

**City of Meadowlakes
City Council Stated Meeting Minutes
August 24, 2021 – 6:00pm**

**Tuesday, August 24, 2021 - 6:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas**

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on August 24, 2021, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

Present:

Mark Bentley, Mayor
Jess Lofgreen, Councilmember
Jerry Drummond, Councilmember
Eddie Wise, Councilmember

Staff:

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

Absent:

Barbara Peskin, Councilmember

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Bentley called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Bentley led Council and staff in the Pledge of Allegiance. Councilmember Wood led Council and staff in prayer.
3. **CITIZEN COMMENTS.** Resident Russ Dennis discussed the poor condition of the tennis/pickleball courts and requested council's consideration on resurfacing/repairing them.

Resident Christine Forsyth discussed the possibility of Meadowlakes having a police department and expressed her disapproval.

4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)
 - A. Operations in general - City Manager Johnnie Thompson
 1. Ordinance report – In July, our Ordinance Officer responded to 13 calls, issued 124 violation notices, mostly related to visible trash cans and parking violations. There were 15 warning tickets issued for parking infractions and 13 warning notices issued: 6 for parking a trailer on a drive or parking a vehicle on the street over 3 days in 7, and for parking an RV on the

street between 10pm and 7am; 5 for leaving a trash can out past the allowed time frame, 1 for blowing grass clippings into the street, and 1 for allowing a person without a driver's license to operate a golf cart. In July, our Animal Control Officer received 5 calls about skunk sightings; one exhibited unusual behavior and was submitted for rabies testing; it came back negative for rabies. He received several calls about dead animals that needed to be disposed of, 1 call about a snake, as well as various other calls.

2. Patrol Activity Report – In July, officers Koenning and Ciolfi logged a total of 69 hours and 246 total miles. Officer Koenning issued 2 citations for speeding (37/25 and 38/25). Officer Koenning issued 4 warnings and Officer Ciolfi issued 1 warning.

3. Building Committee Report – In July, the Building Committee issued 6 permits total; 3 fence permits, 2 remodel permits and 1 permit for a patio enclosure. Currently, there are 20 ongoing projects within the City.

B. Briefing on Golf Operations and possible increase in rates and fees – Head Golf Pro, David Klotz, gave a presentation on current rates and fees of golf courses in the area and how Hidden Falls compares. Current rates for weekdays and weekends for all area golf courses were broken down and proposed price increases for Hidden Falls were discussed. This item will be placed on the September meeting agenda as a discussion/action item.

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 Meetings/Workshops
- B. July 2021 Financial Reports

After discussion, Councilmember Wise made a motion to approve the July minutes as amended. (Under New Business 7. F. the minutes have been amended to include the buyback of two weeks of Mr. Thompson's unused vacation.) The motion was seconded by Councilmember Drummond and carried unanimously. After discussion, Councilmember Wise made a motion to approve the July 2021 financial reports as presented. The motion was seconded by Councilmember Drummond and carried unanimously.

6. **OLD BUSINESS.**

A. Update and action as may be required regarding Coronavirus Local Fiscal Recovery Funds (CLFRF). Mr. Thompson informed Council that the city is obligated for the first round of funding (approximately \$211,000); the second round (approximately \$211,000) will follow one year after the city receives the first round of funding.

B. Discussion/Action: Appointment of a committee to review police presence within the City. Mayor Bentley appointed Councilmembers Drummond and Wise, and will also

appoint two or three members of the community with law enforcement experience to this committee. Their purpose will be to put together a comprehensive study regarding costs, labor, and other needs associated with forming a police force. Mayor Bentley hopes to have a verbal report from them at the December council meeting.

7. NEW BUSINESS.

- A. Discussion/Action: Contract for fire protection with the Marble Falls Area Volunteer Fire Department, Inc., including a request to release escrowed funds held by the City on the Department's behalf.** Chief Mike Phillips was present to discuss the new contract, as well as to request the release of the \$15,000 held in escrow by the city. The existing three year contract will expire at the end of September of this year, and the new proposed contract is for an additional three years. The proposed contract provides for a 3% increase in funding for the department which would bring the yearly cost for fire protection to \$38,249.01. Currently, per the terms of our contract, the city escrows \$5000 per year on behalf of the Department; the department is not requesting this option in the proposed contract. The city currently pays \$37,134.96 per year, plus \$5,000 in escrowed funds, which brings the total to \$42,135 yearly. The proposed contract will actually be a 9.2% decrease in yearly cost to the city. After discussion, Councilmember Lofgreen made the following motion:

"I move to approved entering to a three year contract with the Marble Falls Area Volunteer Fire Department, Inc. for fire protection services within the City and to authorize the City Manager to release the \$15,000 held in escrow on behalf of the Department for the purpose of purchasing firefighting equipment." The motion was seconded by Councilmember Wise and carried unanimously.

- B. Discussion/Action: Consideration on retaining an engineering firm to assist with construction related to the Coronavirus Local Fiscal Recovery Funds.** The city has qualified to receive \$422,000 in federal Coronavirus Local Recovery Funds, which can be used for improvements to water/wastewater infrastructure. Funds will be provided in two funding cycles; this year and next year. Mr. Thompson informed council that the funds will be used to renovate one of the city's wastewater treatment plants as well as to make other necessary wastewater related improvements. Initially, the renovations/improvements were going to be done by contractors and existing staff, however, in speaking with Grant Development Service, the firm that was retained to obtain and administer the recovery funds, it was realized that the city would need to obtain an engineering firm to draft plans and make necessary renovations and other improvements. Mr. Thompson has met with Tony Plumlee, PE, with Willis Environmental Engineering, Inc., who were the design engineers for the city's water distribution system and wastewater collection system. Mr. Plumlee has provided a draft agreement for services. The cost will be 10% of the total cost of renovations, so approximately \$42,000. After discussion, Councilmember Drummond made a motion to retain Willis Engineering, Inc. for the waste water treatment plant renovations. The motion was seconded by Councilmember Wise and carried unanimously.

- C. Discussion/Action: Determining method of payment to Grant Development Service, the firm retained to obtain and administer Coronavirus Local Fiscal Recovery Funds.** Mr. Thompson informed council that there are two options for method of payment: using the grant funds, which would have to be done through a solicitation process, or by utilizing operating funds. After discussion, Councilmember Wise made a motion to utilize the City's operating funds as the

method of payment for Grant Development Service. The motion was seconded by Councilmember Wood and carried unanimously.

D. Discussion/Action: Related to nomination of members to the Burnet Central Appraisal District Board of Directors. The Board of Directors consists of five members, which are elected at large by each taxing entity. All five current Board members have elected to serve for an additional term. No action was taken on this item.

E. Discussion/Action: Request from the Meadowlakes Property Owners Association, Inc. for an easement on City owned Lot 800. POA President, Steve Nash, and Board member, Mike Shaw, were present to discuss this item. They informed council that the purpose of requesting a drainage easement is for a storm water collection system that they believe will help eliminate some flooding issues at the intersection of Turkey Run and Saint Andrews. There is currently a 5' easement on this lot, and the POA is requesting an additional 15', which would bring the total drainage easement to 20'. After discussion, Councilmember Lofgreen made a motion to grant an additional 15' drainage easement along the northern property line of lot 800. The motion was seconded by Councilmember Wise and carried unanimously.

F. Discussion/Action: Retaining of accounting firm to conduct the City's 2021 audit. Local Government Code requires the City to have an audit of all records and accounts annually; this is generally done at the end of the City's fiscal year and must be conducted by a certified public accountant experienced in conducting governmental auditing. For the past several years, the City has retained the firm of Neffendorf & Knopp, P.C., now Neffendorf and Blocker, P.C, of Fredericksburg. Mr. Thompson recommends retaining this firm for conducting the City's fiscal year 2021 audit at an estimated cost of \$15,500, which is the same rate as for the past three years. After discussion, Councilmember Wood made a motion to retain the accounting firm Neffendorf and Blocker, P.C. to conduct the City's FY21 annual audit. The motion was seconded by Councilmember Drummond and carried unanimously.

8. ANNOUNCEMENTS

The next City Council meeting will be held September 21, 2021.

9. ADJOURNMENT: Mayor Bentley adjourned the meeting at 7:41 pm.

Approved: _____
Mayor, Mark Bentley

Date: September 21, 2021

Attest: _____
City Secretary, Evan Bauer

Date: September 21, 2021