

# **City of Meadowlakes Stated Meeting Minutes March 20<sup>th</sup>, 2018**

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on March 20<sup>th</sup>, 2018, beginning at 5:00 p.m. in accordance with the duly posted notice of said meeting.

## **Council Members Present:**

Mayor Mary Ann Raesener  
Councilmember Mike Barry  
Councilmember Ed O'Hayre  
Councilmember Jerry Drummond  
Councilmember David Baker  
Councilmember Bob Brown

## **Staff Present:**

City Manager Johnnie Thompson  
City Secretary Evan Bauer  
City Treasure Debbie Holley  
Floodplain Administrator Mike Williams

## **Guests Present:**

County Commissioner Pct. 4 Joe Don Dockery  
Keith and Tracy Neffendorf, auditors

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Raesener called the meeting to order at 5:00 p.m. and announced the presence of a quorum.
  
2. **PLEDGE OF ALLEGIANCE & PRAYER.** Councilmember Drummond led the Council and guests in the Pledge of Allegiance. Councilmember Baker led the Council and guests in prayer.
  
3. **CITIZEN COMMENTS.** Resident James Woods addressed council requesting their consideration on a 12x16 foot gazebo-type structure that would be placed on the grounds of the restaurant, near the swimming pool. The proposed gazebo would be placed on a stained concrete slab and could host events such as golf tournaments, weddings, parties, etc. The estimated cost for this project is \$3200.00.

County Commissioner of Precinct 4, Joe Don Dockery, informed council and guests about the Capital Area Metropolitan Planning Organization (CAMPO). CAMPO is an organization that works with local governments in developing a transportation improvement program for local areas. Mr. Dockery informed council and guests that the Marble Falls Public Library will be hosting an open house on April 2, 2018 from 4pm-7pm to discuss the 2019-2022 Transportation Improvement Plan. He encouraged everyone's involvement since this organization is funded by our federal gas tax dollars coming back to the state of Texas and being re-administered.

4. **MONTHLY STANDARD LIVE REPORTS:** The following live reports were given by staff:

- A. Current Operations and Consent items.** Mr. Thompson briefed the Council on operations in general, as well as consent items.
- 1. Purchase of Golf Cart Fleet** – Mr. Thompson reported that all the required documentation required to obtain funding for the purchase of the golf cart fleet from Government Capital was completed and that the funds should be deposited on or about March 16, 2018. He also advised that all necessary documentation was review and approved by legal counsel.
  - 2. Cart Paths** – Mr. Thompson advised that work is scheduled to begin next week (weather permitting) on the installation of the 12,500 feet of cart paths. Through an Interlocal Agreement, Burnet County will be able to assist Meadowlakes with this project. In order for the City to expedite the required dirt work, the County is loaning a maintainer, which is scheduled to be delivered by the end of the month. Mr. Thompson reported that the City has a few other projects that need to be completed before the cart path improvement project can begin. These other projects should be completed by next week.
  - 3. Water Plant SCADA Upgrades and Improvements** – Mr. Thompson informed council that he has had several conference calls with the contractor on this project. The installation of the new SCADA upgrades and improvements is scheduled to begin in the April to May timeframe, and take 90 to 120 days to complete.
  - 4. Raw Water Intake Renovations** – Mr. Thompson reported that the contract for this project has been executed. The pumps have been ordered and are expected to be delivered by the end of next month. The renovations are expected to be completed in the June to July timeframe.
  - 5. Food and Beverage Operations Position Paper** – Mr. Thompson informed council that he has begun compiling statistical information from the first five months of the fiscal year for food and beverage operations and hopes to have it in draft form for the April council meeting. Mr. Thompson will be working with staff in the coming weeks to discuss different options that will help minimize losses and help make F&B more financially responsible.
  - 6. TABC License** – The City received the PFC’s TABC renewal license last month. Mr. Thompson reported that because of a change in the City’s legal counsel, as well as some other commitments, no progress has been made with the conversion of the license to the City’s name. Mr. Thompson hopes to focus on this after the golf cart path improvement project is under way.
- B. Golf and Food and Beverage** – Mr. Thompson briefed Council on current operations of the Golf and Food and Beverage departments. He updated council on the performance of the restaurant, stating that in hopes to reduce financial loss, Debbie Ingalsbe has begun reducing staffing levels and will be rolling out a new menu in the coming weeks. Mr.

Thompson also announced that in the recent edition of the “Readers Choice Award” published by the Highlander, Hidden Falls Golf Course was rated as the #1 public golf course in the Highland Lakes area.

Larry Panther, Head Golf Professional briefed the Council on current operations of Hidden Falls Golf Course. He said that despite being closed for a several days in February due to bad weather, they were still profitable. He informed council that the first week of March, the golf course averaged 100 golfers per day, which is the highest he has seen. He also gave a golf cart update; he was contacted by Yamaha regarding the new fleet that is scheduled to be delivered the first part of May. Yamaha told Mr. Panther that if he would be willing to wait an additional 30 days, they would deliver a 2019 model fleet, which is the newest, instead of the 2018 that was originally planned. Mr. Panther and Mr. Thompson agreed that having the newest model fleet would be worth waiting an extra 30 days for delivery. This new fleet is expected to be delivered the first part of June. The golf course will continue with the temporary fleet they currently have until delivery of the new fleet from Yamaha.

Mr. Panther informed council that his assistant golf pro, Bernie Blan, has accepted a position at another golf course and will be leaving Hidden Falls the first part of April. Mr. Panther will begin the replacement process immediately.

Debbie Ingalsbe, Food and Beverage Manager, briefed council on Food and Beverage operation including the new pizza oven and warming unit that was installed earlier in the month and is fully operational. She said the warming unit will allow the restaurant to sell pizza by the slice. She reported that she has been working on putting together a new menu, with new items available for purchase. The shuffleboard was delivered to the bar area and is in full use as well. Ms. Ingalsbe informed council about some advertising she is doing promoting the Meadowlakes Restaurant and updating the community on special events that are happening at the restaurant.

- C. Public Works** – Mr. Williams briefed the Council on current operations of the Public Works Department, including the regular recurring items. He reported that Public Works had installed the pizza oven and warmer at the Meadowlakes Restaurant. He also updated council on the status of the Purple Pipe Project. He said there is about 20 feet of pipe left to be installed in order for this portion of the project to be complete. The estimated time of completion for the City of Marble Falls is the end of April.

## **5. CONSENT ITEMS:**

- A.** February 20th, 2018 City Council Meeting Minutes – Evan Bauer, City Secretary
- B.** Standard Staff Reports for February 2018.
  - 1.** Ordinance Enforcement & Animal Control February 2018 Activity Report – Pat Preston, Ordinance/Animal Control Officer
  - 2.** Patrol Activity Report February, 2018 - provided by Meadowlakes Patrol Officer

3. Building Committee February 2018 Activity Report – Steve Nash, Chairman
4. Vandalism February 2018 Report – Evan Bauer, City Secretary
5. Public Works Department February 2018 Activity Report - Mike Williams, PWD
- C. Financial Reports for February 2018 - Johnnie Thompson, City Manager

After due discussion, Councilmember Brown made a motion to approve the consent items as presented. The motion was seconded by Councilmember Barry and carried unanimously.

## 6. OLD BUSINESS ITEMS:

- A. **Discussion/Action: Appointment of Committee to review the City’s Building Code requirements and make recommendations regarding revisions to the City’s Codes of Ordinances.** Mayor Raesener and Council determined that this committee needs to be formed for the purpose of reviewing, updating, and making recommendations to the City’s current Code of Ordinances. She appointed herself as the Mayor, Steve Nash to represent the Building Committee, Joe Summers to represent the POA, Mike Barry to represent City Council, and resident/builder James Woods to represent the community. City Manager, Johnnie Thompson was appointed to serve as advisor to the Committee.

## 7. NEW BUSINESS ITEMS:

- A. **Discussion/Action: Ordinance 2018-02 AN ORDINANCE CANCELLING THE MAY 5, 2018 GENERAL ELECTION AND DECLARING EACH UNOPPOSED CANDIDATE ELECTED TO OFFICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.** Mr. Mike Scott, candidate for Councilmember Place 1, withdrawn his application for consideration. With his withdrawal from the race, the City has no contested positions which makes it eligible to cancel the May 5<sup>th</sup> general election. Councilmember Brown made a motion to accept Ordinance 2018-02 cancelling the May 5<sup>th</sup> general election due to lack of opposition to incumbent candidates. The motion was seconded by Councilmember O’Hayre and carried unanimously.
- B. **Discussion/Action: Interlocal Agreement with Burnet County for assistance with installation of asphalt cart paths.** (This item was taken out of order. It was discussed after Citizen Comments) Over the past several years, Burnet County Precinct 4 has assisted Meadowlakes with various projects. The County can provide up to \$15,000 in-kind machinery and equipment to help with Municipal projects. City Manager Johnnie Thompson and Commissioner Joe Don Dockery discussed the

proposed project. The County will be assisting Meadowlakes in FY18 via an Interlocal Agreement. Commissioner Dockery advised that the County had recently purchased the needed equipment that would allow them to assist the City with the planned golf cart improvements. The County Commissioners are scheduled to take action on the approval of this Interlocal Agreement at their meeting on March 21, 2018. After due consideration, Councilmember Barry made a motion to approve the Interlocal Agreement with Burnet County as proposed. The motion was seconded by Councilmember Brown and carried unanimously.

- C. Discussion/Action: Resolution 2018-04 - A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, ACCEPTING THE FISCAL YEAR 2017 AUDIT, FINANCIAL STATEMENT AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2017, AS PREPARED BY NEFFENDORF & KNOPP, P.C. CERTIFIED PUBLIC ACCOUNTANTS, AND AUTHORIZING THE CITY SECTARY TO FILE THE AUDIT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 103.003, TEXAS LOCAL GOVERNMENT CODE.** Mr. Keith and Ms. Tracy Neffendorf, Certified Public Accountants, with the firm of Neffendorf and Knopp, P.C., of Fredericksburg, Texas presented the City's FY 2017 audit for Council consideration. Mr. and Ms. Neffendorf reviewed the audit and related documents prepared by the firm with the Council and staff. Mr. Neffendorf advised that the City was given an "Unqualified or Clean Audit" for FY 2017 and, after due consideration, Councilmember Drummond made a motion to accept Resolution 2018-04 accepting the fiscal year 2017 audit, financial statement, and opinion prepared by Neffendorf and Knopp, P.C. The motion was seconded by Councilmember Barry and carried unanimously.
- D. Discussion/Action Resolution 2018-03 - A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, READOPTING THE CITY OF MEADOWLAKES INVESTMENT POLICY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.** Mr. Thompson briefed the Council on the need to review and adopt an investment policy annually. Mr. Thompson presented a draft investment policy for the City that is identical to the City's current one with the exception of a few grammatical changes. After review and consideration, Councilmember O'Hayre made a motion to accept Resolution 2018-03 re-adopting the City of Meadowlakes' investment policy as attached. The motion was seconded by Councilmember Brown and carried unanimously.
- E. Discussion: Regarding controlling/regulating of unmanned aircraft (Drones) to capture images within the City.** Because of some issues in surrounding cities, Councilmember Brown shared his concerns regarding the use of Drones within the city limits of Meadowlakes. Mr. Thompson informed council that there is a Senate bill and two House bills that regulate the use of Drones in Texas. According to these Bills, the use of Drones are acceptable as long as photographs are not being captured. There are certain exceptions when photographs are being taken by insurance companies, police departments, and fire departments. Mr. Thompson informed council that these Bills prevent the City from

adopting additional rules and regulations where the general public is concerned.

**8. COUNCIL & MAYOR ANNOUNCEMENTS:**

- A.** The next Council meeting will be held April 17<sup>th</sup>, 2018 at 5:00 p.m.
- B.** At the request of Councilmember Baker, Mayor Raesener read a letter from him, dated March 20<sup>th</sup>, 2018, requesting that Mayor Raesener and council accept his resignation from Meadowlakes City Council Place 2, effective this date, March 20<sup>th</sup>, 2018.

**9. ADJOURNMENT:** Mayor Raesener adjourned the meeting at 6:35p.m.

**Approved:** /S/ Mary Ann Raesener  
Mayor, Mary Ann Raesener

**Date:** April 10th, 2018

**Attest:** /S/ Evan Bauer  
City Secretary, Evan Bauer

**Date:** April 10th, 2018