

# **City of Meadowlakes**

## **AGENDA**

### **City Council Meeting**

**Tuesday, May 16<sup>th</sup> , 2017 - 5:00 p.m.**

**Totten Hall, Meadowlakes Municipal Offices**

**177 Broadmoor Street, 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 16<sup>th</sup>, 2017, at 5:00 p.m. at the Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at the which time the following subjects will be discussed, to wit:**

- 1. CALL TO ORDER AND QUORUM DETERMINATION**
- 2. PLEDGE OF ALLEGIANCE AND PRAYER**
- 3. Discussion/Action: Resolution 2017-04 – “A RESOLUTION BY THE CITY OF MEADOWLAKES, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF ELECTING THREE COUNCIL MEMBERS, POSITIONS 2, 4 AND 5, TO THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS” - Thompson**
- 4. Swearing in of new Council Members and seating of new Council and Recognition of outgoing Councilmembers.**
- 5. Discussion/Action: Election of Mayor Pro-Tem. – Mayor Raesener**
- 6. 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 ten (10) minutes before the commencement of the City Council Meeting, and each will be limited to a maximum speaking time of three (3) minutes.)*
- 7. MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only. Recommendations or action discussion not allowed.)*
- 8. 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 Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s).)*
  - A.** Minutes of the April 18th, 2017 City Council Meetings.
  - B.** Standard Staff Reports for April 2017
    1. Ordinance and Animal Control Report
    2. Patrol Activity Report
    3. Building Committee Report
    4. Vandalism Report
    5. Public Works Report
  - C.** Review of financial statements.

## 9. OLD BUSINESS

- A. Update:** Interlocal Cooperative Agreement with City of Marble Falls to obtain wholesale treated effluent. – Williams/Thompson

## 10. NEW BUSINESS

- A. Discussion/Action:** Appointment of Member to the Meadowlakes Public Facility Corporation. – Thompson
- B. Discussion/Action:** Appointment of Councilmember Baker to serve as the Council liaison to the Building Committee.-Thompson
- C. Discussion/Action:** **Resolution 2017-05 –“A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, AMENDING THE “PARKING AND TRAFFIC SIGN MASTER MAP;” PROVIDING A SAVING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION AND NAMING AN EFFECTIVE DATE.”** - Thompson
- D. Discussion/Action:** Authorizing the purchase of an additional lift station pump for the sewage lift station at the sewer treatment plant.- Williams
- E. Discussion:** Food and Beverage Operations – Thompson/Grubb
- F. Discussion/Action:** Adjourning to closed session per Section §551.074 Texas Government Code to discuss Personnel Matters and Land Acquisition Section §551.072. – Raesener
- G. Discussion/Action:** Reconvene into open session and action as may be required from closed session. – Raesener

## 11. 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 another citizen, 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 that has arisen after the posting of the agenda.*

***The next regularly scheduled City Council meeting will be Tuesday, June 20th, 2017.***

## 12. ADJOURNMENT

*(The City Council of Meadowlakes reserves the right to adjourn into Executive Session at any time during this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section 551.)*

*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.*

**THE PUBLIC IS INVITED TO CITY COUNCIL MEETINGS**

I, Loren Meiner, 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 12<sup>th</sup>, 2017, at 2:00 p.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/s/ Loren Meiner  
Loren Meiner, City Secretary

/s/ Mary Ann Raesener  
Mary Ann Raesener, 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)

# City of Meadowlakes

## Mayor and Council Communication

**COUNCIL ACTION:** Agenda Items 3 & 4-Resolution 2017-04-Canvassing Election Returns

**DATE:** May 10, 2017

**REFERENCE:** Agenda 3 & 4

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** Resolution 2017-04 – Canvassing Election Returns and Declaring Results

**FROM:** Johnnie Thompson, City Manager      Approved by Counsel: Yes

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**SUBJECT:**

I would like to welcome the three new Councilmembers, David Baker, Edwin O’Hayre and Bob Brown.

Attached, please find Resolution 2017-04 which canvasses the election returns from the May 6<sup>th</sup> election as well as declares the results of the election. I have listed the results for you below (Bond Print denounces winner):

<b><u>Place 2</u></b>	<b>Absentee</b>	<b>Early</b>	<b>Election</b>	<b>Total</b>
<b>David Baker</b>	11 100%	131 100%	49 100%	191 100%
<b><u>Place 4</u></b>				
<b>Edwin O’Hayre</b>	5 41.67%	97 56.73%	43 66.15%	145 58.23%
<b>Mel Hazlewood</b>	7 58.33%	74 43.27%	23 34.85%	104 41.77%
<b><u>Place 5</u></b>				
<b>Bobby Brown</b>	8 66.67%	105 63.25%	37 57.81%	150 61.98%
<b>Charles Henley</b>	4 33.33%	61 36.75%	27 42.19%	92 38.02%

Upon passage of the resolution which declares the results of the election, Loren will administer the new Councilmember “Oath of Office” after which they will be seated to begin their term as City Councilmembers.

Mayor Raesener will recognize outgoing Councilmember Barry Cunningham who has served on the Council for six years, and Alton Fields and Clancy Stephenson who both have served for the past four years.

**Recommendation:**

I would recommend the passage of Resolution 2017-04.

# City of Meadowlakes

## RESOLUTION NUMBER 2017-04

### May 16, 2017

#### **A RESOLUTION BY THE CITY OF MEADOWLAKES, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF ELECTING THREE COUNCIL MEMBERS, POSITIONS 2, 4 AND 5, TO THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS.**

**Whereas,** a General Election was held in the City of Meadowlakes, Texas on May 6, 2017, for the purpose of electing three City Council Members to the City Council, Position 2, 4 and 5; and

**Whereas,** said election was duly and legally held in conformity with the election laws of the State of Texas, and the results of said election have been verified and returned by the proper judges and clerks; and

**Whereas,** it appears that a total of 258 votes were cast in such election;

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

**Section 1.** The facts set forth in the preamble of this Resolution are hereby found to be true and correct.

**Section 2.** The official canvass of the returns of the General Election held on May 6, 2017, reflects the following named persons received the number of votes set forth opposite their name in the respective positions to be filled:

#### **Council Member Place 2**

<u>Candidate</u>	<u>Votes Received</u>
<b>David Baker</b>	<b>191</b>

#### **Council Member Place 4**

<u>Candidate</u>	<u>Votes Received</u>
<b>Edwin O'Hayre</b>	<b>145</b>
Mel Hazlewood	104

## **Council Member Place 5**

<b><u>Candidate</u></b>	<b><u>Votes Received</u></b>
<b>Bobby Brown</b>	<b>150</b>
Charles Henley	92

**Section 3** The official canvass of the returns of the General Election held on May 6, 2017 reflects that the following persons were dully elected to the respective positions show:

**Council Member Place 2**  
**Council Member Place 4**  
**Council Member Place 5**

**David Baker**  
**Edwin O'Hayre**  
**Bobby Brown**

**PASSED AND APPROVED** THIS THE 16th DAY OF MAY, 2017.

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Mary Ann Raesener, Mayor

ATTEST:

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Loren Meiner, City Secretary

SEAL

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 5-Election of Mayor Pro Tem
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**DATE:** May 10, 2017

**REFERENCE:** 5

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 5-Election of Mayor Pro Tempore

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

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**SUBJECT:**

In the instance where the Mayor is absent or incapable of performing his/her duties, the Mayor Pro Tem assumes those duties. The Mayor Pro Tem is a member of the Council selected by a majority vote of the Council. Barry Cunningham has served in this capacity for the past four or five years. The term, in the past, has been for a one-year period, but the term is at the discretion of the Council.

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item 8-Consent Items
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**DATE:** May 10, 2017

**REFERENCE:** Agenda 8

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** Consent Items

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: N/A

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**SUBJECT:**

Enclosed within your agenda packet, please find several items related to Consent Items. Please note that any item listed under consent can be pulled and deliberated as a separate item.

- A. Minutes of prior meetings-**Attached, please find a draft of the minutes of your meeting held on April 18<sup>th</sup>, 2017. Should you have corrections, edits or clarification, please contact Loren.
- B. Staff Reports:**
  - 1. Ordinance Enforcement and Animal Control- In April responded to a total of 43 calls, issued 55 Warning Letters (vast majority dealing with visible trash containers), 15 warning tickets for parking related tickets, and one warning notice. He also issued ten verbal warnings.
  - 2. Patrol Report-In April a total of 44hours were logged by our part-time officers. They issued three citations and wrote 12 warning tickets.
  - 3. Building Committee Report-One new home permit ( 139 Pinehurst), two remodel, three fence and one patio cover permits were issued. Currently, there are eight new home, and ten remodel permits open with a total of 29 permits open at the end of April.
  - 4. Vandalism Report-Several reports were received with regards to vandalism to solar lights and minor vandalism on the golf course.

**C. April 2017 Financial Reports**

**General Fund**

The General Fund overall is performing quite well. The Fund's revenues for both the month and year-to-date are below those budgeted; the revenue loss is offset by less than budgeted expenses. Please find below a brief review of General Fund:



- **Cash Flow** – At the end of April the Fund had approximately \$567,400 cash on deposit which is about \$17,000 (2.9%) less than at the end of March. Compared to April of 2016 the Fund had approximately \$38,000 or 7.2% more cash on deposit. The Fund has \$161,660 more cash on deposit than it did at the first of the fiscal year.
- **Revenues/Transfers in** – April's revenues and transfers in were approximately \$4,000 less than budgeted for the period, due mainly to less income from cable franchise fees than budgeted. Year-to-date revenues are approximately \$15,000 less than was budgeted for the period, again, primarily due to less than budgeted revenue from cable franchise fees.
- **Expenses** – For the month of April were approximately 6.4% less than budgeted, year-to-date expenses are 10.3% less. Most expense line items are below those budgeted for both the month and year-to-date. Please find a brief comparison of expenses below:

Expense Category	Month	Year-to-date
Employee Expenses	↑ 11.3%	↓ 4.7%
Administrative	↓ 7.2%	↓ 12.2%
Public Safety	↓ 3.8%	↓ 0.3%
Total Expenses	↓ 6.4%	↓ 10.9%

- **Net Gain/(Loss)** - The General Fund, had a net loss of approximately \$4,950 in April when a loss of just under \$5,200 was budgeted. The Fund's year-to-date net gain stands at \$178,675, which is approximate \$27,100 greater than budgeted for the period.
- **Disbursements** – Most expenditures for the month were the standard recurring ones with the following exceptions:

Check #15391-Neffendorf & Knopp, PC -\$14,500-cost of the required annual audit.

Check #15398-TX Workforce Commission - \$5,241.54 - unemployment benefits.

### Utility Fund

The Utility Fund continues to perform better than anticipated, both for the month of April as well as for the fiscal year to date. April's revenues were about 4% greater than those budgeted while the year-to-date revenues were 5.5% higher. April's expenses came in very close to those budgeted for the month while year-to-date expense were \$67,250 less than those budgeted.

- **Cash Flow** – The Fund's cash on deposit decreased by approximately \$11,800 (2.3%) during the month of April. However, the Fund had approximately \$103,400 more on deposit than it did at the first of the fiscal year. The Fund's net loss for the year-to-date was approximately \$24,000.
- **Revenues** – For the month of April there were approximately \$4,000 greater than those budgeted mainly due to increase water sales, year-to-date revenues were \$39,000 higher than those budgeted for the period. Increase water sales was the main contributing income stream. In comparing revenues to the same period's last year, April

2017 revenues were about \$3,000 greater, and FY 17 year-to-date revenues were approximately \$37,000 more.

- **Expenses** – April’s expenses were about \$1,000 less than those budgeted for the period while the year-to-date expenses are approximately \$67,250 less. Please find a comparison of the major expense line items to those budgeted:

Expense Category	Month	Year-to-date
Employee Expenses	↓ 11.7%	↓ 13.2%
Administrative	↑ 16.4%	↑ 8.5%
Operation and Maintenance	↑ 12.4%	↓ 19.2%
Total Expenses	↓ 1.3%	↓ 9.2%

- **Net Gain/Loss** – The Utility Fund experienced a net gain of approximately \$19,600 in April, approximately \$5,000 greater than was budgeted. The Fund’s year-to-date net profit was approximate \$83,000; a \$23,400 loss was budgeted.
- **Disbursements** – Most disbursements for the month were the standard recurring ones with the following exceptions:

Check #15988-Precision Pump System-\$ 18,670 - for the purchase of a new pump and control panel for the lift station.

Check #16001-Texas Facilities Commission - \$5,064 – purchase of two used utility vehicles and miscellaneous supplies and tools.

### **Debt Service Fund**

The Debt Service Fund had very little activity during April. The Fund had a total of \$14,193 in deposits from ad valorem taxes and transfers in from the Utility Fund. Year-to-date income is slightly greater than those budgeted while expenses are as budgeted. The next principal and interest payment that will be made on our bonds will be in September.

### **Recreation Fund**

The Recreation Fund continues to perform better than anticipated, April revenues exceed those budgeted more than \$8,350; year-to-date revenues are about \$5,000 less than those budgeted. Expenses for both the month and year-to-date remain below those budgeted.

- **Cash Flow** – The Fund continues to have a positive cash flow. April operational income exceeds expenses by about \$9,500, bringing year-to-date positive cash flow from operations to just over \$12,000. Factoring in non-operating revenues (transfers in from other Funds) the Recreation Funds positive cash flow for the year is just under \$69,000. May is expected to have a negative cash flow due to three pay periods in the month.
- **Revenues** – for the month of April exceed those budgeted by just over \$8,350 (10.6%). The increase in revenues over those budgeted is mainly due to increased pro shop and F&B sales. While April’s revenues exceed those budgeted the Fund year-to-date

revenues are about 1% less than those budgeted which equates to approximately \$5,000.

- **Expenses** – For both the month and year-to-date are considerably less than those budgeted. April's expenses were 12.4% less, and year-to-date expenses were 15.5% less. All major expense categories were close to those budgeted for the month while being less than budgeted for the year-to-date. Please a breakdown of these categories below:

Expense Category	Month	Year-to-date
Administrative	↑ 9.7%	↓29.5%
Pro Shop	↑ 2.0%	↓ 4.8%
Grounds Maintenance	↓21.5%	↓27.0%
Food and Beverage	↓ 7.9%	↓ 5.7%
Total Expenses	↓12.4	↓15.5%

F&B (fewer House Expenses) saw a net gain of approximately \$6,600 in April bringing its net gain to just under \$5,300 for the fiscal year.

- **Net Gain/Loss** – The Fund had an approximate \$17,300 net gain in April bringing its total net gain for the year to just under \$66,614.
- **Disbursements** – Most disbursements for the month were the normal recurring ones.

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#### **RECOMMENDATION:**

It is recommended that the April 2017 consent items be approved as presented.

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#### **ATTACHMENTS:**

February Monthly Reports:

- Ordinance and Animal Control Report
- Patrol Report
- Building Committee Report
- Vandalism Report
- Public Works Report
- April 2017 Financial Reports

Should you have any questions, please do not hesitate to give me a call.

# **City of Meadowlakes Stated Meeting Minutes April 18, 2017**

The City Council of the City of Meadowlakes held a Regular Meeting at Meadowlakes Municipal Building in Totten Hall on April 18, 2017, beginning at 5:00 p.m. in accordance with the duly posted notice of said meeting.

## **Council Members Present:**

Mayor Mary Ann Raesener  
Councilmember Alton Fields  
Councilmember Clancy Stephenson  
Councilmember Jerry Drummond  
Councilmember Mike Barry

## **Staff Present:**

City Manager Johnnie Thompson  
City Secretary Loren Meiner  
Flood Plan Administer Mike Williams

## **Guests Present:**

## **Council Members Absent:**

Councilmember Barry Cunningham

1. **CALL TO ORDER AND QUORUM DETERMINATION:** Mayor Raesener called the meeting to order at 5:00 p.m. and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE & PRAYER:** Councilmember Drummond led the Council and guests in the Pledge of Allegiance.
3. **CITIZEN COMMENTS:**
4. **MONTHLY STANDARD LIVE REPORTS:** Mr. Thompson updated the Council and audience on ongoing projects within the City. He summarized the major highlights of the March 2017 monthly reports as listed below.
5. **CONSENT ITEMS:**
  - A. March 21, 2017 City Council Meeting Minutes – Loren Meiner, City Secretary
  - B. Ordinance Enforcement March 2017 Activity Report – Pat Preston, Ordinance Officer
  - C. Animal Control March 2017 Activity Report – Pat Preston, Animal Control Officer
  - D. Patrol March 2017 Activity Report - provided by Meadowlakes Patrol Officers
  - E. City Building Committee March 2017 Activity Report – Blair Feller, Chairman
  - F. Vandalism March 2017 Report – Loren Meiner, City Secretary
  - G. Public Works Department March 2017 Activity Report - Mike Williams, PWD
  - H. March 2017 Financial and Disbursement Reports - Johnnie Thompson, City Manager

After Council discussion, Councilmember Stephenson made a motion to approve the consent items as presented. The motion was seconded by Councilmember Fields and passed unanimously.

## **6. OLD BUSINESS ITEMS:**

- A. Discussion/Action: Update on the Interlocal Cooperative Agreement with the City of Marble Falls to obtain wholesale treated effluent.** Mr. Thompson advised the Council and guests that the City of Marble Falls has applied for a grant from the Lower Colorado River Authority for \$58,000 in funding assistance for the extension of their treated effluent (purple pipe) main to our facility. Within this grant is a request for an additional \$10,000 in materials to assist us with the extension of the irrigation system to areas of the golf course that are not currently irrigated. Mr. Thompson stated that he would continue to keep the Council up to date on the progress of this grant. No action was taken.

## **7. NEW BUSINESS ITEMS:**

- A. Discussion/Action: Resolution 2017-03 – Declaring the month of April as “Child Abuse Prevention and Awareness Month”.** Mayor Raesener advised the Council and guests that the City of Meadowlakes prides itself on giving back to our communities, and contributing to the quality of life among our citizens. The Burnet County Child Welfare Board and Texas Department of Family and Protective Services provide assistance and services for abused and neglected children and have the cooperation of other agencies such as CASA and the Hill Country Children’s Advocacy Center. Burnet County has an extraordinary number of children who suffer some form of abuse or neglect each year; and through a national effort, Burnet County community members are encouraged to join together to raise awareness for those children fallen victim to abuse and neglect throughout the month of April. This effort will give abused and neglected children in our county, and around the country, a chance for a safe and positive future. This action is symbolic in nature and only makes child abuse and prevention more visible. After Council discussion, Councilmember Barry made a motion to approve Resolution 2017-03 declaring the month of April as “Child Abuse Prevention and Awareness Month”. The motion was seconded by Councilmember Fields and passed unanimously.
- B. Discussion/Action: Installation of traffic control devices at various intersections along Deer Lick and Quail Streets.** Mr. Thompson advised the Council and guests of the consideration to change several existing “Yield” signs to “Stop” signs at various intersections along Deer Lick Street and Quail Street. Mr. Thompson attached a site map indicating the existing traffic control devices along both of these streets. After Council review and discussion, suggested changes were made by Council and will be proposed for next month’s City Council meeting. No action was required at this time.
- C. Discussion/Action: Adjourning to closed session per Section §551.074 Texas Government Code to discuss Personnel Matters.** Council adjourned into executive closed session at 5:39 p.m.
- D. Discussion/Action: Reconvene in open session and action as may be required from closed session.** Council reconvened into regular session at 6:34 p.m. No action was taken.

## **8. COUNCIL & MAYOR ANNOUNCEMENTS:**

- A.** The next regularly scheduled meeting will be held on Tuesday, May 16, 2017, at 5:00 p.m.

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

**Approved:** /S/ Mary Ann Raesener **Date:** April 18, 2017  
Mayor, Mary Ann Raesener

**Attest:** /S/ Loren Meiner **Date:** April 18, 2017  
City Secretary, Loren Meiner

**Ordinance Enforcement and Animal Control Report**  
**Summary**  
**April 2017**

Calls Received:	Ordinance line:	22
	Animal Control line:	20
	Security Gate:	0
	City Hall:	1

55 warning letters or notices were issued during the month of April:

6 letters regarding Ordinance	4-75 – pets not registered in the City
30 letters regarding Ordinance	20-55 – trash containers visible from the street
1 letter regarding Ordinance	20-55 – limbs on property over 14 days
6 letters regarding Ordinance	20.55 – yard or lots needing mowing
1 letter regarding Ordinance	20-55 – debris on driveway
4 letters regarding Ordinance	28-56 – vehicle, trailer or golf cart parked on lot
2 letters regarding Ordinance	28-56 – golf cart stored on drive
2 letters regarding Ordinance	28-56 – boat parked on drive over 3 days
3 letters regarding Ordinance	28-56 – trailer or RV parked on drive over 3 days

15 Warning tickets were issued regarding Ordinance 28-55 – for parking infractions most of which were for parking on the wrong side of street, parking in a no parking zone, parking on the street over the allowed time period or parking a RV or boat on street at night

1 Warning Notice was issued - regarding Ordinance 4-5 - for allowing dogs past lot line unrestrained and Ordinance 4-75 - for keeping a pet in the city without a City license

10 Verbal warnings were issued

Submitted by:

*Pat Preston*

Pat Preston  
Ordinance Enforcement Officer  
Animal Control Officer  
May 2, 2017

### MEADOWLAKES PATROL ACTIVITY REPORT April 2017

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Begin Mileage	End Mileage	Miles Driven
4/1/17													
4/2/17													
4/3/17	Mon	Bindseil	5PM	9PM	4					Patrol and radar	32300	32317	17
4/4/17													
4/5/17													
4/6/17													
4/7/17	Fri	Bindseil	5PM	9PM	4					Patrol, radar	32444	32466	22
4/8/17													
4/9/17													
4/10/17	Mon	Koenning	7AM	11AM	4		1			Monitor school bus loading, patrol, radar	69540	69559	19
4/11/17													
4/12/17	Wed	Bindseil	5PM	9PM	4					Patrol, radar	32621	32632	11
4/13/17	3												
4/14/17													
4/15/17													
4/16/17													
4/17/17	Mon	Bindseil	5PM	9PM	4					Patrol, radar	32888	32898	10
4/18/17													
4/19/17	Wed	Koenning	7AM	11AM	4		2			Patrol, radar	70123	70141	18
4/20/17	Thur	Koenning	7:30AM	11:30AM	4		2			Patrol, radar	70145	70164	19
4/21/17	Fri	Bindseil	5PM	9PM	4					Patrol, radar	33201	33222	11
4/22/17													
4/23/17	Sun	Bindseil	5PM	9PM						Patrol, radar	33343	33442	9
4/24/17													
4/25/17	Tue	Koenning	7AM	10AM	3		1			Monitor school bus loading, patrol, radar	70551	70564	13
4/25/17	Tue	Koenning	3PM	6PM	3		1			Monitor school bus unloading, patrol, radar	70568	70584	16
4/26/17													
4/27/17													
4/28/17	Fri	Koenning	7AM	10AM	3	2	2			Patrol, radar	71009	71025	16
4/28/17	Fri	Koenning	3PM	6PM	3	1	3			Monitor school bus unloading, patrol, radar	71029	71043	14
4/29/17													
4/30/17													

**TOTALS:**            44            3            12            0            0

**195**



City of Meadowlakes

April 2017

# Building Committee Report

Authorized By: Blair Feller,  
Building Committee Chairman

## Approved Permits

	<i>Issued</i>	<i>Outstanding</i>	<i>Total</i>
<b>Deck</b>			
<b>Fence</b>	3	2	5
<b>Remodel</b>	2	8	10
<b>New Home</b>	1	7	8
<b>Variance</b>			
<b>Patio Cover</b>	1		1
<b>Arbor</b>			
<b>Swimming Pool/Hot Tub</b>		2	2
<b>Play Scape</b>			
<b>Other- Boat Docks</b>		3	3
<b>Plat Amendment</b>			
<b>Consultation</b>			
<b>Permit Revision</b>			
<b>Total</b>	7	22	29

## Applications Denied

<b>Deck</b>			
<b>Fence</b>			
<b>Remodel</b>			
<b>New Home</b>			
<b>Variance</b>			
<b>Patio Cover/Stoarge Addition</b>			
<b>Arbor</b>			
<b>Swimming Pool/Hot Tub</b>			
<b>Play Scape</b>			
<b>Other- Boat Docks</b>			
<b>Plat Amendment</b>			
<b>Consultation</b>			
<b>Permit Revision</b>			
<b>Total</b>			

# **City of Meadowlakes**

## **VANDALISM/INCIDENTS – April 2017**

**\* Resident on Nelson Place stated that during the night of April 29, 2017, two solar powered lights and one 9' length of solar powered dragonfly lights in the residents back garden had been stolen.**

**Early Sunday morning the resident spoke with one of the Hidden Falls Golf Course employees, the residents solar lights had been found near the golf club house as well. Resident contacted the security guard, and the guard suggested that the resident call the Burnet County Sheriff and the City's Ordinance Enforcement. No other incidents were noticed. Resident reported to City Secretary.**

**\* Resident on Firestone Dr. stated that during the night of April 30, 2017, one solar light that was near the residents mailbox had been stolen. No other incidents were noticed. Resident reported to City Secretary.**

## MEMORANDUM

Date: May 9, 2017  
To: Honorable Mayor and Council  
From: Mike Williams, Public Works Director  
Subject: Public Works Activity Report

To follow is a list of some of the activities of the PWD the past month:

1. Tasks for the POA that were done include: Routine maintenance at the guard gate (weeding flower beds, mowing), weekly mowing and cleaning of the lakeside pavilion and children's park. 2 mowing cycles of vacant lots, new mulch and plants were put in at the gate, and completed work on a new sign and landscaping at the entrance to the POA lake park on Meadowlakes Drive at Deer Lick, continued work on the repair/replacement of a portion of the fence between Meadowlakes and Marble Falls in the area of the cemetery.
2. Johnnie and Mike continue to work with R.C. Collins, P.E. with Southwest Engineers along with 2 other consulting engineers regarding the possible upgrades to the raw water pump station as well as pump replacement at the water treatment plant. We are also looking at options for either raising or relocating the sewage lift station on Firestone Drive which is located in the 100 year floodplain. Southwest Engineers has provided engineering services for Meadowlakes for the past 20 years.
3. Approximately 2 years ago FEMA began a process of updating the floodplain maps for the Lake Travis watershed. We have participated in several meetings regarding this and after input from Meadowlakes and other communities in the area FEMA has developed and sent out new preliminary floodplain maps. Our current maps were implemented in 2012 and there are very few changes on the new maps and a printed copy of the new maps are available for viewing at city hall. We will be having a meeting with representatives from FEMA in the near future to discuss including a provision to allow boat docks to be constructed without a variance and any corrections that need to be made to the new maps. Once that process has been completed the new maps will become effective in 10-12 months. FEMA will be here for a meeting sometime in June to review the process for adopting the new maps and answer any questions that we may have. Please contact me should you have any questions about this.
4. Drainage improvements at the wastewater treatment plant are complete except for some fine grading. Replacement of the existing 18" drain pipe as well as the installation of an additional 36" drain pipe between the plant and the Marble Falls cemetery has been completed. A retaining wall utilizing limestone blocks has been completed with approximately 80 of the 2'x2'x5' blocks being placed.
5. The new sign has been placed at the entrance to the golf complex. Work on lighting of the new sign will begin next week.
6. 2 new residential irrigation system permits were issued and 2 new water taps have been installed for new homes being built.

## Monthly Treated Water Totals (Million Gallons)

	2014	2015	2016	2017
January	8.1	6.1	7	7.3
February	7.5	7	7.6	8.0
March	11.3	7.8	10.3	11.5
April	14.4	11.9	9.9	12.7
May	12	8.9	9.2	
June	11.3	13	15	
July	15.2	24.3	24.8	
August	16.3	24.7	18.6	
September	15.3	21.8	17.9	
October	17.1	17.8	18.8	
November	9.2	7.7	10.5	
December	7.8	6.5	7.4	
Annual Total	145.5	157.5	157	

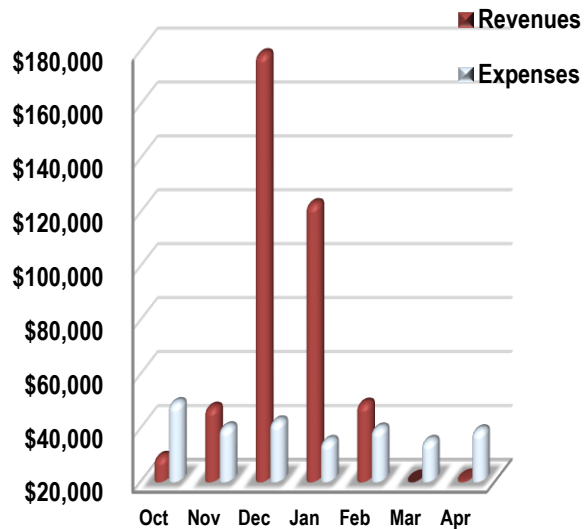
**City of Meadowlakes**  
**April 2017 Financial Statements**

Run Date: 5/10/2017

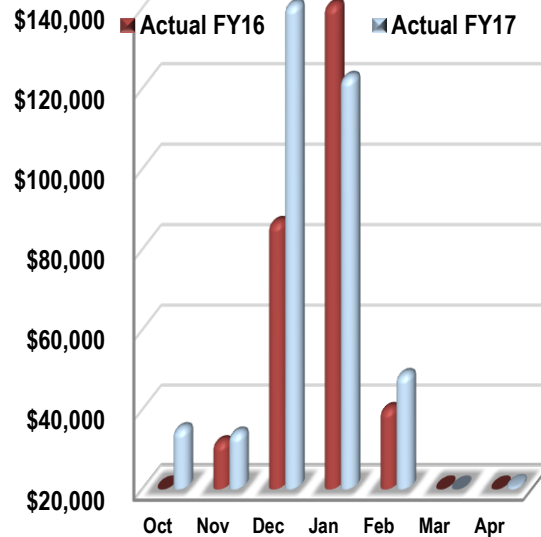
# General Fund Snapshot

April 201

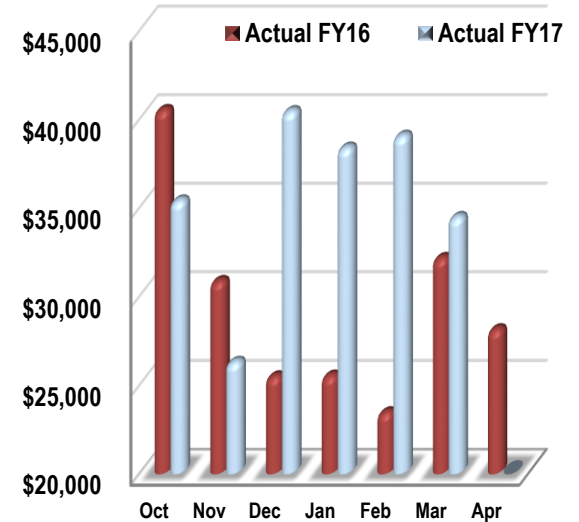
## Income vs. Expense Trend



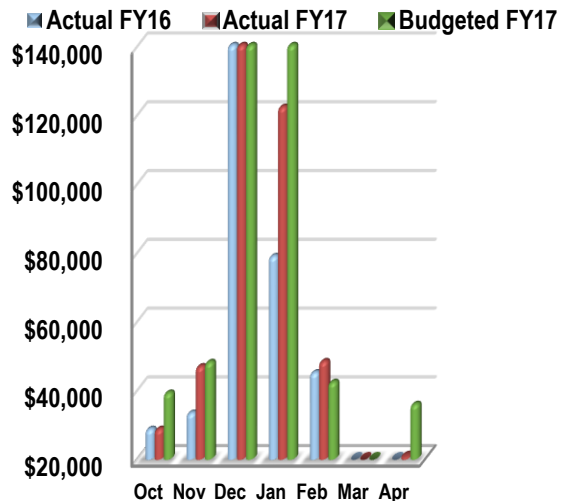
## Prev Year Income Comparison



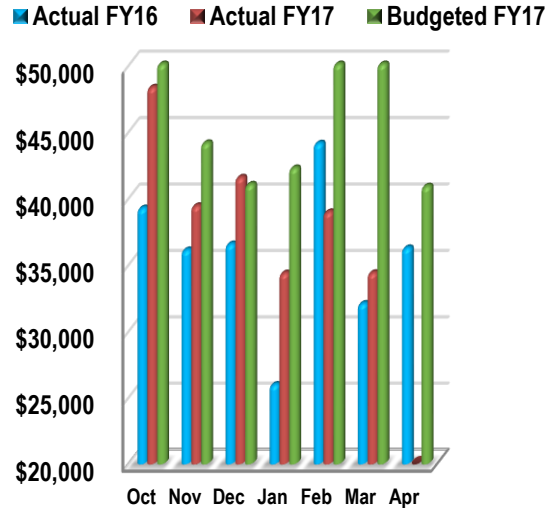
## Prev Year Expense Comparison



## Budgeted vs. Actual Revenues



## Budgeted vs. Actual Expenses

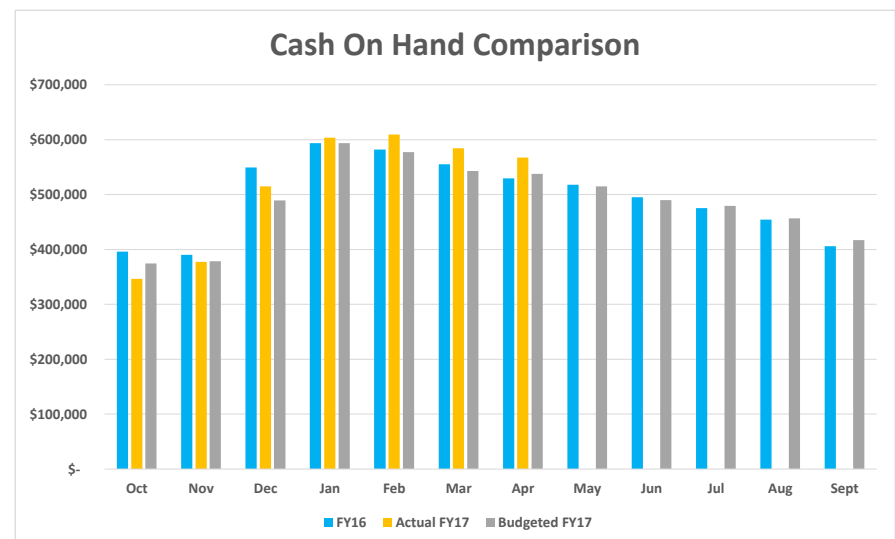
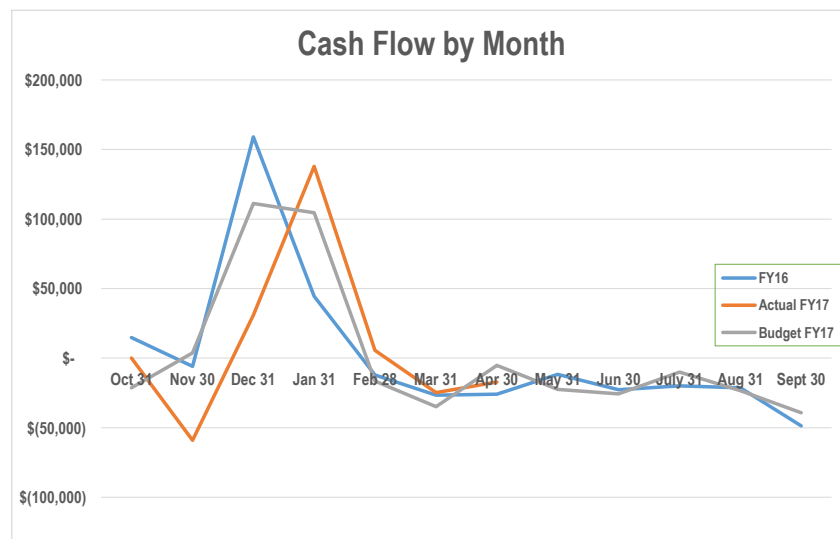


## Account Balances

<u>Cash</u>	4/30/2017	4/30/2016
Checking Account	\$ 326,431	\$ 288,569
CD's	\$ 241,008	\$ 241,008
<b>Total Cash</b>	<b>\$ 567,439</b>	<b>\$ 529,577</b>
 <u>Current Assets</u>	 \$ 16,187	 \$ 14,932
 <u>Current Payables</u>	 \$ 54,625	 \$ 49,956
 <u>Net Gain/(Loss)</u>	 \$ 178,675	 \$ 137,505
 <u>Cash Flow (+/-)</u> (FY to Date)	 \$ 161,660	 \$ 148,259

# City of Meadowlakes-General Fund FY 17 Cash Flow

	Beginning FY	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Total
Cash on hand (beginning of month)	\$405,780	\$405,780	\$346,710	\$377,530	\$515,303	\$603,604	\$609,325	\$584,671	\$567,440	\$567,440	\$567,440	\$567,440	\$567,440	
Cash on hand (end of month)	\$405,780	\$346,710	\$377,530	\$515,303	\$603,604	\$609,325	\$584,671	\$567,440	\$567,440	\$567,440	\$567,440	\$567,440	\$567,440	
<b>CASH RECEIPTS</b>														<b>Total</b>
Ad Valorem Tax		\$1,409	\$33,833	\$165,629	\$98,152	\$28,375	\$1,024	\$6,590						\$335,012
Franchise Fee		\$14,582	\$1,270	\$0	\$7,001	\$5,446	\$0	\$12,156						\$40,455
Miscellaneous		\$2,889	\$23,406	\$1,036	\$1,516	\$2,589	\$645	\$1,913						\$33,994
Inspection/Bldg. Fee Deposits		\$2,495	\$1,696	\$3,100	\$2,215	\$4,700	\$420	\$2,945						\$17,571
Transfer in from other Funds		\$11,092	\$11,092	\$11,092	\$15,661	\$12,615	\$12,615	\$18,020						\$92,187
<b>TOTAL CASH RECEIPTS</b>		<b>\$32,467</b>	<b>\$71,297</b>	<b>\$180,857</b>	<b>\$124,545</b>	<b>\$53,726</b>	<b>\$14,703</b>	<b>\$41,624</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$519,219</b>
Total cash available	\$405,780	\$438,247	\$418,007	\$558,387	\$639,848	\$657,330	\$624,028	\$626,295	\$567,440	\$567,440	\$567,440	\$567,440	\$567,440	
<b>CASH PAID OUT-OPERATIONAL</b>														<b>Total</b>
Prior Months Payables/Miscellaneous		\$43,284	\$1,146	\$1,609	\$1,975	\$10,126	\$618	\$4,153						\$62,911
Employee Related Expense		\$22,772	\$27,450	\$23,318	\$23,695	\$25,063	\$23,505	\$27,401						\$173,204
Administrative Expenses		\$15,326	\$3,426	\$9,228	\$1,734	\$3,699	\$5,908	\$17,339						\$56,660
Public Safety		\$10,155	\$8,455	\$8,929	\$8,840	\$8,117	\$9,326	\$9,962						\$63,784
														\$0
<b>Total Cash Paid Out-Operational</b>		<b>\$91,537</b>	<b>\$40,477</b>	<b>\$43,084</b>	<b>\$36,244</b>	<b>\$47,005</b>	<b>\$39,357</b>	<b>\$58,855</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$356,559</b>
<b>CASH PAID OUT- NON -OPERATIONAL</b>														<b>Total</b>
Transfer Out to Other Funds		\$0	\$0	\$0	\$0	\$1,000	\$0	\$0						\$1,000
Capital Expenditures over \$5000		\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
Contingencies		\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$91,537</b>	<b>\$40,477</b>	<b>\$43,084</b>	<b>\$36,244</b>	<b>\$48,005</b>	<b>\$39,357</b>	<b>\$58,855</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$357,559</b>
Cash on hand (end of month)	\$405,780	\$346,710	\$377,530	\$515,303	\$603,604	\$609,325	\$584,671	\$567,440	\$567,440	\$567,440	\$567,440	\$567,440	\$567,440	
<b>Change in Cash</b>														<b>Total</b>
Difference Beginning to End of Month		(\$59,070)	\$30,820	\$137,773	\$88,301	\$5,721	(\$24,654)	(\$17,231)	\$0	\$0	\$0	\$0	\$0	\$161,660
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		(\$59,070)	(\$28,250)	\$109,523	\$197,824	\$203,545	\$178,891	\$161,660	\$161,660	\$161,660	\$161,660	\$161,660	\$161,660	



# City of Meadowlakes-General Fund

## Balance Sheet

	<u>Apr 30 2017</u>	<u>Mar 31 2017</u>	<u>Apr 30, 2016</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
05-1000 · General Fund Cash			
05-1035 · First State Bank	\$ 326,281	\$ 343,523	\$ 288,419
05-1050 · Petty Cash	\$ 150	\$ 150	\$ 150
05-1055 · CD's Held by 1st State Central			
05-1056 · CD-#31961	\$ 50,206	\$ 50,206	\$ 50,206
05-1057 · CD-#31962	\$ 50,216	\$ 50,216	\$ 50,216
05-1058 · CD-#51963	\$ 50,216	\$ 50,216	\$ 50,216
05-1059 · CD-#31964	\$ 50,206	\$ 50,206	\$ 50,206
05-1082 · CD #31971	\$ 40,164	\$ 40,164	\$ 40,164
<b>Total 05-1055 · CD's Held by 1st State Central</b>	<u>\$ 241,008</u>	<u>\$ 241,008</u>	<u>\$ 241,008</u>
<b>Total 05-1000 · General Fund Cash</b>	<u>\$ 567,439</u>	<u>\$ 584,681</u>	<u>\$ 529,577</u>
<b>Total Checking/Savings</b>	\$ 567,439	\$ 584,681	\$ 529,577
<b>Other Current Assets</b>			
05-1046 · Texas Dept. of Transp Escrow Dep	\$ 200	\$ 200	\$ 200
05-1360 · Property Taxes Receivable	\$ 11,405	\$ 11,405	\$ 11,647
05-1650 · Prepaid Payroll			
05-1651 · Prepaid Salary	\$ 4,588	\$ 4,588	\$ 3,085
05-1650 · Prepaid Payroll - Other	\$ (6)	\$ (6)	\$ -
<b>Total 05-1650 · Prepaid Payroll</b>	<u>\$ 4,582</u>	<u>\$ 4,582</u>	<u>\$ 3,085</u>
<b>Total Other Current Assets</b>	<u>\$ 16,187</u>	<u>\$ 16,187</u>	<u>\$ 14,932</u>
<b>Total Current Assets</b>	\$ 583,626	\$ 600,868	\$ 544,509
<b>Other Assets</b>			
05-1652 · Receivables from Other Funds	\$ 16,117	\$ 17,747	\$ 9,750
<b>Total Other Assets</b>	<u>\$ 16,117</u>	<u>\$ 17,747</u>	<u>\$ 9,750</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 599,743</u></u>	<u><u>\$ 618,615</u></u>	<u><u>\$ 554,259</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
05-1900 · Accounts Payable			
05-1925 · Accounts Payable Current	\$ 1,136	\$ 1,337	\$ 788
05-1930 · Accounts Payable Other	\$ (311)	\$ (311)	\$ -
<b>Total 05-1900 · Accounts Payable</b>	<u>\$ 825</u>	<u>\$ 1,026</u>	<u>\$ 788</u>
<b>Total Accounts Payable</b>	\$ 825	\$ 1,026	\$ 788
<b>Other Current Liabilities</b>			
05-2020 · Deferred Revenue	\$ 11,405	\$ 11,405	\$ 11,647
05-2160 · Special Restricted Funds			
05-2125 · Unemployment Reserve Fund	\$ 2,145	\$ 3,613	\$ 11,000
05-2150 · Discretionary Fund-Judicial			
05-2151 · Security Fund	\$ 300	\$ 300	\$ 300



# City of Meadowlakes-General Fund Balance Sheet

	<b>Apr 30 2017</b>	<b>Mar 31 2017</b>	<b>Apr 30, 2016</b>
05-2152 · Technical Fund	\$ 400	\$ 400	\$ 400
Total 05-2150 · Discretionary Fund-Judicial	\$ 700	\$ 700	\$ 700
05-2164 · Facilities Replacement & Major	\$ 7,345	\$ 7,345	\$ 7,345
05-2166 · Fire Department Reserve Fund-	\$ -	\$ -	\$ -
Total 05-2160 · Special Restricted Funds	\$ 10,190	\$ 11,658	\$ 19,045
05-2250 · Time Payment Plan	\$ 457	\$ 457	\$ 457
05-2300 · Building Committee Deposits			
05-2320 · Deposits-Clean-up	\$ 18,150	\$ 17,650	\$ 11,500
05-2340 · Inspection Fees	\$ 9,423	\$ 9,320	\$ 7,307
Total 05-2300 · Building Committee Deposits	\$ 27,573	\$ 26,970	\$ 18,807
05-3125-Fire Department Reserve	\$ 5,000	\$ 5,000	\$ -
Total Other Current Liabilities	\$ 54,625	\$ 55,490	\$ 49,956
Total Current Liabilities	\$ 55,450	\$ 56,516	\$ 50,744
Total Liabilities	\$ 55,450	\$ 56,516	\$ 50,744
Equity			
05-3100 · Opening Balance Equity	\$ 83,493	\$ 83,493	\$ 83,493
05-3140 · Retained Earnings	\$ 282,129	\$ 282,129	\$ 282,516
Net Income	\$ 178,675	\$ 151,562	\$ 137,505
Total Equity	\$ 544,297	\$ 517,184	\$ 503,515
TOTAL LIABILITIES & EQUITY	<b>\$ 599,747</b>	<b>\$ 573,700</b>	<b>\$ 554,259</b>

# City of Meadowlakes-General Fund Profit & Loss Budget vs. Actual

	Apr 2017	Budget	FY to Date	Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
05-4120 · Ad Valorem Tax	6,590	\$ 4,581	\$ 338,002	\$ 337,952
05-4121 · Franchise Fees				
05-4140 · PEC Franchise Tax	7,766	\$ 9,450	\$ 25,005	\$ 28,000
05-4160 · Cable Franchise Tax	4,350	\$ 8,750	\$ 12,843	\$ 26,250
05-4170 · Telephone Franchise Tax	39	\$ 26	\$ 2,607	\$ 2,626
05-4121 · Franchise Fees - Other			\$ -	
<b>Total 05-4121 · Franchise Fees</b>	<b>12,155</b>	<b>\$ 18,226</b>	<b>\$ 40,455</b>	<b>\$ 56,876</b>
05-4180 · Liquor Tax	376	\$ 325	\$ 1,044	\$ 975
05-4200 · City Bldg. Permits				
05-4220 · Home Permits	0	\$ 40	\$ 1,650	\$ 980
05-4240 · Remodeling Permits	300	\$ 70	\$ 1,350	\$ 430
05-4260 · Fence & Decks Permits	200	\$ 113	\$ 550	\$ 724
05-4290 · Misc. Bldg. Revenue	265	\$ 100	\$ 800	\$ 600
<b>Total 05-4200 · City Bldg. Permits</b>	<b>765</b>	<b>\$ 323</b>	<b>\$ 4,350</b>	<b>\$ 2,734</b>
05-4300 · Judicial				
05-4320 · Court Costs	\$ -	\$ -	\$ -	\$ -
05-4340 · Court Fines	\$ 571	\$ 800	\$ 1,567	\$ 2,720
05-4380 · Administrative Fee	\$ -	\$ -	\$ -	\$ -
<b>Total 05-4300 · Judicial</b>	<b>\$ 571</b>	<b>\$ 800</b>	<b>\$ 1,567</b>	<b>\$ 2,720</b>
05-4600 · Miscellaneous				
05-4400 · Interest Earned	\$ -	\$ -	\$ -	\$ -
05-4440 · Money Market	\$ -	\$ -	\$ 2	\$ -
<b>Total 05-4400 · Interest Earned</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2</b>	<b>\$ -</b>
05-4460 · Interest - Investments	\$ -	\$ -	\$ -	\$ -
05-4620 · Pet Registration Fee	\$ 175	\$ 180	\$ 1,224	\$ 1,044
05-4630 · Miscellaneous	\$ 25	\$ 50	\$ 387	\$ 325
<b>Total 05-4600 · Miscellaneous</b>	<b>\$ 200</b>	<b>\$ 230</b>	<b>\$ 1,613</b>	<b>\$ 1,369</b>
<b>Total Income</b>	<b>\$ 20,657</b>	<b>\$ 24,485</b>	<b>\$ 387,031</b>	<b>\$ 402,626</b>
<b>Gross Profit</b>	<b>\$ 20,657</b>	<b>\$ 24,485</b>	<b>\$ 387,031</b>	<b>\$ 402,626</b>

# City of Meadowlakes-General Fund Profit & Loss Budget vs. Actual

	Apr 2017	Budget	FY to Date	Budget
<b>Expense</b>				
<b>5000 · Administrative Expenses</b>				
<b>5001 · Employee Expenses</b>				
<b>05-6000 · Employee Expenditures</b>				
05-6010 · Salary - Exempt	\$ 14,937	\$ 11,245	\$ 76,921	\$ 78,730
05-6015 · Salary - Non-exempt Employees	\$ 7,218	\$ 7,745	\$ 55,009	\$ 54,214
05-6020 · Salary - Part time	\$ -	\$ -	\$ -	\$ -
05-6025 · FICA/Medicare	\$ 1,695	\$ 1,500	\$ 10,371	\$ 11,900
05-6027 · Longevity Pay	\$ -	\$ -	\$ 3,938	\$ 4,300
05-6040 · Retirement	\$ 233	\$ 500	\$ 1,367	\$ 3,750
05-6045 · Health Insurance	\$ 3,178	\$ 3,403	\$ 22,288	\$ 23,821
05-6070 · Unemployment Reserve Exp	\$ -	\$ -	\$ -	\$ 1,000
05-6071 · Training & Travel	\$ -	\$ -	\$ 487	\$ 750
05-6072 · Dues and Memberships	\$ -	\$ -	\$ -	\$ 500
05-6075 · Miscellaneous	\$ -	\$ 100	\$ 789	\$ 600
05-6000 · Employee Expenditures - Other	\$ -	\$ -	\$ -	\$ -
<b>Total 05-6000 · Employee Expenditures</b>	<b>\$ 27,261</b>	<b>\$ 24,493</b>	<b>\$ 171,170</b>	<b>\$ 179,565</b>
<b>Total 5001 · Employee Expenses</b>	<b>\$ 27,261</b>	<b>\$ 24,493</b>	<b>\$ 171,170</b>	<b>\$ 179,565</b>
<b>5010 · Administrative Expenses</b>				
<b>05-5000 · Property Tax Collection Expense</b>				
05-5020 · Quarterly Expense	\$ -	\$ 3,025	\$ 5,770	\$ 9,075
05-5040 · Collection Expense	\$ -	\$ -	\$ -	\$ -
05-5000 · Property Tax Collection Expense - Other	\$ -	\$ -	\$ -	\$ -
<b>Total 05-5000 · Property Tax Collection Expense</b>	<b>\$ -</b>	<b>\$ 3,025</b>	<b>\$ 5,770</b>	<b>\$ 9,075</b>
05-5100 · City Building Committee	\$ -	\$ -	\$ 53	\$ 500
05-5500 · Flood Plain/Emergency Mgt.	\$ -	\$ -	\$ 500	\$ 500
<b>05-6100 · Professional Services</b>				
05-6110 · City Attorney-General	\$ -	\$ 250	\$ 4,455	\$ 1,750
05-6305 · Audit	\$ -	\$ -	\$ 14,500	\$ 16,000
05-6310 · Election	\$ -	\$ -	\$ -	
05-6366 · Codification Expense	\$ -	\$ -		\$ 4,000
<b>Total 05-6100 · Professional Services</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ 18,955</b>	<b>\$ 21,750</b>
05-6320 · Office Expense/Supplies	\$ 226	\$ 500	\$ 2,623	\$ 3,250
05-6325 · Lease-Copier	\$ 246	\$ 300	\$ 1,474	\$ 2,100
05-6326 · Office Equipment Repair & Maint	\$ -	\$ 375	\$ 453	\$ 2,625
05-6327 · Cap Exp Under \$5000	\$ -	\$ -	\$ -	\$ 3,000
05-6330 · Postage	\$ -	\$ 225	\$ 491	\$ 1,600
05-6340 · Memberships-Various	\$ -	\$ -	\$ 160	\$ 1,125
05-6350 · Telephone	\$ 297	\$ 250	\$ 1,766	\$ 1,750
05-6355 · Miscellaneous	\$ -	\$ 335	\$ 2,390	\$ 2,325
05-6365 · Website Hosting & Upgrade	\$ -		\$ 473	\$ 3,000
<b>Total 5010 · Administrative Expenses</b>	<b>\$ 769</b>	<b>\$ 5,260</b>	<b>\$ 35,108</b>	<b>\$ 52,600</b>

# City of Meadowlakes-General Fund Profit & Loss Budget vs. Actual

	Apr 2017	Budget	FY to Date	Budget
<b>5020 - Insurance Expense</b>				
05-6050 - Insurance - Worker's Comp	\$ -	\$ -	\$ 1,132	\$ 2,125
05-6210 - Liability	\$ -	\$ -	\$ 2,941	\$ 3,500
05-6220 - Crime	\$ -	\$ -	\$ 500	\$ 525
05-6230 - Errors & Omissions	\$ -	\$ -	\$ 5,442	\$ 5,600
<b>Total 5020 - Insurance Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,015</b>	<b>\$ 11,750</b>
<b>5030 - Judicial Expense</b>				
05-5705 - Education	\$ -	\$ -	\$ -	\$ 250
05-5710 - Membership	\$ -	\$ -	\$ -	\$ -
05-5720 - Prosecuting Attorney	\$ 300	\$ 300	\$ 2,100	\$ 2,100
05-5725 - Court Software	\$ -	\$ -	\$ 3,605	\$ 3,500
05-5727 - Office Lease - Judge	\$ 200	\$ 200	\$ 1,400	\$ 1,400
05-5730 - Administrative Expense	\$ 100	\$ 63	\$ 461	\$ 435
<b>Total 5030 - Judicial Expense</b>	<b>\$ 600</b>	<b>\$ 563</b>	<b>\$ 7,566</b>	<b>\$ 7,685</b>
<b>5040 - Building and Facility Operation</b>				
05-6360 - Office Maintenance-Cleaning	\$ 260	\$ 335	\$ 1,820	\$ 2,335
05-6410 - Maintenance & Repair	\$ -	\$ 415	\$ 62	\$ 2,925
05-6420 - Electric Service	\$ 228	\$ 290	\$ 1,643	\$ 2,050
05-6430 - Ins-Real Estate & Pers Prop	\$ -	\$ -	\$ 916	\$ 1,000
<b>Total 5040 - Building and Facility Operation</b>	<b>\$ 488</b>	<b>\$ 1,040</b>	<b>\$ 4,441</b>	<b>\$ 8,310</b>
<b>Total 5000 - Administrative Expenses</b>	<b>\$ 29,118</b>	<b>\$ 31,356</b>	<b>\$ 228,300</b>	<b>\$ 259,910</b>
<b>6000 - Public Safety</b>				
<b>6010 - Ordinance Enforcement</b>				
05-5225 - Ordinance Employee	\$ 856	\$ 1,000	\$ 5,992	\$ 7,000
05-5226 - Ordinance FICA/Med	\$ 101	\$ 77	\$ 529	\$ 539
05-5228 - Insurance - Worker's Comp	\$ -	\$ -	\$ -	\$ 150
05-5274 - Mileage	\$ 21	\$ 100	\$ 99	\$ 1,600
05-5280 - Supplies/Miscellaneous	\$ -	\$ 225	\$ 647	\$ 700
6010 - Ordinance Enforcement - Other	\$ -	\$ -	\$ -	\$ -
<b>Total 6010 - Ordinance Enforcement</b>	<b>\$ 978</b>	<b>\$ 1,402</b>	<b>\$ 7,267</b>	<b>\$ 9,989</b>
<b>6020 - Animal Control</b>				
05-5320 - Salaries	\$ 460	\$ 665	\$ 3,409	\$ 4,675
05-5330 - Animal Control FICA	\$ -	\$ 68	\$ 141	\$ -
05-5340 - Ins-Worker's Comp	\$ -	\$ -	\$ 282	\$ 300
05-5360 - Pet Holding Fee/Rabies	\$ -	\$ -	\$ 180	\$ 440
05-5380 - Supplies/Miscellaneous	\$ -	\$ 68	\$ 1,567	\$ 440
<b>Total 6020 - Animal Control</b>	<b>\$ 460</b>	<b>\$ 801</b>	<b>\$ 5,579</b>	<b>\$ 5,855</b>
<b>6030 - Traffic Control</b>				
05-5610 - Salary & Wages	\$ 1,488	\$ 1,038	\$ 8,375	\$ 7,310
05-5615 - FICA/Med	\$ 114	\$ 80	\$ 663	\$ 600
05-5620 - Ins-Worker's Comp	\$ -	\$ -	\$ 318	\$ 325

# City of Meadowlakes-General Fund Profit & Loss Budget vs. Actual

	Apr 2017	Budget	FY to Date	Budget
05-5625 · Ins-Auto Liability	\$ -	\$ -	\$ -	\$ -
05-5630 · Ins-Law Enf Liability	\$ -	\$ -	\$ 1,122	\$ 1,145
05-5650 · Misc. Traffic Control Exp.	\$ -	\$ 50	\$ 145	\$ 350
<b>Total 6030 · Traffic Control</b>	<b>\$ 1,602</b>	<b>\$ 1,168</b>	<b>\$ 10,623</b>	<b>\$ 9,730</b>
<b>6050 · Contract Emergency Service</b>				
05-6610 · Marble Falls EMS	\$ 2,958	\$ 2,975	\$ 20,708	\$ 20,750
05-6620 · Marble Falls Fire	\$ 3,095	\$ 3,105	\$ 21,662	\$ 21,735
<b>Total 6050 · Contract Emergency Service</b>	<b>\$ 6,053</b>	<b>\$ 6,080</b>	<b>\$ 42,370</b>	<b>\$ 42,485</b>
<b>Total 6000 · Public Safety</b>	<b>\$ 9,093</b>	<b>\$ 9,451</b>	<b>\$ 65,839</b>	<b>\$ 68,059</b>
<b>Total Expense</b>	<b>\$ 38,211</b>	<b>\$ 40,807</b>	<b>\$ 294,139</b>	<b>\$ 327,969</b>
<b>Net Ordinary Income</b>	<b>\$ (17,554)</b>	<b>\$ (16,322)</b>	<b>\$ 92,892</b>	<b>\$ 74,657</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
05-4650 · Transfer in From Other Funds				
05-4651 · Transfer in from Utility Fund	\$ 8,634	\$ 8,634	\$ 60,436	\$ 60,435
05-4652 · Transfer in Recreation Fund	\$ 3,981	\$ 2,496	\$ 26,347	\$ 17,470
<b>Total 05-4650 · Transfer in From Other Funds</b>	<b>\$ 12,615</b>	<b>\$ 11,130</b>	<b>\$ 86,783</b>	<b>\$ 77,905</b>
<b>Total Other Income</b>	<b>\$ 12,615</b>	<b>\$ 11,130</b>	<b>\$ 86,783</b>	<b>\$ 77,905</b>
<b>Other Expense</b>				
<b>7000 · Non-Operating Expense</b>				
05-8500 · Transfers Out				
05-8502 · Transfer to RCC Fund	\$ -	\$ -	\$ 500	\$ 500
05-8501 · Transfer or PWD	\$ -	\$ -	\$ 500	\$ 500
<b>Total 05-8500 · Transfers Out</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
05-8700 · Capital Expenditure over \$5,000	\$ -	\$ -	\$ -	\$ -
<b>Total 7000 · Non-Operating Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Total Other Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Net Other Income</b>	<b>\$ 12,615</b>	<b>\$ 11,130</b>	<b>\$ 85,783</b>	<b>\$ 76,905</b>
<b>Net Income</b>	<b>\$ (4,939)</b>	<b>\$ (5,192)</b>	<b>\$ 178,675</b>	<b>\$ 151,562</b>

City of Meadowlakes-General Fund

Check Detail

April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	04/01/2017	Adams, Don	05-1035 · First State Bank		-200.00
				05-5727 · Office Lease - Judge	-200.00	200.00
TOTAL					-200.00	200.00
Check	EFT	04/01/2017	Marble Falls Area Volunteer F	05-1035 · First State Bank		-3,094.58
				05-6620 · Marble Falls Fire	-3,094.58	3,094.58
TOTAL					-3,094.58	3,094.58
Check	EFT	04/01/2017	Marble Falls Area EMS Inc.	05-1035 · First State Bank		-2,958.33
				05-6610 · Marble Falls EMS	-2,958.33	2,958.33
TOTAL					-2,958.33	2,958.33
Check	EFT	04/28/2017	Katherine McAnally	05-1035 · First State Bank		-300.00
				05-5720 · Prosecuting Attorney	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	15384	04/06/2017	Card Service Center	05-1035 · First State Bank		-184.21
Bill	3/29/17 Stmt	03/29/2017		05-6071 · Training & Travel	-100.00	100.00
				05-5380 · Supplies/Miscellaneous	-84.21	84.21
TOTAL					-184.21	184.21
Bill Pmt -Check	15385	04/06/2017	Pedernales Electric Coop	05-1035 · First State Bank		-195.88
Bill	2/22-3/25/17	03/28/2017		05-6420 · Electric Service	-195.88	195.88
TOTAL					-195.88	195.88
Bill Pmt -Check	15386	04/06/2017	Spotless Cleaning	05-1035 · First State Bank		-260.00
Bill	23488	03/28/2017		05-6360 · Office Maintenance-Cleaning	-260.00	260.00
TOTAL					-260.00	260.00
Bill Pmt -Check	15387	04/06/2017	Sprint	05-1035 · First State Bank		-22.34
Bill	March Stmt	03/24/2017		05-6350 · Telephone	-22.34	22.34
TOTAL					-22.34	22.34
Bill Pmt -Check	15388	04/13/2017	City of Meadowlakes Public W	05-1035 · First State Bank		-1,542.95
Bill	17-0324-01	03/24/2017		05-6355 · Miscellaneous	-565.00	565.00
				05-5380 · Supplies/Miscellaneous	-254.77	254.77
				05-5230 · Ordinance Misc. Exp.	-64.29	64.29
				05-6320 · Office Expense/Supplies	-53.23	53.23
				05-6330 · Postage	-124.36	124.36
				05-6075 · Miscellaneous	-39.30	39.30
				05-5230 · Ordinance Misc. Exp.	-442.00	442.00
TOTAL					-1,542.95	1,542.95

City of Meadowlakes-General Fund

Check Detail

April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	15389	04/13/2017	Condor Document Service, LL	05-1035 · First State Bank		-32.00
Bill	CBA4718	04/11/2017		05-6320 · Office Expense/Supplies	-32.00	32.00
TOTAL					-32.00	32.00
Bill Pmt -Check	15390	04/13/2017	Dalton J. Ryan Construction /	05-1035 · First State Bank		-500.00
Bill	Refund	04/06/2017		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Check	15391	04/13/2017	Neffendorf & Knopp, P.C.	05-1035 · First State Bank		-14,500.00
Bill	03252017	03/25/2017		05-6305 · Audit	-14,500.00	14,500.00
TOTAL					-14,500.00	14,500.00
Bill Pmt -Check	15392	04/20/2017	ATS	05-1035 · First State Bank		-594.00
Bill	I-700017	03/24/2017		05-2340 · Inspection Fees	-396.00	396.00
Bill	I-702397	03/31/2017		05-2340 · Inspection Fees	-198.00	198.00
TOTAL					-594.00	594.00
Bill Pmt -Check	15393	04/20/2017	Burnet County	05-1035 · First State Bank		-100.00
Bill	March 2017	04/12/2017		05-5730 · Administrative Expense	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Check	15394	04/20/2017	Burnet Vet Clinic Inc.	05-1035 · First State Bank		-45.00
Bill	63858	03/27/2017		05-5360 · Pet Holding Fee/Rabies	-45.00	45.00
TOTAL					-45.00	45.00
Bill Pmt -Check	15395	04/20/2017	Frontier	05-1035 · First State Bank		-274.85
Bill	4/4/17 Stmt	04/04/2017		05-6350 · Telephone	-274.85	274.85
TOTAL					-274.85	274.85
Bill Pmt -Check	15396	04/20/2017	Pedernales Electric Coop	05-1035 · First State Bank		-38.25
Bill	3/7-4/6/17 Str	04/08/2017		05-6420 · Electric Service	-38.25	38.25
TOTAL					-38.25	38.25
Bill Pmt -Check	15397	04/20/2017	State Comptroller	05-1035 · First State Bank		-233.79
Bill	2017 Quarterly	03/31/2017		05-5730 · Administrative Expense	-233.79	233.79
TOTAL					-233.79	233.79
Bill Pmt -Check	15398	04/20/2017	TX Workforce Commission	05-1035 · First State Bank		-5,241.54
Bill	2017 1st Qtr.	04/11/2017		05-2125 · Unemployment Reserve Fund	-5,241.54	5,241.54
TOTAL					-5,241.54	5,241.54
Bill Pmt -Check	15399	04/20/2017	MIR Homes, LLC	05-1035 · First State Bank		-500.00

City of Meadowlakes-General Fund

Check Detail

April 2017

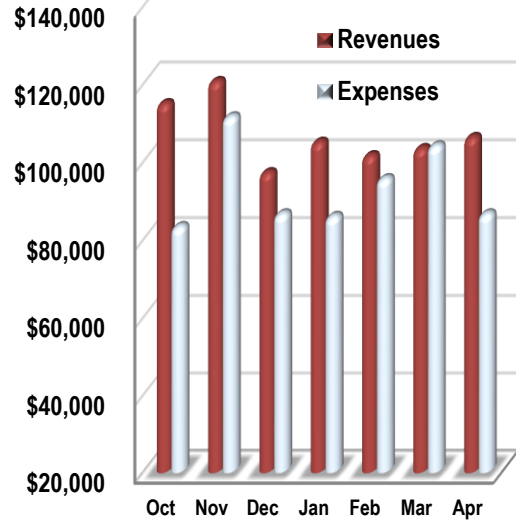
Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill	Refund	04/20/2017		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Check	15400	04/27/2017	DOC Homes	05-1035 · First State Bank		-500.00
Bill	Refund	03/25/2017		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Check	15401	04/27/2017	Quill Corporation	05-1035 · First State Bank		-89.97
Bill	5689072	04/03/2017		05-6320 · Office Expense/Supplies	-89.97	89.97
TOTAL					-89.97	89.97
Bill Pmt -Check	15402	04/27/2017	Xerox Corporation	05-1035 · First State Bank		-349.74
Bill	088658995	04/01/2017		05-6325 · Lease-Copier	-245.65	245.65
				05-6320 · Office Expense/Supplies	-104.09	104.09
TOTAL					-349.74	349.74
Total April 2017 General Fund Disbursements						31,757.43



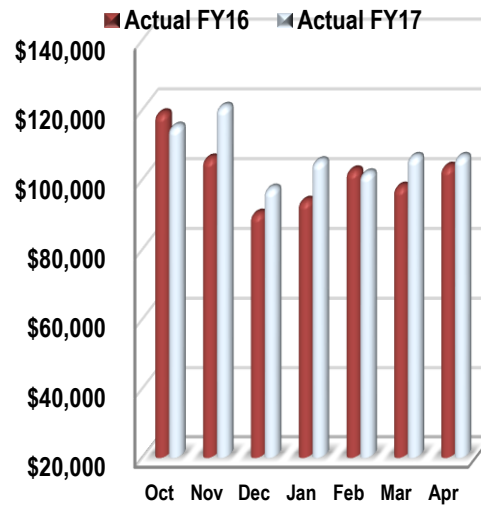
# Utility Fund Snapshot

April 2017

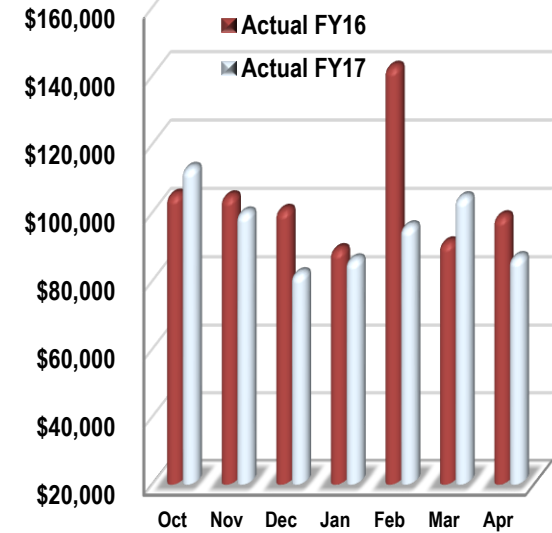
Income vs. Expense Trend



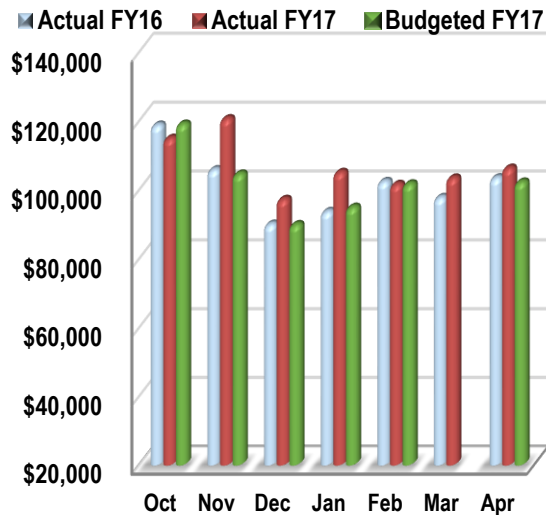
Prev Year Income Comparison



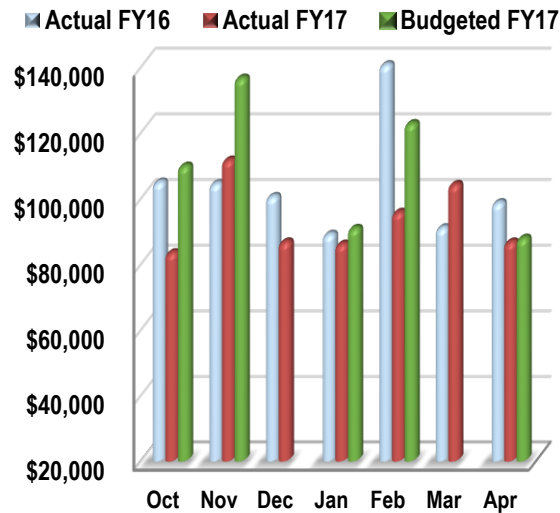
Prev Year Expense Comparison



Budgeted vs. Actual Revenues



Budgeted vs. Actual Expenses

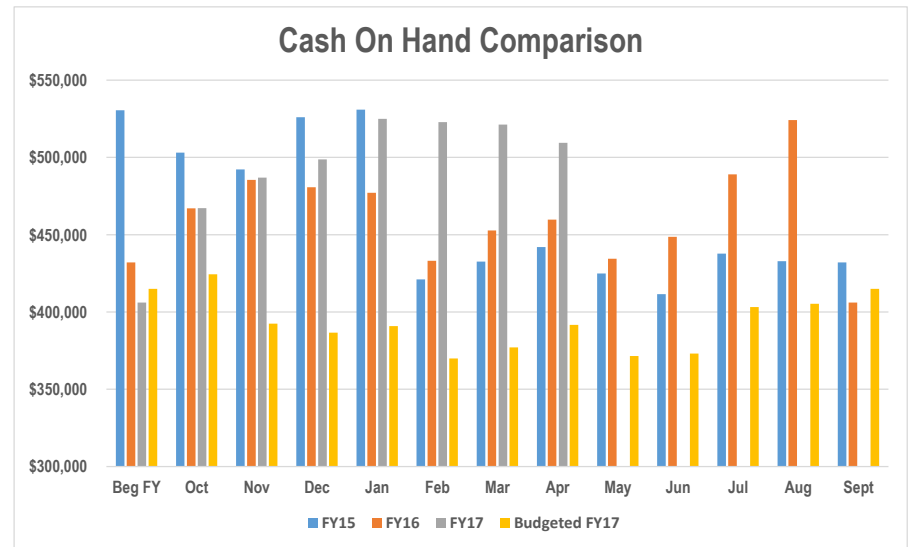
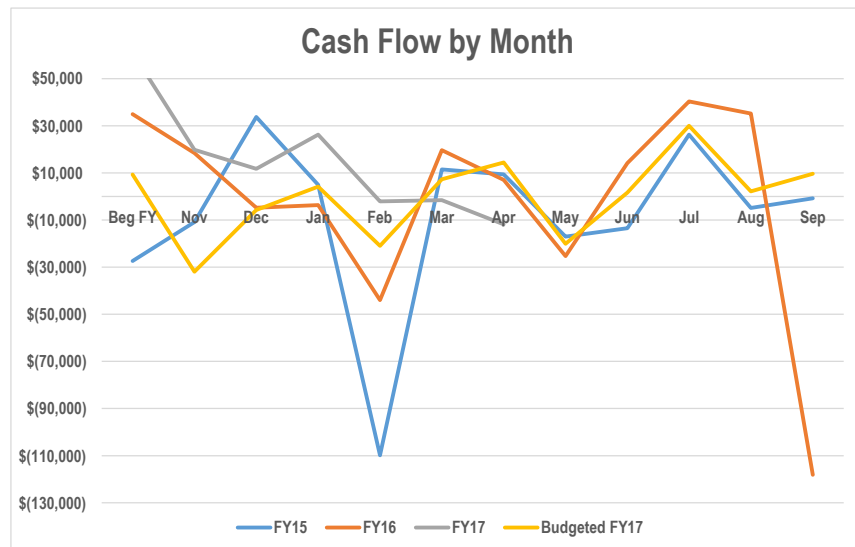


## Account Balances

Cash	4/30/2017	4/30/2016
Checking Account	\$ 258,271	\$ 208,669
CD's	\$ 251,109	\$ 251,109
<b>Total Cash</b>	<b>\$ 509,482</b>	<b>\$ 459,778</b>
<b>Current Receivables</b>	<b>\$ 106,281</b>	<b>\$ 93,364</b>
<b>Current Payables</b>	<b>\$ 114,339</b>	<b>\$ 144,961</b>
<b>Net Gain/(Loss)</b>	<b>\$ 83,000</b>	<b>\$ (18,650)</b>
<b>Cash Flow (+/-)</b>	<b>\$ 103,391</b>	<b>\$ 27,640</b>
(FY to Date)		

# City of Meadowlakes-Utility Fund FY 16 Cash Flow

	Beginning FY	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Total
Cash on hand (beginning of month)	\$406,091	\$406,091	\$467,167	\$486,979	\$498,676	\$524,966	\$522,856	\$521,294	\$509,482	\$509,482	\$509,482	\$509,482	\$509,482	
Cash on hand (end of month)	\$406,091	\$467,167	\$486,979	\$498,676	\$524,966	\$522,856	\$521,294	\$509,482	\$509,482	\$509,482	\$509,482	\$509,482	\$509,482	\$0
<b>CASH RECEIPTS</b>														<b>Total</b>
Account Receivable		\$127,274	\$113,641	\$103,551	\$93,183	\$78,509	\$99,292	\$92,801						\$708,251
Contract Services		\$7,109	\$16,150	\$8,075	\$8,075	\$8,075	\$8,075	\$8,075						\$63,634
Customer's Deposits		\$1,000	\$400	\$800	\$600	\$1,000	\$1,100	\$100						\$5,000
Transfer in from other Funds		\$0	\$0	\$0	\$0	\$500	\$0	\$0						\$500
Miscellaneous		\$1,825	\$3,340	\$1,976	\$6,547	\$3,386	\$1,807	\$178						\$19,059
<b>TOTAL CASH RECEIPTS</b>		<b>\$137,208</b>	<b>\$133,531</b>	<b>\$114,402</b>	<b>\$108,405</b>	<b>\$91,470</b>	<b>\$110,274</b>	<b>\$101,154</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$796,444</b>
Total cash available	\$406,091	\$543,299	\$600,698	\$601,381	\$607,081	\$616,436	\$633,130	\$622,448	\$509,482	\$509,482	\$509,482	\$509,482	\$509,482	
<b>CASH PAID OUT- OPERATIONAL</b>														<b>Total</b>
Prior Months Payables/Miscellaneous		\$23,963	\$2,249	\$4,970	\$2,916	\$2,112	\$13,465	\$7,884						\$57,559
Employee Related Expense		\$25,737	\$36,474	\$25,272	\$25,050	\$26,513	\$28,798	\$26,363						\$194,207
Administrative Expenses		\$240	\$20,042	\$1,175	\$4,247	\$1,351	\$1,343	\$1,852						\$30,250
Operating Expenses		\$2,350	\$15,915	\$32,110	\$10,778	\$24,395	\$29,174	\$37,608						\$152,330
Solid Waste Collection Expense		\$0	\$15,197	\$15,336	\$15,282	\$15,367	\$15,214	\$15,417						\$91,813
<b>Total Cash Paid Out-Operational</b>		<b>\$52,290</b>	<b>\$89,877</b>	<b>\$78,863</b>	<b>\$58,273</b>	<b>\$69,738</b>	<b>\$87,994</b>	<b>\$89,124</b>						<b>\$526,159</b>
<b>CASH PAID OUT- NON - OPERATIONAL</b>														<b>Total</b>
Transfer to General Fund		\$8,634	\$8,634	\$8,634	\$8,634	\$8,634	\$8,634	\$8,634						\$60,438
Transfers to Debt Service		\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500						\$52,500
Transfers to Recreation Fund		\$7,708	\$7,708	\$7,708	\$7,708	\$7,708	\$7,708	\$7,708						\$53,956
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$23,842</b>	<b>\$23,842</b>	<b>\$23,842</b>	<b>\$23,842</b>	<b>\$23,842</b>	<b>\$23,842</b>	<b>\$23,842</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$166,894</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$76,132</b>	<b>\$113,719</b>	<b>\$102,705</b>	<b>\$82,115</b>	<b>\$93,580</b>	<b>\$111,836</b>	<b>\$112,966</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$693,053</b>
Cash on hand (end of month)	\$406,091	\$467,167	\$486,979	\$498,676	\$524,966	\$522,856	\$521,294	\$509,482	\$509,482	\$509,482	\$509,482	\$509,482	\$509,482	
<b>Change in Cash</b>														<b>Total</b>
Difference Beginning to End of Month		\$61,076	\$19,812	\$11,697	\$26,290	(\$2,110)	(\$1,562)	(\$11,812)	\$0	\$0	\$0	\$0	\$0	\$103,391
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		\$61,076	\$80,888	\$92,585	\$118,875	\$116,765	\$115,203	\$103,391	\$103,391	\$103,391	\$103,391	\$103,391	\$103,391	\$1,205,738



# City of Meadowlakes-Utility Fund

## Balance Sheet

	<u>Apr 30 2017</u>	<u>Mar 31, 2017</u>	<u>Apr 30, 2016</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1000 - Operating Cash			
1010 - Petty Cash	\$ 600	\$ 600	\$ 600
1015 - Checking-1st State Bank	\$ 257,671	\$ 269,484	\$ 199,294
10152 - CD1319598	\$ 50,224	\$ 50,224	\$ 50,224
10153 - CD131955	\$ 100,431	\$ 100,431	\$ 100,431
10155 - CD131957	\$ 100,454	\$ 100,454	\$ 100,454
Total 1000 - Operating Cash	\$ 509,380	\$ 521,193	\$ 451,002
1300 - Debt Service			
1320 - 13-I&S Tank-1st State Bank	\$ 102	\$ 102	\$ 8,775
Total 1300 - Debt Service	\$ 102	\$ 102	\$ 8,775
Total Checking/Savings	\$ 509,482	\$ 521,295	\$ 459,777
<b>Other Current Assets</b>			
1430 - Prepaid Items	\$ 3,869	\$ 3,864	\$ 4,956
1500 - Operating Receivables			
1510 - Service Receivables	\$ 99,183	\$ 81,548	\$ 71,713
1515 - General Fund Receivables	\$ 5,119	\$ 2,110	\$ 1,402
1583 - RCC Receivable	\$ (264)	\$ 6,506	\$ 8,366
1584 - POA Receivables	\$ 2,243	\$ 3,300	\$ 478
1500 - Operating Receivables - Other	\$ -	\$ -	\$ 11,405
Total 1500 - Operating Receivables	\$ 106,281	\$ 93,463	\$ 93,364
1800 - Operating Inventories			
1810 - Meter Inventory	\$ 15,220	\$ 15,220	\$ 37,247
1820 - Materials & Supplies Inventory	\$ 24,842	\$ 24,842	\$ 39,243
Total 1800 - Operating Inventories	\$ 40,062	\$ 40,062	\$ 76,490
1994 - Net Pension Asset	\$ -	\$ -	\$ 37,609
Total Other Current Assets	\$ 150,212	\$ 137,389	\$ 212,419
Total Current Assets	\$ 659,694	\$ 658,684	\$ 672,196
<b>Fixed Assets</b>			
1900 - Fixed Assets			
1910 - Land			
1911 - Public Works Land	\$ 28,097	\$ 28,097	\$ 28,097
1910 - Land - Other	\$ 14,237	\$ 14,237	\$ 14,237
Total 1910 - Land	\$ 42,334	\$ 42,334	\$ 42,334
1915 - Elevated Storage	\$ 655,852	\$ 655,852	\$ 655,852
1920 - Water Distribution	\$ 739,245	\$ 739,245	\$ 699,194
1925 - Water Treatment Plant	\$ 315,866	\$ 315,866	\$ 315,866
1930 - Water Rights	\$ 106,111	\$ 106,111	\$ 106,111
1935 - Sewage Collection System	\$ 853,604	\$ 853,604	\$ 853,604
1940 - Sewage Treatment Plants	\$ 751,626	\$ 751,626	\$ 751,626

# City of Meadowlakes-Utility Fund Balance Sheet

	<u>Apr 30 2017</u>	<u>Mar 31, 2017</u>	<u>Apr 30, 2016</u>
1945 · Drainage System	\$ 377,308	\$ 377,308	\$ 377,308
1950 · Raw Water Intake	\$ 563,837	\$ 563,837	\$ 563,837
1955 · WTP Expansion	\$ 1,735,546	\$ 1,735,546	\$ 1,735,546
1965 · Machinery & Equipment			
1966 · PWD Machinery & Equipment	\$ 113,799	\$ 113,799	\$ 100,299
1967 · Golf-Machinery & Equipment	\$ 24,000	\$ 24,000	\$ 24,000
1965 · Machinery & Equipment - Other	\$ 77,134	\$ 77,134	\$ 77,134
Total 1965 · Machinery & Equipment	\$ 214,933	\$ 214,933	\$ 201,433
1970 · Auto	\$ 74,590	\$ 74,590	\$ 74,590
1975 · Furniture & Fixtures			
1976 · PWD-Furniture & Fixtures	\$ 54,654	\$ 54,654	\$ 54,654
Total 1975 · Furniture & Fixtures	\$ 54,654	\$ 54,654	\$ 54,654
1980 · Building; Additions & Improve			
1985 · Municipal Building	\$ 300,442	\$ 300,442	\$ 300,442
1980 · Building; Additions & Improve - Other	\$ 105,717	\$ 105,717	\$ 105,717
Total 1980 · Building; Additions & Improve	\$ 406,159	\$ 406,159	\$ 406,159
1990 · Accumulated Depreciation	\$ (3,115,875)	\$ (3,115,875)	\$ (2,951,889)
Total 1900 · Fixed Assets	\$ 3,775,790	\$ 3,775,790	\$ 3,886,224
1983 · Golf Irrigation Improvements	\$ 279,082	\$ 279,082	\$ 279,082
1991 · Accumulated Depreciation Improvements	\$ (66,615)	\$ (66,615)	\$ (60,479)
1992 · Accumulated Depreciation Bldgs.	\$ (164,512)	\$ (164,512)	\$ (154,497)
1993 · Accumulated Depreciation M/F/E	\$ (209,998)	\$ (209,998)	\$ (209,998)
Total Fixed Assets	\$ 3,613,747	\$ 3,613,747	\$ 3,740,332
Other Assets			
1997 · Deferred Outflow/Pension	\$ 38,955	\$ 38,955	\$ 5,952
Total Other Assets	\$ 38,955	\$ 38,955	\$ 5,952
<b>TOTAL ASSETS</b>	<b>\$ 4,312,396</b>	<b>\$ 4,311,386</b>	<b>\$ 4,418,480</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	\$ 28,988	\$ 47,514	\$ 39,955
3210 · Current Portion-Loan Payable	\$ -	\$ -	\$ 42,276
Total Accounts Payable	\$ 28,988	\$ 47,514	\$ 82,231
Other Current Liabilities			
3010 · Service Deposits Payable	\$ 84,277	\$ 84,377	\$ 86,812
3020 · Sales Tax Payable	\$ 1,074	\$ 1,077	\$ 1,067
3561 · Vehicle & Machinery Repl Reserve	\$ (0)	\$ (0)	\$ 17,127
3615 · Accrued Employee Vacation-Payable	\$ 9,212	\$ 9,212	\$ 11,183
3700 · Prior Period Adjustments	\$ -	\$ -	\$ 322,640
Total Other Current Liabilities	\$ 94,563	\$ 94,666	\$ 438,829
Total Current Liabilities	\$ 123,551	\$ 142,180	\$ 521,060

# City of Meadowlakes-Utility Fund Balance Sheet

	<u>Apr 30 2017</u>	<u>Mar 31, 2017</u>	<u>Apr 30, 2016</u>
<b>Long Term Liabilities</b>			
2580 • Net Pension Liability	\$ 5,926	\$ 5,926	\$ -
2602 • Differed Inflow/Pension	\$ 10,844	\$ 10,844	\$ 14,481
3600 • Long Term Debt			
3610 • 2013-Lease/Purchase POA Loan	\$ -	\$ -	\$ 55,268
<b>Total 3600 • Long Term Debt</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 55,268</u>
<b>Total Long Term Liabilities</b>	<u>\$ 16,770</u>	<u>\$ 16,770</u>	<u>\$ 69,749</u>
<b>Total Liabilities</b>	<u>\$ 140,321</u>	<u>\$ 158,950</u>	<u>\$ 590,808</u>
<b>Equity</b>			
3900 • Retained Earnings	\$ 566,056	\$ 566,056	\$ 323,304
4000 • Utility Fund Balance	\$ (112,440)	\$ (112,440)	\$ 184,965
4010 • Reserved for Inventories	\$ 21,711	\$ 21,711	\$ 21,711
4020 • Utility Fund-Fixed Assets	\$ 3,613,748	\$ 3,613,748	\$ 3,316,343
Net Income	\$ 83,000	\$ 63,361	\$ (18,650)
<b>Total Equity</b>	<u>\$ 4,172,075</u>	<u>\$ 4,152,436</u>	<u>\$ 3,827,673</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 4,312,396</u></u>	<u><u>\$ 4,311,386</u></u>	<u><u>\$ 4,418,481</u></u>

# City of Meadowlakes-Utility Fund

## Profit & Loss Budget vs. Actual

	Apr 2017	Budget	FY to Date	Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5010 · Water Revenue	36,388	31,350	234,977	219,560
5020 · Sewer Revenues	43,252	42,600	301,567	298,200
5030 · Garbage Revenue	17,150	17,000	119,972	119,000
5110 · Contract Services	8,075	7,917	63,634	55,417
5120 · Water Connect Fee Revenue	0	850	5,775	2,550
5130 · Sewer Connect Fee Revenue	0	725	5,075	2,175
5140 · Transfer Fee	25	210	1,225	1,450
5150 · Penalty & Interest Earned	624	750	4,578	5,250
5170 · Miscellaneous Revenues	160	230	8,062	1,600
5181 · Non-Rev-Xfer In-General Fund	0	0	0	500
5200 · Interest earned on Investments	0	0	2	0
<b>Total Income</b>	<b>105,674</b>	<b>101,632</b>	<b>744,867</b>	<b>705,702</b>
<b>Gross Profit</b>	<b>105,674</b>	<b>101,632</b>	<b>744,867</b>	<b>705,702</b>
<b>Expense</b>				
<b>6100 · Employee Expenses</b>				
<b>6110 · Salaries &amp; Wages</b>				
6410 · Salaries Exempt Employees	5,027	5,131	35,186	35,917
6415 · Salaries & Wages-Non-Exempt	13,869	15,854	92,597	110,978
6416 · Overtime & Standby Pay	1,083	1,250	8,433	8,500
6417 · Longevity Pay-Exempt/Non-Exempt	0	0	3,554	5,000
<b>Total 6110 · Salaries &amp; Wages</b>	<b>19,979</b>	<b>22,235</b>	<b>139,770</b>	<b>160,395</b>
<b>6111 · Other Employee Expenses</b>				
6116 · Unemployment Expense	0	0	0	1,750
6120 · FICA Expense	1,528	1,730	10,692	12,610
6140 · Worker's Compensation Insurance	0	0	7,007	7,500
6150 · Employee Insurance Expenses	3,764	4,600	27,092	32,200
6160 · Employee Retirement Expense	290	560	2,027	4,140
6170 · Employee Uniform Expense	498	420	4,458	2,900
6180 · Employee Training & Travel Exp	130	125	3,262	2,625
6560 · Miscellaneous Employee Expenses	0	0	131	0
<b>Total 6111 · Other Employee Expenses</b>	<b>6,210</b>	<b>7,435</b>	<b>54,669</b>	<b>63,725</b>
<b>Total 6100 · Employee Expenses</b>	<b>26,189</b>	<b>29,670</b>	<b>194,439</b>	<b>224,120</b>
<b>6200 · Administrative Expenses</b>				
<b>6225 · Misc. Dues &amp; Fees</b>				
6226 · TECQ Fees	0	0	3,642	3,500
6227 · Other Misc. Dues & Fees	25	167	275	1,165
<b>Total 6225 · Misc. Dues &amp; Fees</b>	<b>25</b>	<b>167</b>	<b>3,917</b>	<b>4,665</b>
6235 · Computer/Office Equip R&M	0	0	679	500
6240 · Software Update	203	0	3,340	1,500

# City of Meadowlakes-Utility Fund

## Profit & Loss Budget vs. Actual

	Apr 2017	Budget	FY to Date	Budget
6250 • Office Supplies	137	167	612	1,165
6255 • Postage Expense	700	500	1,862	1,500
6260 • Telephone Expense	0	300	1,724	2,100
6270 • Insurance - GL & Property	0	0	16,025	15,100
6280 • Bad Debts	0	0	0	0
6282 • Administrative-Miscellaneous	425	146	1,744	1,020
<b>Total 6200 • Administrative Expenses</b>	<b>1,490</b>	<b>1,280</b>	<b>29,903</b>	<b>27,550</b>
<b>6300 • Operating Expenses</b>				
<b>6301 • Water Treatment Operational Exp</b>				
6305 • Water Treatment Electrical	1,984	3,000	13,256	17,500
6310 • Heating Fuel-WTP	0	0	128	1,000
6314 • R&M-Plant & Pump Station	2,895	2,000	7,518	14,000
6316 • WTP Chemical Expense	312	1,000	9,969	12,500
6320 • Water Outside Testing Expense	597	292	1,280	2,040
6328 • Distribution Repair & Maint.	202	500	6,848	2,500
6355 • Meter Purchased	0	0	21,482	50,000
6360 • Tap Materials-Water	0	0	0	1,500
<b>Total 6301 • Water Treatment Operational Exp</b>	<b>5,990</b>	<b>6,792</b>	<b>60,481</b>	<b>101,040</b>
<b>6302 • Wastewater Operational Expenses</b>				
6304 • Wastewater Electrical	2,402	2,584	13,584	18,080
6311 • Propane-Wastewater	0	500	500	1,500
6317 • WWTP Chemicals	0	350	510	3,650
6318 • Outside Testing Wastewater	112	250	2,816	1,750
6321 • Collection System R&M				
63212 • Lift Station Repairs	1,037	0	1,040	1,000
6321 • Collection System R&M - Other	477	200	1,980	1,500
<b>Total 6321 • Collection System R&amp;M</b>	<b>1,514</b>	<b>200</b>	<b>3,020</b>	<b>2,500</b>
6322 • Irrigation Maintenance Expense	0	0	317	0
6327 • WWTP Repair & Maintenance	117	1,667	31,032	11,665
<b>Total 6302 • Wastewater Operational Expenses</b>	<b>4,145</b>	<b>5,551</b>	<b>51,779</b>	<b>39,145</b>
<b>6303 • Other Operational Expenses</b>				
<b>63031 • Repair &amp; Maintenance-Other</b>				
6329 • R&M-Building/Misc.	509	250	6,338	6,905
63291 • Drainage Repair & Maintenance	123	0	10,743	17,500
<b>Total 63031 • Repair &amp; Maintenance-Other</b>	<b>632</b>	<b>250</b>	<b>17,081</b>	<b>24,405</b>
6330 • Vehicle Repair & Maintenance	131	700	2,851	5,000
6335 • Machinery Repair & Maintenance	1,665	1,250	8,645	8,750
6340 • Vehicle & Machinery Fuel				
6341 • Vehicle Fuel	733	1,000	5,436	7,000
6342 • Machinery Fuel	0	750	1,178	2,750
<b>Total 6340 • Vehicle &amp; Machinery Fuel</b>	<b>733</b>	<b>1,750</b>	<b>6,614</b>	<b>9,750</b>

# City of Meadowlakes-Utility Fund

## Profit & Loss Budget vs. Actual

	<b>Apr 2017</b>	<b>Budget</b>	<b>FY to Date</b>	<b>Budget</b>
6345 · Equipment Lease/Rental	0	0	400	0
6350 · Miscellaneous Operational Exp.	1,015	300	4,003	2,350
6365 · Small Tools	674	400	2,432	2,300
6550 · Assets Purchased	4,115	0	9,615	10,000
<b>Total 6303 · Other Operational Expenses</b>	<b>8,965</b>	<b>4,650</b>	<b>51,641</b>	<b>62,555</b>
<b>Total 6300 · Operating Expenses</b>	<b>19,100</b>	<b>16,993</b>	<b>163,901</b>	<b>202,740</b>
<b>6500 · Other Operational Expenses</b>				
6510 · Garbage Service Expense	15,417	15,400	107,230	107,800
<b>Total 6500 · Other Operational Expenses</b>	<b>15,417</b>	<b>15,400</b>	<b>107,230</b>	<b>107,800</b>
<b>8200 · Transfer to Other Funds</b>				
8215 · Transfer to General Fund	8,634	8,634	59,936	60,438
8220 · Transfer to Debt Service Fund	7,500	7,500	52,500	52,500
8240 · Transfer to RCC Fund	7,708	7,708	53,958	53,960
<b>Total 8200 · Transfer to Other Funds</b>	<b>23,842</b>	<b>23,842</b>	<b>166,394</b>	<b>166,898</b>
8255 · Transfer to General Fixed Asset	0	0	0	0
<b>Total Expense</b>	<b>86,038</b>	<b>87,185</b>	<b>661,867</b>	<b>729,108</b>
<b>Net Ordinary Income</b>	<b>19,636</b>	<b>14,447</b>	<b>83,000</b>	<b>-23,406</b>
<b>Net Income</b>	<b>19,636</b>	<b>14,447</b>	<b>83,000</b>	<b>-23,406</b>



**City of Meadowlakes-Utility Fund**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Deposit		04/13/2017		1015 · Ck.ing-1st State Bank		
TOTAL					-	-
Ck.	EFT	04/19/2017	State Comptroller	1015 · Ck.ing-1st State Bank		(1,069.87)
				3020 · Sales Tax Payable	(1,069.87)	1,069.87
TOTAL					(1,069.87)	1,069.87
Bill Pmt -Ck.	15961	04/06/2017	Aqua-Tech Lab	1015 · Ck.ing-1st State Bank		(2,370.00)
Bill	18702	03/14/2017		6318 · Outside Testing Wastewater	(112.00)	112.00
				6320 · Water Outside Testing Expense	(122.00)	122.00
Bill	18703	03/14/2017		6318 · Outside Testing Wastewater	(2,136.00)	2,136.00
TOTAL					(2,370.00)	2,370.00
Bill Pmt -Ck.	15962	04/06/2017	Bill & Sherry Cossey	1015 · Ck.ing-1st State Bank		(10.84)
Bill	Refund	04/04/2017		3010 · Service Deposits Payable	(10.84)	10.84
TOTAL					(10.84)	10.84
Bill Pmt -Ck.	15963	04/06/2017	Card Service Center	1015 · Ck.ing-1st State Bank		(1,532.37)
Bill	3/29/17 Stmt	03/29/2017		1515 · General Fund Receivables	(243.56)	243.56
				1583 · RCC Receivable	(344.50)	344.50
				6250 · Office Supplies	(162.09)	162.09
				6255 · Postage Expense	(107.50)	107.50
Bill	3/29/17 Stmt - JT	03/29/2017		6250 · Office Supplies	(24.29)	24.29
				1515 · General Fund Receivables	(42.72)	42.72
				1583 · RCC Receivable	(275.38)	275.38
				1584 · POA Receivables	(236.97)	236.97
				6327 · WWTP Repair & Maint.	(72.36)	72.36
				6342 · Machinery Fuel	(23.00)	23.00
TOTAL					(1,532.37)	1,532.37
Bill Pmt -Ck.	15964	04/06/2017	Collier Materials, Inc.	1015 · Ck.ing-1st State Bank		(53.90)
Bill	109317	03/16/2017		1584 · POA Receivables	(53.90)	53.90
TOTAL					(53.90)	53.90
Bill Pmt -Ck.	15965	04/06/2017	Debbie Holley	1015 · Ck.ing-1st State Bank		(21.28)
Bill	Reimbursement	03/31/2017		6180 · Employee Training & Travel Exp	(21.28)	21.28
TOTAL					(21.28)	21.28
Bill Pmt -Ck.	15966	04/06/2017	DPC Industries, Inc.	1015 · Ck.ing-1st State Bank		(612.24)
Bill	767001303-17	03/15/2017		6316 · WTP Chemical Expense	(306.12)	306.12
				6317 · WWTP Chemicals	(306.12)	306.12
TOTAL					(612.24)	612.24
Bill Pmt -Ck.	15967	04/06/2017	Ferguson Enterprises	1015 · Ck.ing-1st State Bank		(207.09)

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill	3/31/17 Stmt	03/31/2017		6321 · Collection System R&M	(207.09)	207.09
TOTAL					(207.09)	207.09
Bill Pmt -Ck.	15968	04/06/2017	James Payne	1015 · Ck.ing-1st State Bank		-
TOTAL					-	-
Bill Pmt -Ck.	15969	04/06/2017	PEC	1015 · Ck.ing-1st State Bank		(3,971.36)
Bill	2/22-3/25-17	03/31/2017		6305 · Water Treatment Electrical	(1,799.35)	1,799.35
				6304 · Wastewater Electrical	(2,172.01)	2,172.01
TOTAL					(3,971.36)	3,971.36
Bill Pmt -Ck.	15970	04/06/2017	Petty Cash	1015 · Ck.ing-1st State Bank		(241.73)
Bill	17-0404-01	04/04/2017		6282 · Administrative-Miscellaneous	(78.73)	78.73
				6330 · Vehicle Repair & Maint.	(91.00)	91.00
				6180 · Employee Training & Travel Exp	(72.00)	72.00
TOTAL					(241.73)	241.73
Bill Pmt -Ck.	15971	04/06/2017	James Payne	1015 · Ck.ing-1st State Bank		(10.84)
Bill	Refund	04/02/2017		3010 · Service Deposits Payable	(10.84)	10.84
TOTAL					(10.84)	10.84
Bill Pmt -Ck.	15972	04/13/2017	AT&T Mobility	1015 · Ck.ing-1st State Bank		(210.92)
Bill	3/27/17 Stmt	03/27/2017		6260 · Telephone Expense	(210.92)	210.92
TOTAL					(210.92)	210.92
Bill Pmt -Ck.	15973	04/13/2017	DSHS Central Lab	1015 · Ck.ing-1st State Bank		(475.13)
Bill	2017 Stmt	04/03/2017		6320 · Water Outside Testing Expense	(475.13)	475.13
TOTAL					(475.13)	475.13
Bill Pmt -Ck.	15974	04/13/2017	Foxworth-Galbraith	1015 · Ck.ing-1st State Bank		(63.13)
Bill	3/31/2017 Stmt	03/31/2017		6350 · Miscellaneous Operational Exp.	(63.13)	63.13
TOTAL					(63.13)	63.13
Bill Pmt -Ck.	15975	04/13/2017	Grainger	1015 · Ck.ing-1st State Bank		(47.30)
Bill	9395808190	03/23/2017		6327 · WWTP Repair & Maint.	(47.30)	47.30
TOTAL					(47.30)	47.30
Bill Pmt -Ck.	15976	04/13/2017	Lowe's	1015 · Ck.ing-1st State Bank		(1,409.42)
Bill	4/2/17 Stmt	04/02/2017		1584 · POA Receivables	(1,245.40)	1,245.40
				6350 · Miscellaneous Operational Exp.	(164.02)	164.02
TOTAL					(1,409.42)	1,409.42
Bill Pmt -Ck.	15977	04/13/2017	Republic Services #843	1015 · Ck.ing-1st State Bank		(15,416.89)

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill	0843-00314890	03/31/2017		6510 · Garbage Service Expense	(53.53)	53.53
Bill	0843-001317503	03/31/2017		6510 · Garbage Service Expense	(15,363.36)	15,363.36
TOTAL					(15,416.89)	15,416.89
<b>Bill Pmt -Ck.</b>	<b>15978</b>	<b>04/13/2017</b>	<b>Tractor Supply</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(375.38)</b>
Bill	03302017 Stmt	03/30/2017		6350 · Miscellaneous Operational Exp.	(108.49)	108.49
				6335 · Machinery Repair & Maint.	(129.99)	129.99
				1584 · POA Receivables	(136.90)	136.90
TOTAL					(375.38)	375.38
<b>Bill Pmt -Ck.</b>	<b>15979</b>	<b>04/13/2017</b>	<b>Wex Bank</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(168.91)</b>
Bill	4/6/17 Stmt	04/06/2017		6341 · Vehicle Fuel	(168.91)	168.91
TOTAL					(168.91)	168.91
<b>Bill Pmt -Ck.</b>	<b>15980</b>	<b>04/20/2017</b>	<b>General Fund</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(3,774.00)</b>
Bill	042017	04/17/2017		1515 · General Fund Receivables	(3,774.00)	3,774.00
TOTAL					(3,774.00)	3,774.00
<b>Bill Pmt -Ck.</b>	<b>15981</b>	<b>04/20/2017</b>	<b>Debbie Holley</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(20.41)</b>
Bill	Reimbursement	04/13/2017		6180 · Employee Training & Travel Exp	(20.41)	20.41
TOTAL					(20.41)	20.41
<b>Bill Pmt -Ck.</b>	<b>15982</b>	<b>04/20/2017</b>	<b>Dedicated Controls, LLC</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(585.00)</b>
Bill	1161	03/28/2017		6328 · Distribution Repair & Maint.	(585.00)	585.00
TOTAL					(585.00)	585.00
<b>Bill Pmt -Ck.</b>	<b>15983</b>	<b>04/20/2017</b>	<b>DPC Industries, Inc.</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(150.00)</b>
Bill	DE76000507-17	03/31/2017		6316 · WTP Chemical Expense	(150.00)	150.00
TOTAL					(150.00)	150.00
<b>Bill Pmt -Ck.</b>	<b>15984</b>	<b>04/20/2017</b>	<b>Ewald Kubota, Inc.</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(78.24)</b>
Bill	3508109	04/17/2017		6335 · Machinery Repair & Maint.	(78.24)	78.24
TOTAL					(78.24)	78.24
<b>Bill Pmt -Ck.</b>	<b>15985</b>	<b>04/20/2017</b>	<b>Fastenal</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(73.82)</b>
Bill	TX00195877	03/31/2017		6327 · WWTP Repair & Maint.	(27.20)	27.20
				6350 · Miscellaneous Operational Exp.	(46.62)	46.62
TOTAL					(73.82)	73.82
<b>Bill Pmt -Ck.</b>	<b>15986</b>	<b>04/20/2017</b>	<b>Magna-Flow Enviro</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(761.88)</b>
Bill	46368	03/28/2017		6327 · WWTP Repair & Maint.	(761.88)	761.88
TOTAL					(761.88)	761.88

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck.</b>	<b>15987</b>	<b>04/20/2017</b>	<b>NAPA-Third Coast</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(283.08)</b>
Bill	3/31/17 Stmt	03/31/2017		6335 · Machinery Repair & Maint.	(283.08)	283.08
TOTAL					(283.08)	283.08
<b>Bill Pmt -Ck.</b>	<b>15988</b>	<b>04/20/2017</b>	<b>Precision Pump Systems</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(18,670.00)</b>
Bill	20050416	03/27/2017		6327 · WWTP Repair & Maint.	(18,670.00)	18,670.00
TOTAL					(18,670.00)	18,670.00
<b>Bill Pmt -Ck.</b>	<b>15989</b>	<b>04/20/2017</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(477.17)</b>
Bill	8221944245	03/27/2017		6170 · Employee Uniform Expense	(335.66)	335.66
Bill	8221946497	04/03/2017		6170 · Employee Uniform Expense	(141.51)	141.51
TOTAL					(477.17)	477.17
<b>Bill Pmt -Ck.</b>	<b>15990</b>	<b>04/20/2017</b>	<b>Wex Bank</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(604.92)</b>
Bill	49386503	04/06/2017		6341 · Vehicle Fuel	(564.52)	564.52
				1515 · General Fund Receivables	(40.40)	40.40
TOTAL					(604.92)	604.92
<b>Bill Pmt -Ck.</b>	<b>15991</b>	<b>04/27/2017</b>	<b>Card Service Center</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(330.34)</b>
Bill	3/29/17	04/23/2017		6350 · Miscellaneous Operational Exp.	(140.62)	140.62
				1515 · General Fund Receivables	(19.74)	19.74
				6330 · Vehicle Repair & Maint.	(39.98)	39.98
				1583 · RCC Receivable	(130.00)	130.00
TOTAL					(330.34)	330.34
<b>Bill Pmt -Ck.</b>	<b>15992</b>	<b>04/27/2017</b>	<b>Ed's Tires and Auto</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(15.75)</b>
Bill	50977	04/18/2017		6335 · Machinery Repair & Maint.	(15.75)	15.75
TOTAL					(15.75)	15.75
<b>Bill Pmt -Ck.</b>	<b>15993</b>	<b>04/27/2017</b>	<b>Ewald Kubota, Inc.</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(25.62)</b>
Bill	3508113	04/17/2017		6335 · Machinery Repair & Maint.	(25.62)	25.62
TOTAL					(25.62)	25.62
<b>Bill Pmt -Ck.</b>	<b>15994</b>	<b>04/27/2017</b>	<b>Grainger</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(240.91)</b>
Bill	9405705790	04/04/2017		6327 · WWTP Repair & Maint.	(5.43)	5.43
Bill	9406027723	04/04/2017		6327 · WWTP Repair & Maint.	(54.00)	54.00
Bill	9413092637	04/11/2017		6314 · R&M-Plant & Pump Station	(181.48)	181.48
TOTAL					(240.91)	240.91
<b>Bill Pmt -Ck.</b>	<b>15995</b>	<b>04/27/2017</b>	<b>Perennial Material</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(71.00)</b>
Bill	11063	04/18/2017		1583 · RCC Receivable	(35.50)	35.50
				1584 · POA Receivables	(35.50)	35.50
TOTAL					(71.00)	71.00

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
April 2017

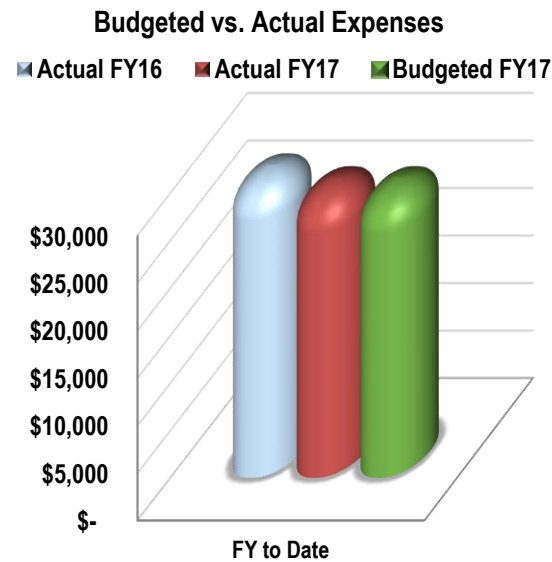
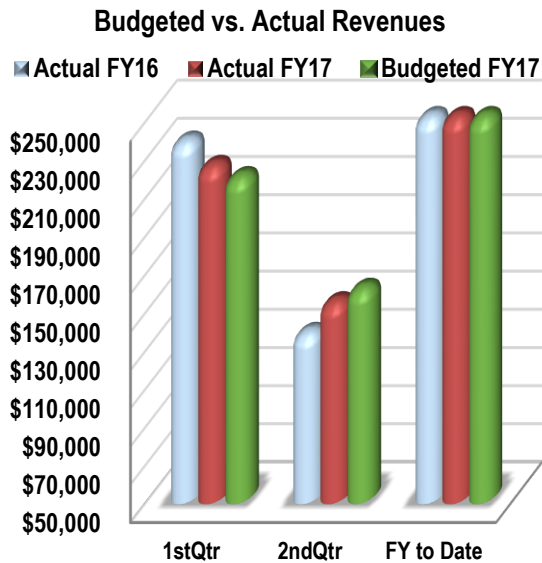
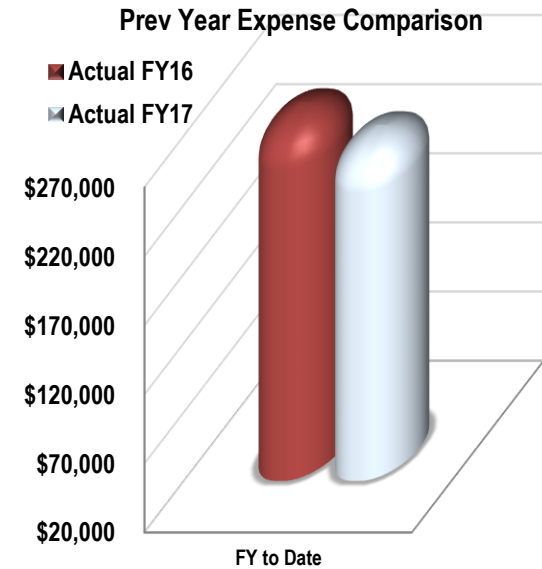
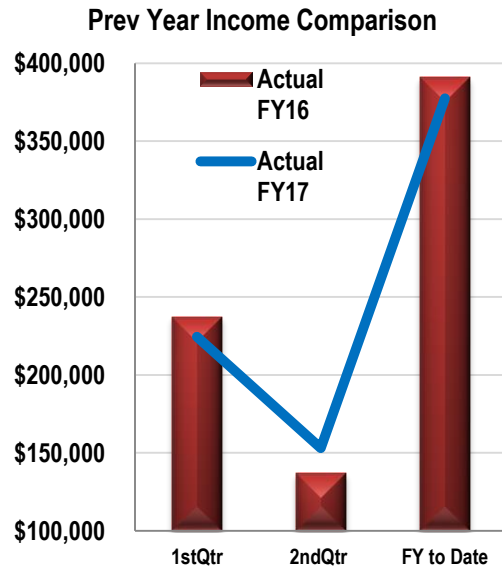
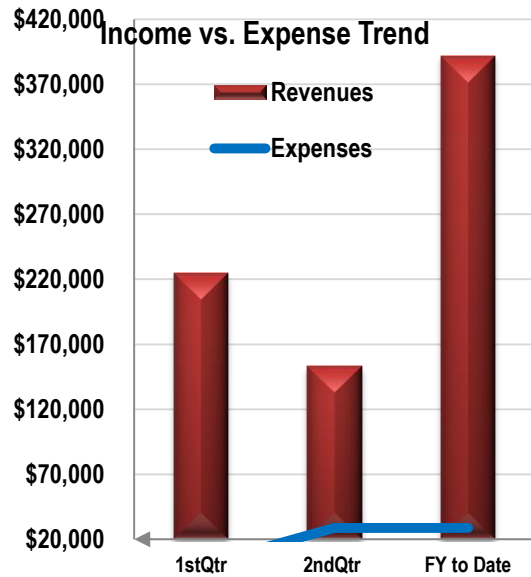
Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck.</b>	<b>15996</b>	<b>04/27/2017</b>	<b>Pinnacle Propane, LLC</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(436.21)</b>
Bill	8204	03/31/2017		6342 · Machinery Fuel	(436.21)	436.21
<b>TOTAL</b>					<b>(436.21)</b>	<b>436.21</b>
<b>Bill Pmt -Ck.</b>	<b>15997</b>	<b>04/27/2017</b>	<b>Precision Calibrate</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(570.00)</b>
Bill	532	04/06/2017		6314 · R&M-Plant & Pump Station	(570.00)	570.00
<b>TOTAL</b>					<b>(570.00)</b>	<b>570.00</b>
<b>Bill Pmt -Ck.</b>	<b>15998</b>	<b>04/27/2017</b>	<b>RVS Software</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(105.84)</b>
Bill	145289	04/12/2017		6240 · Software Update	(105.84)	105.84
<b>TOTAL</b>					<b>(105.84)</b>	<b>105.84</b>
<b>Bill Pmt -Ck.</b>	<b>15999</b>	<b>04/27/2017</b>	<b>TEC Services</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(200.00)</b>
Bill	03172017-INV-0	03/07/2017		6180 · Employee Training & Travel Exp	(200.00)	200.00
<b>TOTAL</b>					<b>(200.00)</b>	<b>200.00</b>
<b>Bill Pmt -Ck.</b>	<b>16000</b>	<b>04/27/2017</b>	<b>Techline Pipe L.P.</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(324.45)</b>
Bill	1075334-00	03/16/2017		63291 · Drainage Repair & Maint.	(20.00)	20.00
Bill	1075877-00	03/29/2017		63291 · Drainage Repair & Maint.	(214.20)	214.20
Bill	1075724-00	03/31/2017		6327 · WWTP Repair & Maint.	(90.25)	90.25
<b>TOTAL</b>					<b>(324.45)</b>	<b>324.45</b>
<b>Bill Pmt -Ck.</b>	<b>16001</b>	<b>04/27/2017</b>	<b>Texas Facilities Comm</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(5,064.00)</b>
Bill	DO0775S	04/18/2017		6314 · R&M-Plant & Pump Station	(250.00)	250.00
				6350 · Miscellaneous Operational Exp.	(25.00)	25.00
Bill	1670772	04/19/2017		6365 · Small Tools	(494.00)	494.00
				6329 · R&M-Building/Misc.	(105.00)	105.00
				6550 · Assets Purchased	(4,115.00)	4,115.00
				6350 · Miscellaneous Operational Exp.	(75.00)	75.00
<b>TOTAL</b>					<b>(5,064.00)</b>	<b>5,064.00</b>
<b>Bill Pmt -Ck.</b>	<b>16002</b>	<b>04/27/2017</b>	<b>Titan Transportation</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(122.88)</b>
Bill	727575	04/14/2017		63291 · Drainage Repair & Maint.	(122.88)	122.88
<b>TOTAL</b>					<b>(122.88)</b>	<b>122.88</b>
<b>Bill Pmt -Ck.</b>	<b>16003</b>	<b>04/27/2017</b>	<b>US Postmaster</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(700.00)</b>
Bill	Permit #6 Postaç	04/26/2017		6255 · Postage Expense	(700.00)	700.00
<b>TOTAL</b>					<b>(700.00)</b>	<b>700.00</b>
<b>Bill Pmt -Ck.</b>	<b>16004</b>	<b>04/27/2017</b>	<b>Visa</b>	<b>1015 · Ck.ing-1st State Bank</b>		<b>(1,405.34)</b>
Bill	4/23/17 Stmt-MU	04/23/2017		6335 · Machinery Repair & Maint.	(246.14)	246.14
				6350 · Miscellaneous Operational Exp.	(35.84)	35.84
				6180 · Employee Training & Travel Exp	(11.06)	11.06
Bill	4/23/17 Stmt - J1	04/23/2017		6335 · Machinery Repair & Maint.	(179.99)	179.99

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
**April 2017**

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
				6350 · Miscellaneous Operational Exp.	(282.76)	282.76
				6240 · Software Update	(97.41)	97.41
				6321 · Collection System R&M	(212.15)	212.15
				6282 · Administrative-Miscellaneous	(339.99)	339.99
TOTAL					(1,405.34)	1,405.34
<b>Total April 2017 Utility Fund Disbursements</b>						<b>63,359.46</b>
<b>April 2017 Transfer Out to Other Funds</b>						
		<b>Date</b>	<b>To:</b>	<b>Purpose</b>		
		4/3/2017	Payroll Fund	Payroll Expense	11,348.09	
		4/15/2017	Debt Service	Monthly xfer per budget	7,500.00	
		4/15/2017	General Fund	Monthly xfer per budget	8,633.75	
		4/15/2017	Recreation Fund	Monthly xfer per budget	7,708.33	
		4/17/2017	Payroll Fund	Payroll Expense	10,448.70	
		4/24/2017	Payroll Fund	Employee Insurance Exp.	3,469.29	
<b>April Total Transfer Out to Other Funds</b>						<b>49,108.16</b>
<b>Total April Disbursements and Transfer to Other Funds</b>						<b>112,467.62</b>

# Debt Service

April 2017

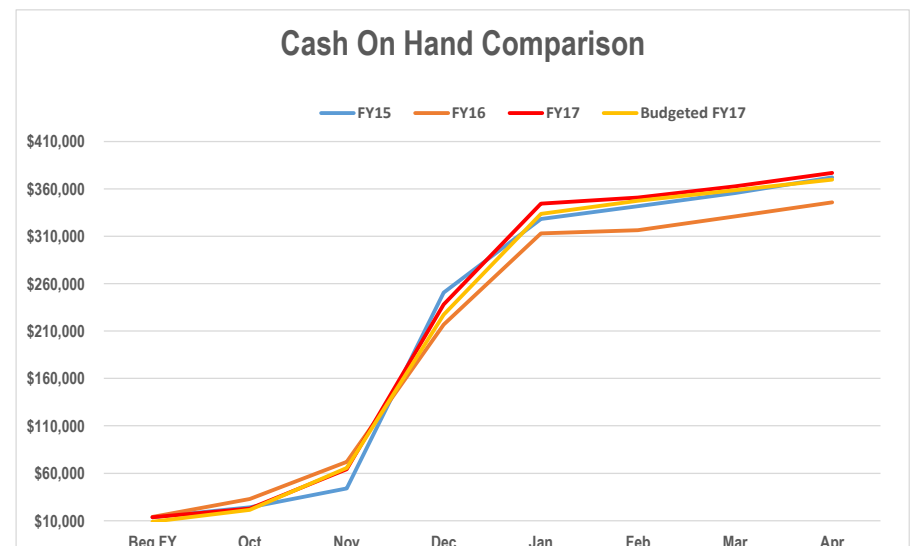
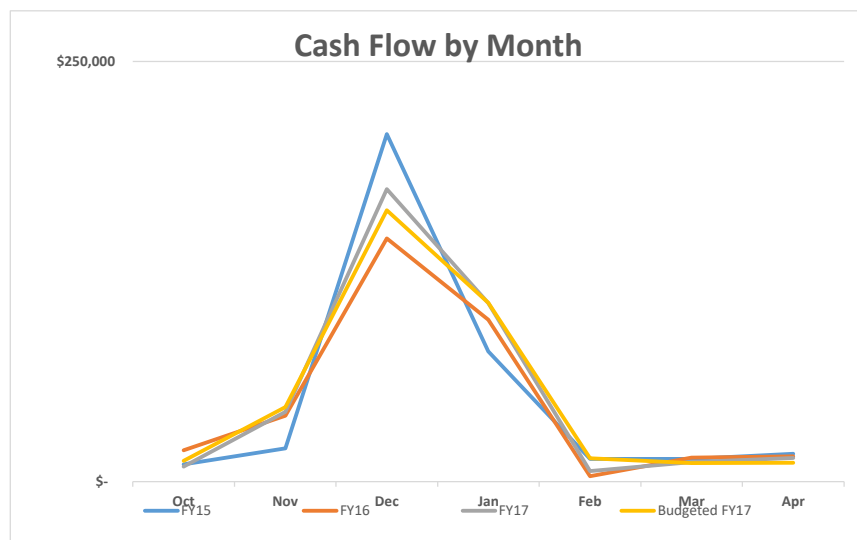


## Account Balances

<u>Cash</u>	4/30/2017	4/30/2016
Checking Account	\$ 362,593	\$ 372,299
CD's	\$ -	\$ -
<b>Total Cash</b>	<b>\$ 376,816</b>	<b>\$ 372,299</b>
<u>Current Receivables</u>	\$ -	\$ -
<u>Current Payables</u>	\$ 10,958	\$ 9,044
<u>Net Gain/(Loss)</u>	\$ 363,083	\$ 358,543
<u>Cash Flow (+/-)</u> (FY to Date)	\$ 363,148	\$ 331,976

# City of Meadowlakes-Debt Service Fund FY 16 Cash Flow

	Beginning FY	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Total
Cash on hand (beginning of month)	\$13,667	\$13,667	\$22,581	\$64,130	\$238,174	\$344,445	\$350,873	\$362,622	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	
Cash on hand (end of month)	\$13,667	\$22,581	\$64,130	\$238,174	\$344,445	\$350,873	\$362,622	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	\$0
<b>CASH RECEIPTS</b>														<b>Total</b>
Property Tax		\$1,346	\$34,045	\$166,535	\$98,740	\$27,549	\$4,219	\$6,626						\$339,060
Transfers In from Utility Fund		\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500						\$52,500
Interest Earned		\$68	\$4	\$9	\$31	\$28	\$30	\$67						\$237
														\$0
														\$0
<b>TOTAL CASH RECEIPTS</b>		<b>\$8,914</b>	<b>\$41,549</b>	<b>\$174,044</b>	<b>\$106,271</b>	<b>\$35,077</b>	<b>\$11,749</b>	<b>\$14,193</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$391,797</b>
Total cash available	\$13,667	\$22,581	\$64,130	\$238,174	\$344,445	\$379,522	\$362,622	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	
<b>CASH PAID OUT-OPERATIONAL</b>														<b>Total</b>
Prior Months Payables/Miscellaneous		\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
Principal		\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
Interest		\$0	\$0	\$0	\$0	\$28,649	\$0	\$0						\$28,649
														\$0
														\$0
<b>Total Cash Paid Out-Operational</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,649</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,649</b>
<b>CASH PAID OUT- NON -OPERATIONAL</b>														<b>Total</b>
														\$0
														\$0
														\$0
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,649</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,649</b>
Cash on hand (end of month)	\$13,667	\$22,581	\$64,130	\$238,174	\$344,445	\$350,873	\$362,622	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	\$376,815	
<b>Change in Cash</b>														<b>Total</b>
Difference Beginning to End of Month		\$8,914	\$41,549	\$174,044	\$106,271	\$6,428	\$11,749	\$14,193	\$0	\$0	\$0	\$0	\$0	\$363,148
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		\$8,914	\$50,463	\$224,507	\$330,778	\$337,206	\$348,955	\$363,148	\$363,148	\$363,148	\$363,148	\$363,148	\$363,148	\$3,479,711





# City of Meadowlakes Debt Service Balance Sheet

	<u>Apr 30, 2017</u>	<u>Mar 31,2017</u>	<u>Apr 30 2016</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
<b>06-1000 · Cash and Cash Equivalents</b>			
<b>06-1020 · Debt Service-First State Bank</b>	376,716	362,493	372,199
<b>06-1025 · Tax Clearing Account</b>	100	100	100
<b>Total 06-1000 · Cash and Cash Equivalents</b>	<u>376,816</u>	<u>362,593</u>	<u>372,299</u>
<b>Total Checking/Savings</b>	<u>376,816</u>	<u>362,593</u>	<u>372,299</u>
<b>Total Current Assets</b>	<u>376,816</u>	<u>362,593</u>	<u>372,299</u>
<b>Fixed Assets</b>			
<b>06-1661 · Escrowed Interest</b>	<u>10,958</u>	<u>10,958</u>	<u>141,120</u>
<b>Total Fixed Assets</b>	<u>10,958</u>	<u>10,958</u>	<u>141,120</u>
<b>Other Assets</b>			
<b>06-1360 · Ad Valorem Taxes Receivable</b>	<u>0</u>	<u>0</u>	<u>9,044</u>
<b>Total Other Assets</b>	<u>0</u>	<u>0</u>	<u>9,044</u>
<b>TOTAL ASSETS</b>	<u><u>387,774</u></u>	<u><u>373,551</u></u>	<u><u>522,463</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
<b>03-2005 · Due Other Funds</b>	0	0	-89
<b>06-2010 · Due Debt Service</b>	0	0	0
<b>06-2015 · Due General Fund</b>	0	0	0
<b>06-2020 · Deferred Tax Revenue</b>	<u>10,958</u>	<u>10,958</u>	<u>9,044</u>
<b>Total Other Current Liabilities</b>	<u>10,958</u>	<u>10,958</u>	<u>8,955</u>
<b>Total Current Liabilities</b>	<u>10,958</u>	<u>10,958</u>	<u>8,955</u>
<b>Total Liabilities</b>	<u>10,958</u>	<u>10,958</u>	<u>8,955</u>
<b>Equity</b>			
<b>32000 · Unrestricted Net Assets</b>	13,733	13,733	154,965
<b>Net Income</b>	<u>363,083</u>	<u>361,236</u>	<u>358,543</u>
<b>Total Equity</b>	<u>376,816</u>	<u>374,969</u>	<u>513,508</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>387,774</u></u>	<u><u>385,927</u></u>	<u><u>522,463</u></u>

# City of Meadowlakes Debt Service Profit & Loss Budget vs. Actual

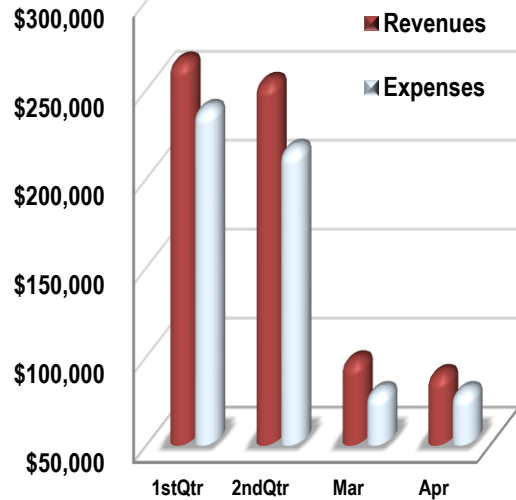
	<b>Apr 2017</b>	<b>Budget</b>	<b>FY to Date</b>	<b>Budget</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
06-4120 · Ad Valorem Tax	6,626	3,750	339,069	337,250
06-5440 · Interest Earned on Investments	67	25	163	135
<b>Total Income</b>	<b>6,693</b>	<b>3,775</b>	<b>339,232</b>	<b>337,385</b>
<b>Expense</b>				
06-9000 · 2008 Bond Expense				
06-9050 · 2008 Bond Principal	0	0	0	0
06-9070 · 2008 Bid Interest Expense	0	0	0	0
<b>Total 06-9000 · 2008 Bond Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
06-9100 · 2013 Bond Expense				
06-9150 · 2013 Bond Principal	0	0	0	0
06-9170 · 2013 Bond Interest Expense	0	0	28,649	28,649
<b>Total 06-9100 · 2013 Bond Expense</b>	<b>0</b>	<b>0</b>	<b>28,649</b>	<b>28,649</b>
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>28,649</b>	<b>28,649</b>
<b>Net Ordinary Income</b>	<b>6,693</b>	<b>3,775</b>	<b>310,583</b>	<b>308,736</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
06-8200 · Transfer In from Other Funds	7,500	7,500	52,500	52,500
<b>Total Other Income</b>	<b>7,500</b>	<b>7,500</b>	<b>52,500</b>	<b>52,500</b>
<b>Net Other Income</b>	<b>7,500</b>	<b>7,500</b>	<b>52,500</b>	<b>52,500</b>
<b>Net Income</b>	<b>14,193</b>	<b>11,275</b>	<b>363,083</b>	<b>361,236</b>

## Disbursements

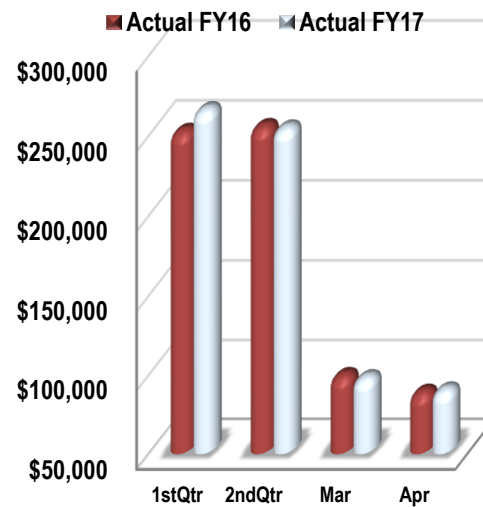
# Recreation Fund

April 2017

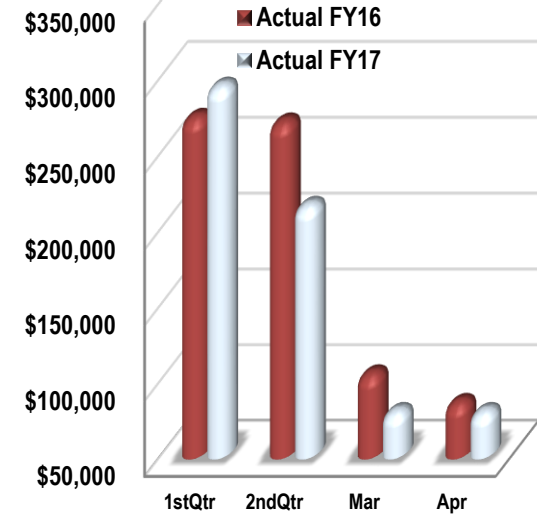
Income vs. Expense Trend



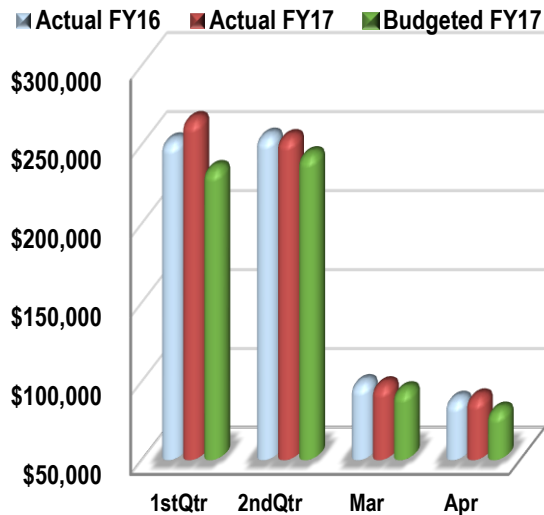
Prev Year Income Comparison



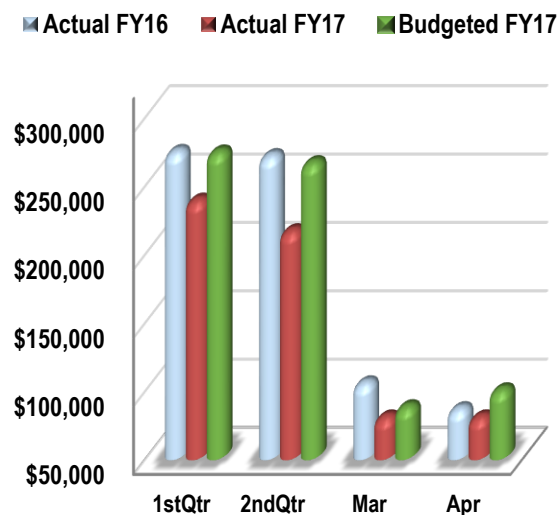
Prev Year Expense Comparison



Budgeted vs. Actual Revenues



Budgeted vs. Actual Expenses

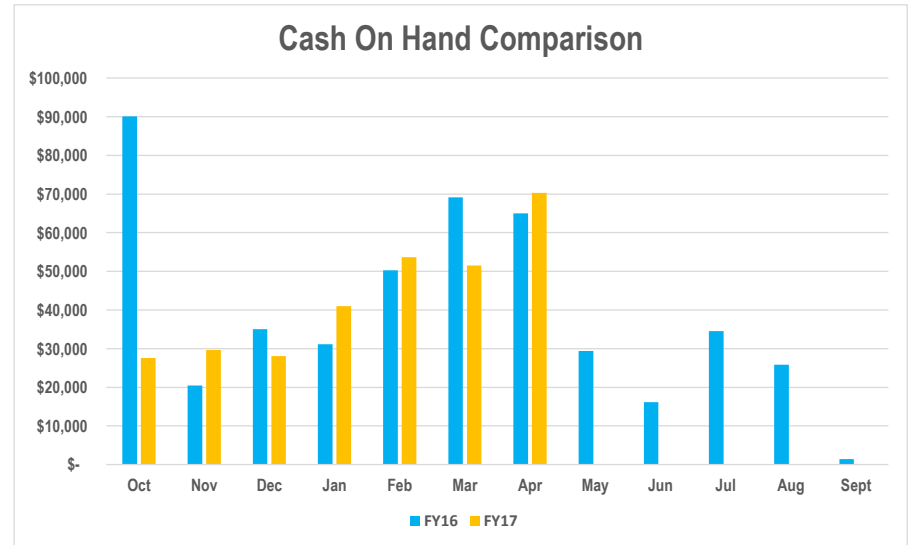
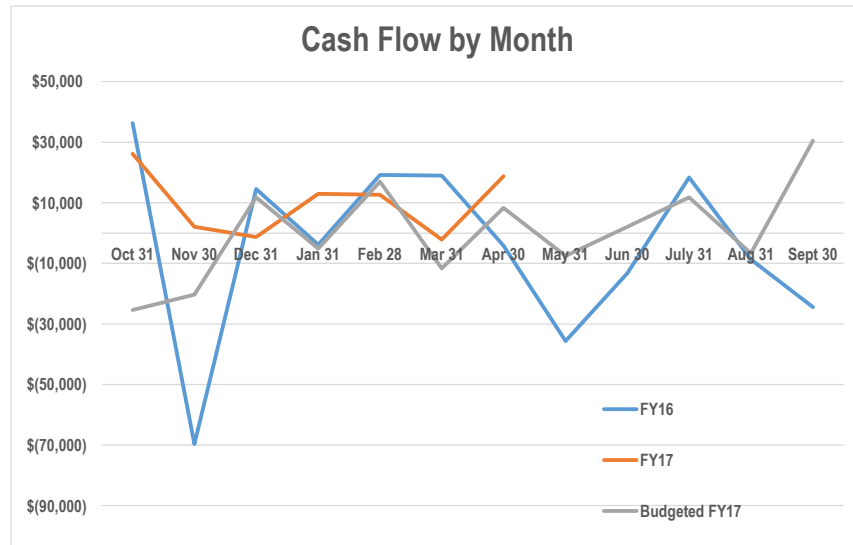


## Account Balances

Cash	4/30/2017	4/30/2016
Checking Account	\$ 70,310	\$ 35,523
CD's	\$ -	\$ -
<b>Total Cash</b>	<b>\$ 70,310</b>	<b>\$ 35,523</b>
<b>Current Receivables</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Current Payables</b>	<b>\$ 72,253</b>	<b>\$ 60,649</b>
<b>Net Gain/(Loss)</b>	<b>\$ 49,119</b>	<b>\$ (195,487)</b>
Based on Accrual Accounting		
<b>Cash Flow (+/-)</b>	<b>\$ 68,938</b>	<b>\$ 11,203</b>
(FY to Date)		

# City of Meadowlakes-Recreation Fund FY 16 Cash Flow

	Beginning FY	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Total
Cash on hand (beginning of month)	\$1,372	\$1,372	\$28,422	\$30,303	\$28,047	\$41,014	\$53,678	\$51,550	\$70,310	\$70,310	\$70,310	\$70,310	\$70,310	
Cash on hand (end of month)	\$1,372	\$28,422	\$30,303	\$28,047	\$41,014	\$53,678	\$51,550	\$70,310	\$70,310	\$70,310	\$70,310	\$70,310	\$70,310	\$0
<b>CASH RECEIPTS</b>														
		1	2	3	4	5	6	7	8	9	10	11	12	Total
Prepaid Golf		\$33,666	\$24,864	\$18,605	\$31,574	\$19,733	\$27,458	\$19,733						\$175,633
Pro Shop Income		\$29,918	\$21,719	\$15,226	\$21,852	\$19,733	\$27,458	\$19,733						\$189,900
Food & Beverage Income		\$29,651	\$22,998	\$35,594	\$24,459	\$30,086	\$26,844	\$30,086						\$199,718
Miscellaneous/Sale Tax Payable		\$2,607	\$2,100	\$3,008	\$0	\$0	\$138	\$4,761						\$12,614
Transfer in from Other Funds		\$7,708	\$7,708	\$7,708	\$7,708	\$8,208	\$7,708	\$7,708						\$54,456
<b>TOTAL CASH RECEIPTS</b>		<b>\$103,550</b>	<b>\$79,389</b>	<b>\$80,141</b>	<b>\$85,593</b>	<b>\$93,838</b>	<b>\$91,772</b>	<b>\$98,038</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$632,321</b>
Total cash available	\$1,372	\$104,922	\$107,811	\$110,444	\$113,640	\$134,852	\$145,450	\$149,588	\$70,310	\$70,310	\$70,310	\$70,310	\$70,310	
<b>CASH PAID OUT-OPERATIONAL</b>														
Prior Months Payables/Miscellaneous		\$842	\$2,420	\$1,700	\$4,335	\$7,194	\$6,656	\$1,435						\$24,582
Administrative Expenses		\$4,833	\$7,074	\$5,938	\$8,475	\$10,277	\$8,620	\$10,276						\$55,493
Pro Shop Expense		\$14,728	\$16,779	\$13,707	\$16,275	\$18,897	\$19,078	\$18,896						\$118,360
Food & Beverage Expenses		\$26,628	\$29,198	\$30,539	\$24,227	\$23,527	\$29,189	\$23,527						\$186,835
Grounds Maintenance Expense		\$17,874	\$20,907	\$18,901	\$18,325	\$20,438	\$18,631	\$24,845						\$139,921
Tennis/Swim/Miscellaneous		\$19	\$1,130	\$36	\$107	\$19	\$19	\$299						\$1,629
<b>Total Cash Paid Out-Operational</b>		<b>\$64,924</b>	<b>\$77,508</b>	<b>\$70,821</b>	<b>\$71,744</b>	<b>\$80,352</b>	<b>\$82,193</b>	<b>\$79,278</b>						<b>\$526,820</b>
<b>CASH PAID OUT- NON - OPERATIONAL</b>														
Debt Service-POA		\$11,576	\$0	\$11,576	\$882	\$822	\$11,707	\$0						\$36,563
Transfers to Other Funds		\$0	\$0											\$0
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$11,576</b>	<b>\$0</b>	<b>\$11,576</b>	<b>\$882</b>	<b>\$822</b>	<b>\$11,707</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,563</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$76,500</b>	<b>\$77,508</b>	<b>\$82,397</b>	<b>\$72,626</b>	<b>\$81,174</b>	<b>\$93,900</b>	<b>\$79,278</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$563,383</b>
Cash on hand (end of month)	\$1,372	\$28,422	\$30,303	\$28,047	\$41,014	\$53,678	\$51,550	\$70,310	\$70,310	\$70,310	\$70,310	\$70,310	\$70,310	
<b>Change in Cash</b>														
Difference Beginning to End of Month		\$27,050	\$1,881	(\$2,256)	\$12,967	\$12,664	(\$2,128)	\$18,760	\$0	\$0	\$0	\$0	\$0	\$68,938
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		\$27,050	\$28,931	\$26,675	\$39,642	\$52,306	\$50,178	\$68,938	\$68,938	\$68,938	\$68,938	\$68,938	\$68,938	\$611,360



## Recreation &amp; Country Club Division

## Balance Sheet

As of March 31, 2017

	Apr 30, 17	Mar 31, 17	Apr 30, 16
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
03-1000 · RCC Operating Cash			
03-1005 · Operating Cash			
03-1010 · FSB - Petty Cash Checking #3232	-145	1,050	1,339
03-1012 · FSB - Checking Acct #1910	69,573	49,618	46,801
03-1013 · Hidden Falls Checking	0	0	-12,617
03-1020 · Operating Account - MM	232	232	0
03-1100 · Petty Cash			
03-1113 · Petty Cash-General Manager	650	650	0
<b>Total 03-1100 · Petty Cash</b>	<u>650</u>	<u>650</u>	<u>0</u>
<b>Total 03-1005 · Operating Cash</b>	<u>70,310</u>	<u>51,550</u>	<u>35,523</u>
<b>Total 03-1000 · RCC Operating Cash</b>	<u>70,310</u>	<u>51,550</u>	<u>35,523</u>
<b>Total Checking/Savings</b>	<u>70,310</u>	<u>51,550</u>	<u>35,523</u>
<b>Other Current Assets</b>			
03-1799 · Receivable from Other Funds	0	0	71,366
03-1800 · Inventory			
03-1805 · Pro Shop Inventory	13,550	13,550	0
03-1807 · Food & Beverage Inventory			
03-1810 · Food Inventory	2,976	2,976	0
03-1815 · Beer Inventory	823	823	0
03-1816 · Wine Inventory	203	203	0
03-1817 · Liquor Inventory	396	396	0
03-1820 · Beverage Inventory	787	787	0
<b>Total 03-1807 · Food &amp; Beverage Inventory</b>	<u>5,185</u>	<u>5,185</u>	<u>0</u>
<b>Total 03-1800 · Inventory</b>	<u>18,735</u>	<u>18,735</u>	<u>0</u>
03-1802 · Pre-Paid	4,468	5,704	10,568
03-1825 · Utility Deposits	200	200	200
<b>Total Other Current Assets</b>	<u>23,403</u>	<u>24,639</u>	<u>82,134</u>
<b>Total Current Assets</b>	<u>93,713</u>	<u>76,189</u>	<u>117,657</u>
<b>Fixed Assets</b>			
03-1900 · Fixed Asset			
03-1910 · Buildings	5,500	5,500	0
03-1935 · Furniture & Fixtures			
03-1940 · Pro Shop	2,904	2,904	2,904
<b>Total 03-1935 · Furniture &amp; Fixtures</b>	<u>2,904</u>	<u>2,904</u>	<u>2,904</u>
03-1950 · Improvements	70,979	70,979	65,713
03-1960 · Machinery & Equipment-Maint.	311,974	311,974	38,339
03-1990 · Accumulated Depreciation	-47,337	-47,337	-8,876
<b>Total 03-1900 · Fixed Asset</b>	<u>344,020</u>	<u>344,020</u>	<u>98,080</u>
<b>Total Fixed Assets</b>	<u>344,020</u>	<u>344,020</u>	<u>98,080</u>
<b>Other Assets</b>			

## Recreation &amp; Country Club Division

## Balance Sheet

As of March 31, 2017

	Apr 30, 17	Mar 31, 17	Apr 30, 16
03-1500 · Golf Fund Receivables			
03-1510 · Member Dues-Receivables	293	293	0
Total 03-1500 · Golf Fund Receivables	293	293	0
03-1997 · Deferred Outflow-Pension	3,362	3,362	0
Total Other Assets	3,655	3,655	0
<b>TOTAL ASSETS</b>	<b>441,388</b>	<b>423,864</b>	<b>215,737</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
03-2000 · Accounts Payable			
03-2030 · Accounts Payable - Payroll	2,084	2,084	0
03-2000 · Accounts Payable - Other	50,353	47,213	60,649
Total 03-2000 · Accounts Payable	52,437	49,297	60,649
03-2027 · Loan-POA-Tractor	19,816	19,816	0
Total Accounts Payable	72,253	69,113	60,649
Other Current Liabilities			
03-2024 · Golf Course Improvement Fund	938	938	2,267
03-2025 · Credit Book Payable	5,462	5,430	-1,755
03-2026 · Sales Tax Payable	503	474	11,174
03-2029 · Alcohol Tax Payable	1,114	924	3,321
03-3550 · Current Portion-Notes Payable	52,571	52,571	0
03-3615 · Compensation Absences Payable	12,790	12,790	0
Total Other Current Liabilities	73,378	73,127	15,007
Total Current Liabilities	145,631	142,240	75,656
Long Term Liabilities			
03-3600 · Long Term Debt			
03-3660 · Long Term Debt	147,854	147,854	239,929
Total 03-3600 · Long Term Debt	147,854	147,854	239,929
Total Long Term Liabilities	147,854	147,854	239,929
Total Liabilities	293,485	290,094	315,585
Equity			
03-3700 · Prior Period Adjustments	44,844	44,844	0
03-4000 · Retained Earnings	-25,974	-25,974	-9,792
03-4020 · Invested in Fixed Assets	123,779	123,779	76,084
03-4100 · Restricted for Debt Service	0	0	33,375
32000 · *Retained Earnings	-43,864	-43,864	-4,029
Net Income (See Note Below)	49,119	34,986	-195,487
Total Equity	147,904	133,771	-99,849
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>441,389</b>	<b>423,865</b>	<b>215,736</b>

Note: Balance Sheet is ran based on accrual accounting method while P&L statements or based on cash. The difference in accounting methods reflect the difference in Net Income indicated from both financial statement runs.

# Recreation & Country Club Division

## Profit & Loss Budget vs. Actual

### Recreation Fund

	Apr 2017	Budget	FY to Date	Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>03-5000 · Revenue</b>				
<b>03-5010 · Membership Dues</b>				
03-5010 · Membership Dues - Other	19,733	20,280	166,750	141,950
<b>Total 03-5010 · Membership Dues</b>	<b>19,733</b>	<b>20,280</b>	<b>166,750</b>	<b>141,950</b>
<b>03-5023 · Golf Shop Revenues</b>				
03-5035 · Green Fees	21,844	18,000	103,884	107,550
03-5040 · Golf Cart Rental	6,398	6,300	32,049	39,450
03-5045 · Driving Range	3,006	3,200	14,003	19,450
03-5052 · Misc. Tournament	-80	350	-97	3,200
03-5053 · Handicap	0	150	5,126	5,150
03-5060 · Pro Shop Sales	4,583	5,300	28,243	35,000
<b>Total 03-5023 · Golf Shop Revenues</b>	<b>35,751</b>	<b>33,300</b>	<b>183,208</b>	<b>209,800</b>
<b>03-5057 · Tennis &amp; Swimming Revenues</b>				
03-5019 · Tennis Membership	0	250	0	1,250
03-5054 · Tennis Fees	60	0	630	0
03-5057 · Tennis & Swimming Revenues - Other	0	0	0	0
<b>Total 03-5057 · Tennis &amp; Swimming Revenues</b>	<b>60</b>	<b>250</b>	<b>630</b>	<b>1,250</b>
<b>03-5070 · Restaurant/Bar Sales</b>				
03-5072 · Restaurant Food Sales	20,426	17,900	132,722	141,900
03-5073 · Beverage Sales	1,330	1,375	7,622	8,525
03-5074 · Beer Sales	4,966	3,100	28,296	25,775
03-5075 · Other Food & Beverage Sales	0	0	0	0
03-5076 · Liquor Sales	2,373	1,900	17,654	14,150
03-5077 · Wine Sales	991	850	7,699	7,500
<b>Total 03-5070 · Restaurant/Bar Sales</b>	<b>30,086</b>	<b>25,125</b>	<b>193,993</b>	<b>197,850</b>
03-5090 · Interest Earned	0	0	0	0
03-5096 · Miscellaneous Income	1,778	100	2,677	1,100
<b>Total 03-5000 · Revenue</b>	<b>87,408</b>	<b>79,055</b>	<b>547,258</b>	<b>551,950</b>
<b>Total Income</b>	<b>87,408</b>	<b>79,055</b>	<b>547,258</b>	<b>551,950</b>
<b>Expense</b>				
<b>03-6000 · Administrative Expenditures</b>				
<b>03-6039 · Other Administrative Expenses</b>				
03-6021 · Admin Exp.- Xfer out to General	2,458	2,496	17,208	17,471
03-6016 · Unemployment Cost	1,854	0	1,854	0
<b>03-6030 · Insurance</b>				
03-6032 · Property Insurance	497	0	3,480	
03-6030 · Insurance - Other	0	0	-314	0
<b>Total 03-6030 · Insurance</b>	<b>497</b>	<b>0</b>	<b>3,166</b>	<b>0</b>
03-6040 · Office Supplies	297	75	883	925

# **Recreation & Country Club Division** **Profit & Loss Budget vs. Actual** **Recreation Fund**

	<b>Apr 2017</b>	<b>Budget</b>	<b>FY to Date</b>	<b>Budget</b>
03-6042 · Postage	0	75	237	680
03-6045 · Advertising	299	1,000	2,029	6,000
03-6047-Dues & Subscriptions	0	0	150	0
03-6048 · Security	44	0	222	0
03-6049 · Miscellaneous Supplies	756	625	1,259	4,375
03-6062 · Credit Card Processing	1,358	1,250	8,245	8,750
03-6065 · Software Maintenance	190	0	593	500
06-6063 · Cash Over/Under	-189	100	-1,326	675
<b>Total 03-6039 · Other Administrative Expenses</b>	<b>7,564</b>	<b>5,621</b>	<b>34,520</b>	<b>39,376</b>
<b>03-6068 · House Maintenance Expenses</b>				
03-6050 · Telephone	173	175	1,126	1,275
03-6052 · Electric	984	1,000	5,403	7,600
03-6055 · Utilities-Water & Sewer	267	550	1,982	3,550
03-6081 · Cleaning Service	970	825	5,820	5,850
03-6101 · Misc. House Expense	13	425	117	2,850
03-6102 · Building Repair & Maintenance	280	750	3,379	4,250
03-6520 · Television-Clubhouse	26	25	182	175
<b>Total 03-6068 · House Maintenance Expenses</b>	<b>2,713</b>	<b>3,750</b>	<b>18,009</b>	<b>25,550</b>
<b>Total 03-6000 · Administrative Expenditures</b>	<b>10,277</b>	<b>9,371</b>	<b>52,529</b>	<b>64,926</b>
<b>03-6100 · Pro Shop Expenditures</b>				
<b>03-6110 · Payroll</b>				
03-6111 · Wages - Full Time	3,652	3,690	26,370	27,640
03-6112 · Wages Part Time/Seasonal	5,495	4,500	33,076	31,600
03-6115 · Payroll Tax	700	650	4,548	4,675
03-6116 · Pro Shop Longevity	0	0	0	1,500
03-6117 · Retirement	65	85	482	720
03-6118 · Health Care	627	640	4,390	4,480
03-6119 · Worker's Comp	239	240	1,433	1,700
03-6155 · Training & Travel	0	0		500
<b>Total 03-6110 · Payroll</b>	<b>10,778</b>	<b>9,805</b>	<b>70,299</b>	<b>72,815</b>
<b>03-6121 · Other Pro-Shop Expenses</b>				
03-6120 · Driving Range	720	0	720	3,500
03-6122 · Miscellaneous and Supplies	0	300	1,187	2,000
03-6123 · Pro-Shop Consumable Supplies	0	250	0	1,750
03-6125 · Handicap	0	0	3,236	2,750
03-6120 · Tournament Expense	0	0	0	500
03-6140 · Office Supplies	44	0	161	0
03-6150 · Dues and Fees	0	750	50	1,500
03-6210 · Cart Lease/Purchase	2,717	5,257	21,134	21,755
03-6220 · Cart Maint & Repair	0	0	0	500



# Recreation & Country Club Division

## Profit & Loss Budget vs. Actual

### Recreation Fund

	Apr 2017	Budget	FY to Date	Budget
03-6225 · Electric	166	170	1,513	1,165
<b>Total 03-6121 · Other Pro-Shop Expenses</b>	<b>3,647</b>	<b>6,727</b>	<b>28,001</b>	<b>35,420</b>
03-6160 · Inventory Purchased	4,472	2,000	16,649	12,500
03-6163 · Inventory/Cash Shortages	0	0	0	0
<b>Total 03-6100 · Pro Shop Expenditures</b>	<b>18,897</b>	<b>18,532</b>	<b>114,949</b>	<b>120,735</b>
<b>03-6300 · Grounds Maintenance Expenditure</b>				
03-6310 · Payroll				
03-6311 · Wages - Full Time	10,437	13,540	61,596	101,530
03-6312 · Wages - Part Time/Seasonal	1,517	500	13,611	3,750
03-6313 · Grounds O&M - Overtime/Bonus	0	500	0	1,000
03-6314 · Grounds O&M Longevity	0	0	0	1,500
03-6315 · Payroll Tax Exp	914	950	5,793	7,000
03-6317 · Retirement Exp	151	350	935	2,750
03-6318 · Health Care Exp	2,478	3,200	17,879	22,400
03-6319 · Worker's Comp	427	420	3,225	3,130
<b>Total 03-6310 · Payroll</b>	<b>15,924</b>	<b>19,460</b>	<b>103,039</b>	<b>143,060</b>
03-6321 · Other Golf Course Maint. Exp.				
03-6320 · Fuel & Lubricants	799	1,000	4,501	5,050
03-6322 · Fertilizer	0	4,500	1,538	7,500
03-6324 · Chemicals	136	1,600	4,224	12,150
03-6327 · Sand & Soil	32	500	1,179	7,500
03-6329 · Equipment Maint & Repair	505	1,250	2,826	7,500
03-6332 · Irrigation Repair & Maint.	5,373	400	7,748	2,900
03-6333 · Pond Maintenance	0	350	0	2,600
03-6340 · Utilities				
03-6342 · Electric - Maintained Building	241	250	1,998	1,750
03-6344 · Electric - Irrigation	603	500	3,714	3,500
03-6346 · Sewer & Water	228	375	1,373	2,625
03-6347 · Trash	144	0	866	0
03-6370 · Raw Water Purchase	453	513	2,719	3,585
<b>Total 03-6340 · Utilities</b>	<b>1,669</b>	<b>1,638</b>	<b>10,670</b>	<b>11,460</b>
03-6350 · Dues		0	0	500
03-6354 · Small Tools		50	120	0
03-6380 · Other Grounds Maint Exp	406	0	824	925
<b>03-6300 · Total Other Grounds Maint Exp</b>	<b>8,920</b>	<b>11,288</b>	<b>33,630</b>	<b>58,085</b>
03-6360 · Equipment Lease/Purchase				
03-6362 · Machinery Lease	0	834	37,420	38,247
03-6363 · Machinery Interest	0	50	3,350	3,430
<b>Total 03-6360 · Equipment Lease/Purchase</b>	<b>0</b>	<b>884</b>	<b>40,770</b>	<b>41,677</b>
<b>Total 03-6300 · Grounds Maintenance Expenditure</b>	<b>24,844</b>	<b>31,632</b>	<b>177,439</b>	<b>242,822</b>

# Recreation & Country Club Division

## Profit & Loss Budget vs. Actual

### Recreation Fund

	Apr 2017	Budget	FY to Date	Budget
<b>03-6400 · Tennis Expenditures</b>				
03-6430 · Maint & Repair	280	250	858	1,500
<b>Total 03-6400 · Tennis Expenditures</b>	<b>280</b>	<b>250</b>	<b>858</b>	<b>1,500</b>
<b>03-6500 · Food &amp; Beverage Expenses</b>				
<b>03-6510 · Payroll &amp; Payroll Expense</b>				
03-6413 · F&B Overtime/Bonus	0	0	0	1,750
03-6414 · F&B Longevity	0	250	0	1,600
03-6511 · Wages - Full Time	6,511	7,925	53,156	59,435
03-6512 · Wages - Part Time/Seasonal	6,278	3,750	41,259	28,000
03-6515 · Payroll Tax Expense	921	950	6,427	6,950
03-6517 · Retirement Expense	94	175	771	1,575
03-6518 · Health Care Expense	676	1,900	6,434	13,300
03-6519 · Worker's Comp	342	335	2,392	2,510
03-6510 · Payroll & Payroll Expense - Other	0	0	0	0
<b>Total 03-6510 · Payroll &amp; Payroll Expense</b>	<b>14,822</b>	<b>15,285</b>	<b>110,439</b>	<b>115,120</b>
<b>03-6521 · Other Food &amp; Beverage Expenses</b>				
03-6053 · Propane	0	650	3,464	4,450
03-6058 · Music	0		0	
03-6525 · Alcohol Tax	687	550	4,257	4,000
<b>03-6540 · Supplies</b>				
03-6545 · Restaurant-Consumable Supplies	0	500	0	5,000
03-6547 · Beer/Wine	2,076	1,900	12,114	12,900
03-6548 · Liquor Expense	513	300	4,003	2,400
03-6549 · Food Exp	4,944	5,000	42,739	46,500
03-6550 · Beverage Expense	0	350	1,383	1,750
03-6552 · Other Food & Beverage Supplies	376	50	4,367	850
03-6572 · Other Misc. Restaurant Expenses	0	40	2,104	290
03-6573 · Linen	39	250	1,651	1,750
03-6540 · Supplies - Other		200	310	1,450
<b>Total 03-6540 · Supplies</b>	<b>7,948</b>	<b>8,590</b>	<b>68,671</b>	<b>72,890</b>
03-6560 · Equipment Rental	70	83	490	585
03-6561 · Liquor License	0		-100	
03-6565 · Equipment Maint & Repair	0	400	1,485	3,000
<b>Total 03-6521 · Other Food &amp; Beverage Expenses</b>	<b>8,705</b>	<b>10,273</b>	<b>78,267</b>	<b>84,925</b>
<b>Total 03-6500 · Food &amp; Beverage Expenses</b>	<b>23,527</b>	<b>25,558</b>	<b>188,706</b>	<b>200,045</b>
<b>03-6600 · Swimming Pool Expenditures</b>				
<b>03-6610 · Payroll &amp; Payroll Expense</b>				
03-6612 · Wages	0	0	0	0
03-6614 · FICA Expense	0	0	0	0

# Recreation & Country Club Division

## Profit & Loss Budget vs. Actual

### Recreation Fund

	Apr 2017	Budget	FY to Date	Budget
03-6616 · Worker's Comp	19	0	131	250
Total 03-6610 · Payroll & Payroll Expense	19	0	131	250
03-6620 · Supplies	0	500	164	1,500
03-6622 · Maint & Repair	0	0	121	1,250
03-6623 · Miscellaneous Pool Expense	0		205	0
Total 03-6600 · Swimming Pool Expenditures	19	500	621	3,000
03-6900 · Building Repairs & Maint.				
03-6915 · Bldg. Renovations/Repairs	0	0	0	0
Total 03-6900 · Building Repairs & Maint.	0	0	0	0
Total Expense	77,844	85,843	535,102	633,028
Net Ordinary Income	9,564	-6,788	12,156	-81,078
Other Income/Expense				
Other Income				
03-8010 · Transfer In from other Funds				
03-8020 · Transfer in from Utility Fund	7,708	7,750	53,958	54,250
03-8010 · Transfer In from other Funds - Other	0	0	500	0
Total 03-8010 · Transfer In from other Funds	7,708	7,750	54,458	54,250
Total Other Income	7,708	7,750	54,458	54,250
Other Expense				
03-6865 · Capital Purchases over \$5,000	0	0	0	0
Total Other Expense	0	0	0	0
Net Other Income	7,708	7,750	54,458	54,250
Net Income	17,272	962	66,614	-26,828
Food and Beverage Revenue	30,086	25,125	193,993	197,850
Food and Beverage Expenses	23,527	25,558	188,706	200,045
F&B Net Gain/(Loss)	6,559	-433	5,287	-2,195

**Recreation & Country Club Division**  
**Check Detail**  
**April 2017**

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	04/11/2017	PNC Equipment	03-1012 · FSB - Cking Acct #1910		(2,717.00)
				03-6210 · Cart Lease/Purchase	(2,717.00)	2,717.00
TOTAL					(2,717.00)	2,717.00
Check	EFT	04/18/2017	State Comptroller	03-1012 · FSB - Cking Acct #1910		(1,925.38)
				03-2026 · Sales Tax Payable	(1,925.38)	1,925.38
TOTAL					(1,925.38)	1,925.38
Check	EFT	04/18/2017	State Comptroller	03-1012 · FSB - Cking Acct #1910		(558.11)
				03-2029 · Alcohol Tax Payable	(558.11)	558.11
TOTAL					(558.11)	558.11
Check	EFT	04/18/2017	State Comptroller	03-1012 · FSB - Cking Acct #1910		(687.23)
				03-6525 · Alcohol Tax	(687.23)	687.23
TOTAL					(687.23)	687.23
Check	MC490	04/01/2017	Walmart	03-1010 · FSB - Petty Cash Cking #3232		(27.57)
				03-6549 · Food Exp	(27.57)	27.57
TOTAL					(27.57)	27.57
Check	MC491	04/01/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(43.41)
				03-6549 · Food Exp	(43.41)	43.41
TOTAL					(43.41)	43.41
Check	MC492	04/02/2017	Walmart	03-1010 · FSB - Petty Cash Cking #3232		(10.56)
				03-6549 · Food Exp	(10.56)	10.56
TOTAL					(10.56)	10.56
Check	MC493	04/04/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(108.67)
				03-6549 · Food Exp	(108.67)	108.67
TOTAL					(108.67)	108.67
Check	MC494	04/05/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(80.72)
				03-6549 · Food Exp	(80.72)	80.72
TOTAL					(80.72)	80.72
Check	MC495	04/06/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(117.30)
				03-6549 · Food Exp	(117.30)	117.30
TOTAL					(117.30)	117.30
Check	MC496	04/07/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(134.53)

**Recreation & Country Club Division**  
**Check Detail**  
**April 2017**

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
				03-6549 · Food Exp	(134.53)	134.53
TOTAL					(134.53)	134.53
Check	MC497	04/09/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(39.04)
				03-6549 · Food Exp	(39.04)	39.04
TOTAL					(39.04)	39.04
Check	MC499	04/09/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(73.20)
				03-6549 · Food Exp	(73.20)	73.20
TOTAL					(73.20)	73.20
Check	MC500	04/11/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(72.15)
				03-6549 · Food Exp	(72.15)	72.15
TOTAL					(72.15)	72.15
Check	MC501	04/11/2017	Walmart	03-1010 · FSB - Petty Cash Cking #3232		(6.48)
				03-6549 · Food Exp	(6.48)	6.48
TOTAL					(6.48)	6.48
Check	MC502	04/12/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(57.31)
				03-6549 · Food Exp	(57.31)	57.31
TOTAL					(57.31)	57.31
Check	MC503	04/13/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(88.47)
				03-6549 · Food Exp	(88.47)	88.47
TOTAL					(88.47)	88.47
Check	MC504	04/14/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(72.20)
				03-6549 · Food Exp	(72.20)	72.20
TOTAL					(72.20)	72.20
Check	MC505	04/15/2017	Walmart	03-1010 · FSB - Petty Cash Cking #3232		(21.47)
				03-6549 · Food Exp	(21.47)	21.47
TOTAL					(21.47)	21.47
Check	MC506	04/15/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(95.31)
				03-6549 · Food Exp	(95.31)	95.31
TOTAL					(95.31)	95.31
Check	MC507	04/18/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(35.76)
				03-6549 · Food Exp	(35.76)	35.76
TOTAL					(35.76)	35.76

**Recreation & Country Club Division**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Check	MC508	04/19/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(68.45)
				03-6549 · Food Exp	(68.45)	68.45
TOTAL					(68.45)	68.45
Check	MC509	04/20/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(123.30)
				03-6549 · Food Exp	(123.30)	123.30
TOTAL					(123.30)	123.30
Check	MC510	04/21/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(156.71)
				03-6549 · Food Exp	(156.71)	156.71
TOTAL					(156.71)	156.71
Check	MC511	04/25/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(140.71)
				03-6549 · Food Exp	(140.71)	140.71
TOTAL					(140.71)	140.71
Check	MC512	04/26/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(64.17)
				03-6549 · Food Exp	(64.17)	64.17
TOTAL					(64.17)	64.17
Check	MC513	04/27/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(12.40)
				03-6549 · Food Exp	(12.40)	12.40
TOTAL					(12.40)	12.40
Check	MC514	04/27/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(113.97)
				03-6549 · Food Exp	(113.97)	113.97
TOTAL					(113.97)	113.97
Check	MC515	04/27/2017	Walmart	03-1010 · FSB - Petty Cash Cking #3232		(39.84)
				03-6549 · Food Exp	(39.84)	39.84
TOTAL					(39.84)	39.84
Check	MC516	04/28/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(82.82)
				03-6549 · Food Exp	(82.82)	82.82
TOTAL					(82.82)	82.82
Check	MC517	04/28/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(95.96)
				03-6549 · Food Exp	(95.96)	95.96
TOTAL					(95.96)	95.96
Check	MC518	04/29/2017	Office Depot	03-1010 · FSB - Petty Cash Cking #3232		(16.23)
				03-6040 · Office Supplies	(16.23)	16.23

**Recreation & Country Club Division**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
TOTAL					(16.23)	16.23
Check	MC519	04/30/2017	HEB	03-1010 · FSB - Petty Cash Cking #3232		(134.83)
				03-6549 · Food Exp	(134.83)	134.83
TOTAL					(134.83)	134.83
Check	1265	04/04/2017	Hill Country Health	03-1010 · FSB - Petty Cash Cking #3232		(164.64)
				03-6160 · Inventory Purchased	(164.64)	164.64
TOTAL					(164.64)	164.64
Check	1266	04/07/2017	Keg 1	03-1010 · FSB - Petty Cash Cking #3232		(329.05)
				03-6547 · Beer/Wine	(329.05)	329.05
TOTAL					(329.05)	329.05
Check	1525	04/04/2017	Twin Liquors	03-1010 · FSB - Petty Cash Cking #3232		(311.85)
				03-6548 · Liquor Expense	(140.93)	140.93
				03-6547 · Beer/Wine	(170.92)	170.92
TOTAL					(311.85)	311.85
Bill Pmt -C 1939		04/06/2017	All Corners Cleaning	03-1012 · FSB - Cking Acct #1910		(430.00)
Bill	8481	03/16/2017		03-6081 · Cleaning Service	(258.00)	258.00
				03-6081 · Cleaning Service	(172.00)	172.00
TOTAL					(430.00)	430.00
Bill Pmt -C 1940		04/06/2017	All Star Pro Golf, Inc.	03-1012 · FSB - Cking Acct #1910		(178.70)
Bill	258015	03/14/2017		03-6160 · Inventory Purchased	(178.70)	178.70
TOTAL					(178.70)	178.70
Bill Pmt -C 1941		04/06/2017	AlSCO, Inc.	03-1012 · FSB - Cking Acct #1910		(38.52)
Bill	LSAT248374	03/31/2017		03-6573 · Linen	(38.52)	38.52
TOTAL					(38.52)	38.52
Bill Pmt -C 1942		04/06/2017	Ben E. Keith	03-1012 · FSB - Cking Acct #1910		(1,022.43)
Bill	74273803	03/29/2017		03-6549 · Food Exp	(796.24)	823.81
				03-6552 · Other Food & Beverage Supplies	(153.42)	158.73
Bill	74274985	03/30/2017		03-6549 · Food Exp	(72.77)	72.77
TOTAL					(1,022.43)	1,055.31
Bill Pmt -C 1943		04/06/2017	Card Service Center	03-1012 · FSB - Cking Acct #1910		(306.34)
Bill	3/29/17 Stmt	03/29/2017		03-6140 · Office Supplies	(44.18)	44.18
				03-6160 · Inventory Purchased	(262.16)	262.16
TOTAL					(306.34)	306.34
Bill Pmt -C 1944		04/06/2017	City of Marble Falls	03-1012 · FSB - Cking Acct #1910		(119.67)

**Recreation & Country Club Division**  
**Check Detail**  
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Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill	Feb-Mar 201	03/16/2017		03-6346 · Sewer & Water	(119.67)	119.67
TOTAL					(119.67)	119.67
<b>Bill Pmt -C 1945</b>		<b>04/06/2017</b>	<b>City of Meadowlakes - PWD</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(374.85)</b>
Bill	2/21-3/21/17	03/21/2017		03-6055 · Utilities-Water & Sewer	(159.93)	159.93
				03-6055 · Utilities-Water & Sewer	(106.62)	106.62
				03-6346 · Sewer & Water	(68.65)	68.65
				03-6346 · Sewer & Water	(39.65)	39.65
TOTAL					(374.85)	374.85
<b>Bill Pmt -C 1946</b>		<b>04/06/2017</b>	<b>Cristal Meek</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(73.20)</b>
Bill	W/E 4/1/17	04/01/2017		03-6512 · Wages - Part Time/Seasonal	(73.20)	73.20
TOTAL					(73.20)	73.20
<b>Bill Pmt -C 1947</b>		<b>04/06/2017</b>	<b>Ford &amp; Crew</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(218.71)</b>
Bill	3/25/17 Stmt	03/25/2017		03-6329 · Equipment Maint & Repair	(14.98)	14.98
				03-6332 · Irrigation Repair & Maint.	(129.56)	129.56
				03-6380 · Other Grounds Maint Exp	(74.17)	74.17
TOTAL					(218.71)	218.71
<b>Bill Pmt -C 1948</b>		<b>04/06/2017</b>	<b>Herbert Moorehead</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(40.20)</b>
Bill	W/E 4/1/17	04/01/2017		03-6512 · Wages - Part Time/Seasonal	(40.20)	40.20
TOTAL					(40.20)	40.20
<b>Bill Pmt -C 1949</b>		<b>04/06/2017</b>	<b>Layne Turner</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(34.50)</b>
Bill	W/E 4/1/17	04/01/2017		03-6512 · Wages - Part Time/Seasonal	(34.50)	34.50
TOTAL					(34.50)	34.50
<b>Bill Pmt -C 1950</b>		<b>04/06/2017</b>	<b>On-Site Computer</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(190.00)</b>
Bill	33394	03/27/2017		03-6065 · Software Maintenance	(190.00)	190.00
TOTAL					(190.00)	190.00
<b>Bill Pmt -C 1951</b>		<b>04/06/2017</b>	<b>Picayune Area Wide Phone I</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(76.67)</b>
Bill	April 2017	04/01/2017		03-6045 · Advertising	(76.67)	76.67
TOTAL					(76.67)	76.67
<b>Bill Pmt -C 1952</b>		<b>04/06/2017</b>	<b>Richard Espinosa</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(215.00)</b>
Bill	W/E 4/1/17	04/01/2017		03-6512 · Wages - Part Time/Seasonal	(215.00)	215.00
TOTAL					(215.00)	215.00
<b>Bill Pmt -C 1953</b>		<b>04/06/2017</b>	<b>Site One Landscape Supply,</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(31.54)</b>
Bill	79297987	03/01/2017		03-6327 · Sand & Soil	(31.54)	31.54
TOTAL					(31.54)	31.54



**Recreation & Country Club Division**  
**Check Detail**  
April 2017

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -C 1954</b>		<b>04/06/2017</b>	<b>The Business Center</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(89.99)</b>
Bill	125309	03/09/2017		03-6040 · Office Supplies	(89.99)	89.99
TOTAL					<u>(89.99)</u>	<u>89.99</u>
<b>Bill Pmt -C 1955</b>		<b>04/06/2017</b>	<b>Wilson Sporting</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(1,477.61)</b>
Bill	4521431084	12/12/2016		03-6160 · Inventory Purchased	(342.41)	342.41
Bill	4521876669	02/15/2017		03-6160 · Inventory Purchased	(1,135.20)	1,135.20
TOTAL					<u>(1,477.61)</u>	<u>1,477.61</u>
<b>Bill Pmt -C 1956</b>		<b>04/13/2017</b>	<b>Acushnet Company</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(714.20)</b>
Bill	903675992	02/21/2017		03-6160 · Inventory Purchased	(256.67)	256.67
Bill	903661183	02/21/2017		03-6160 · Inventory Purchased	(457.53)	457.53
TOTAL					<u>(714.20)</u>	<u>714.20</u>
<b>Bill Pmt -C 1957</b>		<b>04/13/2017</b>	<b>Bridgestone Golf, Inc.</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(943.45)</b>
Bill	1002608309	03/24/2017		03-6160 · Inventory Purchased	(680.12)	680.12
Bill	1002609343	03/27/2017		03-6160 · Inventory Purchased	(263.33)	263.33
TOTAL					<u>(943.45)</u>	<u>943.45</u>
<b>Bill Pmt -C 1958</b>		<b>04/13/2017</b>	<b>Frontier Comm</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(172.68)</b>
Bill	March 2017	03/28/2017		03-6050 · Telephone	(57.56)	57.56
				03-6050 · Telephone	(115.12)	115.12
TOTAL					<u>(172.68)</u>	<u>172.68</u>
<b>Bill Pmt -C 1959</b>		<b>04/13/2017</b>	<b>Gail's Flags, Inc.</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(193.66)</b>
Bill	136008	03/22/2017		03-6380 · Other Grounds Maint Exp	(193.66)	193.66
TOTAL					<u>(193.66)</u>	<u>193.66</u>
<b>Bill Pmt -C 1960</b>		<b>04/13/2017</b>	<b>Republic Services</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(144.32)</b>
Bill	0843-001315	03/31/2017		03-6347 · Trash	(144.32)	144.32
TOTAL					<u>(144.32)</u>	<u>144.32</u>
<b>Bill Pmt -C 1961</b>		<b>04/13/2017</b>	<b>Site One Landscape Supply,</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(136.00)</b>
Bill	796757071	03/30/2017		03-6324 · Chemicals	(136.00)	136.00
TOTAL					<u>(136.00)</u>	<u>136.00</u>
<b>Bill Pmt -C 1962</b>		<b>04/20/2017</b>	<b>All Star Pro Golf, Inc.</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(199.31)</b>
Bill	258315	03/28/2017		03-6160 · Inventory Purchased	(199.31)	199.31
TOTAL					<u>(199.31)</u>	<u>199.31</u>
<b>Bill Pmt -C 1963</b>		<b>04/20/2017</b>	<b>Ben E. Keith</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(2,005.45)</b>
Bill	74280715	04/05/2017		03-6549 · Food Exp	(556.83)	678.23

**Recreation & Country Club Division**  
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Type	Numb	Date	Name	Account	Paid Amount	Original Amount
				03-6552 · Other Food & Beverage Supplies	(82.36)	100.32
Bill	74281798	04/06/2017		03-6549 · Food Exp	(85.52)	85.52
Bill	98718099	04/07/2017		03-6560 · Equipment Rental	(70.00)	70.00
Bill	74287889	04/12/2017		03-6160 · Inventory Purchased	(63.58)	63.58
Bill	74287888	04/12/2017		03-6549 · Food Exp	(1,025.12)	1,025.12
				03-6552 · Other Food & Beverage Supplies	(122.04)	122.04
TOTAL					(2,005.45)	2,144.81
<b>Bill Pmt -C 1964</b>		<b>04/20/2017</b>	<b>City of Meadowlakes-Genera</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(1,630.81)</b>
Bill	042017	04/17/2017		03-6016 · Unemployment Cost	(1,630.81)	1,630.81
TOTAL					(1,630.81)	1,630.81
<b>Bill Pmt -C 1965</b>		<b>04/20/2017</b>	<b>Cleveland Golf</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(468.36)</b>
Bill	5073268 SO	01/27/2017		03-6160 · Inventory Purchased	(288.73)	288.73
Bill	5076420 SO	02/03/2017		03-6160 · Inventory Purchased	(88.85)	543.60
Bill	5090309 SO	02/27/2017		03-6160 · Inventory Purchased	(90.78)	90.78
TOTAL					(468.36)	923.11
<b>Bill Pmt -C 1966</b>		<b>04/20/2017</b>	<b>Herbert Moorehead</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(61.20)</b>
Bill	W/E 4/15/17	04/15/2017		03-6512 · Wages - Part Time/Seasonal	(61.20)	61.20
TOTAL					(61.20)	61.20
<b>Bill Pmt -C 1967</b>		<b>04/20/2017</b>	<b>Highland Lakes Newspapers</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(27.33)</b>
Bill	033117	03/31/2017		03-6045 · Advertising	(27.33)	27.33
TOTAL					(27.33)	27.33
<b>Bill Pmt -C 1968</b>		<b>04/20/2017</b>	<b>Layne Turner</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(193.50)</b>
Bill	W/E 4/15/17	04/15/2017		03-6512 · Wages - Part Time/Seasonal	(193.50)	193.50
TOTAL					(193.50)	193.50
<b>Bill Pmt -C 1969</b>		<b>04/20/2017</b>	<b>LCRA</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(453.13)</b>
Bill	2/8-3/10/17	03/31/2017		03-6370 · Raw Water Purchase	(453.13)	453.13
TOTAL					(453.13)	453.13
<b>Bill Pmt -C 1970</b>		<b>04/20/2017</b>	<b>PEC</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(1,993.96)</b>
Bill	3/7-4/6/17	04/08/2017		03-6052 · Electric	(688.61)	688.61
				03-6052 · Electric	(295.12)	295.12
				03-6225 · Electric	(165.87)	165.87
				03-6342 · Electric - Maint. Building	(241.41)	241.41
				03-6344 · Electric - Irrigation	(602.95)	602.95
TOTAL					(1,993.96)	1,993.96
<b>Bill Pmt -C 1971</b>		<b>04/20/2017</b>	<b>Pinnacle Propane, LLC</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(799.22)</b>
Bill	8233	04/12/2017		03-6320 · Fuel & Lubricants	(799.22)	799.22
TOTAL					(799.22)	799.22

**Recreation & Country Club Division**  
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Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -C 1972</b>		<b>04/20/2017</b>	<b>Richard Espinosa</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(135.60)</b>
Bill	W/E 4/15/17	04/15/2017		03-6512 · Wages - Part Time/Seasonal	(135.60)	135.60
TOTAL					(135.60)	135.60
<b>Bill Pmt -C 1973</b>		<b>04/20/2017</b>	<b>Fox Mail</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(195.00)</b>
Bill	10381	04/15/2017		03-6045 · Advertising	(195.00)	195.00
TOTAL					(195.00)	195.00
<b>Bill Pmt -C 1974</b>		<b>04/20/2017</b>	<b>Texas Workforce Commissio</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(222.73)</b>
Bill	2017 1ST Q1	04/11/2017		03-6016 · Unemployment Cost	(222.73)	222.73
TOTAL					(222.73)	222.73
<b>Bill Pmt -C 1975</b>		<b>04/27/2017</b>	<b>All Corners Cleaning Service</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(540.00)</b>
Bill	8564	04/01/2017		03-6081 · Cleaning Service	(324.00)	324.00
				03-6081 · Cleaning Service	(216.00)	216.00
TOTAL					(540.00)	540.00
<b>Bill Pmt -C 1976</b>		<b>04/27/2017</b>	<b>C &amp; M Air Cooled Engine, Inc</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(490.14)</b>
Bill	707450	04/05/2017		03-6329 · Equipment Maint & Repair	(159.04)	159.04
Bill	708122	04/12/2017		03-6329 · Equipment Maint & Repair	(331.10)	331.10
TOTAL					(490.14)	490.14
<b>Bill Pmt -C 1977</b>		<b>04/27/2017</b>	<b>City of Meadowlakes - PWD</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(7,482.19)</b>
Bill	17-0425-01	04/25/2017		03-6049 · Miscellaneous Supplies	(756.25)	756.25
				03-6332 · Irrigation Repair & Maint.	(5,243.44)	5,243.44
				03-6102 · Building Repair & Maintenance	(279.66)	279.66
				03-6120 · Driving Range	(719.84)	719.84
				03-6101 · Misc. House Expense	(12.74)	12.74
				03-6040 · Office Supplies	(190.46)	190.46
				03-6430 · Maint & Repair	(279.80)	279.80
TOTAL					(7,482.19)	7,482.19
<b>Bill Pmt -C 1978</b>		<b>04/27/2017</b>	<b>Gail's Flags, Inc.</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(138.00)</b>
Bill	131990	04/13/2017		03-6380 · Other Grounds Maint Exp	(67.00)	67.00
Bill	136524	04/14/2017		03-6380 · Other Grounds Maint Exp	(71.00)	71.00
TOTAL					(138.00)	138.00
<b>Bill Pmt -C 1979</b>		<b>04/27/2017</b>	<b>Northland Communications</b>	<b>03-1012 · FSB - Cking Acct #1910</b>		<b>(25.97)</b>
Bill	4/19/17 Stmt	04/19/2017		03-6520 · Television-Clubhouse	(25.97)	25.97
TOTAL					(25.97)	25.97
<b>Check</b>	<b>5017</b>	<b>04/14/2017</b>	<b>Keg 1</b>	<b>03-1010 · FSB - Petty Cash Cking #3232</b>		<b>(116.95)</b>
				03-6547 · Beer/Wine	(116.95)	116.95

**Recreation & Country Club Division**  
**Check Detail**  
**April 2017**

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
TOTAL					(116.95)	116.95
Check	5018	04/18/2017	Twin Liquors	03-1010 · FSB - Petty Cash Cking #3232		(181.62)
				03-6547 · Beer/Wine	(37.02)	37.02
				03-6548 · Liquor Expense	(144.60)	144.60
TOTAL					(181.62)	181.62
Check	5019	04/20/2017	Sam's Club	03-1010 · FSB - Petty Cash Cking #3232		(325.22)
				03-6549 · Food Exp	(325.22)	325.22
TOTAL					(325.22)	325.22
Check	5020	04/21/2017	Ben E Keith	03-1010 · FSB - Petty Cash Cking #3232		(82.30)
				03-6547 · Beer/Wine	(82.30)	82.30
TOTAL					(82.30)	82.30
Check	5022	04/27/2017	Twin Liquors	03-1010 · FSB - Petty Cash Cking #3232		(495.84)
				03-6548 · Liquor Expense	(227.32)	227.32
				03-6547 · Beer/Wine	(268.52)	268.52
TOTAL					(495.84)	495.84
Check	5023	04/28/2017	Keg 1	03-1010 · FSB - Petty Cash Cking #3232		(472.45)
				03-6547 · Beer/Wine	(472.45)	472.45
TOTAL					(472.45)	472.45
Check	5024	04/28/2017	Ben E Keith	03-1010 · FSB - Petty Cash Cking #3232		(301.75)
				03-6547 · Beer/Wine	(301.75)	301.75
TOTAL					(301.75)	301.75
Check	5025	04/21/2017	Keg 1	03-1010 · FSB - Petty Cash Cking #3232		(336.20)
				03-6547 · Beer/Wine	(336.20)	336.20
TOTAL					(336.20)	336.20

**Total April 2017 Recreation Fund Disbursements** **36,677.25**

**Transfer Out to Other Funds**

Date	Transferred to:	Purpose	Paid Amount
4/3/17	Payroll Fund	Payroll	17,960.56
4/15/17	General Fund	Monthly Admin. Expense	2,458.33
4/17/17	Payroll Fund	Payroll	18,020.71
<b>Total April 2017 Recreation Fund Transfers to Other Funds</b>			<b>38,439.60</b>

**Total April 2017 Recreation Fund Disbursements and Transfers Out** **75,116.85**

## April 2017 Payroll

Pay period: 3/25 to 3/31/17

Pay Date: April 3, 2017

Fund:	<u>Utility</u>
Payroll	\$ 10,401.55
FICA	\$ 795.72
TMRS	\$ 150.82
Total Payroll	<u>\$ 11,348.09</u>

Fund:	<u>General</u>
Payroll	\$ 9,726.52
FICA	\$ 744.08
TMRS	\$ 87.68
Total Payroll	<u>\$ 10,558.28</u>

Fund:	<u>Recreation</u>
Payroll	\$ 16,538.51
FICA	\$ 1,265.20
TMRS	\$ 156.85
Total Payroll	<u>\$ 17,960.56</u>

**TOTAL THIS PAY PERIOD: \$39,866.93**

Pay period: 4/1 to 4/14/17

Pay Date: April 17, 2017

Fund:	<u>Utility</u>
Payroll	\$ 9,577.18
FICA	\$ 732.65
TMRS	\$ 138.87
Total Payroll	<u>\$ 10,448.70</u>

Fund:	<u>General</u>
Payroll	\$ 13,745.24
FICA	\$ 1,051.51
TMRS	\$ 145.07
Total Payroll	<u>\$ 14,941.82</u>

Fund:	<u>Recreation</u>
Payroll	\$ 16,597.43
FICA	\$ 1,269.70
TMRS	\$ 153.58
Total Payroll	<u>\$ 18,020.71</u>

**TOTAL THIS PAY PERIOD: \$43,411.23**

Pay period: April 2017

Pay Date: April 26, 2017

	<u>General</u>
Payroll	\$ 1,488.00
FICA	\$ 113.83
TMRS	\$ -
	<u>\$ 1,601.83</u>

**TOTAL FEBRUARY 2017 PAYROLL**

**\$ 84,879.99**

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 9-A-Interlocal Agreement Update
---

**DATE:** May 10, 2017

**REFERENCE:** 9

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 9-A – Interlocal Agreement Update

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

---

**SUBJECT:**

The LCRA Board of Directors met yesterday to consider the approval of the grant application that the City of Marble Falls had submitted for funding assistance for the installation of the effluent pipeline to our property. It is anticipated that the grant will be approved, but we are awaiting confirmation. An update will be given at our Council meeting.

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 10-A-Appointment of Members to PFC Board of Directors
---

**DATE:** May 10, 2017

**REFERENCE:** 10

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 10-A-Appointment of two members to the Meadowlakes Public Facility Corporation Board of Directors

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

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**SUBJECT:**

The current Board of Directors of the Meadowlakes Public Facility Corporation are Mayor Mary Ann Raesener and Councilmembers Cunningham and Fields. With both Directors Cunningham and Fields retiring from the Council, I have added this in order to name replacements. Should they desire not to continue to serve on this Board.

The Board of Directors must consist of a minimum of three and they are appointed by the City Council to serve for one year, or until his or her successor is appointed by the Council. They don't necessarily have to be Councilmembers.

The corporation holds the Texas Alcoholic Beverage Commission liquor license that we operate under at the restaurant. They are required to meet annually which normally occurs in September of each year.

**RECOMMENDATION:**

Should Mr. Cunningham and Mr. Fields desire not to continue to serve on the Board, I would recommend that two Councilmembers be appointed. If action is desired, the motion and action would be entered into the minutes of the meeting.

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 10-B-Appointment of Councilmember to Liaison to Building Committee
--

**DATE:** May 10, 2017

**REFERENCE:** 10

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 10-B-Appointment of Councilmember of liaison to the Building Committee

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

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**SUBJECT:**

Councilmember Baker became ineligible to serve on the Building Committee since he cannot set on both the Council and appointed Board. Councilmember Baker has been very active during his tenure on the Building Committee and has expressed a desire to continue to participate in Building Committee. By his appointment as a Council liaison to the Committee, he can continue to participate in discussions of the Committee but would not be able to vote and would be a key in communications between the Council and the Committee.

**RECOMMENDATION:**

I would recommend the appointment of Councilmember Baker as the Council liaison to the Building Committee.



# City of Meadowlakes

## Mayor and Council Communication

**COUNCIL ACTION:** Agenda Items 10-C-Resolution 2017-05 - Amending Parking and Traffic Master Map

**DATE:** May 10, 2017

**REFERENCE:** 10

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 10-C-Resolution 2017-05-Amending Parking and Traffic Sign Master Map

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

---

**SUBJECT:**

As you may recall at your Council meeting last month, a general discussion was held with regards to adding additional traffic control devices along Deer Lick at its intersection with Mahan, Stewart and San Saba.

Resolution 2017-05 address changing the existing “YIELD” signs to “STOP” signs at the point of intersection of Deer Lick and Mahan, Deer Lick and Stewart, and Deer Lick and San Saba.

**RECOMMENDATION:**

Based on input from Councilmember Drummond I would recommend approval of Resolution 2017-05. Once approved, it will take several weeks for the delivery of adequate signage. Once the new signs have been installed, we will paint stop bars at each sign.

# **City of Meadowlakes**

## **RESOLUTION NUMBER 2017-05**

### **May 16, 2017**

**A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, AMENDING THE “*PARKING AND TRAFFIC SIGN MASTER MAP*,” PROVIDING A SAVING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION AND NAMING AN EFFECTIVE DATE.**

**WHEREAS,** The City Council of the City of Meadowlakes adopt Ordinance 2015-06 on November 10, 2015; establishing a *Parking and Traffic Sign Master Map*; and

**WHEREAS,** The City Council Public Safety Committee recommends to the City Council that said map be amended; and

**WHEREAS,** The City Council has determined that it is in the best interest of the City that additional traffic control devices and additional “No Parking” zones within the City be established; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS;**

#### **Section 1. Finding**

The above and preceding recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

#### **Section 2. Traffic Control Devices**

Replace existing “YIELD” signs at the following intersections with “STOP” as depicted in Attachment “A” hereto attached:

Deer Lick and Mahan  
Deer Lick and Stewart  
Deer Lick and San Saba

#### **Section 3. Update of Parking and Traffic Sign Master Map**

The City Manager is hereby directed to revise and update *Parking and Traffic Sign Master Map* to reflect the additional traffic control devices and no parking areas as identified in Attachment “A”.

#### **Section 4. Severability**

The invalidity of any part of this Resolution shall not invalidate any other part hereof. The terms and provisions of this Resolution shall be deemed to be severable. If any section, subsection, sentence, clause, or phrase of this Resolution should be declared to be invalid, the same shall not affect the validity of any other section, subsection, sentence, clause or phrase of this Resolution.

**Section 5.      Public Notices and Open Meeting**

It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act, *Chapter 551, Tex. Gov't Code*.

**Section 6.      Effective Date**

This resolution shall take effect immediately from and after its passage, along with the proper installation of the necessary traffic control devices and no parking signs.

**PASSED AND APPROVED on this the 16<sup>th</sup> day of May 2017.**

**APPROVED:**

\_\_\_\_\_  
**Mary Ann Raesener, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Loren Meiner, City Secretary**

## Exhibit "A"

▼ Denotes existing "YIELD" sign to be changed to "STOP"



# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 10-D-Purchase of additional lift station pump
---

**DATE:** May 10, 2017

**REFERENCE:** 10

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 10-D-Authorization to purchase additional lift station pump for the lift station at the sewage treatment plant.

**FROM:** Mike Williams, Public Works Director

Approved by Council: n/a

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**SUBJECT:**

**Authorization to purchase an additional pump for the lift station at the sewage treatment plant.**

**RECOMMENDATION:**

I recommend that an additional pump be purchased for this lift station to complete the replacement of the submersible pumps that have been used in the past. The first new pump and control panel have been installed. Please note that the pumps that are removed from that lift station will be serviced and cleaned and can be used as backup pumps for the sewage lift station at the intersection of Turkey Run and Spyglass. The cost of the pump is \$9000.00 including shipping charges. We also expect an additional \$1500 - \$2000 for appurtenances (valve & check valve) that are required for installation.

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 10-D-Purchase of additional lift station pump
---

**DATE:** May 10, 2017

**REFERENCE:** 10

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 10-D-Authorization to purchase an additional lift station pump for the lift station at the sewage treatment plant.

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

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**SUBJECT:**

Purchase of additional pump for the lift station at the sewage treatment plant.

**RECOMMENDATION:**

I concur with Mike Williams' recommendation to purchase the second pump for the lift station at the sewage treatment plant.

I have reviewed the financial condition of the Utility Fund and certify that the Fund has adequate funds for the requested purchase and related expenditures for its installation.

# City of Meadowlakes

## Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Items 10-E-Food and Beverage Operation
--

**DATE:** May 10, 2017

**REFERENCE:** 10

**Council Meeting Date:** May 16, 2017

**AGENDA ITEM:** 10-E-Food and Beverage Operation

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: n/a

---

**SUBJECT:**

As requested, please find a “Private Party Agreement” draft, along with a policy regarding acceptable decorations.

I am in the process of reorganizing the management structure of Food & Beverage operations and retail golf. Currently, the Food & Beverage (F&B) Manager, as well as the Head Golf Professional, report to be directly to me. In the past, evidently, there was a communications breakdown between retail golf and F&B. To eliminate this issue going forward, the F&B Manager will be reporting directly to the Head Golf Professional. The Head Greens Keeper will continue to report to me.

As you are aware, all management staff at the restaurant have tenured their resignations, and we have been actively soliciting replacements for both management and other staffing. Ms. Debra Ingalsbe has been hired as the Food & Beverage Manager, and she will be reporting directly to Jeremy Grubb, Head Golf Professional. Debra has extensive experience in event planning and food and beverage operations. Several years ago, she worked part-time for the PFC, before obtaining a job as an event planner in the Austin area. During her tenure, she was noted for her excellent work ethics and her professionalism. Debra will be working part-time during the month of May, due to commitments at her current job and should start full-time around the first of June.

I’m optimistic that we have assembled an excellent management team that will continue to develop our F&B operation and at the same time make the restaurant and golf course the center of our community. We will be focusing on increasing patronage and adding many community-based activities.

Due to current staffing levels, we had to curtail the hours of operations of the F&B operations temporarily. The restaurant is open from 11 am to 3 pm Tuesday through Saturday. The bar

remains open its regular hours. Once the new F&B manager begins working full-time and can get the staffing levels up, we will begin normal hours of operations. We hope to expand the hours of operation in the very near future and hopefully bring back the Sunday buffets that were so popular.

Jeremy and I will brief you on current operations as well as plans for the future improvements to Food & Beverage operations.

**RECOMMENDATION:**

No action is anticipated.



# Private Party Agreement

Date: \_\_\_\_\_

This is a contract for services and agreement to pay for services in accordance with the terms and conditions as set forth herein, between the City of Meadowlakes (dba Meadowlakes Restaurant), "Restaurant" and:

Customer/Group: \_\_\_\_\_ ("Customer")

Contract Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Email Address: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ TYPE OF EVENT: \_\_\_\_\_

Starting Time of the Event: \_\_\_\_\_ Ending Time of Event: \_\_\_\_\_

Estimated Number of Guests: \_\_\_\_\_ Adults: \_\_\_\_\_ Children: \_\_\_\_\_

Reserved Rooms: ☐ Banquet ☐ Pecan ☐ Patio ☐ Other: \_\_\_\_\_

## TERMS OF THE CONTRACT:

### **Menu Selection**

In consultation with the Restaurant, the Customer shall select food and beverage menu from the list of provided menu options. The menu options list shall be attached to this contract and initialed by the Customer and the Restaurant. The costs per person for the menu options selected shall be summarized in the Financial Summary herein.

### **Room Charges**

In consultation with the Restaurant, the Customer shall select the room or rooms to be reserved for the party. Depending on the number of guests, date, time of day and other factors the Food and Beverage Manager may waive Room Charges. Room Charges, if applicable, shall be summarized in the Financial Summary herein.

### **Confirmation of Reservation**

Confirmation is not made until the Restaurant receives any required deposits.

Customer's Initials \_\_\_\_\_ Manager's Initials \_\_\_\_\_

## **Payment and Method of Payment**

### **Deposit**

A security deposit equal to 25% of the estimated cost of the final bill outlined in the Financial Summary herein is required to secure the time and date and will be applied to the final bill. The balance will be due at the close of the event. The Food and Beverage Manager may waive the security deposit to groups that have standing monthly events.

### **Final Payment**

Final Payment is due at the conclusion of the Event. No split checks are permitted. Out of area checks are only accepted with prior approval.

**Cancellation and Deposit Forfeiture Policy** - Days will be measured in 24-hour increments counting backward from the start time of the planned event.

The following cancellation and deposit forfeitures apply:

- Event canceled 45 days or more before the event: 100% refund of deposit.
- Event canceled 44 days to 31 days before the event: 75% refund of deposit.
- Event canceled 30 days to 8 days before the event: 50% refund of deposit.
- Event canceled 7 days or less before the event: 0% refund of deposit.

## **Final Guest Count**

A ***Final Guest Count*** of all guests (adults and children) must be provided by 1:00 pm ***seven (7)*** days before the event. The Final Guest Count will be used to determine the final charges and fees for the event. No adjustments will be made on the final billing for fewer guest. If the number of guests exceeds the Final Guest Count, the final billing will be adjusted based on the menu option price per guest as addressed Financial Summary herein.

## **Deliveries**

Floral arrangements and wedding/specialty cakes may be delivered to the restaurant on the day of the event, during regular hours with prior approval of Restaurant Management. Restaurant will not be responsible for lost or stolen items brought in by the Customer, Customer Guest or Customer hired vendors.

## **Alcoholic Beverages**

Restaurant carries a mixed beverage license. By law, no alcoholic beverages may be brought onto the property or taken from the premises. Restaurant reserves the right to refuse service of alcoholic beverages to any patron or guest whose behavior or appearance is believed to be intoxicated.

### **Smoking**

By City Ordinance, No Smoking is permitted inside the building or within 15 feet of any door to the Restaurant.

### **Decorations**

The decorations must comply with Restaurant regulations, a copy of which will be provided to the Customer. Access to the facility for set-up and decorating shall be arranged with the management of Restaurant. At ***no time*** will individuals be allowed to enter the building without the supervision of an employee of Restaurant. Should the Customer elect to decorate after the normal hours of the restaurant, arrangements shall be made with the management of Restaurant for an employee to be present. After hours set-up will be outlined as "Special Charges" under this agreement.

### **Outside Food**

No food or beverage of any kind will be permitted to be brought into Restaurant by either the person who is signing this agreement or one of their guests without the express consent of the Management of the Restaurant.

### **Non-Discrimination**

The Customer understands that the City of Meadowlakes owns the restaurant facility and that any discrimination by the Customer, because of ethnicity, color, religion, national origin, gender, handicapping condition or any other personal trait that does not endanger other guests at the event is strictly prohibited.

### **Performance Quality**

The Customer agrees that no activity, performance, exhibition, presentation or entertainment that is potentially dangerous to the public or which is illegal or indecent will be permitted.

### **Cleaning**

The facility shall be cleaned, all decorations and trash shall be removed, and the facility shall be vacated by the end of the time indicated on this agreement.

### **Miscellaneous**

In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. Neither Restaurant nor Customer shall be required to perform any term, condition, or covenant in this Agreement so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, war, terrorist acts, strikes,

Customer's Initials\_\_\_\_\_ Manager's Initials\_\_\_\_\_

lockouts, material or labor restrictions, or prohibitions by any governmental authority. This Agreement and its attachments constitutes the entire agreement and understanding between the parties relating to the subject matter hereof, is non-assignable, may not be amended except in writing signed by both parties, and supersedes any prior representations, agreements, and understandings, oral or written, if any, relating to such subject matter. Text messages, instant messages, messages on social media sites, and similar messages are not “in writing” for purposes of this Agreement. This Agreement shall be deemed drafted by all parties and shall be interpreted in accordance with the plain meaning of its terms and not strictly for or against any of the parties hereto. This Agreement may be executed by facsimile or other electronic means, and each facsimile or other electronic signature shall be deemed to constitute a valid and binding signature of the executing party.

### **Indemnification**

The Customer agrees to defend, indemnify and hold harmless the Restaurant, and its employees from against any and all claims, demands, causes of action, or liabilities incurred by the Restaurant or its employees, arising from Customer’s acts or omissions under this Agreement or any act or omission of Customer’s vendors, employees, contractors, or persons attending the event with the express or implied permission or invitation of Customer, except as may arise from the negligence or willful misconduct of the Restaurant or its employees.

Restaurant will not be held liable for any losses, damages, or injuries. This refers to any loss, damage, or injury to persons or possessions that may occur at any function held on this property, from any cause, whatsoever, prior to, during, or subsequent to the period covered by this Agreement. Customer will be responsible for the control and supervision of the people in attendance during the use of the facility to ensure no harm is done to persons or property.

### **Execution of Contract**

I/we have read and agreed to the terms and conditions of the City of Meadowlakes “Private Party Agreement.” The Customer is aware that this building is an **Emergency Relief Station** and if necessary, Customer may have to evacuate the premises.

This contract shall be accompanied by the following additional documents:

Financial Summary  
Private Party Amenities and Special Service Checklist and Pricing  
Summary of MENU Selections and Room Charges

#### **Customer**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Organization (If Applicable)

\_\_\_\_\_  
Date

Customer’s Initials\_\_\_\_\_ Manager’s Initials\_\_\_\_\_

#### **City of Meadowlakes (Restaurant)**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

## FINANCIAL SUMMARY

### Initial Estimates and Deposit Calculation

Menu Price per person \_\_\_\_\_ x Number of Estimated Adults \_\_\_\_\_ = \_\_\_\_\_

\_\_\_\_\_ x Number of Estimated Children \_\_\_\_\_ = \_\_\_\_\_

(See Summary of Menu Selections)

If Customer has selected appetizers, in addition, add total cost here or n/a: \_\_\_\_\_

If Customer has selected beverages in addition to or in lieu of the menu options,  
add in the total cost estimate here or write n/a: \_\_\_\_\_

Add Room Charges (if applicable) or write n/a: \_\_\_\_\_

ESTIMATED SUBTOTAL \_\_\_\_\_

PLUS SALES TAX (6.25%) \_\_\_\_\_

PLUS GRATUITY (20% only on Food & Beverage Cost) \_\_\_\_\_

ESTIMATED TOTAL BEFORE AMENITIES AND  
SPECIAL SERVICES \_\_\_\_\_

DEPOSIT REQUIRED (25%) \_\_\_\_\_

---

Deposit Paid by: ☐ Check # \_\_\_\_\_ ☐ Credit Card (provide credit card information below)

Name on the Card: \_\_\_\_\_

Type of Card: Visa \_\_\_\_ MC \_\_\_\_ AmEx \_\_\_\_ Discover \_\_\_\_ Other \_\_\_\_

Account number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Security Code \_\_\_\_\_

Billing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Order/Invoice Number \_\_\_\_\_

Item(s) Purchased \_\_\_\_\_

Amount to be Charged \_\_\_\_\_

By signing this form, you authorize the restaurant to charge your card for the amount listed above.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Customer's Initials \_\_\_\_\_ Manager's Initials \_\_\_\_\_

## SEVEN (7) DAY FINAL GUEST COUNT AND SPECIAL SERVICES

Final Number of Guest \_\_\_\_\_ Adults \_\_\_\_\_ Children \_\_\_\_\_

Number of Adults \_\_\_\_\_ X \$ \_\_\_\_\_ = \_\_\_\_\_  
(Menu Price)

Number of Children \_\_\_\_\_ X \$ \_\_\_\_\_ = \_\_\_\_\_  
(Menu Price)

If Customer has selected beverages in addition to or in lieu of the menu  
Options, add in total cost estimates here or write N/A

=

ESTIMATED SUBTOTAL

=

What is the minimum food and beverage requirements? \_\_\_\_\_

Is Minimum being met? \_\_\_\_\_ (yes/no)

If no, write in the difference between minimum and Subtotal above: \_\_\_\_\_

Add on Room Charge (if applicable) total here or write N/A

<u>Special Charges</u>	Description	Cost Est.
Special Charge 1	_____	_____
Special Charge 2	_____	_____
Special Charge 3	_____	_____
Special Charge 4	_____	_____
Special Charge 5	_____	_____

Add Total Special Charges Estimate here: \_\_\_\_\_

ESTIMATED SUBTOTAL:

PLUS TAX (6.25%)

PLUS GRATUITTY (20%)

LESS DEPOSIT:

ESTIMATED TOTAL FINAL BILL

Additional cost incurred including children's meals, additional guests, and additional special services or increases to estimated costs or additional services shall be added to the final bill. FINAL PAYMENT IS DUE IMMEDIATELY UPON THE CONCLUSION OF YOUR EVENT.

Signed: \_\_\_\_\_  
(Customer)

Signed: \_\_\_\_\_  
(Manager)

Date: \_\_\_\_\_

Customer's Initials \_\_\_\_\_ Manager's Initials \_\_\_\_\_

**City of Meadowlakes**  
**(Restaurant)**  
PRIVATE PARTY AMENITIES AND SPECIAL SERVICES  
CHECKLIST AND PRICING

All amenities and additional services will be added to the final bill. Where estimates are given below, actual numbers will be the basis for final calculations of cost.

	Description	Cost
Special Charge 1	_____	
	_____	
	_____	
	_____	\$ _____
Special Charge 2	_____	
	_____	
	_____	
	_____	\$ _____
Special Charge 3	_____	
	_____	
	_____	
	_____	\$ _____
Special Charge 4	_____	
	_____	
	_____	
	_____	\$ _____
Special Charge 5	_____	
	_____	
	_____	
	_____	\$ _____
TOTAL SPECIAL CHARGES		\$ _____

Customer's Initials \_\_\_\_\_ Manager's Initials \_\_\_\_\_

# EVENT DECORATIONS-RESTAURANT

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## PURPOSE:

The goal of this policy is to ensure that all decorations installed in Meadowlakes Restaurant are installed in a safe manner. The primary objective of this policy is to make sure that all decorations comply with state, federal and City of Meadowlakes regulations to prevent injuries and property damage.

## SCOPE:

This policy shall provide the basic guidelines for the use of holiday, seasonal, temporary and event decorations as well as outline approved and prohibited materials.

## RESPONSIBILITY:

The hosting department or organization will be responsible for compliance with this policy.

Should clarification of this policy is required, the event coordinator should contact the Food and Beverage manager to discuss decorating plans at least 24 hours before the scheduled event. City employees may observe the decorations for compliance with this policy before the event.

## MINIMUM REQUIREMENTS:

- A. Emergency Exits – No item shall be placed, stored, kept, or allowed to be placed in any corridors, exit or in the exit route leading from a building to a public area.
- B. Aisles – Chairs and tables or decorations used shall allow a clear path to each exit doorway. All aisles leading to an exit shall be no less than 36 inches in width.
- C. Electrical – All electrical devices used or installed in conjunction with any decorations shall be installed in a safe and approved manner. All wiring shall be of sufficient size and capacity to provide adequate and safe power to such devices.
- D. Open Flames – No open flames such as candles or other forms of open flames shall be permitted without the prior written approval of the Food and Beverage Manager.
- E. Prohibited Materials – The use of any flammable material is prohibited. The following materials may not be utilized in the interior of the building under any circumstances:

- |                                       |  |  |
|---------------------------------------|--|--|
| <input type="checkbox"/> Hay          | <input type="checkbox"/> Dry Leaves        | <input type="checkbox"/> Corn Shucks       |
| <input type="checkbox"/> Dry Moss     | <input type="checkbox"/> Confetti          | <input type="checkbox"/> Cedar Trees       |
| <input type="checkbox"/> Wood Shaving | <input type="checkbox"/> Flammable Liquids | <input type="checkbox"/> Bamboo            |
| <input type="checkbox"/> Straw        | <input type="checkbox"/> Corn Stalk        | <input type="checkbox"/> Flammable Powders |
| <input type="checkbox"/> Turpentine   | <input type="checkbox"/> Cedar Branches    | <input type="checkbox"/> Saw Dust          |



F. Utilization of Trees – Only artificial trees shall be used for interior decorations for safety reasons. Artificial trees shall meet the following minimum requirements:

1. Must be labeled “fire resistant,” “flame retardant,” or labeled non-combustible or resistant to burning.
2. Trees used indoors must be six (6) feet or less in height, any tree exceeding six (6) feet shall not be used without written approval from the Food and Beverage Manager. Trees shall not extend higher than 24 inches below the ceiling.
3. Trees must be installed in a manner not to restrict exits, doors, aisles, equipment or access to other building facilities.
4. Trees must be kept away from heat sources such as air vents, large appliances, and lights.
5. The Food and Beverage Manager may allow live trees on a case by case basis.

G. Lighting Safety – All lighting at a minimum must comply with the following:

1. Prior written approval must be obtained before the use of any open flames or high heat, such as candles, lanterns, oil lamps, halogen lamps, etc. Candles other than those for a birthday or anniversary cake must be completely enclosed in a glass or non-flammable holder.
2. All electrical lighting devices must bear the Underwriters’ Laboratories (UL) label, and a maximum of three strands of lights may be connected in series.
3. No damaged, frayed or bare wires shall be permitted.
4. All wiring must be protected from damage. Wiring shall not run under carpet, through doorways, or across aisles or corridors. Wiring shall be placed in a manner in which it cannot be walked on. The use of approved cable crossing is acceptable.
5. All lights and decorations must be unplugged and turned off when not in use.

H. Outdoor Decorations

1. Decorative materials shall be flame-proof or non-combustible.
2. Decorations should be placed as far away from building as possible and self-supporting. The decorations shall not block access or egress from any building, driveway, or sidewalk and cannot prevent access to any exterior plumbing, electrical, or mechanical equipment.
3. All wiring, controls, lights or other electrical equipment used in conjunction with the decorations shall be of a type approved for outdoor use and installed in a manner to prevent electrical overloads. No open splices, frayed wiring, damaged or defective equipment will be permitted.
4. Outdoor decorations shall be removed within forty-eight (48) hours following the event for which they were used unless other arrangements were made in writing with the Food and Beverage Manager. Failure to remove said decorations within the allotted time frame will be cause for them to be removed and disposed of at the expense of the originating organization.

I. Decorations-General

1. Only materials labeled as flame-retardant or non-combustible shall be used for decorations.
2. No exits, paths to exits or exit lights shall be blocked. No drapes, curtains, decorations or similar materials shall cover exit lights, or conceal means of egress.

3. No decorations shall be supported or hung from the ceiling without prior approval of the Food and Beverage Manager. No existing pictures, decorations or other fixtures, furniture or appliances shall be moved without prior approval of the Food and Beverage Manager.
4. No Decorations may be fastened to the walls or ceiling with thumb tacks, nails, or staples. Pushpins and masking tape may be permitted upon approval of the Food and Beverage Manager.
5. The use of glitter, metallic confetti, rice, birdseed is prohibited in the facility.
6. Smoke/fog machines are prohibited.
7. No outside electrical items such as bounce houses, stereos, etc. shall be permitted without the express written consent of the Food and Beverage Manager.
8. No pinatas will be allowed indoor. Pinatas will be allowed outdoor provided the customer provides appropriate ground cover for containing all debris from the pinatas.

#### J. Removal of Indoor Decorations

All decorations shall be removed within four (4) hours upon the completion of an event unless prior arrangements have been made with the Food and Beverage Manager. Failure to remove within the allocated time-frame will result in the immediate removal, disposal, or destruction at the expense of the originating organization.

#### K. Miscellaneous

The regulations listed within this policy are considered to be general in nature and subject to additional restrictions and requirements based on circumstances of individual events.