

**City of Meadowlakes**  
**City Council Budget Work Session Minutes**  
**June 16, 2020 – 4:00pm**

**Tuesday, June 16, 2020 - 4:00 p.m.**  
**Totten Hall, Meadowlakes Municipal Offices**  
**177 Broadmoor Street, Meadowlakes, Texas**

The City Council of the City of Meadowlakes held a Budget Work Session at Meadowlakes Municipal Building in Totten Hall on June 16, 2020, beginning at 4:00 p.m. in accordance with the duly posted notice of said meeting.

**Present:**

Mary Ann Raesener, Mayor  
Mike Barry, Councilmember  
Barbara Peskin, Councilmember  
Jerry Drummond, Councilmember  
Eddie Wise, Councilmember  
Gerry Mason, Councilmember

**Staff:**

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

1. **Call to Order and Quorum Determination.** Mayor Raesener called the work session to order at 4:00 pm and announced the presence of a quorum.
2. **Receive status updates from Staff and hold discussion on the financial condition of the City in relationship to the fiscal year 2020 budget.** General discussion was held regarding the status of the General, Recreation, and Utility Funds.
3. **Fiscal Year 2021 Budget.** Discussion was held over the Fiscal Year 2021 budget. The draft budget will be filed with the City Secretary by July 31<sup>st</sup>.
4. **Adjournment.** Mayor Raesener Adjourned the work session at 5:17pm.

**City of Meadowlakes**  
**City Council Stated Meeting Minutes**  
**June 16, 2020 – 6:00pm**

**Tuesday, June 16, 2020 - 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 June 16, 2020, beginning at 6:00p.m. in accordance with the duly posted notice of said meeting.

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Raesener called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Raesener led Council and staff in the Pledge of Allegiance. Councilmember Mason led the Council and guests in prayer.
3. **CITIZEN COMMENTS.** None.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)
  - A. Operations in general - City Manager Johnnie Thompson
    1. Ordinance and Animal Control Report – In April and May, our Ordinance/Animal Control Officer responded to 97 calls, issued 168 violation notices, mostly related to visible trash cans. He also issued 53 warning tickets, mainly dealing with parking infractions, and issued 18 warning notices. Also issued were 4 citations; 3 for allowing a dog to leave the lot line, and one 1 for an owner not registering their pet with the City.
    2. Patrol Activity Report – In April and May, our patrol officer logged 100 total hours and 410 total miles. He issued 3 speeding citations - 41 in a 25 mph zone, 39 in a 25 mph zone and 38 in a 25 mph zone. He also gave two verbal warnings.
    3. Building Committee Report – The City currently has 30 open building permits. In April and May, the following permits were issued:
      - 5 - fence
      - 1 – boat dock
      - 1 – pergola
      - 1 – patio cover
      - 1 – deck
      - 1 – remodel
      - 3 – pool
      - 3 - flatwork
      - 1 - new construction (116 Dove Ln.)
  - B. Briefing on Golf and Food & Beverage Operations – Head Golf Pro, David Klotz, was not present, but Mr. Thompson informed Council that the restaurant is currently open to the public and is operating at 50% occupancy. Mr. Klotz will be present at the budget workshop that is scheduled on July 7<sup>th</sup> to give an update on golf operations.
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. April and May 2020 Financial Statements

After discussion, Councilmember Peskin made a motion to approve the consent items as presented. The motion was seconded by Councilmember Barry and carried with a unanimous vote.

**6. OLD BUSINESS.**

**A. Discussion/Action – Discussion regarding allowing garage sales within the City.** A committee to look into the possibility of garage sales within Meadowlakes was previously formed. The committee consists of Chairperson Barbara Peskin, Kathy Iosue, Amy McJunkins, and Kathleen Wolker. Councilmember Peskin presented their findings to council:

1. No Garage sale could be held in Meadowlakes without a change in the Conditions, Covenants and Restrictions (CC&Rs) currently in place for the Property Owner’s Association.
2. In order to amend the CC&Rs, the amendment must be presented to the residents and voted upon at an annual meeting.

The recommendations of this Committee to the POA for a change in the CC&Rs would be:

1. Allow for two-day garage sales to be held once a year on the same weekend (maybe Friday and Saturday the first weekend in November)
2. Have the sales open to Meadowlakes residents only and not advertise to the public.
3. Allow the sales to be at each resident’s home. Provide a map to residents telling them where the sales will be held.
4. Provide rules to each resident as to times of sale (maybe 9am – 3pm) and other applicable guidelines.

It is also recommended that a permit be necessary (maybe \$10) to hold a garage sale in a resident’s home and the fee collected would be used to offset the cost of signage which must be placed in the resident’s yard (CC&Rs would have to be amended to allow for the sign). After discussion, there was no action taken. This was only information presented to the council by Councilmember Peskin.

**B. Discussion/Action - Update on COVID – 19 and Related Disaster Declaration.** Mr. Thompson informed council that there are now 62 cases of COVID – 19 in Burnet County. It is somewhat alarming because 24 of those cases were confirmed just over the past two weeks. While City Hall is currently open for business, Mr. Thompson informed council and guests that if the numbers continue to rise, there is a possibility that it will be closed once again to the public to protect both the employees as well as the residents.

**7. NEW BUSINESS.**

**A. Discussion/Action: Authorizing the City Manager to advance funds from the General Fund to the Recreation Fund to cover anticipated losses.** The FY2020 budget reflected a transfer of \$50,000 from the General Fund to the Recreation Fund. These funds were to be used for capital improvements and renovation expenses. Only \$16,000 of the appropriated funds have been utilized to date for repairs to the outside of the restaurant building. Due to the financial condition of the Recreation Fund, there have been no additional renovations; only necessary repairs have been made since it appeared early in the fiscal year that the remaining appropriated funds may be needed to help cover anticipated losses in the Fund.

It is anticipated that the General Fund will have to utilize approximately \$90,000-\$95,000 of its uncommitted reserves to cover the anticipated losses of the Recreation Fund. It is recommended by Mr. Thompson, that the advances made to the Recreation Fund be approved as short-term loans at this time. It is anticipated that later in the fiscal year, the General Fund budget will need to be amended to reflect the loan as actual transfers. After discussion, Councilmember Wise made a motion to authorize Mr. Thompson to advance funds from the General Fund to the Recreation Fund to cover anticipated losses. The motion was seconded by Councilmember Drummond and carried unanimously.

- B. Discussion/Action: Memorandum of Understanding between the City of Marble Falls and the City of Meadowlakes supporting the City of Marble Falls' application to the Texas Water Development Board for funding for the bridge over Backbone Creek on Ave. N.** In March, Mr. Thompson briefed council on the proposed bridge on Ave. N. that Marble Falls is requesting a grant from FEMA to build. The City of Marble Falls has made the grant application, and if approved, the grant would provide 75% of the funding required to build the bridge. Since they made the application, a new potential funding source is available that would provide up to 75% of the City of Marble Falls' cost share of the first grant. Mr. Thompson informed council that they have requested a Memorandum of Understanding (MOU) with Meadowlakes that supports their application to the Texas Water Development Board. Mr. Thompson drafted a MOU, which does not commit the City to anything except the support toward Marble Falls obtaining their grant and assisting them with the management of the Backbone Watershed. After discussion, Councilmember Wise made a motion to support the City of Marble Falls in their application to the Texas Water Development Board for funding for the bridge over Backbone Creek. The motion was seconded by Councilmember Mason and carried unanimously.
- C. Discussion/Action: Contract for Election Services with Burnet County.** In prior years, the City has contracted with Burnet County for the conduction of our municipal elections. The proposed contract is the same as in previous years, and our fees are based on a pro-rata share of the cost of conducting the election. Last year, since no other entity had a contested race, we had to pay the entire cost of the election, which was over \$3,900. In prior years, our cost has ranged between \$75 and \$2,200. The agreements will cover both the November 2020 election as well as the one that will be held in May of 2021. After discussion, Councilmember Mason made a motion to approve the Contract for Election Services as presented. The motion was seconded by Councilmember Wise and carried unanimously.
- D. Discussion/Action: Amendment of the Utility Fund for the purchase of a used sewer cleaner/vacuum truck to replace the City's existing trailer-mounted unit.**
- E. Discussion/Action: Authorizing the City Manager to purchase a used sewer cleaner/vacuum truck.** Mr. Thompson informed council that the City's current trailer mounted vacuum unit, which is about 12 years old and was acquired through the Federal Surplus program, is in need of replacement. City crews use this unit almost weekly to help with water leaks. Due to its age, it is becoming very undependable and is having to be repaired just about every time the crews use it. Also, the city has several flatbed trucks, however, none of them are able to tow the vacuum unit safely due to its

weight. Mr. Thompson recommends amending the current fiscal year Utility Fund budget to reflect the purchase of a used truck, which will be a combination sewer cleaner and vacuum truck. The cost of a new truck is more than \$300,000, however, it appears that the City can find an 8-10-year-old unit in good shape in the \$50-\$75,000 range. After discussion, Councilmember Mason made a motion to amend the Utility Fund's Fiscal Year 2020 budget to allow for the purchase of a used sewer cleaner/vacuum truck to replace the City's existing unit. In the same motion, Councilmember Mason authorized Mr. Thompson to purchase a used sewer cleaner/vacuum truck. The motion was seconded by Councilmember Drummond and carried unanimously.

- 8. ANNOUNCEMENTS:** Mr. Thompson announced that the POA will be having a workshop in the Meadowlakes Restaurant parking lot at 6pm on Monday, June 22<sup>nd</sup>.

The next City Council meeting will be held July 21, 2020.

- 9. ADJOURNMENT:** Mayor Raesener adjourned the meeting at 6:35 pm.

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

**Date:** July 11, 2020

**Attest:** \_\_\_\_\_  
City Secretary, Evan Bauer

**Date:** July 11, 2020