

City of Meadowlakes

AGENDA

City Council Meeting

Monday, December 11, 2023 – 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 Monday, December 11, 2023, 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. **November 2023 Financial Statements**
6. **OLD BUSINESS**
 - A. **Discussion/Action: Update on Renovations of Wastewater Treatment Plant-Thompson**
 - B. **Discussion/Action: City Council Rules & Procedures Policy adopted on March 8, 2016, and amended on April 12, 2016. – Thompson**

7. NEW BUSINESS

- A. Briefing from Mr. Andrew Friedman with SAMCO CAPITAL, the City's Municipal Advisor, for the issuance of \$7.5 million in Certificates of Obligations.
- B. Discussion/Action: Resolution 2023-11-A RESOLUTION ESTABLISHING THE CITY'S INTENTION TO REIMBURSE ITSELF IN THE MAXIMUM AMOUNT OF \$7,500,000 FOR PRIOR EXPENDITURES FOR CAPITAL IMPROVEMENTS FROM THE PROCEEDS OF TAX-EXEMPT BONDS AND OTHER MATTERS IN CONNECTION THEREWITH-Thompson
- C. Discussion/Action: Resolution 2023-10 – AN AMENDED RESOLUTION CANVASSING THE RETURNS AND DECLARING THE RESULTS OF AN ELECTION TO AUTHORIZE THE ISSUANCE OF CERTIFICATES OF OBLIGATION; AND OTHER MATTERS IN CONNECTION THEREWITH – Thompson/Holley
- D. Briefing from Mr. Johnny Campbell, Executive Director of the Marble Falls Area EMS, Inc. -Quarterly Update on EMS Operations.
- E. Discussion/Action: Retaining the architectural firm of Seaux-Pierce Architecture of Austin, Texas, and the engineering firm of Willis Environmental Engineering of Marble Falls, Texas, for work related to constructing the new multipurpose building, pool, and infrastructure improvements. - Thompson

COUNCIL & 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 people in the municipality have arisen after posting the agenda.*

The next City Council meeting is Tuesday, January 16, 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 the hours of 8:00 a.m. through 4:00 p.m., Monday through Friday.

I, Johnnie L. Thompson, City Manager 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 December 7, 2023, 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, City Secretary

/s/ Mark Bentley
Mark Bentley, Mayor

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.
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Posting Removed: _____ **at** _____ **by** _____

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

Ordinance Officer Report

November 2023

Calls, e-mails received: ordinance line 4 calls

Security gate: 0

City Hall: 1 Sheriff dept.: 0

Car, trailer, golf cart and recreation vehicle violations on street, yard or driveway:

Citations: 0

Warning notices: 25

Verbal notices: 1

Trash can violations:

Citations: 0

Verbal notices: 2

Door hanger: 4

Grass over 6" tall:

Citations: 0

Verbal: 0

Door hanger: 5

Misc ordinance: 0

Submitted

Mike Ingalsbe

The month started off with lots of dogs getting out and running all around Meadowlakes.

Received a call about two loose dogs running around. Found the dogs and returned them.

Got a call about barking dogs. There is not too much I can do about dogs barking during the day but I went to the house where the dogs were reported barking. I had a talk with the homeowner and they agreed to not leave the dogs outside so much for them to bark.

Call from a lady that had picked up a dog and had it in her garage. I went and picked up the dog. I knew the dog and where it belonged as it had gotten out before.

Received a call from a walker who had picked up a sweet little dog that was wondering around. It had a Meadowlakes tag on. I was able to find its home and returned it.

Got a call about a lost cat. I looked for it but cats are hard to find. I am happy to report that the cat came home a few days later.

Received a call about a deer trapped in a fence. By the time I got there the deer had gotten loose and went on his way.

Got a call about a hurt duck on the golf course. I can't do anything about hurt wildlife. I have to call the game wardens and they are to busy this time of year with deer season.

Got a call about two little dogs that had dug under a fence and was in the backyard. I returned them to their home and helped plug the hole where they dug under the fence.

Got a call about suspected raccoon in attic.

This time of year the deer are walking in and out of our gate. Drive

Received numerous calls from homeowners with various concerns.

Respectfully Submitted,

A handwritten signature in black ink that reads "Gerry MASON". The signature is stylized, with the first name "Gerry" in a cursive script and the last name "MASON" in all caps.

Gerry Mason

Animal Control Officer

November 2023 Patrol Report

Date	Officer	Start Time	End Time	Hrs.	Citations	Warnings	Verbal		Miles Driven
11/1/23	Koenning	6:45	9:45	3	0	0	0	6:54am-7:09am Monitored school bus loading 7:32am-7:45am Monitored school bus loading 7:47am-8:30am Monitored traffic Meadowlakes Drive @ Fairway Lane	12
11/1/23	Koenning	3:00pm	6:00pm	3	0	0	0	3:34pm-3:51pm Monitored school bus unloading 3:57pm-4:25pm Monitored traffic Meadowlakes Drive @ clubhouse 4:33pm-4:45pm Monitored school bus unloading 5:18pm-5:45pm Monitored traffic Broadmoor @ Braeburn Circle	11
11/2/23	Koenning	6:45am	9:45am	3	0	0	0	6:53am-7:07am Monitored school bus loading 7:30am-7:43am Monitored school bus loading 8:07am-8:50am Monitored traffic Firestone @ Pinehurst	10
11/2/23	Koenning	3:00pm	6:00pm	3	0	0	2	3:32pm-3:49pm Monitored school bus unloading 3:53pm-4:30pm Monitored traffic Meadowlakes Drive @ Firestone 4:30pm-4:44pm Monitored school bus unloading 5:04pm-5:30pm Monitored traffic Columbine @ Meadowlakes Drive. Gave 2 verbal warning for failed to stop at stop sign	12
11/3/23	Koenning	6:45am	9:45am	3	0	0	0	6:54am-7:08am Monitored school bus loading 7:30am-7:45am Monitored school bus loading 7:53am-8:30am Monitored traffic Columbine @ Quail	12
11/10/23	Koenning	3:00pm	6:00pm	3	0	0	0	6:54am-7:08am Monitored school bus loading 7:30am-7:45am Monitored school bus loading 8:08am-8:50am Monitored traffic Preston Trail @ Firestone	13
11/14/23	Koenning	6:45am	9:45am	3	0	0	0	3:35pm-3:53pm Monitored school bus unloading 4:34pm-4:47pm Monitored school bus unloading 4:53pm-5:25pm Monitored traffic Meadowlakes Drive @ clubhouse	11
11/14/23	Koenning	3:00pm	6:00pm	3	0	0	0	3:35pm-3:50pm Monitored school bus unloading 3:53pm-4:25pm Monitored traffic Meadowlakes Drive @ clubhouse 5:12pm-5:40pm Monitored traffic Mahan @ Deer Lick	12
11/15/23	Koenning	6:45am	9:45am	3	0	0	1	3:35pm-3:50pm Monitored school bus unloading 3:53pm-4:25pm Monitored traffic Meadowlakes Drive @ clubhouse 5:12pm-5:40pm Monitored traffic Mahan @ Deer Lick	10
11/15/23	Koenning	3:00pm	6:00pm	3	0	0	0	6:53am-7:06am Monitored school bus loading 7:30am-7:43am Monitored school bus loading 7:58am Gave verbal warning for parking violation on Firestone Place @ Firestone 8:00am-8:35am Monitored traffic Firestone @ Preston Trail	12

November 2023 Patrol Report

11/16/23	Koenning	6:45am	9:45am	3	0	0	0	6:54am-7:07am Monitored school bus loading 7:30am-7:43am Monitored school bus loading 7:47am-8:30am Monitored traffic Meadowlakes Drive @ Fairway Lane	10
11/16/23	Koenning	3:00pm	6:00pm	3	0	0	0	3:32pm-3:49pm Monitored school bus unloading 3:53pm-4:25pm Monitored traffic Meadowlakes Drive @ clubhouse 4:30pm-4:43pm Monitored school bus unloading 5:03pm-5:25pm Monitored stop sign Deer Lick @ Meadowlakes Drive	10
11/22/23	Ciolfi	11:05am	4:05pm	5	0	0	0	11:05am-11:34-Swear In 11:34am – 12:40pm Patrolled City 12:40pm-1:38pm Monitor gate from gate 1:38pm-2:31pm-Spoke with Citizen regarding community 2:31pm-2:49pm Monitor gate from gate 2:49p.m-3:05pm patrolled the City 3:05pm-3:18 pm Checked City Hall security 3:18pm-3:32pm Patrolled City 3:32pm-4:05pm Monitor gate from gate	12
11/28/23	Ciolfi	6:20am	8:20am	2	0	0	0	6:20am-6:49am Monitored traffic from gate 6:49am-7:02am Followed bus 7:02am-7:31am City Hall Security Check 7:31am-7:52am Patrolled the City looking for male walking middle of roadway without shoes-unable to locate 7:52am-8:20am Patrolled City	12
	TOTAL			48	0	0	3		

Building Committee Report

November-23

Authorized By: Steve Nash,
Building Committee Chairman

Approved Permits

Issued

Outstanding Under Const.

Deck	1		1
Fence	1		2
Remodel	2		5
New Construction			2
Variance			
Patio Cover/Remodel			
Arbor/Pergola			
Swimming Pool/Hot Tub			1
Boat dock/jet ski lift			1
Play Scape			
Other			
Plat Amendment			
Consultation			
Permit Revision			
Total	4		12
Applications Denied/tabled			
Deck			
Fence			1
Remodel			
New Home			
Variance			
Patio Cover/Enclosure			
Arbor			
Swimming Pool/Hot Tub			
Play Scape			
Other - boat dock			
Plat Amendment			
Consultation			
Permit Revision			
Total			1

City of Meadowlakes
Memorandum to Council

DATE: December 5, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: AGENDA ITEM 5-Consent Items

SUBJECT:

1. **Minutes** - I am attaching the draft minutes from your meeting on November 14th, 2023, for your review and possible approval. If you have any questions or concerns, please get in touch with Debbie.
2. **November 2023 Financial Statements** – The financial statements attached herein are in a different format from what we previously used. Subject to your approval, I would like to provide you with a brief monthly overview of the financial statements. Followed by a detailed review at the end of each quarter. Below is a brief review of the financial statements:

- **General Fund** –November's revenue fell short of its budget; however, the Fund's expenses ended the month at approximately \$9,500 (14%) less than budgeted resulting in a net gain for the month of over twice the amount budgeted. The Fund's year-to-date revenues are about \$13,000 less than budgeted, mostly due to a decrease in ad valorem tax income, and expenses for the year-to-date were approximately \$22,000 (15%) less than budgeted, which resulted in a net loss of about \$8,500 less than budgeted.

The Fund's cash on deposit increased by just over \$6,400 in November and had about \$4,000 more on deposit on November 30, 2022.

- **Utility Fund** – Most of the Fund's revenues in November were less than budgeted, the month's total income was just under \$10,000 less than budgeted. November's expenses were about \$220,000, which includes the purchase of the new backhoe/loader. Even with this purchase and the revenue for the month being less, the Fund's net loss was about \$15,000 less than budgeted. The Fund's year-to-date revenues are about \$12,000 less than budgeted. However, the Fund's expenses were approximately \$25,000 less than budgeted, resulting in a net loss of just over \$120,500, about \$14,000 less than budgeted for the period.

In November, approximately \$37,000 was spent renovating the wastewater treatment plant. Most of this expense were related to purchasing the

plant's two new blowers. At the end of November, approximately \$98,000 of the over \$506,000 budgeted for this project had been spent.

Due to the purchase of the new loader/backhoe (\$113,000) and the expenditure for the renovation of the wastewater treatment plant, the Fund's cash on deposit decreased by nearly \$157,000 over those on deposit at the end of October.

- **Recreation Fund** – The Recreation Fund's income for November exceeded those budgeted by approximately \$2,500 due to income from tournaments exceeding those budgeted. November's expenses were about \$8,000 less than budgeted. The increase in revenue and the decrease in expenses led the Fund to have a net loss of approximately \$11,000 less than budgeted. The Fund's year-to-date income was \$27,000 less than budgeted, and expenses were about \$7,000 less. The Fund experienced a net loss of just under \$38,000, about \$20,000 more than budgeted.

The Fund took delivery of the new trailer-mounted blower budgeted for FY24 in November and its cost was factored into November's expenses (the blower's was about \$1,500 less than budgeted).

Golf-related income for November was about \$2,500 more than budgeted, but the year-to-date revenue was about \$54,000 less. Golf Operation expenses were about \$6,000 less than budgeted for November and \$4,000 less for the year-to-date. Golf Operations (less capital expenditures) had a net gain of around \$2,500 in November but experienced a year-to-date loss of slightly over \$17,000; a net gain of nearly \$6,000 was budgeted.

The Fund's cash on deposit at the end of November was about \$13,000 less than on deposit at the end of October. The cost of the new blower (\$10,514) for the course accounted for the majority of the decrease in cash.

RECOMMENDATION:

Staff recommends approving the November 14th minutes and financial statements as presented.

ATTACHMENTS:

November 14, 2023, draft minutes
November 2023 Financial Reports

City of Meadowlakes
City Council Stated Meeting Minutes
November 13, 2023 – 6:00pm
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 November 13, 2023, 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

Absent:

Garrett Wood, Councilmember

Staff:

Johnnie Thompson, City Manager
Debbie Holley, City Secretary
Baneza Solorzano, Utility Clerk
David Klotz, Golf Pro
Mike Ingalsbe, Ordinance Officer

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 prayer.
3. **CITIZEN COMMENTS.** There were no Citizen Comments.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)
 - A. Operations in general - City Manager Johnnie Thompson
 1. Current Utility Operations - City crews replaced two fire hydrants and several mainline valves in October. Scott has been occupied with optimizing our water treatment plant's chemical dosages and has collaborated with TCEQ.
 2. Ordinance reports – The Ordinance Officer responded to 2 calls in October. 23 warning notices were issued regarding parking violations in the street/driveway, 1 verbal conversation was held, and 1 citation was issued; 9 door hangers were left regarding trash cans being left out past the allowed time or being seen from the street. 17 door hangers were left regarding grass being over 6" high and branches/trees less than 14' above the street.

In October, our Animal Control Officer picked up dead squirrels, possums, and armadillos in the street. He received several calls from residents regarding snakes, cats, skunks, and dogs running loose. No rabid animals were reported in October.

3. Patrol Activity Report – Officer Koenning logged 48 hours and 176 miles in October. There was 1 citation issued for a non-resident going 46 mph in a 25-mph zone. Officer Koenning will be retiring at the end of November. Mr. Thompson has been talking to the Sheriff's office, and there is possibly one officer who may be interested in the position.
4. Building Committee Report – No new permits were issued in October. Currently, there are 12 ongoing projects within the City.

B. Briefing on Golf Operations – Mr. Thompson reported an average of 111 rounds of golf played in October, up from 93 rounds played in September. Mr. Klotz added that the whole golf course is now overseeded and the maintenance crew will be removing some dead trees this winter.

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. September 2023 and October 2023 financial reports

After discussion, Councilmember Lofgreen motioned to approve the minutes of the October 17th regular meeting as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Lofgreen motioned to approve the September 2023 and October 2023 financials as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Lofgreen commended the performance of the City Staff and Council for their performance of the 2023 Budget. He acknowledged that it was as good as the City had ever seen.

6. OLD BUSINESS.

- A. **Discussion/Action: Update on Renovation of Sewer Treatment Plant.** Mr. Thompson reported that progress is being made. He informed the council that the city had received new blowers, some sludge-handling equipment, and a new control panel for the Broadmoor lift station. That staff has taken the plant scheduled to be renovated out of service and dewatered it to determine what repairs will be required. After the plant was drained, it was determined that a considerable amount of grit in the aeration base would need to be removed. Since the removal of the grit is beyond the capability of the City's employees, a firm that specializes in the removal of grit will be hired. The total cost is expected to be around \$39,000 to \$40,000. This will be paid from COVID relief funds. No action was taken.
- B. **Discussion/Action: City Council Rules & Procedures Policy adopted on March 8, 2016, and amended on April 12, 2016.** Councilmember Peskin made a motion to table this item in order to review any updates. The motion was seconded by Councilmember Drummond and carried unanimously.

A. Discussion/Action: Resolution 2023-09 – CONSIDERATION AND POSSIBLE APPROVAL OF A RESOLUTION CANVASSING THE RETURNS AND DECLARING THE RESULTS OF AN ELECTION TO AUTHORIZE THE ISSUANCE OF CERTIFICATES OF OBLIGATION. Mr. Thompson reported that we will not have the certified results of the election until tomorrow, November 14, 2023. In talking with our legal counsel, who is assisting with issuing the certificates of obligation, we have two options; one is to canvass with the results that we currently have, and at the next meeting, the Council can amend the canvass with the final numbers from the county if they have changed or the council can schedule a special meeting between November 14th and November 20th to canvass the election results. The unofficial result of the election reflects 744 votes cast, with 558 (75%) **FOR** issuing the certificates of obligation and 186 (25%) **AGAINST** the issuance. Councilmember Peskin made a motion to canvass the election with the unofficial votes with the provision that the canvass may be amended once the City receives the certified results of the election. The motion was seconded by Councilmember Morgan and carried unanimously.

B. Discussion/Action: Competitive bidding process. Councilmember Morgan had questions from the public and wanted to review how the competitive bidding process works so the citizens would be informed. Mr. Thompson discussed two bidding processes. The first regarding purchases and contracts under \$50,000, which are controlled by a council-approved purchasing policy, and the second regarding purchases over \$50,000, which must follow the competitive bidding procedures or sealed bids as regulated by section Chapter 252 of the Texas Local Government Code. Which states that the bid must be awarded to the lowest responsible bidder or the bidder who provides the “best value.” Which is determined by the council. Mr. Thompson then discussed the five steps in the Sealed Bidding Process (development of detailed plans, specifications, and contracts, solicitation, submission of bids, bid opening, and evaluation and awards). The council discussed possible meetings to decide the specifications of the new building and the expected timeframe for the start of construction. No action was taken.

C. Discussion/Action: Appointment of Temporary City Secretary. Mr. Thompson appointed Debbie Holley as the temporary City Secretary while Evan Bauer is out on FMLA. City ordinance authorizes Mr. Thompson to appoint a City Secretary/Court Clerk subject to council approval. This ordinance also authorizes Ms. Holley to appoint someone to assist with court clerk duties. Councilmember Lofgreen made a motion to accept Ms. Holley as Temporary City Secretary. The motion was seconded by Councilmember Drummond and carried unanimously.

- 8. ADJOURNMENT/ANNOUNCEMENTS:** Mayor Bentley and the Council discussed sending a card to Evan. He also reminded the council that the December meeting will be held on December 11, 2023 at 6:00 pm (Monday). Councilmember Drummond made a motion to adjourn the meeting. The motion was seconded by Councilmember Peskin and carried unanimously.

Mayor Bentley adjourned the meeting at 7:17 pm.

Approved: _____
Mayor, Mark Bentley

Date: December 11, 2023

Attest: _____
City Secretary, Debbie Holley

Date: December 11, 2023

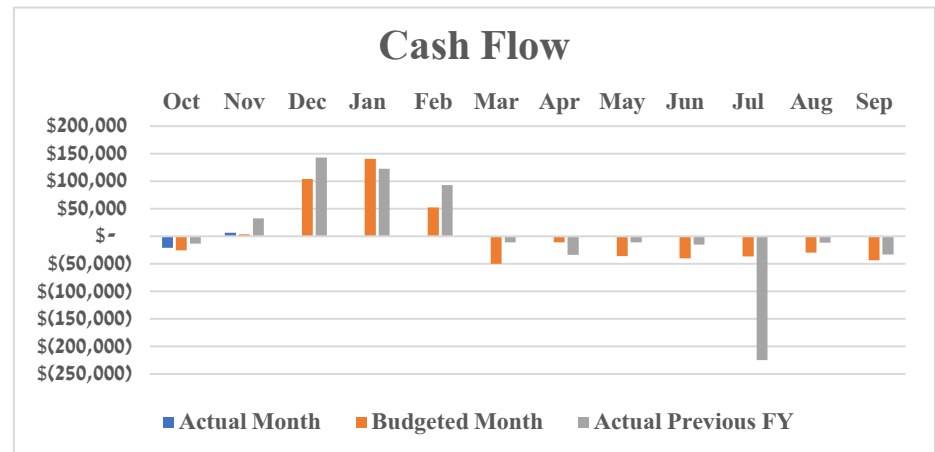
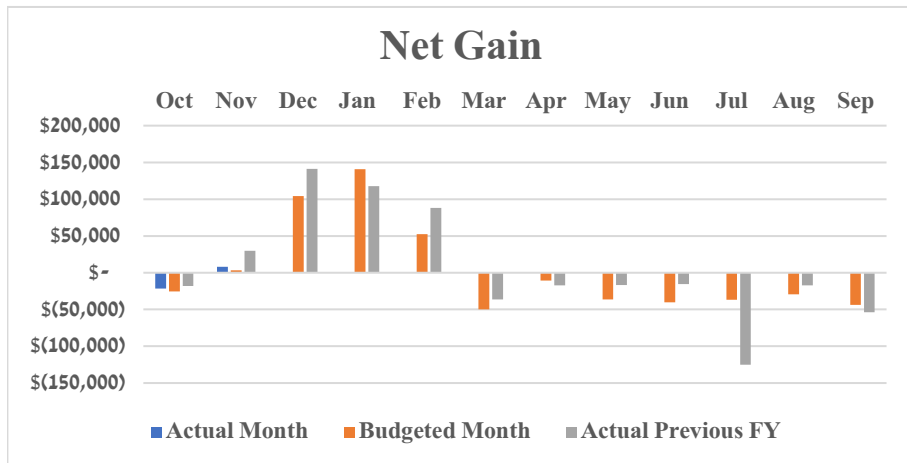
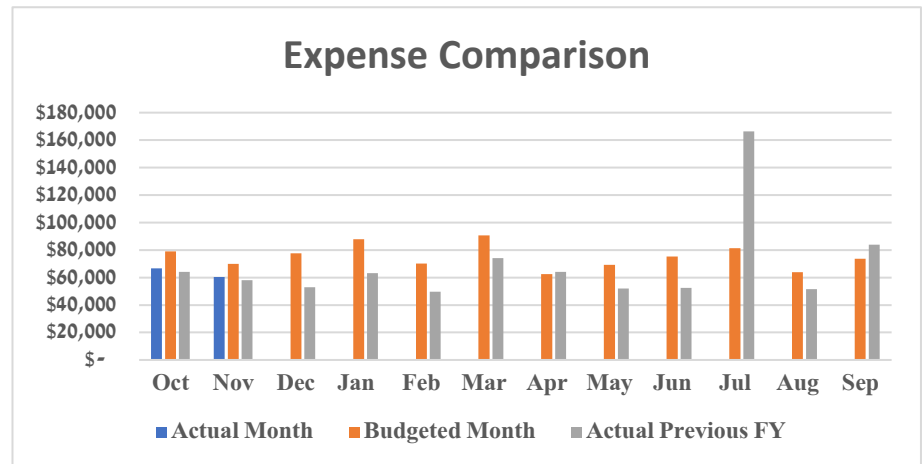
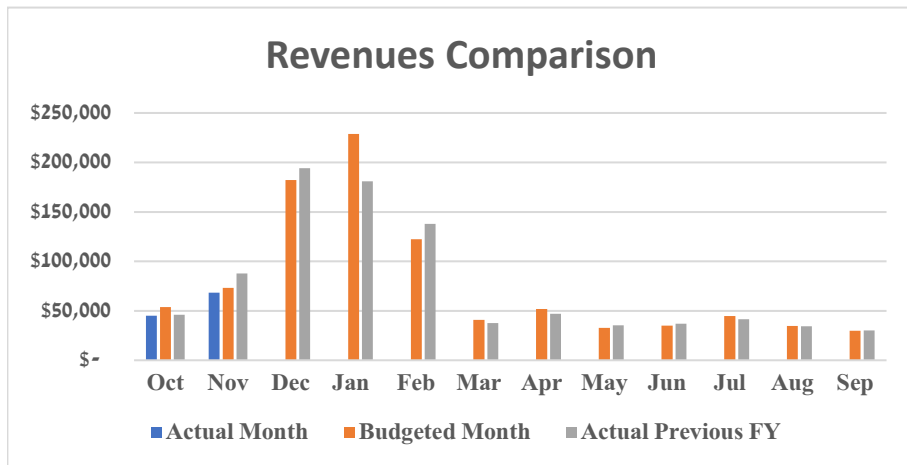
City of Meadowlakes

November 2024 Abbreviated Financial Statements

Run Date: 12/6/2023

CITY OF MEADOWLAKES GENERAL FUND SNAPSHOT

	<u>REVENUES</u>	<u>EXPENSES</u>	<u>NET GAIN/LOSS</u>
November 2023	\$68,350	\$60,410	\$7,940
Budgeted November 2023	\$73,180	\$69,850	\$3,330
November 2022	\$87,843	\$58,048	\$29,795
Year-to-Date	\$113,369	\$126,986	-\$13,617
Budgeted Year-to-Date	\$126,804	\$148,959	-\$22,155
Year-to-Date Last Fiscal Year	\$133,694	\$122,064	\$11,630



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City of Meadowlakes

General Fund Profit Loss

<u>INCOME</u>	Nov. 2023	Budgeted Nov. 2023	Year-to-Date	Budgeted Year-to-Date
Ad Valorem Tax	\$ 40,097	\$ 44,087	\$ 40,110	\$ 53,139
Franchise Fees	\$ 484	\$ 455	\$ 17,652	\$ 16,519
City Building Permit Income	\$ 150	\$ 900	\$ 300	\$ 1,600
Municipal Court Income	\$ 30	\$ 100	\$ 314	\$ 200
Contract Services	\$ 9,196	\$ 9,196	\$ 18,392	\$ 18,392
Miscellaneous Income	\$ 476	\$ 525	\$ 767	\$ 1,120
Transfers in from Utility Fund	\$ 17,917	\$ 17,917	\$ 35,834	\$ 35,834
TOTAL INCOME	\$ 68,350	\$ 73,180	\$ 113,369	\$ 126,804
<u>EXPENSES</u>				
Employee Expenses	\$ 41,967	\$ 47,272	\$ 78,561	\$ 89,644
Miscellaneous Administrative Expenses	\$ 4,729	\$ 6,151	\$ 7,460	\$ 10,540
Insurance Expenses	\$ -	\$ -	\$ 3,571	\$ 4,800
Municipal Court Expenses	\$ 600	\$ 525	\$ 4,303	\$ 4,650
City Hall Operating Expense	\$ 563	\$ 675	\$ 3,138	\$ 3,125
Ordinance/Animal Control Expenses	\$ 2,997	\$ 4,175	\$ 8,435	\$ 8,650
Traffic Control	\$ 2,551	\$ 4,050	\$ 7,511	\$ 10,550
Contract Emergency Services	\$ 7,003	\$ 7,002	\$ 14,007	\$ 14,000
Non-Operating Expenses	\$ -	\$ -	\$ -	\$ 3,000
TOTAL EXPENSES	\$ 60,410	\$ 69,850	\$ 126,986	\$ 148,959
NET INCOME	\$ 7,940	\$ 3,330	\$ (13,617)	\$ (22,155)

Cash On Deposit

	Nov. 30, 2023	Oct. 31, 2023	Nov. 30, 2022	Nov. 30, 2021
Checking & Savings	\$ 368,086	\$ 361,653	\$ 364,004	\$ 253,320

City of Meadowlakes

Utility Fund Snapshot

REVENUES

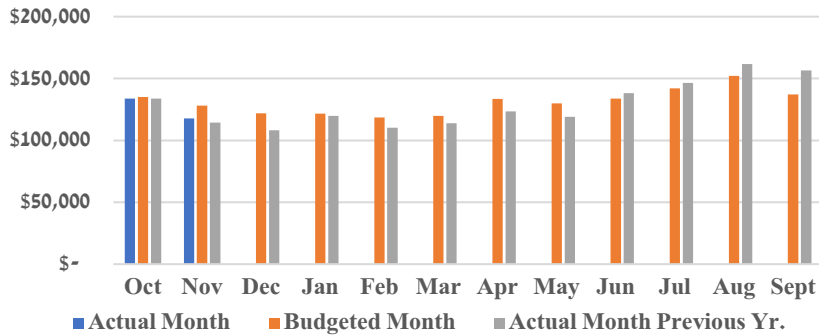
November 2023	\$117,826
Budgeted November 2023	\$128,028
November 2022	\$114,357
Year-to-Date	\$251,714
Budgeted Year-to-Date	\$263,157
Year-to-Date Last Fiscal Year	\$248,154

EXPENSES

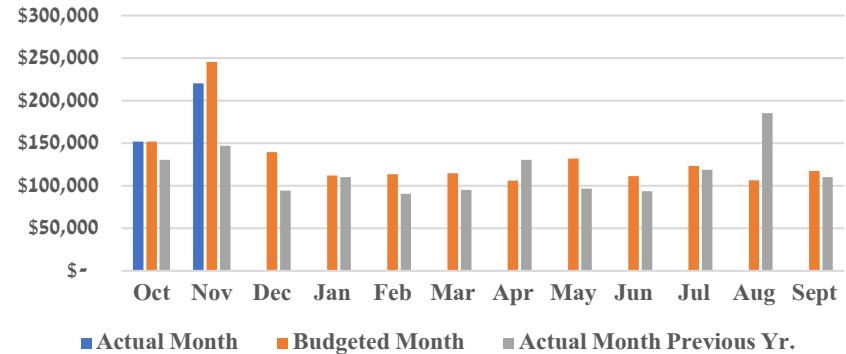
\$220,299	-\$102,473
\$245,615	-\$117,587
\$146,932	-\$32,575
\$372,263	-\$120,549
\$397,691	-\$134,534
\$277,243	-\$29,089

NET GAIN/LOSS

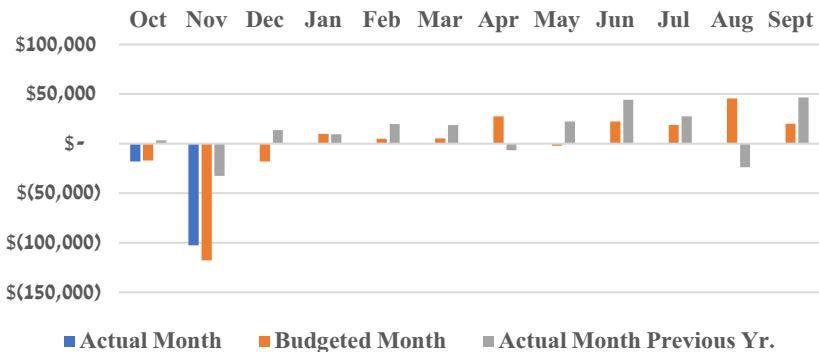
Revenues Comparison



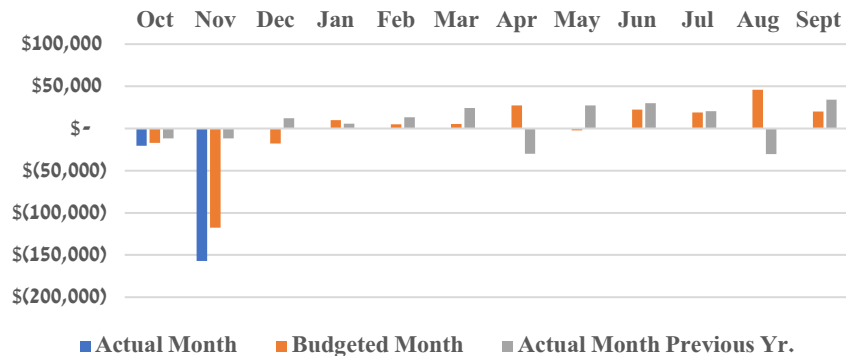
Expense Comparison



Net Gain Comparison



Cash Flow



INCOME

	Nov. 2023	Budgeted Nov .2023	Year-to-Date	Budgeted Year-to-Date
Water Revenue	\$ 43,036	\$ 45,000	\$ 99,500	\$ 98,970
Sewer Revenue	\$ 50,886	\$ 50,917	\$ 101,911	\$ 101,830
Trash Collection Revenue	\$ 23,059	\$ 27,871	\$ 46,067	\$ 55,677
Water Connect Fees	\$ -	\$ -	\$ -	\$ -
Sewer Connect Fees	\$ -	\$ -	\$ -	\$ -
Transfer Fees	\$ 75	\$ 100	\$ 275	\$ 300
Penalty & Interest Earned	\$ 559	\$ 550	\$ 1,232	\$ 1,100
Miscellaneous Revenues	\$ -	\$ 800	\$ 2,325	\$ 2,200
Interest Earned	\$ 211	\$ 290	\$ 444	\$ 580
COVID Funds Reimbursement	\$ -	\$ 2,500	\$ -	\$ 2,500
TOTAL INCOME	\$ 117,826	\$ 128,028	\$ 251,754	\$ 263,157

EXPENSES

Operating Expenses

Total Employee Expense	\$ 40,977	\$ 45,114	\$ 94,933	\$ 101,748
Total Administrative Expenses	\$ 4,060	\$ 2,005	\$ 38,951	\$ 32,710
Total Water Treatment Exp.	\$ 8,834	\$ 12,080	\$ 18,079	\$ 24,897
Total Wastewater Treatment Exp.	\$ 10,519	\$ 15,102	\$ 18,612	\$ 19,500
Total Other Operational Expenses	\$ 5,155	\$ 5,397	\$ 13,083	\$ 11,755
Garbage Collection Expense	\$ 19,928	\$ 23,000	\$ 39,856	\$ 46,250
Total Operating Expenses	\$ 89,473	\$ 102,698	\$ 223,514	\$ 236,860

Non-Operating Expenses

Assets Purchased	\$ 112,911	\$ 125,000	\$ 112,911	\$ 125,000
Transfer to General Fund	\$ 17,917	\$ 17,917	\$ 35,833	\$ 35,833
Total Non-Operating Expenses	\$ 130,828	\$ 142,917	\$ 148,744	\$ 160,833

TOTAL EXPENSE	\$ 220,301	\$ 245,615	\$ 372,258	\$ 397,693
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NET GAIN/LOSS	\$ (102,475)	\$ (117,587)	\$ (120,504)	\$ (134,536)
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Cash On Deposit

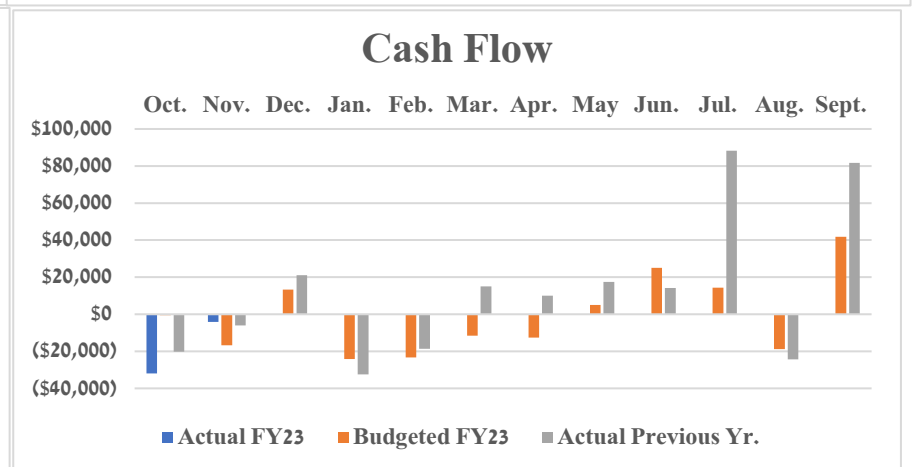
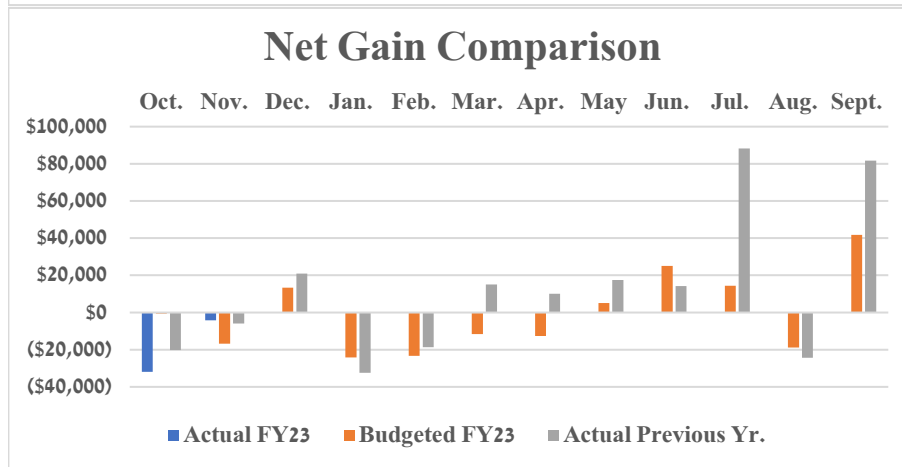
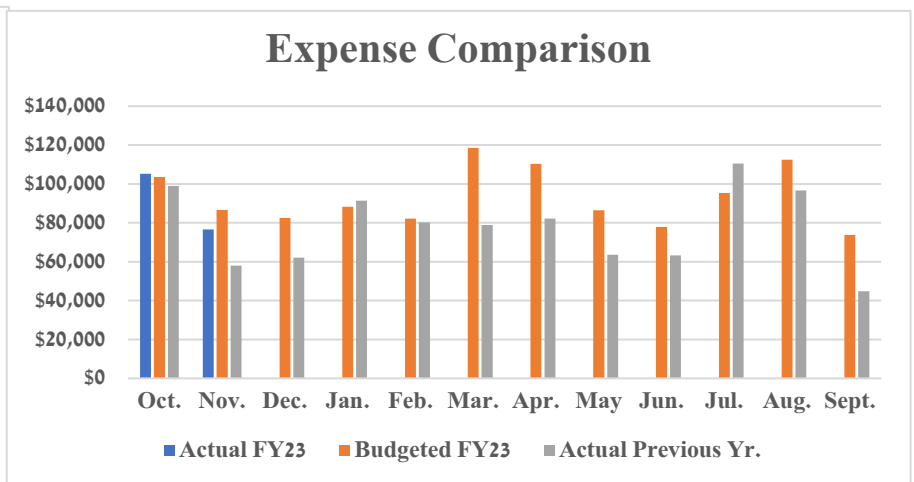
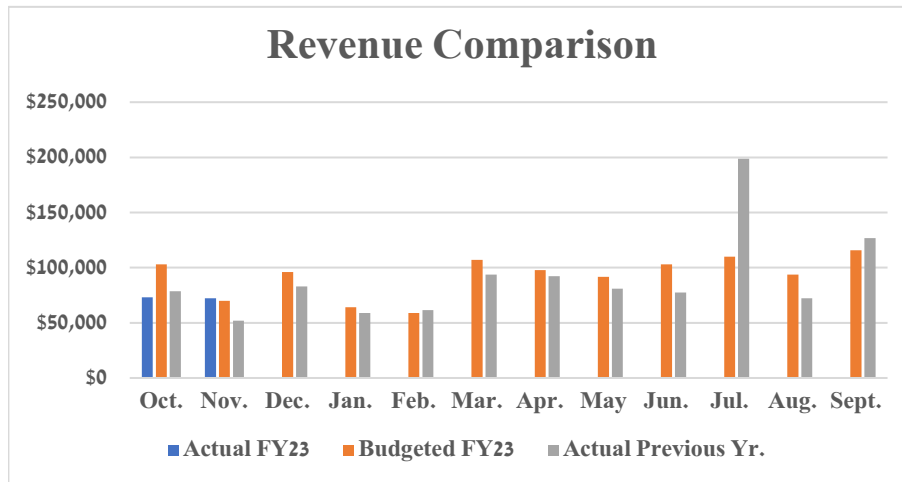
	Oct. 31, 2023	Sept. 30, 2023	Oct. 31, 2022	Oct. 31, 2021
Checking/Savings	\$ 1,088,750	\$ 1,245,728	\$ 1,154,534	\$ 858,926

Wastewater Treatment Plant Renovation Expenses

	Nov. 2023	Total Expense FY24	Total To Date Expense	Total Budgeted Expense
Engineering	\$ -	\$ -	\$ -	\$ 42,000
Grant Management	\$ -	\$ 1,500	\$ 12,500	\$ 42,000
Sewer Treatment Plant Expense	\$ 36,921	\$ 64,221	\$ 85,471	\$ 422,813
Total Expenses	\$ 36,921	\$ 65,721	\$ 97,971	\$ 506,813

City of Meadowlakes Recreation Fund Snapshot

	Revenues	Expenses	Net Gain/Loss
November 2023	\$72,330	\$76,517	-\$4,187
Budgeted November 2023	\$69,865	\$86,647	-\$16,782
November 2022	\$51,978	\$57,959	-\$5,981
Year-to-Date	\$145,565	\$181,699	-\$36,134
Budgeted Year-to-Date	\$172,869	\$190,214	-\$17,345
Year-to-Date Last Fiscal Year	\$130,720	\$156,958	-\$26,238



City of Meadowlakes
Recreation Fund Profit and Loss

	Nov 23	Budgeted Nov 2023	Year-to-Date	Budgeted Year- to-Date
<u>INCOME</u>				
Golf Shop Revenues				
Prepaid Golf	\$13,812	\$17,682	\$40,363	\$44,309
Green Fees	\$24,818	\$24,120	\$46,624	\$61,452
Golf Cart Rental	\$10,224	\$12,030	\$17,321	\$29,322
Driving Range	\$778	\$1,064	\$1,697	\$2,264
Snacks & Beverages	\$2,155	\$1,376	\$4,089	\$3,052
Merchandise Sales	\$11,578	\$8,975	\$21,044	\$20,292
Tournament Income	\$5,399	\$1,201	\$7,519	\$4,748
Handicap Services	\$240	\$0	\$240	\$500
Miscellaneous Income	\$178	\$167	\$349	\$330
Total Golf Shop Income	\$69,182	\$66,615	\$139,246	\$166,269
Other Revenues				
Interest Earned	\$48	\$0	\$118	\$0
Miscellaneous Income	\$100	\$250	\$200	\$600
Rental Income	\$3,000	\$3,000	\$6,000	\$6,000
Transfers in from General Fund	\$0	\$0	\$0	\$0
Total Other Revenues	\$3,148	\$3,250	\$6,318	\$6,600
TOTAL INCOME	\$72,330	\$69,865	\$145,564	\$172,869
<u>EXPENSES</u>				
Administrative Expenses	\$3,133	\$4,636	\$21,033	\$22,980
Golf Shop Expenses				
Payroll Expenses	\$17,834	\$18,556	\$38,046	\$39,588
Operating Expenses	\$9,648	\$10,745	\$20,634	\$21,490
Cart/Equipment Principal Paid	\$7,500	\$7,500	\$15,000	\$15,000
Total Golf Shop Expense	\$34,982	\$36,801	\$73,680	\$76,078
Grounds Maintenance Expenses				
Payroll Expenses	\$24,359	\$26,506	\$52,934	\$55,428
Operating Expenses	\$5,091	\$6,604	\$15,119	\$13,503
Cart/Equipment Principal Paid	\$0	\$0	\$9,941	\$10,025
Total Grounds Maintenance Expense	\$29,450	\$33,110	\$77,994	\$78,956
Tennis/Pool Expenses	\$39	\$100	\$78	\$200
TOTAL OPERATING EXPENSES	\$67,604	\$74,647	\$172,785	\$178,214
CAPITAL EXPENSE	\$10,514	\$12,000	\$10,514	\$12,000
TOTAL EXPENSE	\$78,118	\$86,647	\$183,299	\$190,214
NET GAIN/LOSS	(\$5,788)	(\$16,782)	(\$37,735)	(\$17,345)

City of Meadowlakes
Recreation Fund Profit and Loss
Cash on Deposit

	Nov. 30, 2023	Oct. 31, 2023	Nov. 30, 2022	Nov. 30, 2021
Checking/Savings	\$252,248	\$265,065	\$151,637	\$167,622

Golf Operations Profit & Loss

	Nov 2023	Budgeted Nov. 2023	Year-to-Date	Budgeted Year-to-Date
INCOME				
Golf Shop Revenues				
Prepaid Golf	\$13,812	\$17,682	\$40,363	\$44,309
Green Fees	\$24,818	\$24,120	\$46,624	\$61,452
Golf Cart Rental	\$10,224	\$12,030	\$17,321	\$29,322
Driving Range	\$778	\$1,064	\$1,697	\$2,264
Snacks & Beverages	\$2,155	\$1,376	\$4,089	\$3,052
Merchandise Sales	\$11,578	\$8,975	\$21,044	\$20,292
Tournament Income	\$5,399	\$1,201	\$7,519	\$4,748
Handicap Services	\$240	\$0	\$240	\$500
Miscellaneous Income	\$178	\$167	\$349	\$330
TOTAL GOLF OPERATIONS INCOME	\$69,182	\$66,615	\$139,246	\$166,269
GOLF OPERATIONS EXPENSES				
Administrative Expenses				
Office Supplies	\$0	\$25	\$297	\$25
Postage	\$0	\$0	\$0	\$0
Advertising	\$645	\$830	\$1,290	\$830
Credit Card Processing	\$1,600	\$2,250	\$3,197	\$4,500
Total Golf Related Admin. Expenses	\$2,245	\$3,105	\$4,784	\$5,355
Golf Shop Expenses				
Payroll Expenses	\$17,834	\$18,556	\$38,046	\$39,588
Operating Expenses	\$9,648	\$10,745	\$20,634	\$21,490
Cart/Equipment Principal Paid	\$7,500	\$7,500	\$15,000	\$15,000
Total Golf Shop Expenses	\$34,982	\$36,801	\$73,680	\$76,078
Grounds Maintenance Expenses				
Payroll Expenses	\$24,359	\$26,506	\$52,934	\$55,428
Operating Expenses	\$5,091	\$6,604	\$15,119	\$13,503
Cart/Equipment Principal Paid	\$0	\$0	\$9,941	\$10,025
Total Grounds Maintenance Expense	\$29,450	\$33,110	\$77,994	\$78,956
TOTAL GOLF OPERATING EXPENSE	\$66,677	\$73,016	\$156,458	\$160,389
GOLF OPERATIONS NET GAIN/LOSS	\$2,505	-\$6,401	-\$17,212	\$5,880

Memorandum to Council

DATE: December 4, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: 6-A-Update on Renovations of Wastewater Treatment Plant

SUBJECT:

The contractor hired to remove and haul off the grit accumulated in the plant being renovated has completed the work. Due to the grit containing a combination of dirt, gravel, and wastewater sludge, all the material removed from the plant must be hauled to a sanitary landfill. COVID relief funds will pay approximately \$39,000 for the grit removal.

The walls of the plant have been pressure washed to determine the amount of recoating required. The interior coating is in relatively good shape, with only about 15-20% of the interior requiring blasting before applying a new coat.

Staff is in the process of putting the plant back online until a future date when the required repairs can be coordinated to minimize the plant's downtime.

I will give you a more detailed review of the suggested repairs needed at your meeting on Monday.

Please note that I have included within your financial statements an update on expenses to date that have been expended toward this project. I plan on providing you with this update monthly.

RECOMMENDED ACTION:

No action is anticipated. This item is for informational purposes only.

*City of Meadowlakes***Memorandum to Council**

DATE: December 4, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: 6-B- City Council Rules & Procedures Policy

SUBJECT:

Possible action on this item was tabled last month at the request of Councilmember Peskin to have more time to review it. The only two items brought to my attention are a question regarding citizens attending a closed session and the deadline for a Councilmember to request an item to be added to the agenda.

After a more detailed review of Section 5.4 it adequately covers the question of citizens attending a closed session. In general, the Open Meetings Act only authorizes the members of the Council to attend a closed session. However, the Council can admit its agents or representatives to the closed session only when the Council determines the person's admittance to be necessary. The admittance of an individual to a closed session is determined on a case-by-case basis.

Staff recommends changing the 4:00 p.m. (highlighted) reference below in Section 5.1B to noon on the sixth day before the meeting. This would allow staff more time to prepare the draft agenda (referenced in the Policy as Pre-Agenda). Based on the existing timeframe, staff would only have four hours to prepare the draft agenda. Typically, this would be adequate time. However, in some instances, it may not be if staff has to research the item added to the agenda; thus, the additional item will likely provide the time needed.

Section 5.1.B -Preparation of Agenda currently reads as follows:

- B. The presiding officer will be able to place any item on an agenda at his/her discretion. Similarly, upon the written request, including e-mail, of any two Councilmembers, a requested item shall be included on an agenda. Such requests by either the presiding officer or two (2) Councilmembers shall be submitted to the City Manager or City Secretary not later than **4:00** p.m. on the six (6) days prior to regular City Council meeting. Once an agenda item has been requested per the above, such agenda item can only be removed from the agenda by the person(s) who requested the item.

Recommendations:

Staff would recommend that Section 5.1.B be changed to read as follows by striking 4:00 p.m. and replacing it with noon:

The presiding officer will be able to place any item on an agenda at his/her discretion. Similarly, upon the written request, including e-mail, of any two Councilmembers, a requested item shall be included on an agenda. Such requests by either the presiding officer or two (2) Councilmembers shall be submitted to the City Manager or City Secretary not later than ~~4:00 p.m.~~ 12:00 p.m. on the six (6) days prior to regular City Council meeting. Once an agenda item has been requested per the above, such agenda item can only be removed from the agenda by the person(s) who requested the item.

Should there be any changes to the Policy; staff would draft a resolution reflecting the suggested changes for possible Council action at its January 2024 meeting.

If you desire another copy of the Policy, please let us know.

City of Meadowlakes
Memorandum to Council

DATE: December 4, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: AGENDA ITEM 7-A-Briefing from Andrew Friedman with SAMCO CAPITAL regarding issuing the \$7.5 million in Certificates of Obligations.

SUBJECT:

Mr. Andrew Friedman with SAMCO CAPITAL, the municipal advisor for issuing the City's Certificate of Obligations, will brief on the certificate issuance process and provide recommendations.

RECOMMENDATION:

No action is anticipated.

ATTACHMENT:

The Proposed Timetable for issuing \$7.5 million in Certificate of Obligations.



\$7,500,000*
CITY OF MEADOWLAKES, TEXAS (THE "CITY")
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION,
SERIES 2024 (THE "OBLIGATIONS")

April							May							June							July						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4							1		1	2	3	4	5	6
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
														30													

Proposed Timetable

Tuesday, November 7, 2023	Citizens approve the Certificates of Obligation Election
Monday, November 13, 2023	City Council canvasses the Election Results
Monday, December 11, 2023	<ul style="list-style-type: none"> Presentation to City Council by SAMCO Capital Markets, Inc. ("SAMCO") outlining possible timetable for Certificates of Obligation Sale City Council authorizes Reimbursement Resolution
Monday, April 15, 2024	SAMCO sends the City the Request for Information ("RFI")
Monday, April 22, 2024	City returns the RFI to SAMCO
Monday, April 29, 2024	First draft of the Notice of Sale ("NOS") and the Preliminary Official Statement ("POS") sent to Bond Counsel
Monday, May 6, 2024	Comments due on the first draft of the NOS/POS
Wednesday, May 8, 2024	Second draft of NOS/POS sent to City, Bond Counsel and Rating Agency
Week of May 20, 2024	Hold Rating Call with the City and Rating Agency
Monday, June 3, 2024	Comments due on the second draft of the NOS/POS
Wednesday, June 5, 2024	Post NOS/POS to Municipal Advisory Council
Tuesday, June 11, 2024	<ul style="list-style-type: none"> Post the NOS/POS to SAMCO website and email link to potential purchasers Rating due back
Tuesday, June 18, 2024	<ul style="list-style-type: none"> Receive electronic bids for the Certificates (11:00 A.M.) via Internet and the "i-Deal LLC Parity" bidding program City Council meeting to review bids for the Certificates and adopt the Ordinances authorizing and selling the Certificates
Thursday, July 11, 2024	Obligations Closing; Funds wired to the City's depository bank

*Preliminary, subject to change.

*City of Meadowlakes***Memorandum to Council**

DATE: December 4, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: AGENDA ITEM 7-B -Resolution 2023-11-Reimbursement Resolution

SUBJECT:

It is not expected that we will issue the \$7.5 million Certificate of Obligations until July of next year. However, we will incur some expenses related to the proposed project, which must be paid before the issuance of the Obligations. These expenses would include architectural, engineering, issuance costs, and the possibility of some preliminary construction costs. These expenses would be paid from uncommitted reserve funds of both the General and Utility Funds. They would be reimbursed to the respective Funds upon issuing the Certificate of Obligations. We would also be able to recover any expenses incurred 60 days before the approval of the Obligations by the voters.

The attached resolution provides the mechanism for reimbursing any expenses incurred before the issuance of the Obligations.

Mr. Friedman with SAMCO CAPITAL and I will discuss this issue in more detail at your meeting.

RECOMMENDATION:

Staff recommends the approval of Resolution 2023-11 as drafted. The recommended motion is: "I move to approve Resolution 2023-11."

ATTACHMENT:

Resolution 2023-11-Reimbursement Resolution

City of Meadowlakes

RESOLUTION NO. 2023-11

December 11, 2023

A RESOLUTION ESTABLISHING THE CITY'S INTENTION TO REIMBURSE ITSELF FOR THE PRIOR LAWFUL EXPENDITURE OF FUNDS FOR CAPITAL EXPENDITURES FROM THE PROCEEDS OF ONE OR MORE SERIES OF TAX-EXEMPT OBLIGATIONS TO BE ISSUED BY THE CITY FOR AUTHORIZED PURPOSES; AUTHORIZING OTHER MATTERS INCIDENT AND RELATED THERETO; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council (the *Governing Body*) of the City of Meadowlakes, Texas (the *Issuer*) has entered into or will enter into various contracts pertaining to the expenditure of lawfully available funds of the Issuer to finance the costs associated with (i) making permanent public improvements and for other public purposes (the *Construction Costs*), (ii) the payment of various engineering costs, including design testing, design engineering, and construction inspection related to the Construction Costs (the *Engineering Costs*), (iii) the payment of various architectural costs, including preparation of plans and specifications and various other plans and drawings related to the Construction Costs (the *Architectural Costs*), and (iv) the payment of various administrative costs, including the fees of bond counsel, financial advisor, project manager, project consultant, other professionals, and bond printer (the *Administrative Costs* and, together with the Construction Costs, the Engineering Costs, and the Architectural Costs, which (collectively) constitute the costs of the Issuer's projects that are the subject of this Resolution, the *Project*); and

WHEREAS, the provisions of Section 1201.042, as amended, Texas Government Code (*Section 1201.042*) provide that the proceeds from the sale of obligations issued to finance the acquisition, construction, equipping, or furnishing of any project or facilities, such as the Project, may be used to reimburse the Issuer for costs attributable to such project or facilities paid or incurred before the date of issuance of such obligations; and

WHEREAS, the United States Department of Treasury (the *Department*) released Regulation Section 1.150-2 (the *Regulations*) which establishes when the proceeds of obligations are spent and therefore are no longer subject to various federal income tax restrictions contained in the Internal Revenue Code of 1986, as amended (the *Code*); and

WHEREAS, the Issuer intends to reimburse itself, within eighteen months from the later of the date of expenditure or the date the property financed is placed in service (but in no event more than three years after the original expenditures are paid), for the prior lawful capital expenditure of funds from the proceeds of one or more series of tax-exempt obligations (the *Obligations*) that the Issuer currently contemplates issuing in the principal amount not to exceed \$7,500,000 to finance a portion of the costs of the Project; and

WHEREAS, under the Regulations, to fund such reimbursement with proceeds of the Obligations, the Issuer must declare its expectation ultimately to make such reimbursement before making the expenditures; and

WHEREAS, the Issuer hereby finds and determines that the reimbursement for the prior expenditure of funds of the Issuer is not inconsistent with the Issuer's budgetary and financial circumstances; and

WHEREAS, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the Issuer; now, therefore,

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

SECTION I. This Resolution is a declaration of intent to establish the Issuer's reasonable, official intent under section 1.150-2 of the Regulations and Section 1201.042 to reimburse itself from certain of the proceeds of the Obligations for any capital expenditures previously incurred (not more than 60 days prior to the date hereof) or to be incurred with respect to the Project from the Issuer's General Fund or other lawfully available funds of the Issuer.

SECTION II. The Issuer intends to issue the Obligations and allocate within 30 days after the date of issuance of the Obligations the proceeds therefrom to reimburse the Issuer for prior lawful expenditures with respect to the Project in a manner to comply with the Regulations.

SECTION III. The reimbursed expenditure will be a type properly chargeable to a capital account (or would be so chargeable with a proper election) under general federal income tax principles.

SECTION IV. The Issuer intends to otherwise comply, in addition to those matters addressed within this Resolution, with all the requirements contained in the Regulations.

SECTION V. This Resolution may be relied upon by the appropriate officials at the Office of the Attorney General for the State of Texas and establishes compliance by the Issuer with the requirements of Texas law and the Regulations.

SECTION VI. With respect to the proceeds of the Obligations allocated to reimburse the Issuer for prior expenditures, the Issuer shall not employ an abusive device under Treasury Regulation Section 1.148-10, including using within one year of the reimbursement allocation, the funds corresponding to the proceeds of the Obligations in a manner that results in the creation of "replacement proceeds", as defined in Treasury Regulation Section 1.148-1, of the Obligations or another issue of tax-exempt obligations.

SECTION VII. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Governing Body.

SECTION VIII. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such

conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION IX. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION X. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION XI. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION XII: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, ADOPTED AND APPROVED on the 11th day of December, 2023.

CITY OF MEADOWLAKES, TEXAS

Mark Bentley, Mayor

ATTEST:

Debbie Holley, City Secretary

(CITY SEAL)

City of Meadowlakes
Memorandum to Council

DATE: December 4, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: AGENDA ITEM 7-C-Resolution 2023-10-Amending Resolution 2023-09 to reflect certified November 7, 2023 election returns.

SUBJECT:

At your council meeting on November 13, 2023, you approved Resolution 2023-09, which declared the election results held on November 7, 2023. The election authorized the issuance of \$7.5 million in Certificate of Obligations. The Resolution passed last month, canvassed the election results based on unofficial results. The results showed 744 votes cast, with 558 votes for the issue and 186 votes against the issue. On November 14 2023, Doug Ferguson, Burnet County Election Administrator, provided the official election returns. This revealed two additional votes, one for the issue and one against it.

RECOMMENDATION:

Staff recommends approving Resolution 2023-10, which officially reports the November 7, 2023 election results.

ATTACHMENT:

Official November 7, 2023 Election Returns

City of Meadowlakes Official Cumulative — Official
Burnet County, Texas — CONSTITUTIONAL AMENDMENT & LOCAL ELECTIONS — November 07, 2023

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11/14/2023 05:00 PM

Total Number of Voters : 7,524 of 37,142 = 20.26%
 Number of District Voters: 751 of 1,721 = 43.64%

Precincts Reporting 25 of 25 = 100.00%
 District Precincts Reporting 1 of 1 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
CITY OF MEADOWLAKES PROPOSITION A, Vote For 1									
For		23	65.71%	416	75.64%	120	74.53%	559	74.93%
Against		12	34.29%	134	24.36%	41	25.47%	187	25.07%
	Cast Votes:	35	100.00%	550	99.28%	161	99.38%	746	99.33%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	4	0.72%	1	0.62%	5	0.67%

City of Meadowlakes Official Precinct — Official
Burnet County, Texas — CONSTITUTIONAL AMENDMENT & LOCAL ELECTIONS — November 07, 2023

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11/14/2023 05:01 PM

Total Number of Voters : 7,524 of 37,142 = 20.26%
 Number of District Voters: 751 of 1,721 = 43.64%

Precincts Reporting 25 of 25 = 100.00%
 District Precincts Reporting 1 of 1 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 19 - MEADOW (Ballots Cast: 751)									
CITY OF MEADOWLAKES PROPOSITION A, Vote For 1									
	For	23	65.71%	416	75.64%	120	74.53%	559	74.93%
	Against	12	34.29%	134	24.36%	41	25.47%	187	25.07%
	Cast Votes:	35	100.00%	550	99.28%	161	99.38%	746	99.33%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	4	0.72%	1	0.62%	5	0.67%

City of Meadowlakes Official Canvass — Total Voters — Official
Burnet County, Texas — CONSTITUTIONAL AMENDMENT & LOCAL ELECTIONS — November 07, 2023

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11/14/2023 04:59 PM

Total Number of Voters : 7,524 of 37,142 = 20.26%
 Number of District Voters: 751 of 1,721 = 43.64%

Precincts Reporting 25 of 25 = 100.00%
 District Precincts Reporting 1 of 1 = 100.00%

CITY OF MEADOWLAKES PROPOSITION A									
Precinct	Absentee Ballots Cast	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	For	Against	Totals
19 MEADOW	35	554	162	751	1721	43.64%	559	187	746
Totals	35	554	162	751	1721		559	187	746

City of Meadowlakes

RESOLUTION NO. 2023-10

December 11, 2023

AN AMENDED RESOLUTION CANVASSING THE RETURNS AND DECLARING THE RESULTS OF AN ELECTION TO AUTHORIZE THE ISSUANCE OF CERTIFICATES OF OBLIGATION; AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the City Council (the *Council*) of the City of Meadowlakes, Texas (the *City*) ordered an election to be held on November 7, 2023, to determine whether the qualified voters of the City would authorize the issuance of certificates of obligation by the City; and

WHEREAS, the Council adopted Resolution 2023-09 on November 13, 2023, canvassing said returns, based on preliminary returns received from the Burnet County Election Office; and

WHEREAS, the Council finds and determines that it is in the best interest of the City to amend said Resolution to reflect the official election returns; and

WHEREAS, the Council has reviewed and investigated all matters pertaining to this election, including the ordinance calling the election, notices, election officers, holding, and returns thereof, and

WHEREAS, the Council has diligently inquired into the poll lists and the official election returns which were duly and lawfully made to the Council by the judges and clerks holding and conducting such election; the poll lists and the official election returns showing separately the votes cast in the election; and

WHEREAS, from these returns, this Council hereby finds that the following votes were cast in the election by voters who were qualified voters of the City:

PROPOSITION A

THE ISSUANCE OF \$7,500,000 IN CERTIFICATES OF OBLIGATION TO RENOVATE THE CITY-OWNED GOLF COURSE AND RELATED FACILITIES AND IMPROVE THE CITY-OWNED UTILITY SYSTEM; THE LEVY OF TAXES SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON THE CERTIFICATES OF OBLIGATION; AND PROVIDING FOR A LIEN ON AND PLEDGE OF THE SURPLUS REVENUES, IF ANY, RECEIVED BY THE CITY FROM THE OWNERSHIP AND OPERATION OF THE MUNICIPAL WATERWORKS AND SANITARY SEWER UTILITY SYSTEM.

	For	Against
Early Votes in Person	416	134
Early Votes by Mail (absentee)	23	12
Election Day Votes	120	41

Under Votes, if any: 5

Total Votes Cast: 746

Provisional Ballots, if any: Counted: 0

Uncounted: 0

NOW, THEREFORE, IT IS ACCORDINGLY ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS THAT:

SECTION I. The Council officially finds, determines, and declares that the election was properly ordered, that legal notice of such election was properly given, that proper election officers were appointed prior to the election, that the election was legally held, that all qualified voters of the City were permitted to vote at the election, that due returns of the results of the election had been made and delivered, and that the Council has duly canvassed such returns, all in accordance with the laws of the State of Texas and the United States of America, and the order calling the election.

SECTION II. Majority of the qualified voters of the City of Meadowlakes, Texas voting in such election, having voted FOR Proposition A, the Council hereby finds and determines this Proposition carried at the election, that the election was duly called, that proper notice was given and that the election was held in all aspects in conformity with the law, and that the Council is hereby accordingly authorized to issue the certificates of obligation and to levy the tax in accordance with the authority granted in the Proposition and with law.

SECTION III. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION IV. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION V. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION VI. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION VII. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.
This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

(Execution page follows.)

PASSED AND ADOPTED on the 11th day of December, 2023.

CITY OF MEADOWLAKES, TEXAS

Mark Bentley, Mayor

ATTEST:

Debbie Holley, City Secretary

(CITY SEAL)

City of Meadowlakes
Memorandum to Council

DATE: December 4, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

**SUBJECT: AGENDA ITEM 7-D – Quarterly Review of Marble Falls Area
EMS Operations**

SUBJECT:

Mr. Johnny Campbell, Executive Director of the Marble Falls Area EMS, will brief you on the operations of the EMS for the third quarter of 2023.

RECOMMENDATION:

No action is anticipated.

ATTACHMENT:

Quarterly Marble Falls Area EMS report dated October 26, 2023.



MARBLE FALLS AREA EMS

CITY OF MEADOWLAKES UPDATE OCTOBER 26, 2023



Marble Falls Area EMS
FY - 23

City of Meadowlakes	#	Priority 1 Response	Priority 2 Response	Priority 1 Response	Priority 2 Response	Total Response	On Scene
Priority 1 Response	143						
Priority 2 Response	123						
Total Calls For Service	266			7.78	8.79	8.23	24.81

Medic 21,22,23,25 - Marble Falls	236	88.72%
Medic 24 - Granite Shoals	22	8.27%
Medic 26 - Horseshoe Bay	6	2.26%
Medic 28 - ESD 9	1	0.38%
Command Only	1	0.38%
Total Medic Unit Responses	266	100.00%

‡ Of Calls That Required Multiple MFAEMS Unit Responses 0

Total Calls Transported	160	60.15%
No Treatment No Transport	6	
Treatment No Transport	64	
Unfounded	0	
Call Cancelled	30	
Dead On Scene	6	
Total Calls Not Transported	106	39.85%

Scott and White Marble Falls	121	75.63%	Patients - Male	110
Seton Highland Lakes	25	15.63%	Patients - Female	127
Baylor Scott & White Lakeway	4	2.50%	Total	237
Seton Medical Center Williamson	3	1.88%		
Dell Children's Hospital	1	0.63%		
Dell Seton Medical Center	2	1.25%		
Round Rock Medical Center	1	0.63%		
Baylor Scott & White University	1	0.63%	Average Patient Age	78
Seton Medical Center	1	0.63%		
South Austin Medical Center	1	0.63%		
Total Patients Transported	160	67.51%	Non-Emergent Transport	152
No Treatment No Transport	6		Emergent Transport	8
Treatment No Transport	65		Total Transports	160
Dead On Scene	6			
Total Patients Not Transported	77	32.49%	Air Medical Transports	3
Total Patient Contacts	237	100.00%		

Marble Falls Area EMS

Call Volume Location

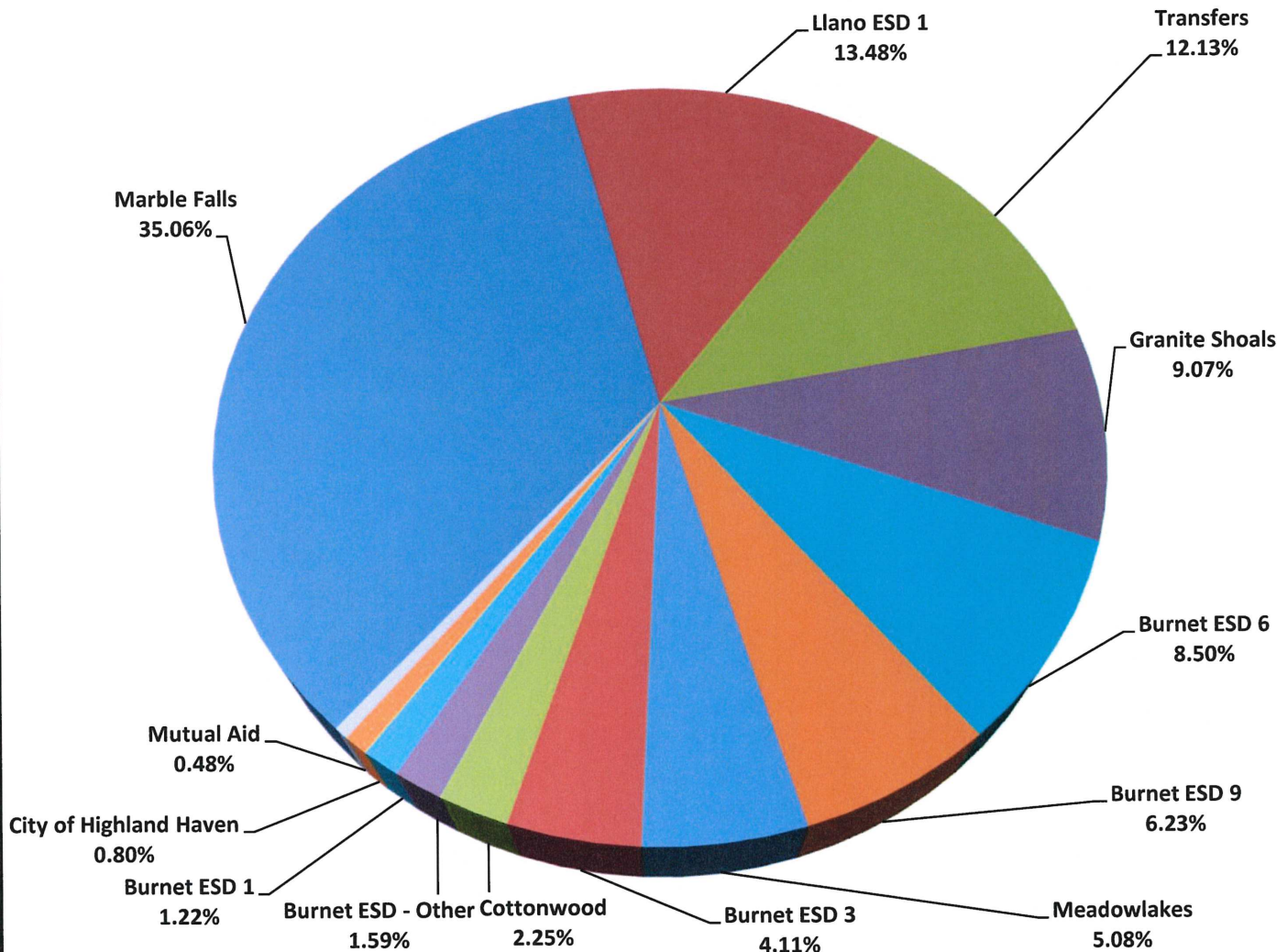
FY - 2023

Agenda Packet Page 41

Marble Falls	1836	35.06%
Llano ESD 1	706	13.48%
Transfers	635	12.13%
Granite Shoals	475	9.07%
Burnet ESD 6	445	8.50%
Burnet ESD 9	326	6.23%
Meadowlakes	266	5.08%
Burnet ESD 3	215	4.11%
Cottonwood	118	2.25%
Burnet ESD - Other	83	1.59%
Burnet ESD 1	64	1.22%
City of Highland Haven	42	0.80%
Mutual Aid	25	0.48%
Total	5236	100.00%

City of Marble Falls
Horseshoe Bay Llano County Area
BSWMF / SHL / Other
City of Granite Shoals
Marble Falls VFD Area
Spicewood VFD Area
City of Meadowlakes
Unincorporated Granite Shoals
City of Cottonwood Shores
Other Burnet County / ESD's / City of Burnet
Horseshoe Bay Burnet County Area
City of Highland Haven
Mutual Aid Responses

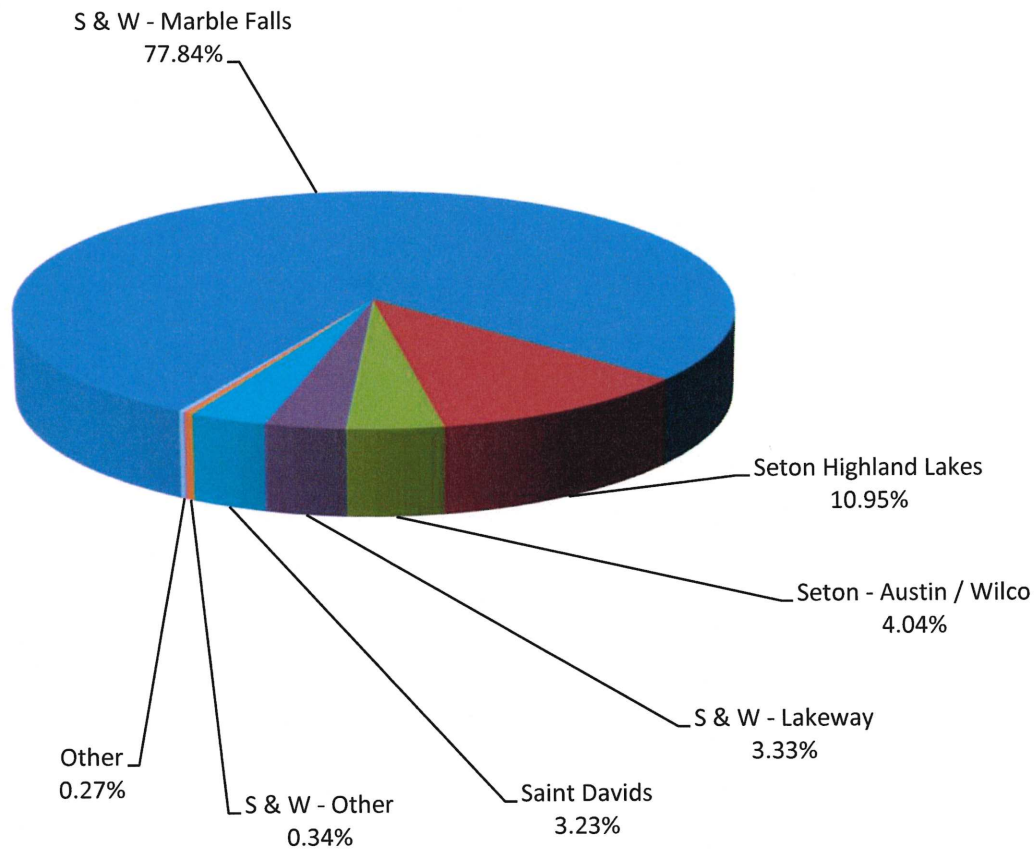
October 2022 - September 2023



**MARBLE FALLS AREA EMS
911 Patient Destinations
FY-2023**

S & W - Marble Falls	2311	77.84%
Seton Highland Lakes	325	10.95%
Seton - Austin / Wilco	120	4.04%
S & W - Lakeway	99	3.33%
Saint Davids	96	3.23%
S & W - Other	10	0.34%
Other	8	0.27%
Total	2969	100.00%

October 2022 - September 2023



City of Meadowlakes
Memorandum to Council

DATE: December 6, 2023

TO: Honorable Mayor Bentley and Councilmembers

FROM: Johnnie Thompson, City Manager

SUBJECT: AGENDA ITEM 7-E – Retaining an architectural and engineering firm for work related to constructing new multipurpose buildings, pool, and related infrastructure improvements.

SUBJECT:

We have received agreements for architectural and engineering services for constructing the new multipurpose building, cart barn, pool, and related infrastructure improvements. The agreements have been sent to legal counsel for review. I should have counsel comments by the end of the week.

The architectural firm of Seaux Pierce of Austin that provided the preliminary rendering of the proposed building has submitted an agreement for design, bidding, and construction administration of \$299,000 less the \$15,000 we have paid them to date. They have based their cost on 6.5% of the estimated \$4.6 million cost of the proposed buildings and pool. I have attached a brief scope of the work that they will provide and related expenses.

Willis Environmental Engineering of Marble Falls has submitted an agreement of \$103,000 for engineering work related to the construction of the proposed buildings, pool, and parking lot improvements. I am attaching the scope of services that Willis Environmental Engineering will provide related to this project. We will be responsible for the costs associated with geo-tech sampling. I hope to have an estimate of this additional cost by your meeting on Monday.

I will brief you in more detail on the proposed agreements and provide you with the comments from legal counsel at your meeting on Monday.

RECOMMENDATION:

Staff recommends the approval of both agreements subject to final review by legal counsel.

ATTACHMENT:

Scope of work Seaux Pierce
Scope of work Willis Environmental Engineering

Compensation

The Basic Services fee for the proposed building is 6.50% of the estimated building construction cost based on a good faith estimate of **\$3,450,000 for the club house and restaurant + \$1,150,000 for the pool and pool bath & cart barn**. The fees are broken down by phase below:

{NOTE: THE FEES BELOW INCLUDE MECHANICAL, ELECTRICAL, PLUMBING, FIRE PROTECTION AND STRUCTURAL ENGINEERING}

<i>Disciplines</i>	<i>%</i>	<i>Fees</i>
Schematic Design	15%	\$ 44,850
Design Development	25%	\$ 74,750
Construction Documentation	45%	\$134,550
Bidding / Negotiation	5%	\$ 11,213
Construction Administration	10%	\$ 33,638
Basic Services	100%	\$ 299,000
Interior Design	NIC	\$ 0,000
Landscape Design & Irrigation	NIC	\$ 0,000
Credit for SD work already completed		\$ -15,000
Total		\$ 284,000

An initial payment of **\$10,000** shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Client's account at final payment. Subsequent payments for services shall be made monthly, and where applicable, shall be in proportion to services performed on the basis set forth in this Agreement.

Reimbursable expenses are in addition to the Basic Services fee above, and will be billed per Attachment A.

/ Terms and Conditions /

Terms and Conditions (Attachment A) are made part of this Agreement for Professional Services between Architect and Design Builder for professional services described in this Letter of Agreement.

/ Acceptance /

If you are in agreement with our Scope of Services and Fee for this project, please sign in the space provided below and return one executed copy to SEAUX-PIERCE Architecture. Once accepted, this agreement is to be converted to the Standard AIA Contract as noted in the "Scope of Services" section, which shall be executed, and initial payment received prior to the performance of professional services.

Letter of Agreement Accepted For:

City of Meadowlakes
177 Broadmoor, Suite A
Meadowlakes, Texas 78654
(830) 693-2951

Company Representative Date

We appreciate the opportunity to submit to you our proposal for professional services and look forward to your favorable review. Please contact me should you require any clarification of this proposal or have need for any additional information.

Sincerely,



Chad P. Pierce, Architect
SEAUX+PIERCE Architecture, LLC

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as Architects in Texas. Texas Board of Architectural Examiners, P.O. Box 12337, Austin, TX 78711-2337. (512) 305-9000

EXHIBIT A

Service Items for Hidden Falls Country Club & Swim Center

WILLIS ENVIRONMENTAL ENGINEERING SCOPE OF SERVICES

ITEM	SCOPE OF SERVICES	FEE SCHEDULE
1	Assist Owner with Due Diligence through a Base Utility Map of the adjoining utilities	
2	Assist in the development of a Base Utility Plan	
3	Assist in the development of Demolition Plan	
4	Assist in the development of a Fire Access Plan	
5	Assist in the location of Wastewater main and elevation	
6	Work with the City utility to provide pothole investigation and on the ground survey information for water and wastewater	
7	Work with the City Utility Provider to determine fire flows and pressures to the Building site through Water Modeling. Determine the most cost effective approach to solve the issue	
8	WEE will determine if the current wastewater mains can provide service to the new facility being Development	
9	WEE will review the need of an on-site lifstation for capacity through the layout of the Club house and swim center	
10	WEE will provide a construction cost analysis of the Civil Work	
11	WEE will prepare a site grading and drainage plan in accordance with the dimensional site plan Developed by the Architect, Engineer and Owner	
12	WEE will work with Owner /Architect in determining through the Due -diligence a phasing plan for the best course of action for the facilities, parking , utilities , and movement around the site	

- 13 WEE will provide a dimensional control and stripping plan for the above ground parking parking lot along with coordinate points
- 14 WEE will provide the design of the parking lot for ADA Handicap Accessibility parking and sidewalks to the Project after the project has been approved by the Owner
- 15 WEE will design the on-site utilities to within five feet of the Building
- 16 WEE will assist the owner /architect in establishing the finished floor elevations for the club house and swim center
- 17 WEE will assist the Owner in designing any on-site water storm water facilities and tranfer drainage
- 18 Prepare Erosion Control Plan and a SWPPP for TCEQ
- 19 Make allowances for Client and Architect Meetings
- 20 Coordinate with the Geo-Tech Engineering company for any Geological Site or Construction Testing Requirements
The Testing Company will be at Owners Expense
- 21 Make any on-site inspections during the constrution along with project management
- 22 Work with the Surveyor in getting more topo for parking lot extensions (This work is includes)

Fee of Values

\$103,000.00