502	Tennis Courts Equip/Maint	\$8,000	\$8,000
060-570504	Tennis Court Electricity	\$5,000	\$5,000
060-570699	Pool Management	\$3,500	\$3,500
060-571001	Pool Equipment/Maint	\$18,000	\$18,000
060-571003	Pool Chemicals	\$6,000	\$6,000
060-571004	Pool/Rec Center Electricity	\$21,000	\$21,000
060-571005	Pool/Aquatic Expenses	\$3,500	\$3,500
060-571007	Pool/Rec Center Telephone	\$1,350	\$1,350
060-571009	Pool Misc	\$2,000	\$2,000
060-571011	Comm Center Equip/Maint Supply	\$18,000	\$16,000
060-571505	Instructors/Exp	\$18,000	\$18,000
060-571601	Christmas Memories	\$15,000	\$15,000
060-571602	Splash Day	\$5,000	\$5,000
060-571603	July 4th Parade	\$5,500	\$5,500
060-571604	Music Memories	\$1,000	\$1,000
060-571605	Kid Fish	\$500	\$500
060-571615	Other Events	\$200	\$0
060-572000	Lake Maintenance	\$7,600	\$7,600
060-572001	Grounds Maintenance	\$10,000	\$10,000
060-572002	Grounds/Lake Electricity	\$16,000	\$16,000
060-572010	Parking Lot Maintenance	\$2,000	\$16,000
060-572011	Centerpoint Leases	\$3,300	\$3,300
060-572016	Field House Supplies & Maintenance	\$10,000	\$10,000
	<b>Total Dept 060 Expense</b>	<b>\$530,695</b>	<b>\$490,174</b>
	<b>Total Expenses</b>	<b>\$3,865,177</b>	<b>\$3,385,016</b>
	<b>Fund 100 Revenue</b>		
	<b>Over/Under (-) Expenses</b>	<b>\$10,244</b>	<b>\$65,145</b>

Public Utilities Revenue		Budget	Budget
Account No	Description	FYE 2016	FYE 2015
450050	Garbage Receipts	\$330,000	\$330,000
453001	Residential Service Fee/Water	\$380,000	\$380,000
453006	Surface Water Fee	\$330,000	\$330,000
453101	Sewer Res Service Fee	\$500,000	\$500,000
453103	City of Houston	\$46,992	\$46,992
454100	Late Fees	\$30,000	\$30,000
481000	Interest Earned	\$2,000	\$2,000
	<b>Total Revenue</b>	<b>\$1,618,992</b>	<b>\$1,618,992</b>

Dept 20 Administration		Budget	Budget
Account No	Description	FYE 2016	FYE 2015
020-510100	Salaries	\$75,226	\$70,320
020-510200	Overtime Earnings	\$500	\$500
020-510300	Longevity	\$2,100	\$1,980
020-511305	TWC Expense	\$18	\$414
020-511306	Medicare Expense	\$1,128	\$1,056
020-512000	Worker's Compensation	\$224	\$215
020-512005	Employee Health Insurance	\$7,396	\$14,606
020-512006	Employee Vision Insurance	\$0	\$170
020-512007	Employee Dental Insurance	\$0	\$774
020-512008	Employee Life, ADD, LT Insurance	\$0	\$456
020-512010	TMR5 Contributions	\$6,016	\$5,569
020-521030	Payroll Services	\$0	\$250
020-521040	Financial Services	\$4,800	\$4,800
020-522010	General Liability Insurance	\$150	\$150
020-522012	Real & Personal Prop Ins	\$900	\$800
020-523000	Garbage Collection	\$275,000	\$275,000
020-531000	Postage	\$650	\$650
020-531500	Misc	\$250	\$250
020-532000	Office Supplies/Equipment	\$2,500	\$2,500
020-533000	Computer Software	\$2,000	\$1,000
020-533005	Computer Hardware	\$1,000	\$1,000
020-542000	Employee Training	\$1,000	\$0
020-546002	Telephone and Cell Phone	\$7,450	\$1,300
020-546900	Meter Reading, Etc.	\$0	\$15,000
020-549500	Credit Card Fee	\$100	\$0
	<b>Total Dept 020 Expense</b>	<b>\$388,409</b>	<b>\$398,760</b>

Dept 46 Water Service		Budget	Budget
Account No	Description	FYE 2016	FYE 2015
046-522010	General Liability Insurance	\$300	\$300
046-522011	E & O Insurance	\$850	\$620
046-522012	Real & Personal Prop Ins	\$7,700	\$7,700
046-531000	Postage	\$2,600	\$2,600
046-531500	Misc	\$500	\$500
046-533000	Computer Software	\$500	\$500
046-534015	Chemicals	\$6,000	\$6,000
046-542000	Employee Training&Travel	\$750	\$500
046-544005	Permit Fees	\$4,300	\$4,300
046-544008	Lab Work	\$7,000	\$7,000
046-544010	GIS	\$1,200	\$1,200
046-544012	Subsidence	\$1,000	\$4,600
046-546000	Electricity/Utilities	\$60,000	\$60,000
046-546002	Telephone and Cell Phone	\$0	\$3,600
046-546905	Groundwater Conversion Fee	\$330,000	\$330,000
046-567000	Maintenance & Repairs	\$400,000	\$400,000
046-598001	Emergency Management	\$1,000	\$1,000
	<b>Total Dept 046 Expense</b>	<b>\$823,700</b>	<b>\$830,420</b>

Dept 47 Sewer Plant		Budget	Budget
Account No	Description	FYE 2016	FYE 2015
047-522010	General Liability Insurance	\$160	\$160
047-522011	E & O Insurance	\$500	\$400
047-522012	Real & Personal Prop Ins	\$10,000	\$10,000
047-526000	Sludge Haul Box	\$25,000	\$20,000
047-531000	Postage	\$2,600	\$2,600
047-531500	Misc	\$300	\$500
047-533000	Computer Software	\$300	\$300
047-534015	Chemicals	\$23,000	\$20,000
047-542000	Employee Training&Travel	\$750	\$500
047-544005	Permit Fees	\$10,200	\$10,200
047-544008	Lab Work	\$15,000	\$15,000
047-544010	GIS	\$1,200	\$1,200
047-546000	Electricity/Utilities	\$73,500	\$73,500
047-546002	Telephone and Cell Phone	\$0	\$2,950
047-567000	Maintenance & Repairs	\$260,000	\$169,500
047-598001	Emergency Management	\$1,000	\$1,000
	<b>Total Dept 047 Expense</b>	<b>\$423,510</b>	<b>\$327,810</b>

<b>Total Expenses</b>	<b>\$1,635,619</b>	<b>\$1,556,990</b>
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**Fund 300 Revenue**

<b>Over/Under (-) Expenses</b>	<b>(\$16,627)</b>	<b>\$62,002</b>
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**Summary City and Utility Dept**

<b>Total Revenue</b>	<b>\$5,494,413</b>	<b>\$5,069,153</b>
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<b>Total Expense</b>	<b>\$5,500,795</b>	<b>\$4,942,006</b>
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<b>Total City and Utility Dept</b>	<b>(\$6,382)</b>	<b>\$127,147</b>
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<b>Over/Under (-) Expenses</b>		
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Tax & Debt Service Revenue		Budget	Budget
Account No	Description	FYE 2016	FYE 2015
414000	Current Ad Valorem Taxes	\$424,020	\$450,800
414500	Delinquent Taxes	\$8,000	\$5,000
414600	Penalties & Interest	\$3,000	\$3,000
481000	Interest Earned	\$50	\$50
	<b>Total Revenue</b>	<b>\$435,070</b>	<b>\$458,850</b>

Dept 20 Administration		Budget	Budget
Account No	Description	FYE 2016	FYE 2015
020-521040	Financial Services	\$400	\$425
020-522000	Tax Collector & Roll Expenses	\$3,000	\$4,000
020-524501	Fiscal Agent Fees	\$2,500	\$2,500
020-531500	Misc	\$0	\$300
020-540230	Bond Issue Cost	\$300	\$0
020-590602	Debt Service - Interest	\$73,908	\$94,910
020-590603	Debt Service - Principal	\$355,000	\$355,000
	<b>Total Dept 020 Expense</b>	<b>\$435,108</b>	<b>\$457,135</b>

<b>Tax and Debt Service Revenue</b>		
<b>Over/Under (-) Expenses</b>	<b>(\$38)</b>	<b>\$1,715</b>

<b>Summary All Funds</b>		
<b>Total Revenue</b>	<b>\$5,929,483</b>	<b>\$5,528,003</b>
<b>Total Expense</b>	<b>\$5,935,903</b>	<b>\$5,399,141</b>

**Over/Under (-) Expenses**

<b>Difference from previous year</b>		
<b>Total Revenue</b>	<b>\$401,480</b>	
<b>Total Expense</b>	<b>\$536,762</b>	

**ITEM 7.B.**

**ORDINANCE 2015-16**

**AN ORDINANCE LEVYING A TAX RATE FOR THE CITY OF MEADOWS PLACE, TEXAS FOR THE TAX YEAR 2015.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

1. That we, the City Council of the City of Meadows Place, Texas, do hereby levy or adopt the tax rate on \$100.00 valuation for this city for Tax Year 2015 as follows:

\$ <u>.72425</u>	for the purpose of maintenance and operation
\$ <u>.14375</u>	for the purpose of debt service reduction
\$ <u>.868</u>	<b>Total Tax Rate</b>

2. That the Tax Assessor-Collector is hereby authorized to assess and collect the taxes of the City of Meadows Place, Texas, employing the above rate.

**PASSED and APPROVED** this, the 15th day of September, 2015.

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

**ATTEST:**

\_\_\_\_\_  
Janice M. Moore, City Secretary

ORDINANCE 2015-17

**AN ORDINANCE APPROVING THE FISCAL 2015-2016 BUDGET FOR THE CITY OF MEADOWS PLACE ECONOMIC DEVELOPMENT CORPORATION AS ADOPTED BY THE BOARD OF DIRECTORS AT ITS SEPTEMBER 10, 2015 REGULAR MEETING.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

1. That the City of Meadows Place Economic Development Corporation budget for the fiscal year ending September 30, 2016, which is attached hereto, was duly prepared, studied and adopted by the Board of Directors of the Meadows Economic Development Corporation during a regularly scheduled meeting of the Economic Development Corporation on September 10, 2015.

2. That the budget of the City of Meadows Economic Development Corporation, hereto attached and marked Exhibit "A", for the fiscal year ending September 30, 2016, be and the same is hereby, in all respects, finally approved and adopted as so changed; and the same shall be and is hereby filed with the City Secretary of the City.

3. That the several amounts specified for the several purposes named in said budget be and they are hereby appropriated to and for such purposes.

**PASSED and APPROVED** this, the 15th day of September, 2015.

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

**ATTEST:**

\_\_\_\_\_  
Janice M. Moore, City Secretary

{SEAL}

## ITEM 7.D.

### ORDINANCE 2015-18

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, 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.**

\* \* \* \* \*

**WHEREAS**, the City Council of the City of Meadows Place, Texas, desires to update the Schedule of Fees; and

**WHEREAS**, the City Council of the City of Meadows Place, Texas, finds that providing a Schedule of Fees in which all the fees adopted by the City are contained in one centralized document will be easier for city staff to administer and easier for the public to understand;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

**Section 1.** That the facts found in the preamble are true and correct and incorporated herein for all purposes.

**Section 2.** That all past City of Meadows Place, Texas, action regarding charging of fees is hereby ratified and approved.

**Section 3.** That the City Council of the City of Meadows Place, Texas, adopts the following charges, bonds, and fees:

"TITLE V – Public Works	
Chapter 51: Water and Sewers	
Section 51.01 – Monthly Charges for Water Service and Sanitary Sewer Service	(1) Single family residential user:  (a) Each water connection within or outside of the city limits:  Base charge - \$14.75 for up to 4,000 gallons.  From 4,001 to 10,000 gallons - \$1.10 per 1,000 gallons.

	<p>From 10,001 to 20,000 gallons - \$1.30 per 1,000 gallons.</p> <p>Over 20,000 gallons - \$1.44 per 1,000 gallons.</p>
	<p>(b) Sewer charges:</p> <p>Base charge of \$22. 00 for water consumption up to 4,000 gallons.</p> <p>Over 4,000 gallons - 1.03 per 1,000 gallons up to a maximum of 15,000 gallons.</p> <p>No charge for above 15,000 gallons.</p>
	<p>(2) Non-single-family residential users (including but not limited to commercial establishments, churches and multi-family dwelling units).</p> <p>(a) Each water connection within or outside of the city limits:</p> <p>Base charge - \$28.00 up to 4,000 gallons.</p> <p>From 4,001 gallons to 10,000 gallons - \$1.10 per 1,000 gallons.</p> <p>From 10,001 to 20,000 gallons - \$1.30 per 1,000 gallons.</p> <p>Over 20,000 gallons - \$1.50 per 1,000 gallons.</p>
	<p>(b) Sewer charges for all others except single-family residential users:</p> <p>\$35.00 for water consumption up to 4,000 gallons.</p> <p>Over 4 000 gallons - \$1.26 per 1,000 gallons.</p>
	<p>(3) Municipal irrigation users:</p>



	<p>Base charge of \$14.75 per customer plus \$0.90 per 1,000 gallons.</p> <p>No minimum or limit on the number of meters used.</p>
	<p>4) All other users who are non-single family residential users (including but not limited to commercial establishments churches and multi-family dwelling units) outside the city limits:</p> <p>(A) Each water connection outside city limits:</p> <p>Base charge of \$639.86 for up to 50,000 gallons.</p> <p>Over 50,000 gallons - \$1.54 per 1,000 gallons.</p>
	<p>(B) Water meter inoperative:</p> <p>Charge for average daily consumption as shown by meter when it is operative. Consumer pays for all water metered.</p>
	<p>(C) Penalty assessed:</p> <p>10 % assessed all water bills paid after 20<sup>th</sup> day of the month.</p>
Section 51.02 - Application For Water Service.	
	<p>(B) New service to non-owner occupied single-family residences - \$200 deposit for water and sewer service.</p> <p>Users that have been disconnected - \$150 deposit prior to service being restored.</p>
	<p>(C) For users that have been disconnected, a one-time, non-interest-bearing deposit in the amount of \$100.00 will be required to be paid prior to service</p>

	being restored.
Section 51.07 Tap Fees	(A) Single family residential user:  \$750 per connection
	(B) Non single family residential user:  (1) Five-eighths inch water meter - three times the cost of installing the tap, meter and any necessary service lines and the cost of repairing or restoring any yards, sidewalks, streets or other improvements affected by the installation shall be paid to the city.
	(2) One-inch water meter - three times the cost of installing the tap, meter and any necessary service lines and the cost of repairing or restoring any yards, sidewalks, streets or other improvements affected by the installation shall be paid to the city.
	(3) Larger than one inch - three times the cost of installing the tap, meter and necessary service lines and the cost of repairing or restoring any yards, sidewalks, streets or other improvements affected by the installation shall be paid to the city.  User to pay the installation costs, plus 20 %, prior to the installation of the tap.
Section 51.08 Temporary Water Service.	(B) Temporary water service:  \$500.00 deposit.
	(C) Fee  \$100.00 installation plus \$0.70 per 1,000 gallons.
Section 51.11 - Termination	(B) Unless payment is received on or before the twentieth day of the month, the account shall be considered delinquent

	and an additional late payment fee of 10% of the unpaid balance shall be charged.
	(C) If service disconnected:  Reconnection fee of \$50.00 One-time security deposit of \$100.00
	(E) Reinstallation of meter fee \$100.00
Section 51.12 Returned Check Charge	\$25.00 fee for each returned check.
APPENDIX A - Prohibition Against Cross-Connection And Unacceptable Plumbing Practices	Regulations apply to all users of the city's potable water distribution system.  (C) (1) \$100.00 fee for testing backflow prevention assemblies prior to installation if the test is performed by the city's operator or its subcontractor.  Fee for each retest is \$100.00.
	(D) Customer service inspections:  \$75.00 – single-family residential users, if performed by the city's operator.  \$150.00 – non-single-family residential users, if performed by the city's operator.
CHAPTER 92 – ALARM SYSTEMS	
Automated Burglar/Theft Alarm Protective Services	
Section 92.03 - Permit Required; Annual Renewal Required.	Application and Permit fee for new or late renewal - \$40.00  Permit fee for on-time renewal - \$30.00
Section 92.16 – Fees and Charges for False Alarms	After five false alarms in 12 months - \$50.00 fee.
Section 92.17 Appeal fee	\$25.00
Section 92.18 – Reinstatement of Revoked	\$1,000 performance bond required.

Permit	
<b>CHAPTER 94- PARKS AND RECREATION</b>	
Section 94.14- Provisions Applicable to the Community Center Only	(A)(1) Security deposit- Food/no alcohol- \$200.00 Food & alcohol- \$300.00 Non-residents add- \$175.00  (A)(2) Rental fee- Food/no alcohol- \$200.00 Food & alcohol- \$300.00 Non-residents add- \$175.00
Section 94.17- Provisions Applicable to the Swimming Pool Only	(A) Seasonal wristband- \$5.00 One-day wristband- \$5.00  (B) Rental fee- \$350.00 Non-residents add \$175.00
	Tennis court access card- \$50.00 each, maximum of two (2) per family
<b>TITLE XI – BUSINESS REGULATIONS</b>	
<b>Chapter 111 – Peddlers and Solicitors</b>	
Section 111.22 Bond	\$1,000 surety bond
Section 111.23 Fee	License fee - \$90.00 Additional \$25.00 for each agent or employee.
<b>Regulation of Coin-Operated Machines</b>	
Section 113.47 License Fee	50 or fewer machines - \$100.00 51 to 200 machines - \$200.00 Over 200 machines - \$250.00
Section 113.50 Sealing Machine for Non-Payment	\$5 for release of any machine sealed under this section for non-payment of tax.
<b>Chapter 115 – FOOD AND FOOD HANDLERS</b>	
Section 115.14 Application and permit fee for food service establishment permit (includes all required annual inspections,	\$400.00

but not re-inspection fees)	
Section 115.14 Application and permit fee for temporary food service establishments permit (includes required inspection, but not re-inspection fees)	\$50.00
Section 115.14 Renewal application and permit fee for food service establishment permit (includes all required annual inspections, but not re-inspection fees)	\$400.00
Re-inspection fee	\$125.00
City barbeque pit rental	\$25.00
TITLE XIII. GENERAL OFFENSES	
Section 130 – Miscellaneous Offenses	
Section 130.35 Fireworks	(C) (4) (j) Fireworks display permit fee \$125.00
TITLE XV. LAND USAGE	
Chapter 150 - Buildings	
Section 150.03 Fees	
<b><u>Building</u></b>	
Includes all new buildings, additions and/or improvements to existing buildings and property including residential and/or commercial - Preparation, issuance and signing of application	\$50.00
<b><u>Building Permit, Foundation work, Roof work, Signs, and Demolition – Total Valuation of Improvement</u></b>	
\$1.00 to \$10,000	\$92.30
\$10,001 to \$25,000	\$130 for the first \$10,001, plus \$10.08 for each additional thousand or

	fraction thereof, up to and including \$25,000.
\$25,001 to \$50,000	\$281.70 for the first \$25,001, plus \$7.27 for each additional thousand or fraction thereof up to and including \$50,000.
\$50,001 to \$100,000	\$463.50 for the first \$50,001, plus \$5.04 for each additional thousand or fraction thereof, up to and including \$100,000.
\$100,001 to \$500,000	\$715.50 for the first \$100,001, plus \$4.03 for each additional thousand or fraction thereof, up to and including \$500,000.
\$500,001 to \$1,000,000.	\$2,328.30 for the first \$500,001, plus \$3.42 for each additional thousand or fraction thereof up to and including \$1,000,000.

\$1,000,001 and up	\$4,038.30 for the first \$1,000,001, plus \$2.27 for each additional thousand or fraction thereof.
<b><u>Plan-Checking Fees</u></b>	
When a plan is required to be submitted, a plan-checking fee shall be paid to the Building Official at the time of submitting plans and specifications for checking.	Equal to one-half of the building permit fee. Plan-checking fee is in addition to the building permit fee.
<b><u>Reinspection</u></b>	
Each inspection on any permit	<b>\$75.00</b>
<b><u>Total Valuation of Replacement</u></b>	
\$1.00 to \$10,000	\$92.30
\$10,001 to \$25,000	\$130.50 for the first \$10,001, plus \$10.08 for each additional thousand or fraction thereof, up to and including \$25,000.
\$25,001 to \$50,000	\$281.70 for the first \$25,001, plus \$7.27 for each additional thousand or fraction thereof, up to and

	including \$50,000.
\$50,001 to \$100,000	\$463.50 for the first \$50,001, plus \$5.04 for each additional thousand or fraction thereof, up to and including \$100,000.
\$100,001 to \$500,000	\$715.50 for the first \$100,001, plus \$4.03 for each additional thousand or fraction thereof up to and including \$500,000.
\$500,001 to \$1,000,000	\$2,328.30 for the first \$500,001, plus \$3.42 for each additional thousand or fraction thereof up to and including \$1,000,000.
\$1,000,001 and up	\$4,038.30 for the first \$1,000,001, plus \$2.27 for each additional thousand or fraction thereof.
<b>Plumbing</b>	
Application fee	<b>\$50.00</b>



First 3 fixtures	\$25.00
Each additional fixture after the 3 <sup>rd</sup> fixture -each	\$3.00
Water and sewer	\$35.00
Backflow preventer	\$25.00
Storm sewer (plus each inlet \$5.00)	\$60.00
Water distribution piping (connections separate)	\$75.00
Any other work not listed	\$75.00
Each reinspection	\$75.00
<b><u>Gas</u></b>	
Application fee	\$50.00
Gas line reconnect	\$25.00
Gas test (GTO/pressure test 1-3 openings)	\$50.00
Temporary gas cut-in letter required	\$50.00
All other gas related installations	\$25.00
Emergency same day gas test	\$100.00
Any other work not listed	\$75.00
Each reinspection	\$75.00
<b><u>Irrigation</u></b>	
Application fee	\$50.00
Plan review/Permit	\$100.00
Each reinspection	\$75.00
<b><u>Electrical</u></b>	

Application fee	\$50.00
Emergency Inspection	\$115.00
Meter loop and service to 50kW	\$75.00
Meter loop and service 51kW to 250kW	\$80.00
Meter loop and service 251kW and greater	\$85.00
Each additional outlet	\$0.50
Lighting fixture, each	\$0.50
Range receptacle, each	\$2.50
Clothes dryer, each	\$2.50
Cooking top, each	\$2.50
Oven, each	\$2.50
Garbage disposal, each	\$2.50
Dishwasher, each	\$2.50
Heaters/Generators to 1kW	\$2.50
Heaters/Generators over 1kW to 10kW	\$7.50
Heaters/Generators over 10kW is \$7.50 plus for each additional kW	\$ .50
Window air conditioner receptacle, each	\$2.50
Temporary saw pole	\$60.00
Temporary cut in	\$75.00
Reconnect fee	\$95.00
TCI letter	\$25.00
Subpanels- 2 plus circuits each	\$6.00

<b>Any other work not listed</b>	<b>\$75.00</b>
Each reinspection	<b>\$75.00</b>
<b><u>Motors-Person must apply for, pay for, and receive electrical permit.</u></b>	
Up to but not including 1/2 HP, each	\$5.00
1/2 HP and less than 100 HP, each	\$15.00
100 HP and less than 150 HP, each	\$25.00
150 HP and over, each	\$35.00
X-ray machines, each	\$10.00
Transformers up to 1 KVA, each	\$2.00
Transformers 1-10KVA, each	\$7.00
Transformers over 10 KVA is \$7.00 plus each additional KVA	\$1.00
<b><u>Signs-Electrical permit</u></b>	
Application fee	<b>\$50.00</b>
Shop inspections, incandescent electrical sign and gas or vacuum tube 0-5KVA	\$60.00
Shop inspections, incandescent electrical sign and gas or vacuum tube 0-5KVA is \$60.00 and each additional KVA over 5KVA is	\$6.00
Site inspection and plan review	<b>\$45.00</b>
Incandescent and vacuum tube signs, per KVA	\$6.00
Sign installation inspection	\$75.00
<b>Signs- Application fee</b>	<b>\$50.00</b>
<b>Sign fees are calculated under Building fees beginning on page 7</b>	
Each reinspection	<b>\$75.00</b>

Misc.	\$25.00
<b><u>Air Conditioning/Mechanical</u></b>	
Application fee	\$50.00
Additions/Alterations (plus tonnage)	\$25.00
Per ton, each	\$4.00
Toilet exhaust, each	\$5.00
Any duct work system (plus \$1.00 per vent)	\$25.00
Unit heaters (1 <sup>st</sup> unit)	\$25.00
Unit heaters (1 <sup>st</sup> unit) is \$25.00 plus each additional unit is	\$5.00
Commercial/Residential exhaust hood	\$25.00
Any other work not listed	\$75.00
Each reinspection	\$75.00
<b><u>Annual Fire Prevention Operations Permit</u></b>	
Application fee	\$50.00
<i>Annual operational</i>	
Annual fire inspection	\$75.00
Combustible stock & high pile stock	\$150.00
Places of assembly	\$175.00
Auto repair garage	\$100.00
Paint spray booth	\$125.00
Compressed gas cylinder/vessel	\$150.00
Flammable liquid storage	\$125.00
Hazardous chemicals (with chemical inventory list)	\$275.00

Temporary flammable liquid storage tank	\$100.00
Foster care home	\$100.00
Adult personal care (overnight accommodations with on-site care)	\$200.00
Health care/dialysis center/clinic/doctor's office	\$300.00
Child day care facility	\$200.00
<i>Per use</i>	
Carnivals, fairs, special events	\$100.00
Tent use	\$150.00
Explosives (storage)	\$1,125.00
Hot work (asphalt roofs)	\$150.00
Helicopter (public/general access)	\$1,125.00
Gates/barriers blocking access	\$50.00
<i>Fire permit application construction fees</i>	
Application fee	\$50.00
Plan review	\$75.00
Fire sprinkler system (1 <sup>st</sup> 10,000 sf)	\$125.00
Fire sprinkler system (Each additional 10,000 sf) is \$100.00 plus	\$200.00
Add/relocate 1-20 sprinkler heads plus hydrostatic test	\$125.00
Add/relocate more than 20 sprinkler heads plus hydrostatic test	\$225.00
Underground hydrostatic test	\$75.00
Sprinkler hydrostatic test	\$75.00
Smoke control system test	\$75.00
Fire pump test	\$125.00

Fire alarm system test	\$125.00
<i>Other fire fees</i>	
Each reinspection (commercial)	\$75.00
Reinspection (Final inspection)	\$325.00
After hours inspection (After 5:00pm and weekends)	\$250.00
After hours inspection- no show	\$300.00
Any other work not listed	\$100.00
<b>Double fees:</b>	

Where work for which a permit is required is started prior to obtaining a permit, the fees specified shall be doubled, but the paying of such doubled fee shall not relieve any person from fully complying with the requirements in the execution of the work nor from any other penalties prescribed in the Code. City may charge double fee for use of alarm without permit.

Section 150.07 Registration of Contractors: General, irrigation, sign, mechanical, fencing, fire alarm/sprinkler, drain, homeowner, roofing, and electrical	(C) Annual Registration Fee- \$100.00
Section 150.09 Occupancy Permit Required; Fee	(B) Residential Occupancy Permit fee - \$75.00; Commercial Occupancy Permit fee- \$100.00
Section 150.13 Mold Remediation Work Permit Required; Fee	(G) Mold remediation work permit fee - \$50.00
Section 150.14 Residential Rental Property Licensing and Inspection	(C) License application fee- \$100.00
Landscape Development Requirements for Commercial Development	
Section 150.62 Fees and Inspections	(B) \$10 per square foot of required landscaping not in place to ensure that the required landscaping shall be installed.
CHAPTER 153 – PLANNING AND ZONING	
Zoning Districts and Regulations of General Applicability	
Section 153.64 Temporary Uses	(C) Permit required. Fee for issuance of a Temporary Use Permit - \$100.00
Amendatory Procedure	
Section 153.127 Application for Amendment to Written Text or Official Zoning District Map	(A) Application fee- \$300.00
Section 153.128 Application for Planned Development Amendment	(A) Application fee- \$1,500.00
Section 153.129 Application for Specific Use Amendment	(A) Application fee- \$1,500.00
Variances, Special Exceptions, Appeals and Nonconformities	



Section 153.155 Variances	(E) Application fee- \$300.00
Section 153.156 Special Exceptions	(D) Application fee- \$300.00
Section 153.158 Appeals	(B) Application fee- \$300.00.
Banners and Pennants	
Section 153.196 Prohibited Signs	(E)(2)(a) Permit fee- None (E)(2)(b) Permit fee- \$75.00
Misc.	
The City may provide vehicle stickers to residents. Residents may purchase a vehicle sticker upon providing the City with the vehicle owner's address, vehicle license plate number, and vehicle description. Fee: \$5.00."	

**Section 4. *Repeal.*** All ordinances and resolutions in conflict herewith are hereby repealed.

**Section 5. *Penalty.*** Any person who violates or causes, allows or permits another to violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than five hundred dollars (\$500.00). Each occurrence of any such violation of this Ordinance shall constitute a separate offense. Each day on which any such violation of this Ordinance occurs shall constitute a separate offense.

**Section 6. *Severability.*** In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Meadows Place, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

**Section 7. *Effective date.*** This Ordinance shall become effective on October 1, 2015, if published as required by law.

**PASSED, APPROVED, and ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.



**ATTEST:**

\_\_\_\_\_  
Charles D. Jessup, IV Mayor

\_\_\_\_\_  
Janice M. Moore, City Secretary

## ITEM 8.A.

### RESOLUTION 2015-19

#### A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING ONE (1) ALTERNATE MEMBER TO THE PLANNING AND ZONING COMMISSION.

\* \* \* \* \*

**WHEREAS**, the City of Meadows Place Code of Ordinances Section 153.031 *Planning and Zoning Commission* states that vacancies shall be filled by the City Council; and

**WHEREAS**, this member shall serve a term of two (2) years; and

**WHEREAS**, this member shall serve the pleasure of the City Council and shall, at the time of appointment and at all times while service as members of the Commission, be qualified electors of the City.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

**Section 1.** That the facts and recitations found in the preamble to this Resolution are true and correct and incorporated herein for all purposes.

**Section 2.** The City Council hereby appoints the following members:

Mark McGrath – Planning & Zoning Commission 3<sup>rd</sup> Alternate Member

**Section 3.** This appointed member shall be installed at his first regular meeting of the Planning & Zoning Commission.

**PASSED and APPROVED** this the 15th day of September, 2015.

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Charles D. Jessup, IV Mayor

**ATTEST:**

---

Janice M. Moore, City Secretary

## ITEM 8.B.

### RESOLUTION 2015-20

**A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH HDR ENGINEERING, INC. FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) HOSTING SERVICES.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

1. That the Mayor and the City Secretary of the City of Meadows Place, Texas, are each hereby authorized to execute, for and on behalf of the City of Meadows Place, a contract with HDR Engineering, Inc. for GIS hosting services marked Exhibit "A".

**PASSED and APPROVED** this, the 15th day of September, 2015.

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

**ATTEST:**

\_\_\_\_\_  
Janice M. Moore, City Secretary

{SEAL}

## AGREEMENT FOR SERVICES

This Agreement entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2015, by and between HDR Engineering, Inc. ("HDR") and the City of Meadows Place, Texas ("*Subscribing Entity*"). Hosting Services provided by execution of this document shall be for the term beginning October 1, 2015 and ending on September 30, 2016.

### WITNESSETH:

WHEREAS, the Subscribing Entity has requested to renew its subscription to online Geographic Information System ("GIS") hosting services as provided by HDR through the *hdrgateway.com* domain.

NOW, THEREFORE, the *Subscribing Entity* and HDR hereby agree as follows:

1. Engagement of HDR - HDR hereby agrees to provide the services as listed under the section entitled "Basic Subscription Services". HDR agrees to initiate those services upon receipt of an executed copy of this Agreement for Services. The subscribing entity acknowledges and understands that HDR is providing these services utilizing a software license provided by a third party. HDR's ability to provide such services to the subscribing entity is based upon this license. Such license has been provided to HDR through a Master License Agreement with the software entity.
2. Basic Subscription Services - The following services will be provided by HDR for the Subscribing Entity based on receipt of up-to-date subscription fees:
  - a. Unlimited browser access to an internet based map application(s) containing the parcels (which are designated as being contained within the Subscribing Entity's city limits) and associated attributes as contained in the Fort Bend County Appraisal District parcels shapefiles. Access to the map application may either be

through a hyperlink from the Subscribing Entity's web site, or by utilizing a Universal Resource Locator<sup>1</sup> (URL) as provided by HDR.

b. The application(s) shall contain, at a minimum:

- 1) A layer displaying calendar year 2014 aerial imagery as obtained through the Houston-Galveston Area Council of Governments (H-GAC) of the subscribing entity's city limits (newer aerial imagery may be used if licensed by the subscribing entity and furnished to HDR).
- 2) A layer containing parcels located within the subscribing entity's city limits complete with ownership and situs address attributes.
- 3) A layer containing street centerline data for city maintained streets, as well as county roadways, state highways and federal interstates located within the subscribing entity's city limits that will display street name labels at specific scales.
- 4) User tools for performing the following functions:
  - a) Zoom In, Zoom Out, and Zoom All (full extent)
  - b) Pan, Pan North, Pan South, Pan East, and Pan West
  - c) Previous Extent and Next Extent
  - d) Measure (user can use this function to measure length between two points, as well as square footage and/or acreage of any user drawn polygon)
  - e) Get Coordinates (user can use this tool to display the longitude and latitude coordinates for any point clicked on the map extents)
  - f) Search (user can use this function to search parcels by either partial or complete owner name, partial or complete address, or specific Parcel ID number)
  - g) Identify (used to show attributes pertaining to an individual feature in the active layer, such as a parcel, street, fire hydrant, etc.)
  - h) Clear (clear either selected features or measurements)
  - i) Print (used to create either 8½"x11" or 11"x17" PDF files of either the current extent of the screen or at a scale selected by the user)

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<sup>1</sup> A Universal Resource Locator (URL) is a means of identifying an exact location on the Internet. For example, <http://www.microsoft.com> is the URL that defines the use of HTTP to access the web page for Microsoft.

3. Additional Services - Additional services may be rendered, based on requests by the Subscribing Entity, for enhancements to their online mapping application(s). Time and materials charges for additional services requested and rendered beyond those described under the heading *Basic Subscription Services* above will be invoiced on the basis of direct labor costs times a factor of 3.05 and direct costs plus 10%. No Additional Services will be performed or invoiced without prior authorization from the Subscribing Entity. Examples of additional services could include:
- a. Development of new or edits to existing layers such as:
    - 1) New parcels or changes in ownership information, addresses, etc.
    - 2) New subdivisions
    - 3) New streets
    - 4) Address changes / new address points
    - 5) Changes in zoning designations
  - b. Development of customized tools to be added to the websites such as:
    - 1) Tool used to select and generate mailing labels
    - 2) Query tool for calculating totals such as miles of streets by surface, zoning designations, etc.
4. Terms of Use - Property Rights - The HDR GIS website is owned and operated by HDR and is protected by intellectual property and other laws throughout the world. The individual data files which are used to create the online mapping application(s) (subject to the use license in paragraph 5) belong to the Subscribing Entity. HDR will provide a copy of the data files to the City of Meadows Place upon request or termination of this Contract.
5. Instruments of Service - All electronic files and documents prepared in accordance with this contract including all maps and databases are the property of the *Subscribing Entity*. HDR is hereby granted a perpetual, royalty-free license to use all of the data in connection with future engineering projects involving the Subscribing Entity, other Governmental Entities, or other third parties working on the City of Meadows Place projects. HDR may retain copies of electronic files and reproducibles of all information prepared under this Agreement.

6. Availability of Services - HDR does not provide the Subscribing Entity with access to the Internet or the equipment necessary to access the Internet or the HDR GIS website. The Subscribing Entity is responsible for the fees charged by other parties to obtain access to the HDR GIS website (by way of example only, an Internet Service Provider) and for providing the equipment necessary to access the HDR GIS website. It is understood that the services being provided by HDR are based upon HDR's licensing with a third party. In the event such licensing becomes unavailable to HDR in the future, said services may be affected, interrupted, or discontinued. The parties agree that HDR has set its prices and entered into this Agreement in reliance upon the disclaimers and limitations set forth herein, that the same reflect an allocation of risk between the parties (including the risk that a contract remedy may fail of its essential purpose and cause consequential loss), and that the same form an essential basis of a bargain between the parties.
7. Linking To or From the HDR Website - The Subscribing Entity cannot link to the HDR GIS website without prior written consent. While the HDR Website may have links to the websites of other entities and parties, HDR has no control over those websites. HDR is not responsible or liable for any content, advertising, products, services or other materials on or available from those websites. HDR is not responsible or liable, directly or indirectly, for any **direct or indirect** damage or loss caused or alleged to be caused by or in connection with use of or reliance of any content, advertising, products, services or other materials on those websites.
8. Fee - The subscription fee for the basic subscription service is \$500.00 per month for a twelve month period. Included as a part of the services provided for this monthly fee are up to two hours of labor performed to the site during the actual days contained in the billing period for the invoice as submitted. Any additional services beyond those described under the heading *Basic Subscription Services*, and the maximum of two hours of labor, will be billed in accordance with Item 3 above.

9. Payment and Fee Schedule - HDR will submit a monthly invoice for services rendered.
10. Terms of Payment - Payment of fees as determined under Paragraph 8 herein above shall be due and payable by the *Subscribing Entity* within thirty (30) days following receipt of HDR's monthly invoice.
11. Termination –
  - a. The *Subscribing Entity* may terminate this contract by giving thirty days written notice to HDR. In that case, all finished or unfinished map application files and other materials produced under this contract shall become the *Subscribing Entity's* property subject to HDR's license granted in paragraph 5. If the contract is terminated by the *Subscribing Entity* in accordance with this provision, HDR shall be paid for all services performed to the date of termination.
  - b. Termination/Cancellation - The *Subscribing Entity* may terminate its subscription to HDR GIS services at the end of any contractually established time period by providing written notice to HDR. The cancellation of the *Subscribing Entity's* subscription services will automatically occur if the *Subscribing Entity* fails to renew its contract by the end of the current contractual period. Upon termination or cancellation of a *Subscribing Entity's* subscription services, HDR may immediately deactivate or delete *Subscribing Entity's* access to the HDR GIS server.
  - c. Termination/Cancellation by HDR - HDR may terminate this Agreement by giving 30 days written notice to the subscribing entity. In the event HDR experiences any interruption and/or difficulty in renewing its Master License Agreement, required internet access, and/or required data, HDR may terminate this Agreement by written notice to the *Subscribing Entity*. In that case, all finished or unfinished map application files and other materials produced under



this contract shall become the *Subscribing Entity's* property subject to HDR's license granted in paragraph 5.

12. DISCLAIMER OF WARRANTIES - SUBSCRIBING ENTITY UNDERSTANDS AND AGREES THAT THE HDR GIS WEBSITE AND THE SERVICES PROVIDED THROUGH IT ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. HDR DISCLAIMS TO THE FULLEST EXTENT PERMISSIBLE BY LAW, AND THE SUBSCRIBING ENTITY WAIVES, ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. THE FUNCTIONS, MATERIALS AND CONTENT OF THE HDR GIS WEBSITE ARE NOT WARRANTED TO BE UNINTERRUPTED, TIMELY, SECURE OR ERROR-FREE, AND HDR ENGINEERING INC. MAKES NO WARRANTY THAT THE INFORMATION ON THE HDR GIS WEBSITE WILL BE ACCURATE, CURRENT OR RELIABLE OR THAT THE QUALITY OF ANY SERVICES OR INFORMATION OBTAINED BY THE SUBSCRIBING ENTITY THROUGH THE HDR GIS WEBSITE WILL MEET THE SUBSCRIBING ENTITY'S EXPECTATIONS. HDR ENGINEERING INC. MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, SEQUENCE, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE SPATIAL DATA OR DATABASE INFORMATION PROVIDED HEREIN. HDR SHALL ASSUME NO LIABILITY FOR ANY ERRORS, OMISSIONS OR INACCURACIES IN THE INFORMATION PROVIDED REGARDLESS OF HOW CAUSED, OR ANY DECISION MADE OR ACTION TAKEN OR NOT TAKEN BY ANY PERSON RELYING ON ANY INFORMATION OR DATA FURNISHED WITHIN. HDR DISCLAIMS ANY RESPONSIBILITY FOR THE DELETION, FAILURE TO STORE, MISDELIVERY, OR UNTIMELY DELIVERY OF ANY INFORMATION. THE SUBSCRIBING ENTITY SHALL ASSUME THE RISK OF LOSS AND DAMAGE DUE TO ITS USE OF THE HDR GIS WEBSITE, INCLUDING BUT NOT LIMITED TO, THE COST OF REPAIRS OR CORRECTIONS TO YOUR HARDWARE OR SOFTWARE.
13. LIMITATIONS OF LIABILITY - THE SUBSCRIBING ENTITY'S USE OF THE HDR GIS WEBSITE IS ENTIRELY AT THE SUBSCRIBING ENTITY'S SOLE RISK. HDR AND ITS RESPECTIVE OWNERS, OFFICERS, EMPLOYEES, LICENSORS, AND AGENTS SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES OR LOSSES (INCLUDING WITHOUT LIMITATION LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES), WHETHER BASED IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, WHICH THE SUBSCRIBING ENTITY MAY INCUR IN CONNECTION WITH THE USE OF, OR INABILITY TO USE, THE HDR GIS WEBSITE, EVEN IF SUBSCRIBING ENTITY HAS BEEN ADVISED OF THE POSSIBILITY THAT USE MAY RESULT IN DAMAGE.

14. Governing Law - This Agreement shall be deemed to have been made under, and shall be construed and interpreted in accordance with the laws of the State of Texas. The venue of any suit for enforcement or construction of this contract shall be in Fort Bend County Texas.

ENTERED INTO AND AGREED by the parties hereto as the day and year first written.

HDR ENGINEERING, INC.

BY: \_\_\_\_\_



DAVID WESTON  
Vice President/Department Manager

SUBSCRIBING ENTITY

BY: \_\_\_\_\_



CHARLES JESSUP  
Mayor  
City of Meadows Place, Texas

ATTEST: \_\_\_\_\_

JANICE MOORE  
City Secretary

## ITEM 8.C.

### RESOLUTION 2015-21

#### **A RESOLUTION ADOPTING POLICIES FOR CAPITALIZATION AND DEPRECIATION OF CITY OF MEADOWS PLACE ASSETS.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE,  
TEXAS:**

WHEREAS, the Governmental Accounting Standards Board released Statement No. 34 (GASB-34);

WHEREAS, the Texas Commission on Environmental Quality (the "TCEQ") has indicated its intention to require that cities with revenues of less than \$10 million implement GASB-34 for fiscal years beginning after June 15, 2003;

WHEREAS, the City of Meadows Place is a city subject to the continuing supervision of the TCEQ;

WHEREAS, GASB-34 requires that all capital assets, including infrastructure assets, be reported in a statement of net assets at historical costs, including ancillary charges, net of accumulated depreciation;

WHEREAS, it is necessary for the City to adopt policies for capitalization and depreciation of City assets in order to enable compliance with GASB-34;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MEADOWS PLACE (THE "CITY") THAT:

#### I.

Except as otherwise provided in this Resolution, all City infrastructure assets with a useful life of at least two (2) years and a total cost of \$2,500 and other capital assets (such as furniture and office equipment) with a total cost of \$1,000 or more shall be capitalized and depreciated using no salvage value and the straight line method of depreciation based on the estimated useful life of the asset in question as reflected on Exhibit A to this Resolution. Cost includes installation cost and associated professional fees.

#### II.

Expenditures that extend the useful lives of capital assets beyond their initial estimated useful lives (preservation costs) or that improve their efficiencies (improvements) or increase their capacity (additions) shall be capitalized in accordance with these policies unless, in the opinion of the City's engineer, a different useful life is appropriate.

III

This Resolution shall be effective immediately. The Mayor and the City Secretary are authorized to do all things necessary and proper to evidence the City's adoption of this Resolution and to carry out the intent hereof.

PASSED AND ADOPTED THIS 15th day of September, 2015.

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Charles D. Jessup IV, Mayor

ATTEST:

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Janice M. Moore, City Secretary

# EXHIBIT A: DEPRECIATION YEARS

Capital Asset Classifications	Depreciation Years
Administrative Facilities and Equipment	
Land	0
Buildings	
Office	40
Storage	40
Warehouse	40
Furniture	5
Equipment	
Communication	5
Computers	3
Construction	15
Generators	20
Office	5
Software	3
Vehicles	5
Other	As required
Infrastructure Assets	
Distribution/Collection Lines by Section	
Clearing and grubbing	45
Water distribution	45
Sewer collection	45
Stormwater collection	45
Water Production	
Land	0
Buildings	40
Electrical package	
Controls	20
Generators	20
Chemical system	10
Wells	20
Booster pumps	20
Pressure tanks	20
Storage tanks	
Ground	40
Elevated	40
Yard piping	45
Lift Stations	
Structure	45
Electrical controls	20
Yard piping	45
Pumps	20
Fences	25
Sanitary Sewer Trunk Lines	
Lines	45
Pumps	20
Wastewater Treatment Plants	
Land	0
Buildings	40

Structures	40
Electrical package	
Controls	20
Generators	20
Equipment	
Bar screens	20
Blowers	20
Chemical system	10
Clarifiers	20
Pumps	20
Yard piping	45
Fences	25
Stormwater Pumping Facilities	
Land	0
Buildings	40
Pumps	20
Electrical package	
Controls	20
Generators	20
Stormwater Collection System (not in Sections)	
Land (including detention ponds and channels)	0
Clearing and grubbing	0
Land improvements (excavation and earth moving)	0
Equipment	20

Government Treasurers' Organization of Texas

July 24, 2015

Ms. Janice M. Moore  
City Treasurer  
City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

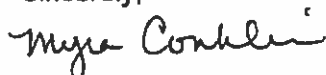
Dear Ms. Moore:

On behalf of the Investment Policy Review Committee, I am pleased to inform you that the Government Treasurers' Organization of Texas (GTOT) has awarded the **Certificate of Distinction** to the City of Meadows Place for its Investment Policy. Members of the Review Committee congratulate the City for its commitment to maintaining a comprehensive written investment policy that meets the criteria set forth in the GTOT Investment Policy Review Checklist.

As we reviewed your City's investment Policy, we noted some areas that would benefit from additional clarification as detailed in the Public Funds Investment Act. Enclosed is a copy of our Checklist that provides our recommended Policy revisions.

Congratulations once again on an excellent policy and thank you for participating in our certification program. Your Certificate is being mailed under separate cover and is good for a two-year period ending July 31, 2017.

Sincerely,



Myra Conklin, Co-Chair  
GTOT Investment Policy Review Committee





Government Treasurers' Organization of Texas

# Certification of Investment Policy

Presented to

*City of Meadows Place*

for developing an investment policy that meets the requirements of the  
Public Funds Investment Act and the standards for prudent public investing  
established by the Government Treasurers' Organization of Texas.

*Robert A. Neelands*

Government Treasurers' Organization of Texas

President

*Mary Goulet*

Investment Policy Review Committee

Chairperson

For the two-year period ending July 27, 2017





# Government Treasurers' Organization of Texas

[Home](#)

## Certified Entities

GTOT conducts an Investment Policy Certification Program designed to provide professional guidance in developing an investment policy, and to recognize outstanding examples of written policies. A Certificate of Distinction is awarded for policies that meet established criteria. The Certificate is awarded for two years and then may be renewed upon review. Please [click here](#) for more information about this program. The following entities have received the Certificate of Distinction for 2015.

[Alamo Community College District](#)[City of Alvin](#)[City of College Station](#)[City of Conroe](#)[City of Corsicana](#)[City of Deer Park](#)[City of DeSoto](#)[City of Farmers Branch](#)[City of Farmersville](#)[City of Heath](#)[City of Kingsville](#)[City of La Porte](#)[City of Meadows Place](#)[City of Odessa](#)[City of Richardson](#)[City of Southlake](#)[City of Richardson](#)[City of Troup](#)[El Paso Community College District](#)[Laguna Madre Water District](#)[Port of Houston Authority](#)[Travis Central Appraisal District](#)[University Medical Center](#)[Wood County](#)

[Contact the GTOT webmaster](#)

## **RESOLUTION 2015-22**

### **A RESOLUTION APPROVING THE 2015-2016 CITY OF MEADOWS PLACE INVESTMENT POLICY AND STRATEGY GUIDELINES.**

**WHEREAS**, Chapter 2256 of the Government Code, commonly known as the "Public Funds Investment Act," requires the city to adopt an investment policy by rule, order, ordinance, or resolution and to at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the city; and

**WHEREAS**, the public funds Investment Act requires the treasurer, the chief financial officer, if not the treasurer; and the investment officer of the city to attend investment training; and

**WHEREAS**, the City of Meadows Place approves of the investment training course sponsored by the Texas Municipal League; and

**WHEREAS**, the treasurer; the chief financial officer, if not the treasurer; and the investment officer of the city have attended an investment training course sponsored by the Texas Municipal League as required by the Public Funds Investment Act; and

**WHEREAS**, the attached investment policy and incorporated strategy comply with the Public Funds Investment Act, as amended, and authorize the investment of city funds in safe and prudent investments;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS:**

1. That the City of Meadows Place has complied with the requirements of the Public Funds Investment Act, and the Investment Policy, attached hereto as "Exhibit A," as originally adopted by the City of Meadows Place on the 15<sup>th</sup> day of September, 2015.

**PASSED and APPROVED** this the 15<sup>th</sup> day of December, 2015.

**ATTEST:**

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

\_\_\_\_\_  
Janice M. Moore, City Secretary

SEAL



CITY OF MEADOWS PLACE  
Conference Room, City Hall  
One Troyan Drive  
Meadows Place, TX 77477

**CITY COUNCIL  
SPECIAL MEETING MINUTES  
AUGUST 20, 2015**

Present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen Steven H. Bezner, Alderman John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present were: City Secretary Janice M. Moore, Interim Accounting Specialist Oralia Naccarino, and Accountant Anna-Maria Weston.

**1. Call to Order:**

Mayor Jessup called the meeting to order at 6:06 p.m.

**2. Discussion:**

a. Executive Session:

Discussion of and Possible Action on the Position of Finance Director

Mayor Jessup opened the session at 6:06 p.m. Mayor Jessup closed the session at 6:36 p.m.

Alderman Staigle moved to **change** the accountant title to financial director and to **adjust** the salary for that position to \$32,000 with the hours increased to no more than 29 hours per week. Alderman Milles seconded the motion, which passed unanimously.

b. 2015-2016 Budget – Final Review and Possible Changes

Review and discussion took place on the following items:

- Tax rates over the last 5 years
- Explanation of the current rate, effective rate and rollback rate
- Franchise Fees
- Employee Salary & Benefits Spreadsheet (minor adjustments were made)

Council agreed to not fund the two (2) Chevrolet /Tahoes for the police department in this upcoming budget and to have the police chief drive his vehicle (1) one more year.

City Secretary Moore requested consideration of a salary adjustment for the utilities clerk, licensing & permits coordinator, and court clerk/associate judge and certification pay for the licensing & permits coordinator as a permit technician specialist.

A history of salary adjustments and certification pay from 2013 to current was distributed to the Council as a reference. A history of those new employees who were hired in the previous three (3) months before the new budget year who had and had not received the 3% salary adjustment was distributed to the Council as a reference. Letters from the three (3) administrative staff were distributed to the Council for their information.

There was extensive discussion regarding salary adjustments and certification pay to employees. Alderman Bezner requested market research in order to make a determination and suggested the hiring someone to complete a salary for non-police department employees. He also suggested funds be included in the budget in the event a determination was made at a later time. No action was taken regarding the salary adjustments requested.

The Council concluded to give \$300 education pay per year should the licensing & permits coordinator achieve the certification. The Council also concluded new employees who were hired in the months of July, August or September would not receive any salary adjustment provided in the Oct. 1<sup>st</sup> new budget year. This new policy was to be implemented as of this budget year and would be added to the employee personnel manual.

A five (5) minute break took place at 8:03 p.m.

City Secretary Moore presented minor adjustments to the administration budget, which were accepted by the Council.

c. 2015-2016 Proposed Tax Rate

Mayor Jessup reviewed the following information:

M & O	.72425
I & S	.14375
Tax Rate	.868

d. Meeting Schedule for September

Mayor Jessup announced the public hearing for the proposed tax rate and budget for Tuesday, September 8, 2015 at 7:00 p.m. and the adoption of the tax rate, the City budget, and EDC budget was scheduled for Tuesday, September 15, 2015 at 7:30 p.m.

**3. Adjournment**

Alderman Bezner moved to adjourn the meeting at 8:28 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the  
City Council on Tuesday, September 15, 2015.**

ATTEST:

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Janice M. Moore, City Secretary

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Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL  
WORKSHOP MEETING MINUTES  
AUGUST 25, 2015**

Present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present were: City Secretary Janice M. Moore and Code Enforcement Officer Jerry Parker.

**1. Call to Order:**

Mayor Jessup called the workshop to order at 6:00 p.m.

**2. Discussion:**

**a. Community Development Program 1<sup>st</sup> Committee Meeting**

Mayor Jessup provided positive feedback of the committee meeting. He reported the program being one-of-a-kind and that Council, EDC, and the three (3) committees play a role in overseeing the program. He further reported the committee realized there would be some hiccups and will be able to work through them with the strength from the members. Mayor Jessup reported Alderman Isbell was present at that meeting. He added the next meeting would be dedicated to goals and then re-announced the list of members for each of the committees.

Code Enforcement Officer Parker provided an explanation of the program flow process. Mayor Jessup distributed a copy of the committee process overview to all Council Members, reviewed each item, and answered questions posed by Council and City Secretary. Code Enforcement Officer Parker reported the status of three (3) prospective residences.

**b. Facebook Page Update**

Mayor Jessup reported the page launch would be next week, and he was working with Imagination Monkey regarding the roll out process. Alderman Bezner inquired who was going to moderate the page. Mayor Jessup noted Imagination Monkey would check it twice per day and provide the City with notification of any activity. He added he would be one of the administrators.

**c. HGAC Traffic Study Report**

Alderman Staigle noted he would request a summary slide for just Dorrance Lane from HGAC. Mayor Pro Tempore Henley reported the City would receive the report the first part of September with the report to the Council to be presented at the September 15<sup>th</sup> Council meeting. Members also spoke of a tentative public meeting for October 8<sup>th</sup> from 7:00 p.m. – 8:30 p.m.

### **3. Upcoming Council Agenda Items**

Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.

### **4. Adjournment**

Alderman Staigle moved to **adjourn** the meeting at 7:24 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the  
City Council on Tuesday, September 15, 2015.**

ATTEST:

\_\_\_\_\_  
Janice M. Moore, City Secretary

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL  
REGULAR MEETING MINUTES  
AUGUST 25, 2015**

Present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present were: City Secretary Janice M. Moore, Police Chief Gary Stewart, and Code Enforcement Officer Jerry Parker.

**1. Call to Order:**

Mayor Jessup called the meeting to order at 7:35 p.m.

**a. Pledge of Allegiance and Invocation**

The Pledge of Allegiance was led by Harry Hamilton. The invocation was led by Chaplain Wayne Collins.

**2. Presentations: None.**

**3. Reports:**

**a. Police Department**

Police Chief Gary Stewart provided an overview of the monthly statistics and activities report, which was distributed to the Council and filed with City records. He answered questions posed by the Council. Police Chief Stewart introduced new Police Officer Doron Kenig and Police Reserve Ann Marie Carrizales.

**b. Code Enforcement**

Official Jerry Parker reported the following:

1. Violations since 5/27/2015: 425
2. Cases opened: 362 (Difference in numbers due to ability of more than 1 violation per case.)
3. Current open cases: 63
4. Actual citations issued: 23
5. Current projects are 1; tree over roadway and sidewalks. 2; outward appearance of homes: (Siding, paint, fascia, gutters and fences).
6. Top reoccurring issues:



- a. Addresses: 80
  - b. Trash Cans: 48
  - c. Trees: 36
  - d. Grass/Weeds: 29
  - e. Fascia/Siding: 26
7. Unoccupied/Vacant building total fluctuates between 24-31 at any given time. This is due to high turnover of rental properties. Avg. vacancy of 7 – 15 days. There are 8 that have been deemed long term, greater than 90 days, and have all been mailed a copy of the ordinance and given 30 – 45 days (staggered) to respond to the ordinance. Because of citations and the beginning of the substandard process, 3 home have been recently removed from the substandard/vacant list. (Hoggard, Scarcella and Blairmeadow.)

Alderman Bezner strongly recommended if the City treated pools then it should file a lein on properties. He said he would like to discuss this issue in a workshop and then inquired about the number of violations vs. the number of citations (6%) and violations per case. Code Enforcement Official Parker answered with 240 residences. Alderman Staigle clarified the number included warnings, resolved citations, complaints, etc.

Alderman Bezner noted he had received more and more feedback from residents and inquired if there was anything the City could change in its policies. He also questioned Code Enforcement Official Parker if he was overwhelmed. Code Enforcement Official Parker responded that working by districts has greatly assisted with the workload. Mayor Pro Tem Henley noted the “puck” pool treatment was to prevent health hazards and was not worth filing a lien for the \$200 - \$300; however, if there were other problems with the residence it was worth filing the lien.

Alderman Staigle inquired about funds for lost time in picking up signs and filing criminal charges. Code Enforcement Official Parker responded if it was to become an issue, he would involve the Police Department.

c. Fire Department Response Statistics (July 2015) – Mayor Charles D. Jessup IV

Mayor Jessup provided an overview of the report, which was filed in City records.

**4. Mayor’s Comments:**

a. Introduction of New Parks & Recreation Director Colene Cabezas

Mayor Jessup introduced Ms. Cabezas as the new parks and recreation director. Ms. Cabezas spoke about being a resident of the City for 10 years, spoke about her family, and said she was very excited to be employed with the City.

b. Meadows Place Community Development Program Update

Mayor Jessup explained this was a voluntary program to refurbish, enhance, and resell homes in order to improve the beauty of the City and real estate values. He added the program would be rolled out within the next 30 days and added that each applicant was required to meet certain

criteria. Mayor Pro Tem Henley stressed the program was strictly volunteer and gives the resident another option.

c. August 22<sup>nd</sup> Kid Fish Event

Mayor Jessup reported a successful event. He thanked Texas Parks & Wildlife for attending, the Parks & Recreation Assistant Monica Parson for organizing the event, and the Police Department for its presence. Mayor Jessup also thanked Alderman Isbell and Bezner for stepping up.

d. West Airport Reconstruction Project Status

Alderman Staigle reported the contractor had scheduled a Sept. 10<sup>th</sup> signal turn-on with all lanes open. He further reported the contractor would take 2-3 weeks regarding a final punch list of outstanding items, ramps, sod, etc. Alderman Staigle stated there would be \$30,000 in liquidated damages for missing the deadline of completion. Mayor Jessup thanked Alderman Staigle for his participation and insight in understanding the project.

e. September Council Meetings Rescheduled

Mayor Jessup announced a change in the September meetings with the following dates: Sept. 15<sup>th</sup> at 6:00 p.m. for the workshop and 7:30 p.m. for the regular meeting.

f. Process Overview of Proposed Tax Rate

Mayor Jessup provided a brief overview of the process and thanked all department heads, City Secretary Janice Moore, the finance staff, and Council with multiple changes and finalization of the proposed budget and tax rate.

5. Council Comments: None

6. New Business:

a. Reschedule Sept. 22<sup>nd</sup> Council Workshop & Regular Meeting to Sept. 15<sup>th</sup>

Alderman Isbell moved to **reschedule** the Sept. 22<sup>nd</sup> Workshop and Regular Meeting to Sept. 15<sup>th</sup>. Alderman Staigle seconded the motion, which passed unanimously.

b. Discuss Proposed Tax Rate and Take a Record Vote

Mayor Jessup announced the following breakdown of the proposed tax rate:

M & O	.72425
I & S	.14375
<b>Proposed Tax Rate:</b>	<b>.8.68</b>

Voice Vote Taken on Proposed Tax Rate:

Alderman Bezner	Aye
Alderman Isbell	Aye
Alderman Mills	Aye
Alderman Staigle	Aye
Mayor Pro Tem Henley	Aye

c. Announcement of Budget Public Hearing Dates, Times & Locations

Alderman Bezner moved to **schedule** Sept. 8<sup>th</sup> at 7:00 p.m. for the proposed budget and proposed tax rate hearings. Alderman Mills seconded the motion, which passed unanimously.

d. Certification of 2015 Tax Year Appraisal Roll & New Property Value

Mayor Pro Tem Henley moved to **accept** the certification. Alderman Staigle, seconded the motion, which passed unanimously.

7. **Ordinances:**

a. Ordinance 2015-14:

AN ORDINANCE AMENDING CHAPTER 153 OF THE CODE OF ORDINANCES OF THE CITY OF MEADOWS PLACE, TEXAS, ENTITLED "PLANNING AND ZONING REGULATIONS," TO REQUIRE SPECIFIC USE PERMITS FOR HOTELS, MOTELS, CHURCHES, SCHOOLS, AND DAY CARE CENTERS; PROVIDING A PENALTY; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title. Alderman Isbell moved to **adopt** Ordinance 2015-14. Alderman Mills seconded the motion, which passed unanimously.

8. **Resolutions:**

a. Resolution 2015-18:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE A PROFESSIONAL SERVICES CONTRACT WITH USW UTILITY GROUP FOR WATER OPERATIONS, MAINTENANCE, MANAGEMENT OF MUNICIPAL WATER, WASTEWATER COLLECTION SYSTEMS, & WASTEWATER TREATMENT PLANT.

Mayor Jessup read the title. Alderman Bezner moved to **approve** Resolution 2015-18. Vice President Scott Spidle and Regional Manager Terry Schoener of USW introduced themselves. Alderman Staigle seconded the motion, which passed unanimously.

9. **Consent Agenda:**

*All Consent Agenda items are considered to be routine and will be enacted by one (1) motion. There will not be discussion unless an item is removed at the request of a Council Member.*

a. Minutes:

July 18, 2015 Special (2nd)  
July 28, 2015 Workshop  
July 28, 2015 Regular

b. Presentation of Invoices:

Joe Salvide	\$19,175.00
Level Pro Home Services	\$ 8,800.00
Randle Law Office	\$ 6,411.17

Mayor Pro Tempore Henley moved to **approve** the Consent Agenda. Alderman Staigle seconded the motion, which passed unanimously.

**10. Audience Comments** (*for matters NOT on the agenda*)

Anita Ewing read a letter (as distributed to the Council) concerning the water utility billing process and noted a lack of response to her questions via email to the mayor. Mayor Jessup spoke about the process and tried to answer Ms. Ewing's inquiries.

Chuck McClerkon inquired about the status of the Texas Direct Auto Building design. He also spoke about the issue of TDA unloading and loading cars on Dorrance Lane and the condition of the road.

Alderman Staigle reported the drainage district started the repair regarding flooding and bank failures on Dorrance Lane and were trying to get back to the project. He noted the bid from a private contractor came in significantly more than anticipated and now the City was seeking county assistance.

**11. Adjournment:**

Alderman Staigle moved to **adjourn** the meeting at 8:47 p.m. Mayor Pro Tempore Henley seconded the motion, which carried unanimously.

**These minutes were approved by the  
City Council on Tuesday, September 15, 2015.**

ATTEST:

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Janice M. Moore, City Secretary

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Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL  
SPECIAL MEETING MINUTES (1)  
SEPTEMBER 3, 2015**

Present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was: City Secretary Janice M. Moore. Absent was: Alderman Steven H. Bezner.

**1. Call to Order:**

Mayor Jessup called the special meeting to order at 7:02 p.m.

**2. Public Hearing:**

**a. Proposed Budget 2015-2016**

Mayor Jessup and Alderman Staigle both provided a detailed overview of the proposed budget. A copy was filed in City records and posted on the City's website.

Connie and Donald Hougland recognized the Council for their efforts regarding the budget process and running the City on a six million dollar budget. Mrs. Hougland spoke highly of the City of Meadows Place as a longterm resident and of the positive experience with the Police Department.

**3. Adjournment:**

Mayor Pro Tem Henley moved to **adjourn** the meeting at 7:12 p.m. Alderman Staigle seconded the motion, which passed unanimously.

**These minutes were approved by the  
City Council on Tuesday, September 15, 2015.**

ATTEST:

\_\_\_\_\_  
Janice M. Moore, City Secretary

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL  
SPECIAL MEETING MINUTES (2)  
SEPTEMBER 3, 2015**

Present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was: City Secretary Janice M. Moore. Absent was: Alderman Steven H. Bezner.

**1. Call to Order:**

Mayor Jessup called the special meeting to order at 7:17 p.m.

**2. 2<sup>nd</sup> Public Hearing:**

a. Proposed Tax Rate 2015-2016

Mayor Jessup read the legal notice of the 2015 tax year proposed tax rate. A copy was filed with City records and posted on the City's website.

No comments were received from the Public or the Council.

**3. Adjournment:**

Alderman Staigle moved to **adjourn** the meeting at 7:06 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the  
City Council on Tuesday, September 15, 2015.**

ATTEST:

\_\_\_\_\_  
Janice M. Moore, City Secretary

\_\_\_\_\_  
Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL  
SPECIAL MEETING MINUTES  
SEPTEMBER 8, 2015**

Present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was: City Secretary Janice M. Moore.

**1. Call to Order:**

Mayor Jessup called the special meeting to order at 7:00 p.m.

**2. 2<sup>nd</sup> Public Hearing:**

a. Proposed Tax Rate 2015-2016

Mayor Jessup read the legal notice of the 2015 tax year proposed tax rate. No comments were received from the Public or the Council.

**3. Adjournment:**

Alderman Bezner moved to **adjourn** the meeting at 7:06 p.m. Mayor Pro Tem Henley seconded the motion, which passed unanimously.

**These minutes were approved by the  
City Council on Tuesday, September 15, 2015.**

ATTEST:

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Janice M. Moore, City Secretary

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Charles D. Jessup, IV, Mayor

{SEAL}

ITEM 9.B.

INVOICE



**Lone Star Products & Equipment LLC**  
 2131 FM 1960 Rd. West  
 Houston, Texas 77090

Date	Invoice #
8/11/2015	25369

<b>Bill To</b>
City of Meadows Place Police Department One Troyan Dr. Meadows Place, Texas 77477

<b>Ship To</b>

P.O. Number	Terms	Ship	Due Date
	Net 30	8/11/2015	9/10/2015

Quantity	Item Code	Description	Price Each	Amount
1	VALR51	Federal Signal Valor Lightbar, 51"	1,750.00	1,750.00
1	SS2000SM-SD	Federal Signal Smart Siren, 200 Watt, Remote Amplifier, Signal Master Control	795.75	795.75
1	750501	Federal Signal AS124 Speaker	110.00	110.00
1	ENL248JJ	SoundOff nForce nLine Surface Mount Running Lights, Red/Blue, 48"	445.50	445.50
4	ENFSSS3J	SoundOff nForce™ Single Surface Mount Light, SAE Class 1, 10-16v, Black Housing, 12 LED, Dual Color - Red/Blue	93.555	374.22
1	EL3D04A00J	SoundOff UltraLite 4 Module	217.25	217.25
4	ST6-RB	Axitech ST6 Surface Mount LED, Red/Blue	65.00	260.00
2	ENT2B3W	SoundOff Signal Intersector Mirror Light, White	121.00	242.00
2	EGHST5JB	SoundOff Ghost Recess Mount, Red/Blue	76.95	153.90
1	329000-43	Federal Signal Viper S2 Dual LED Dash Light - Red/Blue	179.00	179.00
2	ENFDGS1RB	SoundOff nForce Dual Side by Side LED	166.815	333.63
1	10-VS-RP	Setina Recessed Panel, Horizontal Sliding Window Partition	576.75	576.75
1	P15T02	Prisoner Transport Systems Tahoe Seat and Rear Partition	995.00	995.00
1	Installation	Standard Installation of Equipment	795.00	795.00
1	Installation	Install Coban Camera System	195.00	195.00
***** Buy Board Contract 438-13 *****				

VIN Number	Subtotal
1GNLC2EC7FR649227	\$7,423.00
	Sales Tax (8.25%)
	\$0.00
	Total
	\$7,423.00
	Balance Due
	\$7,423.00

E.I.N. # 26-2856037  
 CAGE Code 5EV45  
 DUNS 010355268

Interest of 1.5% per month will be added to past due invoices.

Phone # 832-249-1700

Fax # 832-249-1702

www.lonestarpse.com





Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494

Ph: 281/657-2000

Fax: 832/476-9554

City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

August 5, 2015

File #: 2403-5

Inv #: 6853

Attention: [accounts@cityofmeadowsplace.org](mailto:accounts@cityofmeadowsplace.org); [mayor@cityofmeadowsplace.org](mailto:mayor@cityofmeadowsplace.org)

RE: General

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DATE	LWYR	DESCRIPTION	HOURS
Jul-01-15	DS	Review code of ordinances. Begin draft of ordinances amending zoning code to require specific use permits for hotels, motels and churches. Begin draft of ordinance setting public hearings for zoning amendment.	6.60
Jul-02-15	DS	Complete research for and draft of ordinances amending zoning code to require special use permits for churches, hotels and motels.	4.20
	JGR	Receipt and review of email on Dispatch and Facebook page.	0.30
	JGR	Receipt and review of email from Mayor regarding question from constituent.	0.20
Jul-08-15	JGR	Receipt and review of email and telephone conference with Mayor on pothole incident on S. Kirkwood and W. Airport.	0.40
	DS	Review correspondence and research regarding special use ordinances.	0.50
Jul-09-15	JGR	Receipt and review of email on meeting. Telephone conference with Mayor.	0.50
Jul-10-15	JGR	Multiple emails from Jan on agenda and other questions.	0.40
Jul-12-15	JGR	Receipt and review of Mayor's material regarding redevelopment program.	0.40
Jul-13-15	JGR	Receipt and review of email from Mayor.	0.30

Jul-15-15	DS	Review implementation of community development agreement.	0.30	
	JGR	Prepare for and attend meeting at Meadows Place on community development program.	2.00	
Jul-17-15	JGR	Receipt and review of email from Jan regarding Meadows Place code updated online.	0.20	
	JGR	Telephone conference with Mayor Jessup on Aldi store issue.	0.30	
Jul-20-15	JGR	Research group homes per phone call. Report to client.	0.90	
	JGR	Receipt and review of email from Mayor regarding home based business - group home. Research same.	0.90	
Jul-21-15	JGR	Receipt and review of contract. Execute same.	0.30	
Jul-22-15	DS	Review supplemental 457 Plan documents. Draft email with comments and send to Janice Moore.	1.20	
	JGR	Telephone conference with Mayor Jessup on housing, zoning, and Facebook parks.	0.50	
Jul-23-15	JGR	Receipt and review of email from Mayor regarding group home.	0.30	
Jul-24-15	JGR	Email to attorney regarding The Oasis/City Council Consent to Assignment.	0.30	
	JGR	Telephone conference with Jan on agenda issues.	0.30	
Jul-27-15	DS	Begin review and revision of specific use ordinance for schools and day cares.	0.50	
	JGR	Work on special use on hotels etc.	0.30	
Jul-29-15	JGR	Telephone conference with Mayor on group homes.	0.30	
Subtotal for Fees			22.40	\$4,368.00

**DISBURSEMENTS**

Jul-08-15	LexisNexis (online legal research) [less adjustment of \$152.09]	29.75
	LexisNexis (online legal research) [less adjustment of \$37.18]	7.26
Jul-22-15	Photocopies	7.20
Totals		\$44.21

**Total Fee & Disbursements****\$4,412.21**

Invoice #: 6853

Page 3

August 5, 2015

Previous Balance

8,389.41

**Balance Now Due**

**\$12,801.62**

TAX ID Number 20-3850938



Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494

Ph: 281/657-2000

Fax: 832/476-9554

City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

August 5, 2015

File #: 2403-040

Inv #: 6855

Attention: accounts@cityofmeadowsplace.org; mayor@cityofmeadowsplace.org

RE: Open Records Requests

DATE	LWYR	DESCRIPTION	HOURS
Jul-07-15	BB	Receipt and review of Attorney General Letter Ruling OR 2015-12235 regarding Busey request.	0.30
	BB	Receipt and review of Attorney General Letter Ruling OR 2015-11812 regarding Watson request No. 2.	0.40
Jul-17-15	BB	Email J. Busey regarding Busey request.	0.50
	BB	Review and redact information responsive to Watson request No. 2.	0.80
	BB	Begin draft of first supplemental response to requestor regarding Watson request No. 2.	0.60
Jul-24-15	BB	Finalize first supplemental response to requestor regarding Watson request No. 2.	0.40
	BB	Email J. Moore and Sgt. Simmons regarding Watson request No. 2.	0.30
Subtotal for Fees			3.30
			\$643.50

#### DISBURSEMENTS

Jul-24-15	Postage - Ltr. to T. Watson fwd CD - CMRRR	6.96
Totals		\$6.96

Invoice #: 6855

Page 2

August 5, 2015

**Total Fee & Disbursements**

**\$650.46**

Previous Balance

3,165.40

**Balance Now Due**

**\$3,815.86**

TAX ID Number 20-3850938



Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494

Ph: 281/657-2000

Fax: 832/476-9554

City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

August 5, 2015

File #: 2403-20

Inv #: 6854

Attention: accounts@cityofmeadowsplace.org; mayor@cityofmeadowsplace.org

RE: Oasis

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DATE	LWYR	DESCRIPTION	HOURS
Jul-16-15	JGR	Receipt and review of The Oasis/City of Meadows Place email. Telephone conference with client.	0.70
Jul-21-15	JGR	Work on and telephone conference with attorney regarding The Oasis/City of Meadows Place.	0.40
	JGR	Respond to lawyer regarding The Oasis/City of Meadows Place.	0.20
	JGR	Receipt and review of Hampton at Meadows Place Zoning Ordinance.	0.30
Jul-23-15	JGR	Multiple emails. Telephone conference. Work on meeting request.	1.50
Jul-28-15	JGR	Telephone conferences with Mayor Jessup and Jan M. on assignment.	0.40
	JGR	Telephone conference with Jan. Telephone conference with Mayor Jessup. Receipt and review of proposal.	0.80
Jul-29-15	JGR	Receipt and review of The Oasis/City Council Consent to Assignment; forward same.	0.30
Jul-30-15	JGR	Multiple emails concerning approval regarding The Oasis/City Council Consent to Assignment.	0.30
Jul-31-15	JGR	Receipt and review of email on assignment.	0.30

Subtotal for Fees

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5.20 \$1,014.00**DISBURSEMENTS**

Jul-22-15 Photocopies

3.00

Totals

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\$3.00**Total Fee & Disbursements**

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**\$1,017.00**

Previous Balance

78.00

**Balance Now Due**

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**\$1,095.00**

TAX ID Number 20-3850938



Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494

Ph: 281/657-2000

Fax: 832/476-9554

City of Meadows Place  
One Troyan Dr  
Meadows Place, TX 77477

August 5, 2015

File #: 2403-43

Inv #: 6856

Attention: [accounts@cityofmeadowsplace.org](mailto:accounts@cityofmeadowsplace.org); [mayor@cityofmeadowsplace.org](mailto:mayor@cityofmeadowsplace.org)

RE: Board of Adjustment

DATE	LWYR	DESCRIPTION	HOURS
Jul-10-15	BB	Research notices required by Chapter 211, Local Government Code and email J. Moore regarding same.	0.80
Subtotal for Fees			0.80
			\$156.00
Total Fee & Disbursements			\$156.00
Previous Balance			97.50
Balance Now Due			\$253.50

TAX ID Number 20-3850938



**Randle Law Office, Ltd, L.L.P.**

**Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494**

**Pn:** 281/657-2000

**Fax:** 832/476-9554

City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

**September 3, 2015**

**File #:** 2403-5

**Inv #:** 6923

**Attention:** accounts@cityofmeadowsplace.org; mayor@cityofmeadowsplace.org

**RE:** General

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DATE	LWYR	DESCRIPTION	HOURS
Aug-04-15	JGR	Telephone conference with Mayor and building inspector. Research same and forward to same on group home.	0.80
Aug-06-15	BB	Begin research regarding group homes.	0.60
Aug-10-15	DS	Receive and begin review of proposed USW utility service contract.	0.50
	DS	Begin research regarding municipal regulation of chickens in residentially zoned areas.	1.20
Aug-11-15	DS	Research enforceability of deed restrictions by municipalities.	1.60
Aug-13-15	JGR	Receipt and review of open records request from Jan.	0.30
Aug-17-15	JGR	Receipt and review of question for home up for auction.	0.30
Aug-18-15	JGR	Receipt and review of and approve Ordinances Requiring Special Use Permits for Churches, Hotels and Motels.	0.40
	JGR	Receipt and review of multiple emails regarding US Water Contract.	0.50
	DS	Revise ordinance regarding special uses for hotels, motels, churches and schools and send to client. Complete review of proposed USW utility contract and send more comments to client.	2.70

Aug-19-15	JGR	Work on transition to USW Utility Group.	0.30
Aug-24-15	BB	Continue research regarding group homes.	1.00
Aug-25-15	JGR	Receipt and review of MPCDP Application.	0.40
Aug-26-15	JGR	Telephone conference with City Secretary on non routine open records request.	0.30
	JGR	Telephone conference with Mayor on public hearing requirement.	0.40
	DS	Complete research and draft memo regarding enforcement of regulations and deed restrictions regarding chickens and other livestock.	3.60
Aug-28-15	DS	Review proposed application and letter for community development program. Research legal requirements for implementing program.	1.50
Aug-31-15	BB	Receipt and review of J. Moore email regarding software license agreement and subsequent related work.	0.20
Subtotal for Fees			16.60
			\$3,237.00

**DISBURSEMENTS**

Aug-13-15	LexisNexis (online legal research) [less adjustment of \$406.85]	34.27
Aug-26-15	Photocopies	6.40
Totals		\$40.67

**Total Fee & Disbursements**

Previous Balance	12,801.62
Previous Payments	8,389.41

**Balance Now Due** **\$7,689.88**

TAX ID Number 20-3850938

**Randle Law Office, Ltd, L.L.P.**

**Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494**

**Ph:** 281/657-2000

**Fax:** 832/476-9554

City of Meadows Place  
One Trojan Drive  
Meadows Place, TX 77477

**September 3, 2015**

**File #:** 2403-040

**Inv #:** 6924

**Attention:** [accounts@cityofmeadowsplace.org](mailto:accounts@cityofmeadowsplace.org); [mayor@cityofmeadowsplace.org](mailto:mayor@cityofmeadowsplace.org)

**RE:** Open Records Requests

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<b>DATE</b>	<b>LWYR</b>	<b>DESCRIPTION</b>	<b>HOURS</b>
Aug-05-15	BB	Receipt and review of Watson request No. 3, calculate response deadline, and email J. Moore regarding same.	0.50
	BB	Receipt and review of message from Sgt. Simmons regarding Watson request No. 3 and subsequent related work.	0.20
Aug-06-15	BB	Telephone call with Sgt. Simmons regarding Watson request No. 3 and subsequent related work.	0.40
	BB	Receipt and initial review of information responsive to Watson request No. 3.	0.30
Aug-10-15	BB	Begin review of information responsive to Watson request No. 3 for confidential and excepted information.	1.00
Aug-12-15	BB	Telephone call with Mayor regarding public information and subsequent related work.	0.30
Aug-13-15	TBK	Review email from Mayor regarding Open Records Request.	0.10
	BB	Continue review of information responsive to Watson request No. 3 regarding confidential or excepted information.	3.00
Aug-14-15	TBK	Review records from City Secretary Open Records Request.	0.80
Aug-17-15	BB	Continue review of information responsive to Watson request No. 3 for confidential and excepted information.	1.00

Invoice #: 6924

Page 2

September 3, 2015

Aug-18-15	BB	Complete review of information responsive to Watson request No. 3 for confidential and excepted information.	2.60
	BB	Draft original response to requestor regarding Watson request No. 3.	0.40
Aug-19-15	TBK	Redact record responsive to open records request and send same to requestor.	0.30
Aug-31-15	TBK	Review correspondence from City Secretary regarding records policy and retention. Telephone conference with City Secretary on same.	0.70

Subtotal for Fees

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11.60 \$2,262.00**DISBURSEMENTS**

Aug-18-15	Postage - ORR response to T. Watson - CMRRR	13.25
	Photocopies	54.80

Totals

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\$68.05**Total Fee & Disbursements****\$2,330.05**

Previous Balance

3,815.86

Previous Payments

3,165.40

**Balance Now Due**

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**\$2,980.51**

TAX ID Number 20-3850938

**Randle Law Office, Ltd, L.L.P.**

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Houston, TX 77024-4494**

**Ph:** 281/657-2000

**Fax:** 832/476-9554

City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

**September 3, 2015**

**File #:** 2403-39

**Inv #:** 6926

**Attention:** [accounts@cityofmeadowsplace.org](mailto:accounts@cityofmeadowsplace.org); [mayor@cityofmeadowsplace.org](mailto:mayor@cityofmeadowsplace.org)

**RE:** 12334 Scarcella

<b>DATE</b>	<b>LWYR</b>	<b>DESCRIPTION</b>	<b>HOURS</b>	
Aug-18-15	JGR	Draft and forward Release of Lien.	0.80	
Aug-20-15	TBK	Review Release of Lien and confirm real property records and title report for no other issues.	0.20	
Subtotal for Fees			1.00	\$195.00
<b>Total Fee &amp; Disbursements</b>				<b>\$195.00</b>
Previous Balance				78.00
Previous Payments				78.00
<b>Balance Now Due</b>				<b>\$195.00</b>

**TAX ID Number** 20-3850938

**Randle Law Office, Ltd, L.L.P.**

**Memorial City Plaza II  
820 Gessner, Suite 1570  
Houston, TX 77024-4494**

**Ph:** 281/657-2000

**Fax:** 832/476-9554

City of Meadows Place  
One Troyan Drive  
Meadows Place, TX 77477

September 3, 2015

**File #:** 2403-20

**Inv #:** 6925

**Attention:** [accounts@cityofmeadowsplace.org](mailto:accounts@cityofmeadowsplace.org); [mayor@cityofmeadowsplace.org](mailto:mayor@cityofmeadowsplace.org)

**RE:** Oasis

<b>DATE</b>	<b>LWYR</b>	<b>DESCRIPTION</b>	<b>HOURS</b>	
Aug-25-15	TBK	Work on zoning letter.	0.40	
Aug-31-15	CSH	Proof, revise and reformat PZR letter and forward to TBK.	0.30	
	TBK	Draft zoning letter.	1.00	
Subtotal for Fees			1.70	\$300.00
Total Fee & Disbursements				\$300.00
Previous Balance				1,095.00
Previous Payments				78.00
Balance Now Due				\$1,317.00

**TAX ID Number** 20-3850938



# Texas Hydrant Services

Baytown, TX 77523

12605 I-10 East

Ph (281) 385-1112 Fax (281) 385-0920

## Invoice

Date	Invoice #
8/7/2015	2048

### Bill To

CITY OF MEADOWS PLACE  
ONE TROYAN DRIVE  
MEADOWS PLACE, TX 77477

### P.O. No.

VERBAL DANNY SEGUNDO

### Terms

Due on receipt

### Project

15-035

Description	Qty	Rate	Amount
FIRE HYDRANT REPAIRS (SEE ATTACHED LIST)		8,365.00	8,365.00
<div>02321 8/7/15 2048 VENDOR DATE INVOICE 300 046 567000 \$ 8,365.00 _____ _____ _____ Approved  New Vendor</div>			
		<b>Subtotal</b>	\$8,365.00

**Sales Tax** \$0.00

**Total** \$8,365.00

**Payments/Credits** \$0.00

**Balance Due** \$8,365.00

MAIL PAYMENT TO:  
P. O. Box 668  
Mont Belvieu, TX 77580