

MINUTES OF WORKSHOP MEETING
JANUARY 22, 2013
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 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

thus constituting a quorum.

Absent: Dave Wilkens

Also present was resident Shirley Isbell.

Mayor Jessup asked for a motion to suspend the rules and have item # 3 Southwest Water and Water Treatment Plant Operations as the first item for discussion. Motion was made by John Isbell and seconded by John Whiteman.

The first item on the agenda was Southwest Water and Water Treatment Plant Operations. Southwest Water is currently struggling as it has lost several customers. The City of Sugar Land officially terminated services with Southwest. Dan McGraw, Public Works Director along with Mayor Jessup has been looking at alternatives to Southwest. One proposal is to hire 2 additional staff as previously discussed. Councilman Whiteman asked is there was a plan if Southwest goes out of business? Mayor Jessup stated if this were to occur, WCID#2 should be an alternative.

The second item on the agenda was a discussion of Code Enforcement. Mayor Jessup stated that after interviewing all four finalists, the committee consisting of Councilmembers; John Isbell, Dave Wilkens and Public Works Director Dan McGraw have made a selection. The entire committee agreed that Mr. Edouart Cardona from Scottsdale, Arizona ranked at the top of the list. Mr. Cardona did a great job during his telephone interview. There are plans to have finalist, Mr. Cardona, fly in from Arizona to have a face-to-face interview with the interview committee and a tour of the City on next Thursday, January 31. Mr. Cardona will be interviewed briefly to ensure that he will be a good fit for the City. If Mr. Cardona passes the final phase, he will be officially offered the job.

Mayor Jessup invited all attendees to the Council Chambers for the next item.

The third item on the agenda was Discussion and training on Microphones in Council Chambers. Mayor Jessup stated that Yolanda Wilson, City Secretary will provide a quick overview training to ensure Council properly utilize microphones. City Secretary Ms. Wilson stated that microphones are controlled by a switch located near each councilmembers' microphones however there should never be a need to turn that switch to off mode. If a councilmember wishes not to speak into the microphone, the microphone can be turned away toward the audience. When speaking into the microphone, everyone should be sure that the microphone is located close to their mouth; otherwise, it will be difficult to hear. Councilman Terry Morgan's panel switch controls not only his microphone but the podium microphone that is used for public comments. It is important to leave all microphones on during the entire meeting.

The fourth item was Texting during Council Meetings. Mayor Jessup stated as a reminder that as a part of the Open Meetings Act, Council should not be texting during Council meetings. The Mayor provided examples of why it is not a good idea to text during a council meeting. In order to avoid any misconception from the audience or meeting attendees, it would be better not to text during council meetings.

The fifth item was discussion of Joint Meeting with Economic Development Corporation (EDC). Mayor Jessup apologized for his mix up with dates for January 26. Due to Mayor Jessup's son getting married, he will be unable to keep the previously scheduled January 26 Joint Council and EDC Committee meeting date however he will provide Yolanda Wilson, City Secretary with proposed dates for an upcoming meeting to send out to Council and the EDC for an actual date.

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. There will be an upcoming Joint Committee Meeting held and dates will be emailed by the City Secretary to set up for Council and EDC. Council should have received a copy of the fourth quarter annual review that is on tonight's regular council agenda. There is an item on the council agenda for the City to call an election for 2013. Alderman positions number 4 and 5 will be expiring this year.

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 7:19 p.m.

Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING
OF JANUARY 22, 2013
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

thus constituting a quorum

Absent: Alderman Dave Wilkens

The Pledge of Allegiance was led by resident Cody Kitchen, Terry Henley led the Texas Pledge and John Isbell gave the invocation.

Captain Jack Ashton provided the Meadows Place Police Department update. There were 4 accidents reported, 4 arrests and 2442 service calls. There were 39 reports and 239 traffic violations. Residential burglaries were down from 1 to 0 and commercial burglaries were down from 3 to 0. There were approximately 25 attendees at the last Neighborhood Watch meeting held at the new Tactical Training Center. The next Neighborhood Watch meeting will be held, Wednesday February 20, at 7 pm, topic will be holiday safety. Captain Ashton stated that he is proud of the Neighborhood Watch meeting's attendance. Meadows Place Police Department will continue its TLC program to help in car burglaries. There have been 356 random checks of vehicles and 255 passed whereas 101 failed. Captain Ashton reminded citizens to please remember to keep wallet, purses, and computers or packages out of plain sight in their vehicles.

Monya Keenan, Parks and Recreation Director, provided the Parks and Recreation update. Congressman Pete Olson presented City of Meadows Place with a Texas flag that once flew over the Nation's Capitol. A Naval Petty Officer and resident of Meadows Place also attended the dedication at City hall with his family. The Texas Parks and Wildlife Grant Phase IV, first reimbursement request in the amount of \$74,000.00 was submitted. Permanent aluminum signage is required by the state. The City is current on grant reports

to the state for this grant project. The City of Meadows Place won the Innovations in Parks and Facility Development Award from the Texas Recreational and Parks Society (TRAPS) Region IV. The 2012 Christmas Memories was a success where the Meadows Elementary School Choir sang. Local groups such as Swim Team and Baseball reported they sold out of all their concessions. Ms. Keenan thanked the Meadows Place Police Department and Public Works staff for helping with extra security and set up. Public Works also helped former Lifeguard staff with Snow Mountains and Hay Rides along with clean up. City of Meadows Place entered into a Landscaping License Agreement with Center Point Energy on December 12, 2012. The areas are the right-of-way that run along the ditch from West Airport to Dorrance and Dorrance to Monticeto to the Wastewater Treatment Plant. Public Works partnered with Parks and Recreation to create a beautiful springtime meadow by spreading wildflowers seeds along the property. Actual pictures taken at the lake can now be seen in the banners on the light poles along the lake. There are plans to have a Concert at the Lake on Friday April 12th from 7 PM to 9:30 PM. Anyone interested in hearing them prior to the event, the band will be also performing on February 16th at 8 pm at the Swinging Door. Tracey Spiller, Aquatics Director is recruiting summer staff now and will be training during the first week of May. Ms. Spiller received her Certified Pool Operators License in November of 2012 and is now certified to train Lifeguard staff. The City of Meadows Place will have its City logo on the Texas Recreation and Parks Society (TRAPS) 75th Anniversary Quilt. Recruitment for the replacement for the Parks Grounds Keeper is currently underway. In the meantime, Public Works staff has been giving Parks and Recreation a helping hand.

Mayor Jessup then gave the City's Fire Department report. He noted the report included 19 EMS calls, eight Fire/Carbon Monoxide alarms, and seventeen other fire related incidents with a total of 45 calls made to Meadows Place in November.

During Mayor's comments, Mayor Jessup noted: 1) Introduced our new Building Official, Randy Mason where Randy and asked that he come up to say a few words. Mr. Mason said he has worked with our former building official and in Meadows Place for the past 5 to 6 years. Mr. Mason is currently with Bureau Veritas and specializes in commercial inspections and enforcement. Mayor Jessup asked; what is Mr. Mason's impression of a residential inspection in Meadows Place? Mr. Mason stated that he has not had an opportunity to perform a residential inspection and mainly been enforcing local business. Mr. Mason stated it will mainly be Water Heaters and Air Conditioning change out. Mayor Jessup stated he is delighted to have Mr. Mason and is confident that he will do a great job. 2) First round of Health Inspections have been completed by a company that the City hired called International Food Service International. 3) Mayor Jessup stated that interviews were conducted to select a new code enforcement officer, a background check was done and an offer made to the finalist.

A motion was made to table the December 18, 2012 workshop and regular minutes for further council review

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 11TH DAY OF MAY, 2013, FOR THE PURPOSE OF ELECTING CITY OFFICIALS, PROVIDING FOR EARLY VOTING AND PROVIDING FOR NOTICE OF SAID ELECTION
DE MEDIDAS SOBRE LA ORDENANZA DE CONVOCAR ELECCIONES PARA LA CIUDAD DE MEADOWS PLACE, TEXAS, QUE SE CELEBRARA EL SÁBADO, EL SÁBADO, EL 11 DÍA 2013, CON EL PROPÓSITO DE ELEGIR A LOS FUNCIONARIOS DE LA CIUDAD, PROVEÍDO POR VOTACIÓN ANTICIPADAY NOTIFICACIÓN DE ELECCIÓN.

A motion was made by Councilman John Isbell then seconded by Councilman John Whiteman to adopt the Ordinance, numbered **2013-01**, as written the motion carried unanimously.

Mayor Jessup then read the following caption:

CONSIDERATION AND ACTION ON REVIEW AND APPROVAL OF THE 4TH QUARTER 2013 INVESTMENT REPORT

A motion was made by John Isbell then seconded by Councilman John Whiteman to approve the Investment Report as presented. The motion carried unanimously.

Councilman Whiteman made a motion to pay a bill to Shertz Bank and Trust for the first annual payment for our new police vehicle. Councilman Morgan seconded this motion which carried unanimously.

During audience comments, resident Shirley Isbell, from the 12000 block of Scottsdale, noted that Councilman Terry Henley noted that state and county brings attention to Meadows Place by serving on boards and traveling not only through the state but all over the country. The Boots and Badges Gala foundation raises money for medical expenses and disaster relief. Donations are accepted online at www.FBGOT.org. "Don't Move, Improve" Garden Club Home Show for the 2013 Meadows Home and Garden Club Spring Tour will be

held Saturday April 27, 2013 from 2 pm to 5 pm. The Garden Club will sell tickets for \$10.00 until the evening of the event.

Mike Schofield from the 12000 block of Meadowdale, stated his concern about drought conditions causing sewer breakage and the toll it's taken on the City's streets. Mr. Schofield asked if there has been any discussion about street repairs or possible bond projects. Mayor Jessup stated the City has begun discussion with an engineering firm for a preliminary overview and to assess preliminary funds. This includes storm drains in residential and commercial areas and sewer lines.

Christie Mendolia from the 11000 block of Radford Lane stated she is a concerned parent and wanted to know about the status of sexual predators and how to check to see what options she has at checking to know if there are any in the immediate area.

Mayor Jessup asked Captain Jack to come up to share a recent sexual predator related story. Captain Jack stated there was a sex offender, recently released, whose father lives in Meadows Place. When the sex offender's father brought his son to city hall to register as it is required by law, he was then informed that sex offenders are not permitted to live in Meadows Place. Sergeant Simmons followed up to ensure that the sex offender is not residing at the home located in the City.

John Rippert 112000 block of Brighton Lane stated everyone participating in the home and garden show event will be helping to provide for a scholarship to a city resident. Applications are available on the City's website.

There being no further business to consider, Councilman Morgan made a motion, seconded by Councilman Whiteman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:46 P.M.

Yolanda M. Wilson, City Secretary

MINUTES OF SPECIAL JOINT MEETING
FEBRUARY 19, 2013
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:	John Isbell John Whiteman David Wilkens Terry Morgan
EDC Members:	Bob Graf Harry Hamilton Clyde Little Travis Tanner Margaret Sandlin

thus constituting a quorum.

First, Mayor Jessup said that it was important to “brand” the City. Fort Bend County is one of the fastest growing counties in the country. Fort Bend County has 49 master planned communities. Meadows Place is competing with other master planned communities that have amenities targeted to a specific audience in mind. The garden that is located in front of Meadows Place Elementary that was dedicated with a small monument sign, is one of those amenities that reminds families that this is Meadows Place. Younger people continue to move into Meadows Place. There is an elementary school filled with children. This is a sign that the City is doing something right.

Secondly, Mayor Jessup provided a presentation that was prepared by Parks and Recreation. The Parks Department won an award from TRAPS Region 4. Ms. Monya Keenan, Parks Director and Mr. Dan McGraw, Public Works Director took notes during the award ceremony as to what could be done to develop this community lake. There were issues with the Subsidence District. The irrigation that is now in place helps to irrigate the plants and flowers around the lake and park. The development of the lake was a huge undertaking and was completed due to the hard work and dedication of staff. We now have an amenity that families can enjoy. The beautiful part about the lake is that it started with a plan. Mayor Jessup stated how a City Manager in a neighboring City is astonished by what Meadows Place has done and continues to do with very little resources.

There was an update discussion about retail development. Aaron Farmer was unable to attend this meeting, however Terry Henley, EDC Chairman reported that he has been meeting with various contacts about possible business prospects. There is activity attempting to bring businesses into Meadows Place. Bob Graf stated that the corner of West Airport and Kirkwood is a challenge. The land has 2 owners and one is more open to working on developing the area than the other land owner. The complex next door was once proposed to become a medical center however it went into bankruptcy. The Shopping Center's owners placed too much ambiguity as to why there was no proactive thinking as far as ideas which deters potential for development. Mayor Jessup stated the City has received open records request concerning the corner of Kirkwood and West Airport. There was a developer that wanted to use it for apartments but that would not be beneficial to the city. It is not the City's vision to fill it with apartment. Mayor Jessup has received updated demographics.

Mayor Jessup stated that Code Enforcement continues to address garbage containers that are left in view after pick up days. Addressing code violations help to keep the community with a pleasant feel and is pertinent in the City moving forward. Councilmember Terry Morgan stated that Meadows Place is more aggressive in monitoring code enforcement issues than other cities.

Third, there was discussion on Council's Vision Meeting and Goals. Mr. Henley stated that decorative street lighting would be a great amenity. Mayor Jessup stated that twenty-five years from now, the City will need to have water and sewer improvements along with building expansions completed. City hall may need to be expanded by building an upstairs area for offices and improvements done to the community center. The dog park's aesthetics look nice and it appears to be a very decorative addition to Meadows Place. Mayor Jessup stated future ideas for expansion of the City Hall facility and parking. Parking lot is full for day and night court so this is something to be considered. Harry Hamilton, EDC stated that Sugar Grove Church have been a great community neighbor with allowing the City to utilize its parking lot.

The fourth item was discussion of Committee and/or Project assignments. Mayor Jessup asked Harry Hamilton about the timeframe for a professional video to market Meadows Place. Mr. Hamilton stated it would depend on the weather for footage as well as if he can use some still photos that have been taken by the Parks and Recreation Department. The cost for producing the video would be \$500.00. A professional musician would do the theme song to compliment the video. Possible fly overs to obtain footage of the city would cost roughly \$800. Mayor Jessup stated that he is confident that Mr. Hamilton will do a great job.

Mr. Henley shared information about EDC's budget to stimulate EDC's mind about development. There are many development tools available that Mr. Henley listed that can assist EDC in creating ideas to bring new development into the city. Mr. Graf stated that Billy Berge concluded the retail development 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.

The last item for discussion was possible action on EDC projects for the coming year. Mr. Henley recommended that EDC move on items that are necessary in the City, engaging citizens input. Mayor Jessup agreed that it would assist in the City moving forward on some items. Mr. Henley stated there are projects worth pursuing such as the Neighborhood Watch Signs that have been proposed by Meadows Place Neighborhood Watch. John Isbell stated that he has the quotes on the signs. Mayor Jessup stated some can be done in the blue as well as the green to place along the street. Councilmember John Isbell stated that Neighborhood Watch signs would roughly cost \$3500.00. John Isbell also proposed the EDC consider funding \$800.00 for the flower bouquet for the Home and Garden Club tour. This would assist in decorating the front entrances of the homes with Harry Hamilton's cost of \$500.00 to complete the video. \$2500 would be allotted for proposed plans for infrastructure. The cost will total roughly \$7600.

Mayor Jessup recommended that EDC vote on the items presented and discussed tonight as this will help move things forward. Terry made a motion to approve the Neighborhood Watch Signs for \$3500, flower bouquets for Home and Garden tour for \$800, Survey Monkey for \$300 and City Professional Video for \$500.00 along with fly over to be done possibly for \$800. There being no further discussion, Harry Hamilton made a motion to approve the expenditures from the EDC and Clyde Little seconded the motion. Motion carried unanimously by EDC.

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

Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
FEBRUARY 26, 2013
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 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

thus constituting a quorum.

Absent: Dave Wilkens

Also present was resident Shirley Isbell.

Mayor Jessup asked for a motion to suspend the rules and have item #4 Southwest Water transition to Severn Trent as the first item for discussion. Motion was made by John Isbell and seconded by John Whiteman. The motion carried unanimously.

The first item on the agenda was discussion of the City of Meadows Place transition from Southwest Water(SWWC) to Severn Trent. Mayor Jessup covered the history of Southwest Water and how they were once a thriving company but due to billing software problems, their itemized billing became an issue with their clients. There is a 30 day agreement with Severn Trent to provide an opportunity for service if feasible. Severn Trent will be hiring the same operator who worked for SWWC so there will be no need to worry about training a new operator. Severn Trent has full equipment and technology capabilities.

The second item on the agenda was the Annual Racial Profiling Report. Chief Gary Stewart provided a brief overview of the results of the annual Racial Profiling Report. The report was conducted by Del Carmen and it is thoroughly prepared. There were no reports of an officer stopping someone based on their race. All police officers are recorded during a traffic stop and this along with other criteria are reviewed to assess if officers are following proper policies and procedures. TCLOESE requires a copy of the Racial Profiling Report each year. The report also indicated that Meadows Place Police officers go beyond the boundaries of the city limits so the report results do not reflect just the immediate area or city population. Mayor Jessup stated copies of the

report can be quite expensive however Chief Stewart stated that a copy of the report will be posted on the City's website.

The third item on the agenda was a discussion of No Through Trucks. Mayor Jessup stated there has been an increase in traffic on Dorrance. A resident informed the Mayor that trucks have been using Dorrance as a through street to get onto Highway 59. This is due to the closure along the usual route. Direct Auto has installed a fence creating a perimeter where trucks once traveled. Mayor Jessup contacted General Manager, Jeff Smith of Ford Motors, an adjacent business to location in question, to ask Mr. Smith if their drivers had been using Dorrance as a through street. Mr. Smith stated he would relay message to other managers with Ford and reassured Mayor Jessup that his delivery trucks have not been using Dorrance as a through street.

The fifth item on the agenda was discussion of Road Use Fee. Mayor Jessup stated the city should provide citizens an opportunity to consider a road use fee. One suggestion by Mayor Jessup is to assess how citizens view the idea of a Road Use Fee by allowing them to go onto the City's website and completing a survey using Survey Monkey. Survey Monkey funding was approved by EDC during last week's Joint Committee Meeting. If the Road Use fee were approved, it would be deposited in a dedicated road use fund that will be earmarked strictly for repairs of roads. There will be information about the road use fee and survey in next month's newsletter.

The sixth item was discussion of Recycle Bins. Mayor Jessup stated that he will have volunteers test out the new recycle bins to assess if the larger bins will be more economical than the smaller bins that are currently used. The cost for the bins would be \$49.50 versus \$9.00 with heavy pick up either day. Councilman Terry Henley stated the previously received bins were obtained through a grant. Mayor Jessup stated those grants funds obtained may not be available at this time. Councilman Henley stated he will check but agreed they may not be available.

The seventh item was discussion of New Water Meters. Mayor Jessup stated purchasing new billing software with AVR would be a part of improving customer service. Mayor Jessup and Dan McGraw, Public Works Director met with Badger Meter, Inc. who stated the bronze bottom meter deadline is June 1, 2013. Installation along with labor and other items needed would run roughly \$175,000.00. This would include; installation for \$72,571.00, AVR software for \$10,000.00 and other devices along with programming for \$56,000.00. There may be other costs that will include loading data.

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. Police Chief, Gary Stewart will be presenting the Racial Profiling Report for Council's approval. The no through trucks ordinance will not be in reference to commercial trucks that are traveling through town to conduct business inside the city. i.e. cable, telephone, and bottled water companies.

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

Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING
OF FEBRUARY 26, 2013
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

thus constituting a quorum

Absent: Alderman Dave Wilkens

The Pledge of Allegiance was led by resident Jude Rangel, Mayor Charles Jessup led the Texas Pledge and Councilmember Isbell gave the invocation.

Chief Gary Stewart provided the Meadows Place Police Department update. There were 8 accidents reported, 5 arrests and 3119 service calls. There were 39 reports and 239 traffic violations. Burglaries of Motor Vehicles (BMVs) are up from 3 to 6. Primarily, unlocked vehicles are attributed to the increase in BMVs. Residential burglaries were down from 1 to 0 and commercial burglaries were down from 3 to 0. There were approximately 25 attendees at the last Neighborhood Watch meeting held at the new Tactical Training Center. The next Neighborhood Watch meeting will be held, Wednesday March 20, at 7 pm. Chief Stewart stated that he is proud of the Neighborhood Watch meeting's attendance. Meadows Place Police Department has received the results back for the Annual Racial Profiling Report.

Mike Kelly, Code Enforcement Officer, provided the Code Enforcement Update. Reports are still a work in progress and based on predecessor's system and in the future it will be provided in a more automated manner. Residents are beginning to notice that a Code Enforcement Officer is now on duty. Violations will be tracked and residents will be given notice that it needs to be corrected. The City's website is a great place to post a missing dog.

Mike Schofield from the 12000 block of Meadowdale stated his concern about the house next door. The homeowner passed away and her children inherited the house, reside in Austin. The house is in deplorable condition and Mr. Schofield asked is there something the City can do to assist him in his effort to improve the appearance of this property.

Mayor Jessup stated that the City has done a great job with ensuring residential properties are maintained by writing letters to owners as well as monitoring those moving in and out of the City. The City will continue this effort and it is not unusual to have homes that are in the situation that Mr. Schofield mentioned.

During Mayor's comments, Mayor Jessup noted: 1) Joint EDC Meeting was held. 2) The Economic Development Corporation approved funding Neighborhood Watch Signs. 3) Recycle bins are being distributed to volunteers to assess the benefit of switching to a larger bin. 4) The Fort Bend Mayor and Council Dinner was held at Pesto's. It was a wonderful and successful event due to a good job by our Police, City Secretary and Public Works staff. The Mayor thanked all who were involved with the dinner's success.

Mayor Jessup then gave the City's Fire Department report. He noted the report included 19 EMS calls, eight Fire/Carbon Monoxide alarms, and seventeen other fire related incidents with a total of 45 calls made to Meadows Place in January.

Mayor Jessup then read the caption to the following ordinance:

AN ORDINANCE AUTHORIZING THE MAYOR AND CITY SECRETARY 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

A motion was made by Councilman John Isbell then seconded by Councilman Terry Morgan to adopt the Ordinance, numbered **2013-02**, as written the motion carried unanimously.

Mayor Jessup then read the following caption:

CONSIDERATION OF AND ACTION ON AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS REGULATING THE OPERATION OF TRUCKS ON CITY ROADS; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

A motion was made by Councilman John Isbell then seconded by Councilman Terry Morgan to adopt the Ordinance, numbered **2013-03**, as written the motion carried unanimously.

Mayor Jessup then read the following caption:

**A RESOLUTION OF THE CITY OF MEADOWS PLACE,
TEXAS, ACCEPTING THE ONTRACT ASSIGNMENT FROM
SWWC SERVICES, INC. TO SEVERN TRENT ENVIRONMENTAL
SERVICES, INC. FOR THE PURPOSE OF PROVIDING SERVICES FOR
THE OPERATION AND AINTENANCE OF THE CITY OF MEADOWS
PLACE WASTEWATER AND WATER SYSTEMS, PROVIDING FOR
REPEAL, PROVIDING FOR SEVERABILITY.**

A motion was made by Councilman John Isbell then seconded by Councilman Terry Morgan to adopt the Resolution, numbered **2013-01**, as written the motion carried unanimously.

Mayor Jessup then read the following caption:

**REVIEW AND APPROVAL OF THE ANNUAL RACIAL
PROFILING REPORT.**

Mayor Jessup stated that Chief Gary Stewart presented information during council workshop.

Chief Gary Stewart stated he will be submitting Racial Profiling report on tomorrow as explained during council workshop.

A motion was made by Councilman Terry Henley then seconded by Councilman John Isbell to approve the Investment Report as presented. The motion carried unanimously.

Councilman Terry Morgan made a motion to pay a bill to Concrete Raising Corporation in the amount of \$7,778.08. Councilman John Isbell seconded this motion which carried unanimously.

During audience comments, resident Kelle Mills from the 12000 block of Scottsdale. Ms. Mills is a long-time resident will be filing for city council position. She is a long time resident of Meadows Place and is proud to call it her home. She will be submitting her paperwork for this endeavor. Ms. Mills is a bookkeeper who has a passion for her community and enough experience to help the community with the issues it faces.

Shirley Isbell, from the 12000 block of Scottsdale, noted that Meadows Place continues to be a great place to live and raise a family. "Don't Move,

Improve" Garden Club Home Show for the 2013 Meadows Home and Garden Club Spring Tour will be held Saturday April 27, 2013 from 2 pm to 5 pm. The Garden Club will sell tickets for \$10.00 until the evening of the event. Mayor Jessup stated that no one is here to sell anything but to announce that Ms. Isbell has tickets for sell. Dr. Claudette from University of Houston contacted Ms. Isbell about doing some of the graphics for the Mayor for free as a part of a contest. Many students did not know about Meadows Place so this will provide over 1900 students an opportunity to learn about Meadows Place. This may provide a possible internship opportunity for a student to learn more about local government.

Chuck McClurkin of 11000 block of Brighton. Mr. McClurkin asked how long it will take to get the signs up for no through trucks. And, how soon will truck drivers begin receiving citations for using Dorrance as a through street?"

Mayor Jessup stated this was just brought to the City's attention on February ninth and the Ordinance was just passed this evening so it will take time however city staff will be working on this issue.

Nick Rangel of 11000 block of Meadowdale with Pack 301 and 302 stated his son is selling booklets on behalf of the cub scouts. He enjoys living in Meadows Place.

Mayor Jessup stated that noting is on sell during the meeting however the City is proud of its scouts.

There being no further business to consider, Councilman Terry Henley made a motion, seconded by Councilman, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:46 P.M.

Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
MARCH 26, 2013
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
Terry Morgan
John Whiteman
Dave Wilkens

thus constituting a quorum.

Absent:

Also present was resident Shirley Isbell.

Mayor Jessup opened the meeting.

The second item for discussion was Water Company Transition. Mayor Jessup stated the City of Rosenberg recently ended its short tenure with SI Water. It appears Meadows Place made the right move by signing a contract with Severn Trent. Severn Trent is doing a great job. Patty Spade who handles the water bills for the City is pleased with Severn Trent. There have been no major complaints and Severn Trent appears to be very knowledgeable and is providing superb service.

The third item on the agenda was discussion of Water Meters/Software. Mayor Jessup stated that all the boxes will need to be replaced and 30% of the boxes will need lids as well. Mayor Jessup covered the history of Southwest Water and how they were once a thriving company but due to billing software problems, their itemized billing became an issue with their clients. One of the unknowns is valves as some of these will have to be replaced but the amount is not certain at this time. Councilmember Henley stated the equity in the utility fund is almost 2 million but it is important that the City spends it wisely. Mayor Jessup agreed that the money is available and it is necessary to purchase water meters and software. It will prepare the City for the future and allow it to move into the 21st century. Mayor Jessup compared an older meter versus a newer meter and the usage reading in a newer meter is more reliable than the older meters. City of Galveston is going with this same type of upgrade on the entire west end of the island. Mayor Jessup stated if council agrees, the City can proceed with getting the

meters installed. Mayor Jessup stated Ms. Spade reported technical issues with her current printer that created a problem when printing bills as well as losing lots of paper with fixing it. Councilmember Henley asked if the meter installation will impact future installation of lines that Center Point may be replacing soon. This will include digging in the same areas where meters will be installed. Mayor Jessup stated, no that he did not see the relevancy of digging in the future with installing meters. Mayor Jessup stated between now and December of this year, the City should be paying off WCID#2. Councilmember Isbell asked if the printer needs to be replaced. Mayor Jessup stated the printer can be replaced for \$390 dollars online but the software is the more important item. Next was discussion of Software as a part of the Water Meters discussion. Mayor Jessup stated if the City of Meadows Place would like to cater to the younger professional, it is pertinent that the City continue enhancing its technology. Mayor Jessup stated his son's using an app on his phone to pay his water bill. AVR will be back out next month to meet with staff.

Councilmember Henley stated that he had to leave as he had a board meeting to attend.

The fourth item on the agenda was the Courtroom Technology. Mayor Jessup stated that the City chose a vendor from various bids that ranged from \$15,000 dollars to \$ 50,000. Yolanda Wilson, City Secretary stated that the total cost was \$13,727.00. The City saved \$3,000 dollars as most of the equipment that was used to house the new A/V equipment in court is either rebuilt or refurbished. AVES, company that installed equipment is a very reputable company located in Fort Bend County. This type of technology will have an impact on increases in court as well as assisting police officers with ensuring that what they say in court is true. It will help Chief Gary Stewart with training officers by reviewing video utilizing this type of technology. Purchasing new billing software with AVR would be a part of improving customer service.

The fifth item on the agenda was a discussion of Overtime and Work Situation. Currently, Judge McMinn, Associate full-time judge has been out ill. City employees, Patty Spade and Mimi Boos have been taking work home to complete ticket processing. Judge McMinn is on light duty after having surgery. She can only work 4 hours per day. Tracey Spiller and Monica Parsons, Parks and Recreation employee have also been assisting in Judge McMinn's absence. Mayor Jessup reminded Council that Judge McMinn is more than a court clerk, she is also a judge and there are functions that only a judge can perform. A request for an additional employee will be made during budget time.

The sixth item on the agenda was discussion of Potential Businesses/EDC. Mayor Jessup met with Billy Burge who is the owner of the corner of West Airport and Kirkwood. Mr. Burge is optimistic about this project. The other developers who were looking at the site wanted to build apartments but no one wants that to happen. The representative that is coming to meet with Mayor Jessup tomorrow is interested in developing apartments.

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. Mayor Jessup stated council will be voting on an Ordinance to approve appointing David Lantz to the Economic Development Corporation. CM Whiteman stated Mr. Lantz was raised here as a child in Meadows Place. Mr. Lantz's father died of a heart attack when he was very young and his mother passed away a couple of years ago. He went off to school and moved away for a while. Mr. Lantz returned and purchased his own home in Meadows Place. Mayor Jessup asked that Council table item 7 and consider setting a meeting date for a budget amendment. It is inevitable that council will have to amend the budget because it will be purchasing water meters and software. Council agreed to hold a public hearing to amend budget on August 27, 2013.

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

Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING
OF MARCH 26, 2013
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 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 Morgan
John Isbell
John Whiteman
Dave Wilkens

thus constituting a quorum

Absent: Terry Henley

The Pledge of Allegiance was led by John Isbell and Dave Wilkens gave the invocation.

Captain Jack Ashton provided the Meadows Place Police Department update. There were 6 accidents reported, 8 arrests and 2343 service calls. There were 58 reports and 314 traffic violations with 493 charges. Residential burglaries were down from 6 to 4 and commercial burglaries were down 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 April 17, at 7 pm, topic to be announced. The Meadows Place Police Department will continue TLC Program to help mitigate criminal activity. Latest TLC survey made 365 contacts with 273 passing and 93 failing.

Mayor Jessup stated that he appreciates the officers doing a great job. The TLC program is quite successful.

Public Works Director Dan McGraw Public Works Director, provided the Public Works Update. Public Works staff has been working on storm drains, repairing streets and other redevelopment items throughout the City. They repaired Bolero Court due to it being in poor condition and needed to be leveled. Birth baths can be expensive however the City is accomplishing projects for \$1,000.00 whereas other cities are spending a lot more for similar

projects. Mowing along the power easement will possibly reduce the amount of mosquitos. High grass can cause mosquitos to breed at a higher rate. There will be a mosquito educational session offered by the end of July to assist with any questions residents may have about the upcoming season. Mayor Jessup said that grass will be kept at a foot and a half or below which should reduce the mosquito population. Since 2011 there have been 55 million gallons of water pumped. Mayor Jessup stated these are gallons of water pumped without having to pay the subsidence district to do it. A new driveway has been installed at the wastewater treatment plant. Electrical wires were installed for new audio visual equipment in court. Power for the sprinkler system and the plants were installed around entrance signs. Dan is serving on numerous committees including a storm water committee where a plan is being developed to work on future goals in handling storm water systems. He noted some tests were not done by Southwest Water. Southwest Water failed to send them to TCEQ in a timely manner. Representatives from Louisiana and Mississippi visited Meadows Place for a tour of the wastewater treatment plant conducted by Mr. McGraw. Councilmember John Isbell asked if Public Works keeps track of how many replacements of dips that are seen in the streets. The sidewalks have these dips and cracks and water tends to settle in these areas. One of the representatives, who tours wastewater treatment facilities for a living, was impressed with the City's plant. Mayor Jessup complimented Mr. McGraw for doing a great job with maintaining the wastewater treatment facility. A permit request has been submitted and the City's new five year permit should be received by the end of December. The Mayor asked if the City is now connected to Stafford? In 2012 pumped 26 million gallons and in January over 13 million gallons were pumped. Mr. McGraw stated it will be completed within the next month. Inspections completed in the last three months include 6 alarms; 5 driveways; 5 roofs, 13 irrigations; 40 occupations 1 infrastructure permit. 5 electrical; 7 foundations; 9 heat and a/c; 10 plumbing; and 2 irrigation inspections.

Mayor Jessup then gave the City's Fire Department report. He noted the report included 25 EMS calls, one vehicle fire, four Fire/Carbon Monoxide alarms, and four other fire related incidents with a total of 36 calls made to Meadows Place in February. Mayor Jessup stated, in response to questions about how the City's contract works with the City of Stafford, the City of Stafford utilizes the fire station on Kirkwood and their staff monitors the EMS and fire calls for Meadows Place. Dan McGraw works closely with the Stafford fire chief and both Meadows Place and Staff have been helpful.

During Mayor's comments, Mayor Jessup noted a) Mayor Jessup reminded everyone to get out and vote. It's their constitutional right. Early voting begins April 29 b) Court technology will improve the audio and visual needs for the Municipal Court. Judge Kisluk, Presiding Judge for our Municipal Court is very pleased with the audio/visual installation. Bids were submitted and a great company was located at a very reasonable price. Police officers record

audio and video during a traffic stop that will be displayed on the large monitors that have been installed. Public Works staff installed the electricity and built the cabinet for the new audio/visual equipment for court. The police department will be able to use it for their trials and jury trials, as well as training for officers. c) This year's National Day of Prayer will be hosted by Sugar Grove Church of Christ on May 2, beginning at 10 am.

Councilmember Morgan made a motion, seconded by Councilmember Whiteman, to adopt the minutes from the December 18, 2012; January 22, 2013; February 26, 2013 Workshop and Regular Meetings. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

AN ORDINANCE APPOINTING A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT CORPORATION 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.

Mayor Jessup stated David Lantz to be appointed to serve as a regular member of the Economic Development Corporation. He was born and raised in Meadows Place and chose Meadows Place as a great place to raise his own family. He also has experience in marketing and working with websites.

A motion was made by Councilman Whitman to adopt this ordinance naming David Lantz as a member of the EDC Corporation. The motion was seconded by Councilman Wilkens to adopt the Ordinance, numbered **2013-04**.

Mayor Jessup then read the caption to the following ordinance:

CONSIDERATION OF AND ACTION ON AUTHORIZING, THE CITY SECRETARY AND MAYOR TO SET PUBLIC HEARING FOR BUDGET AMENDMENT.

Mayor Jessup stated that there will be some items that will come up that will require amending the budget so Council decided to set a date in August to amend budget so Council decided to hold public hearing to amend budget on August 27, 2013.

A motion was made by Councilman John Isbell to table this ordinance and set date to amend budget on August 27, 2013. The motion was seconded by Councilman Morgan. The motion carried unanimously.

Councilman Wilkens made a motion to ratify a bill to Randle Law Office, Ltd, L.L.P. for \$13,793.21 for legal services; Pool Works, Inc. Corporation \$16,250.00 for completion of pool repairs; AVES Audio Visual Systems, Inc. for \$13,793.21 for Municipal Court A/V Installation. Councilman Whiteman seconded this motion that carried unanimously.

During audience comments, Shirley Isbell of the 12000 block of Scottsdale thanked Councilmember John Isbell for getting the signs for the Neighborhood Watch and Mayor Jessup and Yolanda Wilson City Secretary for the City mugs filled with candy for the local Ft. Bend Realtors Networking Luncheon. The mugs were some of many door prizes for the monthly luncheon and it gave Meadows Place an opportunity to show other local realtors that it markets its city like many others throughout Ft. Bend County. Don't forget "The "Don't Move, Improve" Garden Club Show. It is for a worthy cause and raises money for scholarships for students who live in Meadows Place. Meadows Place continues to be a great place to live and raise a family. "Don't Move, Improve" Garden Club Home Show for the 2013 Meadows Home and Garden Club Spring Tour will be held Saturday April 27, 2013 from 2 pm to 5 pm.

There being no further business to consider, Councilman Wilkens made a motion, seconded by Councilman Morgan, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:44 P.M.

Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
APRIL 23, 2013
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 was resident Shirley Isbell.

Mayor Jessup opened the meeting. The second item for discussion was Smoking in Parks. Mayor Jessup stated the City of Stafford recently adopted a non-smoking ordinance. Cesar Deleon, Parks employee spends hours picking up cigarette butts in the park. The City should not be responsible for picking up cigarette butts and it should be the responsibility of the smoker who smoked the cigarette. The smokers need to be acclimated to placing cigarette butts in the appropriate place. Councilmember Henley stated to think of the cigarette butts that are thrown in the lake so it may also be an environmental issue. Possibly placing cigarette disposable receptacles in certain locations throughout the park may reduce littering. Councilmember Wilkens agreed that placing receptacles may be effective alternative. Mayor Jessup stated the park has improved during baseball season however every smoker that visits the park should be sensitive to appropriately disposal of cigarette butts.

The third item on the agenda was discussion of Solar Panels. Mayor Jessup stated that Solar Energy devices are the proper term that used now for Solar Panels. Texas passed legislation that Homeowners Associations no longer have authority to regulate solar panels but cities do provide. After a lengthy discussion about placement of the panels, it was council's consensus to adopt the ordinance this evening with a recommendation to send the ordinance to the Planning and Zoning Commission to review and make recommendations for possible revisions.

The fourth item on the agenda was discussion of Police vehicles. Gary Stewart, Chief of Police put a matrix together that lists all the police vehicles. Chief Stewart

categorized by year, odometer readings, mileage, average amount of fuel per mile as well as the average amount of repair cost. The issue is not officers having to drive long distances but starting and stopping. The cost of the repair increases, once the warranty expires. A Tahoe's maintenance is lower while it is under warranty, and has a 5-year, 60,000 mile driving track record compared to other vehicles. Life expectancy on some of these vehicles can be unpredictable. Joe McCann is fixing one of the police vehicles right now. Nissan provides loaner cars however up to 4,000 miles. After it reaches that level, it has to be returned. Captain Jack Ashton uses this type of car due to being on-call and is expected to respond at a moment's notice. Officer Kelly Davis logs in all the repairs and mileage for all police vehicles. Councilmember Whiteman stated if the City focused on the warranty versus the mileage, it would possibly save money on repairs. Possibly track the average amount of miles so vehicles can be switched out based on the average amount of miles and the cost of repairs on that mileage. The issue is to be addressed during budget time.

The fifth item on the agenda was Situs addresses for Meadows Place. Mayor Jessup asked if everyone realizes what has happened with the Central Appraisal District (CAD). In the past, Meadows Place residents were identified as Stafford residents versus Meadows Place. Councilmember Morgan asked if this will allow Meadows Place to get its own zip code. Mayor Jessup stated that the City will never get its own zip code and it is not necessary. Councilmember Whiteman stated that it will make a difference with taxes in that now when a purchase is done in Meadows Place with this transition, the City of Meadows Place will get sales tax credit for it. Mayor Jessup stated that once the government starts taxing internet sales, this could make a difference. Councilmember Henley stated those taxes collected will be allocated back to the state and not the cities. Mayor Jessup stated that those taxes will state "Meadows Place". Realtors will start seeing it and the assessors would not accept it in the past but now they will be able to close on a house with it all stating, Meadows Place.


The sixth item on the agenda was Councilmember email addresses. Mayor Jessup stated that all councilmembers should receive email through their assigned City email addresses. Mayor Jessup stated that if councilmembers have not received information from the city over a period of time, they should contact either him or Yolanda Wilson, City Secretary.

The seventh item on the agenda was discussion of a Building Official. Mayor Jessup stated that Dan McGraw who currently serves in that capacity has been listed in several instances as the building official. Mayor Jessup met with Billy Burge who is the owner of the corner of West Airport and Kirkwood. Mr. Burge is optimistic about this site. The other developers who were looking at the site wanted to build apartments but no one wants that to happen. The representative that is coming to meet with Mayor Jessup tomorrow is interested in developing apartments.

The last item on the agenda was upcoming Council meeting agenda items. Mayor Jessup requested that Council walk around to enter in the front of council chambers to see the new light pole banners that Monya Keenen, Parks Director order to

place in McGrath Park. There will be three proclamations read tonight, which is a lot however this is a unique situation and all of them are equally important. There will be a motion to amend the item on Solar panels and John Whiteman will share information that he received from his son-in-law who works in the industry. Council will vote on authorizing the Mayor and City Secretary to enter into a contract with AVR to upgrade utility billing system as well as entering into a contract with Badger Meters for water meter replacement.

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



Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING
OF APRIL 23, 2013
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 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

Absent:

The Pledge of Allegiance was led by Zachary Wittmann and Mayor Charles Jessup gave the invocation.

Chief Gary Stewart provided the Meadows Place Police Department update. There were 7 accidents reported, 4 arrest and 2276 service calls. There were 47 reports and 406 traffic violations with 554 charges. Residential burglaries were down from 6 to 4 and commercial burglaries were down 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 May 15, at 7 pm, topic to be announced. House watches are down from 508 to 169. The Meadows Place Police Department is continuing the TLC Program. There were 385 contacts during the month of April with 303 passing and 85 failing. The 3 (Burglary of a Motor Vehicle) BMV's were in the business district with contents left in plain sight (briefcase, purse, GPS and cell phone). The Meadows Place Police Department will be attending the Old Town Meadows at Meadows Elementary on May 3, 2013 from 6 pm to 9 pm, the Salute to Law Enforcement on May 4, 2013 at Willowbrook Mall from 10 am to 2 pm, Career Day at Meadows Place Elementary on May 10, 2013 and on May 30th at Sugar Land First United Methodist Church for their Annual Viking night event at 5 pm.

Mayor Jessup complimented the Police Department on the TLC program.

Monya Keenan, Parks and Recreation Director, provided the Parks and Recreation update. The light pole banners that will be mounted on light poles at McDonald Park were placed on display prior to tonight's City Council meeting to show the bright and colorful cartoon designs. A \$75,000 reimbursement was received from the Texas Parks and Wildlife for the Phase IV Grant project. Temporary signage had been removed and the permanent Aluminum plaque required by Texas Parks and Wildlife has been mounted on the field house building located at McGrath Park. The Concert at the Lake was well attended. The Swim Team and Baseball League sold out of their concessions and everyone appeared to have enjoyed the evening along with the beautiful weather. Mayor Jessup stated that he hopes to have more concerts in the park as it appeared everyone had a great time. Pet Clinic will be held at the Community Center Parking lot on Saturday, May 4 at 10:30 am to 12:30 pm. Meadows Place Skeeters Family Night will be held on May 4, game time is at 6:05 pm. There were 50 Skeeters tickets sold. Replastering of the main pool was completed in March. A wooden cover that is currently under construction for the main pool equipment area is expected to be complete by April 30, 2013. Due to bad weather the small pool cover and framing was damaged. The vendor advised that small cover replacement should be installed by first week of June. Lifeguard training is Friday April 26 through Sunday April 28. The summer 2012 Lifeguards received the Platinum International Aquatic Safety Award from Jeff Ellis and Associates for the third consecutive year. Congratulations to Lifeguard staff members: Kristina Hickie, Pool Manager, Sami Ferriera, Assistant Manager, Daren Hymel, Assistant Manager, Jacob Bravo, Assistant Manager, Jennifer Sterner, Supervisor, Cody Kitchen, Supervisor, Aliexus Toreros, Makayla Mueller, Christina Garcia, Kimberly Heallen, Shada McKinney, Jamie Burt and Felipe Quintana. Ms. Keenan congratulated Tracey Spiller, Aquatics Director on her first year of training and managing the pool staff.

The Swim team will enter its 40th year and there will be T-Shirts available that read, "40 years and still swimming.....boy, are our arms tired!!!! The Swim Team President, Sue Ella Mueller was on the first five year olds to be on the Meadows Marlins Team. They are in Division 2 and have registered 200 swimmers. The teams they swim against, Sienna Plantation, Lake Olympia and Sugar Creek. Swim Team practices will begin the first week in May. The Meadow Place Kid's Flea Market, Saturday, May 11th from 9:30-11 am at McGrath Park and hosted by the Neighborhood Home School. Pool wristbands will be on sale for \$5.00 each at the pool starting Saturday, May 18th. Current Tennis Court access cards will be deactivated at the end of May. Only residents may purchase new tennis court access cards beginning in May at City Hall, Monday-Friday 9am to 4 pm. Access Cards are \$50.00 per card, maximum 2 cards per family. Barefoot N Fridays start, Friday May 17th 8:30 pm-11:00 pm for ages 9-14. There will be 2 police officers on duty along with pool staff during the entire time of event. The Parks and Recreation Department invited Council to join them for Splash Night, Friday, June 7th from

6-9 pm. There will be an EZ-Up set up at the pool side reserved for Mayor and Council. Meadows Place will be participating in the World's Largest Swim Lesson and is hoping to set another Guinness Book World Record. All participants must be registered by 9:45 on Tuesday June 18, 2013. Mayor Jessup stated that Meadows Place is the only City in Fort Bend County to participate last year. The Seniors Program is one of the newest programs that will be offered. Tracey Spiller, Aquatics Director is having a planning meeting on Thursday, May 9th from 9-10 am at the Community Center. The annual Meadows Place 4th of July Parade will be on Thursday, July 4th at 10 am. The parade line up will begin at City hall.

Mayor Jessup then gave the City's Fire Department report. He noted the report included 30 EMS calls, 1 Structure fire, one vehicle fire, two Fire/Carbon Monoxide alarms, and sixteen other fire related incidents with a total of 49 calls made to Meadows Place in February. Mayor Jessup stated, in response to questions about how the City's contract works with the City of Stafford, the City of Stafford utilizes the fire station on Kirkwood and their staff monitors the EMS and fire calls for Meadows Place. Dan McGraw works closely with the Stafford Fire Chief.

During Mayor's comments, Mayor Jessup noted a) Mayor Jessup reminded everyone to get out and vote. It's their constitutional right. Early voting begins April 29 b) Meadows Place Night at Constellation field/Skeeters ballgame is Saturday May 4, game begins at 6:05. c) This year's National Day of Prayer will be hosted by Sugar Grove Church of Christ on May 2, beginning at 10 am.

Councilmember Morgan made a motion, seconded by Councilmember Henley, to adopt the minutes from the March 26, 2013 Workshop & Regular Meeting and February 19, 2013 Special Meeting. The motion carried unanimously.

Councilmember John Isbell provided an update on Meadows Place Home and Garden Tour. Councilmember John Isbell thanked his wife Ms. Shirley Isbell who assisted him in coordinating the Meadows Place Home and Garden Tour. Councilmember John Isbell along with his wife Shirley met with local realtors from the local Houston area representing Greenway Plaza, River Oaks, Bellaire and West University to invite their home buyers on the tour. Beverly Martin, publicity chairman, placed a notice in the newsletter inviting local Meadows Place residents to offer their home for a tour. The response was overwhelming and there is a two-year waitlist for homeowners who would like to participate in the home tour. Due to security reasons, Councilmember Isbell did not publish the names and addresses of residents who volunteered their homes for the tour however he did thank each of them verbally by name during the meeting.

The Meadows Place Economic Development Council (EDC) was recognized along with Terry Henley, President of EDC for investing in the tour by providing a stipend to help embellish homes for the tour. Neither Councilmember Isbell nor his wife Ms. Isbell accepted any of the funds provided by the EDC as this would be inappropriate.

The stipend funds were dispersed equally to the other eight homeowners. Bill and Robin Myers offered their services to procure a horse and buggy to help cart people from home to home on the day of the tour. Classic Carriage donated the horse and buggy. Mike Kelly, Meadows Place resident has offered to help with security during the tour. The University of Houston, Victoria Campus in Sugar Land has offered their MBA students to help volunteer and host during the event. BBVA Compass Bank offered to provide home improvement financing information. Mayor Jessup has given permission to place signs to direct traffic to the homes beginning Friday afternoon. Beverly Martin, Joe Debruyne, Debbie Lancaster, and Betty Landers have volunteered to serve on signage committee. Anne Dybala offered to coordinate a VIP Appreciation Dinner Party for all the volunteers and homeowners after the event. Ryan Dybala and Karah Lawshe have offered to provide a photographic historical record of the event. Treasurer, Zella Little has confirmed that approximately 150 tickets have been sold. Meadows Place Home and Garden Club have received over two thousand dollars in donations and support from Meadows Place business partners and others. A special thank you was given to Tradicao, Kelly's, Walgreens, Virtue Tattoo, Helfman Ford, Texas Direct Auto, Anita Milne, Pesto, Alphorn Bakery, Wedding Cakes of Houston, Cake Boss of Houston, Back Pain Interventions Associated, P.A., Randalls, Avalon, and HEB. Councilmember Isbell asked for prayers for a resident who will be unable to participate due to an illness. Councilmember Isbell thanked Mayor Jessup and asked that a voice message announcement be done to remind everyone of the increased foot traffic, safety and to please be patient with the increased traffic through the city. A final invitation was provided to everyone who had not purchased a ticket, to purchase one at the door.

Mayor Jessup then read a proclamation proclaiming April as Sexual Assault Awareness Month in Meadows Place, Texas.

Mayor Jessup discussed that Meadows Place has tremendous public servants that are dedicated and do a fantastic job. This is why it is important to recognize them with a proclamation.

Mayor Jessup then read the proclamation proclaiming May 5-11, 2013 as Public Service Recognition Week in Meadows Place, Texas.

Mayor Jessup then read a proclamation proclaiming May, 2013 as Motorcycle safety and Awareness Month in Meadows Place, Texas.

Mayor Jessup then read the caption to the following amendment:

**AN ORDINANCE AMENDING ORDINANCE
AUTHORIZING THE MAYOR AND CITY SECRETARY TO
ENTER INTO AN INTERLOCAL COOPERATION
AGREEMENT FOR THE COLLECTION OF TAXES WITH
FORT BEND COUNTY, TEXAS.**

A motion was made by Councilman Henley to adopt this **Ordinance No. 2013-07** amendment authorizing the Mayor and City Secretary to enter into an interlocal agreement for the collection of taxes with Fort Bend County, Texas and seconded by Councilman Morgan. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

**AN AMENDMENT AUTHORIZING THE MAYOR AND CITY
SECRETARY TO ENTER INTO A CONTRACT WITH AVR
TO UPGRADE UTILITY BILLING SYSTEM.**

A motion was made by Councilman Henley to adopt this authorizing the Mayor and City Secretary to enter into a contract with AVR to upgrade utility billing system and seconded by Councilman Morgan. The motion carried unanimously. **Ordinance No. 2013-08.**

Mayor Jessup then read the caption to the following ordinance:

**CONSIDERATION OF AND ACTION ON AUTHORIZING AN
ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS,
ADDING A NEW SUBSECTION 150.25(K) OF CHAPTER 150
OF THE CODE OF ORDINANCES; PROVIDING A PENALTY;
PROVIDING FOR SEVERABILITY; AND PROVIDING AN
EFFECTIVE DATE.**

A discussion was held by council on solar panels then council moved to make a motion on item 11.

A motion was made by Councilman Wilkens authorizing an ordinance of the City of Meadows Place, Texas adding a new subsection 150.25(K) of Chapter 150 of the Code of Ordinances; providing a penalty; providing for

severability; and providing an effective date and seconded by Councilman Henley. The motion carried unanimously. **Ordinance No. 2013-05.**

Further discussion by Mayor Jessup who stated that it shows what can happen when council works together as a team and decides to work together. The City of Meadows Place continues to move forward in making a positive impact for the entire community.

A motion was made by Councilman Wilkens to accept the motion as amended on ordinance of the City of Meadows Place, Texas adding a new subsection 150.25(K) of Chapter 150 of the Code of Ordinances; providing a penalty; providing for severability; and providing an effective date and seconded by Councilman John Isbell.

Mayor Jessup then read the caption to the following ordinance:

**CONSIDERATION OF AND ACTION ON AUTHORIZING AN
ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS,
AUTHORIZING THE MAYOR AND CITY SECRETARY TO
ENTER INTO A CONTRACT WITH BADGER METER FOR
WATER METER REPLACEMENT.**

A motion was made by Councilman Henley to authorize an **Ordinance No. 2013-06** of the City of Meadows Place, Texas authorizing the Mayor and City Secretary to enter into a contract with Badger Meter for Water Meter Replacement. The motion was seconded by Councilman Wilkens and carried unanimously.

Councilman Wilkens made a motion to ratify a bill to Randle Law Office, Ltd, L.L.P. for \$ 8,987.36 for legal services; Superior Waterworks, L.L.C \$ 7,540.30 for completion of pool repairs; Joe L. Salvade for \$ 7,870.00 for ramp replacement sidewalk and pavement repairs. Councilman Henley seconded this motion carried unanimously.

Monya Keenen, Parks Director reminded everyone again about Splash night that will be held on Fri. June 7 from 6 p.m. to 9 p.m. The City of Meadows Place will participate in its second year of the World's Largest Swim Lesson for Guinness World Record on Tuesday June 18, 2013. Anyone interested in participating should register now.

During audience comments, Shirley Isbell of the 12000 block of Scottsdale thanked Councilmember John Isbell for helping to coordinate this year's Meadows Place Home and Garden Tour. Ms. Isbell thanked everyone who was involved from the City and reminded everyone that the "Don't Move, Improve" Garden Club Home Show for the 2013 Meadows Home and Garden Club Spring Tour will be held Saturday April 27, 2013 from 2 pm to 5 pm.

Tyler Bezner of 1800 of Amblerwood, wanted to know if it were o.k. to ride his dirt bike on the bayou easements.

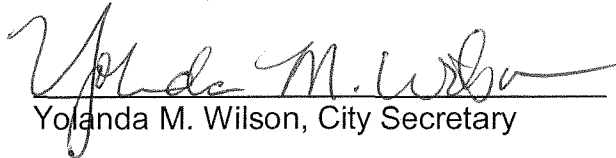
Mayor Jessup stated that he asked a hard question and that he would have to ask Tyler's dad and the police chief. It's on the County's right away and it is probably o.k. to ride his bike in that location however the Mayor stated he will check with the proper authorities.

Zach Wittmann of the 12000 block of Scarcella Lane as a part of earning his Eagle Scout's Badge, asked why is it so important to exercise your right to vote.

Mayor Jessup stated that it is very important to exercise your right to vote because it shows that you have a voice in what matters in this country. Also, if you do not exercise your right to vote, you may end up with people who really don't care.

Kelle K. Mills of the 12000 block of Scottsdale announced that Dulles High School Baseball team won the last game during this year's playoff.

There being no further business to consider, Councilman Wilkens made a motion, seconded by Councilman Morgan, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:44 P.M.


Yolanda M. Wilson, City Secretary

MINUTES OF SPECIAL MEETING
MAY 21, 2013
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The special meeting of Meadows Place City Council was called to order at 7:19 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

thus constituting a quorum.

Absent: Alderman John Whiteman

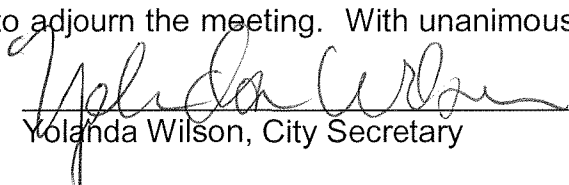
Mayor Jessup read the caption to the following ordinance:

AN ORDINANCE CANVASSING THE RETURNS AND DECLARING THE RESULTS OF AN ELECTION HELD ON THE 14TH DAY OF MAY, 2011, IN THE CITY OF MEADOWS PLACE, TEXAS, FOR THE PURPOSE OF ELECTING CITY OFFICIALS, TO-WIT: ALDERMAN PLACE NO. 4 AND ALDERMAN PLACE NO. 5.

Mayor Jessup read the canvassed results as follows: Alderman, Place No. 4, 308 votes for Terry Henley. Alderman, Place No. 5, 171 votes for John Whiteman and 244 votes for Kelle K. Mills. Mayor Jessup declared Kelle K. Mills as the winner of Alderman, Place No. 5. Councilmember Terry Morgan made a motion to accept the canvassed votes as presented. Councilmember Wilkens seconded the motion and with unanimous approval, **Ordinance No. 2011-09** was adopted.

Councilmember Terry Morgan made a motion to amend **Ordinance No. 2013-09** to insert the word "Place" behind "Meadows". Councilmember Wilkens seconded and the motion carried unanimously.

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 6:04 p.m.


Yolanda Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
MAY 28, 2013
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: Terry Henley
John Isbell
Terry Morgan
John Whiteman

thus constituting a quorum.

Absent: Dave Wilkens

Also present was resident Shirley Isbell and Kelle K. Mills.

Mayor Jessup opened the meeting. The second item for discussion was Ft. Bend Sub-Regional Planning Initiative Report. There will be representatives present during tonight's council meeting to share information about the initiative about where Meadows Place is heading as far as maintaining a sustainable community. The Ft. Bend Sub-Regional Planning Initiative Report is a study that is sponsored by the Houston Galveston Area Council. The Sub-Regional Report is Fort Bend County's portion and is one part of the overall Regional Report that covers the entire state of Texas. Neighboring communities such as Rosenberg, Missouri City, Richmond, and Sugar Land and many others have participated in this initiative for transportation and beautification projects. Small cities including Meadows Place were under represented in the past. Garden Ridge and SAM's moved as a direct result of lack of funding for transportation in Meadows Place. Mayor Jessup attended a meeting along with Congressman Al Green and his delegation. The Secretary of Transportation was also present. Mayor Jessup, stated small cities speaking up about the needs to have access to these types of opportunities, will improve mobility and have an impact on its economic development.

The third item for discussion was Job Positions. The Code Enforcement position is now filled. New Code Enforcement Officer, Jerry Parker is a former police officer for Missouri City and also has some experience in construction. Mr. Parker started working this week and will be attending tonight's Council meeting for the first time. The City Secretary, Yolanda Wilson will be relocating to Dallas due to her husband recent promotion. The City Secretary position will be posted on the City's website, Texas

Municipal League website as well as the National Association of Municipal Clerks and other local municipal clerks' association websites. Parks and Recreation department has a vacant Parks Grounds Technician position and it is now posted on the TML and City's website and will be advertised in the local Fort Bend Star. Melody Vaal, former Accountant will be in town to provide training to the new Accountant. Anna Weston will begin working June 10, 2013 as the City's new Accountant. Ms. Weston will play a significant role during the annual audit. The position is an approximate 20 hour a week position.

The fourth item for discussion was Construction update- Airport. Rick Staigle will be providing the update on West Airport construction, if other representative is not available. HDR is providing information on engineering bids. Mayor Jessup stated that Mr. Staigle has been a big help in moving this process forward. Mayor Jessup attended the first bid meeting with Mr. Staigle since Mr. Staigle cannot act on behalf of the City however he has played a significant role in the process. No major engineering fees will be included as far as bid process. Meadows Place had paid for most of the preliminary application costs prior to this point which may offset other cost related to this project. All of the submittals for West Airport improvements are due by the end of August and construction will begin the end of April of 2014. TXDOT is funding the majority of the Airport project, although the City will have to come up with a portion of the funds. The City as well as Fort Bend County will save money. The Texas Department of Transportation (TXDOT) will manage the construction oversight and inspection. Dan McGraw, Director of Public Works will be monitoring the project along with TXDOT as he is certified in this type of construction. The land along Airport and Kirkwood has multiple owners however other owners along this corridor have been notified. Trees along the curb by Sugar Creek Church will have to be removed.

The fifth item on the agenda was discussion of Retail Development. Mayor Jessup stated the Pham shopping center along Kirkwood and Airport is now in foreclosure. Mayor Jessup is working with company to have the property mowed and properly maintained. The shopping center does not have a property management company.

The sixth item on the agenda was Recycle Containers. Mayor Jessup stated that the price for containers is increasing from \$14.09 to \$14.19 on July 1. The City should consider keeping the larger containers because recycling has increased since the trial 48-gallon container. Mayor Jessup asked for council's input as it pertains to him checking on a possible extension of the existing contract.

The seventh item on the agenda was Fire Department. Mayor Jessup stated that Mayor Scarcella mentioned the difference between fire services today versus services in the past. Fire Chief DiCamillo with the City of Stafford stated that it cost \$224.00 per call where the City of Meadows Place is paying \$163.00 per call. Mayor Jessup stated the City cannot afford the possible increase for fire services. EMS calls have increased and this is attributed to the possible proposed increase in fire services cost. Although, the City owns the fire station, the City of Stafford owns the equipment and the City of

Meadows Place recently paid for the electrical upgrade. The firefighters who work at the fire station are very professional and friendly and have a great working relationship with the City of Meadows Place.

The last item on the agenda was upcoming Council meeting agenda items. Mayor Jessup stated that the swearing in of councilmembers will take place as well as a presentation by the HGAC. The Meadows Place Home and Garden tour scholarships will be presented to the scholarship recipients. Mayor Jessup will review positions that have been filled and talk about community garden.

There being no further business to consider, Councilmember Henley made a motion, seconded by Councilmember Morgan, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:15 p.m.

Yolanda Wilson, City Secretary

MINUTES OF REGULAR MEETING
OF MAY 28, 2013
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 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

thus constituting a quorum

Absent: Dave Wilkens

Mayor Jessup called the meeting to order.

The Pledge of Allegiance was led by Code Enforcement Officer Jerry Parker and Mayor Charles Jessup gave the invocation.

The third item on the agenda was Judge Bret Kisluk conducted swearing in of former Councilmember Terry Henley, Alderman position 4 and new incoming Councilmember Kelle K. Mills, Alderman position 5.

The fourth item on the agenda was Comments by elected members and comments by the Mayor. Councilmember Terry Henley stated that he appreciates the support of residents through the years. Cities, counties and state agencies spend over 1 million dollars per year on newspaper notices and ads that are required by law to post in local papers. One of Councilmember Henley's roles is working with the Texas Municipal League to help reduce some of the excessive spending for posting public notices in newspapers.

Councilmember Kelle Mills thanked everyone for their support. Councilmember Mills has lived in Meadows Place since 1989.

The fifth item on the agenda was the Meadows Place Home and Garden Club Scholarships. Shea Braund, Kaylyn Court, Gregory Hansen, Cody Kitchen, Uma Lad, Dakota Mills, Robin Myers, Aaron Wagner, Taylor Wilkins were awarded scholarships and are all local residents of Meadows Place.

The fifth item on the agenda was presentation of Ft. Bend Sub-Regional Planning Initiative. City of Meadows Place is identified by its well maintained park and lake as well as its beautiful green landscape and trees.

Chief Gary Stewart provided the Meadows Place Police Department update. There were 4 accidents reported, 4 arrests and 2250 service calls. There were 46 reports and 347 traffic violations with 478 charges. Residential burglaries were down from 6 to 4 and commercial burglaries were down 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 June 19, at 7 pm, topic to be announced. House watches are up from 169 to 443. The Meadows Place Police Department is continuing the TLC Program. There were 348 contacts during the month of April with 278 passing and 70 failing. The 3 (Burglary of a Motor Vehicle) BMV's were in the business district/school with contents left in plain sight (briefcase, purse, GPS and cell phone. MPPD has worked with HPD to identify six (6) suspects and has already arrested three (3). Charges have been filed on the remaining and warrants are expected soon. All the suspects are known gang members out of the Loop 610 / Cullen area of Houston.

Mayor Jessup then gave the City's Fire Department report. He noted the report included 18 EMS calls, 0 Structure fire, 0 vehicle fire, 4 Fire/Carbon Monoxide alarms, and fourteen other fire related incidents with a total of 39 calls made to Meadows Place in April. Mayor Jessup stated, in response to questions about how the City's contract works with the City of Stafford, the City of Stafford utilizes the fire station on Kirkwood and their staff monitors the EMS and fire calls for Meadows Place. Dan McGraw works closely with the Stafford Fire Chief.

Mayor Jessup introduced the new Code Enforcement Officer, Jerry Parker. Mr. Parker stated he is very excited about the opportunity and has begun assessing the area to ensure code compliance.

During Mayor's comments, Mayor Jessup noted that the new Code Enforcement Officer Jerry Parker began working this morning. Melody Vaal, former Accountant for the City has relocated to Indiana however will be training the new Accountant, Anna Weston who will begin June 10. City Secretary Yolanda Wilson will be relocating due to husband's employer transferring him to Dallas. The Mayor also met with Rick Staigle who volunteered to help with the West Airport project which will begin by Spring of 2014. TXDOT will fund the Airport project, saving Fort Bend County as well as the City money. The Economic Development Corporation (EDC) is assisting the City with producing a marketing video which will assist in providing potential businesses a sense of community. Finally, a local realtor suggested the City would benefit from

having a community garden. Other cities such as the City of Southside Place currently have a community garden.

Councilmember John Isbell provided an update on Meadows Place Home and Garden Tour. Councilmember John Isbell apologized about the weather however the tour was a success that rose over \$6,000 for scholarships. Councilmember Isbell thanked his wife Ms. Shirley Isbell who assisted him in coordinating the Meadows Place Home and Garden Tour. There were a lot of people involved in making this event happen and anyone who attended would agree that Meadows Place is a beautiful city. Councilmember Isbell also thanked everyone for their financial support of the event as well as for their volunteerism.

Councilmember Morgan made a motion, seconded by Councilmember Henley, to adopt the minutes from the April 23, 2013 Workshop and Council Meeting and May 21, 2013 Special Meeting. The motion carried unanimously.

Mayor Jessup discussed that he takes this topic very seriously and there have been 20 reported drowning in the State of Texas this year. Meadows Place has tremendous public servants that are dedicated and do a fantastic job. This is why it is important to recognize them with a proclamation.

Mayor Jessup then read a proclamation proclaiming the month of May in the City of Meadows Place, Texas as National Water Safety Month.

Councilman Henley made a motion to ratify a bill to Randle Law Office, Ltd, L.L.P. for \$ 6,756.25 for legal services. Councilman Isbell seconded this motion which carried unanimously.

During audience comments, Councilmember Kelle K. Mills invited everyone out to support the Dulles High School Varsity Baseball team. Dakota Mills, Councilmember Mills son, plays on the team and is an outstanding player.

Shirley Isbell of the 12000 block of Scottsdale, thanked everyone for making this year's Meadows Place Home and Garden tour a success. Ms. Isbell commended the Economic Development Corporation for providing its financial support for projects that help promote and market the City.

Moe Wolfe of the 12000 block of Monticeto stated that Bamboo can create a hazard and is considered to be a type of grass and will grow uncontrollably. He has a neighbor that has Bamboo in his yard and this type will continue to grow and spread throughout other neighbor's yards.

Chuck McClurkin of the 11000 block of Brighton stated that Helfman Ford should be aware of the litter that is in their parking lot. Mr. McClurkin has reported this to one of the Helfman employees. Also, the No Thru Truck signs are being ignored by truck drivers who are still turning onto Dorrance.

There being no further business to consider, Councilman Henley made a motion, seconded by Councilman Morgan, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 9:15 P.M.

Yolanda M. Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
JUNE 18, 2013
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
Terry Morgan
Kelle K. Mills
Dave Wilkens

thus constituting a quorum.

Absent: John Isbell

Rick Staigle was also present.

The first item was Mayor Jessup called the meeting to order.

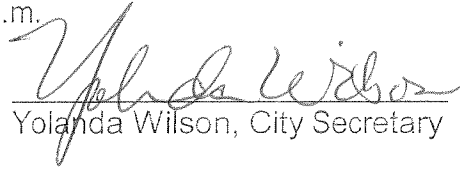
The second item on the agenda was a discussion of the Budget. Mayor Jessup stated that tonight's presentation will include totals through the month of May. Health Insurance premiums will be going up this year. The City recently submitted a claim for damage to a cover at the pool. The Texas Municipal League Intergovernmental Pool Risk Pool (TMLIRP) informed the City Secretary, Yolanda Wilson that the pool cover was not covered. Ms. Wilson, City Secretary along with Monya Keenen, Parks and Recreation Director attempted several times to appeal TMLIRP's decision not to cover the expenses from pool cover damage however due to it not being listed on current insurance schedule, the claim was denied. Mayor Jessup summarized the general fund and stated that there will have to be an increase to cover insurance cost. Mayor Jessup stated that he was totally surprised that insurance provider was not responsible for tracking and making recommendations on insurance coverage. It is not the City's responsibility to assess the property when it has an Insurance representative. Pay raises will also be an issue however with the cost of health insurance, it may not be feasible. Previously, employees were upset about not receiving pay raises during last fiscal year however once employees recognized the offset in health insurance cost, they understood why there were no pay raises.

The third item for discussion covered was Revenue. One of several items to consider is that the City's Ad Valorem taxes are lower than expected. There will need to be some type of offset for the upcoming Airport Construction project which is expected

to impact a few businesses along W. Airport. This type of decline in business is normal during major road construction. Sam's Club which has access from Hwy 59 as well as W. Airport, may have very low impact. Kelly's access is on W. Airport and that restaurant definitely may feel the effect during the road improvement to W. Airport. Taxes will be collected in June, July, August and September. The City is at 108 percent in collection of taxes and there are still opportunities in upcoming months to collect additional funding. Municipal court revenues are up by thirty-seven percent. There have been issues in the past concerning the exact revenues on fines and forfeitures however due to monthly report that show percentage of amount that goes to the State and the City's portion, it's easier to understand. Officer William Nix who was recently promoted to detective has done a great job in patrol. There are also other high performing officers who work patrol and traffic. Recreation rentals are at eighty-nine percent. There have been a few people who have reserved the community center and due to not following policy, will no longer be allowed to rent facilities in Meadows Place. If the community center and/or pool house is left unclean and in poor condition the renter will not receive their deposit check back nor will they be allowed to reserve the facility again. Concessions were discontinued due to not obtaining the anticipated revenue. Delinquent taxes will remain the same as will the 1 cents sales tax. Franchise fees and other fees were reviewed and will remain the same. Revenue was up for \$5 bracelets that are sold at the pool in place of pool tags. It costs \$5 for the entire year however if bracelet is lost or stolen, purchasers must pay another \$5 fee to replace it.

The fourth item on the agenda was discussion of Administration and Municipal Court budgets. There will need to be replacement of funds for certification program for the new City Secretary in employee training and travel. Legal publications have pending cost from Codification costs for ordinances and legal notices. Postage is showing a negative balance however it is due to installation of new machine and it will be reviewed to locate the accurate amount. Credit card fees will not show any revenues currently under Administration as Permits has just begun accepting credit card payments which will create revenues in upcoming months. Credit card revenue budgeted in administration may not be as high as Municipal Court has more credit card activity than permits. Permits will also collect credit card fees for Recreation rentals. \$1,000.00 budget will be projected for credit card fee expenses with anticipation of more activity in permits in the future. The City currently contracts out for health inspection with Food Safety International (FSI), Inc. that was referred to the City by Fort Bend County. The total of our 10 restaurant health inspections cost \$2500.00 for one visit. However if the City request two visits per year, it will be \$5,000.00. Restaurants that pass the initial health inspections will be fine however restaurants that fail will need an additional visit. Restaurants that fail will be required to pay the additional \$250.00 to be reassessed. There will also be random visits to ensure the restaurant is in compliance. The health inspector with FSI, Inc. did an excellent job and will ensure that restaurants stay in compliance. None of the restaurant owners objected or called to complain as they know that this is the norm. The funds for the service will be placed under inspector fees. A detailed description will be noted to differentiate between the building/commercial inspections and the health inspection.

There being no further business to consider, Councilmember Morgan made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:19 p.m.


Yolanda Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
JULY 9, 2013
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 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
Kelle K. Mills
Dave Wilkens

thus constituting a quorum.

Absent: Terry Morgan

Rick Staigle was also present.

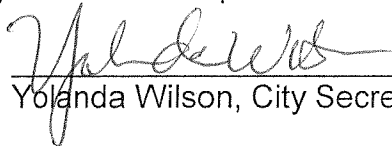
The first item was Mayor Jessup called the meeting to order.

The second item on the agenda was a discussion of Emergency Operations. Chief Gary Stewart provided presentation of Emergency Operations Plan for the City of Meadows Place. Chief Stewart and Dan McGraw, Public Works Director collaborated on how the City could provide response in the event of a major disaster. All key City employees must be NIMS certified in ICS 100, 200, 700 and 800 courses. The Mayor is the Chief Operating Officer however can delegate his authority to the Mayor Pro tem in his absence. The Police Chief will serve as the main facilitator however the Mayor will play a key role as the Public Information Officer. Everyone involved on the Emergency Operations Response team will be trained and given a specific role. Volunteers can also play a significant role by being available at each post for cleaning up water or assisting with passing out first aid supplies. Each post will have a public safety officer available however Meadows Place has a small police force so by having volunteers available to monitor posts, it will free up the officers time to respond to emergencies and secure as well as assess the scene.

The third item addressed was Police Department Budget for 2013-2014. Police Chief Gary Stewart covered the collect additional funding item. Prisoner Housing is still at zero due to the fact that all detainees are transported to the Fort Bend County jail. Police Consulting can be reduced by \$2500 as it may not be necessary to do a Search Analysis this year. Meadows Place Racial Profiling report is pretty stable and shows no significant findings of racial profiling offenses. Percento I.T. services were billed this

quarter to the Police Department. Although, all I.T. service calls are not billable, all on location requests are billed. According to the I.T. agreement there is a bill rotation and it was the police department's turn this time to pay Percento. Ten year old Tasers will be replaced by grant. Tasers are checked three to four times per day. Fuel and Lubricates will remain at the same budgeted amount as long as there are no major cost increases. Policies and Procedures manual line item for \$2,000.00 can be eliminated when the new payroll system is implemented. Currently, this serves as a tool for the Police Department to provide Human Resource related material but under the new payroll software, this information will be provided on the website. Training and Travel will remain the same. There is a one year wait for ammunition in which Meadows Place will be receiving its order soon. There will be a \$1500.00 increase in Radio and Equipment due to the mobile radio rate has increased. There will also be an upgrade in telephone service plan as it is normal when purchasing new telephone devices. Vehicles that are replaced every 5 years due to warranties are a lot lower in maintenance fees versus the older vehicles that cost more for maintenance. Quotes for leased and purchased vehicles were researched on Blue book but due to the amount of damage and miles on a police vehicle versus the usual wear and tear on a normally used vehicle, the trade in amount may be extremely lower on a police vehicle. The F150 used by Police Captain will need a new motor replacement that will cost \$4,750.00 when it would be more economical to purchase a new one. Police Chief Stewart provided the quotes for bids for 2 Tahoes and a Ford truck which also covers the transfer of equipment that will need to be dismantled from old vehicles and reinstalled in new vehicles. There will be more research done by Mayor Jessup and Chief Stewart as to the cost for leasing 2 Tahoes and one F150 versus purchasing the vehicles.

There being no further business to consider, Councilmember Wilkens made a motion, seconded by Councilmember Terry Henley, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:22 p.m.


Yolanda Wilson, City Secretary

MINUTES OF WORKSHOP MEETING
JULY 16, 2013
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
Terry Morgan
Dave Wilkens
Kelle K. Mills

Absent: John Isbell

Rick Staigle was also present.

The first item on the agenda was Mayor Jessup calling the meeting to order.

The second item on the agenda was a discussion of the Public Works Department Budget. Mayor Jessup stated that one positive note is that health insurance will be a three percent increase in cost instead of the anticipated eight percent increase for this year. Dan McGraw, Public Works Director provided background on Public Works Department Budget. Due to an increase in the cost of stamps, there is a need to be a \$100.00 increase in postage. The Utilities Coordinator's computer will cost \$2600 as a part of the transition of AVR. There will be a \$4,000.00 increase for the operations of Tactical Training Center(TTC). The City once stored fuel on location however due to higher cost in maintenance and EPA rules, it became more economical to have fuel credit card accounts. It cost \$14,000.00 for building custodial services last year and so the budgeted cost will remain the same for next year. Subsidence is \$5100 and will be increased by \$100.00. Groundwater conversion line item was \$330,000.00 but has been paid off so now it will be zero. The interest that the City owed has been paid off via WCID#2. Emergency Management will be \$1000.00 as Public Works along with Police Department will help coordinate this effort. The cost of Sludge has increased at the water plant increased since the 1980's. It once cost only \$45,000.00 to haul off sludge and debris to the landfill but now that cost has almost tripled. Electricity is to be \$80,000.00 based upon current year to date expenditures that are at 63% of current budget. Telephones budget item will be increased by \$115.00 due to the land line that is now at sewer plant and rising cell phone costs.

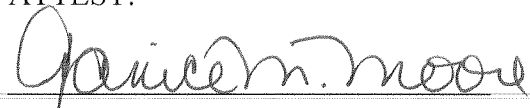
Councilmember Terry Morgan made a motion to move to executive session, it was seconded by Councilmember Terry Henley.

Council reconvened into workshop at 7:15 p.m.

There being no further business to consider, Councilmember Morgan made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 7:19 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
JULY 23, 2013
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 D. Jessup, IV, 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 D. Jessup, IV

Aldermen: Terry J. Henley
Terry W. Morgan
Kelle K. Mills
David A. Wilkens

Absent: John F. Isbell

Rick Staigle was also present.

The first item on the agenda was when Mayor Jessup called the meeting to order.

The second item on the agenda was a discussion of the 2013-2014 City Budget. Mayor Jessup stated that preliminary numbers have been set and numbers are in from CAD. After reviewing the City's revenues, the Mayor believes the City is in good shape financially. Mrs. Monya Keenen, Parks and Recreation Director then proceeded to discuss her department's budget. She stated postage will remain the same as last year. Supplies and equipment will also remain the same at \$1,500.00. Tools and equipment will be cut to \$3,500.00 due to Gator being purchased this fiscal year. Most repairs are done in-house with Parks and Recreation so \$3,500.00 will be necessary to purchase tools such as weed eaters and other types of tools that will be needed to maintain parks. \$800.00 has been added for credit card services due to this service being a new budget item. Parks have started accepting credit card payments for rentals. Mrs. Yolanda Wilson, City Secretary explained that the \$5.00 fee is to cover the expense for using the credit card service. Councilmember Henley explained that most credit card fees range from \$3.00 to \$5.00 fee. Since the City is a governmental entity, it cannot charge higher than \$5.00 fee. Mayor Jessup stated that Parks Maintenance line item may have to be reviewed again in the event the windscreens need to be purchased. The pool contract company is used to provide licenses to staff. Lifeguards pay for their own license. The current amount is \$4,500.00. \$6,660.00 in revenue is due to bracelets that are sold at the pool. There is a budget increase of \$35,000.00 to replace the deteriorated rod iron fence at the pool, along Amblerwood. Mayor Jessup stated that fence has deteriorated to the point that it need to be replaced and to have it done properly replacement should be done professionally. Mrs. Keenen showed pictures to Council to illustrate how bad it has deteriorated. Quotes to replace 3 sections of the fence have been obtained however the section of fence along Amblerwood has to be done in order to keep the pool safe and secure. Pool chemicals will be increased to \$6,000.00 due to chlorinated tablets being used since re-converting the pool from salt. The filters and other equipment have been replaced that make it

easier for maintenance. Uniforms need to be replaced as there is a need for new inventory. New uniforms will cost \$4,500.00. The \$1,100.00 cost for telephone located at the pool is required by code in the event someone needs to call 911. After assessment, there is a need to purchase more security cameras to install at City parks. Accordingly \$16,000.00 is being requested which is the same amount as last year. This will assist with monitoring vandalism and theft. Due to adding classes such as swimming lessons and Kwando activities, revenues will increase by \$18,000.00, however revenue will be offset by expenses for instructors. Decorations for activities and for LED lights for Christmas and other seasonal items are also costly. CM Terry Henley stated that sponsorships should be considered and CM Henley offered to assist with reaching out to potential sponsors to offset cost. Mayor Jessup stated that local businesses may be a resource to assist with offsetting expenses for events. The Fourth of July parade is a \$5,500.00 event since the entertainment is expensive. As in years before, the bag pipers have been the entertainment but they perform for a fee. The Halloween activity is no longer being held because of the low volunteerism to coordinate the event. Lake Maintenance line item will need to be increased to \$16,000.00 as the pump station is an expensive piece of equipment. A pump cover costing \$3,500.00 is needed to assist in the longevity of the pump station. Vandalism and theft are issues by the lake. Parks Director was a victim of theft when her car was broken into and purse stolen after stopping by the park for seven minutes while on City business. Expenses to repair bollards were reduced from \$13,000.00 to \$5,000.00 due to grant funding being reimbursed.

The third item on the agenda was a discussion of the Texas Direct Auto (TDA) Tax Agreement. Mayor Jessup stated TDA provided an estimate on expected sales tax that would be provided as a result of their facility being in Meadows Place. This estimated sales tax amount was agreed upon and included in TDA Agreement. TDA is talking with Habitat for Humanity to sub-lease some of their space. Mayor Jessup talked with TDA General Manager about this arrangement and asked how this would affect sales tax for the City. TDA has selected NAPA as a Retail Purchasing Group to assess where the sales tax is being filtered. This means that there will be a tool in place to identify how much sales tax is coming to Meadows Place. Mayor Jessup have requested that City Attorney provide the wording for this agreement to ensure that TDA follows through on what they have proposed ensuring the City recoups their share of the sales taxes.


The fourth item on the agenda was discussion of new owners of the Meadows Place Square. Mayor Jessup met with Bob Graf, representative of the EDC along with four of the owners of the Meadows Place Square resulting with excitement for the future of the center. The grass had been mowed the next morning after finalizing purchased along with a nice sign being installed to generate leasing activity. Owners have neighboring developments such as the Promenade in Stafford. Most of the commercial activity that was mentioned during the meeting is in line with what the City's vision has as far as nice restaurants.

The last item on the agenda was WCA Contract Review. There was discussion of the rate per household of \$14.09 being increased to \$14.19 as a part of the agreement. Mayor Jessup stated that he will provide a copy to each Councilmember. There are some decisions that have to be made so discussion is necessary to decide what is best.

There being no further business to consider, Councilmember Morgan made a motion, seconded by Councilmember Wilkens, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 8:19 p.m.

These minutes were approved by the
City Council on Tuesday, September 24, 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 Jessup", written over a horizontal line.

Charles Jessup, Mayor

(SEAL)

Transcribed by Yolanda Wilson, Former City Secretary

MINUTES OF REGULAR MEETING
OF JULY 23, 2013
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 D. Jessup, IV, 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 D. Jessup, IV

Aldermen: Terry J. Henley
Terry K. Morgan
Kelle K. Mills
David A. Wilkens

Absent: John Isbell

Mayor Jessup called the meeting to order.

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

Chief Gary Stewart provided the Meadows Place Police Department update. There were 3 accidents reported: seven (7) arrests and 1917 service calls. There were 49 reports and 273 traffic violations with 381 charges. Residential burglaries were down from six (6) to four (4) and commercial burglaries were down to 0. The next Neighborhood Watch meeting will be held on Tuesday, October 1st at 7:00 p.m., topic to be announced. House watches are up from 485 to 583. The Meadows Place Police Department is continuing the TLC Program. There were 123 contacts during the month of April with 79 passing and 44 failing. The six (6) Burglaries of a Motor Vehicle (BMVs) were in the business district and two (2) in residential district valuables left in vehicle in plain view. Police Chief Gary Stewart is continuing to work on Emergency Management implementation program with Public Works Director McGraw. City personnel are at 100% compliance with NIMS Training. National Night Out will be held on Tuesday October 1st. There was a robbery at Radio Shack where three (3) black males armed with semi auto pistols entered the store on 7/12 at 3:00 p.m. MPPD actively working a case with task force. MPPD arrested six (6) in the last robbery. The burglary of business was also Radio Shack. MPPD CID reviewed video and was able to identify a vehicle of an ex-employee. Detectives picked up the suspect and were able to get a confession and recover most of the property iPads and phones.

Mayor Jessup then gave the City's Fire Department report. He noted the report included 18 EMS calls, 0 Structure fire, 0 vehicle fire, 4 Fire/Carbon Monoxide alarms, and fourteen other fire related incidents with a total of 39 calls made to Meadows Place in April. Mayor Jessup stated, in response to questions about how the City's contract works with the City of Stafford, the City of Stafford utilizes the fire station on

Kirkwood and their staff monitors the EMS and fire calls for Meadows Place. Public Works Director Dan McGraw works closely with the Stafford Fire Chief.

Mayor Jessup introduced the new Code Enforcement Officer Jerry Parker. Mr. Parker stated he is very excited about the opportunity and has begun assessing the area to ensure code compliance.

During Mayor's comments, Mayor Jessup noted a) Mayor Jessup stated the new Accountant Anna-Marie Weston is doing a great job, she replaced Melody Vaal who has relocated to Indiana due to recent untimely death of brother-in-law. City Secretary Yolanda Wilson will be relocating due to husband's employer transferring him to Dallas. b.) City Treasurer Elaine Herff has done a magnificent job with ensuring the City paid off its equalization fee. c.) City Council has been meeting with Staff to prepare for the upcoming budget year. d) The survey results are in from that will assist in implementing a road use fee that will assist in repair cost for interior streets that are in dire need of repair. e) This year's Fourth of July was awesome, and it really gives neighbors an opportunity to come out and simply have a great time. This year's first place winners were the Meadows Place lifeguards.

Alderman Morgan made a motion, seconded by Alderman Morgan to adopt the minutes from the May 28, 2013 Workshop and Council Meeting and the June 18, 2013 and July 9, 2013 Workshop Meeting and seconded by Alderman Henley. The motion carried unanimously.

Alderman Henley made a motion, seconded by Alderman Wilkens to approve the Quarterly Investment Report. The motion carried unanimously.

Mayor Jessup then read the caption to the following resolution:

Consideration of and action on authorizing a Resolution of the City Council of the CITY OF MEADOWS PLACE, TEXAS, in support of the application for a Municipal Setting Designation (MSD) to the Texas Commission on Environmental Quality (TCEQ) for the Beltway Crossing Business Park Property, Cravens Road, Missouri City, TX.

A motion was made by Alderman Henley to adopt this **Resolution No. 2013-03** authorizing the City Council to support the application of the Municipal Setting Designation (MSD) to the Texas Commission on Environmental Quality (TCEQ) for the Beltway Crossing Business Park Property, Cravens Road, Missouri City of taxes with Fort Bend County, Texas and seconded by Alderman Wilkens. The motion carried unanimously.

Mayor Jessup then read the caption to the following resolution:

Consideration of and action on authorizing a Resolution of the City Council of the CITY OF MEADOWS PLACE, TEXAS, in support of the Texas Municipal League(TML) for adoption of changes to the statute will provide a savings to the tax payers of significant newspaper publication fees,

increased speed of publication, a single centralized source of all of the municipality's required notices, and less expensive and swifter access to such notices by not only the residents of the municipality, but anyone with internet access. The result is a far greater availability of the official notice of the municipality than a newspaper can provide.

A motion was made by Alderman Henley to adopt this **Resolution No. 2013-04** and seconded by Alderman Wilkens. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

Consideration of and action on an Ordinance confirming the election of the Mayor Pro Tempore of the CITY OF MEADOWS PLACE, TEXAS, to serve in such office until the next regular City election.

A motion was made by Alderman Morgan to adopt this **Ordinance No. 2013-11** to nominate Terry Henley as Mayor Pro Tempore of the City of Meadows Place and seconded by Alderman Mills. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

Consideration of and action on an Ordinance of the CITY OF MEADOWS PLACE, TEXAS, appointing a code enforcement appointing a Code Enforcement Official and designating certain duties of said official for the CITY OF MEADOWS PLACE, TEXAS; providing for repeal; and providing for severability.

A motion was made by Alderman Morgan to adopt this **Ordinance No. 2013-12** seconded by Alderman Wilkens. The motion carried unanimously.

Mayor Jessup then read the caption to the following ordinance:

Consideration of and action on an Ordinance of the City of MEADOWS PLACE, TEXAS, Granting to WASTE CORPORATION OF TEXAS, LP, (WCA), Its permitted successors and assigns, the right, privilege, and franchise for the term of one year to maintain, and operate a garbage collection service in, over, along, and across the present and future public streets, highways, alleys, bridges, easements, and other public ways and placed in the city; prescribing compensation for the rights, privileges, and franchise conferred hereunder; prescribing the conditions governing the operation of the business insofar as it affects the use of the public property for the purpose of such business; installation, upgrade and operation of said system and business; containing other provisions relating to the subject; and providing for severability.

A motion was made by Alderman Wilkens to adopt this **Ordinance No. 2013-13** and seconded by Alderman Mills. The motion carried unanimously.

Mayor Jessup stated that Council had an opportunity to review it. Alderman Henley made a motion to ratify a bill to Badger Meter for \$4,106.90 or meter installation, Randle Law Office, Ltd, L.L.P. for \$8,392.00 for legal services and Joe L. Salvide for \$5,615.00 for Sidewalk repair and for \$4,970.00 for street repair. Alderman Wilkens seconded this motion which carried unanimously.

During audience comments, Ms. Ojufa Ravassipour of the 12000 block of Alston stated she has asked her neighbor several times about cutting tree limbs that lean over onto her property however when she asks him to do so, the neighbor uses profanity toward her. Ms. Ojufa stated that she is afraid to ask him again after the type of language that her neighbor has used in the past and asked if there is something the City could do.

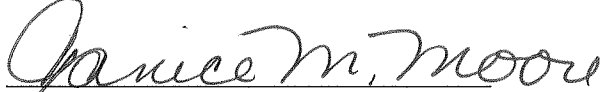
Mayor Jessup responded to Ms. Ravassipour's request by stating that this appears to be a civil matter.

Mayor Jessup introduced new City Secretary to begin during the month of August, Janice Moore. This is Ms. Moore's second time applying for the position and was selected as the best candidate among other applicants for the job. Ms. Moore is originally from Florida and moved to Texas over a year ago where she has served as City Clerk for various local cities. Ms. Janice Moore stated that she is excited about the opportunity and she looks forward to joining as City Secretary of Meadows Place.

There being no further business to consider, Alderman Henley made a motion, seconded by Alderman Morgan, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 9:15 p.m.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:



Janice M. Moore, City Secretary



Charles Jessup, Mayor

(SEAL)

Transcribed by Yolanda Wilson, Former City Secretary

MINUTES OF SPECIAL MEETING
JULY 26, 2013
CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS

The special meeting of Meadows Place City Council was called to order at 3:00 p.m. by Mayor Charles D. Jessup, IV, 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 D. Jessup, IV,	
Aldermen:	Terry J. Henley	Terry M. Morgan
	John F. Isbell	David A. Wilkens
	Kelle K. Mills	

Mayor Jessup opened the meeting. Alderman Morgan moved to adjourn the meeting to Executive Session in accordance with the Government Code: Section 551.074, deliberation on the appointment of a new city secretary. Alderman Henley seconded the motion, which passed unanimously.

Mayor Jessup then reconvened into Open Session to consider action on hiring a new city secretary. He then read the caption to the following ordinance:

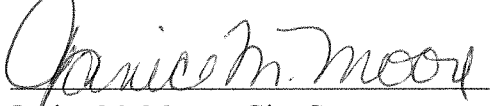
**AN ORDINANCE OF THE CITY OF MEADOWS PLACE,
TEXAS, APPOINTING JANICE M. MOORE AS CITY
SECRETARY; PROVIDING AN INTERIM TITLE FOR
MS. MOORE; PROVIDING A DATE CERTAIN FOR MS.
MOORE TO BECOME CITY SECRETARY; AND
PROVIDING FOR SEVERABILITY.**

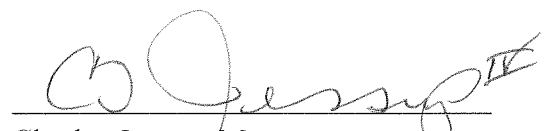
A motion was made by Alderman Morgan to adopt **Ordinance No. 2013-14** and seconded by Alderman Mills. The motion carried unanimously.

There being no further business to consider, Alderman Henley made a motion, seconded by Alderman Isbell, to adjourn the meeting. With unanimous approval, the meeting was adjourned at 4:19 p.m.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Charles Jessup, Mayor

(SEAL)

Transcribed by Yolanda Wilson, Former City Secretary

**CITY COUNCIL
WORKSHOP MINUTES
AUGUST 6, 2013**

Present were Mayor Charles D. Jessup, IV, and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, Terry W. Morgan and David A. Wilkens. Also present was City Secretary Yolanda Wilson, Future City Secretary Janice M. Moore and Volunteer Consultant Rick Staigle.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:01 p.m.

2. Discussion of 2013-2014 Cumulative Fiscal Budget Year

The Council reviewed all outstanding items of the draft budget created by Rick Staigle and made several appropriate adjustments.

3. Discussion of Upcoming Items:

The following items were discussion by the Council:

- The final report from the Central Appraisal District had not been received - possibly later on this month.
- Police Vehicles – additional \$22,000 was needed for equipment. Option to buy vehicles outright or possibly lease.
- Public Works – high # of water main breaks in this fiscal year.
- Fire Department – Rules have changed for TX fire departments. 11% increase. Residents getting best fire insurance rates. Will need to make rearrangement and adjustments in the next two (2) years.

4. Adjournment

Alderman Wilkens moved to adjourn the workshop at 7:30 p.m. Alderman Morgan seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING
MINUTES
AUGUST 27, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, and Terry W. Morgan. Also present was City Secretary Janice M. Moore and Budget Volunteer Rick Staigle. Alderman David A. Wilkens was not in attendance.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:03 p.m.

2. Discussion

a. 2013–2014 Budget

The Council reviewed and discussed all budget items that were in question, and minor adjustments were made.

b. 2013-2014 Proposed Tax Rate

Mayor Jessup announced that, according to the budget presented, the tax rate of .895 was being proposed. Mr. Staigle spoke about the creation of the employee hardship account with the amount of \$1,000.00.

c. Meeting Schedule for September

Mayor Jessup announced the following upcoming meetings:

Thursday, September 12th at 7:00 p.m. – Public Hearing - Budget

Thursday, September 12th at 7:30 p.m. – Public Hearing #1 - Proposed Tax Rate

Tuesday, September 17th at 7:30 p.m. – Public Hearing #2 – Proposed Tax Rate

He then noted that Mayor Pro Tempore would chair these meetings, since he would be out of town.

d. Utility Changes – Water Department

Mayor Jessup reported about the installation process of the new smart meters and spoke about some of the challenges. He added that the Public Works Director Dan McGraw would be

giving a presentation at the Council Meeting. Mayor Jessup noted that the upcoming budget amendment would include \$450,000 being transferred from the utility account to capital projects – a little less than anticipated.

He spoke of the meters having a 20 year warranty, the percentage of recovery costs, the percentage of captured water, and an increase in the revenue stream – benefits from the installation of the smart meters. Mayor Jessup concluded that the conversion would start in September with the November billing to be on the new meters.

Mr. Staigle left at 6:27 p.m.

Water Main Breaks

Mayor Jessup provided an overview of the number of water main breaks from the past three (3) month and the costs associated.

e. Incode Transfer to New Server

Mayor Jessup reported the following:

- Administration files were not being backed up as of three (3) months ago
- The old server was overheated due to the door being closed. All information had been transferred over to the new server.
- 40 viruses were found on the treasurer's computer.
- Spoke about the challenges with getting the computer system stable.
- Court Judge Beverly McMinn and Utilities Clerk Patty Spade were enjoying the new technology.

3. Upcoming Agenda Items

Mayor Jessup gave a summary of the upcoming items on the regular meeting. He asked if Alderman Morgan would lead the Invocation and Alderman Isbell would lead the pledge.

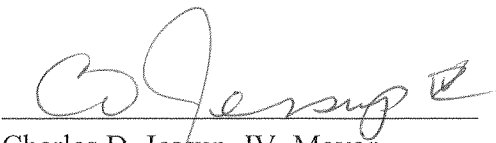
4. Adjournment

Alderman Henley moved to adjourn the meeting at 7:17 p.m. Alderman Morgan seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL REGULAR MEETING
MINUTES
AUGUST 27, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, and Terry W. Morgan. Also present was City Secretary Janice M. Moore. Alderman David A. Wilkens was not in attendance.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:30 p.m. The Pledge of Allegiance was led by Alderman Isbell, and the Invocation was led by Alderman Morgan.

2. Presentations

- a. Proclamation – Recognizing Sterling McCall Nissan

The Mayor and Council presented a beautifully framed proclamation to representatives David Beer and Connie Floyd.

- b. Introduction to New Meter Systems – Dan McGraw, Public Works Director

Public Works Dan McGraw provided a detailed overview of the meter installation timeline, the process, the accuracy of the readings, the online access to water usage for residents, and the advantages for both the City and residents.

Various samples of the meters and boxes from Badger Electric Company were available for Public view. Mayor Jessup recognized the Public Works Staff for their hard work and commitment to this project.

Mayor Jessup and Public Works Director McGraw both answered various questions posed by the Council and Public.

3. Reports

- a. Police Activity (since July 2013)

Captain Jack Ashton gave an overview of the monthly statistics, which was distributed to all Council Members. He announced the following upcoming events: a) Wednesday, September 18th at 7:00 p.m. – Neighborhood Watch Meeting. b) Tuesday, October 1st from 6:00 p.m. to 8:00 p.m. – National Night Out.

Captain Ashton reported about the creation of an Emergency Management Plan and training compliance. He then recognized Sterling McCall Nissan for the Police Department having access to unmarked vehicles, which have assisted in identifying making suspects.

b. Code Enforcement (since May 2013)

Code Enforcement Official Jerry Parker gave a PowerPoint presentation on the properties that he has made progress with. He reported the following:

- 268 warnings issued, 11 second issued warnings - regarding weeds, grass, boats in driveways, trash cans, improperly stored items, etc.
- All trees should be compliance by the end of September – 95% residents notified
- 15-20% of notified residents were in compliance with trimming
- Attending code enforcement class last week of September

Mayor Jessup added that the rental registry was being updated and that Code Enforcement Official Parker was making great progress in contacting the owners. Alderman Isbell commented that he was observing Code Enforcement Official Parker from afar and recognized him for his good interaction with homeowners. A resident suggested that a list of contractors, that were licensed, insured and registered, be available for residents.

c. Fire Department Update

Mayor Jessup provided an overview of the report. A copy was filed with City records.

4. Mayor's Comments:

a. Community Survey Results

Mayor Jessup gave a PowerPoint presentation on the results and thanked everyone who participated in the survey. He noted that the results were posted on the website, and a copy was filed with City records.

b. Welcome New City Secretary Jan Moore

Mayor Jessup noted that he was thrilled to have a new city secretary and that Ms. Moore had made some positive changes around the office.

c. Kid Fish

Mayor Jessup spoke about the overall success of the event. 450 fish caught, measured and documented by species. Great weather, a fun day. He thanked everyone who made it possible.

d. Water Reuse Symposium

Mayor Jessup announced that he and Public Works Director McGraw were invited to make a presentation at the 28th Annual Water Reuse Symposium in Denver, CO, Monday, September 16th.

e. Water Districts

Mayor Jessup reported that he and Public Works Director McGraw have been invited to give a water reuse presentation at the Association of Water Board Directors Conference in Dallas January 17 – 19, 2014.

5. New Business:

a. Accept and Consider Action on Planning & Zoning Commission Recommendations

Mayor Jessup reported that the Planning & Zoning Commission met on August 23rd and made the following recommendation:

“To add steel shingles to the Code providing the building codes and aesthetic look was compatible with current requirements.”

Motion: Alderman Morgan moved to accept the above motion. Alderman Henley seconded the motion, which passed unanimously.

b. HDR Agreement – GIS Hosting Services

Mayor Jessup provided an overview of the agreement.

Motion: Alderman Isbell moved to authorizing Mayor/City Secretary to enter into an Agreement with HDR Engineering, Inc. for Geographic Information System (GIS) Hosting Services. Alderman Morgan seconded the motion, which passed unanimously.

c. Texas Department of Public Safety

Mayor Jessup noted that the agreement was the purchase of alcohol blood kits, gunshot residue kits, urine specimen kits, etc. for the Police Department.

Motion: Alderman Henley moved to approve an Interlocal Agreement with the TX Department of Public Safety for Breath Testing and Laboratory Alcohol & Drug Testing Program Supplies. Alderman Mills seconded the motion, which passed unanimously.

d. Discuss Proposed Tax Rate & Take Record Vote

Mayor Jessup announced the proposed tax rate of 0.895 per \$100 value – same value as last year. He added that additional revenue coming in will help fill the need for police vehicles, computers, and park equipment.

Motion: Alderman Morgan moved to accept the proposed tax rate of 0.895. Alderman Isbell seconded the motion. The motion passed unanimously with the following vote:

Alderman Mills	Aye
Alderman Henley	Aye
Alderman Morgan	Aye
Alderman Isbell	Aye

Alderman Henley spoke about the proposed tax rate process.

6. Ordinances:

a. Ordinance 2013-15

AN ORDINANCE CALLING FOR THREE (3) PUBLIC HEARINGS ON THE BUDGET AND PROPOSAL FOR INCREASE TAX REVENUES FOR FISCAL YEAR 2013-2014 AND SETTING A DATE AND TIME FOR THE HEARINGS.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Morgan moved to adopt Ordinance 2013-15. Alderman Isbell seconded the motion, which passed unanimously.

b. Ordinance 2013-16

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING ORDINANCE 2012-33 WHICH PROVIDED FOR A BUDGET FOR THE 2012-2013 FISCAL YEAR TO PROVIDE A BUDGET AMENDMENT TO APPROPRIATE FUNDS FOR ADDITIONAL EXPENDITURES AND TO REALLOCATE FUNDING BETWEEN ACCOUNTS FOR EXPENDITURE VARIANCES

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Morgan moved to adopt Ordinance 2013-16. Alderman Mills seconded the motion, which passed unanimously.

c. Ordinance 2013-17

AN ORDINANCE APPOINTING RANDLE LAW OFFICE LTD., L.L.P. AS CITY ATTORNEY FOR THE CITY OF MEADOWS PLACE, TEXAS, AND PROVIDING FOR COMPENSATION AND PROVIDING THAT SAID APPOINTMENT SHALL CONTINUE FOR ADDITIONAL TIME THEREAFTER UNLESS OTHER APPOINTMENTS SHALL BE MADE BY ORDINANCE DULY ADOPTED BY THE CITY COUNCIL WHICH SHALL BE IN CONFLICT HERewith AND PROVIDING FOR THE POWERS, DUTIES AND AUTHORITY OF THE SAID CITY ATTORNEY

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Morgan moved to adopt Ordinance 2013-17. Alderman Mills seconded the motion, which passed unanimously.

7. Resolutions:

a. Resolution 2013-05

RESOLUTION IN SUPPORT OF THE NOVEMBER 5, 2013 MOBILITY BOND ELECTION IN FORT BEND COUNTY BY THE GREATER FORT BEND ECONOMIC DEVELOPMENT COUNCIL

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Henley moved to adopt Resolution 2013-05. Alderman Mills seconded the motion, which passed unanimously.

8. Consent Agenda:

a. Minutes

Motion: Alderman Morgan moved to table the July 23, 2013 Workshop & Regular Meeting minutes and the July 26, 2013 Special Meeting minutes. Alderman Isbell seconded the motion, which passed unanimously.

b. Invoices

HDR	\$ 6,886.00
PROCAM	\$ 23,814.00
Randle Law Office, Ltd, L.L.P.	\$ 11,219.41
Joe L. Salvide	\$ 9,000.00
USASHADE & Fabric Structures, Inc.	\$ 8,293.00

Motion: Alderman Isbell moved to approve the presented invoices. Alderman Morgan seconded the motion, which passed unanimously.

9. Audience Comments:

Clifton Wolf expressed concern for the overgrowth of bamboo and requested code enforcement involvement.

Betty Johnson expressed concern for the bumpy roads and inquired about future plans.

Shirley Isbell thanked Alderman Mills for donating the fishing rods for Kid Fish and those who attended the event. She then announced that Fort Bend County Judge Bob Herbert was running

for re-election. Mrs. Isbell noted she was invited to become a member of the Board of Directors for the Imperial Arts in Fort Bend County.


Mayor Jessup recognized those residents who were volunteering with other cities and the importance of reaching out to sister cities and getting involved in other cities.


10. Adjournment:

Alderman Mills moved to adjourn the meeting at 8:44 p.m. Alderman Henley seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
PUBLIC HEARING #1 - PROPOSED TAX RATE
MINUTES
SEPTEMBER 12, 2013**

Present were Mayor Pro Tempore Terry J. Henley and Aldermen John F. Isbell, Kelle K. Mills, and David A. Wilkens. Also present was City Secretary Janice M. Moore. Mayor Charles D. Jessup, IV and Alderman Terry W. Morgan were not in attendance.

1. Call to Order:

Mayor Pro Tempore Henley called the Public Hearing to order at 7:05 p.m.

Alderman Wilkens led the Invocation. Alderman Isbell led the Pledge of Allegiance.

2. Public Hearing:

- a. Proposal to Increase Total Tax Revenues From Properties on the Tax Roll for Fiscal Year 2013-2014

Mayor Pro Tempore Henley noted a proposed tax rate increase of \$.0895000 and gave a brief overview of the changes to the budget revenues and expenses.

Alderman Isbell provided positive feedback regarding the budget process and complimented the Staff on their role.

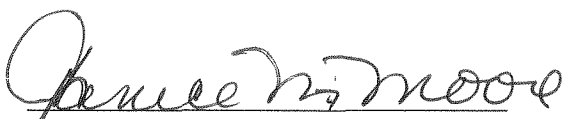
There was no input from the Public.

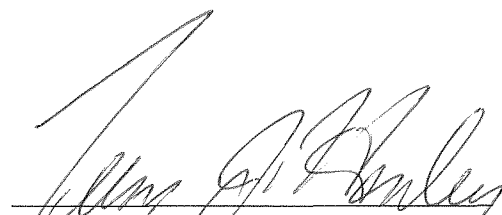
3. Adjournment:

Alderman Mills moved to adjourn the Public Hearing at 7:14 p.m. Alderman Wilkens seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Terry J. Henley, Mayor Pro Tempore

(SEAL)

**CITY COUNCIL
PUBLIC HEARING MINUTES - BUDGET
SEPTEMBER 12, 2013**

Present were Mayor Pro Tempore Terry J. Henley and Aldermen John F. Isbell, Kelle K. Mills, and David A. Wilkens. Also present was City Secretary Janice M. Moore. Mayor Charles D. Jessup, IV and Alderman Terry W. Morgan were not in attendance.

1. Call to Order:

Mayor Pro Tempore Henley called the Public Hearing to order at 7:30 p.m.

2. Public Hearing:

a. Proposed Budget for Fiscal Year 2013-2014

Mayor Pro Tempore Henley provided an overview on the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 4.05 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code).

He noted that the Alderman Henley, Isbell, Mills and Morgan all voted in favor of the proposed tax increase. Mayor Pro Tempore Henley added that this information had been noticed in the Fort Bend Star.

There was no input from the Council or from the Public.

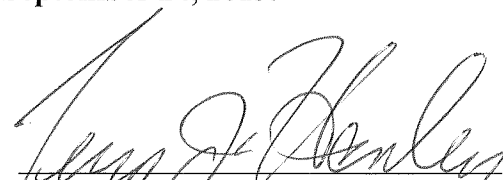
3. Adjournment

Alderman Wilkens moved to adjourn the Public Hearing at 7:36 p.m. Alderman Isbell seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Terry J. Henley, Mayor Pro Tempore

(SEAL)

**CITY COUNCIL
PUBLIC HEARING #2 - PROPOSED TAX RATE
MINUTES
SEPTEMBER 17, 2013**

Present were Mayor Pro Tempore Terry J. Henley and Aldermen Kelle K. Mills, Terry W. Morgan Sr. and David A. Wilkens. Also present was City Secretary Janice M. Moore. Mayor Charles D. Jessup, IV and Alderman John F. Isbell were not in attendance.

1. Call to Order:

Mayor Pro Tempore Henley called the Public Hearing to order at 7:30 p.m.

2. Public Hearing:

- a. Proposal to Increase Total Tax Revenues From Properties on the Tax Roll for Fiscal Year 2013-2014

Mayor Pro Tempore Henley gave a brief overview of the proposed tax rate increase of \$.0895000 and requirement of two (2) public hearings.

There was no input from the Public or the Council.

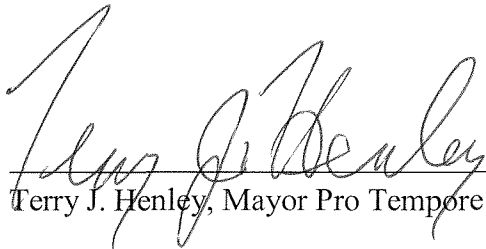
3. Adjournment:

Alderman Wilkens moved to adjourn the Public Hearing at 7:40 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 24, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Terry J. Henley, Mayor Pro Tempore

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING
MINUTES
SEPTEMBER 24, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, Terry W. Morgan, and David A. Wilkens. Also present was City Secretary Janice M. Moore and Assistant City Attorney Timothy Kerwin.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:04 p.m.

2. Discussion:

a. Update on the West Airport Blvd. Project

Mayor Jessup noted the following status on the warranty deeds for the right-of-way:

- Ayrshire Corporation – received
- Church of Christ: BOA approved a variance request of 25 parking space for 99 years

He further noted that the engineering and environmental surveys were completed. He added that before the City bids on the project, all right-of-ways must be secured.

Mayor Jessup also reported that Sun Investments was looking to develop the property with townhomes, but P & Z would need to review the development. He added that the Council might be receptive depending upon the design.

b. Residences with No Certificate of Occupancy

Mayor Jessup explained that a resident had not paid his water bill, which is a health and safety violation. The matter was forced into district court to which the resident did not abide by the order. He further explained that City Attorney Grady Randle sent a letter for default on the judgment. Mayor Jessup said he was awaiting input from Mr. Randle regarding the next step. Assistant City Kerwin believe that the issue had been going on for over three (3) years.

Alderman Morgan arrived at 6:21 p.m.

c. Vacant House & Code Changes

Mayor Jessup explained that he requested City Attorney Randle to rewrite and devise new manners and that he would distribute it to the Council early prior to the meeting to review thoroughly.

Mayor Jessup reported that Code Enforcement Official Jerry Parker was at training this week and that in a year from now he will be a certified code enforcement officer. He added that the EDC will expense an electronic notebook for the position.

Mayor Jessup reported that the City eliminates mosquito breeders in vacant pools with a coconut emulsion. Alderman Mills asked if the resident was charged for the treatment to which he responded in the negative. He added that if it became an ongoing issue, then the City would file a lien against the property.

d. Texas Municipal League

It was noted that Alderman Henley, Alderman Isbell and Mayor Jessup were all attending the TML Conference on October 8–11, 2013 in Austin. Assistant City Attorney Kerwin noted that his firm was hosting an event on Wednesday night that they were invited to.

3. Upcoming Agenda Items

Mayor Jessup and Public Works Director Dan McGraw provided a repeat presentation from the recent Water Reuse Symposium. He noted that they were invited to speak in January in Dallas at the Water Board of Directions Conference. Mayor Jessup recognized Public Works Director McGraw for his work and mentioned that he would be submitting an article and photos to the Chronicle.

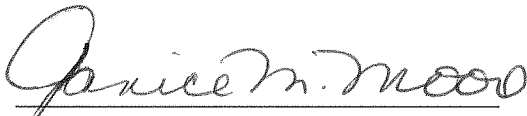
Mayor Jessup gave a summary of the upcoming items on the regular meeting.

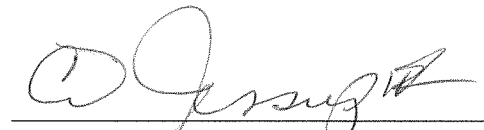
4. Adjournment

Alderman Wilkens moved to adjourn the meeting at 7:25 p.m. Alderman Morgan seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, October 22, 2013.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL REGULAR MEETING
MINUTES
SEPTEMBER 24, 2013**

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

1. Call to Order:

Mayor Jessup called the meeting to order at 7:32 p.m. The Pledge of Allegiance was led by Resident Steve Bezner, and the Invocation was led by Alderman Wilkens.

2. Presentations:

- a. Proclamation –Designating September 26, 2013 as Fort Bend County Fair Day

Mayor Jessup read the proclamation and it will be presented at the Fort Bend County fairgrounds on Thursday night.

3. Reports:

- a. Police Activity

Chief Gary Stewart gave an overview of the monthly statistics and planned activities, which were distributed to all Council Members.

- b. Public Works Update (since June 2013)

Public Works Director Dan McGraw provided the following information in a PowerPoint presentation:

- Water Main Breaks: 62 since June; 32 just in August
- MUD Pumping: Mulholland/Monticeto, 12123 Valencia and 12026 Alston
- Residential Permits: Total Valuation - \$191,000, Permit Fees - \$10, 959
- Water Meter Replacements: 278 installed, 1280 remaining
- 28th Annual Water Reuse Symposium in Denver, CO, Monday, September 16th: shared photos from the presentation

- c. Fire Department Update

Mayor Jessup provided an overview of the August 2013 report. A copy was filed with City records.

4. Mayor's Comments:

a. Water Reuse Symposium

Mayor Jessup noted Alderman Henley will offer the water reuse presentation for TML.

b. Road Use Fee/Utility Billing System

Mayor Jessup announced that the "road use fee" will be printed on the October water bill, but will start billing in November. He also announced that the new software will allow for easy reports and billing will start November.

5. New Business:

a. Rescheduling the December Council Meetings to December 17th

Motion: Alderman Morgan moved to reschedule the December Council meeting to the 17th. Alderman Henley seconded the motion, which passed unanimously.

b. Authorization for Mayor/City Secretary to Enter Into An Agreement with McCall, Gibson, Swedlund, Barfoot, PLLC for Auditing Services

Motion: Alderman Wilkens moved to authorize the Mayor/City Secretary to Enter Into An Agreement with McCall, Gibson, Swedlund, Barfoot, PLLC for Auditing Services. Alderman Henley seconded the motion, which passed unanimously.

6. Ordinances

a. Ordinance 2013-18

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING CHAPTER 34 OF THE CODE OF ORDINANCES; PROVIDING REGULATIONS FOR THE MUNICIPAL COURT; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Isbell moved to adopt Ordinance 2013-18. Alderman Morgan seconded the motion, which passed unanimously.

b. Ordinance 2013-19

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.02(G) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SUBSECTION 150.02(G) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES; ADOPTING WITH AMENDMENTS THE 2012 INTERNATIONAL PROPERTY MAINTENANCE CODE; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Henley moved to adopt Ordinance 2013-19. Alderman Mills seconded the motion, which passed unanimously.

c. Ordinance 2013-20

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.02(J) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SUBSECTION 150.02(J) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES; ADOPTING WITH AMENDMENTS THE 2012 INTERNATIONAL ENERGY CONSERVATION CODE; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Wilkens moved to adopt Ordinance 2013-20. Alderman Isbell seconded the motion, which passed unanimously.

d. Ordinance 2013-21

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, ADDING A NEW SUBSECTION 150.02(K) OF SECTION 150 OF CHAPTER 150 OF THE CODE OF ORDINANCES; ADOPTING WITH AMENDMENTS THE 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Mills moved to adopt Ordinance 2013-21. Alderman Morgan seconded the motion, which passed unanimously.

e. Ordinance 2013-22

AN ORDINANCE ADOPTING THE FISCAL 2013-2014 BUDGET FOR THE CITY OF MEADOWS PLACE, TEXAS, AND APPROPRIATING THE SEVERAL SUMS SET UP THEREIN TO THE OBJECTS AND PURPOSES THEREIN NAMED.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Wilkens moved to adopt Ordinance 2013-22. Alderman Isbell seconded the motion, which passed unanimously.

f. Ordinance 2013-23

AN ORDINANCE LEVYING A TAX RATE FOR THE CITY OF MEADOWS PLACE, TEXAS FOR THE TAX YEAR 2013.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Morgan moved to adopt Ordinance 2013-23. Alderman Henley seconded the motion, which passed unanimously.

g. Ordinance 2013-24

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 AUGUST 1, 2013 REGULAR MEETING.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Henley moved to adopt Ordinance 2013-24. Alderman Morgan seconded the motion. Alderman Henley provided a brief overview of the budget. The motion passed unanimously.

7. **Resolutions:**

a. Resolution 2013-05:

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 2014.

Mayor Jessup read the caption and provided a brief overview.

Motion: Alderman Isbell moved to adopt Resolution 2013-05 with Alderman Henley as the presentation and Mayor Jessup as the official alternate. Alderman Henley seconded the motion, which passed unanimously.

9. **Consent Agenda:**

a. Minutes:

July 23, 2013	Workshop	Aug. 27, 2013	Regular
July 23, 2013	Regular	Sept. 12, 2013	PH - Budget
July 26, 2013	Special	Sept. 12, 2013	PH#1 – Proposed Tax Rate
Aug. 6, 2013	Workshop	Sept. 17, 2013	PH#2 – Proposed Tax Rate
Aug. 27, 2013	Workshop		

Motion: Alderman Mills moved to approve the minutes as presented. Alderman Henley seconded the motion, which passed unanimously.

b. Presentation of Invoices:

Randle Law Office, Ltd, L.L.P.	\$ 7,177.13
Joe L. Salvide	\$ 9,102.00
City of Stafford	\$197,086.61

Motion: Alderman Henley moved to approve the Consent Agenda. Alderman Isbell seconded the motion, which passed unanimously.

9. **Audience Comments:** None

10. Adjournment:


Alderman Wilkens moved to adjourn the meeting at 8:15 p.m. Alderman Henley seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, October 22, 2013.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING MINUTES
OCTOBER 22, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills and David A. Wilkens. Also present was City Secretary Janice M. Moore. Alderman Terry W. Morgan was not in attendance.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:05 p.m.

2. Discussion:

a. West Airport Boulevard Project – Check Request

Mayor Jessup reported sending a letter to County requesting their portion of the funds for the project and that TXDOT was ready to move forward. He added that figure was significantly less than it could have been thanks to Rick Staigle's advice. Mayor Jessup noted that the current owners don't want to start anything with contract in place. Attorney Grady Randle may have to get involved this week to push offer along.

b. WCA Waste - Recycling Bins/Rebid/ Extension (Committee)

Mayor Jessup noted that, according to the current WCA contract (expiring in 2014); the City now was out of small and large recycling bins. He presented the following options: 1. Spend an additional \$800-\$900. 2. Go out for bid. 3. Extend the contract. 4. Set up a committee

Alderman Isbell noted that he has liked the company and that WCA was working well for the City. He suggested keeping in the contract. Alderman Mills said she had no complaints. Alderman Henley asked if WCA was willing to supply bigger bins at no cost and said the company was doing a great job. Mayor Jessup noted that WCA supported recycling because it would mean fewer trips to the landfill. All were in favor of getting the City logo on the bins. Mayor Jessup noted that he would follow-up tomorrow.

c. SWWC - \$93,000 Invoice

Mayor Jessup explained that Southwest Water Company sent the City a bill several months ago that was on hold to be paid. He further explained that the company went out of business in the State of Texas, but is still in business in other states, and that several other neighboring cities received bills as well. He reported that he had Public Works Director Dan McGraw and Accounting Clerk Laura Shirley decipher the expenses and then, in turn, asked SWWC to prove what was owed by the City.

d. IT Support Update

Mayor Jessup reported several months of unsatisfactory dealings with the City's current IT company. Some our fault, some personnel issues, billing problems, a lot of problems. He reported that upgrades and new software system installation have been completed, and that any further changes would be postponed. Mayor Jessup further reported that three (3) companies were invited to visit with he and the staff: Sugar Land PC, Accutek, and Wright Technologies. By consensus, Council agreed to have an emergency session, if needed, to execute a new contract.

e. EDC Activity Update – Bob Graf

Mayor Jessup reported that EDC Vice President Bob Graf was working on promoting the shopping center where Pesto Restaurant was located and was having discussions with developers. Alderman Henley, President of the EDC, noted that a meeting would be called prior to the 1st of the year. Mayor Jessup also reported that EDC authorized the upgrade of the City's current website adding a listing of commercial property available, utilizing it as commercial gateway. He added that EDC was working on a video for the website.

f. Retreat

Mayor Jessup suggested the Council participate in another retreat. He suggested Saturday, Nov. 16th or Nov. 20th from 9:00 a.m. to 12 noon. He said he would be contacting everyone for their attendance.

4. Upcoming Agenda Items

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

There was an extensive discussion regarding the ordinance on vacant houses. Alderman Henley objected to some of the language in certain sections. Alderman Isbell commented that posting a sign in front of the house was an invitation that the property was vacant. He mentioned that many homeowners had contacted him and his wife, Former Alderman Shirley Isbell, about vacant houses. He also expressed concern for the house next to Mr. Scofield's on Scottsdale. Alderman Mills noted that it could be modified at any time. Alderman Henley recommended a public hearing and to have more discussion. Mayor Jessup pointed out that the residents had demanded the city to do something for quite some time.


5. Adjournment


Alderman Mills moved to adjourn the meeting at 7:30 p.m. Alderman Henley seconded the motion, which passed unanimously.

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)

**CITY COUNCIL REGULAR MEETING
MINUTES
OCTOBER 22, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills and David A. Wilkens. Also present was City Secretary Janice M. Moore. Alderman Terry W. Morgan was not in attendance.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:35 p.m. The Pledge of Allegiance was led by Captain Jack Ashton, and the Invocation was led by Alderman Wilkens.

2. Presentations

- a. Texas Commission on State Emergency Communications Appointment - Oath of Office for Terry Henley

Mayor Jessup read the letter from Secretary of State John Steen regarding Alderman Henley's appointment. He then administered the oath of office and commended Alderman Henley for his appointment and representing the City of Meadows Place.

3. Reports

- a. Police Department Update

Captain John Ashton noted that Police Chief Gary Stewart was out of the office due to shoulder surgery. He then provided an overview of the monthly statistics, which was distributed to all Council Members. Captain Ashton announced the following:

Next Neighborhood Watch Meeting – Wednesday, Nov. 20th from 7:00 p.m. – 8:00 p.m.

National Night Out – The event was a huge success. Mayor Jessup reported that Commissioner Grady Prestige attended one of the parties saying, "You guys know how to do this right." Mayor Jessup responded, "Yes, commissioner, we do!"

Capt Ashton also provided an overview of stops regarding factory wheel covers being stolen and possession of marijuana and a recent burglary.

b. Parks & Recreation Update

Parks & Recreation Director Monya Keenen announced the following:

- Wrist Band Sale – collected \$8,000
- Tennis Access Cards - collected \$500
- Maintenance Update: restriped community center parking lot and tennis court; trimmed trees along Dorrance – McDonald Park
- Dan Denny from Public Works is now in Parks & Recreation
- Special Projects: installing 3 new security cameras at the field house and more at the community center; planting wildflowers and blue bonnets around the lake property; adding granite along jogging trail along homeowners side of park; replacing wrought iron fence along perimeter of pool – bids from several companies – completed in phases – completed in January/February.
- Kid Fish Derby – Saturday, Aug. 18th – perfect fishing - 450 fish measured and logged. Thanked the sponsors with great prizes, Alderman Kelle Mills, and Alderman John Isbell, who was the emcee and videotaped the event as he did in the prior year. She also thanked the Sugar Grove Church of Christ volunteers and Monica Parsons in Parks & Recreation.
- Sugar Grove Christian School was hosting a Fun Run this Saturday. 50 volunteers along with PD with 285 runners anticipated.
- Mobile Animal Clinic – 1st Saturday in November 2nd from 10:30 a.m. – 12:30 p.m. in the community center parking lot – very successful – great service to our community.
- Xmas Decorating – starting in a couple of weeks – latter part of the 1st week of November.
- Santa's Mailbox being placed at City Hall in December – been doing it for over 20 years.
- Christmas Memories, Friday, Dec. 13th 6:00 p.m. – 9:00 p.m. - Santa's Helper - \$4,000 for sponsorship of snow. Santa arrives at 7:00 p.m.

Mayor Jessup commended Monya and her staff for a wonderful Kid Fish event and the other programs and events the department coordinates.

Alderman Wilkens inquired about the fencing material. Mayor Jessup noted that the current fence was over 40 years old. Alderman Wilkens spoke about a maintenance program for the future.

c. Fire Department Update

Mayor Jessup provided an overview of the report. A copy was filed with City records.

4. Mayor's Comments:

a. Texas Municipal League Conference

Mayor Jessup reported that Alderman Isbell and Alderman Henley, along with himself, attending the TML Conference. He spoke about the City hosting the 1st Small Cities Problem Solving Clinic in February 2014. Alderman Henley spoke about the resolution for legal advertising on city websites and the cost savings.

b. West Airport Boulevard Project Update

Mayor Jessup reported that a check request letter was mailed to the County for their funding of the project. The project should start in January with 8-9 months for completion.

c. AA Bond Rating

Mayor Jessup reported that the City went from an AA- rating to an AA. He thanked members of the accounting staff, Elaine Herff, Anna-Maria Weston and the Council for making tough decisions without getting over extended.

d. November 5th General Election

Mayor Jessup reminded everyone that early voting was from 8:00 a.m. to 5:00 p.m. and spoke about one of the measurements of voting was seeing how residents are engaged.

5. New Business:

a. Fort Bend Central Board of Directors Election (Cast 10 Votes) Four (4) Nominees: Al Abramczk, Jim Kij, Paul Stamatis and Rhonda Zacharias

Mayor Jessup provided an overview of the process and noted that there were actually five (5) nominees, the 5th being Albert Glover. He then recommended two (2) votes per nominee for the 2014-2015 Board of Directors.

Motion: Alderman Henley moved to cast two (2) votes per candidate. Alderman Isbell seconded the motion, which passed unanimously.

b. Acceptance of the Quarterly Investment Report

Motion: Alderman Isbell moved to accept the Quarterly Investment Report. Alderman Wilkens seconded the motion, which passed unanimously.

Thanked Anna-Maria Weston for new format easy-to-read.

6. Ordinances:

a. Ordinance 2013-25:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING AND REPLACING SECTIONS 150.35, 150.36, 150.37, 150.38, 150.39, 150.40, AND 150.41 OF CHAPTER 150 OF THE CITY OF MEADOWS PLACE CODE OF ORDINANCES; ADDING SECTION 150.42 TO CHAPTER 150 OF THE CITY OF MEADOWS PLACE CODE OF ORDINANCES; PROVIDING A PENALTY; MAKING CONFORMING CHANGES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Jessup provided an overview of the ordinance. He spoke about the maintenance of houses and property values.

Motion: Alderman Henley moved to table Ordinance 2013-25. Alderman Wilkens seconded the motion.

Alderman Henley agreed with the enforcement of vacated homes, but noted that it had some paragraphs he disagreed with. Alderman Isbell agreed that some of the language needed to be reworded and that the ordinance can be changed later. Alderman Henley recommended scheduling a public hearing to receive feedback from individuals.

Mayor Jessup had the city draft the ordinance and urged to move ahead.

John Whiteman spoke in favor of the Mayor Jessup's goal to make the city beautiful, but that there was nothing wrong with tabling the motion for a month. He noted that the ordinance would pose a hardship on the vacant property owners and suggested a workshop with the city attorney.

Shirley Isbell noted that this issue was brought up over two (2) years ago with residents complaining on weekly basis about the bees, fire hazards, broken fences, windows and open soffits, etc. She expressed concerns for those gaining entrance into the vacant homes and that lowering of property values. Mrs. Isbell expressed support of Mayor Jessup's to move ahead. She urged the Council to pass the ordinance now, and fix it later.

Chuck McClurkin spoke about a house across his street that has been vacant for over six (6) years and then spoke in favor of the ordinance.

Vote: Aldermen Henley and Wilkens voted in favor of the motion, while Aldermen Isbell and Mills voted against it. Mayor Jessup voted against the motion. **The motion failed.**

Motion: Alderman Mills moved to adopt Ordinance 2013-25. Alderman John Isbell seconded the motion.

Alderman Henley objected to the language regarding insurance and posting signs with their contact information, citing someone for not being in the house for three (3) months. Alderman Isbell noted that the ordinance can be modified and spoke in favor about getting it into play.

Vote: Alderman Isbell and Mills voted in favor of the motion, while Aldermen Henley and Wilkens voted against it. Mayor Jessup broke the tie in favor of the motion. **The motion passed.**

Alderman Isbell suggested placing this item for discussion on the next agenda.

b. Ordinance 2013-26:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING ORDINANCE NO. 2013-13A, WHICH GRANTED TO WASTE CORPORATION OF TEXAS, LP, (WCA) A FRANCHISE TO MAINTAIN AND OPERATE A GARBAGE COLLECTION SERVICE AND CHARGED WCA A FEE THEREFOR; REPEALING ORDINANCE NO. 2013-13B, WHICH CREATED A SPECIAL FUND WITH THE FEE CHARGED TO WCA FOR THE PURPOSE OF MAINTENANCE AND CONSTRUCTION OF PRESENT AND FUTURE PUBLIC STREETS, HIGHWAYS, ALLEYS, BRIDGES, EASEMENTS, AND OTHER PUBLIC WAYS AND PLACES IN THE CITY; INCREASING THE FEE CHARGED TO RESIDENTS FOR THE USE OF SOLID WASTE DISPOSAL SERVICES TO CREATE A SPECIAL FUND FOR THE PURPOSE OF MAINTENANCE AND CONSTRUCTION OF PRESENT AND FUTURE PUBLIC STREETS, HIGHWAYS, ALLEYS, BRIDGES, EASEMENTS, AND OTHER PUBLIC WAYS AND PLACES IN THE CITY; AUTHORIZING THE INCREASE IN THE FEE CHARGED TO RESIDENTS TO APPEAR ON THE CITY UTILITY BILL AS A SEPARATE LINE ITEM; ORDERING THE SPECIAL FUND TO BE HELD IN A SEPARATE ACCOUNT; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Provided an overview of the ordinance. Read the title of the ordinance.

Motion: Alderman Henley moved to adopt Ordinance 2013-26. Alderman Isbell seconded the motion, which passed unanimously.

At this time, Mayor Jessup read the title of Ordinance 2013-25.

7. Resolutions:

a. Resolution 2013-06:

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, FOR THE PURPOSE OF PROCURING A "VEHICLE(S) AND RELATED EQUIPMENT."

Mayor Jessup noted that this resolution was for the lease of a 2014 Tahoe for the Police Department. He then read the title of the resolution.

Motion: Alderman Wilkens moved to adopt Resolution 2013-06. Alderman Mills seconded the motion, which passed unanimously.

b. Resolution 2013-07:

A RESOLUTION AMENDING AUTHORIZED REPRESENTATIVES FOR THE TEXAS LOCAL GOVERNMENT INVESTMENT POOL (TEXPOOL), A PUBLIC FUNDS INVESTMENT POOL.

Mayor Jessup noted that this resolution was for removing Yolanda Wilson's name from the account and adding Janice M. Moore to the account as city secretary. He then read the title of the resolution.

Motion: Alderman Mills moved to adopt Resolution 2013-07. Alderman Henley seconded the motion, which passed unanimously.

c. Resolution 2013-08:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TO EXECUTE AN INTERLOCAL COOPERATION CONTRACT BETWEEN THE CITY OF MEADOWS PLACE, TEXAS, AND THE CITY OF STAFFORD, TEXAS, FOR FIRE FIGHTING, FIRE PROTECTION AND FIRE INVESTIGATION SERVICES, IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A".

Mayor Jessup provided a brief overview of the resolution. He then read the title of the resolution.

Motion: Alderman Henley moved to adopt Resolution 2013-08. Alderman Isbell seconded the motion, which passed unanimously.

d. Resolution 2013-09:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TO EXECUTE AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF MEADOWS PLACE, TEXAS, AND THE CITY OF STAFFORD, TEXAS, FOR THE USE OF THE COUNTY'S RADIO SYSTEM, FOR A TERM BEGINNING OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 20, 2014, IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A."

Mayor Jessup provided a brief overview of the resolution. He then read the title of the resolution.

Motion: Alderman Wilkens moved to adopt Resolution 2013-09. Alderman Mills seconded the motion, which passed unanimously.

CORRECTION: The resolution was with Fort Bend County not the City of Stafford. The agreement stated such.

8. Consent Agenda:

a. Minutes:

September 24, 2013 Workshop
September 24, 2013 Regular

b. Presentation of Invoices:

Randle Law Office, Ltd, L.L.P.	\$ 23,988.43
Joe L. Salvide	\$ 8,895.00

Motion: Alderman Henley moved to approve the Consent Agenda as presented. Alderman Isbell seconded the motion, which passed unanimously.

9. Audience Comments:

Marie Nicholi, member of the Meadows Garden Club, announced a Fall Craft Show set for Saturday, Nov. 2nd from 9:00 a.m. – 4:00 p.m. at the Sugar Grove Church of Christ. She added she would be presenting a fall arrangement to the City at the next Council meeting.

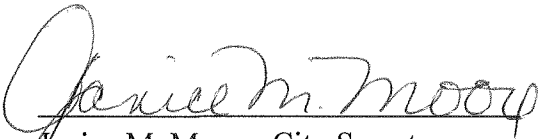
Shirley Isbell spoke about completing the posting of the neighborhood watch signs. Mayor Jessup said it would be completed once the water meters were installed. She also thanked Captain Jack Ashton for the gang sign information provided at the recent neighborhood watch meeting. Mrs. Isbell spoke in favor of the vacant house ordinance and suggested it be distributed to the Public. Mayor explained that a link to the ordinance would be posted on the website.

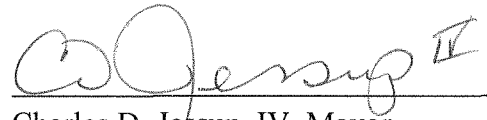
10. Adjournment:

Alderman Wilkens moved to adjourn the meeting at 9:04 p.m. Alderman Henley seconded the motion, which passed unanimously.

**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)

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

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

1. Call to Order:

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

2. Discussion:

a. Employee Policies Manual

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

b. Changes in Water Bills

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

c. Report on EDC Progress

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

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

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

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

e. Review of Code Enforcement Hearing Process

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

3. Upcoming Agenda Items

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

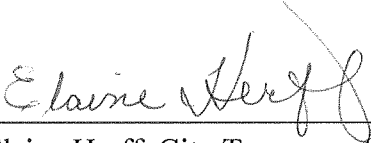
It was by agreed to table the 7/24/12 regular minutes, the 8/22/13 workshop and the regular minutes on the Consent Agenda.

4. Adjournment


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

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

ATTEST:



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



Charles D. Jessup, IV, Mayor

(SEAL)

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

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

1. Call to Order:

Mayor Jessup called the meeting to order at 7:34 p.m. The Pledge of Allegiance was led by Code Enforcement Officer Jerry Parker, and the Invocation was led by Alderman Wilkens.

2. Presentations

a. Proclamation - Toys for Tots

Mayor Jessup read the proclamation and spoke about the charity.

3. Reports

a. Police Department

Police Chief Gary Stewart provided an overview of the monthly statistics and plan, which was distributed to all Council Members. He spoke about the Police Department's involvement at Christmas Memories on December 13th. Police Chief Stewart noted Officer Kahn had resigned, but was now a reserve police officer. Mayor Jessup noted progress was being made in the TLC program and commended the Police Officers who helped a lady who ran out of gas on West Airport. Alderman Isbell spoke about the wonderful Neighborhood Watch Meeting on Wednesday regarding Gangs. Alderman Henley explained he witnessed an attempted burglar being caught.

b. Code Enforcement

Code Enforcement Official Jerry Parker gave a PowerPoint presentation on the properties that he has made progress with. He reported the following:

- No citations have been issued at this point.
- Warnings have been sufficient for compliance from 258 properties to date.
- Three (3) separate substandard buildings were currently being addressed.

Alderman Henley inquired if the past Code Enforcement information would be inputted with the new software. Code Enforcement Official Parker explained that it would be too time consuming with a few exceptions, namely current problems.

c. Fire Department Update

Mayor Jessup provided an overview of the report. A copy was filed with City records.

4. Mayor's Comments:

a. Water Bills

Mayor Jessup noted that the December utility bills included the \$5.00 road fee, City Hall was in the middle of the conversion process and that all problems should be fixed by the end of the year.

b. 5K Fun Run

Mayor Jessup announced that the Sugar Grove Church of Christ was sponsoring the 5K Fun Run for the fifth year and that it has become an integral part of our City. He added that it was now a sanctioned race bringing some runners into our beautiful for the first time. Alderman Henley finished first in his age group, and he has challenged others to join him next year.

c. Update on West Airport Boulevard Project

Mayor Jessup announced that on tonight's agenda a resolution will be presented authorizing the City to pay \$443,000 (coming from old 4A EDC funds) as the City's share of the \$4,447,631.47 project. He thanked Former Alderman Rick Staigle for his help and noted that TIP funds had been secured to pay the balance of approximately \$837,368 owed by the city for this project. He added that Fort Bend County road bonds would also be used.

d. Christmas Memories

Mayor Jessup explained that this was one event that had made the City what it is. He noted that Toys for Tots donations would be collected at this event and that a collection box was located in the lobby of City Hall.

5. New Business:

a. Consideration of a One (1) Year Extension of the Severn Trent Environmental Services Inc. Wastewater & Water Systems Agreement

Mayor Jessup explained that this was a one (1) year extension of the City's current contract.

Motion: Alderman Henley moved to **extend** the Severn Trent contract for a period of one (1) year. Alderman Mills seconded the motion, which passed unanimously.

6. Ordinances:

a. Ordinance 2013-27:

AN ORDINANCE APPOINTING AN ASSOCIATE JUDGE TO SERVE IN THE MUNICIPAL COURT OF THE CITY OF MEADOWS PLACE, TEXAS.

Mayor Jessup provided an overview explained that the associate judge, in this case Beverly McMinn, needed to be reappointed biannually. He then read the title.

Motion: Alderman Henley moved to **adopt** Ordinance 2013-27. Alderman Wilkens seconded the motion, which passed unanimously.

b. Ordinance 2013-28:

AN ORDINANCE AUTHORIZING AND ALLOWING, UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM, "UPDATED SERVICE CREDITS" IN SAID SYSTEM FOR SERVICE PERFORMED BY QUALIFYING MEMBERS OF SUCH SYSTEM WHO PRESENTLY ARE MEMBERS OF THE CITY OF MEADOWS PLACE; PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE FOR SUCH ACTIONS.

Mayor Jessup provided an overview of the ordinance and then read the title.

Motion: Alderman Isbell moved to **adopt** Ordinance 2013-28. Alderman Henley seconded the motion, which passed unanimously.

7. Resolutions:

a. Resolution 2013-10:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, CASTING CITY OF MEADOWS PLACE 10 VOTES FOR THE BOARD OF DIRECTORS OF THE FORT BEND CENTRAL APPRAISAL DISTRICT.

Mayor Jessup explained that last month the Council passed this information with a voice vote but that a written resolution needed to be approved and sent to the Central Appraisal District. Two (2) votes were being cast each for Al Abramczyk, Albert Glover, Jim Kij, Paul Stamatis and Rhonda Zacharias. He then read the title.

Motion: Alderman Wilkens moved to **adopt** Resolution 2013-10. Alderman Henley seconded the motion, which passed unanimously.

b. Resolution 2013-11:

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

Mayor Jessup provided an overview of the resolution and then read the title.

Motion: Alderman Henley moved to **adopt** Resolution 2013-11. Alderman Isbell seconded the motion, which passed unanimously.

c. Resolution 2013-12:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, APPROVING AN ADVANCE FUNDING AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION, FOR THE RECONSTRUCTION OF WEST AIRPORT BOULEVARD FROM US 59 TO KIRKWOOD ROAD; PROVIDING FOR A FUNDING LIMIT; AND MAKING THIS RESOLUTION A PART OF THE AGREEMENT.

Mayor Jessup provided an overview of the resolution explaining that the \$400,000 was coming from the ½ cent sales tax collected by the former 4A EDC, which was earmarked for this project and passed on to the City when the 4B EDC was created. He then read the title.

Motion: Alderman Henley moved to **adopt** Resolution 2013-12. Alderman Wilkens seconded the motion, which passed unanimously.

8. Consent Agenda:

a. Minutes:

May 22, 2012	Special	August 14, 2012	Workshop
July 24, 2012	Workshop	July 16, 2013	Workshop
July 24, 2012	Regular	October 22, 2013	Workshop
August 7, 2012	Workshop	October 22, 2013	Regular

b. Presentation of Invoices:

Caldwell Country Chevrolet	\$ 41,480.00
Concrete Raising Corporation	\$ 6,708.08
Fort Bend County WC & ID #2	\$ 16,832.40
Plastix Plus LLC	\$ 9,092.90
Randle Law Office, Ltd, L.L.P.	\$ 11,584.15
Joe L. Salvade	\$ 11,415.00
Severn Trent	\$ 8,977.79

Motions:

Alderman Isbell moved to **table** the July 24, 2012 Regular Minutes from the Consent Agenda for further consideration. The motion was seconded by Alderman Wilkens, which passed unanimously.

Alderman Wilkens moved to **table** the October 22, 2013 Workshop and Regular Minutes from the Consent Agenda for further consideration. The motion was seconded by Alderman Henley, which passed unanimously.

Alderman Henley made a motion to **approve** the Consent Agenda with the three (3) sets of meeting minutes being tabled. The motion was seconded by Alderman Isbell, which passed unanimously.

9. Audience Comments:

Resident Benet Gaytos explained that he was denied a city license to sell a product as City Code Section 153.076 stated that "No stock-in-trade shall be displayed or sold on the premises." This ordinance was originally passed in 1985. He expressed that he believed it was outdated and needed to be amended. Mr. Gaytos requested that this issue be placed on a future agenda for consideration.

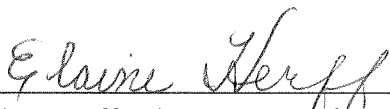
Resident Shirley Isbell noted that Alderman John Isbell's picture appeared in the Fort Bend Focus for his attendance at a Photo Express event. She also noted that Jimmy McGrath, nephew of former Mayor Mark McGrath, was the EMT who took care of a wounded Stafford Police Officer after she was shot in the face.

10. Adjournment:


Alderman Wilkens moved to adjourn the meeting at 8:20 p.m. Alderman Henley seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, January 28, 2014.**

ATTEST:



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



Charles D. Jessup, IV, Mayor

Formatted by City Secretary Janice M. Moore

(SEAL)

**CITY COUNCIL WORKSHOP MEETING
COUNCIL RETREAT
MINUTES
NOVEMBER 30, 2013**

Present were Mayor Charles D. Jessup, IV and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, and David A. Wilkens. Absent was Alderman Terry W. Morgan.

1. Call to Order:

Mayor Jessup opened the meeting at 9:05 a.m. by thanking everyone who attended and reiterating that this meeting was a gathering of city leaders in a think tank format where any and all ideas were welcomed and valid.

2. Items for Discussion:

a. How to Capitalize on Being An Enclave City

Mayor Jessup then began the meeting by stating Meadows Place was indeed an enclave city and was in a good position to capitalize on that. He pointed out Southside Place, Bellaire and West University Place were examples of cities that have managed to make being surrounded by other cities work for them. Alderman Wilkens said he was from Bellaire and was very familiar with the transition that took place in that city and felt Meadows Place could as well, but with an economically cautious approach. An open exchange of thoughts and ideas then took place. Amongst the ideas that were discussed included more concerts in the park, a community garden and decorative street lighting on the streets in the park area and sometime in the future, possibly along the main entrance and streets to the City. Mayor Jessup presented a PowerPoint with community garden photos from Southside Place. Council felt some sort of Community Garden group should be the main point of contact and should head up and run the program. Possibly the Garden Club. Concerns were that it would look like the garden by West Bellfort, but Mayor Jessup assured Council that would not happen here and that the City would have to retain some sort of control. Potential locations included the pocket parks and the area under the transmission lines.

A discussion of irrigation and maintenance of the sound walls along West Airport and Dairy Ashford took place. The mow strips at the bottom would not bow down if the area was watered, and it would look a lot better. Council felt irrigation sooner than later would be good, even if it was done one step at a time. Alderman Wilkens spearheaded the discussion on adding vines along the way, similar to the sound walls in Sugar Land or at the entrance to Rice University. There were questions as to what type of vines, as some are not desirable, so Alderman Wilkens volunteered to look into the types of vines being used, including along those a resident has planted along the sound walls in Meadows Place. All agreed that in addition to dampening sound and making it cooler for those behind the walls, it would add a touch of class to the City, especially down West Airport Blvd.

The idea of a band shell or amphitheater or combination of the two somewhere in the park near the lake was discussed. The point was that it could become an icon for the city. Locations were discussed and all agreed funding would be a problem. Attending members agreed that the city would have to seek a grant from an organization like The George Foundation or Houston Society of the Performing Arts before the project could even begin to move forward. Additional granite walking trails along the bayou was offered as another amenity to look into. Increased Code Enforcement was listed as one thing we could do today to help Meadows Place keep and image of a city that cares. In addition, Meadows Place needs to promote its outstanding crime statistics that show we are a fun, safe city in which to raise a family. It was thought this can also be done with small additions such as holiday banners on the streetlights on West Airport Blvd., more flowers in the parks, and some sort of splash pad for the kids. Mayor Jessup pointed out that what was once just a pool in Bellaire is now an "Aquatic Center," but they had the land. Having to buy the house next door to our pool would be a big step, but we might consider putting one in by moving things around in the pool area. Alderman Isbell said it would be nice if we did something in our Pocket Parks. It was suggested that a survey be run on Survey Monkey.

b. Goal Review/Goal Setting

Mayor Jessup told the Council each Department Head presented his or her Top five (5) goals for 2014. A review of these goals was done and ranged from completing the water billing system upgrade, completing upgrades at the Tactical Training Center (TTC), including lighting on the sign along Kirkwood, getting the Police Department to full staff and getting the City's technology stabilized by getting them all on one operating platform. Mayor Jessup said his Top five (5) included promoting growth in the remaining commercial sector of our City, which would be discussed later.

c. Top Five (5) Benefits of Living in Meadows Place

The top five (5) benefits for living in Meadows Place discussion brought out the safety of the city, the elementary school in the center of the city, the new lake, the new smart water meters and a visionary, proactive government who worked hard for the residents. The Council felt the strong sense of community was another factor, especially being so close to Houston. Alderman Isbell pointed to the strong Neighborhood Watch Program and the new neighborhood watch signs as an example. Another benefit included all the amenities in our immediate area - recreational, educational, medical facilities and career opportunities were all nearby. Promoting these has been, and continues to be a problem for the City, but we seem to be doing a better job and must continue to work at getting these benefits known to those outside the City.

d. Discussion on Commercial Property

Mayor Jessup talked about all the progress being made by the Economic Development Corporation (EDC) in this area. Alderman Henley, also the EDC president, reminded the Council that the EDC had funded an upgrade to the City's website, which should be completed in the first quarter of 2014. He also talked about the Meadows Place videos being done by and paid for by EDC, and the new aggressive commercial approach being taken now. Mayor Jessup passed around the new EDC commercial flyer to support this. He also pointed out that the Texas Instruments deal in Stafford would affect the City, but felt Stafford was working hard to make sure the land was developed in a manner benefitting their City, which should also benefit Meadows Place. A general feeling was

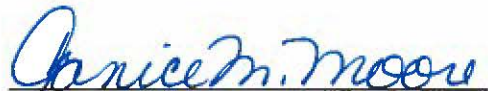
that the West Airport Blvd. reconstruction would hurt development for a short while, but would be seen as another area where we were showing ourselves as a strong city on the move – as evidenced by the recent increase in our bond rating.


3. Adjournment:

Mayor Jessup adjourned the retreat at 1:00 p.m.

**These minutes were approved by the
City Council on Tuesday, January 28, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

*Formatted by City Secretary Janice M. Moore
Transcribed by Mayor Charles D. Jessup, IV*

(SEAL)

**CITY COUNCIL SPECIAL MEETING
MINUTES
DECEMBER 3, 2013**

Present were Mayor Charles D. Jessup, IV. and Aldermen John F. Isbell, Kelle K. Mills, and David A. Wilkens. Also present was City Secretary Janice M. Moore and Code Enforcement Official Jerry Parker. Absent was Aldermen Terry Henley and Terry Morgan.

1. Call to Order:

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

2. Items for Individual Consideration:

a. Public Hearing #1:

Appeal of Revocation of a Certificate of Occupancy at 11823 Scottsdale Drive

Mayor Jessup provided an overview of the process.

Steve Wayne Galvin, 11823 Scottsdale Drive, Meadows Place, TX 77477, noted that he was a resident of 30 years and spoke to the Council about the following issues:

1. Making arrangements for payment.
2. No electricity or water – turned off
3. Panels – owned and installed several of them. This one if not defective. Just needs front panel that he has replaced.
4. Working out of town in Rosenberg and Brazoria County
5. Greenhouse – can tear down.
6. Trash inside and outside – had a roommate. Rest of the house. Worse now then it was. Will remove oxygen tanks.
7. End of December. Money will come in January.

Mr. Galvin expressed that he wanted to work with the Council.

Code Enforcement Official Jerry Parker read the timeline of activity. He noted that a permanent revocation was being requested until the certificate of occupancy could be restored.

Alderman Wilkens moved to **close** the hearing at 7:11 p.m. Alderman Isbell seconded the motion, which passed unanimously.

b. Public Hearing #2:

Determination of Substandard Building at 11823 Scottsdale Drive

Mayor Jessup noted that the siding had already been addressed. Mr. Galvin noted that he tried to pay part of the water bill, but the judgment was filed. He added that he had requested a total amount owed, but never received any notice. Mr. Galvin explained that the original amount of the forbearance agreement was \$6,147.00 and cut in half providing that he made the monthly payments.

Code Enforcement Official Parker provided an overview of the timeline of activity and showed photos of the inside and outside of the residence. He then reviewed the list of items need to be in compliance.

Mr. Galvin spoke about some of the items on the list including the following: All loose wiring plugged into power strips – were removed. Not being used or plugged in. Panel comes from the factory and has not been modified. Alderman Mills inquired about Item #13 (on the substandard declaration hearing list) – the fuse box being tampered with. Mr. Galvin responded that it was not tampered with. He noted that it was an old panel from the 1970s and spoke in depth about the panel.

Alderman Isbell moved to **close** the hearing at 7:30 p.m. Alderman Mills seconded the motion, which passed unanimously.

3. Items for Individual Consideration:

- a. Discussion and Action on the Appeal of Revocation of a Certificate of Occupancy at 11823 Scottsdale Drive

Mayor Jessup spoke of the Council either issuing a permanent revocation or ordering a new certificate of occupancy.

Alderman Wilkens move to **approve** the permanent revocation of the certificate of occupancy. Alderman Isbell seconded the motion, which passed unanimously.

- b. Discussion and Action on the Determination of Substandard Building at 11823 Scottsdale Drive

Mayor Jessup explained that all items 1-8 must be completed to come into compliance. He noted that the Council had the authority to offer Mr. Galvin 30 days to come into compliance or if he has a written plan, it could offer him 90 days with a bond for the work. Mayor Jessup added that at the 30 days, there would be a re-inspection. If no compliance, the process would start over again.

Alderman Isbell moved to **offer 30 days** to come into compliance for determination of a substandard building. Alderman Mills seconded the motion, which passed unanimously.


4. Adjournment:

Alderman Wilkens moved to adjourn the meeting at 7:37 p.m. Alderman Mills seconded the motion, which passed unanimously.

These minutes were approved by the
City Council on Tuesday, January 24, 2014.

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING MINUTES
DECEMBER 17, 2013**

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

1. Call to Order:

Mayor Jessup called the workshop to order at 6:04 p.m.

2. Discussion:

a. Audit Presentation

By consensus, the Council agreed to table this item until the auditors arrived.

b. Communications Tower Lease

Mayor Jessup provided a brief explanation of the communications tower lease. He noted that Crown Castle took it over from T-Mobile. He spoke of someone volunteering or forming an ad-hoc committee. Alderman Isbell volunteered to look at the documents. Mayor Jessup noted that City Attorney Grady Randle was reviewing the new lease agreement from Crown Castle.

c. Consideration of Zoning Text Amendment Re: Stock-in-Trade

Mayor Jessup explained that a resident requested the stock-in-trade (SIT) restriction for home businesses to be removed. He noted that if action were to be taken, it would be sent to the Planning & Zoning Commission and then Council would consider it. Mayor Jessup then read Sections 153.016 & 153.076 of the code regarding Home Occupations.

Code Enforcement Official Jerry Parker spoke about the requirement for business hours for SITs. Alderman Mills spoke against trucks delivering goods in the City's neighborhoods and spoke in favor of wanting quiet neighborhoods. Assistant City Attorney Chris Brown noted that this issue was not a zoning regulation and that the City could not isolate certain businesses.

Alderman Isbell inquired to the SIT businesses that were currently in the City and if Tupperware was an SIT business. Mayor Jessup reported that there were two (2) businesses with licenses, which need to be addressed. He then explained that Girl Scout Cookies was not an SIT. Alderman Mills added that Tupperware was not as well.

Mayor Jessup inquired if the Council was for or against removing the restriction to which they all responded in the negative. He then requested to move to Item d.

d. Code Enforcement Software Update

Mayor Jessup reported that the Economic Development Council (EDC) agreed to cover the investment cost for the Code Enforcement software in the amount of \$1,700.00 and that the City would cover the \$1,000.00 per year moving forward. A sample “notification of code violation” was distributed. Code Enforcement Official Jerry Parker noted a 6-8 week implementation process being the usual timeline; however, it would take three (3) weeks for the City to get the set-up completed. He then provided an explanation of the program and overall advantages. Code Enforcement Official Parker noted that it would be fully operational on January 2nd.

e. West Airport Boulevard Project Update

Mayor Jessup announced that the special warranty deeds would be all executed and recorded soon and spoke of the project cost and the savings with Former Alderman Rick Staigle’s help. He added that the project would start in January or February.

Alderman Terry Henley arrived at 6:45 p.m.

a. Audit Presentation

Jennifer Day, of McCall, Gibson, Swedlund, Barfoot, PLLC, reported the annual financial statement with no issues needing to be addressed, explained that there were wording changes to the draft, and answered questions posed by the Council. Mayor Jessup introduced Anna-Maria Weston as the City’s staff member who coordinates the audit process.

d. Review of the Electric Code Ordinance

Mayor Jessup provided an overview of the review process. Assistant City Attorney Brown noted that this ordinance would adopt the 2011 National Electric Code and then provided an overview of the amendments. Public Works Director McGraw spoke on some of the amendments. Alderman Henley noted that he might object.

3. Upcoming Agenda Items

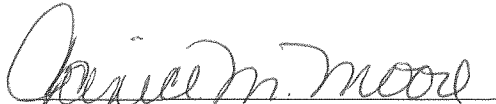
Mayor Jessup gave a summary of the upcoming items on the regular meeting. There was brief discussion regarding proofing of the minutes. Mayor Jessup explained that the minutes would be sent to all aldermen at the same time. City Secretary Moore added that they would be proofed in-house and she would request any changes in advance of the meetings.


4. Adjournment

Alderman Morgan moved to adjourn the meeting at 7:31 p.m. Alderman Wilkens seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, January 28, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL REGULAR MEETING
MINUTES
DECEMBER 17, 2013**

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

1. Call to Order:

Mayor Jessup called the meeting to order at 7:39 p.m. The Pledge of Allegiance was led by Code Enforcement Official Jerry Parker, and the Invocation was led by Alderman Dave Wilkens.

2. Presentations

a. Proclamation – Fire Rescue Appreciation

Mayor Jessup read the proclamation and presented the proclamation to the City of Stafford Fire rescue Staff.

b. Auditor Presentation

Jennifer Day, of McCall, Gibson, Swedlund, Barfoot, PLLC, provided overview of the financial statement noting no issues. Mayor Jessup recognized Anna-Maria Weston for her efforts.

Alderman Wilkens moved to **accept** the auditor presentation with changes stated in the workshop. Alderman Isbell seconded the motion, which passed unanimously.

3. Reports

a. Police Department

Captain Jack Ashton provided an overview of the monthly statistics and activities, which was distributed to the Council. He noted five (5) staff were in training for a full week, so the report covered a two (2) week period.

Captain Ashton announced that there was no Neighborhood Watch meeting this month and gave a brief overview of the Police Department's (PD) involvement in Christmas Memories. He also informed the Council the staff was training to become certified as mental health officers. Mayor Jessup commented that he was proud of the PD for engaging in this program.

Captain Ashton spoke about a traffic stop leading to three (3) felony arrests and stressed the importance of PD working traffic.

Alderman Henley spoke of the quick discipline in response to mental health situations. Captain Ashton noted that the certification was giving the officers additional tools to handle those situations. Captain Ashton added that the PD had acquired funds relating to the felony arrests.

b. Public Works

Public Works Director Dan McGraw presented a slideshow that was to be shown on January 15th in Dallas with the Association of Water Board Directors.

Mayor Jessup thanked Former Alderman Rick Staigle for assisting with the West Airport Blvd. project funding. Public Works Director McGraw noted that he did not foresee any problems with the construction and/or timeline of getting the project completed.

Public Works Director McGraw provided an update of the utility billing noting that all meters have been installed and the project would be completed the 2nd week of January with staff being trained on the fixed network system. Mayor Jessup added that once the fixed system was in place it would amount to a \$1,200.00/ month savings in meter reading fees. Public Works Director spoke about the billing cycle, the monitoring of leaks, and the information being accessible for emailing to residents

Public Works Director McGraw reporting the following:

- Speaker for a Badger Meter workshop on fixed network systems for area municipalities with 45 attendees (from Galveston to Conroe)
- 45 attendees – Pearland – Badger Meter –Two (2) small sink holes (showed photos) developed by the Water Plant
- Residential road repairs with asphalt overlays (showed photos)
- Installation of eight (8) crime watch signs with 32 more to be completed with the next few weeks
- Residential inspections and construction overview

Alderman Isbell informed the Council that he watched the mud pumping process on Meadowdale and was very impressed with the results. He asked Public Works Director McGraw about the cost difference between mud pumping that part of the street and replacing with it concrete. Public Works Director noting a \$3,000 cost for the mud pumping versus \$20,000 with the concrete. Mayor Jessup added that due to the road use fee being implemented, the City will see \$90,000 to address road issues.

c. Fire Department Update

Mayor Jessup provided an overview of the report. A copy was filed with City records.

4. Mayor's Comments:

a. Code Enforcement Software Upgrade

Mayor Jessup reported that the Economic Development Council (EDC) agreed to cover the investment cost for the Code Enforcement software in the amount of \$1,700.00 and that the City would cover the \$1,000.00 a year moving forward. Code Enforcement Official Jerry Parker noted a 6-8 month implementation process was the usual timeline; however, it would take three (3) weeks to get the set-up completed. He provided then an explanation of the program and the advantages. Code Enforcement Official Parker noted that it would be fully operational on January 2nd.

b. Community Garden

Mayor Jessup reported that a survey was posted online with some exciting comments and suggestions and that the information would be presented at a future Council workshop. He recognized Alderman Isbell for mapping out the breakdown of locations

c. West Airport Boulevard Project Update

Mayor Jessup gave an update of a \$1,547,000 overall cost with the City's portion being funding by the EDC. He thanked Former Alderman Rick Staigle's for his help with the cost savings to the City. He added that the project would start in January or February.

5. New Business: None

6. Ordinances:

a. Ordinance 2013-29:

AN ORDINANCE APPOINTING A PRESIDING JUDGE TO SERVE IN THE MUNICIPAL COURT OF THE CITY OF MEADOWS PLACE, TEXAS.

Mayor Jessup provided an overview of the ordinance and then read the title. He reported that Attorney Bret Kisluk was working well with the City and the Police Department.

Motion: Alderman Morgan moved to **adopt** Ordinance 2013-29. Alderman Henley seconded the motion, which passed unanimously.

b. Ordinance 2013-30:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.02(D) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SUBSECTION 150.02(D) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES; ADOPTING WITH AMENDMENTS THE 2011 NATIONAL ELECTRICAL CODE; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup provided an overview of the ordinance and then read the title.

Motion: Alderman Wilkens moved to **adopt** Ordinance 2013-30. Alderman Isbell seconded the motion. Alderman Henley abstained. The motion passed 4-1.

c. **Ordinance 2013-31:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING SECTION 91.015 OF THE CITY OF MEADOWS PLACE CODE OF ORDINANCES, RELATING TO SOLID WASTE COLLECTION BY PRIVATE CONTRACTOR; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Jessup provided an overview of the ordinance and then read the title.

Motion: Alderman Isbell moved to **adopt** Ordinance 2013-31. Alderman Mills seconded the motion, which passed unanimously.

d. **Ordinance 2013-32:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS SETTING FORTH REGISTRATION REQUIREMENTS AND CREDIT EXTENSION GUIDELINES FOR CREDIT ACCESS BUSINESSES; PROVIDING A PENALTY; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup provided an overview of the ordinance and then read the title.

Motion: Alderman Henley moved to **adopt** Ordinance 2013-32. Alderman Morgan seconded the motion, which passed unanimously.

7. **Resolutions:**

a. **Resolution 2013-13:**

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TO EXECUTE AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF MEADOWS PLACE, TEXAS, AND FORT BEND COUNTY, TEXAS, FOR THE USE OF THE COUNTY'S RADIO SYSTEM, FOR A TERM BEGINNING OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 20, 2014, IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A."

Mayor Jessup provided an overview of the resolution and then read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2013-13. Alderman Wilkens seconded the motion, which passed unanimously.

b. **Resolution 2013-14:**

A RESOLUTION APPROVING THE CITY INVESTMENT POLICY AND INVESTMENT STRATEGIES.

Mayor Jessup provided an overview of the resolution and then read the title.

Motion: Alderman Henley moved to **approve** Resolution 2013-14. Alderman Mills seconded the motion, which passed unanimously

c. **Resolution 2013-15**

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING FIVE (5) REGULAR MEMBERS TO THE PLANNING AND ZONING COMMISSION.

Mayor Jessup provided an overview of the resolution and then read the title.

Motion: Alderman Morgan moved to **approve** Resolution 2013-15 appointing Bob McDonald, Patrick Linquist, Rick Staigle, Brian Swinney, and Travis Tanner. Alderman Henley seconded the motion, which passed unanimously.

8. Consent Agenda:

a. Minutes:

July 24, 2012	Regular	November 26, 2013	Workshop
October 22, 2013	Workshop	November 26, 2013	Regular - TABLED
October 22, 2013	Regular		

b. Presentation of Invoices:

Coban Technologies	\$ 19,050.00
McCall Gibson Swedlund	\$ 14,000.00
Premier Outdoor Installations	\$ 6,860.00
Randle Law Office, Ltd, L.L.P.	\$ 9,755.98
Joe L. Salvide	\$ 7,025.00

Motion: Alderman Henley moved to **approve** the Consent Agenda as presented with the **tabling** of the November 26, 2013 Regular Minutes. Alderman Wilkens seconded the motion, which passed unanimously

9. Audience Comments:

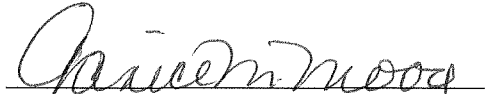
Resident Steve Bezner expressed poor experience in the past relating to after hour calls with Fort Bend County and spoke about a recent positive experience.

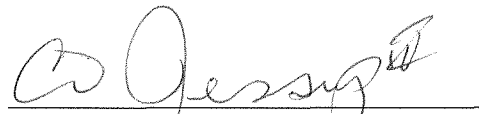
10. Adjournment:

Alderman Henley moved to adjourn the meeting at 8:32 p.m. Alderman Wilkens seconded the motion, which carried unanimously.

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City Council on Tuesday, January 28, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

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