

City of Meadowlakes Stated Meeting Minutes February 20th, 2018

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on February 20th, 2018, beginning at 5:00 p.m. in accordance with the duly posted notice of said meeting.

Council Members Present:

Mayor Mary Ann Raesener
Councilmember Mike Barry
Councilmember Ed O'Hayre
Councilmember Jerry Drummond
Councilmember David Baker
Councilmember Bob Brown

Staff Present:

City Manager Johnnie Thompson
City Secretary Evan Bauer
City Treasure Debbie Holley
Floodplain Administrator Mike Williams

- 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. Mayor Raesener led the Council and guests in prayer.

- 3. CITIZEN COMMENTS.** None.

- 4. MONTHLY STANDARD LIVE REPORTS:** The following live reports were given by staff:
 - A. Current Operations and Consent items.** Mr. Thompson briefed the Council on operations in general, as well as consent items.
 1. Job Descriptions and Organizational Chart - Mr. Thompson reported that all of the 31 job descriptions have been completed. He also informed council that the City currently has 18 full time employees and about 20 part time employees.
 2. Meadowlakes Public Facility Corporation - TABC liquor license. Mr. Thompson reported that the City received it's liquor licence renewal on Friday, February 16th, 2018. Later in the week, Mr. Thompson plans to get with our City Attorney to discuss obtaining a licence in the City's name.
 3. Purple Pipe Project – Mr. Thompson reported that the City of Marble Falls is in the process of extending the necessary pipeline that will allow us to obtain treated effluent from them to subsidize our effluent in the irrigation of the golf course. He noted that staff is in the process of installing the necessary pipeline to our effluent distribution system to Marble Falls.

4. Irrigation Improvements to Golf Course – Mr. Thompson reported that the City of Marble Falls received a grant from LCRA to fund a portion of the cost of extending their effluent distribution to us. Within this grant, there was funding for approximately \$10,000 of materials to expand our golf course irrigation system. The golf course staff should start on the expansion of the irrigation system later this month. He anticipates that by early spring, the vast majority of the necessary construction will be completed.

B. Golf and Food and Beverage – Mr. Thompson briefed Council on current operations of the Golf and Food and Beverage departments. He reported that steps have been taken in regard to improving the bottom line of F&B operations. Mr. Thompson will be working with staff in the coming weeks to determine the profitability of the banquets held at the restaurant, staffing levels, hours of operation, the type of menu, and the overall performance of the restaurant.

Head Golf Pro, Larry Panther, gave an update on the temporary gas golf cart fleet that will be used until the golf courses' new gas carts are delivered, which will be around April 30th, 2018. He also reported that the Pro Shop will be getting an ATM machine which will be especially helpful during tournament season, which usually runs from March 15th to May 15th, and again in the months of September and October. Mr. Panther also informed council that the golf course greens are in very good shape, mostly due to the boundary ropes which were put in place for the purpose of keeping golfers from driving their golf carts on the greens.

Restaurant manager, Debbie Ingaslbe, informed council that the new pizza oven had been installed in the kitchen. Employees are learning how to use it and working on perfecting the pizzas before making them available to the public. This process will take one to two weeks. Ms. Ingaslbe also gave an update on her revised party and event policy and pricing. She is optimistic that this new structure will not only benefit the restaurant monetarily, it will also be beneficial to customers who are seeking an event venue.

C. Public Works – Mr. Williams briefed the Council on current operations of the Public Works Department, including the regular recurring items. He reported that the floodplain review process with FEMA has begun. This process will take 90 days, and the City can expect the new maps to become effective the later part of this year. The City's current floodplain maps were implemented in 2012, and there will be very little change to the new maps. Mr. Williams also reported that 40 defective water meters were replaced with the new remote read meters. Currently, about two-thirds of the meters in Meadowlakes are the new remote read meters.

5. CONSENT ITEMS:

A. January 20th, 2018 City Council Meeting Minutes – Evan Bauer, City Secretary

- B. Standard Staff Reports for January 2018.**
 - 1. Ordinance Enforcement & Animal Control January 2018 Activity Report – Pat Preston, Ordinance/Animal Control Officer
 - 2. Patrol Activity Report January, 2018 - provided by Meadowlakes Patrol Officer
 - 3. Building Committee January 2018 Activity Report – Steve Nash, Chairman
 - 4. Vandalism January 2018 Report – Evan Bauer, City Secretary
 - 5. Public Works Department January 2018 Activity Report - Mike Williams, PWD
- C. Financial Reports for January 2018 - Johnnie Thompson, City Manager**

After discussion, Councilmember Brown made a motion to approve the consent items as presented. The motion was seconded by Councilmember Drummond and carried unanimously.

6. OLD BUSINESS ITEMS:

A. Discussion/Action: Resolution 2018-02 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS REGARDING A FINANCING AGREEMENT FOR THE PURPOSE OF PROCURING “GOLF CARTS & RELATED EQUIPMENT”.

Resolution 2018-02 authorizes the City Manager to execute, on behalf of the City, the necessary legal documents required to obtain financing (lease/purchase) for the purchase of the new golf cart fleet along with one new gas range cart. The total financed amount is \$197,011 for four years at an interest rate of 3.97%, payments will be made quarterly. Mr. Thompson will have legal counsel review and approve any documentation before execution. After discussion, Councilmember Drummond made a motion to accept Resolution 2018-02 as presented. The motion was seconded by Councilmember Barry and carried with Councilmembers Brown and O’Hayre. Councilmember Baker abstained.

B. Discussion: Reviewing and updating the City’s Codes of Ordinance.

Mr. Thompson informed council that this is necessary, especially after finding several misleading and conflicting references while reviewing the section of the Code dealing with the Building Committee. This process will take months to complete. Since she has previous experience in writing and re-writing policies, Mayor Raesener will do the preliminary updates/edits, starting with the Building Codes. No action was taken.

7. NEW BUSINESS ITEMS:

A. Discussion/Update: Briefing on Supervisory, Control and Data Acquisition (SCADA) system improvements for Water Treatment Plant.

Mr. Williams briefed council on two projects related to improvements to the water treatment plant. The first project is improvements to the raw water intake pump and the second is the replacement of the water treatment plant's obsolete processing system. A total of \$232,000 was budgeted for these two projects. It is estimated that the replacement cost for this project is \$110,000. No action was taken.

B. Discussion/Action: Related to Capital Improvements to golfing facilities.

With regard to the repairs and replacement of the existing 12,500 feet of non-improved cart paths, Mr. Thompson informed council of a couple of additional items that have developed that may increase the cost of the repairs. The kind of road base that was originally discussed was granite gravel. This material is considerably cheaper, however, it has been recommended that we spend the money (if available) to install actual road base which is about 40-50% more expensive. The road base material will be better in the long run. In addition to the change in the base material, some drainage work on the course is needed to prevent water from damaging the path's base. During the budgeting process, \$125,000 was appropriated for capital improvements to the golfing facility. Since, through an interlocal agreement with Burnet County, the City will be able to utilize the County's equipment, our costs of improving 12,500 feet of cart paths will be about \$95,000. This amount is well within the budgeted amount. After discussion, Councilmember Barry made a motion to approve the request as stated. The motion was seconded by Councilmember Drummond and carried unanimously.

8. COUNCIL & MAYOR ANNOUNCEMENTS:

A. The next Council meeting will be held March 20th, 2018 at 5:00 p.m.

9. ADJOURNMENT: Mayor Raesener adjourned the meeting at 6:55p.m.

Approved: /S/ Mary Ann Raesener
Mayor, Mary Ann Raesener

Date: March 13th, 2018

Attest: /S/ Evan Bauer
City Secretary, Evan Bauer

Date: March 13th, 2018