

**CITY COUNCIL
WORKSHOP MEETING MINUTES
JANUARY 28, 2014**

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 6:05 p.m.

2. Discussion:

a. Code Enforcement Software Update

Mayor Jessup reported the installation and formatting have been completed. He also reported that he rode around with Code Enforcement Officer Jerry Parker the other day and explained the process of notifying residents on code enforcement issues. He answered questions posed by the Council. Mayor Jessup thanked the Council for its support and also thanked the EDC.

Alderman Wilkens inquired about the campaign signs that were posted. Mayor Jessup explained that Code Enforcement Official Parker had been removing them.

b. West Airport Boulevard Project Update

Mayor Jessup reported that the bid will be given to a contractor mid-March, and TXDOT had requested a proposal from HDR Engineering for change orders. He requested a traffic study with the help of Former Alderman Rick Staigle for the flow of traffic to make sure commuters do not cut through. Mayor Jessup noted 15,000 – 20,000 vehicles traveling on the outbound side on a daily basis.

c. Vacant House Update

Mayor Jessup reported with a part of the software program and the ordinance implemented, notice was given to five (5) homeowners with two (2) more letters being sent out later this week. He noted that this step might warrant some additional special meetings by the Council.

Mayor Jessup announced that Stephen Galvin, of 11823 Scottsdale, was a plumbing inspection away from getting his occupancy permit. All issues have come into compliance, and his utility bill has been paid in full. Alderman Mills inquired as to the number of current number of vacant houses to which Mayor Jessup responded 22.

d. Website Redesign Update

Mayor Jessup noted that the EDC provided \$6,000 for the project, and Bizopia, who is currently maintaining the website, will be changing platforms (from 10 years ago) and the design. He added that staff had reviewed several municipality websites and that his goal was to keep the friendly, family feeling. Mayor Jessup reported that changes and ideas were already submitted, and Bizopia was expecting a draft view in about ten (10) days with a two (2) week turn around. EDC Member David Lantz will be reporting to the EDC about the progress. He spoke briefly about the visible changes.

e. TML – Small Cities Problem Solving Clinic Feb. 28th

Mayor Jessup reported that the City of Meadows Place was hosting this event and gave a brief overview of the itinerary of the Clinic. He noted that he would be encouraging the small cities in our area to attend. He also encouraged the Council Members to attend.

f. Survey Monkey Review

Mayor Jessup reviewed the results from the recent survey regarding the community garden, street lighting, irrigation and vines along the sound wall, band shell/amphitheater in the Park, and granite trails along the bayou. He noted he would be meeting with Public Works Director Dan McGraw to create a plan and may solicit help from the Council Members.

3. Upcoming Agenda Items

Mayor Jessup gave a summary of the upcoming items on the regular meeting. City Secretary Janice M. Moore provided a sample of the newly revised candidate packet provided on a thumb drive.

Ordinance 2014-01:

Mayor Jessup spoke against pea gravel roofs. He requested feedback from the Council. After a brief discussion, the Council agreed to remove the language from Section 150.02 (d) 3. Alderman Morgan made a comment that if the City was moving forward, it should be removed. Mayor Jessup spoke against seeing the standing seam on the roof from the right-of-way. The consensus from the Council was to keep the language in the ordinance.

Ordinance 2014-02:

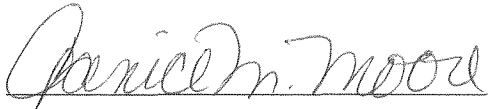
Following a brief explanation from Mayor Jessup, Alderman Henley suggested changing the vertical difference to a two (2) in Section 302.2. The Council agreed to the change.

4. Adjournment

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

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

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL REGULAR MEETING
MINUTES
JANUARY 28, 2014**

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 7:33 p.m. The Pledge of Allegiance was led by Police Chief Gary Stewart, and the Invocation was led by Alderman Dave Wilkens.

2. Presentations: None

3. Reports:

a. Police Department

Chief Gary Stewart provided an overview of the monthly statistics and activities, which was distributed to the Council. A copy was filed with the agenda packet. He noted he was still actively recruiting for a full-time officer position.

Chief Stewart reporting on the following:

- Mental Health Training Certification Program – near completion for all officers.
- Fleet - New Tahoe was in full service with the 2nd Tahoe being in service next Friday.

Alderman Terry Henley questioned the difference in cost for a Tahoe. Chief Stewart noted different lights were installed with the outfit being slightly different and less expensive.

- Applications for Police Officer

Mayor Jessup reported applications had been received. Chief Stewart noted that he had interviewed only (1) potential candidate. Mayor Jessup thanked the Police Department for their work and commended the Chief for the officers completing the mental health training.

Mayor Jessup announced Friday, April 11th scheduled for the Old Town Meadows event.

b. Parks & Recreation

Parks & Recreation Director Monya Keenen reported the following:

Mobil Animal Wellness Center

The event was held on November 2nd from 10:30 a.m. -12:30 p.m. in the parking lot of the Community Center. It was very well attended. This event will be two (2) times a year, on the 1st Saturday in May and on the 1st Saturday in November.

Parks/Playgrounds

At the end of November, fall surface was added at the McDonald Park play areas as well as the exercise area at the McGrath Park.

24th Annual Christmas Memories 2013

The event was held on December 13th from 6:00 p.m. – 9:00 p.m.

- This yearly event was a favorite tradition among residents and visitors. The highlight of the evening is always the arrival of Santa. Santa & Mrs. Claus surprised some of the hay riders by hitching a ride to the park escorted by Meadows Place Police Department.
- Meadows Elementary School Choir, directed by Terri Court, traditionally kicked off this event by performing traditional Christmas carols.
- Our local groups such as the Swim Team and Baseball Team reported they sold out of all their concessions. Boy Scouts had fire pits. Girl Scouts had a bake sale.
- Thank you for the support and help from the Police Department. The Department really appreciated the extra security given during the week of the set-up.
- Also thank you to Public Works and Code Enforcement for their help with the set-up and the clean-up along with former lifeguard staff we recruit to help us with the Snow Mountains/Hay Rides and clean-up.
- HDR engineering sponsored the SNOW HILLS with a very generous donation of \$4,000.
- The Parks & Recreation Department added a few new decorations at this event including LED SNOWFLAKES. Proud to mention that there was no vandalism to report on any kind to the Parks and Recreation Center decorated areas.

Lake Project Updates

- With the help of the Public Works staff, another batch of Texas/Oklahoma wildflowers seeds was placed down at the end of October.
- New rocks by the beach area of the lake - Parents have been seen taking pictures of their kids on the rocks, and they also serve well to hold a tackle box or prop up a fishing pole or just to park for a while and read a book.
- Drainage problems on the east side of the large hill created a wet problem on the trail. An inlet was added with reworking of the irrigation heads and fixing some leaking valve boxes.
- Adding a roof over the pump station equipment in the next month or so.

2nd Concert at the Lake (Live Music on Memory Lane)

- Live music night scheduled at the Lake in the cul-de-sac on Brighton Lane Friday, April 25th from 7:00 p.m. - 9:30 p.m. - Revolving Doors

Pool Staff & Miscellaneous Updates

- Aquatics Director Tracey Spiller was headed off to New Braunfels, February 6th & 7th for recertification to train lifeguard staff.
- In the process of recruiting summer staff now and will be doing training last weekend in April.
- Working with a contractor to replace the worst sections of the wrought iron fencing around the pool starting at the end of February or beginning of March.

Community Center Fees

- In the process of reviewing the possibility of increasing the Community Center rental fees.
- The Community Center continues to be very busy hosting our local athletic board meetings and registrations, Garden Club meetings, leisure classes and staff meeting.

TRAPS (Texas Recreation and Parks Society) STATE CONFERENCE

- Attending educational classes @ TRAPS, State Conference in Corpus Christie, February 18th -21st.

Parks Groundkeeper

- Back in November, Dan Denny moved from Public Works Department to the Parks & Recreation Department. This is working out very well. He will continue to assist the Public Works Department when needed.

Security Camera Updates

- With guidance from Captain Ashton, Dan Denny installed additional cameras at the Field House and Community Center/Pool grounds.

c. Fire Department Update

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

d. 4th Quarter 2013 Investment Report

Mayor Jessup provided a brief overview. A copy of the report was attached to the agenda packet.

Motion: Alderman Morgan moved to **accept** the 4th Quarter Investment Report. Alderman Wilkens seconded the motion, which passed unanimously.

4. Mayor's Comments:

a. Community Garden

Mayor Jessup reviewed the results from the recent survey regarding the Community Garden and noted that the project will be pursued. He added that citizens were in favor of a band

shell/amphitheater in the Park, street lighting, granite trails along the bayou, and irrigation & vines along the sound wall. He added that Public Works Director Dan McGraw would be working on the vines within the next two (2) weeks.

b. West Airport Boulevard Project Update

Mayor Jessup reported that the bid will be given to a contractor mid-March.

c. May 10, 2014 Municipal Election Reminder

Mayor Jessup spoke about the newly revised candidate packet provided on a thumb drive as presented by City Secretary Moore.

d. Council Seeking Alternates for the Planning & Zoning Commission and the Board of Adjustment

Mayor Jessup reported that Former Alderman Heidi Case expressed interest in volunteering. He encouraged others to step forward and get involved.

5. New Business:

a. Reappointment of Mr. Clifton Aldrich, Fort Bend Subsidence District Director (Small Cities Representative)

Mayor Jessup recommended the reappointment of Mr. Clifton Aldrich.

Motion: Alderman Isbell moved to **approve** the reappointment of Mr. Clifton Aldrich as the Fort Bend Subsidence District Director (Small Cities Representative). Alderman Henley seconded the motion, which passed unanimously.

6. Ordinances:

a. **Ordinance 2014-01:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, DELETING SUBSECTION 150.25(D) OF SECTION 150.25 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SUBSECTION 150.25(D) OF SECTION 150.25 OF CHAPTER 150 OF THE CODE OF ORDINANCES; PROVIDING RULES AND REGULATIONS FOR RESIDENTIAL ROOF MATERIALS; 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 Henley moved to **adopt** Ordinance 2014-01 with removal of the language from Section 150.02 (d) 3 regarding pea gravel. Alderman Morgan seconded the motion, which passed unanimously.

b. **Ordinance 2014-02:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, DELETING SUBSECTION 150.02(G)(3) OF THE CODE OF ORDINANCES; AMENDING THE 2012 INTERNATIONAL PROPERTY MAINTENANCE CODE BY PROVIDING RULES AND REGULATIONS FOR

DRIVEWAYS; 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 Henley moved to **adopt** Ordinance 2014-02 with the vertical difference change to two (2) in Section 302.2. Alderman Mills seconded the motion, which passed unanimously.

c. Ordinance 2014-03:

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

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

Motion: Alderman Wilkens moved to **adopt** Ordinance 2014-03. Alderman Isbell seconded the motion, which passed unanimously.

d. Ordinance 2014-04:

AN ORDINANCE CALLING AN ELECTION FOR THE CITY OF MEADOWS PLACE, TEXAS, TO BE HELD ON SATURDAY, THE 10TH DAY OF MAY, 2014, FOR THE PURPOSE OF ELECTING CITY OFFICIALS, PROVIDING FOR EARLY VOTING AND PROVIDING FOR NOTICE OF SAID ELECTION.

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

Motion: Alderman Morgan moved to **adopt** Ordinance 2014-04 with the changes to the early voting schedule. Alderman Henley seconded the motion. Mayor Jessup noted that it was the responsibility of the City Secretary Moore for elections. He then thanked her for her efforts. The motion passed unanimously.

7. Resolutions:

a. Resolution 2014-01:

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING FIVE (5) REGULAR MEMBERS TO THE BOARD OF ADJUSTMENT AND SEVEN (7) DIRECTORS TO THE ECONOMIC DEVELOPMENT CORPORATION.

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

Motion: Alderman Henley moved to **approve** Resolution 2014-01 as presented for:

Board of Adjustment

Gary Franks
R. Nelson Goolsby
Clyde Little
David Piwonka
Doug Schroeder

Economic Development Corporation

Bob Graf
Harry Hamilton
Terry J. Henley
David Lantz
Clyde Little

Alderman Mills seconded the motion, which passed unanimously.

b. Resolution 2014-02:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TO ENTER INTO A JOINT ELECTION AGREEMENT AND CONTRACT FOR 2014 ELECTION SERVICES BETWEEN THE CITY OF MEADOWS PLACE AND FORT BEND COUNTY, TEXAS, 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 2014-01. Alderman Morgan seconded the motion, which passed unanimously.

8. Consent Agenda:

a. Minutes:

November 10, 2013	Retreat
November 26, 2013	Regular
December 3, 2013	Special
December 17, 2013	Workshop
December 17, 2013	Regular

b. Presentation of Invoices:

Concrete Raising Corporations	\$ 5,639.04
JBRI Construction Services	\$ 5,538.00
Lone Star Products & Equipment	\$ 6,105.80
Randle Law Office, Ltd, L.L.P.	\$ 9,647.56
Schertz Bank & Trust (Govt Capital)	\$ 12,941.64 (previously ratified)
<i>Lease on 2013 Chevrolet Tahoe (PD)</i>	

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

9. Audience Comments:

Nasa Shelton inquired appointments to the BOA and Planning & Zoning Commission. She asked if Ordinance 2014-03 was related to the ordinance on vacant houses.

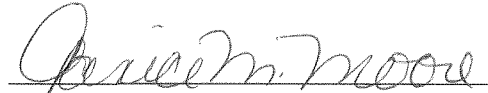
Alderman Mills reminded everyone that it was Girls Scout cookie time and encouraged support of troops in the neighborhood.

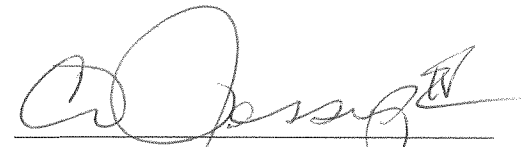
10. Adjournment:

Alderman Wilkens moved to adjourn the meeting at 8:27 p.m. Alderman Mills seconded the motion, which carried unanimously.

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

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING MINUTES
FEBRUARY 25, 2014**

Present were Mayor Charles D. Jessup, IV and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, and David A. Wilkens. Also present were City Secretary Janice M. Moore and Police Chief Gary Stewart. 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. TML – Small Cities Problem Solving Clinic Feb. 28th

Mayor Jessup reminded the Council about the upcoming event and noted that he spoke about it at the recent Mayor Association Luncheon. He estimated about 27 attendees. Gift mugs and cups would be presented for every attendee.

b. Creation of a Community Garden Committee

Mayor Jessup provided a brief overview of the feedback from the Community Garden survey. Alderman Isbell inquired about the number of residents that actually responded. Mayor Jessup noted that 125 residents responded out of 1500 households. Mayor Jessup noted this project would give Meadows Place the opportunity to shine. He added that the creation of the committee would come back to the Council for consideration. Mayor Jessup asked Former Alderman Heidi Case to keep track of those who were interested.

c. Generator Purchase

Mayor Jessup reported that Public Works Director Dan McGraw sought out a rebuilt 470 KW generator by World Power for the amount of \$35,000, which would cover the Water Well, Fire Station, and the Tactical Training Center (TTC). He added there would be an additional \$12,500 for a turnkey electrical set-up. Alderman Henley asked about the current generator. Mayor Jessup noted that the City currently had a 270 KW generator, which covered a part of the TTC.

Alderman Henley spoke about the possibility of H-GAC having a surplus of FEMA Funds from Hurricane Ike. He added that the generator may qualify for those funds.

d. Website Redesign – Update

Mayor Jessup presented the draft redesign of the City's website and spoke about the various upgrades. He noted that this design had already been presented to the EDC.

e. Cell Tower Agreement

Alderman Isbell explained he had reviewed the documentation, displaying a photo of the cell tower. He noted that Crown Castle wanted to buy out the lease and inquired if the City was still receiving payments and provided an overview of the payment structure. Alderman Isbell noted that the payments were taxed as capital gains tax and noted that the agreement was strictly a lease and the new proposal was regarding an easement for 80 years. Mayor Jessup explained that he would confirm the payments.

Alderman Mills arrived at 6:35 p.m.

3. Upcoming Agenda Items

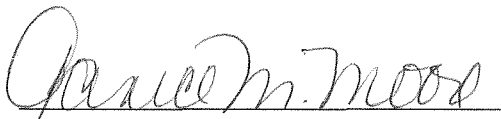
Mayor Jessup gave an overview of the upcoming items being presented on the regular meeting agenda. He announced the election of Police Chief Gary Stewart as the vice president of the Houston Area Police Chiefs Association. There was an extension discussion regarding the two (2) options of establishing a policy for submitting items on the agenda by Council Members. Chief Stewart presented a PowerPoint on the racial profiling report.

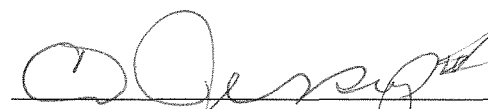
4. Adjournment

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

**These minutes were approved by the
City Council on Tuesday, March 25, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL REGULAR MEETING
MINUTES
FEBRUARY 25, 2014**

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. Absent was Alderman Terry W. Morgan.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:33 p.m. The Pledge of Allegiance was led by Henley, and the Invocation was led by David Wilkens.

2. Presentations: None

3. Reports:

a. Police Department

Chief Gary Stewart provided an overview of the monthly statistics and activities, which was distributed to the Council. A copy was filed with the agenda packet.

Chief Stewart spoke about the TLC Program and the details of a recent robbery. Alderman Isbell commended Captain Jack Ashton and Police Officer Larry Eissler regarding the information presented at the recent Neighborhood Watch meeting.

1. Annual Contact Report 2013 - Del Carmen Consulting

Mayor Jessup noted that a presentation and explanation was given in the workshop meeting.

Alderman Wilkens moved to **approve** the report. Alderman Henley seconded the motion. Alderman Henley explained that the report was required by law and that he appreciated the energy put forth. The motion passed unanimously. Mayor Jessup commended Chief Stewart on an excellent presentation.

b. Code Enforcement -

Official Jerry Parker not present.

c. EDC Meeting Update

President Terry Henley reported on the Feb. 19th meeting:

- Thank you to City Secretary Jan Moore for getting things organized.
- Oaths of Office were administered. Chair and vice chair positions were elected with ad hoc committees being appointed.
- Aldi expressed interest on Kirkwood and Airport Blvd. for future development.
- Mayor Jessup met with the owner of Texas Direct Auto - moving in the right direction.
- Board Director Harry Hamilton presented a media video for the website – what's happening in our city including economic development.
- Website to be more friendly and easy to use.
- Domain names being transferred to the City: gatewaytofortbendcounty and yourplacefor life.
- Received an updated report about finances ending September 30, 2013.

d. Fire Department Response Statistics

Mayor Jessup presented the report, which was filed with city records.

4. Mayor's Comments:

a. Water Billing Transition

Mayor Jessup reported a positive transition and noted that the City was officially online with the new water billing system. He expressed his excitement for the project being fully implemented.

b. Creation of a Community Garden Committee

Mayor Jessup noted that the creation of this committee would be coming back to the Council for its consideration. Anyone that is interested should contact the Mayor or Heidi Case. Mayor Jessup explained that this project was an exciting opportunity to get the community together.

c. West Airport Blvd. Construction Project Update

Mayor Jessup noted that Public Works Director Dan McGraw would be attending an upcoming preconstruction meeting. He added that street closing information would be included the next newsletter with more details to come.

d. Election: Applications Due for Placement on May 10th Ballot by Feb. 28th at 5 p.m.

Mayor Jessup reminded everyone regarding the deadline for candidacy.

5. Council Member Comments

a. Election – John Isbell

Alderman Isbell printed out election calendar on the table by agendas. He spoke about the important of voting. A copy of his presentation was attached to these minutes.

6. New Business:

a. Establish a Policy for Submitting Items on Agenda by Council Members

Motion: Alderman Wilkens moved to **approve** Option 1. Alderman Henley seconded the motion. Alderman Henley explained the policy was not in writing.

Alderman Wilkens and Henley voted in favor of the motion, while Aldermen Mills and Isbell voted against the motion. The motion passed with a 3-2 vote with Mayor Jessup breaking a tie.

7. Ordinances: None

8. Resolutions:

a. Resolution 2014-03:

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING ONE (1) REGULAR MEMBER TO THE BOARD OF ADJUSTMENT AND ONE (1) ALTERNATE MEMBER TO THE PLANNING AND ZONING COMMISSION.

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

Motion: Alderman Henley moved to **approve** Resolution 2014-03 as presented for the following appointments:

Benét Gaytos - Board of Adjustment Regular Member

Heidi Case – Planning & Zoning Commission Alternate Member

Alderman Isbell seconded the motion, which passed unanimously.

b. Resolution 2014-04:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE A CONTRACT WITH HDR ENGINEERING, INC. FOR PROVIDING CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE WEST AIRPORT BLVD. AND KIRKWOOD DRIVE RECONSTRUCTION PROJECT CSJ# 0912-34-130.

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

Motion: Alderman Isbell moved to **approve** Resolution 2014-04. Alderman Wilkens seconded the motion, which passed unanimously.

9. Consent Agenda:

a. Minutes:

January 28, 2014 Regular
January 28, 2014 Workshop

b. Presentation of Invoices:

Badger Meter - 13395101	\$ 72,571.51
Badger Meter - 13395301	\$ 56,790.00
Citizens 1 st Bank	\$ 13,181.33 (previously ratified)
Lease on 2013 Chevrolet Tahoe (PD)	
(The one listed on the 1/28/14 agenda was actually for 2012 not 2013)	
Randle Law Office, Ltd, L.L.P.	\$ 10,293.75
Joe L. Salvide LLC	\$ 5,940.00

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

10. Audience Comments:

Ever Ramirez spoke about commercial business and marketing to attract businesses.

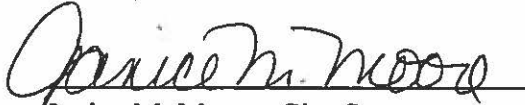
Chuck McClerkan spoke about rental properties.


11. Adjournment:

Alderman Wilkens moved to adjourn the meeting at 8:16 p.m. Alderman Henley seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, March 25, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING MINUTES
MARCH 25, 2014**

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 were City Secretary Janice M. Moore and Police Chief Gary Stewart. Guests: Rick Staigle and Steven Bezner.

1. Call to Order:

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

2. Discussion:

a. Southwest Water Bill

Mayor Jessup provided the following overview:

- The City was invoiced in April of 2013 for the amount of \$93,556.33.
- Due to the massive problems with billing prior to closing, Staff thoroughly reviewed the invoice, but was asked to halt on it, and the company was notified.
- Other cities had problems as well.

Mayor Jessup reviewed the email communication from 2013. He noted that he was not inclined to do anything at this time.

Alderman Wilkens arrived at 6:04 p.m. Alderman Henley arrived at 6:10 p.m.

Alderman Isbell spoke of the company needing to provide proof. Alderman Morgan recommended our city attorney draft a document similar to one he drafted for another city. Alderman Henley suggested that the City send them bills for the expenses incurred in the transition to Severn Trent.

b. Texas Direct Auto

Mayor Jessup reported that TDA leasee went before the P & Z Commission for paint color for approval. He read the correspondence within the last few months from Mike Welch regarding the development of the shopping center design.

Alderman Henley inquired if they had shared any information regarding their finances. Mayor Jessup responded in the negative. Alderman Henley noted problems with moving vehicles and their pricing gaps had been shrinking. Mayor Jessup noted that he would send correspondence to remind them about their commitment.

c. Cell Tower Agreement

Mayor Jessup explained that the lease was transferred from T-Mobile to Crown Castle. He distributed support documentation regarding the current payment schedule and Crown Castle's recent proposal. Mayor Jessup added that the agreement automatically rolled over, and the City could get out of it unless the tower went down or they did have any need for it. Alderman Henley suggested renegotiating the percentage.

d. ADP Payroll System

Mayor Jessup informed the Council that the City Staff had been fighting with the payroll process for quite some time and that Chief Gary Stewart and City Secretary Janice Moore had been working together to find the right program. He noted that his dream was to have a payroll system for all staff to log in and get their paycheck. Mayor Jessup further noted that the current system was not seamless. He and Ms. Moore provided an overview of the negotiation process and the benefits offered for ADP Resource. Mayor Jessup recognized City Secretary Moore and Chief Stewart for their efforts. Council Members posed questions. City Secretary Moore recognized Mayor Jessup for his support with the project.

e. Update on Wright Technologies

Mayor Jessup reported positive feedback regarding the transition from Percento Technologies. All comments communicated were nothing, but positive.

3. Upcoming Agenda Items

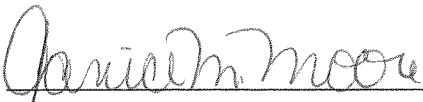
Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda. He reported staff meeting recently took place with the City of Stafford Fire Department to update the fire inspection forms, process and fees. He spoke added that Stafford was pushing to ISO – 1 and 2 is the same for residential, but not commercial.


4. Adjournment

Alderman Morgan moved to **adjourn** the meeting at 7:21 p.m. Alderman Wilkens seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, April 22, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
MARCH 25, 2014**

Present were Mayor Charles D. Jessup, IV and Aldermen Terry J. Henley, John F. Isbell, Kelle K. Mills, Terry 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 7:34 p.m. The Pledge of Allegiance was led by Alderman Wilkens, and the Invocation was led by Alderman Morgan.

2. Presentations: None

3. Reports:

a. Police Department

Chief Gary Stewart provided an overview of the monthly statistics and activities, which was distributed to the Council. A copy was filed with the agenda packet. Mayor Jessup recognized the Chief Stewart and his staff. Alderman Isbell expressed appreciation for the information presented at the last Neighborhood Watch meeting.

b. Public Works

Director Dan McGraw gave a PowerPoint presentation on the following items:

- West Airport Blvd Reconstruction Project Pre-Construction Meeting with TxDOT scheduled for April 16th. Traffic plan information to come.
- Reported on the various building activities: roofing, electrical, plumbing, etc.
- Badger Water Meter System up and running. A water usage consumption report from the program was shown and explained.
- Vines were planted and irrigation was installed along the City's site walls for absorption of absorb heat and sound and to deter graffiti.
- Floodplain has been reduced in size with an ordinance being presented for approval.
- Badger Meter Company contracted a public relations firm who interviewed Mayor Jessup and Director McGraw on the purchase, installation and overall system.

- American Water Association asked the City to provide an abstract on the City's water reuse program with a possibility of presenting it in July.
- Water Reuse Presentation to be presented at the Subsidence District.

c. Fire Department Response Statistics – February 2014

Mayor Jessup reported about a staff meeting that recently took place with the City of Stafford Fire Department to update the fire inspection forms, process and fees. Mayor Jessup then presented the report, which was filed with city records.

4. Mayor's Comments:

a. We Are Investing in Homes – Don't Move, Improve!

Mayor Jessup expressed excitement about the process code enforcement has made with driveways, painting, garbage, etc. He also spoke about the upcoming Garden Club Home Tour and encouraged everyone to attend.

b. Pre-Construction Meeting Set for West Airport Blvd. Reconstruction Project

Public Works Director provided an update in his report in Item 3.b.

c. Update on Small Cities Problem Solving Clinic

Mayor Jessup reported that officials from 27 jurisdictions attended this event. He added that a representative from Jersey City recommended the City's newsletter as a regional resource.

5. New Business:

- a. Approval of the February 2014 Fort Bend County Emergency Management Plan

Motion: Alderman Morgan moved to **approve**. Alderman Mills seconded the motion, which passed unanimously.

6. Ordinances:

a. Ordinance 2014-05:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 10, 2014 GENERAL CITY ELECTION, ELECTED TO OFFICE; CANCELLING THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **adopt Ordinance 2014-05**. Alderman Henley seconded the motion, which passed unanimously.

b. Ordinance 2014-06:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, ADOPTING FLOODPLAIN REGULATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

Motion: Alderman Wilkens moved to **adopt Ordinance 2014-06**. Alderman Mills seconded the motion, which passed unanimously.

7. Resolutions:

a. Resolution 2014-05:

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING ONE (1) ALTERNATE MEMBER TO THE PLANNING AND ZONING COMMISSION.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2014-05 for the appointment of Ever Ramirez as alternate member of the Planning and Zoning Commission. Alderman Henley seconded the motion, which passed unanimously.

8. Consent Agenda:

a. Minutes:

March 25, 2014	Regular
March 25, 2014	Workshop

b. Presentation of Invoices:

Premier Outdoor Installations	\$ 17,448.00
Joe L. Salvide LLC	\$ 7,265.00

Mayor Jessup announced that the minutes should have been listed as February 25th not March 25th.

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

9. Audience Comments:

Mayor Jessup recognized future Aldermen Steven Bezner and Rick Staigle and Former Mayor Mark McGrath. Mr. McGrath spoke of renovations to his current home and the City of Meadows Place being his Place 4 Life.

10. Adjournment:

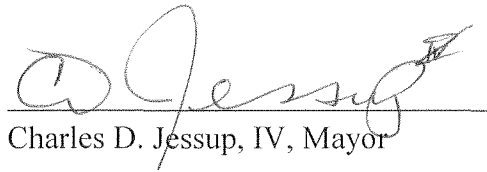
Alderman Wilkens moved to adjourn the meeting at 8:06 p.m. Alderman Henley seconded the motion, which carried unanimously.

These minutes were approved by the
City Council on Tuesday, April 22, 2014.

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING MINUTES
APRIL 22, 2014**

Present were Mayor Charles D. Jessup, IV, 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. Guests: Rick Staigle and Steven Bezner. Absent was Alderman Terry W. Morgan.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:02 p.m.

2. Discussion:

a. West Airport Blvd. Reconstruction Project

Mayor Jessup reported that Public Works Director attended a preconstruction meeting with all involved parties. May 10th was reported as the start date for movement on the project. Rick Staigle provided some input about the traffic flow and intersections being closed. Mayor Jessup spoke about the options for a staging location.

b. Texas Direct Auto (TDA) Update

Mayor Jessup presented a new shopping center design as submitted by TDA. He spoke about one future tenant - "Get Air Trampoline Park."

c. Community Garden

Mayor Jessup showed a Powerpoint presentation that was recently presented to a group of residents interested in being involved in the Community Garden. It included information about types of gardens and 10 Steps to Starting a Community Garden. He noted the following:

- The City would have to work with the group on water and land.
- Staff would not be involved in the maintenance of the garden.
- The group confirmed moving forward.
- A Garden Party would be an idea for a fundraising event.
- Upcoming meeting was set for questions and more information with a representative from the City of Southside.
- It's up to the group to pick the location.
- It's one more thing that sets our City apart.

d. Generator at Water Well #3

Mayor Jessup requested input regarding the purchase of an open air generator like current purchased one for \$45,000 that was totally enclosed in a steel container. Alderman Henley spoke about pursuing funding and purchasing one with natural gas. Mayor Jessup confirmed that this generator would service the fire station, TTC and water well. He spoke about Public Works Director Dan McGraw doing a phenomenal job at researching options.

e. City of Stafford Fire Department – Update on ISO 1

No discussion took place on this item.

f. Website

Mayor Jessup noted a meeting on the 29th about the progress of the website and when the City will go live with the website, possibly within the next 30 days.

3. Upcoming Agenda Items

Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.

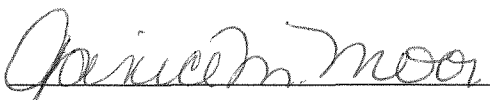
Alderman Mills inquired about the dumpster diving conference call with the attorney. Mayor Jessup requested the person who was seeking items for recycling to stop. He noted items placed on a curb were not City property, unless the Council passed an ordinance that specified.

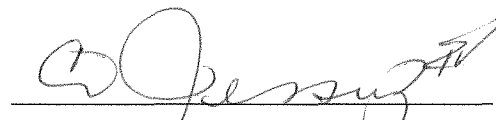
4. Adjournment

Alderman Wilkens moved to **adjourn** the meeting at 7:00 p.m. Alderman Henley seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, May 27, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
APRIL 22, 2014**

Present were Mayor Charles D. Jessup, IV, 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. Absent was Alderman Terry W. Morgan.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:32 p.m. The Pledge of Allegiance was led by Public Works Director Dan McGraw, and the Invocation was led by Alderman Dave Wilkens. Mayor Jessup spoke about Alderman Morgan's absent due to medical reasons.

2. Presentations:

- a. Proclamation - National Safety Digging Month – Mayor Jessup Presented
- b. Proclamation - National Water Safety Month – Mayor Jessup Presented

3. Reports:

a. West Airport Blvd. Reconstruction Project

Public Works Director Dan McGraw reported the following:

- Attended meeting at TxDOT with Contractor Aranda Brothers
- Construction start date was May 10th, but now pushed towards end of the month.
- 213 days for completion of project.
- Signage installed in 3-4 weeks.
- PW Director McGraw is the liaison between city, customers and TXDOT project manager.
- Visiting businesses along W. Airport dealing with concerns and giving support.
- East bound is first - 120 days to complete. Safety inspections –
 - 2 Barricade/month by TxDOT
 - Sign Inspections every 3/month
 - SWPPP – inspect every 7 days/1" rain (City will also keep on top on the BMP)

- Updates on the project on a monthly basis and as needed at council meetings, newsletter, marquee & Code Red if needed.
- Fast tracking through the intersection. Fast tracking was not considered in design. Maybe the first change order.
- Irrigation on West Airport – Contractor is charged with the repairs from damage caused, but the entire system will be damaged during construction. Why should contractor be charged with rebuilding entire system? Edwin and I will meet this week to discuss.

Alderman Isbell inquired about fast tracking and if it would affect the City. Public Works Director McGraw responded in the negative.

b. Police Department

Chief Gary Stewart provided an overview of the monthly statistics and activities, which was distributed to the Council and filed with City records. Mayor Jessup commended the patrol officers as well as the criminal investigation unit.

c. Parks & Recreation

Director Monya Keenen reported on the following items:

Jogging Trail

- Added a 4-6 inch layer of decomposed granite on the entire jogging trails and addressed some problem drainage areas.

Pool Grounds and Activities

- Phase one of the pool fencing has been completed.
- Drainage issues around the pool grounds were being addressed and the benches at the pool were being re-built.
- Swim Team practices start first week in May.
- Pool open to the general public weekends starting May 17th through Labor Day, September 1st
- Wristbands available for sale at the pool during the posted hours for \$5.00. One band required for each family member. Residents MUST show proof of residence either driver's license, or water bill.
- Barefoot "N" Fridays - 3rd Friday in the months of May, June, July and August.
- World's Largest Swim Lesson, Friday, June 20th.
- Lifeguard staff will be going through training this weekend starting Friday evening, and Saturday and Sunday all day. Let's hope the water warms up a bit for them.

Tennis Access Cards

- 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 9:00 a.m. - 4:00 p.m. and must show proof of residency. \$50 per card, maximum, 2 cards per family.

Lake Grounds

- Addressing drainage problems on the east side of the large hill. New inlet has helped.
- Roof being built over the pump station equipment.
- Parks have been well attended, especially in the evenings.

Music Memories

- Live Music at the cul-de-sac on Memory Lane Friday, April 25th 7:00 p.m. -9:30 p.m.
- Concession available from Meadows Place Pony Baseball.
- Members from the Home & Garden Club will be on hand selling the Spring Home and Garden Tour tickets for Saturday, April 26th 2:00 p.m. - 5:00 p.m.

Mobil Animal Wellness Center

- Community Center parking lot Saturday, May 3rd, 10:30 a.m. - 12:30 p.m. Clinic scheduled 2 times a year, 1st Saturday in May and 1st Saturday in November.

Kids Market

- McGrath Park, Saturday, May 10th, 9:30 a.m. - 11:00 a.m. The Market is a great place for kids to find the perfect Mother's Day gift.

Meadows Place Night with the Sugarland Skeeter

- Saturday, May 10th. Tickets are \$13.00 purchased tickets can be picked up at City Hall two (2) weeks prior to game.

Splash Night - Friday, June 6th from 6:00 p.m. - 9:00 p.m.

Summer Activities

- Monday Movies start June 9th.
- Wednesday Bingo starts June 11th.
- Check newsletter and or website for scheduled times

July 4th Parade

- Friday, July 4th at 10:00 a.m. Sugar Grove Church of Christ has agreed to allow us to assemble our parade line up in their parking lot. Texas Direct Auto has been a great help with supplying the vehicles we have needed these past couple of years.

Kid Fish Derby - Saturday, August 23rd @ 7:00am

d. Fire Department Response Statistics – March 2014

Mayor Jessup presented the report, which was filed with City records.

4. Mayor's Comments:

a. Garden Club Tour

Saturday, April 26th from 2:00 p.m. to 5:00 p.m. \$10.00 per person. Tour seven (7) locations. "Don't move. Improve."

b. Community Garden Update

Mayor Jessup reported that Former Alderman Heidi Case recruited residents to attend a recent meeting. He also reported an upcoming meeting set for questions and more information with a representative from the City of Southside. Please contact him if you are interested in being involved.

c. Texas Direct Auto Update

Mayor Jessup announced that TDA had presented a new shopping center design. He spoke about one future tenant - "Get Air Trampoline Park" for kids, teenagers and corporate events. Mayor Jessup encouraged residents to check out the newly renovated dog park.

5. New Business:

- a. Acceptance of the CenterPoint Energy Gas Reliability Infrastructure Program (GRIP) – No Increase

Motion: Alderman Henley moved to **accept** the GRIP as presented. Alderman Isbell seconded the motion, which passed unanimously.

- b. Acceptance of the Quarterly Investment Report Ending March 2014

Motion: Alderman Wilkens moved to **accept** the quarterly investment report. Alderman Mills seconded the motion, which passed unanimously.

6. Ordinances:

a. Ordinance 2014-07:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING SUBSECTION 150.02(I) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES AND SUBSTITUTING A NEW SUBSECTION 150.02(I) OF SECTION 150.02 OF CHAPTER 150 OF THE CODE OF ORDINANCES; ADOPTING WITH AMENDMENTS THE 2009 INTERNATIONAL FIRE CODE; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title and noted the effective date as July 1, 2014.

Motion: Alderman Isbell moved to **adopt Ordinance 2014-07**. Alderman Henley seconded the motion, which passed unanimously.

7. Resolutions:

a. Resolution 2014-06:

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, APPOINTING ONE (1) ALTERNATE MEMBER TO THE PLANNING & ZONING COMMISSION.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2014-06 for the appointment of Sean Ulrey as alternate member of the Planning and Zoning Commission. Alderman Henley seconded the motion, which passed unanimously.

Mayor Jessup noted that the City was still taking applications for the Planning and Zoning Commission.

8. Consent Agenda:

a. Minutes:

March 25, 2014	Regular
March 25, 2014	Workshop

b. Presentation of Invoices:

Concrete Raising Corporation	\$ 10,206.96
Motorola Solutions, Inc. Corp	\$ 19,533.10
Randle Law Office	\$ 6,577.88

Motion: Alderman Wilkens moved to **approve** the Consent Agenda as presented. Alderman Mills seconded the motion, which passed unanimously

9. Audience Comments:


Resident Mike Schofield thanked Code Enforcement Officer Jerry Parker and the City Council for addressing the issues at the vacant house next to his residence. He suggested holding owners who are turning over houses to a higher standard. Mayor Jessup noted that they have to pass inspection with a certificate of occupancy.

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, May 27, 2014.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
WORKSHOP MEETING MINUTES
MAY 27, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, and David A. Wilkens. Also present was City Secretary Janice M. Moore. Guests: Rick Staigle and Steven Bezner. Absent was Alderman Terry W. Morgan and Alderman Kelle K. Mills.

1. Call to Order:

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

2. Discussion:

a. Police Department

CodeRed and Reverse 911

Police Chief Gary Stewart presented a PowerPoint comparison regarding services, costs and benefits for the City. He answered various questions posed by the Council. Mayor Jessup noted that Alderman Henley had requested information about the systems.

Arrest Warrant Teams

Police Chief Stewart presented a PowerPoint summary of the 644 outstanding warrants and the new process being implemented. He answered various questions posed by the Council.

b. Administrative Update

Employee Vision (Eye) Plan

City Secretary Moore provided a proposal for the implementation of an employee vision plan, which was compiled by an employee committee. She also presented a spreadsheet of the overall costs. Following input from the Council, Mayor Jessup noted that the City would be moving forward with the plan of 75% city paid, 25% employee paid.

New Position for City Hall

Mayor Jessup and City Secretary Moore recommended that the salary from the part-time treasurer position would be better utilized with the creation of a full-time administrative clerk. They further explained that the position would support the city secretary, utilities, court and permits. Mayor Jessup provided an overview of the job description.

ADP Update

City Secretary Moore noted that the system was almost implemented and an upcoming training session for staff and council was being scheduled. Mayor Jessup reviewed the history of the problems with the previous system.

c. Discussion of Businesses Benefitting the City

Mayor Jessup informed Council about Texas Roofing Supply as being one of the new tenants for the Texas Direct Auto property with 99% taxable sales.

He explained the Economic Development Corporation's (EDC) goal to have 95% of commercial properties occupied or under contract by 2015. Mayor Jessup also reported that Sun Investments was finally agreeable to sell their property to one (1) owner and his intention was to find a buyer.

Mayor Pro Tempore Henley explained that EDC had enough funds to float the property if necessary. Alderman Staigle volunteered to compile a list of developers. Mayor Jessup spoke about the opportunity of putting in a Dunkin Donuts at the gas station on the corner.

Mayor Jessup added that EDC Director Bob Graf was attending a meeting Planning and Zoning Meeting at the City of Stafford regarding the funding for the Texas Instruments property.

d. Discussion of Proposed Zoning Amendment to C-1 & Set Public Hearings

Mayor Jessup introduced a change in the C-1 zoning district to allow restaurants with drive-thrus, so that Dunkin Donuts could be built. He noted that a zoning text amendment would be required and initiated by the Council. It was agreed a Joint Public Hearing with the Planning and Zoning Commission would be scheduled on July 24th at 7:20 p.m. before the regular Council Meeting.

e. Discussion of Allowing the Purchase of Substandard Homes

Mayor Jessup introduced a draft ordinance for the creation of a committee that would allow the EDC to purchase substandard housing. Policies, procedures and criteria would need to be outlined. A copy of the ordinance was distributed to the Council and will be sent to the EDC for their review. Implementation would require public hearings. Mayor Jessup noted that City Attorney Randle Grady would be attending an upcoming meeting to provide an overview and answer any questions.

f. Discussion of Budget/Auditors

Mayor Jessup noted in his research that most municipalities review and/or rotate audit services every five (5) years. Mayor Pro Tempore noted with other government agencies it was three (3) to five (5) years. Mayor Jessup further noted there was a good relationship with the current auditor, and the subject would be revisited at a later time.

3. Upcoming Agenda Items

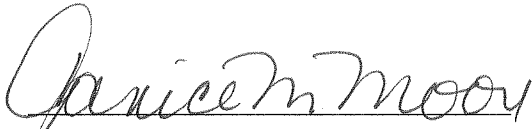
Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.


4. Adjournment

Alderman Wilkens moved to **adjourn** the meeting at 7:26 p.m. Alderman Henley seconded the motion, which passed unanimously.

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

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
MAY 27, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, Kelle K. Mills, and David A. Wilkens. Also present were new Aldermen Rick J. Staigle and Steven H. Bezner and City Secretary Janice M. Moore. Absent were Aldermen Terry W. Morgan and Kelle K. Mills.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:35 p.m. The Invocation was led by Alderman Wilkens and the Pledge of Allegiance was presented by Chaplain Wayne Collins.

Mayor Jessup presented Alderman Wilkens with his framed alderman photo and thanked him for his time and service.

2. Presentations:

a. Swearing In of New Council Members

Judge Bret Kuslik administered the oath and statement of officer to each of the following incoming Council Members:

- Mayor Charles D. Jessup IV
- Alderman Steven H. Bezner
- Alderman I John F. Isbell
- Alderman Rick Staigle

Former Alderman Dave Wilkens left at this time. Receiving no objections, Mayor Jessup moved *Item 9. Public Comment* up on the agenda.

9. Public Comment:

The Garden Club honored the following scholarship recipients: Stephanie Montalvan, Mikalya Mueller, Christina Garcia, Rachel Brown, Kaylyn and Tim Pless (not present).

3. Reports:

a. **West Airport Blvd. Reconstruction Project**

Public Works Director Dan McGraw reported the following:

- A changeover was scheduled for this morning Tuesday the 27th, but a decision was made by TxDot on Friday the 23rd to move it to Friday the 30th and a rain date of June 2nd.
- Starting Friday the 30th, the changeover will take place and type III barricade will be installed at the entrance and exits of Meadow Valley and Ambleswood @ West Airport will be closed. Contractor had installed traffic, warning and safety signs as well as a message board. Temporary wood poles were installed Friday to suspend the traffic signals during project. Public works removed all the boulders last week. Disconnected water taps and removing water meters.
- Meadows Place provided a piece of land for the contractor and TxDot to set up shop for a monthly fee.

Mayor Jessup recognized Public Works Director McGraw for looking out for the City. He also recognized Alderman Staigle for his efforts with saving the city funds.

b. Police Department

Chief Gary Stewart introduced and welcomed Chaplain Wayne Collins as the newest member of the Meadows Place Police Department. He provided a brief bio of his background. Police Chief Stewart then provided an overview of the monthly statistics and activities, which was distributed to the Council and filed with City records.

c. Code Enforcement

Official Jerry Parker reported on the following:

1. Violations since 2/25/2014: 373
2. Cases opened: 320 (Difference in numbers due to ability of more than 1 violation per case.)
3. Current open cases: 64 (60 of those are Tree trim issues with a deadline of 5/29, and final notice to be issued on 6/2.)
4. Actual citations issued: One (1) unlawful burning, case went to court, violator pled guilty and had \$1,000 fine assessed.
5. Bandit signs have decreased by 96%. (Example is the intersection of W. Belfort @ Dairy Ashford. Signs on three (3) corners, but none in our city).
6. Current projects were 1. tree over roadway and sidewalks; and 2. outward appearance of homes: (Siding, paint, fascia, gutters and fences). Of the six (6) major notices, three (3) have completed required repairs on 11600 Dorrance, 11900 Dorrance and 12000 Mulholland. Of the remaining three, 1 becomes eligible for abatement as of 6/2, the other two (2) on 6/11. Meaning that they have been afforded at least 30 days to either make the repairs or make contact to arrange a reasonable deadline due to the financial burden that this can cause.

7. Top reoccurring issues:

- a. Trash cans either out after trash day, or stored in public view: 98
- b. Grass/Weeds: 68
- c. Junk vehicles in drive or street: 24

8. Unoccupied/Vacant Buildings Total: fluctuated between 24 – 31 at any given time. This was due to high turnover of rental properties. Avg. vacancy of 7 – 15 days. There were 14 that have been deemed long term, greater than 90 days, and have all been mailed a copy of the ordinance and given 30 – 45 days (staggered) to respond to the new ordinance, ending dates of 6/6 and 6/20.

- a. Four (4) have responded with complete compliance. Two (2) on Scarcella (12331, 12334), Meadowdale (12122), and Scottsdale (11510).
- b. Five (5) partial compliance. Blair Meadow (12023), Sturdivant (12010), Bloomington (11911), Kenzie Ct. (11711), Brook Meadow (11634).
- c. Five (5) no compliance as of yet. Haggard (12303 deceased), Dorrance (11314, 11935 deceased), Brighton (11946 Cavender - unk), Scottsdale (11306 denial of ownership).

Mayor Jessup spoke about the importance of neighbors working with each other. Code Enforcement Official Parker provided a definition for Alderman Bezner regarding the difference between unlawful burning and lawful burning. Alderman Isbell inquired about the % of complaints called in versus the issues found by the code enforcement official. He responded that most come from citizens. Alderman Henley inquired if the homeowners with vacant homes were posting their vacant sign information. Code Enforcement Official Parker reported that five (5) have complied with four (4) in partial compliance with insurance.

d. Fire Department Response Statistics - April 2014

Mayor Jessup provided an overview of the report for April. He noted that a representative would be attending the next week. A copy was filed in City records.

4. Mayor's Comments:

a. Online Payments for Court

Mayor Jessup announced the implementation of online court payments.

b. Moody's Rating Upgrade for the 2005 Bond

Mayor Jessup proudly announced that Moody upgraded the City's credit rating from AAA3 to A1. He explained it was a very significant rating for a small town and read the letter of correspondence confirming the upgrade.

c. 4th of July Parade Marshal

Mayor Jessup announced Fort Bend ISD Superintendent Charles Dupree as the parade marshal.

d. Community Garden/Citizen Involvement

Mayor Jessup reported that Heidi Case coordinated a phone committee to seek participation regarding the Community Garden. He added that 12 residents attended a recent meeting, and the next meeting would include the president of Southside Place community garden. Mayor Jessup expressed excitement of this citizen involved project and noted that it would be a committee function with city support.

5. **New Business:**

- a. Approval of an Amendment to the February 2014 Fort Bend County Emergency Management Plan

Mayor Jessup provided a brief overview noting that the amendment was due to the elimination of the penalty clause.

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

6. **Ordinances:**

- a. **Ordinance 2014-08:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, DELETING SECTION 94.15 OF CHAPTER 94 OF THE CODE OF ORDINANCES AND ADDING NEW RULES AND REGULATIONS FOR COMMUNITY CENTER AND SWIMMING POOL RENTALS; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Jessup read the title and provided a brief explanation.

Motion: Alderman Staigle moved to **adopt Ordinance 2014-08**. Alderman Henley seconded the motion, which passed unanimously.

- b. **Ordinance 2014-09:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, PROVIDING FOR A SCHEDULE OF FEES; REPEALING ALL ORDINANCE OR RESOLUTIONS IN CONFLICT HERewith; PROVIDING A PENALTY; AND PROVIDING FOR SEVERABILITY.

Mayor Jessup read the title and provided a brief explanation.

Motion: Alderman Bezner moved to **adopt Ordinance 2014-09**. Alderman Isbell seconded the motion, which passed unanimously.

7. **Resolutions:**

a. **Resolution 2014-07:**

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, REMOVING HEIDI CASE AS AN ALTERNATE MEMBER AND APPOINTING HER AS A REGULAR MEMBER TO THE PLANNING & ZONING COMMISSION.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2014-07. Alderman Henley seconded the motion. Mayor Jessup noted that this action was due to the Alderman Staigle's resignation. The motion passed unanimously.

b. **Resolution 2014-08:**

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE A CONTRACT WITH ARANDA BROTHERS CONSTRUCTION CO., INC. FOR USE OF THE CITY'S PROPERTY AS A CONSTRUCTION MOBILIZATION, STAGING AND OFFICE AREA IN CONJUNCTION WITH THE WEST AIRPORT BOULEVARD RECONSTRUCTION PROJECT.

Mayor Jessup read the title.

Motion: Alderman Henley moved to **approve** Resolution 2014-08. Alderman Isbell seconded the motion, which passed unanimously. Alderman Staigle confirmed he had no conflicts of interest.

c. **Resolution 2014-09:**

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AMENDMENT TO THE INTERLOCAL COOPERATION AGREEMENT FOR THE COLLECTION OF TAXES WITH FORT BEND COUNTY AND TO RATIFY THE ORIGINAL AGREEMENT AND PREVIOUS AMENDMENTS.

Mayor Jessup read the title.

Motion: Alderman Henley moved to **approve** Resolution 2014-09. Alderman Bezner seconded the motion, which passed unanimously.

8. **Consent Agenda:**

a. Minutes:

April 22, 2014	Regular
April 22, 2014	Workshop

b. Presentation of Invoices:

Randle Law Office	\$ 20,678.40
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Motion: Alderman Henley moved to **approve** the Consent Agenda as presented. Alderman Isbell seconded the motion, which passed unanimously

9. Audience Comments:

Shirley Isbell congratulated all new elected officials and invited everyone to her house after the meeting. Mrs. Isbell added that she was proud to be a resident of the City.


Mark McGrath inquired about the irrigation on West Airport Blvd. Alderman Staigle explained that the removal of the trees was due to the left turn lanes and moving the curb. Mr. McGrath congratulated the new council.


10. Adjournment:

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

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

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**CITY COUNCIL
BUDGET WORKSHOP MEETING MINUTES
JUNE 17, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Accountant Anna-Maria Weston and Accounting Specialist Laura Shirley.

1. Call to Order:

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

2. Discussion:

a. Budget Introduction

Mayor Jessup provided an overview of the certified preliminary valuation. Mayor Pro Tempore Henley arrived at 6:30 p.m.

b. Overview of Revenues

Mayor Jessup with the assistance from Alderman Staigle provided an overview of the revenues touching upon the franchise fees, fines and forfeitures, grant funds, and other revenues such as mixed beverages. They answered questions posed by the Council.

c. Administrative/Municipal Court Budget Presentation

City Secretary Moore presented a detailed overview proposed budget items for administration and municipal court. A copy of the presentation documents was filed with City records. Questions were posed by the Council.


3. Adjournment

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

**These minutes were approved by the
City Council on Tuesday, September 19, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
JUNE 24, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, City Attorney J. Grady Randle, Accountant Anna-Maria Weston, and Police Chief Gary Stewart.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:35 p.m.

2. Presentation:

a. Council Orientation

City Attorney J. Grady Randle provided an overview of information relating to the Public Information Act and Open Meetings Act, social media websites and the City's website. He answered questions relating to those subjects. He donated his time to the Council for this presentation.

3. Discussion:

a. Police Department – Chief Gary Stewart

i. Reorganization of Emergency Management Funds

With no objections, Mayor Jessup removed this item from the agenda.

ii. Department Budget Presentation

Police Chief Stewart distributed budget spreadsheets and provided a detailed explanation of the changes to each line item. He also distributed an overview of vehicle expenses and new vehicle purchase options. Mayor Jessup noted emergency management expenditures would be visited in the 2015-2016 budget because it required some detailed organization and planning from the police chief and public works director. Police Chief Stewart answered questions posed by the Council Members. He also spoke about personnel updates and the drug task force. Mayor Jessup requested Police Chief Stewart to provide a status report of the arrest warrant teams at a future workshop.

3. Upcoming Agenda Items

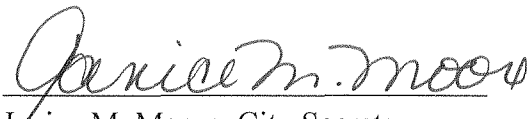
Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.

4. Adjournment

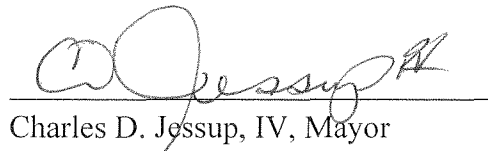
Alderman Staigle moved to **adjourn** the meeting at 7:17 p.m. Alderman Bezner seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, July 22, 2014.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
JUNE 24, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Police Chief Gary Stewart and Captain Jack Ashton.

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 Mayor Jessup.

2. Appointment: Mayor Pro Tempore

Alderman Bezner move to **appoint** Alderman Terry Henley as Mayor Pro Tempore. Alderman Isbell seconded, which passed unanimously. Mayor Jessup congratulated Mayor Pro Tempore Henley on his appointment. He thanked everyone for the appointment.

3. Presentations: None

With no objections from the Council, Mayor Jessup moved up Item 10. Audience Comments.

10. Audience Comments:

Robert Quarles, district director of Congressman Pete Olsen's office, introduced himself and encouraged residents to visit his office.

4. Reports:

a. Police Department

Police Chief Stewart provided an overview of the monthly statistics and activities, which was distributed to the Council and filed with City records.

b. West Airport Blvd. Reconstruction Project

Alderman Staigle reported the following:

- Encouraged Patronize our businesses.
- Delay in construction due to rain.
- One lane in each direction for the next eight (8) months.
- Request for Amblewood and Meadow Trail at West Airport Blvd. to open. Mayor Jessup responding to this request in the next newsletter.

c. Public Works

On behalf of Public Works Director Dan McGraw, Mayor Jessup noted the following:

- The cement pad was for the water well #1 generator was completed.
- Public Works Director McGraw presented on water reuse at a recent Texas Public Works Association event.
- Public Works Director McGraw has been rebuilding city vehicles and working around the circular tank.
- Public Works Director McGraw working with Chief Stewart on the full implementation of an Emergency Operations Center (EOC).

d. Fire Department Response Statistics - May 2014

Mayor Jessup provided an overview of the report for May. He noted that a representative would be attending the next week. A copy was filed in City records.

5. Mayor's Comments:

a. 4th of July Parade Reminder

Mayor Jessup reminded everyone about the upcoming 4th of July Parade in the City. He noted that several dignitaries will be participating.

b. Budget Process Overview

Mayor Jessup noted that the budget workshops have begun and that we have implemented a conservative budget process. He thanked the department heads for their work.

c. Committees Forming Soon: Substandard Housing & Community Garden

Mayor Jessup announced the two (2) committees were in the process of being formed. He encouraged residents to volunteer and then provided a brief overview of the ordinance being proposed for substandard housing later this year.

d. Council/Planning & Zoning Commission Joint Public Hearing Scheduled for July 15th

Mayor Jessup announced the upcoming joint hearing with the Planning and Zoning Council and explained about the change to zoning district C-1 to allow drive thrus.

6. New Business: None

7. **Ordinances:**

a. **Ordinance 2014-09 (B):**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING AND REPLACING CHAPTER 111 OF THE CODE OF ORDINANCES OF THE CITY OF MEADOWS PLACE, TEXAS, TITLED “PEDDLERS AND SOLICITORS”; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Jessup read the title and provided a brief explanation.

Motion: Alderman Henley moved to **adopt** Ordinance 2014-09 (B). Alderman Staigle seconded the motion. Alderman Bezner requested if a violation of this ordinance was a felony. Mayor Jessup responded in the affirmative. The motion passed unanimously.

8. **Resolutions:**

a. **Resolution 2014-10:**

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, REMOVING EVER RAMIREZ AS AN ALTERNATE MEMBER AND APPOINTING HIM AS A REGULAR MEMBER TO THE PLANNING & AND ZONING COMMISSION.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2014-10. Alderman Bezner seconded. Mayor Jessup spoke about the role of the Planning and Zoning Commission. The motion passed unanimously. The Council welcomed Mr. Ramirez who spoke of few words about the City’s name “getting out” and it being “The Gateway to Fort Bend County.”

b. **Resolution 2014-11:**

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, IN SUPPORT OF THE APPLICATION OF STAFFORD 59 & AIRPORT LP TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY FOR A MUNICIPAL SETTING DESIGNATION AT 12201 SOUTHWEST FREEWAY, STAFFORD, TEXAS.

Mayor Jessup read the title.

Motion: Alderman Staigle moved to **approve** Resolution 2014-11. Alderman Isbell seconded the motion, which passed unanimously.

9. **Consent Agenda:**

a. Minutes:

May 27, 2014 Regular
May 27, 2014 Workshop

b. Presentation of Invoices:

Fort Bend County WCID	\$ 19,035.60
Randle Law Office	\$ 20,678.40

Motion: Alderman Bezner moved to **approve** the Consent Agenda as presented. Alderman Staigle seconded the motion, which passed unanimously

10. Audience Comments:

Nadya Shelton inquired if there were plans to remove the blockage from Amblerwood during the 4th of July Parade. Alderman Staigle provided her with an alternative route. Ms. Shelton also requested an update on vacant houses. Mayor Jessup noted that the ordinance on substandard housing will address this issue and recommended that she contact the Code Enforcement Official Jerry Parker with specific requests.


Chuck McClerkeon requested notice of the substandard housing committee positions. Mayor Jessup noted that he would make an announcement in the newsletter. Ms. McClerkeon spoke in favor of the blockage to Amblerwood.


11. Adjournment:

Alderman Bezner moved to adjourn the meeting at 8:13 p.m. Alderman Henley seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, July 22, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

(SEAL)

**COUNCIL/PLANNING & ZONING COMMISSION
JOINT PUBLIC HEARING MINUTES
JULY 15, 2014**

Present from the City Council were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Kelle K. Mills and Rick J. Staigle.

Present from the Planning & Zoning Commission were Members Heidi Case, Bob McDonald, Ever Ramirez and 3rd Alternate Sean Ulrey.

Also present was City Secretary Janice M. Moore.

1. Call to Order

Mayor Jessup called the Public Hearing to order at 6:12 p.m.

2. Public Hearing

Ordinance 2014-10- Text Amendment

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING SECTION 153.094(B)(2) OF THE CODE OF MEADOWS PLACE BY ADDING A NEW SUBPART (f) THERETO IN ORDER TO ALLOW RESTAURANTS WITH DRIVE-THRU SERVICE AS A SPECIFIC USE IN THE C-1 LIGHT COMMERCIAL DISTRICT; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Public Comment:

Mark McGrath requested clarification on the area and asked if it was a specific use. Mayor Jessup explained the boundaries of the C-1 District area and confirmed that it was for specific use only. A copy of the ordinance and code section was distributed to all members.

Planning & Zoning Member Ever Ramirez inquired if there was a buyer for vacant land in that district. Mayor Jessup responded in the negative and provided a brief overview of the approval process applications involving the Council and Planning & Zoning Commission.

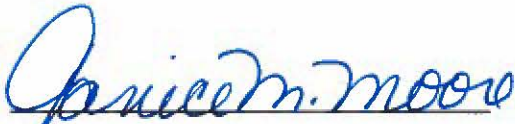
3. Adjournment

Alderman Henley moved to **adjourn** the hearing at 6:20 p.m. Alderman Staigle seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, July 22, 2014.**

**These minutes were approved by the
Planning and Zoning Commission on**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

{SEAL}



Chair

**CITY COUNCIL
BUDGET WORKSHOP MEETING MINUTES
JULY 15, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Public Works Director Dan McGraw, and Accountant Anna-Maria Weston. Present by phone were Aldermen Steven H. Bezner and John F. Isbell.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:30 p.m.

2. Discussion:

a. Public Works/Public Utilities Budget Presentation

Public Works Director McGraw distributed budget spreadsheets and provided a detailed explanation of the changes to each line item regarding the sewer, water, and public works budgets. He answered questions posed by Council Members.

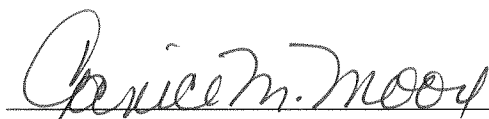
Alderman Bezner left the phone conference at 8:04 p.m. Alderman Mills comment the presentation was very thorough.

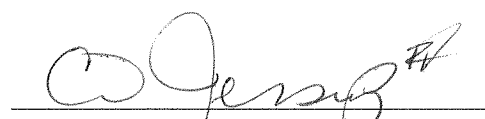
3. Adjournment

Alderman Henley moved to **adjourn** the meeting at 8:36 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, July 22, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
JULY 22, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore and Parks & Recreation Director Monya Keenen.

1. Call to Order:

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

2. Workshop Items for Future Discussion

Mayor Jessup reminded the Council that following the budget approval process, it would need to discuss the WCA contract, the Severn Trent contract, moving ahead with the Texas Direct Auto renovations, the Dorrance overlay, and the Kirkwood mobility bond project. He added Planning and Zoning will meet to address zoning ordinances. Mayor Jessup encouraged bringing new ideas to the table and referred to the 1996 Master Plan.

3. Presentation:

a. Parks & Recreation Budget

Director Monya Keenen distributed budget spreadsheets and provided a detailed explanation of the changes to each line item. She answered questions posed by Council Members.

4. Upcoming Council Agenda Items


Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.


5. Adjournment

Alderman Staigle moved to **adjourn** the meeting at 7:25 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, August 26, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
JULY 22, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Captain Jack Ashton, and Parks & Recreation Director Monya Keenen.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:36 p.m. The Pledge of Allegiance was led by Boyscout Jeff Tevis, and the Invocation was led by Mayor Jessup.

2. Presentations: None

3. Reports:

a. Police Department

Captain Jack Ashton provided an overview of the monthly statistics and activities report, which was distributed to the Council and filed with City records. He reminded residents to remove their personal belongings from vehicles. Mayor Jessup reminded residents to utilize the house watch program through the police department while on vacation. Alderman Staigle spoke about scams for prepaid card credit cards from the "Constable." Alderman Isbell complimented the police department on crowd control during the 4th of July Parade.

b. West Airport Blvd. Reconstruction Project

Mayor Jessup reported there was a lot of rain and that funds were secured for the project regardless of delays.

c. Parks & Recreation

Parks & Recreation Director Monya Keenen reported the following:

April

- 2nd year for Music Memories was held Friday, April 25th @7:00-9:30 p.m. Baseball sold concessions and reported they sold out of everything. Home and Garden Club sold tickets to the Home Tour, which was the next day.
- 12 lifeguard staff went through training the last weekend in April in order to be ready for swim team practices, which started the first week in May.

May

- Country Side Mobile Animal Clinic was held at the Community Center parking lot Saturday, May 3rd.
- Meadows Place Night @ the Sugarland Skeeters, Saturday, May 10th.
- 1st Barefoot N Friday for the summer was held, Friday, May 16th and very well attended by 150 kids. Between the lifeguards and the Police Department, they continue to keep our kids safe during this event.
- Pool opened weekends starting, May 17th
- Wristband sales @ \$5 each as of July 14th. \$6,550 collected.

June

- Splash Night was held Friday, June 6th @ 6-9:00 p.m. - Thank you to the Lifeguard staff on an outstanding job keeping everyone safe in the water. Thank you to Mayor and Council for their support and assisting with the games. Thank you Chief Stewart and his staff for all their support on all our events. Thanks to City staff and volunteers that helped with the set-up, cooking and cleaning up. Thank you to all the residents that contributed to the Sugar Grove Church Food Pantry collection that night.
- All summer activities and classes started 2nd week in June.
- We participated in the World's Largest Swim Lesson held Friday, June 20th with 58 registered swimmers.
- 2nd Barefoot N Friday was held Friday, June 20th and well attended with 120 kids.

July

- July 4th Parade was another fun day in Meadows Place. Thank you to the scouts for the beautiful flag display along the parade route. Lifeguard staff helped decorate around the pool grounds, bridge on Dorrance, McDonald Park and the Lake Bridge and pavilions. Thank you to Sugar Grove Church for allowing us to use their parking lot to line up. Thank you to Brookside Equipment for loaning the City a couple of gators and trailer for Lifeguard staff to decorate a float. Thank you to Texas Direct Auto for accommodating needs of vehicles for all dignitaries. Thank you Home and Garden Club for judging the homes decorated for the July 4th celebration. Thank you to the Meadows Place Police Department for traffic control.
- 3rd Barefoot N Friday was Friday, July 18th with 90 kids attending. We had to call it 30 minutes early due to weather.

d. Fire Department Response Statistics - June 2014

Mayor Jessup provided an overview of the report for June. He noted that a representative would be attending the next week. A copy was filed in City records.

4. Mayor's Comments:

a. 4th of July Parade Recap

Mayor Jessup reported that he receives positive comments about the Meadows Place parade each year at government events like the Fort Bend County Mayors and Council Dinner.

b. Life Saving Event at Tennis Courts

Mayor Jessup reported that there was a 911 call at the tennis courts where a police officer assisted with compressions until EMS arrived.

c. Visit by Congressman Pete Olson

Mayor Jessup reported that Congressman Pete Olson had announced "Our Communities, Our Choice Act" legislation during a press conference at Meadows Place City Hall on Friday, July 18. Mayor Vincent Morales, Missouri City Mayor Allen Owen and Fulshear Mayor Tommy Kuykendall were all in attendance.

d. Water Reuse Presentation

Mayor Jessup was asked to attend the Texas Water Reuse Conference with Public Works Director Dan McGraw on water reuse protection. He spoke about the City saving about \$12,500 by reusing lake water and that noted that the program it was expanding.

e. Budget Process & August 12th Budget Workshop

Mayor Jessup noted that a budget workshop took place prior to the regular meeting. He announced that another one was planned for August 12th at 6:00 p.m. and encouraged residents to attend.

5. New Business:

a. Receive the Planning & Zoning Recommendation Regarding Drive-thrus in District C-1 District

Chair Heidi Case reported P & Z attending a joint meeting with the City Council to receive received feedback from the public. She added that P & Z then met, discussed, and recommended approval of the change.

b. Approval of the Quarterly Investment Report

Motion: Alderman Isbell moved to **approve** the 2nd Quarterly Investment Report. Alderman Henley seconded the motion, which passed unanimously.

6. Ordinances:

a. **Ordinance 2014-10**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING SECTION 153.094(B)(2) OF THE CODE OF MEADOWS PLACE BY ADDING A NEW SUBPART (f) THERETO IN ORDER TO ALLOW RESTAURANTS WITH DRIVE-THRU SERVICE AS A SPECIFIC USE IN THE C-1 LIGHT COMMERCIAL DISTRICT; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Jessup read the title and provided a brief explanation.

Motion: Alderman Henley moved to **adopt** Ordinance 2014-10. Alderman Bezner seconded the motion. Alderman Staigle noted that this was a specific use and that the County had the right to approve or disapprove any application for a drive-thru. The motion passed unanimously.

b. Ordinance 2014-11:

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, APPOINTING JANICE M. MOORE AS CITY TREASURER OF THE CITY; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title and provided a brief explanation.

Motion: Alderman Isbell moved to **adopt** Ordinance 2014-11. Alderman Mills seconded the motion, which passed unanimously.

7. Resolutions:

a. Resolution 2014-12:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN INTERLOCAL ADMINISTRATIVE AGREEMENT FOR THE CONTINUATION OF HEALTH COVERAGE (COBRA) WITH TEXAS MUNICIPAL LEAGUE (TML) MULTISTATE INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL.

Mayor Jessup read the title.

Motion: Alderman Henley moved to **approve** Resolution 2014-12. Alderman Staigle seconded the motion, which passed unanimously.

b. Resolution 2014-13:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN INTERLOCAL AGREEMENT FOR THE RISK PARTICIPATING MEMBERSHIP OF TEXAS MUNICIPAL LEAGUE (TML) MULTISTATE INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL.

Mayor Jessup read the title.

Motion: Alderman Staigle moved to **approve** Resolution 2014-13. Alderman Bezner seconded the motion, which passed unanimously.

8. Consent Agenda:

a. Minutes:

June 24, 2014 Workshop
June 24, 2014 Regular
July 15, 2014 Workshop - Joint P&Z
July 15, 2014 Workshop – Budget

b. Presentation of Invoices:

Coastal Pump Services, Inc.	\$ 9,204.00
Fort Bend County WCID	\$ 18,808.80
Randle Law Office	\$ 5,744.98
The LETCO Group, LLC	\$ 5,930.50

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

9. **Audience Comments:**

Nasia Shelton inquired about the sub-standard housing committee. Mayor Jessup noted he believed it would be implemented by December. She said she would be interested in volunteering for the committee.

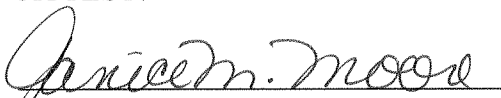
Chuck McClerkeon inquired about no parking signs on Bloomington. West side signs were very faded. All lights out on Bloomington and the freeway. Reported it to PW Director Dan McGraw. Mayor noted that PD would contact TDA. Alderman Staigle noted that he believed that the “no parking” sign was left over from Sam’s and Garden Ridge and recommended to keep it or eliminate and coordinate with PD.

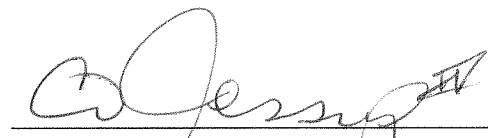
10. **Adjournment:**

Alderman Henley moved to **adjourn** the meeting at 8:19 p.m. Alderman Bezner seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, August 26, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
BUDGET WORKSHOP MEETING MINUTES
AUGUST 12, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Sr., Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore.

1. Call to Order:

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

2. Discussion:

a. 2014-2015 Budget – Final Review and Possible Changes

Mayor Jessup explained that he had met with each department head and made cuts totaling the amount of \$187,000. The Council was provided with a detailed overview of the changes. Alderman Staigle provided a brief overview of the mileage rate.

b. 2014-2015 Proposed Tax Rate

Based on the numbers presented and calculated, Mayor Jessup confirmed that the tax rate would remain at .0895. He added that the City had been at this rate since 2011. He also spoke about Meadows Place not having any HOA or MUD fees and also spoke of the CAD values increasing by 2% with the overall commercial value lowering the value of the City.

Following a discussion about commercial real estate and the role of EDC, Alderman Bezner suggested inviting developers to a Council workshop.

c. Meeting Schedule for September

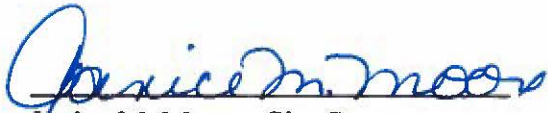
Mayor Jessup announced the public hearing for the budget would take place on Tuesday, September 9, 2014 at 6:00 p.m. and the approval of the mileage rate would take place on Tuesday, September 23, 2014 at 7:30 p.m.


3. Adjournment

Alderman Bezner moved to **adjourn** the meeting at 7:41 p.m. Alderman Mills seconded the motion, which passed unanimously.

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

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
AUGUST 26, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Police Chief Gary Stewart, Accountant Anna-Maria Weston, and Administrative Clerk Amy Duncan. Alderman Steven H. Bezner was absent.

1. Call to Order:

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

2. Executive Session – Police Chief Review

Mayor Jessup closed the workshop and opened the executive session at 6:04 p.m. He then closed the executive session at 6:25 p.m. and opened the workshop meeting at 6:26 p.m.

Alderman Mills was in the meeting via speaker phone.

3. Discussion:

- a. Computer Aided Dispatch (CAD) Records Management System & Special Use Vehicles

Police Chief Stewart provided a PowerPoint presentation on the CAD Records Management System, which included the history, his research and the grant award of \$67,850.00 for the system and three (3) years of maintenance. He showed the Council screen shots of the software program and explained the functions. A copy of the presentation was filed with City records. Alderman Mills arrived at 6:35 p.m.

Police Chief Stewart also provided a PowerPoint presentation on the police department's special use vehicles. He spoke of the history of acquisition, the maintenance and cost of the current vehicles, and provided examples of future options. Mayor Jessup noted that guidance was being requested on the types of vehicles for the City. A copy of the presentation was filed with City records.

- b. Generator Update

Mayor Jessup reported that the quote for the generator had been revised to include a better unit.

- c. 2014-2015 Budget

The Council made the following adjustments to the proposed budget:

- Lowered debt service by \$20,000
- Positive \$93,000 in General Fund
- Public Works Maintenance and Operations – increase to \$30,000
- Police Vehicle – a possibility with a budget amendment to revisit March 2015.

d. 2013-2014 Proposed Tax Rate

Mayor Jessup announced the proposed tax rate broken down as follows:

- M&O .72687 General Fund
- I&S .16813 Debt Service
- Rate .0895

e. Meeting Schedule for September

Mayor Jessup announced the following upcoming meetings:

September 9th at 7:00 p.m. Budget Public Hearing
 September 23rd at 7:30 p.m. Adoption of Budget and Tax Rate

f. Formation of Substandard Housing Committee

Mayor Jessup noted that he would announce the formation of committee next month. He further noted that this committee would work with City, Council, the Economic Development Corporation, and Code Enforcement in deciding whether or not a residence should be redeveloped or torn down. He then explained the process of the committee's involvement.

4. Administrative Update - Changes to Human Resources Manual: (effective October 1, 2014)

- Floating Holiday Eliminated or Redefined
- Benefits for Eligible Part-time Employees
- Donation of Sick Time Policy
- Longevity Pay to Start on Payroll Following Actual Anniversary Date
- 1st Year New Employees Eligible for Vacation After Three (3) Months and Eligible to Take Sick Time Following Accrual
- On-Call Policy

City Secretary Moore provided an explanation of each item. She answered questions posed by the Council. City Secretary Moore noted that a newly revised employee manual would be presented to the Council in the future for approval.

5. Upcoming Council Agenda Items

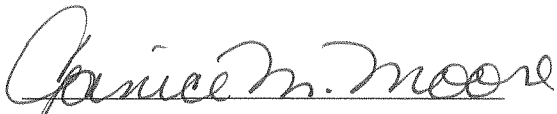
Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.


6. Adjournment

Alderman Henley moved to **adjourn** the meeting at 7:28 p.m. Alderman Isbell seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 23, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
AUGUST 26, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Police Chief Gary Stewart, Captain Jack Ashton, and Code Enforcement Official Jerry Parker, and Administrative Clerk Amy Duncan. Alderman Steven H. Bezner was absent.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:38 p.m. The Pledge of Allegiance was led by John Isbell, and the Invocation was led by Mayor Jessup.

2. Presentations:

- a. Introduction of the New Administrative Clerk Amy Duncan

Mayor Jessup introduced Amy Duncan, spoke about her background, and welcomed her to the City of Meadows Place.

3. Reports:

- a. Police Department

Police Chief Stewart provided an overview of the monthly statistics and activities report, which was distributed to the Council and filed with City records. Alderman Isbell recognized Police Officer Larry Eissler for his work at the last Neighborhood Watch meeting. Mayor Jessup agreed with Alderman Isbell and encouraged residents to attend future meetings. He then recognized Police Officer Yonathan Mezegabe for his night patrol.

- b. West Airport Blvd. Reconstruction Project

Public Works Director Dan McGraw provided a detailed PowerPoint presentation on the progress of the project. A copy was filed in City Records.

- c. Fire Department Response Statistics – July 2014 – Mayor Charles D. Jessup IV

Mayor Jessup provided an overview of the report for July, which was filed in City records.

4. Mayor's Comments:

- a. Kid Fish

Mayor Jessup reported the following:

- 490 fish caught by 67 kids in 1.5 hours.
- Aldermen Isbell and Bezner were cutting bait.
- One (1) kid caught 65 fish.
- A nine (9) inch brim was caught.

b. Renovations to the Front of City Hall

Mayor Jessup recognized the Economic Development Corporation for their contribution to the renovations. He also thanked Public Works Director McGraw for coordinating the project.

c. Formation of Substandard Housing Committee

Mayor Jessup noted that he would announce the formation of committee next month. He further noted that this committee would work with City, Council, the Economic Development Corporation, and Code Enforcement in deciding whether or not a residence should be redeveloped or torn down. He then explained the process of the committee's involvement.

Code Enforcement Official Jerry Parker reported the following:

1. Quarterly numbers of quarterly code enforcement issues have been up 390 from 370. Even though the rental registry project took a lot of time from the overall workload, he worked to 92% compliance, 71 of 78.
2. There were at least 12 unoccupied homes in various condition. This number fluctuates as properties move on and off of the sales market. Fortunately, most are in good condition, so much that they are not easily recognized as unoccupied, nor do they meet the criteria of the unoccupied ordinance. There are five (5) homes in bad enough condition to warrant unoccupied notice service. These also may well fit the criteria to be set for by the charter of a Substandard Building/Urban renewal Committee. (Scarcella, Blair Meadow, Brighton and 2 on Scottsdale)
3. This committee would consider if it would be in the best overall interest of the citizens and the city for a recommendation to the EDC with funding the purchase and refurbishment of the property in question, or to purchase and raze the substandard building.
4. This process will run in conjunction with the current substandard building ordinance procedures and separate from any citations already issued.
5. Flow Chart shows that the committee would be notified at the time of the first public hearing so that they could determine if the property meets the conditions of the committee.
6. The Committee would provide their decision to the council upon the necessity of a final public hearing. This means that the property owner has failed to meet the conditions of the code of ordinances.

7. The Mayor and Mr. Parker will be meeting with the city attorneys to draft out the ordinance, procedures and policies for the committee, as well as ensure the legality of the process to protect the City, the property owners and neighboring citizens.

Mayor Jessup spoke about the City's struggle to keep pools in compliance and that he was receiving positive responses from homeowners. Alderman Henley provided a detailed concept of the EDC's involvement.

d. Sterling McCall Nissan Update

Mayor Jessup reported that Sterling McCall Nissan permits and drawings have been received for its \$5.3 million project. He also added that Texas Direct Auto turned in plans for the front of the shopping center.

5. New Business:

a. Discuss Proposed Tax Rate and Take a Record Vote

Mayor Jessup thanked Alderman Staigle, Accountant Anna-Maria, Council, and all department heads for their work on the budget.

M&O	.72687	General Fund
I&S	.16813	Debt Service
Rate	.0895	

Mayor Pro Tempore Henley, Alderman Mills, Alderman Isbell and Alderman Staigle all voted in favor of the proposed tax rate.

b. Announcement of Budget Public Hearing Dates, Times and Locations

Mayor Jessup announced the following upcoming meetings:

September 9th at 7:00 p.m. Budget Public Hearing
September 23rd at 7:30 p.m. Adoption of Budget and Tax Rate

c. Certification of 2014 Tax Year Appraisal Roll & New Property Value

Motion: Alderman Henley moved to **accept the** certification of 2014 Tax Year Appraisal Roll & New Property Value. Alderman Isbell seconded the motion. Mayor Jessup noted that the City was down overall by 2% percent in the previous year. The motion passed unanimously.

6. Ordinances: None

7. Resolutions: None

8. Consent Agenda:

a. Minutes:

July 22, 2014 Regular
July 22, 2014 Workshop

b. Presentation of Invoices:

Concrete Raising Corporation	\$7,395.36
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Motion: Alderman Staigle moved to **approve** the Consent Agenda as presented. Alderman Mills seconded the motion, which passed unanimously

9. Audience Comments:

Bob Dybala, new president of the Meadows Home & Garden Club, noted that the first meeting was Sept. 9th. He spoke about events for the upcoming season and the scholarship fund. He encouraged residents to attend the meeting. Mayor Jessup congratulated Mr. Dybala as the new president and thanked him in advance for his efforts.

Kelle Mills spoke about the Fort Bend Strong Scholarship Fund with the deadline being the 29th of this month. She added that a senior was guaranteed to win this scholarship from the City of Meadows Place.

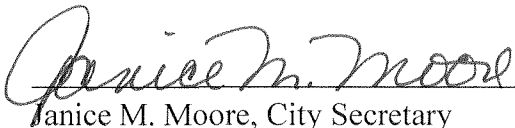
Mark McGrath expressed appreciation for the substandard ordinance. Mayor Jessup spoke positively about the Home & Garden Show.

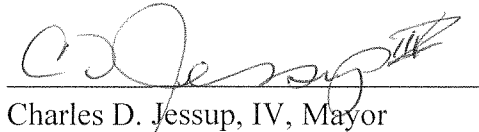
10. Adjournment:

Alderman Henley moved to **adjourn** the meeting at 8:19 p.m. Alderman Mills seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, September 23, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
BUDGET WORKSHOP MEETING MINUTES
SEPTEMBER 9, 2014**

Present were Mayor Charles D. Jessup, IV, and Aldermen John F. Isbell, Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore.

1. Call to Order:

Mayor Jessup called the workshop to order at 7:27 p.m.

2. Public Hearing:

- a. Proposed Budget for Fiscal Year 2014-2015

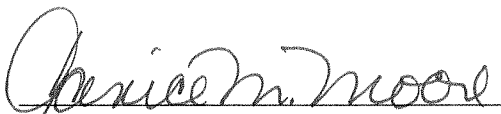
No comments were received from the public.


3. Adjournment

Alderman Staigle moved to **adjourn** the meeting at 7:35 p.m. Alderman Isbell seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 23, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
SEPTEMBER 23, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore and Public Works Director Dan McGraw. Alderman John F. Isbell was absent.

1. Call to Order:

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

2. Discussion:

a. Garage Sales – Possible Amendment to Code Section 112.02

Mayor Jessup explained that a resident requested the Council move the 2nd weekend for garage sales to another weekend due to holiday conflicts. The Council was agreeable to placing the issue for feedback in the newsletter for responses to Survey Monkey.

b. Council Communications and Involvement in Local Association Events

Mayor Jessup stressed the importance of Council Members attending local association events. He spoke about how much more involved the City than years ago. Mayor Jessup also encouraged council members to attend City hosted events. Alderman Henley added that there were state and national events like the upcoming TML Conference to attend as well. Mayor Jessup noted that he recently volunteered as a member of the TML Resolutions Committee.

c. Setting a Date for Council Discussion on the Kirkwood Road Project

Mayor Jessup suggested setting a date to create a plan and outline costs for Kirkwood. He suggested allocating several hours for the workshop and proposed this subject to be added to the annual retreat. Proposed dates included the following: October 18th or November 8th from 8:30 a.m. to 3:30 p.m. Alderman Staigle volunteered to take notes. Breakfast and lunch to be delivered.

d. Changes to the August 2001 Employee Policy Manual – Resolution 2014-15

Mayor Jessup provided an explanation of the changes. He answered questions posed by council members. Alderman Mills arrived at 6:15 p.m.

Item 2 b to be deleted in the regular meeting.

- e. Discussion & Setting a Date, Time & Location for the Annual Council Retreat

See Item c.

- f. Subsidence District Settlement

Mayor Jessup reported that the City of Rosenberg groundwater plan was accepted with Dow Chemical connecting to Rosenberg's pipeline and providing a reduced rate on treated water. He noted that the majority of the board representatives agreed that as long as a plan was in place prior to Oct. 1, 2015, the City would receive a one (1) year window. If it was not ready, then the City would start paying the penalties and interest.

3. Upcoming Council Agenda Items


Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.


4. Adjournment

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

**These minutes were approved by the
City Council on Tuesday, November 25, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
SEPTEMBER 23, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Parks & Recreation Monya Keenan, Captain Jack Ashton, and Public Works Director Dan McGraw. Alderman John F. Isbell was absent.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:30 p.m. The Pledge of Allegiance was led by Public Works Director Dan McGraw, and the Invocation was led by Captain Jack Ashton.

2. Presentations:

- a. Introduction of Jack Exum, Head of School, Sugar Grove Christian School

Representatives on behalf of Mr. Exum thanked Meadows Place for hosting the “Making a Difference 5K” event. They noted that the event was to take place on October 25th and the City’s logo was printed on the back of the promotional t-shirts.

- b. Proclamation – October is Lifeguard Recognition Month

Mayor Jessup read the proclamation and recognized the following lifeguards that were present: Jacob Bravo, Jami Burt, Juan Lumbreras, and Dionysius Torrerros.

3. Reports:

- a. West Airport Blvd. Reconstruction Project

Public Works Director Dan McGraw announced a completion date of March or April and that the project was 3 ½ weeks behind due to the rain.

- b. Public Works

Mayor Jessup recognized Public Works Director McGraw for his work and commitment to the water plant. The following report was provided:

Water

- Water well pumpage from June-August 48 million; 500K gal/day.
- Our daily water usage during the summer months are higher, around 700K/day. This year is considerably lower due to all the rain 49”.

- Only six (6) main breaks to date; normally, an average of 40
- Newly, rebuilt Generator was installed today. Finishing up the wiring Wednesday and electrical inspection Thursday.

Reclaimed (Lake Water)

- 2.3 million gallons from June-August to the Lake.
- Made a request for reporting forms from TCEQ today.

WWTP

- State inspection with TCEQ last week. TCEQ found our WWTP to be in compliance.

Permits and Inspections - July to September

- Driveways – 3
- Pools – 1
- Foundations – 12
- Electrical – 11
- Irrigation – 1
- Mechanical – 6
- Plumbing – 20
- Roof – 5
- Valuation – \$306,741
- Fees paid to city – \$10,654.23

West Airport Project

- Started pouring at 4:00 a.m.
- 500 yards of concrete were poured today.
- Had to turn a few trucks away today due to excessive water.
- Had slumps of 7", 7 ½"
- TxDot required, and would only allow a 5" slump

c. Police Department

Captain Jack Ashton provided an overview of the monthly statistics and activities report, which was distributed to the Council and filed with City records. He answered questions posed by the Council.

d. Fire Department Response Statistics – August 2014

Mayor Jessup provided an overview of the report for July, which was filed in City records.

4. Mayor's Comments:

a. September is Prostate Cancer Month

Mayor Jessup made an announcement and spoke about prostate cancer.

b. Engaging a Firm to Design a Comprehensive Communication Plan for the City

Mayor reported EDC engaging in a firm for the awareness of Meadows Place – Imagination Monkey.

c. Texas Direct Auto (TDA) Renovations Update

Mayor Jessup noted that TDA had submitted plans for a sign, which will be discussed as part of a Planning & Zoning Commission policy change.

d. Community Garden Update

Mayor Jessup reported that the Community Garden group has obtained lawyers to define itself as an entity and to file incorporation papers. After that is finalized, the City will place raised beds in the park off of Dorrance.

5. Council Member Comments:

a. Council Member Terry Henley:

1. Texas Municipal League (TML)

Council Member Henley provided an overview of TML and stressed the importance of the City's involvement and benefits.

2. National League of Cities (NLC)

Council Member Henley provided an overview of NLC and stressed the importance of the City's involvement and benefits.

3. Commission on State Emergency Communications (CSEC)

Council Member Henley provided an overview of CSEC and stressed the importance of the City's involvement and benefits.

6. New Business:

a. Designation of Representative & Alternate Houston-Galveston Area Council

Motion: Alderman Bezner moved to **appoint** Mayor Pro Tem Terry Henley as representative with Mayor Charles Jessup as alternate representative. Alderman Staigle seconded the motion, which passed unanimously.

b. Designation for the Election of Places 1-4 for the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) Board of Trustees

Motion: Alderman Henley moved to **recommend** the appointment of incumbents for places 1-4. Alderman Staigle seconded the motion, which passed unanimously.

7. Ordinances:

a. Ordinance 2014-12:

AN ORDINANCE ADOPTING THE FISCAL 2014-2015 BUDGET FOR THE CITY OF MEADOWS PLACE, TEXAS, AND APPROPRIATING THE SEVERAL SUMS SET UP THEREIN TO THE OBJECTS AND PURPOSES THEREIN NAMED.

Motion: Alderman Bezner moved to **adopt** Ordinance 2014-12. Alderman Staigle seconded the motion, which passed unanimously. Mayor Jessup thanked all of the staff and council members that worked to put the budget together.

b. Ordinance 2014-13:

AN ORDINANCE LEVYING A TAX RATE FOR THE CITY OF MEADOWS PLACE, TEXAS FOR THE TAX YEAR 2014.

Motion: Alderman Staigle moved to **adopt** Ordinance 2014-13. Alderman Henley seconded the motion, which passed unanimously.

c. Ordinance 2014-14:

AN ORDINANCE APPROVING THE FISCAL 2014-2015 BUDGET FOR THE CITY OF MEADOWS PLACE ECONOMIC DEVELOPMENT CORPORATION AS ADOPTED BY THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AT THEIR SEPTEMBER 11, 2014 REGULAR MEETING.

Motion: Alderman Henley moved to **adopt** Ordinance 2014-14. Alderman Mills seconded the motion, which passed unanimously.

d. Ordinance 2014-15:

AN ORDINANCE AMENDING ORDINANCE 2013-13 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.

Motion: Alderman Bezner moved to **adopt** Ordinance 2014-15. Alderman Henley seconded the motion, which passed unanimously.

8. Resolutions:

a. Resolution 2014-14:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH MCCALL, GIBSON, SWEDLUND, BARFOOT, PLLC, FOR AUDITING SERVICES FOR THE YEAR ENDING SEPTEMBER 30, 2014.

Motion: Alderman Staigle moved to **approve** Resolution 2014-14. Alderman Henley seconded the motion, which passed unanimously.

b. Resolution 2014-15:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING THE CITY'S EMPLOYEE POLICY MANUAL RELATING TO THE SECTION OF HOLIDAY PAY AND CREATING NEW SECTIONS ON LONGEVITY PAY, ON CALL POLICY, AND BENEFITS ELIGIBLE FOR PART-TIME EMPLOYEES; AND MAKING OTHER PROVISIONS RELATED THERETO.

Motion: Alderman Henley moved to **approve** Resolution 2014-15 with the elimination of Item 2b. Alderman Staigle seconded the motion, which passed unanimously

9. Consent Agenda:

a. Minutes:

June 17, 2014 – Budget Workshop
August 12, 2014 – Budget Workshop (*postponed*)
August 26, 2014 – Workshop -
August 26, 2014 - Regular
September 19, 2014 – Budget Workshop (*corrected to Sept. 9th*)

b. Presentation of Invoices:

Randle Law Office \$7,369.14

Motion: Alderman Bezner moved to **approve** the Consent Agenda as presented with corrections above. Alderman Mills seconded the motion, which passed unanimously.

Bezner, Henley - Invoices

10. Audience Comments:


David Hamilton Introduced himself as a candidate for State Representative. He reminded everyone about early voting Oct. 24th – Oct. 31st.

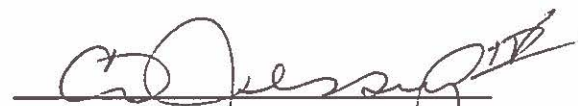
11. Adjournment:

Alderman Bezner moved to **adjourn** the meeting at 8:39 p.m. Alderman Mills seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, November 25, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}



Charles D. Jessup, IV, Mayor

Terry J. Henley, Mayor Pro Tempore
Steven H. Bezner, Alderman
John F. Isbell, Alderman
Kelle K. Mills, Alderman
Rick J. Staigle, Alderman

Janice M. Moore, City Secretary

**CITY COUNCIL
WORKSHOP MEETING MINUTES – ANNUAL RETREAT
OCTOBER 18, 2014
TACTICAL TRAINING CENTER**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Sr., Kelle K. Mills and Rick J. Staigle. Also present were Chief Gary Stewart and Public Works Director Dan McGraw. City Secretary Janice M. Moore was absent.

1. Call to Order:

Mayor Jessup called the workshop to order at 8:30 a.m.

2. Items for Discussion:

a. Kirkwood Road Project

1. What It Is

- a. Part of Fort Bend County 2007 Mobility Bond Project.
- b. Rebuilds the roadway.

2. Past Concerns

- a. Residents concerned about roundabouts
- b. Terry got HGAC to bring in Texas Transportation Institute (TTI) to perform a study. There was no cost to the City.
- c. Texas Manual of Uniform Traffic Control Devices (TMUTCD) used to determine traffic control at intersections. The four (4) intersections do not meet TMUTCD warrants.
- d. Emergency vehicle access.
- e. Vehicle and pedestrian safety.
- f. Other options – four (4) lanes without stop signs, four (4) lanes with a signal at Dorrance, roundabout at Dorrance only.

3. Costs Associated

- a. Two (2) lanes with roundabouts cost about the same as four (4) lanes without control.
- b. Four (4) lanes with roundabouts probably more expense.

4. Creating a Plan
 - a. Need to look at options.
 - b. Look at options.
 - c. Future meetings to set up a map to follow.
 5. Funding
 - a. \$1.5M from Fort Bend County 2007 Mobility Bond. City responsible for any additional.
 - b. EDC probably providing the rest of funding.
 6. Roll Out to Public
 - a. When do we want to take it forward?
- b. Local Mosquito Control
1. County currently providing spraying. It takes several days to get the County out. No cost to City.
 2. City could pay about \$900/month for contract spraying.
 3. City could buy our own equipment and control the schedule.
- c. Backflow Preventers
1. There have been theft problems.
 2. Three thefts two (2) weeks ago. Shut the Sugar Grove School for a day.
 3. City has been burying them.
 4. Should the businesses be required to bury them or put cages on them?
- d. Infrastructure
1. Road Closures – e.g. Meadow Valley
 - a. Some residents want them open. Others want them closed permanently.
 - b. Could fix the sight distance issue.
 2. Road Use Fee – amount- future use
 - a. Want to build up about \$100,000 contingency fund before using it on other things.
 - b. Brings in about \$7,500 per month.
 - c. Currently \$67,941 in the bank.
 - d. Only provides for minor repairs or possibly backing a bond.
 - e. What about a major bond issue to do major repairs?
- e. Government Functions
1. Doing a good job overall.
 2. Need to provide better education to the citizens about what the City is doing.
 3. Need better coordination with County Sheriff dispatch.
 4. Need to address infrastructure.
 5. Need to be engaged in the community.

f. Personnel

1. Discussed citizen complaints.
2. Discussed personnel issues/vacancies.

g. Capital Improvements

1. West Airport Boulevard under construction.
2. New generator at Tactical Training Center.
3. Texas Roofing and Sterling McCall improvements.
4. Need to improve pool and recreation area.

h. Revenue

1. Property Taxes, Sales Tax, Licensing and Permits, Franchise Fees, User Fees.
2. Need to find new sources.
3. May need to raise taxes and fees.

i. Marketing

1. Need to capitalize on what sets us apart.
2. Push information out to future residents and realtors.
3. Find events to host in the park.

j. Strategic Vision

1. Improve infrastructure.
2. Expand pool to an aquatic center.
3. Trail system using drainage and electrical easements.
4. Changing the overall image of the City from outsiders.
5. Like to be a self-contained community. Need more/better shopping. Maybe some luxury condos.
6. Develop US 59 frontage better.


3. Adjournment


Alderman Bezner moved to **adjourn** the meeting at 3:05 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, November 25, 2014.**

Transcribed by Alderman Rick J. Staigle.

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
OCTOBER 28, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Sr., Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:02 p.m.

2. Discussion:

a. ISO - City of Stafford Fire Department/EMS

Mayor Jessup noted that City of Stafford Fire Chief Larry DiCamillo would not arrive until 6:45 p.m., so this item was tabled. Alderman Mills arrived at 6:10 p.m.

b. Potential Meeting Dates for Kirkwood Road Project

Mayor Jessup outlined the following topics needing to be addressed:

- Educating the Public
- Estimating Funding Sources
- Target Rollout Dates
- Potential Engineering Firms

Mayor Pro Tem Henley reported corresponding with HDR Engineering regarding alternatives, preliminary engineering, estimated costs and an experience list for designing roundabouts. Alderman Staigle provided a brief overview of the Request for Qualifications (RFQ) bidding process. He noted that the Council could invite three (3) to provide their qualifications and give presentations. Mayor Pro Tem Henley noted the Economic Development Corporation (EDC) set aside \$100,000 for preliminary work for this project. He spoke about requesting TTI to provide a preliminary study.

Mayor Jessup mapped out the following two (2) upcoming special Council meetings:

- Meeting in Mid-December – capacity, procurement process, & options
 - Mayor Pro Tem Henley to contact TTI about presenting options.
- Meeting Saturday, Nov. 8th at TTC at 8:30 a.m. - educating the public, funding sources, & roll out dates

- Chris Hill from Imagination Monkey to be invited to attend.

c. Vacancies: Planning & Zoning (2 Alternates) & EDC (1 Director)

Mayor Jessup noted he placed an announcement in the November newsletter with a deadline of November 15th for letters of interest.

3. Upcoming Council Agenda Items

Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.

2. Discussion

a. ISO - City of Stafford Fire Department/EMS

City of Stafford Fire Chief Larry DiCamillo arrived at 6:49 p.m. and provided an overview of the ISO presentation and spoke of the volunteer operation of the fire station and EMS services.


4. Adjournment

Alderman Bezner moved to **adjourn** the meeting at 7:06 p.m. Alderman Staigle seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, November 25, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
OCTOBER 28, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Sr., Kelle K. Mills and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Parks and Recreation Director Monya Keenen and Police Chief Gary Stewart.

1. Call to Order:

Mayor Jessup called the meeting to order at 6:31 p.m. The Pledge of Allegiance was led by City of Stafford Fire Chief Larry DiCamillo, and the Invocation was led by Police Chief Gary Stewart.

2. Presentations:

a. ISO Update

City of Stafford Fire Chief Larry DiCamillo reported the City moving from an ISO rating of Class 2 to a Class 1 as of October 1st. City of Stafford Fire Chief DiCamillo recognized Public Works Director Dan McGraw on contribution to the water system. He added there were two (2) cities in Fort Bend County that had this rating: the City of Stafford and the City of Meadows Place. Philip Bradley, Insurance Services Office, noted this rating change was quite an accomplishment and an award of distinction. Deputy State Fire Marshall Jessie Williams spoke about the growth of the community. Mayor Jessup recognized City of Stafford Fire Chief DiCamillo for his efforts and the other ISO representatives.

3. Reports:

a. Parks & Recreation

Director Monya Keenen reported the following:

End of the Summer Pool Updates

- Our Community Pool stays busy during the summer months with Swim team practices and Swim meets, swim lessons, lap swim hours along with the general public use. We schedule staff to work approx 100 days, weather permitting.
- Collected approx. \$8,000 in wristband sales.

Ongoing Facility Parks & Maintenance

- The Community Center has stayed busy with our summer activities along with rentals.

- The parking lot off of Dorrance is closed this week due to some improvements.
- Our Parks Grounds guy has been busy keeping the park grounds looking good along with power washing the parks playground equipment, buildings, walkways, tennis courts surface and currently rebuilding all the wooden park benches.
- We will be adding more wildflowers to the lake property at the end of this week.

Christmas Decorations

- We will be start to decorate the Parks, Community Center along with putting up the Christmas Tree at City Hall and Community Center starting round the 1st week in November.

Alderman Bezner recognized the Parks and Recreation Department for the Kid Fish and Christmas Memories events. He inquired about the price of the pool wrist bands.

b. Police Department

Chief Stewart provided an overview of the monthly statistics and activities report. A copy was filed with City records. He answered questions posed by the Council. Mayor Jessup recognized the department for their efforts. Chief Stewart confirmed he would be in attendance for the Nov. 25th and Dec. 16th upcoming Council meetings. Alderman Bezner inquired about the recommendation of having video cameras outside of residences. Chief Stewart noted that the videos have assisted the department in solving crimes.

c. Fire Department Response Statistics – September 2014

City of Stafford Fire Chief DiCamillo provided an overview of the report for September, which was filed in City records.

4. Mayor's Comments:

a. Council Retreat/Vision Meeting

Mayor Jessup provided a brief overview of the retreat consisting of the Kirkwood Road project, roads and infrastructure of the city, staffing, revenues, governmental functions, successes, and commercial development.

b. Survey Monkey – Garage Sale

Mayor Jessup noted that the results of the survey concluded the Council was not taking any action on garage sales.

c. Community Garden

Heidi Case and Bob Dybala were in the process of filing paperwork to become an entity.

d. Texas Direct Auto Update

Mayor Jessup reported representatives picked up approved drawings from their architect.

5. Council Comments:

a. West Airport Blvd Reconstruction Project Update

Alderman Staigle reported the City meeting with TxDot. There were rain delays. Changing lanes before end of the year March/April.

6. New Business:

a. Approval of the Quarterly Investment Report

Motion: Alderman Staigle moved to **approve** the quarterly investment report as presented. Alderman Bezner seconded the motion, which passed unanimously.

b. Nominations to the Board of Trustees of the Public Employee Benefits Alliance (PEBA)

Motion: Alderman Staigle moved to **not put forth any nominations**. Alderman Henley seconded the motion, which passed unanimously.

c. Appointment of the City's Voting and Alternate Voting Delegates for the National League of Cities

Motion: Alderman Staigle moved to **approve Henley as voting delegate and Mayor Jessup as the voting alternate**. Alderman Isbell seconded the motion, which passed unanimously.

7. Ordinances: None

8. Resolutions:

a. **Resolution 2014-16:**

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH HDR ENGINEERING, INC. FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) HOSTING SERVICES.

Motion: Alderman Bezner moved to **approve** Resolution 2014-16. Alderman Mills seconded the motion, which passed unanimously.

b. **Resolution 2014-17:**

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH TEXAS LAWN WORKS FOR LANDSCAPING SERVICES FOR THE CITY OF MEADOWS PLACE, FOR THE PARKS & RECREATIONS DEPARTMENT AND FOR THE SEWAGE TREATMENT PLANT.

Motion: Alderman Isbell moved to **approve** Resolution 2014-17. Alderman Henley seconded the motion, which passed unanimously.

9. Consent Agenda:

a. Minutes:

August 12, 2014 – Budget Workshop
September 24, 2014 – Workshop
September 24, 2014 - Regular

b. Presentation of Invoices:

Randle Law Office (3 invoices)	\$ 5,995.59
Texas Municipal League Intergovernmental Risk Pool	\$ 69,277.04

Motion: Alderman Staigle moved to **approve** consent agenda with the postponement of the September 24th workshop and regular minutes. Alderman Henley seconded the motion, which passed unanimously.

10. Audience Comments


Mark McGrath congratulated the Mayor and Council regarding the ISO Class 1 rating.


11. Adjournment:

Alderman Bezner moved to **adjourn** the meeting at 8:17 p.m. Alderman Mills seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, November 25, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
SPECIAL MEETING MINUTES
NOVEMBER 8, 2014
TACTICAL TRAINING CENTER**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Sr., Kelle K. Mills and Rick J. Staigle. Also present was Administrative Clerk Amy C. Duncan.

1. Call to Order:

Mayor Jessup called the workshop to order at 10:00 a.m. Aldermen Bezner, Isbell, and Mills were present to make quorum. Alderman Rick Staigle arrived at 10:03 a.m. Mayor Pro Tempore Terry J. Henley arrived at 10:09 a.m.

2. Discussion - Kirkwood Road Reconstruction Project:

a. Educating the Public

Mayor Jessup distributed a reference packet for Council members take home to read over. He noted he had spoken to 20-25 mayors from around the country to hear opinions and feedback from roundabout education. Alderman Bezner inquired if any of them had experienced opposition and if a non-bidding vote could be presented to the public. Alderman Staigle pointed out that it was not lawful for the City to have one, since we are a general law city. Mayor Jessup noted it would be helpful to have public hearings and asked the Council to look at Wisconsin Roundabout Calm Traffic Improve School Zone Safety. He then provided a summary of the report, which included the approach that was taking to implement a roundabout. The report included how the public was against it with concerns of it increasing traffic and decreasing driver safety. He recommending focusing on educating the public to calm fears and distributed a list per the article that showed citizens education, information, and presents alternatives. Alderman Bezner commented there were be a "speedway," since there were no traffic control devices on Kirkwood. Alderman Mills pointed out that citizens had never been presented alternatives and that's why there may have been oppositions. Mayor Jessup recommended the City focus on this education process to make sure the public knows of the alternatives. Alderman Isbell noted outside opinions and information to support roundabouts from out-of-area or out-of-state.

Mayor Jessup presented a list from another mayor of his roundabout experience noting increases in flow, improves safety, reduces vehicle speeds, and creates an attractive environment for the City with the ability to increase substantial green-space. Alderman Staigle encouraged the Council to educate the public with the pros and cons of each sound options and how much green space will be added or taken away to the area. He suggested completing an environmental study with the TIP Fund, which would not be available until 2017-2018. Mayor Jessup requested to table the funding discussion until the next line item.

Mayor Jessup introduced a study from HGAC by TTI; an independent study completed by Texas A & M. He noted the findings of this study. Alderman Staigle noted the wording of the study in regards to stop signs could make the City liable. Mayor Jessup pointed to page 4 of the report that stop signs should not be used as speed control. Alderman Staigle pointed that the stop-signs should be used to determine right-of-way. Mayor Jessup noted daily traffic volume of 10,000-12,000 a day. This is one half of a single lane roundabout capacity.

Alderman Staigle pointed out that any work performed would need to meet current codes and the original signs were not installed based on any study. He presented a traffic module simulation of how the roundabout would work.

Sidebar - Dorrance will be resurfaced with asphalt from Bloomington to Kirkwood Road.

Mayor Jessup requested the Council look at "Small Town Roundabouts" and the Public Works Department had a 4-1 for in favor of roundabouts.

Alderman Isbell noted a PowerPoint cohesive presentation should be presented to the public. Alderman Bezner noted it should be presented as a problem that needs a solution - deteriorating roads. A General Law City was not allowed to install stop signs because they are not recognized by the State of Texas as a traffic control device.

Who do we need to educate? Employees, Boards & Commissions, Organizations, and Residents.

Mayor Jessup notes about come and go meetings where you have four (4) stations. Mayor Pro Tempore Henley pointed that it was feasible to have four (4) roundabouts in a row. Mayor Jessup suggested Imagination Monkey present a rollout plan to the public.

Alderman Staigle pointed out that roundabouts were typically put in more affluent areas. He suggested informing the public will help put us aside in the scheme of things. Mayor Pro Tempore Henley noted it would increase property values for the aesthetic appeal. Mayor Jessup noted that AARP supported them because they are safer for seniors and it may be good to note.

Who will educate? List in the "How" Section was reviewed.

List the Where:

Alderman Bezner suggesting setting up tables at Baseball games or in the community.

Alderman Staigle pointed out the physical topographic surveys for the areas with four (4) to five (5) houses were in the way of the roundabout. He noted the City could acquire easements via permission or buy the owners out. He recommended the City complete a survey after until the West Airport Boulevard Reconstruction Project was finished. Mayor Pro Tem Henley inquired if previous aerial drawings would suffice. Alderman Staigle said yes although it is existing data, it would be more accurate to get the most current data available. When: If we get engineers and options on board, it will take approximately six (6) months until presenting to the public. Options: roundabouts, nothing, and a signal at Dorrance.

Mayor Jessup also asked if three (3) would work, and Rick said yes. Alderman Staigle volunteered to draft the letter to contact engineering firm and meet with Chris Hill, Imagination

Monkey, on how to construction presentation. Mayor Jessup suggested meeting with him at a workshop then coming back for a more detailed meeting.

b. Funding Sources

Alderman Staigle noted 1.5 million from County as a part of the County Mobility Bond, which could be spent on engineering but they prefer it on construction. He said he would prefer to use EDC money for design and the County money on the construction with the construction being 1.8 - 2.5 million. He added the option of general obligation bonds with the EDC will be dedicated to pay it back over time. Mayor Pro Tempore asked about any utility impact to which Alderman Staigle said it would be minimal. He added that design would be need to be budgeted for FY16 and construction FY17.

c. Roll Out Dates

It would take at least a year or so for design approval and then a certain time period for bidding.

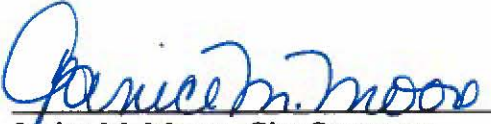
3. Adjournment


Mayor Jessup adjourned the meeting at 12:37 p.m.

**These minutes were approved by the
City Council on Tuesday, December 16, 2014.**

Transcribed by Administrative Assistant Amy C. Duncan

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
EXECUTIVE SESSION MINUTES
NOVEMBER 22, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Attorney Grady Randle, Public Works Director Dan McGraw, Police Chief Gary Stewart, Parks & Recreation Director Monya Keenan, and City Secretary Janice M. Moore.

1. Call to Order:

Mayor Jessup called the executive session to order at 9:30 a.m.

2. EXECUTIVE SESSION PURSUANT TO SECTION 551.074 OF THE LOCAL GOVERNMENT CODE TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF PUBLIC OFFICER OR EMPLOYEE; CITY SECRETARY, JAN MOORE.

Mayor Jessup announced the City Council would move into executive session at this time in the conference room.

3. DISCUSSION OF AND POSSIBLE ACTION AS A RESULT OF EXECUTIVE SESSION.


Alderman Isbell moved to close the executive session at this time. Alderman Staigle moved to appoint a committee of two (2) Council Members (Alderman Bezner and Alderman Isbell) to develop communication protocol between department heads and define the role of the City Secretary to be presented within 60 days. Mayor Pro Tempore Henley seconded the motion, which passed unanimously.

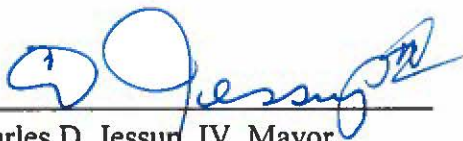
4. Adjournment

Alderman Mills moved to **adjourn** the meeting at 3:20 p.m. Alderman Isbell seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, December 16, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
NOVEMBER 25, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Assistant City Attorney Timothy Kirwin, and Accountant Anna-Marie Weston. Alderman Steven H. Bezner was absent.

1. Call to Order:

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

2. Discussion:

a. Revisions to Chapter 115: Food Service

Mayor Jessup provided an introduction of the subject. Assistant City Attorney Kirwin provided a detailed overview of the changes proposed. City Secretary Moore noted that a food service restaurant orientation was scheduled for Dec. 10th to review fees and the ordinance changes. City Secretary Moore noted that a contract for F.S. Inspections, LLC. would be presented at the Dec. 16th Council Meeting.

b. Finance 101

Accountant Anna-Maria Weston gave a Finance 101 PowerPoint presentation. She answered questions posed by Council Members.

c. Employee Benefits:

1. Changes to Sick Time Hours & Policy – Resolution

City Secretary Moore provided an overview of the changes. Mayor Jessup provided information about the number of sick days from other cities. City Secretary Moore also read the changes to the policy.

2. Section 125 Pretax Benefit

Mayor Jessup introduced Sandra Sierra, FSI, who arrived at 7:06 p.m.

City Secretary Moore provided an overview of the resolution. It was decided to postpone the resolution due to information provided by Mayor Pro Tempore Henley. It was advised to contact HGAC and TML attorneys for clarification on same sex benefits.

d. Outsourcing Residential Inspections

Mayor Jessup noted he was in the process of pursuing possible options: either bringing a contractor or hiring Bureau Veritas.

3. Upcoming Council Agenda Items

Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.

4. Adjournment

Mayor Pro Tempore Henley moved to **adjourn** the meeting at 7:25 p.m. Alderman Staigle seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, December 16, 2014.**

ATTEST:



Janice M. Moore, City Secretary



Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
NOVEMBER 25, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Captain Jack Ashton and Police Chief Gary Stewart. Alderman Steven H. Bezner was absent.

1. Call to Order:

Mayor Jessup called the meeting to order at 7:34 p.m. The Pledge of Allegiance was led by Police Chief Stewart, and the Invocation was led by Captain Ashton.

2. Presentations: None

3. Reports:

a. Code Enforcement

Official Jerry Parker reported the following information:

1. Violations since 08/26/2014: 302
2. Cases opened: 293 (Difference in numbers due to ability of more than 1 violation per case.)
3. Current open cases: 9
4. Citations issued: 6 ; (1 - nuisance boat in yard on Meadow Dale (trial in January 2015), 1 - junk vehicle in driveway on Dorrance, 1 – fail to maintain pool in good repair, 1 – stagnant water, 1 – fail to secure pool on Meadow Dale, 1 - stored debris on Meadow Trail) Not counting the Running At Large that Officer Richmond wrote. (Special note of thanks to Officer Richmond and Officer Desi Rodriguez for their assistance regarding the Monticeto rental issue that involved CPS.)
5. Current projects are 1; (ongoing) outward appearance of homes: (Siding, paint, fascia, gutters and fences). 2; trees (again, due to increased growth due to amount of rain rec'd this year over last.)
6. Top reoccurring issues:
 - a. Trash Cans either out after trash day, or stored in public view. 29 – down from 56 last Qtr
 - b. Grass/Weeds: 44 – down from 68 last Qtr
 - c. Junk vehicles in drive or street: 23 - down from 27 last Qtr

7. Unoccupied/Vacant building total fluctuates between 24 – 31 at any given time. This is due to high turnover of rental properties. Avg. vacancy of 7 – 15 days. There are 14 that have been deemed long term, greater than 90 days, and have all been mailed a copy of the ordinance and given 30 – 45 days (staggered) to respond to the new ordinance, ending dates of 6/6 and 6/20
 - a. 5 partial compliance. Blair Meadow (12023), Sturdivant (12010), Bloomington (11911), Kenzie Ct. (11711), Brook Meadow (11634).
 - b. 5 no compliance as of yet. Hoggard (12303 deceased), Dorrance (11314, 11935 deceased), Brighton (11946 Cavender - unk), Scottsdale (11306 denial of ownership)

He answered questions posed by the Council.

b. Police Department

Police Chief Stewart provided an overview of the monthly statistics and activities report, which was distributed to the Council and filed with City records. He answered questions posed by the Council.

c. Fire Department Response Statistics – October 2014

Mayor Jessup provided an overview of the report for October, which was filed in City records.

4. Mayor's Comments:

a. Residential Utility Payments Online with AVR

Mayor Jessup announced the City was moving forward with residential utility payments online with AVR.

b. Meadows Place Recognition for 10 Years of Membership with the National League of Cities

Mayor Jessup announced the 10 years of membership with the NLC.

c. Acknowledgement of Wright Business Technologies for Their Service

Mayor Jessup spoke about the City's relationship with Wright Business Technologies for IT services and the progress and changes made within the last year because of it.

d. Christmas Memories – December 12, 2014

Mayor Jessup reminded everyone about the City's Christmas Memories 25th Anniversary event on December 12th.

5. Council Member Comments: None

6. New Business:

- a. Reschedule December Council Meeting to December 16th Due to Christmas Holiday

Motion: Mayor Pro Tem Henley moved to reschedule the December Council Meeting to Dec. 16th. Alderman Isbell seconded the motion, which passed unanimously.

7. Ordinances:

- a. **Ordinance 2014-16:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, REPEALING CHAPTER 115 OF THE CODE OF ORDINANCES ENTITLED "FOOD SERVICE" IN ITS ENTIRETY AND ADDING A NEW CHAPTER 115 ENTITLED "FOOD SERVICE"; PROVIDING RULES AND REGULATIONS FOR FOOD SERVICE SANITATION AND PERMITTING; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **adopt** Ordinance 2014-16. Alderman Mills seconded the motion, which passed unanimously.

- b. **Ordinance 2014-17:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING THE SCHEDULE OF FEES FOR CHAPTER 115, FOOD SERVICE; REPEALING ALL ORDINANCE OR RESOLUTIONS IN CONFLICT HERewith; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title.

Motion: Alderman Staigle moved to **adopt** Ordinance 2014-17. Mayor Pro Tem Henley seconded the motion, which passed unanimously.

- c. **Ordinance 2014-18:**

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.

Motion: Mayor Pro Tem Henley moved to **adopt** Ordinance 2014-18. Alderman Mills seconded the motion, which passed unanimously.

- d. **Ordinance 2014-19:**

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING CHAPTER 36 OF THE CITY OF MEADOWS PLACE, TEXAS CODE OF ORDINANCES, BANNING THE USE OF CIGARETTES, ELECTRONIC CIGARETTES, E-CIGARETTES, LIQUID NICOTINE FROM MUNICIPAL BUILDINGS AND OTHER TOBACCO PRODUCTS; PROVIDING A PENALTY; AND PROVIDING FOR SEVERABILITY.

Mayor Jessup read the title.

Motion: Alderman Staigle moved to **adopt** Ordinance 2014-19. Alderman Isbell seconded the motion, which passed unanimously

8. Resolutions:

a. Resolution 2014-18:

A RESOLUTION OF THE CITY OF MEADOWS PLACE, TEXAS, APPROVING A SECTION 125 PRETAX BENEFIT PLAN FOR FULLTIME EMPLOYEES.

Mayor Jessup read the title.

Motion: Mayor Pro Tem Henley moved to **postpone** the approval of Resolution 2014-18. Alderman Staigle seconded the motion. Mayor ProTem Henley explained that if the benefits plan does not include same sex participants then you cannot use the pretax benefits per the Federal Government. He explained that currently it was unconstitutional under the State of Texas and requested that the resolution be postponed.

The motion passed unanimously

b. Resolution 2014-19:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH WRIGHT BUSINESS TECHNOLOGIES FOR INFORMATION TECHNOLOGY SERVICES.

Mayor Jessup read the title.

Motion: Alderman Staigle moved to **approve** Resolution 2014-19. Alderman Isbell seconded the motion, which passed unanimously.

c. Resolution 2014-20:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING THE CITY'S EMPLOYEE POLICY MANUAL RELATING TO THE SECTIONS OF SICK PAY AND DOCUMENTING & REPORTING SICK LEAVE ABSENCE.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2014-20. Alderman Mills seconded the motion, which passed unanimously.

9. Consent Agenda:

a. Minutes:

September 23, 2014 – Workshop
September 23, 2014 – Regular
October 18, 2014 – Workshop Retreat
October 28, 2014 — Workshop
October 28, 2014 – Regular

b. Presentation of Invoices:

Randle Law Office	\$ 6,054.00
Joe L. Salvide LLC	\$ 14,900.00

Motion: Mayor Pro Tem Henley moved to **approve** the Consent Agenda as presented. Alderman Staigle seconded the motion, which passed unanimously.

10. Audience Comments:

Mark McGrath expressed disappointment with the resignation of Public Works Director Dan McGraw. He also inquired as to the action taken at the recent executive session meeting regarding the City Secretary.

Nadya Shelton inquired about the formation of the substandard housing committee.

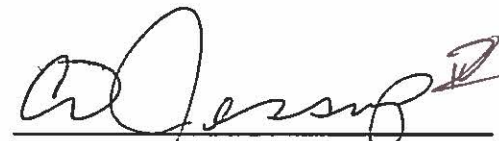
11. Adjournment:

Alderman Henley moved to **adjourn** the meeting at 8:11 p.m. Alderman Mills seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, December 16, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL
WORKSHOP MEETING MINUTES
DECEMBER 16, 2014**

Present were Mayor Charles D. Jessup, IV and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore and Accountant Anna-Maria Weston. Mayor Pro Tempore Terry J. Henley was absent.

1. Call to Order:

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

2. Discussion:

b. SWWC Services, Inc. December 5, 2014 Letter

Mayor Jessup provided a history of the billing problems with SWWC, the staff time deciphering the bills and the communication with the company. He noted the letter had been forwarded to the city attorney and most likely there would be a special meeting scheduled.

a. Auditor Presentation

Jennifer Day, McCall Gibson Swedlund Barfoot PLLC, distributed the draft of the annual financial report and provided a detailed overview. She answered questions posed by the Council. Mayor Jessup noted that the City may consider the possibility of changing auditors in 2015.

b. Vacation Time for Employees

City Secretary Moore distributed the current policy, a survey regarding vacation days for years of service and the cost of 5 weeks for employees 20 years or more. She explained the history of employees requesting clarification of the 2001 policy.

Feedback from the Council was to correct the language to the current policy as four (4) weeks and bring back for further discussion a possible % payout for those employees who resign/terminate with the first six (6) months of the fiscal year.

c. Online Billing Update

Mayor Jessup announced an estimated 30 days away from implementation.

d. Public Works' Jobs Search Update

Mayor Jessup reported receiving applications for the Public Works Maintenance Worker and Public Works Director and submitting them to the police department for background checks.

He said his goal was to present some viable candidates to the Council in February. He added he would like to recruit the Missouri City Public Works Director to assist with the interview process. Mayor Jessup explained at Joe Garrett was contracting as the City's building official overseeing the inspections and Severn Trent was overseeing the water plant. Alderman Bezner inquired about the director's salary to which Mayor Jessup replied the base salary of \$70,000.

e. Police Department Renovations

Mayor Jessup reported the job for the unfinished renovations would be bid out for completion with someone from the police department supervising the work because of security protocols.

Alderman Bezner inquired if there were any outstanding problems with the absence of a public works director. Mayor Jessup reported the work being covered.

f. Severn Trent RFP

Mayor Jessup utilized Sugar Land's RFP, modified it to the City and forwarded it to the city attorney's office for their review.

c. Upcoming Council Agenda Items

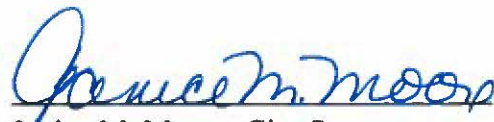
Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.


d. Adjournment

Alderman Bezner moved to **adjourn** the meeting at 7:20 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, January 27, 2015.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}

**CITY COUNCIL REGULAR MEETING
MINUTES
DECEMBER 16, 2014**

Present were Mayor Charles D. Jessup, IV and Aldermen Steven H. Bezner, John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Accountant Anna-Maria Weston, Captain Jack Ashton and Police Chief Gary Stewart. Mayor Pro Tempore Terry J. Henley was absent.

1. Call to Order:

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

2. Presentations

a. Auditor Presentation

Jennifer Day, McCall Gibson Swedlund Barfoot PLLC, provided a detailed overview. Alderman Isbell moved to **approve** the draft of the audit. Alderman Bezner seconded the motion, which passed unanimously.

3. Reports:

a. Police Department

Police Chief Stewart provided an overview of the monthly statistics and activities report, which was distributed to the Council and filed with City records. He answered questions posed by the Council. Mayor Jessup commended the police department on their commitment and work.

b. Public Works

Mayor Jessup reported the City was searching for a new public works director and wished Dan McGraw well. He noted the police department was performing background checks for some of the applicants. Mayor Jessup explained at Joe Garrett was contracting as the City's building official overseeing the inspections and Severn Trent was overseeing the water plant.

c. Fire Department Response Statistics – November 2014

Mayor Jessup provided an overview of the report for November, which was filed in City records.

4. Mayor's Comments:

a. Christmas Memories – December 12, 2014

Mayor Jessup reported a successful 25th event, the best year with the weather, the games, and ice carver. He commended the Parks & Recreation Department for coordinating the event and recognized HDR Engineering for sponsoring snow mountain. People from outside the community attended. Family fun.

b. Food Establishments Orientation Meeting

Mayor Jessup reported representatives from restaurants in the City were invited to a meeting introducing the amended ordinances. Sandra Serra, FSI, provided an overview of the food preparation requirements. He recognized City Secretary Moore and Licensing & Permits Coordinator for the implementation of this first ever meeting.

c. Recognizing Chief Gary Stewart as HAPCA and Civil Servant of the Week

Mayor Jessup acknowledged Chief Stewart for his presidency and recent recognition by the Fort Bend Star.

d. Thank You to the City Employees

Mayor Jessup recognized all of the employees for their accomplishments in 2014. He mentioned several completed projects and changes.

5. Council Member Comments:

a. West Airport Blvd. Reconstruction Project

Alderman Staigle explained the traffic switch from north to south lanes was delayed until next month due to rain and contractor problems. He made TxDOT aware of the City's concerns. Alderman Staigle reported the color of the traffic light matches the color of the City's logo. Alderman Bezner inquired if residents could contact the contractor directly with complaints. Alderman Staigle said he would provide the phone number to pass on. Mayor Jessup recognized Alderman Staigle for his time and work on this project.

6. New Business: None

7. Ordinances:

a. Ordinance 2014-20

AN ORDINANCE OF THE CITY OF MEADOWS PLACE, TEXAS, AMENDING CHAPTER 152 OF THE MEADOWS PLACE CODE OF ORDINANCES BY ADDING A NEW SECTION REQUIRING SHARED ACCESS; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Jessup read the title.

Motion: Alderman Bezner moved to **adopt** Ordinance 2014-20. Alderman Mills seconded the motion, which passed unanimously.

8. Resolutions:

a. Resolution 2014-18: (tabled from 11-25-14)

A RESOLUTION OF THE CITY OF MEADOWS PLACE, TEXAS, APPROVING A SECTION 125 PRETAX BENEFIT PLAN FOR FULLTIME EMPLOYEES.

Mayor Jessup read the title.

Motion: Alderman Isbell moved to **approve** Resolution 2014-18. Alderman Staigle seconded the motion, which passed unanimously

b. Resolution 2014-21:

A RESOLUTION APPROVING THE 2015 CITY INVESTMENT POLICY AND INVESTMENT STRATEGIES.

Mayor Jessup read the title.

Motion: Alderman Bezner moved to **approve** Resolution 2014-21. Alderman Staigle seconded the motion, which passed unanimously.

c. Resolution 2014-22:

A RESOLUTION OF THE CITY COUNCIL OF MEADOWS PLACE, TEXAS, REMOVING SEAN ULREY AS THE 3RD ALTERNATE MEMBER AND APPOINTING HIM AS A REGULAR MEMBER TO THE PLANNING & ZONING COMMISSION.

Mayor Jessup read the title.

Motion: Alderman Bezner moved to **approve** Resolution 2014-22. Alderman Staigle seconded the motion, which passed unanimously.

d. Resolution 2014-23:

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY SECRETARY OF THE CITY OF MEADOWS PLACE, TEXAS, TO EXECUTE AN AGREEMENT WITH F.S. INSPECTIONS, L.L.C. ("FSI") FOR HEALTH INSPECTIONS SERVICES AND PERMIT SUPPORT.

Mayor Jessup read the title.

Motion: Alderman Staigle moved to **postpone** Resolution 2014-23 to the January 27th meeting. Alderman Mills seconded the motion, which passed unanimously.

9. Consent Agenda:

a. Minutes:

November 8, 2014 – Workshop
November 22, 2014 – Executive Session
November 25, 2014 – Workshop
November 25, 2014 – Regular

b. Presentation of Invoices:

McCall Gibson Swedlund Barfoot PLLC \$ 14,000.00

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

10. Audience Comments:

Nadya Shelton inquired about the West Airport Blvd penalties for the contractor. Alderman Staigle noted he did not have the data, but would provide it. He added TxDOT noted June for completing the project.


11. Adjournment:

Alderman Bezner moved to **adjourn** the meeting at 8:14 p.m. Alderman Staigle seconded the motion, which carried unanimously.

**These minutes were approved by the
City Council on Tuesday, January 27, 2015.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

{SEAL}