

MINUTES OF WORKSHOP MEETING  
JANUARY 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:03 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

Mayor Jessup informed Council that a panel has been chosen to help select the new City Secretary. The panel consists of former Councilmember David Piwonka; current Councilmember Heidi Case; Thelma Lenz, City Secretary of West University Place; Meadows Place utility clerk Patty Spade; and City Attorney Grady Randle. Councilmembers felt these were all excellent choices.

Mayor Jessup said the Police Department would like a new vehicle to replace the 2007 Ford Victoria that was totaled while helping to direct traffic for Stafford off of the Freeway during an emergency in December. Cost of a new vehicle, with equipment, is estimated to be \$38,000. Since \$15,900 has been received from the insurance company, \$22,000 is still needed. These funds are not in the budget. Mayor Jessup asked Council to think of alternate means to finance the vehicle.

Councilmember Henley updated Council on the city's contract with The Retail Coach. To date, The Retail Coach has completed a list of 21 developers that have agreed to do business in our city. They are now in the process of finding the top 25 retailers what would be a fit with our city. This list is to be presented to EDC and Council for their opinions. A joint meeting will be held, hopefully before February 10<sup>th</sup>, between the Retail Coach, EDC and City Council.

Councilmember Whiteman explained what he hoped to accomplish with passage of tonight's roundabout ordinance. Mayor Jessup and Councilmember Henley said the omission of traffic control in the ordinance, in their opinion, made it a bad ordinance and Councilmember Isbell noted she did not ask for the ordinance to be put on a regular meeting agenda for consideration, she only agreed it could still be discussed in a workshop session first.

Council then reviewed agenda items for tonight's meeting.

There being no further business to consider, Councilmember Isbell made a motion, seconded by Councilmember Case, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:30 p.m.

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Elaine Herff, City Secretary

MINUTES OF REGULAR MEETING  
OF JANUARY 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:37 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by former Mayor Jim McDonald. Councilmember Wilkens gave the invocation

Police Captain Jack Ashton reported on Police activities since the December regular Council Meeting. He noted there were five reportable accidents, 12 arrests, 1613 calls for service, 47 offense reports, 188 traffic citations issued, no code ordinance violation citations issued, 52 traffic warnings and no city ordinance warnings issued. There was one motor vehicle burglary, no residential burglaries and no business burglaries reported. Officers made 456 business checks, 314 house watches and 596 property checks this past month. The department was able to purchase ten radios with the funds received from a grant. The radios are out being programmed right now. The van which we received just for the cost of picking it up has been painted and built out at Huntsville State Prison. The department hopes to find funds to stripe it to match its other vehicles. Officer Somersall stopped a vehicle Saturday night that resulted in the arrest of a female who was wanted in Fort Bend County on an aggravated robbery charge. Captain Ashton has been working with Public Works Director Dan McGraw to ready the Annex building on Kirkwood for Laser Shot fire arms training thereby turning an underutilized city owned building into a useable training center.

Parks and Recreation Director Monya Keenen then gave a report on activities in her department since the October regular Council Meeting. She said that the Halloween Carnival was a large success due in large part to Shelley Brough of Meadows Place Swim Team contacting the other Meadows Place agencies - Baseball, Garden Club and Scouts and coordinating the event with them. Christmas Memories held December 9<sup>th</sup> was a huge success. The police Department was a great help in securing the area the night before from any would be vandals. The man made hills worked out great with the snow. Residents agree that we have an awesome place to hold our events. With the help of a \$2,500 donation from HDR Claunch & Miller, Monya was able to hold the event within budget. The Parks Department has experienced two recent personnel changes. Kristina Hickie has left to return to school. She is being replaced by Monica Parsons who is working on several new and exciting events to be held this year, including a Meadows Place Skeeters Night to be held possibly on May 13<sup>th</sup>. Scot Herff has resigned as Aquatic Director. He has agreed to train his replacement, Tracey Spiller, and to continue to share his expertise with the City. Geno Sanchez is working on several projects, including the building up of the jogging trail and of granite on the exercise hill, which was washed out with the recent six inch rainfall. Two Master Naturalists that live in the city have contacted Mrs. Keenen. They would like to plant native grasses to help the duck nesting areas. Everyone seems to love the lake improvements. Mayor Jessup and Council congratulated Mrs. Keenen on holding the most successful Christmas Memories event ever!

During Mayor's comments, Mayor Jessup said: a) A very successful meeting was held recently with Police Chief Baker, Fire Chief DiCamillo, Public Works Director McGraw and himself in attendance. Common goals were set and it was agreed to meet this way more often. b) Although the Texas Direct Auto project has been at a standstill due to the property owner's financial problems, TDA owners are confident the problems are being worked out and work on renovations to the mall will be up and running by this time next month. c) A joint meeting is being planned with City Council, Meadows Place EDC and The Retail Coach, a business hired by the EDC to complete a data gathering demographic study. They have identified 21 developers willing to work with the city and hope to provide us with a list of 25 retailers, zeroing in on specific retailers that would be a good fit in our city. d) The Fort Bend Subsidence District was discussed at a Mayor Lunch Meeting last week. The city is fortunate to be part of a group joined with Ft. Bend WC&ID #2. Water will soon be our most costly utility. Meadows Place will host the Fort Bend Mayor and Council Association meeting in February.

Councilmember Isbell made a motion, seconded by Councilmember Case, to approve the minutes of the October 31, 2011 special meeting and the December 22, 2011 workshop, public hearing and regular meetings. The motion carried unanimously.

Captain Ashton then presented Council with a copy of the 2011 Racial Profile Report. Councilmember Wilkens made a motion, seconded by Councilmember Henley, that we accept the report as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, PROVIDING RULES AND REGULATIONS GOVERNING THE USE OF COVERINGS FOR MOTOR VEHICLES WITHIN THE TERRITORIAL LIMITS OF THE CITY OF MEADOWS PLACE, TEXAS; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE**

Councilmember Henley made a motion to adopt the ordinance as written. His motion was seconded by Councilmember Case. Councilmember Wilkens then made a motion to add an amendment to the ordinance, requiring the car cover to be secured to the vehicle and to be of a color that is not bright or obnoxious. This motion was seconded by Councilmember Henley. The amendment carried unanimously. A vote on the first motion was then conducted. The motion to adopt the ordinance, numbered **2012-01**, as amended carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTION 150.09 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND ADDING A NEW SECTION 150.09 OF CHAPTER 150; PROVIDING RULES AND REGULATIONS FOR OCCUPANCY PERMITS; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilmember Henley made a motion to approve the ordinance. His motion was seconded by Councilmember Wilkens. Councilmember Henley then made a motion to amend the ordinance by inserting the word "commercial" in Section 150.09 (D) between "any" and "building" to insure residential homeowners and landlords would have electricity while preparing their homes for new move-ins. Councilmember Whiteman seconded this amendment which carried with unanimous approval. The original motion to approve the ordinance, numbered **2012-02**, as amended was unanimously approved.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE INSTRUCTING, AUTHORIZING AND ALLOWING THE MAYOR AND INVOLVED CITY OFFICIALS TO CHANGE THE SOUTH KIRKWOOD PROJECT, CONTROL SECTION JOB: 975, AS FOUND IN THE 2011-2014 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AS LISTED BY THE HOUSTON-GALVESTON AREA COUNCIL FROM THE CURRENTLY LISTED AND PROPOSED DESCRIPTION: 2-LANE ROADWAY WITH ROUNDABOUTS TO THE PROPOSED DESCRIPTION: 4-LANE BOULEVARD WITH TRAFFIC CONTROLS THAT ARE TO BE DETERMINED IN THE FUTURE.**

Councilmember Whiteman made a motion, seconded by Councilmember Wilkens, to adopt the ordinance as presented. Mayor Jessup called for a discussion and allowed Councilmember Whiteman to explain his viewpoint first. Councilmember Whiteman said the city has proposed the South Kirkwood be changed from a four lane Boulevard to two lanes with roundabouts at intersections. They first notified the public of this choice during a public meeting held at the Meadows Place Community Building on Splash Night in June of 2010. Citizens came to City Council meetings, wrote letters, signed a 750 signature petition and elected Councilmember Isbell and himself because they said they were against the roundabouts. To date, nothing has changed. The project is still on the rolls of the Houston-Galveston Area Council TIP program, listed as Control Section Job 975 in their TIP program. Councilmember Whiteman feels this project can and should be changed. The Mayor and several Councilmembers like roundabouts. Former Councilmember Rick Staigle has noted that his engineering firm will do the engineering work needed on the project, but only if the two lanes with four roundabouts are considered. His firm will not engineer the project if it stays a four lane boulevard. Councilmember Whiteman said he believes that a four lane Boulevard is in the best interest of the City. He said he is doing what the citizens have elected him into office for by opposing the roundabouts.

Councilmember Henley said he has been on Council many, many years and his actions have always been based on what all residents want, not just a few. He said as we become more educated, we find that roundabouts are being installed worldwide as they are considered a best practice in calming and slowing traffic. The ordinance proposed this evening leaves traffic control open for future four, four way stop signs. This traffic calming method will not be allowed when we rebuild Kirkwood. Leaving no stop signs will not calm traffic but make it worse. A four lane Boulevard will also add a quarter million dollars to the cost of the project.

Councilmember Isbell said that although roundabouts were an issue with both her and her opponent when running for Council, her main issue was to bring new, family friendly, businesses into the City. She has since educated herself on roundabouts with newspaper and internet articles as well as traveling up and down the East Coast where roundabouts are an effective, safe solution to traffic calming. She has personally visited several roundabouts and they all work perfectly. The suggestion to put a traffic light on Dorrance at Kirkwood is not a good one. It would add to noise and light pollution as well as invite littering while traffic is stopped for the red light as she can attest by living near the traffic light on Dairy Ashford and Alston. Also, a traffic light will necessitate an 11% tax increase to residents to pay for its installation and maintenance. Adding any four way stop signs on Kirkwood is not legal and cannot be considered. Councilmember Isbell pleaded with Council and residents to become better educated and employ a wait and see attitude, checking out the new roundabouts planned for the ballpark area and Sugar Land, before making a decision to change the Kirkwood roundabouts back to a four lane Boulevard design.

Resident Harry Hamilton, 12300 block of Level Run, said that an 11% tax increase would not be a good idea, common sense says that tearing out and reinstalling the four lane boulevard would be cheaper than moving utilities and installing a new two lane roadway in the center of the street. Former Councilmember Rick Staigle said that the cost savings came from having to pour half the amount of cement. Also, the old roadway would need to be torn out and totally rebuilt.

Resident John Isbell, 12300 block of Scottsdale, said there are human factors to consider in the equation. Residents along Dorrance should be able to enjoy their properties without a traffic light slowing down traffic and the resulting litter, noise and air pollution.

Resident Nathaniel Johnson, 11400 block Brook Meadows, noted he voted in the election to incorporate rather than become a part of the City of Stafford. Education is the best means to come to a correct decision. He said the back door is the wrong door.

Mayor Jessup said he was doubter from the beginning. He has since educated himself and has even put together a packet about roundabout which he will distribute to anyone who wants a copy.

At this time the roundabout discussion was interrupted to allow for the hearing from a citizen, Tyler Bezner. Tyler, from the 11800 block of Ambleswood, is a Dulles Junior High student. He asked Council if it is possible for fish to travel from the lake to the ditch via the overflow box in the lake. Mayor Jessup said that although this is a possibility, he hopes this never happens and we do our best to make sure the lake level below the overflow box.

Continuing the roundabout discussion, Mayor Jessup noted that roundabouts are now being mentioned in the Texas Driving Safety Course. Also, HDR Claunch & Miller are advertising roundabouts in their monthly brochure. Insurance companies are touting them to their customers. Missouri City's Code of Ordinances now specify roundabouts are the preferred safety and traffic calming device to be used in their city as they cut vehicle omissions and reduce stops by 95%. We currently tell vehicles to stop 45,000 times a day on Kirkwood. Roundabouts will reduce the noise and cost less money. Mayor Jessup concluded by reading an email he received from a resident noting that after studying the issue, this resident is convinced the city should take a positive step into the future and install the roundabouts on Kirkwood.

Councilman Whiteman rebutted by noting the issue was not just about roundabouts but roundabouts with lane reductions. All the options have not been explored by the City. Residents still don't want them here and he feels they will be an eyesore.

Councilmember Henley said he was initially concerned about causing a bottleneck in the traffic flow but the H-GAC study completed noted bottlenecks would not occur with two lane roundabouts. The H-GAC study, which was completed at no cost to the city, basically stated that roundabouts would be better than what we currently have. Mayor Jessup said the roundabouts will be a cost savings of a quarter million dollars to the city and they will be a beautiful landscaped addition to the city. Mayor Jessup called for a vote on the motion. The motion failed two votes to three with Councilmembers Whiteman and Wilkens voting "aye" and Councilmembers Case, Henley and Isbell voting "nay".

The quarterly Investment Report was then discussed. Only \$1,300 in interest was earned but the funds are safe and liquid. Councilmember Henley made a motion to accept the Investment Report as presented. Councilmember Case seconded the motion which carried unanimously.

Councilmember Isbell then made a motion to pay the bills (to McCall Gibson Swedlund Barfoot PLLC for \$17,000; to Randle Law Office for \$5,580.75 and to The Retail Coach, LLC - to come out of EDC funds- for \$5,000.00) as presented on the agenda. The motion was seconded by Councilmember Case and approved unanimously.

Councilmember Wilkens made a motion, seconded by Councilmember Henley, to ratify the expenditure to Laser Shot for \$13,505.05. The motion carried unanimously.

During audience comments, Anna Fultz, Councilmember Isbell's mother who was in the audience asked to address Council. She noted she is from Ocean City, Maryland and reports on city and other community events in her local newspaper. She congratulated Council on their organization and conduction of business.

Resident Sharon Kitchen, 12000 block of Pender, said thank you to all current and past officers of the City. While we will never get totally away from noise pollution, we can make it less noticeable. She said she lives here because she chooses to live here and it is your choice to live here. For the record, she is in favor of the roundabouts.

There being no further business to consider, Councilmember Isbell made a motion, seconded by Councilmember Whiteman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 9:23 p.m.

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Elaine Herff, City Secretary

MINUTES OF SPECIAL JOINT MEETING  
FEBRUARY 2, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE  
ECONOMIC DEVELOPMENT COUNCIL OF CITY OF MEADOWS PLACE

The special joint meeting of the Meadows Place City Council and the Meadows Place Economic Development Council was called to order at 7:01 by Mayor Charles Jessup and Mayor Pro Tem Terry Henley, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TCG with the following members present and in attendance:

Mayor: Charles Jessup

Alderman and  
EDC Chairman: Terry Henley

Alderman: Heidi Case  
Shirley Isbell  
John Whiteman  
David Wilkens

EDC Members: Bob Graf  
Harry Hamilton  
Clyde Little  
Travis Tanner

thus constituting a quorum.

Mayor Jessup said that it was important to “brand” the City. We will advertise (for the second half of our contract) in the Fort Bend Chamber’s New Comer’s guide. The ad will be ½ page instead of 1/3 page and will appear in the March guide. This is the 40<sup>th</sup> Anniversary of the Chamber. The half page ad will cost \$1,795 as opposed to \$1,175 for a 1/3 page ad, an increase in cost of less than 15%. Mayor Jessup said he would like to purchase four two-sided signs at a cost of \$13,995. A one-sided sign would run \$10,000. At the next meeting members will be made aware of the new sign scheduled to be placed on the west side of the Kirkwood Annex announcing a name change for the building to the Police Tactical Training Center. Mr. Hamilton asked about the possibility of the EDC paying for the striping of the Police Van. This is not a priority and would run the marketing budget up too high.

Aaron Farmer then gave a presentation by the Retail Coach regarding Phase One of our Retail Retention Recruitment & Development Strategy. This marks the conclusion of the retail developer phase of their contract. The retail population in our trade area is 93,000. The average household income is \$57,000 and the average age is 23.9 years. The population is mainly urban achievers.

There are 52 different retail categories. Meadows Place has a surplus of drug stores and car dealers. Twenty area developers will be contacted to gauge their interest in locating in the City. The Retail Coach suggested fifteen as being Carl’s Jr., Dunkin Donuts/Baskin Robins, Panda Express, ALDI, HEB, Einstein Brothers Bakery, Costco, Good Company, a Pappas Restaurant, Starbucks, Long John Silvers, Bullritos, Firehouse Subs, Mooyah Burgers & Fries and Five Guys. Additional suggestions were Specs, McDonalds, an Italian Restaurant, Charming Charlie and Katz’s Delicatessen.

Mr. Farmer will prepare an updated list of contacts. He will meet face to face with many of the contacts at an upcoming convention in Las Vegas. This is a one to two month process. He said a Yes or a Maybe equals a success.

There being no further business to discuss, Councilmember Case made a motion to adjourn the meeting. This motion was seconded by Councilmember Wilkens and with unanimous approval, the meeting was adjourned at 8:50 p.m.

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Elaine Herff, City Secretary

MINUTES OF WORKSHOP MEETING  
FEBRUARY 28, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:11 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

First item on the agenda to discuss was a status report on Southwest Water. Mayor Jessup said another resident phoned City Hall to let us know that she recently called Southwest Water about a problem she had and was told by the person that answered that Southwest Water does not service our City. It was discovered that the resident was calling the old number instead of the new number which is listed in the Newsletter. Southwest Water is going through some major changes in their management staff but this should have no direct effect on us.

Next on the agenda was a Retail Coach update. Mayor Jessup said he was hoping for a meeting with Aaron Farmer next Thursday or Friday. It is his understanding that the company is starting to make some phone calls on our behalf.

Mayor Jessup then updated Council on the Police Tactical Training Center located in the Kirkwood Annex. Walls are being torn out, electrical outlets will be installed – both on the floor and in the wall in preparation for the Laser Shot apparatus,

Discussing Code Enforcement issues, Mayor Jessup said Kathi is currently working on 25 to 30 homes. There are a lot of dead and/or dying trees in the City. Soon the live ones will leaf out and we will have a better handle on which need to be removed. Grass, too, in many residents' yards has died. Councilmember Henley noted the funds spent on throwing rye grass in the medians and on other City property has been money well spent. Code Enforcement will also be concentrating on car covers.

Texas Direct Auto is picking out styles of fencing. They have recently installed covers on light standards that look really good.

There's been a County Precinct change for Meadows Place. As of January 1<sup>st</sup> we became a part of Fort Bend County Precinct 2 – Commissioner Grady Prestage.

Council briefly discussed items on tonight's regular City Council agenda.

There being no further business to consider, Councilmember Whiteman made a motion, seconded by Councilmember Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:17 p.m.

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Elaine Herff, City Secretary



MINUTES OF REGULAR MEETING  
OF FEBRUARY 27, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:32 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by Police Captain Gary Stewart. Councilmember Wilkens gave the invocation.

Captain Stewart reported on Police activities since the January regular Council Meeting. He noted there were eight reportable accidents, eight arrests, 1,872 calls for service, 50 offense reports, 239 traffic citations issued, no code ordinance violation citations issued, 43 traffic warnings and no city ordinance warnings issued. There were 12 motor vehicle burglaries, three residential burglaries and one business burglary reported. Officers made 570 business checks, 197 house watches and 271 property checks this past month. This month has seen a rather large increase in the amount of motor vehicle and residential burglaries. One of the residential burglaries reported was actually an attempted burglary. MPPD investigations led to the recovery of approximately 80% of the stolen property in one of the residential burglaries and two suspects have been identified that they are actively pursuing. There is a video of the business burglary and it has been sent out to all the local agencies in an attempt to identify the suspects. Leads are continually being exhausted. The Department has begun an educational Initiative and BMV sting operation. Residents vehicles are checked by an officer and a "report card" delivered to the resident with a pass/fail grade. To date, 175 have been completed with nearly ½ of those selected failing. It is an attempt to educate residents and lower the potential that they will become a victim of this type of crime. It is hoped that burglars will give up doing business in Meadows Place because residents are now knowledgeable about how to prevent their vehicles from being a target. A new grant application to H-GAC for a new CAD/RMS system has been completed. The amount being requested is \$60,000. The application will be presented in March or April with the results of the award being posted sometime in August or September. The Police Department thanks Public Works Director Dan McGraw and his crew for their aid in making the Kirkwood Annex ready for Laser Shot Training. The new Police radios will take a few more weeks before they are all programed.

Because Code Enforcement Officer Kathi Sutton could not be at tonight's meeting, Mayor Jessup gave a short synopsis of her report. He said all Food Service Permits were renewed in December. Also, 400 code enforcement warnings and 36 second warnings were issued that month. In January, 617 code enforcement warnings were issued (52 being Christmas lights not timely removed) and 48 second warnings. In February, signs and high grass and weeds were a problem. This month 433 warnings, 27 second warnings and three citations have been issued. Kathi will be working on car covers this month. She will be handing out car cover letters to those who are not in compliance of the city ordinance. She will also be working with owners of dead and dying trees.

Mayor Jessup then comments on the following issues: He spoke to children attending the Harmony School about reclaimed water and saved subsidence fees by using the water to fill our lake and irrigate our medians; He noted Meadows Place hosted the Fort Bend Council of Mayors and Council Members Association last Thursday

at our Community center where information between cities is easily exchanged; He announced that as of January 1, 2012, Meadows Place was now in Fort Bend County Precinct 2 and our County Commissioner is now Grady Prestage; He tabled his comments about the upcoming City Election to further on the agenda.

Councilmember Wilkens made a motion, seconded by Councilmember Isbell, to approve the minutes of the January 24, 2012 workshop and regular Council meetings. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS TO ENTER INTO A JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES BETWEEN THE CITY OF MEADOWS PLACE AND FORT BEND COUNTY, TEXAS.**

Councilmember Case made a motion to adopt the ordinance as written. Her motion was seconded by Councilmember Henley. The motion to adopt the ordinance, numbered **2012-03** carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE CALLING AN ELECTION FOR THE CITY OF MEADOWS PLACE, TEXAS TO BE HELD ON SATURDAY, THE 12<sup>TH</sup> DAY OF MAY, 2012 FOR THE PURPOSE OF ELECTING CITY OFFICIALS, PROVIDING FOR EARLY VOTING AND PROVIDING FOR NOTICE OF SAID ELECTION.**  
**EXAMEN Y ADOPCIÓN DE MEDIDAS SOBRE LA ORDENANZA DE CONVOCAR ELECCIONES PARA LA CIUDAD DE MEADOWS PLACE, TEXAS, QUE SE CELEBRARA EL SÁBADO, EL DÍA 12 DE MAYO 2012, CON EL PROPÓSITO DE ELEGIR A LOS FUNCIONARIOS DE LA CIUDAD, PROVEÍDO POR VOTACIÓN ANTICIPADA Y NOTIFICACIÓN DE ELECCIÓN.**

Councilmember Wilkens made a motion to approve the ordinance. His motion was seconded by Councilmember Henley and with unanimous approval ordinance numbered **2012-04** was adopted.

Mayor Jessup then read the caption to the following Resolution:

**A RESOLUTION OF THE CITY OF MEADOWS PLACE IN SUPPORT FOR EIM PROPERTIES LLC AND PIKE ROAD INVESTORS, INC. APPLICATION TO THE TEXAS COMMISSION OF ENVIRONMENTAL QUALITY (TCEQ) FOR A MUNICIPAL SETTING DESIGNATION (MSD) FOR PROPERTY LOCATED AT 13840 PIKE ROAD IN MISSOURI CITY, TEXAS.**

Councilmember Whiteman made a motion, seconded by Councilmember Isbell, to adopt the resolution, numbered **2012-01**, as presented. The motion carried unanimously.

Councilmember Henley then made a motion to pay the bills to Burke's Mechanical Services for \$26,313.00; to Costal Pump Services, Inc. for \$36,850.00 and to Randle Law Office, Ltd, L.L.P. for \$8,151.08. Councilmember Wilkens seconded this motion which carried unanimously.

During audience comments, Chuck McClurkin, 11900 Block of Brighton Lane, regarding the car tarp ordinance, said he didn't feel that inserting plastic over the license plate and windshield opening should be required as the plastic will scratch the paint of the vehicle.

There being no further business to consider, Councilmember Wilkens made a motion, seconded by Councilmember Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:07 p.m.

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Elaine Herff, City Secretary

MINUTES OF WORKSHOP MEETING  
MARCH 27, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:05 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

First item on the agenda to discuss was a discussion of entrance signs that the EDC might agree to purchase for marketing purposes for the city. Aaron Farmer with The Retail Coach is trying to bring in retail establishments that will benefit the city and having accurate entrance signs would aid him in detailing to prospective businesses just where our city begins. The signs would also mark our city for police purposes. TDA has signed a high end saddle shop to relocate to the freeway side of the mall. The strip center on West Airport and Kirkwood is in bankruptcy and we'd like to see some new tenants in there.

Council then discussed city finances. We have completed 41.6% of the year but are ahead on most accounts. Public Works has used 34% of its budget but summer time can be rough on this department. Police have used 41.18% and Parks 32% of their respective budgets.

Mayor Jessup then told Council the Police Tactical Training Center coming along. The building has been gutted and Public Works personnel is rebuilding it to suit it's new purpose.

Discussing the Chamber of Commerce Educational Division, Councilmember Isbell asked if anyone could attend these chamber events. She noted that many awesome speakers are being utilized.

Council discussed the tree stump ordinance. Some residents believe the growth produced by "topping off" their trees results in a "new", viable tree. Our Code Enforcement Officer feels these "new" trees are unstable and unsightly, sitting adjacent to the old tree stump and does not want to see the ordinance changed. Council was asked to study the matter and discuss further during a future workshop.

Council briefly discussed items on tonight's regular City Council agenda.

The City Secretary position is being advertised on the TML website, the City Secretary Association website as well as the City of Meadows Place website. Resumes are being accepted until April 30<sup>th</sup>. The top 3 candidates will meet with the panel in May.

There being no further business to consider, Councilmember Whiteman made a motion, seconded by Councilmember Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:16 p.m.

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Elaine Herff, City Secretary

MINUTES OF REGULAR MEETING  
OF MARCH 27, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:30 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
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Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by Police Chief Mike Baker. Councilmember Wilkens gave the invocation.

Chief Baker reported on Police activities since the February regular Council Meeting. He noted there were nine reportable accidents, nine arrests, 1,566 calls for service, 36 offense reports, 166 traffic citations issued, no code ordinance violation citations issued, 50 traffic warnings and no city ordinance warnings issued. There were no motor vehicle burglaries, two residential burglaries and no business burglary reported. Officers made 439 business checks, 229 house watches and 518 property checks this past month. Two criminal mischiefs were reported for the month in which parked vehicles had the driver's side mirror broken. Shoplifting cases were reported at both CVS and Walgreens with the one at Walgreens turning into a robbery when the man tried to steal two 18 packs of beer. He was quickly arrested. Auto theft occurred in the 11900 block of Meadowcrest in which a pickup was stolen from the driveway following an alarm around 11:38 a.m. One of the residential burglaries, on Blair Meadow, had the front door kicked in. Police have begun a new program designed to thwart auto burglaries dubbed T-L-C (Take out valuables – Lock your vehicle – Close your windows.) There were 13 BMV's during the months of January and February and it is hoped this new program will reduce that number significantly. Applications are being received through the end of this week to fill the spot vacated by Officer Corey Hodge. Officer Nix is still not back on full duty. Sergeant Simmons recently taught two Crime Scene Investigations classes. Chief Baker thanked Public Works Director Dan McGraw for his work on the Kirkwood Building.

Public Works Director Dan McGraw then updated Council on his work performed by his department during the previous three months. He is working on and will submit his MS4 plan for TCEQ's approval for the next 5 years (Aug. 2012 – Aug 2016.) We will update our ordinance accordingly. The pumps at the Waste Water Treatment Plant will start up soon saving the taxpayers 25 million gallons a year in surface water fees. Our reclaimed effluent water usage will increase to 13 million gallons by the end of June. That means 27 million gallons of water total that we will/did not have to pump out of the ground. Mr. McGraw said his Emergency Preparedness Plan (EPP) was recently approved by the TCEQ. He has attended a mosquito workshop at the County on how to educate the public on mosquito control. He is currently remodeling the city Annex and hopes to have the work completed in three to four weeks. 75% of the building will soon be able to be run with generator power. We are turning a city liability into a valuable asset.

Mayor Jessup then comments on the following issues: 1. City elections will be held on May 12<sup>th</sup>. Please vote as it important for county and state officials to see that Meadows Place has a large turnout for them to effectively represent us. Early voting begins April 30<sup>th</sup> 2. Texas Direct Auto is working on erecting fencing columns around the property. They have contracted with a high end saddler to lease space on the Freeway side and are working with at least one other company. The Mayor hopes to have an update on the dog park this week. 3. The Stafford Volunteer Fire Department

made 23 calls to the City during the month of February. A door at the Fire Station was replaced. 4. Using Meadows Place now seems to be an option when businesses use the 77477 zip code in their computers/cash registers. 5. Discussing the WC&ID's equalization fee, Mayor Jessup noted this was a requirement when the City made a conscious decision to join with WC&ID, thereby satisfying Fort Bend Subsidence District requirement that must be met by 2013. The City's cost to join was a proportionate cost of expenditures to date realized by WC&ID for their groundwater conversion plant. The number of cities that haven't yet decided on a plan is huge. We will have water for the future of our city's residents.

Councilmember Henley made a motion, seconded by Councilmember Isbell, to approve the minutes of the February 2, 2012 joint meeting with the EDC and the February 28<sup>th</sup> workshop and regular Council meetings. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE APPOINTING A REGULAR MEMBER OF THE BOARD OF ADJUSTMENT OF THE CITY OF MEADOWS PLACE, TEXAS, FOR A TERM OF TWO (2) YEARS COMMENCING IMMEDIATELY, PURSUANT TO PROVISIONS OF CHAPTER 24 OF THE CODE OF ORDINANCES OF THE CITY OF MEADOWS PLACE.**

Councilmember Whiteman made a motion to adopt the ordinance, appointing Nelson Goolsby to a two year term as a member on the Board of Adjustment, as written. His motion was seconded by Councilmember Wilkens. The motion to adopt the ordinance, numbered **2012-05** carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE CALLING A PUBLIC HEARING BEFORE THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE TO BE HELD ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2012, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_.M. AT THE CITY OF MEADOWS PLACE CITY HALL, ONE TROYAN DRIVE, MEADOWS PLACE, TEXAS TO HEAR ANY AND ALL PERSONS DESIRING TO BE HEARD ON OR IN CONNECTION WITH ANY MATTER OR QUESTION REGARDING JUVENILE CURFEW ORDINANCE 2009-02.**

Councilmember Case made a motion to approve the ordinance calling the public hearing for 7:15 p.m. on April 24, 2012. Her motion was seconded by Councilmember Wilkens and with unanimous approval ordinance numbered **2012-06** was adopted.

Mayor Jessup then asked for a recommendation to the EDC for approve of professional welcoming signs to the City of Meadows Place. Councilmember Isbell asked Chief Baker if these signs would aid the Police Department in their duties. Chief Baker responded that the signs would essentially let the "bad guys" know that they are now in the City of Meadows Place. Councilmember Isbell made a motion, seconded by Councilmember Case, to approve the recommendation. Calling for a vote, the recommendation passed with Councilmembers Case, Isbell, Whiteman and Wilkens voting "aye" and Councilmember Henley abstaining, noting he would let the EDC Board decide on their action to the recommendation.

Councilmember Isbell then made a motion to ratify the expenditure of \$\$6,003.73 to HDR Claunch & Miller as presented. Councilmember Case seconded the motion which carried unanimously.

During audience comments, David Lantz of the 11900 block of Meadow Crest Drive said last Saturday morning a neighbor's blue 2005 pickup was stolen out of his driveway. It was posted on Facebook and he praised the work the Police Department did on the incident but he feels one or two more police officers are needed and he is willing to pay more in taxes to fund them. He also feels crime statistics need to be posted in the city Newsletter.

Resident Brock Ramey of the 11800 block of Scottsdale Court said he has had several conversations with Mayor Jessup regarding traffic and speed of vehicles on his street. While he realizes that closing Ainsworth is not a viable option and that we do have a sound ordinance in place, he feels we need to strengthen the sound ordinance

Resident Charles McClurkin, 11900 Block of Brighton Lane, said there was a lively discussion about increasing crime in our City on Facebook. He, too, is willing to pay the approximate \$120.00 increase in taxes per household it would take to hire three new officers and purchase three vehicles. He believes most city residents would also agree.

Resident Rick Staigle, 12300 block of Scottsdale, said the budget for fiscal year 2011-2012 has been set. To hire another officer now means the city would either have to enter into a deficit spending mode, or do away with a future item such as the 4<sup>th</sup> of July parade. Mayor Jessup agreed noting these things take time. He also thanked Mr. Staigle for the continuing engineering expertise he shares with the City.

Councilmember Isbell noted that we have five residents who will play in the Clements High School vs Dulles High School baseball game as the first baseball game being held in the new Sugar Land Skeeters baseball stadium. Mayor Jessup added that on May 11<sup>th</sup>, Meadows Place will be the first community to be recognized by the Skeeter Baseball association at their game that night.

Resident Patricia Wilkens, 12300 block of Meadowglen Drive, said that to put some perspective on our City's security issues, she works at Fluor and they have on site security, she wears a badge that must be swiped when entering or leaving any floor, cameras are installed in their parking lots and a security guard rides in a golf cart through the parking lots every day and still vandalism/burglaries occur. She said we all need to share in the responsibility of keeping our city safe. Mayor Jessup repeated the oft spoken phrase "Our Police would rather respond to nothing than not respond to something they should have been called out on."

There being no further business to consider, Councilmember Wilkens made a motion, seconded by Councilmember Whiteman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:45 p.m.

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Elaine Herff, City Secretary

MINUTES OF WORKSHOP MEETING  
APRIL 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:00 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

First item on the agenda to discuss was a discussion of water meters. On tonight's agenda is an item to allow the City Secretary and the Public Works Director to go out for bids for new meters. Toby Sledge with Badger Meter explained how new, radio read meters work. Meadows Place is currently experiencing a 16.8% loss in water revenue due to old, worn out meters. Part of our cost to Southwest is for their employees to read our meters from one to three days per month. The new meters will send information constantly to a base in City Hall allowing us to know if a meter is stuck, leaking or a number of other possible problems and allow us to get them repaired sooner.

Council then discussed the City Secretary position. Seven applicants have been selected from the 25 – 30 sent in for further consideration. After background checks are completed on these seven, phone interviews will be conducted. The top few will be called in for additional interviews.

Mayor Jessup then told Council that work on the Police Tactical Training Center has been slowed due to work that needed to be completed at the park because of vandalism. It is back on track now.

Texas Direct Auto is working on their fence right now and a new high end saddle and tack shop by the name of Tackxas will open soon.

Discussing the city's IT situation, council was told that right now we have a "mish-mash" of software and one part time IT person who is also a Police Captain and in charge of officer scheduling. Mayor Jessup is looking into the cost of hiring a company to take over this task.

Council briefly discussed items on tonight's regular City Council agenda. Mayor Jessup requested that item 8 be postponed due to the fact that one more public hearing is needed on the subject. Council will also be requested to approve a \$500 reward for information leading the arrest of the person(s) responsible for the vandalism at the park for the last two weekends. And they will be asked to call a public hearing on smoke shops in Meadows Place.

There being no further business to consider, Councilmember Isbell made a motion, seconded by Councilmember Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:07 p.m.

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Elaine Herff, City Secretary



MINUTES OF PUBLIC HEARING  
APRIL 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The Public Hearing before Meadows Place City Council was called to order at 7:15 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

Mayor Jessup said this Public Hearing was called to hear any and all persons desiring to be heard on or in connection with any matter or question involving a proposal of the City Council of the City of Meadows Place to extend Juvenile Curfew Ordinance No. 2009-02 for an additional three years.

He requested that anyone having any comments come to the microphone at this time. Five minutes passed with no one from either the audience or Council having a comment to make.

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Case, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:20 p.m.

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Elaine Herff, City Secretary

MINUTES OF REGULAR MEETING  
OF APRIL 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:30 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by Life Scout Josh Arvizo. Councilmember Wilkens gave the invocation.

Captain Ashton reported on Police activities since the March regular Council Meeting. He noted there were ten reportable accidents, one arrest, 2,118 calls for service, 36 offense reports, 219 traffic citations issued, no code ordinance violation citations issued, 53 traffic warnings and no city ordinance warnings issued. There was one motor vehicle burglary, two residential burglaries and two business burglaries reported. Officers made 592 business checks, 314 house watches and 893 property checks this past month. Criminal mischief occurred at the Park on two consecutive weekends. CID is actively working the case based on new leads. A suspect has been identified in one of our previous residential burglaries, we have located the truck used and are working with HPD to apprehend the suspect. The T-L-C program is being aggressively worked. Officers are adjusting to their new eight hour shifts which should bring more efficiency to the PD. Councilmember Isbell asked about a Neighborhood Watch program. She was told an article would appear in the May Newsletter about the program. Councilmember Whiteman noted many residents feel safe during weekday hours but are concerned about not having local dispatch during evening and weekend hours. Mayor Jessup noted after hours dispatch and animal control service, both run through the County, is constantly being looked at and addressed.

Parks Director Monya Keenen gave an update on activities in her department that have occurred since January. She thanked the Police and Public Works Departments for the help received during the past two weekend vandalism occurrences. She noted that Roby Tate with Fort Bend County indicated all supporting documents on the lake project are ready and she hopes to turn the paperwork into Texas Parks and Wildlife for grant reimbursement soon. Tracey Spiller has taken over as Aquatic Director from Scot Herff. The lifeguard staff received a platinum award for excellence for the second year in a row. This award is only given to the top 10% of cities by Jeff Ellis and Associates. All summer activities are listed in the Newsletter. Mayor Jessup is working on the submittal of a City-County Cooperative Award for the new lake and treated water effluent project. Mayor Jessup also noted that one of our lifeguards, Darren Hymel has been credited with saving a life at the beach this summer.

Mayor Jessup then comments on the following issues: 1. The fence around the TDA complex is now being installed. 2. The Stafford Volunteer Fire Department made 21 calls to the City during the month of February. 3. Election Day is May 12<sup>th</sup>. There will be a "Meet the Candidates" in the City Election this Friday night, April 27<sup>th</sup> here at City Hall at 7:00 p.m. 4. Thursday May 3 is "National Day of Prayer." A public ceremony will be held under the trees at city hall, initiated by Sugar Grove Church of Christ.

Councilmember Whiteman made a motion, seconded by Councilmember Wilkens, to approve the minutes of the March 27, 2012 and regular Council meetings. The motion carried unanimously.

Mayor Jessup then read a proclamation declaring May, 2012 as national Motorcycle Safety and Awareness Month in Meadows Place, Texas. The proclamation was presented to Sidney Aae, a resident in the 11700 block of Solano Court. Ms. Aae, representing several motorcycle riders in the audience, thanked the Mayor for the proclamation.

Councilmember Henley then made a motion to approve a resolution offering a reward leading to the arrest/conviction of person or persons responsible for vandalizing city property. The motion was seconded by Councilmember Case and approved unanimously.

Councilmember Wilkens made a motion to table agenda item 8, renewal of the Juvenile Curfew Ordinance. Councilmember Henley seconded the motion which was approved unanimously.

Councilmember Isbell then made a motion, seconded by Councilmember Case to authorize the City Secretary and Public Works Director to request bids for water meter conversion. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE CALLING A JOINT PUBLIC HEARING BEFORE THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, AND THE PLANNING AND ZONING COMMISSION OF THE CITY OF MEADOWS PLACE, TEXAS, TO BE HELD ON THE 22<sup>nd</sup> DAY OF MAY, 2012, AT 7:00 O'CLOCK P.M. AT THE CITY OF MEADOWS PLACE CITY HALL, ONE TROYAN DRIVE, MEADOWS PLACE, TEXAS, 77477 TO HEAR ANY AND ALL PERSONS DESIRING TO BE HEARD ON OR IN CONNECTION WITH ANY MATTER OR QUESTION INVOLVING A PROPOSAL TO AMEND CHAPTER 153 OF THE CODE OR ORDINANCES OF THE CITY OF MEADOWS PLACE, ENTITLED "PLANNING AND ZONING REGULATIONS," ADDING A NEW DEFINITION TO SECTION 153.016, ADDING A NEW SECTION 153.081, REPEALING SUBSECTIONS 153.094(B), 153.095(B), AND 153.096(B) AND ADDING NEW SUBSECTIONS 153.094(B), 153.095(B), AND 153.096(B) OF CHAPTER 153 OF THE CODE OF ORDINANCES OF THE CITY OF MEADOWS PLACE; PROVIDING RULES AND REGULATIONS GOVERNING THE DISTANCE FOR SMOKING PARAPHERNALIA ESTABLISHMENTS AND TO REQUIRE A SPECIFIC USE PERMIT FOR SAME.**

Councilmember Case made a motion to adopt the ordinance, calling for the Public Hearing to be held on May 22, 2012 at 7:00 p.m., as written. His motion was seconded by Councilmember Isbell. The motion to adopt the ordinance, numbered **2012-07** carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

Councilmember Henley then made a motion to approve the expenditure of \$5184.15 to Randle Law Office as presented. Councilmember Case seconded the motion which carried unanimously.

During audience comments, Life Scout Josh Arvizo, with Richmond Troop 1880, said he thought this was an interesting meeting and he thought it was great that the city has this venue for residents to come together and discuss city problems.

Andrew Whiteman, Boy Scout with Troop 103, said he was working on his Communication Merit Badge. He is a 14 year old 8<sup>th</sup> grader at the Ft. Bend Gifted and Talented Academy and will attend Dulles High School's Math and Science Academy next year. He said that, while we have many problems in our community, we are striving to fix them and make Meadows Place a better community to live in.

Chad Whiteman, a 16 year old Scout with Troop 103, also working on his Communication Merit Badge, said he hopes to do his part in making our city better and stopping crime.

Resident Gail Michniewski of the 12100 block of Amblerwood Drive, praised CID Sergeant Richard Simmons and Officer Arika Hodge for the work they did after her home was robbed. She encouraged residents to be vigilant and to know their neighbors.

Resident Cindy Madsen of the 12200 block of Scottsdale Drive, Ways and Means Chairman for Meadows Place Home and Garden Club, said candidates for the scholarship must turn in their applications by Saturday, April 28<sup>th</sup>.

There being no further business to consider, Councilmember Wilkens made a motion, seconded by Councilmember Whiteman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:34 p.m.

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Elaine Herff, City Secretary

MINUTES OF WORKSHOP MEETING  
MAY 22, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:02 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

Also present were Aldermen elect John Isbell and Terry Morgan.

First item on the agenda was a discussion of water meters. Mayor Jessup reminded Council that the request for bids has been advertised twice as required by law. Also, Badger Meters and Southwest Water were both notified that we were looking for bids. Badger Meters was the only company that entered a bid. Council still did not feel comfortable in awarding the bid. Mayor Jessup requested council to individually send him an email stating their questions by Friday.

Councilmember Case then gave an update on the City Secretary position. She noted three candidates were interviewed on Saturday, the 19<sup>th</sup>. A fourth will be interviewed on Monday the 28<sup>th</sup>. All three interviewed candidates would serve adequately. It will be a tough decision.

Discussing EDC Activity, Mayor Jessup noted the EDC has approved the expenditure of up to \$10,000 permitting software from INCODE and for four "Welcome to Meadows Place" signs.

Abandoned houses were briefly discussed.

A tentative schedule was discussed for budget meetings.

Items on this evening's regular agenda were briefly discussed.

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 6:58 p.m.

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Elaine Herff, City Secretary

MINUTES OF JOINT PUBLIC HEARING  
MEADOWS PLACE CITY COUNCIL  
AND MEADOWS PLACE PLANNING & ZONING COMMISSION  
MAY 22, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The Joint Public Hearing of Meadows Place City Council and Meadows Place Planning and Zoning Commission was called to order at 7:00 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

and

Planning and Zoning Members:

Patrick Lindquist,  
Bob McDonald  
Rick Staigle  
Travis Tanner

thus constituting a quorum.

Also present were Aldermen elect John Isbell and Terry Morgan.

Mayor Jessup explained this was a public hearing to hear any and all persons desiring to be heard on or in connection with any matter or question, both for and against, a proposal to amend Chapter 153 of the Code of Ordinances of the City of Meadows Place entitled "Planning and Zoning Regulations," adding a new definition to Section 153.016, adding a new Section 153.081, repealing Subsections 153.094(B), 153.095(B), and 153.076(B) of Chapter 153 of the Code of Ordinances of the city of Meadows Place, providing rules and regulations governing the distance for Smoking Paraphernalia Establishments and to require a Specific Use Permit for same.

Mayor Jessup called for comments/questions from Council, Planning and Zoning Members and the audience.

Hearing no comments/questions, Mayor Jessup noted the Planning and Zoning Commission members were free to enter into their meeting to deliberate and make a recommendation to Council about the proposal.

There being no further business to consider, Councilmember Wilkens made a motion, seconded by Councilmember Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:07 p.m.

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Elaine Herff, City Secretary

**MINUTES OF SPECIAL MEETING  
MAY 22, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS**

The special meeting of Meadows Place City Council was called to order at 7:15 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

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Alderman: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

Also present were Alderman elect John Isbell and Terry Morgan.

Mayor Jessup read the caption to the following ordinance:

**AN ORDINANCE CANVASSING THE RETURNS AND  
DECLARING THE RESULTS OF THE ELECTION HELD ON  
THE 12TH DAY OF MAY, 2012, IN THE CITY OF MEADOWS  
PLACE, TEXAS, FOR THE PURPOSE OF ELECTING CITY  
OFFICIALS, TO-WIT: MAYOR, ALDERMAN, PLACE NO. 1,  
ALDERMAN PLACE NO. 2, ALDERMAN PLACE NO. 3.**

He then read the official results of the election as follows: Mayor: 141 votes for Bill Myers and 353 votes for Charles Jessup; Alderman Place No. 1, 306 votes for John F. Isbell; Alderman, Place No. 2, 289 votes for Terry Morgan and 234 votes for Shirley Isbell; Alderman, Place No. 3, 380 votes for Dave Wilkens.

Mayor Jessup declared himself, Charles Jessup as Mayor, John Isbell as the winner of Alderman, Place No.1, Terry Morgan as the winner of Alderman, Place No. 2 and Dave Wilkens as the winner of Alderman, Place No. 3. Councilmember Henley made a motion to accept the canvassed votes as presented. Councilmember Whiteman seconded the motion and with unanimous approval, Ordinance **No. 2012-08** was adopted.

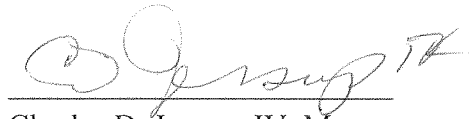
There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:24 p.m.

**These minutes were approved by the  
City Council on Tuesday, November 26, 2013.**

ATTEST:

A handwritten signature in cursive script, reading "Janice M. Moore", written over a horizontal line.

Janice M. Moore, City Secretary

A handwritten signature in cursive script, reading "Charles D. Jessup, IV", written over a horizontal line.

Charles D. Jessup, IV, Mayor

(SEAL)

*Transcribed by Elaine Herff, Former City Secretary*

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MINUTES OF REGULAR MEETING  
OF MAY 22, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:30 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Heidi Case  
Terry Henley  
Shirley Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by Tyler Smith. Mayor Jessup gave the invocation.

Meadows Place Municipal Court Judge Bret Kisluk then gave the Oath of Office to returning Councilmember David Wilkens as Alderman, Place No. 3, to new Councilmember Terry Morgan as Alderman Place No. 2, to new Councilmember John Isbell as Alderman, Place No. 1 and then to Mayor Charles Jessup. Councilmembers Shirley Isbell and Heidi Case stepped down and Councilmembers John Isbell and Terry Morgan, along with Mayor Jessup and Councilmember Wilkens then took their seats on the dais.

Representing Meadows Home and Garden Club, Lou Ann Kelly then presented scholarships to Tyler Smith (\$1,000), Kristina Hickle (\$500) and Samantha Ferriera (\$500). Mr. Smith is a Nursing Major at Steven F. Austin University. Ms. Hickle is in the nursing program at Wharton County Junior College and Ms. Ferriera is majoring in communication at UT Austin. Mayor Jessup congratulated the three young adults noting that they have separated themselves from "the pack" They are three great students who, incidentally have all been, some still are, employed as life guards for the City of Meadows Place.

Planning and Zoning members returned to the meeting with their recommendation to Council regarding the Public Hearing held this evening at 7:00 p.m. Mayor Jessup received Council's consensus to consider agenda item eleven, receipt of the recommendation, at this time. Planning Commission member Rick Staigle noted that the Planning and Zoning Commission members voted unanimously to recommend passage of the proposed ordinance, requiring rules and regulations governing the distance for Smoking Paraphernalia Establishments and to require a Specific Use Permit for same. Councilman Henley moved to accept the recommendation and Councilman Isbell seconded this motion which carried with unanimous approval.

Captain Gary Stewart reported on Police activities since the April regular Council Meeting. He noted there were ten reportable accidents, seven arrests, 1645 calls for service, 50 offense reports, 315 traffic citations issued, no code ordinance violation citations issued, 42 traffic warnings and no city ordinance warnings issued. There were two motor vehicle burglaries, no residential burglaries and one business burglary reported. Officers made 514 business checks, 198 house watches and 611 property checks this past month. The two BMV's occurred in our business district. One victim believes she was followed from a bank in Houston. One unauthorized use of a motor vehicle from the Texas Direct Auto lot was recovered in South Texas. It had been used to transport illegal immigrants. A pursuit by an alert Meadows Place Police Officer checking for burglary suspects in the business district resulted in a pursuit into Houston for a stolen vehicle. The suspect had over five pounds of Marijuana and a large quantity of cocaine. A suspicious persons call in the 12002 block of the Southwest Freeway located a male subject hiding in bushes who turned out to be a wanted sex offender who had failed to

register as such with the Fort Bend County Sheriff's office. He was staying at a residence inside Meadows Place. He was arrested for that charge along with a failure to ID fugitive charge. Meadows Place Police Department is in the process of obtaining a warrant for a suspect wanted in a Radio Shack theft. Meadows Place Police officers located the suspect in Houston, HPD officers recovered a stolen vehicle. And the suspect confessed to his crime. The Meadows Place Police Department has received six responses via email indicating interest in a Neighborhood Watch Program. They are hoping for more interest and will review hosting a meeting soon. MPPD is still receiving applications for one vacant position.

Code Enforcement Officer Kathi Sutton welcomed the newest members to Council and noted she enjoyed working with outgoing Councilmembers Case and Isbell. She then gave her report about activities in her Department since February. There were 198 warnings issued for high weeds and grass with 14 resulting in second warnings. She issued 24 boats and trailers visible from the street with two second warnings. She issued 26 limbs and debris warnings, 85 trees being too low over streets and sidewalks, 10 tree stump warnings, 240 sign warnings, 144 trash cans visible from the street and/or at curb side with 6 second warnings, 90 trash in yard warnings with 4 second warnings, And 75 items stored out in the open warnings with two second warnings. Fifteen fences were abated along with 15 inoperable vehicles abated. She issued 280 other, miscellaneous, warnings. Ms. Sutton completed 29 residential occupancy inspections during this period. Thanks to the new car cover ordinance, car covers went from 30 down to two she is still working with. She is pleased with the public's corporation on this, as well as the replacement of drought items and erosion issues. She is continuing to work with vacant properties noting there had been some significant turnovers in this department. She is looking into code enforcement software where citizens can report on line as well as track their cases.

Mayor Jessup gave the April Fire Department report. He noted the Stafford Fire Department made 35 total calls to the city during the month of April, most bade on week days during the hours of 7:00 a.m. – 6:00 p.m.

Mayor Jessup then comments on the following issues: 1. The Economic Development Council is a quasi judicial body created to develop the economy of our City using a ½ cent sales tax received from shoppers doing business in our City. 2. There is a Tac and Saddle Shop opening at our entrance on Dorrance in the Texas Direct Auto building. EDC has approved funding for four small entrance signs as well as up to \$10,000 in permitting software. 3. The Houston Association of Realtors has awarded our City one of five “Best City in Fort Bend County” awards. Come to City Hall to see the award.

Councilmember Wilkens then made a motion, seconded by Councilmember Whiteman, to approve the minutes of the April 24, 2012 workshop, public hearing and regular meetings. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE CONFIRMING THE ELECTION OF A MAYOR PRO TEMPORE OF THE CITY OF MEADOWS PLACE, TEXAS TO SERVE IN SUCH OFFICE UNTIL THE NEXT REGULAR CITY ELECTION.**

Councilman Whiteman made a motion to appoint Councilman Henley as Mayor ProTempore until next May's election. The motion was seconded by Councilman Isbell and carried unanimously. Councilman Henley said he appreciates the confidence Council has in him. He enjoys the work and believes he can contribute much based on his leadership on other Boards which include the Texas Municipal League, the Houston-Galveston Area Council, the Texas Association of Regional Councils and the National Association of Regional Councils.

Mayor Jessup then opened second public Hearing to hear any and all persons desiring to be heard on or in connection with any matter or question involving a proposal

of the City Council of the City of Meadows Place to extend Juvenile Curfew Ordinance No. 2009-02 for an additional three years. There were no comments from Council or the audience. Councilman Wilkens made a motion, seconded by Councilman Henley to close the public hearing.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE ENACTED PURSUANT TO THE PROVISIONS OF SECTION 370.002 OF THE TEXAS LOCAL GOVERNMENT CODE, MAKING CERTAIN FINDINGS OF FACT AND TO CONTINUE WITHOUT CHANGE THE CURFEW REGULATIONS EXISTING IN THE CITY OF MEADOWS PLACE, TEXAS AS SET OUT IN TITLE XIII OF THE CODE OF ORDINANCES OF THE CITY OF MEADOWS PLACE, ENTITLED "MISCELLANEOUS OFFENSES," TITLE XIII, SECTION 130.53, ENTITLED "JUVENILE CURFEW."**

Councilman Morgan made a motion, seconded by Councilman Isbell to adopt the ordinance, numbered **2012-10**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS PROVIDING RULES AND REGULATIONS GOVERNING THE DISTANCE AND LOCATION OF USE OF SMOKING PARAPHERNALIA ESTABLISHMENTS WITHIN THE TERRITORIAL LIMITS OF THE CITY OF MEADOWS PLACE, TEXAS; PROVIDING FOR REPEAL; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Councilman Whiteman made a motion to adopt the ordinance, requiring smoke shops to first apply for a specific use permit before setting up business in Meadows Place, as presented. His motion was seconded by Councilmember Henley. The motion to adopt the ordinance, numbered **2012-11** carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS TO AMEND AN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE COUNTY OF FORT BEND AND THE CITY OF MEADOWS PLACE FOR A ONE YEAR TERM BEGINNING ON JULY 1, 2012 AND ENDING ON JUNE 30, 2013 FOR THE COLLECTION OF TAXES; IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A."**

Councilman Henley made a motion to adopt the ordinance, numbered **2012-12** as presented. The motion was seconded by Councilmember Morgan and approved unanimously.

Councilman Henley then made a motion to approve the quarterly investment report as presented. Councilman Wilkens seconded the motion which carried unanimously.

Councilman Henley then made a motion to approve the bills as presented on the agenda, \$5,184.15 to Randle Law Office, Ltd, L.L.P. and \$5,107.35 to The Retail Coach Councilman Isbell seconded the motion which carried unanimously.

During audience comments, Steve Bezner, 11822 Block of Amblerwood Drive, congratulated the new council members. He noted that the last two election cycles have focused on single issues and asked when plan to reconstruct Kirkwood would be put in place. Mayor Jessup noted that there are funding issues that exist with Kirkwood's

redevelopment that will take two to four years to work out. In the meantime, the West Airport project must be completed first.

There being no further business to consider, Councilman Wilkens made a motion, seconded by Councilman Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:25 p.m.

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Elaine Herff, City Secretary

MINUTES OF SPECIAL MEETING  
OF JUNE 1, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The special meeting of the Meadows Place City Council was called to order at 7:34 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: John Isbell  
Dave Wilkens  
John Whiteman

and the following absent:

Alderman: Terry Henley  
Terry Morgan

thus constituting a quorum.

Also present were City Secretary Candidate Yolanda Wilson, City Attorney Grady Randle and Search Panel President, David Piwonka.

Mayor Jessup called the meeting to order.

Councilmember John Isbell then made a motion to adjourn to Executive Session. This motion was seconded by Councilmember John Whiteman and unanimously approved.

Council reconvened into open session.

Mayor Jessup then called for a motion for consideration of and action on hiring Yolanda Wilson as the City's new City Secretary. Councilmember Wilkens made this motion. Councilmember John Isbell seconded the motion. Council members Wilkens and Isbell voted aye, Councilmember Whitman voted nay, the motion to hire Yolanda Wilson as the new City Secretary was approved two to one.

Councilmember John Whiteman made a motion to adjourn again into Executive Session. This motion was seconded by Councilmember John Isbell and unanimously approved.

Council reconvened into regular session.

Mayor Jessup noted that no action was required to be taken on items discussed in this second part of the executive session

There being no further business consider, Councilmember Wilkens made a motion, seconded by Councilmember Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:40 p.m.

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Charles Jessup, Mayor

MINUTES OF WORKSHOP MEETING  
OF JUNE 26, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of the Meadows Place City Council was called to order at 6:01 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor:	Charles Jessup
Aldermen:	Terry Henley John Isbell Terry Morgan Dave Wilkens John Whiteman

thus constituting a quorum.

Also present were Yolanda Wilson, City Attorney Timothy Kirwin.

Mayor Jessup asked Mr. Kirwin to explain the 13 ordinances plus the fee schedule that are on tonight's agenda. Mr. Kirwin said that currently fees are listed in individual ordinances, making it difficult for staff to determine fees for individual projects. These fees had been looked at and discussed by staff in detail. The new ordinances delete fees from each of the old ordinances and centralize them into one fee schedule ordinance making the code now uniform. Any time in the future when fees are to be changed due to staff recommendations, or for any other reason, the only ordinance that will need to be changed is the fee schedule ordinance. Mayor Jessup recommended passage of the fee schedule ordinance as presented. Once approved, the schedule can be adjusted as needed.

Council then discussed the Administration and Court budgets for fiscal year 2012 – 2013. Council felt it prudent to add \$4,500 to the delinquent tax attorney line item, \$500 to payroll services, \$500 to inspector fees, \$1,500 to tax collector & roll expense, \$200 to Real & Personal Property insurance, \$200 to postage, \$3,200 to miscellaneous (to cover the cost of mowing vacant properties), \$1,250 to employee training & travel, \$2,000 to newsletter printing and \$450 to newsletter delivery in the Administration budget.

Discussing the 2012 – 2013 Municipal Court budget, Council felt it prudent to add \$1,500 to the computer line item.

On tonight's agenda, besides the building code ordinances, Mayor Jessup said he is recommending approval of a contract with Percento Technologies. This company was recommended to us by Captain Jack Ashton who has been performing our IT services. They are a team of people who are Microsoft Precision Engineers. There are many tasks that must be completed, including the update of our main router in order to make it compliant with state law mandates.

There being no further business consider, Councilmember Wilkens made a motion, seconded by Councilmember Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:26 p.m.

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Elaine Herff, City Secretary

MINUTES OF REGULAR MEETING  
OF JUNE 26, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:35 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by Police Chief Gary Stewart. Councilman Wilkens gave the invocation.

Chief Stewart reported on Police activities since the May regular Council Meeting. He noted there were nine reportable accidents, six arrests, 1843 calls for service, 47 offense reports, 374 traffic citations issued, no code ordinance violation citations issued, 84 traffic warnings and no city ordinance warnings issued. There was one motor vehicle burglary, three residential burglaries and one business burglary reported. Officers made 365 business checks, 564 house watches and 670 property checks this past month. Surrounding agencies are experiencing an increased amount of residential/vehicle burglaries. Meadows Place has seen a slight increase in burglaries and patrol is aggressively targeting suspicious persons and vehicles within the city. Our CID is working with the police departments from Houston, Rosenberg, South Houston and Pasadena trying to solve our two aggravated robberies. We share the same suspect and vehicle description. A registered sex offender moved into the 12000 block of Meadow Hollow and was promptly moved out. Two of the arrests made were for DWI. One was for stalking, one for criminal trespassing and simple assault and three were warrant arrests. Meadows Place PD recovered one stolen vehicle from a hit on our License Plate Recognition system that was stolen out of Houston and left in the 12000 block of the Southwest Freeway. There was one death investigation during this reporting period. Officers have increased traffic safety awareness and enforcement, which is seen in the number of citations issued this month. Three candidates will test for the open officer positions this week.

Public Works Director Dan McGraw then reported on activities in his department since March. The 2012 – 2017 Storm Water Management Plan will be submitted in early September. The renewal application for the Waste Water Treatment Plant has been submitted to TCEQ and has already been declared administratively completed. We are just waiting for the technical review to be completed. Notice will then be published in both English and Spanish in the local newspapers. The public will review and have an opportunity to comment on the notice when we receive the technical report. Public Works has done some MUDD pumping to remove some of the large “Bird Baths” in our city, including the one at the school cross walk on Pender which held six inches of water, one stretching the length of three houses in the 12000 block of Pender and one stretching the length of four houses in the 12300 block of Pender. These three projects cost approximately \$6500 and took 1 ½ days to complete. 95% of the standing water is now flowing and the residual standing water will dry out in about 24 hours. We still have more small, medium and large Bird Baths to repair and hope to complete some of them in this fiscal year. Regarding reclaimed water, 14 million gallons have been pumped to the lake since June 10,

2011. We will also be tapping into other field sprinklers this summer on the North side of Brighton in McGrath Park and heading west to McDonald Park. This will reuse approximately two million gallons of water annually. We expect to reuse approximately 27 million gallons of Type 1 effluent from April 2012 to April 2013. In the permit department, from January 2012 to March 2012, 30 alarm permits, 5 driveway and sidewalk permits, 6 roof permits, 15 foundation permits, nine electrical permits, ten heating and air conditioning permits, 11 plumbing permits and 4 irrigation permits have been issued. Some delays have been experienced in the remodel of the Kirkwood Annex, including other Public Works duties, vandalism (twice) of the field house restrooms and employee vacations.

Mayor Jessup gave the April Fire Department report. He noted the Stafford Fire Department made 22 total calls to the city during the month of May, most being made on week days during the hours of 7:00 a.m. – 6:00 p.m.

Mayor Jessup then made the following comments: 1. Welcomed Yolanda Wilson who has been hired to take the place of City Secretary Elaine Herff; 2. Recognized Police Chief Stewart and his family and publically thanked Marshall Witchard and Judge Tom Stansbury for their help in the Police Chief selection process. 3. Several ordinances on tonight's agenda are being repealed and reordered. All pertain to building permits and their fees. All fees are being pulled from the ordinance and being put in one special fee ordinance; 4. Budget season has begun and the city staff is hard at work determining their needs for the next fiscal year. Many neighborhoods with homes similar to ours have seen their values tumble in the past several years. Our home values have not fallen. Some of our homes that have been vacant for several years are now coming on line and they will be worth more next year.

Councilman Wilkens then commented on the South Kirkwood traffic configuration. He noted that Steve Bezner had asked for an alternative plan to the roundabouts. Councilmember Henley and the Houston-Galveston Area Council said their study of roundabouts were the best alternatives. Councilman Wilkens believes it is best to maintain Kirkwood as a four lane boulevard, eliminating the stop signs on Kirkwood and leaving them up on the side streets. This is his recommendation along with school crossing signs and school crossing guards. He said it is possible to see the traffic signals at both West Airport and West Belfort when stopped at an east/west side street on Kirkwood.

Councilman Isbell then made a motion, seconded by Councilman Morgan, to approve the minutes of the May 22, 2012 workshop, public hearing and regular meetings and the June 1, 2012 special meeting. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE RATIFYING THE APPOINTMENT OF A POLICE CHIEF FOR THE CITY OF MEADOWS PLACE PURSUANT TO THE AUTHORITY AS PROVIDED UNDER SECTION 341.001 OF THE TEXS LOCAL GOVERNMENT CODE.**

Councilman Morgan made a motion, seconded by Councilman Henley, to ratify the appointment of Gary Stewart as Police Chief for the City of Meadows Place. The motion carried unanimously. The ordinance is numbered **2012-14**.

City Secretary Elaine Herff then gave the oath of office to Chief Stewart. Congratulations and family pictures followed.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, MEMORIALIZING ACTION TAKEN BY CITY**



**COUNCIL ON JUNE 1, 2012, IN APPOINTING YOLANDA WILSON AS CITY SECRETARY; PROVIDING AN INTERIM TITLE FOR MS. WILSON; PROVIDING A DATE CERTAIN FOR MS. WILSON TO BECOME CITY SECRETARY; AND PROVIDING FOR SEVERABILITY.**

Councilman Whiteman made a motion, seconded by Councilman Henley to adopt the ordinance, numbered **2012-15**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTION 51.01 OF CHAPTER 51 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SECTION 51.01 OF CHAPTER 51 OF THE CODE OF ORDINANCES; REMOVING WATER SERVICE AND SANITARY SEWER SERVICE CHARGES FROM CHAPTER 51; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Henley made a motion, seconded by Councilman Isbell to adopt the ordinance, numbered **2012-15**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTIONS 90.02 AND 90.03 OF CHAPTER 90 OF THE CODE OF ORDINANCES AND PROVING FOR RESERVE SECTIONS IN PLACE THEREOF; REPEALING SECTION 90.05 OF CHAPTER 90 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SECTION 90.05 OF CHAPTER 90 OF THE CODE OF ORDINANCES; PROVIDING RULES AND REGULATIONS FOR DOGS AND CATS; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Morgan made a motion seconded by Councilman Wilkens, to adopt the ordinance, numbered **2012-17**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTIONS 92.03, 92.16, AND 92.18 OF CHAPTER 92 OF THE CODE OF ORDINANCES AND SUBSTITUTING NEW SECTIONS 92.03, 92.16, AND 92.18 OF CHAPTER 92 OF THE CODE OF ORDINANCES; PROVIDING RULES AND REGULATIONS FOR BURGLAR ALARM PERMITS; REMOVING BURGLAR ALARM PERMIT FEES, FALSE ALARM FEES, AND THE REVOKED PERMIT REINSTATE FEE FROM CHAPTER 92; AND PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Wilkens made a motion, seconded by Councilman Isbell, to adopt the ordinance, numbered **2012-18** as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTIONS 111.22 AND 111.23 OF CHAPTER 111 OF THE CODE OF ORDINANCES AND SUBSTITUTING NEW SECTIONS 111.22 AND 111.23 OF CHAPTER 111 OF THE CODE OF ORDINANCES; REMOVING BOND AMOUNTS AND LICENSE FEES FOR PEDDLERS FROM CHAPTER 111; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Morgan made a motion, seconded by Councilman Henley to adopt the ordinance, numbered **2012-19**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTIONS 113.47 AND 113.50 OF CHAPTER 113 OF THE CODE OF ORDINANCES AND SUBSTITUTING NEW SECTIONS 113.47 AND 113.50 OF CHAPTER 113 OF THE CODE OF ORDINANCES; REMOVING LICENSE FEES FOR COIN-OPERATED MACHINES AND FOR SEALING A MACHINE FOR NONPAYMENT OF TAXES FROM CHAPTER 113; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE**

Councilman Whiteman made a motion, seconded by Councilman Henley to adopt the ordinance, numbered **2012-20**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 130.35(C)(4)(J) OF CHAPTER 130 OF THE CODE OF ORDINANCES AND ADDING A NEW SUBSECTION 130.35(C)(4)(J) OF CHAPTER 130 OF THE CODE OF ORDINANCES; REMOVING THE FEE FOR A FIREWORKS DISPLAY PERMIT FROM CHAPTER 130; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Wilkens made a motion, seconded by Councilman Morgan to adopt the ordinance, numbered **2012-21**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTION 150.03 OF CHAPTER 150 OF THE CODE OF ORDINANCES; REMOVING BUILDING PERMIT AND INSPECTION FEES FROM CHAPTER 150; PROVIDING FOR A RESERVE SECTION IN ITS PLACE; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Isbell made a motion, seconded by Councilman Henley to adopt the ordinance, numbered **2012-22**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTION 150.06 OF CHAPTER 150 OF THE CODE OF ORDINANCES; AND PROVIDING A RESERVE SECTION IN ITS PLACE.**

Councilman Henley made a motion, seconded by Councilman Wilkens to adopt the ordinance, numbered **2012-23**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SECTION 150.07 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND ADDING A NEW SECTION 150.07 OF CHAPTER 150 OF THE CODE OF ORDINANCES; PROVIDING RULES AND REGULATIONS FOR REGISTRATION OF CONTRACTORS; REMOVING FEES FOR REGISTRATION OF CONTRACTORS FROM CHAPTER 150; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Morgan made a motion, seconded by Councilman Isbell to adopt the ordinance, numbered **2012-24**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.13(G) OF CHAPTER 150 OF THE CODE OF ORDINANCES AND ADDING A NEW SUBSECTION 150.13(G) OF CHAPTER 150 OF THE CODE OF ORDINANCES; REMOVING THE MOLD REMEDIATION WORK PERMIT FEE FROM CHAPTER 150; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Henley made a motion, seconded by Councilman Wilkens to adopt the ordinance, numbered **2012-25**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.37(B)(6)(A) OF CHAPTER 150 OF THE CODE OF ORDINANCES AND ADDING A NEW SUBSECTION 150.37(B)(6)(A) OF CHAPTER 150 OF THE CODE OF ORDINANCES; REPEALING THE SUBSTANDARD STRUCTURE APPEAL FEE; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Henley made a motion, seconded by Councilman Isbell to adopt the ordinance, numbered **2012-26**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.62(B) OF CHAPTER 150 OF THE CODE OF ORDINANCES AND ADDING A NEW SUBSECTION 150.62(B) OF CHAPTER 150 OF THE CODE OF ORDINANCES; REMOVING THE FEE FOR FAILURE TO INSTALL REQUIRED LANDSCAPING FROM CHAPTER 150; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Councilman Whiteman made a motion, seconded by Councilman Wilkens to adopt the ordinance, numbered **2012-27**, as read. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**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; AND PROVIDING FOR SEVERABILITY.**

Councilman Henley moved to eliminate the dog and cat registration fee and to adopt the ordinance with this amendment. Councilman Whiteman seconded this motion. The motion to adopt the ordinance, numbered **2012-28**, as amended, carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE TO ENTER INTO AN AGREEMENT WITH PERCENTO TECHNOLOGIES INTERNATIONAL FOR IT SERVICES.**

Mayor Jessup noted that Captain Ashton has kept the City's IT department running along with doing all his other Police duties. Mayor Jessup thanked Captain Jack Ashton for this extra work. Councilman Wilkens made a motion, seconded by Councilman Morgan to adopt the ordinance, numbered **2012-29**, as read. The motion carried unanimously.

Councilman Wilkens then made a motion to approve the bill to Randle Law Office for \$7,224.25 as presented on the agenda Councilman Isbell seconded the motion which carried unanimously.

Councilman Whiteman then made a motion to approve the expenditures of \$5,212.16 to Concrete Raising Corporation; \$6,597.60 for Graphic Image Signs and \$5,530.00 to Joe Salvide as presented on the agenda. Councilman Henley seconded this motion which carried unanimously.

During audience comments, Shirley Isbell, 12300 Block of Scottsdale Drive, asked staff to check into the email address and phone numbers on the back of the Newsletter to make sure they are correct. She congratulated the new Police Chief. She asked where the city was in securing the new water meters. She has been in touch with a representative from CenterPoint Energy to aid the residents having problems with their electricity repeatedly going out. She mentioned that the Girl Scouts of America are celebrating their 100<sup>th</sup> anniversary this year. She said the George Foundation is sponsoring a career building program and if anyone is interested they should contact her.

Resident Jan Eaton, 11900 Block of Meadow Crest, said she thinks Meadows Place is the safest place to live and she thinks the stop signs on Kirkwood should stay.

Resident Abby Murphy, 12100 block of Alston, said she thinks cars need to be calmed down. The four stop signs along Kirkwood are heavily criticized. Maybe we need only two on Kirkwood and on every other east/west streets, or maybe speed bumps. Traffic professionals determine certain standards and she wonders who said the stop signs we currently have there do not meet the standards. She was told that H-GAC calls quarterly to see where we are on the Kirkwood project, but council will consider all possibilities on this road. Councilman Henley noted we are all interested in pursuing the best possible methods when we redo Kirkwood. We know we need traffic calming devices but if we can't use stop signs, what do we use.

Resident Steve Bezner, 11800 block of Amblerwood, thanked Councilman Wilkens for addressing this issue. He's not sure he agrees with him on the roundabout issue. He wonders if removing the stop signs will pass the engineer test.

Ralph Allen, 11700 block of Cedar Form, could not be present for the audience comments but left a note stating modern roundabouts not antique traffic circles are what is being proposed on Kirkwood. Residents should check the internet and educate themselves on this issue.

Resident Abby Murphy said she enjoys watching and feeding the ducks at the lake wetlands. She also believes none of the roundabout instances found on the internet have four roundabouts in four blocks.

There being no further business to consider, Councilman Wilkens made a motion, seconded by Councilman Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:50 p.m.

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Elaine Herff, City Secretary

MINUTES OF WORKSHOP MEETING  
OF JULY 10, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of the Meadows Place City Council was called to order at 6:00 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
Dave Wilkens  
John Whiteman

thus constituting a quorum.

Also present was Public Works/Public Utilities Director Dan McGraw.

Council then discussed the Public Works/Public Utilities budgets for fiscal year 2012 – 2013 with Mr. McGraw.

Discussing the Public Utilities budget first, Council felt it prudent to add \$1,500 for lab work, \$480 for GIS services, \$1,275 for subsidence fees, \$15,000 for electricity/utilities, \$100 for telephone service and \$47,000 for groundwater conversion fees in the water department. They also felt it was possible to reduce amounts allocated for groundwater interest by \$3,000 and for maintenance and repairs by \$25,000 in the water department. Council felt it prudent to add \$600 for real & personal property insurance, \$1,500 for chemicals, \$2,500 for lab work, \$480 for GIS services, and \$520 for telephone service in the sewer department. They also felt it was possible to reduce amounts allocated for permit fees by \$6,000 and for electricity/utilities by \$25,000 in the sewer department.

Discussing the Public Works budget, Council felt it prudent to add \$40 to payroll services, \$400 to animal control, \$1,000 to tools & equipment, \$720 for computer expenses, \$4,500 to fire station expenses, \$1,000 to GIS services, \$10,000 for street repairs, \$5,000 for sidewalk repairs and \$1,000 for storm water maintenance and permits. Council also felt it possible to reduce amounts allocated for building custodial supplies by \$500, for uniforms by \$1,500, for the Kirkwood office by \$800, and for street light electricity by \$3,000,

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:20 p.m.

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Elaine Herff, City Secretary

MINUTES OF WORKSHOP MEETING  
July 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:05 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor:	Charles Jessup
Aldermen:	Terry Henley
	John Isbell
	Terry Morgan
	John Whiteman
	Dave Wilkens

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Also present were Monya Keenan, Parks and Recreation Director, Elaine Herff, City Secretary, Shirley Isbell, past Councilmember.

First item on the agenda was a discussion of the Parks and Recreation budget. Mayor Jessup began the meeting by discussing the success of this year's 4<sup>th</sup> of July Parade and what a fantastic job Monya and her staff are doing with local events. Mrs. Keenan reviewed her current budget. Mrs. Keenan is requesting that a new Gator be purchased because it is highly utilized by staff. Other expense requests are replacing some of the items broken and stolen from field house due to vandalism and break-ins, respectively. Mrs. Keenan stated that Parks and Recreation will be selling the wristbands for use at the pool next summer at a cost of \$5 or 2 for \$10 which may possibly increase revenues. The City won second place in the "Keep Texas Beautiful" contest. Mrs. Keenan stated it would be nice to order street light pole banners for the City to place on poles throughout the year. Street light pole banners were placed on poles in the park for the 4<sup>th</sup> of July. Tracey Spiller will be taking a test, hopefully within the next year, to obtain her certified pool operator's license. This will require additional funding in training and travel in the event she has to travel out of town for the course. Mrs. Spiller has done a great job by learning all pool safety rules and regulations.

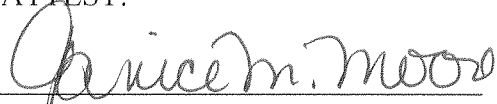
Second item on the agenda was a discussion of the TML November Conference. The City is one of the finalists for a TML Award for the lake and waste water re-use however the award winners will not be announced until September 15. The Mayor requested that each Councilmember let City Secretary know if they will be attending to ensure they are registered for the conference. If the City wins the award, Parks and Recreation Director, Monya Keenan and Dan McGraw, Public Works Director will attend to receive the award along with other City attendees. Both Mrs. Keenan and Mr. McGraw played a key role in obtaining a grant for the waste water re-use program and for creating the lake and related irrigation system.


Third item was to announce that City Secretary Elaine Herff will be retiring the end of July however she would like to stay on as Treasurer. Elaine is in the process of transitioning with incoming City Secretary, Yolanda Wilson. The City appreciates Elaine's dedication as she has worked for the City for over 29 years, nearly 30 including her time with the original MUD.

There being no further business to consider, Councilmember Terry Morgan made a motion, seconded by Councilmember Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:20 p.m.

**These minutes were approved by the  
City Council on Tuesday, November 26, 2013.**

ATTEST:

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

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

(SEAL)

*Transcribed by Yolanda Wilson, Former City Secretary*



MINUTES OF REGULAR MEETING  
OF JULY 24, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:35 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Alderman: Terry Henley  
John Isbell  
Terry Morgan  
John Whiteman  
Dave Wilkens

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The Pledge to the Flag was led by Boy Scout Troop 301, North Star District, Sam Houston Council. Councilman Wilkens gave the invocation.

Chief Stewart reported on Police activities since the May regular Council Meeting. He noted there were nine reportable accidents, nine arrests, 1607 calls for service, 55 offense reports, 220 traffic citations issued, no code ordinance violation citations issued, 84 traffic warnings and no city ordinance warnings issued. There were five motor vehicle burglaries, four residential burglaries and three business burglaries reported. Officers made 347 business checks, 640 house watches and 670 property checks this past month. Surrounding agencies are experiencing an increased amount of residential/vehicle burglaries. Chief Stewart also reminded residents that if they see something suspicious, do not hesitate contacting the police department.

Parks and Recreation Director, Monya Keenan reported Parks Department activities since April, 2012. It was another successful year for this year's 4<sup>th</sup> of July parade. The starting parade lineup was different. Participants were asked to line up on Troyan Drive, by City Hall and then proceed onto Dorrance, following the usual parade route. This year's parade judges were Elaine Herff, Beverly McMinn, and Patty Spade. Thanks to all who helped with the parade including Council, Public Works, Police, Parks, the pool lifeguards and Fire Chief DiCamillo.

The life guards received the Platinum award for 2010 and 2011 and are hoping for another in 2012. Tracey Spiller is our new Aquatics Director. Although Scot Herff was awesome, Tracey is quickly filling his shoes. The new pool access system wristbands are working well. A Kid Fish Derby will be held on Saturday, August 18, 2012. Several turtles were pulled out of our lake and released further downstream in the bayou, saving many fish eggs from being eaten.

Mayor Jessup gave the April Fire Department report. He said there was a recent residential structure fire whereby he was surprised that any of the house was saved. He

praised the Fire Department as well as Police Officer Nix who saved the two dogs that were home alone at the time. He noted the Stafford Fire Department made 22 total calls to the city during the month of May, most being made on week days during the hours of 7:00 a.m. – 6:00 p.m.

Mayor Jessup then made the following comments: 1. Yolanda Wilson will be sworn in as City Secretary on Monday August 28, however Elaine Herff will remain as City Treasurer on a part time basis. 2. Recognized members of Boy Scout Troop 301 who were in the audience at this time. 3. Noted that on Monday morning there was a diesel spill that was traced to Well #3 however Dan McGraw, Public Works Director did a fantastic job addressing the problem by notifying all the appropriate agencies including the Texas Commission on Environmental Quality and Hazmat. The City lost between 100 to 150 gallons of diesel fuel. 4. Reminded everyone that if they suspect something is going on out of the ordinary at their neighbor's house to call the police and not take the matter into their own hands. 5. Building permits are on the rise. While the City incorporates only 14 acres of commercial land to be developed, and the City has released over \$1,000,000 in permits this month and we expect the number of permits will be higher next month. 6. A transition in IT functions is underway. Captain Jack Ashton carried the City's IT duties for many years. We have now captured the use of technology and we are moving forward with an outside company.

Councilman Terry Morgan then made a motion, seconded by Councilman Wilkens, to approve the minutes of the June 26, 2012 workshop and regular meetings and July 10, 2012 workshop meeting.

Mayor Jessup then read the caption to the following Ordinance:

**CONSIDERATION OF AND ACTION ON AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS AMENDING ORDINANCE NO. 2012-11 to CORRECT SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.**

Councilman Whiteman made a motion seconded by Councilman Wilkens, to adopt the ordinance, numbered **2012-30**, as presented. The motion carried unanimously.

Council then accepted the presentation of the Quarterly Investment Report. Councilman Isbell made a motion to accept this report as written. Councilman Morgan seconded the motion which carried unanimously.

Councilman Wilkens then made a motion to pay the bill to Randle Law Office, Ltd, L.L.P. for \$8,220.16. The motion was seconded by Councilman Whiteman and unanimously approved.

Councilman Terry Morgan made a motion to ratify a bill to Joe Salvide for \$16,995.00 for concrete work completed in the city. Councilman Isbell seconded this motion which carried unanimously.

During audience comments, resident Dee Dee Drought of 11955 Brook Meadows, a 20 year resident, said she is very concerned about recent burglaries. She said the brochures provided by the police department are very good and she would like to see the crime statistics on the city's website and in the newsletter. We all need to heighten our awareness. Then Mayor Jessup discussed police awareness brochures. He said they will be delivered in our newsletters, announced on our website and also be available at City Hall.

Resident Shirley Isbell, 12326 Scottsdale Drive, a resident for over 25 years and currently active in the Garden Club, reminded residents that membership in the Garden Club only costs \$25.00 per person or \$35.00 per family. She also reminded residents that the Home and Garden Club Craft show is November 10<sup>th</sup> and a home show will still be held in the spring.

Resident, Chuck McClurken of 11947 Brighton stated his family has provided 2 or 3 vehicles for the parade every year for many years but his mother felt slighted when the City did not ask to use his vehicles this year. The Mayor stated he hope he would participate in the future and asked if he signed up to ride in this year's parade. Mr. McClurken answered no.

Jerry Alwias, North Star District, Sam Houston Council, Boy Scout Troop 301 Scout Master, said the eight Scouts in the audience were working on their Citizenship in the Community badges. He noted it is a Scouts duty to service and he thanked the City for their long standing support.

Mayor Jessup asked that each Scout come up to the podium, state his name and ask a question. Patrol Leader Joey Rubbico, aged 13, asked when Meadows Place was established. He was told the first homes were built in 1968 and the City was incorporated in 1983 with a name change in 1997 from Meadows to Meadows Place.

Cameron Corredor, aged 16 and a Life Scout working on his Eagle Scout designation asked what types of legal jobs are offered in Meadows Place? Mayor Jessup noted we contract with our City Attorney, with no in-house legal representative.

Shea Braund, a Life Scout, asked if there were any plans to expand the city pool. Mayor Jessup said that is a dream of his – to add something like a splash pad, but no plans are in the works as yet.

Matt McKey, a Life and Eagle Scout, asked what was one of the biggest things he accomplished as Mayor. Mayor Jessup said that would be building the lake last year, mostly with in-house labor and filled with reclaimed water. The reclaimed water will also be used to irrigate city property and run the waste water treatment plant, saving the city \$15,000 to \$16,000 this year alone.

Alvin Simon, Assistant Patrol Leader, asked if the City is still planning on having roundabouts. Mayor Jessup answered that he just returned from a weekend trip to Branson, Missouri where they have several roundabouts. Roundabouts are becoming

increasing common all over the country. The issue will be addressed again in a couple of years.

Peter Nakawanon, a Patrol Leader, asked if we were going to do anything else as big as the lake. Mayor Jessup said Council was hoping to turn the utility easement into a meadow with trails and walking paths.

Alex Alwais, a Life Scout, asked what the other responsibilities of a City Secretary and Mayor were. Mayor Jessup said the City Secretary is a legal position set by the State of Texas. Besides attending meetings and recording minutes, she is responsible for city elections, finances, human resources, insurance liaison and, records management among other things. The city has a Strong Mayoral form of Government with the Mayor acting as Chief Financial Officer. He also sets the agenda and is in charge of planning and long term items.

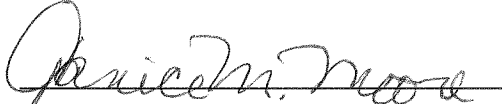
Jeremy Torres, an Eagle Scout who completed his Eagle Scout project at a Wheel Chair Ranch, asked how many employees the city has. The city has approximately 44 employees during the summer months and approximately 25 during the other months.

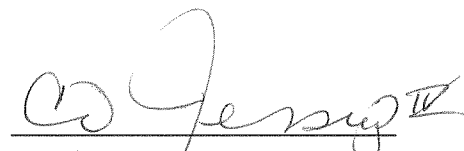
Mayor Jessup said the Scouts have now participated in City Government. Councilman Wilkens said he appreciated the Boy Scouts holding firm to their beliefs.

There being no further business to consider, Councilman Wilkens made a motion, seconded by Councilman Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:55 p.m.

**These minutes were approved by the  
City Council on Tuesday, November 26, 2013.**

ATTEST:

  
Janice M. Moore, City Secretary

  
Charles D. Jessup, IV, Mayor

(SEAL)

*Transcribed by Yolanda Wilson, Former City Secretary*

MINUTES OF WORKSHOP MEETING  
AUGUST 7, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:05 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

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Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
John Whiteman  
Dave Wilkens

Also present were Gary Stewart, Chief of Police, Elaine Herff, City Secretary, Rick Staigle, past Councilmember, and Shirley Isbell, past Councilmember.

First item on the agenda was a discussion of the police budget. Mayor Jessup began the meeting by discussing comparisons of vehicles purchased throughout the years. Councilmember Whiteman asked if a car auction had been considered. Mayor Jessup stated the return on a vehicle would be very little due to the condition of the car at the point of sale. Councilmember Henley asked difference in Tahoe versus a Charger. Mayor Jessup stated there is no difference in warranty but the cost for tires on a Tahoe is more expensive. Chief Stewart presented the proposed police budget for the 2012-2013 fiscal year. Councilmember Henley asked was the emergency equipment factored in with the cost of vehicles. Chief Stewart answered yes and further discussed other items that will be an additional cost in the upcoming fiscal year. Those items included: police liability insurance, postage, brochures for the vehicle protection awareness program, GIS training, and cell phones. Also, Chief Stewart reminded Council about flexibility for unfunded mandates as well as being prepared in the event one of the portable radio units needed replacing at a cost \$4,440 each.

Second item on the agenda was a discussion of Neighborhood Watch. Mayor Jessup noted that he is aware of an official Neighborhood Watch group that is currently meeting however he wanted to ensure that it is managed properly. Chief Stewart shared what he mentioned to the group the night of the Neighborhood Watch meeting at the request of Councilmember Isbell. Chief Stewart stated there should be no citizen patrol however all suspicious activity should be referred to the police department. Mayor Jessup agreed with Chief Stewart that no citizen should patrol or act on their own. Chief Stewart stated the police department will be distributing vehicle protection awareness brochures to citizens during patrol and via monthly newsletters.

Potential items for the upcoming regular agenda were briefly discussed.


There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:20 p.m.

**These minutes were approved by the  
City Council on Tuesday, November 26, 2013.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

*Transcribed by Yolanda Wilson, Former City Secretary*

MINUTES OF WORKSHOP MEETING  
AUGUST 14, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:06 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
John Whiteman  
Dave Wilkens

Absent: Terry Morgan

Also present were Elaine Herff, City Secretary, Rick Staigle, past Council Member, and Shirley Isbell, past Council Member.

First item on the agenda was a discussion of the 2012-2013 cumulative budget. Mayor Jessup began the meeting by discussing the revenue side and the increase in TML insurance. The Mayor stated the City came out higher than he anticipated on sales tax this year. Home valuations, however, are down, mainly were due to the economic downturn a couple of years ago. Newsletter ad rates were reviewed. The Newsletter contains not only local business ads but other Houston area businesses as well. Mixed beverages, for which \$0.00 was budgeted this past year, are increasing but still below the level brought in when C&H Steak House existed. Councilmember Isbell indicated a possible increase in the cost of fuel. The Mayor stated he discussed revenues with Police Chief Gary Stewart. After reviewing all revenues, Mayor Jessup discussed salaries with Council. He stated he hoped it would be possible to provide either a straight across the board 3% increase to employees or perhaps a 3% bonus which could be given to employees in December. He reiterated how dedicated the staff has been and how hard they have worked and should at least be given this one-time bonus.

Mayor stated staffing has changed in the Police Department. Gary Stewart is now Chief and Jack Ashton is our sole Captain. The chain of command has changed. A new officer is scheduled to start work on August 20<sup>th</sup>, leaving two additional officer positions yet to be filled. Councilmember Whiteman stated he thinks the City could do without hiring another officer and we should hold off doing so until the next fiscal year. Councilmember Henley stated that it takes a long time to hire an officer due to the screening process so he would not recommend holding off on hiring an officer. The Mayor reminded him that due to the promotions of two officers, the other position will have to be filled and the selection process does take time. Councilmember Whiteman stated there are enough patrol officers to cover each shift so there should be no need to hire another one. The Mayor stated he disagrees and says only one officer has been hired and

there is a need to fill the other vacancy mainly due to the change in staff. There are currently one out of two vacancies filled and there are two patrol officers for each shift.

There are other priorities and ad valorem tax revenue did fall shorter than expected however tax delinquencies are declining.

Second item on the agenda was a discussion of the West Airport Reconstruction Project. Mayor Jessup stated that he and Billy Burge of Ayrshire Corporation visited with Fort Bend County Precinct 4 Commissioner James Patterson. He noted that Commissioner Patterson agreed the project was beneficial to all of Fort Bend County and he would support the request for funds to the ~~Houston-Galveston Area Council (H-GAC)~~ through the their Transportation Improvement Program (TIP) on behalf of the City for improvements for the project on that basis. The City is at an advantage in that it has all the environmental testing done and would be ready to go if funds are approved.

Third item on the agenda was a discussion of Longevity pay. Mayor Jessup stated anyone beginning after October of 2012 will not receive longevity pay until after five years of service. There is no policy that should prevent the City from implementing this new policy this year.

Potential items for the upcoming regular agenda were briefly discussed.

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:20 p.m.

**These minutes were approved by the  
City Council on Tuesday, November 26, 2013.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

*Transcribed by Yolanda Wilson, Former City Secretary*



MINUTES OF WORKSHOP MEETING  
OF AUGUST 28, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of the Meadows Place City Council was called to order at 6:00 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
Dave Wilkens  
John Whiteman

thus constituting a quorum.

Discussing the Public Utilities budget first, Council felt it prudent to add \$1,500 for lab work, \$480 for GIS services, \$1,275 for subsidence fees, \$15,000 for electricity/utilities, \$100 for telephone service and \$47,000 for groundwater conversion fees in the water department. They also felt it was possible to reduce amounts allocated for groundwater interest by \$3,000 and for maintenance and repairs by \$25,000 in the water department. Council felt it prudent to add \$600 for real & personal property insurance, \$1,500 for chemicals, \$2,500 for lab work, \$480 for GIS services, and \$520 for telephone service in the sewer department. They also felt it was possible to reduce amounts allocated for permit fees by \$6,000 and for electricity/utilities by \$25,000 in the sewer department.

Discussing the Public Works budget, Council felt it prudent to add \$40 to payroll services, \$400 to animal control, \$1,000 to tools & equipment, \$720 for computer expenses, \$4,500 to fire station expenses, \$1,000 to GIS services, \$10,000 for street repairs, \$5,000 for sidewalk repairs and \$1,000 for storm water maintenance and permits. Council also felt it possible to reduce amounts allocated for building custodial supplies by \$500, for uniforms by \$1,500, for the Kirkwood office by \$800, and for street light electricity by \$3,000,

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:20 p.m.

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Yolanda Wilson, City Secretary

MINUTES OF WORKSHOP MEETING  
AUGUST 28, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:07 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

Also present were Rick Staigle, past Councilmember, and Shirley Isbell, past Councilmember.

First item on the agenda was a discussion of Budget Adjustment. Mayor Jessup began the meeting by stating the 2012-2013 budget will be on the September 25<sup>th</sup> City Council Agenda. Mayor Jessup stated how there will need to be a budget adjustment that would not affect the tax rate.

Second item for discussion was West Nile Virus. Mayor Jessup stated this was the topic of discussion at the Mayor's Luncheon. Mayor Jessup stated everyone should have received information at the West Nile Virus from the email he sent out. Mayor Jessup stated his sister was the first reported West Nile Virus case in Fort Bend County so he takes it very seriously as she almost lost her life. The City of Meadows Place is fortunate that it sets out pucks in the storm drains that kill the lava where mosquitos can't reproduce. The Culex mosquito is primary for West Nile Virus however traps are set in two places throughout the City. Traps are then collected by Fort Bend County where it's counted then sent to Austin for testing. Mayor Jessup feels that City staff is doing all they can to try to prevent the spread of the West Nile Virus. Councilmember Whiteman stated that it really does not matter for those who are diagnosed with West Nile but its good information. Councilmember Isbell asked are pucks being placed in the easement. Mayor Jessup stated pucks cannot be placed on power lines and the City will be renting the easement in the new fiscal year where the City will be able to mow. Councilmember Henley asked will Centerpoint share the cost. The Mayor stated no and mainly in the past residents would throw junk behind the property on Dorrance. Mayor Jessup stated if anyone sees any Blue Jays or Cardinals down, call it in immediately as this is a sign of the West Nile Virus and this are birds that are prone to the disease. Dan McGraw, Public Works Director will be putting information about the mosquitos in the newsletter and on the City's website. Mowing is done by tractor 2 to 3 times per week.

Third item for discussion is Transition of I.T. Mayor Jessup stated Jack, Captain with the police department is no longer receiving I.T. calls and has been totally transferred to Percento. Encode will be coming to discuss module for issuing permits will be coming to discuss on October 1 and will also be in discussion about option now that AVR billing is going away. The City was the only one left in the area still using a DOS based program so it is time to move on. Patty with Utilities is embracing the idea of changing to more up to date technology. Monya received a calendar invite on Outlook from Yolanda about a meeting and noticed when she clicked "accept" the event went away but ended up on her calendar. Mayor Jessup says these are the types of technology staff will be undergoing in weeks to come.

Fourth item for discussion Mayor Jessup stated that he has been involved once since he's been working on council with attending a Think Tank. Mayor Jessup stated this is where ideas are tossed around and it allows you an opportunity to see things from a different angle. The last meeting was held at Terry Henley's place. Councilmember Henley stated it is a good idea and how it did allow council an opportunity to go over different ideas. Mayor Jessup stated that Councilmember Henley is president this year of the EDC and can provide a report to the board as to ideas or things that they may come up with during Think Tank. Mayor Jessup stated that past funds for EDC were already spent but there may be an opportunity in the future. The City of Richmond is a good example of a City of our size that have benefited from money spent on projects with no outside cost and only cost the City of Richmond a couple of thousand dollars. Mayor Jessup suggested meeting on a Saturday possibly at the new tactical training center although Terry's place was nice by the lake and a great spot to toss ideas around. Mayor Jessup asked that we decide on dates and set up Think Tank after the beginning of the fiscal year after October 1. Mayor Jessup stated Police Chief Gary Stewart reported the Meadows Police Association has received furniture donations for the tactical training center and there are 30 chairs and 10 tables on the way.

There being no further business to consider, Councilmember John Isbell made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:10 p.m.

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Yolanda M. Wilson, City Secretary

MINUTES OF REGULAR MEETING  
OF AUGUST 28, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:31 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge to the Flag was led by City Secretary Elaine Herff. Councilman Wilkens gave the invocation.

Captain Jack reported on Police activities since the July regular Council Meeting. There were 3 accidents reported and 6 arrest and 1933 service calls. There were 40 reports and 432 traffic violations with 645 charges. Residential burglaries were down from 5 to 4 and commercial burglaries were down from 3 to 1. Traffic activity up. New Officer Shahzad Khan currently in training program and is currently at an accelerated pace. He stated the Police Department is currently using the training center for training, along with neighboring agencies to host classes. The 1<sup>st</sup> Neighborhood Watch meeting will be held on September 19<sup>th</sup> at the training center. Donations for Training Center include furniture donations from Republic HD, Helfman Ford, Coban, Brazos Technologies, Sam's, and Radio Donations made payable to the Meadows Place Civic Police Association (MPCPA).

Mayor Jessup then made the following comments: 1. Thanked City staff and Council for better tax rate this year due to forced short sells and the house that was abandoned 2. West Nile Virus Code Red was sent out as a reminder to be aware that there has been at least one reported case of West Nile in Fort Bend County 4. Commended the Police Department on taking action on some pretty tough cases as they have really have encountered some pretty bad guys during traffic stops. Officers have been able to get some of the toughest criminals off during a traffic stop. 5. A Reminder to everyone that the City is in the process of a Water Well Revitalization 6. It is time for back to school and everyone needs to be reminded to slow down and to not use cell phones in school zones.

Councilman Terry Henley discussed a recent work group meeting held on August 1, 2012 he attended that Senator West appointed that was comprised of City and County officials along with Newspaper professionals to come up with a solution allowing the use of the public entity's website as an option for public notices associated with procurement. Councilman Henley stated today all public entities have to put bind notices in the newspaper when the purchase exceeds \$25,000 cost for advertising in the local paper. Councilman Henley stated that cities and counties are expected to post notices such as bids and other required by law, items in the local paper. Councilman Henley stated advertisement can be costly and the City of Houston pays \$11,000 per quarter for advertisement. Councilman Henley stated no one looks at these it one time and no one looks at it. Councilman Henley stated that unlike larger cities such as Dallas and Houston, the City of Meadows Place cannot afford it. Mayor Jessup stated the City was receiving a copy of the Ft. Bend Star at every home however due to the City not having enough advertisement, the Star no longer provides a copy of the

Star to residents. Councilman Henley stated that cities are asking for change in the law to give cities the option of using their website in lieu of running the notice in the newspaper. The Meadows Place spent about \$ 6,000.00 compared to the City of Dallas paying \$645,000 for all public notices. The City of Meadows Place official newspaper is the Fort Bend Star.

Mayor Jessup read a proclamation proclaiming Tuesday August 28, 2012 as Elaine Herff Day in the City of Meadows Place. Retiring City Secretary Elaine Herff stated that she has greatly enjoyed working for the City of Meadows Place and thanked everyone for the opportunity. Mrs. Herff stated that she never imagined it would lead to working here for so many years and how she began her career doing utility billing for the MUD.

Mayor Jessup asked for incoming City Secretary, Yolanda Wilson to come up to be sworn in. Retired City Secretary Elaine Herff asked incoming City Secretary, Yolanda Wilson to raise her right hand and repeat after her. After, City Secretary Yolanda Wilson was sworn in, Elaine Herff asked for City Secretary Yolanda Wilson would take her seat next to the Mayor.

Mayor Jessup then read the caption to the following Ordinance:

**Consideration of and action on an ordinance calling  
a public hearing on the budget for fiscal year 2012-2013 for  
September 25, 2012.**

Councilman Henley made a motion and seconded by Councilman Wilkens, to adopt the ordinance, numbered **2012-30**, as presented. The motion carried unanimously.

Councilmember Wilkens made a motion to table agenda item 10, Receipt of recommendation from Planning and Zoning. Councilmember Morgan made a motion to table item 10. The motion was seconded by Councilman Henley.

Mayor Jessup recommended Council table agenda item 11 due to Planning and Zoning not having a quorum. Councilman Henley made a motion to table agenda item 11. The motion was seconded by Councilman John Isbell.

Mayor Jessup then read the caption to the following Ordinance:

**Consideration of and action on an ordinance authorizing the Mayor and the City Secretary of the City of Meadows Place, Texas, to renew an Inter-local Cooperation Contract between the City of Meadows Place and the Texas Department of Public Safety to implement the provisions of Texas Transportation Code Chapter 706 to deny renewal of the driver license of a person who fails to appear for a complaint or citation or fails to pay or satisfy a judgment ordering payment of a fine or cost in the manner ordered by the court in a matter involving any offense within the jurisdiction of Meadows Place Municipal Court.**

Councilmember Wilkens made a motion to renew an Inter-local Cooperation Contract between the City of Meadows Place and the Texas Department of Public Safety to renew an Inter-local Cooperation Contract. The motion was seconded by Councilman Henley.

Resident, Shirley Isbell of 12326 Scottsdale Drive. Mrs. Isbell stated she like the City to consider reviewing the Ordinances on condition of houses as some of the houses need to be improved. Mrs. Isbell stated that it is still not too late to join the Biggest Loser Boot Camp and anyone interested in joining, can join by going onto facebook. She stated The Garden Club will be hosting its Annual home tour on April 27. She invited everyone to the Craft show and it

will cost \$75 to rent a booth. She also requested that the City put SMART Meters on its agenda as well as update residents about Texas Direct Auto.

Resident, Chuck McClurkin of 11947 Brighton called Kathi, Code Enforcement and the police department on Monday and was pleased that defendant he had reported for violations had received 8 tickets. He stated he is pleased and said Kathi did a good job. He wished Elaine Herff, retired City Secretary a fond farewell.

Resident, Velon Saint of 12307 Level Run stated he was concerned about driving a Chevrolet because he did not realize that you can view the Insurance information on the Chevrolet that is attached to the visor and track a person's personal information. Mr. Saint stated when he found this out he told his wife to clean out the vehicle and get rid of the Chevrolet. He stated that if the Chevrolet was broken into, a person could take the insurance paper to dealer and trade it in for a new car. The Mayor stated that they could not address any thing that he had mentioned about cars. Mr. Saint reminded everyone to not leave their insurance information in public view in their cars. Mr. Saint laughed and agreed then stated he just wanted to share this information.

There being no further business to consider, Councilman Wilkens made a motion, seconded by Councilman Whiteman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 9:01 P.M.

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Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING  
SEPTEMBER 25, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:07 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor:	Charles Jessup
Aldermen:	Terry Henley John Isbell John Whiteman Dave Wilkens

thus constituting a quorum.

Absent:	Terry Morgan
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Also present was Kathi Sutton, Code Enforcement Officer and Shirley Isbell, past Councilmember.

First item on the agenda was a discussion on the 2012-2013 Budget. Mayor Jessup stated the budget will be up for adoption during tonight's City Council Meeting. Budget comparison and information pertaining to the budget is available on City's website. Mayor Jessup stated he spoke with City of Stafford Mayor concerning Fire Services cost and improvements have been made compared to previous years. Councilmember Henley stated that he remembers when the City paid a lot more however services have improved. Councilmember Whiteman asked is the City of Stafford close to 50% volunteers. Mayor Jessup stated no and that it has volunteers but it does not represent half of their fire personnel. Elaine Herff, City Treasurer will begin working part-time which will make a difference in the cost for staff. There will also be significant cost such as the \$100,000 dollar repair to West Airport which will affect engineering cost. Councilmember Henley stated the Economic Development Corporation(EDC) met to discuss and approve budget. There will be funds for sponsorships to help with promotional items for the City as well as software upgrades. Someone from the Economic Development Corporation will possibly need to attend the Annual International Council of Shopping Centers (ICSC) Conference to be held in Dallas.

Second item on the agenda was a discussion on Dogs At Large. Mayor Jessup stated there has been an increase on dogs loose in the community as well as bites. Ms.

Sutton, Code Enforcement Officer stated the Ordinance that addresses dogs without leashes. Citizens are told to call Fort Bend County Animal Services but they can also contact her or the Meadows Place Police Department. There is also a maximum amount of dogs that can be kept by an owner and that number is 4. Pets must not be over the age of six if there are more than 4 on the property and currently the Ordinance does not address cats. Owners of dogs who bite someone may face a fine up to \$2,000. Due to the cost of Rabies shots and the painful scars these incidents leave, the owner may face this type of fine.

Third item on the agenda was a discussion on Code Enforcement. Ms. Sutton stated that she performs multiple duties including residential inspections. A check list outlining inspections were provided to each councilmember as Ms. Sutton stated the areas that she grades throughout each residential property inspection. Once person is given a ticket, it is no longer in Code Enforcement's jurisdiction but provides a person the opportunity to correct problem or pay fine in court. Some violations are unique in nature and may take longer but are checked every 30 days. Citations are issued daily in accordance to City's Code of Ordinance. Councilmember Isbell asked if there is something that can be done about houses that are in really poor condition. Ms. Sutton stated there are measures the City takes on exterior issues such as high grass or as seen with a recent incident pest control. Once the external issues to the dwelling are in compliance, this is the only items that can be enforced by the City as they are health and safety issues. CM Isbell asked what the rules are it pertains to political signs are. Ms. Sutton stated that signs can be out 30 days prior to election.

Fourth item on the agenda was a discussion on Zero Tolerance. Ms. Sutton, stated this information will be available in October's Newsletter to all residents concerning Zero Tolerance. There will be a ticket issued on the first notice of gas lanterns that are inoperable however the City will provide free mantels to residents who wish to maintain operable gas lanterns. Mantels cost \$2 dollars at local stores. Garbage cans that are kept out in public view outside of time allowed according to City Ordinance will be given a ticket on the first notice.

Last item on the agenda was discussion on upcoming Council Agenda items. Mayor Jessup stated that Council will be voting on an ordinance for the adoption of the 2012-2013 budget as well as tax rate. Council will also be voting on an ordinance to collaborate with other cities under the Storm Debris Multi-Cities Management Ordinance. There will be a resolution adopted for the City to designate a representative to serve in the Houston-Galveston Area Council(H-GAC) General Assembly. CM Henley will be serving on the 2013 board while Rick Staigle will be the alternate.

There being no further business to consider, Councilmember David Wilkens made a motion, seconded by Councilmember Whiteman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:18 p.m.

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Yolanda M. Wilson, City Secretary





MINUTES OF REGULAR MEETING  
OF SEPTEMBER 25, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:31 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

Absent: Terry Morgan

The Pledge of Allegiance was led by Mayor Charles Jessup and Councilman Wilkens gave the invocation.

Chief Gary Stewart provided the Meadows Place Police Department update. There were 3 accidents reported, 1 arrest and 1939 service calls. There were 52 reports and 406 traffic violations with 645 charges. Residential burglaries were down from 5 to 4 and commercial burglaries were down from 3 to 1. Traffic activity was up. The first Neighborhood Watch meeting was held at the new Tactical Training Center and MPCPA received donations from local companies; include funding for furniture donations from Republic HD, Helfman Ford, Coban, Brazos Technologies, Sam's, and Radio Shack. Donations made payable to the Meadows Place Civic Police Association (MPCPA).

Public Works Director, Dan McGraw provided Public Works and Utilities Update. The 2012-2017 Storm Water Management Place will be submitted October 1<sup>st</sup>. The new program will include more public involvement such as Storm Water Committee made up from Meadows Place residents. TCEQ Executive Director declared the City's Waste Water Treatment Plant permit renewal application and technical review was completed. After reviewing and contesting billing from Southwest Water Company, the City was able to recover \$11,000. During the month of October, there will be surveying of City streets for bird baths and failing roadway sections. Reclaim Effluent Reuse Phase Two use starts September 26, North side of Brighton in McGrath Park and heading west to McDonald Park. The City is on target to reuse approximately 27 million gallons of Type I Effluent from April 2012 to April 2013. Meadows Place tested

positive for West Nile however the City acted promptly and updates will continue to be posted on the City's website and in the newsletter.

Mayor Jessup then made the following comments: 1. Thanked City staff and Council for better tax rate this year due to forced short sells and the house that was abandoned 2. West Nile Virus Code Red was sent out as a reminder to be aware that there has been at least one reported case of West Nile in Fort Bend County Precinct 4. Commended the Police Department on taking action on some pretty tough cases as they have really encountered some pretty bad guys during traffic stops. Officers have been able to get some of the toughest criminals off the streets during traffic stops.

Councilmember John Isbell made a motion, second by Councilmember Terry Henley to adopt the minutes from the 8/28 Workshop, Joint Committee Meeting, Special Meeting and Regular Meeting.

Mayor Jessup then read the caption to the following Resolution:

**Consideration of and action on a resolution of the Mayor and City Council of the City of Meadows Place, Texas designating a representative and official alternate to the General Assembly of the Houston-Galveston Area Council for the year 2013**

Councilman Whiteman made a motion and seconded by Councilman Wilkens, to adopt the resolution, numbered **2012-03**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**Consideration of and action on an ordinance adopting the fiscal 2012-2013 Budget for the City of Meadows Place, Texas, and appropriating the several sums set up therein to the objects and purposes therein named.**

Councilman Henley made a motion and seconded by Councilman Isbell, to adopt the ordinance, numbered **2012-33** as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**Consideration of and action on an ordinance levying a tax rate for the City of Meadows Place, Texas for the tax year 2012**

Councilman Wilkens made a motion and seconded by Councilman Henley, to adopt the ordinance, numbered **2012-34**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**Consideration of and action on an ordinance approving the fiscal 2012-2013 Budget for the City of Meadows Place ECONOMIC DEVELOPMENT CORPORATION as adopted by the Economic Development Corporation Board of Directors at their September 5, 2012, regular meeting and appropriating the several sums set up therein to the objects and purposes therein named**

Councilman Henley made a motion and seconded by Councilman Wilkens, to adopt the ordinance, numbered **2012-35**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Ordinance:

**Consideration of and action on an ordinance to adopt the Fort Bend County Multi-Hazard Debris Management Plan and to authorize the Fort Bend County Judge to appoint members to the Fort Bend County Debris Management Team**

Councilman Isbell made a motion and seconded by Councilman Henley, to adopt the ordinance, numbered **2012-36**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Resolution:

**Consideration of and action on a resolution authorizing the Mayor and the City Secretary of the City of Meadows Place, Texas, to enter into a Finance Contractual agreement with Government Capital for the purpose of financing vehicles**

Councilman Isbell made a motion and seconded by Councilman Henley, to adopt the resolution, numbered **2012-04**, as presented. The motion carried unanimously.

During audience comments, resident, Shirley Isbell of 12326 Scottsdale Drive. Mrs. Isbell commended Meadows Place Police Department for hosting the Neighborhood Watch Meeting at the new Tactical Training Center. Ms. Isbell thanked Councilmember John Isbell for attending the Neighborhood Watch Meeting. Ms. Isbell has been elected Chair for the Fort Bend Republican Party and appointed as Treasurer. The City needs to make an investment in the

Halloween Carnival. Ms. Isbell invited everyone to the Garden Club's next meeting.

Connie Rush, E-cycles Compu Cycle, stated that her organization has contributed to the Easter Seals and the Greater Houston Contaminated Water Campaign. Primarily what drives funding to make this all possible is donated non-used electronics for the What If Program. Those contributions help to ensure people in third world countries do not die from drinking contaminated water as well as people with disabilities.

Mayor Jessup commended Ms. Rush on her efforts and stated the City may be interested in participating in the future.

There being no further business to consider, Councilman Whiteman made a motion, seconded by Councilman Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:42 P.M.

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Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING  
OCTOBER 23, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:09 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

Absent: Terry Morgan

Also present was Shirley Isbell, past Councilmember.

First item on the agenda was a discussion on the LED Lighting. Mayor Jessup stated the LED Lighting issue was originally requested for discussion by Councilmember Terry Morgan. CVS lighting was passed by Planning and Zoning years ago. Mayor Jessup stated digital signs aren't attractive in some of the business that he's seen. Councilmember Henley stated that if he knew that he could not have digital lighting prior to opening a business he would not open for business. Walgreens have digital lighting where they are allowed to change it so many times per day. Councilmember Whiteman stated regulations or a limit on the amount of signage will not determine businesses moving in the City. City of Stafford has more flexible digital lighting however it is not always attractive. CVS LED lighting request will go before P&Z and the City Attorney, Grady Randle will also be invited to provide input.

Second item on the agenda was WCID#2 Equalization Fees. Mayor Jessup stated the City only made \$600 after bills cleared but is now down to \$349,000 in Equalization fee and will allow buy into subsidence district.

Third item on the agenda was Meadows Place Permit Software Update. Mayor Jessup stated Mimi Boos, Permit Clerk, is adapting well to new upgrade completed recently to process permits. Ms. Boos is currently scanning all existing permits into system and is down to one more box to scan. System is user friendly and although there were challenges to learning the new system, the entire staff, including Judge Beverly is buying into the new software provided by Encode. Encode representative provided training for an entire week. Customers are now able to print the permit

application form from website then fax or email application to Permits. Councilmember Henley asked if customers are able to complete form online. Mayor Jessup stated no but they can print it from website and fax it over. Councilmember Henley stated that completing information online is something that will have to take place in the future as we now live in the electronic age.

Fourth item on the agenda was a discussion on West Nile Virus. Mayor Jessup stated he takes West Nile very seriously as he has his own personal story. The City test for West Nile is in the same place every week and is currently negative.

Fifth item on the agenda was a discussion about the Mayor and Council Retreat. Mayor Jessup stated that there should be at least five items or something from each Councilmember to share as far as where the City is heading in the future. Mayor Jessup asked for each councilmember to email the City Secretary with their items. The retreat can include flip charts, sharpies, easel and other items to assist with helping the retreat run smoothly. Council has not decided a date on when retreat will be held but will send suggested dates to Yolanda Wilson, City Secretary.

The sixth item on the agenda was the Christmas Party. This year's Christmas party is a luncheon to be held on Friday December 21 at 1 PM. Mayor Jessup stated he is excited and that it is the first time the City has held a Christmas luncheon. Councilmember Whiteman asked why a lunch is being held instead of the party. Mayor Jessup stated that the Holiday Inn is closed so he checked with City Centre in Quail Valley in Missouri City. However, it was too expensive. According to Mayor Jessup, Tradicao's was the best choice as the Mayor became impressed when he had gone to welcome some of the groups at their restaurant when it first opened. The City will not be paying for the dessert as volunteers are bringing in their favorite desserts. There will be a cash bar.

The last item on the agenda was on upcoming Council meeting agenda items. Mayor Jessup stated if Council would like to request items to be on the agenda for discussion to please contact the City Secretary. Councilmember Isbell stated he would like to receive minutes earlier to provide him adequate time to review minutes. Councilmember Henley stated that they have improved as far as turnaround time because they were once almost three months behind with approving minutes. The Mayor said that City Secretary will review and provide the status as to what is considered adequate time to receive minutes and other information for upcoming Council meetings.

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:17 p.m.

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Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING  
OF OCTOBER 23, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:31 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

Absent: Terry Morgan

The Pledge of Allegiance was led by City Secretary Yolanda Wilson and Councilman Wilkens gave the invocation.

Captain Jack Ashton provided the Meadows Place Police Department update. There were 7 accidents reported, 6 arrest and 2186 service calls. There were 40 reports and 360 traffic violations with 0 charges. Residential burglaries were down from 5 to 4 and commercial burglaries were down from 3 to 0. The second Neighborhood Watch meeting was held at the new Tactical Training Center and it was a great turn out from dedicated citizens. Topic covered was How to meet your Neighbor and Protecting your home. National Night Out was a success and Fun Run sponsored by Sugar Groove Church was also a success this year. In-house training at the Training Tactical Center has been going great. The Meadows Place Police Department has hired, Mr. Mezegabe who will begin working as a new officer on November 5. Councilmember Henley stated as a part of the EDC fund and funds from HGAC, there are plans to video officers as they utilize the Tactical Training Center(TTC). Captain Ashton stated yes, some officers are about to become famous and are excited in participating in the filming of the TTC. CM Henley stated that this is what was originally intended was to market the TTC so that other neighboring cities and law enforcement entities would utilize the facilities. Mayor Jessup stated that our folks are involved in making the TTC happen, primarily from Public Works, Police and other city employees. Mayor Jessup commended staff for their efforts. He added that City employees helped with saving taxpayers money by providing all services for TTC in-house instead of hiring outside contractors.



Parks and Recreation Director, Monya Keenan provided update. The Community Center and Pool stayed very busy during the summer months. Our new Aquatic Director Tracey Spiller, hired terrific staff this summer. They had all exceeded audits and the City of Meadows Place should be the recipients of the International Aquatic Safety Platinum Award again for this past summer. Lifeguard staff and Swim team helped with the Guinness Book of World records, World's Largest Swim lesson, 80 participants, held June 14<sup>th</sup>. It turned out that Meadows Place was the only community pool that participated in Fort Bend County. Barefoot Fridays were well attended along with Water Aerobics and Swim Lessons. All our residents look forward to those pool programs. The City of Meadows Place offered Lap swim only Tuesdays and Thursdays to the general public before the City opened to groups or our regular hours and in the evening the City of Meadows Place pool stayed open one extra hour on those evenings and it was reported to me by the staff it was well attended. Wristband access to the pool is the 2<sup>nd</sup> summer the City had this in place. The City showed a \$4,000 profit. Tennis Courts access system is also working out well, showing a profit of \$1,200. The Community Center is the location where the City offered a variety of classes and activities such as Karate, Taekwondo, Gymnastics, Monday Movies, Bingo. Parks and Recreation staff is trying to bring back Ladies Night on a regular basis. The City teamed up with the PARC and hosted a Kid Fish Derby for ages 5-12@7 am, Saturday, August 18<sup>th</sup>. We had 50 kids register that morning. Volunteers from Sugar Grove Church were a very big help with this event. Parks and Recreation staff is hoping to continue this program next summer. Meadows Place received 2<sup>nd</sup> Place in the Government Award category, which recognizes outstanding contributions, to the Texas Environment. The City proudly has it on display in the show case in the lobby. Sugar Grove Christian School hosted their 4<sup>th</sup> Annual Fun Run in our City last Saturday starting at 8 am. There were a reported 300 registered runners. Sugar Grove Christian School was very appreciative of the support of the City and all the employees that work for them that morning. There were 50 volunteers along with 8 City Police Officers, 2 Public Works employees and 1 Parks and Recreation employee. The Fun Run was responsible for paying for all city employees assigned to work. The swing set in McDonald Park is being replaced due to being unable to replace parts that are no longer up to safety code. Mayor Jessup, Dan McGraw, Public Works Director and Monya Keenan, Parks and Recreation Director will be attending a meeting at CenterPoint Energy to discuss entering into a Landscape lease agreement for the easement that runs from West Airport to the Wastewater Treatment Plant.

Mayor Jessup then made the following comments: 1. The City had 13 EMS calls, 1 structural fire, 2 Fire/Carbon Monoxide alarms, 2 Motor Vehicle Accidents, and 3 other fire related incidents. 2. The Meadows Place Police Department has already started scheduling neighboring cities to train at the Tactical Training Center. 3. Meadows Place Permits Software is now installed and staff have already received training on how to utilize it as well as see the

benefit of having this software to help them better serve the citizens of Meadows Place. 4. Mayor Jessup was recently invited to speak at the Richmond Rotary Club meeting. It was a pleasure as well as an honor to talk about what is going on in the Meadows Place. 5. Pesto held a grand opening this past Sunday, the restaurant offers a variety of Italian delicacies. 6. Early voting has begun and will end on Friday November 2. Election Day is Tuesday November 6.

Councilmember John Isbell made a motion, second by Councilmember Terry Henley to adopt the minutes from the 9/25 Workshop and Regular Meetings.

Councilmember John Whiteman stated that he received several calls from citizens concerning the gas lantern in reference to the City's Zero Tolerance that was recently enforced by Code Enforcement. Councilmember Whiteman stated he was very disappointed in the approach as to how it was done. Councilmember stated that he would like to make three suggestions; City Council to order to enforce these matters by requiring a vote of approval on all Code Enforcement related items; provide adequate notice to citizens, City Council consider passing an Ordinance banning the phrase zero tolerance. Councilmember Whiteman stated that we should pass ordinance requiring City Council passing all City Ordinances prior to implementing these types of actions. All City Ordinances would reflect the notices provided to citizens. Many citizens were not happy as to what they have to do. Councilmember Whiteman stated that he knows the Mayor is going to state that many made their gas lanterns operable however Councilmember Whiteman disagreed as it was highly inconvenient and the citizens should have been given far notice.

Mayor Jessup stated that he will not be following up on anything Councilmember Whiteman had reported as it would be in violation of the open meetings act and that it would be inappropriate as it is assigned solely for Council to provide updates during this time of the meeting.

**Consideration of and action on amending consideration of and action on a resolution of the Mayor and City Council of the City of Meadows Place, Texas designating a representative and official alternate to the General Assembly of the Houston-Galveston Area Council for the year 2013.**

Councilman John Isbell made a motion and seconded by Councilman Wilkens, to adopt the resolution, numbered **2012-04**, as presented. The motion carried unanimously.

Mayor Jessup then read the caption to the following Resolution:

**Consideration of and action on a resolution consideration of and action on a resolution to adopt the Fort Bend Hazard Mitigation Plan, pursue**

**implementation of the recommended high priority activities that are assigned to their departments, and shall be at the discretion of the City Council, and the Mayor is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress and prepare annual progress report to be submitted to the Texas Division of Emergency Management that shall be reported by July 1 of each year.**

Councilman Henley made a motion and seconded by Councilman Isbell, to adopt the resolution, numbered **2012-05** as presented. The motion carried unanimously.

Councilman Wilkens then made a motion to pay the bill to Bureau Veritas. for \$7,389.89. The motion was seconded by Councilman Whiteman and unanimously approved.

Councilman Terry Henley made a motion to ratify a bill to Randle Law Office, Ltd, L.L.P. for \$7,973.25 and a bill for \$16,995.00 for cement work completed in the city. Councilman Isbell seconded this motion which carried unanimously.

During audience comments, resident, Israel Morales of 11506 Dorrance. stated that his wife cannot walk on the sidewalk due to the cracks and damage. Mr. Morales asked if the City has a plan for repairing the sidewalks because they are in pretty bad shape. It is becoming difficult to walk especially in the evening with sidewalks being in this condition.

Shirley Isbell of 12326 Scottsdale Drive. reminded the audience about the upcoming Meadows Place Garden Club Craft Show to be held Saturday November 10, 2012 at the St. Thomas Aquinas Catholic Church. Handcrafters will be selling items and there will be wooden art, wearables, jewelry, spices, candles, florals, home and holiday décor and just lots of items for people to enjoy.

There being no further business to consider, Councilman Whiteman made a motion, seconded by Councilman Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:42 P.M.

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Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING  
DECEMBER 18, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The workshop meeting of Meadows Place City Council was called to order at 6:03 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Trojan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
John Isbell  
Terry Morgan  
John Whiteman  
Dave Wilkens

thus constituting a quorum.

Also present was Shirley Isbell, past Councilmember, Melody Vaal, Accountant and Jennifer Day, Auditor.

First item on the agenda was a discussion of a TML Article. Mayor Jessup summarized the article entitled "Suggestions for Public Service". Council can provide information to assist the City with reaching goals. It is great when council collaborates on ideas however you do not want to appear split as a council. CM Terry Henley stated through the years there have been times where council disagreed however they were able to work without appearing to be divided. Mayor Jessup stated this can be a challenge and although disagreeing is fine as long as it ends with a solution.

The second item for discussion covered a second TML article. Items that would provide resources to first time councilmembers entitled "The ABCs of Successful First Term on City Council." Mayor Jessup stated opportunities such as attending the annual TML Conference serve as a tool to educate Council on how to govern cities as well as providing an opportunity to access resources.

Third item for discussion dealt with water testing at the water treatment plant. Mayor Jessup stated that City failed the test due to Southwest Water not performing the required tests. The City did receive letter from TCEQ informing Dan McGraw, Public Works Director and Mayor Jessup of the failure. Several tests have been conducted and Fecal Corral was the area missed. The City will go out for bid for another company instead of staying with Southwest Water in January.

The fourth item for discussion was the Audit Approval. Mayor Jessup stated the audit conducted ran pretty smoothly, then he thanked Melody Vaal, Accountant for the

City of Meadows Place and City Treasurer Elaine Herff for their exemplary work. Ms. Jennifer Day stated that there were no significant findings. Mayor Jessup requested that Ms. Day provide an overview of the audit. Mayor Jessup stated that the City has greatly improved compared to previous years. Ms. Day stated if there were no further questions or comments to the audit draft presented she would complete it and have the final audit to Council as soon as possible. CM Terry Henley suggested a change on page 9 and page 24.

Fifth item on agenda was a discussion of Code Enforcement. Mayor Jessup stated that Code Enforcement item should be in a workshop prior to being on the agenda for Council meeting. CM John Whiteman stated he totally agrees and have nothing against Code Enforcement but feels it should not be so aggressive. Gas lamps issue would have been fine but residents should have been given a reasonable amount of time to comply with such request and been approached in a gentler way. CM Terry Henley stated handling Code Enforcement should be a little softer. Mayor Jessup stated there were no citations written on gas lamps however it was to get their attention to the need of immediate compliance.

Sixth item was discussion of Code Enforcement Communications. Mayor Jessup stated that no citations have been written on any of the Code Enforcement items that have been enforced. There needs to be proper notification to residents as it pertains to enforcing the code however issues on this subject should be in a workshop prior to bringing it before the residents. As discussed early City leaders don't want to appear to be divided especially in this area.

The last item on the agenda was upcoming Council meeting agenda items. Mayor Jessup stated if Council would like to request items to be on the agenda for discussion to please contact the City Secretary. CM John Whiteman stated that agenda item concerning request for Kirkwood. CM John Isbell stated that this project may not happen for up to four years and did not understand the reason to discuss it now. Mayor Jessup stated that cost is an issue and that they will need someone to come in to explain funds from TIP as well as decide to release 7 acres instead of 10. Council would need to be educated on costs of engineering and construction. CM Henley stated that no engineering firm would sign off on a project for Kirkwood if such plan retains four consecutive stop signs.

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:19 p.m.

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Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING  
OF DECEMBER 18, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:34 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
Terry Morgan  
John Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge of Allegiance was led by resident Bill Meyers, Terry Henley led the Texas Pledge and Sergeant Simmons gave the invocation.

Sergeant Richard Simmons provided the Meadows Place Police Department update. There were 2 accidents reported, 6 arrest and 1836 service calls. There were 43 reports and 314 traffic violations with 0 charges. Residential burglaries were down from 1 to 0 and commercial burglaries were down from 3 to 0. There were approximately 30 attendees at the last Neighborhood Watch meeting held at the new Tactical Training Center. The next Neighborhood Watch meeting will be held, Wednesday November 28, at 7 pm, topic will be holiday safety. The Meadows Place Police Department will continue TLC Program to help mitigate criminal activity. Latest TLC survey made 65 contacts with 46 passing and 19 failing.

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Mayor Jessup then read the caption to the following ordinance:

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Stewart Graham from the 11900 block of Amblerwood asked about bussing kids to school that live across Kirkwood if there are no stop signs. He was told that issue has not yet been determined.

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Joe DeBruyn of the 11400 block of Brighton asked why the City would approve this ordinance when there are so many open issues that are not addressed and still to be determined?

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Steve Bezner from the 11900 block of Amblerwood asked if this ordinance is passed, then what? Councilman Whiteman said the Mayor has stated that State Engineers have complete control of our streets. Mayor Jessup said he did not say that. He said that stop signs are not warranted and they will not be included in the re-engineering plan. Councilman Whiteman said we must have alternatives. Mr. Bezner asked if the measure fails, are there any additional ordinances in effect that will require roundabouts? Mayor Jessup said roundabouts will not be installed without much more public education and public input and that was the plan all along. Mr. Bezner asked Councilman Morgan if he had an opinion on the matter. Councilman Morgan answered yes. His opinion was actually in the form of a question, He asked if Council has considered speed bumps along Kirkwood as a traffic control device. He added that he will vote for the Ordinance as presented. Mayor Jessup responded that

speed bumps have been considered multiple times but the Police Department, EMS and Fire Department are all against speed bumps.

Shirley Isbell, 12300 block of Scottsdale, said when she was elected to Council, she had no statement on roundabouts but promised she would do the research. On her own dime she drove all over the country, asked questions and found out that we must follow Texas Engineering Standards and no engineer would put their stamp of approval for stop signs on Kirkwood.

John Whiteman, to be honest, said all people on City Council have one thing in common and that is we all want what is best for the City and its citizens. "The majority of the time we agree on what is best for the city however we can't be agreement on all issues all the time". The Ordinance would allow a four-lane versus a two lane road. As an elected official, I feel this is how it should be and don't feel that we are eliminating discussion of this issue and please do not call me a liar. If it were a danger, it would not be a part of the proposal and it is up to the citizens to choose between the options that are presented before them. I'm an elected official and I feel this is how it should be done. We'll not be eliminating the discussion on what need to be done on Kirkwood. It's a two-lane and we should address mobility. We can still have hearing but we can't wait when the majority of the citizens are ready for improvements and do not prefer it being a boulevard.

John Isbell asked have there ever been any fatalities on Kirkwood. Councilmember Isbell stated he was not debating the fact a two lane or a four lane road however what is safe and best for the citizens. Councilmember Whiteman stated not that he is aware of. Councilmember Whiteman stated that it would not be a blood bath. You notice traffic increases speed on West Airport and it has not been changed.

Councilmember Wilkens asked Sargent Richard Simmons, "how many have been reported on West Airport?" Sargent Simmons replied "none that he knew of", Councilmember John Isbell stated that West Airport is not the same type of street/road as Kirkwood; West Airport has sound walls preventing most if not all pedestrian traffic, I rarely see any pedestrian traffic on West Airport. Yet Kirkwood has many of our citizens crossing, especially children.

Terry Henley stated that under the new design, if it is four lanes, will not warrant stop signs on Kirkwood. There will be no traffic devices on Kirkwood so keep this in mind. It's legal within the current design.

Mayor Jessup stated that the motion is to table this item until results from TIP application are in and asked for a vote on the motion. The motion failed 2 – 3 with Councilmen Henley and Isbell voting "aye" and Councilmen Whiteman, Wilkens and Morgan voting "nay".

Mayor Jessup then called for a vote on the original motion to adopt the ordinance, The motion approving the ordinance, numbered **2012-38**, carried 3 – 2 with Councilmen Whiteman, Wilkens and Morgan voting “aye” and Councilmen Henley and Isbell voting “nay”.

Mayor Jessup then read the caption to the following resolution:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF MEADOWS PLACE, TEXAS AUTHORIZING OPENING  
AN ACCOUNT IN WALLIS STATE BANK AND  
DESIGNATING SUTHORIZED REPRESENTATIVES.**

With the new Chief, a new signature card is required. Councilman Isbell made a motion, seconded by Councilman Henley, to adopt the resolution, numbered **2012 – 06**, as presented. The motion carried unanimously.

Council then considered taking action on corrections to minutes previously approved as follows: In April 24, 2012 Regular Meeting minutes, omit sentence on page 2 paragraph 7 “Mayor Jessup then read the caption to following Ordinance.” And in minutes of June 26, 2012 Regular Meeting, correct ordinance number of third ordinance passed from 2012-15 to 2012-16. Councilman Henley made a motion to approve the corrections as presented. Councilman Isbell seconded the motion which carried unanimously.

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During audience comments, Mayor Jessup invited a young audience to come to the podium and introduce himself. Tyler Bezner said he lived in the 11900 block of Amblerwood and was in the 7<sup>th</sup> grade.

There being no further business to consider, Councilman Henley made a motion, seconded by Councilman Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 9:17 P.M.

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Yolanda M. Wilson, City Secretary

MINUTES OF REGULAR MEETING  
OF DECEMBER 18, 2012  
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The regular meeting of the Meadows Place City Council was called to order at 7:34 p.m. by Mayor Charles Jessup, Meadows Place City Hall, One Troyan Drive, Meadows Place, Texas, with notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Section 551.041, TGC with the following members present and in attendance:

Mayor: Charles Jessup

Aldermen: Terry Henley  
Terry Morgan  
John Isbell  
John Whiteman  
Dave Wilkens

thus constituting a quorum

The Pledge of Allegiance was led by resident Bill Meyers and Sergeant Simmons gave the invocation.

Sergeant Richard Simmons provided the Meadows Place Police Department update. There were 2 accidents reported, 6 arrest and 1836 service calls. There were 43 reports and 314 traffic violations with 0 charges. Residential burglaries were down from 1 to 0 and commercial burglaries were down from 3 to 0. There were approximately 30 attendees at the last Neighborhood Watch meeting held at the new Tactical Training Center. The next Neighborhood Watch meeting will be held, Wednesday November 28, at 7 pm, topic will be holiday safety. The Meadows Place Police Department will continue TLC Program to help mitigate criminal activity. Latest TLC survey made 65 contacts with 46 passing and 19 failing.

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