

**City of Meadowlakes**  
**City Council Stated Meeting Minutes**  
**June 9, 2009**

**I. CALL TO ORDER AND QUORUM DETERMINATION:**

Mayor John Aaron called the meeting to order at 5:00 p.m. declaring that the required quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Members present were: Mayor John Aaron, and council members Christine Forsyth, Franzella Jones, Bill Pickard, Joe Summers, and Michael Tepper. Also present were City Administrator Johnnie Thompson, City Secretary Linda Wendling and City Treasurer Eileen Harrison.

**II. PLEDGE OF ALLEGIANCE & PRAYER:**

Councilmember Tepper led the meeting members and guests in the Pledge of Allegiance. Councilmember Pickard led the meeting members and guests in prayer.

**III APPRECIATION OF SERVICE:**

**A. Action/discussion: Recognition of incoming council members Franzella Jones, Michael Tepper and Incumbent Christine Forsyth – Aaron**

Mayor Aaron introduced this item by stating the City appreciates their willingness to serve their city and honors Forsyth's return and long-term service. Mayor Aaron additionally stated that he extends his assistance and his door is always open to offer aid since council positions are so highly procedurally mandated.

**B. Action/discussion: Recognition of Service for Laird Landis – Aaron**

**C. Action/discussion: Recognition of Service for Camille Sweigart – Aaron**

Mayor Aaron introduced this item by recognizing Laird Landis and Camille Sweigart and presented them both with plaques, stating that he felt particularly indebted and is grateful for the opportunity to work with them on the team. Mayor Aaron acknowledged that we've been through a tremendous phase and has enjoyed and appreciated the friendship. The exiting council members received a standing ovation. Landis extended his appreciation to the audience, thanks to the mayor for guidance and to the council for their hard work, and to Eileen and Johnnie for their work while extending the best of luck to Franzella Jones and Mike Tepper.

**IV. STANDARD LIVE REPORTS:**

**A. POA Activity Report - Don Williams, President**

Mr. Williams presented the POA report highlighting that he is not in charge of the patio cover that is being built at the club and then referred to Barbara Peskin for input on the Memorial Day picnic. Barbara stated the picnic went very well, 127 people attended, and the remaining food was provided to a nearby church. Mr. Williams' additional topics included a July 4<sup>th</sup> parade which Mr. Jim Page is in charge of, problems at the Lakeside Park which will be discussed in detail during the next POA meeting, requesting residents to stop posting signage of contractors, beginning new pavilion cover at the Lakeside Park and will begin at RV park shortly, and the next meeting is scheduled for a

week from today at 7:00 p.m. Mr. Williams responded to questions as posed to him and discussion ensued.

**B. City Administrator Activity & Financial Summary Report - Johnnie Thompson** (Attachment A & B) Mr. Thompson presented his report highlighting that Celia Peace, PWD bookkeeper, will be leaving at the end of this month, the top two replacements have been interviewed and we expect to offer the position to one of them shortly. June 30<sup>th</sup> is Celia's last day and a reception will take place with more information to follow. Mr Thompson reviewed financials for the Public Works Fund, Recreation and Country Club Fund, cash flow problems with the RCC fund, and stated that the new management is doing a better job at managing staff, food costs, and disbursements.

**C. General Fund Financial Summary Report – Eileen Harrison** (Attachment C) Ms. Harrison presented her report reflecting Ad Valorem Tax, a CD that matured on 5/13/09, receipt of liquor tax, and allocated funds. She stated that all expenditures are in line with the budget except for legal, introduced that the budget workshop is coming up, and she will provide a preliminary suggested budget for the council members review, comment and change. Ms. Harrison responded to each question as posed to her and discussion ensued in relation to legal fees.

**D. Hidden Falls Golf Club (HFGC) Activity & Financial Summary Report - Steve Hatch** (Attachment D) Mr. Hatch presented his report highlighting each bulleted item on the first page of Attachment D, golfing memberships by class, golfing rounds, food and beverage profit and loss, the need to further allocate costs, and the profit and loss versus the figures budgeted. Council and audience discussion ensued throughout his presentation with Mr. Hatch responding to each question as posed.

**E. Public Works Department Activity & Financial Summary Report - Mike Williams** (Attachment E) Mr. Williams presented his report highlighting each bulleted item on Attachment D, highlighting increases in treated drinking water and treated wastewater compared to last year, installation of an emergency telephone at the pool for utilizing 911 calls only, installation of a new stair rail at the pool plus new light fixtures, and a City hosted two-day training class. Council discussion ensued in relation to Item 8 and the LCRA and Item number 9 “no skateboarding sign” being removed.

**V. CONSENT ITEMS:**

**A. May 12, 2009 – Stated Meeting Minutes** (Attachment F)

**B. May 15, 2009 – Called Meeting Minutes** (Attachment G)

**C. Ordinance Enforcement May Activity Report - Harvey Raschke, Officer** (Attachment H)

**D. Animal Control May Activity Report - Robbie Galaway, Officer** (Attachment I)

**E. City Building Committee May Activity Report - Blair Feller, Chairman** (Attachment J)

**F. General Fund May Financials Report- Eileen Harrison, Treasurer** (Attachment K)

**G. Utility May Financials Report- Johnnie Thompson, City Admin.** (See Attachment B)

**H. RCC May Detail Financials Report – Johnnie Thompson, City Admin.**

(See Attachment B)

**I. Yearly Planning and Zoning Commission Report – Joe Summers, Chairman** (Attachment L)

Councilmember Summers made a motion to adopt the consent items as presented. Councilmember Pickard seconded the motion. The motion carried by unanimous vote.

**VI. CITIZEN COMMENTS:**

**A.** There were no citizen comments.

**VII. OLD BUSINESS:**

**A. Action/discussion/update: Damage to City owned properties by March hail storm including the following:**

**a. Authorize City Administrator to execute contract(s) for the re-roofing of City owned buildings**

**b. Update on repair of City owned buildings, properties and equipment - Thompson**

**c. Update on replacement and/or repair of City owned vehicles, properties and equipment – Thompson** (Attachment M)

Mr. Thompson introduced these items by highlighting; solicited bids which we received, three (3) bids were submitted, two (2) of these bids satisfy all requirements of the request for proposal (RFP) and one (1) did not. The low bid did not meet the worker's compensation or vehicle requirements and since the shortfall could not be remedied Mr. Thompson suggested we reject Barton Roofing of the Austin area for failure to meet insurance requirements. Mr. Thompson provided review of the bids received, contractors thereof and recommendations in relation to same. Mr. Thompson recommended we select Nash Builders and include the upgrade. Councilmember Jones made a motion that we accept Mr. Thompson's recommendation as presented. Councilmember Summers seconded the motion. The motion carried by unanimous vote.

Mr. Thompson further stated that we are still looking for one vehicle to replace the other two that were damaged and the ordinance enforcement car is in bad shape and was not covered. Mr. Thompson's recommendation is that we total the current ordinance vehicle, loan him a temporary vehicle out of PWD's fleet, and watch the state funding program for a cheap replacement. The patrol car is back in operation but we are still waiting on repairs to the light bar; it is however, up to State inspection requirements. Mayor Aaron stated that he had discussed with Sheriff W.T. Smith that a car might be available for purchase in the month of June and he will check back with him at that time; additionally stating we could purchase a new car for patrol and downgrade the current patrol to ordinance enforcement.

**B. Action/discussion/update: Wastewater Permit renewal – Williams**

Mr. Williams introduced this item by stating we are progressing slowly. It is believed that there is a back log at TCEQ and lack of help. We have requested clarification of some discrepancies and are still awaiting response. TCEQ also requested that we verify our waste water effluent pond capacity; he believes that numbers were combined during the original application process and now those figures do not correspond with the renewal application. A letter has been written to them stating that it is acceptable to change those figures. Mr.

Williams summarized that this is clarification only and there are no red flags at this point.

**C. Action/discussion/update: Patio Cover Project Construction Plan-Thompson**

Mr. Thompson introduced this item by stating that the PWD staff has been almost totally dedicated to the golf course for an entire year so they are behind and need to address some areas of normal work requirements that need to be cleaned, inspected, etc., and we are looking at 8 to 10 weeks to complete this work. While running a new distribution line at hole 10, and across hole 18, we encountered problems. The primary electrical feed was hit with the backhoe. The insulation wasn't broken but slowed progress for a day to have PEC inspect the cable. There is still some cleanup and final tie-in and hopefully things will be up and running by tomorrow or Thursday. Evaluation of costs is ongoing. We have a very limited labor force and we have stretched them to the maximum with no carpenters on staff. Council discussion ensued in relation to the prison work program, adequate funding, the amount of work left to do, etc. Mr. Summers provided a history of the design's inception, costs, redesigns, costs that were not involved with the initial drawings, and insufficient funding for the labor expense. Council and audience discussion continued. In final review we have enough money for the materials and now we need to work on labor costs. Councilmember Summers accepted a task item to review the labor and provide a report to council.

**D. Action/discussion/update: Food & Beverage Operations/Financial Experience-to-date & Recommended Necessary Actions to Achieve Profitability – Thompson/Hatch (Attachment N)**

Mayor Aaron stated this is on the agenda because at a previous council meeting it was agreed to provide periodic updates. Mr. Thompson and Mr. Hatch stated they are seeing improvements. Steve and Chris worked on specials, the restaurant advisory committee reviewed the operation in detail and a few things they noticed to be non-profitable are the Friday and Saturday nights. The committee decided to continue through the month due to the advertising and by months end they may cut out those Friday and Saturday nights. There is a need to review full service during the week to determine if that is financially viable. The Thursday and Sunday buffet attendance is drastically down and the committee believes that we need to tap into the residents that are not attending meal opportunities. The prime rib night had 108 in attendance. In June there will be a flyer that will offer 2 for 1 coupons for Meadowlakes residents only. Council and audience discussion ensued. In summation, Mayor Aaron stated that the council needs to prepare themselves for a decision in relation to changing the restaurant services to a reduced service if the financials do not improve. Council discussion continued. Steve and Chris were commended for the positive changes that have developed recently.

**VIII. NEW BUSINESS:**

**A. Action/discussion/decision: Nomination and Selection of Mayor Pro Tem – Aaron**

Mayor Aaron introduced this item by stating that once a year a Mayor Pro Tem is appointed and that individual serves in the absence of the Mayor. Mayor Aaron requested that you consider someone that has council experience and he would be honored if Councilmember Pickard would be selected.

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Councilmember Forsyth made a motion to nominate Councilmember Pickard. Councilmember Summers seconded the motion. Councilmember Forsyth made a motion to close the nominations. Confirmation was received as to Councilmember Pickard's willingness to serve. Councilmember Summers seconded the motion to close the nominations. The motion carried by unanimous vote. The motion to nominate Councilmember Pickard as Mayor Pro Tem carried by unanimous vote.

**B. Action/discussion: Report of Recent Meadowlakes Vandalism Incidents and Forward Actions to Address Concerns – Aaron** (Attachment O) Mayor Aaron introduced this item by stating that he will speak to this item in conjunction with Item VIII (D). Mayor Aaron provided a summary of the vandalism incident while referring to Attachment O which also provided a forward plan of accepting a new ordinance enforcement officer. Mayor Aaron opened the floor for comments and received none. Council and audience discussion ensued.

**C. Action/discussion/decision: 2009 Pedernales Electric Cooperative, Inc. 2009 Official Election Ballot – Aaron** (Attachment P & Q) Mayor Aaron introduced this item by stating that we do not get as many votes as we did last year and two of the candidates on the ballot are Meadowlakes residents. Council discussion ensued. Councilmember Tepper made a motion to pass on the PEC vote. Councilmember Jones seconded the motion. The motion carried by unanimous vote.

**D. Action/discussion: Status on search for Ordinance Enforcement Officer – Aaron**

This item was addressed under item VIII (B).

**E. Action/discussion: Contracting with engineering firm to conduct TCEQ requirement assessment of City owned dams- Williams**

Mr. Williams introduced this item by providing a history and explanation of this agenda item and the classification change of our dam, highlighting hydraulic study, Southwest Engineers that performs our work, the possibly of not being required to perform a full hydraulic study, an upcoming meeting with TCEQ to determine what studies and work our City will be required to perform, and that a response is expected on Friday. Council discussion ensued with further explanation being provided as requested.

**F. Action/discussion: HFGC General Manager Search Committee Status – Committee** (Attachment R)

Mayor Aaron introduced this item by highlighting bulleted items on Attachment R, reiterated the committee members and highlights of accomplishments to date. Council discussion ensued.

**G. Action/discussion: General Fund Line Item Transfers - Eileen Harrison, Treasurer.** There were no line item transfers.

**H. Action/discussion: Utility & RCC Line Item Transfers - Johnnie Thompson, City Administrator.** There were no line item transfers.

**IX. CITIZEN COMMENTS:**

A. There were no citizen comments.

**X. COUNCIL & MAYOR ANNOUNCEMENTS:**

A. **Possible rescheduling of July 14<sup>th</sup> council meeting to a special called on July 7<sup>th</sup> – Council discussion.** Council discussion ensued.

**B. Possible cancellation and/or rescheduling of July Public Forum meeting – Council discussion.** The July public forum is not being cancelled.

**X. ADJOURNMENT:**

The meeting adjourned at 7:45 p.m.

**Approved:**

/s/ John Aaron

**Mayor**

**Date:** 6/9/09

**Attest:**

/s/ Linda A. Wendling

**City Secretary**

**Date:** 6/9/09