

**City of Meadowlakes
Stated Meeting Minutes
November 12, 2013**

I. CALL TO ORDER AND QUORUM DETERMINATION: Mayor Don

Williams called the meeting to order at 5:00 p.m. declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Councilmembers present were Barry Cunningham, Mary Ann Raesener, Alton Fields, Clancy Stephenson and Gary Hammond. Also present was City Manager Johnnie Thompson and City Secretary Stephanie Littleton.

II. PLEDGE OF ALLEGIANCE AND PRAYER: Mary Ann Raesener led the Council and guests in the Pledge of Allegiance and Roy Belcher led the Council and guests in prayer.

III. MONTHLY STANDARD LIVE REPORTS:

City Manager Johnnie Thompson addressed the Council and citizens, summarizing the contents and major highlights of the monthly reports, including the patrol hours, ordinance & parking violations and the fiscal year-end financial condition of the various City funds. Mr. Thompson addressed the recent mowing of vacant lots, stating that all lots that the POA asked to have mowed had been done once, and crews were getting ready for the second wave. He explained that letters were sent giving homeowners who elected to mow their own lots 14 days to comply. Mr. Thompson stated that the new water storage tank was painted, but the baffles were delayed by one week, although the project remains on track to be complete by the end of year. Mr. Thompson also stated that the recent bank transfer went well and that the bar audit was currently in progress, with results anticipated by end of November. Mr. Thompson concluded his presentation by briefly discussing the recent Halloween traffic incident.

IV. CONSENT ITEMS:

A. October 8th, 2013 Meeting Minutes –Stephanie Littleton, City Secretary

B. Ordinance Enforcement October 2013 Activity Report – Pat Preston

C. Animal Control October 2013 Activity Report - Robbie Galaway, Officer

D. Patrol Activity October 2013 Report - provided by Meadowlakes Patrol Officers

E. Vandalism/Incident October 2013 Activity Report – Stephanie Littleton, City Secretary

- F. City Building Committee October 2013 Activity Report - Don Wheeler, Chairman
- G. Public Works Department October 2013 Activity Report - Mike Williams, PWD
- H. September 2013 Detailed Financials Report - Johnnie Thompson, City Manager
- I. October 2013 Detailed Financials Report-Johnnie Thompson, City Manager

After Council discussion, Councilmember Alton Fields made a motion to approve the consent items as presented. Councilmember Mary Ann Raesener seconded the motion. It passed by a unanimous vote of the Councilmembers present.

- V. **CITIZEN COMMENTS:** Sandi Fixsen addressed Council with her concerns about patrol activity, specifically that there are not enough early morning patrols. Mrs. Fixsen also requested that future agendas move the citizens' comments prior to the consent items.

VI. OLD BUSINESS:

- A. *Action/Discussion/Status Update: Meadowlakes Public Facility Corporation operations and financial condition including detailed quarter ending financials.* PFC Treasurer Dale Fixsen presented his findings, which included revenues off from projections by \$60,000 for the year. He explained that golf revenues were off by \$49,000, and membership down to 106 members. He concluded by stating that Food & Beverage sales were off by \$13,000 but expenses were down by over \$30,000. Council discussion ensued. PFC Chairman Larry Upton reiterated the PFC plans going forward and talked about the new subcommittee created for marketing strategies
- B. *Action/Discussion: Retaining a consulting firm to prepare a strategy assessment and business plan as well as a budget for the municipal golfing complex.* Councilmember Mary Ann Raesener addressed the Council outlining the difference in proposals between Touchstone Golf and Eagle Golf. Ms. Raesener gave her opinion that the \$2,000 proposal from Eagle Golf was a better deal than the \$15,000 Touchstone proposal. Ms. Raesener made motion to move forward with assessment and make recommendations to the PFC. The motion was seconded by Councilmember Fields. Council and audience discussion ensued after which Councilmember Raesener withdrew her motion in order to give the PFC an opportunity to improve the financial condition of the course.
- C. *Update on Request for proposal for lease of golfing complex.* Councilmember Raesener stated that it doesn't seem like an appropriate time with the new PFC board members and new

ideas to move forward on this item. Council discussion ensued, during which it was decided to re-examine this item at a later date. Councilmember Cunningham suggested City staff continue working on it with assistance from the PFC as it is such a huge project.

VII. NEW BUSINESS

A. Action/Discussion: *RESOLUTION 13-10 OF THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS OF VOTES CAST TO ELECT DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT FOR THE YEAR 2014-2015 alt* After Council discussion Councilmember Fields made a motion to approve 8 votes per person. Councilmember Raesener seconded the motion and it passed by vote of 4 ayes with Councilmember Stephenson abstaining.

B. Action/Discussion: *Amending the Utility and Recreation Fund fiscal year 2014 budgets.* City Manager Johnnie Thompson detailed the necessity for the following amendments:

Utility Fund

1. *Increase total sewer revenue by \$35,000 for the remainder of the fiscal year. This is based on a total of approximately 870 customers for 10 months at \$4 per month.*
2. *Decrease Irrigation System Repair and Maintenance expense by \$5,000 and shift cost associated with the repair and maintenance of the irrigation system to the Recreation Fund.*
3. *Transfer \$40,000 from the Utility Fund to the Recreation Fund.*

Recreation Fund

1. *Add following new expense line items:*
 - a. *Insurance Expense-PFC to cover the payment of the PFC fiscal year 2014 insurance premiums. Total amount of recommended expense \$16,000.*
 - b. *Irrigation System Repair and Maintenance-shift cost of the repair and maintenance of the golf course irrigation system from the Utility Fund to the Recreation fund and fund the related expense by reducing same in the Utility Fund. This would hopefully provide the building of some reserves to be utilized by the Recreation Fund over a period of time to fund some minor improvements to the irrigation system. This expense for fiscal year 2014 is suggested to be \$5,000.*
2. *Increase the existing Maintenance, Repairs and Renovation line item expense by \$35,000 to \$37,500 to provide adequate funds to make necessary repair and renovations of the golfing complex infrastructure.*

3. *Provide for a net transfer of \$40,000 from the Utility Fund to the Recreation Fund for fiscal year 2014. The \$40,000 is comprised of \$35,000 in additional revenues being generated from the \$4 increase sewer rates as well as a \$5,000 reduction in Irrigation System Repair & Maintenance expense.*
4. *Provide a net transfer of \$15,900 from the "Golf Course Improvement Reserve Fund" as approved last month to be used to assist the Meadowlakes Public Facility Corporation in payment of their annual insurance premiums for fiscal year 2014.*

Council discussion ensued, after which Councilmember Raesener made a motion to approve amending the budgets. Councilmember Cunningham seconded the motion and it passed by a unanimous vote of the Councilmembers present.

VIII. COUNCIL & MAYOR ANNOUNCEMENTS:

- A. New council email address to be published on website and newsletter and handout at office.
- B. The next regularly scheduled meeting will be held December 10th, 2013 at 5:00 p.m.
- C. City Manager Johnnie Thompson cautioned residents to be aware of recent phone scams.

IX. ADJOURNMENT: Mayor Don Williams adjourned the meeting at 6:20 pm.

Approved:

/s/ Don Williams **Date:** 1-14-14
Mayor, Don Williams

Attest:

/s/ Stephanie Littleton **Date:** 1-14-14
City Secretary, Stephanie Littleton