

City of Meadowlakes

AGENDA

City Council Meeting

Tuesday, May 21, 2024 – 6:00 p.m.

Totten Hall, Meadowlakes Municipal Offices

177 Broadmoor St., Meadowlakes, Texas

Notice is hereby given that a Meeting of the City Council of the City of Meadowlakes, Texas, will be held on Tuesday, May 21, 2024, at 6:00 p.m. at Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

1. **CALL TO ORDER AND QUORUM DETERMINATION**
2. **PLEDGE OF ALLEGIANCE AND PRAYER**
3. **CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda-related items. Citizens wishing to address the Council must complete an "Application to Address," which must be submitted to the City Secretary at least thirty (30) minutes before the commencement of the City Council Meeting, and each speaker will be limited to a maximum speaking time of three (3) minutes.*
4. **MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only.)*
 - A. **Operations in general - City Manager Johnnie Thompson**
 1. **Briefing on current utility operations**
 2. **Ordinance and Animal Control Report**
 3. **Patrol Activity Report**
 4. **Building Committee Report**
 - B. **Briefing on Golf-Klotz**
5. **CONSENT ITEMS** *(The items listed are considered routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless the Council desires, at which time the select item(s) may be discussed separately under consent items and separate motion(s).*
 - A. **Minutes of the prior Council Meetings/Workshops**
 - B. **April 2024 Financial Statements**

6. OLD BUSINESS

- A. Discussion/Action: Update on Renovations of Wastewater Treatment Plant-Thompson**
- B. Update on City Manager Search. Discussion and possible action related to retaining a recruitment firm to assist in the search for a replacement City Manager. - Mayor Bentley**
- C. Briefing on the sale of \$7.5 million in Certificate of Obligations. - Thompson**
- D. Discussion/Action: Authorizing the City Manager to expend funds from the 2024 Bond Issue to purchase materials and supplies related to moving irrigation lines due to the construction of the new community center and authorizing the purchase of an ice machine scheduled to be purchased and installed in the new temporary golf shop. - Thompson**
- E. Briefing on the status of the new community center, including the request for proposal for a Construction Manager at Risk. - Thompson**

7. NEW BUSINESS

- A. Discussion/Action: Resolution 2024-06 - A RESOLUTION OF THE COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING A MAYOR AND TWO COUNCIL MEMBERS. – Bauer**
- B. Swearing in of new members to the Council and recognition of outgoing City Council Members - Mayor Bentley**
- C. Discussion/Action - Election of Mayor Pro Tempore (Pro Tem) - Mayor Bentley**
- D. Discussion/Action: Waiver of building permit fees for roof replacement/repairs for future major related weather events.-Thompson-Bentley**
- E. Briefing on damage caused by the April 2024 hail storm and action as may be required. – Thompson**
- F. Discussion/Action: Resolution authorizing the City to participate in the TexPool Investment Pools and Designating Authorized Representatives. Thompson-Holley**
- G. Discussion/Action: Granting building setback variance for lot 150-18A. - Thompson**
- H. Discussion/Action: Establishing the date and time for the first budget workshop for fiscal year 2024-2025.- Thompson**

MAYOR ANNOUNCEMENTS about Items of Community Interest

- *Announcements during this agenda item are limited to the following, as authorized under Section 551.0415, Tex. Gov't Code.)*
- *Expressions of thanks, congratulations, or condolence;*
- *An honorary or salutary recognition of a public official, public employee, or other citizens, except that a discussion regarding the change in the status of the person's public employment is not an honorary or salutary recognition for this subdivision;*

- *A reminder regarding a social, ceremonial, or community event organized or sponsored by an entity governing body or an official or employee of the municipality and*
- *Announcements involving an imminent threat to the public health and safety of the municipality have arisen after posting the agenda.*

The next City Council meeting is Tuesday, June 18, 2024.

8. ADJOURNMENT

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

An agenda packet is available for public inspection at City Hall, 177 Broadmoor, Suite A, Meadowlakes, between 8:00 a.m. and 4:00 p.m., Monday through Friday.

I, Debbie Holley, Acting City Secretary for the City of Meadowlakes, Texas, do certify that this Notice of Meeting was posted at City Hall, in a place readily accessible to the general public at all times, on May 16, 2024, 10:00 a.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/s/ Debbie Holley
Debbie Holley Acting City Secretary

/s/ Mark Bentley
Mark Bentley, Mayor

<p>PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT (830) 693-6840 FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING TIME.</p>

Posting Removed: _____ at _____ by _____

(To be recorded upon removal, document retention at City Hall, posting removal date will not be reported via the website)

Animal Control Report April 2024

This month was a really busy month. With all the roofers and contractors in our town a lot of dogs are getting out. This is also the time you start seeing more skunks and raccoons as they are mating and having little ones.

Got a call about a raccoon under the hood of a truck. I removed him and let it go.

Received a call from a resident who was holding two dogs she found while walking. When I reached her she had let them go. I searched for them but they must have returned home because I could not locate them.

Another homeowner had trapped a raccoon. I advised them to take it somewhere away from their home and release it.

Received a call about two loose dogs running around. I found them and returned them home.

Got a call about a friendly white cat hanging around spyglass. The lady thought it might belong to a homeowner that had moved. I located the previous resident and she said it was not her cat. It must be a friendly neighborhood cat.

Received a call about about a raccoon staring in the back window of their house. The homeowner tried to chase it away with a water hose but to no avail. I advised them that as long as he was not out during the day to leave it alone. The raccoon probably has a nest with little ones.

Got a call about two dogs running loose. I picked them up and returned them home.

I received a call from a resident who had found a small dog. I kept the dog for two days trying to locate the owner. Since no one called to claim the dog I re-homed the dog with a resident who said she wanted the dog with the understanding if someone showed up to claim the dog she would give it back.

Got another call about a small dog that was was found. A lady was keeping her son's dog and it got out. I returned the dog and advised her to get it registered if the dog was going to stay with her.

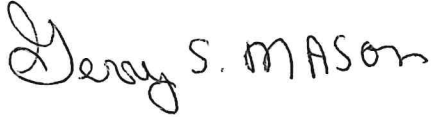
Received a call about the same two dogs running loose again. I returned them home and help the homeowner find where they were getting out. They were getting a new roof and the contractors must have let them out.

Got a call asking me to trap a raccoon. I advised them that I did not trap and gave them a number of a licensed person who traps animals.

Received a call about a bat on a house. Advised them to leave the bat along.

As always I received multiple calls from residents with various concerns.

Respectfully Submitted,

A handwritten signature in black ink that reads "Gerry S. MASON". The signature is written in a cursive style, with the first name "Gerry" being more fluid and the last name "MASON" being in all caps and more blocky.

Gerry Mason

Animal Control Officer

Building Committee Report

Authorized By: Steve Nash,
 Building Committee Chairman
 Apr-24

Approved Permits	<i>Issued</i>	<i>Denied/tabled</i>	<i>In progress</i>
Deck			
Fence		1	2
Remodel			
New Construction		1	3
Variance	1		
Patio Cover/Remodel		1	
Arbor/Pergola			
Swimming Pool/Hot Tub	1		
Boat dock/jet ski lift			
Play Scape			
Other			
Plat Amendment			
Consultation			
Permit Revision			
Total	2	3	5

ORDINANCE REPORT - APRIL 2024

CALLS

Ordinance line	8
Security Gate	1
Email/text	0
City Hall	5

PARKING/TRAILERS/GOLF CARTS

Written warning	7
Verbal warning	25
Door hanger	3
Citations	0

TRASH CANS

Verbal warning	0
Door hanger	4

GRASS/LIMBS/DEBRIS

Verbal warning	11
Door hanger	11

MISCELLANEOUS

Solicitors - warning	7
Commercial yard signs - warning	26
Checked roofing permits	28
Basketball goal in street - verbal warning	1
Vehicle on jack stands - verbal warning	1

City of Meadowlakes
Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 15, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 5-A Consent Items

SUBJECT:

Minutes of prior Council Meetings - I have attached the minutes of your meeting held on April 16th for your review and consideration. If you have any questions, corrections, or additions, please get in touch with Evan.

Review of March 2024 Financial Statements – The overall performance of all funds exceeded expectations for the month and year-to-date. Although Utility Funds revenues were slightly lower than budgeted, the General and Recreation Fund saw slight increases in revenue. Expenses for all funds ended both periods below or very close to those budgeted. Cash on deposit increased by just under \$36,000 compared to the end of March.

Combine P&L (All Funds) –In the first seven months of the fiscal year, the total combined operating revenues were nearly \$2.1 million, just slightly over the budget for the period. Approximately 67% of the total combined revenues budgeted for the fiscal year have been generated. Total expenditures for the period were just under \$2 million, about 11% less than budgeted for the period, and approximately 58% of the total expenditures for all funds budgeted for the fiscal year had been spent.

General Fund – The General Fund performed better than budgeted for the month and year-to-date. April’s revenues exceeded those budgeted by about 11%, bringing the Fund’s year-to-date revenues to about 3% greater than budgeted. April’s expenses ended about 27% below those budgeted for the month and were about 22% less than budgeted for the first seven months of the fiscal year. The Fund experienced a net gain of about \$8,300 in April, bringing the year-to-date net gain to around \$334,000, about \$119,000 greater than budgeted.

The actual gain exceeded the budgeted amount due to a revenue increase of about \$23,000 and expenses that were approximately \$96,000 lower than budgeted. The increase in revenue came mainly from two sources: a rise of approximately \$8,000 in building permit income and an increase of about \$14,000 in ad valorem tax

income. The reduction in expenses was due to decreased spending in nearly all major expense categories.

By the end of April, the General Fund had just over \$710,000 in cash on deposit, which was approximately \$5,000 less than at the end of March. However, the Fund had about \$328,000 more cash on deposit than at the beginning of the fiscal year.

Utility Fund - In April, the Utility Fund's revenues were lower than budgeted, but year-to-date revenues have exceeded the budget by about 0.6%. The decrease in revenues was mainly due to reduced water sales. April expenses were about 2% lower than budgeted, bringing year-to-date expenses to about 5.7% less than budgeted. Most major expense categories ended both the month of April and the year-to-date period lower than budgeted.

Due to the purchase of the replacement backhoe earlier in the fiscal year, the fund's year-to-date net loss was just under \$58,000, about half of the budgeted loss for the period.

The cash on deposit at the end of April was approximately \$237,000 less than at the beginning of the fiscal year and about \$15,000 less than at the end of March. This decrease is mainly due to expenditures related to the renovation of the wastewater treatment plant and the purchase of the replacement backhoe.

Recreation Fund—Although the Recreation Fund's revenues for the first seven months of the fiscal year were about 3.3% less than budgeted, April's revenues were up approximately 4%. Fortunately, expenses for the month and year-to-date are down by 43% and 19%, respectively.

The total revenues of the Fund for April exceeded the budgeted amount by about \$4,000, mainly due to increased revenues from golf-related activities. However, the Fund's total revenues for the first seven months of the fiscal year are about \$20,000 less than budgeted, as most golf-related revenue line items failed to meet their budgeted amounts.

The Fund's total expenses for April were about 43% lower than budgeted, mainly due to a capital project that was budgeted but has not been completed. Year-to-date expenses were about 19% (\$90,000) below the budget. All major expense categories have lower expenses than budgeted for the period, month, and year-to-date. The reduction in expenses was mainly due to the aforementioned capital project and the planned renovation of the irrigation pump station, neither of which have been completed. The Fund's operating expenses for the year-to-date are about \$85,000 less than budgeted, with a significant portion of the decrease in expenses related to pump station renovations.

The Fund had a net gain of over \$25,000 in April, while a loss of over \$12,500 was budgeted. For the year, the Fund had a net gain of just under \$11,000, whereas a loss of over \$75,000 was budgeted. Overall, the fund is performing quite well.

Golf Operations – The golf course remained busy in April despite a few days of rainy weather; approximately 85 more rounds were played in April compared to last year. However, there were about 250 fewer rounds played in April than in March.

In April, our golf-related revenues exceeded the budget by about \$4,000, mainly because of higher green fees and snack sales. However, our year-to-date revenues are about \$22,000 less than budgeted. Although we have experienced increased revenues from snack sales and the driving range, our actual income from green fees and cart rentals is lower than budgeted and slightly less than the same period last fiscal year.

The golf-related expenses for April were about \$9,000 less than budgeted. For the first seven months of the fiscal year, they are about \$74,000 less than budgeted. However, the year-to-date expenses are a little misleading since the \$42,000 upgrade to the budgeted irrigation pump system has not been done yet (we are waiting on the contractor). If you back out this upgrade from the equation, operating revenues were still about \$32,000 less than budgeted, helping offset the revenue decrease.

Golf Operations generated approximately \$21,000 more in revenues than expenses in April. For the first seven months of the fiscal year, approximately \$4,500 more revenue has been generated than expenses.

Investment Report – The investment report is a new addition to your financial documents. It will show you where our funds are invested and the anticipated earnings for a certificate of deposit. Over the past several months, we have made some changes to the way we bank, including investing in CDs. Although we may have to pay some bank fees that we didn't have to pay in the past, we are still generating more income from our investments than we are paying out in bank fees.

City of Meadowlakes
City Council Stated Meeting Minutes
April 16, 2024 – 6:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas

The City Council of the City of Meadowlakes held their Regular Meeting at Meadowlakes Municipal Building in Totten Hall on April 16, 2024, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

Present:

Mark Bentley, Mayor
Jess Lofgreen, Councilmember
Barbara Peskin, Councilmember
Jerry Drummond, Councilmember
Roxanne Morgan, Councilmember
Garrett Wood, Councilmember

Staff:

Johnnie Thompson, City Manager
Evan Bauer, City Secretary
Debbie Holley, Treasurer

Absent:

Garrett Wood, Councilmember
David Klotz, Golf Pro

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Bentley called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Bentley led the Council and staff in the Pledge of Allegiance and Councilmember Wood led the prayer.
3. **CITIZEN COMMENTS.** Resident Carolyn Richmond spoke regarding the Construction Manager at Risk method (CMAR) for the building of the new facility. In her opinion, it is a time efficient and cost effective manner that will allow citizens to enjoy the new facility.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)

A. Operations in general - City Manager, Johnnie Thompson – before Mr. Thompson began his report, he informed council that the recent hail storm left one utility vehicle totaled, and many others damaged, along with city buildings. The insurance adjuster will be in the city tomorrow analyzing damage to city property.

1. Current Utility Operations – Mr. Thompson reported there were no major water leaks this month. Operations are running smoothly.
2. Ordinance reports – In March, 8 calls/texts were received, 22 warnings were given for parking related violations, 10 warnings were given for trash can violations, 43 warnings were given for grass/limb/debris violations, 7 warnings were given for political sign violations, and 1 violation for a child on a mini bike.

3. Animal Control Report – In March, 3 calls were received about loose dogs; all were returned home safely. 1 warning was issued for a resident walking their dog without a leash on the golf course. Several dead animals were picked up. Multiple calls were received regarding various concerns.
 4. Patrol Activity Report – In March, Officer Ciolfi logged 29 hours and 126 miles. There were no warnings or citations issued. Mr. Thompson discussed options for what can be done about underage drivers operating golf carts. Issuing larger decals to be placed on golf carts are an option. Larger decals will be easier for people to spot when they see an offender. Discussion was also held on installing security cameras, which may help deter someone.
 5. Building Committee Report – In March, 3 permits were issued; 1 fence permit, 1 pool permit and 1 permit for a new construction at 94 Pinehurst. There are currently 3 ongoing projects.
- B. Briefing on Golf Operations – Mr. Klotz was not present; Mr. Thompson reported that there was some damage on the course due to the hail storm. David and the maintenance crew will work on getting everything back to normal. Once again, golf set another record averaging about 130 rounds per day.
5. **CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by the Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s)).*
- A. Minutes of the prior Council Meetings/Workshops
 - B. March 2024 Financial Reports

After discussion, Councilmember Lofgreen motioned to approve the minutes from the March meeting as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Drummond motioned to approve the March 2024 financials as presented. The motion was seconded by Councilmember Morgan and carried unanimously.

6. **OLD BUSINESS.**

- A. Discussion/Action: Update on Renovations of Wastewater Treatment Plant.** Mr. Thompson reported that both plans are in full operation now. They are waiting for the contractor to give a bid on new blowers for the old treatment plant. Staff is about halfway through enclosing a structure that will house the new sludge handling equipment. As of now, the city has spent \$301,000 out of a \$506,000 budget for this project; Mr. Thompson indicated they will end way under budget. There are multiple outstanding projects that are being worked on and there are currently 2 temporary employees.
- B. Outstanding Committee Reports:**
- New Building Facility** – Mr. Thompson reported that this committee is waiting to move forward with further discussion until a method for construction is approved.
- New Pool Facility** – Councilmember Morgan, Chair, reported that the committee received plans back from the pool designer. The plans are not what they had in mind as it had more of a resort feel, rather than a community pool feel. They will go back to the drawing board.
- City Manager Replacement Search** – Mayor Bentley reported that the deadline was yesterday for applications having to be in. He is hopeful that there are some qualified

candidates. The search committee will meet next week to discuss the applicants. If a qualified candidate is not found, the city will republish the notice.

- C. **Update on progress on new community center.** Mr. Thompson reported that the materials for moving the irrigation lines have been ordered. There have been no issues with soil testing and the engineers' report of this is being prepared. 5" of concrete is recommended for the parking lot and there have been no issues found with slab surface water. The electric to the restaurant will remain active; PEC may have to set a temporary pole.
- D. **Discussion/Action: Determination of design, bid, and build method versus a construction manager at risk method for constructing the City's new community center and related infrastructure improvements.** Mr. Thompson reported that he has been talking to several cities who use the CMAR method. This seems to be the preferred option. Fire stations, the City of Austin, Lakeway, Horseshoe Bay, as well as the state and LCRA use this method for most projects. With a CMAR, this person is invested from the beginning. If the project goes over budget, they are responsible for the excess. They will be interviewed by the Mayor, City Manager and members of council and are scored on a point system. If council decides to go this route, a Request for Proposal (RFP) will need to be published twice in the local newspaper. This asks for proposals from contractors which will be in the form of a sealed bid that will be reviewed by the City Manager. There will be third party inspectors involved in the approval process of the proposed facility; ATS Engineers, the slab engineer, the architect and others will all make sure that what is proposed, will be built to code. Mr. Thompson presented a project schedule for anticipated milestone dates for the project. After discussion, Councilmember Lofgreen made a motion that council proceed with the CMAR method of construction. The motion was seconded by Councilmember Peskin and carried unanimously.

7. NEW BUSINESS

- A. **Discussion/Action: Approval of Building Setback Variance on lot 361, (314 Mahan).** On April 1, 2024, the Building Committee reviewed and approved an application for a variance on lot 361, 314 Mahan. There is not currently a structure on this lot; the house that was previously there was struck by lightning a few years ago and, as a result, the house was demolished. The builder is requesting a 5' variance on the south side of the property (the Deer Lick side) for a large pecan tree to be saved on the north side of the property. This will not affect adjoining lots. After discussion, Councilmember Drummond made a motion to approve the variance as presented. The motion was seconded by Councilmember Lofgreen and carried unanimously.
- B. **Discussion/Action: Authorizing the City Manager to solicit proposals from potential Construction Managers at Risk for constructing the City's new community center and related infrastructure improvements.** If authorized, the first thing Mr. Thompson would do is publish a Request for Proposals (RFP) twice in the local newspaper. A draft RFP has been provided by the architects. The RFP will address a comprehensive project overview, including background information, purpose and scope, key dates, and contact details, scope of the work to be performed, project schedule, guidelines for submissions, the method of evaluating the proposals and contract terms and conditions. A timeline related to the RFP has been provided by the architects as well as a project schedule. After discussion, Councilmember Drummond made a motion to authorize Mr. Thompson to solicit proposals from potential CMARs. The motion was seconded by Councilmember Peskin and carried unanimously.
- C. **Discussion: Quarterly update regarding the operations of the Public Facility Corporation (PFC).** Councilmember Lofgreen, President of the PFC, reported that the operator is continuing to making timely payments and operating according to the agreement, however, he is having

trouble getting the sales report to the PFC in a timely manner. Over the past three months, the restaurant had a 73% increase in sales. There have been some recent menu changes, which are welcomed by the public. The operator is not in favor of shutting down during the construction of the new facility.

8. ADJOURNMENT/ANNOUNCEMENTS:

Mayor Bentley praised all of the volunteers who helped during the eclipse. The meeting was adjourned at at 7:09 p.m.

Approved: _____
Mayor, Mark Bentley

Date: May 21, 2024

Attest: _____
City Secretary, Evan Bauer

Date: May 21, 2024

City of Meadowlakes
April 2024 Abbreviated Financial Statements

Run Date: 5/8/2024

City of Meadowlakes
Combined All Fund Profit and Loss
Oct 2023-Mar 2024

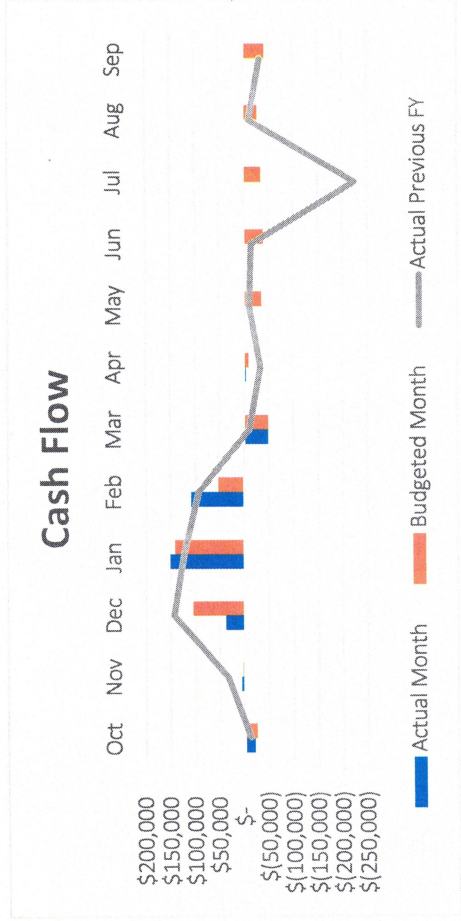
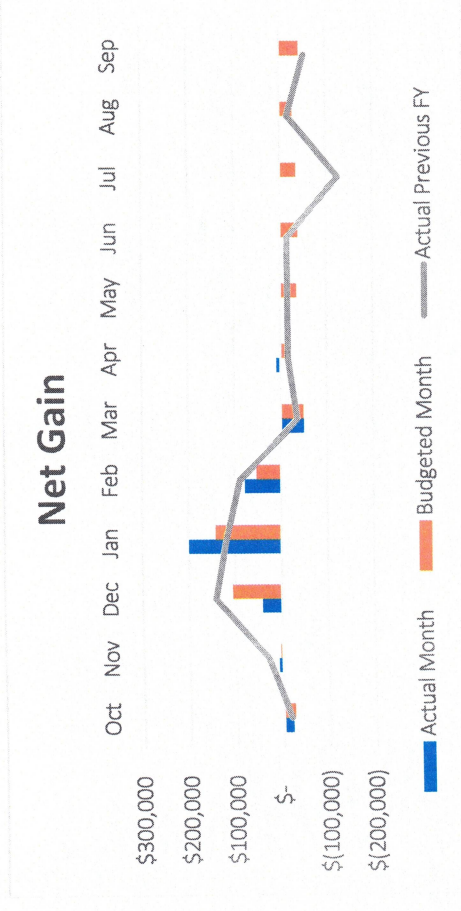
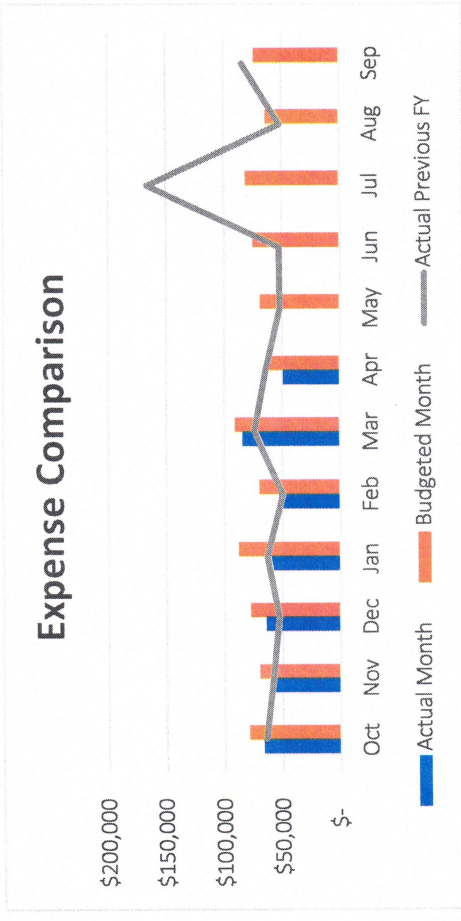
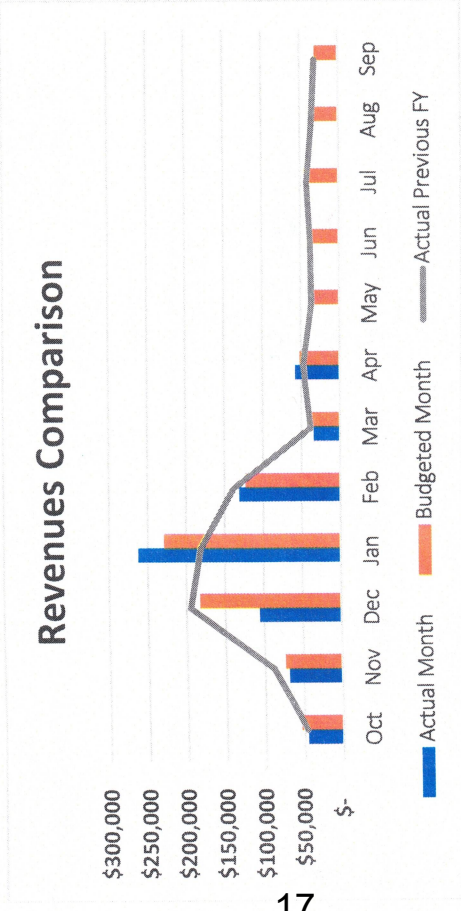
Oct. 2023 through Apr 2024	General Fund	Utility Fund	Recreation Fund	Total All Funds	Budgeted Oct 23 to April 2024
INCOME					
<u>Operating Revenues</u>					
Utility Income (Water and Wastewater)	\$ -	\$ 643,961	\$ -	\$ 643,961	\$ 645,185
Ad Valorem Tax	\$ 521,658	\$ -	\$ -	\$ 521,658	\$ 507,671
Services Rendered-Golfing Complex	\$ -	\$ -	\$ 526,843	\$ 526,843	\$ 548,601
Solid Waste Collection	\$ -	\$ 192,919	\$ -	\$ 192,919	\$ 188,330
Contract Services	\$ 64,372	\$ -	\$ -	\$ 64,372	\$ 64,372
Franchise Fees	\$ 45,603	\$ -	\$ -	\$ 45,603	\$ 44,974
Miscellaneous Income	\$ 18,528	\$ 35,698	\$ 24,955	\$ 79,181	\$ 66,769
Total Operating Revenues	\$ 650,161	\$ 872,578	\$ 551,798	\$ 2,074,537	\$ 2,065,902
<u>Non-Operating Revenues</u>					
Transfers In from Other Funds	\$ 125,419	\$ -	\$ 25,000	\$ 150,419	\$ 150,419
Total Non-Operating Revenues	\$ 125,419	\$ -	\$ 25,000	\$ 150,419	\$ 150,419
TOTAL REVENUES	\$ 775,580	\$ 872,578	\$ 576,798	\$ 2,224,956	\$ 2,216,321
EXPENSES					
Employee Related Expenses	\$ 263,863	\$ 281,286	\$ 287,523	\$ 832,672	\$ 948,339
Administrative Expenses	\$ 51,932	\$ 49,187	\$ 37,368	\$ 138,487	\$ 163,290
Public Safety Expenses	\$ 87,409	\$ -	\$ -	\$ 87,409	\$ 105,785
Operational Expenses	\$ 6,523	\$ 190,122	\$ 145,666	\$ 342,311	\$ 401,867
Solid Waste Collection Expense	\$ -	\$ 171,306	\$ -	\$ 171,306	\$ 174,250
Total Operating Expenses	\$ 409,727	\$ 691,901	\$ 470,557	\$ 1,572,185	\$ 1,793,531
Net Operating Gain/Loss	\$ 365,853	\$ 180,677	\$ 106,241	\$ 652,771	\$ 422,790
NON-OPERATING EXPENSES					
Principal Due on Operating Debt	\$ -	\$ -	\$ 85,047	\$ 85,047	\$ 82,770
Interest Due on Operating Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Due on Bond Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Due on Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out to Other Funds	\$ 25,000	\$ 125,419	\$ -	\$ 150,419	\$ 137,919
Capital Expenses/improvements	\$ 6,882	\$ 112,911	\$ 10,514	\$ 130,307	\$ 140,000
Total Other Expenses	\$ 31,882	\$ 238,330	\$ 95,561	\$ 365,773	\$ 360,689
TOTAL FUND EXPENSES	\$ 441,609	\$ 930,231	\$ 566,118	\$ 1,937,958	\$ 2,154,220
FUND NET GAIN/LOSS	\$ 333,971	\$ (57,653)	\$ 10,680	\$ 286,998	\$ 62,101

CITY OF MEADOWLAKES GENERAL FUND SNAPSHOT

<u>EXPENSES</u>	<u>NET GAIN/LOSS</u>
April 2024	\$8,302
Budgeted April 2024	-\$10,722
Actual April 2023	-\$17,093
Year-to-Date	\$333,971
Budgeted Year-to-Date	\$214,767
Year-to-Date Last Fiscal Year	\$305,241

<u>REVENUES</u>	<u>NET GAIN/LOSS</u>
April 2024	\$8,302
Budgeted April 2024	-\$10,722
Actual April 2023	-\$17,093
Year-to-Date	\$333,971
Budgeted Year-to-Date	\$214,767
Year-to-Date Last Fiscal Year	\$305,241

April 2024
Budgeted April 2024
Actual April 2023
Year-to-Date
Budgeted Year-to-Date
Year-to-Date Last Fiscal Year



City of Meadowlakes General Fund Profit Loss

<u>INCOME</u>	Apr-24	Budgeted Apr 2024	Year-to-Date	Budgeted Year-to-Date
Ad Valorem Tax	\$ 5,988	\$ 7,782	\$ 521,658	\$ 507,671
Franchise Fees	\$ 14,499	\$ 15,215	\$ 45,603	\$ 44,974
City Building Permit Income	\$ 9,660	\$ 950	\$ 13,715	\$ 5,400
Municipal Court Income	\$ 298	\$ 150	\$ 1,018	\$ 750
Contract Services	\$ 9,196	\$ 9,196	\$ 64,372	\$ 64,372
Miscellaneous Income	\$ 359	\$ 531	\$ 3,795	\$ 3,953
Transfers in from Utility Fund	\$ 17,917	\$ 17,917	\$ 125,419	\$ 125,419
TOTAL INCOME	\$ 57,917	\$ 51,741	\$ 775,580	\$ 752,539
<u>EXPENSES</u>				
Employee Expenses	\$ 34,978	\$ 42,347	\$ 263,863	\$ 315,972
Miscellaneous Administrative Expenses	\$ 2,471	\$ 4,601	\$ 43,046	\$ 60,295
Insurance Expenses	\$ -	\$ -	\$ 3,571	\$ 4,800
Municipal Court Expenses	\$ 200	\$ 1,125	\$ 5,315	\$ 7,675
City Hall Operating Expense	\$ 589	\$ 1,025	\$ 6,523	\$ 8,745
Ordinance/Animal Control Expenses	\$ 2,903	\$ 2,960	\$ 25,425	\$ 27,135
Traffic Control	\$ 1,471	\$ 3,400	\$ 12,961	\$ 29,625
Contract Emergency Services	\$ 7,003	\$ 7,005	\$ 49,023	\$ 49,025
Non-Operating Expenses	\$ -	\$ -	\$ 31,882	\$ 34,500
TOTAL EXPENSES	\$ 49,615	\$ 62,463	\$ 441,609	\$ 537,772
NET INCOME	\$ 8,302	\$ (10,722)	\$ 333,971	\$ 214,767

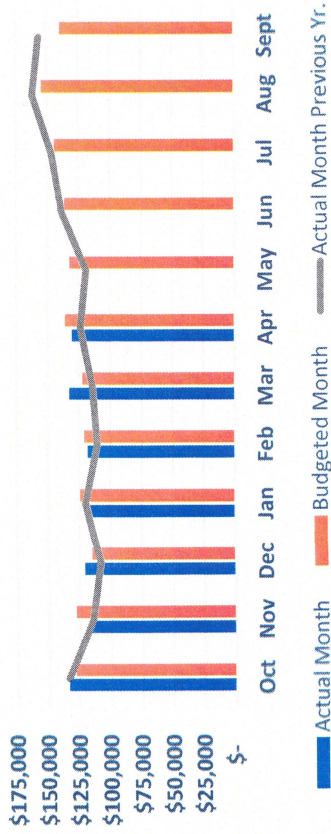
Cash On Deposit

	April 30, 2024	Mar 31, 2024	April 30, 2023	April 30, 2022
Checking & Savings	\$ 710,204	\$ 715,039	\$ 677,593	\$ 506,503

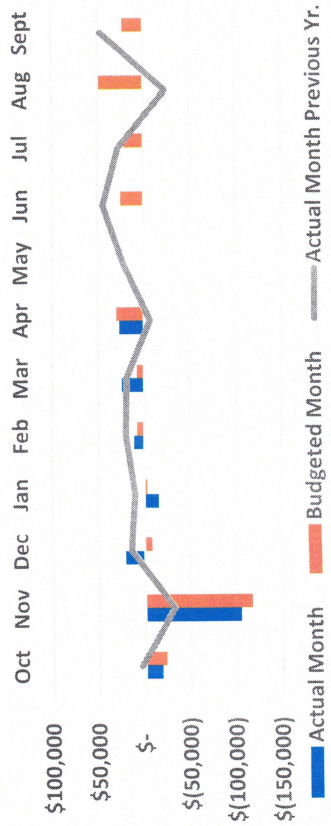
City of Meadowlakes Utility Fund Snapshot

	<u>REVENUES</u>
April 2024	\$130,618
Budgeted April 2024	\$135,893
Actual April 2023	\$123,553
Year-to-Date	\$872,578
Budgeted Year-to-Date	\$867,231
Year-to-Date Last Fiscal Year	\$823,623

Revenue Comparison

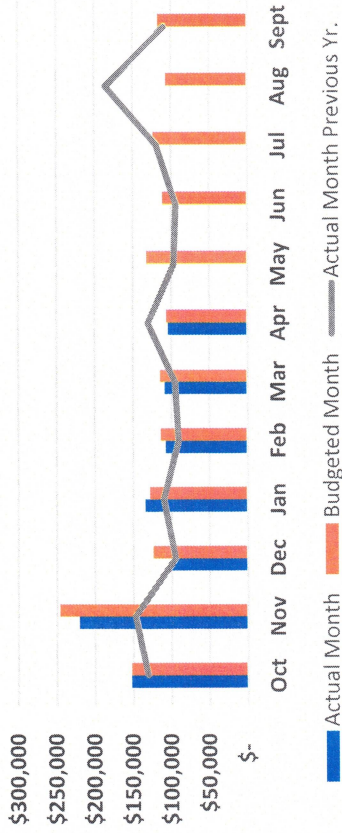


Net Gain/Loss

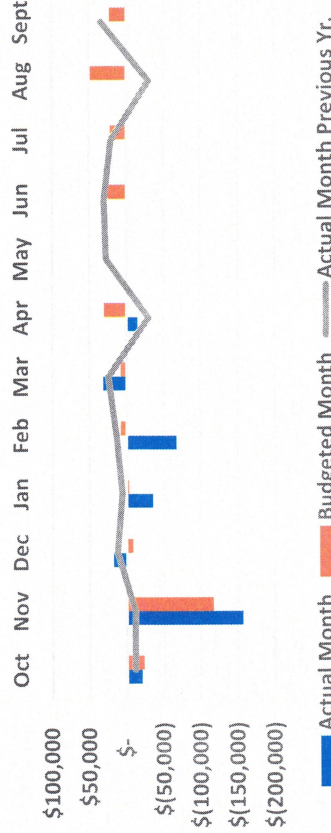


	<u>EXPENSES</u>	<u>NET GAIN/LOSS</u>
April 2024	\$103,896	\$26,722
Budgeted April 2024	\$106,103	\$29,790
Actual April 2023	\$130,329	-\$6,776
Year-to-Date	\$930,231	-\$57,653
Budgeted Year-to-Date	\$983,415	-\$116,184
Year-to-Date Last Fiscal Year	\$797,647	\$25,976

Expense Comparison



Cash Flow



City of Meadowlakes Utility Fund Profit Loss

<u>INCOME</u>	Apr-24	Budgeted Apr 2024	Year-to-Date	Budgeted Year-to-Date
Water Revenue	\$ 43,035	\$ 47,800	\$ 286,891	\$ 288,770
Sewer Revenue	\$ 51,037	\$ 50,917	\$ 357,070	\$ 356,415
Trash Collection Revenue	\$ 30,941	\$ 31,334	\$ 192,919	\$ 188,330
Connect Fees	\$ -	\$ 2,250	\$ 2,100	\$ 6,750
Miscellaneous Revenues	\$ 5,605	\$ 3,592	\$ 33,598	\$ 26,966
COVID Funds Reimbursement	\$ -	\$ -	\$ -	
TOTAL INCOME	\$ 130,618	\$ 135,893	\$ 872,578	\$ 867,231
<u>EXPENSES</u>				
<u>Operating Expenses</u>				
Total Employee Expense	\$ 34,903	\$ 39,851	\$ 281,286	\$ 318,015
Total Administrative Expenses	\$ 2,780	\$ 460	\$ 49,187	\$ 40,005
Total Water Treatment Exp.	\$ 8,145	\$ 10,201	\$ 68,213	\$ 73,196
Total Wastewater Treatment Exp.	\$ 7,884	\$ 5,152	\$ 57,628	\$ 61,890
Total Other Operational Expenses	\$ 4,482	\$ 6,272	\$ 64,281	\$ 65,640
Garbage Collection Expense	\$ 27,785	\$ 26,250	\$ 171,306	\$ 174,250
Total Operating Expenses	\$ 85,979	\$ 88,186	\$ 691,901	\$ 732,996
<u>Non-Operating Expenses</u>				
Assets Purchased	\$ -	\$ -	\$ 112,911	\$ 125,000
Transfer to General Fund	\$ 17,917	\$ 17,917	\$ 125,419	\$ 125,419
Total Non-Operating Expenses	\$ 17,917	\$ 17,917	\$ 238,330	\$ 250,419
TOTAL EXPENSE	\$ 103,896	\$ 106,103	\$ 930,231	\$ 983,415
NET GAIN/LOSS	\$ 26,722	\$ 29,790	\$ (57,653)	\$ (116,184)

Cash On Deposit

	April 30, 2024	Mar 31, 2024	April 30, 2023	April 30, 2022
Checking/Savings	\$ 1,029,266	\$ 1,044,527	\$ 1,210,395	\$ 898,812

City of Meadowlakes
Utility Fund Profit Loss

Wastewater Treatment Plant Renovation Expenses

	Apr-24	Total Expense FY24	Total To Date Expense	Total Budgeted Expense
Engineering	\$ -	\$ 43,290	\$ 43,290	\$ 42,000
Grant Management	\$ 1,500	\$ 6,000	\$ 15,500	\$ 42,000
Sewer Treatment Plant Expense	\$ 64	\$ 169,778	\$ 242,351	\$ 422,813
Total Expenses	\$ 1,564	\$ 219,068	\$ 301,141	\$ 506,813

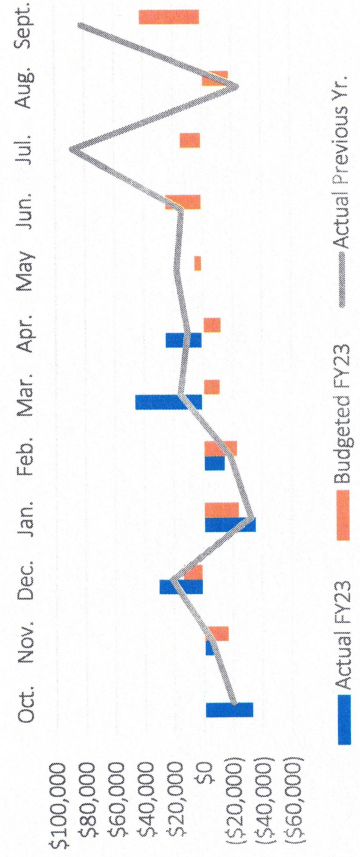
City of Meadowlakes Recreation Fund Snapshot

	Revenues	Expenses	Net Gain/Loss
April 2024	\$102,292	\$76,837	\$25,455
Budgeted April 2024	\$97,718	\$110,274	-\$12,556
Actual April 2023	\$92,189	\$82,126	\$10,063
Year-to-Date	\$576,799	\$566,118	\$10,681
Budgeted Year-to-Date	\$596,551	\$672,033	-\$75,482
Year-to-Date Last Fiscal Year	\$520,416	\$551,518	-\$31,102

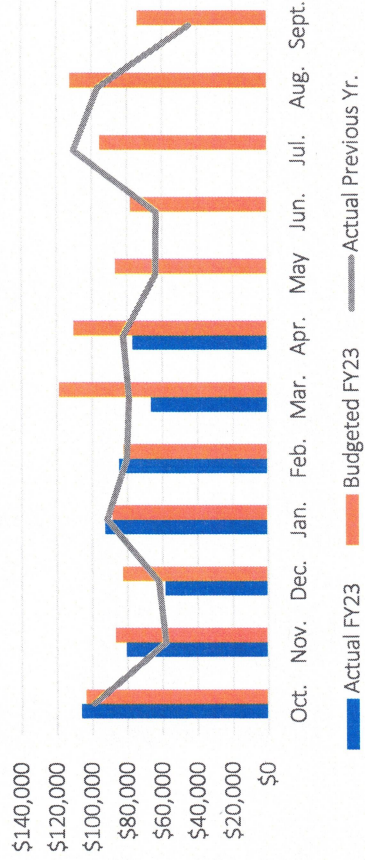
Revenue Comparison



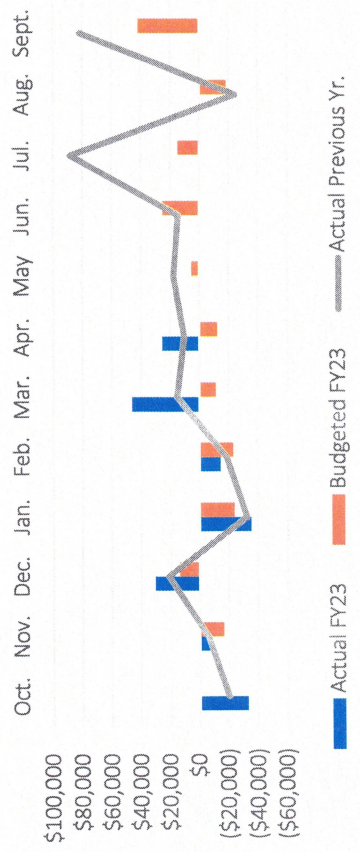
Net Gain Comparison



Expense Comparison



Cash Flow



City of Meadowlakes
Recreation Fund Profit and Loss

	Apr-24	Budgeted Apr 2024	Year-to-Date	Budgeted Year- to-Date	Previous FY Y-T-D
<u>INCOME</u>					
Golf Shop Revenues					
Prepaid Golf	\$16,757	\$18,464	\$125,895	\$127,145	\$126,294
Green Fees	\$42,228	\$40,607	\$200,079	\$212,396	\$190,499
Golf Cart Rental	\$15,486	\$16,217	\$78,865	\$98,015	\$88,644
Driving Range	\$2,790	\$1,231	\$9,135	\$7,354	\$6,445
Snacks & Beverages	\$4,416	\$2,986	\$18,396	\$11,233	\$16,156
Merchandise Sales	\$12,582	\$12,083	\$72,416	\$70,194	\$59,373
Tournament Income	\$4,096	\$2,038	\$17,429	\$15,649	\$19,354
Handicap Services	\$60	\$600	\$3,420	\$5,450	\$3,570
Miscellaneous Income	\$242	\$167	\$1,208	\$1,165	\$643
Total Golf Shop Income	\$98,657	\$94,393	\$526,843	\$548,601	\$510,978
Other Revenues					
Interest Earned	\$37	\$0	\$1,195	\$0	\$404
Miscellaneous Income	\$598	\$325	\$1,367	\$1,950	\$1,434
Rental Income	\$3,000	\$3,000	\$22,393	\$21,000	\$7,600
Transfers in from General Fund	\$0	\$0	\$25,000	\$25,000	\$0
Total Other Revenues	\$3,635	\$3,325	\$49,955	\$47,950	\$9,438
TOTAL INCOME	\$102,292	\$97,718	\$576,798	\$596,551	\$520,416
<u>EXPENSES</u>					
Administrative Expenses	\$1,575	\$5,950	\$37,368	\$50,515	\$42,024
Golf Shop Expenses					
Payroll Expenses	\$15,585	\$16,922	\$119,575	\$129,080	\$110,656
Operating Expenses	\$13,611	\$14,724	\$88,168	\$93,520	\$138,784
Cart/Equipment Principal Paid	\$7,500	\$7,500	\$52,500	\$52,500	\$18,438
Total Golf Shop Expense	\$36,696	\$39,146	\$260,243	\$275,100	\$267,878
Grounds Maintenance Expenses					
Payroll Expenses	\$21,324	\$25,898	\$167,948	\$185,272	\$160,741
Operating Expenses	\$7,095	\$7,925	\$57,346	\$95,976	\$48,290
Cart/Equipment Principal Paid	\$10,109	\$10,155	\$32,547	\$30,270	\$29,107
Total Grounds Maintenance Expense	\$38,528	\$43,978	\$257,841	\$311,518	\$238,138
Tennis/Pool Expenses	\$38	\$1,200	\$152	\$2,900	\$3,478
TOTAL OPERATING EXPENSES	\$76,837	\$90,274	\$555,604	\$640,033	\$551,518
CAPITAL EXPENSE	\$0	\$20,000	\$10,514	\$32,000	\$0
TOTAL EXPENSE	\$76,837	\$110,274	\$566,118	\$672,033	\$551,518
NET GAIN/LOSS	\$25,455	(\$12,556)	\$10,680	(\$75,482)	(\$31,102)

**City of Meadowlakes
Recreation Fund Profit and Loss**

Cash on Deposit

	April 30, 2024	Mar 31, 2024	April 30, 2023	April 30, 2022
Checking/Savings	\$137,203	\$189,484	\$141,631	\$195,969

Golf Operations Profit & Loss

	Apr-24	Budgeted Apr 2024	Year-to-Date	Budgeted Year- to-Date	Previous FY Y-T-D
INCOME					
Golf Shop Revenues					
Prepaid Golf	\$16,757	\$18,464	\$125,895	\$127,145	\$126,294
Green Fees	\$42,228	\$40,607	\$200,079	\$212,396	\$190,499
Golf Cart Rental	\$15,486	\$16,217	\$78,865	\$98,015	\$88,644
Driving Range	\$2,790	\$1,231	\$9,135	\$7,354	\$6,445
Snacks & Beverages	\$4,416	\$2,986	\$18,396	\$11,233	\$16,156
Merchandise Sales	\$12,582	\$12,083	\$72,416	\$70,194	\$59,373
Tournament Income	\$4,096	\$2,038	\$17,429	\$15,649	\$19,354
Handicap Services	\$60	\$600	\$3,420	\$5,450	\$3,570
Miscellaneous Income	\$242	\$167	\$1,208	\$1,165	\$643
TOTAL GOLF OPERATIONS INCOME	\$98,657	\$94,393	\$526,843	\$548,601	\$510,978
GOLF OPERATIONS EXPENSES					
Administrative Expenses					
Office Supplies	\$326	\$25	\$297	\$150	\$ 623
Postage	\$10	\$0	\$0	\$138	\$ 680
Advertising	\$670	\$830	\$1,290	\$2,494	\$ 2,630
Credit Card Processing	\$1,308	\$2,250	\$2,733	\$6,750	\$ 5,146
Total Golf Related Admin. Expenses	\$2,314	\$3,105	\$4,320	\$9,532	\$9,079
Golf Shop Expenses					
Payroll Expenses	\$15,585	\$16,922	\$119,575	\$129,080	\$110,656
Operating Expenses	\$13,611	\$14,724	\$88,168	\$93,520	\$138,784
Cart/Equipment Principal Paid	\$7,500	\$7,500	\$52,500	\$52,500	\$18,438
Total Golf Shop Expenses	\$36,696	\$39,146	\$260,243	\$275,100	\$267,878
Grounds Maintenance Expenses					
Payroll Expenses	\$21,324	\$25,898	\$167,948	\$185,272	\$160,741
Operating Expenses	\$7,095	\$7,925	\$57,346	\$95,976	\$48,290
Cart/Equipment Principal Paid	\$10,109	\$10,155	\$32,547	\$30,270	\$29,107
Total Grounds Maintenance Expense	\$38,528	\$43,978	\$257,841	\$311,518	\$238,138
TOTAL GOLF OPERATING EXPENSE	\$77,538	\$86,229	\$522,404	\$596,150	\$515,095
GOLF OPERATIONS NET GAIN/LOSS	\$21,119	\$8,164	\$4,439	-\$47,549	-\$4,117

CITY OF MEADOWLAKES INVESTMENT REPORT APRIL 30, 2024

Fund	Account Description	Balance as of 3-31-2024	Balance as of 4-30-2024	Net Change	Interest Rate Earned (Period)	Interest Earned for Period	Interest Earned for Calendar Year
General	First United Bank-Operating	\$ 378,731.15	\$ 359,312.00	\$ (19,419.15)	0.40%	\$ 122.45	\$ 570.67
	Petty Cash	\$ 150.00	\$ 150.00	\$ -	0.00%	\$ -	\$ -
Utility Fund	First United Bank	\$ 378,881.15	\$ 322,522.09	\$ (19,419.15)	0.40%	\$ 112.18	\$ 538.57
	Petty Cash	\$ 600.00	\$ 600.00	\$ (19,419.15)			
Recreation	First United Bank-Money Market	\$ 82,595.90	\$ 122,441.62	\$ 39,845.72	0.40%	\$ 32.71	\$ 241.56
	First United Bank - Petty Cash	\$ 19,025.25	\$ 14,761.30	\$ (4,263.95)	0.40%	\$ 4.57	\$ 20.14

CERTIFICATE OF DEPOSITS -ALL HELD AT FIRST UNITED BANK

Fund	Amount Invested	Amount Invested	Term	Interest Rate	Interest Earnings
General	CD# 1611011	\$ 50,741.69	7 months	4.95%	\$ 1,465.17
	CD# 1534432	\$ 100,000.00	11 months	5.13%	\$ 4,702.50
	CD# 158083	\$ 100,000.00	3 months	3.00%	\$ 740.00
	CD# 159156	\$ 100,000.00	7 months	4.95%	\$ 2,823.00
	Total Investment	\$ 350,741.69			
Utility Fund	CD# 1534351	\$ 300,000.00	11 months	5.13%	\$ 14,107.50
	CD# 1534408	\$ 204,559.93	7 months	3.93%	\$ 4,585.00
	CD# 1611046	\$ 101,448.76	7 months	4.95%	\$ 2,929.33
	CD# 1588907	\$ 100,125.00	7 months	4.95%	\$ 2,823.34
	Total Investment	\$ 706,133.69			

TOTAL INVESTMENTS

General Fund	\$ 673,263.78
Utility Fund	\$ 1,029,255.78
Recreation Fund	\$ 137,202.92
Total Investments	\$ 1,839,722.48

City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 14, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 6-A-Update on Sewer Treatment Plant Renovations

SUBJECT:

Due to other projects, very little work was done on the wastewater treatment plant renovation in April.

I will give you a live update at your meeting.

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 14, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-B-Update on City Manager Search and possible retention of a recruitment firm to assist with the search for a replacement City Manager

SUBJECT:

We posted two job openings with the Texas Municipal League (TML) and received approximately 32 applications. The Mayor appointed the following residents to review the applicants:

Mayor Mark Bentley
Councilmember Barbara Peskin
Kyle Stripling
Mike Shaw
Johnnie Thompson

Debbie Holley serves as the committee's distribution, research, and record keeper.

The first job posting received approximately 25 applications, which were narrowed down to six. I sent emails to these individuals to inquire if they were still interested in the position. Two did not reply, three were not interested, and the one remaining applicant who was still interested was not considered a viable candidate by the committee.

The job description was updated and re-posted on the TML job search tab on May 1st, which led to an additional six or seven applications. The deadline for receiving applications was the 15th. The Committee, which has not yet had the opportunity to meet and review these applications, hopes to do so before your meeting on the 21st.

I believe the Mayor would like to discuss possibly retaining an outside recruiter if a viable candidate with the latest batch of applicants is not found. If you desire to hire a recruiter, funding is available within the current fiscal year budget.

Even though my contract expires on September 30, 2024, rest assured that I will remain on the job until a suitable replacement is hired.

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 14, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 6-C-Briefing on Sale of \$7.5 Certificate of Obligations

SUBJECT:

The anticipated sale of the \$7.5 million in Certificate of Obligations next month is making progress. Mayor Bentley, our financial advisor, and I have a conference call scheduled with Standard & Poor's, the bond rating firm, on Monday to discuss the rating of our bonds.

Please find below the anticipated remaining actions and the approximate date for each action:

- June 11, 2024 – Post "Notice of Sale and Preliminary Official Statement" to SAMCO website and email link to potential purchasers.

The bond rate due back

- June 18, 2024 – 11:00 A.M. Receive electronic bids via internet for Certificates
- June 18, 2024 – City Council reviews bids for Certificates and adopts Ordinance authorizing and selling the Certificates
- July 11, 2024 – Closing on Obligations and funds wired to the City's depository

An update will be given to you at your meeting on Tuesday regarding the rating call.

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 15, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-D-Authorizing funding from Bond proceeds to purchase materials and supplies related to the moving of an irrigation main and the purchase of an ice machine for the new temporary golf shop

SUBJECT:

As mentioned in previous Council meetings, the golf course's irrigation main must be moved before the new community center building is constructed. The main needs to be moved as soon as possible to minimize the downtime and its effects on the course's turf.

I am seeking authorization to purchase the necessary supplies and materials to move this line. We will be upgrading the new line from a 4" to a 6". The estimated cost of the materials and supplies is around \$10,000. Additionally, I propose purchasing the ice machine and water dispenser needed for the new temporary golf shop. The existing ice dispenser does not have an ice machine attached, requiring staff to carry ice from the restaurant to keep it full. The proposed ice machine dispenser will be self-contained and provided with a cubicle in the new building that can be locked and heated to prevent the machine from freezing in the winter. The estimated cost of the new ice machine/dispenser is approximately \$5,500.

As mentioned above funding for these purchases would be derived from the bond sale proceeds.

City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 14, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 6-E-Community Center Update

SUBJECT:

Things are progressing on the Community Center; please find a brief review of it:

- The Request for Proposal for Construction Manager at Risk that you approved last week was completed last month, and the required public notices were published.
- Yesterday (May 15th), the architects held a preconstruction meeting with interested contractors. Four prospective contractors attended the meeting.
- Sealed bids for providing the Construction Manager at Risk services are due on June 14th. The list of prospective contractors will likely be narrowed down to two or three, who will be interviewed in late June and early July. After interviews with the contractors, will be selected and presented to the Council for possible approval at your July meeting.
- Progress is being made on the new restroom and temporary golf shop building. The plans are anticipated to be completed by the time the Construction Manager at Risk is retained. This will be the first project of the CMAR, and it is hoped that it will be completed by late summer or early fall.
- It is anticipated that the plans and specifications for the new community center will be completed in late fall, with work on the new building beginning before the first of the year.
- I have met with the Engineer and Architect at the site several times to discuss routing utilities to the new structure. Other than installing a temporary propane tank to keep the existing restaurant building in operation during construction, no issues are expected. Some short-term outages may occur, but they will be scheduled to minimize the effects on the restaurant.
- The Community Center building committee will meet in the coming days to discuss possible exterior finishes for the building.

Please let me know if you have any questions or concerns.

City of Meadowlakes

Mayor and Council Communication

COUNCIL ACTION: Resolution 2024-06-Canvassing Election Returns

DATE: May 13, 2024

REFERENCE: Canvassing Election Returns

Council Meeting Date: May 21, 2024

AGENDA ITEM: Resolution 2024-06 – Canvassing Election Returns and Declaring Results

FROM: Evan Bauer, City Secretary

Approved by Counsel: Yes

Background:

On May 4th, 2024, a General Election was held for the purpose of electing a Mayor and two (2) City Council members.

The Burnet County Elections Administrator conducted the City's election and is responsible for certifying the results to the City.

The City Council is charged by Section 67.002 (2) of the Texas Election Code to canvass the returns of its election. The Code (Section 67.003- Time for Local Canvass) also states that “*each local canvassing authority (City Council) shall convene to conduct the local canvass at the time set by the canvassing authority’s presiding officer not later than the 11th day after the election and earlier than the later of:*”

- 1. The third day after election day;*
- 2. The date on which the early voting ballot board has verified and counted all provisional ballots, if a provisional ballot has been cast in the election; or*
- 3. The date on which all timely received ballots cast from addresses outside of the United State are counted, if a ballot to vote by mail in the election was provided to a person outside of the United States.”*

The earliest the Council could canvass the election returns and declare its results would have been on May 7th and last day to canvas the returns and declare its results is May 15th.

(The remainder of this page was intentionally left blank.)

Analysis of Issues:

The results of the election are as follows and the apparent winner is shown in bold and underlined:

<u>Mayor</u>	Absentee	Early Voting	Election Day	Total
<u>Mark Bentley</u>	58 79.45%	154 91.67%	100 81.97%	312 85.95%
Aaron Codispoti	15 20.55%	14 8.33%	22 18.03%	51 14.05%
 Place 1				
<u>Don Wheeler</u>	48 66.67%	121 72.02%	87 70.16%	256 70.33%
Mike Barry	24 33.33%	47 27.98%	37 29.84%	108 29.67%
 Place 3				
Jerry Drummond	25 34.72%	30 17.86%	30 24.39%	85 23.42%
<u>Carolyn Richmond</u>	47 65.28%	138 82.14%	93 75.61%	278 76.58%

The Burnet County Elections Administrator has certified the election results, and on May 13th, Mayor Bentley and Councilmember Peskin met and certified the election returns. Section 67.002 of the Texas Election Code establishes the Council as the canvassing board, and Section 67.004 states that two members of the canvassing board constitute a quorum to canvass the election returns.

Upon passage of the Resolution, City Secretary Evan Bauer will administer the “Oath of Office” to the newly elected Mayor, Mark Bentley and Councilmembers, Don Wheeler and Carolyn Richmond, after which they will be seated to begin their terms.

Recommendation:

It is recommended that the City Council adopt Resolution 2024-06, reflecting the results of the May 4, 2024 General Election.

Upon passage of the Resolution, City Secretary Evan Bauer will administer the “Oath of Office” to the newly elected Mayor, Mark Bentley and Councilmembers, Don Wheeler and Carolyn Richmond, after which they will be seated to begin their terms.

Attachments:

Resolution 2024-06

CITY OF MEADOWLAKES, TEXAS

RESOLUTION NO: 2024-06 MAY 21, 2024

A RESOLUTION OF THE COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING A MAYOR AND TWO COUNCIL MEMBERS.

WHEREAS, by Resolution No 2024-01, on January 16, 2024, the City Council ordered a General Election to be held on the 4th day of May 2024 for the purpose of electing a Mayor and two (2) City Councilmembers; and

WHEREAS, a notice of this election was duly posted on the City's website, and a copy of the notice was posted at City Hall; and

WHEREAS, this election was duly and legally held on May 4, 2024, in conformity with the election laws of the State of Texas, and the results of the election have been certified and returned by the Burnet County Elections Division; and

WHEREAS, Section 67.002 of the Texas Election Code establishes the City Council as the Canvassing Board of said election and Section 67.004 of said Code establishes that two members of the Canvassing Board shall constitute a quorum for the purpose of canvassing results of the election; and

WHEREAS, Mayor Mark Bentley and Councilmember Barbara Peskin, both being seated members of the City Council of the City of Meadowlakes, met on May 13, 2024, at 3:00 p.m. at the Meadowlakes City Hall to Canvass the returns of said election; and

WHEREAS, a copy of the canvass of the General Election of the City of Meadowlakes on May 4th, 2024, was duly posted on the City's website and posted as City Hall and is hereby attached as attachment "A"; and

WHEREAS, the Council finds, that the election was in all aspects lawfully held; and

WHEREAS, that the tabulation of the election results are true and correct.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, THAT:

SECTION 1. That a General Election was duly held on May 4, 2024, for the purpose of electing a Mayor and two (2) City Councilmembers

SECTION 2. The official canvass of the returns of the election reflects the following:

A. For the position of Mayor, the following candidates received votes as follows:

<u>Votes Cast</u>	
Mark Bentley	312
Aaron Codispoti	51

B. For the position of City Council Member Place 1, the listed candidates received votes as follows:

<u>Votes Cast</u>	
Don Wheeler	256
Mike Barry	108

C. For the position of City Council Member Place 3, the following candidates received votes as follows:

<u>Votes Cast</u>	
Jerry Drummond	85
Carolyn Richmond	278

SECTION 3. From said returns, the candidate receiving the most votes cast in said election are hereby duly elected as follows:

Mark Bentley, Mayor

Don Wheeler, Councilmember Place 1

Carolyn Richmond, Councilmember Place 3

The above-named persons are hereby duly elected at said election. They shall take their respective offices upon their qualification, therefore, as provided by the laws of the State of Texas.

SECTION 4. The Mayor of the City of Meadowlakes is authorized to execute and the City Secretary is authorized to attest this Resolution on behalf of the City Council. The Mayor is further authorized to do all other things legal and necessary concerning the holding and consummation of the Election.

SECTION 5. This Resolution is effective immediately upon its passage and approval.

SECTION 6. A quorum of the Council was present at the meeting at which this Resolution was adopted. The meeting was open to the public, and public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED & APPROVED this, the 21st day of May, 2024.

CITY OF MEADOWLAKES, TEXAS

Mark Bentley, Mayor

ATTEST:

Evan Bauer, City Secretary

CANVASS OF GENERAL ELECTION

WHEREAS, The City of Meadowlakes held a general election on May 4, 2024, to elect a mayor and two (2) council members.

WHEREAS, Section 67.002 of the Texas Election Code establishes the City Council as the canvassing board of said election.

WHEREAS, Section 67.004 of the Texas Election Code states that two members of the canvassing board constitute a quorum for the purpose of canvassing the results of said election:

WHEREAS, a copy of the unofficial tabulation is attached to, made and is adopted as the official tabulation of the votes cast at the election. The tabulation will be filed and recorded in the official records of the City of Meadowlakes as the official canvass of the election.

I, Mark Bentley, Mayor, and I, Barbara Peskin, Councilmember, both being seated members of the City Council of the City of Meadowlakes, hereby certify that the figures on the attached tally sheets (Attachment "A") correspond with the figures on the returns.

Witness by our hands on this the 13th day of May 2024.



Mark Bentley, Mayor



Barbara Peskin, Councilmember

ATTEST:



Evan Bauer, City Secretary

**CITY OF MEADOWLAKES, TEXAS
CANVASS TABULATION
CITY COUNCIL ELECTION
May 13, 2024**

CANDIDATE	ABSENTEE	EARLY	ELECTION	TOTAL
MAYOR				
MARK BENTLEY	58	154	100	312
AARON CODISPOTI	15	14	22	51
PLACE 1				
DON WHEELER	48	121	87	256
MIKE BARRY	24	47	37	108
PLACE 3				
JERRY DRUMMOND	25	30	30	85
CAROLYN RICHMOND	47	138	93	278

NUMBER OF BALLOTS CAST ACCORDING TO POLL LIST

MAYOR	363
PLACE 1	364
PLACE 3	363
TOTAL	1090

ACCEPTED BY MEADOWLAKES CITY COUNCIL THIS THE 13 DAY OF MAY, 2024

MARK BENTLEY, MAYOR

EVAN BAUER, CITY SECRETARY

Mark Bentley
Evan Bauer

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 15, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-B-Swearing in of New Council Members and Recognition of outgoing Council Members

SUBJECT:

After the passage of Resolution 2024-06, Ms. Bauer, the City Secretary, will swear in Mayor Bentley for a two-year term, and Ms. Carolyn Richmond and Mr. Don Wheeler will be sworn in for their two-year terms as Councilmembers. Once sworn into office, the new council members will become seated members of the Council.

As we welcome the new council members, it's important to acknowledge the significant contributions of our outgoing members, Jerry Drummond and Jess Lofgreen. Their dedication and hard work have played a pivotal role in making Meadowlakes one of the best places to live in Texas.

City of Meadowlakes

Mayor and Council Communication

COUNCIL ACTION: 7-C-Election of Mayor Pro Tempore (Pro Tem)

DATE: May 13, 2024

REFERENCE: New Business 7-C

Council Meeting Date: May 21, 2024

AGENDA ITEM: Election of Mayor Pro Tempore (Pro Tem)

FROM: Johnnie Thompson, City Manager

Approved by Counsel: No

Background:

When the Mayor is absent or incapable of performing his/her duties, the Mayor Pro Tempore assumes those duties. The Mayor Pro Tempore is a seated Council Member elected by a majority of the Council and serves a one-year term. While serving as the Mayor Pro Tempore, the Council Member retains his/her right to vote.

Section 22.037 of the Texas Local Government Code states that the Mayor shall preside at all governing body meetings and requires the governing body to elect one Councilmember to serve as mayor pro tempore (Pro Tem) for a term of one year. If the mayor fails, is unable, or refuses to act, the mayor pro tempore shall perform the mayor's duties.

It has been the tradition in the past to elect a seated incumbent Councilmember as Mayor Pro Tempore; however, there is no specific requirement that an incumbent fill the position. Councilmember Jess Lofgreen has served as Mayor pro Tempore for the past year.

A resolution was not drafted regarding the election of the Mayor Pro Tempore; the nomination and election will be entered into the official minutes of your meeting.

Recommendation:

To comply with Local Government Code, §22.037, staff recommends the appointment of a Mayor Pro Tempore.

City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 15, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-D-Waiver of permit fees for roof replacement for future weather-related events

SUBJECT:

Mayor Bentley requested this item to be added to the agenda to discuss the possible waiver of roofing replacement permit fees for future weather-related events. As you know, last month's hailstorm inflicted significant damage on many roofs in the City, and the City has been inundated by roofers. About two years ago, in line with common practices in the area, we instituted a \$150 fee for replacing a roof on any existing dwelling in the City. The main reason for instituting the fee was to ensure that any roof installed in the City meets our requirements. Over the years, we've had a few metal roofs installed that did not meet the City's requirements of not having exposed fasteners.

The majority of roof replacements in the city are due to hailstorms, often covered by homeowner's insurance. The permit cost is usually passed on to the insurance company.

Our current ordinance does not allow staff to waive the fee. Therefore, I believe Mayor Bentley would like to discuss the possibility of waiving fees for future weather-related events. If the mayor makes an emergency declaration, he can waive the fees during the emergency. However, the Council must confirm the emergency declaration within seven days of the Mayor's declaration, and the waiver of any fees would have to be confirmed by the Council.

Should you wish to establish a provision for waiving future roofing permits due to weather-related events, staff will need time to develop the appropriate procedure.

City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 15, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
**SUBJECT: 7-E-Briefing on City-Owned Properties and Equipment
Damaged in April's Hailstorm**

SUBJECT:

As we await the final estimate of the damage caused by the April 2024 hailstorm to our City-owned facilities and vehicles, it is becoming increasingly clear that the financial implications could be substantial, potentially exceeding \$400,000. The majority of this damage is concentrated in the buildings at the sewer treatment plant and the golf maintenance facilities.

Our vehicle fleet has sustained various damages, ranging from a few hail dings to a broken windshield on one vehicle. The white truck I drive is currently in the body shop, and it's uncertain whether it will be declared totaled. There's a significant gap between the adjuster's estimate and the body shop's actual cost.

I hope to have an estimated cost for building damage by your meeting on Tuesday. During the meeting, I will provide you with a live update on both the building and vehicles.

City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 16, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-F-Participation in TexPool Investment Pool

SUBJECT:

We must have a secure place to deposit the proceeds from the sale of the \$7.5 million bonds scheduled for July. One option is to utilize one of the several state-managed investment pools, one of which is TexPool. TexPool is utilized by over 2,800 public entities in the State and has a portfolio of approximately \$35.5 billion. As of this morning, earnings on investment in the pool range from 5.3% to 5.5%, which is higher than our current earnings at First United Bank or depository. Earning change daily.

I will brief you more at your meeting on Tuesday on the possibility of using the pool to temporarily invest the bond proceeds. In addition, I'll discuss the possibility of investing the proceeds with our depository to see what kind of rates we may be looking at if we invest locally.

One advantage of investing locally is that the funds would be secured by pledge securities if the investment are not insured or guaranteed.

City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 16, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-G-Confirming Variance Granted In 2009 by the Building Committee for Lot 150-18A - 222 Muirfield

SUBJECT:

The normal front property line building setback is 25 feet from the property line. However, 2009, the Building Committee granted a 10-foot variance for 150-18A. Mr. Blair Feller, Building Chair, signed off on the variance; his signature is on the attached form survey.

The home is currently under contract for sale, and the title company has requested that the Council confirm the variance, as the original variance was never properly filed when it was granted.

Please find attached a copy of the variance request, a copy of the original form survey indicating the variance's approval, a current lot survey, and a photo of the home.

The title company will draft the proper legal documents for filing the variance upon approval by the council.

Staff recommends the granting of the variance.

VARIANCE REQUEST

Note to requestor: Variance must be signed by property owner only. Also, if you are representing the property owner then a letter signed by the property owner stating such representation shall be provided at the time this request is submitted.

DATE OF REQUEST: 5/15/2024 OWNER'S NAME: Peggy Cain
PROPERTY'S ADDRESS: 222 Murchel PROPERTY'S LOT NO: 150-18A

VARIANCE REQUESTED BY: Peggy Cain
ADDRESS: 222 Murchel
Meadow Lakes, TX 78254
TELEPHONE: _____

The City Building Committee &/or City Planning & Zoning Committee &/or City Council may grant variances,

on a case by case basis considering the merits, for the following: (Circle one)

- #1 SETBACK from front 15', back _____, side _____ lot boundary line
- #2 LOCATION of structure
- #3 TYPE OF MATERIAL USED IN CONSTRUCTION
- #4 PERCENTAGE OF MASONRY USED IN CONSTRUCTION
- #5 TEMPORARY PLACEMENT OF BUILDING MATERIALS WHILE USED IN CONSTRUCTION
- #6 OTHER:(describe) _____

REASON FOR REQUEST: Please see attached Exhibit "A" where the POA granted a 15' setback along the front lot line in October 2009. Exhibit "B" is the current survey showing the home encroaching the 25' setback line along the front of the lot.

Peggy Cain 5/15-2024 Amended Plats Exist:
Property Owner's Signature Date YES or NO

DATE _____ APPROVED _____ DISAPPROVED _____

Variance fee: \$100.00 Ck # _____

Five (5) signatures required:

ACTION BY CITY COMMITTEE:
Variance requests must go before the Building Committee and the City Council,

EXHIBIT A

MARBLE FALLS SURVEYING & MAPPING, LLC

1600 ... Lane
Marble Falls, Texas 78654
(830) 893-8815 Fax (830) 893-8915

FORM SURVEY

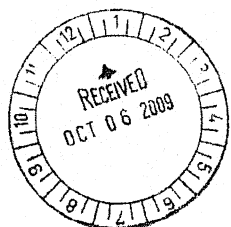
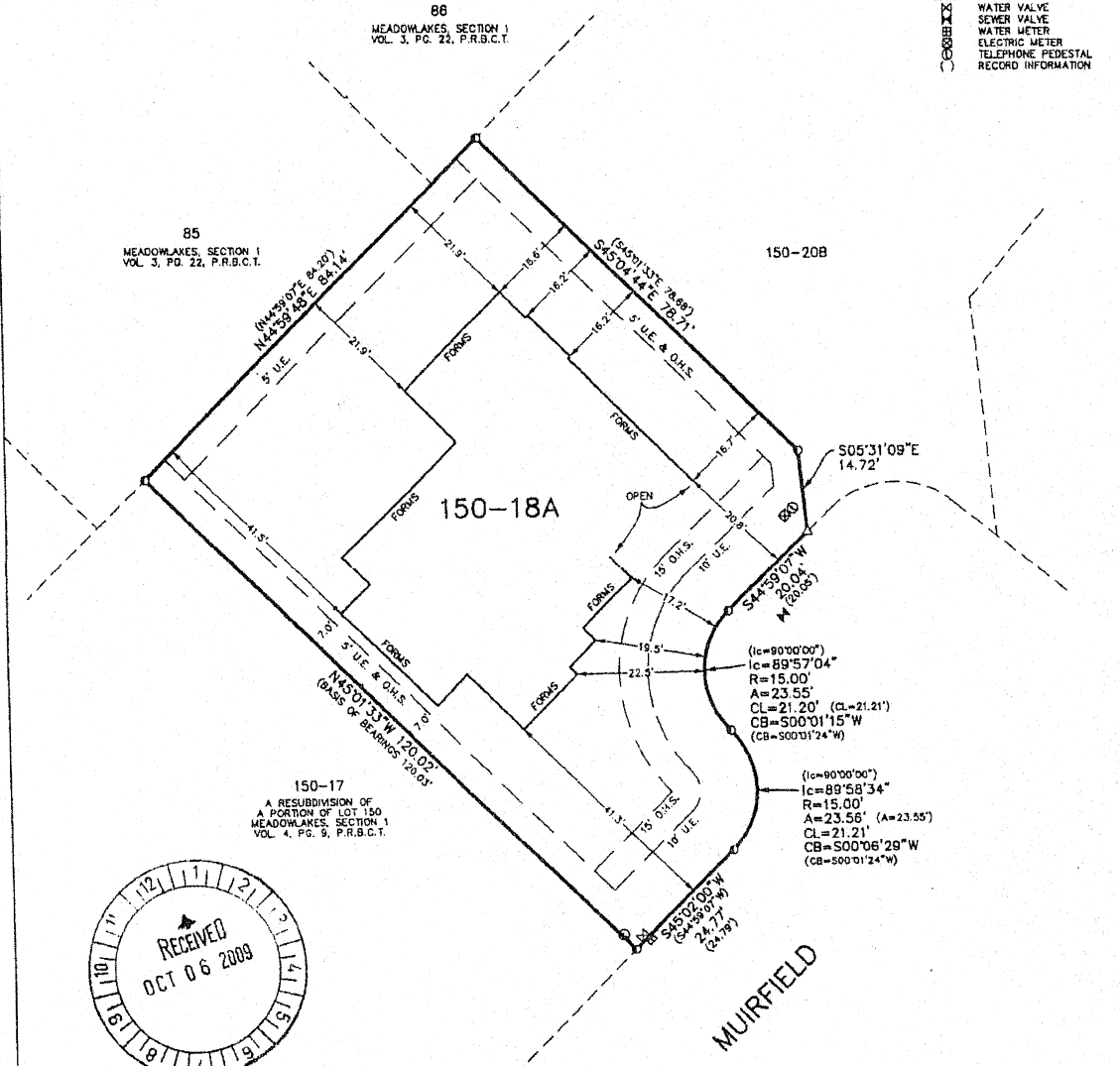
BEING LOT NO. 150-18A, MEADOWLAKES, SECTION 1, A
SUBDIVISION IN BURNET COUNTY, TEXAS, ACCORDING TO
A PLAT TO FORM LOT NOS. 150-18A, 150-20B, AND
150-21B, RECORDED IN CABINET 3, SLIDE 47B, PLAT
RECORDS OF BURNET COUNTY, TEXAS.

CLIENT: HAGERTY CONSTRUCTION

SCALE: 1" = 20'

LEGEND:

- △ 1/2" IRON ROD FOUND
- COMPUTED POINT UNDER
- LARGE MOUND OF DIRT
- U.E. UTILITY ESMT.
- O.H.S. OVERHANG SETBACK
- WATER VALVE
- SEWER VALVE
- WATER METER
- ELECTRIC METER
- TELEPHONE PEDESTAL
- RECORD INFORMATION



NOTE:
A TITLE REPORT WAS NOT ADDRESSED FOR THIS SURVEY. THE
EASEMENTS ADDRESSED HEREON ARE THOSE THAT THE SURVEYOR MAY
BE AWARE OF. ABSTRACT OF TITLE WAS NOT RESEARCHED BY SURVEYOR
TO ADDRESS ANY ADDITIONAL EASEMENTS, IF ANY, THAT MAY AFFECT
THIS PROPERTY.

NOTE:
A SITE PLAN WAS APPROVED FOR A 15' SETBACK ALONG THE FRONT LOT
LINE BY THE CITY OF MEADOWLAKES PROPERTY OWNERS ASSOC.

NOTE:
THE PROPERTY SHOWN HEREON DOES NOT LIE WITHIN ZONE X, DETERMINED TO
BE OUTSIDE OF THE 500 YEAR FLOOD PLAIN AS SHOWN ON THE BURNET
COUNTY FLOOD INSURANCE RATE MAP NO. 4805J00312 C, DATED
NOVEMBER 18, 1990.

I, CHARLES CALHOUN, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS
SURVEY WAS MADE ON THE GROUND OF THE PROPERTY DESCRIBED HEREON AND IS CORRECT TO THE BEST OF MY
KNOWLEDGE AND BELIEF.

WITNESS MY HAND AND SEAL THIS 1st DAY OF OCTOBER, 2009.

Charles Calhoun
CHARLES CALHOUN REGISTERED PROFESSIONAL LAND SURVEYOR, NO. 4452 JOB NO: 7871 DRAWN BY: J. CALHOUN

Approved 10/09/2009
Blair Jellu



LAND TITLE SURVEY

BEING LOT NO. 150-18A, A REPLAT TO FORM LOT NOS. 150-18A, 150-20B AND 150.21B, MEADOWLAKES, SECTION 1, A SUBDIVISION IN BURNET COUNTY, TEXAS, AS SHOWN ON PLAT RECORDED IN CABINET 3, SLIDE 47B, PLAT RECORDS OF BURNET COUNTY, TEXAS.

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	23.43	15.00	89°29'09"	S 01°53'24" E	21.12
C1	23.55	15.00	90°00'00"	S 00°01'24" E	21.21
C2	23.58	15.00	90°05'07"	S 00°52'51" E	21.23
C2	23.55	15.00	90°00'00"	S 00°01'24" E	21.21

LINE	BEARING	DISTANCE
L1	S 05°55'54" E	14.85
L1	S 05°31'09" E	14.72
L2	S 44°34'22" W	20.05
L2	S 44°59'07" W	20.05
L3	S 44°13'13" W	24.71
L3	S 44°59'07" W	24.79

THE PROPERTY SHOWN LIES WITHIN ZONE X, DETERMINED TO BE OUTSIDE OF THE 100-YEAR FLOOD PLAIN AS SHOWN ON THE BURNET COUNTY FLOOD INSURANCE RATE MAP NO. 48053C0583G, DATED NOVEMBER 1, 2019.

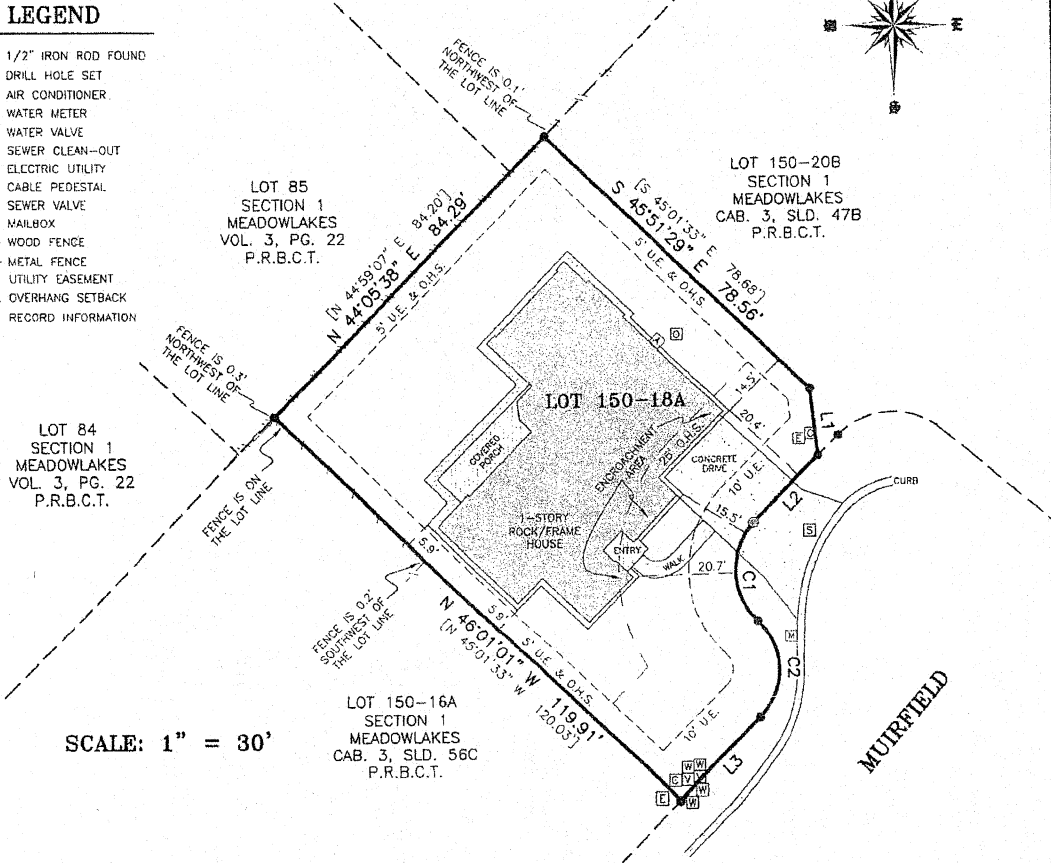
THE BASIS OF BEARINGS FOR THE SURVEY SHOWN HEREON IS TEXAS STATE PLANE, LAMBERT GRID, CENTRAL ZONE.

LOT 86
SECTION 1
MEADOWLAKES
VOL. 3, PG. 22
P.R.B.C.T.

LOT 150-20B
SECTION 1
MEADOWLAKES
CAB. 3, SLD. 47B
P.R.B.C.T.

LEGEND

- 1/2" IRON ROD FOUND
- ⊙ DRILL HOLE SET
- ⊠ AIR CONDITIONER
- ⊡ WATER METER
- ⊢ WATER VALVE
- ⊣ SEWER CLEAN-OUT
- ⊤ ELECTRIC UTILITY
- ⊥ CABLE PEDESTAL
- ⊦ SEWER VALVE
- ⊧ NAILBOX
- WOOD FENCE
- - - METAL FENCE
- · - · UTILITY EASEMENT
- O.H.S. OVERHANG SETBACK
- [] RECORD INFORMATION



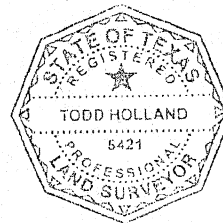
SCALE: 1" = 30'

THE PROPERTY SHOWN HEREON IS SUBJECT TO THE FOLLOWING:

1. RESTRICTIVE COVENANTS, TERMS, PROVISIONS, RESTRICTIONS, EASEMENTS AND SETBACKS RECORDED IN VOL. 204, PGS. 293 & 303 D.R.B.C.T.; VOL. 881, PG. 220, INSTRUMENT NOS. 201109873, 201109874, 201109875, 201510556, 201610190, 201610834, 201610837, 202301036 O.P.R.B.C.T.; CAB. 3, SLD. 14B P.R.B.C.T.
2. INUNDATION EASEMENT TO THE LOWER COLORADO RIVER AUTHORITY RECORDED IN VOL. 107, PG. 100 D.R.B.C.T.
3. EASEMENT TO MEADOWLAKES M.U.D. RECORDED IN VOL. 419, PG. 659 R.P.R.B.C.T.
4. EASEMENT TO P.E.C. IN VOL. 183, PG. 373, VOL. 219, PG. 181 D.R.B.C.T.
4. ALL CURRENT CITY OF MEADOWLAKES ZONING AND LAND USE ORDINANCES.
5. ANY RIGHTS OR REGULATIONS OF THE LOWER COLORADO RIVER AUTHORITY.

EXCLUSIVELY TO PARTIES INVOLVED IN SERVICE TITLE COMPANY COMMITMENT GF NO. 50530, EFFECTIVE APRIL 26, 2024.

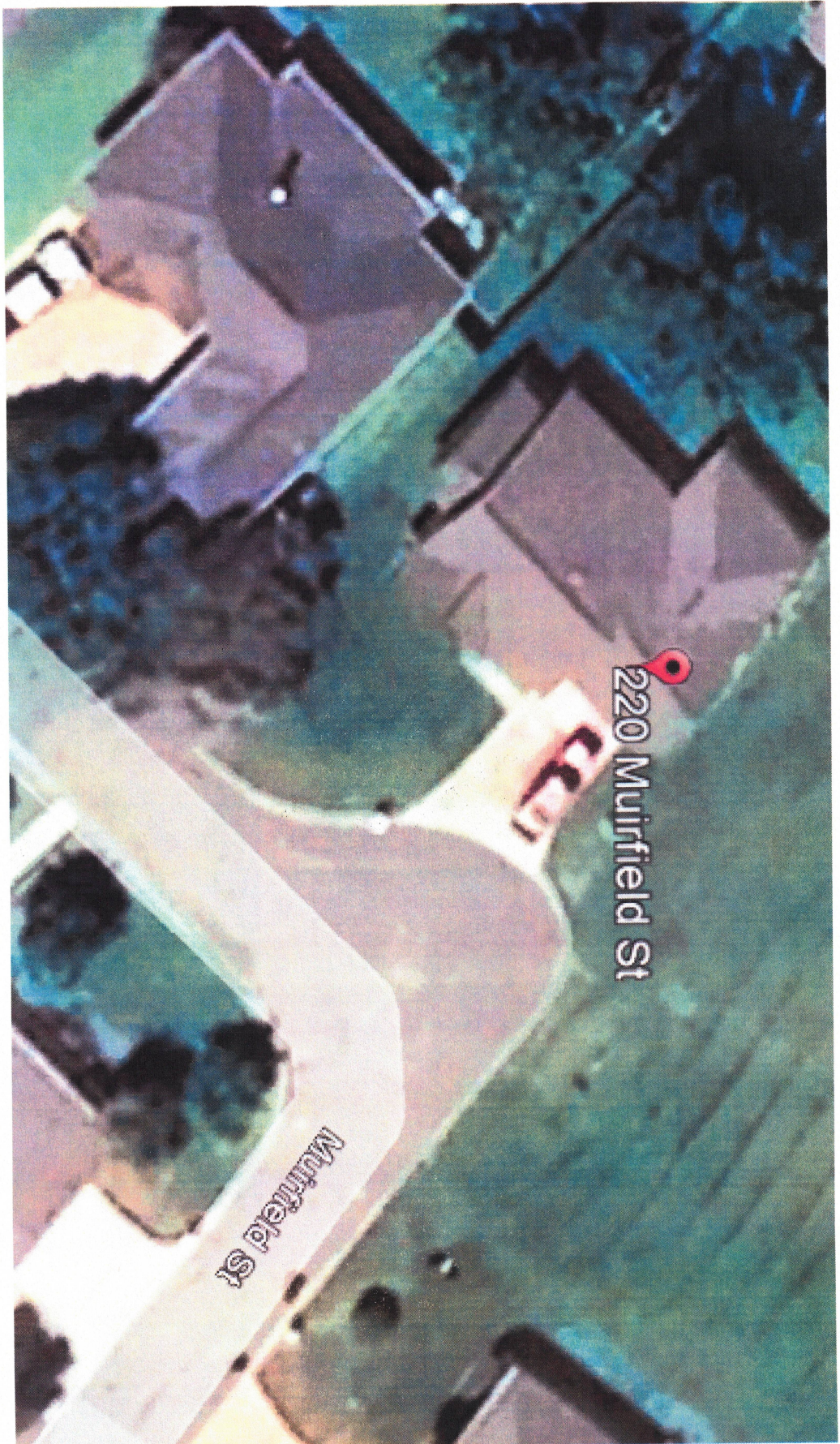
I, TODD HOLLAND, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND OF THE PROPERTY SHOWN HEREON DURING MAY, 2024, UNDER MY DIRECTION AND SUPERVISION; THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT THERE ARE NO APPARENT ENCROACHMENTS OR OVERLAPPING OF IMPROVEMENTS WITH THE DEED LINES SHOWN EXCEPT AS SHOWN HEREON; THAT THERE ARE NO APPARENT DISCREPANCIES OR DEED LINE CONFLICTS WITH THE DEEDS SHOWN EXCEPT AS SHOWN HEREON; THAT THERE ARE NO VISIBLE UTILITY LINES EXCEPT AS SHOWN HEREON; THAT THIS PROPERTY ADJOINS A DEDICATED RIGHT-OF-WAY.



5-14-2024
DATE
CLIENT: JACK OLIVER
HOLLAND # 2024-053
DRAWN BY: T. HOLLAND

Todd Holland
TODD HOLLAND
REGISTERED PROFESSIONAL
LAND SURVEYOR
NO. 5421, STATE OF TEXAS

HOLLAND
SURVEYING
PROFESSIONAL SURVEYING AND MAPPING
SERVICES
P.O. BOX 1647
MARBLE FALLS, TEXAS 78654
830-798-8850



City of Meadowlakes

Memorandum to Council

May 21, 2024, Council Meeting

DATE: May 16, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-H-Fiscal Year 2025 Budget Calendar

SUBJECT:

I would like to discuss a tentative calendar for developing the upcoming fiscal year 2025 budget. If possible, I'd like to schedule our first budget workshop for the afternoon before your June 18th meeting. The workshop should last about an hour and a half. Essentially, I would like to review the budgeting process in general and discuss how I anticipate the current fiscal year will end.

I have attached a draft budget calendar for your review; most of the dates can be changed to meet our schedules.

I will review the calendar and the events leading up to each at your meeting on the 21st.

PROPOSED FISCAL YEAR 2024-2025 BUDGET CALENDAR

(Please note that the dates listed below are subject to change)

<u>Date</u>	<u>Responsibility</u>	<u>Action to be taken</u>	<u>Progress</u>
April 2024	City Manager	Begin compiling budget data, including FY24 revenues and expense	In Progress
April 2024	Chief Appraiser	Send Notice of appraised values	Completed
April 30, 2024	Chief Appraiser	Prepares certified estimates of taxable value of property within City. Estimated taxable value is \$410,354,866, an approximate 13% Increase over 2022 values	Received
June 18, 2024	Council & Staff	Workshop for strategic planning Regarding goals, priorities, and Projects for FY2025	
Early July	Council & Staff	Presentation of a working draft of FY2025 draft budget for discussion, review, and recommendations	
July 16, 2024	Council & Staff	Review proposed budget and Establishes the date/time/place for any required public hearings	
July 25, 2024	Chief Appraiser	Certifies the taxable value of Property within the City.	
July 25 to Aug. 1	Council & Staff	Final budget workshop before filling the proposed budget with the City Secretary. Note: The draft budget must be filed with the City Secretary 30 days before adopting The City's ad valorem tax rate.	
July 26 to Aug 7	Chief Appraiser	Determines calculates the no-new revenue and voter-approved ad valorem tax rates	

<u>Date</u>	Responsibility	Action to be taken	Progress
August 7	Cit Manager	Must submit the no-new revenue and voter approve tax rates to the City Council or as soon as practicable after that.	
August 24	City Manager	The last day the proposed budget can be filed with the City Secretary.	
September 13	City Council	Conducts any required public hearing	
September 18	City Council	Last day for publication of budget hearing (if required)	
September 28	City Council	Last day for hearing on the proposed budget.	
September 29	City Council	The last day to adopt the FY24 budget and ad valorem tax rate	
October 1	City Manager	Fiscal Year 2025 budget begins	