

**CITY COUNCIL
WORKSHOP MEETING MINUTES
NOVEMBER 26, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, and David A. Wilkens. Also present was City Treasurer Elaine Herff for City Secretary Janice M. Moore. Absent was Alderman Terry W. Morgan.

1. Call to Order:

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

2. Discussion:

a. Employee Policies Manual

Mayor Jessup noted that the manual was in the process of being upgraded and cleaned up. Input is being requested by the Staff. He noted that his goal was to have this project completed by the end of the first quarter 2014.

b. Changes in Water Bills

Mayor Jessup reported that some of the numbers got transposed on the recent water bills resulting in some being in the thousands and some only \$5.00. He added that a complete audit was to be performed and completed tomorrow, and that the \$5.00 road fee was added.

c. Report on EDC Progress

Mayor Jessup noted much activity with the EDC including Member Harry Hamilton creating the video on Meadows Place and Member David Lantz working with Bizopia on the City's website. He further noted the following:

- The EDC was covering the new code enforcement software expense.
- Board Member Bob Graf attended ICSC meeting in Dallas.
- Ads had been placed in Fort Bend Business Journal.

d. Discuss Nov. 20th meeting with the Fort Bend Subsidence District

Mayor reported that he attended this meeting where the City of Rosenberg requested for an extension of time to fulfill plans to dig total of five (5) wells in Austin and Waller Counties, but was refused.

e. Review of Code Enforcement Hearing Process

Code Enforcement Officer Jerry Parker provided a Power Point Presentation regarding the process involving substandard homes and unoccupied/substandard buildings and reviewed the required notices. He noted that the City was anticipating a new cloud based code enforcement software.

3. Upcoming Agenda Items

Mayor Jessup gave a summary of the upcoming items on the regular meeting.

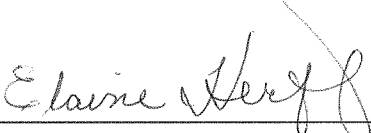
It was by agreed to table the 7/24/12 regular minutes, the 8/22/13 workshop and the regular minutes on the Consent Agenda.

4. Adjournment


Alderman Wilkens moved to adjourn the meeting at 7:20 p.m. Alderman Henley seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, December 17, 2013.**

ATTEST:



Elaine Herff, City Treasurer, for
City Secretary Janice M. Moore



Charles D. Jessup, IV, Mayor

(SEAL)