

**City of Meadowlakes**  
**AGENDA**

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**City Council Meeting**  
**Tuesday, March 20<sup>th</sup>, 2018 - 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, March 20th, 2018 at 5:00 p.m. at Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

- 1. CALL TO ORDER AND QUORUM DETERMINATION**
- 2. PLEDGE OF ALLEGIANCE AND PRAYER**
- 3. CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda related items. Citizens wishing to address the Council must complete an "Application to Address" which must be submitted to the City Secretary at least ten (10) minutes before the commencement of the City Council Meeting, and each speaker will be limited to a maximum speaking time of three (3) minutes.*
- 4. MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only.)*
  - A. Consent Items and operations in general - City Manager Johnnie Thompson
    1. Golf Cart Fleet Purchase/Financing
    2. Cart Path Improvements
    3. Water Treatment Plant SCADA upgrades/renovation
    4. Raw Water Intake renovations
    5. Review of Food and Beverage Operations.
  - B. Briefing on Golf and Food and Beverage Operations-Panther/Ingalsbe
  - C. Public Works-Mike Williams
- 5. CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s).*
  - A. Minutes of the prior Council Meeting and Workshops
  - B. Standard Staff Reports for February 2018

1. Ordinance and Animal Control Report
  2. Patrol Activity Report
  3. Building Committee Report
  4. Vandalism Report
  5. Public Works Report
- C. February 2018 Financial Statements

## 6. OLD BUSINESS

- A. Discussion/Action - Appointment of Committee to review the City's Building Code requirements and make recommendations regarding revisions to the City's Codes of Ordinances – Raesener/Thompson

## 7. NEW BUSINESS

- A. Discussion/Action Ordinance 2018-02 – **AN ORDINANCE CANCELLING THE MAY 5, 2018 GENERAL ELECTION AND DECLARING EACH UNOPPOSED CANDIDATE ELECTED TO OFFICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE** - Bauer/Thompson
- B. Discussion/Action – Interlocal Agreement with Burnet County for assistance with installation of asphalt cart paths - Thompson
- C. Discussion/Action – Resolution 2018-04 - **A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, ACCEPTING THE FISCAL YEAR 2017 AUDIT, FINANCIAL STATEMENT AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2017, AS PREPARED BY NEFFENDORF & KNOPP, P.C. CERTIFIED PUBLIC ACCOUNTANTS, AND AUTHORIZING THE CITY SECRETARY TO FILE THE AUDIT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 103.003, TEXAS LOCAL GOVERNMENT CODE** - Thompson
- D. Discussion/Action – Resolution 2018-03 - **A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, RE-ADOPTING THE CITY OF MEADOWLAKES INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT “A”; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE** - Thompson

- E. Discussion-Regarding controlling/regulating of unmanned aircraft (Drones) to capture images within the City. –Councilmember Brown

**COUNCIL & MAYOR ANNOUNCEMENTS** about Items of Community Interest

- *Announcements during this agenda item are limited to, the following, as authorized under Section 551.0415, Tex. Gov't Code.)*
- *Expressions of thanks, congratulations, or condolence;*
- *An honorary or salutary recognition of a public official, public employee, or other 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 meetings: Regular Scheduled Council Meeting Tuesday, April 17th at 5:00 p.m.***

**8. 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, Evan Bauer, 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 March 15<sup>th</sup>, 2018 at 8:30 a.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/s/ Evan Bauer  
Evan Bauer, 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.

**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 Item #5-Consent Items

**DATE:** March 12, 2018

**REFERENCE:** Consent Items

**Council Meeting Date:** March 20, 2018

**AGENDA ITEM:** #5-Consent Items

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: N/A

**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 from your meeting held on February 20, 2018. Should you have corrections, edits, or clarification, please contact Evan.

**B. Staff Reports:**

1. Ordinance Enforcement and Animal Control:

- 35 calls received
- 45 warning letters or notices mainly dealing with visible trash containers and unregistered pets
- Issued 10 warning tickets, mostly for parking infractions.
- 9 Verbal warnings issued
- Removed two trapped animals from the City
- Picked up one dog which was returned to the owner
- Issued two rabies alert for rabid skunks

2. A breakdown of the Patrol report for January is below:

- 59.5 hours logged, 263 miles
- Issued:
  - 10-citations
  - 11-warnings

Please refer to the enclosed patrol activity report for more detailed information.

3. Building Committee Report: three new permits were issued, and the Committee denied a request for an arbor.

The permits consisted of:

- 3 fences
- 1 remodel

The City has 18 open permits

4. No vandalism was reported to City Hall.
5. Please see Mike Williams' report for detailed review of February public works activities.

### C. February 2018 Financial Reports:

**General Fund** – The General Fund continues to perform better than anticipated. Revenues for the month exceed those budgeted for the period, while year-to-date revenues were about \$1,000 less. Expenses for both the month for February and the year-to-date are below those budgeted.

**Revenues** – February's revenues exceed those budgeted for the month by just over \$4,500 (11.3%) while total year-to-date revenues fell just under \$1,000 less. Compared to the same periods last fiscal year, February's income was up about \$9,500 and year-to-date revenues were approximately \$33,000 greater. Ad valorem tax collections at the end of February were 93.4%; 0.2% greater than for the same period last year.

**Expenses** – Expenses for February came in about \$4,000 less than those budgeted for the month and year-to-date expenses were \$26,000 less (mainly due to decrease administrative expenses). All major expense line items are below those budgeted for the referenced periods. In February, expenses exceeded those of February last year by approximately \$2,000 while year-to-date expenses exceeded those for the same period the previous year by about \$17,000 (mainly due to increased administrative and traffic control expenses).

**Net Gain** – February's net gain exceeded the budgeted net gain by about \$9,000; and the year-to-date net gain at the end of February was approximately \$25,000 greater. Compared to the same period last year, the Fund's net gain was about \$9,500 greater than February's 2017 and \$21,000 greater than year-to-date last year.

**Cash Flow** – Since the vast majority of the Fund's income is derived from ad valorem taxes that are collected in the December to February time frame each year, the Fund had a positive cash flow of nearly \$198,400, about \$5,000 less than for the same period last year. The Fund had approximately \$12,000 more cash on deposit than it did on February 28<sup>th</sup> of last year, even though it had advanced the Recreation Fund \$40,000

toward obtaining treated effluent from Marble Falls. The Recreation Fund will begin repaying this advance next month at a rate of \$475 per month.

Disbursements – The Fund made no out of ordinary disbursements in February.

**Utility Fund** – The Utility Fund continues to perform slightly better than anticipated, with total revenues for both the month and year-to-date near or exceeding those budgeted. The Fund's expenses for both the month and year-to-date are below those budgeted.

Revenues – The Utility Fund total revenues for February were just slightly less than budgeted; year-to-date income exceeded those budgeted by over \$17,000. In comparing revenues for the same periods last fiscal year, February's revenue was slightly greater while year-to-date income exceeded those last year by about \$9,000. Total water sales for the month and year-to-date failed to meet their budget target. Year-to-date water sales are about \$10,000 less than budgeted, an increase in miscellaneous income offset the shortfall in income from water sales.

Expenses – February's expenses ended about \$24,000 less than budgeted for the period, mainly due to fewer water meters being purchased than budgeted; and year-to-date expenses are about \$38,000 less than budgeted. All major expense categories are at or below those budgeted for both the month and year-to-date. In comparing to the same periods last fiscal year, February's expenses exceeded February's of last year by about \$22,000 due to water meter purchases, and the year-to-date by \$45,000 which is due to increased water plant operating expenses and employee-related expenses.

Net Gain – The Fund was budgeted to have a net loss of \$39,000 in February but it ended the month with a loss of just over \$16,000. The Fund's net gain for the year was \$32,500 while a net loss of nearly \$23,000 was budgeted.

Cash Flow – The Fund at the end of February had a positive cash flow of nearly \$52,000 compared to just under \$117,000 at the end of February last year. While the Funds cash flow was less than last year, the Fund had approximately \$51,000 more on deposit than at the end of February last year.

Disbursements – The Fund had only had one out of the ordinary expenditure in February, it was Check 16445 dated 2-22-18 to HydroPro Solutions for \$22,632.80 which was for the purchase of new water meters.

**Debt Service** – In February the Debt Service made the first of its semi-annual interest payments. The \$24,703 payment was made on 2-28-18. Even with this expenses the Fund still had a net gain of more than \$17,600. At the end of February, the Fund had just under \$1,000 more cash in the bank and had a positive cash flow of under \$1,000 less than at the end of February last year.

**Recreation Fund** – In general, overall the Recreation Fund is doing reasonably well, despite several days of wet weather experienced in February, the golf shop and restaurant sales were less than anticipated. Thankfully, expenses for the month were considerably lower than those budgeted for the period. While the fund did experience a net loss in February, the Fund still maintains a net gain for the year while a loss was budgeted.

**Revenues** – As mention above February's revenue took a pretty good hit due to the number of days the course was closed due to the weather conditions, this not only affected Proshop income, but food and beverage income as well.

- Prepaid golfing income ended the month about \$500 short of that budgeted for the month, however, year-to-date income from prepaid golf exceeded that budgeted by about \$16,000. Prepaid golfing income for both the month and the year-to-date slightly exceed those for the same period last year.
- Proshop income failed to meet its target amount for the month mainly due to, as mentioned above, the many days of wet weather encountered last month. While February's income ended about \$9,000 less than budgeted, it was only about \$1,000 less than generated in February of last year. Year-to-date income was about \$13,000 less than was budgeted for the period, however, it exceeded last year's income for the same period by about \$16,000.
- Food and Beverage income ended February about 50% less (\$22,900) than was budgeted for the month, bringing the year-to-date revenues to about 27% less (\$41,000) than those budgeted. February's income was about \$9,000 less than February's income last year and about \$26,000 less than the year-to-date last year.

**Expenses** – February's total expenses ended the period about \$22,000 less than budgeted due to the vast majority of the major expense line item being less than budgeted. Year-to-date expenses followed the same trend and are about \$51,000 less. Compared to the same periods last year, total expenses were about \$2,000 less than February of last year, and about \$16,000 greater than the year-to-date, mainly due to slight increases in Administrative Expenses (\$4,000) and Proshop expenses (\$9,000).

**Net Gain** – The Fund experienced a net loss of just under \$3,000 in February compared to a budgeted net gain of nearly \$1,500. Year-to-date net gain stands at just under \$12,500 compared to net loss of nearly \$9,000. Last year at this time, the Fund had a net gain of approximately \$6,200 and a net gain for the year of nearly \$35,000.

**Cash Flow** – The Fund had a negative cash flow of just under \$3,200 in February bring the Fund's total negative cash flow to around \$14,500 for the fiscal year.

Disbursements – In February, we made the final lease on the then existing golf cart fleet for \$2717 to PNC Finance, in addition to this payment an additional \$1,295.81 disbursement to them was made to cover damages to the cart fleet that were over and above normal wear and tear. This additional payment was made as per the terms and conditions of the lease agreement.

**Food and Beverage Operations** – F&B operations continue to struggle even though steps are being taken to minimize expenditures. While expenses are in line with those budgeted, revenues have failed to meet expectations. As previously mentioned, February's income was about half of that budgeted for the period and about \$9,000 less than in February of last year. Year-to-date revenues failed to meet its budgeted target as well, falling about \$43,000 short of that budgeted and ended the period about \$23,000 less than for the same period last year. Expenses for both the month and year-to-date are less than those budgeted for the periods and are just slightly less than for the same periods last year.

F&B Net Gain/Loss – Factoring in only operational cost directly related to F&B operation, F&B loss about \$5,500 in February, bringing its total loss for the first five months of the fiscal year to nearly \$22,900. *It has failed to generate adequate income to cover those cost directly related to its operation such as labor and consumable supplies.* If you factored in-house expenses (utilities, cleaning, etc.), F&B operations loss just under \$6,500 in February and had a loss of over \$33,000 for the first five months of the fiscal year.

Should you have any questions regarding the preceding, please do not hesitate to give me a call or drop me an email.

# **City of Meadowlakes Stated Meeting Minutes February 20<sup>th</sup>, 2018**

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on February 20<sup>th</sup>, 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 job descriptions, as well as the Organization Chart, have been reviewed and updated. He also advised that the City currently has 18 full time employees and approximately 20 part-time employees.
    2. Meadowlakes Public Facility Corporation - TABC liquor license. Mr. Thompson reported that the City received its liquor license renewal on Friday, February 16<sup>th</sup>, 2018. Mr. Thompson plans to discuss with our City Attorney the possibility of getting the license transferred into 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 treated 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 cart fleet is delivered, which will be around April 30<sup>th</sup>, 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 15<sup>th</sup> to May 15<sup>th</sup>, 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. 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 requested or taken.

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

Mr. Thompson address the Council on the status of the golf cart paths on the City's municipal golf course. Approximately 12,500 feet of the existing paths are in need of major renovation. The planned renovations include the installation of approximately four inches of road base and the installation of approximately two and half inches of asphalt. Due to a price increase in asphalt, and the change from using a cheaper road base to a higher quality one, the cost of this project has increased considerably. The estimated cost which includes some drainage work was estimated at \$95,000. Burnet County will be assisting City staff with this project and will be providing the majority of the specialize equipment. Mr. Thompson recommended funding for this project be obtained from the \$125,000 that was appropriated with the FY18 Budget for renovations and capital improvements to the golfing facility. It was noted that only \$7,500 of the appropriated funds had been release, leaving \$117,500 for other projects. 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 20<sup>th</sup>, 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 13<sup>th</sup>, 2018

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

**Date:** March 13<sup>th</sup>, 2018

**Ordinance Enforcement and Animal Control Report  
Summary  
February 2018**

Calls Received: Ordinance line: 0  
Animal Control line: 34  
Security Gate: 1  
City Hall: 0

45 warning letters or notices were issued during the month of February:

- 4 letters regarding Ordinance 4-75 – pets not registered with the City
- 29 letters regarding Ordinance 20-55 – trash or recycle containers visible from the street
- 7 letters regarding Ordinance 20-55 – limbs on property over 14 days
- 1 letter regarding Ordinance 20-55 – animal feces deposited on property
- 2 letters regarding Ordinance 28-56 – trailer parked on street overnight
- 2 letters regarding Ordinance 32 – possible Single Family zoning violation

10 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 trailer, RV or boat on street at night

- 1 Dog picked up and delivered to owner
- 2 Picked up two trapped animals and removed from City
- 9 Verbal warnings were issued
- 4 Dead animals picked up and removed from City
- 2 Skunks picked up and delivered to Burnet for rabies testing
- 2 Advised City to issue a Rabies Alert after receiving notice from State of a positive rabies test

Submitted by:

*Pat Preston*

Pat Preston  
Ordinance Enforcement Officer  
Animal Control Officer  
March 2, 2018

## MEADOWLAKES PATROL ACTIVITY REPORT February 2018

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
2/1/2018	Thurs	Koenning	7am	10am	3	1	0	0	0	7:25am - monitor school bus loading	93950	93964	14
2/2/2018													
2/3/2018													
2/4/2018													
2/5/2018	Mon	Koenning	7:15am	11:15am	4	1	1	0	0	7:30am - monitor school bus loading	94729	94746	17
2/5/2018	Mon	Koenning	2:30pm	6:30pm	4	1	1	0	0	3:30pm - monitor school bus unloading, 4:25pm - monitor school bus unloading	94746	94764	18
2/6/2018	Tues	Koenning	7am	11am	4	2	1	0	0	7:25am - monitor school bus loading	94764	94781	17
2/6/2018	Tues	Koenning	2:30pm	6:30pm	4	0	0	0	0	3:08pm - advised of a female on Firestone Dr laying in her driveway under an umbrella. Female was found to be 12 years old and "likes being outside." 3:30pm - monitor school bus unloading, 4:20pm - monitor school bus unloading	94781	94799	18
2/7/2018													
2/8/2018													
2/9/2018													
2/10/2018													
2/11/2018													
2/12/2018													
2/13/2018													
2/14/2018	Wed	Koenning	7:15am	11:15am	4	0	2	0	0	7:25am - monitor school bus loading	96168	96189	21
2/14/2018	Wed	Koenning	2:30pm	6:30pm	4	1	1	0	0	3:30pm - monitor school bus unloading, 4:25pm - monitor school bus unloading	96189	96204	15
2/15/2018	Thurs	Koenning	7am	11am	4	0	0	0	0	7:20am - monitor school bus loading	96204	96221	17

## MEADOWLAKES PATROL ACTIVITY REPORT February 2018

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
2/15/2018	Thurs	Koenning	2:30pm	6:30pm	4	1	2	0	0	3:30pm - monitor school bus unloading, 4:25pm - monitor school bus unloading, 6:25pm - dispatched to Columbine St. in reference to a scam. Resident received several calls from someone posing as the IRS stating they had a warrant for the resident's arrest.	96221	96237	16
2/16/2018	Fri	Koenning	7am	11:30am	4.5	2	0	0	0	7:20am - monitor school bus loading	96237	96261	24
2/17/2018													
2/18/2018													
2/19/2018													
2/20/2018	Tues	Koenning	7am	11am	4	0	0	0	0	7:25am - monitor school bus loading	96578	96595	17
2/20/2018	Tues	Koenning	1pm	5pm	4	0	1	0	0	2:20pm - flagged down by a resident on Stewart St. asking for assistance because her husband fell out of his wheelchair, 3:30pm - monitor school bus unloading, 4:20pm - monitor school bus unloading	96595	96610	15
2/21/2018													
2/22/2018													
2/23/2018													
2/24/2018	Sat	Koenning	2:15pm	6:15pm	4	0	1	0	0	Radar and patrol	97022	97041	19
2/25/2018													
2/26/2018													
2/27/2018													
2/28/2018	Wed	Koenning	6:45am	10:45am	4	0	0	0	0	6:50am - monitor school bus loading, 7:20am - monitor school bus loading, 9:00am - complaint from City Hall about a possible abandon vehicle in the parking of the Club. Vehicle was found to belong to a resident in Meadowlakes.	97474	97491	17

### MEADOWLAKES PATROL ACTIVITY REPORT February 2018

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
2/28/2018	Wed	Koenning	2:30pm	6:30pm	4	1	1	0	0	3:05pm - dispatched to residence on Meadowlakes Dr. to assist MFEMS on a sick call, 3:30pm - monitor school bus unloading, 4:30pm - monitor school bus unloading	97491	97509	18
<b>TOTALS</b>					<b>59.5</b>	<b>10</b>	<b>11</b>	<b>0</b>	<b>0</b>				<b>263</b>

# Building Committee Report

February-18

Authorized By: Steve Nash,  
Building Committee Chairman

## Approved Permits

*Issued*

*Outstanding Under Cons*

	<i>Issued</i>		<i>Outstanding Under Cons</i>
Deck			
Fence	3		1
Remodel	1		5
New Home			9
Variance			
Patio Cover			
Arbor			
Swimming Pool/Hot Tub			1
Play Scape			1
Other- Boat Docks			1
Plat Amendment			
Consultation			
Permit Revision			

## Applications Denied

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

# **City of Meadowlakes**

## **VANDALISM/INCIDENTS – February 2018**

**There were no reports made to City Hall in February.**

## MEMORANDUM

Date: March 12, 2018  
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), mowing and cleaning of the lakeside pavilion and children's park as needed, 1 mowing cycle of the vacant lots, replaced battery backup at the guard shack for the security camera system, replaced the refrigerator in the guard shack and replaced 12 damaged sprinkler heads.
2. The following items were completed at the golf complex: Installed new lighting in the restrooms on #15 on the golf course, replaced wiring for 1 security camera at the pro shop, weekly cleaning and maintenance at the clubhouse, pro shop and pool, ordered and programmed a new laptop computer for Debby at the clubhouse. Installed a new chlorine gas disinfection system for the water being used in the golf course irrigation system. This system is much more efficient and effective than the previous system which used commercial bleach for disinfection.
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. **The 90 day review period has begun and we can expect the new maps to become effective the latter part of this year.** I will be working with FEMA to draft an ordinance to adopt the new maps with provisions to allow boat docks to be built without a variance to the elevation requirement.
4. Installed 1 water tap for a new home being constructed on Marion.
5. The installation of pipe for the "purple pipe project" continues at our wastewater treatment plant. We have currently installed approximately 600 feet of the piping needed for the tie-in with Marble Falls and have 200 more feet to be installed.
6. Changed out approximately 34 water meters with the new remote read meters.
7. Repaired 2 water leaks and replaced one 6" main line water valve on Turkey Run at Spyglass.
8. I attended a floodplain conference in Horseshoe Bay last week. This annual conference provides the required continuing education for my floodplain license and provides invaluable training and networking with other floodplain administrators, engineers and FEMA officials to keep up to date on regulation changes and how other communities are addressing situations that we also encounter here in Meadowlakes.

Monthly Treated Water Totals (Million Gallons)

	2014	2015	2016	2017	2018
January	8.1	6.1	7	7.3	8.3
February	7.5	7	7.6	8.0	7.7
March	11.3	7.8	10.3	11.5	
April	14.4	11.9	9.9	12.7	
May	12	8.9	9.2	16.5	
June	11.3	13	15	17.3	
July	15.2	24.3	24.8	22.0	
August	16.3	24.7	18.6	19.5	
September	15.3	21.8	17.9	19.0	
October	17.1	17.8	18.8	15.0	
November	9.2	7.7	10.5	13.6	
December	7.8	6.5	7.4	8.9	
Annual Total	145.5	157.5	157	171.3	

# **City of Meadowlakes**

## **February 2018 Financials Reports**

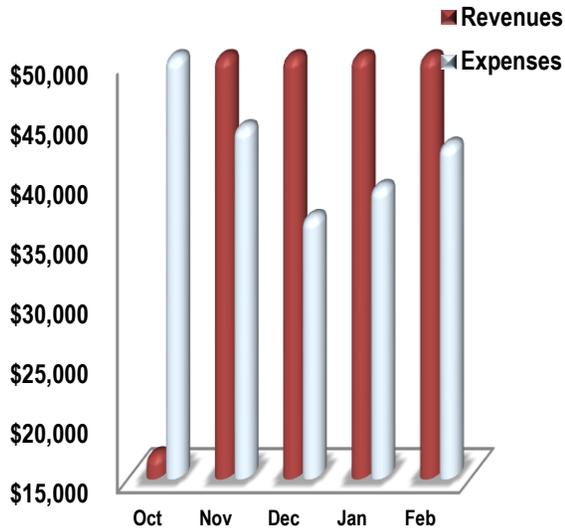
Run Date: 3/8/2018

Unaudited

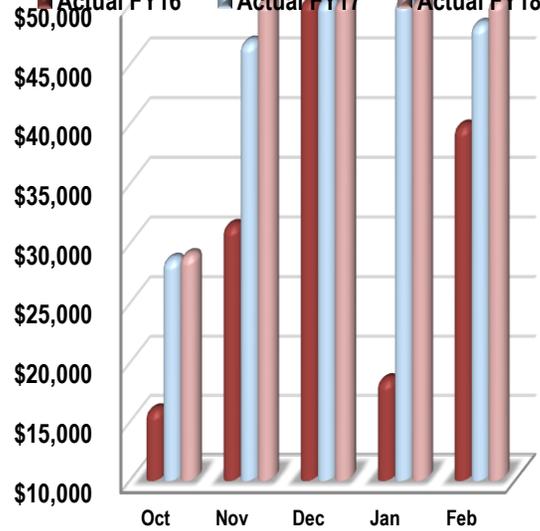
# General Fund Snapshot

## February 2018

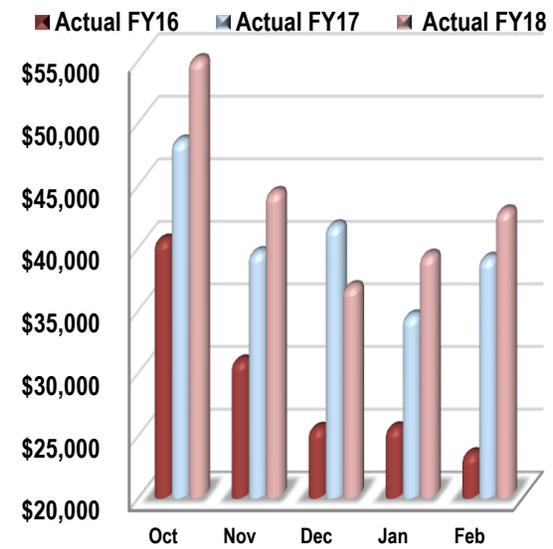
### Income vs. Expense Trend



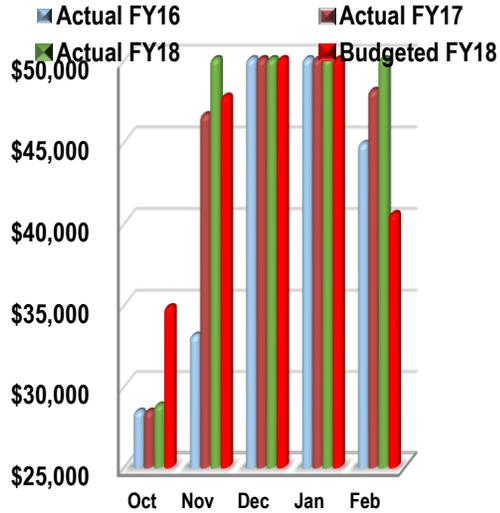
### Prev Year Income Comparison



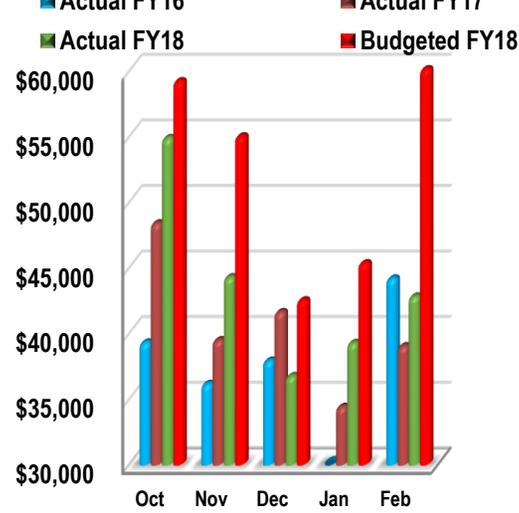
### Prev Year Expense Comparison



### Budgeted vs. Actual Revenues



### Budgeted vs. Actual Expenses

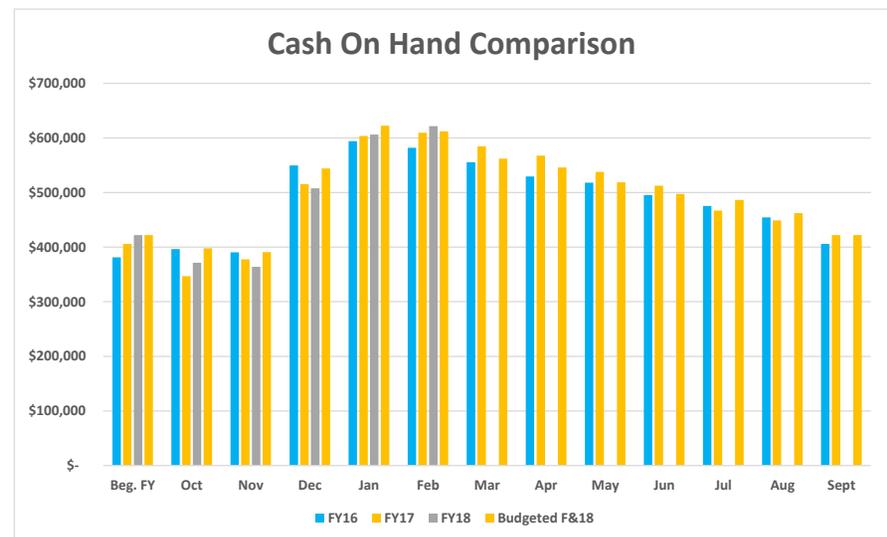
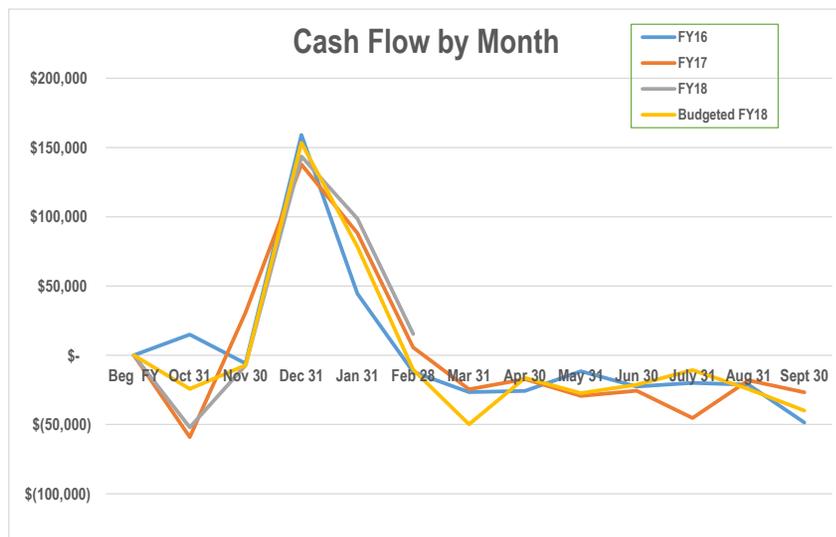


### Account Balances

	2/28/2018	2/28/2018
Total Cash	\$ 621,722	\$ 609,325
Other Assets	\$ 15,610	\$ 16,186
<b>Total Assets</b>	<b>\$ 637,332</b>	<b>\$ 625,511</b>
<u>Current Payables</u>	\$ 5,776	\$ 5,182
<u>Net Gain/(Loss)</u>	\$ 230,945	\$ 210,017
<u>Cash Flow (+/-)</u> (FY to Date)	\$ 198,401	\$ 203,545

# City of Meadowlakes-General Fund FY 18 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)	\$423,321	\$423,321	\$371,276	\$364,089	\$507,640	\$606,269	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	
Cash on hand (end of month)	\$423,321	\$371,276	\$364,089	\$507,640	\$606,269	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	
<b>CASH RECEIPTS</b>														<b>Total</b>
Ad Valorem Tax		\$972	\$37,220	\$169,276	\$111,568	\$38,532								\$357,568
Franchise Fee		\$14,428	\$1,065	\$0	\$7,555	\$5,224								\$28,272
Miscellaneous		\$1,363	\$598	\$1,581	\$4,355	\$2,981								\$10,878
Inspection/Bldg. Fee Deposits		\$4,141	\$0	\$1,450	\$3,600	\$1,570								\$10,761
Transfer in from other Funds		\$37,817	\$13,667	\$12,000	\$12,000	\$12,000								\$87,484
<b>TOTAL CASH RECEIPTS</b>		<b>\$58,721</b>	<b>\$52,550</b>	<b>\$184,307</b>	<b>\$139,078</b>	<b>\$60,307</b>	<b>\$0</b>	<b>\$494,963</b>						
Total cash available	\$423,321	\$482,042	\$423,826	\$548,396	\$646,718	\$666,576	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	
<b>CASH PAID OUT-OPERATIONAL</b>														<b>Total</b>
Prior Months Payables/Miscellaneous/Prepaid		\$56,013	\$16,048	\$4,149	\$401	\$1,323								\$77,934
Employee Related Expense		\$25,077	\$29,041	\$25,335	\$25,967	\$25,059								\$130,479
Administrative Expenses		\$14,671	\$4,208	\$1,473	\$4,151	\$8,079								\$32,582
Public Safety		\$15,005	\$10,440	\$9,799	\$9,930	\$10,393								\$55,567
														\$0
<b>Total Cash Paid Out-Operational</b>		<b>\$110,766</b>	<b>\$59,737</b>	<b>\$40,756</b>	<b>\$40,449</b>	<b>\$44,854</b>	<b>\$0</b>	<b>\$296,562</b>						
<b>CASH PAID OUT- NON -OPERATIONAL</b>														<b>Total</b>
Transfer Out to Other Funds		\$0	\$0	\$0	\$0	\$0								\$0
Capital Expenditures over \$5000		\$0	\$0	\$0	\$0	\$0								\$0
Contingencies/Other		\$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>\$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>\$110,766</b>	<b>\$59,737</b>	<b>\$40,756</b>	<b>\$40,449</b>	<b>\$44,854</b>	<b>\$0</b>	<b>\$296,562</b>						
Cash on hand (end of month)	\$423,321	\$371,276	\$364,089	\$507,640	\$606,269	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	\$621,722	
<b>Change in Cash</b>														<b>Total</b>
Difference Beginning to End of Month		(\$52,045)	(\$7,187)	\$143,551	\$98,629	\$15,453	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198,401
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		(\$52,045)	(\$59,232)	\$84,319	\$182,948	\$198,401	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



## City of Meadowlakes Summary Balance Sheet

	2-28-18	2-28-17
<b>ASSETS</b>		
Current Assets		
Checking/Savings	621,722	609,325
Other Current Assets	15,610	16,186
<b>Total Current Assets</b>	<b>637,332</b>	<b>625,511</b>
Fixed Assets	40,000	0
Other Assets	14,750	11,655
<b>TOTAL ASSETS</b>	<b>692,082</b>	<b>637,166</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable	5,776	5,182
Other Current Liabilities	53,750	56,346
<b>Total Current Liabilities</b>	<b>59,526</b>	<b>61,528</b>
<b>Total Liabilities</b>	<b>59,526</b>	<b>61,528</b>
Equity	632,556	575,639
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>692,082</b>	<b>637,167</b>

**City of Meadowlakes**  
**Profit & Loss Budget vs. Actual**

	Feb 18	Budgeted Feb 18	Oct-Feb	Budgeted Year- to-Date	Feb 17	Year-to-Date FY17
<b>Ordinary Income/Exp.</b>						
<b>Income</b>						
05-4120 · Ad Valorem Tax	38,532	37,523	357,568	353,921	28,375	327,215
05-4121 · Franchise Fees						
05-4140 · PEC Franchise Tax	0	0	17,256	17,079	0	17,239
05-4160 · Cable Franchise Tax	4,256	0	8,273	14,600	4,227	8,492
05-4170 · Telephone Franchise Tax	0	1,279	1,385	2,641	1,220	2,568
05-4121 · Franchise Fees - Other	969	0	1,008	0	0	0
<b>Total 05-4121 · Franchise Fees</b>	<b>5,225</b>	<b>1,279</b>	<b>27,922</b>	<b>34,320</b>	<b>5,447</b>	<b>28,299</b>
05-4180 · Liquor Tax	0	0	660	633	0	667
05-4200 · City Bldgs. Permits						
05-4220 · Home Permits	275	200	1,275	1,000	200	1,650
05-4240 · Remodeling Permits	0	500	525	800	600	750
05-4260 · Fence & Decks Permits	100	100	400	500	200	300
05-4290 · Misc. Bldgs. Revenue	100	84	370	412	120	465
<b>Total 05-4200 · City Bldgs. Permits</b>	<b>475</b>	<b>884</b>	<b>2,570</b>	<b>2,712</b>	<b>1,120</b>	<b>3,165</b>
05-4300 · Judicial						
05-4320 · Court Costs	0	0	0	0	0	0
05-4340 · Court Fines	513	500	3,459	1,350	279	685
05-4380 · Administrative Fee	0	0	0	0	0	0
<b>Total 05-4300 · Judicial</b>	<b>513</b>	<b>500</b>	<b>3,459</b>	<b>1,350</b>	<b>279</b>	<b>685</b>
05-4600 · Miscellaneous						
05-4400 · Interest Earned						
05-4440 · Money Market	206	0	522	0	0	1
<b>Total 05-4400 · Interest Earned</b>	<b>206</b>	<b>0</b>	<b>522</b>	<b>0</b>	<b>0</b>	<b>1</b>
05-4460 · Interest - Investments	0	0	0	0	0	0
05-4620 · Pet Registration Fee	120	200	490	750	224	869
05-4630 · Miscellaneous	0	125	145	625	0	207
<b>Total 05-4600 · Miscellaneous</b>	<b>326</b>	<b>325</b>	<b>1,157</b>	<b>1,375</b>	<b>224</b>	<b>1,077</b>
<b>Total Income</b>	<b>45,071</b>	<b>40,511</b>	<b>393,336</b>	<b>394,311</b>	<b>35,445</b>	<b>361,108</b>
<b>Gross Profit</b>	<b>45,071</b>	<b>40,511</b>	<b>393,336</b>	<b>394,311</b>	<b>35,445</b>	<b>361,108</b>
<b>Exp.</b>						
5000 · Administrative Expense						
5001 · Employee Expense						
05-6000 · Employee Expenditures						
05-6010 · Salary - Exempt	11,131	11,125	56,609	55,625	10,938	54,689
05-6015 · Salary - Non-exempt Employees	8,292	8,500	40,529	42,500	7,301	36,768
05-6020 · Salary - Part time	0	0	0	0	0	0
05-6025 · FICA/Medicare	1,486	1,600	7,744	8,500	1,395	7,275
05-6027 · Longevity Pay	0	0	4,090	4,300	0	3,938
05-6030 · Overtime, Salary Adj., Vac BO	0	100	0	3,050	0	0
05-6040 · Retirement	488	540	2,485	2,700	176	958
05-6045 · Health Insurance	3,609	3,600	18,489	18,000	3,325	15,817
05-6070 · Unemployment Reserve Exp	0	1,500	0	1,500	0	0
05-6071 · Training & Travel	27	250	506	500	209	279
05-6072 · Dues and Memberships	0	0	0	250	0	0
05-6075 · Miscellaneous	26	40	26	200	0	749
05-6000 · Employee Expenditures - Other	0	0	0	0	0	0
<b>Total 05-6000 · Employee Expenditures</b>	<b>25,059</b>	<b>27,255</b>	<b>130,478</b>	<b>137,125</b>	<b>23,344</b>	<b>120,473</b>
<b>Total 5001 · Employee Expense</b>	<b>25,059</b>	<b>27,255</b>	<b>130,478</b>	<b>137,125</b>	<b>23,344</b>	<b>120,473</b>
5010 · Administrative Expense						

# City of Meadowlakes Profit & Loss Budget vs. Actual

	Feb 18	Budgeted Feb 18	Oct-Feb	Budgeted Year- to-Date	Feb 17	Year-to-Date FY17
<b>05-5000 · Property Tax Collection Exp.</b>						
05-5020 · Quarterly Exp.	3,051	3,175	6,102	6,350	2,885	5,770
05-5040 · Collection Exp.	0	0	0	0	0	0
05-5000 · Property Tax Collection Exp.	0	0	0	0	0	0
<b>Total 05-5000 · Property Tax Collection Exp.</b>	<b>3,051</b>	<b>3,175</b>	<b>6,102</b>	<b>6,350</b>	<b>2,885</b>	<b>5,770</b>
05-5100 · City Building Committee	0	0	0	500	0	53
05-5500 · Flood Plain/Emergency Mgt.	0	0	500	1,000	0	500
<b>05-6100 · Professional Services</b>						
05-6110 · City Attorney-General	0	417	2,747	2,081	1,500	4,455
05-6305 · Audit	0		0	0	0	0
05-6310 · Election	0	0	0	0	0	0
05-6366 · Codification Exp.	0	0	225	1,500	0	0
<b>Total 05-6100 · Professional Services</b>	<b>0</b>	<b>417</b>	<b>2,972</b>	<b>3,581</b>	<b>1,500</b>	<b>4,455</b>
05-6320 · Office Exp./Supplies	1,181	358	3,086	1,889	725	2,152
05-6325 · Lease-Copier	246	234	983	1,162	246	983
05-6326 · Office Equipment Repair & Maint	190	200	471	1,100	100	453
05-6327 · Cap Exp Under \$5000	0	500	0	2,000	0	0
05-6330 · Postage	262	250	437	1,250	47	367
05-6340 · Memberships-Variou	60	0	60	500	160	160
05-6350 · Telephone	144	313	680	1,559	293	1,447
05-6355 · Miscellaneous	380	350	3,261	1,750	6	1,825
05-6365 · Website Hosting & Upgrade	684	70	732	1,830	0	473
<b>Total 5010 · Administrative Expense</b>	<b>6,198</b>	<b>5,867</b>	<b>19,284</b>	<b>24,471</b>	<b>5,962</b>	<b>18,638</b>
<b>5020 · Insurance Exp.</b>						
05-6050 · Insurance - Worker's Comp	0	0	0	1,750	0	1,132
05-6210 · Liability	0	0	7,693	3,500	0	2,941
05-6220 · Crime	0	0	0	550	0	500
05-6230 · Errors & Omissions	0	0	0	6,000	0	5,442
05-6235 · Auto Insurance	0	0	0	500	0	0
<b>Total 5020 · Insurance Exp.</b>	<b>0</b>	<b>0</b>	<b>7,693</b>	<b>12,300</b>	<b>0</b>	<b>10,015</b>
<b>5030 · Judicial Exp.</b>						
05-5705 · Education	0	0	0	500	0	0
05-5710 · Membership	0	0	0	0	0	0
05-5720 · Prosecuting Attorney	300	300	1,500	1,500	300	1,500
05-5725 · Court Software	0	0	3,710	3,500	0	3,605
05-5727 · Office Lease - Judge	200	200	1,000	1,000	200	1,000
05-5730 · Administrative Exp.	0	75	407	425	0	77
<b>Total 5030 · Judicial Exp.</b>	<b>500</b>	<b>575</b>	<b>6,617</b>	<b>6,925</b>	<b>500</b>	<b>6,182</b>
<b>5040 · Building and Facility Operation</b>						
05-6360 · Office Maintenance-Cleaning	260	334	1,300	1,662	260	1,300
05-6410 · Maintenance & Repair	0	2,000	225	2,500	0	62
05-6420 · Electric Service	237	257	1,239	1,495	240	1,182
05-6430 · Ins-Real Estate & Pers Prop	0	0	0	1,600	0	916
<b>Total 5040 · Building and Facility Operation</b>	<b>497</b>	<b>2,591</b>	<b>2,764</b>	<b>7,257</b>	<b>500</b>	<b>3,460</b>
<b>Total 5000 · Administrative Expense</b>	<b>32,254</b>	<b>36,288</b>	<b>166,836</b>	<b>188,078</b>	<b>30,306</b>	<b>158,768</b>
<b>6000 · Public Safety</b>						
<b>6010 · Ordinance Enforcement</b>						
05-5225 · Ordinance Employee	1,435	1,462	7,400	7,310	1,316	6,769
05-5226 · Ordinance FICA/Med	110	116	566	580	101	469
05-5230 · Ordinance Misc. Exp.	100	0	182	150	107	141
05-5274 · Mileage	21	20	80	80		78

**City of Meadowlakes  
Profit & Loss Budget vs. Actual**

	Feb 18	Budgeted Feb 18	Oct-Feb	Budgeted Year- to-Date	Feb 17	Year-to-Date FY17
05-5280 · Supplies/Miscellaneous	0	200	416	1,000	45	1,225
6010 · Ordinance Enforcement - Other	243	0	0	0	1,065	417
<b>Total 6010 · Ordinance Enforcement</b>	<b>1,909</b>	<b>1,798</b>	<b>8,644</b>	<b>9,120</b>	<b>2,634</b>	<b>9,099</b>
<b>6030 · Traffic Control</b>						
05-5610 · Salary & Wages	2,100	2,500	10,022	12,500	1,335	5,399
05-5615 · FICA/Med	161	200	767	1,000	102	436
05-5620 · Ins-Worker's Comp	0	0	0	1,000	0	318
05-5625 · Ins-Auto Liability	0	0	0	0	0	0
05-5630 · Ins-Law Enf Liability	0	0	0	1,200	0	1,122
05-5650 · Misc. Traffic Control Exp.	24	25	24	225	132	145
<b>Total 6030 · Traffic Control</b>	<b>2,285</b>	<b>2,725</b>	<b>10,813</b>	<b>15,925</b>	<b>1,569</b>	<b>7,420</b>
<b>6050 · Contract Emergency Service</b>						
05-6610 · Marble Falls EMS	3,125	2,960	15,625	14,780	2,958	14,792
05-6620 · Marble Falls Fire	3,095	3,105	20,473	20,515	3,095	15,473
<b>Total 6050 · Contract Emergency Service</b>	<b>6,220</b>	<b>6,065</b>	<b>36,098</b>	<b>35,295</b>	<b>6,053</b>	<b>30,265</b>
<b>Total 6000 · Public Safety</b>	<b>10,414</b>	<b>10,588</b>	<b>55,555</b>	<b>60,340</b>	<b>10,256</b>	<b>46,784</b>
<b>Total Exp.</b>	<b>42,668</b>	<b>46,876</b>	<b>222,391</b>	<b>248,418</b>	<b>40,562</b>	<b>205,552</b>
<b>Net Ordinary Income</b>	<b>2,403</b>	<b>-6,365</b>	<b>170,945</b>	<b>145,893</b>	<b>-5,117</b>	<b>155,556</b>
<b>Other Income/Exp.</b>						
<b>Other Income</b>						
05-4650 · Transfer in From Other Funds						
05-4651 · Transfer in from Utility Fund	9,417	9,417	47,083	47,081	8,634	43,169
05-4652 · Transfer in Recreation Fund	2,583	2,584	12,917	12,912	2,458	12,292
<b>Total 05-4650 · Transfer in From Other Funds</b>	<b>12,000</b>	<b>12,001</b>	<b>60,000</b>	<b>59,993</b>	<b>11,092</b>	<b>55,461</b>
<b>Total Other Income</b>	<b>12,000</b>	<b>12,001</b>	<b>60,000</b>	<b>59,993</b>	<b>11,092</b>	<b>55,461</b>
<b>Other Exp.</b>						
7000 · Non-Operating Exp.						
05-8500 · Transfers Out						
05-8501 · Transfer to PWD Fund	0	0	0	0	500	500
05-8502 · Transfer to RCC Fund	0	0	0	0	500	500
05-8520 · Contingency Fund Exp.	0	0	0	0	0	0
<b>Total 05-8500 · Transfers Out</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
<b>Total 7000 · Non-Operating Exp.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Other Exp.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
<b>Net Other Income</b>	<b>12,000</b>	<b>12,001</b>	<b>60,000</b>	<b>59,993</b>	<b>10,092</b>	<b>54,461</b>
<b>Net Income</b>	<b>14,403</b>	<b>5,636</b>	<b>230,945</b>	<b>205,886</b>	<b>4,975</b>	<b>210,017</b>

City of Meadowlakes  
Check Detail  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	02/01/2018	Marble Falls Area VFD	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	02/01/2018	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	02/01/2018	Marble Falls Area EMS Inc.	05-1035 · First State Bank		-3,125.00
				05-6610 · Marble Falls EMS	-3,125.00	3,125.00
TOTAL					-3,125.00	3,125.00
Check	EFT	02/01/2018	Rebecca DyAnn Lange	05-1035 · First State Bank		-300.00
				05-5720 · Prosecuting Attorney	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Cr 15564		02/01/2018	ATS	05-1035 · First State Bank		-625.00
Bill	1744938	01/12/2018		05-2340 · Inspection Fees	-312.50	312.50
Bill	1747021	01/26/2018		05-2340 · Inspection Fees	-312.50	312.50
TOTAL					-625.00	625.00
Bill Pmt -Cr 15565		02/01/2018	Central Texas Pool/Patio	05-1035 · First State Bank		-500.00
Bill	REFUND	02/01/2018		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Cr 15566		02/01/2018	Condor Document Service	05-1035 · First State Bank		-32.00
Bill	CML012618	01/29/2018		05-6320 · Office Expense/Supplies	-32.00	32.00
TOTAL					-32.00	32.00
Bill Pmt -Cr 15567		02/01/2018	Highland Lakes Newspaper	05-1035 · First State Bank		-322.50
Bill	14993	01/22/2018		05-6355 · Miscellaneous	-322.50	322.50
TOTAL					-322.50	322.50
Bill Pmt -Cr 15568		02/01/2018	Northland Communications	05-1035 · First State Bank		-144.12
Bill	1/18/18 Stmt	01/18/2018		05-6350 · Telephone	-144.12	144.12
TOTAL					-144.12	144.12
Bill Pmt -Cr 15569		02/08/2018	Highland Lakes Newspapers	05-1035 · First State Bank		-322.50
Bill	1/31/18 Stmt	01/31/2018		05-6355 · Miscellaneous	-322.50	322.50
TOTAL					-322.50	322.50
Bill Pmt -Cr 15570		02/08/2018	Pedernales Electric Coop	05-1035 · First State Bank		-284.39
Bill	1/26/18 Stmt	01/26/2018		05-6420 · Electric Service	-284.39	284.39
TOTAL					-284.39	284.39
Bill Pmt -Cr 15571		02/08/2018	The Knight Law Firm, LLP	05-1035 · First State Bank		-1,050.00

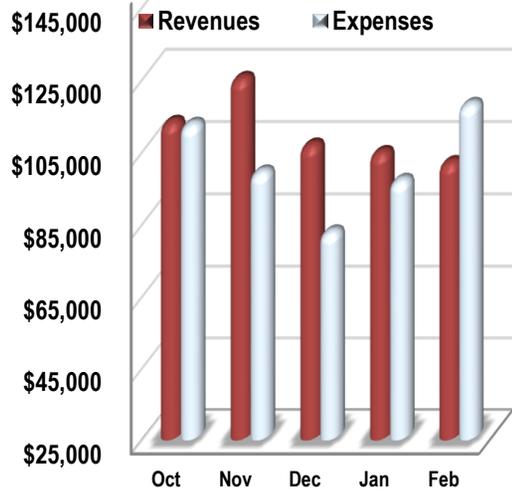
City of Meadowlakes  
Check Detail  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill	2135	12/31/2017		05-6110 · City Attorney-General	-1,050.00	1,050.00
TOTAL					-1,050.00	1,050.00
Bill Pmt -Cr	15572	02/15/2018	Bojorquez Law Firm, PC	05-1035 · First State Bank		-1,382.50
Bill	6605	01/31/2018		05-6110 · City Attorney-General	-1,382.50	1,382.50
TOTAL					-1,382.50	1,382.50
Bill Pmt -Cr	15573	02/15/2018	Debbie Holley.	05-1035 · First State Bank		-27.05
Bill	Reimbursement	02/09/2018		05-6071 · Training & Travel	-27.05	27.05
TOTAL					-27.05	27.05
Bill Pmt -Cr	15574	02/15/2018	Spotless Cleaning	05-1035 · First State Bank		-1,040.00
Bill	23710	10/30/2017		05-6360 · Office Cleaning	-260.00	260.00
Bill	23732	11/27/2017		05-6360 · Office Cleaning	-260.00	260.00
Bill	23780	12/25/2017		05-6360 · Office Cleaning	-260.00	260.00
Bill	23821	01/25/2018		05-6360 · Office Cleaning	-260.00	260.00
TOTAL					-1,040.00	1,040.00
Bill Pmt -Cr	15575	02/22/2018	ATS	05-1035 · First State Bank		-198.00
Bill	I-747294	01/31/2018		05-2340 · Inspection Fees	-198.00	198.00
TOTAL					-198.00	198.00
Bill Pmt -Cr	15576	02/22/2018	Meadowlakes PWD	05-1035 · First State Bank		-2,968.92
Bill	18-0215-01	02/15/2018		05-6320 · Office Expense/Supplies	-1,060.44	1,060.44
				05-5280 · Supplies/Miscellaneous	-103.14	103.14
				05-5650 · Misc. Traffic Control Exp.	-23.91	23.91
				05-6330 · Postage	-261.51	261.51
				05-6355 · Miscellaneous	-380.08	380.08
				05-6365 · Website Hosting & Upgrade	-683.86	683.86
				05-5230 · Ordinance Misc. Exp.	-100.07	100.07
				05-5280 · Supplies/Miscellaneous	-140.13	140.13
				05-6326 · Office Equipment Repair & Maint	-189.64	189.64
				05-6075 · Miscellaneous	-26.14	26.14
TOTAL					-2,968.92	2,968.92
Bill Pmt -Cr	15577	02/22/2018	M'Falls Lake LBJ Chamber	05-1035 · First State Bank		-60.00
Bill	59236	02/01/2018		05-6340 · Memberships-Variou	-60.00	60.00
TOTAL					-60.00	60.00
Bill Pmt -Cr	15578	02/22/2018	Xerox Corporation	05-1035 · First State Bank		-366.06
Bill	092114007	02/01/2018		05-6325 · Lease-Copier	-245.65	245.65
				05-6320 · Office Expense/Supplies	-120.41	120.41
TOTAL					-366.06	366.06
<b>Total General Fund Disbursements-February 2018</b>						<b>-16,042.62</b>

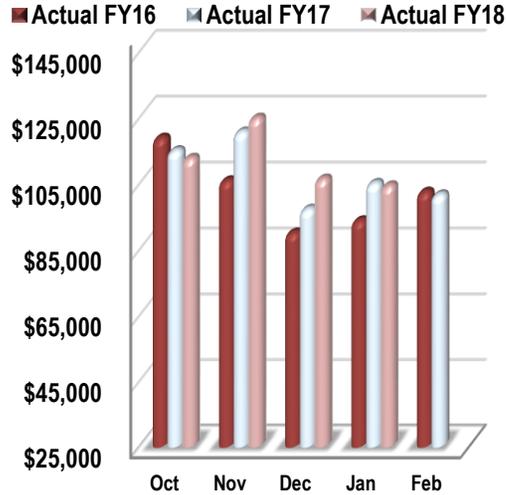
# Utility Fund Snapshot

## February 2018

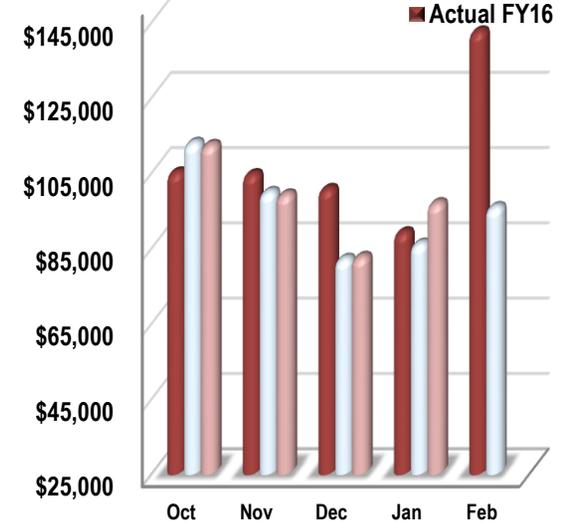
### Income vs. Expense Trend



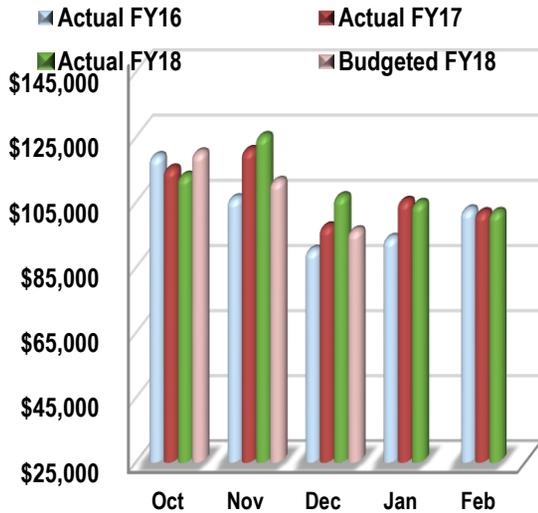
### Prev Year Income Comparison



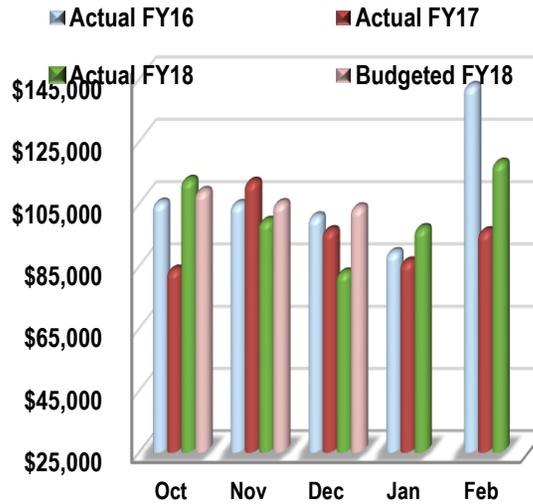
### Prev Year Expense Comparison



### Budgeted vs. Actual Revenues



### Budgeted vs. Actual Expenses



### Account Balances

	2/28/2018	2/28/2017
Cash	\$ 590,680	\$ 539,559
<u>Current Receivables</u>	\$ 85,483	\$ 98,208
<u>Current Payables</u>	\$ 18,829	\$ 43,632
<u>Net Gain/(Loss)</u>	\$ 32,539	\$ 66,616
<u>Cash Flow (+/-)</u> (FY to Date)	\$ 51,990	\$ 116,764

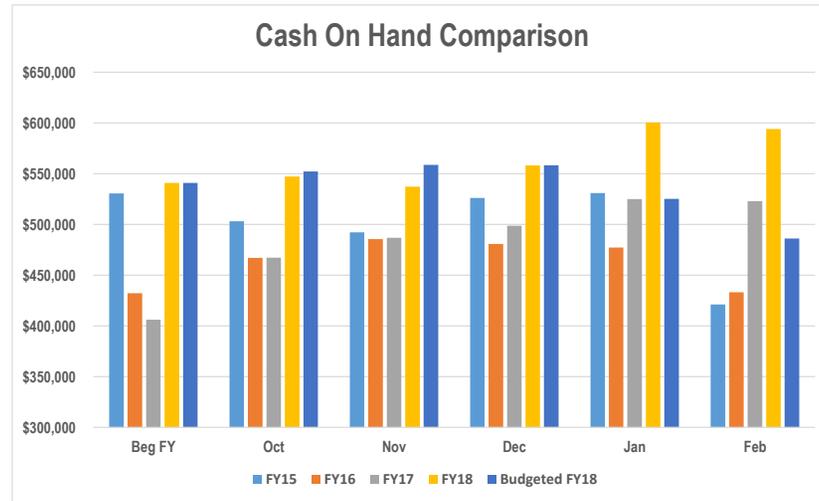
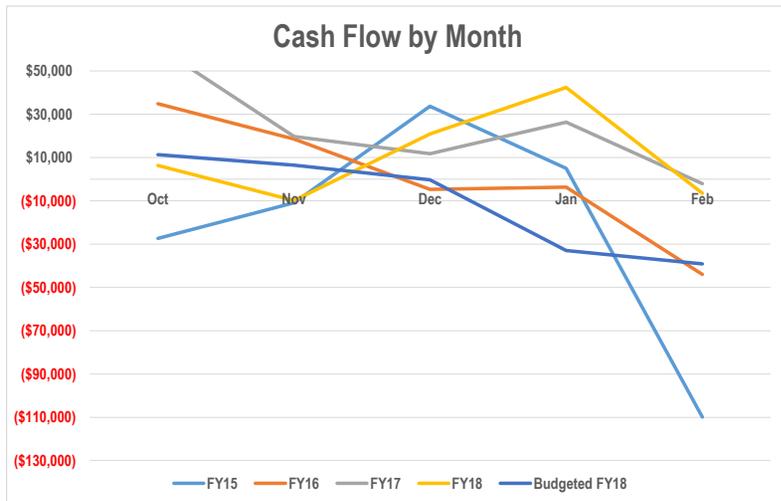
## City of Meadowlakes-Utility Fund FY 18 Cash Flow

	Beginning FY	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
Cash on hand (beginning of month)	\$542,134	\$542,134	\$548,500	\$538,586	\$559,496	\$601,877	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	
Cash on hand (end of month)	\$542,134	\$548,500	\$538,586	\$559,496	\$601,877	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$0

CASH RECEIPTS														Total	
Account Receivable		\$140,692	\$101,421	\$102,336	\$112,730	\$102,958									\$560,137
Contract Services		\$8,075	\$8,075	\$8,075	\$8,075	\$8,075									\$40,375
Customer's Deposits		\$400	\$500	\$500	\$800	\$200									\$2,400
Transfer in from other Funds		\$0	\$0	\$0	\$0	\$0									\$0
Miscellaneous		\$2,685	\$14,811	\$264	\$5,304	\$1,751									\$24,815
<b>TOTAL CASH RECEIPTS</b>		<b>\$151,852</b>	<b>\$124,807</b>	<b>\$111,175</b>	<b>\$126,909</b>	<b>\$112,984</b>	<b>\$0</b>	<b>\$627,727</b>							
Total cash available	\$542,134	\$693,986	\$673,307	\$649,761	\$686,405	\$714,861	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124		

CASH PAID OUT- OPERATIONAL														Total	
Prior Months Payables/Miscellaneous		\$18,297	\$31,953	\$5,195	\$2,387	\$6,160									\$63,992
Employee Related Expense		\$37,971	\$37,142	\$30,243	\$29,036	\$28,480									\$162,872
Administrative Expenses		\$18,498	\$5,883	\$1,782	\$2,000	\$622									\$28,785
Operating Expenses		\$31,083	\$20,133	\$13,262	\$11,282	\$44,702									\$120,462
Solid Waste Collection Expense		\$15,637	\$15,610	\$15,783	\$15,823	\$16,773									\$79,626
<b>Total Cash Paid Out-Operational</b>		<b>\$121,486</b>	<b>\$110,721</b>	<b>\$66,265</b>	<b>\$60,528</b>	<b>\$96,737</b>	<b>\$0</b>	<b>\$455,737</b>							
CASH PAID OUT- NON -OPERATIONAL														Total	
Transfer to General Fund		\$9,417	\$9,417	\$9,417	\$9,417	\$9,417									\$47,085
Transfers to Debt Service		\$6,875	\$6,875	\$6,875	\$6,875	\$6,875									\$34,375
Transfers to Recreation Fund		\$7,708	\$7,708	\$7,708	\$7,708	\$7,708									\$38,540
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$24,000</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$0</b>	<b>\$120,000</b>							
<b>TOTAL CASH PAID OUT</b>		<b>\$145,486</b>	<b>\$134,721</b>	<b>\$90,265</b>	<b>\$84,528</b>	<b>\$120,737</b>	<b>\$0</b>	<b>\$575,737</b>							
Cash on hand (end of month)	\$542,134	\$548,500	\$538,586	\$559,496	\$601,877	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124	\$594,124		

Change in Cash														Total
Difference Beginning to End of Month		\$6,366	(\$9,914)	\$20,910	\$42,381	(\$7,753)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$51,990
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		\$6,366	(\$3,548)	\$17,362	\$59,743	\$51,990	\$0	\$0	\$0	\$0	\$0	\$0	\$0	



## City of Meadowlakes-Utility Fund Summary Balance Sheet

	2-28-18	2-28-17
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings	590,680	539,559
Other Current Assets	85,483	98,208
<b>Total Current Assets</b>	676,163	637,767
<b>Fixed Assets</b>	3,568,730	3,613,747
<b>Other Assets</b>	17,298	38,955
<b>TOTAL ASSETS</b>	<b>4,262,191</b>	<b>4,290,469</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	18,829	43,632
Other Current Liabilities	100,704	93,494
<b>Total Current Liabilities</b>	119,533	137,126
<b>Long Term Liabilities</b>	12,101	16,770
<b>Total Liabilities</b>	131,634	153,896
<b>Equity</b>	4,130,557	4,136,573
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,262,191</b>	<b>4,290,469</b>

**City of Meadowlakes-Utility Fund  
Profit & Loss Budget vs. Actual**

	Feb 18	Budgeted Feb 18	Oct-Feb	Budgeted Year- to-Date	Jan-17	Year-to-Date FY17
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
5010 · Water Revenue	28,132	32,646	169,329	179,386	28,514	167,924
5020 · Sewer Revenues	43,675	43,511	218,944	216,266	43,205	214,969
5030 · Garbage Revenue	18,497	17,274	89,787	85,930	17,180	85,617
5040 · Pump Fee Revenue	0	0	0	0	0	0
5110 · Contract Services	8,075	7,916	40,375	39,582	8,075	47,484
5120 · Water Connect Fee Revenue	925	0	5,350	875	1,650	4,950
5130 · Sewer Connect Fee Revenue	725	0	4,350	725	1,450	4,350
5140 · Transfer Fee	75	150	550	900	250	950
5150 · Penalty & Interest Earned	656	650	3,857	3,350	625	3,296
5170 · Miscellaneous Revenues	12	475	13,867	2,225	18	6,844
5181 · Non-Rev-Xfer In-General Fund	0	0	0	0	0	0
5200 · Interest earned on Investments	241	0	720	500	0	1
<b>Total Income</b>	<b>101,013</b>	<b>102,622</b>	<b>547,129</b>	<b>529,739</b>	<b>100,967</b>	<b>536,385</b>
<b>Gross Profit</b>	<b>101,013</b>	<b>102,622</b>	<b>547,129</b>	<b>529,739</b>	<b>100,967</b>	<b>536,385</b>
<b>Expense</b>						
<b>6100 · Employee Expenses</b>						
<b>6110 · Salaries &amp; Wages</b>						
6410 · Salaries Exempt Employees	5,027	5,232	25,133	26,160	5,027	25,133
6415 · Salaries & Wages-Non-Exempt	14,656	16,000	79,206	80,000	12,756	63,746
6416 · Overtime & Standby Pay	796	1,500	4,867	6,500	1,498	6,616
6417 · Longevity Pay-Exempt/Non-Exempt	0	0	3,848	5,000	0	3,554
<b>Total 6110 · Salaries &amp; Wages</b>	<b>20,479</b>	<b>22,732</b>	<b>113,054</b>	<b>117,660</b>	<b>19,281</b>	<b>99,049</b>
<b>6111 · Other Employee Expenses</b>						
6116 · Unemployment Expense	0	3,500	0	3,500	0	0
6120 · FICA Expense	1,567	1,750	8,649	9,050	1,475	7,577
6140 · Worker's Compensation Insurance	0	0	7,287	7,800	0	7,007
6150 · Employee Insurance Expenses	4,277	4,300	21,912	21,500	3,914	19,362
6160 · Employee Retirement Expense	514	600	2,773	3,100	280	1,437
6170 · Employee Uniform Expense	677	420	3,683	2,060	418	3,040
6180 · Employee Training & Travel Exp	15	500	4,427	2,500	1,166	2,545
6560 · Miscellaneous Employee Expenses	0	0	39	0	0	16
<b>Total 6111 · Other Employee Expenses</b>	<b>7,050</b>	<b>11,070</b>	<b>48,770</b>	<b>49,510</b>	<b>7,253</b>	<b>40,984</b>
<b>Total 6100 · Employee Expenses</b>	<b>27,529</b>	<b>33,802</b>	<b>161,824</b>	<b>167,170</b>	<b>26,534</b>	<b>140,033</b>
<b>6200 · Administrative Expenses</b>						
<b>6225 · Misc. Dues &amp; Fees</b>						
6226 · TECQ Fees	50	0	3,733	4,000	154	3,642
6227 · Other Misc. Dues & Fees	200	150	722	650	125	225
<b>Total 6225 · Misc. Dues &amp; Fees</b>	<b>250</b>	<b>150</b>	<b>4,455</b>	<b>4,650</b>	<b>279</b>	<b>3,867</b>
6235 · Computer/Office Equip R&M	0	0	652	500	0	679
6240 · Software Update	0	0	2,907	3,000	0	3,137
6250 · Office Supplies	12	150	991	800	103	289
6255 · Postage Expense	0	200	1,040	1,100	0	1,054
6260 · Telephone Expense	0	300	846	1,500	594	1,255
6270 · Insurance - GL & Property	0	0	16,863	15,500	0	16,025
6282 · Administrative-Miscellaneous	1	25	273	125	1,031	1,320
<b>Total 6200 · Administrative Expenses</b>	<b>263</b>	<b>825</b>	<b>28,027</b>	<b>27,175</b>	<b>2,007</b>	<b>27,626</b>
<b>6300 · Operating Expenses</b>						
<b>6301 · Water Treatment Operational Exp</b>						
6305 · Water Treatment Electrical	2,147	3,000	10,732	15,000	1,518	9,473
6310 · Heating Fuel-WTP	0	0	929	500	0	128

**City of Meadowlakes-Utility Fund  
Profit & Loss Budget vs. Actual**

	Feb 18	Budgeted Feb 18	Oct-Feb	Budgeted Year-to-Date	Jan-17	Year-to-Date FY17
6314 · R&M-Plant & Pump Station	8,654	1,000	21,799	9,000	0	4,595
6316 · WTP Chemical Expense	797	2,000	4,724	6,000	150	7,992
6320 · Water Outside Testing Expense	481	250	819	1,750	106	561
6328 · Distribution Repair & Maint.	6,942	500	8,879	1,500	2,093	6,039
6355 · Meter Purchased	22,633	50,000	22,633	50,000	0	21,482
6360 · Tap Materials-Water	0	2,500	0	5,000	0	0
<b>Total 6301 · Water Treatment Operational Exp</b>	<b>41,654</b>	<b>59,250</b>	<b>70,515</b>	<b>88,750</b>	<b>3,867</b>	<b>50,270</b>
<b>6302 · Wastewater Operational Expenses</b>						
6304 · Wastewater Electrical	2,581	2,600	9,726	12,800	2,151	9,010
6311 · Propane-Wastewater	328	250	523	1,000	0	361
6317 · WWTP Chemicals	0	1,000	1,353	2,900	0	204
6318 · Outside Testing Wastewater	112	150	780	750	113	456
6321 · Collection System R&M					0	0
63212 · Lift Station Repairs	0	0	33	5,000	0	3
6321 · Collection System R&M - Other	0	0	442	0	1,297	1,297
<b>Total 6321 · Collection System R&amp;M</b>	<b>0</b>	<b>0</b>	<b>475</b>	<b>5,000</b>	<b>1,297</b>	<b>1,300</b>
6322-Irrigation Maintenance Expense	0	0	0	0	30	30
6327 · WWTP Repair & Maintenance	650	0	5,321	7,500	5,806	8,981
<b>Total 6302 · Wastewater Operational Expenses</b>	<b>3,671</b>	<b>4,000</b>	<b>18,178</b>	<b>29,950</b>	<b>9,397</b>	<b>20,342</b>
<b>6303 · Other Operational Expenses</b>						
63031 · Repair & Maintenance-Other						
6329 · R&M-Building/Misc.	1,740	1,000	5,130	7,500	542	5,419
63291 · Drainage Repair & Maintenance	0	0	0	5,000	8,923	8,964
<b>Total 63031 · Repair &amp; Maintenance-Other</b>	<b>1,740</b>	<b>1,000</b>	<b>5,130</b>	<b>12,500</b>	<b>9,465</b>	<b>14,383</b>
6330 · Vehicle Repair & Maintenance	103	750	1,327	3,950	183	2,200
6335 · Mach/Equip Repair & Maintenance	492	1,000	6,082	8,000	1,746	5,044
6340 · Vehicle & Machinery Fuel						
6341 · Vehicle Fuel	844	1,000	3,461	5,000	890	3,969
6342 · Machinery Fuel	0	0	74	2,000	700	719
<b>Total 6340 · Vehicle &amp; Machinery Fuel</b>	<b>844</b>	<b>1,000</b>	<b>3,535</b>	<b>7,000</b>	<b>1,590</b>	<b>4,688</b>
6345 · Equipment Lease/Rental	0	0	0	0	0	400
6350 · Miscellaneous Operational Exp.	15	350	6,889	1,550	1,748	2,690
6365 · Small Tools	17	375	4,821	1,875	277	1,486
6550 · Assets Purchased	0	0	7,500	7,500	0	5,500
<b>Total 6303 · Other Operational Expenses</b>	<b>3,211</b>	<b>4,475</b>	<b>35,284</b>	<b>42,375</b>	<b>15,009</b>	<b>36,391</b>
<b>Total 6300 · Operating Expenses</b>	<b>48,536</b>	<b>67,725</b>	<b>123,977</b>	<b>161,075</b>	<b>28,273</b>	<b>107,003</b>
<b>6500 · Other Operational Expenses</b>						
6510 · Garbage Service Expense	16,773	15,417	80,762	77,081	15,214	76,396
<b>Total 6500 · Other Operational Expenses</b>	<b>16,773</b>	<b>15,417</b>	<b>80,762</b>	<b>77,081</b>	<b>15,214</b>	<b>76,396</b>
<b>8200 · Transfer to Other Funds</b>						
8215 · Transfer to General Fund	9,417	9,415	47,083	47,081	8,134	42,669
8220 · Transfer to Debt Service Fund	6,875	6,875	34,375	34,375	7,500	37,500
8240 · Transfer to RCC Fund	7,708	7,708	38,542	38,540	7,708	38,542
<b>Total 8200 · Transfer to Other Funds</b>	<b>24,000</b>	<b>23,998</b>	<b>120,000</b>	<b>119,996</b>	<b>23,342</b>	<b>118,711</b>
8255 · Transfer to General Fixed Asset	0	0	0	0	0	0
<b>Total Expense</b>	<b>117,101</b>	<b>141,767</b>	<b>514,590</b>	<b>552,497</b>	<b>95,370</b>	<b>469,769</b>
<b>Net Ordinary Income</b>	<b>-16,088</b>	<b>-39,145</b>	<b>32,539</b>	<b>-22,758</b>	<b>5,597</b>	<b>66,616</b>
<b>Net Income</b>	<b>-16,088</b>	<b>-39,145</b>	<b>32,539</b>	<b>-22,758</b>	<b>5,597</b>	<b>66,616</b>

City of Meadowlakes-Utility Fund

Check Detail

February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Check EFT		02/16/2018	State Comptroller	1015 · Checking-1st State Bank		-1,156.32
				3020 · Sales Tax Payable	-1,156.32	1,156.32
TOTAL					-1,156.32	1,156.32
Bill Prr 16408		02/01/2018	Card Service Center	1015 · Checking-1st State Bank		-3,151.22
Bill	1/29/18 St	01/27/2018		6329 · R&M-Building/Misc.	-174.95	174.95
				6180 · Employee Training & Travel Ex	-428.75	428.75
				1583 · RCC Receivable	-665.43	665.43
				6240 · Software Update	-18.98	18.98
				6330 · Vehicle Repair & Maintenance	-71.33	71.33
				6327 · WWTP Repair & Maintenance	-41.97	41.97
Bill	1/29/18 St	01/29/2018		1515 · General Fund Receivables	-835.71	835.71
				1584 · POA Receivables	-124.19	124.19
				1583 · RCC Receivable	-69.98	69.98
				6255 · Postage Expense	-83.00	83.00
				6250 · Office Supplies	-20.98	20.98
Bill	1/29/18 St	01/29/2018		6330 · Vehicle Repair & Maintenance	-73.85	73.85
				6250 · Office Supplies	-62.89	62.89
				6329 · R&M-Building/Misc.	-282.62	282.62
				6180 · Employee Training & Travel Ex	-43.00	43.00
				1583 · RCC Receivable	-18.07	18.07
				1515 · General Fund Receivables	-135.52	135.52
TOTAL					-3,151.22	3,151.22
Bill Prr 16409		02/01/2018	Debbie Holley	1015 · Checking-1st State Bank		-15.66
Bill	Reimburse	01/29/2018		6180 · Employee Training & Travel Ex	-15.66	15.66
TOTAL					-15.66	15.66
Bill Prr 16410		02/01/2018	Ford & Crew Home & Hwd	1015 · Checking-1st State Bank		-307.15
Bill	1/25/18 St	01/25/2018		6350 · Miscellaneous Operational Exp	-103.64	103.64
				6335 · Mach/Equip Repair & Maintena	-39.60	39.60
				6329 · R&M-Building/Misc.	-61.79	61.79
				1583 · RCC Receivable	-13.77	13.77
				6329 · R&M-Building/Misc.	-88.35	88.35
TOTAL					-307.15	307.15
Bill Prr 16411		02/01/2018	Home Depot Credit Services	1015 · Checking-1st State Bank		-342.97
Bill	1/21/18 St	01/21/2018		6365 · Small Tools	-59.86	59.86
				1583 · RCC Receivable	-113.63	113.63
				6329 · R&M-Building/Misc.	-169.48	169.48
TOTAL					-342.97	342.97
Bill Prr 16412		02/01/2018	Petty Cash	1015 · Checking-1st State Bank		-252.55
Bill	Petty Cast	01/30/2018		6255 · Postage Expense	-6.59	6.59
				6282 · Administrative-Miscellaneous	-38.96	38.96

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
				6330 · Vehicle Repair & Maintenance	-187.00	187.00
				6180 · Employee Training & Travel Ex	-20.00	20.00
TOTAL					<u>-252.55</u>	<u>252.55</u>
<b>Bill Prr</b>	<b>16413</b>	<b>02/01/2018</b>	<b>Bob's Dirt Work</b>	<b>1015 · Checking-1st State Bank</b>		<b>-707.76</b>
Bill	87	01/21/2018		1584 · POA Receivables	-707.76	707.76
TOTAL					<u>-707.76</u>	<u>707.76</u>
<b>Bill Prr</b>	<b>16414</b>	<b>02/01/2018</b>	<b>Texas Facilities Commission</b>	<b>1015 · Checking-1st State Bank</b>		<b>-1,289.40</b>
Bill	1680754	01/25/2018		6365 · Small Tools	-243.40	243.40
Bill	DO1152S	01/30/2018		1583 · RCC Receivable	-900.00	900.00
				6329 · R&M-Building/Misc.	-146.00	146.00
TOTAL					<u>-1,289.40</u>	<u>1,289.40</u>
<b>Bill Prr</b>	<b>16415</b>	<b>02/01/2018</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 · Checking-1st State Bank</b>		<b>-47.35</b>
Bill	82220199	11/20/2017		6170 · Employee Uniform Expense	-47.35	47.35
TOTAL					<u>-47.35</u>	<u>47.35</u>
<b>Bill Prr</b>	<b>16416</b>	<b>02/01/2018</b>	<b>USA BlueBook</b>	<b>1015 · Checking-1st State Bank</b>		<b>-178.00</b>
Bill	461894	01/11/2018		6316 · WTP Chemical Expense	-178.00	178.00
TOTAL					<u>-178.00</u>	<u>178.00</u>
<b>Bill Prr</b>	<b>16417</b>	<b>02/01/2018</b>	<b>Visa</b>	<b>1015 · Checking-1st State Bank</b>		<b>-3,894.88</b>
Bill	1/24/18 St	01/24/2018		6180 · Employee Training & Travel Ex	-401.23	401.23
				6335 · Mach/Equip Repair & Maintena	-87.84	87.84
				6350 · Miscellaneous Operational Exp	-17.25	17.25
Bill	1/24/18 St	01/24/2018		6329 · R&M-Building/Misc.	-1,280.19	1,280.19
				6365 · Small Tools	-1,595.00	1,595.00
				6335 · Mach/Equip Repair & Maintena	-203.50	203.50
				1515 · General Fund Receivables	-264.99	264.99
				1583 · RCC Receivable	-44.88	44.88
TOTAL					<u>-3,894.88</u>	<u>3,894.88</u>
<b>Bill Prr</b>	<b>16418</b>	<b>02/08/2018</b>	<b>Fisher's Iron &amp; Metal Ind.</b>	<b>1015 · Checking-1st State Bank</b>		<b>-10.71</b>
Bill	63356	01/30/2018		63212 · Lift Station Repairs	-10.71	10.71
TOTAL					<u>-10.71</u>	<u>10.71</u>
<b>Bill Prr</b>	<b>16419</b>	<b>02/08/2018</b>	<b>Grainger</b>	<b>1015 · Checking-1st State Bank</b>		<b>-266.91</b>
Bill	96735168	01/19/2018		6327 · WWTP Repair & Maintenance	-143.15	143.15
Bill	96789248	01/24/2018		6329 · R&M-Building/Misc.	-123.76	123.76
TOTAL					<u>-266.91</u>	<u>266.91</u>
<b>Bill Prr</b>	<b>16420</b>	<b>02/08/2018</b>	<b>Interstate Battery Systems</b>	<b>1015 · Checking-1st State Bank</b>		<b>-133.48</b>

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
Bill	02/01/2018	02/01/2018		6350 · Miscellaneous Operational Exp	-14.99	14.99
				6335 · Mach/Equip Repair & Maintena	-118.49	118.49
TOTAL					<u>-133.48</u>	<u>133.48</u>
<b>Bill Prr 16421</b>	<b>02/08/2018</b>	<b>PEC</b>		<b>1015 · Checking-1st State Bank</b>		<b>-4,178.13</b>
Bill	1/26/18 St	01/26/2018		6305 · Water Treatment Electrical	-1,900.12	1,900.12
				6304 · Wastewater Electrical	-2,278.01	2,278.01
TOTAL					<u>-4,178.13</u>	<u>4,178.13</u>
<b>Bill Prr 16422</b>	<b>02/08/2018</b>	<b>Tractor Supply</b>		<b>1015 · Checking-1st State Bank</b>		<b>-32.68</b>
Bill	1/30/18 St	01/30/2018		6365 · Small Tools	-32.68	32.68
TOTAL					<u>-32.68</u>	<u>32.68</u>
<b>Bill Prr 16423</b>	<b>02/08/2018</b>	<b>UniFirst Holdings, Inc.</b>		<b>1015 · Checking-1st State Bank</b>		<b>-43.10</b>
Bill	82220294	12/18/2018		6170 · Employee Uniform Expense	-43.10	43.10
TOTAL					<u>-43.10</u>	<u>43.10</u>
<b>Bill Prr 16424</b>	<b>02/15/2018</b>	<b>4-T Propane, LLC</b>		<b>1015 · Checking-1st State Bank</b>		<b>-410.00</b>
Bill	23749	01/25/2018		6310 · Heating Fuel-WTP	-410.00	410.00
TOTAL					<u>-410.00</u>	<u>410.00</u>
<b>Bill Prr 16425</b>	<b>02/15/2018</b>	<b>AT&amp;T Mobility</b>		<b>1015 · Checking-1st State Bank</b>		<b>-211.88</b>
Bill	1/27/18 St	01/27/2018		6260 · Telephone Expense	-211.88	211.88
TOTAL					<u>-211.88</u>	<u>211.88</u>
<b>Bill Prr 16426</b>	<b>02/15/2018</b>	<b>Central Texas Water Maint.</b>		<b>1015 · Checking-1st State Bank</b>		<b>-615.60</b>
Bill	106089	01/10/2018		1583 · RCC Receivable	-615.60	615.60
TOTAL					<u>-615.60</u>	<u>615.60</u>
<b>Bill Prr 16427</b>	<b>02/15/2018</b>	<b>DSHS Central Lab</b>		<b>1015 · Checking-1st State Bank</b>		<b>-316.16</b>
Bill	2/2/18 Str	02/02/2018		6320 · Water Outside Testing Expens	-316.16	316.16
TOTAL					<u>-316.16</u>	<u>316.16</u>
<b>Bill Prr 16428</b>	<b>02/15/2018</b>	<b>ExxonMobil</b>		<b>1015 · Checking-1st State Bank</b>		<b>-60.92</b>
Bill	2/6/18 Str	02/06/2018		6341 · Vehicle Fuel	-60.92	60.92
TOTAL					<u>-60.92</u>	<u>60.92</u>
<b>Bill Prr 16429</b>	<b>02/15/2018</b>	<b>Ferguson Enterprises</b>		<b>1015 · Checking-1st State Bank</b>		<b>-335.96</b>
Bill	5420082	01/29/2018		6328 · Distribution Repair & Maint.	-245.84	245.84
Bill	5408490	01/29/2018		6350 · Miscellaneous Operational Exp	-90.12	90.12
TOTAL					<u>-335.96</u>	<u>335.96</u>

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Prr</b>	<b>16430</b>	<b>02/15/2018</b>	<b>Lowe's</b>	<b>1015 - Checking-1st State Bank</b>		<b>-115.37</b>
Bill	2/2/18 Str	02/02/2018		1583 - RCC Receivable	-115.37	115.37
TOTAL					<u>-115.37</u>	<u>115.37</u>
<b>Bill Prr</b>	<b>16431</b>	<b>02/15/2018</b>	<b>Magna-Flow Environmental I</b>	<b>1015 - Checking-1st State Bank</b>		<b>-1,523.76</b>
Bill	50042	01/25/2018		6327 - WWTP Repair & Maintenance	-761.88	761.88
Bill	50223	01/26/2018		6327 - WWTP Repair & Maintenance	-761.88	761.88
TOTAL					<u>-1,523.76</u>	<u>1,523.76</u>
<b>Bill Prr</b>	<b>16432</b>	<b>02/15/2018</b>	<b>NAPA-Third Coast Distributir</b>	<b>1015 - Checking-1st State Bank</b>		<b>-583.99</b>
Bill	1/31/18 St	01/31/2018		6327 - WWTP Repair & Maintenance	-73.76	73.76
				6335 - Mach/Equip Repair & Maintena	-254.06	254.06
				6330 - Vehicle Repair & Maintenance	-146.12	146.12
				6350 - Miscellaneous Operational Exp	-110.05	110.05
TOTAL					<u>-583.99</u>	<u>583.99</u>
<b>Bill Prr</b>	<b>16433</b>	<b>02/15/2018</b>	<b>Republic Services #843</b>	<b>1015 - Checking-1st State Bank</b>		<b>-16,773.05</b>
Bill	0843-0014	01/31/2018		6510 - Garbage Service Expense	-16,719.12	16,719.12
Bill	0843-0014	01/31/2018		6510 - Garbage Service Expense	-53.93	53.93
TOTAL					<u>-16,773.05</u>	<u>16,773.05</u>
<b>Bill Prr</b>	<b>16434</b>	<b>02/15/2018</b>	<b>San Saba Fire Safety Equip</b>	<b>1015 - Checking-1st State Bank</b>		<b>-186.40</b>
Bill	21093	02/09/2018		6329 - R&M-Building/Misc.	-186.40	186.40
TOTAL					<u>-186.40</u>	<u>186.40</u>
<b>Bill Prr</b>	<b>16435</b>	<b>02/15/2018</b>	<b>Techline Pipe L.P.</b>	<b>1015 - Checking-1st State Bank</b>		<b>-3,470.42</b>
Bill	1083577-C	01/25/2018		6314 - R&M-Plant & Pump Station	-3,470.42	3,470.42
TOTAL					<u>-3,470.42</u>	<u>3,470.42</u>
<b>Bill Prr</b>	<b>16436</b>	<b>02/15/2018</b>	<b>Texas Facilities Commission</b>	<b>1015 - Checking-1st State Bank</b>		<b>0.00</b>
TOTAL					0.00	0.00
<b>Bill Prr</b>	<b>16437</b>	<b>02/15/2018</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 - Checking-1st State Bank</b>		<b>-165.22</b>
Bill	82220436	01/29/2018		6170 - Employee Uniform Expense	-165.22	165.22
TOTAL					<u>-165.22</u>	<u>165.22</u>
<b>Bill Prr</b>	<b>16438</b>	<b>02/15/2018</b>	<b>Wex Bank</b>	<b>1015 - Checking-1st State Bank</b>		<b>-900.68</b>
Bill	2/6/18 Str	02/06/2018		6341 - Vehicle Fuel	-783.67	785.84
				1515 - General Fund Receivables	-71.89	72.09
				1583 - RCC Receivable	-45.12	45.24
TOTAL					<u>-900.68</u>	<u>903.17</u>

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Prr</b>	<b>16439</b>	<b>02/22/2018</b>	<b>ASCO, Inc.</b>	<b>1015 - Checking-1st State Bank</b>		<b>-64.81</b>
Bill	C38199	02/02/2018		6335 - Mach/Equip Repair & Maintena	-64.81	64.81
TOTAL					-64.81	64.81
<b>Bill Prr</b>	<b>16440</b>	<b>02/22/2018</b>	<b>Austin Turf &amp; Tractor</b>	<b>1015 - Checking-1st State Bank</b>		<b>-493.94</b>
Bill	913980	01/30/2018		6335 - Mach/Equip Repair & Maintena	-320.70	320.70
Bill	913982	01/30/2018		6335 - Mach/Equip Repair & Maintena	-107.78	107.78
Bill	913981	01/30/2018		6335 - Mach/Equip Repair & Maintena	-65.46	65.46
TOTAL					-493.94	493.94
<b>Bill Prr</b>	<b>16441</b>	<b>02/22/2018</b>	<b>ChemEquip Services LLC</b>	<b>1015 - Checking-1st State Bank</b>		<b>-2,926.00</b>
Bill	4470	01/22/2018		6327 - WWTP Repair & Maintenance	-722.50	722.50
Bill	4469	01/22/2018		6314 - R&M-Plant & Pump Station	-2,203.50	2,203.50
TOTAL					-2,926.00	2,926.00
<b>Bill Prr</b>	<b>16442</b>	<b>02/22/2018</b>	<b>DPC Industries, Inc.</b>	<b>1015 - Checking-1st State Bank</b>		<b>-170.00</b>
Bill	DE760001	01/31/2018		6316 - WTP Chemical Expense	-85.00	85.00
				6317 - WWTP Chemicals	-85.00	85.00
TOTAL					-170.00	170.00
<b>Bill Prr</b>	<b>16443</b>	<b>02/22/2018</b>	<b>Grainger</b>	<b>1015 - Checking-1st State Bank</b>		<b>-128.44</b>
Bill	96914891	02/06/2018		1583 - RCC Receivable	-128.44	128.44
TOTAL					-128.44	128.44
<b>Bill Prr</b>	<b>16444</b>	<b>02/22/2018</b>	<b>HACH</b>	<b>1015 - Checking-1st State Bank</b>		<b>-373.27</b>
Bill	10814626	01/30/2018		6316 - WTP Chemical Expense	-373.27	373.27
TOTAL					-373.27	373.27
<b>Bill Prr</b>	<b>16445</b>	<b>02/22/2018</b>	<b>HydroPro Solutions, LLC</b>	<b>1015 - Checking-1st State Bank</b>		<b>-22,632.80</b>
Bill	6011545-I	02/07/2018		6355 - Meter Purchased	-22,632.80	22,632.80
TOTAL					-22,632.80	22,632.80
<b>Bill Prr</b>	<b>16446</b>	<b>02/22/2018</b>	<b>TCEQ</b>	<b>1015 - Checking-1st State Bank</b>		<b>-154.00</b>
Bill	WUF0004	01/31/2018		6226 - TECQ Fees	-154.00	154.00
TOTAL					-154.00	154.00
<b>Bill Prr</b>	<b>16447</b>	<b>02/22/2018</b>	<b>Techline Pipe L.P.</b>	<b>1015 - Checking-1st State Bank</b>		<b>-643.04</b>
Bill	1083806-C	01/30/2018		6328 - Distribution Repair & Maint.	-52.32	52.32
Bill	1083985-C	02/07/2018		6329 - R&M-Building/Misc.	-486.00	486.00
Bill	1084141-C	02/14/2018		6328 - Distribution Repair & Maint.	-104.72	104.72
TOTAL					-643.04	643.04

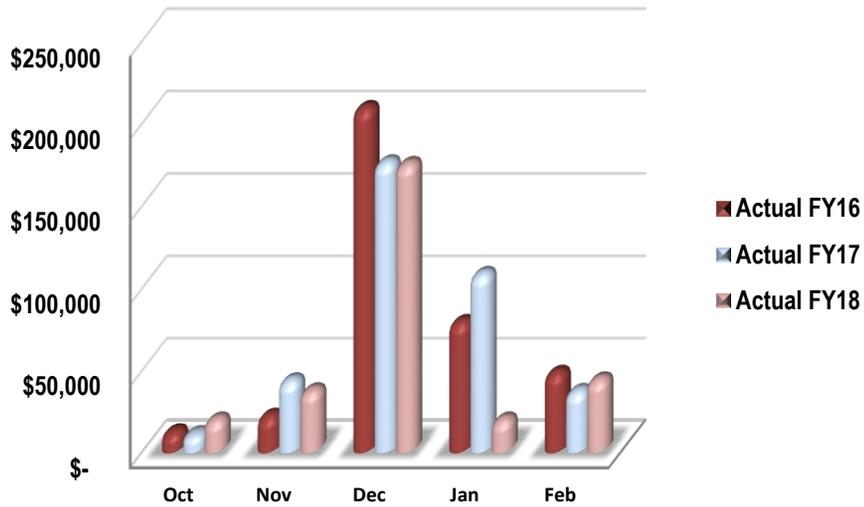
**City of Meadowlakes-Utility Fund**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Prr</b>	<b>16448</b>	<b>02/22/2018</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 - Checking-1st State Bank</b>		<b>-523.42</b>
Bill	82220459	02/05/2018		6170 - Employee Uniform Expense	-153.57	153.57
Bill	82220481	02/12/2018		6170 - Employee Uniform Expense	-48.06	48.06
Bill	82220482	02/12/2018		6170 - Employee Uniform Expense	-153.57	153.57
Bill	82220505	02/19/2018		6170 - Employee Uniform Expense	-168.22	168.22
<b>TOTAL</b>					<b>-523.42</b>	<b>523.42</b>
<b>Total Utility Fund Disbursements-February 2018</b>						<b>69,792.38</b>

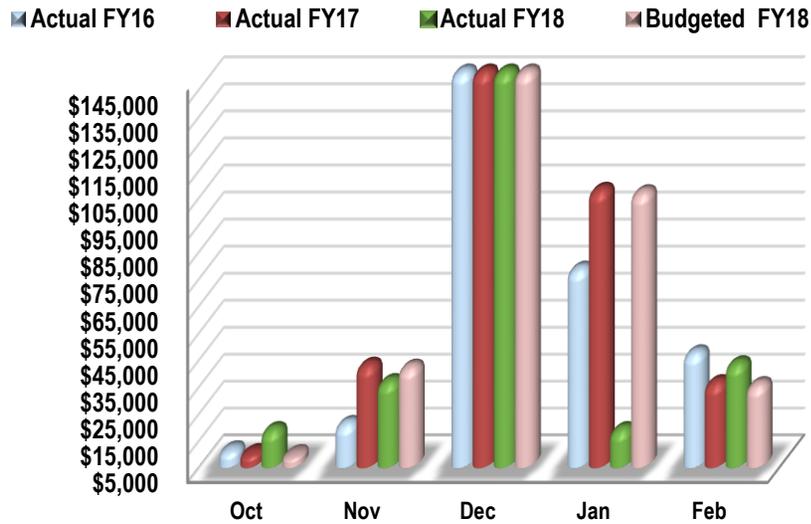
# Debt Service Snapshot

## February 2018

Prior Fiscal Year Income Comparison



Budgeted vs. Actual Revenues

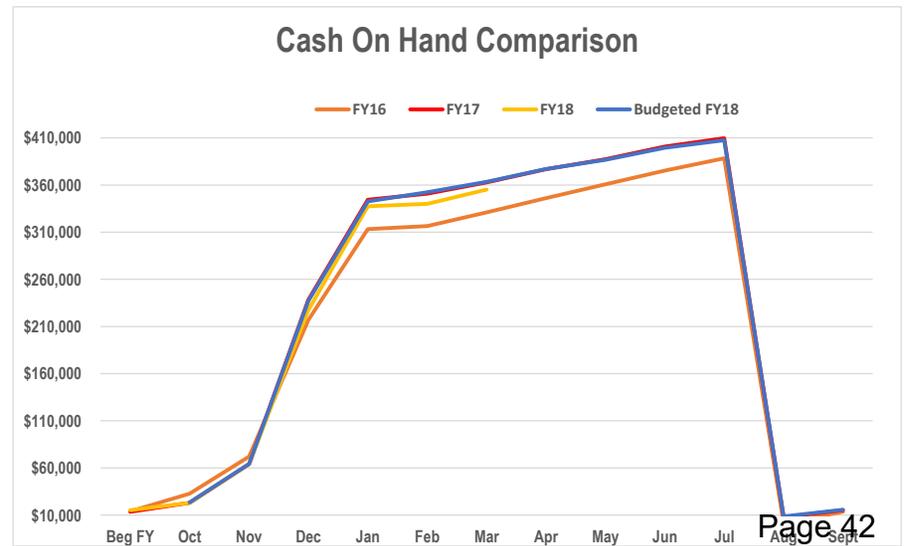
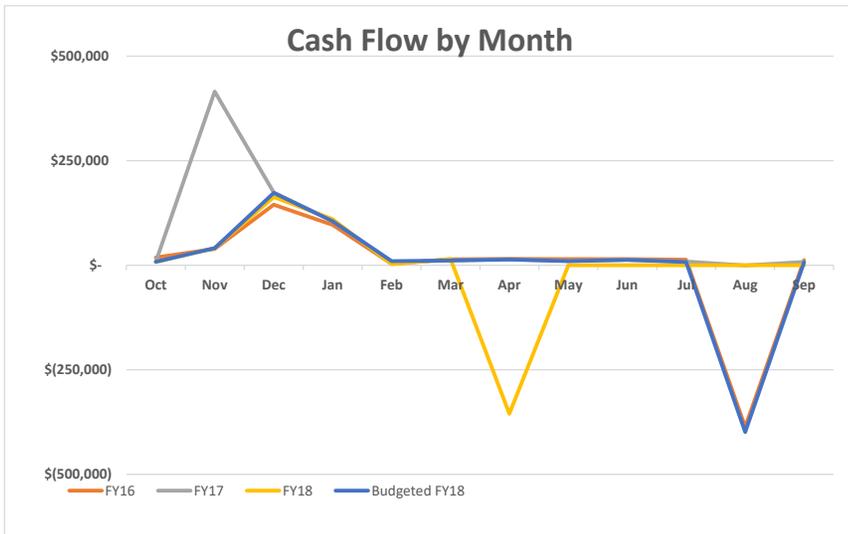


### Account Balances

<u>Cash</u>	2/28/2018	2/28/2017
Checking Account	\$ 355,542	\$ 354,069
CD's	\$ -	\$ -
<b>Total Cash</b>	<b>\$ 355,542</b>	<b>\$ 354,069</b>
<u>Current Receivables</u>	\$ -	\$ -
<u>Current Payables</u>	\$ 12,290	\$ 10,958
<u>Net Gain/(Loss)</u>	\$ 17,656	\$ 6,428
<u>Cash Flow (+/-)</u> (FY to Date)	\$ 339,964	\$ 340,502

# City of Meadowlakes-Debt Service Fund FY 18 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)	\$15,171	\$15,171	\$22,952	\$64,207	\$227,423	\$337,479	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	
Cash on hand (end of month)	\$15,171	\$22,952	\$64,207	\$227,423	\$337,479	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$0
<b>CASH RECEIPTS</b>														<b>Total</b>
Property Tax		\$897	\$34,357	\$156,258	\$102,965	\$35,215								\$329,692
Transfers In from Utility Fund		\$6,875	\$6,875	\$6,875	\$6,875	\$6,875								\$34,375
Interest Earned		\$9	\$23	\$83	\$216	\$268								\$599
														\$0
														\$0
<b>TOTAL CASH RECEIPTS</b>		<b>\$7,781</b>	<b>\$41,255</b>	<b>\$163,216</b>	<b>\$110,056</b>	<b>\$42,358</b>	<b>\$0</b>	<b>\$364,666</b>						
Total cash available	\$15,171	\$22,952	\$64,207	\$227,423	\$337,479	\$379,837	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	
<b>CASH PAID OUT-OPERATIONAL</b>														<b>Total</b>
Prior Months Payables/Miscellaneous		\$0	\$0	\$0	\$0									\$0
Principal		\$0	\$0	\$0	\$0									\$0
Interest		\$0	\$0	\$0	\$0	\$24,702								\$24,702
		\$0	\$0	\$0	\$0									\$0
														\$0
<b>Total Cash Paid Out-Operational</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,702</b>	<b>\$0</b>	<b>\$24,702</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>\$24,702</b>	<b>\$0</b>	<b>\$24,702</b>						
Cash on hand (end of month)	\$15,171	\$22,952	\$64,207	\$227,423	\$337,479	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	\$355,135	
<b>Change in Cash</b>														<b>Total</b>
Difference Beginning to End of Month		\$7,781	\$41,255	\$163,216	\$110,056	\$17,656	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$339,964
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		\$7,781	\$49,036	\$212,252	\$322,308	\$339,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



## City of Meadowlakes Debt Service Summary Balance Sheet

	Feb 28 2018	Feb 28 2017
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>	355,542	354,069
<b>Total Current Assets</b>	355,542	354,069
<b>Other Assets</b>	12,289	10,958
<b>TOTAL ASSETS</b>	<b>367,831</b>	<b>365,027</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Other Current Liabilities</b>	12,290	10,958
<b>Total Current Liabilities</b>	12,290	10,958
<b>Total Liabilities</b>	12,290	10,958
<b>Equity</b>	355,541	354,069
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>367,831</b>	<b>365,027</b>

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

	Feb 18	Budgeted Feb18	Oct-Feb	Budgeted Year-to-Date	Feb-17	Year-to-Date FY17
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
06-4120 - Ad Valorem Tax	35,215	27,475	329,693	327,343	27,549	328,224
06-5440 - Interest Earned on Investments	268	24	598	120	28	66
<b>Total Income</b>	<u>35,483</u>	<u>27,499</u>	<u>330,291</u>	<u>327,463</u>	<u>27,577</u>	<u>328,290</u>
<b>Expense</b>						
06-9100 - 2013 Bond Expense						
06-9150 - 2013 Bond Principal	0	0	0	0	0	0
06-9100 - 2013 Bond Expense - Other	24,702	24,703	24,702	24,703	28,649	28,649
<b>Total 06-9100 - 2013 Bond Expense</b>	<u>24,702</u>	<u>24,703</u>	<u>24,702</u>	<u>24,703</u>	<u>28,649</u>	<u>28,649</u>
<b>Total Expense</b>	<u>24,702</u>	<u>24,703</u>	<u>24,702</u>	<u>24,703</u>	<u>28,649</u>	<u>28,649</u>
<b>Net Ordinary Income</b>	10,781	2,796	305,589	302,760	-1,072	299,641
<b>Other Income/Expense</b>						
<b>Other Income</b>						
06-8200 - Transfer In from Other Funds	6,875	6,875	34,375	34,375	7,500	37,500
<b>Total Other Income</b>	<u>6,875</u>	<u>6,875</u>	<u>34,375</u>	<u>34,375</u>	<u>7,500</u>	<u>37,500</u>
<b>Net Other Income</b>	<u>6,875</u>	<u>6,875</u>	<u>34,375</u>	<u>34,375</u>	<u>7,500</u>	<u>37,500</u>
<b>Net Income</b>	<u><u>17,656</u></u>	<u><u>9,671</u></u>	<u><u>339,964</u></u>	<u><u>337,135</u></u>	<u><u>6,428</u></u>	<u><u>337,141</u></u>

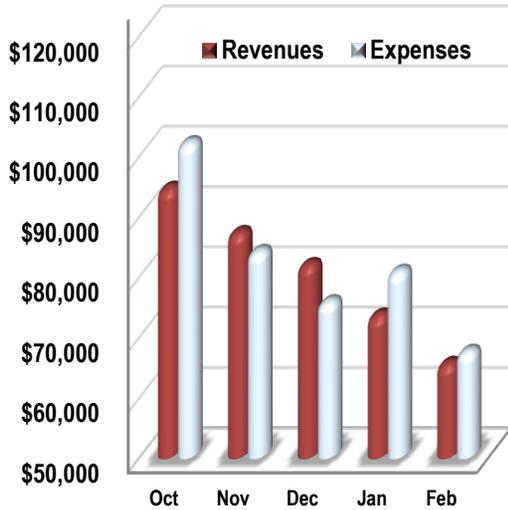
**Disbursements**

2/28/18 - Electronic Transfer to BB&T for \$24,702.49 for interest on 2013 Bond Issue

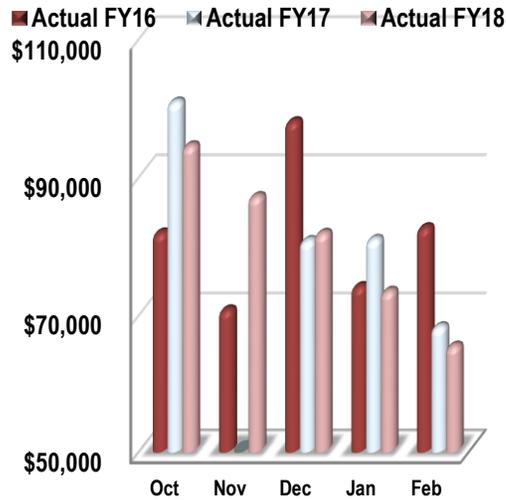
# Recreation Fund Snapshot

## February 2018

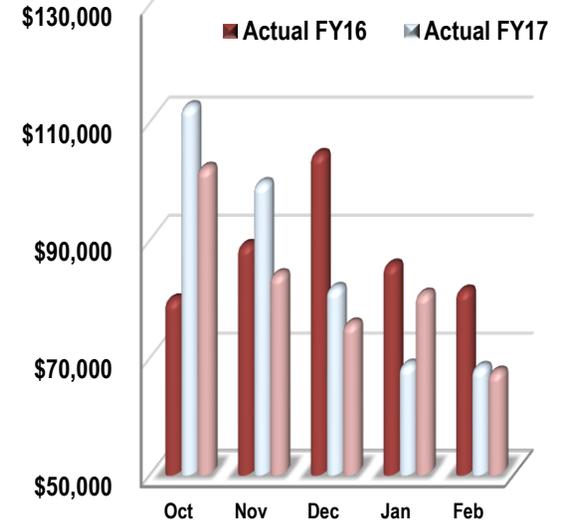
Income vs. Expense Trend



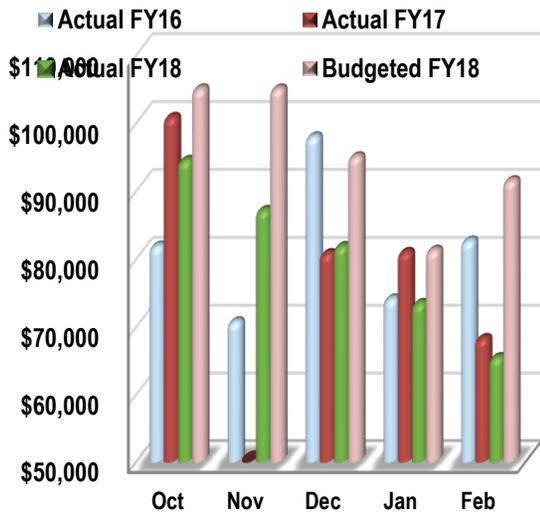
Prev Year Income Comparison



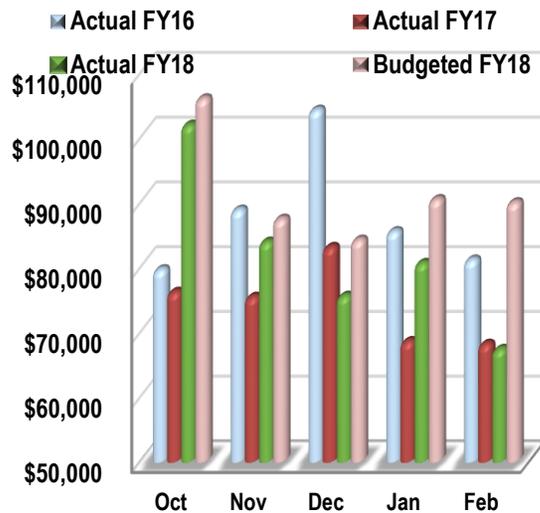
Prev Year Expense Comparison



Budgeted vs. Actual Revenues



Budgeted vs. Actual Expenses



### Account Balances

	2/28/2018	2/28/17
<b>Cash</b>		
Checking Account	\$ 44,354	\$ 46,954
Other Assets	\$ -	\$ -
<b>Total Assets</b>	<b>\$ 44,354</b>	<b>\$ 46,954</b>
<b>Current Receivables</b>	<b>\$ 36,576</b>	<b>\$ 24,616</b>
<b>Current Payables</b>	<b>\$ 175,803</b>	<b>\$ 137,683</b>
<b>Net Gain/(Loss)</b>	<b>\$ 12,348</b>	<b>\$ 34,925</b>
<small>(Based on Accrual Accounting)</small>		
<b>Cash Flow (+/-)</b>	<b>\$ (14,528)</b>	<b>\$ 45,582</b>
<small>(FY to Date)</small>		

## Recreation & Country Club Division Summary Balance Sheet

	<b>Feb 28 2018</b>	<b>Feb 28 2017</b>
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings	\$ 44,354	\$ 46,954
Other Current Assets	\$ 36,576	\$ 24,616
<b>Total Current Assets</b>	<b>\$ 80,930</b>	<b>\$ 71,570</b>
<b>Fixed Assets</b>		
Other Assets	\$ 59,032	\$ 3,655
<b>TOTAL ASSETS</b>	<b>\$ 441,605</b>	<b>\$ 419,246</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	\$ 103,485	\$ 64,617
Other Current Liabilities	\$ 72,318	\$ 73,066
<b>Total Current Liabilities</b>	<b>\$ 175,803</b>	<b>\$ 137,683</b>
<b>Long Term Liabilities</b>	<b>\$ 116,614</b>	<b>\$ 147,854</b>
<b>Total Liabilities</b>	<b>\$ 292,417</b>	<b>\$ 285,537</b>
<b>Equity</b>	<b>\$ 149,189</b>	<b>\$ 133,710</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 441,606</b>	<b>\$ 419,247</b>

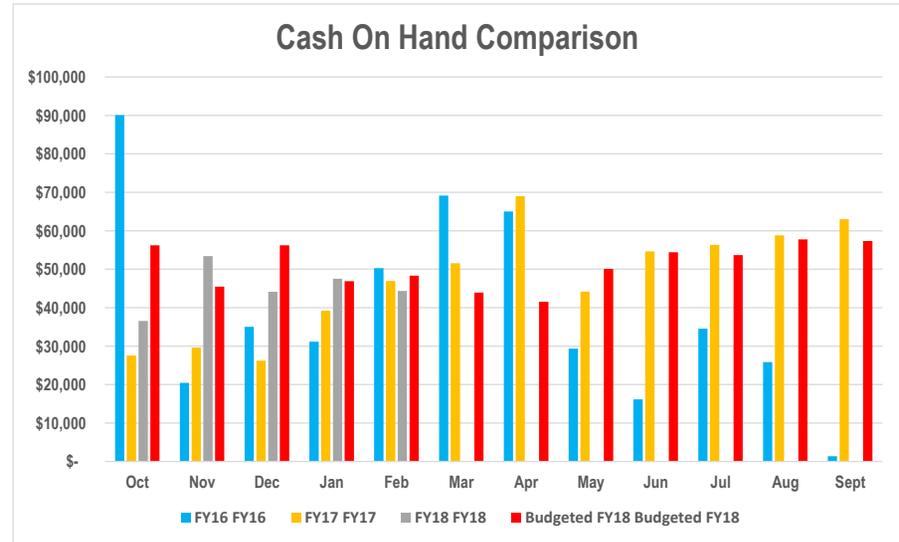
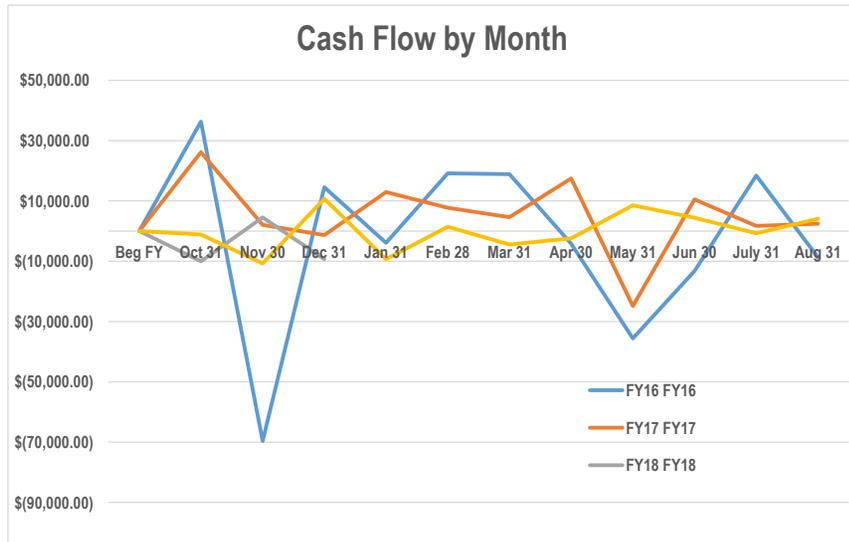
# City of Meadowlakes-Recreation Fund FY 18 Cash Flow

	Beginning FY	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
Cash on hand (beginning of month)	\$58,882	\$58,882	\$48,868	\$53,411	\$44,131	\$47,519	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354
Cash on hand (end of month)	\$58,882	\$48,868	\$53,411	\$44,131	\$47,519	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$0

CASH RECEIPTS														Total
	1	2	3	4	5	6	7	8	9	10	11	12	Total	
Prepaid Golf	\$37,592	\$29,630	\$19,579	\$14,080	\$18,707									\$119,588
Pro Shop Income	\$26,106	\$30,079	\$21,870	\$29,335	\$21,571									\$128,961
Food & Beverage Income	\$21,284	\$19,695	\$32,561	\$23,427	\$17,091									\$114,058
Miscellaneous/Sale Tax Payable	\$3,448	\$1,829	\$5,789	\$5,482	\$3,203									\$19,751
Transfer in from Other Funds	\$7,708	\$7,708	\$7,708	\$7,708	\$7,708									\$38,540
<b>TOTAL CASH RECEIPTS</b>	<b>\$96,138</b>	<b>\$88,941</b>	<b>\$87,507</b>	<b>\$80,032</b>	<b>\$68,280</b>	<b>\$0</b>	<b>\$420,898</b>							
Total cash available	\$58,882	\$155,020	\$137,809	\$140,918	\$124,163	\$115,799	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$0

CASH PAID OUT-OPERATIONAL														Total
Prior Months Payables/Miscellaneous/Prepaid	\$4,463	\$749	\$20,493	-\$3,803	\$5,472									\$27,374
Administrative Expenses	\$7,471	\$9,154	\$8,763	\$8,637	\$6,789									\$40,814
Pro Shop Expense	\$30,445	\$18,815	\$13,214	\$15,084	\$15,554									\$93,112
Food & Beverage Expenses	\$24,386	\$30,316	\$30,296	\$26,246	\$23,335									\$134,579
Grounds Maintenance Expense	\$27,351	\$24,518	\$23,173	\$18,574	\$19,390									\$113,006
Tennis/Swim/Miscellaneous	\$197	\$0	\$0	\$0	\$54									\$251
<b>Total Cash Paid Out-Operational</b>	<b>\$94,313</b>	<b>\$83,552</b>	<b>\$95,939</b>	<b>\$64,738</b>	<b>\$70,594</b>	<b>\$0</b>	<b>\$409,136</b>							
CASH PAID OUT- NON -OPERATIONAL														Total
Debt Service-POA	\$11,839	\$846	\$848	\$11,906	\$851									\$26,290
Transfers to Other Funds														\$0
<b>Total Cash Paid Out-Non-Operational</b>	<b>\$11,839</b>	<b>\$846</b>	<b>\$848</b>	<b>\$11,906</b>	<b>\$851</b>	<b>\$0</b>	<b>\$26,290</b>							
<b>TOTAL CASH PAID OUT</b>	<b>\$106,152</b>	<b>\$84,398</b>	<b>\$96,787</b>	<b>\$76,644</b>	<b>\$71,445</b>	<b>\$0</b>	<b>\$435,426</b>							
Cash on hand (end of month)	\$58,882	\$48,868	\$53,411	\$44,131	\$47,519	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$44,354	\$0

Change in Cash														Total
Difference Beginning to End of Month	(\$10,014)	\$4,543	(\$9,280)	\$3,388	(\$3,165)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$14,528)
Increase/(Decrease) In Cash Since Beginning of Fiscal Year	(\$10,014)	(\$5,471)	(\$14,751)	(\$11,363)	(\$14,528)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



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

Cash Basis

	Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>03-5000 · Revenue</b>						
<b>03-5010 · Membership Dues</b>						
03-5011 · Family Membership	0	0	0	0	0	0
03-5013 · Senior Couple Membership	0	0	0	0	0	0
03-5015 · Single Membership	0	0	0	0	0	0
03-5016 · Membership Non-Resident Dues	0	0	0	0	0	0
03-5017 · Social Membership	0	0	0	0	0	0
03-5021 · Membership Maintenance/Medical	0	0	0	0	0	0
03-5022 · Gold Key Membership	0	0	0	0	0	0
03-5024 · Trail Fees Prepaid	0	0	0	0	0	0
03-5031 · Initiation Fees	0	0	396	0	99	495
03-5010 · Membership Dues - Other	18,707	19,373	125,105	109,389	18,235	123,890
<b>Total 03-5010 · Membership Dues</b>	<b>18,707</b>	<b>19,373</b>	<b>125,501</b>	<b>109,389</b>	<b>18,334</b>	<b>124,385</b>
<b>03-5023 · Golf Shop Revenues</b>						
03-5035 · Green Fees	7,356	17,651	56,461	82,686	13,444	65,336
03-5040 · Golf Cart Rental	3,701	4,623	28,035	23,271	4,026	19,945
03-5045 · Driving Range	8,023	2,273	16,952	10,349	1,969	8,877
03-5050 Tournament	650		4,280	0		
03-5053 · Handicap	-1,830	1,500	4,920	4,100	300	300
03-5060 · Pro Shop Sales	3,671	4,043	18,237	22,439	2,684	18,540
03-5023 · Golf Shop Revenues - Other	0		206	0	0	11
<b>Total 03-5023 · Golf Shop Revenues</b>	<b>21,571</b>	<b>30,090</b>	<b>129,091</b>	<b>142,845</b>	<b>22,423</b>	<b>113,009</b>
<b>03-5057 · Tennis &amp; Swimming Revenues</b>						
03-5019 · Tennis Membership	0	0	0	0	116	0
03-5026 · Swimming Membership	0	0	0	0	0	316
03-5057 · Tennis & Swimming Revenues - Other	0	0	0	0	0	0
<b>Total 03-5057 · Tennis &amp; Swimming Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>116</b>	<b>432</b>
<b>03-5070 · Restaurant/Bar Sales</b>						
03-5072 · Restaurant Food Sales	11,073	23,065	75,115	109,299	16,811	94,974
03-5073 · Beverage Sales	823	1,325	4,066	5,845	1,132	5,100
03-5074 · Beer Sales	2,811	5,200	17,497	20,300	4,584	18,422
03-5075 · Other Food & Beverage Sales	0	0	0	750	0	0
03-5076 · Liquor Sales	1,701	3,000	12,589	13,725	3,045	12,966
03-5077 · Wine Sales	684	1,400	4,700	5,700	1,279	5,600
<b>Total 03-5070 · Restaurant/Bar Sales</b>	<b>17,092</b>	<b>33,990</b>	<b>113,967</b>	<b>155,619</b>	<b>26,851</b>	<b>137,062</b>
03-5090 · Interest Earned	22	0	101	0	0	0
03-5096 · Miscellaneous Income	0	0	1,451	1,500	0	900
<b>Total 03-5000 · Revenue</b>	<b>57,392</b>	<b>83,453</b>	<b>370,111</b>	<b>409,353</b>	<b>67,724</b>	<b>375,788</b>
<b>Total Income</b>	<b>57,392</b>	<b>83,453</b>	<b>370,111</b>	<b>409,353</b>	<b>67,724</b>	<b>375,788</b>

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

Cash Basis

Expense	Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
<b>03-6000 · Administrative Expenditures</b>						
<b>03-6039 · Other Administrative Expenses</b>						
03-6016-Unemployment Cost		2,000		2,000		
03-6021 · Admin Exp.- Xfer out to General	2,583	2,580	12,917	12,940	2,458	12,292
03-6025 · Audit	0	0	0	0	0	0
<b>03-6030 · Insurance</b>						
03-6019 · Worker's Comp	0	0	0	0	0	-314
03-6032 · Property Insurance	581	0	2,905	7,200	497	2,486
<b>Total 03-6030 · Insurance</b>	581	0	2,905	7,200	497	2,172
03-6040 · Office Supplies	505	168	1,293	840	117	586
03-6042 · Postage	123	100	183	330	96	237
03-6045 · Advertising	324	837	2,941	4,141	313	1,459
03-6047 · Dues & Subscriptions	150	500	150	500	150	150
03-6048 · Security	-27	0	114	0	44	133
03-6049 · Miscellaneous Supplies	0	400	451	2,000	35	503
03-6062 · Credit Card Processing	0	1,000	6,251	6,250	0	5,683
03-6065 · Software Maintenance	0	1,000	0	5,000	0	403
03-6075 · Signage	0	0	236	0	0	0
06-6063 · Cash Over/Under	-86	50	-15	235	-228	-1,129
<b>Total 03-6039 · Other Administrative Expenses</b>	4,153	8,635	27,426	41,436	3,482	22,489
<b>03-6068 · House Maintenance Expenses</b>						
03-6050 · Telephone	186	167	680	831	263	953
03-6052 · Electric	1,369	1,250	6,228	6,250	1,022	3,794
03-6055 · Utilities-Water & Sewer	260	333	1,689	1,669	272	1,715
03-6060 · Pest Control - Club & Pro Shop	0	0	0	0	0	0
03-6081 · Cleaning Service	90	1,000	2,895	5,000	1,075	4,400
03-6101 · Misc. House Expense	0	165	90	845	13	104
03-6102 · Building Repair & Maintenance	634	625	1,199	3,125	1,464	2,625
03-6105 · Security	76	0	76	0	0	0
03-6520 · Television-Clubhouse	26	30	130	140	26	130
<b>Total 03-6068 · House Maintenance Expenses</b>	2,641	3,570	12,987	17,860	4,135	13,721
<b>Total 03-6000 · Administrative Expenditures</b>	6,794	12,205	40,413	59,296	7,617	36,210
<b>03-6100 · Pro Shop Expenditures</b>						
<b>03-6110 · Payroll</b>						
03-6111 · Wages - Full Time	2,307	4,615	19,548	23,075	3,652	19,066
03-6112 · Wages Part Time/Seasonal	6,461	5,650	33,358	27,250	4,806	22,436
03-6115 · Payroll Tax	671	1,150	4,084	4,230	647	3,175
03-6116 · Pro Shop Longevity	0	0	474	1,500	0	0
03-6117 · Retirement	73	190	548	670	71	345
03-6118 · Health Care	677	668	2,087	3,324	627	3,136
03-6119 · Worker's Comp	304	0	1,520	3,700	239	955

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

Cash Basis

	Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
03-6155 · Training & Travel	0	0	0	250	0	0
<b>Total 03-6110 · Payroll</b>	<b>10,493</b>	<b>12,273</b>	<b>61,619</b>	<b>63,999</b>	<b>10,042</b>	<b>49,113</b>
<b>03-6121 · Other Pro-Shop Expenses</b>						
03-6120 · Driving Range	2,167	1,500	2,167	1,500		0
03-6122 · Miscellaneous and Supplies	0	200	1,219	1,000	455	1,187
03-6123 · Pro-Shop Consumable Supplies	0	65	0	325	0	23
03-6125 · Handicap	0	0	47	0	0	0
03-6130 · Tournament Expenses	0	0	0	0	0	0
03-6140 · Office Supplies	0	50	452	280	0	116
03-6150 · Dues & Fees	0	0	110	100	0	0
03-6210 · Cart Lease/Purchase	2,717	5,300	13,585	16,100	2,717	15,700
03-6220 · Cart Maint & Repair	1,296	250	1,296	500	0	0
03-6225 · Electric	40	200	691	1,100	153	919
<b>Total 03-6121 · Other Pro-Shop Expenses</b>	<b>6,220</b>	<b>7,565</b>	<b>19,567</b>	<b>20,905</b>	<b>3,325</b>	<b>17,945</b>
03-6160 · Inventory Purchased	9	4,500	9,340	14,000	3,205	13,981
03-6163 · Inventory/Cash Shortages	0	25	383	175	0	0
<b>Total 03-6100 · Pro Shop Expenditures</b>	<b>16,722</b>	<b>24,363</b>	<b>90,909</b>	<b>99,079</b>	<b>16,572</b>	<b>81,039</b>
<b>03-6300 · Grounds Maintenance Expenditure</b>						
<b>03-6310 · Payroll</b>						
03-6311 · Wages - Full Time	8,226	10,375	42,000	51,875	9,312	41,645
03-6312 · Wages - Part Time/Seasonal	1,746	2,000	9,637	10,000	458	11,254
03-6313 · Grounds O&M - Overtime/Bonus	0	450	0	1,950	0	0
03-6314 · Grounds O&M Longevity	0	0	1,556	3,000	0	0
03-6315 · Payroll Tax Exp	763	975	4,069	4,875	747	4,087
03-6317 · Retirement Exp	206	350	1,068	1,850	135	646
03-6318 · Health Care Exp	2,118	2,750	10,591	13,750	2,478	12,923
03-6319 · Worker's Comp	369	418	1,846	2,074	427	2,372
<b>Total 03-6310 · Payroll</b>	<b>13,428</b>	<b>17,318</b>	<b>70,767</b>	<b>89,374</b>	<b>13,557</b>	<b>72,927</b>
<b>03-6321 · Other Golf Course Maint. Exp.</b>						
03-6320 · Fuel & Lubricants	45	550	2,754	3,500	362	3,185
03-6322 · Fertilizer	356	675	864	2,725	669	2,007
03-6324 · Chemicals	2,352	2,400	6,606	5,525	3,465	3,840
03-6326 · Seed & Sod	0	0	1,269	5,000	0	0
03-6327 · Sand & Soil	0		440		0	698
03-6329 · Equipment Maint & Repair	86	400	729	4,250	10	2,024
03-6332 · Irrigation Repair & Maint.	1,215	200	2,601	900	139	2,375
03-6335 · Landscape Materials & Supplies	0	500	0	500	0	0
<b>03-6340 · Utilities</b>						
03-6342 · Electric - Maintenance Building	251	325	1,257	1,575	621	1,521
03-6344 · Electric - Irrigation	0	700	1,174	3,100	700	2,565
03-6346 · Sewer & Water	222	375	1,174	1,875	224	1,145
03-6347 · Trash	0	0	0	0	144	722

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

Cash Basis

	Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
03-6370 · Raw Water Purchase	0	550	2,598	2,850	453	2,266
<b>Total 03-6340 · Utilities</b>	<b>473</b>	<b>1,950</b>	<b>6,203</b>	<b>9,400</b>	<b>2,142</b>	<b>8,219</b>
03-6350 · Dues & Subscriptions	0	0	0	0	0	0
03-6354 · Small Tools	43	125	369	625	0	120
03-6380 · Other Grounds Maint Exp	2,051	35	4,547	175	0	418
03-6806 · Cart Path Improvements	0	0	1,896	0	178	0
<b>Total 03-6321 · Other Golf Course Maint. Exp.</b>	<b>6,621</b>	<b>6,835</b>	<b>28,278</b>	<b>32,600</b>	<b>6,965</b>	<b>22,886</b>
<b>03-6360 · Equipment Lease/Purchase</b>						
03-6362 · Machinery Lease	853	851	26,298	26,291	834	25,713
03-6363 · Machinery Interest	29	31	1,764	1,772	48	2,349
<b>Total 03-6360 · Equipment Lease/Purchase</b>	<b>882</b>	<b>882</b>	<b>28,062</b>	<b>28,063</b>	<b>882</b>	<b>28,062</b>
<b>Total 03-6300 · Grounds Maintenance Expenditure</b>	<b>20,931</b>	<b>25,035</b>	<b>127,107</b>	<b>150,037</b>	<b>21,404</b>	<b>123,875</b>
<b>03-6400 · Tennis Expenditures</b>						
03-6430 · Maint & Repair	0	0	0	1,000	0	578
03-6400 · Tennis Expenditures - Other	0	0	0	0	0	0
<b>Total 03-6400 · Tennis Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>578</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	1,500	0	0
03-6414 · F&B Longevity	0	0	761	1,000	0	0
03-6511 · Wages - Full Time	5,172	7,420	26,519	37,100	7,006	39,959
03-6512 · Wages - Part Time/Seasonal	5,691	4,225	34,931	21,675	5,444	28,988
03-6515 · Payroll Tax Expense	1,000	960	5,419	4,850	897	4,578
03-6517 · Retirement Expense	151	190	744	970	102	579
03-6518 · Health Care Expense	1,390	2,080	5,619	10,440	30	5,105
03-6519 · Worker's Comp	413	375	2,063	1,875	342	0
03-6510 · Payroll & Payroll Expense - Other	0	0	0	0	0	1,709
<b>Total 03-6510 · Payroll &amp; Payroll Expense</b>	<b>13,817</b>	<b>15,250</b>	<b>76,056</b>	<b>79,410</b>	<b>13,821</b>	<b>80,918</b>
<b>03-6521 · Other Food &amp; Beverage Expenses</b>						
03-6053 · Propane	0	525	3,209	3,000	694	2,924
03-6525 · Alcohol Tax	638	575	2,919	3,175	516	2,834
<b>03-6540 · Supplies</b>						
03-6545 · Restaurant-Consumable Supplies	0	0	0	0	0	0
03-6547 · Beer/Wine	962	2,175	7,736	9,750	1,535	7,951
03-6548 · Liquor Expense	394	575	2,325	2,725	580	2,842
03-6549 · Food Exp	4,214	6,600	29,240	36,700	5,525	31,980
03-6550 · Beverage Expense	455	200	1,539	1,300	277	829
03-6552 · Other Food & Beverage Supplies	417	500	3,619	3,700	381	3,212
03-6572 · Other Misc. Restaurant Expenses	463	200	2,152	1,100	350	2,104
03-6573 · Linen	201	300	1,923	1,900	200	1,404
03-6540 · Supplies - Other	655	0	1,787	0	195	310

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

Cash Basis

	Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
Total 03-6540 · Supplies	7,761	10,550	50,321	57,175	9,043	50,632
03-6560 · Equipment Rental	181	85	391	405	70	280
03-6561 · Liquor License	0	0	2,160	0	0	-100
03-6565 · Equipment Maint & Repair	195	750	1,502	2,250	0	130
<b>Total 03-6521 · Other Food &amp; Beverage Expenses</b>	<b>8,775</b>	<b>12,485</b>	<b>60,502</b>	<b>66,005</b>	<b>10,323</b>	<b>56,700</b>
03-6500 · Food & Beverage Expenses - Other	0		277		0	
<b>Total 03-6500 · Food &amp; Beverage Expenses</b>	<b>22,592</b>	<b>27,735</b>	<b>136,835</b>	<b>145,415</b>	<b>24,144</b>	<b>137,618</b>
<b>03-6600 · Swimming Pool Expenditures</b>						
03-6610 · Payroll & Payroll Expense						
03-6612 · Wages - Part Time/Seasonal	0	0	0	0	0	0
03-6614 · Payroll Expense	0	0	0	0	0	0
03-6616 · Worker's Comp	0	41	0	213	19	94
<b>Total 03-6610 · Payroll &amp; Payroll Expense</b>	<b>0</b>	<b>41</b>	<b>0</b>	<b>213</b>	<b>19</b>	<b>94</b>
03-6620 · Supplies	0	150	0	800	0	164
03-6622 · Maint & Repair	0	0	0	0	0	121
03-6623 · Miscellaneous Pool Expense	54	200	54	1,000	0	205
<b>Total 03-6600 · Swimming Pool Expenditures</b>	<b>54</b>	<b>391</b>	<b>54</b>	<b>2,013</b>	<b>19</b>	<b>584</b>
<b>03-6900 · Building Repairs &amp; Maint.</b>						
03-6915 · Bldg. Renovations/Repairs	0	0	0	0	0	0
<b>Total 03-6900 · Building Repairs &amp; Maint.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expense</b>	<b>67,093</b>	<b>89,729</b>	<b>395,318</b>	<b>456,840</b>	<b>69,756</b>	<b>379,904</b>
<b>Net Ordinary Income</b>	<b>-9,701</b>	<b>-6,276</b>	<b>-25,207</b>	<b>-47,487</b>	<b>-2,032</b>	<b>-4,116</b>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
03-8010 · Transfer In from other Funds						
03-8015 · Transfer in from General Fund	0	7,500	0	7,500	500	500
03-8020 · Transfer in from Utility Fund	7,708	7,710	38,542	38,530	7,708	38,542
03-8010 · Transfer In from other Funds - Other	0	0	0	0	0	0
<b>Total 03-8010 · Transfer In from other Funds</b>	<b>7,708</b>	<b>15,210</b>	<b>38,542</b>	<b>46,030</b>	<b>8,208</b>	<b>39,042</b>
<b>Total Other Income</b>	<b>7,708</b>	<b>15,210</b>	<b>38,542</b>	<b>46,030</b>	<b>8,208</b>	<b>39,042</b>
<b>Other Expense</b>						
03-6865-Capital Purchases/Renovations						
03-6866-Resturant Purchases/Improvements	988	7,500	988	7,500	0	0
03-6867-Golf Course Improvements	0	0	0	0	0	0
<b>Total Other Expense</b>	<b>988</b>	<b>7,500</b>	<b>988</b>	<b>7,500</b>	<b>0</b>	<b>0</b>
<b>Net Other Income</b>	<b>6,720</b>	<b>7,710</b>	<b>37,554</b>	<b>38,530</b>	<b>8,208</b>	<b>39,042</b>
	<b>-2,981</b>	<b>1,434</b>	<b>12,347</b>	<b>-8,957</b>	<b>6,176</b>	<b>34,926</b>
<b>Net Income</b>						

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

Cash Basis

Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
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**Food and Beverage**

Income

03-5070 · Restaurant/Bar Sales

03-5072 · Restaurant Food Sales	11,073	23,065	75,115	109,299	16,811	94,974
03-5073 · Beverage Sales	823	1,325	4,066	5,845	1,132	5,100
03-5074 · Beer Sales	2,811	5,200	17,497	20,300	4,584	18,422
03-5075 · Other Food & Beverage Sales	0	0	0	750	0	0
03-5076 · Liquor Sales	1,701	3,000	12,589	13,725	3,045	12,966
03-5077 · Wine Sales	684	1,000	4,700	5,700	1,279	5,600
<b>Total 03-5070 · Restaurant/Bar Sales</b>	<b>17,092</b>	<b>33,590</b>	<b>113,967</b>	<b>155,619</b>	<b>26,851</b>	<b>137,062</b>

Expense

03-6500 · Food & Beverage Expenses

03-6510 · Payroll & Payroll Expense

03-6413 · F&B Overtime/Bonus	0	0	0	1,500	0	0
03-6414 · F&B Longevity	0	0	761	1,000	0	0
03-6511 · Wages - Full Time	5,172	7,420	26,519	37,100	7,006	39,959
03-6512 · Wages - Part Time/Seasonal	5,691	4,225	34,931	21,675	5,444	28,988
03-6515 · Payroll Tax Expense	1,000	960	5,419	4,850	897	4,578
03-6517 · Retirement Expense	151	190	744	970	102	579
03-6518 · Health Care Expense	1,390	2,080	5,619	10,440	30	5,105
03-6519 · Worker's Comp	413	375	2,063	1,875	342	0
03-6510 · Payroll & Payroll Expense - Other	0	0	0	0	0	1,709
<b>Total 03-6510 · Payroll &amp; Payroll Expense</b>	<b>13,817</b>	<b>15,250</b>	<b>76,056</b>	<b>79,410</b>	<b>13,821</b>	<b>80,918</b>

03-6521 · Other Food & Beverage Expenses

03-6053 · Propane	0	525	3,209	3,000	694	2,924
03-6525 · Alcohol Tax	638	575	2,919	3,175	516	2,834
03-6540 · Supplies	0	0	0	0	0	0
03-6545 · Restaurant-Consumable Supplies	0	0	0	0	0	0
03-6547 · Beer/Wine	962	2,175	7,736	9,750	1,535	7,951
03-6548 · Liquor Expense	394	575	2,325	2,725	580	2,842
03-6549 · Food Exp	4,214	6,600	29,240	36,700	5,525	31,980
03-6550 · Beverage Expense	455	200	1,539	1,300	277	829
03-6552 · Other Food & Beverage Supplies	417	500	3,619	3,700	381	3,212
03-6572 · Other Misc. Restaurant Expenses	463	200	2,152	1,100	350	2,104
03-6573 · Linen	201	300	1,923	1,900	200	1,404
03-6540 · Supplies - Other	655	0	1,787	0	195	310

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

Cash Basis

	Feb 18	Budgeted Feb 18	Year to Date	Budgeted Year-to-Date FY17	Feb-17	Year-to-Date FY17
Total 03-6540 · Supplies	7,761	10,550	50,321	57,175	9,043	50,632
03-6560 · Equipment Rental	181	85	391	405	70	280
03-6561 · Liquor License	0	0	2,160	0	0	-100
03-6565 · Equipment Maint & Repair	195	750	1,502	2,250	0	130
<b>Total 03-6521 · Other Food &amp; Beverage Expenses</b>	<b>8,775</b>	<b>12,485</b>	<b>60,502</b>	<b>66,005</b>	<b>10,323</b>	<b>56,700</b>
03-6500 · Food & Beverage Expenses - Other	0	0	277	0	0	0
<b>Total 03-6500 · Food &amp; Beverage Expenses</b>	<b>22,592</b>	<b>27,735</b>	<b>136,835</b>	<b>145,415</b>	<b>24,144</b>	<b>137,618</b>
<b>Food &amp; Beverage Operational Net Gain/Loss</b>	<b>-5,500</b>	<b>5,855</b>	<b>-22,868</b>	<b>10,204</b>	<b>2,707</b>	<b>-556</b>
<b>Food and Beverage House Expense</b>						
<b>03-6000 · Administrative Expenditures</b>						
<b>03-6039 · Other Administrative Expenses</b>						
03-6062 · Credit Card Processing (30%)	0	300	1,875	1,875	0	1,705
<b>03-6068 · House Maintenance Expenses</b>						
03-6050 · Telephone (33%)	61	55	224	274	87	314
03-6052 · Electric (50%)	685	625	3,114	3,125	511	1,897
03-6055 · Utilities-Water & Sewer (50%)	130	167	845	835	136	858
03-6081 · Cleaning Service (75%)	68	750	2,171	3,750	806	3,300
03-6520 · Television-Clubhouse (50%)	13	15	65	70	13	65
<b>Total 03-6068 · House Maintenance Expenses</b>	<b>956</b>	<b>1,912</b>	<b>8,294</b>	<b>9,929</b>	<b>1,553</b>	<b>8,139</b>
<b>Total Administrative Expenses</b>	<b>956</b>	<b>2,212</b>	<b>10,170</b>	<b>11,804</b>	<b>1,553</b>	<b>9,844</b>
<b>Total Food and Beverage Expenses with House Expense</b>	<b>23,548</b>	<b>29,947</b>	<b>147,005</b>	<b>157,219</b>	<b>25,697</b>	<b>147,462</b>
<b>Food and Beverage Net Gain/Loss with Admin Expense</b>	<b>-6,456</b>	<b>3,643</b>	<b>-33,038</b>	<b>-1,600</b>	<b>1,154</b>	<b>-10,400</b>

**Recreation & Country Club Division**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Ck.</b>	<b>EFT</b>	<b>2/10/18</b>	<b>PNC Equipment Financ</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-2,717.00</b>
				03-6210 · Cart Lease/Purchase	-2,717.00	2,717.00
TOTAL					-2,717.00	2,717.00
<b>Ck.</b>	<b>EFT</b>	<b>2/16/18</b>	<b>State Comptroller</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-517.84</b>
				03-2029 · Alcohol Tax Payable	-517.84	517.84
TOTAL					-517.84	517.84
<b>Ck.</b>	<b>EFT</b>	<b>2/16/18</b>	<b>State Comptroller</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-637.64</b>
				03-6525 · Alcohol Tax	-637.64	637.64
TOTAL					-637.64	637.64
<b>Ck.</b>	<b>EFT</b>	<b>2/16/18</b>	<b>State Comptroller</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-2,034.53</b>
				03-2026 · Sales Tax Payable	-2,034.53	2,034.53
TOTAL					-2,034.53	2,034.53
<b>Bill Pmt -Ck. 2363</b>		<b>2/1/18</b>	<b>Ben E. Keith</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-162.78</b>
Bill	74568404	1/24/18		03-6160 · Inventory Purchased	-162.78	162.78
TOTAL					-162.78	162.78
<b>Bill Pmt -Ck. 2364</b>		<b>2/1/18</b>	<b>Liquid Environmental</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-194.88</b>
Bill	00945800	1/13/18		03-6565 · Equipment Maint & Repair	-194.88	194.88
TOTAL					-194.88	194.88
<b>Bill Pmt -Ck. 2365</b>		<b>2/1/18</b>	<b>Meadowlakes POA</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-881.87</b>
Bill	142	1/30/18		03-6362 · Machinery Lease	-851.03	851.03
				03-6363 · Machinery Interest	-30.84	30.84
TOTAL					-881.87	881.87
<b>Bill Pmt -Ck. 2366</b>		<b>2/1/18</b>	<b>Northland Comm</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-274.71</b>
Bill	1/18/18 Stm	1/18/18		03-6520 · Television-Clubhouse	-51.94	51.94
				03-6050 · Telephone	-148.52	148.52
				03-6050 · Telephone	-74.25	74.25
TOTAL					-274.71	274.71
<b>Bill Pmt -Ck. 2367</b>		<b>2/1/18</b>	<b>Pinnacle Propane, LLC</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-649.87</b>
Bill	7339	1/26/18		03-6320 · Fuel & Lubricants	-649.87	649.87
TOTAL					-649.87	649.87
<b>Bill Pmt -Ck. 2368</b>		<b>2/8/18</b>	<b>Austin Turf &amp; Tractor</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-286.73</b>
Bill	913540	1/23/18		03-6329 · Equipment Maint & Repair	-286.73	286.73
TOTAL					-286.73	286.73

**Recreation & Country Club Division**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck. 2369</b>		<b>2/8/18</b>	<b>Ben E. Keith</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-2,812.93</b>
Bill	74568403	1/24/18		03-6549 · Food Exp	-1,254.80	1,254.80
				03-6552 · Other Food & Beverage Su	-16.99	16.99
Bill	74575522	1/31/18		03-6160 · Inventory Purchased	-196.39	196.39
				03-6552 · Other Food & Beverage Su	-72.55	72.55
Bill	74575521	1/31/18		03-6549 · Food Exp	-1,097.47	1,097.47
				03-6552 · Other Food & Beverage Su	-158.96	158.96
				03-6540 · Supplies	-15.77	15.77
TOTAL					<u>-2,812.93</u>	<u>2,812.93</u>
<b>Bill Pmt -Ck. 2370</b>		<b>2/8/18</b>	<b>Card Service Center</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-406.54</b>
Bill	1/29/18 Stm	1/29/18		03-6160 · Inventory Purchased	-120.26	120.26
				03-6140 · Office Supplies	-26.74	26.74
				03-6160 · Inventory Purchased	-259.54	259.54
TOTAL					<u>-406.54</u>	<u>406.54</u>
<b>Bill Pmt -Ck. 2371</b>		<b>2/8/18</b>	<b>City of Marble Falls</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-96.37</b>
Bill	12/16/17-1/1	1/16/18		03-6346 · Sewer & Water	-96.37	96.37
TOTAL					<u>-96.37</u>	<u>96.37</u>
<b>Bill Pmt -Ck. 2372</b>		<b>2/8/18</b>	<b>M'Lakes PWD</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-352.65</b>
Bill	12/26-1/22/1	1/25/18		03-6055 · Utilities-Water & Sewer	-141.21	141.21
				03-6055 · Utilities-Water & Sewer	-94.14	94.14
				03-6346 · Sewer & Water	-68.65	68.65
				03-6346 · Sewer & Water	-48.65	48.65
TOTAL					<u>-352.65</u>	<u>352.65</u>
<b>Bill Pmt -Ck. 2373</b>		<b>2/8/18</b>	<b>Ford &amp; Crew</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-350.59</b>
Bill	1/25/18 Stm	1/25/18		03-6380 · Other Grounds Maint Exp	-19.95	19.95
				03-6324 · Chemicals	-22.97	22.97
				03-6329 · Equipment Maint & Repair	-17.53	17.53
				03-6540 · Supplies	-27.04	27.04
				03-6354 · Small Tools	-55.90	55.90
				03-6332 · Irrigation Repair & Maint.	-27.83	27.83
				03-6380 · Other Grounds Maint Exp	-20.97	20.97
				03-6552 · Other Food & Beverage Su	-158.40	158.40
TOTAL					<u>-350.59</u>	<u>350.59</u>
<b>Bill Pmt -Ck. 2374</b>		<b>2/8/18</b>	<b>Wilson Sporting Goods</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-241.76</b>
Bill	4524156807	12/21/17		03-6160 · Inventory Purchased	-241.76	241.76
TOTAL					<u>-241.76</u>	<u>241.76</u>
<b>Bill Pmt -Ck. 2375</b>		<b>2/15/18</b>	<b>4-T Propane, LLC</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-307.50</b>
Bill	22196	1/25/18		03-6053 · Propane	-307.50	307.50
TOTAL					<u>-307.50</u>	<u>307.50</u>

**Recreation & Country Club Division**  
**Check Detail**  
February 2018

<u>Type</u>	<u>Numb</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
<b>Bill Pmt -Ck. 2376</b>		<b>2/15/18</b>	<b>Alsco, Inc.</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-316.93</b>
Bill	January Str	1/31/18		03-6573 · Linen	-316.93	316.93
<b>TOTAL</b>					<b>-316.93</b>	<b>316.93</b>
<b>Bill Pmt -Ck. 2377</b>		<b>2/15/18</b>	<b>Ben E. Keith</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-832.13</b>
Bill	74582555	2/7/18		03-6549 · Food Exp	-778.15	778.15
				03-6552 · Other Food & Beverage St	-53.98	53.98
<b>TOTAL</b>					<b>-832.13</b>	<b>832.13</b>
<b>Bill Pmt -Ck. 2378</b>		<b>2/15/18</b>	<b>Card Service Center</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-1,455.79</b>
Bill	1/29/18 Stm	1/29/18		03-6549 · Food Exp	-1,157.77	1,157.77
				03-6572 · Other Misc. Restaurant Ex	-272.10	272.10
				03-6550 · Beverage Expense	-25.92	25.92
<b>TOTAL</b>					<b>-1,455.79</b>	<b>1,455.79</b>
<b>Bill Pmt -Ck. 2379</b>		<b>2/15/18</b>	<b>PEC</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-2,165.43</b>
Bill	2/7/18 Stmt	2/7/18		03-6052 · Electric	-837.68	837.68
				03-6052 · Electric	-530.93	530.93
				03-6342 · Electric - Maint. Building	-250.57	250.57
				03-6332 · Irrigation Repair & Maint.	-506.14	506.14
				03-6225 · Electric	-40.11	40.11
<b>TOTAL</b>					<b>-2,165.43</b>	<b>2,165.43</b>
<b>Bill Pmt -Ck. 2380</b>		<b>2/15/18</b>	<b>Picayune Area Wide</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-86.25</b>
Bill	PAW(C1686	2/1/18		03-6045 · Advertising	-86.25	86.25
<b>TOTAL</b>					<b>-86.25</b>	<b>86.25</b>
<b>Bill Pmt -Ck. 2381</b>		<b>2/15/18</b>	<b>PNC Equipment Fin.</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-1,295.81</b>
Bill	2/14/18 Stm	2/14/18		03-6220 · Cart Maint & Repair	-1,295.81	1,295.81
<b>TOTAL</b>					<b>-1,295.81</b>	<b>1,295.81</b>
<b>Bill Pmt -Ck. 2382</b>		<b>2/15/18</b>	<b>Southwestern Petroleum</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-390.42</b>
Bill	1/25/18 Stm	1/25/18		03-6320 · Fuel & Lubricants	-268.80	268.80
Bill	0403231-IN	1/26/18		03-6380 · Other Grounds Maint Exp	-121.62	121.62
<b>TOTAL</b>					<b>-390.42</b>	<b>390.42</b>
<b>Bill Pmt -Ck. 2383</b>		<b>2/22/18</b>	<b>Ben E. Keith</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-56.52</b>
Bill	74589842	2/14/18		03-6540 · Supplies	-56.52	56.52
<b>TOTAL</b>					<b>-56.52</b>	<b>56.52</b>

**Recreation & Country Club Division**  
**Check Detail**  
February 2018

Type	Numb	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck. 2384</b>		<b>2/22/18</b>	<b>Fox Mail</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-195.00</b>
Bill	10773	2/15/18		03-6045 · Advertising	-195.00	195.00
TOTAL					-195.00	195.00
<b>Bill Pmt -Ck. 2385</b>		<b>2/22/18</b>	<b>Innovative Turf Supply,</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-283.06</b>
Bill	14779	2/1/18		03-6324 · Chemicals	-283.06	283.06
TOTAL					-283.06	283.06
<b>Bill Pmt -Ck. 2386</b>		<b>2/22/18</b>	<b>LCRA</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-453.48</b>
Bill	1/31/18 Stm	1/31/18		03-6370 · Raw Water Purchase	-453.48	453.48
TOTAL					-453.48	453.48
<b>Bill Pmt -Ck. 2387</b>		<b>2/22/18</b>	<b>Marble Falls/Lake LBJ</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-150.00</b>
Bill	2/1/18 Stmt	2/1/18		03-6047 · Dues & Subscriptions	-150.00	150.00
TOTAL					-150.00	150.00
<b>Bill Pmt -Ck. 2388</b>		<b>2/22/18</b>	<b>M'Lakes PWD</b>	<b>03-1012 · FSB - Checking Acct #1910</b>		<b>-5,802.45</b>
Bill	18-0216-01	2/16/18		03-6102 · Building Repair & Mainten	-634.24	634.24
				03-6042 · Postage	-122.50	122.50
				03-6623 · Miscellaneous Pool Expen	-54.21	54.21
				03-6040 · Office Supplies	-505.42	505.42
				03-6101 · Misc. House Expense	-89.98	89.98
				03-6329 · Equipment Maint & Repair	-74.95	74.95
				03-6866 · Restaurant Purchases/Imp	-988.49	988.49
				03-6549 · Food Exp	-78.99	78.99
				03-6540 · Supplies	-521.36	521.36
				03-6332 · Irrigation Repair & Maint.	-615.60	615.60
				03-6380 · Other Grounds Maint Exp	-195.49	195.49
				03-6380 · Other Grounds Maint Exp	-1,800.00	1,800.00
				03-6320 · Fuel & Lubricants	-45.24	45.24
				03-6105 · Security	-75.98	75.98
TOTAL					-5,802.45	5,802.45
<b>Ck. 5094</b>		<b>2/1/18</b>	<b>Twin Liquors</b>	<b>03-1010 · FSB - Petty Cash Checking #3232</b>		<b>-160.67</b>
				03-6548 · Liquor Expense	-160.67	160.67
TOTAL					-160.67	160.67
<b>Ck. 5095</b>		<b>2/2/18</b>	<b>Keg 1</b>	<b>03-1010 · FSB - Petty Cash Checking #3232</b>		<b>-561.25</b>
				03-6549 · Food Exp	-561.25	561.25
TOTAL					-561.25	561.25
<b>Ck. 5096</b>		<b>2/9/18</b>	<b>Ben E Keith</b>	<b>03-1010 · FSB - Petty Cash Checking #3232</b>		<b>-219.60</b>
				03-6547 · Beer/Wine	-219.60	219.60
TOTAL					-219.60	219.60

**Recreation & Country Club Division**  
**Check Detail**  
February 2018

<u>Type</u>	<u>Numb</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Ck.	5097	2/9/18	Keg 1	03-1010 · FSB - Petty Cash Checking #3232		-308.15
				03-6547 · Beer/Wine	-308.15	308.15
TOTAL					<u>-308.15</u>	<u>308.15</u>
Ck.	5098	2/16/18	Pepsi Beverages Comp	03-1012 · FSB - Checking Acct #1910		-211.50
				03-6550 · Beverage Expense	-211.50	211.50
TOTAL					<u>-211.50</u>	<u>211.50</u>
Ck.	5099	2/14/18	Twin Liquors	03-1010 · FSB - Petty Cash Checking #3232		-348.88
				03-6550 · Beverage Expense	-32.36	32.36
				03-6548 · Liquor Expense	-187.88	187.88
				03-6547 · Beer/Wine	-128.64	128.64
TOTAL					<u>-348.88</u>	<u>348.88</u>

**Total Recreation Fund Disbursements-February 2018** **28,219.51**

### Payroll All Funds for the Month of February 2018

Pay period: 1-20 to 2-2-18  
 Pay Date: February 5, 2018

<b>Fund:</b>	<u>Utility</u>		<b>Fund:</b>	<u>General</u>		<b>Fund:</b>	<u>Recreation</u>	
Payroll	\$	10,286.54	Payroll	\$	10,372.52	Payroll	\$	16,668.49
FICA	\$	786.92	FICA	\$	793.50	FICA	\$	1,275.14
TMRS	\$	258.19	TMRS	\$	242.34	TMRS	\$	214.62
<b>Total Payroll</b>	<b>\$</b>	<b>11,331.65</b>	<b>Total Payroll</b>	<b>\$</b>	<b>11,408.36</b>	<b>Total Payroll</b>	<b>\$</b>	<b>18,158.25</b>

**TOTAL THIS PAY PERIOD: \$ 40,898.26**

Pay period: 2/3 to 2/16/18  
 Pay Date: February 19, 2018

<b>Fund:</b>	<u>Utility</u>		<b>Fund:</b>	<u>General</u>		<b>Fund:</b>	<u>Recreation</u>	
Payroll	\$	10,191.70	Payroll	\$	12,586.13	Payroll	\$	15,144.42
FICA	\$	779.67	FICA	\$	962.84	FICA	\$	1,158.55
TMRS	\$	255.81	TMRS	\$	245.19	TMRS	\$	216.70
<b>Total Payroll</b>	<b>\$</b>	<b>11,227.18</b>	<b>Total Payroll</b>	<b>\$</b>	<b>13,794.16</b>	<b>Total Payroll</b>	<b>\$</b>	<b>16,519.67</b>

**TOTAL THIS PAY PERIOD: \$ 41,541.01**

Pay period:  
 Pay Date:

<b>Payroll</b>	<u>Utility</u>		<b>Fund:</b>	<u>General</u>		<b>Fund:</b>	<u>Recreation</u>	
FICA			Payroll			Payroll		
TMRS			FICA			FICA		
			TMRS			TMRS		
	<b>\$</b>	<b>-</b>	<b>Total Payroll</b>	<b>\$</b>	<b>-</b>	<b>Total Payroll</b>	<b>\$</b>	<b>-</b>

**TOTAL THIS PAY PERIOD: \$ -**

**Total December 2017 Payroll \$ 82,439.27**

**City of Meadowlakes**

# Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #7-A

**DATE:** March 13, 2018

**REFERENCE:** Ordinance 2018-02- Cancelling the May 5<sup>th</sup> General Election

**Council Meeting Date:** March 20<sup>th</sup>, 2018

**AGENDA ITEM:** Agenda Item #7-A – An Ordinance Cancelling the May 5<sup>th</sup> General Election

**FROM:** Evan Bauer, City Secretary

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**SUBJECT:** On Thursday, March 8<sup>th</sup>, 2018, Mike Scott, candidate for City Council Place 1, withdrew his name from consideration. As a result, the three incumbents seeking re-election do not have any opposition. Mayor Raesener has filed for re-election, and Councilmembers Barry and Drummond have filed for their respective places.

The deadline for a candidate to withdraw from this election was Friday, February 23<sup>rd</sup>. Mr. Scott withdrew after that deadline so typically the election would have to go on. However, there was a law passed in 2017 that permitted the cancellation of an election if the ballots had not been processed. In checking with our Burnet County elections coordinator, Doug Ferguson, regarding the status of our ballots, I learned that they had not been processed making it legally permissible for this election to be cancelled. After speaking with legal, I was provided the documents necessary to proceed with cancelling the election.

**ATTACHMENTS:** Ordinance 2018-02, Mr. Scott’s Certificate of Withdrawal provided by the Secretary of State, a document explaining the new law that was passed in 2017 and the rules regarding withdrawing, and finally, a Certification of Unopposed Candidates document.

**RECOMMENDATION:** I recommend that Ordinance 2018-02 be approved as presented.

# City of Meadowlakes

## ORDINANCE No. 2018-02

MARCH 20, 2018

### ELECTION CANCELLATION

**AN ORDINANCE CANCELLING THE MAY 5, 2018 GENERAL ELECTION AND DECLARING EACH UNOPPOSED CANDIDATE ELECTED TO OFFICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE**

#### RECITALS

**WHEREAS**, the City of Meadowlakes, Texas (the "City") is a Type "A" General-Law municipality located in Burnet County, and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, in accordance with the law a general election has been ordered for May 5, 2018 for the purpose of electing two (2) City Council Members and one (1) Mayor; and

**WHEREAS**, no proposition is to appear on the ballot in that election; and

**WHEREAS**, the City Secretary has certified in writing that each candidate on the ballot is unopposed for election to office; and

**WHEREAS**, the filing deadlines for placement on the ballot and declaration of write-in candidacy has passed; and

**WHEREAS**, in these circumstances Subchapter C of Chapter 2 of the Election Code authorizes a governing body to declare each unopposed candidate elected to office and cancel the election.

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

**ARTICLE I. FINDINGS OF FACT.** The foregoing recitals are adopted as facts and are incorporated fully herein.

**ARTICLE II. POSTING.** This ordinance shall be placed at each polling place that would have been used at the election canceled by this ordinance.

**ARTICLE III. DECLARATION OF ELECTION.** The following candidates have been certified as unopposed and are hereby elected as follows:

**Mary Ann Raesener, Mayor**  
**Mike Barry, Councilmember Place 1**  
**Jerry Drummond, Councilmember Place 3**

**ARTICLE IV. REPEALER.** All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

**ARTICLE V. SEVERABILITY.** Should any of the clauses, sentences, paragraphs, sections or parts of this ordinance be deemed invalid, unconstitutional or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this ordinance.

**ARTICLE VI. EFFECTIVE DATE.** This ordinance shall be effective immediately upon passage.

**ARTICLE VII. PROPER NOTICE AND MEETING.** It is hereby officially found and determined that the meeting at which this ordinance 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 Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2018 by a vote of \_\_\_\_ (ayes) to \_\_\_\_ (nays) to \_\_\_\_ (abstentions) of the City Council of Meadowlakes, Texas.**

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

ATTEST:

\_\_\_\_\_  
Evan Bauer, City Secretary

## Withdrawal of Candidate.

1. To be effective, a withdrawal request must:
  - a. Be in writing, signed, and acknowledged (sworn to) by the candidate; and
  - b. Be timely filed with the authority with whom the application was filed. [Secs. 145.001(b), 145.093]

**NEW LAW:** Exception: If a candidate files a withdrawal request after the deadline prescribed by Section 145.092, and the candidate complies with each requirement under Section 145.001 except that the candidate's filing to withdraw is untimely, the authority responsible for preparing the ballots may choose to omit the candidate from the ballot if the ballots have not been prepared at the time the candidate files the withdrawal request. Sec. 145.098, House Bill 1661 (2017).

2. A withdrawal request filed by mail is considered to be filed at the time of its **receipt** by the appropriate authority or an employee of that authority. [Sec. 145.001(c)]
3. Deadline for withdrawal for candidates **other** than write-in candidates:
  - a. **General Rule:** a candidate in an election for which the filing deadline is a date not specifically addressed by Section 145.092 may not withdraw after 5 p.m. of the fifth day after the candidate's deadline for filing application for a place on the ballot. [Sec. 145.092(a)]

**NOTE:** Technically, subsection (a) is the "general rule." However, for a city, school district or other local entity using the **filing deadline of the 78th day** before election day (Senate Bill 1703, effective September 1, 2015), the **withdrawal deadline will be the 71st day before election day**.

- b. A candidate in an election for which the filing deadline for an application for a place on the ballot is not later than 5 p.m. of the 78th day before election day may not withdraw from the election after 5 p.m. of the 71st day before election day. [Sec. 145.092(f)]
- c. A candidate in an election for which the filing deadline for an application for a place on the ballot is not later than 5 p.m. of the 62nd day before election day may not withdraw from the election after 5 p.m. of the **57th** day before election day. [Secs. 1.007, 145.092(b)]
4. Deadline for withdrawal of declared write-in candidates is the **71st** day before election day. [Sec. 146.0301(a)]
5. Deadline for withdrawal of candidate in **runoff** election (i.e., when election requires majority vote and no candidate receives more than 50% of the vote) is 5 p.m. of the 3rd day after the final canvass of the main election.
6. A candidate's name is omitted from the ballot if the candidate withdraws before the appropriate deadline for withdrawal. [Sec. 145.094] See general rule and **new law** discussed at IV.B.3.a above.

**NOTE:** If a candidate does not file the withdrawal before the deadline, the withdrawal is **ineffective**; the candidate's name will remain on the ballot, and any votes cast for that candidate must be counted in the regular manner. If the candidate wins, he or she may take office, if still in compliance with eligibility requirements. If a runoff is required, the candidate may be placed on the runoff ballot unless he or she withdraws in a timely manner from the runoff election. [Sec. 145.001].

7. If a candidate in a run-off timely withdraws, the remaining candidate is considered to be elected and no runoff election is held. [Sec. 145.095]
8. If the authority with whom the withdrawal request is filed is not responsible for having the official ballot prepared, the authority must certify the candidate's name in writing as a withdrawn candidate and promptly deliver the certification to the authority responsible for having the official ballot prepared. [145.093(b)]

**CITY OF MEADOWLAKES  
CERTIFICATION OF UNOPPOSED CANDIDATES**

***CITY OF MEADOWLAKES  
CERTIFICACIÓN DE CANDIDATOS ÚNICOS***

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To: Mayor Mary Ann Raesener

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for the election to be held on May 5, 2018.

*Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para un cargo en la elección que se llevará a cabo el May 5, 2018.*

List of offices and names of candidates:

*Lista de cargos y nombres de los candidatos:*

Offices <i>Cargos</i>	Candidates <i>Candidatos</i>
Mayor	Mary Ann Raesener
Council Member	Mike Barry
Council Member	Jerry Drummond



Signature (*Firma*)

Evan Bauer

Printed Name (*Nombre en letra de molde*)

City Secretary

Title (*Puesto*)



Date of Signing (*Fecha de firma*)

CERTIFICATE OF WITHDRAWAL

I, MIKE SCOTT, a candidate for the office of CITY COUNCIL, PLACE 1, hereby withdraw my candidacy from the MEADOWLAKES CITY COUNCIL election. The election is being conducted by City of MEADOWLAKES and is to be held on 5 MAY 2018.  
(political subdivision/county/party) BURNET County (date)

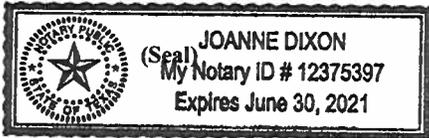
Mike Scott  
Signature of Candidate

"The State of TEXAS,

"County of BURNET,

"This instrument was acknowledged before me on 9 MARCH 2018 by  
(date)

MIKE SCOTT  
(withdrawing candidate)



Joanne Dixon  
(Signature of officer)

Admin. Assistant  
(Title of officer)

My commission expires June 30, 2021

Forma prescrita por la Secretaría de Estado  
Fracción 145.001 del Código Electoral de Tejas

CONSTANCIA DE RETIRO DE CANDIDATURA

Yo, \_\_\_\_\_, candidato/a al cargo de \_\_\_\_\_, por este medio retiro mi candidatura de la elección \_\_\_\_\_. Dicha elección estará a cargo de \_\_\_\_\_ y se celebrará el \_\_\_\_\_.  
(subdivisión política/condado/partido) (fecha)

\_\_\_\_\_  
Firma del/de la Candidato/a

"El estado de \_\_\_\_\_,

"Condado de \_\_\_\_\_,

"El presente instrumento fue reconocido ante mí el \_\_\_\_\_ por  
(fecha)

\_\_\_\_\_  
(persona que retira su candidatura)

(Seal)

\_\_\_\_\_  
Firma del/de la Oficial

\_\_\_\_\_  
(Título del/de la Oficial)  
(Mi cargo se vence el): \_\_\_\_\_

**City of Meadowlakes**  
**Mayor and Council Communication**

**COUNCIL ACTION:** Agenda Item #7-B

**DATE:** March 9, 2018

**REFERENCE:** Interlocal Agreement with  
Burnet County

**Council Meeting Date:** March 20<sup>th</sup>, 2018

**AGENDA ITEM:** Agenda Item #7-B – Interlocal agreement with Burnet County

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

We have been very fortunate that Burnet County Precinct 4 has assisted the City with various projects over the past several years. The County can provide up to \$15,000 in-kind machinery and equipment to help municipal projects. Previous assistance includes help with repaving the golf course parking lot, paving of the RV Park, several drainage and grading projects, tree removal and repairs to the fireplace at the restaurant. Last year they assistance City employees with the installation of approximately 450 feet of 36-inch drain pipe at the wastewater treatment plant.

The proposed Interlocal Agreement this year with Burnet County is to assist the City in the installation of approximately 13,000 feet of asphalt cart paths. This project was approved and funded at your February meeting.

The Burnet County Commissioners Court is anticipated to approve the Interlocal Agreement at their meeting on the 21<sup>st</sup>.

**RECOMMENDATION:**

I would recommend approving the proposed Interlocal Agreement as drafted.

INTER-LOCAL AGREEMENT BETWEEN  
BURNET COUNTY, TEXAS  
AND

THE CITY OF MEADOWLAKES, TEXAS

This Agreement is made on the 20<sup>th</sup> day of March, 2018 by and between the COUNTY OF BURNET, a political subdivision of the State of Texas, hereinafter referred to as "BURNET COUNTY" and the CITY OF MEADOWLAKES, a municipal corporation, hereinafter referred to as the "CITY".

WHEREAS, the Inter-local Cooperation Act, Chapter 791 of the Texas Government Code authorizes units of local government to contract with one or more units of local government to perform government functions and services; and

WHEREAS, this Agreement is entered into pursuant to the authority, under the provisions of, and in accordance with, Chapters 791 of the Texas Government Code, for the performance of governmental functions and services and in accordance with Section 251.012 of the Texas Transportation Code. BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$15,000, per state statute. The Burnet County Schedule of Values attached as "Exhibit A" will establish the value of the work provided; and

WHEREAS, BURNET COUNTY provides these services to the citizens of BURNET COUNTY, and has the capacity to service the needs of the public citizens within the city limits of CITY; and

WHEREAS, BURNET COUNTY and CITY have investigated and determined the project discussed in this agreement would be advantageous and beneficial to both CITY and to BURNET COUNTY as public roadways are commonly used by county residents and thus said project serves a public purpose. The Burnet County Commissioners Court deems that this project results in benefits to the county; and

WHEREAS, the governing bodies of CITY and BURNET COUNTY desire to foster goodwill and cooperation between the two entities; and

WHEREAS, CITY and BURNET COUNTY, deem it to be in the best interest of both entities to enter into this Agreement relative to the project described above and for such other and additional services as the parties may subsequently agree to by the execution of separate agreements and in consideration of the mutual covenants contained herein, CITY and BURNET COUNTY agree as follows:

SERVICES TO BE PERFORMED

CITY agrees to engage BURNET COUNTY to assist the CITY with construction of golf cart pathways on City owned property, BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$15,000, together with all incidental acts, procedures, and methods necessary to accomplish the ends of such project.

#### DURATION OF AGREEMENT

Unless mutually initiated, cancelled, or terminated earlier than thirty (30) days written notice, this Agreement shall commence on the date of execution and shall expire upon the completion of the work performed and the compensation being provided over a maximum one year period.

#### COMPENSATION

BURNET COUNTY recognizes that "in kind" services shall be provided by CITY in consideration of this agreement. These "in kind" services may take place in the form of various acts and contributions. Amongst these types of services, CITY may provide excess material, equipment, manpower, or other resources it may possess for use on any COUNTY project that is deemed to serve a public purpose. Such compensation shall be provided upon request of COUNTY and upon a determination by CITY that said "in kind" services are available for use by COUNTY during the duration of this agreement. CITY's "in kind" compensation shall be limited to an amount not to exceed \$15,000 in value, per state statute.

#### RELATIONSHIP OF PARTIES

The parties intend that BURNET COUNTY, in performing services specified in this agreement, shall act as an independent contractor and shall have control of its work and the manner in which it is performed. Neither BURNET COUNTY, its agents, employees, volunteer help or any other person operating under this AGREEMENT, shall not be entitled to participate in any pension or other benefits that BURNET COUNTY provides it employees.

#### NOTICE TO PARTIES

Any notice given hereunder by either party to the other shall be in writing and may be affected by personal delivery in writing or by certified mail, return receipt requested. Notice to BURNET COUNTY shall be sufficient if made or addressed to the office of the County Judge.

Notice to CITY shall be sufficient if made or addressed to the office of its City Manager/Administrator.

#### MISCELLANEOUS PROVISIONS

##### Indemnification:

CITY and COUNTY each agree to the extent allowed by law to promptly defend, indemnify and hold each other harmless from and against any and all claims, demands, suits causes of action, and judgments for (a) damages to the loss of property of any person; and/or (b) death, bodily injury, illness, disease, loss of services, or loss of income or wages to any person, arising out of incident to, concerning or resulting from the negligent or willful act or omissions of either party and their respective agents, officers, and or employees in the performance of their activities or duties pursuant to this Agreement.

Entire Agreement

This document contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no effect except in a subsequent modification in writing signed by both parties.

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

No assignment of this Agreement or of any right accrued hereunder shall be made, in whole or part, by either party without the prior written consent of the other party. Venue shall be in BURNET COUNTY, TEXAS.

The undersigned officer and/or agents of the parties hereto are the properly authorized officials of the party presented and have the necessary authority to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary resolutions extending said authority have duly passed and approved and are now in full force and effect.

EXECUTED by the parties hereto, each respective entity acting by and through its duly authorized official as required by law, on the date specified on the multiple counterpart executed by such entity.

The City of Meadowlakes, Texas

Burnet County, Texas

BY: \_\_\_\_\_  
Johnnie L. Thompson, City Manager

BY: \_\_\_\_\_  
James Oakley, Burnet County Judge

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Evan Bauer, City Secretary

**City of Meadowlakes**

**Mayor and Council Communication**

**COUNCIL ACTION:** Agenda Item #7-C

**DATE:** March 9, 2018

**REFERENCE:** Resolution 2018-04-Adoption  
FY17 Audit

**Council Meeting Date:** March 20<sup>th</sup>, 2018

**AGENDA ITEM:** Agenda Item #7-C – Resolution 2018-04-Adoption of FY17 Audit

**FROM:** Johnnie Thompson, City Manager

---

**SUBJECT:**

Please find, attached for your review and consideration, a draft copy of the Fiscal Year 2017 annual audit as prepared by the independent auditing firm of Neffendorf & Knopp, P.C., Certified Public Accountants of Fredericksburg. A city must have its records and accounts audited annually by an independent auditor and the audit, once adopted by the Council, must be filed, along with the auditor’s opinion letter, with the City Secretary. The audit will be available for public review in the Secretary’s office as well as on our website.

I know that trying to read the audit is somewhat difficult and to understand, I find the “Management’s Discussion and Analysis” which begins on page 3 and the Auditor’s opinion letter which is the back two pages the most helpful.

Mr. Keith Neffendorf will be present at your meeting to present and review the audit report with you.

I’m in the process of reviewing the audit and will pass any of my concerns to the auditor before your meeting, and if any adjustments are merited, they will be addressed by Mr. Neffendorf.

Should you have any questions, please feel free to give me a call, and I will forward them to the auditors.

**RECOMMENDATION:**

I would recommend the adoption of Resolution 2018-04 which formally adopts the audit in its final form.

**City of Meadowlakes**  
**RESOLUTION NUMBER 2018-04**  
**March 20, 2018**

**A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, ACCEPTING THE FISCAL YEAR 2017 AUDIT, FINANCIAL STATEMENT AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2017, AS PREPARED BY NEFFENDORF & KNOPP, P.C. CERTIFIED PUBLIC ACCOUNTANTS, AND AUTHORIZING THE CITY SECRETARY TO FILE THE AUDIT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 103.003, TEXAS LOCAL GOVERNMENT CODE.**

**WHEREAS**, pursuant to Texas Local Government Code Chapter 103.001, the governing body of each municipality shall cause an annual audit to be made of the accounts and records of all departments, boards, and agencies under its jurisdiction that receive and disburse funds at the end of each fiscal year; and

**WHEREAS**, the City Council of the City of Meadowlakes retained the firm of Neffendorf & Knopp P.C. to perform the City's Fiscal Year 2017 audit; and

**WHEREAS**, the City Council of the City of Meadowlakes presented the Audit Report for Fiscal Year 2017 by Mr. Keith Neffendorf with the firm of Neffendorf & Knopp, P.C. on March 15, 2018, and was reviewed by Council on March 20, 2018; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Meadowlakes, Burnet County, Texas, the City Council does hereby accept the Audit Report of the financial records of the City of Meadowlakes, Burnet County, Texas for Fiscal Year 2017, and that the City Secretary is hereby authorized to file the audit and accompanying statements and opinion as required by the provisions of Chapter 103.003, Texas Local Government Code.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Meadowlakes this the 20<sup>th</sup> day of March 2018.

**CITY OF MEADOWLAKES**

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

**ATTEST:**

\_\_\_\_\_  
Evan Bauer, City Secretary

DRAFT

CITY OF MEADOWLAKES, TEXAS  
BASIC FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION  
SEPTEMBER 30, 2017

CITY OF MEADOWLAKES  
ANNUAL FINANCIAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

DRAFT

TABLE OF CONTENTS

<u>Exhibit</u>	<u>Page</u>
Independent Auditors' Report .....	1
Management's Discussion and Analysis .....	3
<u>Basic Financial Statements</u>	
<b>Government Wide Statements:</b>	
A-1 Statement of Net Position .....	9
B-1 Statement of Activities .....	10
<b>Governmental Fund Financial Statements:</b>	
C-1 Balance Sheet .....	12
C-2 Reconciliation for C-1 .....	13
C-3 Statement of Revenues, Expenditures and Changes in Fund Balance.....	14
C-4 Reconciliation for C-3 .....	15
<b>Proprietary Fund Financial Statements:</b>	
D-1 Statement of Net Position .....	16
D-2 Statement of Revenues, Expenses and Changes in Fund Net Position .....	18
D-3 Statement of Cash Flows .....	20
Notes to the Financial Statements .....	22
<u>Required Supplementary Information</u>	
G-1 Budgetary Comparison Schedule - General Fund .....	36
G-2 Schedule of Changes in Net Pension Liability and Related Ratios.....	37
G-3 Schedule of Employer Contributions.....	38
Notes to the Schedule of Contributions.....	39

# DRAFT

**NEFFENDORF & KNOPP, P.C.**  
**Certified Public Accountants**

P.O. BOX 874 · 736 S. WASHINGTON ST.  
FREDERICKSBURG, TEXAS 78624-0874  
(830) 997-3348

FAX: (830) 997-3333  
Email: nkhd@austin.rr.com

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER  
TEXAS SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Aldermen  
City of Meadowlakes, Texas  
Meadowlakes, TX 78654

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Meadowlakes, Texas, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Meadowlakes, Texas, as of September 30,

2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters***Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and the Schedule of Changes in Net Pension Liability and Related Ratios and the Schedule of Employer Contributions on pages 3–8, 36, 37 and 38 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

NEFFENDORF & KNOPP, P.C.  
Fredericksburg, Texas

February 27, 2018

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of Meadowlakes, we offer readers of the City's financial statements this narrative overview and analysis of the financial statements of the City for the year ended September 30, 2017. Please read it in conjunction with the independent auditors' report on page 1, and City's Basic Financial Statements which begin on page 9.

### FINANCIAL HIGHLIGHTS

- The assets of the City exceeded its liabilities at the close of the most recent fiscal year by \$5,086,680 (net position). Of this amount, \$976,041 (unrestricted net position) may be used to meet the City's ongoing obligations to citizen's and creditors.
- The City's net position increased by \$543,759 as a result of this year's operations.
- At September 30, 2017, the City's governmental funds reported combined ending fund balances of \$426,783, an increase of \$42,428 in comparison with the prior year.
- At September 30, 2017, the City's Enterprise Funds reported unrestricted net position of \$551,845, an increase of \$101,512 in comparison with the prior year.

### USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The government-wide financial statements include the Statement of Net Position and the Statement of Activities (on pages 9 through 11). These provide information about the activities of the City as a whole and present a longer-term view of the City's property and debt obligations and other financial matters. They reflect the flow of total economic resources in a manner similar to the financial reports of a business enterprise.

Fund financial statements (beginning on page 12) report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds. For governmental activities, these statements tell how services were financed in the short term as well as what resources remain for future spending. They reflect the flow of current financial resources, and supply the basis for tax levies and the appropriations budget.

The notes to the financial statements (starting on page 22) provide narrative explanations or additional data needed for full disclosure in the government-wide statements or the fund financial statements.

The Budgetary Comparison Schedule (operating fund), Schedule of Changes in Net Pension Liability and Related Ratios, Schedule of Employer Contributions and the Notes to the Schedule of Contributions are presented as required supplementary information on pages 36, 37, 38 and 39.

## Reporting the City as a Whole

### *The Statement of Net Position and the Statement of Activities*

The analysis of the City's overall financial condition and operations begins on page 9. Its primary purpose is to show whether the City is better off or worse off as a result of the year's activities. The Statement of Net Position includes all the City's assets and liabilities at the end of the year while the Statement of Activities includes all the revenues and expenses generated by the City's operations during the year. These apply the accrual basis of accounting which is the basis used by private sector companies.

All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. All the City's assets are reported whether they serve the current year or future years. Liabilities are considered regardless of whether they must be paid in the current or future years.

These two statements report the City's net position and changes in them. The City's net position (the difference between assets and liabilities) provide one measure of the City's financial health, or financial position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving or deteriorating. To fully assess the overall health of the City, however, you should consider other factors as well, such as changes in the City's customers or its property tax base and the condition of the City's facilities.

In the Statement of Net Position and the Statement of Activities, the City has two kinds of activity:

- Governmental activity - Most of the City's basic services are reported here, including the public safety, municipal court and administration. Property taxes, user charges, sales tax and franchise tax finance most of these activities.
- Business-type activity - The City's water and sewer system, sanitation and recreation are reported as a business-type activity since the fees charged to customers cover the cost of services provided.

## Reporting the City's Most Significant Funds

### *Fund Financial Statements*

The fund financial statements provide detailed information about the most significant funds - not the City as a whole. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular purposes.

The City has two kinds of funds:

- Governmental funds - All of the City's basic services are reported in governmental funds. These use modified accrual accounting (a method that measures the receipt and disbursement of cash and all other financial assets that can be readily converted to cash) and report balances that are available for future spending. The governmental fund statements provide a detailed short-term view of the City's general operations and the basic services it provides. We describe the differences between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in Note II to the financial statements.
- Proprietary funds - Services for which the City charges customers a fee are generally reported in proprietary funds. The City's utility fund (Water, Sewer, Sanitation and Recreation) is a business-type activity and provides both long and short-term financial information.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

Our analysis focuses on the net position (Table I) and changes in net position (Table II) of the City's governmental and business-type activities.

Net position of the City's governmental activities increased from \$355,061 to \$834,993. Unrestricted net position - the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements - was \$424,196 at September 30, 2017. This increase in governmental net position was the result of three factors. First, the City's revenues exceeded the expenditures by \$42,428. Second, the City paid principal on long-term debt of \$385,000. Third, the City recorded depreciation in the amounts of \$58,045 and third, due to implementation of GASB Statement No. 68 a decrease in expenses was necessary in the amount of \$9,722.

Net position of the City's business-type activities increased from \$4,187,860 to \$4,251,687. Unrestricted net position was \$551,845 at September 30, 2017. This increase in business-type net position was the result of a net income of \$63,827.

**Table I**  
**City of Meadowlakes**

### NET POSITION

	Governmental Activities		Business-Type Activities		TOTALS	
					Primary Government	
	2017	2016	2017	2016	2017	2016
Current and Restricted Assets	\$ 513,979	\$ 447,333	\$ 795,437	\$ 571,962	\$ 1,309,416	\$ 1,019,295
Capital Assets	2,805,627	2,863,672	3,866,722	3,957,767	6,672,349	6,821,439
Total Assets	\$ 3,319,606	\$ 3,311,005	\$ 4,662,159	\$ 4,529,729	\$ 7,981,765	\$ 7,840,734
Deferred Outflow of Resources						
Deferred Outflow Related to Pension Plan	\$ 16,958	\$ 19,516	\$ 36,037	\$ 42,317	\$ 52,995	\$ 61,833
Total Deferred Outflows of Resources	\$ 16,958	\$ 19,516	\$ 36,037	\$ 42,317	\$ 52,995	\$ 61,833
Long-Term Liabilities	\$ 2,025,000	\$ 2,412,789	\$ 112,289	\$ 173,596	\$ 2,137,289	\$ 2,586,385
Other Liabilities	450,285	540,743	309,009	199,746	759,294	740,489
Total Liabilities	\$ 2,475,285	\$ 2,953,532	\$ 421,298	\$ 373,342	\$ 2,896,583	\$ 3,326,874
Deferred Inflow of Resources						
Deferred Inflow Related to Pension Plan	\$ 11,864	\$ 5,102	\$ 25,211	\$ 10,844	\$ 37,075	\$ 15,946
Deferred Inflow Refunding	14,422	16,826			14,422	16,826
Total Deferred Inflows of Resources	\$ 26,286	\$ 21,928	\$ 25,211	\$ 10,844	\$ 51,497	\$ 32,772
Net Position:						
Net Investment in Capital Assets	\$ 395,626	\$ 68,671	\$ 3,699,842	\$ 3,737,527	\$ 4,095,468	\$ 3,806,198
Restricted	15,171	13,732			15,171	13,732
Unrestricted	424,196	272,658	551,845	450,333	976,041	722,991
Total Net Position	\$ 834,993	\$ 355,061	\$ 4,251,687	\$ 4,187,860	\$ 5,086,680	\$ 4,542,921

**Table II  
City of Meadowlakes**

**CHANGES IN NET POSITION**

	Governmental Activities		Business-Type Activities		TOTALS Primary Government	
	2017	2016	2017	2016	2017	2016
<b>Revenues:</b>						
Property Taxes	\$ 706,507	\$ 698,506	\$	\$	\$ 706,507	\$ 698,506
Franchise Tax	54,023	78,678			54,023	78,678
Charges for Services	8,717	7,013	2,155,616	2,020,915	2,164,333	2,027,928
Miscellaneous	5,616	6,622	121,781	91,209	127,397	97,831
Contributions and Donations				-	-	-
Interest Earnings	2,116	257	1,690	24	3,806	281
<b>Total Revenue</b>	<b>\$ 776,979</b>	<b>\$ 791,076</b>	<b>\$ 2,279,087</b>	<b>\$ 2,112,148</b>	<b>\$ 3,056,066</b>	<b>\$ 2,903,224</b>
<b>Expenses:</b>						
General Government	\$ 329,276	\$ 335,929	\$	\$	\$ 329,276	\$ 335,929
BCAD	11,594	11,760			11,594	11,760
Building Committee					-	-
Flood Plain Administrator					-	-
Ordinance Enforcement/Public Safety	85,970	84,355			85,970	84,355
Traffic Control	18,322	19,830			18,322	19,830
Municipal Court	9,755	8,890			9,755	8,890
Animal Control	9,342	9,556			9,342	9,556
Water and Sewer			1,036,704	1,165,195	1,036,704	1,165,195
Recreation Fund			956,451	1,020,393	956,451	1,020,393
Debt Service - Interest	54,893	62,684			54,893	62,684
Fiscal Agent's Fees					-	-
Issuance Costs					-	-
<b>Total Expenses</b>	<b>\$ 519,152</b>	<b>\$ 533,004</b>	<b>\$ 1,993,155</b>	<b>\$ 2,185,588</b>	<b>\$ 2,512,307</b>	<b>\$ 2,718,592</b>
<b>Increase (Decrease) in Net Position</b>						
Before Transfers & Capital Contributions	\$ 257,827	\$ 258,072	\$ 285,932	\$ (73,440)	\$ 543,759	\$ 184,632
Transfers	222,105	91,127	(222,105)	(46,283)	-	-
<b>Net Change</b>	<b>479,932</b>	<b>349,199</b>	<b>63,827</b>	<b>(119,723)</b>	<b>543,759</b>	<b>184,632</b>
Net Position - Beginning	355,061	5,862	4,187,860	4,262,739	4,542,921	4,268,600
Prior Period Adjustment		-		44,844	-	44,844
<b>Net Position - Ending</b>	<b>\$ 834,993</b>	<b>\$ 355,061</b>	<b>\$ 4,251,687</b>	<b>\$ 4,187,860</b>	<b>\$ 5,086,680</b>	<b>\$ 4,498,077</b>

The cost of all governmental activities this year was \$519,152. However, as shown in the Statement of Activities on page 10, the amount that our taxpayers ultimately financed for these activities through City taxes was only \$706,507, because the other costs were paid by franchise tax (\$54,023), user charges (\$8,717), interest (\$2,116) and other miscellaneous (\$4,194).

## THE CITY'S FUNDS

As the City completed the year, its governmental funds (as presented in the balance sheet on page 12) reported a fund balance of \$426,783, which is more than last year's total of \$384,355. Included in this year's total change in fund balance is an increase of \$40,990 in the City's General Fund. This increase in the General Fund balance was caused by the excess of revenues over expenditures.

The City adopted the General Fund Budget. Actual revenues were less than budgeted amounts and actual expenditures were less than the budgeted amounts.

## CAPITAL ASSET AND DEBT ADMINISTRATION

At September 30, 2017, the City had the following amounts invested in capital assets, net of depreciation:

	<b>CAPITAL ASSETS</b>					
	Governmental Activities		Business-Type Activities		TOTALS Primary Government	
	2017	2016	2017	2016	2017	2016
Land and Improvements	\$ 1,851,301	\$ 1,851,301	\$ 42,334	\$ 42,334	\$ 1,893,635	\$ 1,893,635
Infrastructure			6,219,357	6,098,997	6,219,357	6,098,997
Buildings	1,201,683	1,201,683	411,659	411,659	1,613,342	1,613,342
Improvements	205,724	205,724	343,281	343,281	549,005	549,005
Machinery & Equipment	170,908	170,908	677,835	665,835	848,743	836,743
Construction in Progress	-	-	-	-	-	-
Total Capital Assets	<u>\$ 3,429,616</u>	<u>\$ 3,429,616</u>	<u>\$ 7,694,466</u>	<u>\$ 7,562,106</u>	<u>\$ 11,124,082</u>	<u>\$ 10,991,722</u>
Less: Accumulated Depreciation	<u>(623,989)</u>	<u>(565,944)</u>	<u>(3,827,742)</u>	<u>(3,604,337)</u>	<u>(4,451,731)</u>	<u>(4,170,281)</u>
Capital Assets, Net	<u><u>\$ 2,805,627</u></u>	<u><u>\$ 2,863,672</u></u>	<u><u>\$ 3,866,724</u></u>	<u><u>\$ 3,957,769</u></u>	<u><u>\$ 6,672,351</u></u>	<u><u>\$ 6,821,441</u></u>

More detailed information about the City's capital assets is presented in Note D and E to the financial statements.

## DEBT

At September 30, 2017, the City had the following outstanding debt:

### OUTSTANDING DEBT

	Governmental Activities		Business-Type Activities		TOTALS Primary Government	
	2017	2016	2017	2016	2017	2016
	Bonds Payable	\$ 2,410,000	\$ 2,795,000	\$ -	\$ -	\$ 2,410,000
Notes Payable			166,880	220,260	166,880	220,260
Compensated Absences	8,780	117,005	20,864	9,212	29,644	126,217
Total Outstanding Debt	\$ 2,418,780	\$ 2,912,005	\$ 187,744	\$ 229,472	\$ 2,606,524	\$ 3,141,477

For governmental activities, the City paid \$385,000 in principal payments on long-term debt.

More detailed information about the City's long-term liabilities is presented in Notes G, H, and I to the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The City's elected and appointed officials considered many factors when setting the fiscal-year 2018 budget and tax rates. The major factors are the assessed property valuation and population growth. These indicators were taken into account when adopting the General Fund budget for 2018. Amounts available for appropriation in the General Fund budget are \$709,150 (including a transfer in from other funds in the amount of \$245,500) and expenditures are estimated to be \$709,150 (including a transfer out to other funds in the amount of \$125,500).

If these estimates are realized, the City's budgetary General fund balance is expected to remain the same by the close of 2018.

## CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City's business office, at City of Meadowlakes, Texas.

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2017

DRAFT  
EXHIBIT A-1

	Primary Government		Total
	Governmental Activities	Business - Type Activities	
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 196,384	\$ 348,589	\$ 544,973
Investments - Current	242,306	252,427	494,733
Accounts Receivable (Net)	26,065	122,647	148,712
Due from Other Funds	40,993	(40,993)	-
Inventories	-	45,654	45,654
Prepaid Items	3,603	50,745	54,348
Capital Assets:			
Land Purchase and Improvements	1,851,301	42,334	1,893,635
Infrastructure, Net	-	2,965,790	2,965,790
Buildings, Net	818,075	237,133	1,055,208
Improvements other than Buildings, Net	114,074	277,338	391,412
Furniture and Equipment, Net	22,177	344,127	366,304
Net Pension Asset	4,628	9,835	14,463
Other Assets	-	6,533	6,533
Total Assets	<u>3,319,606</u>	<u>4,662,159</u>	<u>7,981,765</u>
<b>DEFERRED OUTFLOW OF RESOURCES</b>			
Deferred Outflow Related to Pension Plan	16,958	36,037	52,995
Total Deferred Outflows of Resources	<u>16,958</u>	<u>36,037</u>	<u>52,995</u>
<b>LIABILITIES</b>			
Accounts Payable	5,969	105,312	111,281
Wages and Salaries Payable	11,159	32,097	43,256
Compensated Absences Payable	8,780	20,864	29,644
Intergovernmental Payable	719	1,506	2,225
Unearned Revenues	12,054	6,038	18,092
Note Payable - Current	-	54,591	54,591
Other Current Liabilities	26,604	88,601	115,205
Noncurrent Liabilities:			
Debt Due Within One Year	385,000	-	385,000
Due in More Than One Year	2,025,000	112,289	2,137,289
Total Liabilities	<u>2,475,285</u>	<u>421,298</u>	<u>2,896,583</u>
<b>DEFERRED INFLOW OF RESOURCES</b>			
Deferred Inflow Related to Pension Plan	11,864	25,211	37,075
Deferred Resource Inflow for Refunding	14,422	-	14,422
Total Deferred Inflows of Resources	<u>26,286</u>	<u>25,211</u>	<u>51,497</u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	395,626	3,699,842	4,095,468
Restricted for Debt Service	15,171	-	15,171
Unrestricted Net Position	424,196	551,845	976,041
Total Net Position	<u>\$ 834,993</u>	<u>\$ 4,251,687</u>	<u>\$ 5,086,680</u>

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

DRAFT

	Expenses	Program Revenues
		Charges for Services
<b>Primary Government:</b>		
GOVERNMENTAL ACTIVITIES:		
General Government	329,276	5,350
BCAD	11,594	-
Ordinance Enforcement/Public Safety	85,970	3,367
Traffic Control	18,322	-
Municipal Court	9,755	-
Animal Control	9,342	-
Interest on Debt	54,893	-
Total Governmental Activities	519,152	8,717
BUSINESS-TYPE ACTIVITIES:		
Public Works Fund	1,036,704	1,229,494
Recreation Fund	956,451	926,122
Total Business-Type Activities	1,993,155	2,155,616
<b>TOTAL PRIMARY GOVERNMENT:</b>	<b>\$ 2,512,307</b>	<b>\$ 2,164,333</b>

General Revenues:

Taxes:

Property Taxes, Levied for General Purposes

Property Taxes, Levied for Debt Service

Franchise Tax

Other Taxes

Investment Earnings

Miscellaneous Revenue

Transfers In (Out)

Total General Revenues and Transfers

Change in Net Position

Net Position - Beginning

Net Position--Ending

The notes to the financial statements are an integral part of this statement.

Net (Expense) Revenue and Changes in Net Position		
Primary Government		
Governmental Activities	Business-Type Activities	Total
\$ (323,926)	\$ -	\$ (323,926)
(11,594)	-	(11,594)
(82,603)	-	(82,603)
(18,322)	-	(18,322)
(9,755)	-	(9,755)
(9,342)	-	(9,342)
(54,893)	-	(54,893)
<u>(510,435)</u>	<u>-</u>	<u>(510,435)</u>
-	192,790	192,790
-	(30,329)	(30,329)
<u>-</u>	<u>162,461</u>	<u>162,461</u>
(510,435)	162,461	(347,974)
346,188	-	346,188
360,319	-	360,319
54,023	-	54,023
1,422	-	1,422
2,116	1,690	3,806
4,194	121,781	125,975
222,105	(222,105)	-
<u>990,367</u>	<u>(98,634)</u>	<u>891,733</u>
479,932	63,827	543,759
355,061	4,187,860	4,542,921
<u>\$ 834,993</u>	<u>\$ 4,251,687</u>	<u>\$ 5,086,680</u>

CITY OF MEADOWLAKES, TEXAS  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2017

	General Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 181,215	\$ 15,171	\$ 196,386
Investments - Current	242,306	-	242,306
Taxes Receivable	11,807	12,289	24,096
Due from Other Funds	40,994	-	40,994
Prepaid Items	3,603	-	3,603
<b>Total Assets</b>	<b>\$ 479,925</b>	<b>\$ 27,460</b>	<b>\$ 507,385</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 5,970	\$ -	\$ 5,970
Wages and Salaries Payable	11,159	-	11,159
Intergovernmental Payable	719	-	719
Unearned Revenues	12,054	-	12,054
Other Current Liabilities	26,604	-	26,604
<b>Total Liabilities</b>	<b>56,506</b>	<b>-</b>	<b>56,506</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable Revenue - Property Taxes	11,807	12,289	24,096
<b>Total Deferred Inflows of Resources</b>	<b>11,807</b>	<b>12,289</b>	<b>24,096</b>
<b>FUND BALANCES</b>			
Restricted Fund Balance:			
Retirement of Long-Term Debt	-	15,171	15,171
Assigned Fund Balance:			
Fire Department Reserve	10,000	-	10,000
Unassigned Fund Balance	401,612	-	401,612
<b>Total Fund Balances</b>	<b>411,612</b>	<b>15,171</b>	<b>426,783</b>
<b>Total Liabilities, Deferred Inflows &amp; Fund Balances</b>	<b>\$ 479,925</b>	<b>\$ 27,460</b>	<b>\$ 507,385</b>

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
 RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE  
 STATEMENT OF NET POSITION  
 SEPTEMBER 30, 2017

EXHIBIT C-2  
**DRAFT**

<b>Total Fund Balances - Governmental Funds</b>	\$	426,783
Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds. In addition, long-term liabilities, including bonds payable, are not due and payable in the current period, and, therefore are not reported as liabilities in the funds. The net effect of including the beginning balances for capital assets (net of depreciation) and long-term debt in the governmental activities is to increase net position.		51,846
Current year capital outlays and long-term debt principal payments are expenditures in the fund financial statements, but they should be shown as increases in capital assets and reductions in long-term debt in the government-wide financial statements. The net effect of including the 2017 capital outlays and debt principal payments is to increase net position.		387,405
This fiscal year required that the City report their Net Pension Asset in the Government Wide Statement of Net Position to comply with GASB 68. The items reported as a result of this implementation included a Net Pension Asset of \$4,628, a Deferred Resource Outflow of \$16,958 and a Deferred Resource Inflow of \$11,864. The net effect of these was to increase the ending net position by \$9,722.		9,722
The 2017 depreciation expense increases accumulated depreciation. The net effect of the current year's depreciation is to decrease net position.		(58,046)
Various other reclassifications and eliminations are necessary to convert from the modified accrual basis of accounting to accrual basis of accounting. These include recognizing deferred revenue as revenue, eliminating interfund transactions, and recognizing the liabilities associated with maturing long-term debt and interest. The net effect of these reclassifications and recognitions is to increase net position.		17,283
<b>Net Position of Governmental Activities</b>	<u>\$</u>	<u>834,993</u>

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

EXHIBIT C-3  
**DRAFT**

	General Fund	Debt Service Fund	Total Governmental Funds
<b>REVENUES:</b>			
Taxes:			
Property Taxes	\$ 351,827	\$ 352,947	\$ 704,774
Franchise Tax	54,023	-	54,023
Other Taxes	1,422	-	1,422
Licenses and Permits	5,350	-	5,350
Fines	3,367	-	3,367
Investment Earnings	1,328	788	2,116
Other Revenue	4,104	-	4,104
Total Revenues	<u>421,421</u>	<u>353,735</u>	<u>775,156</u>
<b>EXPENDITURES:</b>			
Current:			
General Government	377,553	-	377,553
BCAD	11,594	-	11,594
Ordinance Enforcement/Public Safety	85,970	-	85,970
Traffic Control	18,322	-	18,322
Municipal Court	9,755	-	9,755
Animal Control	9,342	-	9,342
Debt Service:			
Principal on Debt	-	385,000	385,000
Interest on Debt	-	57,297	57,297
Total Expenditures	<u>512,536</u>	<u>442,297</u>	<u>954,833</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(91,115)</u>	<u>(88,562)</u>	<u>(179,677)</u>
<b>OTHER FINANCING SOURCES (USES):</b>			
Transfers In	133,105	90,000	223,105
Transfers Out (Use)	(1,000)	-	(1,000)
Total Other Financing Sources (Uses)	<u>132,105</u>	<u>90,000</u>	<u>222,105</u>
Net Change in Fund Balances	40,990	1,438	42,428
Fund Balance - October 1 (Beginning)	<u>370,622</u>	<u>13,733</u>	<u>384,355</u>
Fund Balance - September 30 (Ending)	<u>\$ 411,612</u>	<u>\$ 15,171</u>	<u>\$ 426,783</u>

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

<b>Total Net Change in Fund Balances - Governmental Funds</b>	\$	42,428
Current year capital outlays and long-term debt principal payments are expenditures in the fund financial statements, but they should be shown as increases in capital assets and reductions in long-term debt in the government-wide financial statements. The net effect of removing the 2017 capital outlays and debt principal payments is to increase the change in net position.		387,405
The entries required by GASB 68 did require that some expenses on B-1 be adjusted. Total credits to expenses were \$8,640 and total debits to expenses were \$10,543. The net effect on the change in net position on Exhibit B-1 is a decrease of \$1,903.		(1,903)
Depreciation is not recognized as an expense in governmental funds since it does not require the use of current financial resources. The net effect of the current year's depreciation is to decrease the change in net position.		(58,045)
Various other reclassifications and eliminations are necessary to convert from the modified accrual basis of accounting to accrual basis of accounting. These include recognizing deferred revenue as revenue, adjusting current year revenue to show the revenue earned from the current year's tax levy, eliminating interfund transactions, and recognizing the liabilities associated with maturing long-term debt and interest. The net effect of these reclassifications and recognitions is to increase the change in net position.		110,047
<b>Change in Net Position of Governmental Activities</b>	<u>\$</u>	<u>479,932</u>

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
SEPTEMBER 30, 2017

	Business-Type Activities - Enterprise Funds		
	Public Works Fund	Recreation Fund	Total Enterprise Funds
<b>ASSETS</b>			
Current Assets:			
Cash and Cash Equivalents	\$ 289,707	\$ 58,882	\$ 348,589
Investments - Current	252,427	-	252,427
Accounts Receivable (Net)	122,354	293	122,647
Due from Other Funds	3,153	-	3,153
Inventories	26,544	19,110	45,654
Prepaid Items	4,353	46,392	50,745
Total Current Assets	698,538	124,677	823,215
Noncurrent Assets:			
Capital Assets:			
Land Purchase and Improvements	42,334	-	42,334
Infrastructure	6,219,355	-	6,219,355
Accumulated Depreciation - Infrastructure	(3,253,565)	-	(3,253,565)
Buildings	406,159	5,500	411,659
Accumulated Depreciation - Buildings	(174,526)	-	(174,526)
Improvements other than Buildings	279,082	70,979	350,061
Accumulated Depreciation - Other Improvements	(72,723)	-	(72,723)
Furniture and Equipoment	356,177	314,878	671,055
Accumulated Depreciation - Furniture & Equipment	(233,563)	-	(233,563)
Accumulated Depreciation - Capital Assets	-	(93,365)	(93,365)
Net Pension Asset	4,721	5,114	9,835
Other Assets	-	6,533	6,533
Total Noncurrent Assets	3,573,451	309,639	3,883,090
Total Assets	4,271,989	434,316	4,706,305
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Outflow Related to Pension Plan	17,298	18,739	36,037
Total Deferred Outflows of Resources	17,298	18,739	36,037

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
SEPTEMBER 30, 2017

Business-Type Activities - Enterprise Funds			
	Public Works Fund	Recreation Fund	Total Enterprise Funds
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts Payable	51,550	53,762	105,312
Wages and Salaries Payable	11,673	20,424	32,097
Compensated Absences Payable	11,844	9,020	20,864
Intergovernmental Payable	1,093	413	1,506
Due to Other Funds	166	43,980	44,146
Unearned Revenues	-	6,038	6,038
Notes Payable - Current	-	54,591	54,591
Other Current Liabilities	86,015	2,586	88,601
Total Current Liabilities	162,341	190,814	353,155
Noncurrent Liabilities:			
Other Long Term Debt Payable - Noncurrent	-	112,289	112,289
Total Noncurrent Liabilities	-	112,289	112,289
Total Liabilities	162,341	303,103	465,444
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred Inflow Related to Pension Plan	12,101	13,110	25,211
Total Deferred Inflows of Resources	12,101	13,110	25,211
<b>NET POSITION</b>			
Net Investment in Capital Assets	3,568,730	131,112	3,699,842
Unrestricted Net Position	546,115	5,730	551,845
Total Net Position	\$ 4,114,845	\$ 136,842	\$ 4,251,687

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
 STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION  
 PROPRIETARY FUNDS  
 FOR THE YEAR ENDED SEPTEMBER 30, 2017

EXHIBIT D-2 (Cont'd)  
**DRAFT**

	Business-Type Activities - Enterprise Funds		
	Public Works Fund	Recreation Fund	Total Enterprise Funds
<b>OPERATING REVENUES:</b>			
Charges for Services	\$ 1,229,494	\$ 926,122	\$ 2,155,616
Other Revenue	116,951	4,830	121,781
Total Operating Revenues	1,346,445	930,952	2,277,397
<b>OPERATING EXPENSES:</b>			
Proprietary Fund Function - Water			
Personnel Services - Salaries and Wages	271,943	-	271,943
Personnel Services - Employee Benefits	110,762	-	110,762
Purchased Professional & Technical Services	190,333	-	190,333
Purchased Property Services	186,481	-	186,481
Other Operating Costs	49,964	-	49,964
Supplies	49,844	-	49,844
Total Proprietary Fund Function - Water	859,327	-	859,327
Proprietary Fund Function - Golf			
Personnel Services - Salaries and Wages	-	254,156	254,156
Personnel Services - Employee Benefits	-	64,300	64,300
Purchased Property Services	-	112,920	112,920
Other Operating Costs	-	106,050	106,050
Supplies	-	31,904	31,904
Total Proprietary Fund Function - Golf	-	569,330	569,330
Proprietary Fund Function - Tennis			
Purchased Property Services	-	988	988
Proprietary Fund Function - Swimming			
Personnel Services - Salaries and Wages	-	5,057	5,057
Personnel Services - Employee Benefits	-	225	225
Purchased Property Services	-	1,913	1,913
Other Operating Costs	-	237	237
Supplies	-	164	164
Total Proprietary Fund Function - Swimming	-	7,596	7,596
Proprietary Fund Function - Restaurant & Bar			
Personnel Services - Salaries and Wages	-	164,733	164,733
Personnel Services - Employee Benefits	-	24,885	24,885
Purchased Property Services	-	6,652	6,652
Other Operating Costs	-	22,163	22,163
Supplies	-	109,550	109,550
Total Proprietary Fund Function - Restaurant & Bar	-	327,983	327,983
Depreciation	177,377	46,028	223,405
Total Operating Expenses	1,036,704	951,925	1,988,629
Operating Income (Loss)	309,741	(20,973)	288,768
<b>NONOPERATING REVENUES (EXPENSES):</b>			
Investment Earnings	1,634	56	1,690
Interest Expense - Non-Operating	-	(4,526)	(4,526)
Total Nonoperating Revenue (Expenses)	1,634	(4,470)	(2,836)

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
 STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION  
 PROPRIETARY FUNDS  
 FOR THE YEAR ENDED SEPTEMBER 30, 2017

EXHIBIT D-2  
**DRAFT**

	Business-Type Activities - Enterprise Funds		
	Public Works Fund	Recreation Fund	Total Enterprise Funds
Income (Loss) Before Transfers	311,375	(25,443)	285,932
Non-Operating Transfers In	-	93,000	93,000
Transfers Out (Use)	(285,605)	(29,500)	(315,105)
Change in Net Position	25,770	38,057	63,827
Total Net Position - October 1 (Beginning)	4,089,075	98,785	4,187,860
Total Net Position - September 30 (Ending)	\$ 4,114,845	\$ 136,842	\$ 4,251,687

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

EXHIBIT D-3 (Cont'd)  
**DRAFT**

	Business-Type Activities		
	Public		Total
	Works Fund	Recreation Fund	Enterprise Funds
<u>Cash Flows from Operating Activities:</u>			
Cash Received from User Charges	\$ 1,201,030	\$ 926,122	\$ 2,127,152
Cash Received from Other	116,951	4,830	121,781
Cash Payments to Employees for Services	(356,133)	(506,167)	(862,300)
Cash Payments for Suppliers	(49,844)	(141,618)	(191,462)
Cash Payments for Other Operating Expenses	(359,631)	(230,401)	(590,032)
Net Cash Provided by Operating Activities	<u>552,373</u>	<u>52,766</u>	<u>605,139</u>
<u>Cash Flows from Non-Capital Financing Activities:</u>			
Operating Transfer Out	(285,605)	63,500	(222,105)
<u>Cash Flows from Capital and Related Financing Activities:</u>			
Acquisition of Capital Assets	(132,360)	-	(132,360)
Capital Lease Payments	-	(53,361)	(53,361)
Interest Paid	-	(4,526)	(4,526)
Net Cash Provided by (Used for) Capital and Related Financing Activities	<u>(132,360)</u>	<u>(57,887)</u>	<u>(190,247)</u>
<u>Cash Flows from Investing Activities:</u>			
Interest and Dividends on Investments	1,634	56	1,690
Net Increase in Cash and Cash Equivalents	136,042	58,435	194,477
Cash and Cash Equivalents at the Beginning of the Year	<u>406,092</u>	<u>447</u>	<u>406,539</u>
Cash and Cash Equivalents at the End of the Year	<u>\$ 542,134</u>	<u>\$ 58,882</u>	<u>\$ 601,016</u>

CITY OF MEADOWLAKES, TEXAS  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

EXHIBIT D-3  
**DRAFT**

	Business-Type Activities		
	Public		Total
	Works Fund	Recreation Fund	Enterprise Funds
<u>Reconciliation of Operating Income (Loss) to Net Cash</u>			
<u>Provided By Operating Activities:</u>			
Operating Income (Loss)	\$ 309,741	\$ (20,973)	\$ 288,768
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:			
Depreciation	177,377	46,028	223,405
Effect of Increases and Decreases in Current Assets and Liabilities:			
Decrease (Increase) in Receivables	(28,464)	-	(28,464)
Decrease (Increase) in Inventories	13,518	(374)	13,144
Decrease (Increase) in Prepaid Expenses	641	(38,944)	(38,303)
Increase (Decrease) in Accounts Payable	51,550	20,904	72,454
Increase (Decrease) in Wages Payable	11,673	20,424	32,097
Increase (Decrease) in Compensated Absences	2,632	(5,854)	(3,222)
Decrease (Increase) in Due to Due From Other Funds	(2,987)	43,980	40,993
Increase (Decrease) in Pension Asset	12,267	(7,381)	4,886
Increase (Decrease) in Other Current Liabilities	4,425	1,648	6,073
Decrease (Increase) in Other Assets	-	(6,533)	(6,533)
Increase (Decrease) in Intergovernmental Payable	-	(1,229)	(1,229)
Increase (Decrease) in Unearned Revenue	-	1,070	1,070
Net Cash Provided by Operating Activities	<u>\$ 552,373</u>	<u>\$ 52,766</u>	<u>\$ 605,139</u>

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
 NOTES TO THE FINANCIAL STATEMENTS  
 SEPTEMBER 30, 2017

NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of Meadowlakes, Texas conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

- A. Reporting Entity - The Mayor and City Council is the level of government which has governance responsibilities over all activities within the jurisdiction of the City of Meadowlakes. The City is not included in any other governmental "reporting entity" as defined in Section 2100, Codification of Governmental Accounting and Financial Reporting Standards, since the Mayor and Aldermen are elected by the public and have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

On March 1, 2007, the Meadowlakes Municipal Utility District was annexed into the City. The City has assumed all the assets, liabilities and debt obligations of the District as of that date and the District was abolished.

Hidden Falls Golf Club – Public Facilities Corporation - On October 1, 2009 the City established The Meadowlakes Public Facility Corporation (the Corporation) under the Public Facility Corporation Act Chapter 303 (the Act) of the Texas Local Government Code. The Corporation is legally separate from the City, but the City appoints all of the board members and has the ability to remove those board members at will. The Corporation is empowered with responsibility and authority to finance and manage retail operations and maintenance of the City owned Municipal Golf Complex (MGC). Since the Corporation is financially accountable to the City, it is treated as a component unit of the City and is reported as part of the overall financial reporting entity of the City.

As of October 1, 2016 the Meadowlakes Public Facility Corporation was no longer operating the City owned Municipal Golf Complex. The Corporation has not been dissolved but it no longer has any operations.

B. Government-Wide and Fund Financial Statements

The Statement of Net Position and the Statement of Activities are government-wide financial statements. They report information on all of the City of Meadowlakes nonfiduciary activities with most of the interfund activities removed. *Governmental activities* include programs supported primarily by taxes, sales tax, franchise tax, municipal court fines, charges for services and other miscellaneous revenues. *Business-type activities* include operations that rely to a significant extent on fees and charges for services.

The Statement of Activities demonstrates how other people or entities that participate in programs the City operates have shared in the payment of the direct costs. The "charges for services" column includes payments made by parties that purchase, use, or directly benefit from goods or services provided by a given function or segment of the City.

Interfund activities between governmental funds appear as due to/due froms on the Governmental Fund Balance Sheet and as other resources and other uses on the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balance. All interfund transactions between governmental funds are eliminated on the government-wide statements. Interfund activities between governmental funds and fiduciary funds remain as due to/due froms on the government-wide Statement of Activities.

The fund financial statements provide reports on the financial condition and results of operations for two

fund categories - governmental and proprietary. The City considers some governmental funds major and reports their financial condition and results of operations in a separate column.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All other revenues and expenses are nonoperating.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements use the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements use the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities and fund balances are included on the balance sheet. Operating statements of these funds present net increases and decreases in current assets (i.e. revenues and other financing sources and expenditures and other financing uses).

The modified accrual basis of accounting recognizes revenues in the accounting period in which they become both measurable and available, and it recognizes expenditures in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest and principal on long-term debt, which is recognized when due. The expenditures related to certain compensated absences and claims and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources. The City considers all revenues available if they are collectible within 60 days after year end.

Revenues from local sources consist primarily of property taxes. Property tax revenues are recognized under the "susceptible to accrual" concept; that is, when they are both measurable and available. The City considers them "available" if they will be collected within 60 days of the end of the fiscal year. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned, since they are both measurable and available.

Grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant. Accordingly, when such funds are received, they are recorded as deferred revenues until related and authorized expenditures have been made. If balances have not been expended by the end of the project period, grantors sometimes require the City to refund all or part of the unused amount.

D. Fund Accounting

The City reports the following major governmental funds:

1. **The General Fund** - The general fund is the City's primary operating fund. It accounts for all financial resources except those required to be accounted for in another fund.
2. **The Debt Service Fund** - The City accounts for resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds in a debt service fund.

Proprietary Fund:

1. **Public Works Fund** - The City accounts for the sales and related costs of its water, sewer utility operations, and sanitation in the Public Works Fund.

- 2. **Recreation Fund** – The City accounts for golf course related assets and operations not accounted for in the General Fund or the MPFC, component unit, in the Recreation Fund.
- E. Assets, deferred outflows of resources, liabilities, deferred inflows of resources and net position

1. In the government-wide financial statements in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognized bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

2. Capital assets, which include land, buildings, furniture and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$5,000 and estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Buildings, furniture and equipment of the City are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Water & Sewer Plant & Facilities	30-50
Buildings and Improvements	30
Furniture	7-10
Machinery and Equipment	5-7
Automotive Equipment	3-5

Pursuant to GASB Statement Number 34, an extended period of deferral is available before the requirement to record and depreciate infrastructure assets (e.g., roads, bridges, and similar items) acquired before the implementation date becomes effective. Therefore, infrastructure assets acquired prior to October 1, 2001 have not yet been capitalized.

- 3. Vacation leave and sick leave is earned by each full-time employee. Vacation leave is earned at the rate of 10 days per year for employees with less than ten years of service, 15 days per year from ten to fifteen years of service and 20 days after fifteen years of service. Vacation leave must be taken within one year after it is earned. Sick leave is earned at a rate of 12 days per year but is not paid upon termination.
- 4. Beginning with fiscal year end September 30, 2011, the City implemented GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions." This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent. The following classifications describe the relative strength of the spending constraints:

- Non-spendable fund balance – amounts that are not in non-spendable form (such as inventory) or are required to be maintained intact.
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance – amounts constrained to specific purposes by the City itself, using its highest level of decision-making authority (i.e. City Council). To be reported as committed, amounts cannot be used for any other purpose unless the City takes the same highest level action to remove or change the constraint.
- Assigned fund balance – amounts the City intends to use for a specific purpose. Intent can be expressed by the City Council or by an official or body to which the City Council delegates the authority.
- Unassigned fund balance – amounts that are available for any purpose. Positive amounts are reported only in the general fund.

The City Council establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as for special incentives). Assigned fund balance is established by the City Council through adoption or amendment of the budget as intended for specific purpose (such as the purchase of fixed assets, construction, debt service, or other purposes).

5. Implementation of GASB Accounting Standard:

The City has implemented GASB Statement NO. 63, *Financial Reporting of Deferred Outflow of Resources, Deferred Inflows of Resources, and Net Position* as well as GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*. Under GASB 63 and 65, amounts previously reported as deferred charges as a part of total assets and deferred amounts from refunded debt have been reported in a separate section as deferred outflows of resources and amounts previously reported as deferred revenue as a part of total liabilities have been reported in a separate section as deferred inflows of resources.

6. When the City incurs an expense for which it may use either restricted or unrestricted assets, it uses the restricted assets first whenever they will have to be returned if they are not used.
7. The original budget is adopted by the City Council prior to the beginning of the fiscal year through passage of an ordinance. The budget includes proposed expenditures and the means of financing them.

Budgeted amounts for expenditures from the various funds may not exceed the beginning balances of those funds plus the anticipated revenues for the fiscal year. The final amended budget has been presented in this report. Unencumbered appropriations lapse at the end of each year.

8. Pensions. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.
9. The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE II. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Deposits and Investments

The funds of the City must be deposited and invested under the terms of a contract, contents of which are set out in the **Depository Contract Law**. The depository bank places approved pledged securities for safekeeping and trust with the City's agent bank in an amount sufficient to protect City funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit Insurance Corporation ("FDIC") insurance.

At September 30, 2017, the carrying amount of the City's deposits was \$544,973 and the bank balance was \$581,741. The City's cash deposits held at September 30, 2017 and during the year ended September 30, 2017 were entirely covered by FDIC insurance or by pledged collateral held by the City's agent bank in the City's name.

The **Public Funds Investment Act** (Government Code Chapter 2256) contains specific provisions in the areas of investment practices, management reports and establishment of appropriate policies. Among other things, it requires the City to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, (8) investment staff quality and capabilities, (9) and bid solicitation preferences for certificates of deposit. Statutes authorize the City to invest in (1) obligations of the U.S. Treasury, certain U.S. agencies, and the State of Texas; (2) certificates of deposit, (3) certain municipal securities, (4) money market savings accounts, (5) repurchase agreements, (6) bankers acceptances, (7) mutual funds, (8) investment pools, (9) guaranteed investment contracts, (10) and common trust funds. The Act also requires the City to have independent auditors perform test procedures related to investment practices as provided by the Act. The City is in substantial compliance with the requirements of the Act and with local policies.

The City's temporary investments at September 30, 2017, are shown below:

<u>Name</u>	<u>Carrying Amount</u>	<u>Market Value</u>	<u>FDIC Coverage</u>	<u>Pledged Securities</u>
Certificates of Deposit -				
Governmental Activities:				
First State Bank of Central Texas	\$242,306	\$242,306	-0-	\$242,306
Business-Type Activities:				
First State Bank of Central Texas	\$252,427	\$252,427	-0-	\$252,427

Policies Governing Deposits and Investments

In compliance with the Public Funds Investment Act, the City has adopted a deposit and investment policy. That policy does address the following risks:

**Custodial Credit Risk - Deposits:** This is the risk that in the event of bank failure, the City's deposits may not be returned to it. The City was not exposed to custodial credit risk since its deposits at year-end were covered by depository insurance or by pledged collateral held by the City's agent bank in the City's name.

**Custodial Credit Risk - Investments:** This is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investments (certificates of deposit) were secured by FDIC insurance and pledged securities.

Other Credit Risk: There is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. At September 30, 2017, the City was not exposed to concentration of credit risk, interest rate risk or foreign currency risk.

**B. Property Taxes**

Property taxes are levied by October 1 and are delinquent if not paid before February 1 of the year following the year in which imposed. On January 1 of each year, a tax lien attaches to the property to secure the payment of all taxes, penalties and interest ultimately imposed. Property tax revenues are considered available when they become due or past due and receivable within the current period.

The City contracted with the Burnet County Appraisal District for the appraisal and collection of taxes. For the 2016 tax roll, the assessed valuation was \$220,403,333. The tax rate was \$.1588 for maintenance and operations and \$.1598 for interest and sinking. The total tax rate was \$.3186 per \$100 valuation.

**C. Restricted Assets**

Restricted assets represent cash that has been set aside in the Debt Service Fund for future payment of the long-term debt.

**D. Land, Structures and Equipment-Enterprise Funds**

A summary of changes in fixed assets for the enterprise funds appears below:

	Balance 10/1/16	Additions	Deletions	Balance 9/30/17
Land	\$ 42,334	\$	\$	\$ 42,334
Infrastructure	6,098,997	120,360		6,219,357
Buildings	411,659			411,659
Improvements	343,281			343,281
Machinery and Equipment	665,835	12,000		677,835
Totals	\$ 7,562,106	\$ 132,360	\$ -	\$ 7,694,466
Accumulated Depreciation	(3,604,337)	(223,405)		(3,827,742)
Fixed Assets, Net	\$ 3,957,769	\$ (91,045)	\$ -	\$ 3,866,724

**E. Capital Asset Activity**

Capital asset activity for the City for the year ended September 30, 2017, was as follows:

	Primary Government			
	Beginning Balance	Additions	Retirements	Ending Balance
Governmental Activities:				
Land	\$ 1,851,301	\$	\$	\$ 1,851,301
Buildings	1,201,683			1,201,683
Improvements	205,724			205,724
Machinery and Equipment	170,908			170,908
Construction in Progress	-	-	-	-
Totals	3,429,616	-	-	3,429,616
Accumulated Depreciation	(565,944)	(58,045)		(623,989)
Capital Assets, Net	\$ 2,863,672	\$ (58,045)	\$ -	\$ 2,805,627

Depreciation expense was charged to governmental functions as follows:  
 General Government

\$	58,045
\$	<u>58,045</u>

**F. Operating Lease**

On August 11, 2016 the City entered into an equipment lease agreement with PNC Equipment Finance, LLC for a golf cart fleet. The lease is for (18) monthly payments of \$2,717 beginning September 11, 2016.

**G. Changes in Long-Term Liabilities**

A summary of changes in long-term debt for the year ended September 30, 2017 follows:

Description	Interest Rate	Amounts Original Issue	Interest Paid	Amounts Outstanding 10/1/16	Additions	Deletions	Amounts Outstanding 9/30/17	Due in One Year
<b>Governmental Activities:</b>								
<u>Bonds Payable</u>								
General Obligation								
Refunding Bond - Series 2013	2.05%	\$ 3,340,000	\$ 57,297	\$ 2,795,000	\$	\$ (385,000)	\$ 2,410,000	\$ 385,000
Compensated Absences	N/A	N/A	N/A	117,005	1,144	(109,369)	8,780	N/A
<b>Total</b>		<u>\$ 3,340,000</u>	<u>\$ 57,297</u>	<u>\$ 2,912,005</u>	<u>\$ 1,144</u>	<u>\$ (494,369)</u>	<u>\$ 2,418,780</u>	<u>\$ 385,000</u>

Description	Interest Rate	Amounts Original Issue	Interest Paid	Amounts Outstanding 10/1/16	Additions	Deletions	Amounts Outstanding 9/30/17	Due in One Year
<b>Business-Type Activities:</b>								
<u>Other Long-Term Debt</u>								
Note Payable								
Meadowlakes POA	2.50%	\$ 300,000	\$ 1,505	\$	\$	\$	\$	\$
Meadowlakes POA	2.25%	223,112	3,586	191,220		(43,366)	147,854	44,350
Meadowlakes POA		50,000	773	29,040		(10,014)	19,026	10,241
Compensated Absences	N/A	N/A	N/A	9,212	11,652		20,864	N/A
<b>Total</b>		<u>\$ 573,112</u>	<u>\$ 5,864</u>	<u>\$ 229,472</u>	<u>\$ 11,652</u>	<u>\$ (53,380)</u>	<u>\$ 187,744</u>	<u>\$ 54,591</u>

**H. Revenue Bonds and Certificates of Obligation**

The City issued \$1,225,000 General Obligation Refunding Bonds, Series 2008 for the purpose of providing funds to refund the outstanding Revenue Notes, Series 2001 (\$1,210,000). These bonds were called and were redeemed on March 12, 2008 by depositing \$1,220,000 into an escrow account. The Series 2001 notes have been defeased and removed as a liability of the City. The Series 2008 bonds mature on March 1, in each of the years 2009 through 2013, bearing interest at 3.5%. The financial gain on these refunding bonds is \$66,028 and the economic gain is \$71,180.

The City issued \$3,600,000 Combination Tax and Revenue Certificates of Obligation – Series 2008 for purchase of real property (golf course) and repair, rehabilitation and renovation of such real property. The Certificates were issued at an interest rate of 4.8%. The Certificates are payable from and secured by an ad valorem tax levied on all taxable property in the City and further secured by and payable from a first lien on and pledge of the Net Revenues of the System.

The City issued \$3,340,000 General Obligation Refunding Bonds, Series 2013 for the purpose of providing funds to refund part of the outstanding Combination Tax & Revenue Certificates of Obligation Bonds, Series 2008. The refunded bonds consist of \$2,940,000 of Series 2008 bonds. These bonds were called and were redeemed on July 18, 2013 by depositing \$2,915,665 into an escrow account. The portions of the Series 2008 bonds have been defeased and have been removed as a liability of the City. The General Obligation Refunding Bonds, Series 2013 mature on September 1, in each year of the years 2013 through 2023, bearing interest at 2.050%. The financial gain on these refunding bonds was \$179,029 and the economic gain was \$163,435.

Debt service requirements are as follows:

<b>Governmental Activities:</b>			
Year Ended	Bonds Payable		
<u>September 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 385,000	\$ 49,405	\$ 434,405
2019	390,000	41,513	431,513
2020	395,000	33,517	428,517
2021	405,000	25,420	430,420
2022	415,000	17,117	432,117
2023	420,000	8,610	428,610
	<u>\$ 2,410,000</u>	<u>\$ 175,582</u>	<u>\$ 2,585,582</u>

I. Capital Lease

On July 29, 2014 the City's component unit, Meadowlakes Public Facility Corporation, entered into a capital lease-purchase agreement with Meadowlakes Property Owners Association for the purchase of a 4wd Diesel Tractor and a Trimax Snake Mowing attachment. The capital lease is payable in (60) monthly payments of \$881.87 (including interest at 2.25%). As of October 1, 2016 the component unit ceased to operate and the City assumed the debt.

On October 1, 2015 the City entered into a capital lease-purchase agreement with Meadowlakes Property Owners Association for the purchase of equipment. The capital lease is payable in (20) quarterly payment of \$11,826 (including interest at 2.25%).

A summary of the future minimum lease payments under the lease along with the present value of the minimum lease payments as of September 30, 2017 follows:

Year Ended		
<u>September 30</u>		
2018	\$	57,886
2019		56,198
2020		47,305
2021		11,827
Total Minimum Lease Payments	\$	<u>173,216</u>
Less Amount Representing Interest		<u>6,336</u>
Present Value of Lease Payments	\$	<u><u>166,880</u></u>

J. Retirement Plan

The City joined the Texas Municipal Retirement System on March 1, 2007 upon the annexation of the Meadowlakes Municipal Utility District.

Plan Description

The City of Meadowlakes, Texas participates as one of 872 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) that can be obtained at [www.tmr.com](http://www.tmr.com).

All eligible employees of the city are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the city, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the city-financed monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payments options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Plan provisions for the City were as follows:

	Plan Year 2015	Plan Year 2016
Deposit Rate:	7%	7%
Matching Ratio (City to Employee):	1 to 1	1 to 1
Years required for vesting	5 yrs	5 yrs
Service retirement eligibility (expressed as age/years of service)	60/5, 0/20	60/5, 0/20
Updated Service Credit	0%	0%
Annuity Increase (to retirees)	0% of CPI	0% of CPI

***Employees covered by benefit terms.***

At the December 31, 2016 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	1
Inactive employees entitled to but not yet receiving benefits	9
Active employees	19
	29

Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the city matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the city. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially

determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City of Meadowlakes, Texas were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the City of Meadowlakes, Texas were 1.30% and 2.28 in calendar years 2016 and 2017, respectively. The city's contributions to TMRS for the year ended September 30, 2017, were \$14,942, and were equal to the required contributions.

Net Pension Asset

The city's Net Pension Asset (NPA) was measured as of December 31, 2016, and the Total Pension Asset (TPA) used to calculate the Net Pension Asset was determined by an actuarial valuation as of that date.

**Actuarial assumptions:**

The Total Pension Asset in the December 31, 2016 actuarial valuation was determined using the following actuarial assumptions:

Inflation 2.5% per year

Overall payroll growth 3.0% per year

Investment Rate of Return 6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Table, with male rates multiplied by 109% and female rates multiplied by 103%. Based on the size of the city, rates are multiplied by a factor of 95%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Disabled Retiree Mortality Table is used, with slight adjustments.

Actuarial assumptions used in the December 31, 2016, valuation were based on the results of actuarial experience studies. The experience study in TMRS was for the period December 31, 2010 through December 31, 2014, first used in the December 31, 2015 valuation. Healthy post-retirement mortality rates and annuity purchase rates were updated based on a Mortality Experience Investigation Study covering 2009 through 2011, and dated December 31, 2013. These assumptions were first used in the December 31, 2013 valuation, along with a change to the Entry Age Normal (EAN) actuarial cost method. Assumptions are reviewed annually. No additional changes were made for the 2016 valuation.

The long-term expected rate of return on pension plan investments is 6.75%. The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the TMRS Board of Trustees. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Domestic Equity	17.5%	4.55%
International Equity	17.5%	6.10%
Core Fixed Income	10.0%	1.00%
Non-Core Fixed Income	20.0%	3.65%
Real Return	10.0%	4.03%
Real Estate	10.0%	5.00%
Absolute Return	10.0%	4.00%
Private Equity	5.0%	8.00%
Total	100.0%	

### Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

	Increase/(Decrease)		
	Total Pension Liability	Fiduciary Net Position	Net Pension Liability/(Asset)
	(a)	(b)	(a)-(b)
Balances as of December 31, 2015	\$ 419,344	\$ 410,629	\$ 8,715
Changes for the year:			
Service cost	73,961		73,961
Interest	29,666		29,666
Changes of Benefit Terms			-
Difference between Expected and Actual Experience	(33,198)		(33,198)
Changes in Assumptions			-
Contributions - Employer		10,383	(10,383)
Contributions - Employee		55,910	(55,910)
Net investment income		27,644	(27,644)
Benefit Payments, Including Refunds of Employee Contributions	(33,655)	(33,655)	-
Administrative Expense		(313)	313
Other Changes		(17)	17
	-	-	-
Net Changes	36,774	59,952	(23,178)
Balances as of December 31, 2016	\$ 456,118	\$ 470,581	\$ (14,463)

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

1% Decrease 5.75%	Current Single Rate Assumption 6.75%	1% Increase 7.75%
\$ 52,794	\$ (14,463)	\$ (69,482)

***Pension Plan Fiduciary Net Position***

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the Internet at [www.tmrs.com](http://www.tmrs.com).

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2017, the City recognized pension expense of \$23,905.

At September 30, 2017 the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Inflows of Resources	Deferred Outflows of Resources
Differences between expected and actual experience	\$ 37,075	\$ 13,347
Changes of assumptions	-	9,467
Net difference between projected and actual earnings	-	17,675
Contributions made subsequent to measurement date	-	12,506
Total	\$ 37,075	\$ 52,995

\$12,506 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability for the year ending September 30, 2018. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	
2017	\$ 1,684
2018	1,784
2019	6,177
2020	(6,231)
2021	-
Thereafter	-
Total	\$ 3,414

K. Supplemental Death Benefits Fund

The City also participates in the cost sharing multiple-employer defined benefit group-term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The death benefit for active employees provides a lump-sum payment approximately equal to the employee’s annual salary (calculated based on the employee’s actual earnings, for the 12-month period preceding the month of death); retired employees are insured for \$7,500; this coverage is an “other postemployment benefit,” or OPEB.

Contributions

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to pre-fund retiree term life insurance during the employees’ entire careers.

The City’s contributions for the TMRS SDBF for the years ended 2017, 2016 and 2015 were \$1,226, \$1,197 and \$580, respectively, which equaled the required contributions each year.

L. Interfund Transfers

During the year ended September 30, 2017, the City's transfers between funds consisted of:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Recreation Fund	\$ 40,827
General Fund	Utility Fund	166
Utility Fund	Recreation Fund	3,153
Total		<u>\$ 44,146</u>

	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	\$ 133,105	\$ 1,000
Debt Service Fund	90,000	
Enterprise Funds:		
Utility Fund		285,605
Recreation Fund	93,000	29,500
Totals	<u>\$ 316,105</u>	<u>\$ 316,105</u>

M. Employee Insurance Benefits

All regular full time employees of the City are eligible for coverage under the group hospitalization, medical and life insurance program provided by the City through the TML Intergovernmental Benefits Pool. The City pays the premium for eligible employees and employees, at their option, may authorize payroll withholdings to pay premiums for eligible family members.

N. Cash Flows Statement - Supplemental Disclosures

Since the City is tax exempt no income tax was paid in 2016 and 2017. The City paid interest in the amount of \$5,864 in 2016 and \$4,526 in 2017.

O. Excess of Expenditures over Appropriations

Expenditures in the General Fund budget line item function Traffic Control exceeded appropriations. Expenditures in total did not exceeded appropriations.

P. Risk Management

The City's risk management program includes coverage for property, general liability, automobile liability, public officials' liability and employee dishonesty bonds. The City participates in the Texas Municipal League joint self-insurance fund, which is a public entity risk pool. The premiums paid to TML result in the transfer of risk to the pool.

R. Subsequent Event

The City has evaluated subsequent events through February 27, 2018, the date which the financial statements were available to be issued. The City is not aware of any subsequent events that materially impact the financial statements.

DRAFT

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF MEADOWLAKES, TEXAS  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2017

	Budgeted Amounts		Actual Amounts (GAAP BASIS)	Variance With Final Budget Positive or (Negative)
	Original	Final		
<b>REVENUES:</b>				
Taxes:				
Property Taxes	\$ 352,400	\$ 352,400	\$ 351,827	\$ (573)
Franchise Tax	75,200	75,200	54,023	(21,177)
Other Taxes	1,300	1,300	1,422	122
Licenses and Permits	5,250	4,250	5,350	1,100
Fines	4,000	4,000	3,367	(633)
Investment Earnings	600	600	1,328	728
Other Revenue	2,300	3,300	4,104	804
Total Revenues	441,050	441,050	421,421	(19,629)
<b>EXPENDITURES:</b>				
Current:				
General Government	408,805	407,305	377,553	29,752
BCAD	12,100	12,600	11,594	1,006
Ordinance Enforcement/Public Safety	95,325	95,325	85,970	9,355
Traffic Control	15,470	15,470	18,322	(2,852)
Municipal Court	10,750	10,750	9,755	995
Animal Control	9,800	10,800	9,342	1,458
Total Expenditures	552,250	552,250	512,536	39,714
Excess (Deficiency) of Revenues Over (Under) Expenditures	(111,200)	(111,200)	(91,115)	20,085
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers In	133,555	133,555	133,105	(450)
Transfers Out (Use)	(22,355)	(1,000)	(1,000)	-
Total Other Financing Sources (Uses)	111,200	132,555	132,105	(450)
Net Change	-	21,355	40,990	19,635
Fund Balance - October 1 (Beginning)	370,622	370,622	370,622	-
Fund Balance - September 30 (Ending)	\$ 370,622	\$ 391,977	\$ 411,612	\$ 19,635

The notes to the financial statements are an integral part of this statement.

CITY OF MEADOWLAKES, TEXAS  
 SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS  
 TEXAS MUNICIPAL RETIREMENT SYSTEM  
 SEPTEMBER 30, 2017

DRAFT

EXHIBIT G-2

	FY 2017 Plan Year 2016	FY 2016 Plan Year 2015	FY 2015 Plan Year 2014
<b>A. Total Pension Liability</b>			
Service Cost	\$ 73,961	\$ 48,690	\$ 40,640
Interest (on the Total Pension Liability)	29,666	24,109	22,277
Changes of Benefit Terms	-0-	-0-	-0-
Difference between Expected and Actual Experience	(33,198)	22,217	(26,644)
Changes of Assumptions	-0-	15,757	-0-
Benefit Payments, including refunds of employee contributions	(33,655)	(22,995)	(5,259)
Net change in Total Pension Liability	\$ 36,774	\$ 87,778	\$ 31,014
Total Pension Liability - Beginning	419,344	331,566	300,552
Total Pension Liability - Ending	\$ 456,118	\$ 419,344	\$ 331,566
<b>B. Total Fiduciary Net Position</b>			
Contributions - Employer	\$ 10,383	\$ 8,033	\$ 5,271
Contributions - Employee	55,910	38,512	32,651
Net Investment Income	27,644	571	19,188
Benefit Payments, including refunds of employee contributions	(33,655)	(22,995)	(5,259)
Administrative Expense	(313)	(348)	(200)
Other	(17)	(17)	(16)
Net Change in Plan Fiduciary Net Position	\$ 59,952	\$ 23,755	\$ 51,635
Plan Fiduciary Net Position - Beginning	410,629	386,874	335,239
Plan Fiduciary Net Position - Ending	\$ 470,581	\$ 410,629	\$ 386,874
<b>C. Net Pension Liability</b>	\$ (14,463)	\$ 8,715	\$ (55,308)
<b>D. Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</b>	103.17%	97.92%	116.68%
<b>E. Covered Employee Payroll</b>	\$ 798,720	\$ 550,170	\$ 466,448
<b>F. Net Pension Liability as a Percentage of Covered Employee Payroll</b>	(1.81%)	1.58%	(11.86%)

Note: GASB 68, Paragraph 46, a and b requires that the data in this schedule be presented for the time period covered by the measurement date rather than the governmental entity's current fiscal year.

Note: Only three years of data are presented in accordance with GASBS #68, paragraph 138. "The information for all periods for the 10-year schedules that are required to be presented as required supplementary information may not be available initially. In these cases, during the transition period, that information should be presented for as many years as are available. The schedules should not include information that is not measured in accordance with the requirements of this Statement."

CITY OF MEADOWLAKES, TEXAS  
 SCHEDULE OF CONTRIBUTIONS  
 TEXAS MUNICIPAL RETIREMENT SYSTEM  
 SEPTEMBER 30, 2017

DRAFT EXHIBIT G-3

	2017	2016	2015
Actuarially Determined Contribution	\$ 14,942	\$ 11,087	\$ 6,391
Contributions in Relation to the Actuarially Determined Contributions	14,942	11,087	6,391
Contribution Deficiency (Excess)	\$ -0-	\$ -0-	\$ -0-
Covered Employee Payroll	\$ 743,196	\$ 826,357	\$ 466,573
Contributions as a Percentage of Covered Employee Payroll	2.01%	1.35%	1.37%

Note: GASB 68, Paragraph 81 requires that the data in this schedule be presented as of the governmental entity's respective fiscal years as opposed to the time periods covered by the measurement dates ending December 31 for the respective fiscal years.

Note: In accordance with GASB 68, Paragraph 138, the years of data presented this reporting period are those for which data is available. "The information for all periods for the 10-year schedules that are required to be presented as required supplementary information may not be available initially. In these cases, during the transition period, that information should be presented for as many years as are available. The schedules should not include information that is not measured in accordance with the requirements of this Statement."

**Valuation Date:**

Notes Actuarially determined contribution rates are calculated as of December 31, and become effective in January 13 months later.

**Methods and assumptions used to determine contribution rates:**

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	25 years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.5%
Salary Increases	3.5% to 10.5% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based tables of rates that are specific to the City's plan of benefits. Last updated for the 2015 valuation pursuant to an experience study of the period 2010-2014
Mortality	RP-2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB

**Other Information:**

Notes There were no benefit changes during the year.

*NEFFENDORF & KNOPP, P.C.*  
*Certified Public Accountants*

P.O. BOX 874 · 736 S. WASHINGTON ST.  
FREDERICKSBURG, TEXAS 78624-0874  
(830) 997-3348

FAX: (830) 997-3333  
Email: nkhd@austin.rr.com

DRAFT

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER  
TEXAS SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

February 27, 2018

Honorable Mayor and Aldermen  
City of Meadowlakes, Texas  
Meadowlakes, TX 78654

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Meadowlakes, Texas for the year ended September 30, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 31, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Meadowlakes, Texas are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended September 30, 2017. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated February 27, 2018.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

### Prior Year Recommendations

#### Budget Amendments

Expenditures in the General Fund budget line item function Traffic Control exceeded appropriations. Expenditures did not exceed appropriations in total. We again recommend the City monitor the budget and make the appropriate budget amendments.

#### Restriction on Use

This information is intended solely for the use of the City Council and management of City of Meadowlakes and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

NEFFENDORF & KNOPP, P.C.  
Fredericksburg, Texas

**City of Meadowlakes**

# Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #7-D

**DATE:** March 9, 2018

**REFERENCE:** Resolution 2018-03-  
Investment Policy

**Council Meeting Date:** March 20<sup>th</sup>, 2018

**AGENDA ITEM:** Agenda Item #7-D-Resolution 2018-03-Adoption of Investment Policy

**FROM:** Johnnie Thompson, City Manager

---

**SUBJECT:**

Texas Government Code 2256, which is commonly referenced as the “Public Funds Investment Act” (Act) requires the City to review and adopt an investment policy annually. It must contain policy and procedures for the investment of City funds. Currently we only invest in CD’s.

Attached, please find Resolution 2018-03, which has the investment attached as Exhibit “A”. The policy is essentially a boilerplate policy that many cities have adopted with a few changes to meet their specific requirements. The proposed policy is identical to our current one with a few grammatical corrections. Our policy is considerably more restrictive than it could be, the Act allows investments in a wide range of securities, bonds and notes, however, basically the only investment authorized is CD’s and government-backed investment pools.

**RECOMMENDATION:**

I would recommend the adoption of Resolution 2018-03 which adopts the City’s “Investment Policy.”

# City of Meadowlakes

## RESOLUTION 2018-03

March 20, 2018

**A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, RE-ADOPTING THE CITY OF MEADOWLAKES INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 2256 of the Government Code, commonly known as the "Public Funds Investment Act," requires the city to adopt an investment policy by rule, order, ordinance, or resolution; and

**WHEREAS**, said Code requires the governing body of an investing entity to review its investment policy and investment strategies not less than annually;

**WHEREAS**, the Public Funds Investment Act requires the treasurer; the chief financial officer, if not the treasurer; and the investment officer of the city attend investment training; and

**WHEREAS**, State law and City of Meadowlakes Investment Policy require annual review by the City Council and

**WHEREAS**, the City of Meadowlakes has previously appointed the City Manager as the Investment Officer of the city; and

**WHEREAS**, the City of Meadowlakes has approved investment training courses sponsored by the Texas Municipal League, the Government Finance Officers Association of Texas, the Government Treasurer's Organization of Texas, the Association of Public Treasurers of the United States and Canada, the University of North Texas Center for Public Management, the Texas State University, and the Houston-Galveston Council of Governments; and

**WHEREAS**, the investment officer of the City has attended investment training courses as required by said Code; and

**WHEREAS**, the City Council has reviewed the attached investment policy and investment strategy, and the incorporated revisions comply with the Public Funds Investment Act, as amended, authorize the investments of city funds in safe and prudent investments.

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

- Section 1. That the City of Meadowlakes has complied with the requirements of the Public Funds Investment Act, and the Investment Policy, as amended, attached hereto as "Exhibit A," is hereby adopted as the investment policy of the city effective upon passage.
- Section 2. That the City Council of the City of Meadowlakes has completed its review of the investment policies and investment strategies and any changes made to said policy is recorded in Exhibit "A" hereto.
- Section 3. That all provisions of the resolution of the City of Meadowlakes, Texas in conflict with the provisions of this resolution are, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this resolution
- Section 4. It is hereby declared to be the intention of the City Council of the City of Meadowlakes, Texas that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by a valid judgment or decree of any court or competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.
- Section 5. This resolution shall take effect immediately from and after its passage.
- Section 6. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act.

(Execution page follows)

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Meadowlakes  
this the 20<sup>th</sup> day of March, 2018.

**CITY OF MEADOWLAKES**

---

Mary Ann Raesener, Mayor

**ATTEST:**

---

Evan Bauer, City Secretary

# INVESTMENT POLICY

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## City of Meadowlakes

Approved: March 20, 2018

DRAFT

**Contents**

**I. POLICY STATEMENT ..... 2**

**II. SCOPE ..... 2**

**III. OBJECTIVES AND STRATEGY..... 2**

**IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY..... 3**

**V. DELEGATION OF INVESTMENT AUTHORITY ..... 3**

**VI. STANDARD OF CARE ..... 4**

**VII. INTERNAL CONTROLS ..... 5**

**VIII. AUTHORIZED INVESTMENTS ..... 5**

**IX. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS..... 6**

**X. DIVERSIFICATION AND MATURITY LIMITATIONS ..... 6**

**XI. SAFEKEEPING AND COLLATERALIZATION..... 7**

**XII. PERFORMANCE EVALUATION AND REPORTING..... 8**

**XIII. DEPOSITORIES ..... 8**

**XIV. INVESTMENT POLICY ADOPTION BY COUNCIL ..... 8**

**XV. ADOPTING CLAUSE ..... 9**

**Attachment #1-Certification of Business Organization..... 10**

**Attachment #2-Broker/Dealer Questionnaire ..... 11**

# **CITY OF MEADOWLAKES INVESTMENT POLICY**

## **I. POLICY STATEMENT**

It is the policy of the City of Meadowlakes (City) that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the City and conforming to all applicable state statutes governing the investment of public funds.

The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. It is the intent of the City to be in complete compliance with local law and the Texas Public Funds Investment Act (the "Act"). The earnings from investments will be used in a manner that best serves the interests of the City.

## **II. SCOPE**

The Investment Policy applies to the investment and management of all funds under the direct control of the City of Meadowlakes.

- A. These funds are accounted for in the City's Annual Financial Report and include the following:
  - 1. The General Fund
  - 2. Capital Project Funds
  - 3. Enterprise Funds
  - 4. Debt Service Funds, including reserves and sinking funds to the extent not required by law or existing contract to be kept segregated and managed separately
  - 5. Any new fund created by the City unless specifically exempted from this policy by the City or by law

This Investment Policy shall apply to all transactions involving the financial assets and related activity of all preceding funds.

- B. Review and Amendment  
The City Council is required by state statute, and by this investment policy, to review this investment policy not less than annually and to adopt a resolution stating the review has been completed and record any changes made to the policy.

## **III. OBJECTIVES AND STRATEGY**

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high-grade government investments and high-grade money market

instruments is designed to assure the marketability of those investments should liquidity needs arise. To match anticipated cash flow requirements, the maximum weighted average maturity of the overall portfolio may not exceed six months.

A. Safety of Principal

Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to assure the preservation of capital in the overall portfolio.

B. Liquidity

The City's investment portfolio will be based on a cash flow analysis of needs and will remain sufficiently liquid to enable it to meet all operating requirements that can reasonably be anticipated.

C. Diversification

Diversification of the portfolio will include diversification by maturity date and market sector and will include the use of a number of broker/dealers for diversification and market coverage. Competitive bidding will be used for each sale and purchase.

D. Yield

The City's investment portfolio shall be designed with the objective of attaining at least a market rate of return, taking into account the City's risk constraints and the cash flow needs of the portfolio. "Market rate of return" shall be defined as the average yield of the current six months U.S. Treasury Bill.

- E. Effective cash management is recognized as essential to good fiscal management. Cash management is defined as a process of managing monies in order to ensure maximum cash availability. The City shall maintain a comprehensive cash management program which includes a prudent investment of its available cash, disbursement of payments in accordance with invoice terms, and the management of banking services.

#### **IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY**

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act") and the Public Funds Collateral Act, Chapter 2257, Texas Government Code, which specify collateral requirements for all public funds deposits. All investments will be made in accordance with these statutes.

#### **V. DELEGATION OF INVESTMENT AUTHORITY**

The City Manager, acting on behalf of the City, is designated as the Investment Officer of the City and is authorized to execute investment transactions on behalf of the City. The investment authority is granted to the Investing Officers, and is effective until rescinded by the Council.

The Investment Officer is responsible for investment management decisions, and activities. The Investment Officer is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with this Investment Policy. Procedures will include reference to safekeeping, including “Bond Market Master Repurchase Agreements” (as applicable), wire transfer agreements, banking service contracts, and other investment-related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established herein.

## **VI. STANDARD OF CARE**

### **A. Prudence**

The standard of prudence to be used in the investment function shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio.

The “prudent person” standard states that:

“Investments shall be made with judgment and care, under the circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived.”

### **B. Limitation of Personal Liability**

The Investment Officer and those who are the delegated investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accordance with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio, provided that deviations from expectations for a specific security’s credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

### **C. Ethics and Conflicts of Interest**

Officers and employees involved in the investment process shall refrain from personal activity that could conflict with the proper execution and management of the City’s

investment program, or that could impair their ability to make impartial investments decisions. Employees and investment officials shall disclose any material interest in financial institutions with which they conduct business. Disclosure shall be made to the City. They shall further disclose any personal financial/investment positions that could be related to the performance of the City's investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the City.

All participants in the investment process will seek to act responsibly as custodians of the public trust and will avoid any transactions that impair public confidence in the City.

## **VII. INTERNAL CONTROLS**

The Investment Officer shall establish a system of written internal controls which will be reviewed annually by the independent auditor of the City. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees of the City. All trade transactions shall be reviewed for compliance with the investment policy by a separate government official as assigned by procedures before the officer executing the trade.

Cash flow forecasting shall be utilized in consideration of investment of City funds in order to protect and sustain adequate cash flow for the operation of the City. Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes.

## **VIII. AUTHORIZED INVESTMENTS**

Acceptable investments under this policy shall be limited to the instruments listed below and as further described by the Public Funds Investment Act.

- A. Obligations of the United States Government, its agencies and instrumentalities, and government-sponsored enterprises, not to exceed two years to stated maturity, excluding collateralized mortgage obligations (CMO's).
- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas and under the terms of the written depository agreement with that bank, not to exceed one year to stated maturity.
- C. Repurchase agreement and reverse repurchase agreements as defined by the Act, not to exceed 180 days to stated maturity, provided an executed Bond Market Master Repurchase Agreement is on file with the City and the counterparty bank or primary dealer.
- D. No-load, SEC-registered money market funds, each approved specifically before use by the City.

- E. Constant dollar Texas Local Government Investment Pools as defined by the Public Funds Investment Act; and

If additional types of securities are approved by state statute for investment by public funds, they will not be eligible for investment by the City until this Investment policy has been amended and the amended version approved by the City Council.

#### Competitive Bidding Requirement

All securities, excluding certificates of deposit, shall be purchased or sold after three (3) offers/bids are taken to verify that the City is receiving fair market value/price for the investment. The Investment officer may purchase certificate of deposits without soliciting offers/bids when deemed economical feasible.

### **IX. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS**

All investments made by the City will be made through either the City's banking services bank or a primary dealer. A list of at least three broker/dealers will be maintained in order to assure competitive bidding.

Securities broker/dealers must meet certain criteria as determined by the Investment Officer. The following criteria must be met by those firms on the list:

- provision of an audited financial statement each year
- proof of certification by the National Association of Securities Dealers (NASD) and provision of CRD number
- proof of current registration with the State Securities Commission, and completion of a City questionnaire

Every broker/dealer and bank with which the City transacts business will be provided a copy of this Investment Policy to assure that they are familiar with the goals and objectives of the investment program. A representative of the firm will be required to return a signed certification stating that the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to the City.

### **X. DIVERSIFICATION AND MATURITY LIMITATIONS**

It is the policy of the City to diversify its investment portfolio. Invested funds shall be diversified to minimize risk or loss resulting from over-concentration of assets in a specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

<u>Security Type</u>	<u>Max % of Portfolio</u>
U.S. Treasury obligations	100%
U.S. Government agencies and instrumentalities not to exceed	50%

Fully insured or collateralized CDs	not to exceed 30%
Repurchase Agreements	100%
Money Market Funds	100%
For Bond Funds	80%
Local Government Investment Pools	
Liquidity Pools	100%
Maximum percent ownership of pool	not to exceed 20%
For Bond Funds	not authorized

The Investment Officer shall be required to diversify maturities. The Investment Officer, to the extent possible, will attempt to match investment with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. Unless matched to a specific requirement, the Investment Officer may not invest more than 20% of the portfolio for a period greater than one (1) year. Unless matched to a specific requirement, the Investment Officer may not invest any portion of the portfolio for a period greater than two (2) years.

## **XI. SAFEKEEPING AND COLLATERALIZATION**

### **Safekeeping**

The laws of the State and prudent treasury management require that all purchased securities, including repurchase agreements, be bought on a delivery versus payment basis and be held in safekeeping by either the City, an independent third party financial institution, or the City's designated banking services depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City.

All securities pledged to the City, certificates of deposit or demand deposits shall be held by an independent third party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank from which the securities are pledged.

### **Collateralization**

The City shall require full collateralization of all funds on deposit with a depository bank, other than investments. To anticipate market changes and provide a level of security for all funds small be collateralization at 102% of the market value of principal and accrued interest on the deposits or investments less any amounts insured by the FDIC. At its discretion, the City may require a higher level of collateralization for certain investments securities. Securities pledged as collateral shall be held by an independent third party.

The City shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities
- Direct obligations of the State of Texas or its agencies and instrumentalities
- Obligations of states, agencies, counties, cities, school districts and other political subdivisions of the State of Texas with investment quality by a nationally recognized rating firm of not less than “A” or its equivalent and with a remaining maturity of ten (10) years or less

## **XII. PERFORMANCE EVALUATION AND REPORTING**

The Investment Officer shall submit quarterly reports to the City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program and consistent with statutory requirements. All reports shall be in compliance with the Texas Public Funds Investment Act. Market prices for market evaluations will be obtained from an independent source.

## **XIII. DEPOSITORIES**

The City, as required by state law, must designate a banking institution as the City’s “primary” depository for the monies and funds of the City. Selection of the depository shall be based primarily on “solvency and stability” and secondly on the rate of interest available or cost of banking services compared to the return on investments. The depository shall be selected through a formalized bidding process in response to a City request for proposals outlining all services required. The depository service contract must be bid not less than every three (3) years. The depository contract may be extended for one additional three (3) term after the initial three year period. The designation of the “primary” depository does not preclude the City from entering into other depository contracts to provide a place to deposit the City’s funds and does not restrict the City to the depository bank for investment services.

## **XIV. INVESTMENT POLICY ADOPTION BY COUNCIL**

The City’s Investment Policy shall be adopted annually by resolution of the Council. The City’s investment policy shall be subject to revisions consistent with changing laws, regulations, and the needs of the City. The Council shall annually adopt by resolution stating that it has reviewed the policy and approving any changes or modifications.

(The remainder of this page intentionally left blank.)

**XV. ADOPTING CLAUSE**

This Investment Policy for the City of Meadowlakes, Burnet County, Texas was adopted by the adoption of Resolution 2018-03 on this the 20<sup>th</sup> day of March, 2018.

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

Attest:

\_\_\_\_\_  
Evan Bauer, City Secretary

# Attachment #1-Certification of Business Organization

## TEXAS PUBLIC FUNDS INVESTMENT ACT CERTIFICATION BY BUSINESS ORGANIZATION

This certification is executed and delivered to City of Meadowlakes (City) pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act"), in connection with investment transactions conducted between the City and \_\_\_\_\_ (the "Business Organization")

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter into an investment transaction with the City;
2. The undersigned Qualified Representative of such Business Organization has received and reviewed the investment policy of the City;
3. The Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the Business Organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent upon an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards.

\_\_\_\_\_  
Name of Business Organization

\_\_\_\_\_  
Signature of Qualified Representative

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

# Attachment #2-Broker/Dealer Questionnaire

City of Meadowlakes, Texas

## Broker/Dealer Questionnaire

<b>Firm:</b>	
<b>Date Established:</b>	
<b>Main Office:</b>	
<b>Representative:</b>	
<b>Primary Dealer?</b>	
<b>Qualified HU Business</b>	
<b>Publicly Traded? Which Exchange?</b>	
<b>Member NASD?</b>	
<b>SIPC Insured?</b>	
<b>Equity Position:</b>	
<b>Annual Revenues:</b>	
<b>Agency Selling Group Memberships:</b>	
<b>Pertinent Rankings:</b>	
<b>Representative Public Sector Clients:</b>	
<b>Revision Date of Investment Policy:</b>	
<b>Date Certification Received:</b>	

# City of Meadowlakes

## Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #7-E

**DATE:** March 14, 2018

**REFERENCE:** Controlling/regulating of unmanned aircraft (Drones) to capture images within the City.

**Council Meeting Date:** March 20<sup>th</sup>, 2018

**AGENDA ITEM:** Agenda Item #7-E- Controlling/regulating of unmanned aircraft (Drones) to capture images within the City.

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

Councilmembers Brown and Drummond requested this item be added to the agenda to discuss the possibility of controlling and/or regulating use of unmanned aircraft commonly called drones within the City to capture images.

The State of Texas has enacted several bills that regulate the use of drones within the State. I have provided a brief review of each below:

- SB840 allows telecommunications providers, law enforcement agencies and insurance companies to use drones to capture images as long as the operators are authorized by the FAA.
- HB1424 prohibits the use of drones over correctional, detention facilities and over certain sports venues.
- HB1643 adds allowable use for certain operations such as animal feeding and use if authorized by the property owner of certain oil and gas operations. It also prohibits local governmental entities from regulating drones except during special events or the use of a drone by the entity.

Please find below an excerpt from Texas Government Code that relates to the use of drones:

**Sec. 423.003. OFFENSE: ILLEGAL USE OF UNMANNED AIRCRAFT TO CAPTURE IMAGE.**

- (a) A person commits an offense if the person uses an unmanned aircraft to capture an image of an individual or privately owned real property in this state with the intent to conduct surveillance on the individual or property captured in the image.
- (b) An offense under this section is a Class C misdemeanor.
- (c) It is a defense to prosecution under this section that the person destroyed the image:
  - (1) as soon as the person had knowledge that the image was captured in violation of this section; and
  - (2) without disclosing, displaying, or distributing the image to a third party.
- (d) In this section, "intent" has the meaning assigned by Section 6.03, Penal Code.  
(Added by Acts 2013, 83rd Leg., R.S., Ch. 1390 (H.B. 912), Sec. 2, eff. September 1, 2013.)

**Sec. 423.004.AA OFFENSE: POSSESSION, DISCLOSURE, DISPLAY, DISTRIBUTION, OR USE OF IMAGE.**

- (a) A person commits an offense if the person:
  - (1) captures an image in violation of Section 423.003; and
  - (2) possesses, discloses, displays, distributes, or otherwise uses that image.
- (b) An offense under this section for the possession of an image is a Class C misdemeanor. An offense under this section for the disclosure, display, distribution, or other use of an image is a Class B misdemeanor.
- (c) Each image a person possesses, discloses, displays, distributes, or otherwise uses in violation of this section is a separate offense.
- (d) It is a defense to prosecution under this section for the possession of an image that the person destroyed the image as soon as the person had knowledge that the image was captured in violation of Section 423.003.
- (e) It is a defense to prosecution under this section for the disclosure, display, distribution, or other use of an image that the person stopped disclosing, displaying, distributing, or otherwise using the image as soon as the person had knowledge that the image was captured in violation of Section 423.003.  
(Added by Acts 2013, 83rd Leg., R.S., Ch. 1390 (H.B. 912), Sec. 2, eff. September 1, 2013.)

**RECOMMENDATION:**

It appears that we are prohibited by HB#1643 from enacting any additional regulations upon drones, I will inquire from our legal counsel to see if they concur with my assumption.