

**City of Meadowlakes
City Council Stated Meeting Minutes
September 21, 2021 – 6:00pm**

**Tuesday, September 21, 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 September 21, 2021, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

Present:

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

Staff:

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

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 Cathy Teague discussed the poor condition of several yards/lots in Meadowlakes and asked if anything was being done about them. She also mentioned several other ordinance violations that she thought needed to be brought to council's attention.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)
 - A. Operations in general - City Manager Johnnie Thompson
 1. Ordinance report – In August, our Ordinance Officer responded to 13 calls, issued 115 violation notices, mostly related to visible trash cans and parking violations. There were 16 warning tickets issued for parking infractions and 18 warning notices issued: 8 for parking a trailer on a drive, parking a vehicle on the street over 3 days in 7, parking a golf cart on the drive, and for parking an RV on the street between 10pm and 7am; 8 for leaving a trash can out past the allowed period or leaving bulk trash out past the allowed timeframe, and 2 for yards/lots needing to be mowed. There were 3 citations issued: one for leaving a trash cans visible from the street past the allowed timeframe, and 2 for parking a boat in the drive

over 3 days in 7. There were 2 signs picked up that were in the city's right of way. In August, our Animal Control Officer received 5 calls about skunk sightings; none exhibited unusual behavior. There were 3 dead skunks and 1 dead armadillo picked up and disposed of, 1 cat was returned to its owner, 1 call about a snake was received, as well as various other calls.

2. Patrol Activity Report – In August, officers Koenning and Ciolfi logged a total of 52.5 hours and 174 total miles. There were no citations issued. Officer Koenning issued 6 warnings and Officer Ciolfi issued 1 warning.

3. Building Committee Report – In August, the Building Committee issued 3 permits total; all for fences. Currently, there are 18 ongoing projects within the City.

B. Briefing on Golf Operations – Head Golf Pro, David Klotz, was not present. Mr. Thompson gave his update. Golf play is down slightly due to the heat; however, it is anticipated that play will pick up within the coming weeks. Golf course maintenance staff will begin over seeding in a couple of weeks.

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. August 2021 Financial Reports

After discussion, Councilmember Wise made a motion to approve the August minutes as presented. The motion was seconded by Councilmember Lofgreen and carried unanimously. After discussion, Councilmember Drummond made a motion to approve the August 2021 financial reports as presented. The motion was seconded by Councilmember Peskin 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 has received the first round of funding (approximately \$211,000); the city should receive the second round of funding (approximately \$211,000) during the first quarter of next year. Willis Engineering is currently working on the wastewater treatment plant renovation project, which is what these funds have been approved for.

B. Discussion/Action: Ordinance 2021-02 – AN ORDINANCE OF THE CITY OF MEADOWLAKES, TEXAS, AMENDING ORDINANCE 2020-07, WHICH ADOPTED THE FISCAL YEAR 2020-2021 MUNICIPAL BUDGET FOR THE CITY OF MEADOWLAKES, TEXAS. EFFECTIVE DATE; REPEALER; SEVERABILITY; AND PROPER NOTICE AND MEETING.

Ordinance 2021-02 will amend the existing fiscal year 2021 budget to reflect prior Council actions and update the anticipated revenues and expenses for the three main

funds of the City. After discussion, Councilmember Peskin made a motion to approve Ordinance 2021-02, which amends Ordinance 2020-07, which adopted the FY21 budget. The motion was seconded by Councilmember Wise and carried unanimously.

C. Ordinance 2021-03 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, ADOPTING THE OFFICIAL BUDGET FOR THE 2022 FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; APPROPRIATING

THE

VARIOUS AMOUNTS THEREOF, PROVIDING FOR THE INVESTMENT OF FUNDS; AUTHORIZING EXPENDITURES; PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT; ENACTMENT; FILING OF THE BUDGET; EFFECTIVE DATE; REPEALER; SEVERABILITY; AND PROPER NOTICE AND MEETING. This budget is similar to the one filed on July 28, 2021 with only a few line item changes to the General Fund. The Utility Fund budget reflects several changes such as approval of an additional employee and the development of a Capital Improvements/Renovation budget. No changes were made to the Recreation or Debt Service Fund.

After discussion, Councilmember Peskin made the following motion: *“I move to ratify that the fiscal year 2022 budget will raise \$25,951 more in ad valorem tax income than last year.”* Her motion was seconded by Councilmember Wise and approved by unanimous vote.

Councilmember Peskin made a motion to approve Ordinance 2021-03 as present which adopts the fiscal year 2022 budget as proposed. The motion was seconded by Councilmember Wise and carried with a unanimous vote.

D. Ordinance 2021-04 - AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MEADOWLAKES, TEXAS, FOR THE 2021 FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021, TAX YEAR 2021; PROVIDING FOR AND APPORTIONING EACH LEVY FOR A SPECIFIC PURPOSE; PROVIDING A DATE ON WHICH TAXES SHALL BECOME DELINQUENT IF UNPAID; PROVIDING FOR A LIEN ON ALL TAXABLE PROPERTY TO SECURE THE PAYMENT OF TAXES DUE THEREON; PROVIDING FOR PENALTIES, INTEREST AND COLLECTION COSTS, IF ANY, FOR ALL DELINQUENT TAXES; PROVIDING FOR FINDINGS OF FACT; SAVINGS CLAUSE; SEVERABILITY; PUBLICATION; EFFECTIVE DATE, AND PROPER NOTICE AND MEETING. Ordinance 2021-04 adopts the proposed tax rate off \$0.2661 per \$100 taxable valuation, which is \$0.02 less than last year’s rate. A breakdown of the proposed tax rate is below:

\$0.1487 – Maintenance & Operation (M&O)
\$0.1174 – Interest & Sinking (I&S)
\$0.2661 - total tax rate

After discussion, Councilmember Lofgreen made a motion to approve Ordinance 2021-04, which adopts the ad valorem tax rate for FY2021 at a rate of \$0.2661 per \$100 taxable valuation. The motion was seconded by Councilmember Wise and carried unanimously.

E. Discussion: Golf Course Rates and Fees. This item was discussed at the August council meeting. Mr. Thompson informed council that since then, he has looked into the City’s existing rates and fees, and it appears that several additional golfing rates and fees have been developed over the years, but not documented. Preparing the necessary

documentation will take longer than initially planned. Mr. Thompson plans to have this information for review at the October council meeting. No action was taken.

7. NEW BUSINESS.

A. Discussion/Action: Approval of Waiver of Encroachment on lot 1041-R, Meadowlakes, Section III, Encroaching into the 5' side utility easement by 0.6' at its northeast corner and 2.5' at its southeast corner. The owner of lot 1041-R, 401 Meadowlakes Dr, is requesting a waiver of encroachment from the City the structure on his property currently encroaches into the City's utility easement. Don Sherman, of Willis Environmental Engineering, surveyed the property, and prepared a Waiver of Encroachment document that, if approved, would be filed with the County. The property encroaches into the 5' side utility easement by 0.6' at its northeast corner and 2.5' at its southeast corner. After discussion, Councilmember Lofgreen made a motion to approve the Waiver of Encroachment as presented. The motion was seconded by Councilmember Peskin and carried unanimously.

8. ANNOUNCEMENTS

Mr. Thompson announced that the city's annual flu shot clinic will be held on Thursday, September 30th from 10a.m. - 1p.m. Also, the county will be hosting their annual Household Hazardous Waste Collection Day (BOPATE) on Saturday, October 16th from 9am – 1pm.

The next City Council meeting will be held October 19, 2021.

9. ADJOURNMENT: Mayor Bentley adjourned the meeting at 6:30 pm.

Approved: _____
Mayor, Mark Bentley

Date: October 26, 2021

Attest: _____
City Secretary, Evan Bauer

Date: October 26, 2021