



**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON NOVEMBER 28, 2017 AT 7:30 P.M. AT THE MEADOWS PLACE CITY HALL, 1 TROYAN DRIVE, MEADOWS PLACE, TX 77477**

**A. Call to Order:**

The meeting was called to order by Mayor, Charles D. Jessup IV, at 7:36 p.m. with the following present:

Mayor, Charles D. Jessup, IV  
Alderman, John F. Isbell  
Alderman, Kelle K. Mills

City Secretary, Courtney Rutherford  
Alderman, Rick J. Staigle

Mayor Pro Tem, Terry J. Henley, and Alderman, Steven H. Bezner were not present.

Staff in attendance: Chief Gary Stewart, Meadows Place Police Department

**a. Pledge of Allegiance and Invocation**

Pledge by: Cameron, Resident  
Invocation by: James Russell, Chaplain

**B. Reports**

**1. Police Department**

Police Chief Gary Stewart, gave an overview of the monthly statistics and activities report, which was distributed to City Council and filed with the City Secretary.

Chief Stewart reported that they have hired two new officers and will be introducing them at the December City Council meeting.

Chief Stewart reported that the next Neighborhood Watch meeting will be December 21<sup>st</sup> at the Meadows Place Training Center at 7:00 p.m.

Mayor Jessup stated that he is very appreciative of all the help the Chief and his department have provided for code enforcement.

Alderman Isbell asked the Chief about family violence and asked what citizens can do, especially when it involves a minor. Chief Stewart replied that citizens should always report all incidents to the Police Department. He also stated that he knows what situation the Alderman is referring to, but he can only let them know that a warrant was issued and an arrest was made. He cannot give any details.

Mayor Jessup stated that he is excited about the new hires and thanked the Chief for hiring such good officers.

## **2. Code Enforcement**

Mayor Jessup reported that he did hire a Code Enforcement Official, but he did not stay. The position is posted again and new applications are being reviewed. Staff is learning more about the position and attended training for the Code Enforcement software.

## **3. Fire Department Monthly Report for October 2017**

Mayor Jessup provided an overview of the Stafford Fire Department report for October 2017 which was filed with the City Secretary.

## **C. Mayor's Comments**

### **1. Finance and Payroll Update**

Mayor Jessup reported that staff is working to move over to the new bank and has established a better policy for moving money.

### **2. Recap of Meadows Place EDC**

Nothing to report at this time.

### **3. Recap of Auditors**

Mayor Jessup reported that that two auditors worked at the City office for 4 days reviewing documents. He stated that staff and the auditors have a great relationship and more aggressive in logging Capital Improvement, which is adding value to the City.

### **4. Recap of meeting with Kristin Tassin, and Colene**

Mayor Jessup reported that he and the Parks Director, Colene Cabezas, met with Kristin Tassin, President of Fort Bend ISD Board, who is currently running for State Senator. She wanted to meet with the City regarding the All Inclusive Playground project. Allen Huffman told her about the project. The City has currently raised approximately \$30,000 towards the park and is looking into grants and more donations.

### **5. Initiative to Increase Holiday Festivities**

Mayor Jessup stated that there were several entries for the Holiday Lighting Contest and he was thrilled to see the City lit up in the evening. Thank you to all who participated.

### **6. December Regular Council Meeting moved to December 19, 2017**

Mayor Jessup reminded everybody that the regular Council meeting for December was moved to December 19<sup>th</sup> due to the Christmas holiday.

## **D. Council Comments:**

### **1. H-GAC Update – Mayor Pro-Tem Terry Henley**

Mayor Pro-Tem Henley was not present, therefore there was nothing to report.

**2. 11938 Amblerwood – Mayor Pro-Tem Terry Henley**

Mayor Pro-Tem Henley was not present, therefore there was nothing to report.

**E. Regular Agenda**

**1. Consider Resolution No. 2017-29 nominating five (5) candidates to the 2018-2019 Board of Directors for Fort Bend Central Appraisal District.**

Alderman Staigle moved to approve Resolution No. 2017-29 casting all eight (8) votes to nominate Al Abramczyk to the 2018-2019 Board of Directors for Fort Bend Central Appraisal District. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: None

Aldermen Henley and Bezner was not present.

The motion carried

**2. Consider Ordinance No. 2017-31 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place.**

Alderman Isbell moved to approve Ordinance No. 2017-31 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system for service performed by qualifying members of such system who presently are members of the City of Meadows Place. Alderman Staigle seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: None

Aldermen Henley and Bezner was not present.

The motion carried

**3. Consider Resolution No. 2017-30 authorizing the Mayor and the City Secretary to enter into an agreement with KBR for roof repairs at the City's Administrative Building located at 1 Troyan Dr.**

Alderman Isbell moved to approve Resolution No. 2017-30 authorizing the Mayor and the City Secretary to enter into an agreement with KBR for roof repairs at the City's Administrative Building located at 1 Troyan Dr. Alderman Mills seconded the motion. The vote follows:

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: None

Aldermen Henley and Bezner was not present.

The motion carried

**F. Consent Agenda**

**1. Consider approval of the Minutes held as follows:**

October 24, 2017 – Workshop Meeting

October 24, 2017 – Regular Meeting

**2. Presentation of Bills**

Green Flush	\$ 66,503.00
M&M Industrial	\$ 8,400.00
COBAN Technologies	\$ 6,291.00
AVI Electric L.L.C.	\$ 6,600.00
Randle Law Firm	\$ 5,617.50
Randle Law Firm	\$ 537.00
Randle Law Firm	\$ 667.50
Randle Law Firm	\$ 417.91

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

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: None

Aldermen Henley and Bezner was not present.

The motion carried

**G. Audience Comments**

None.

**H. Adjourn**

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

Ayes: Aldermen Isbell, Staigle, and Mills

Nays: None

Aldermen Henley and Bezner was not present.

The motion carried

The meeting was adjourned at 8:09 p.m.

**These minutes were approved by City Council on Tuesday, January 23, 2018.**

ATTEST:

Courtney Rutherford  
Courtney Rutherford, City Secretary

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

