

MINUTES OF THE WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SEPTEMBER 27, 2016 AT 6:00 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477

1. Call to Order

The meeting was called to order by Mayor Jessup at 6:00 p.m. with the following present:

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

Alderman, Steven H. Bezner was not present at this meeting.

2. Changes in City Hall.

Mayor Jessup introduced this item and then took Council on a quick tour of the City offices to show them the renovations and changes that had been made. Mayor Jessup explained that the Permit and Finance Departments had moved to be more efficient and provide better customer service.

3. Review Timeclock Policy

Mayor Jessup stated that he was considering making changes to the timeclock policy in order to be more accountable of time working. There was discussion among Council regarding the current timeclock policy. It was agreed to leave the policy as is, but make sure department heads are regularly checking clock ins and outs of employees to make sure time is kept up daily.

4. Update on Economic Development Sales Tax Workshop

Mayor Jessup stated that he, Bob Graf, Clyde Little, Matt Walker, and Courtney Rutherford all attending the Sales Tax Workshop. While at the training all received Open Meetings and Public Information certification.

5. Preparation for Annual TML Conference, October 5-7, 2016

Mayor Jessup, Alderman Henley, Alderman Staigle, Alderman Isbell, and City Secretary, Courtney Rutherford, will be attending the Annual TML Conference in Austin. Mayor Jessup reviewed the agenda with Council and briefly discussed the presentations that seemed most beneficial.

6. Review items on the September 27, 2016 Regular Agenda

Council briefly reviewed the upcoming agenda items scheduled to be discussed at tonight's regular meeting.

7. Adjourn

There being no further business to discuss, Alderman Staigle moved to adjourn the meeting. The motion was seconded by Alderman Henley and with unanimous approval the meeting was adjourned at 7:15 p.m.

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

ATTEST:

Courtney Rutherford
Courtney Rutherford, City Secretary

Charles D. Jessup, IV
Charles D. Jessup, IV, Mayor

